



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

TUESDAY, SEPTEMBER 14,
2021

6:00 PM

1. Call to Order/Roll Call/Pledge of Allegiance
2. Presentations/Introductions – None
3. Approve minutes of the August 24, 2021 City Council Meeting
 - A. August 24, 2021 City Council Meeting Minutes
4. Consent Agenda
 - A. List of Claims for Release
 - B. Resolution 2021-186 Approve Appointment of Committee, Board, and Commission Members
 - C. Resolution 2021-187 Declare Costs to be Assessed and Establish Special Assessment Hearing for the 2021 Street Overlay and Sidewalk Improvements - Contract 2021-02
 - D. Resolution 2021-185 Accept Donations to Parks and Recreation Department
 - E. Resolution 2021-189 Approve Massage Therapist License
 - F. Approve Golf Cart/Recreational Vehicle Permit for 2021-2024
 - G. Resolution 2021-190 Accept Donation Made by Caden Steeves and Parker Breyer
 - H. Approve Contract Employment Agreement with Kim Clausen
 - I. Resolution 2021-191 Accept Donation to Buckham Memorial Library
 - J. Resolution 2021-192 Approve Street Closure Application for Cry Baby Craig's
 - K. Resolution 2021-193 Approve American Rescue Plan Grant Application
 - L. Resolution 2021-194 Approve Street Closures for Faribault High School Homecoming Parade
 - M. Approve Utility Locate Ticket Software Agreement with KorTerra
 - N. Resolution 2021-196 Approve Street Closures for CROP Hunger Walk
5. Requests to be Heard
6. Public Hearings
 - A. Resolution 2021-189 Adopting Special Assessments for 2020 MSA Street Reconstruction and Buckham Center Parking Lot Improvements - Contract 2020-04
7. Items for Discussion
 - A. Resolution 2021-182 Adopting the 2022 Preliminary Property Tax Levy and Establishing the Budget Meeting Date
 - B. Resolution 2021-183 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for Fiscal Year 2022
 - C. Resolution 2021-184 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for Fiscal Year 2022

- D. Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township - Second Reading
- E. Ordinance No. 2021-7 Annexing Land Owned by the City Warsaw Township - Second Reading
- F. Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township - Second Reading
- G. Approve Summary Publication of Ordinances No. 2021-6, No. 2021-7 and No. 2021-8
- H. Resolution 2021-195 Approve Appeal of Heritage Preservation Commission's Denial of Certificate of Appropriateness for Building Demolition at 633 1st Street SE (Johnston Hall)

8. Bids - None

9. Boards and Commissions Reports, Announcements and Project Updates

10. Adjournment

NOTE:

CC Closed Captioning of Council meetings available on FCTV.

Please contact the City Administrator's Office if you need special accommodations related to a disability while attending the City Council meeting.



CITY COUNCIL MINUTES

COUNCIL CHAMBERS

TUESDAY, AUGUST 24,
2021

6:00 PM

Call to Order/Roll Call/Pledge of Allegiance

The regular meeting of the City Council was called to order by Mayor Kevin Voracek at 6:00pm. Councilors Sara Caron, Royal Ross, Tom Spooner, Janna Viscomi and Jon Wood were in attendance, and Councilor Peter van Sluis was absent. Also in attendance was City Administrator Tim Murray, Assistant to the City Administrator Heather Slechta, Parks and Recreation Director Paul Peanasky, Public Works Director Travis Block, City Engineer Mark DuChene, Community and Economic Development Director Deanna Kuennen, Human Resources Manager Kevin Bushard and Finance Director Jeanne Day.

Presentations/Introductions – None

Approve minutes of August 5, 2021 Special City Council Meeting - Closed Session and August 10, 2021 Regular City Council Meeting

Motion by Viscomi, seconded by Spooner to approve the minutes of August 5, 2021 Special City Council Meeting - Closed Session and August 10, 2021 Regular City Council Meeting and carried unanimously.

Consent Agenda

- A. Resolution 2021-165 Approve Massage Therapist Licenses
- B. Approve Fireworks Permit for Divine Mercy Catholic Church
- C. Approve 1-4 Day Temporary Liquor License for Faribault Chamber Trust
- D. Resolution 2021-166 Accept Donation from Friends of Buckham Memorial Library
- E. Approve 2021 CIP Purchase – Ground Storage Reservoir Mixer
- F. Resolution 2021-173 Approve Limited Use Permit #6606-0028 with the Minnesota Department of Transportation for Trunk Highway 60 Beautification
- G. Resolution 2021-174 Declare Costs to be Assessed and Establish Special Assessment Hearing for 2020 MSA Street Reconstruction and Buckham Center Parking Lot Improvements - Contract 2020-04
- H. Resolution 2021-175 Amending the Community Management Plan as it Relates to Public Improvement Standards and Assessment Policies
- I. Resolution 2021-170 Accept Donations to Parks and Recreation Department
- J. Approve Professional Engineering and Related Services Proposal for Northern Links Trail Connection
- K. Approve Professional Engineering and Related Services Proposal for TH 3 Trunk Sanitary Sewer Replacement
- L. Resolution 2021-176 Authorization to Apply for the Compeer Financial Emergency Response Equipment Grant
- M. Resolution 2021-177 Approve Acquisition of 55 Willow Street (PID 18.31.4.26.001) and Authorize the Execution of the Purchase Agreement
- N. Resolution 2021-178 Approve Appointment to the Economic Development Authority
- O. Resolution 2021-179 Approve Hiring Community Services Officer
- P. Resolution 2021-180 Approve Hiring Recreation Coordinator
- Q. Resolution 2021-181 Approve Hiring Accounting Technician
- R. List of Claims for Release
- S. Approve Encroachment Agreement at 427 Division Street East
- T. Approve 1-4 Day Temporary Liquor License for the Rice County Fair

Motion by Ross, seconded by Wood to approve Consent Agenda items A-T and carried unanimously.

Requests to be Heard-None

Public Hearings – None

Items for Discussion

Resolution 2021-171 Approve a Corner Side Yard Variance for a Roof Canopy at 5 Greenhaven Bay

Community and Economic Development Director Deanna Kuennen explained that Travis and Brenda Beaupre have applied for a setback variance to allow a 6-foot entrance canopy roof to be constructed on their home that would extend into the required corner side yard setback area along the Green Drive side of their lot located at 5 Greenhaven Bay. Current city ordinances permit a 3-foot canopy encroachment into the 25-foot required yard area. The home was built in 1986 and was constructed right at the 25-foot setback line. The Beaupres wish to protect the entrance on the northeast side of their home from the weather.

At its meeting of August 3, 2021, the Development Review Committee (DRC) discussed the variance application submitted by the property owners. The DRC found that the application did not meet the findings as required by the UDO. On August 16, 2021, the Planning Commission, after proper notice, held a public hearing regarding this application. The Planning Commission received the staff report including the DRC recommendation with findings against the approval of the application. There was no one from the public present during the public hearing, City staff received one call regarding the public hearing notice, but no objections from the public were received. The Planning Commission members determined that the application for a variance was justified due to the placement of the home on the lot at the minimum setback. The Planning Commission recommended approval of the variance application and they approved findings in support of the variance request.

Motion by Ross, seconded by Spooner to approve Resolution 2021-171 Approve a Corner Side Yard Variance for a Roof Canopy at 5 Greenhaven Bay and carried unanimously.

Resolution 2021-167 Approve Preliminary Plat and Final Plat of MET CON BUSINESS PARK FOURTH ADDITION, Resolution 2021-168 Approve MET CON BUSINESS PARK FOURTH ADDITION Developer's Platting Agreement and Resolution 2021-169 Approve Early Construction Agreement for MET CON BUSINESS PARK FOURTH ADDITION

Community and Economic Development Director Deanna Kuennen informed the Council that Randy McDonough on behalf of McDonough Farms, LLC submitted applications for preliminary plat approval and final plat approval of MET CON BUSINESS PARK FOURTH ADDITION. The proposed plat shifts the north property line of Lot 1, Block 1, MET CON BUSINESS PARK THIRD ADDITION to the north, thereby allowing the existing Trystar building at 15765 Acorn Trail to expand to the north. Refer to the attached report to the Planning Commission for additional information. On July 19, 2021, the Planning Commission held a public hearing to consider the requests. No one from the public attended the public hearing or provided comments about the requests. The Planning Commission recommended that the City Council approve the Applicant's requests based on the findings and conditions included in the attached Resolution 2021-167.

Kuennen requested that the Council approve the Developer's Platting Agreement as well as the Early Start Agreement. The Early Start Agreement allows for the Developer to start before the recording of the final plat. Recording typically takes a few weeks once the plat is approved. It is at the Developer's sole risk, to start limited construction on the property.

Motion by Spooner, seconded by Wood to approve Resolution 2021-167 Approve Preliminary Plat and Final Plat of MET CON BUSINESS PARK FOURTH ADDITION and carried unanimously.

Motion by Ross, seconded by Viscomi to approve Resolution 2021-168 Approve MET CON BUSINESS PARK FOURTH ADDITION Developer's Platting Agreement and carried unanimously.

Motion by Ross, seconded by Caron to approve Resolution 2021-169 Approve Early Construction Agreement for MET CON BUSINESS PARK FOURTH ADDITION and carried unanimously.

Ordinance No. 2021-4 Approve Vacation of Drainage and Utility Easement at MET CON BUSINESS PARK THIRD ADDITION - Second Reading and Approve Summary Publication - Ordinance 2021-4

Community and Economic Development Director Deanna Kuennen explained that this was the second

reading for Ordinance 2021-4. The vacation request relates to a proposed replat of the property into the MET CON BUSINESS PARK FOURTH ADDITION, which will allow a planned expansion of the existing Trystar development at 15765 Acorn Trail. On August 10, 2021, the City Council approved the first reading of Ordinance 2021-4, which relates to the requested easement vacation. There have been no changes to the ordinance since the first reading.

Motion by Spooner, seconded by Caron to approve Ordinance No. 2021-4 Approve Vacation of Drainage and Utility Easement at MET CON BUSINESS PARK THIRD ADDITION - Second Reading

Roll Call Vote:

Aye: Councilor Caron, Ross, Spooner, Viscomi, Wood, and Mayor Voracek

Nay:

Motion carried 6:0

Motion by Ross, seconded by Wood to Approve Summary Publication - Ordinance 2021-4 and carried unanimously.

Ordinance No. 2021-5 Amend Section 4-27 of the City Code of Ordinances Regarding Hours of Operation for On-Sale Intoxicating Liquor Sales - Second Reading and Approve Summary Publication - Ordinance 2021-5

City Administrator Tim Murray explained that this was the second reading of Ordinance 2021-5, that relates to section 4-27 of the City Code that would change the bar closing time to 1:00 am, there were no changes since the first reading.

Councilor Spooner stressed that this is a matter of public safety. Councilor Viscomi stated that she is absolutely in favor of this passing. Mayor Voracek asked when this would go into effect. Murray explained that the Charter states that it goes into effect after publication. Mayor Voracek stated that he did not think that changing the ordinance would change behaviors.

Motion by Wood, seconded by Spooner to approve Ordinance No. 2021-5 Amend Section 4-27 of the City Code of Ordinances Regarding Hours of Operation for On-Sale Intoxicating Liquor Sales - Second Reading

Roll Call Vote

Aye: Councilor Ross, Spooner, Viscomi, and Wood

Nay: Councilor Caron and Mayor Voracek

Motion carried 4:2 with Councilor Caron and Mayor Voracek voting Nay.

Motion by Viscomi, seconded by Ross to Approve Summary Publication - Ordinance 2021-5 and carried unanimously.

Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township - First Reading, Ordinance No. 2021-7 Annexing Land Owned by the City in Warsaw Township - First Reading and Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township - First Reading

Community and Economic Development Director Deanna Kuennen explained to the Council that on April 20, 2021 the City Councils' Annexation Committee supported the annexation of City-owned parcels. Staff notified Wells Township of its intent to annex 5 City-owned parcels adjacent to the city limits as well as Warsaw Township of its intent to annex two former railroad parcels that were acquired in 2009. Staff also notified Walcott Township of its intent to annex a 3.5-acre parcel that is adjacent to the city limits. Kuennen stated that the townships have not expressed any concerns with the annexation.

Motion by Spooner, seconded by Ross to approve Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township - First Reading

Roll Call Vote:

Aye: Councilor Caron, Ross, Spooner, Viscomi, Wood, and Mayor Voracek

Nay:

Motion carried 6:0

Motion by Ross, seconded by Caron to approve Ordinance No. 2021-7 Annexing Land Owned by the City in Warsaw Township - First Reading

Roll Call Vote:

Aye: Councilor Caron, Ross, Spooner, Viscomi, Wood, and Mayor Voracek

Nay:

Motion carried 6:0

Motion by Spooner, second by Ross to approve Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township - First Reading

Roll Call Vote:

Aye: Councilor Caron, Ross, Spooner, Viscomi, Wood, and Mayor Voracek

Nay:

Motion carried 6:0

Resolution 2021-172 Order Improvements, Approve Plans and Specifications, and Establish Bid Date for Well House No.5 Replacement

Public Works Director Travis Block explained that Resolution 2021-172 orders the improvements, approves the plans and specifications, and establishes the bid date for the construction of Well House No.5 to replace the well house that was destroyed when the building flooded as a result of a pipe failure in April. The project is for the construction of a well house floor, foundation, masonry block building and electric components for the well. The well, pump and motor were not damaged during the flood. The cost estimate for the project is \$635,000.00 and will be funded by the Water Fund. The resolution also established a bid date of September 21, 2021 for the project. Construction would begin in November, with substantial completion in June 2022.

Councilor Ross asked why the project is so expensive and what was the size of the building. Block explained the cost is due to the electrical components and the building is a little bigger than 12'x16'.

Motion by Ross, seconded by Wood to approve Resolution 2021-172 Order Improvements, Approve Plans and Specifications, and Establish Bid Date for Well House No.5 Replacement and carried unanimously.

Bids - None

Boards and Commissions Reports, Announcements and Project Updates

The Monthly Financial Report was provided to the Council as part of the meeting materials.

Mayor Voracek stated that the Council appointed a member to the EDA and is looking for another person to serve on the Board, if interested please reach out to Deanna Kuennen.

City Administrator Tim Murray reminded the Council that although next Tuesday is the fifth Tuesday of the month, there will be a work session.

Adjournment

Motion by Ross, seconded by Viscomi to adjourn the regular City Council meeting and carried unanimously.

Meeting adjourned at 6:22 pm.

Respectfully Submitted,

Heather Slechta
Assistant to the City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: September 14, 2021
SUBJECT: List of Claims for Release

Background:

A copy of the list of claims is available for City Council review through the City Administrator, in the amount of \$1,964,303.17 which includes check number 172415 to 172630 and automatic clearing house payments.

The description line for each claim provides information to assist readers in understanding the purpose of the purchase and the department making the purchase. Initials of the department making the purchase are included in the description when possible. At the bottom of each page is a key, listing the primary funds to help identify the fund associated with the claim.

Recommendation:

It is recommended that the City Council approve the attached List of Claims for release.

Attachments:

1. 09-14-2021 Council AP List

AP
AP Council Approval 09-14-2021



User: astadler
Printed: 9/10/2021 10:10:39 AM

Check Numb	Last Name	Acct 1	Amount	Description
172453	1250 Autumn Holdings LLC	601-00000-000-20200	23.48	Refund Check 019971-002, 1250 Autumn Dr
	1250 Autumn Holdings LLC		23.48	
0	A H Hermel Candy & Tobacco	101-45125-450-42990	682.95	Concession Items
	A H Hermel Candy & Tobacco		682.95	
172415	Abbott Sharon	601-00000-000-20200	30.81	Refund Check 008228-001, 328 8 St NW
	Abbott Sharon		30.81	
172454	ABR Sand & Gravel LLC	603-49500-000-42240	455.52	Pit Run For Utility Repairs
172454	ABR Sand & Gravel LLC	601-49430-000-42240	455.52	Pit Run For Utility Repairs
172454	ABR Sand & Gravel LLC	602-49450-000-42240	455.52	Pit Run For Utility Repairs
	ABR Sand & Gravel LLC		1,366.56	
0	Ag Partners Coop	101-45127-450-42160	330.00	Fertilizer (Soccer Field)
0	Ag Partners Coop	101-45200-450-42160	129.34	Ground Sterlant
	Ag Partners Coop		459.34	
172455	Ahmed Zamzam	241-46330-461-44375	187.00	910 SW 1st Street Utility Reimb 9/2021
172455	Ahmed Zamzam	241-46330-461-44375	31.00	910 SW 1st Street Utility Reimb 8/2021
	Ahmed Zamzam		218.00	
172456	Allina Health System	437-41940-410-44370	1,084.11	Johnston Hall Expenses
	Allina Health System		1,084.11	
172457	Almanza Felipe	601-00000-000-20200	46.47	Refund Check 009950-000, 1900 2 Ave NW

Check Numb	Last Name	Acct 1	Amount	Description
	Almanza Felipe		46.47	
172458	Amazon Capital Services	101-45122-450-42110	34.48	Equipment Supplies
172458	Amazon Capital Services	101-42123-420-43135	35.08	Chuckit! Ball
172458	Amazon Capital Services	101-42123-420-42410	26.75	Retaining Clip For Flashlight (4)
172458	Amazon Capital Services	101-42220-420-42110	91.95	9" Steel Demon Carbide Blade 3-Pack
	Amazon Capital Services		188.26	
0	American Engineering Testing Inc	474-43121-430-45302	759.00	(2021-02) Street Overlays Material Testing
0	American Engineering Testing Inc	473-43121-430-45304	659.75	(2020-04) Division St. Recon. Materials Testing
0	American Engineering Testing Inc	404-45200-450-45300	709.00	(2020-08) City Park Imp. Material Testing
0	American Engineering Testing Inc	473-43121-430-45304	210.00	(2020-04) Class 5 Sieve Analysis
	American Engineering Testing Inc		2,337.75	
172459	American Library Association	101-45500-450-44330	225.00	ALA Membership Dues for Allyn McColley
	American Library Association		225.00	
172460	Andreas Wyatt	601-00000-000-20200	46.85	Refund Check 021129-000, 414 Division St W
	Andreas Wyatt		46.85	
0	Arrow Electric LLC	101-45200-450-43090	184.00	Electric Service Disconnect
0	Arrow Electric LLC	898-46310-000-44010	205.81	#215 Replaced Outlets In Living Room
	Arrow Electric LLC		389.81	
172461	Aspen Mills	101-42123-420-42180	69.36	Cargo Pants / L Ulrich
	Aspen Mills		69.36	
172462	Axon Enterprise Inc	101-42123-420-44160	-2,100.00	CREDIT-Didn't Install Squad Cameras in 3 Vehicles-Invoice #16069
172462	Axon Enterprise Inc	101-42123-420-42410	2,928.50	Taser Cartridges - Targets
	Axon Enterprise Inc		828.50	
172463	Baker & Taylor Entertainment	101-45500-450-42190	311.31	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	15.52	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	10.30	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	406.48	Books

Check Numb	Last Name	Acct 1	Amount	Description
172463	Baker & Taylor Entertainment	101-45500-450-42190	1,101.78	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	529.89	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	275.98	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	109.63	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	312.82	Books
172463	Baker & Taylor Entertainment	101-45500-450-42190	1,212.28	Books
	Baker & Taylor Entertainment		4,285.99	
172416	Barral Linda	601-00000-000-20200	38.24	Refund Check 011376-000, 1703 Shumway Ave
	Barral Linda		38.24	
172464	Barry Mark	601-00000-000-20200	28.56	Refund Check 015046-006, 1309 4 St NW
	Barry Mark		28.56	
172465	Bauer Ryan	101-45200-450-44010	455.20	Plumbing Repairs
172465	Bauer Ryan	101-45125-450-44010	369.81	Facility Repairs
172465	Bauer Ryan	101-45200-450-44010	285.28	Plumbing Repairs
172465	Bauer Ryan	101-45125-450-44010	307.40	Facility Repairs
172465	Bauer Ryan	101-42110-420-44010	343.00	Unclogged Breakroom Drain
	Bauer Ryan		1,760.69	
172417	Berg Terry	601-00000-000-20200	12.59	Refund Check 006249-000, 903 9 Ave SW
	Berg Terry		12.59	
0	BGMN Inc	101-45200-450-42210	29.76	Fuel Additive - Stock
0	BGMN Inc	101-43121-430-42210	59.52	Fuel Additive - Stock
0	BGMN Inc	602-49450-000-42210	22.32	Fuel Additive - Stock
0	BGMN Inc	601-49430-000-42210	22.32	Fuel Additive - Stock
0	BGMN Inc	101-42123-420-42210	14.88	Fuel Additive - Stock
	BGMN Inc		148.80	
0	BHE Renewables	602-49480-000-43810	11,743.99	Solar Energy July
	BHE Renewables		11,743.99	
172466	Bituminous Materials LLC	241-46330-461-44050	45,040.80	910-920 1st Street SW/1518-1536 Western Parking Lot Asphalt Resu

Check Numb	Last Name	Acct 1	Amount	Description
	Bituminous Materials LLC		45,040.80	
172467	Blessum James	601-00000-000-20200	75.20	Refund Check 019667-001, 1110 11 Ave NE
	Blessum James		75.20	
172468	Bokman Jeremy	602-00000-000-20200	5.49	Refund Check 007722-001, 427 Division St E
172468	Bokman Jeremy	601-00000-000-20200	20.44	Refund Check 007722-001, 427 Division St E
172468	Bokman Jeremy	601-00000-000-20200	2.82	Refund Check 007722-001, 427 Division St E
	Bokman Jeremy		28.75	
172469	Boley Marilee	601-00000-000-20200	22.17	Refund Check 019604-000, 1809 Birchwood Ct
	Boley Marilee		22.17	
0	Border States Industries Inc	101-42110-420-42230	72.00	Light Bulbs
0	Border States Industries Inc	602-49480-000-42170	94.73	Eletrical Safety Gloves
	Border States Industries Inc		166.73	
172418	Botz Philip	601-00000-000-20200	4.09	Refund Check 018770-001, 734 Lincoln Ave
	Botz Philip		4.09	
172470	Boyle Lori	601-00000-000-20200	109.38	Refund Check 009528-000, 1311 Greenleaf Rd
	Boyle Lori		109.38	
172471	BSN Sports Inc	101-45130-450-42110	802.37	Volleyballs
	BSN Sports Inc		802.37	
172472	Budde Sally	601-00000-000-20200	7.03	Refund Check 020281-000, 2405 2 Ave NW
	Budde Sally		7.03	
172473	Bug Busters Inc	241-46330-461-44010	87.00	1319 NW 7th Street Wasp Removal/Spray
	Bug Busters Inc		87.00	
0	Burbank Jeffrey	101-42121-420-43310	70.00	Lunch Per Diem / Firearms Instructor Class

Check Numb	Last Name	Acct 1	Amount	Description
	Burbank Jeffrey		70.00	
172443	Cal's Metals	601-49430-000-44010	46.09	Brackets for Well 7
172443	Cal's Metals	601-49430-000-42110	46.09	Metal Bracket For Panel Well 7
172474	Cal's Metals	101-42220-420-42210	30.80	Ladder Bracket #2117
	Cal's Metals		122.98	
172475	Canon Financial Services Inc	603-49500-000-44160	1.63	Public Works Copier Rent
172475	Canon Financial Services Inc	101-43121-430-44160	110.14	Public Works Copier Rent
172475	Canon Financial Services Inc	603-49500-000-44160	1.63	PWP Copier Rent 8/1/21-8/31/21
172475	Canon Financial Services Inc	101-42210-420-44160	68.46	Copy Machine 12/01/2020 to 12/31/2020
172475	Canon Financial Services Inc	602-49450-000-44160	11.46	PWP Copier Rent 8/1/21-8/31/21
172475	Canon Financial Services Inc	101-42210-420-44160	68.46	Copy Machine Lease 08/01/2021 to 08/31/2021
172475	Canon Financial Services Inc	101-43121-430-44160	110.14	PWP Copier Rent 8/1/21-8/31/21
172475	Canon Financial Services Inc	601-49430-000-44160	11.46	PWP Copier Rent 8/1/21-8/31/21
172475	Canon Financial Services Inc	101-42124-420-44160	201.90	Copy Machine Rentals
172475	Canon Financial Services Inc	602-49450-000-44160	11.46	Public Works Copier Rent
172475	Canon Financial Services Inc	601-49430-000-44160	11.46	Public Works Copier Rent
	Canon Financial Services Inc		608.20	
172476	Carahsoft Technology Corporation	101-43170-430-43095	908.00	Bentley Yearly Software Subscription
	Carahsoft Technology Corporation		908.00	
172477	Carlson Chad	601-00000-000-20200	65.26	Refund Check 022042-000, 626 1 St SW
	Carlson Chad		65.26	
172478	Carlson Richard	601-00000-000-20200	57.91	Refund Check 018456-000, 1210 Amber Ln
	Carlson Richard		57.91	
172479	Cemstone Products Co Inc	101-45200-450-42110	359.50	Concrete
	Cemstone Products Co Inc		359.50	
172480	Cengage Learning Inc	101-45500-450-42190	38.00	Books
	Cengage Learning Inc		38.00	

Check Numb	Last Name	Acct 1	Amount	Description
172481	Chadderdon Lumber	101-45200-450-42110	11.20	Lumber
172481	Chadderdon Lumber	101-45200-450-42110	88.93	Rebar/Stakes/Screws
	Chadderdon Lumber		100.13	
172482	Chamber Trust	240-46210-460-43140	1,000.00	Aman - Faribault Futures
	Chamber Trust		1,000.00	
0	Charlton Jacob	101-42123-420-43310	14.00	Basic PIT Per Diem
0	Charlton Jacob	101-42123-420-43310	137.00	Meals Per Diem-SFST/ARIDE Training
	Charlton Jacob		151.00	
0	Cintas Corporation	602-49480-000-44060	23.28	Lab Towels Floor Mats
0	Cintas Corporation	602-49450-000-44060	14.97	Uniform Cleaning Sewer
0	Cintas Corporation	101-43126-430-44060	12.68	Uniform Cleaning Mechanics
0	Cintas Corporation	101-43121-430-44060	26.49	Uniform Cleaning Streets
0	Cintas Corporation	603-49500-000-44060	6.59	Uniform Cleaning Stormwater
0	Cintas Corporation	101-45200-450-44060	30.74	Laundry
0	Cintas Corporation	898-46310-000-44060	10.98	1324 Prairie Avenue Mats
0	Cintas Corporation	601-49430-000-44060	25.25	Uniform Cleaning Water
0	Cintas Corporation	601-49430-000-44060	2.37	Laundry Services PWP
0	Cintas Corporation	898-46310-000-42110	6.00	1324 Prairie Avenue Hand Sanitizer
0	Cintas Corporation	602-49480-000-44060	10.96	Lab Towels/Floor Mats
0	Cintas Corporation	602-49450-000-44060	14.97	Uniform Cleaning Sewer
0	Cintas Corporation	101-43121-430-44060	22.75	Laundry Services PWP
0	Cintas Corporation	602-49480-000-44060	33.25	Uniform Laundry
0	Cintas Corporation	101-43126-430-44060	12.68	Uniform Cleaning Mechanics
0	Cintas Corporation	601-49430-000-44060	25.25	Uniform Cleaning Water
0	Cintas Corporation	603-49500-000-44060	0.33	Laundry Services PWP
0	Cintas Corporation	101-45200-450-44060	30.74	Laundry
0	Cintas Corporation	101-45200-450-44060	30.74	Laundry
0	Cintas Corporation	101-41940-410-44060	11.98	Laundry Service - Mops & Towels
0	Cintas Corporation	602-49480-000-44060	36.00	Uniform Laundry
0	Cintas Corporation	603-49500-000-44060	6.59	Uniform Cleaning Stormwater
0	Cintas Corporation	101-43121-430-44060	26.49	Uniform Cleaning Streets
0	Cintas Corporation	602-49450-000-44060	2.37	Laundry Services PWP
0	Cintas Corporation	101-43126-430-44060	3.50	Shop Towels
	Cintas Corporation		427.95	
172483	City of Faribault	241-46330-461-43820	4.56	1323 NW 7th Street Water Thru 7/31/2021

Check Num	Last Name	Acct 1	Amount	Description
172483	City of Faribault	241-46330-461-43820	2.39	910 1st Street Water thru 08-06-2021 Final
172483	City of Faribault	241-46330-461-43820	11.85	910 SW 1st Street Final Water thru 7/31/2021
172483	City of Faribault	241-46330-461-43820	52.51	1806 Shumway Ave Water Final thru 4/30/2021
172483	City of Faribault	241-46330-461-43850	9.28	910 SW 1st Street Final Sewer Thru 7/31/2021
172483	City of Faribault	241-46330-461-43850	1.97	910 SW 1st Street Sewer Thru 08/06/2021 Final
172483	City of Faribault	241-46330-461-43860	1.10	910 SW 1st Street Storm Water Thru 8/06/2021 Final
172483	City of Faribault	241-46330-461-43860	2.21	1323 NW 7th Street Storm Water Thru 7/31/2021
172483	City of Faribault	241-46330-461-43850	46.82	1806 Shumway Ave Sewer Final thru 4/30/2021
172483	City of Faribault	241-46330-461-44375	34.00	1522 Western Ave Utility Reimbursement 9/2021
172483	City of Faribault	241-46330-461-44375	5.00	1806 Shumway Utility Reimbursement 9/2021 Water Account 20181-00
172483	City of Faribault	241-46330-461-43860	5.70	910 SW 1st Street Final Storm Water thru 7/31/2021
172483	City of Faribault	241-46330-461-43850	3.55	1323 NW 7th Street Sewer Thru 7/31/2021
	City of Faribault		180.94	
172484	CL Bensen Company Inc	101-42110-420-42230	115.78	Air Filters
	CL Bensen Company Inc		115.78	
0	CoLibri System	101-45500-450-42010	496.24	Book Covers
	CoLibri System		496.24	
172485	Commercial Asphalt Company	101-43121-430-42240	2,430.15	Asphalt
	Commercial Asphalt Company		2,430.15	
172486	Community Co-op Oil Assn	101-42210-420-42220	625.08	Tires for Fire Chief Vehicle (4)
172486	Community Co-op Oil Assn	101-45200-450-44040	12.00	Tire Repair
172486	Community Co-op Oil Assn	101-45122-450-42120	15.29	Mower Gas
172486	Community Co-op Oil Assn	101-45200-450-44040	29.95	Tire Repair
172486	Community Co-op Oil Assn	101-45200-450-42220	579.90	Tires
172486	Community Co-op Oil Assn	101-45200-450-44040	40.00	Tire Repair
172486	Community Co-op Oil Assn	101-45200-450-44040	19.95	Tire Repair
	Community Co-op Oil Assn		1,322.17	
172444	Consolidated Communications	101-41110-410-43250	13.87	Council Chambers TV Services
172444	Consolidated Communications	601-49430-000-43250	75.09	Water Plant DSL w/ Static IP
172444	Consolidated Communications	101-42110-420-43210	567.76	Police Phone Services and Long Distance Fees
172444	Consolidated Communications	101-41940-410-43250	231.12	City Hall Metro Line

Check Numb	Last Name	Acct 1	Amount	Description
	Consolidated Communications		887.84	
172487	Continental Research Corporation	101-43126-430-42110	289.97	Penetrating Oil
	Continental Research Corporation		289.97	
172488	Coon Kevin	601-00000-000-20200	28.71	Refund Check 011858-013, 302 21 St NW
	Coon Kevin		28.71	
172489	Core & Main LP	601-49430-000-43095	7,271.00	Annual Radio Meter Read Fee
172489	Core & Main LP	602-49450-000-43095	7,271.00	Annual Radio Meter Read Fee
	Core & Main LP		14,542.00	
172445	Crane Creek Asphalt	101-43121-430-42240	440.00	Tack Oil for Asphalt
172445	Crane Creek Asphalt	601-49430-000-42240	4,059.55	Water Main Break Repairs
172445	Crane Creek Asphalt	602-49450-000-42240	656.18	Sewer Repair for 1st St NE
172445	Crane Creek Asphalt	603-49500-000-42240	1,318.90	Storm Repair 1300 Block of 2nd Ave NW
172490	Crane Creek Asphalt	474-43121-430-45302	173,436.85	(2021-02) Pay Request 4
172490	Crane Creek Asphalt	601-49430-000-45300	5,950.31	Blacktop Patching Water Plant
172490	Crane Creek Asphalt	601-49430-000-45300	5,659.15	WTP Blacktop
172490	Crane Creek Asphalt	601-49430-000-45300	518.65	Black Top Patching WTP Parking Lot
172490	Crane Creek Asphalt	101-43121-430-42240	169.50	Hot Mix For Street Patching
	Crane Creek Asphalt		192,209.09	
172491	Culligan	101-41940-410-44160	160.00	Water Equipment Rental
172491	Culligan	101-45122-450-44160	36.00	Water Equipment Rental
172491	Culligan	101-45122-450-42110	141.00	Softener Salt
	Culligan		337.00	
172492	Dahms Autumn	601-00000-000-20200	35.05	Refund Check 015561-001, 427 1 St NW
	Dahms Autumn		35.05	
172493	Dalco	101-42210-420-42230	145.92	2 Cases of Toilet Paper
	Dalco		145.92	
172494	Davenport Group Inc	101-41580-410-42420	112.00	Dell Dock Warranty for IT-Ben

Check Numb	Last Name	Acct 1	Amount	Description
	Davenport Group Inc		112.00	
172495	David Douglas	601-00000-000-20200	1.03	Refund Check 005217-000, 234 1 Ave SW
	David Douglas		1.03	
172496	David Jennifer	603-00000-000-20200	0.18	Refund Check 018131-002, 625 10 St SW
172496	David Jennifer	601-00000-000-20200	0.03	Refund Check 018131-002, 625 10 St SW
172496	David Jennifer	602-00000-000-20200	0.40	Refund Check 018131-002, 625 10 St SW
172496	David Jennifer	602-00000-000-20200	0.27	Refund Check 018131-002, 625 10 St SW
172496	David Jennifer	601-00000-000-20200	0.21	Refund Check 018131-002, 625 10 St SW
172496	David Jennifer	601-00000-000-20200	61.25	Refund Check 018131-002, 625 10 St SW
	David Jennifer		62.34	
0	Day Jeanne	101-41510-410-43310	28.00	MNGFOA - \$28.00 for per diem
	Day Jeanne		28.00	
172497	DeGroot Charles	101-42700-420-43090	350.00	Removal of Trash/Sofas/Chairs/ Dressers/Other Miscellaneous Item
	DeGroot Charles		350.00	
172498	Deputy Registrar	101-42110-420-44390	14.25	Tabs #8
172498	Deputy Registrar	241-46330-461-44390	64.25	License Registration Airport Courtesy Car
	Deputy Registrar		78.50	
172499	Diamond Mowers Inc	101-43121-430-42210	595.93	Blades And Seals/Street #120
172499	Diamond Mowers Inc	225-49810-430-42210	-541.60	Credit Memo Mower Blade
	Diamond Mowers Inc		54.33	
172446	Discount School Supply	101-45140-450-42110	68.39	Fun Center Supplies
	Discount School Supply		68.39	
172500	Drenth Mathew	601-00000-000-20200	89.16	Refund Check 005891-000, 606 8 St SW
172500	Drenth Mathew	602-00000-000-20200	25.27	Refund Check 005891-000, 606 8 St SW
172500	Drenth Mathew	601-00000-000-20200	12.98	Refund Check 005891-000, 606 8 St SW

Check Numb	Last Name	Acct 1	Amount	Description
	Drenth Mathew		127.41	
172419	Driemeyer Emma	601-00000-000-20200	57.34	Refund Check 023776-000, 28 4 Ave SW
	Driemeyer Emma		57.34	
172501	Dufour Cleaners	101-42220-420-42180	100.00	Sew Velcro on 4 Bulletproof Vests
	Dufour Cleaners		100.00	
172502	Dunn Troy & Tara	601-00000-000-20200	250.91	Refund Check 009908-000, 1302 Forest Ln
	Dunn Troy & Tara		250.91	
172420	Duong Liem	601-00000-000-20200	139.21	Refund Check 023476-000, 623 4 St NW
	Duong Liem		139.21	
172503	E O Johnson Company Inc-Dallas	101-45500-450-44160	299.48	Lanier IM C2500 Copier
	E O Johnson Company Inc-Dallas		299.48	
172504	Fareway Stores Inc #126	101-41940-410-42110	25.85	Coffee & Plasticware
172504	Fareway Stores Inc #126	101-42123-420-42115	11.99	Take it to the Box-Treats For Xcel- Destroying Confiscated
172504	Fareway Stores Inc #126	101-41800-410-44382	14.97	Walk for Wellness Water 8/25/21
172504	Fareway Stores Inc #126	101-45110-450-42115	31.45	Coffee & Creamer
172504	Fareway Stores Inc #126	101-45130-450-42110	17.96	Ice/Water/Creamer for Concerts In Park
	Fareway Stores Inc #126		102.22	
172505	Faribault Ace Hardware	101-45122-450-42110	-4.20	CREDIT - Returned Fasteners
172505	Faribault Ace Hardware	101-45200-450-42110	7.19	Squeegee
172505	Faribault Ace Hardware	602-49480-000-42110	17.99	Weed Trimmer String
172505	Faribault Ace Hardware	101-45200-450-42110	17.61	Hand Soap
172505	Faribault Ace Hardware	101-42210-420-42110	-6.49	Bug Fogger Credit/Wasp & Hornet Spray
172505	Faribault Ace Hardware	241-46330-461-42110	26.97	902 A Spring Road Sealant
172505	Faribault Ace Hardware	602-49480-000-42110	32.36	Cleaning Supplies
172505	Faribault Ace Hardware	602-49480-000-42110	65.54	Cleaner Screens
172505	Faribault Ace Hardware	101-43170-430-42110	13.48	Spray To Remove Tape
172505	Faribault Ace Hardware	101-41940-410-42110	31.10	Cleaner/Hand Soap/Paper Towels
172505	Faribault Ace Hardware	101-45200-450-42110	20.69	Chainsaw Switch
172505	Faribault Ace Hardware	101-42220-420-42210	5.39	Coupler for Pressure Washer Hose

Check Num	Last Name	Acct 1	Amount	Description
172505	Faribault Ace Hardware	101-45122-450-42230	29.29	Cleaners & Light Bulbs
172505	Faribault Ace Hardware	101-42110-420-42230	27.26	Impact Bit/Tape
172505	Faribault Ace Hardware	101-42220-420-42110	11.69	Screwdriver Set
172505	Faribault Ace Hardware	602-49480-000-42110	16.18	Test Plug
172505	Faribault Ace Hardware	101-42220-420-42110	0.70	Fasteners
172505	Faribault Ace Hardware	101-42210-420-42110	8.99	Bug Fogger
172505	Faribault Ace Hardware	241-46330-461-42110	15.46	902 A Spring Road Clamps/Fasteners
172505	Faribault Ace Hardware	101-42220-420-42110	10.38	Primer & Paint
172505	Faribault Ace Hardware	101-45122-450-42110	32.76	Fasteners
172505	Faribault Ace Hardware	101-41800-410-44382	69.99	Roaster Oven
172505	Faribault Ace Hardware	101-42110-420-42230	21.20	Ant & Roach Killer - Liquid Nails
172505	Faribault Ace Hardware	101-45122-450-42110	11.74	Bushings/Tee/Elbow
172505	Faribault Ace Hardware	101-42210-420-42230	31.29	Electrical Parts
172505	Faribault Ace Hardware	602-49480-000-42110	25.58	Cleaner & Mouse Bait
172505	Faribault Ace Hardware	101-41940-410-42230	20.49	Faucet Grease & Garbage Bags
172505	Faribault Ace Hardware	101-45200-450-42110	0.18	Nuts & Bolts
172505	Faribault Ace Hardware	101-41940-410-42110	3.09	Plexiglass & Screw
172505	Faribault Ace Hardware	101-45200-450-42110	7.18	Plumbing Elbow & Bushing
172505	Faribault Ace Hardware	101-45200-450-42110	21.43	Irrigation Pipe & Fittings
172505	Faribault Ace Hardware	101-43126-430-42110	11.47	Tape Measure And Wing Nuts
172505	Faribault Ace Hardware	101-42210-420-42230	17.08	Concrete Patch & Power Strip
172505	Faribault Ace Hardware	101-42210-420-42110	2.50	Wasp & Hornet Spray
172505	Faribault Ace Hardware	101-45200-450-42110	8.53	Plumbers Tape and Pipe Cap
	Faribault Ace Hardware		632.09	
172506	Faribault Daily News	101-43121-430-44330	163.66	1 Year Daily News Subscription
172506	Faribault Daily News	602-49450-000-44330	17.03	1 Year Daily News Subscription
172506	Faribault Daily News	704-41950-000-44330	2.43	1 Year Daily News Subscription
172506	Faribault Daily News	601-49430-000-44330	17.03	1 Year Daily News Subscription
	Faribault Daily News		200.15	
0	Faribault Fleet Supply Inc	101-43121-430-42210	7.28	Clamps For Bead Spreader-Street Department
0	Faribault Fleet Supply Inc	101-45200-450-42110	18.08	Nuts & Bolts & Drill Bit
0	Faribault Fleet Supply Inc	101-43121-430-42030	89.99	Bath Tissue
0	Faribault Fleet Supply Inc	602-49450-000-42170	137.29	Muck Boots
0	Faribault Fleet Supply Inc	602-49450-000-42110	2.21	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-45200-450-42110	104.74	Wasp Spray/Caulk/Hand Soap
0	Faribault Fleet Supply Inc	101-45200-450-42110	63.94	Floor Cleaner & Wasp Killer
0	Faribault Fleet Supply Inc	601-49430-000-42110	2.21	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	601-49430-000-42110	49.98	Fertilizer For New Seeding
0	Faribault Fleet Supply Inc	601-49430-000-42110	18.99	Rake

Check Num	Last Name	Acct 1	Amount	Description
0	Faribault Fleet Supply Inc	101-45200-450-42110	62.97	Trash Cans (Central Ave)
0	Faribault Fleet Supply Inc	101-43121-430-42110	12.99	LP For #202
0	Faribault Fleet Supply Inc	101-43121-430-42110	38.44	LP And 3 Quick Links #202
0	Faribault Fleet Supply Inc	101-43121-430-42110	193.85	Helmet/Chaps/Bar Oil For Cutting Trees
0	Faribault Fleet Supply Inc	602-49450-000-42110	2.21	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-43121-430-42110	25.15	LP For #202
0	Faribault Fleet Supply Inc	601-49430-000-42110	2.21	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	225-49810-430-42210	20.36	Grease Tubes/Hose Assembly For Ford Tractor
0	Faribault Fleet Supply Inc	101-43121-430-42210	8.18	Hardware #111
0	Faribault Fleet Supply Inc	603-49500-000-42110	0.31	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-43126-430-42110	14.99	Nozzle for Fuel Can
0	Faribault Fleet Supply Inc	101-45200-450-42110	-17.61	Invoice #450787/1 For Faribault Ace Hardware Paid to Faribault F
0	Faribault Fleet Supply Inc	101-43121-430-42110	21.23	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-43121-430-42110	21.23	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-43170-430-42110	49.04	Paint Tape And Paper Towels
0	Faribault Fleet Supply Inc	601-49430-000-42110	679.27	Softener Salt
0	Faribault Fleet Supply Inc	603-49500-000-42110	0.31	Silicone Seal PWP Bldg.
0	Faribault Fleet Supply Inc	101-45200-450-42110	6.59	Spray Paint
0	Faribault Fleet Supply Inc	101-43126-430-42110	17.48	Packing Tape
0	Faribault Fleet Supply Inc	602-49450-000-42110	37.99	Extension Cord For Unit #2
	Faribault Fleet Supply Inc		1,691.90	
172507	Faribault Interiors	898-46310-000-44050	996.44	1324 Prairie Ave Community Area Decorations
	Faribault Interiors		996.44	
172447	Faribault Post Office	101-45110-450-43220	50.67	Bulletin Postage Revision
	Faribault Post Office		50.67	
172508	Faribault Rental Equipment Inc	101-43121-430-42210	63.22	Carburetor/Street Chainsaw
172508	Faribault Rental Equipment Inc	601-49430-000-44160	270.00	Mini Excavator Rental
172508	Faribault Rental Equipment Inc	101-43121-430-42110	82.95	Helmet Liner
	Faribault Rental Equipment Inc		416.17	
0	Faribo Plumbing & Heating Inc	602-49450-000-44050	2,351.00	Mismarked Sewer Service Repair
0	Faribo Plumbing & Heating Inc	602-49450-000-44050	6,177.00	Repair Of Mismarked Sewer Service
0	Faribo Plumbing & Heating Inc	241-46330-461-42110	15.75	914 SW 1st Street Gas Valve For Stove
0	Faribo Plumbing & Heating Inc	601-49430-000-44050	7,052.00	Water Main Break 117 7th Ave SW
0	Faribo Plumbing & Heating Inc	241-46330-461-44010	100.00	914 SW 1st Street Install Gas Shut Off Valve To Stove

Check Num	Last Name	Acct 1	Amount	Description
	Faribo Plumbing & Heating Inc		15,695.75	
172421	Faribo West Mall Manager	601-00000-000-20200	20.47	Refund Check 011122-018, 200 Western Ave B-7
	Faribo West Mall Manager		20.47	
0	Fastenal Company	101-43126-430-42410	35.89	3/4 Inch Drill Bit
0	Fastenal Company	601-49430-000-42110	10.78	Anchors For Well #1
0	Fastenal Company	601-49430-000-42110	40.18	Bolts For Anchors Well 1
	Fastenal Company		86.85	
172509	Ferguson Enterprises Inc. #1657	101-45122-450-42230	155.98	Toilet Parts
172509	Ferguson Enterprises Inc. #1657	101-45200-450-42110	41.29	Plumbing Supplies
	Ferguson Enterprises Inc. #1657		197.27	
0	Fette Electronics Inc	101-45122-450-44010	245.00	Update Camera Storage & Drive
0	Fette Electronics Inc	437-45122-450-45200	8,300.00	Install Door Accesses & Program
0	Fette Electronics Inc	101-45122-450-44010	4,069.00	Replaced and Added Security Cameras
0	Fette Electronics Inc	101-45122-450-44010	144.98	Replace Battery In Back Up System
0	Fette Electronics Inc	101-45200-450-44010	1,354.00	Camera Replacement
	Fette Electronics Inc		14,112.98	
0	Flom Disposal	241-46330-461-43840	20.78	1518 Western Avenue Trash Removal thru 9/30/2021
0	Flom Disposal	898-46310-000-43840	207.97	1324 Prairie Ave Disposal Thru 9/30/2021
0	Flom Disposal	241-46330-461-43840	80.00	914 SW 1st Street Mattress/Box Spring Disposal 8/09/2021
0	Flom Disposal	241-46330-461-43840	161.59	910-920 SW 1st Street Dumpster Disposal Thru 9/30/2021
	Flom Disposal		470.34	
172510	Floors by Farmer Inc	101-00000-000-20816	0.93	Rice County Tax Refund
172510	Floors by Farmer Inc	101-00000-450-34700	186.26	Fall Softball Registration Refund
172510	Floors by Farmer Inc	101-00000-000-20810	12.81	Sales Tax Refund
	Floors by Farmer Inc		200.00	
172438	GIS Benefits	101-00000-000-21710	1,802.26	Voluntary Life Insurance - September
172438	GIS Benefits	101-00000-000-21715	5,120.67	Dental Insurance Prepaid - September
172438	GIS Benefits	101-00000-000-21711	606.26	Voluntary Short Term Disability - September
172438	GIS Benefits	101-00000-000-21716	195.00	Voluntary Prepaid Legal - September

Check Numb	Last Name	Acct 1	Amount	Description
172438	GIS Benefits	101-00000-000-11510	34.66	L Petricka - Dental September
172438	GIS Benefits	101-00000-000-21717	466.67	Vision Insurance Prepaid - September
172438	GIS Benefits	101-00000-000-21716	982.59	Accident/Critical Illness - September
	GIS Benefits		9,208.11	
172511	Glenn's Service LLC	215-42123-420-43090	82.50	Tow Acadia From 260 19th Ave to FPD Storage/#21-2820
172511	Glenn's Service LLC	101-42123-420-43090	155.00	Tow '08 Saturn &'15 Chrysler from 3rd St to Storage Lot-Blue Col
	Glenn's Service LLC		237.50	
0	Godfather's Pizza	101-45125-450-42990	48.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	72.00	Pizza For Resale At Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	240.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	348.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	276.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	120.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	108.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	276.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	168.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	216.00	Pizza For Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	144.00	Pizza For Resale at Aquatic Center
	Godfather's Pizza		2,016.00	
172512	Gonzalez Brenda	601-00000-000-20200	28.69	Refund Check 020280-000, 239 Park Ave
	Gonzalez Brenda		28.69	
0	Gopher State One Call	601-49430-000-43090	130.95	August 2021 Locate Tickets
0	Gopher State One Call	602-49450-000-43090	130.95	August 2021 Locate Tickets
0	Gopher State One Call	603-49500-000-43090	130.95	August 2021 Locate Tickets
	Gopher State One Call		392.85	
172513	Granite Inliner LLC	602-49450-000-45300	37,741.10	(2020-07) Pay Request 4-Final
	Granite Inliner LLC		37,741.10	
172422	Guest House of Faribault LLC	602-00000-000-20200	40.47	Refund Check 015549-000, 118 6 St NW
	Guest House of Faribault LLC		40.47	

Check Numb	Last Name	Acct 1	Amount	Description
172514	Hach Company	601-49430-000-42110	532.70	Water Testing Supplies
	Hach Company		532.70	
172515	Hagel Jacquelyn	601-00000-000-20200	39.61	Refund Check 011905-000, 716 1 St NW
	Hagel Jacquelyn		39.61	
172516	Hardy Laura & Randy	601-00000-000-20200	55.23	Refund Check 006881-000, 1155 Kingswood Cr
	Hardy Laura & Randy		55.23	
172517	Harlequin Sales Corp/Reader Service	101-45500-450-42190	30.30	Books
172517	Harlequin Sales Corp/Reader Service	101-45500-450-42190	21.96	Books
	Harlequin Sales Corp/Reader Service		52.26	
172518	Harry Brown's LLC	101-42123-420-44040	455.30	Car Washes
172518	Harry Brown's LLC	101-42123-420-44040	295.50	Car Washes
	Harry Brown's LLC		750.80	
0	Havelka Craig L	101-42220-420-43090	30.00	Recharge Fire Extinguisher
	Havelka Craig L		30.00	
172519	Hawkins Inc	601-49430-000-42160	677.00	Chlorine For Water Treatment
172519	Hawkins Inc	601-49430-000-42160	4,668.53	Fluoride And Sodium Silicate For Water Treatment
172519	Hawkins Inc	602-49480-000-42160	5,854.32	Ferric For Phosphorus Control
172519	Hawkins Inc	101-45122-450-42160	423.04	Pool Chemicals
172519	Hawkins Inc	602-49480-000-42160	1,080.91	Bleach For Filament Control
172519	Hawkins Inc	601-49430-000-42160	3,279.49	Sodium Permanganate Sodium Silicate For Water Treatment
	Hawkins Inc		15,983.29	
172520	Healy Construction Company Inc	101-45122-450-44010	1,500.00	Remove Hallway Door
	Healy Construction Company Inc		1,500.00	
172423	Hein Andrew	601-00000-000-20200	26.11	Refund Check 021551-001, 2210 Green Dr
	Hein Andrew		26.11	

Check Numb	Last Name	Acct 1	Amount	Description
172521	Helen M Nagel Inc	101-45200-450-42110	765.00	Landscape Mulch
172521	Helen M Nagel Inc	101-45200-450-42110	506.25	Landscape Mulch
	Helen M Nagel Inc		1,271.25	
172522	Hero Industries Inc	101-42123-420-43135	1,070.00	K9 Thor Plush Dogs
	Hero Industries Inc		1,070.00	
172523	Heselton Construction LLC	474-43121-430-45303	148,806.19	(2021-03) Pay Request 3
	Heselton Construction LLC		148,806.19	
172424	Heyda Milo	601-00000-000-20200	19.30	Refund Check 007869-000, 7 Mitchell Dr
	Heyda Milo		19.30	
172524	Hiller's Last Call Liquor & Bait LLC	101-45140-450-43130	350.00	Safety Camp Trailer
	Hiller's Last Call Liquor & Bait LLC		350.00	
172525	Hillyard Hutchinson	101-45122-450-44045	270.27	Repair Cleaning Cart
	Hillyard Hutchinson		270.27	
172526	Hy-Vee - Accounts Receivable	101-45125-450-42110	14.45	General Supplies For Parade
172526	Hy-Vee - Accounts Receivable	101-41800-410-44382	133.02	End of Walk for Wellness Luncheon 8/25
172526	Hy-Vee - Accounts Receivable	101-45125-450-42990	9.96	Hot Dog Buns For Resale at Aquatic Center
172526	Hy-Vee - Accounts Receivable	101-45140-450-42110	17.00	Pet Parade Float Build Kids
172526	Hy-Vee - Accounts Receivable	101-43121-430-42110	11.64	Water for Street Department
	Hy-Vee - Accounts Receivable		186.07	
172439	ICMA Retirement Trust 457	101-00000-000-21706	335.00	PR Batch 00517.08.2021 ICMA Deferred Comp
	ICMA Retirement Trust 457		335.00	
172527	IFACS	101-45200-450-42110	101.68	Picnic Table Bolts/Hardware
	IFACS		101.68	
172448	In Control Inc	601-49430-000-44045	976.00	Replacement of Radio and Antenna Equipment

Check Numb	Last Name	Acct 1	Amount	Description
	In Control Inc		976.00	
0	Innovative Office Solutions LLC	101-42124-420-42010	29.96	Gem Clip/Glue/Lanyards
0	Innovative Office Solutions LLC	101-45110-450-42010	37.54	Name Badges/Markers/Pens
0	Innovative Office Solutions LLC	603-49500-000-42010	0.33	Pens/Clips PWP
0	Innovative Office Solutions LLC	101-45500-450-42010	86.22	Colored Paper/Label Maker Replacement Labels
0	Innovative Office Solutions LLC	101-41940-410-42010	770.70	Office Paper
0	Innovative Office Solutions LLC	101-43121-430-42010	21.95	Pens/Clips PWP
0	Innovative Office Solutions LLC	101-42124-420-42010	37.29	Towelettes/Rules Pads/ Correction Tape/Highlighter
0	Innovative Office Solutions LLC	101-42124-420-42010	2.79	Jumbo Clips
0	Innovative Office Solutions LLC	601-49430-000-42010	2.28	Pens/Clips PWP
0	Innovative Office Solutions LLC	101-43110-430-42010	16.04	Sharpie Markers
0	Innovative Office Solutions LLC	602-49450-000-42010	2.28	Pens/Clips PWP
0	Innovative Office Solutions LLC	101-42124-420-42420	58.00	Keyboard J. Remme
	Innovative Office Solutions LLC		1,065.38	
172528	Insty-Prints	101-42123-420-43135	139.61	Thor Trading Cards
172528	Insty-Prints	101-45140-450-42110	93.00	Pet Parade Awards
	Insty-Prints		232.61	
0	Internal Revenue Service	101-00000-000-21703	19,226.84	PR Batch 00517.08.2021 FICA Employer
0	Internal Revenue Service	101-00000-000-21704	6,609.26	PR Batch 00517.08.2021 Medicare Employer
0	Internal Revenue Service	101-00000-000-21704	6,609.26	PR Batch 00517.08.2021 Medicare Employee
0	Internal Revenue Service	101-00000-000-21703	19,226.84	PR Batch 00517.08.2021 FICA Employee
0	Internal Revenue Service	101-00000-000-21701	42,521.64	PR Batch 00517.08.2021 Federal Income Tax
	Internal Revenue Service		94,193.84	
172529	Jacobson Jeff & Teri	601-00000-000-20200	6.29	Refund Check 023466-000, 2113 14 St NE
	Jacobson Jeff & Teri		6.29	
0	Jandro Excavating	601-49430-000-44050	1,956.00	1134 7th St NW Service Repair (Improper City Locate)
	Jandro Excavating		1,956.00	
172530	Jeanes Angela & Richard	601-00000-000-20200	26.38	Refund Check 005555-000, 511 4 Ave SW
	Jeanes Angela & Richard		26.38	

Check Numb	Last Name	Acct 1	Amount	Description
0	Johns Ben	101-42121-420-43310	65.00	MNIAI Fall Conference-Per Diem
	Johns Ben		65.00	
172531	Johnson Ambra	601-00000-000-20200	66.49	Refund Check 018827-000, 716 Winter Dr
	Johnson Ambra		66.49	
172532	Johnson Tricia	101-45140-450-43090	140.00	Interpreting - Youth Football
	Johnson Tricia		140.00	
172533	Kaspersen Larry	601-00000-000-20200	12.88	Refund Check 011999-000, 317 2 St NW
	Kaspersen Larry		12.88	
0	Kennedy & Graven, Chartered	601-49430-000-45300	119.00	FA105-00439 Water Tower Project
0	Kennedy & Graven, Chartered	101-41610-410-43040	121.80	FA105-00418 2021 Planning Commission Meetings
0	Kennedy & Graven, Chartered	101-00000-000-11540	361.50	FA105-00190 Faribault Foods
0	Kennedy & Graven, Chartered	101-41610-410-43040	20.50	FA105-00197 Charter Commission
0	Kennedy & Graven, Chartered	898-46310-000-43040	553.50	1324 Prairie Avenue Review Performance & Payment Bonds
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,066.00	FA105-00356 Notice of Legal Claim: ACLU V CoF
0	Kennedy & Graven, Chartered	280-46310-461-43040	252.80	Donation of Lot Division Street East
0	Kennedy & Graven, Chartered	101-41610-410-43040	556.80	FA105-00005 General Matters
0	Kennedy & Graven, Chartered	101-00000-000-22000	265.10	FA105-00423 C. Allen Homes Development
0	Kennedy & Graven, Chartered	101-41610-410-43040	48.20	FA105-00101 Annexation Matters
0	Kennedy & Graven, Chartered	225-49810-430-43040	164.00	FA105-00431 David Bates/Airport Matters
0	Kennedy & Graven, Chartered	101-00000-000-22000	1,542.40	FA105-00421 Camelot Court Estates
0	Kennedy & Graven, Chartered	101-42400-420-43040	20.50	FA105-00313 301-305 Central Ave
0	Kennedy & Graven, Chartered	101-00000-000-22000	120.50	FA105-000433 MET CON Business Park Fourth Addition
0	Kennedy & Graven, Chartered	101-41610-410-43040	205.00	FA105-00434 2021 Wells Township Annexation Matter
0	Kennedy & Graven, Chartered	437-41940-410-45204	12.10	FA105-00387 Acquisition of Lockerby Property
0	Kennedy & Graven, Chartered	101-00000-000-22000	1,337.90	FA105-00427 Met Con Business Park Second Addition
0	Kennedy & Graven, Chartered	101-41610-410-43040	156.60	FA105-00012 General Licensing Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,096.20	FA105-00028 General Planning Matters
0	Kennedy & Graven, Chartered	272-46500-462-43070	24.10	FA105-00385 Lofts at Evergreen
0	Kennedy & Graven, Chartered	101-00000-000-22000	24.10	FA105-00426 Stoneridge Third Addition
0	Kennedy & Graven, Chartered	101-41610-410-43040	17.40	FA105-00027 General Code Enforcement Issues
0	Kennedy & Graven, Chartered	437-41940-410-45207	24.20	FA105-00401 Purchase of FBO Properties LLC Parcel of Land
0	Kennedy & Graven, Chartered	101-41610-410-43040	728.40	FA105-00417 2021 City Council Meeting
	Kennedy & Graven, Chartered		8,838.60	

Check Numb	Last Name	Acct 1	Amount	Description
0	Kielmeyer Construction Inc	101-43121-430-42240	322.99	Crushed Rock For Roads
	Kielmeyer Construction Inc		322.99	
0	Kimley-Horn and Associates Inc	470-43121-430-45300	4,368.80	(2021-04) 2nd Ave/Division St Bridge Through 7/31/21
	Kimley-Horn and Associates Inc		4,368.80	
0	Kline Distributing LLC	602-49450-000-42230	7.15	Sanitizing Wipes
0	Kline Distributing LLC	601-49430-000-42230	7.15	Sanitizing Wipes
0	Kline Distributing LLC	101-43121-430-42230	68.68	Sanitizing Wipes
0	Kline Distributing LLC	101-41800-410-44382	170.00	End of Walk for Wellness Event 8/25/21
0	Kline Distributing LLC	603-49500-000-42230	1.02	Sanitizing Wipes
	Kline Distributing LLC		254.00	
172425	Knott Nevita	601-00000-000-20200	12.58	Refund Check 019488-001, 519 Whipple Way
	Knott Nevita		12.58	
172534	Koch Jr. Bob	602-00000-000-20200	4.76	Refund Check 006711-001, 607 4 Ave SW
172534	Koch Jr. Bob	601-00000-000-20200	2.44	Refund Check 006711-001, 607 4 Ave SW
172534	Koch Jr. Bob	601-00000-000-20200	30.61	Refund Check 006711-001, 607 4 Ave SW
172534	Koch Jr. Bob	601-00000-000-20200	0.34	Refund Check 006711-001, 607 4 Ave SW
172534	Koch Jr. Bob	602-00000-000-20200	3.49	Refund Check 006711-001, 607 4 Ave SW
172534	Koch Jr. Bob	603-00000-000-20200	2.39	Refund Check 006711-001, 607 4 Ave SW
	Koch Jr. Bob		44.03	
172426	LaCombe Chris & Sandy	601-00000-000-20200	125.32	Refund Check 020480-000, 1213 Newhall Dr
172535	LaCombe Chris & Sandy	601-00000-000-20200	37.15	Refund Check 020480-000, 1213 Newhall Dr
	LaCombe Chris & Sandy		162.47	
172536	Larkin Jimmie	898-46310-000-44010	70.54	1324 Prairie Ave Monthly Fire & Elevator Alarm Monitoring
	Larkin Jimmie		70.54	
172537	LHB, Inc	437-41940-410-45204	8,654.70	Lockerby Blight Analysis
	LHB, Inc		8,654.70	
172538	LNS Court Reporting and Captioning	101-41110-410-43090	232.00	February City Council Meetings

Check Num	Last Name	Acct 1	Amount	Description
172538	LNS Court Reporting and Captioning	101-41110-410-43090	232.00	June Council Meetings
	LNS Court Reporting and Captioning		464.00	
0	Locators and Supplies Inc	602-49450-000-42110	331.64	Locate Marking Paint
0	Locators and Supplies Inc	601-49430-000-42110	331.64	Locate Marking Paint
0	Locators and Supplies Inc	603-49500-000-42110	331.63	Locate Marking Paint
0	Locators and Supplies Inc	101-43170-430-42110	35.84	Marking Stick
	Locators and Supplies Inc		1,030.75	
172539	Losen Christopher	601-00000-000-20200	41.80	Refund Check 020193-000, 913 2 St SW
	Losen Christopher		41.80	
172540	Lynn Peavey Company	101-42121-420-42110	89.35	"Fentanyl" Labels - Evidence Tape
	Lynn Peavey Company		89.35	
172541	Mach Construction LLC	280-46310-461-43130	1,668.89	415 Division Street Corridor Rehab Loan Program
	Mach Construction LLC		1,668.89	
172440	Madison National Life Insurance Co Inc	101-42220-420-41330	65.56	Part-time Firefighters Life Insurance
172440	Madison National Life Insurance Co Inc	101-00000-000-21710	3,315.17	Life Insurance-September
172441	Madison National Life Insurance Co Inc	101-00000-000-21711	-12.63	D Pribbenow LTD
172441	Madison National Life Insurance Co Inc	101-00000-000-21711	1,692.31	PR Batch 00517.08.2021 Long Term Disability
	Madison National Life Insurance Co Inc		5,060.41	
0	Malecha Violet	101-42123-420-43310	14.00	Pursuit Refresher Per Diem
	Malecha Violet		14.00	
0	Marco Technologies LLC	101-41320-410-44045	16.54	Administration Print Fee
0	Marco Technologies LLC	101-43126-430-44045	6.23	Public Works Maintenance Shop Print Fee
0	Marco Technologies LLC	101-43110-430-44045	0.11	Public Works Department Print Fee
0	Marco Technologies LLC	101-42110-420-44045	21.39	Police Administration Print Fee
0	Marco Technologies LLC	902-00000-000-23935	312.30	Main Marco Monthly Bill
0	Marco Technologies LLC	101-41800-410-44045	29.92	HR Print Fee
0	Marco Technologies LLC	240-46210-460-44045	42.69	Community & Economic Development Print Fee
0	Marco Technologies LLC	101-45126-450-44045	0.53	Washinton Rec Print Fee
0	Marco Technologies LLC	101-42124-420-44045	80.42	Police Records and Evid. Print Fee

Check Numb	Last Name	Acct 1	Amount	Description
0	Marco Technologies LLC	101-41510-410-44045	78.80	Finance Print Fee
0	Marco Technologies LLC	101-45200-450-44045	1.74	Parks Print Fee
0	Marco Technologies LLC	101-45110-450-44045	1.23	Community Center Back Desk Print Fee
0	Marco Technologies LLC	101-45500-450-44045	4.52	Library Print Fee
0	Marco Technologies LLC	101-42123-420-44045	28.18	Police Patrol Print Fee
0	Marco Technologies LLC	101-41510-410-44045	157.80	Monthly Printer Contract CN184829-01
0	Marco Technologies LLC	902-00000-000-23935	-312.30	Marco Main 1
	Marco Technologies LLC		470.10	
172427	Matejcek Stephen	601-00000-000-20200	28.44	Refund Check 010990-001, 920 8 Ave SW
	Matejcek Stephen		28.44	
0	McDermott Spencer	602-49450-000-43310	38.00	Per Diem For Training Conference
	McDermott Spencer		38.00	
0	McDowell Steven	602-49480-000-43140	64.00	Per Diem MN Wastewater Operators Conference
	McDowell Steven		64.00	
172542	McFall Graham	601-00000-000-20200	12.62	Refund Check 024117-000, 1308 1 Ave NW
	McFall Graham		12.62	
172428	Med City Mobility LLC	602-00000-000-20200	435.91	Refund Check 012565-000, 627 4 St NW
172428	Med City Mobility LLC	601-00000-000-20200	369.90	Refund Check 012565-000, 627 4 St NW
172428	Med City Mobility LLC	601-00000-000-20200	19.92	Refund Check 012565-000, 627 4 St NW
172428	Med City Mobility LLC	601-00000-000-20200	9.72	Refund Check 012565-000, 627 4 St NW
172428	Med City Mobility LLC	603-00000-000-20200	95.19	Refund Check 012565-000, 627 4 St NW
	Med City Mobility LLC		930.64	
172543	Menards	101-42210-420-42230	35.94	Concrete Crack Sealer
	Menards		35.94	
0	Metro Sales Inc	101-42500-420-44160	267.47	Ricoh Copier/Printer
	Metro Sales Inc		267.47	
172544	Metronet Holdings LLC	225-49810-430-43250	159.75	Internet Connection Airport

Check Num	Last Name	Acct 1	Amount	Description
	Metronet Holdings LLC		159.75	
172545	Midwest Collision Center Inc	705-41950-000-44450	1,721.65	Repairs to Squad #1620
	Midwest Collision Center Inc		1,721.65	
172546	Midwest Tape LLC	101-45500-450-42192	45.67	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	23.24	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	18.73	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	14.99	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	18.73	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	11.24	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	78.69	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	11.24	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	64.47	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	22.49	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	9.99	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	319.89	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	329.91	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	32.22	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42192	11.24	Audio/Visual
172546	Midwest Tape LLC	101-45500-450-42420	76.46	Audio/Visual
	Midwest Tape LLC		1,089.20	
0	Minnesota Child Support Payment Center	101-00000-000-21716	533.82	PR Batch 00517.08.2021 Child Support
	Minnesota Child Support Payment Center		533.82	
172547	Minnesota Department of Health	601-00000-000-20800	17,868.00	Water Service Connection Fee
	Minnesota Department of Health		17,868.00	
172548	Minnesota Department of Labor & Industry	101-45126-450-44390	10.00	Boiler License - Washington Rec Center
172548	Minnesota Department of Labor & Industry	101-41940-410-44390	100.00	Annual Elevator License - City Hall
172549	Minnesota Department of Labor & Industry	101-00000-420-36260	-35.67	July 2021 Surcharge Retained
172549	Minnesota Department of Labor & Industry	101-00000-000-20820	1,783.42	July 2021 Surcharge
	Minnesota Department of Labor & Industry		1,857.75	
172550	Minnesota Department of Public Safety	101-42123-420-44390	25.00	Registration for Forfeited Vehicle-20-4093
172550	Minnesota Department of Public Safety	101-42123-420-44390	25.00	Registration of Forfeited Vehicle 20-2931

Check Numb	Last Name	Acct 1	Amount	Description
	Minnesota Department of Public Safety		50.00	
0	Minnesota Department of Revenue	101-00000-000-21702	18,981.10	PR Batch 00517.08.2021 State Income Tax
	Minnesota Department of Revenue		18,981.10	
172551	Minnesota Department of Transportation	225-49810-430-44600	5,125.00	Hangar Loan Agreement 9/1/21-9/30/21
172551	Minnesota Department of Transportation	469-43121-430-45300	536.65	(2021-04) Structure Metals Materials Testing & Inspection
	Minnesota Department of Transportation		5,661.65	
0	Minnesota Elevator Inc	101-41940-410-44010	187.88	City Hall Elevator Monthly Maintenance - September
	Minnesota Elevator Inc		187.88	
172552	Minnesota Fire Service Certification Board	101-42210-420-44330	25.00	Firefighter II Recertification-Dustin Dienst
172552	Minnesota Fire Service Certification Board	101-42220-420-44330	175.00	Firefighter II Recertification-7 Part-Time Firefighters
	Minnesota Fire Service Certification Board		200.00	
172553	Minnesota Recreation and Parks Association	101-45110-450-43140	370.00	MRPA Conference Registration - O'Brien
172553	Minnesota Recreation and Parks Association	101-45110-450-43140	425.00	MRPA Conference Registration - Peanasky
172553	Minnesota Recreation and Parks Association	101-45110-450-43140	370.00	MRPA Conference Registration - Barman
172553	Minnesota Recreation and Parks Association	101-45110-450-43140	370.00	MRPA Conference Registration - Strodtman
	Minnesota Recreation and Parks Association		1,535.00	
172554	Minnesota Safety Council	101-42210-420-44330	580.00	Minnesota Safety Council Membership Renewal: 10/01/2021 - 09/30/
	Minnesota Safety Council		580.00	
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	212.60	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	191.00	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	393.80	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	393.80	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	415.40	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49450-000-43090	191.00	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	191.00	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	212.60	SIU Lab Testing
	Minnesota Valley Testing Labs Inc		2,201.20	

Check Numb	Last Name	Acct 1	Amount	Description
172555	Minnesota/Wisconsin Playground	101-45200-450-42110	2,291.00	Playground Mulch
	Minnesota/Wisconsin Playground		2,291.00	
172556		241-46330-461-44375	247.00	830 SW 9th Ave Utility Reimb. 9/2021
			247.00	
0	Motor Parts & Equipment Corp	601-49430-000-42210	82.54	Oil /Air/Fuel Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42410	129.16	Jumper Cables & Air Pressure Gauge
0	Motor Parts & Equipment Corp	101-43121-430-42210	2.96	Sparkplug / Street Chainsaw
0	Motor Parts & Equipment Corp	101-43126-430-42110	0.70	Cutoff Wheel Exchange
0	Motor Parts & Equipment Corp	101-45200-450-42210	51.79	Air/Fuel/Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	9.76	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-42123-420-42210	6.87	Air & Fuel Filter for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	13.75	Air & Fuel Filter for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	110.04	Oil/Air/Fuel Filters for Stock
0	Motor Parts & Equipment Corp	602-49450-000-42210	7.33	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	27.49	Air & Fuel Filter for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	103.59	Air/Fuel/Oil Filters for Stock
0	Motor Parts & Equipment Corp	602-49450-000-42210	-40.39	Credit Memo Air Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	-0.63	Sparkplug Price Adjustment/Street Chainsaw
0	Motor Parts & Equipment Corp	101-45200-450-42210	-53.84	Credit Memo Air Filters for Stock
0	Motor Parts & Equipment Corp	101-42110-420-42210	289.81	AC Belt/Serpentine Belt/ Tensioner Assembly/Idler Pulley/Spark Pl
0	Motor Parts & Equipment Corp	601-49430-000-42210	-40.39	Credit Memo Air Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	19.54	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43126-430-42110	13.99	Cutoff Wheels
0	Motor Parts & Equipment Corp	601-49430-000-42210	38.85	Air/Fuel/Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-42110-420-42110	25.29	White Towels
0	Motor Parts & Equipment Corp	602-49450-000-42210	38.85	Air/Fuel/Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	42.38	Tail Light/Street #306
0	Motor Parts & Equipment Corp	101-42123-420-42210	25.90	Air/Fuel/Oil Filters for Stock
0	Motor Parts & Equipment Corp	601-49430-000-42210	7.33	Oil Filters for Stock
0	Motor Parts & Equipment Corp	601-49430-000-42210	10.31	Air & Fuel Filter for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	-107.70	Credit Memo Air Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	220.10	Oil/Air/Fuel Filters for Stock
0	Motor Parts & Equipment Corp	101-42123-420-42210	-26.92	Credit Memo Air Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	-40.98	Window Squeegee Return/Street #217
0	Motor Parts & Equipment Corp	101-42123-420-42210	4.88	Oil Filters for Stock
0	Motor Parts & Equipment Corp	602-49450-000-42210	82.54	Oil/Air/Fuel Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	81.99	AC Fan
0	Motor Parts & Equipment Corp	602-49450-000-42110	9.49	Tape For Unit #7
0	Motor Parts & Equipment Corp	602-49450-000-42210	10.31	Air & Fuel Filter for Stock

Check Numb	Last Name	Acct 1	Amount	Description
0	Motor Parts & Equipment Corp	101-42123-420-42210	55.02	Oil/Air/Fuel Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	12.85	Exhaust Hanger and Clamps
	Motor Parts & Equipment Corp		1,224.56	
172557	MSAB Inc	101-42121-420-43095	3,395.00	XRY Logical and Physical License Renewal
	MSAB Inc		3,395.00	
172558		241-46330-461-44375	156.00	904 A Spring Road Utility Reimb 9/2021
			156.00	
172559	Napa Auto Parts	101-42220-420-42210	7.50	Fuel Filter for #2130
172559	Napa Auto Parts	101-42210-420-42210	-107.40	Battery Core Deposit
172559	Napa Auto Parts	101-42220-420-42130	21.61	Break Fluid for #2130
172559	Napa Auto Parts	101-42220-420-42210	438.62	Brake Pads/Brake Rotor/Brake Hose/Total Eclipse for #2130
172559	Napa Auto Parts	101-43121-430-42210	42.38	Rear Tail Light/Street #101
172559	Napa Auto Parts	101-42220-420-42210	4.45	Brake Hose Lock Clip #2130
172559	Napa Auto Parts	101-43126-430-42410	170.00	LED Flashlight
172559	Napa Auto Parts	101-43121-430-42210	40.98	Window Squeegee/Street #217
172559	Napa Auto Parts	101-45200-450-42210	9.63	Spark Plugs
172559	Napa Auto Parts	101-42220-420-42210	49.52	Wheel Seal for #2130
172559	Napa Auto Parts	101-45200-450-42210	78.83	Clearance Light
	Napa Auto Parts		756.12	
172442	NCPERS Group Life Insur	101-00000-000-21710	192.00	PR Batch 00517.08.2021 PERA Life Insurance
	NCPERS Group Life Insur		192.00	
172561	Nelson Auto Center Inc	215-42123-420-45500	34,517.92	K9 Squad
	Nelson Auto Center Inc		34,517.92	
172560	Nelson Scott	601-00000-000-20200	5.94	Refund Check 007942-009, 1229 1 Ave NE
	Nelson Scott		5.94	
172562		241-46330-461-44375	222.00	904 B Spring Road Utility Reimb 9/2021
			222.00	

Check Numb	Last Name	Acct 1	Amount	Description
0	North American Title Company	401-00000-000-20200	10.00	18.31.3.51.045 (F1091) Overpayment
	North American Title Company		10.00	
172563	North Central International LLC	101-43121-430-42210	109.31	Thermostat / Street #110
	North Central International LLC		109.31	
0	Northern Safety Technology Inc	101-43121-430-42210	63.36	Arrow Stick Switch Cover Street #389 & Two For Stock
	Northern Safety Technology Inc		63.36	
172564	O'Connor James	601-00000-000-20200	26.06	Refund Check 018406-001, 810 3 Ave NW
	O'Connor James		26.06	
172565	Oelkers William & Stephanie	601-00000-000-20200	8.31	Refund Check 018942-000, 1743 Patricks Bay
	Oelkers William & Stephanie		8.31	
172566	Office of MNIT Services	101-42123-420-43090	10.22	Translation Services
	Office of MNIT Services		10.22	
172449	On Target A & M Inc	602-49480-000-43090	154.37	Utility Bill Insertion
172449	On Target A & M Inc	601-49430-000-43090	154.37	Utility Bill Insertion
172449	On Target A & M Inc	603-49500-000-43090	154.38	Utility Bill Insertion
	On Target A & M Inc		463.12	
172567	OPG-3 Inc	101-43190-430-43095	940.21	Laserfiche Licensing
172567	OPG-3 Inc	101-42400-420-43095	940.21	License Fee for Jon Rued
	OPG-3 Inc		1,880.42	
0	Orchard Trust Company	101-00000-000-21706	1,389.00	PR Batch 00517.08.2021 Roth Deferred Compensation
0	Orchard Trust Company	101-00000-000-21706	9,391.88	PR Batch 00517.08.2021 MN Deferred Comp
	Orchard Trust Company		10,780.88	
172568	Ostermann Podlogar Myrna	601-00000-000-20200	14.99	Refund Check 016512-000, 2614 Hulett Ave

Check Numb	Last Name	Acct 1	Amount	Description
	Ostermann Podlogar Myrna		14.99	
0	Owatonna Veterinary Hospital	101-42123-420-43135	88.55	Vaccinations-Thor
0	Owatonna Veterinary Hospital	101-42123-420-43135	532.66	Vaccines/Examination-Thor
0	Owatonna Veterinary Hospital	101-42123-420-43135	-159.80	Credit to Reflect Discount Given to PD
	Owatonna Veterinary Hospital		461.41	
172569	Ozmun Duane	101-00000-450-34700	302.68	Refund - Fall Softball Registration
172569	Ozmun Duane	101-00000-000-20810	20.81	Refund - Sales Tax
172569	Ozmun Duane	101-00000-000-20816	1.51	Refund - Rice County Tax
	Ozmun Duane		325.00	
0	Paape Companies Inc	101-45500-450-44010	194.00	Troubleshoot Network
0	Paape Companies Inc	101-45125-450-44010	3,152.69	Facility Repairs
	Paape Companies Inc		3,346.69	
0	Palan Gina	101-42124-420-43310	65.00	MNIAI Annual Conference Per Diem
	Palan Gina		65.00	
172570	Papenfus Ronnie	101-43121-430-42210	183.00	DOM Bushing Material For Snowplow/Street #306
	Papenfus Ronnie		183.00	
172571	Parker Jeff & Annette	601-00000-000-20200	30.17	Refund Check 019606-000, 2032 Legacy Dr
	Parker Jeff & Annette		30.17	
0	Pepsi Cola of Mankato Inc	101-45125-450-42990	720.52	Concession Items For Resale at Aquatic Center
0	Pepsi Cola of Mankato Inc	101-45125-450-42990	455.65	Concession Items For Resale at Aquatic Center
	Pepsi Cola of Mankato Inc		1,176.17	
172429	Piller Properties LLC	601-00000-000-20200	32.14	Refund Check 019284-016, 1118 7 Ave SW
	Piller Properties LLC		32.14	
172572	Plunkett's Pest Control	101-43121-430-44010	123.15	Pest Control PWP
172572	Plunkett's Pest Control	602-49450-000-44010	12.82	Pest Control PWP

Check Numb	Last Name	Acct 1	Amount	Description
172572	Plunkett's Pest Control	601-49430-000-44010	12.82	Pest Control PWP
172572	Plunkett's Pest Control	603-49500-000-44010	1.82	Pest Control PWP
	Plunkett's Pest Control		150.61	
172573	Pollard Carri Ann	601-00000-000-20200	12.08	Refund Check 020210-000, 1790 Glynnview Trl
	Pollard Carri Ann		12.08	
172574	Prime Properties LLC	601-00000-000-20200	1.16	Refund Check 020981-005, 924 1 St NE
	Prime Properties LLC		1.16	
0	Property Pros	898-46310-000-44010	730.15	1324 Prairie Avenue Mowing July 2021
0	Property Pros	241-46330-461-44010	3,228.00	49 Units Mowing July 2021
0	Property Pros	280-46310-461-44010	35.00	1116 2nd Street Mowing July 2021
0	Property Pros	280-46310-461-44010	64.43	734 Division Street East Mowing July 2021
0	Property Pros	211-46310-460-44010	100.00	16 SE 1st Street Mowing July 2021
	Property Pros		4,157.58	
0	Public Employees Retirement Association	101-00000-000-21705	27,353.49	PR Batch 00517.08.2021 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	18,235.63	PR Batch 00517.08.2021 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	19,541.01	PR Batch 00517.08.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	220.73	PR Batch 00517.08.2021 PERA Defined
0	Public Employees Retirement Association	101-00000-000-21705	16,935.53	PR Batch 00517.08.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	220.73	PR Batch 00517.08.2021 PERA Defined
	Public Employees Retirement Association		82,507.12	
0	R C Bliss Inc	101-42123-420-42210	146.85	Front Axle #14
0	R C Bliss Inc	101-42220-420-42210	192.19	Seatbelt on Driver's Side #2120
0	R C Bliss Inc	101-42220-420-42210	71.93	Spark Plug/Gasket/V-Belt for Fire Chief Vehicle
0	R C Bliss Inc	101-42123-420-42210	-146.85	Credit - Invoice 5025781
0	R C Bliss Inc	101-43121-430-42210	102.80	Rear Hatch Latch/Street #511
0	R C Bliss Inc	101-45200-450-42210	16.80	Relay Switch
0	R C Bliss Inc	101-45200-450-42210	106.85	Vehicle Wiring
0	R C Bliss Inc	101-45200-450-42210	82.66	Outlet Tube
	R C Bliss Inc		573.23	
172575	Ramy Turf Products LLC	101-45200-450-42410	960.00	Staple Gun & Staples
172575	Ramy Turf Products LLC	101-45200-450-42110	1,460.00	Grass Seed & Grass Blankets

Check Numb	Last Name	Acct 1	Amount	Description
	Ramy Turf Products LLC		2,420.00	
172576	Recreation Supply Company	101-45126-450-42230	208.50	Clocks
	Recreation Supply Company		208.50	
172577	Redstone Construction LLC	469-43121-430-45300	368,867.43	(2021-04) Pay Request 5
	Redstone Construction LLC		368,867.43	
172578	Remillard Alice	601-00000-000-20200	84.82	Refund Check 012945-000, 410 11 Ave SE
	Remillard Alice		84.82	
0	Rent 'N' Save Portable Services	101-45200-450-44160	688.00	Portable Toilet Rentals
0	Rent 'N' Save Portable Services	101-45200-450-44160	1,118.00	Portable Toilet Rentals
	Rent 'N' Save Portable Services		1,806.00	
172579	RHS Properties LLC	601-00000-000-20200	19.04	Refund Check 023265-005, 327 8 St NW Apt A
	RHS Properties LLC		19.04	
172580	Rice County Environmental Services - Solid Waste	101-45122-450-43840	30.00	Couch Picked Up Off Street
172580	Rice County Environmental Services - Solid Waste	101-43121-430-43840	30.00	Couch Found On Street
	Rice County Environmental Services - Solid Waste		60.00	
0	Rice County Recorder	603-49500-000-43520	46.00	A740231 NSP Covenants & Easement Agreement
0	Rice County Recorder	602-49450-000-43520	46.00	A740243 S&K Group Easement Acquisition Agreement
0	Rice County Recorder	101-41910-410-43520	46.00	A741611 Mike Graham Resolution 2021-143
0	Rice County Recorder	101-41910-410-43520	46.00	A740285 Randy's Foods Resolution 2021-079
0	Rice County Recorder	101-41910-410-43520	46.00	A740286 Matejack Resolution 2021-066
0	Rice County Recorder	101-41910-410-43520	46.00	A741610 Jandro Resolution 2021-136
0	Rice County Recorder	474-43121-430-45302	46.00	(2021-03) A740103 Faribault Foods Easement Agreement
0	Rice County Recorder	101-41910-410-43520	46.00	A740244 Barry Johnson Stoneridge 3rd Addition Developer's Agmt
0	Rice County Recorder	290-46500-462-43520	66.00	Repayment Agreement -- Central Avenue Partners - EDA
	Rice County Recorder		434.00	
172581	Rice/Steele 911 Center	101-42123-420-42020	45.00	3 Tokens
172581	Rice/Steele 911 Center	101-42123-420-44330	150.00	Auto Tagging

Check Numb	Last Name	Acct 1	Amount	Description
172581	Rice/Steele 911 Center	101-42123-420-44330	150.00	Logis/AXON Body Cameras
	Rice/Steele 911 Center		345.00	
172582	Ritzer Clint	601-00000-000-20200	70.00	Refund Check 022032-000, 17 11 St NW
	Ritzer Clint		70.00	
172583	Robinson Jason	601-00000-000-20200	105.38	Refund Check 017634-005, 2422 15 1/2 St NW
	Robinson Jason		105.38	
0	Ronco Engineering Sales	101-43126-430-42110	58.03	Hydraulic Hose Fittings
	Ronco Engineering Sales		58.03	
172584	Rosenbauer Minnesota LLC	101-42220-420-42210	16.60	Actuator Switch Rocker Red #2110
	Rosenbauer Minnesota LLC		16.60	
172430	Roush Daniel & Sandra	601-00000-000-20200	105.74	Refund Check 006664-000, 1701 Havel Pl
	Roush Daniel & Sandra		105.74	
172431	RT Properties LLC	601-00000-000-20200	55.32	Refund Check 019099-000, 728 Lyndale Ave
172585	RT Properties LLC	601-00000-000-20200	10.15	Refund Check 019099-000, 728 Lyndale Ave
	RT Properties LLC		65.47	
0	Ryan Contracting Co.	601-49430-000-45300	375,576.80	(2019-12B) Pay Request 2
	Ryan Contracting Co.		375,576.80	
172432	Saathoff Lois	601-00000-000-20200	56.54	Refund Check 020113-000, 326 8 Ave SW
	Saathoff Lois		56.54	
172586	Safety-Kleen Systems Inc	101-43126-430-42110	103.15	Parts Washer Service
	Safety-Kleen Systems Inc		103.15	
172587	Sakatah Carvers LLC	240-46210-460-43090	107.13	Name Sign/Decal-Hunter/Barton/Stephanie
172587	Sakatah Carvers LLC	101-41940-410-42230	123.97	City Hall Entrance Doors Hours Update Decals

Check Numb	Last Name	Acct 1	Amount	Description
	Sakatah Carvers LLC		231.10	
172433	Sartor Companies LLC	601-00000-000-20200	6.14	Refund Check 015745-007, 24 Lind St
	Sartor Companies LLC		6.14	
172588	Schindler Elevator Corporation	101-45500-450-44010	481.38	Elevator Maintenance
	Schindler Elevator Corporation		481.38	
0	Schirmer Karl D	101-45500-450-44010	395.00	Carpet Maintenance
	Schirmer Karl D		395.00	
172589	Schmidt Paul	101-00000-450-34700	116.42	Refund - Fall Softball Registration
172589	Schmidt Paul	101-00000-000-20810	8.00	Refund - Sales Tax
172589	Schmidt Paul	101-00000-000-20816	0.58	Refund - Rice County Tax
	Schmidt Paul		125.00	
172590	Schmitz Lewis	601-00000-000-20200	16.99	Refund Check 023756-000, 832 6 Ave SW
	Schmitz Lewis		16.99	
0	Selco	101-45500-450-43095	1,031.73	Self Check Machine Annual Maintenance Agreement
	Selco		1,031.73	
172591	Septer Natalie	602-00000-000-20200	8.32	Refund Check 022461-000, 1711 Western Ave
172591	Septer Natalie	602-00000-000-20200	6.08	Refund Check 022461-000, 1711 Western Ave
172591	Septer Natalie	603-00000-000-20200	5.70	Refund Check 022461-000, 1711 Western Ave
172591	Septer Natalie	601-00000-000-20200	10.55	Refund Check 022461-000, 1711 Western Ave
172591	Septer Natalie	601-00000-000-20200	0.81	Refund Check 022461-000, 1711 Western Ave
172591	Septer Natalie	601-00000-000-20200	3.12	Refund Check 022461-000, 1711 Western Ave
	Septer Natalie		34.58	
0	Severson Jason	101-42121-420-43310	65.00	MNIAI Annual Conference Per Diem
	Severson Jason		65.00	
172592	Sherwin Williams Company #3037	101-43170-430-42240	74.38	Black Paint For Parking Stalls

Check Numb	Last Name	Acct 1	Amount	Description
	Sherwin Williams Company #3037		74.38	
172593	SHI International Corp	101-41510-410-43095	192.00	Gina Carlson Adobe Pro
172593	SHI International Corp	101-45110-450-43095	192.00	Denise Hansen Adobe Pro
172593	SHI International Corp	101-41320-410-43095	192.00	Tim Murray Adobe Pro
172593	SHI International Corp	902-00000-000-23935	3,072.00	Adobe Pro Yearly Renewal
172593	SHI International Corp	101-41510-410-43095	192.00	Jeanne Day Adobe Pro
172593	SHI International Corp	101-42110-420-43095	192.00	Neal Pederson Adobe Pro
172593	SHI International Corp	101-41510-410-43095	192.00	Ann Remold Adobe Pro
172593	SHI International Corp	101-43190-430-43095	192.00	Mark DuChene Adobe Pro
172593	SHI International Corp	101-41800-410-43095	192.00	Donna Braun Adobe Pro
172593	SHI International Corp	101-45110-450-43095	192.00	Kevin O'Brien Adobe Pro
172593	SHI International Corp	101-43110-430-43095	192.00	Theresa Manz Adobe Pro
172593	SHI International Corp	240-46210-460-43095	192.00	Kim Clausen Adobe Pro
172593	SHI International Corp	101-41580-410-43095	4.72	Monthly Visio Subscription Cost
172593	SHI International Corp	101-43190-430-43095	192.00	Dale Drentlaw Adobe Pro
172593	SHI International Corp	101-41910-410-43095	192.00	Kari Casper Adobe Pro
172593	SHI International Corp	902-00000-000-23935	-3,072.00	SHI International Corp
172593	SHI International Corp	101-43190-430-43095	192.00	Glenn Cunningham Adobe Pro
172593	SHI International Corp	101-42400-420-43095	192.00	Hunter Morsching Adobe Pro
172593	SHI International Corp	101-41320-410-43095	192.00	Heather Slechta Adobe Pro
	SHI International Corp		3,076.72	
0	ShofCorp LLC	898-46310-000-43090	70.05	1324 Prairie Ave TRACS August 2021
	ShofCorp LLC		70.05	
0	Short Elliott Hendrickson Inc	601-49430-000-43030	10,642.81	Comp Water Plan Updated Through 7/31/21
0	Short Elliott Hendrickson Inc	601-49430-000-43030	2,734.44	AWIA Risk Assessment/ERP Through 7/31/21
0	Short Elliott Hendrickson Inc	601-49430-000-45200	25,777.71	Water Treatment Plant Through 7/31/21
	Short Elliott Hendrickson Inc		39,154.96	
0	Shred Right	101-42124-420-43090	20.25	Shredding Service
	Shred Right		20.25	
172594	Simons Lisa & Dave	601-00000-000-20200	13.74	Refund Check 007877-000, 12 Crestview Bay
	Simons Lisa & Dave		13.74	

Check Numb	Last Name	Acct 1	Amount	Description
172595	Sirchie Finger Print Laboratories Inc	101-42121-420-42410	310.27	Check Bags/Bags/Evidence Bags/Syringe Collection Tubes
172595	Sirchie Finger Print Laboratories Inc	101-42121-420-42410	141.35	Red Shooting Trajectory Laser
	Sirchie Finger Print Laboratories Inc		451.62	
172596	Sjodin Laurie	601-00000-000-20200	20.59	Refund Check 011051-000, 619 Conliffe Ave
	Sjodin Laurie		20.59	
0	Smallen Sean	101-42121-420-43310	70.00	Lunch Per Diem / Firearms Instructor Training
	Smallen Sean		70.00	
172598	Smith & Wesson Corp	101-42123-420-42410	691.67	Sight/Rear-Troy & Sight/Front- Troy
	Smith & Wesson Corp		691.67	
172434	Smith Nathaniel	601-00000-000-20200	72.55	Refund Check 023633-000, 227 3 Ave NE
172597	Smith Nathaniel	601-00000-000-20200	72.55	Refund Check 023633-000, 227 3 Ave NE
	Smith Nathaniel		145.10	
172599	Southern Minnesota Youth Football League	101-45140-450-43090	350.00	2021 Tackle Football Fall League Fee
	Southern Minnesota Youth Football League		350.00	
0	Southwest Service Cooperative	101-00000-000-11510	857.00	Lisa Petricka Insurance
0	Southwest Service Cooperative	101-00000-000-21707	150,560.50	Health Insurance Premiums
0	Southwest Service Cooperative	101-00000-000-11510	857.00	Nancy Andrist Insurance
0	Southwest Service Cooperative	101-00000-000-11510	154.26	John Harmon Insurance
0	Southwest Service Cooperative	101-42123-420-41310	702.74	John Harmon Insurance
0	Southwest Service Cooperative	101-42123-420-41310	701.04	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-00000-000-11510	2,286.00	Kimberly Lang Insurance - July-September
0	Southwest Service Cooperative	101-00000-000-11510	154.26	Maggie Hunt Insurance
0	Southwest Service Cooperative	101-00000-000-11510	762.00	Jerry Marzahn Insurance
0	Southwest Service Cooperative	101-00000-000-11510	762.00	Carol Luczak-Dillerud Insurance
0	Southwest Service Cooperative	101-00000-000-11510	60.96	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-42123-420-41310	702.74	Maggie Hunt Insurance
	Southwest Service Cooperative		158,560.50	
172600	Star Sports & Apparel LLC	101-41800-410-42180	113.50	3 Shirts-Bushard/1 Jacket-Braun

Check Numb	Last Name	Acct 1	Amount	Description
	Star Sports & Apparel LLC		113.50	
172601	State Industrial Products	601-49430-000-42110	12.58	Car Wash Soap - Shipping
172601	State Industrial Products	101-43121-430-42110	12.58	Car Wash Soap - Shipping
172601	State Industrial Products	602-49450-000-42110	12.57	Car Wash Soap - Shipping
172601	State Industrial Products	603-49500-000-42110	12.57	Car Wash Soap - Shipping
	State Industrial Products		50.30	
172450	Steele Waseca Coop Electric	225-49810-430-43810	7.89	41927-Airport
172450	Steele Waseca Coop Electric	602-49450-000-43810	233.23	30493-Lift Station
172450	Steele Waseca Coop Electric	225-49810-430-43810	8.27	1077021-Security Hangar 2
172450	Steele Waseca Coop Electric	225-49810-430-43810	34.03	41901-Airport
172450	Steele Waseca Coop Electric	225-49810-430-43810	137.86	1018611-Hangar 910K
172450	Steele Waseca Coop Electric	602-49450-000-43810	77.96	1089247-Lift Station-15625 Acorn Trl
172450	Steele Waseca Coop Electric	101-43160-430-43810	47.04	32089-Highway 21 Lights
172450	Steele Waseca Coop Electric	101-43160-430-43810	83.09	27205-Airtech Park
172450	Steele Waseca Coop Electric	225-49810-430-43810	434.82	41875-Airport S Hangars
172450	Steele Waseca Coop Electric	225-49810-430-43810	28.45	1017445-2011 T-Hangar
172450	Steele Waseca Coop Electric	225-49810-430-43810	36.56	32094-Airport
172450	Steele Waseca Coop Electric	225-49810-430-43810	28.31	1018624-Hangar 910J
172450	Steele Waseca Coop Electric	602-49480-000-43810	62.28	23271-Sludge Farm
172450	Steele Waseca Coop Electric	225-49810-430-43810	627.31	23947-Airport 10
172450	Steele Waseca Coop Electric	225-49810-430-43810	7.89	41926-Airport
172450	Steele Waseca Coop Electric	225-49810-430-43810	41.04	20891-Airport New Hangar
	Steele Waseca Coop Electric		1,896.03	
0	Stonebrooke Engineering Inc.	472-43121-430-45300	4,772.25	30th St NW-TH 3 Study Through 5/31/21
0	Stonebrooke Engineering Inc.	472-43121-430-45300	9,018.79	30th St NW-TH 3 Study through 7/31/21
0	Stonebrooke Engineering Inc.	472-43121-430-45300	5,626.42	30th St NW-TH 3 Study Through 6/30/21
	Stonebrooke Engineering Inc.		19,417.46	
172602	Stroh Justin	601-00000-000-20200	22.43	Refund Check 012991-001, 1101 Westwood Dr
	Stroh Justin		22.43	
172603	Swanston Equipment Corporation	101-43121-430-42210	296.63	Auger Switch / Street #302
	Swanston Equipment Corporation		296.63	

Check Numb	Last Name	Acct 1	Amount	Description
172604	T. Nelson Properties	601-00000-000-20200	26.03	Refund Check 017470-086, 210 23 St NW Apt 15
	T. Nelson Properties		26.03	
0	Temple Electric Motor Service	101-45122-450-44010	372.00	Clean & Prepare Motor for Pool Pump
	Temple Electric Motor Service		372.00	
172605	Thompson Mary Ann	601-00000-000-20200	29.38	Refund Check 010681-000, 121 22 Ave SW
	Thompson Mary Ann		29.38	
172606	Thomson Reuters - West	101-42121-420-43090	433.44	Nationwide Database Used By Investigations
	Thomson Reuters - West		433.44	
172607	Timm's Trucking Inc	401-43121-430-44050	5,238.87	(2021-01) Pay Req 4
	Timm's Trucking Inc		5,238.87	
172608	TNC Industries Inc	101-42210-420-42230	937.79	Plymovent Vehicle Exhaust System Hose
	TNC Industries Inc		937.79	
172609	Tom's Lock & Key, LLC	101-42500-420-42110	142.08	Padlocks (Qty 12)
	Tom's Lock & Key, LLC		142.08	
172610	Traffic Marking Service Inc	101-43170-430-42240	3,434.77	Centerline Painting
	Traffic Marking Service Inc		3,434.77	
172611	Trembley Todd B	101-42123-420-43130	2,600.00	Talon Bicycle
	Trembley Todd B		2,600.00	
172612	Truck Center Companies East LLC	101-43121-430-42210	28.50	Air Line Connectors/Street Snowplows
172612	Truck Center Companies East LLC	101-43121-430-42210	328.90	Brace For Fenders #306
172612	Truck Center Companies East LLC	101-43121-430-42210	35.87	Tail Lamp for #306
172612	Truck Center Companies East LLC	101-43121-430-42210	23.52	Muffler Mount/Street #305
	Truck Center Companies East LLC		416.79	

Check Numb	Last Name	Acct 1	Amount	Description
0	Uline	101-42121-420-42110	314.79	Black Gloves XL/L/M & Trash Bags
0	Uline	101-42123-420-42110	298.21	Gloves
	Uline		613.00	
172613	Ultimate Safety Concepts Inc	101-42220-420-42410	132.84	Sensor for Gas Monitor
172613	Ultimate Safety Concepts Inc	101-42220-420-42410	200.00	Sensor for Gas Monitor
	Ultimate Safety Concepts Inc		332.84	
172614	Universal Truck Equipment Inc.	101-43121-430-42210	144.67	Trip Edge Bushings/Street #306
	Universal Truck Equipment Inc.		144.67	
172615	UPS Store The	101-43121-430-43250	17.98	Return Blades For Street #120
	UPS Store The		17.98	
172616	US Bank Equipment Finance	101-42400-420-44160	95.73	Copier Lease
	US Bank Equipment Finance		95.73	
0	Valek Jim	601-49430-000-43140	38.00	Per Diem - AWWA Annual Conference
	Valek Jim		38.00	
172435	Valentyn Builders LLC	601-00000-000-20200	21.01	Refund Check 015645-002, 1045 6 St NW
	Valentyn Builders LLC		21.01	
172617	Vaudrin Amber & Cory	601-00000-000-20200	90.95	Refund Check 022738-000, 1109 3 St SE
	Vaudrin Amber & Cory		90.95	
172451	Verizon Wireless	101-42110-420-43210	166.00	Cell Phone Service - Police Administration
172451	Verizon Wireless	101-41580-410-43210	41.50	Cell Phone Service - IT
172451	Verizon Wireless	101-42400-420-43210	204.52	Cell Phone Service - Building Codes
172451	Verizon Wireless	602-49450-000-43210	83.00	Cell Phone Service - Sewer Collection
172451	Verizon Wireless	101-42123-420-43210	996.00	Cell Phone Service - Patrol
172451	Verizon Wireless	101-42210-420-43210	83.00	Cell Phone Service - Fire Administration
172451	Verizon Wireless	101-41940-410-43210	83.00	Cell Phone Service - Building Maintenance
172451	Verizon Wireless	101-42700-420-43210	207.76	Cell Phone Service - Special Services
172451	Verizon Wireless	601-49430-000-43210	166.00	Cell Phone Service - Water Distribution

Check Numb	Last Name	Acct 1	Amount	Description
172451	Verizon Wireless	240-46210-460-43210	65.89	Cell Phone Service - Community Development
172451	Verizon Wireless	101-41510-410-43210	83.00	Cell Phone Service - Finance
172451	Verizon Wireless	101-45500-450-43210	24.39	Cell Phone Service - Library
172451	Verizon Wireless	101-43110-430-43210	36.50	Cell Phone Service - PW Admin
172451	Verizon Wireless	603-49500-000-43210	41.50	Cell Phone Service - Storm Water Utility
172451	Verizon Wireless	101-42220-420-43210	90.28	Cell Phone Service - Fire Suppression
172451	Verizon Wireless	101-43190-430-43210	41.50	Cell Phone Service - Engineering
172451	Verizon Wireless	101-45110-450-43210	212.23	Cell Phone Service - Parks & Rec
172451	Verizon Wireless	101-42121-420-43210	332.00	Cell Phone Service - Investigations
	Verizon Wireless		2,958.07	
0	Virg's Appliance Service Inc	898-46310-000-44010	95.00	1324 Prairie Ave Wash Machine Repair
	Virg's Appliance Service Inc		95.00	
172618	W W Goetsch Associates Inc	602-49480-000-42210	231.87	Pump Seal
	W W Goetsch Associates Inc		231.87	
172619	Wal-Mart	101-45140-450-42110	32.40	Washington Camp Supplies
172619	Wal-Mart	101-42220-420-42210	3.97	Seatbelt Pad #2120
172619	Wal-Mart	101-45140-450-42110	14.27	Pet Parade
172619	Wal-Mart	101-45140-450-42110	31.25	Washington Program Supplies
172619	Wal-Mart	101-45140-450-42110	84.69	Fun Center Supplies
172619	Wal-Mart	101-45140-450-42110	39.80	Fun Center Supplies
172619	Wal-Mart	101-42210-420-42230	9.85	Facial Tissue
172619	Wal-Mart	101-45140-450-42110	18.95	Fun Center Project
172619	Wal-Mart	101-45140-450-42110	81.65	Fun Center Supplies
172619	Wal-Mart	101-45140-450-42110	135.27	Pet Parade Supplies
	Wal-Mart		452.10	
172620	Waste Management of WI-MN	101-45200-450-43840	150.65	Dumpster Fee/ Refuse
	Waste Management of WI-MN		150.65	
172436	Wegleitner Nicole & Thomas	601-00000-000-20200	96.90	Refund Check 005320-000, 917 2 St SW
	Wegleitner Nicole & Thomas		96.90	
172621	West Amy	601-00000-000-20200	0.96	Refund Check 005992-000, 1170 7 Ave SW

Check Numb	Last Name	Acct 1	Amount	Description
	West Amy		0.96	
172622	Whipple Thomas and Jennifer	601-00000-000-20200	61.64	Refund Check 017297-000, 222 21 St NW
	Whipple Thomas and Jennifer		61.64	
172623	Wiborg Joanne & Lance	601-00000-000-20200	66.53	Refund Check 021709-000, 415 6 Ave NE
	Wiborg Joanne & Lance		66.53	
172624	Wilkowske Marilyn	898-00000-000-36200	25.00	TV Disposal Reimbursement Paid Twice
	Wilkowske Marilyn		25.00	
172437	Wolf Ronald	601-00000-000-20200	30.79	Refund Check 017643-000, 2219 Green Dr
	Wolf Ronald		30.79	
172625	Wright John & Colleen	601-00000-000-20200	50.14	Refund Check 021594-000, 1104 Shumway Ct
	Wright John & Colleen		50.14	
0	WSB & Associates Inc	603-49500-000-43090	11,580.25	MS4 Permitting/SWPPP Updates
	WSB & Associates Inc		11,580.25	
172452	Xcel Energy	898-46310-000-43810	3,306.05	1324 Prairie Ave 51 Units Electric through 08-09-2021
172626	Xcel Energy	101-43160-430-43810	13.72	303328788 1600 30 St NW
172626	Xcel Energy	902-00000-000-23935	-68,908.09	Xcel Super Bill - May
172626	Xcel Energy	101-45126-450-43810	275.89	303373970 117 Shumway Load Profile
172626	Xcel Energy	437-41940-410-43810	12.66	302880124 217 Mill St - Diesel Plt
172626	Xcel Energy	101-41940-410-43810	2,457.32	303683323 208 1 Ave NW
172626	Xcel Energy	101-42210-420-43810	220.56	302527702 122 2 St NW-Fire Hall
172626	Xcel Energy	101-45200-450-43810	-31.30	302261595 920 9 Ave SW
172626	Xcel Energy	101-42500-420-43810	3.72	178539 2613A Hulett Court
172626	Xcel Energy	602-49450-000-43810	18.53	302412146 1901 7 St NW Lift Station
172626	Xcel Energy	902-00000-000-23935	68,908.09	Electricity Bill-August
172626	Xcel Energy	601-49430-000-43810	7,286.95	303929972 1904 Fairground Dr
172626	Xcel Energy	603-49500-000-43810	-13.51	304051816 1200 Belview Trl
172626	Xcel Energy	101-43121-430-43830	92.20	304051816 1200 Belview Trl
172626	Xcel Energy	101-43170-430-43810	7.73	156258 117 Shumway CD Siren
172626	Xcel Energy	101-43160-430-43810	-192.39	304157645 3305 Highway 60

Check Num	Last Name	Acct 1	Amount	Description
172626	Xcel Energy	101-43170-430-43810	196.02	303396625 27 Division St E Signal Light
172626	Xcel Energy	601-49430-000-43810	-94.99	304051816 1200 Belview Trl
172626	Xcel Energy	101-45122-450-43810	1,532.23	302825421 19 Division St W
172626	Xcel Energy	101-45200-450-43810	21.91	175957 500 Maple Lawn Cartway
172626	Xcel Energy	602-49450-000-43830	25.00	302458578 828 8 Ave NW Park Shop
172626	Xcel Energy	101-45125-450-43820	1,310.86	303727721 1830 2 Ave NW Aquatic Center
172626	Xcel Energy	101-45200-450-43830	25.00	304017445 900 Lyndale Ave N
172626	Xcel Energy	101-43160-430-43810	-38.77	303661815 495 Heritage Pl
172626	Xcel Energy	101-42500-420-43810	3.72	154013 1851 220 St E CD Siren
172626	Xcel Energy	101-45500-450-43810	17.00	302342287 11 Division St E Security
172626	Xcel Energy	101-43170-430-43810	-118.71	303691980 2219 Grant St Lift Station
172626	Xcel Energy	602-49450-000-43810	-5.44	302772185 1150 Willow Lift Station
172626	Xcel Energy	101-43160-430-43810	-382.11	302767481 210 3 St NE St Light HP
172626	Xcel Energy	101-43170-430-43810	-82.74	303453265 1500 7 St NW Signal Light
172626	Xcel Energy	602-49450-000-43810	50.21	302976387 1301 Willow St Lift Station
172626	Xcel Energy	101-43160-430-43810	14.44	304087990 510 2 Ave NW Carnival
172626	Xcel Energy	101-45126-450-43810	15.65	171746 117 Shumway Lighting
172626	Xcel Energy	101-45200-450-43810	1,945.88	302576466 1815 Alexander Dr
172626	Xcel Energy	101-45200-450-43810	21.89	304850239 TeePee Tonka Park Tunnel
172626	Xcel Energy	602-49480-000-43830	1,688.81	302858086 214 14 St NE
172626	Xcel Energy	101-42110-420-43830	561.86	303688424 25 4th St NW
172626	Xcel Energy	101-41940-410-43830	108.71	303640982 208 1 Ave NW City Hall
172626	Xcel Energy	101-45122-450-43830	134.94	302342287 Boiler Heat Line 30%
172626	Xcel Energy	601-49430-000-43830	9.60	304051816 1200 Belview Trl
172626	Xcel Energy	101-43160-430-43810	-0.26	304116511 800 Lyndale Ave S
172626	Xcel Energy	101-45126-450-43810	24.39	302492805 117 Shumway-Washington Center
172626	Xcel Energy	602-49450-000-43810	13.87	302794134 98 3 Ave NW Viaduct Lift Stati
172626	Xcel Energy	437-41940-410-43810	160.36	303440015 217 Mill Street - Garage
172626	Xcel Energy	101-43160-430-43810	-3.09	304116510 1904 Grant St NW
172626	Xcel Energy	101-45126-450-43830	79.75	302971175 117 Shumway Washington Center
172626	Xcel Energy	437-41940-410-43830	34.34	303440015 217 Mill Street - Garage
172626	Xcel Energy	602-49480-000-43810	14,766.79	304239286 214 14th St NE
172626	Xcel Energy	601-49430-000-43810	5,326.36	302969048 350 Alexander Park Well #6
172626	Xcel Energy	101-43170-430-43810	58.81	303446090 1418 Division St W Signal Light
172626	Xcel Energy	101-45200-450-43830	25.00	302627100 Jefferson Warming House
172626	Xcel Energy	101-45500-450-43810	733.23	302342287 11 Division St E
172626	Xcel Energy	101-42500-420-43810	24.66	303930334 Fairgrounds/300 Western
172626	Xcel Energy	602-49450-000-43810	39.09	303670994 1090 Cannon Circle Lift Station
172626	Xcel Energy	603-49500-000-43830	1.36	304051816 1200 Belview Trl
172626	Xcel Energy	101-45122-450-43830	299.39	303402179 16 Central Ave
172626	Xcel Energy	101-42500-420-43810	7.73	164184 930 4th CD Siren
172626	Xcel Energy	101-45200-450-43810	21.32	303683055 100 Tee Pee Tonka Park
172626	Xcel Energy	101-45122-450-43810	5,737.85	303273787 15 Central Ave Load Profile

Check Numb	Last Name	Acct 1	Amount	Description
172626	Xcel Energy	601-49430-000-43810	76.29	303579187 824 7 St NW Water Plant #1
172626	Xcel Energy	602-49450-000-43810	-0.68	303203605 319 Lind St Lift Station
172626	Xcel Energy	101-43170-430-43810	-88.38	302525247 4050 Hwy 60 W
172626	Xcel Energy	101-45200-450-43810	15.51	303683055 100 TP Tonka Security
172626	Xcel Energy	101-42210-420-43830	237.78	302350193 122 2 St NW Fire Hall
172626	Xcel Energy	101-42500-420-43810	3.72	167157 1203 Parshall St
172626	Xcel Energy	101-45200-450-43810	30.32	304017445 900 Lyndale Ave N
172626	Xcel Energy	101-42110-420-43810	6,090.00	303688424 25 4th St NW
172626	Xcel Energy	602-49450-000-43830	9.60	304051816 1200 Belview Trl
172626	Xcel Energy	101-45200-450-43810	13.68	303659432 618 9 Ave SW Sledding Hill
172626	Xcel Energy	101-45200-450-43810	30.13	303239611 Sr High Tennis Courts
172626	Xcel Energy	101-43170-430-43810	116.96	302531059 103 3 St NE Signal Light
172626	Xcel Energy	602-49450-000-43810	19.64	302346525 3030 Hwy 60 W Lift Station
172626	Xcel Energy	602-49450-000-43810	17.15	303333605 410 Frink Ave Lift Station
172626	Xcel Energy	101-43160-430-43810	-121.60	304157632 1602 2nd Ave NW
172626	Xcel Energy	101-43160-430-43810	5.71	304116512 1000 Lyndale Ave S
172626	Xcel Energy	101-45200-450-43810	13.65	303920032 540 2nd Ave NW
172626	Xcel Energy	601-49430-000-43830	25.00	302971552 824 7th St Nw Water Works
172626	Xcel Energy	101-45200-450-43810	-5.48	303510224 Central Park Band Stand
172626	Xcel Energy	101-42500-420-43810	7.73	146104 920 9 Ave SW CD Siren
172626	Xcel Energy	602-49450-000-43810	-94.99	304051816 1200 Belview Trl
172626	Xcel Energy	101-45122-450-43810	29.16	154794 16 Central Ave
172626	Xcel Energy	601-49430-000-43810	13,334.69	303329691 824 7 St NW Pump Water
172626	Xcel Energy	602-49480-000-43810	13.72	302940983 502 3rd Ave NW
172626	Xcel Energy	601-49430-000-43810	799.65	302814303 1217 Parshall Reservoir #2
172626	Xcel Energy	101-45127-450-43810	-65.04	304160080 705 17th St SW
172626	Xcel Energy	101-45200-450-43810	6.04	302321102 1000 7 Ave SW-S Alex Sec
172626	Xcel Energy	101-45125-450-43810	4,252.89	303727721 1830 2 Ave NW Aquatic Center
172626	Xcel Energy	225-49810-430-43830	25.00	302414965 3401 Hwy 21 W
172626	Xcel Energy	101-43121-430-43810	-912.74	304051816 1200 Belview Trl
172626	Xcel Energy	101-42500-420-43810	0.18	304214955 930 4th Ave NW Siren
172626	Xcel Energy	101-45500-450-43830	314.85	302342287 11 Division St E 70%
172626	Xcel Energy	437-41940-410-43810	211.52	302678011 217 Mill St
172626	Xcel Energy	101-45200-450-43810	28.21	
172626	Xcel Energy	101-43170-430-43810	4.22	304131503 2200 30th St NW
	Xcel Energy		72,214.14	
172627	Yare Delmar	101-45130-450-43131	2,400.00	Concert in the Park - Dalmar Yare
	Yare Delmar		2,400.00	
172628	Yesuf Ardo	241-46330-461-43090	333.00	Somalian Interpreting 49 units Public Housing

Check Numb	Last Name	Acct 1	Amount	Description
	Yesuf Ardo		333.00	
172629	Zeller Shane	601-00000-000-20200	13.63	Refund Check 021775-000, 835 3 Ave SW
	Zeller Shane		13.63	
172630	Ziegler Inc	101-43121-430-42210	627.12	Batteries For #218
	Ziegler Inc		627.12	
			1,964,303.17	



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-186 Approve Appointment of Committee, Board, and Commission Members

Background:

David Schwichtenberg has been recommended by the Moose Club to serve as their representative on the Charitable Gambling Board. Mr. Schwichtenberg's term, if appointed, would expire on January 31, 2023.

Due to a scheduling conflict, Councilor Janna Viscomi has resigned from her appointment to the Parks and Recreation Board. Councilor Sara Caron has been selected to fill the vacancy.

Recommendation:

Approve Resolution 2021-186

Attachments:

1. Resolution 2021-186 Approve Appointment of Committee, Board, and Commission Member

CITY OF FARIBAULT

RESOLUTION #2021-186

APPROVE APPOINTMENT OF COMMITTEE, BOARD, AND COMMISSION MEMBER

WHEREAS, there exists a vacancy for committees, boards, and commissions for the City of Faribault; and

WHEREAS, the City received an application from an individual interested in serving on these committees, boards, and commissions.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council hereby appoints the following individual to listed committee, board, or commission with the date of term expiration as identified:

<u>Appointee</u>	<u>Board/Commission</u>	<u>Expiration</u>
Schwichtenberg, David	Charitable Gambling Board	1/31/2023
Caron, Sara	Parks and Recreation Board	1/31/2022

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-187 Declare Costs to be Assessed and Establish Special Assessment Hearing for the 2021 Street Overlay and Sidewalk Improvements - Contract 2021-02

Background:

The improvements constructed as part of the 2021 Street Overlay & Sidewalk Improvements project (Contract 2021-02), are substantially completed. Part of the financing for the project includes special assessments of the abutting/benefiting properties. The assessment rates for street overlays for 2021 are as follows, as adopted by Resolution 2020-152, subject to credits per City policy.

Bituminous Street Overlays

Low Density Residential Property	\$21.00/l.f.
High Density Residential Property	\$23.00/l.f.
Commercial/Industrial/Institutional Property	\$25.00/l.f.

Sidewalk

Residential Property	\$ 6.00/l.f.
Commercial/Industrial/Institutional Property	\$23.00/l.f.

The attached resolution declares the cost to be assessed and schedules a special assessment hearing on October 12, 2021. The project proposes to assess a total of 161 parcels (some parcels may have more than one assessment line, such as if they are a corner lot and both streets are being improved) in the amount of \$294,204.92. A copy of the proposed final assessment roll is attached.

Recommendation:

Approve Resolution 2021-187

Attachments:

1. Resolution 2021-187 Establish SA Hearing 2021-02
2. (2021-02) Special Assessment Roll - Final
3. (2021-02) LocationMap

CITY OF FARIBAULT

RESOLUTION #2021-187

DECLARE COSTS TO BE ASSESSED AND ESTABLISH SPECIAL ASSESSMENT HEARING FOR THE 2021 STREET OVERLAY AND SIDEWALK IMPROVEMENTS - CONTRACT 2021-02

WHEREAS, Resolution 2021-029, adopted on February 9, 2021, following a Public Hearing, ordered the 2021 Street Overlay & Sidewalk Improvements project (Contract 2021-02), and;

WHEREAS, said resolution estimated the total cost of the improvement to be \$861,500.00, and declared that all or a portion of the cost would be assessed to benefiting property owners, and;

WHEREAS, the work included in this improvement project is substantially completed.

NOW, THEREFORE BE IT RESOLVED, the cost of said improvements proposed to be assessed to the benefiting properties for the 2021 Street Overlay & Sidewalk Improvements project (Contract 2021-02) is hereby declared to be \$294,204,92.

ALSO, BE IT RESOLVED, a hearing shall be held on October 12, 2021, in the City Hall at 6:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

ALSO, BE IT RESOLVED, the City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

ALSO, BE IT RESOLVED, the City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash

valuation, as provided by law, and shall file a copy of such proposed assessment in their office for public inspection.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	OVERLAY RATE	OVERLAY AMOUNT	SIDEWALK RATE	SIDEWALK AMOUNT	TOTAL ASSESSMENT
Cardinal Avenue (Woodland Drive to 30th St NW)														
1824278004	MITCHELL & BREHANNA M KUSNIEREK	2707	CARDINAL AVE	2707 CARDINAL AVE	FARIBAULT	MN	55021	122.29	61.15	\$21.00	\$1,284.05			\$1,284.05
1824303001	SALAMA INVESTMENTS LLC	2700	CARDINAL AVE	2700 CARDINAL AVE	FARIBAULT	MN	55021	383.27	191.64	\$25.00	\$4,790.88			\$4,790.88
1824305001	PATRICK M CASHIN	2610	CARDINAL AVE	24178 EATON AVE	FARIBAULT	MN	55021	224.76	224.76	\$23.00	\$5,169.48			\$5,169.48
1824305002	KELLY M & JANE LIVINGOOD	2542	PARK AVE NW	2542 PARK AVE	FARIBAULT	MN	55021	48.93	24.47	\$21.00	\$513.77			\$513.77
1824306001	JEHOVAHS WITNESSES INC			2618 PARK AVE	FARIBAULT	MN	55021	100.00	50.00	\$21.00	\$1,050.00			\$1,050.00
1824306002	JEHOVAHS WITNESSES INC	2618	PARK AVE NW	2618 PARK AVE	FARIBAULT	MN	55021	393.78	196.89	\$25.00	\$4,922.25			\$4,922.25
1824425004	JOHN R & CAROLE J EVANS	2020	WOODLAND DR	2020 WOODLAND DR	FARIBAULT	MN	55021	137.83	68.92	\$21.00	\$1,447.22	\$6.50	\$447.95	\$1,895.17
1824425005	SSM1 LLC	2413	CARDINAL AVE	N9980 SHORE DR	AU TRAIN	MI	49806	250.00	125.00	\$21.00	\$2,625.00	\$6.50	\$812.50	\$3,437.50
1824425006	CHARLES R & ROSE A DUBE TRUST	2425	CARDINAL AVE	2425 CARDINAL AVE	FARIBAULT	MN	55021	670.00	200.00	\$21.00	\$4,200.00	\$6.50	\$1,300.00	\$5,500.00
1824427021	MARCO DORANTES	1625	RONDARWAL LN	1625 RONDARWAL LN	FARIBAULT	MN	55021	105.00	52.50	\$21.00	\$1,102.50	\$6.50	\$341.25	\$1,443.75
1824427022	ANDREW & TIERNEY WESTENBERG	2540	CARDINAL AVE	1603 RONDARWAL LN	FARIBAULT	MN	55021	127.01	63.51	\$21.00	\$1,333.61	\$6.50	\$412.78	\$1,746.39
1824427023	EARL R & BETTY LOCKWOOD	2528	CARDINAL AVE	2528 CARDINAL AVE	FARIBAULT	MN	55021	142.00	142.00	\$21.00	\$2,982.00	\$6.50	\$923.00	\$3,905.00
1824427024	BETTY J REGTSCHNIG	2516	CARDINAL AVE	2516 CARDINAL AVE	FARIBAULT	MN	55021	108.03	108.03	\$21.00	\$2,268.63	\$6.50	\$702.20	\$2,970.83
1824427025	GREGORY & JESSICA PAINE	2504	CARDINAL AVE	1222 1ST ST NE	FARIBAULT	MN	55021	82.00	82.00	\$21.00	\$1,722.00	\$6.50	\$533.00	\$2,255.00
1824427026	NG BARR PROPERTIES LLC	2424	CARDINAL AVE	4720 CANNON LAKE TRL	FARIBAULT	MN	55021	100.93	100.93	\$21.00	\$2,119.53	\$6.50	\$656.05	\$2,775.58
1824427027	BRIAN W & ANTOINETTE J SCHMIDT	2418	CARDINAL AVE	2418 CARDINAL AVE	FARIBAULT	MN	55021	102.08	102.08	\$21.00	\$2,143.68	\$6.50	\$663.52	\$2,807.20
1824427028	KENNETH I & BARBARA DUBBELS	2414	CARDINAL AVE	2414 CARDINAL AVE	FARIBAULT	MN	55021	108.02	108.02	\$21.00	\$2,268.42	\$6.50	\$702.13	\$2,970.55
1824427029	BLANCHE STICHA			217 MOTT AVE NE	FARIBAULT	MN	55021	22.41	0.00	\$21.00	\$0.00	\$6.50	\$0.00	\$0.00
1824450002	ALBERT H & DEBRA L KUIPER	2325	CARDINAL AVE	2325 CARDINAL AVE	FARIBAULT	MN	55021	975.00	75.00	\$21.00	\$0.00	\$6.50	\$487.50	\$487.50
1824450018	WALTER DUBE	2349	CARDINAL AVE	2349 CARDINAL AVE	FARIBAULT	MN	55021	0.00	50.00	\$21.00	\$1,050.00	\$6.50	\$325.00	\$1,375.00
														\$51,299.90

Forest Lane (Woodland Drive to north cul-de-sac)

1824402007	TROY D & TARA DUNN	1302	FOREST LN	1302 FOREST LN	FARIBAULT	MN	55021	109.56	109.56	\$21.00	\$2,300.76			\$2,300.76
1824402008	GERALD & LOUISE GROSCKREUTZ	1306	FOREST LN	1306 FOREST LN	FARIBAULT	MN	55021	173.00	173.00	\$21.00	\$3,633.00			\$3,633.00
1824402009	CHARLES P BUDDE TRUST	1310	FOREST LN	1310 FOREST LN	FARIBAULT	MN	55021	296.25	148.13	\$21.00	\$3,110.63			\$3,110.63
1824402010	ANTHONY P & CAROL A LANGERUD	1321	FOREST LN	1321 FOREST LN	FARIBAULT	MN	55021	133.44	133.44	\$21.00	\$2,802.24			\$2,802.24
1824402013	MARK D & LYDIA S FITZGERALD	1317	FOREST LN	1317 FOREST LN	FARIBAULT	MN	55021	82.89	82.89	\$21.00	\$1,740.69			\$1,740.69
1824402014	STEVEN M & MARY LIPINSKI	1315	FOREST LN	1315 FOREST LN	FARIBAULT	MN	55021	99.79	99.79	\$21.00	\$2,095.59			\$2,095.59
1824402015	JENENE D & ROBIN L JOHNSON	1309	FOREST LN	1309 FOREST LN	FARIBAULT	MN	55021	171.16	171.16	\$21.00	\$3,594.36			\$3,594.36
1824402016	SCOTT E & KARI BOLDT	1305	FOREST LN	1305 FOREST LN	FARIBAULT	MN	55021	174.28	174.28	\$21.00	\$3,659.88			\$3,659.88
1824402017	ROBERT K & PATRICIA JOHNSON TRUST	1301	FOREST LN	1301 FOREST LN	FARIBAULT	MN	55021	90.12	90.12	\$21.00	\$1,892.52			\$1,892.52
1824426020	GLEN W & SHIRLEY NORGAARD	2504	WOODHURST DR	2504 WOODHURST DR	FARIBAULT	MN	55021	88.94	44.47	\$21.00	\$933.87			\$933.87
1824426021	MARY M HEIDEMAN	1412	FOREST LN	1412 FOREST LN	FARIBAULT	MN	55021	90.00	90.00	\$21.00	\$1,890.00			\$1,890.00
1824426022	JOHN & LESTER W MILLER JR MILLER	1422	FOREST LN	1422 FOREST LN	FARIBAULT	MN	55021	100.00	100.00	\$21.00	\$2,100.00			\$2,100.00
1824426023	MARK & EILEEN KRIECHBAUM	2429	WOODLAND DR	2429 WOODLAND DR	FARIBAULT	MN	55021	63.66	31.83	\$21.00	\$668.43			\$668.43
1824426029	NIELWIN & TACIE ANDERKA DEVASIR	2505	WOODHURST DR	2505 WOODHURST DR	FARIBAULT	MN	55021	134.74	67.37	\$21.00	\$1,414.77			\$1,414.77
1824426030	MICHAEL G & MARY N RICHIE	2425	WOODHURST DR	2425 WOODHURST DR	FARIBAULT	MN	55021	134.97	67.49	\$21.00	\$1,417.19			\$1,417.19
1824426034	COLBY J & KATHLEEN S LINNEMANN	2432	WOODHURST DR	2432 WOODHURST DR	FARIBAULT	MN	55021	140	70.00	\$21.00	\$1,470.00			\$1,470.00
1824426035	PHILIP T & JULIE M ZWEBER TRUST	2425	2425 WOODLAND DR	2425 WOODLAND DR	FARIBAULT	MN	55021	175.45	87.73	\$21.00	\$1,842.23			\$1,842.23
														\$36,566.16

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	OVERLAY RATE	OVERLAY AMOUNT	SIDEWALK RATE	SIDEWALK AMOUNT	TOTAL ASSESSMENT
Greenleaf Road (Park Avenue NW to Woodhurst Drive)														
1824426003	FARIBAULT CITY	1516	GREENLEAF RD	208 1ST AVE NW	FARIBAULT	MN	55021	341.70	341.70	\$21.00	\$7,175.70			\$7,175.70
1824426004	REED A JOHNSON TRUST	1428	GREENLEAF RD	1428 GREENLEAF RD	FARIBAULT	MN	55021	85.30	85.30	\$21.00	\$1,791.30			\$1,791.30
1824426005	SCOTT R & CATALINA E REINEKE	1502	GREENLEAF RD	1502 GREENLEAF RD	FARIBAULT	MN	55021	82.00	82.00	\$21.00	\$1,722.00			\$1,722.00
1824426006	DAVID A & KRISTINE A SOUKUP			1508 GREENLEAF RD	FARIBAULT	MN	55021	3.00	3.00	\$21.00	\$63.00			\$63.00
1824426007	NG BARR PROPERTIES LLC	2616	WOODHURST DR	4720 CANNON LAKE TRL	FARIBAULT	MN	55021	104.76	52.38	\$21.00	\$1,099.98			\$1,099.98
1824426008	NG BARR PROPERTIES LLC	1415	GREENLEAF RD	4720 CANNON LAKE TRL	FARIBAULT	MN	55021	105.00	52.50	\$21.00	\$1,102.50			\$1,102.50
1824426009	RONALD & SUSAN CARPENTER	2613	HUNTINGTON CIR	2613 HUNTINGTON CIR	FARIBAULT	MN	55021	97.89	48.95	\$21.00	\$1,027.85			\$1,027.85
1824426010	MARK & MARY ZENTNER	1501	GREENLEAF RD	1501 GREENLEAF RD	FARIBAULT	MN	55021	98.62	49.31	\$21.00	\$1,035.51			\$1,035.51
1824427001	DAVID A & KRISTINE A SOUKUP	1508	GREENLEAF RD	1508 GREENLEAF RD	FARIBAULT	MN	55021	127.50	127.50	\$21.00	\$2,677.50			\$2,677.50
1824427002	RICKEY L & DEBORAH L BARR	1524	GREENLEAF RD	1524 GREENLEAF RD	FARIBAULT	MN	55021	127.50	127.50	\$21.00	\$2,677.50			\$2,677.50
1824427003	WAYNE & ROSEMARY VANTHOMME	1600	GREENLEAF RD	1600 GREEN LEAF RD	FARIBAULT	MN	55021	152.44	77.99	\$21.00	\$1,637.79			\$1,637.79
1824427004	BRETT ANDERSEN	1610	GREENLEAF RD	1123 WILDROSE CT	NORTHFIELD	MN	55057	106.61	81.54	\$21.00	\$1,712.34			\$1,712.34
1824427005	CHRISTIAN VON RUDEN & MARLA MCDONOUGH	1618	GREENLEAF RD	1618 GREENLEAF RD	FARIBAULT	MN	55021	95.63	47.82	\$21.00	\$1,004.12			\$1,004.12
1824427006	RICHARD W & GRACE CASSON	1525	GREENLEAF RD	1525 GREENLEAF RD	FARIBAULT	MN	55021	120.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1824427007	DAVID A KITZMAN	1601	GREENLEAF RD	1601 GREENLEAF RD	FARIBAULT	MN	55021	159.97	87.48	\$21.00	\$1,837.08			\$1,837.08
1824427008	RICHARD & KIMBERLY NESS	1615	GREENLEAF RD	1615 GREENLEAF RD	FARIBAULT	MN	55021	159.97	79.99	\$21.00	\$1,679.69			\$1,679.69
1824427012	BRIAN E LITTLE	1509	GREENLEAF RD	1509 GREENLEAF RD	FARIBAULT	MN	55021	105.00	52.50	\$21.00	\$1,102.50			\$1,102.50
														\$30,606.36
Huntington Circle (Greenleaf Road to south cul-de-sac)														
1824426009	RONALD & SUSAN CARPENTER	2613	HUNTINGTON CIR	2613 HUNTINGTON CIR	FARIBAULT	MN	55021	100.98	50.49	\$21.00	\$1,060.29			\$1,060.29
1824426010	MARK & MARY ZENTNER	1501	GREENLEAF RD	1501 GREENLEAF RD	FARIBAULT	MN	55021	120.73	60.37	\$21.00	\$1,267.67			\$1,267.67
1824426011	JOSHUA & KERI SIMON	2602	HUNTINGTON CIR	2602 HUNTINGTON CIR	FARIBAULT	MN	55021	76.98	76.98	\$21.00	\$1,616.58			\$1,616.58
1824426012	MARTIN L & JUDITH P REDMAN	2532	HUNTINGTON CIR	2530 HUNTINGTON CIR	FARIBAULT	MN	55021	66.39	33.20	\$21.00	\$697.10			\$697.10
1824426013	MARTIN & JUDITH P REDMAN	2530	HUNTINGTON CIR	2530 HUNTINGTON CIR	FARIBAULT	MN	55021	45.00	45.00	\$21.00	\$945.00			\$945.00
1824426014	ROBERT D & TINA L SHANKEY	2531	HUNTINGTON CIR	2531 HUNTINGTON CIR	FARIBAULT	MN	55021	46.34	46.34	\$21.00	\$973.14			\$973.14
1824426015	JASON A & TAYLOR CASANOVA	2601	HUNTINGTON CIR	2601 HUNTINGTON CIR	FARIBAULT	MN	55021	106.49	106.49	\$21.00	\$2,236.29			\$2,236.29
														\$8,796.07
Rondarwal Lane (Park Avenue NW to Woodland Drive)														
1824427009	CURTIS D & CIERRA M ENNIS	1614	RONDARWAL LN	1614 RONDARWAL LN	FARIBAULT	MN	55021	159.97	79.99	\$21.00	\$1,679.69			\$1,679.69
1824427010	CHAD L CHRISTIANSEN	1602	RONDARWAL LN	1602 RONDARWAL LN	FARIBAULT	MN	55021	159.97	119.35	\$21.00	\$2,506.35			\$2,506.35
1824427010	CHAD L CHRISTIANSEN	1602	RONDARWAL LN	1602 RONDARWAL LN	FARIBAULT	MN	55021							\$731.60
1824427011	CORTLAN & CHARLOT CHRISTIANSEN	1524	RONDARWAL LN	1524 RONDARWAL LN	FARIBAULT	MN	55021	120.73	60.37	\$21.00	\$1,267.67			\$1,267.67
1824427019	TREVOR L & JAMIE M WHITE-TITUS	1521	RONDARWAL LN	1521 RONDARWAL LN	FARIBAULT	MN	55021	117.40	58.70	\$21.00	\$1,232.70			\$1,232.70
1824427020	ANDREW & TIERNEY WESTENBERG	1603	RONDARWAL LN	1603 RONDARWAL LN	FARIBAULT	MN	55021	149.84	149.84	\$21.00	\$3,146.64			\$3,146.64
1824427021	MARCO DORANTES	1625	RONDARWAL LN	2320 CHASE DR	FARIBAULT	MN	55021	176.61	88.31	\$21.00	\$1,854.41			\$1,854.41
														\$12,419.06

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	OVERLAY RATE	OVERLAY AMOUNT	SIDEWALK RATE	SIDEWALK AMOUNT	TOTAL ASSESSMENT
Woodhurst Drive (Greenleaf Road to south end)														
1824426007	NG BARR PROPERTIES LLC	2616	WOODHURST DR	4720 CANNON LAKE TRL	FARIBAULT	MN	55021	100.02	50.01	\$21.00	\$1,050.21			\$1,050.21
1824426016	DANIEL G & SHAWNA L MOLLOY	2604	WOODHURST DR	2604 WOODHURST DR	FARIBAULT	MN	55021	88.00	88.00	\$21.00	\$1,848.00			\$1,848.00
1824426017	DWIGHT & RUTH HILDEBRANDT	2526	WOODHURST DR	2526 WOODHURST DR	FARIBAULT	MN	55021	88.00	88.00	\$21.00	\$1,848.00			\$1,848.00
1824426018	DWIGHT & BRENDA ELTHON	2518	WOODHURST DR	2518 WOODHURST DR	FARIBAULT	MN	55021	101.54	101.54	\$21.00	\$2,132.34			\$2,132.34
1824426019	PAULA KADLEC	2512	WOODHURST DR	2512 WOODHURST DR	FARIBAULT	MN	55021	102.00	102.00	\$21.00	\$2,142.00			\$2,142.00
1824426020	GLEN W & SHIRLEY NORGAARD	2504	WOODHURST DR	2504 WOODHURST DR	FARIBAULT	MN	55021	140.00	70.00	\$21.00	\$1,470.00			\$1,470.00
1824426024	RANDY & STEFANIE MEREDITH	2615	WOODHURST DR	2615 WOODHURST DR	FARIBAULT	MN	55021	88.00	44.00	\$21.00	\$924.00			\$924.00
1824426025	STEVEN D & SANDRA A SHAW	2603	WOODHURST DR	2603 WOODHURST DR	FARIBAULT	MN	55021	83.00	83.00	\$21.00	\$1,743.00			\$1,743.00
1824426026	JAMES & CHERYL KIRKPATRICK	2533	WOODHURST DR	2533 WOODHURST DR	FARIBAULT	MN	55021	93.00	93.00	\$21.00	\$1,953.00			\$1,953.00
1824426027	ADIL K & KERIE ANDERKA LEBGUE	2525	WOODHURST DR	2519 WOODHURST DR	FARIBAULT	MN	55021	88.00	88.00	\$21.00	\$1,848.00			\$1,848.00
1824426028	ADIL K & KERIE ANDERKA LEBGUE	2519	WOODHURST DR	2519 WOODHURST DR	FARIBAULT	MN	55021	88.00	88.00	\$21.00	\$1,848.00			\$1,848.00
1824426029	NIELWIN S & TACIE K ANDERKA DEVASIR	2505	WOODHURST DR	2505 WOODHURST DR	FARIBAULT	MN	55021	177.77	88.89	\$21.00	\$1,866.59			\$1,866.59
1824426030	MICHAEL G & MARY N RICHIE	2425	WOODHURST DR	2425 WOODHURST DR	FARIBAULT	MN	55021	88.00	44.00	\$21.00	\$924.00			\$924.00
1824426031	MICHAEL G & MARY N RICHIE	2425	WOODHURST DR	2425 WOODHURST DR	FARIBAULT	MN	55021	90.00	90.00	\$21.00	\$1,890.00			\$1,890.00
1824426032	PATRICK J & WENDY ONEIL	2411	WOODHURST DR	2411 WOODHURST DR	FARIBAULT	MN	55021	115.76	115.76	\$21.00	\$2,430.96			\$2,430.96
1824426033	SHAWN & SUANN FILLPI	2403	WOODHURST DR	2403 WOODHURST DR	FARIBAULT	MN	55021	115.76	115.76	\$21.00	\$2,430.96			\$2,430.96
1824426034	COLBY J & KATHLEEN S LINNEMANN	2432	WOODHURST DR	2432 WOODHURST DR	FARIBAULT	MN	55021	85.36	42.68	\$21.00	\$896.28			\$896.28
1824426036	COLBY J & KATHLEEN S LINNEMANN	2432	WOODHURST DR	2432 WOODHURST DR	FARIBAULT	MN	55021	85.00	85.00	\$21.00	\$1,785.00			\$1,785.00
1824426037	WILLIAM T & LINDA L KNIGHT	2412	WOODHURST DR	2412 WOODHURST DR	FARIBAULT	MN	55021	118.89	118.89	\$21.00	\$2,496.69			\$2,496.69
1824426038	BRIAN D PAUKERT	2406	WOODHURST DR	2406 WOODHURST DR	FARIBAULT	MN	55021	118.89	118.89	\$21.00	\$2,496.69			\$2,496.69
														\$36,023.72

Woodland Drive (Cardinal Avenue to Greenleaf Road)

1824425001	GREGORY P CIESLUK	2421	WOODLAND DR	2421 WOODLAND DR	FARIBAULT	MN	55021	85.31	85.31	\$21.00	\$1,791.51			\$1,791.51
1824425002	BRENT BREYER	2411	WOODLAND DR	2411 WOODLAND DR	FARIBAULT	MN	55021	181.45	181.45	\$21.00	\$3,810.45			\$3,810.45
1824425003	DENNIS P & V HACHFELD	2422	WOODLAND DR	2422 WOODLAND DR	FARIBAULT	MN	55021	182.00	182.00	\$21.00	\$3,822.00			\$3,822.00
1824425004	JOHN R & CAROLE J EVANS	2020	WOODLAND DR	2020 WOODLAND DR	FARIBAULT	MN	55021	168.00	84.00	\$21.00	\$1,764.00			\$1,764.00
1824426023	MARK & EILEEN KRIECHBAUM	2429	WOODLAND DR	2429 WOODLAND DR	FARIBAULT	MN	55021	65.77	32.89	\$21.00	\$690.59			\$690.59
1824426035	PHILIP T & JULIE M ZWEBER TRUST	2425	WOODLAND DR	2425 WOODLAND DR	FARIBAULT	MN	55021	132.43	66.22	\$21.00	\$1,390.52			\$1,390.52
1824427006	RICHARD W & GRACE CASSON	1525	GREENLEAF RD	1525 GREENLEAF RD	FARIBAULT	MN	55021	84.00	42.00	\$21.00	\$882.00			\$882.00
1824427011	CORTLAN & CHARLOT CHRISTIANSEN	1524	RONDARWAL LN	1524 RONDARWAL LN	FARIBAULT	MN	55021	84.00	42.00	\$21.00	\$882.00			\$882.00
1824427012	BRIAN E LITTLE	1509	GREENLEAF RD	1509 GREENLEAF RD	FARIBAULT	MN	55021	100.00	50.00	\$21.00	\$1,050.00			\$1,050.00
1824427013	RONALD W & CONNIE TUIN	2601	WOODLAND DR	2601 WOODLAND DR	FARIBAULT	MN	55021	103.33	103.33	\$21.00	\$2,169.93			\$2,169.93
1824427014	CORNELL K & CAROL L LEE	2533	WOODLAND DR	2533 WOODLAND DR	FARIBAULT	MN	55021	90.00	90.00	\$21.00	\$1,890.00			\$1,890.00
1824427015	LAWRENCE P & EILEEN MALECHA	2525	WOODLAND DR	2525 WOODLAND DR	FARIBAULT	MN	55021	95.00	95.00	\$21.00	\$1,995.00			\$1,995.00
1824427016	SHIRLEY PERRON-SOUTHWORTH	2517	WOODLAND DR	2517 WOODLAND DR	FARIBAULT	MN	55021	85.49	85.49	\$21.00	\$1,795.29			\$1,795.29
1824427017	CHRISTOPHER J & DAWN M ONEIL	2509	WOODLAND DR	2509 WOODLAND DR	FARIBAULT	MN	55021	84.35	84.35	\$21.00	\$1,771.35			\$1,771.35
1824427018	JACOB W & KARI A SCHULTZ	2501	WOODLAND DR	2501 WOODLAND DR	FARIBAULT	MN	55021	90.12	90.12	\$21.00	\$1,892.52			\$1,892.52
1824427019	TREVOR L TITUS & JAMIE M WHITE-TITUS	1521	RONDARWAL LN	1521 RONDARWAL LN	FARIBAULT	MN	55021	83.37	41.69	\$21.00	\$875.39			\$875.39
1824427030	HECTOR & DAWN M CABALLERO	2424	WOODLAND DR	2424 WOODLAND DR	FARIBAULT	MN	55021	169.49	169.49	\$21.00	\$3,559.29			\$3,559.29
1824427031	DAVID J & VALERIE RABINE-YOUNG	2504	WOODLAND DR	2504 WOODLAND DR	FARIBAULT	MN	55021	88.65	88.65	\$21.00	\$1,861.65			\$1,861.65
1824427032	DAVID & TAMRA L ALBERS	2512	WOODLAND DR	2512 WOODLAND DR	FARIBAULT	MN	55021	87.95	87.95	\$21.00	\$1,846.95			\$1,846.95
1824427033	PATRICIA BARTA	2520	WOODLAND DR	2520 WOODLAND DR	FARIBAULT	MN	55021	84.46	84.46	\$21.00	\$1,773.66			\$1,773.66
1824427034	EVELYN HORWATH	2528	WOODLAND DR	2528 WOODLAND DR	FARIBAULT	MN	55021	90.00	90.00	\$21.00	\$1,890.00			\$1,890.00
1824450001	M CAROLYN HUSTON	2330	CARDINAL AVE	2330 CARDINAL AVENUE	FARIBAULT	MN	55021	50.00	0.00	\$21.00	\$0.00			\$0.00
														\$39,404.10

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	OVERLAY RATE	OVERLAY AMOUNT	SIDEWALK RATE	SIDEWALK AMOUNT	TOTAL ASSESSMENT
3rd Avenue NW (5th Street NW to 7th Street NW)														
1831126087	LIGHTHOUSE PROPERTIES OF MN LLC	625	3RD AVE NW	5155 RIVER RD E SUITE 401	FRIDLEY	MN	55421	85.69	42.85	\$25.00	\$1,071.13			\$1,071.13
1831126088	THE SOCIETY OF ST VINCENT DE PAUL	617	3RD AVE NW	617 3RD AVE NW	FARIBAULT	MN	55021	243.81	121.91	\$25.00	\$3,047.63			\$3,047.63
1831126094	DARRELL D JENSEN TRUST	628	3RD AVE NW	15835 BAGLEY AVE	FARIBAULT	MN	55021	164.50	82.25	\$21.00	\$1,727.25			\$1,727.25
1831126104	THOMAS M & DIANE J SMITH	314	6TH ST NW	314 6TH ST NW	FARIBAULT	MN	55021	10.00	10.00	\$21.00	\$210.00			\$210.00
1831126105	LEE & KELLY PALMER	310	6TH ST NW	310 6TH ST NW	FARIBAULT	MN	55021	95.00	47.50	\$21.00	\$997.50			\$997.50
1831126106	LUIS A DEL AGUILA & ANA DEL AGUI CASTILL	612	3RD AVE NW	612 3RD AVE NW	FARIBAULT	MN	55021	60.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1831126152	CARDINAL POINTE OF FARIBAULT	500	3RD AVE NW	500 3RD AVE NW	FARIBAULT	MN	55021	330.00	165.00	\$23.00	\$3,795.00			\$3,795.00
1831126154	FARIBAULT CITY	510	2ND AVE NW	208 1ST AVE NW	FARIBAULT	MN	55021	330.00	165.00	\$21.00	\$3,465.00			\$3,465.00
														\$15,573.51

5th Avenue NW (TH60/4th St NW to 7th Street NW)

1831126111	JAMES M & JODI L BUSHEY	427	7TH ST NW	427 7TH ST NW	FARIBAULT	MN	55021	164.50	82.25	\$21.00	\$1,727.25			\$1,727.25
1831126111	JAMES M & JODI L BUSHEY	427	7TH ST NW	427 7TH ST NW	FARIBAULT	MN	55021							\$3,046.44
1831126118	PETER L BRINKMAN	628	5TH AVE NW	4672 KENYON BLVD	FARIBAULT	MN	55021	98.50	49.25	\$21.00	\$1,034.25			\$1,034.25
1831126120	MEGGAN ANDRLE	620	5TH AVE NW	620 5TH AVE NW	FARIBAULT	MN	55021	66.00	66.00	\$21.00	\$1,386.00			\$1,386.00
1831126129	RANDY R LEMKE	502	6TH ST NW	502 6TH ST NW	FARIBAULT	MN	55021	110.00	55.00	\$21.00	\$1,155.00			\$1,155.00
1831126129	RANDY R LEMKE	502	6TH ST NW	502 6TH ST NW	FARIBAULT	MN	55021							\$3,450.10
1831126130	DIERDRE ANDRLE	614	5TH AVE NW	614 5TH AVE NW	FARIBAULT	MN	55021	55.00	55.00	\$21.00	\$1,155.00			\$1,155.00
1831126131	ANGELA I GATES	526	5TH AVE NW	526 5TH AVE NW	FARIBAULT	MN	55021	100.00	50.00	\$21.00	\$1,050.00			\$1,050.00
1831126133	KIRK WALKER	520	5TH AVE NW	2035 7TH ST NW	FARIBAULT	MN	55021	65.00	65.00	\$21.00	\$1,365.00			\$1,365.00
1831126141	JANET BATCHELDER	502	5TH ST NW	502 5TH ST NW	FARIBAULT	MN	55021	165.00	82.50	\$21.00	\$1,732.50			\$1,732.50
1831126144	CHURCH OF GOD	425	6TH ST NW	425 6TH ST NW	FARIBAULT	MN	55021	81.00	40.50	\$25.00	\$1,012.50			\$1,012.50
1831126145	JEFFREY S BRADFORD	521	5TH AVE NW	701 16TH AVE NW	MANDAN	ND	58554	84.00	84.00	\$21.00	\$1,764.00			\$1,764.00
1831126146	J W PROPERTIES OF FARIBAULT LLC	428	5TH ST NW	428 5TH ST NW	FARIBAULT	MN	55021	165.00	82.50	\$21.00	\$1,732.50			\$1,732.50
1831126226	1ST UNITED BANK	427	5TH ST NW	430 4TH ST NW PO BOX 217	FARIBAULT	MN	55021	105.00	52.50	\$21.00	\$1,102.50			\$1,102.50
1831126227	TRINITY LUTHERAN CHURCH	503	5TH ST NW	530 4TH ST NW	FARIBAULT	MN	55021	105.00	52.50	\$25.00	\$1,312.50			\$1,312.50
1831126233	REINEKE HOLDINGS LLC	504	4TH ST NW	504 4TH ST NW	FARIBAULT	MN	55021	102.00	51.00	\$25.00	\$1,275.00			\$1,275.00
1831126234	TRINITY LUTHERAN CHURCH	414	5TH AVE NW	530 4TH ST NW	FARIBAULT	MN	55021	63.00	63.00	\$21.00	\$1,323.00			\$1,323.00
1831126235	TRINITY LUTHERAN CHURCH	418	5TH AVE NW	530 4TH ST NW	FARIBAULT	MN	55021	60.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1831126578	MOU OPULLU	609	5TH AVE NW	609 5TH AVE NW	FARIBAULT	MN	55021	74.00	74.00	\$21.00	\$1,554.00			\$1,554.00
1831126579	DONALD J & JANE BERGHOFF	428	6TH ST NW	16 2ND AVE NW	FARIBAULT	MN	55021	91.00	45.50	\$21.00	\$955.50			\$955.50
1831126580	1ST UNITED BANK	430	4TH ST NW	430 4TH ST NW PO BOX 217	FARIBAULT	MN	55021	225.00	112.50	\$25.00	\$2,812.50			\$2,812.50
														\$33,205.54

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	OVERLAY RATE	OVERLAY AMOUNT	SIDEWALK RATE	SIDEWALK AMOUNT	TOTAL ASSESSMENT
6th Avenue NW (TH 60/4th St. NW to 7th Street NW)														
1831226001	PAUL G & ANNETTE M ARMSTRONG	535	7TH ST NW	535 7TH ST NW	FARIBAULT	MN	55021	95.00	47.50	\$21.00	\$997.50			\$997.50
1831226002	KIRK WALKER	617	6TH AVE NW	2035 7TH ST NW	FARIBAULT	MN	55021	70.00	70.00	\$21.00	\$1,470.00			\$1,470.00
1831226003	JAMES C MCGRAW	613	6TH AVE NW	613 6TH AVE NW	FARIBAULT	MN	55021	82.50	82.50	\$21.00	\$1,732.50			\$1,732.50
1831226003	JAMES C MCGRAW	613	6TH AVE NW	613 6TH AVE NW	FARIBAULT	MN	55021							\$1,269.75
1831226004	RICHARD ROBOY	536	6TH ST NW	536 6TH ST NW	FARIBAULT	MN	55021	82.50	41.25	\$21.00	\$866.25			\$866.25
1831226005	BRENDA M RAHMANN	628	6TH AVE NW	628 6TH AVE	FARIBAULT	MN	55021	80.00	40.00	\$21.00	\$840.00			\$840.00
1831226013	PETER L BRINKMAN	604	6TH ST NW	4672 KENYON BLVD	FARIBAULT	MN	55021	66.00	33.00	\$21.00	\$693.00			\$693.00
1831226014	TYRONE E & RITA M WALDERON	610	6TH AVE NW	610 6TH AVE NW	FARIBAULT	MN	55021	66.00	66.00	\$21.00	\$1,386.00			\$1,386.00
1831226015	MICHAEL TOUSIGNANT	616	6TH AVE NW	533 CENTRAL AVE	FARIBAULT	MN	55021	66.00	66.00	\$21.00	\$1,386.00			\$1,386.00
1831226016	ELLIS & STACEY JENNINGS COKES	622	6TH AVE NW	622 6TH AVE NW	FARIBAULT	MN	55021	66.00	66.00	\$21.00	\$1,386.00			\$1,386.00
1831226062	JOSEPH D & RACHEL K WALL	528	6TH AVE NW	528 6TH AVE NW	FARIBAULT	MN	55021	72.00	36.00	\$21.00	\$756.00			\$756.00
1831226076	MARVEL KALSTABAKKEN	510	6TH AVE NW	510 6TH AVE NW	FARIBAULT	MN	55021	72.00	72.00	\$21.00	\$1,512.00			\$1,512.00
1831226077	RICHARD & JOAN DOTTERWEICH	516	6TH AVE NW	522 6TH AVE NW	FARIBAULT	MN	55021	60.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1831226078	RICHARD & JOAN DOTTERWEICH	522	6TH AVE NW	522 6TH AVE NW	FARIBAULT	MN	55021	60.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1831226079	SIXTH AVENUE LEASING LLC	527	6TH AVE NW	13693 CORCHMAN AVE	ROSEMOUNT	MN	55068	105.00	52.50	\$21.00	\$1,102.50			\$1,102.50
1831226080	WILLIAM L & TINA M EADS	519	6TH AVE NW	519 6TH AVE NW	FARIBAULT	MN	55021	60.00	60.00	\$21.00	\$1,260.00			\$1,260.00
1831226081	NANCY MCADAM	511	6TH AVE NW	511 6TH AVE NW	FARIBAULT	MN	55021	75.00	75.00	\$21.00	\$1,575.00			\$1,575.00
1831226082	MICHAEL HENNING	536	5TH ST NW	560 TYROLL LN	SHAKOPEE	MN	55379	90.00	45.00	\$21.00	\$945.00			\$945.00
1831226085	SEAN SAMLASKA	605	5TH ST NW	605 5TH ST NW	FARIBAULT	MN	55021	165.00	82.50	\$21.00	\$1,732.50			\$1,732.50
1831226091	KEYSTONE FARIBAULT LLC	612	4TH ST NW	PO BOX 1159	DEERFIELD	IL	60015	165.00	82.50	\$25.00	\$2,062.50			\$2,062.50
1831226118	TRINITY LUTHERAN CHURCH	530	4TH ST NW	530 4TH ST NW	FARIBAULT	MN	55021	330.00	165.00	\$25.00	\$4,125.00			\$4,125.00
1831226121	JANICE L HOBAN	602	5TH ST NW	602 5TH ST NW	FARIBAULT	MN	55021	66.00	33.00	\$21.00	\$693.00			\$693.00
														\$30,310.50

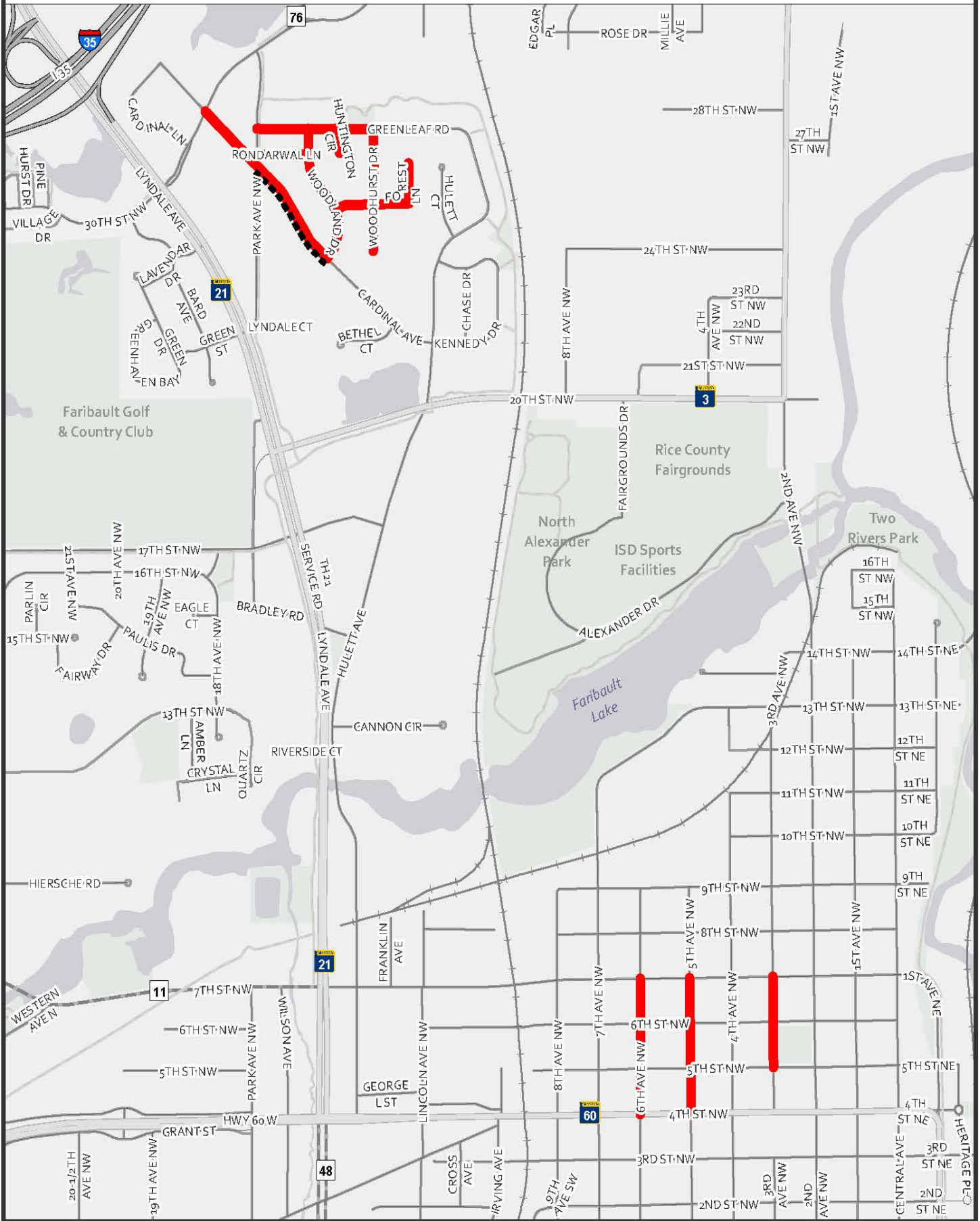
	Corner Lot Credit Applied.
	Corner Lot Both Sides Being Improved
	Undeveloped Parcel Credit Applied.
	Irregular Frontage Credit Applied.
	Non-Assessable Frontage
	Previous Project Credit Applied.
	Irregular Frontage (Flag Lot)
	Lot with partial frontage to project
	Extra Work Requested by Homeowner

2021 Special Assessment Rates - Overlays	
Low Density Residential	\$21.00 /foot
High Density Residential	\$23.00 /foot
Commercial/Industrial/Institutional	\$25.00 /foot
2021 Special Assessment Rates - Sidewalk	
Residential	\$6.50 /foot
Commercial/Industrial/Institutional	\$23.00 /foot

Total	\$294,204.92
--------------	---------------------

Location Map 2021 Overlays & Sidewalk

This map is neither a legally recorded map nor a survey. This map is a compilation data affecting the area shown, and is for reference purposes only. In using the map, you assume responsibility for the correctness all information extracted from this map.



0 500 1,000 1,500 Feet



 Sidewalk  Overlay



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation
Department Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-185 Accept Donations to Parks
and Recreation Department

Background:

Donations are received on behalf of the Faribault Parks and Recreation Department. These monetary donations are received to support existing programs and to provide enhancements to the City of Faribault Parks and Recreation Department.

This is a request to accept an anonymous donation of \$1,400.00 for the Concerts in the Park series and a \$100 donation to the Tommy Allen Scholarship Fund from the Faribault Area Retired Educators.

Recommendation:

Staff recommends approval of Resolution 2021-185 Accept Donations to the Parks and Recreation Department in the amount of \$1,500.00.

Attachments:

1. Resolution 2021-185 Accept Donations to Parks and Recreation Department

CITY OF FARIBAULT

RESOLUTION #2021- 185

ACCEPT DONATIONS TO PARKS AND RECREATION DEPARTMENT

WHEREAS, Faribault Parks and Recreation Department is responsible for providing programs and leisure activities to the City and surrounding townships; and

WHEREAS, Faribault Parks and Recreation Department received an anonymous donation of \$1,400.00 to be used towards the Concerts in the Park series and a \$100.00 donation for the Tommy Allen Scholarship Fund from the Faribault Area Retired Educators.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes Faribault Parks and Recreation Department to accept the donations of \$1,500.00 for designated programs.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-189 Approve Massage Therapist License

Background:

The City Administrator's Office has received an application for a Massage Therapist license. Erica Bowers submitted all of the necessary forms and payment for the license. A background investigation is in process with the Faribault Police Department.

Recommendation:

Approve Resolution 2021-189

Attachments:

1. Resolution 2021-189 Approve New Massage Therapist License

CITY OF FARIBAULT

RESOLUTION #2021-189

APPROVE MASSAGE THERAPIST LICENSES

WHEREAS, Erica Bowers has presented an application to the City of Faribault for a Massage Therapist License; and

WHEREAS, the above named has paid the proper fees and provided the required documentation; and

WHEREAS, pending a background investigation by the Faribault Police Department;

NOW, THEREFORE BE IT RESOLVED, that the above-named applicant be granted Massage Therapist licenses with the City of Faribault for the term of September 15, 2021 to January 31, 2022.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: September 14, 2021
SUBJECT: Approve Golf Cart/Recreational Vehicle Permit for 2021-2024

Background:

The City Administrator's office has received an application for a Recreational Vehicle permit (golf cart) from Robert Rohl. The applicant has submitted all necessary forms, insurance documents and payment. The permit, if approved, will be effective through March 31, 2024.

Recommendation:

It is recommended the City Council approve the Recreational Vehicle Permit for the applicant effective September 15, 2021 - March 31, 2024.

Attachments:

1. Golf Cart Permit Application



208 NW 1st Avenue, Faribault MN 55021

APPLICATION FOR GOLF CART OR MINI-TRUCK

Applicant Information		
Applicant Name Robert K. Rohl		Today's Date 8-30-21
Type of License & Fee		
☐ Golf Cart - \$150.00 (Copy of Driver's License Required)	☒ Golf Cart - \$75.00 [REDACTED]	☐ Mini-Truck - \$75.00 (Copy of Driver's License Required)
Recreational Vehicle Information		
Vehicle Make President Club Car	Model [REDACTED]	
Year 2015	Color or Markings Green	
Required Emblems and Equipment		
Motorized golf carts and mini trucks shall display the slow moving vehicle emblem provided for in Minnesota Statutes section 169.522 when operated on public roadways. Motorized golf carts and mini trucks shall be equipped with the following: 1. At least two (2) head lamps; ✓ 2. At least two (2) tail lamps; ✓ 3. Front and rear turn-signal lamps; ✓ 4. An exterior mirror mounted on the driver's side of the vehicle and either (i) an exterior mirror mounted on the passenger's side of the vehicle; or (ii) an interior rearview mirror; 5. A windshield; ✓ 6. A seat belt for the driver and front passenger; ✓ 7. A parking brake; and ✓ 8. A horn to alert other vehicle and pedestrian traffic. ✓ [REDACTED]		
Recreational Vehicle Information		
As an applicant for a Recreational Vehicle Permit, I agree to the following: 1. I am the owner of the recreational vehicle being registered and at least 16 years of age. 2. I agree to operate only on designated routes from sunrise to sunset. Golf carts and mini trucks may not be operated on any county, state or federal streets or roads. a. Restricted roadways. Motorized golf carts and mini truck are prohibited from operating on any county, state or federal streets or roads. Motorized golf carts are further prohibited from operating on the following city streets: i. Division Street from 1st Avenue NE, west to Highway 48; ii. Willow Street from Division Street south to City limits; iii. 1st Avenue NE from 4th Street NE north to 7th Street NE; iv. 2nd Avenue NW, from the intersection of 4th Street NW north to 13th Street NW; v. 7th Street NE/NW from 1st Avenue NE west to Highway 21;		



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Andy Bohlen, Chief of Police
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-190 Accept Donation Made by Caden Steeves and Parker Breyer

Background:

Recently, the Police Department received a cash donation of \$100.00 from Caden Steeves and Parker Breyer. The two boys ran a successful lemonade stand to raise money for a community cause which they felt was important. They chose the Faribault Police Department's K9 program as the recipient. Canine Thor along with two officers, visited the boys and their lemonade stand to thank them for their generosity.

Recommendation:

Accept the donation from Caden Steeves and Parker Breyer.

Attachments:

1. Resolution 2021-190 - Accept Donation Made by Steeves and Breyer

CITY OF FARIBAULT

RESOLUTION #2021-190

ACCEPT DONATION MADE BY CADEN STEEVES AND PARKER BREYER

WHEREAS, on August 26, 2021, Caden Steeves and Parker Breyer made a \$100.00 donation to the Faribault Police Department's K9 program; and

NOW, THEREFORE BE IT RESOLVED, the \$100.00 donation will be accepted and utilized for the department's K9 program.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community and Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Approve Contract Employment Agreement with Kim Clausen

Background:

Kim Clausen has submitted her resignation from her full-time Community Development Coordinator position, effective September 3, 2021. Staff has negotiated a Contract Employment Agreement with Ms. Clausen, specific to the RAD/Section 18 Small PHA Blend Transition project that is currently underway and will be completed on or before September 1, 2022. Ms. Clausen will fulfill all responsibilities of the project until such time the project can be fully transitioned to her replacement. The scope of the employment agreement is limited to this specific project, and in return she will be compensated at the rate of \$40.00 per hour for such services.

With the resignation of the Community Development Coordinator, the Community and Economic Development Director has been evaluating the position, reviewing the job description, and assessing a reorganization of the entire Community and Economic Development Department. Upon completion of these steps, proposed actions will be brought back to the City Council for consideration, and then the recruitment to fill the vacant position will be initiated.

Recommendation:

Approve Contract Employment Agreement between Kim Clausen ("Employee") and the City of Faribault

Attachments:

1. 2021 Contract Employee Agreement (2)

CONTRACT EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is made this ____ day of _____, 2021, by and between Kim Clausen ("Employee") and the City of Faribault, a Minnesota municipal corporation, whose address is 208 NW 1st Avenue, Faribault, MN 55021 (the "City").

RECITALS

WHEREAS, the City wished to retain the services of the Employee as a contractor for an interim period of time for the purpose of performing specific duties associated with the Community and Economic Development Department of the City, to ensure continuity; and

WHEREAS, the parties wish to set forth the terms and conditions of their relationship in this Agreement in order to assure the requisite flexibility to enable the Employee to function as a contractor with the City; and

WHEREAS, the City has been authorized by the City Council to enter into an agreement for services with the Contractor; and

NOW, THEREFORE, the City and the Employee hereby agree as follows:

TERMS

- 1.0 CONTRACT.** The effective date of the contract between the City and the Employee is September 7, 2021.
- 2.0 DUTIES.** The duties of the Employee's position shall be specific to the RAD/Section 18 Small PHA Blend Transition project that is underway and will complete on or before September 1, 2022. Employee will fulfill all responsibilities of the RAD/Section 19 Small PHA Blend Transition project until such time the project can be fully transitioned to another Community and Economic Development Department staff.
- 3.0 DISCHARGE OF DUTIES.** The Employee shall be paid an hourly wage for all work performed as a contractor. The discharge of Employee's duties as a contractor allows them the ability to set their own schedule and work within the scope of responsibilities set forth in this agreement. The Community and Economic Development Director will oversee all work of the Employee.
- 4.0 COMPENSATION.** In exchange for the performance of the duties under this Agreement, Employee will be compensated at the rate of \$40.00 per hour for such services. Employee's compensation will not be subject to standard federal and state income tax withholdings, FICA and Medicare deductions, and will exclude PERA deductions. Employee shall not be entitled to any group insurance benefits, paid holidays, vacation, sick leave, severance, or City retirement benefits.
- 5.0 COMPLIANCE WITH LAWS AND REGULATIONS.** In providing services hereunder, Employee shall abide by all statutes, ordinances, rules and regulations, including all non-discrimination laws, pertaining to the provisions of services to be

provided. Any violation shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement notwithstanding other termination provisions contained herein.

- 6.0 TERM.** This Agreement shall be for a term commencing September 7, 2021, and shall continue until completion of duties, unless terminated by one or both of the parties as set forth in this Agreement.
- 7.0 INDEMNIFICATION.** The City shall defend and indemnify the Employee pursuant to Minnesota Statutes 466.07 and 465.76. In addition, the City shall defend, hold harmless, and indemnify Employee from all alleged violations of torts, statutes, laws, rules, and ordinances provided the Employee was acting in the performance of the duties of the position.
- 8.0 ENTIRE AGREEMENT.** The Agreement constitutes the entire agreement between the parties with respect to the employment relationship between the City and the Employee, replaces all prior agreements or understandings, and the parties agree that there were no inducements or representations leading to the execution of this Agreement except as herein contained.
- 9.0 SEVERABILITY.** The parties covenant and agree that the provisions herein are reasonable and not known to be in any violation of any federal, state, or local law or regulation. In the event that a court of competent jurisdiction finds any provision contained herein to be illegal or unenforceable, such court may modify that provision to make it valid and enforceable. The declaration of a provision as unenforceable shall not invalidate any other provision of the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year written below.

Date: September 14, 2021

CITY OF FARIBAULT

By: _____
Kevin F. Voracek
Its: Mayor

By: _____
Timothy C. Murray
Its: City Administrator

EMPLOYEE

By: _____
Kim Clausen
Its: Contract Employee



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Delane James, Library and Communications Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-191 Accept Donation to Buckham Memorial Library

Background:

Donations received on behalf of Buckham Memorial Library support existing programs and provide enhancements to library services. This request is to accept a monetary donation from Patt and Dennis Germann for \$170 which will be used to purchase library materials for the adult collection.

Recommendation:

Staff recommends approving Resolution 2021-191 Accept Donation to Buckham Memorial Library in the amount of \$170.

Attachments:

1. Resolution 2021-191 Accept Donation to Buckham Memorial Library

CITY OF FARIBAULT

RESOLUTION #2021-191

ACCEPT DONATION TO BUCKHAM MEMORIAL LIBRARY

WHEREAS, Buckham Memorial Library is responsible for providing library services and materials to the City and surrounding townships; and

WHEREAS, Patt and Dennis Germann would like to donate \$170 to Buckham Memorial Library which will be used to purchase library materials for the adult collection;

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes Buckham Memorial Library to accept the donation of \$170 from Patt and Dennis Germann.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-192 Approve Street Closure
Application for Cry Baby Craig's

Background:

Cry Baby Craig's will be holding a friends and family celebration on September 25, 2021. They are requesting the closure of City Public Parking Lot #11 and the alley adjacent to the parking lot from 2pm-7pm for the celebration. A map highlighting the proposed closed area is attached.

Recommendation:

Approve Resolution 2021-192

Attachments:

1. Resolution 2021-192
2. Street Closure Application
3. Location Map

CITY OF FARIBAULT

RESOLUTION #2021-192

APPROVE STREET CLOSURE APPLICATION FOR CRY BABY CRAIG'S

WHEREAS, Cry Baby Craig's is celebrating their store opening with a friends and family celebration on September 25, 2021, and;

WHEREAS, the Faribault City Council is supportive of this event, and;

WHEREAS, Section 15-57 of the Faribault Code of Ordinances provides for temporary parking restrictions by means of Council resolution,

NOW, THEREFORE, THE CITY OF FARIBAULT RESOLVES:

Section 1. City public parking lot number 11 and the alley between the parking lot and Corks & Pints will be closed from 2pm-7pm on September 25, 2021 for a friends and family celebration.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Street Closure Application

(I) (we) hereby request consideration for closure of

Public Parking Lot

Street Address

between

Cry Baby Craig's

and

10k drops

(Street Name)

(Street Name)

for

family and friends party to celebrate our new opening

(description of event)

between the hours of

2pm

and

7pm

on

Date:

9/25/21

Applicant information:

Name:

Craig Kaiser

Address:

405 CENTRAL AVE NORTH

Phone:

952.292.4929

2nd Contact person:

Name:

SAM BONIN

Address:

405 CENTRAL AVE NORTH

Phone:

612.810.5858

Orange traffic cones are available upon request. The applicant will be responsible for picking up and returning the cones.
Applicant will make arrangements with Public Works at 333-0361 for date of pickup.

This application has been reviewed and approved on:

9-7-2021

By:

Public Works Department

By:

Digitally signed by Dustin D Dienst
DN: cn=Dustin D Dienst, o=Faribault Fire, ou=Fire Department,
email=ddienst@ci.faribault.mn.us, c=US
Date: 2021.09.03 16:27:40 -0500

Fire Department

By:

Police Department

City Public Parking Lot #11





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-193 Approve American Rescue Plan Grant Application

Background:

The Secretary of Transportation announced on June 22, 2021, that the Faribault Municipal Airport-Liz Wall Strohfus Field is eligible for funds under the American Rescue Plan Act 2021 (Public Law 117-2) (ARPA). These funds will assist to address the COVID-19 public health emergency.

A grant application has been prepared by the Federal Aviation Administration (FAA). Under the grant, the City will receive \$32,000.00 which can be used for pandemic response-related costs. The grant funds can also be used for debt service. The current T-hangar loan that the City has is an eligible expense. There is no local match for this grant, 100% is funded by the FAA. The attached Resolution 2021-193 approves the grant application and designates the Public Works Director as signatory.

Recommendation:

Approve Resolution 2021-193

Attachments:

1. Resolution 2021-193
2. Grant Summary Form
3. Grant Application

CITY OF FARIBAULT

RESOLUTION #2021-193

APPROVE AMERICAN RESCUE PLAN GRANT APPLICATION

WHEREAS, the City operates and maintains the Faribault Municipal Airport-Liz Wall Strohfus Field for general aviation practices; and

WHEREAS, the Federal Aviation Administration (FAA) has allocated funding to U.S. airports under the American Rescue Plan Act 2021 (ARPA); and

WHEREAS, the Faribault Municipal Airport-Liz Wall Strohfus Field is eligible to receive \$32,000.00 in funding; and

NOW, THEREFORE BE IT RESOLVED, that the City of Faribault wishes to apply for \$32,000.00 of ARPA grant funding from the FAA.

ALSO, BE IT RESOLVED, that the Public Works Director is hereby authorized to execute such Agreements and any amendments as are necessary to implement the project on behalf of the Applicant.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



GRANT SUMMARY FORM

Pre-Application ☐ Application ☒ Award Acceptance ☐ Amendment ☐

Department: Public Works

Contact Person: Public Works Director

Grant Name: American Rescue Plan Act 2021 (Public Law 117-2) (ARPA).

Grantor: Federal Aviation Administration (FAA)

Total Project Cost: \$ 32,000.00 Total Award Amount: \$ 32,000.00

Total Cash Match: \$ 0.00 Total In-Kind Match: \$ 0.00

Application Date: 09/14/21 Grant Period From 09/14/21 To 09/14/24

Funding Type (Federal, State, Other): Federal

CFDA Number: _____ Electronic or Hardcopy Submission: Electronic

Project Description

The Federal Government approved pandemic relief funding for Airport's under the American Rescue Plan Act. This grant is being provided to the Faribault Municipal Airport for eligible reimbursement under the program.

How is the Match Amount Determined::

Fixed Amount: _____ or % of project cost 0.00% or Other ☐

Explanation of Other:

For this City fiscal year, how much of the required local cash match amount is:

Already In Department Budget: \$ 0.00 Not Budgeted: \$ 0.00

Proposed Source of Match: N/A

Director Approval

Administrator Approval

Application for Federal Assistance SF-424

*1. Type of Submission:

☐ Preapplication

☒ Application

☐ Changed/Corrected Application

*2. Type of Application

☒ New

☐ Continuation

☐ Revision

* If Revision, select appropriate letter(s):

*Other (Specify)

*3. Date Received:

NA

4. Applicant Identifier:

FBL (Faribault Municipal-Liz Wall Strohfus Field) Faribault, MN

*5b. Federal Entity Identifier:

27-0030

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Faribault

*b. Employer/Taxpayer Identification Number (EIN/TIN):

41-6007162

*c. Organizational DUNS:

09-391-4596

d. Address:

*Street 1: _____

Street 2: _____

*City: _____

FARIBAULT

County/Parish: _____

*State: _____

MN

Province: _____

*Country: _____

USA: United States

*Zip / Postal Code _____

e. Organizational Unit:

Department Name: _____

Division Name: _____

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____

*First Name: Travis

Middle Name: _____

*Last Name: _____

Block

Suffix: _____

Title: _____

Public Works Director

Organizational Affiliation: _____

*Telephone Number: 507-332-0140

Fax Number: _____

*Email: tblock@ci.faribault.mn.us

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$32,000 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: 1

*b. Program/Project: 1

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	_____	\$32,000
*b. Applicant	_____	\$0
*c. State	_____	\$0
*d. Local	_____	\$0
*e. Other	_____	\$0
*f. Program Income	_____	\$0
*g. TOTAL	_____	\$32,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: _____ *First Name: _____

Middle Name: _____

*Last Name: _____

Suffix: _____

*Title: Mayor

*Telephone Number:

Fax Number:

* Email:

*Signature of Authorized Representative:

*Date Signed:

Authorized Representative:	
Prefix: Mr.	*First Name: James
Middle Name:	
*Last Name: Bittmann	
Suffix:	
*Title: Assistant Director, MnDOT Office of Aeronautics	
*Telephone Number:	
* Email: jim.bittmann@state.mn.us	
*Signature of Authorized Representative:	*Date Signed:



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-194 Approve Street Closures for Faribault High School Homecoming Parade

Background:

Faribault High School will be hosting its Homecoming activities the week of September 19, 2021. They will host their Homecoming Parade at 2:15 PM on Friday, September 24, 2021. They plan to use the same route as they did last year.

The parade will begin at the Faribault High School. Float staging and lineup will be on 9th Avenue SW adjacent to the high school parking lot and continue each on 3rd Street SW. The parade will begin on 9th Avenue SW and proceed south to 9th Street SW, west on 9th Street SW to Prairie Avenue, north on Prairie Avenue SW and end at South Central College.

Recommendation:

Staff recommends approval of Resolution 2021-194 Approve Street Closures for Faribault High School Homecoming Parade.

Attachments:

1. Resolution 2021-194 Approve Street Closures for FHS Homecoming Parade
2. FHS Homecoming Parade Map
3. Request

CITY OF FARIBAULT

RESOLUTION #2021- 194

APPROVE STREET CLOSURES FOR FARIBAULT HIGH SCHOOL HOMECOMING PARADE

WHEREAS, the Faribault High School is hosting its annual Homecoming activities the week of September 20, 2021, and;

WHEREAS, they plan to have their Homecoming Parade at 2:15 PM on Friday, September 24, 2021, and;

WHEREAS, the Faribault City Council is supportive of these events, and;

WHEREAS, Section 15-57 of the Faribault Code of Ordinances provides for temporary parking restrictions by means of Council resolution.

NOW, THEREFORE BE IT RESOLVED, that 9th Avenue SW from 3rd Street SW to 9th Street SW from 2:00 PM to 3:00 PM on Friday, September 24, 2021, will be closed for the Faribault High School Homecoming Parade.

ALSO, BE IT RESOLVED, that 9th Street SW from 9th Avenue SW to Prairie Avenue SW, and Prairie Avenue SW from 9th Street SW to South Central College will also be closed from 2:00 PM to 3:00 PM for the parade.

ALSO, BE IT RESOLVED, that 9th Street SW adjacent to the high school parking lot and east on 3rd Street SW will be closed from 1:30 PM to 3:00 PM for parade staging.

ALSO, BE IT RESOLVED, that the event sponsor should enter into the City's standard agreement regarding street closures and sponsored events.

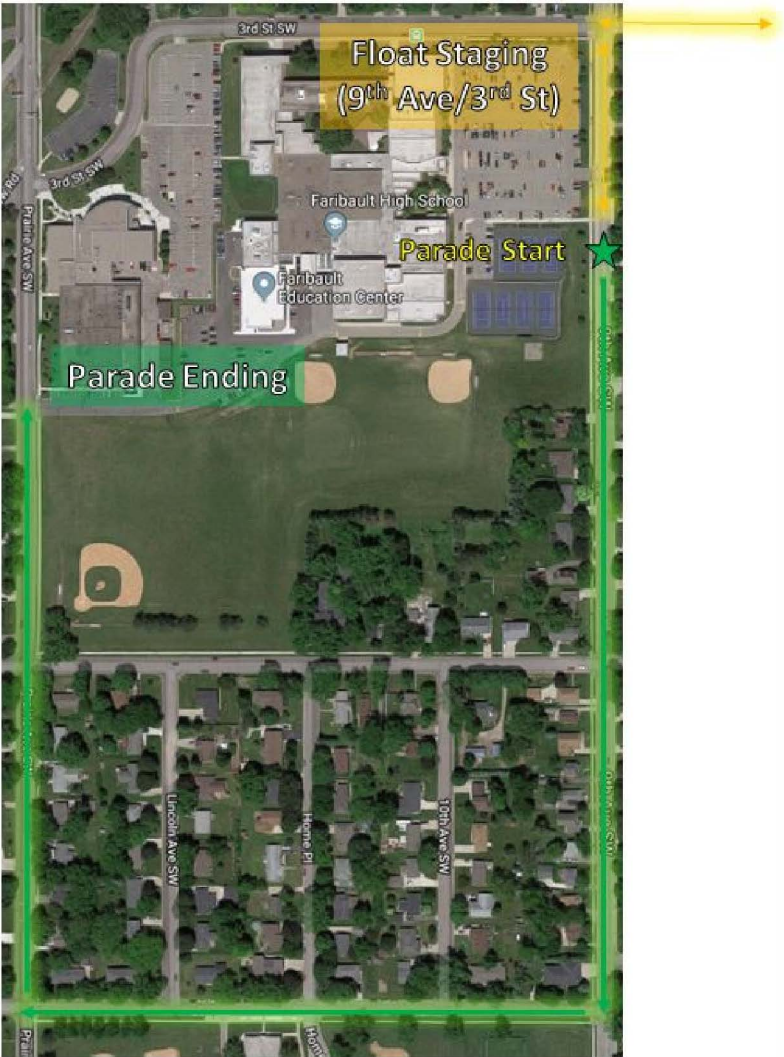
Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



From: [Paul Peanasky](#)
To: [Denise Hansen](#)
Subject: FW: Homecoming
Date: Friday, September 3, 2021 8:12:33 AM



PAUL J. PEANASKY
Parks and Recreation Director

OFFICE | 507-334-2064

EMAIL | ppeanasky@ci.faribault.mn.us

WEB | www.faribault.org

ADDRESS | 15 W. Division St., Faribault, MN 55021

From: Jamie Bente <jbente@faribault.k12.mn.us>
Sent: Friday, September 3, 2021 7:25 AM
To: Kevin Kleiner <kkleiner@faribault.k12.mn.us>
Cc: Paul Peanasky <ppeanasky@ci.faribault.mn.us>; Shawn Behrens <sbehrens@faribault.k12.mn.us>; Stacy Fox <sfox@faribault.k12.mn.us>; Ryan Wynn <rwynn@faribault.k12.mn.us>; Andy Bohlen <abohlen@ci.faribault.mn.us>
Subject: Re: Homecoming

I am including a few people on this email around Homecoming. At this time our plan is to have a homecoming parade on September 24th, Friday afternoon around 2:15 pm. We will get more specific times as we get closer to the event. The parade route that we would like to follow is the same as two years ago. It would be...

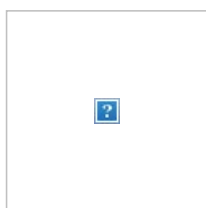
- Stage on 3rd St SW starting at 9th Ave SW
- Proceed on 9th Ave SW to 9th St.
- take 9th St. to Prairie Ave SW
- Prairie Ave SW to the back of South Central College where the parade will end in the parking lot.
- FHS will provide supervisors for the parade.

Please let me know if you have any questions or concerns.

Thanks,

Jamie Bente
Principal
Faribault High School | Faribault Public Schools

■ [507-333-6100](tel:507-333-6100)
■ jbente@faribault.k12.mn.us
■ <https://fhs.faribault.k12.mn.us/>
■ 330 9th Ave SW, Faribault, MN 55021



On Thu, Sep 2, 2021 at 12:47 PM Kevin Kleiner <kkleiner@faribault.k12.mn.us> wrote:

Hi Paul,

Homecoming is Friday, Sept. 24th. I have included Principal Jamie Bente on this email for help with the homecoming parade route.

Thanks,
Kevin



Kevin Kleiner

Activities Director

Activities Department | Faribault High School

Faribault Public Schools



- [507-333-6208](tel:507-333-6208)
- kkleiner@faribault.k12.mn.us
- faribaultfalcons.com
- 330 SW 9th Avenue, Faribault, MN, 55021

[Create Your Own Free Signature](#)

On Thu, Sep 2, 2021 at 10:52 AM Paul Peanasky <ppeanasky@ci.faribault.mn.us> wrote:

Kevin,

Do you know when Homecoming is this year. Also just to let you know if you are planning a homecoming parade I will need to get an official request with the route so that I can get permission form the City Council for you to close down roads for this to happen.

Paul



PAUL J. PEANASKY
Parks and Recreation Director

OFFICE | 507-334-2064

EMAIL | ppeanasky@ci.faribault.mn.us

WEB | www.faribault.org

ADDRESS | 15 W. Division St., Faribault, MN 55021

E-MAIL CONFIDENTIALITY NOTICE:

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: September 14, 2021
SUBJECT: Approve Utility Locate Ticket Software Agreement with KorTerra

Background:

The Public Works Department currently uses KorWeb by KorTerra as its utility locate ticketing management software and was originally part of a partnership program which allowed the use of KorWeb for free. The partnership dissolved approximately 5 years ago. KorTerra chose to honor the original conditions of the partnership from this time. However, due to evolving business conditions, KorTerra is no longer going to be offering the software for free.

Partnership customers have been grandfathered into this program and offered an opportunity to continue to use the software at a 25% discount off the standard rates. The standard price for the City's volume of use is \$5,750 total annually, but with the provided discount, it will decrease to \$4,313 total annually. The term of the agreement is for three (3) years. The City wishes to continue to use the KorWeb software as staff is familiar with the user interface and finds it to be effective, efficient and of good value.

Recommendation:

Approve Utility Locate Ticket Software Agreement with KorTerra

Attachments:

1. KorTerra Billing Authorization Form



KorWeb Services Billing Authorization

City of Faribault agrees to purchase KorWeb features from KorTerra listed below. Support and maintenance are included in the ticket fees listed below. Annual Ticket Volume Estimates are: 3,152

Product/Service	Price	Minimum Usage Fee	Est. Total
KorWeb Standard Services	\$0.60 Per Ticket Per Year	\$4,313 Per Year	\$4,313 Per Year
			Total: \$4,313

KorWeb Onetime Setup Fees	
KorWeb Onetime Setup Fees	\$0.00
Total One Time Fees	\$0.00

The term of this Agreement shall be for an initial period of thirty-six (36) months from the execution date of this Agreement. Thereafter, this Agreement shall automatically renew for additional thirty-six (36) month periods, unless either party terminates this Agreement with advance written notice at least sixty (60) days prior to the commencement of the immediately subsequent renewal period. Any attempt to terminate this agreement prior to the expiration will result in an Early Termination Fee. The "Early Termination Fee" shall be determined by multiplying, the number of months remaining in the Term of this Agreement, or any renewals thereof, by the larger of the previous year's invoice or the minimum amounts listed.

Ticket is defined as any transmission to KorWeb from a One Call Center or a manually created ticket generated by you in KorWeb. The Services will be invoiced in advance of the year term. Ticket Volume is based on an estimate of usage from the previous year. If the actual ticket count is less than the previous year a credit is applied to the invoice not to fall below the minimum. If the actual ticket count is greater than the previous year, then this overage total is multiplied by the per ticket rate and applied to the invoice cost. Please note any payment received via wire will incur a \$40 service charge.

Pricing is valid for 60 days. Please e-mail the signed billing authorization form to sales@korterra.com.

KorTerra offers its clients a 30 day guarantee. If Client terminates the KorWeb Services within the first 30 days from the date the KorWeb Services are made available, then Client agrees to only pay for the One Time Set Up Fees performed and not the KorWeb Service fees.

Billing Contact Information:

Contact Name: _____	Phone Number: _____
Title: _____	Will payment be submitted via wire? _____
E-mail: _____	Special Billing Instructions: _____
Street: _____	
	Sales Tax Exempt (Y/N) If Y, please include exemption certificate
City, State Zip: _____	PO Required (Y/N) PO Number: _____

AGREED TO:

Client:	KorTerra, Inc.:
Signed: _____	Signed: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Internal Use Only:



KorWeb Services Billing Authorization

KW Partner State: ☐

New Customer (Y/N): **N**

Customer ID: FARIBAULT

Sales Exec: Teresa Phan



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-196 Approve Street Closures for CROP Hunger Walk

Background:

Father Henry Doyle, on behalf of the Faribault Area Christian Ministerial Association, has contacted us regarding hosting the CROP Hunger Walk on Saturday, October 2, 2021. The walk begins at 9:00 AM and will require some street closures. The Faribault Police Department and volunteers will assist with intersections along the route.

Locations will be closed intermittently on October 2, 2021, from approximately 8:30 AM to 11:30 AM to allow use for the CROP Hunger Walk. The Walk will begin at the Cathedral of our Merciful Saviour, proceed east on 6th Street, south on Central Avenue, west on Division Street, north on 3rd Avenue NW, west on 3rd Street NW, north on 4th Avenue NW, east on 4th Street NW, north on 3rd Avenue NW, through Central Park and east on 6th Street NW back to the Cathedral of Our Merciful Saviour.

Recommendation:

Approve Resolution 2021-196 to close the listed roads for the CROP Hunger Walk on October 2, 2021.

Attachments:

1. Resolution 2021-196 Approve Street Closures for CROP Hunger Walk
2. CROP Hunger Walk Request

CITY OF FARIBAULT

RESOLUTION #2021- 196

APPROVE STREET CLOSURES FOR CROP HUNGER WALK

WHEREAS, the Faribault Area Christian Ministerial Association is sponsoring the CROP Hunger Walk on Saturday, October 2, 2021, and;

WHEREAS, the Faribault City Council is supportive of these events, and

WHEREAS, Section 15-57 of the Faribault Code of Ordinances provides for temporary parking restrictions by means of Council resolution,

NOW, THEREFORE, BE IT RESOLVED, that locations will be closed intermittently on October 2, 2021, from approximately 8:30 AM to 11:30AM to allow use for the CROP Hunger Walk. The Walk will begin at the Cathedral of our Merciful Savior, proceed east on 6th Street, south on Central Avenue, west on Division Street, north on 3rd Avenue NW, west on 3rd Street NW, north on 4th Avenue NW, east on 4th Street NW, north on 3rd Avenue NW, through Central Park and east on 6th Street NW back to the Cathedral of Our Merciful Savior.

ALSO, BE IT RESOLVED, that the event sponsor should enter into the City's standard agreement regarding street closures and sponsored events.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

7 September 2021

Mr. Paul Peanasky
Parks& Recreation
15 West Division Street
Faribault, Minnesota 55021

Dear Mr. Peanasky,

The Faribault Area Christian Ministerial Association is sponsoring the 31st Annual CROP Hunger Walk on Saturday, 2 October 2021. Registration for the Walk takes place from 8:00 to 8:55 a.m. in the Cloister of the Cathedral of Our Merciful Saviour; the Walk starts at 9:00 a.m.

The Walk will proceed east on 6th Street NW to Central Avenue; south on Central to Division Street; west on Division Street to 3rd Avenue NW; north on 3rd Avenue to 3rd Street NW; west on 3rd Street to 4th Avenue NW; north on 4th Avenue to 4th Street NW; east on 4th Street NW to 3rd Avenue NW; north on 3rd Avenue NW to Central Park; through Central Park to 6th Street NW; walk across 6th Street and 2nd Avenue NW to the Cathedral Cloister. May the Association receive the City's permission to hold the CROP Walk on the route?

Thank you for your consideration of the request.

Blessings,

A handwritten signature in black ink, appearing to read "Henry +", with a stylized cross at the end.

Father Henry L. Doyle
President & Secretary
Faribault Area Christian Ministerial Association
507-333-1651
henry.doyle@s-sm.org



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-189 Adopting Special Assessments for 2020 MSA Street Reconstruction and Buckham Center Parking Lot Improvements - Contract 2020-04

Background:

Resolution 2021-174, adopted on August 24, 2021, declared the cost to be assessed and set a special assessment hearing date of September 14, 2021 for the 2020 MSA Street Reconstruction and Buckham Center Parking Lot Improvements project (Contract 2020-04). Notices of the hearing were sent to the benefiting properties and published in the Daily News as required by law.

The assessment rates for street reconstructions for 2020 projects are as follows, as adopted by Resolution 2018-227, subject to credits per City policy.

Street Reconstruction

Low Density Residential Property	\$75.50/l.f.
High Density Residential Property	\$83.00/l.f.
Commercial/Industrial/Institutional Property	\$90.00/l.f.

The attached special assessment roll proposes to assess a total of 11 parcels in the amount of \$89,460.22, out of a total estimated project cost of \$1,511,550. The assessments will be payable over a period of fifteen (15) years with an interest rate of 3.15%. A copy of the special assessment roll is attached, as well as a copy of the notice that was published and mailed to individual property owners. Note the assessments levied against Faribault Division, LLC are to be paid by the City of Faribault per the Hillside Apartment development agreement.

Recommendation:

Conduct Public Hearing and Approve Resolution 2021-189

Attachments:

1. Resolution 2021-189 Adopt Special Assessments 2020-04
2. (2020-04) Special Assessment Rolls FINAL 2021-08-18

3. 2020-04 SA Hearing Notice
4. (2020-04)- Division Central Proposed Assessment Notice Mailing List
5. 2020-04 Location Map

CITY OF FARIBAULT

RESOLUTION #2021-189

ADOPTING SPECIAL ASSESSMENTS FOR THE 2020 MSA STREET RECONSTRUCTION AND BUCKHAM CENTER PARKING LOT IMPROVEMENTS - CONTRACT 2020-04

WHEREAS, Resolution 2021-174, adopted on August 24, 2021, established a special assessment hearing date of September 14, 2021, for the the 2020 MSA Street Reconstruction and Buckham Center Parking Lot Improvements project (Contract 2020-04), and;

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed special assessments for said improvement project.

NOW, THEREFORE BE IT RESOLVED, that the proposed assessment roll, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessments against the lands named therein, and each tract of land there included is found to be benefited by the proposed improvement in the amount of the assessment levied against it.

ALSO, BE IT RESOLVED, that such assessments shall be payable in equal annual installments which shall extend over a period of fifteen (15) years and shall bear interest at the rate of 3.15 per cent annum from the date of adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment when due shall be added interest for one year on all unpaid assessments. Said installments shall be certified upon the property tax list of the County and paid in the same manner as other municipal taxes.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE	STREET RATE	TOTAL ASSESSMENT
----------	----------	---------------	------------	--------------	----------	---------------	---------	-------------------	----------------------	----------------	---------------------

Central Avenue (Division Street to 1st Street NE/NW)

1831126505	COMMUNITY COOP OIL ASSN	9	CENTRAL AVE	9 CENTRAL AVE	FARIBAULT	MN	55021	132.00	66.00	\$90.00	\$5,940.00
1831126506	COMMUNITY COOP OIL ASSN	5	CENTRAL AVE	9 CENTRAL AVE	FARIBAULT	MN	55021	66.00	33.00	\$90.00	\$2,970.00
1831126587	CROWN APARTMENTS LLC	12	CENTRAL AVE 1-18	PO BOX 143	KASSON	MN	55944	132.00	66.00	\$83.00	\$5,478.00
1831151002	FARIBAULT DIVISION LLC	10	DIVISION ST W	4057 28TH ST NW STE 200	ROCHESTER	MN	55901	86.85	43.43	\$83.00	\$3,604.28
											\$17,992.28

Division Street (TH 60/1st Avenue NE/Willow Street to 1st Avenue NW/SW)

1831426002	FARIBAULT CITY	1	PARK PL	208 1ST AVE NW	FARIBAULT	MN	55021	144.00	72.00	\$75.50	\$5,436.00
1831426003	FARIBAULT CITY	11	DIVISION ST E	208 1ST AVE NW	FARIBAULT	MN	55021	98.15	98.15	\$75.50	\$7,410.33
1831426007	FARIBAULT CITY	15	DIVISION ST W	208 1ST AVE NW	FARIBAULT	MN	55021	264.00	264.00	\$75.50	\$19,932.00
1831426008	FARIBAULT CITY	23	DIVISION ST W	208 1ST AVE NW	FARIBAULT	MN	55021	66.00	66.00	\$75.50	\$4,983.00
1831426009	FARIBAULT CITY	31	DIVISION ST W	208 1ST AVE NW	FARIBAULT	MN	55021	66.00	33.00	\$75.50	\$2,491.50
1831126506	COMMUNITY COOP OIL ASSN	5	CENTRAL AVE	9 CENTRAL AVE	FARIBAULT	MN	55021	165.00	82.50	\$90.00	\$7,425.00
1831126508	COMMUNITY CO-OP OIL ASSN	28	DIVISION ST E	28 DIVISION ST E	FARIBAULT	MN	55021	105.00	52.50	\$90.00	\$4,725.00
1831126507	COMMUNITY COOP OIL ASSN	8	DIVISION ST E	9 CENTRAL AVE	FARIBAULT	MN	55021	60.00	60.00	\$90.00	\$5,400.00
1831151002	FARIBAULT DIVISION LLC	10	DIVISION ST W	4057 28TH ST NW STE 200	ROCHESTER	MN	55901	329.28	164.64	\$83.00	\$13,665.12
											\$71,467.95

Total	\$89,460.22
--------------	--------------------

	Corner Lot - Sideyard Credit Applied.
	Previous project assessment credit applied.
	Capped at 100' per CC direction (Low Density Residential Only)
	To Be Paid By City Per Development Agreement

2020 Special Assessment Rates - Reconstruction	
Low Density Residential	\$75.50 /foot
High Density Residential	\$83.00 /foot
Commercial/Industrial/Institutional	\$90.00 /foot

NOTICE OF PUBLIC HEARING ON PROPOSED ASSESSMENT

August 28, 2021
Faribault, Minnesota

To Whom It May Concern:

Notice is hereby given that the City Council of Faribault will meet in the Council Chambers of City Hall, 208 NW First Avenue, at 6:00 p.m. on Tuesday, September 14, 2021, to consider, and possibly adopt, the proposed assessment for the 2020 Division Street and Central Avenue Improvements and Buckham Center Parking Lot Improvements project, including removals, watermain replacement, sanitary sewer replacement, lot services, storm sewer construction, grading, aggregate base, bituminous paving, turf restoration, concrete sidewalk replacement, lighting and related improvements related improvements. Adoption by the City Council of the proposed assessment may occur at the hearing. The following is the area proposed to be assessed:

Central Avenue (Division Street to 1st Street NE/NW)
Division Street (TH60 (1st Avenue NE)/Willow Street to
1st Avenue NW/SW)
Buckham Center (Parking Lot Improvements)

The total cost of the improvements is estimated to be \$1,511,550.00 of which \$89,460.22 is proposed to be specially assessed.

Such assessment is proposed to be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable in 2022, and will bear interest at the rate of 3.15 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2022. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City of Faribault. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City of Faribault the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of the interest that will apply will be 3.15 percent per year. The right to partially prepay the assessment according to Ordinance No. 2014-10 is available until such time that the assessment is certified to the county auditor for collection.

The proposed assessment roll is on file for public inspection at the City Administrator's office. The total amount of the proposed assessment is \$89,460.22. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the City Administrator prior to the assessment hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minnesota Statute §§ 435.193 to 435.195 and City Ordinance No. 2014-10, the Council may, in its discretion, defer the payment of the special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provide in that law and Ordinance No. 2014-10, all amounts accumulated plus applicable interest shall become due. Any assessed property owner meeting the requirements of this law and Ordinance No. 2014-10 may, within 30 days of the confirmation of the assessment, apply to the City Administrator for the prescribed form for such deferral of payment of this special assessment on his/her property.

If an assessment is contested or there is an adjourned hearing, the following procedure will be followed:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination, and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.
2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for questioning of the city's witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota rules of evidence will not be strictly applied; however, they may be considered and argued to the Council as to the weight of items of evidence or testimony present to the Council.
5. The entire proceedings will be video and audio-recorded.
6. At the close of presentation of evidence, the objector may make a final presentation to the Council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing and will prepare written findings concerning the amount of the assessment.

An owner may appeal an assessment to district court pursuant to Minnesota Statute §§ 429.081 by serving notice of the appeal upon the Mayor or City Administrator of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Mayor or City Administrator.

BY ORDER OF THE CITY COUNCIL

Timothy C. Murray
City Administrator
Page 101 of 318
FDN 8/28 106621

**CITY OF FARIBAULT
AFFIDAVIT OF DISTRIBUTING NOTICES**

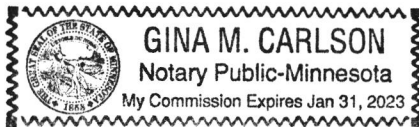
State of Minnesota)

)ss

County of Rice)

Project: **2020 Division Street & Central Ave (2020-04)
Proposed Assessment Notice**

Ann M. Remold, being first duly sworn, deposes and says: I am a United States citizen, over 21 years of age and the Accounting Supervisor of the City of Faribault, Minnesota. On, August 26, 2021, 2021 acting on behalf of said City, I caused a copy of the attached notices of special assessment notice to be delivered to the attached list of persons at the addresses appearing opposite their respective names.



A handwritten signature in cursive script, appearing to read "Ann M. Remold", written over a horizontal line.

Ann M. Remold
Accounting Supervisor

Subscribed and sworn to before me
this 26th Day of August, 2021.

A handwritten signature in cursive script, appearing to read "Gina M. Carlson", written over a horizontal line.

Notary Public

**CITY OF FARIBAULT
DIVISION & CENTRAL (2020-04)**

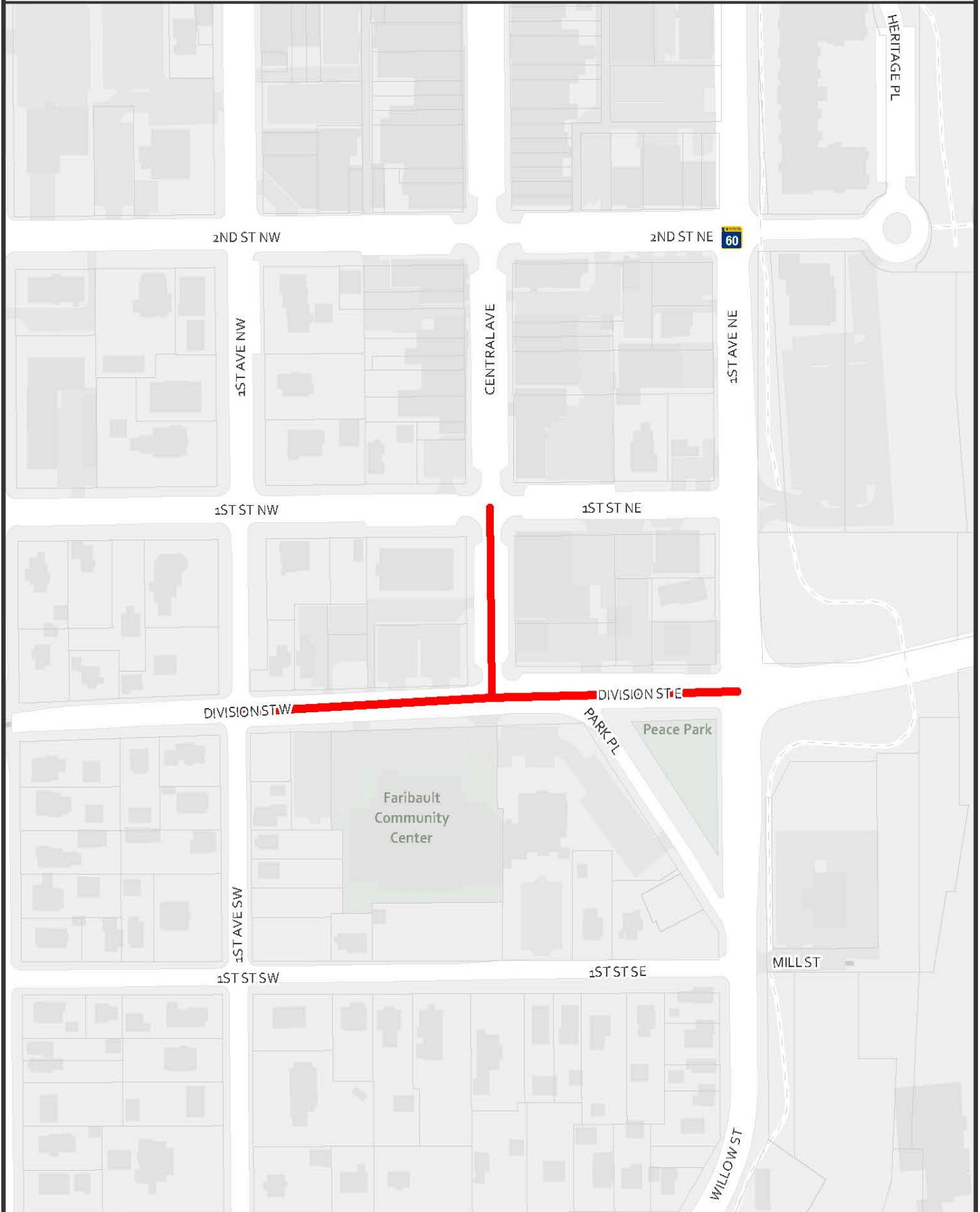
	NAME	Address	City	State	Zip	Assessment
18.31.1.26.505	Community Coop Oil Assn	9 Central Ave	Faribault	MN	55021	5,940.00
18.31.1.26.506	Community Coop Oil Assn	9 Central Ave	Faribault	MN	55021	10,395.00
18.31.1.26.587	Crown Apartments LLC	PO Box 143	Kasson	MN	55944	5,478.00
18.31.1.51.002	Faribault Division LLC	4057 28th St NW, Ste 200	Rochester	MN	55901	17,269.39
18.31.4.26.002	Faribault City	208 1st Ave NW	Faribault	MN	55021	5,436.00
18.31.4.26.003	Faribault City	208 1st Ave NW	Faribault	MN	55021	7,410.33
18.31.4.26.007	Faribault City	208 1st Ave NW	Faribault	MN	55021	19,932.00
18.31.4.26.008	Faribault City	208 1st Ave NW	Faribault	MN	55021	4,983.00
18.31.4.26.009	Faribault City	208 1st Ave NW	Faribault	MN	55021	2,491.50
18.31.1.26.508	Community Coop Oil Assn	28 Division St E	Faribault	MN	55021	4,725.00
18.31.1.26.507	Community Coop Oil Assn	9 Central Ave	Faribault	MN	55021	5,400.00
						\$89,460.22

Project Location Map

Contract 2020-04

Street Reconstruction

This map is neither a legally recorded map nor a survey. This map is a compilation data affecting the area shown, and is for reference purposes only. In using the map, you assume responsibility for the correctness all information extracted from this map.



0 100 200 Feet



 Reconstruction



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-182 Adopting the 2022 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

Background:

Over several work sessions the past three months, the City Council has reviewed the preliminary budget for various levy-supported funds, to include the General Fund, Community Development, Airport, Capital Improvements and Debt Service Funds. Based upon these discussions, a preliminary levy amount of \$10,754,534 was recommended, which is an increase of \$592,268 (5.83%) from the 2021 levy. Due to growth and development that has occurred within the city over the past year and an increase of 6.09% to the City's Net Tax Capacity, the resulting tax rate will decrease from 52.547% to 52.418% (-0.13%).

State Statute 275.065 Subd. 1 requires the City Council to set a preliminary levy and certify the amount to the County Auditor by September 30, 2021. The levy cannot be increased, but it can be decreased, for final certification in December.

The Truth-in-Taxation law requires that the City Council select and announce a future meeting date to review the final budget and that date must be established at the preliminary levy meeting. The final budget must be approved and the levy certified to the County Auditor by December 28, 2021 (five working days after December 20). The final budget can receive input from the public and be approved by the Council at the same meeting. It is recommended that the Council approve the final budget and tax levy at the December 14, 2021 Council meeting.

Recommendation:

Approve Resolution 2021-182 Adopting the 2022 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

Attachments:

1. Resolution 2021-182 Adopting the 2022 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

2. 2022 Preliminary Budget Book
3. 2022 Preliminary Levy Presentation

CITY OF FARIBAULT

RESOLUTION #2021-182

ADOPTING THE 2022 PRELIMINARY PROPERTY TAX LEVY AND ESTABLISHING THE BUDGET MEETING DATE

WHEREAS, the City annually adopts an operating levy for the coming year in accordance with City Charter and Minnesota Statutes; and

WHEREAS, Minnesota Statutes 275.065, Subdivision 1 requires cities to certify a maximum proposed levy on or before September 30, 2021 and to establish a public meeting date for the purpose of discussing said proposed levy; and

WHEREAS, the Faribault City Council has reviewed the preliminary levy as found attached in "Exhibit A".

NOW, THEREFORE BE IT RESOLVED, that:

Section 1: The preliminary 2022 net tax levy to be certified to the Rice County Auditor of \$10,754,534 is hereby established as the maximum possible net tax levy for property tax payable in 2022.

Section 2: That Tuesday, December 14, 2021 is hereby established for the public meeting on the proposed 2022 budget and tax levy to be held at the City Hall Council Chambers beginning at 6:00 p.m.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A



2022 Preliminary Property Tax Levy Certification

	2022
OPERATING LEVY:	
General Fund	\$ 8,736,030
Community Development	198,451
Airport	10,000
Special PERA Levy	12,544
	\$ 8,957,025
DEBT SERVICE LEVY:	
2012A G.O. Crossover Refunding	\$ 980,758
2014A G.O. Equipment Certificates	32,209
2014C G.O. Improvement Bonds	91,274
2015A G.O. Improvement Bonds	266,993
	\$ 1,371,234
TAX ABATEMENT LEVY:	
Mill City Properties Crossroads Sr. Project	\$ 38,940
Sage Electrochromics, Inc.	167,663
SteinAir, Inc.	8,670
Daikin Applied Americas, Inc.	156,200
Trystar, LLC.	54,802
	\$ 426,275
Total City Levy	
	\$10,754,534



2022 PRELIMINARY BUDGET

CITY OF FARIBAULT
ANNUAL BUDGET
FOR FISCAL YEAR BEGINNING
JANUARY 1, 2022

DIRECTORY OF OFFICIALS
(Upon Adoption)

Kevin F. Voracek	Mayor
Sara Caron	Councilmember
Royal Ross	Councilmember
Tom Spooner	Councilmember
Peter van Sluis	Councilmember
Janna Viscomi	Councilmember
Jonathan Wood	Councilmember

Timothy C. Murray, City Administrator

Jeanne Day, Finance Director

Deanna Kuennen, Director of Community & Economic
Development

Andy Bohlen, Chief of Police

Mark DuChene, City Engineer

Travis Block, Public Works Director

Paul Peanasky, Parks & Recreation Director

Dustin Dienst, Fire Chief and Emergency Manager

Delane James, Library Director

TABLE OF CONTENTS

	Page Number
INTRODUCTION	
Community Vision	1
City Organizational Chart.....	3
BUDGET OVERVIEW	
City Administrator's Budget Message	4
Tax Levy Data	8
Summary of Revenues by Fund	9
Summary of Expenditures by Fund and Function	11
GENERAL FUND	14
General Government:	
Council.....	15
City Administration.....	16
Elections	18
Financial Administration.....	19
Information Technology	21
Legal Services	23
Personnel Administration.....	24
Planning & Zoning	26
City Hall Maintenance.....	28
Public Safety:	
Police Administration	29
Criminal Investigations.....	31
Uniformed Patrol.....	33
Police Records.....	35
Community Services.....	37
Fire Administration.....	39
Fire Suppression.....	41
Emergency Management.....	43
Code Enforcement/Inspections	44
Public Works:	
Public Works Administration	46
Street Maintenance.....	48
Ice & Snow Removal	50
Equipment Maintenance	51
Street Lighting.....	52
Traffic Signs & Signals.....	53
Engineering.....	54

TABLE OF CONTENTS

	Page Number
GENERAL FUND (continued)	
Culture and Recreation:	
Community Center Administration	56
Community Center Building	58
Aquatic Center	60
Washington Recreation Center	61
Soccer Complex	62
Adult Programs	63
Youth Programs	64
Parks & Trail Maintenance	66
Library	68
Miscellaneous:	
Miscellaneous/Unallocated	70
Transit	71
OTHER FUNDS	
SPECIAL REVENUE FUNDS	72
Charitable Gambling Fund	73
Public Safety Programs	74
Airport	75
Community Development	
City Rental Property	77
Community Development Administration	78
Rental Housing Rehabilitation	80
SCDP Revolving Loan Funds	81
Faribault Housing & Redevelopment Authority	
Public Housing	82
CRV Rehabilitation Program	83
Housing and Redevelopment Authority	84
Faribault Economic Development Authority	
Industrial Development Revolving Loan Fund	86
Federal Investment Revolving Loan Funds	87
Minnesota Investment Revolving Loan	88
Economic Development Authority	89
Economic Development Authority Revolving Loan	91
Tax Increment Districts	92
DEBT SERVICE FUNDS	93
CAPITAL PROJECT FUNDS	95
Street Improvement Projects	96
Park Improvement	98
Capital Replacement	99
Public Facilities	100
ENTERPRISE FUNDS	101
Water Utility	102
Sewer Utility	104
Storm Water Utility	107

TABLE OF CONTENTS

	Page Number
INTERNAL SERVICE FUNDS	109
Workers Compensation	110
Property/Liability	111
AGENCY FUNDS	112
Elderly Housing Corporation	113
Robinwood Manor	114
SUPPORTING DATA	115
Personnel Comparisons	116
Personnel Services Trends and Assumptions	123

FARIBAULT COMMUNITY VISION

SMALL TOWN PRIDE. BIG CITY OPPORTUNITY.

Faribault is one of America's best small communities.

*A place where all people find opportunities to succeed, grow, and prosper.
We celebrate our unique strengths in education, business, industry, medical,
nature, recreation, leisure, and the arts – and we are proud of our historic
downtown and iconic institutions.*

*As a community we embrace the future and plan for positive change through our
commitment to innovation and excellence, making
Faribault an outstanding place to live, work, grow, invest, and visit.*

COMMUNITY VALUES

SENSE OF COMMUNITY

We value a strong sense of community and belonging. We believe in being a friendly, respectful, safe, inclusive, and welcoming community that celebrates strong connections among all people.

Faribault will be a community that residents from a wide range of backgrounds, ages and cultures call home. We will strive to provide a friendly, respectful, and inclusive environment that creates a strong sense of unity and togetherness. People will come to Faribault and stay in Faribault.



SENSE OF PLACE

We value and respect our historic character, iconic institutions, rich traditions, and natural amenities that give Faribault its unique sense of place.

Faribault will be a community known for its unique and iconic surroundings. In 25 years, we will have continued to cultivate our rich history through preservation of our distinctive buildings, our downtown, our institutions, and cultural traditions. We will also enhance our unique natural amenities to attract and retain our distinctiveness.



OPPORTUNITY

We value the opportunities that all people have for growth and enrichment in our community, including opportunities for high-quality education, decent jobs, good housing, quality healthcare, and access to nature, leisure, and the arts.

In 25 years, Faribault will have a diversified economy that provides residents with expanded opportunities to work and to meet their personal, educational, recreational, and cultural needs. A mix of industrial, commercial, and retail redevelopment will provide the tax base needed to support high quality services and amenities.



INNOVATION

We value and encourage creativity, flexibility, and openness to new ideas and positive change in all sectors of our community, including business, industry, education, and government.

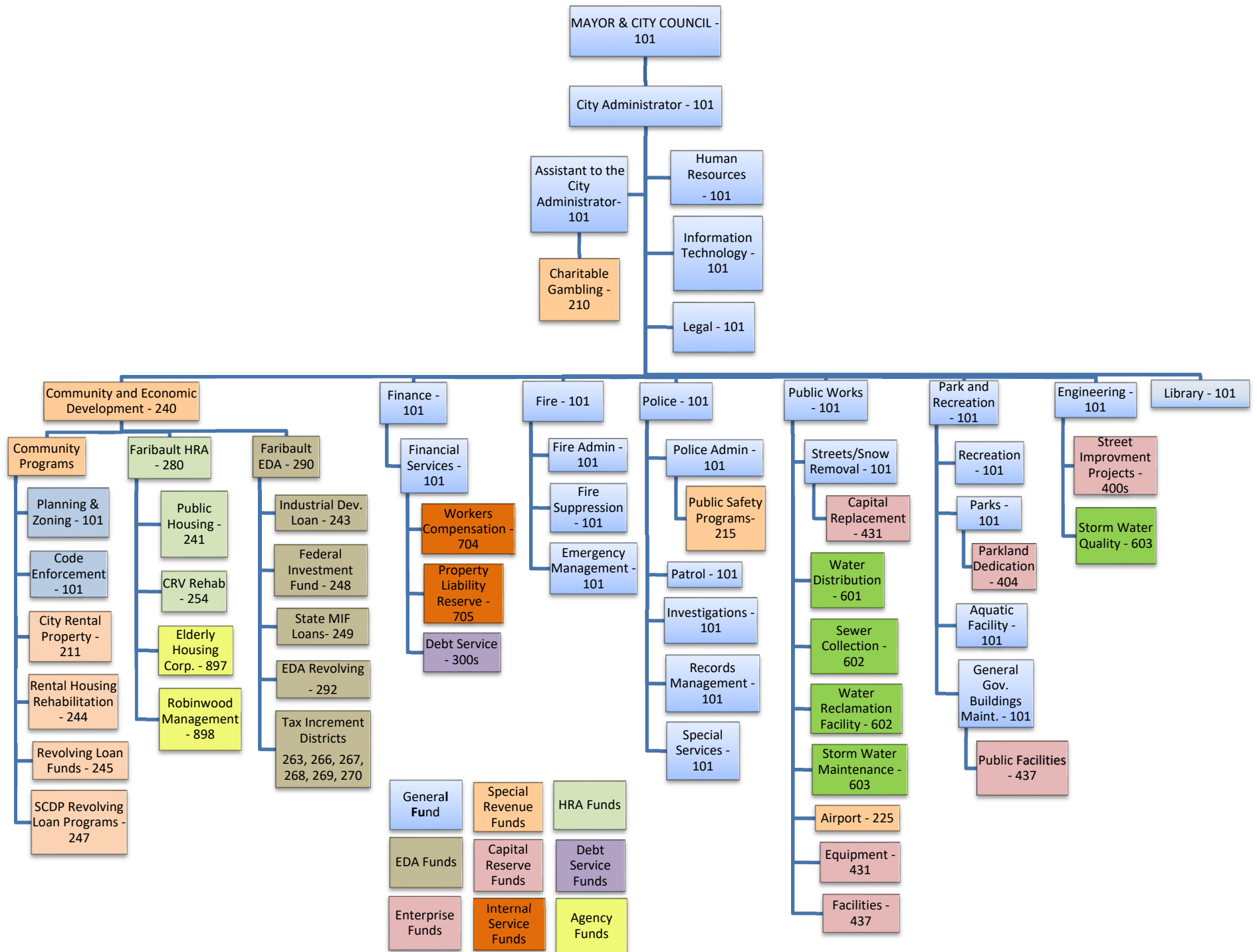
Faribault will be known for its creativity, thought, and leadership in business, education, and government. We will foster a culture where new ideas can flourish, and will regularly demonstrate our innovative spirit through advances in our educational sector, unique new businesses, and our cutting edge government service.

EXCELLENCE

We value excellence and strive for it in everything we do. We believe if it is worth doing, it is worth doing to the best of our ability.

Faribault will be a community known for its commitment to excellence. We will demonstrate in all sectors of our community the attention to detail and quality necessary to achieve great outcomes and a highly livable and thriving community.







September 14, 2021

Mayor Voracek and
Members of the City Council

Dear Mayor and City Council:

2022 PRELIMINARY BUDGET OVERVIEW

The budget summaries enclosed within this document include preliminary budgets for the General Fund, Special Revenue Funds, Debt Service, Capital Projects, Enterprise Funds, and Internal Services Funds for the City of Faribault. The Council held several budget work sessions over the past few months to discuss 2022 budget priorities.

The 2022 preliminary budget includes a preliminary net tax levy certification for taxes payable in 2022 in the amount of \$10,754,534. This amount is an increase of \$592,268 over last year's certified net tax levy which equates to a 5.83% increase in the tax levy (of which approximately 20% is absorbed by new construction and growth). The 2022 levy is estimated to result in a decrease for the average homeowners' taxes in 2022 of \$2.41 (for no change in assessed value). The median residential property value is estimated at \$175,200. The City's tax base value is expected to increase approximately 7.38% which indicates positive economic growth of the City. This increase in the preliminary net tax capacity for the City results in a decrease in the tax rate from 52.547 to 52.418.

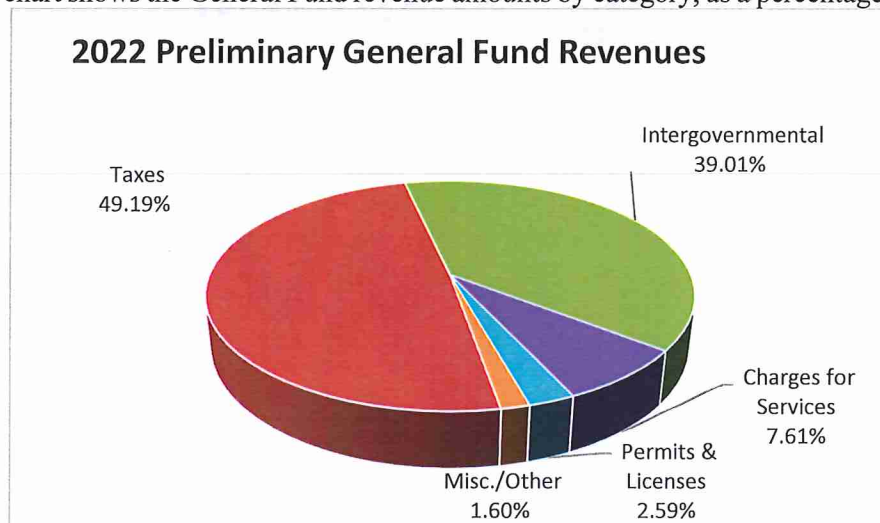
The Faribault HRA's tax levy for taxes payable in 2022 is \$309,820 which is an increase of \$13,920 or 4.7%. The Economic Development Authority's tax levy for taxes payable in 2022 is \$303,623 which is an increase of \$13,641 or 4.7%.

General Fund

GENERAL FUND REVENUES

The General Fund reflects a projected revenue stream of \$18,458,080 which reflects an increase of \$401,050 or 2.22% over the projected 2021 revenue stream. The 2022 preliminary General Fund Budget is funded primarily from ad valorem taxes (property taxes in proportion to the value) and Local Government Aid (LGA). The preliminary net general tax levy increases for taxes payable in 2022, including the tax levy designated for the Airport, and Community Development Special Revenue Funds, shows an increase of \$592,268 while the budgeted amount for LGA increased by \$41,448.

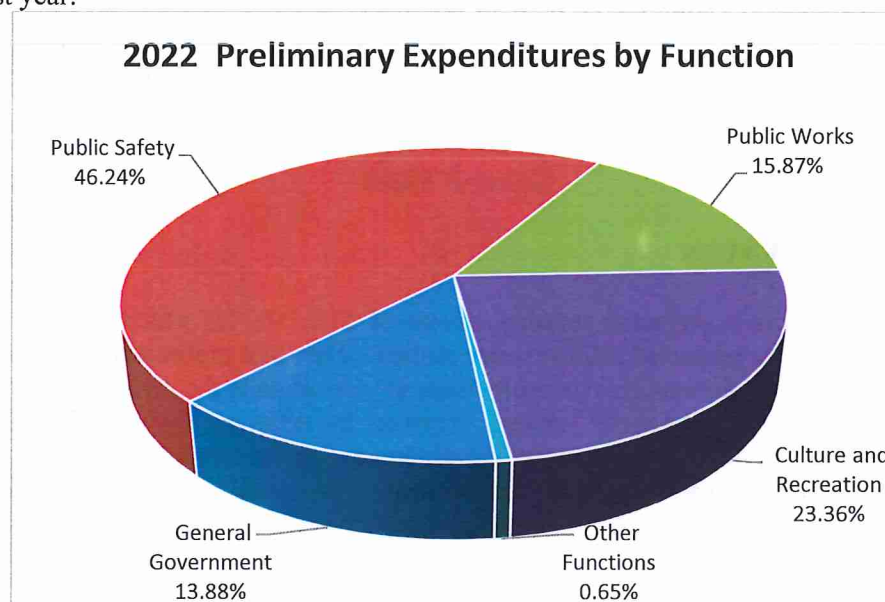
The following chart shows the General Fund revenue amounts by category, as a percentage of total revenue.



GENERAL FUND EXPENDITURES

The preliminary General Fund operating expenditures are expected to increase by \$356,984 (1.97%) in 2022 to \$18,458,080. The majority of the increase is based on personnel costs associated with cost of living adjustments and health insurance premium increases estimated at this point. The amount required for funding COLA and benefits for personnel changes is estimated at approximately \$457,315 within the General Fund. A summer intern for Planning & Zoning, an increase to Police overtime, and a wage increase for Park & Recreation seasonal staff are included in the 2022 budget. The vacant Fire/Property Maintenance Inspector position has been eliminated.

The following chart shows the preliminary General Fund Expenditures by Function. Public Safety accounts for the largest portion of the budget or 46%. Culture and Recreation is now 23% of the General Fund budget which includes a 38% increase, or \$152,764. Public Works is 16% of the General Funds budget. A \$60,000 reduction in Other Functions in the General Funds budget is due to the change in Fund Balance Policy this past year.



Special Revenue Funds

Special Revenue Funds include City, Housing and Rehabilitation Authority (HRA), and Economic Development Authority (EDA) funds. City special revenue funds include Charitable Gambling, Public Safety Programs, Airport, City Rental Property, Community Development, Rental Housing Rehabilitation, and SCDP Revolving Loan funds. The HRA special revenue funds include the HRA, Public Housing, and CRV Rehabilitation Program funds. The EDA special revenue funds include Industrial Development Revolving Loan, Federal Investment Revolving Loan, Minnesota Investment Revolving Loan, EDA, and EDA Revolving Loan funds. The preliminary budgets for the majority of these funds remain stable. The Community Development Fund will receive property tax revenue in 2022 in the amount of \$624,726 to supplement program revenues and provide additional operating revenue. Tax abatements are also supported with that property tax revenue of \$426,275. The Airport budget increased by \$666,188 due to two large capital project costs scheduled for 2022. The Airport is projected to require \$10,000 in 2022 general property tax levy support. The general property tax levy support for the Airport and Community Development Administration is being phased out over the next few years.

Debt Service Funds

Debt Service Funds are established to account for the collection of ad valorem taxes and special assessments and the payment of principal and interest of general long-term debt. The tax levy for debt service for taxes payable in 2022 increased by \$319,319 due to fully levying in accordance with the bond indentures.

Capital Project Funds

Capital Project Funds include the Street Improvement Projects Fund, Park Improvement Fund, Capital Replacement Fund, and Facility Maintenance Fund. Preliminary budgeted expenditures for these funds are detailed and included in the 2022-2026 draft Capital Improvement Plan. Expenditures for the Capital Replacement Fund are generated by franchise tax, grants, and fund balance. Expenditures for the Public Facility Projects Fund are funded with franchise tax and transfers from the General Fund and fund balance. There are no increases for franchise fees for 2022. The Capital Improvement Plan has been structured for all of these funds to reflect a relatively level amount of annual expenditures.

Enterprise Funds

Enterprise Funds include the Water, Sewer, and Storm Water funds. Included within these preliminary budgets are capital expenses to fund the utility portion of street projects, and other utility infrastructure projects. These improvement projects are detailed in the 2022-2026 draft Capital Improvement Plan. The Enterprise Funds reflect increases in personnel costs related to COLA, wage steps, and health insurance benefits. The Water Fund has planned increases in the base rates and consumption rates included in 2022. These increases in base rates are needed to cover the debt service costs resulting from the construction of a new \$10.2M water treatment plant being completed in 2021. To lessen the burden to utility customers from the water and storm water utility rate increase, no increase is scheduled for 2022 in the sanitary sewer rates. Rates for storm water were increased by 14.5% for 2022 (and projected inflationary increases thereafter). These increases are needed to assist with the cost of additional regulations for water quality for storm water systems imposed by the State of Minnesota.

Internal Service Funds

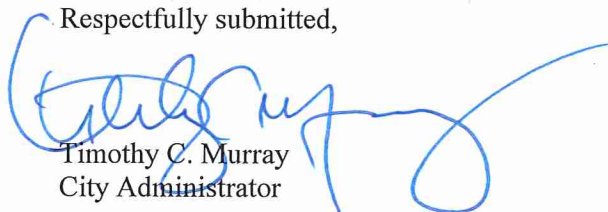
Internal Service Funds include Workers Compensation and Property Liability. The City became fully-insured for workers compensation with the League of Minnesota Cities in 2014. The existing internal service fund is maintained to offset future costs of three outstanding claims that were open under the self-insured plan. The City has coverage for property and liability insurance with the League of Minnesota Cities Insurance Trust and uses the internal service fund to pay for deductibles and claims. The amount budgeted represents the expected claims and deductible expense for 2022.

SUMMARY

The City Charter under Sections 7.04 and 7.06 provides for the preparation and passage of the annual budget. The Charter requires the City Administrator to submit to the City Council an annual budget, which is a complete financial plan for all City funds and activities for the fiscal year. The City Council is responsible for review, revision and adoption of the budget and tax levy.

The preliminary 2022 Budget is a credit to the resourcefulness and dedication of the City's Leadership Team. We look forward to working with the Mayor and City Council and City Employees in carrying out the Community Vision 2040 and the work plan of this budget document.

Respectfully submitted,



Timothy C. Murray
City Administrator

**CITY OF FARIBAULT
2022 Tax Levy**

MARKET AND TAX CAPACITY VALUES					
Tax Years Payable	2019	2020	2021	Estimated 2022	Change
Taxable Market Value	\$ 1,306,954,200	1,361,660,500	1,554,929,200	1,669,665,900	7.38%
Tax Capacity:					
Gross Tax Capacity	\$ 17,031,091	18,540,886	19,548,171	20,840,884	6.61%
Less: Captured Tax Increment	(184,224)	(187,152)	(208,810)	(323,848)	55.09%
Plus JOBZ	297,030	0	0	0	0.00%
Net Tax Capacity	\$ 17,143,897	18,353,734	19,339,361	20,517,036	6.09%
Operating Tax Levies					
General (101)	\$ 6,129,767	6,538,071	8,134,852	8,736,030	601,178
Airport (225)	30,000	30,000	20,000	10,000	(10,000)
Buckham Memorial Library (224)	851,863	907,426	0	0	-
Street Improvement Fund (401)	600,000	500,000	0	0	-
Park Improvement Fund (404)	100,000	100,000	0	0	-
Capital Replacement Fund (431)	125,000	150,000	0	0	-
Public Facilities Fund (437)	150,000	150,000	0	0	-
Community Development (240)	157,782	164,602	264,602	198,451	(66,151)
Tax Abatement Projects (240)	38,940	130,008	354,939	426,275	71,336
Property Tax Levy	\$ 8,183,352	8,670,107	8,774,393	9,370,756	596,363
Special PERA Levy (101)	12,544	12,544	12,544	12,544	-
Bond Principal & Interest (300's)	1,055,000	1,070,000	1,375,329	1,371,234	(4,095)
Net Tax Levy (Actual Levy)	\$ 9,250,896	9,752,651	10,162,266	10,754,534	5.83%
City Tax Rate for Faribault	0.54803	0.53137	0.52547	0.52418	-0.25%
Special Tax Levies					
HRA (280)	\$ 229,713	251,907	295,900	309,820	13,920
HRA Tax Rate	0.01364	0.01373	0.01530	0.01510	-1.31%
EDA (290)	\$ 225,119	246,869	289,982	303,623	13,641
EDA Tax Rate	0.01336	0.01345	0.01499	0.01480	-1.31%
Total Tax Rate Special Levies	0.02699	0.02717	0.03028	0.02989	-1.31%
Net Tax Levy - All City Levies	\$ 9,705,728	10,251,427	10,748,148	11,367,977	5.77%
Total Tax Rate City and Special Levies	0.57503	0.55855	0.55577	0.55408	-0.30%
Local Government Aid (LGA)	\$ 5,617,604	5,900,287	5,988,340	6,029,788	0.69%
Local Government Aid Change	208,342	282,683	88,053	41,448	

**SUMMARY OF REVENUES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 PRELIMINARY</u>	<u>Change</u>
General Fund (101)	\$ 18,180,378	\$ 19,891,891	\$ 18,057,030	\$ 18,458,080	\$ 401,050
Special Revenue Funds:					
Charitable Gambling (210)	\$ 36,639	\$ 31,136	\$ 28,850	\$ 33,000	\$ 4,150
Public Safety Programs (215)	5,834	4,123	3,700	3,900	200
Airport (225)	1,374,488	2,305,455	234,481	992,022	757,541
<i>Community Development</i>					
City Rental Property (211)	25,598	14,848	13,900	14,100	200
Revolving Loan Funds - City (245)	250,796	4,693	1,200	-	(1,200)
Community Development (240)	626,597	580,491	910,673	944,869	34,196
Rental Housing Rehabilitation (244)	6,316	5,868	1,800	3,000	1,200
SCDP Revolving Loan Programs (247)	20,981	14,552	4,764	5,864	1,100
<i>Faribault HRA</i>					
Public Housing Fund (241)	320,109	374,037	521,400	517,100	(4,300)
CRV Rehabilitation Program (254)	670	1,408	500	750	250
Faribault HRA (280)	380,211	411,143	432,634	461,991	29,357
<i>Faribault EDA</i>					
Industrial Development Loan (243)	9,858	10,870	3,000	3,900	900
Federal MIF Loans (248)	20,930	19,446	9,000	9,000	-
Minnesota Investment Funds (249)	270	437	50	200	150
Faribault EDA (290)	460,564	278,182	295,365	312,206	16,841
Economic Development Revolving Loan (292)	14,756	15,768	6,907	9,607	2,700
Tax Increment (263-270)	183,095	184,623	202,108	347,662	145,554
Total Special Revenue Funds	\$ 3,737,713	\$ 4,257,080	\$ 2,670,332	\$ 3,659,171	\$ 988,839
Debt Service Funds (344-360)	1,530,670	1,333,178	1,706,026	1,519,334	(186,692)
Capital Projects Funds:					
Street Improvement Projects (401)	13,682,852	5,374,826	4,645,397	4,674,577	29,180
Park Improvements (404)	563,800	1,031,431	333,100	337,600	4,500
Capital Replacement Fund (431)	357,538	476,169	55,000	36,000	(19,000)
Public Facility Projects (437)	761,189	1,667,192	207,000	225,000	18,000
Total Capital Projects Funds	15,365,378	8,549,618	5,240,497	5,273,177	32,680
Enterprise Funds:					
Water (601)	3,478,902	4,380,971	3,708,625	4,028,387	319,762
Sewer (602)	6,941,790	7,035,568	5,712,000	5,590,000	(122,000)
Storm Water (603)	1,319,705	1,111,672	1,143,143	1,322,504	179,361
Total Enterprise Funds	11,740,398	12,528,211	10,563,768	10,940,891	377,123

**SUMMARY OF REVENUES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 PRELIMINARY</u>	<u>Change</u>
Internal Service Funds:					
Worker's Compensation (704)	23,721	7,916	5,000	4,000	(1,000)
Property/Liability Trust (705)	54,159	37,764	55,000	49,600	(5,400)
Total Internal Service Funds	77,880	45,680	60,000	53,600	(6,400)
Agency Funds:					
Elderly Housing Corporation (897)	15,589	14,322	2,200	7,300	5,100
Robinwood Manor (898)	364,195	446,126	476,826	493,484	16,658
Total Internal Service Funds	379,784	460,448	479,026	500,784	21,758
TOTAL ALL FUNDS	51,012,202	47,066,105	38,776,679	40,405,037	1,628,358

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 PRELIMINARY</u>	<u>Change</u>
General Fund (101)					
General Government					
Council	\$ 126,327	\$ 255,369	\$ 293,251	\$ 279,092	\$ (14,159)
City Administration	272,600	271,495	287,292	302,590	15,298
Elections	4,795	39,891	4,520	27,003	22,483
Financial Administration	334,161	498,517	519,072	466,594	(52,478)
Information Technology	183,225	232,652	254,314	227,293	(27,021)
Legal Services	282,886	220,153	324,700	302,650	(22,050)
Human Resources	244,271	256,911	262,153	305,964	43,811
Planning and Zoning	447,213	414,668	444,842	443,110	(1,732)
City Hall Maintenance	171,218	175,778	190,526	207,119	16,593
Total General Government	\$ 2,066,695	\$ 2,365,436	\$ 2,580,670	\$ 2,561,415	\$ (19,255)
Public Safety					
Police Administration	\$ 887,358	\$ 976,578	\$ 1,010,267	\$ 1,070,763	\$ 60,496
Police Criminal Investigation	912,720	954,681	989,807	1,062,555	72,748
Police Uniform Patrol	2,948,933	3,117,858	3,261,378	3,356,740	95,362
Police Records	414,672	440,267	464,577	478,120	13,543
Police Community Services	244,599	238,304	327,129	295,657	(31,472)
Fire Administration	268,420	253,562	301,051	280,692	(20,359)
Fire Suppression	1,255,427	1,323,780	1,382,710	1,436,820	54,110
Fire Emergency Management	9,329	3,205	5,550	6,500	950
Code Enforcement/Inspection	478,937	504,371	553,484	547,764	(5,720)
Total Public Safety	\$ 7,420,395	\$ 7,812,606	\$ 8,295,953	\$ 8,535,611	\$ 239,658
Public Works					
Public Works Administration	\$ 103,617	\$ 108,902	\$ 113,053	\$ 114,040	\$ 987
Street Maintenance	1,339,626	1,413,086	1,453,336	1,440,891	(12,445)
Ice and Snow Removal	154,592	104,759	121,000	125,000	4,000
Equipment Maintenance	262,187	287,681	293,048	306,165	13,117
Street Lighting	278,504	299,276	280,500	290,500	10,000
Traffic Signs and Signals	59,436	47,063	52,100	41,810	(10,290)
Engineering	524,594	559,407	571,967	611,380	39,413
Total Public Works	\$ 2,722,556	\$ 2,820,175	\$ 2,885,004	\$ 2,929,786	\$ 44,782
Culture and Recreation					
Community Center Administration	\$ 738,578	\$ 601,949	\$ 682,413	\$ 693,818	\$ 11,405
Community Center Building	498,498	411,469	522,488	557,858	35,370
Aquatic Center	284,479	61,123	297,347	347,061	49,714
Washington Recreation Center	63,314	35,255	59,254	65,503	6,249
Soccer Complex	34,351	26,738	34,418	36,557	2,139
Adult Programs	129,209	97,857	147,864	154,841	6,977
Youth Programs	112,982	45,363	127,568	144,020	16,452
Park & Trail Maintenance	1,049,102	1,043,535	1,089,419	1,111,737	22,318
Library	1,257,832	1,252,342	1,174,632	1,200,273	25,641
Total Culture and Recreation	\$ 4,168,346	\$ 3,575,632	\$ 4,135,403	\$ 4,311,668	\$ 176,265

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 PRELIMINARY</u>	<u>Change</u>
Other Functions					
Miscellaneous Unallocated, Transfers	\$ 744,064	\$ 1,507,015	\$ 150,000	\$ 100,000	\$ (50,000)
Transit	-	-	10,000	19,600	9,600
Total Other Functions	\$ 744,064	\$ 1,507,015	\$ 160,000	\$ 119,600	\$ (40,400)
Total General Fund (101)	\$ 17,122,056	\$ 18,080,863	\$ 18,057,030	\$ 18,458,080	\$ 401,050
Special Revenue Funds:					
Charitable Gambling (210)	\$ 56,182	\$ 23,573	\$ 25,550	\$ 31,500	\$ 5,950
Public Safety Programs (215)	2,136	870	44,900	1,000	(43,900)
Airport (225)	1,583,839	2,039,112	347,486	1,013,674	666,188
 <i>Community Development</i>					
City Rental Property (211)	\$ 15,740	\$ 10,951	\$ 8,773	\$ 8,367	\$ (406)
Community Development (240)	728,452	556,581	938,171	1,030,003	91,832
Rental Housing Rehabilitation (244)	-	-	100,000	100,000	-
Revolving Loan Programs (245)	217,023	121,254	280,500	-	(280,500)
SCDP Revolving Loan Programs (247)	253,261	60,894	84,000	84,000	-
 <i>Faribault HRA</i>					
Public Housing Fund (241)	\$ 354,986	\$ 428,705	\$ 559,132	\$ 523,132	\$ (36,000)
CRV Rehabilitation (254)	46	85	-	-	-
Faribault HRA (280)	305,929	564,340	452,436	599,061	146,625
 <i>Faribault EDA</i>					
Industrial Development Loan (243)	\$ 65,786	\$ 11,000	\$ 100,000	\$ 100,000	\$ -
Federal MIF Loans (248)	-	-	-	-	-
Minnesota Investment Fund (249)	41,166	-	-	-	-
Faribault EDA (290)	531,792	415,921	1,007,219	1,007,219	-
Economic Development Revolving Loan (292)	-	47,000	100,000	100,000	-
Tax Increment (263-270)	200,039	486,124	918,862	430,363	(488,499)
Total Special Revenue Funds	\$ 4,356,377	\$ 4,766,411	\$ 4,967,029	\$ 5,028,319	\$ 61,290
Debt Service Funds (344-360)	\$ 1,598,312	\$ 1,631,772	\$ 1,621,504	\$ 1,940,823	\$ 319,319
Capital Projects Funds:					
Street Improvement Projects (401)	\$ 14,195,876	\$ 5,116,779	\$ 4,381,955	\$ 2,179,463	\$ (2,202,492)
Park Improvements (404)	95,569	860,301	830,000	670,000	(160,000)
Capital Replacement Fund (431)	826,150	1,047,133	446,120	1,328,362	882,242
Public Facility Projects (437)	1,300,427	1,989,255	518,969	686,127	167,158
Total Capital Projects Funds	\$ 16,418,022	\$ 9,013,467	\$ 6,177,044	\$ 4,863,952	\$ (1,313,092)

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 PRELIMINARY</u>	<u>Change</u>
Enterprise Funds:					
Water (601)	\$ 2,266,620	\$ 2,332,269	\$ 5,222,154	\$ 5,274,050	\$ 51,896
Sewer (602)	4,350,258	5,233,313	8,934,224	8,037,536	(896,688)
Storm Water (603)	608,973	701,721	1,499,537	1,910,428	410,891
Total Enterprise Funds	\$ 7,225,851	\$ 8,267,303	\$ 15,655,915	\$ 15,222,014	\$ (433,901)
Internal Service Funds:					
Worker's Compensation (704)	\$ 39,487	\$ -	\$ 79,500	\$ 79,500	\$ -
Property/Liability Trust (705)	125,328	36,207	100,000	100,000	-
Total Internal Service Funds	\$ 164,814	\$ 36,207	\$ 179,500	\$ 179,500	\$ -
Agency Funds:					
Elderly Housing (897)	\$ -	\$ -	\$ -	\$ -	\$ -
Robinwood Manor (898)	328,906	447,070	416,402	394,662	(21,740)
Total Agency Funds	\$ 328,906	\$ 447,070	\$ 416,402	\$ 394,662	\$ (21,740)
TOTAL ALL FUNDS	\$ 47,214,337	\$ 42,243,093	\$ 47,074,424	\$ 46,087,350	\$ (987,074)

GENERAL FUND

The General Fund accounts for all revenues and expenditures of a governmental unit which are not accounted for in other funds. It is usually the largest and most important accounting activity for state and local governments, normally receiving a greater variety and number of taxes and revenues than any other fund. Specifically, it receives such revenues as general property taxes, license and permits, fines and penalties, rents, charges for current services, state grants and aids, and interest earnings. In turn the General Fund also finances a larger range of activities than any other fund.

ADMINISTRATION

COUNCIL (41110)

Department Description/Services

This activity provides the City Council with legislative control over matters of policy, as established by City Charter. The Council exercises budgetary control through the adoption of an annual budget certified by major funds. The Council appoints various citizen boards, commissions, and committees to render advice on legislative and policy related matters and provides general direction to the operating departments through the City Administrator.

2022 Budget Goals & Objectives

- Promote and participate in activities recognizing the 150th Anniversary of the incorporation of the City of Faribault (April 2, 1872).
- Consider eligible expenditures for America Rescue Plan Act funds and provide direction on their use.
- Support continued implementation of the goals and objectives identified in the approved Comprehensive Plan, the Parks, Trails and Open Space Plan, and the Downtown Master Plan.
- Hold at least three (3) joint meetings with appointed boards and commissions as well as other governmental agencies.
- Seek and participate in training opportunities on topics related to municipal governing.
- Consider and adopt updates and revisions to the City Charter and Code of Ordinances as deemed appropriate.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
City Council Meetings	39	36	35	35
Council Committee Meetings	44	39	40	40
Ordinances/Resolutions Adopted	287	243	280	280

Budget Summary

City Council wages remain unchanged from 2021 to 2022 (the last wage adjustment was effective 1/1/2019). The significant increase from 2019 to 2020 in the amount for Other Svcs & Charges was due to the movement of the contributions made by the City to civic/non-profit organizations into this budget.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$68,573	\$68,393	\$68,495	\$68,991
Supplies	\$5,798	\$4,111	\$1,800	\$8,750
Other Svcs & Charges	\$51,956	\$182,865	\$223,068	\$201,351
Total	\$126,327	\$255,369	\$293,363	\$279,092

ADMINISTRATION

CITY ADMINISTRATION (41320)

Department Description/Services

This activity provides the administrative direction for the City and its departments as provided by the City Charter and the Code of Ordinances. City Administrator serves as chief administrative officer for the City, ensuring that the Charter, ordinances, resolutions, and policies of the City Council are enforced and implemented. Moreover, the City Administrator is responsible for managing the overall operations of all City departments. Administration's responsibilities also include:

- Coordination of City Council activities including preparation of Council and Committee agenda packets and meeting minutes Administering personnel policies/programs, including compensation practices, labor relations, and contract negotiations, with the authority to hire, suspend, or terminate employees subordinate to administration and department directors (subject to Council review and approval)
- Coordinate the recruitment and appointment of members to advisory boards and commissions
- Management of official records and documents of the City, including agreements and contracts
- Administration of licensing processes and procedures
- Oversee the execution of City elections

2022 Budget Goals & Objectives

- Evaluate staffing levels, position classifications, and organizational structures for the various departments as we experience increased numbers of employee retirements.
- Continue to direct and support staff in the implementation of the goals and objectives identified in the approved Comprehensive Plan, the Parks, Trails and Open Space Plan, and the Downtown Master Plan.
- Direct efforts needed to activate the 2021 Strategic Plan, identifying and securing the necessary resources to advance and complete prioritized items.
- Seek to expand interaction and coordination of activities with other agencies (Rice County, Townships, Faribault School District, Chamber of Commerce, etc.).
- Process City Code of Ordinances and City Charter updates and revisions as warranted.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Licenses Processed	144	128	128	130
Council Meetings & Agendas	39	36	35	35
Council Committee Meetings	44	39	40	40
Leadership Team Meetings	25	28	26	26
Ordinances/Resolutions Adopted	287	243	280	280

Budget Summary

This budget remains fairly stable. There are no changes in staffing levels proposed, however, the Assistant to the City Administrator position was reclassified in mid-2021 to City Clerk.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
City Administrator	1.00	1.00	1.00	1.00	1.00
City Clerk	0.00	0.00	0.00	0.00	1.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	0.00
Administrative Assistant II/Administrative Asst	0.70	0.70	0.00	0.00	0.00
Total Full-Time Employees	2.70	2.70	2.00	2.00	2.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$256,451	\$261,277	\$267,254	\$283,373
Supplies	\$2,098	\$2,997	\$2,900	\$3,350
Other Svcs & Charges	\$14,051	\$7,222	\$17,511	\$15,867
Total	\$272,600	\$271,495	\$287,665	\$302,590

ADMINISTRATION

ELECTIONS (41410)

Department Description

This activity provides for the preparation of any and all elections including organizing of the polling places, election judges, and vote tabulation.

2022 Budget Goals & Objectives

- Administer two (2) elections – Primary in August and General in November.
- Continue to recruit election judges as needed.
- Address any polling place locations/facilities that may be necessary due to any redistricting following the application of the 2020 Census results.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Primary Election Registered Voters	0	10,200	0	11,000
Primary Ballots Collected	0	1,350	0	1,500
General Election Registered Voters	0	11,605	0	12,000
General Ballots Collected	0	10,277	0	9,000

Budget Summary

Wage rates are projected to increase for election judges to align more closely with neighboring cities and townships. However, the overall number of judges and total hours worked is projected to decrease, resulting in approximately the same costs as in 2020 (the most recent year with elections held).

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Election Judges	61.00	0.00	70.00	0.00	70.00
Total Part-Time Employees	61.00	0.00	70.00	0.00	70.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$0	\$26,069	\$0	\$17,303
Supplies	\$4,795	\$5,133	\$400	\$4,900
Other Svcs & Charges	\$0	\$8,690	\$4,120	\$4,800
Total	\$4,795	\$39,891	\$4,520	\$27,003

FINANCIAL ADMINISTRATION

FINANCE ADMINISTRATION (41510)

Department Description/Services

This activity directs the City's financial affairs pursuant to generally accepted accounting standards. This includes initiation of financial plans, review and implementation of internal controls, safeguarding assets and accounting of financial transactions, including: payroll, accounts receivable, accounts payable, investment management, debt management and accounting control as well as facilitating the annual preparation of the Comprehensive Annual Financial Report, Long Term Financial Plan, budget documents and Capital Improvement Plan.

- Accounts Payable
- Accounts Receivable
- Payroll
- Cash Receipting
- Project Accounting
- Implementation of Financial Controls
- Integrated financial services software and internal reporting
- Budget preparation
- Capital Improvement Plan
- Grant administration
- Cash and investment management
- Utility billing
- Utility rate analysis
- Audit and Comprehensive Annual Financial Report
- Long-range financial planning
- Debt service analysis, bond issues and payments
- Tax Increment Financing
- Tax levy administration
- Special assessments
- Asset management
- Insurance and risk management
- Banking relations
- Mandated state and federal reporting

2022 Budget Goals & Objectives

- Utilize the Long-Term Financial Planning tool in decision making processes.
- Document & train paperless workflow of Accounts Payable Approval Process through Laserfiche automation.
- Document & train paperless workflow of Record Retention through Laserfiche automation.
- Establish personnel tracking processes to improve the budget process as well as review of PAFs.
- Fully utilize the Special Assessment module implemented in 2020.
- Conduct a Request for Proposal for Auditing Services.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Budget	\$66,996,225	\$61,603,458	\$46,075,348	\$46,087,350
Total Payroll Cost	\$15,122,327	\$15,652,567	\$16,323,819	\$16,991,714
Tax Levy	\$9,250,896	\$9,752,651	\$10,162,266	\$10,754,534
Levy increase (decrease)	6.10%	5.42%	7.97%	5.83%
Tax Capacity	\$17,143,897	\$18,353,734	\$19,339,361	\$20,517,036
Utility Customers	7,532	7,535	7,554	7,554
Cash & Investments – Year End	\$48,221,563	\$35,087,158	\$42,000,000	42,000,000

Budget Summary

The Finance 2022 budget remains stable in accordance with the direction of the City Administrator. Personnel costs are adjusted in accordance with the Collective Bargaining Agreements and the Non-Union Resolution passed by City Council in 2018. There is a shift from utilization of outside professional services to in-house training. Accounting Technician for Accounts Payable has been reduced to a 0.725 FTE, and the 0.50 Payroll Benefit Specialist has been transferred 100% to Human Resources.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Accountant	0.00	0.00	0.00	0.00	0.00
Account Technician	2.00	2.00	2.00	2.00	1.73
Payroll Benefit Specialist	0.50	0.50	0.50	0.50	0.00
Administrative Assistant II	1.00	1.00	1.70	1.00	1.00
Total Full-Time Employees	5.50	5.50	6.20	6.50	5.00
Total Part-Time Employees	0.00	0.00	0.00	0.00	0.73

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Personnel Services	\$267,797	\$371,969	\$441,271	\$391,140
Supplies	\$2,397	\$6,107	\$5,040	\$5,875
Other Svcs & Charges	\$63,967	\$120,441	\$72,761	\$69,579
Total	\$334,161	\$498,517	\$519,072	\$466,594

ADMINISTRATION

INFORMATION TECHNOLOGY (41580)

Department Description/Services

This activity provides for the operation and general maintenance of the City's information technology systems. It directs the City's information technology to generally accepted standards. This includes computer security, server maintenance and upgrades, standardized hardware and software, use of electronic mail and virus protection. This department also manages cellular phones and door access software and hardware.

2022 Budget Goals & Objectives

- Work with overall improvement of services provided to departments through Metronet.
- Finalize the infrastructure upgrade for internet and phone to the Water Reclamation Facility.
- Optimize our network and facility security systems throughout the City.
- Provide department computer and software upgrades as needed/budgeted.
- Reposition data from City controlled cameras to a centralized server system.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Personal Computers	172	180	190	190
Number of Mobile Devices (Phones & Tablets)	130	140	130	140
Support Help Desk Tickets	650	900	750	1,000
Physical Servers	6	6	8	13
Virtual Servers	16	16	18	18

Budget Summary

The significant increase in the 2022 budget for Other Svcs. and Charges is primarily from the shifting of the hosted phone system costs for the City to this budget, instead of within individual department budgets. There are also "one time" costs for infrastructure to the Water Reclamation Facility for telephone and internet service. There are no staffing changes proposed for this division in 2022.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
IT Coordinator	1.00	1.00	1.00	1.00	1.00
IT Technician	0.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	2.00	2.00	2.00	2.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$106,690	\$171,517	\$176,785	\$171,750
Supplies	\$5,307	\$9,483	\$12,350	\$12,225
Other Svcs & Charges	\$71,228	\$51,652	\$65,430	\$43,318
Total	\$183,225	\$232,652	\$254,565	\$227,293

ADMINISTRATION

LEGAL SERVICES (41610)

Department Description/Services

This activity directs the overall legal services for the City, including the issuance of legal opinions, preparation of ordinances, resolutions, contracts and agreements and the conduct of civil litigation. In addition, this account group provides prosecution of misdemeanor criminal violations, preparation of complaints, processing of evidence and the trial work associated with prosecution. Legal services are provided by two private law firms, one for criminal prosecution and the other for civil matters.

2022 Budget Goals & Objectives

- Provide input/guidance on revisions to the City Charter and Code of Ordinances.
- Provide training for Council, Boards & Commissions, and/or Leadership Team on legislative and other relevant topics for municipal government operations.
- Continue close monitoring of use of contract civil legal services to stay on the downward trend of expenses, collecting appropriate reimbursements from development and other interests as appropriate.
- Look for means to streamline code enforcement processes and timelines, and increase effectiveness.
- Approval of 2022-2023 legal services agreements that include provisions for more detailed expense tracking information as well as statistical data.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Criminal				
Case Files Opened	407	947	900	900
Case Files Closed	639	556	600	600
Jury Trials (to completion)	1	0*	0*	2
Scheduled Court Appearances	1,800+/-	0*	0*	1500
Civil				
General (Hours)	1,256	1,108.7	800	1,000
EDA (Hours)	53.4	73.15	50	75
HRA (Hours)	8	59.4	25	30

*Data not available

Budget Summary

Decreases in criminal prosecutions and court appearances continued from 2020 into 2021 due to the ongoing restrictions from the COVID-19 pandemic. Criminal services (contracted with Eckberg-Lammers) are on a flat fee basis for the year, while civil services (Kennedy & Graven) are billed hourly under their contract. Larger actions brought against the City are typically handled by legal resources retained by the League of Minnesota Cities through the City's insurance coverage.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Other Svcs & Charges	\$282,886	\$220,153	\$324,700	\$302,650
Total	\$282,886	\$220,153	\$324,700	\$302,650

ADMINISTRATION

HUMAN RESOURCES (41800)

Department Description/Services

This division is under the general supervision of the City Administrator and performs a wide variety of public-sector human resources administrative duties.

- Assist individuals for employment in accordance with equal employment opportunity principles.
- Responsible for Payroll, Information Technology, labor and employee relations, job classification and compensation, pay equity, employee benefits, safety program and worker's compensation, employee records, personnel policy administration, contract negotiations and administration of the Employee Assistance Program.

2022 Budget Goals & Objectives

- Work on improvement of employee tracking and processes related to the payroll action forms.
- Review all processes of payroll and ensure the Springbrook system meets those needs efficiently.
- Work on further development of the onboarding and offboarding systems of the NEOGOV system.
- Work with departments on improving timeliness of completing workers first report of injuries and to continue to minimize claims.
- Inform all employees on the new health systems and procedures to ensure efficient and mistake free open enrollments to Medica for 2022.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Full-time Employees Hired	12	8	15	12
Permanent Part-time Employees Hired	4	6	2	2
Promotions	2	2	4	2
Labor Contracts	5	5	5	5
Other Employee Groups	3	3	3	3

Budget Summary

There was an uptick in 2021 of employee retirements and resignations across City departments—job descriptions and staffing/organizational changes are considered when those occur. This is anticipated to continue as the work force ages. The increases in positions (by 0.5 FTE) and the personnel services budget in 2022 are due to the reclassification of payroll from Finance to Administration, not involving the hiring of any additional staff.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Payroll Benefit Specialist	0.50	0.50	0.50	0.50	1.00
Total Full-Time Employees	1.50	1.50	1.50	1.50	2.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$172,895	\$194,970	\$199,838	\$258,045
Supplies	\$1,478	\$4,328	\$1,300	\$900
Other Svcs & Charges	\$69,899	\$57,614	\$41,238	\$47,019
Total	\$244,271	\$256,911	\$242,376	\$305,964

COMMUNITY & ECONOMIC DEVELOPMENT

PLANNING AND ZONING (41910)

Department Description/Services

The Planning and Zoning Department is responsible for all functions related to the City's land use planning program, including long-range planning, current planning, and administration of the Unified Development Ordinance. Specific activities include providing information to the public and working with developers to coordinate the development review and approval process, and code interpretation. Staff liaison, administrative services, and staff support are also provided to the Planning Commission, Development Review Committee and ad hoc committees addressing land use and zoning issues. Responsibilities include:

- Staff Support for the Planning Commission, Development Review Committee, Environmental Commission, and Airport Zoning Board.
- Administration of the Unified Development Ordinance (Zoning and Subdivision Regulations), Subdivision Ordinance, Flood Plain Regulations, and Sign Ordinance.
- Zoning enforcement inspections and application review.
- Zoning Reviews of Building Permits and Licenses.
- Site Plan Review.
- Coordination of the development review and approval process.
- Research, preparation of detailed reports, analysis of land use policies, and development of policy alternatives for consideration by City Council.
- Coordination and administration of the City's Comprehensive Plan and planning processes.
- Assists with administrative projects as needed.

2022 Budget Goals & Objectives

- Continue to implement the Journey to 2040 Comprehensive Plan.
- Continue to enhance and streamline the development review and approval process.
- Continue to refine the development project close-out process.
- Continue to amend UDO regulations to protect the life, safety, and welfare of the community while simplifying the development requirements.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Planning Commission Applications	54	45	50	50
Admin Reviews and Site Plans	235*	210	200	200
Policy Recommendation & Interpretations	70	75	50	50
Number of Planning Commission Meetings and Work Sessions	40	32	50	50

*Counts zoning certificates for sheds pools and decks, new homes, additions, commercial buildings, and site plans.

* PZ also did conducts reviews for SFH, Decks, Additions, accessory structures and fences

Budget Summary

The budget primarily supports personnel, plus funding to advance the implementation of the Comprehensive Plan update.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
City Planner	1.00	1.00	1.00	1.00	1.00
Planning Coordinator/Zoning Administrator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$349,541	\$381,972	\$400,732	\$405,894
Supplies	\$1,456	\$2,274	\$2,800	\$1,600
Other Svcs & Charges	\$96,216	\$30,422	\$41,878	\$35,616
Total	\$447,213	\$414,668	\$445,410	\$443,110

PARKS AND RECREATION

CITY HALL MAINTENANCE (41940)

Department Description/Services

This activity provides for the operation and general maintenance of City Hall. This budget also provides general telephone communications and office copy duplication for City Hall.

2022 Budget Goals & Objectives

- To maintain floors and facilities.
- To maintain lawns and landscaping.
- To attend staff trainings and custodial trainings.
- To assist with improvements to restrooms.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Rooftop Units Maintained (City Wide)	26	26	26	26
Boilers Maintained (City Wide)	11	11	11	11

Budget Summary

This budget is used for general maintenance of City Hall, paper for City Hall and some IT equipment. To assist with restroom improvements. Replacing T12 light fixtures in Council Chambers with LED lamps.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Maintenance Engineer	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	1.00	1.00	1.00	1.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$91,769	\$95,917	\$98,707	\$101,549
Supplies	\$13,442	\$9,591	\$14,600	\$13,850
Other Svcs & Charges	\$66,007	\$70,271	\$77,342	\$91,720
Total	\$171,218	\$175,778	\$190,649	\$207,119

POLICE DEPARTMENT

POLICE ADMINISTRATION (42110)

Department Description /Services

Police Administration provides vision and overall leadership and functional direction of the department. The command staff consists of the chief, three division captains, and a department administrative assistant. Together they coordinate the daily operations of the Patrol, Investigations, Community Services, and Records Divisions. Administration networks with various community entities, markets the agency, creates shared partnerships, manages daily operations, and responds to all public safety related issues or concerns.

2022 Goals & Objectives

- Continue to have community support and maintain trust with residents and businesses.
- Contribute budgetary and donated funds to a dedicated fund to assist staff with mental health and wellness.
- Recruit and retain diverse employees within sworn and civilian staff.
- Complete and remodel training rooms at the impound/storage facility.
- Reduce overall crime rate by 2% and work cooperatively with the county attorney's office to prosecute repeat prolific offenders.

Department Statistics

Department-wide Employees & Vehicles	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total FT and (3) PT Employees	46	46	46	46
Sworn Officers	35	35	35	35
Reserve Officers (Volunteers)	18	16	16	20
Police Explorers (Volunteers)	18	18	18	18
Records and CSO Staff (3 PT in 2018)	10.5	10.5	10.5	10.5
Vehicles	25	25	25	25

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Chief of Police	1.00	1.00	1.00	1.00	1.00
Captain	2.00	3.00	3.00	3.00	3.00
Department Secretary	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	4.00	5.00	5.00	5.00	5.00

Budget Summary

No large operational increases with the budget. Plans to transition and deny college tuition reimbursement and use existing budgetary line item instead for mental health and wellness check-ups for police employees.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$731,016	\$828,392	\$849,143	\$896,824
Supplies	\$25,345	\$25,746	\$25,725	\$26,275
Other Svcs & Charges	\$130,998	\$122,440	\$136,541	\$147,664
Total	\$887,358	\$976,578	\$1,011,409	\$1,070,763

POLICE DEPARTMENT

CRIMINAL INVESTIGATION (42121)

Department Description/Services

This activity provides for investigation and processing of complaints related to all levels of criminal activity. This area is comprised of investigators who work on person and property crime investigations, school liaison and projects related to child protection in conjunction with social services. This area also covers contributions to the Cannon River Drug and Violent Offenders Task Force housed out of the Faribault Police facility.

2022 Budget Goals & Objectives

- Continued partnership with Rice County Social Services in investigating a high volume of adult and child protection cases.
- Provide Detectives quality training to enhance self-growth, and stronger case work. Continue to train in Mental Health and Crisis Intervention.
- Utilize our forensic tools extracting valuable evidence during investigations. Utilization of a department drone for quick deployment and effective searches of large areas in a short time and capability of indoor flights and flying in areas full of obstructions or barriers.
- Support cooperation between the schools and the police to create safer schools. Continue to provide effective school liaison services to the Faribault High School and Middle School.

Department Statistics (* Reflects COVID impacts/SRO's being out of schools/and Drug Task force temporarily disbanding during pandemic)

	2019 Actual	*2020 Actual	2021 Projected	2022 Estimated
Part I Crime Most Serious	551	390	460	485
Part II Crimes	917	695	800	825
Percentage Solved (Part I & II)	47%	46%	43%	44%
Youth Liaison Cases	315	240	250	265
Drug Task Force Cases	308	164	260	300
Investigative Cases Handled	413	330	425	440

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Sergeant	1.00	1.00	1.00	1.00	1.00
Sergeant-Drug Task Force	1.00	0.00	0.00	0.00	0.00
Police Officer	6.00	6.00	6.00	6.00	6.00
Total Full-Time Employees	8.00	7.00	7.00	7.00	7.00

Budget Summary

No additional large budgetary expenses anticipated for this division in 2022.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$838,814	\$884,769	\$912,700	\$983,516
Supplies	\$30,057	\$22,795	\$28,950	\$31,750
Other Svcs & Charges	\$43,849	\$47,117	\$49,404	\$47,289
Total	\$912,720	\$954,681	\$991,054	\$1,062,555

POLICE DEPARTMENT

UNIFORM PATROL (42123)

Department Description/Services

This activity provides for the use of uniform patrol personnel in squad cars, bicycles and on foot to perform functions throughout the entire City of Faribault. The basic function of this unit is to ensure the safety of the citizens of Faribault, protect property, prevent crime and ensure traffic law compliance. Additionally, this unit is actively involved in Community Policing Projects.

2022 Budget Goals & Objectives

- Market FPD through public demonstrations and increase department capabilities by utilization of the canine program.
- Increase bike patrol officers being more visible in the downtown area along with the city trails and parks.
- Continue to train more officers in Mobile Field Force application to support the safety of officers and the public during potential events in the future.
- Ensure officers continue to receive mental health and de-escalation training to meet state mandates.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimate
Calls-For-Service	28,504	26,103	30,500	31,115
DWI's	58	57	65	74
Citations Issued	2,597	2691	2,822	2,950

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Sergeant	4.00	4.00	4.00	4.00	4.00
Police Officer	20.00	20.00	20.00	20.00	20.00
Police Reserve Officers (Part-Time)	24.00	24.00	24.00	24.00	24.00
Total Full-Time Employees	24.00	24.00	24.00	24.00	24.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	24.00

Budget Summary

No significant budgetary increases in this department.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$2,651,329	\$2,823,292	\$2,897,341	\$2,990,051
Supplies	\$160,564	\$126,364	\$162,590	\$146,950
Other Svcs & Charges	\$137,040	\$168,202	\$220,421	\$219,739
Total	\$2,948,933	\$3,117,858	\$3,280,352	\$3,356,740

POLICE DEPARTMENT

RECORDS (42124)

Department Description

This activity provides for the maintenance of all records necessary for the operation of the Police Department and meets all state mandated reporting guidelines. The Records Department processes reports to be reviewed and charged by attorney offices and prepares data using proper data practices for release to other agencies and the public. The Records staff works effectively with officers, detectives, CRDVOTF, police administration, attorneys, and the public, and provides clerical support, evidence, and transcription services for the Police Department.

2022 Budget Goals & Objectives

- Continue learning NIBRS reporting and working with officers to create and submit accurate and complete reports.
- Maintain staffing to provide excellent customer service to the public and fulfill records requests in a timely manner.
- Continue to seek training opportunities for staff to increase knowledge and abilities.
- Prepare for future turnover by developing staff.

Department Statistics * due to removal of Take it to the Box/and COVID

	2019 Actual	*2020 Actual	2021 Projected	2022 Estimated
FPD Calls for Service	28,504	26,103	29,500	30,000
Reports processed	5,310	4,523	5,850	6,150
Drugs Disposed of (lbs) – Evidence Tech	1,465	376	1,200	1,200
Evidence Processed	3,989	3,695	3,100	3,500

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Records Specialist (Full-Time)	3.00	3.00	3.00	3.00	3.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Property Evidence Technician	1.00	1.00	1.00	1.00	1.00
Records Specialist (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00
Total Part-Time Employees	1.00	1.00	1.00	1.00	1.00

Budget Summary

No significant budget increases. With an expected retirement of a full-time employee the department would be able to transition a part-time employee to that FT position and administration does not plan to backfill that PT position in 2022. The department would like to keep the position on the books but have it remain vacant for an indefinite time until additional work becomes available.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$400,560	\$429,181	\$448,552	\$458,513
Supplies	\$5,943	\$5,085	\$5,850	\$7,950
Other Svcs & Charges	\$8,169	\$6,000	\$10,759	\$11,657
Total	\$414,672	\$440,267	\$465,161	\$478,120

POLICE DEPARTMENT

COMMUNITY SERVICES (42700)

Department Description/Services

This activity provides for the protection of citizens and property from domestic animals, wildlife and vermin, in addition to the investigation of animal abuse and neglect complaints. The CSO division contracts with Camp Canine for animal services. This CSO division also provides for the enforcement of nuisance violations including: under-maintained sidewalks, unsightly yards, junked vehicles and noxious weeds and enforcement of the Crime Free Multi-Housing ordinance and associated programs.

2022 Budget Goals & Objectives

- Team up with neighboring Cities for Child Seat Safety Classes for the public.
- Obtain a more affiant way to adopt out unclaimed animals.
- Replace steel trailer in need of repair with lightweight 8 x 10-aluminum trailer.
- Assist pet owners in identifying lost or missing pets.

Department Statistics *COVID reductions in 2020

	2019 Actual	*2020 Actual	2021 Projected	2022 Estimated
Animal Complaints	960	650	1,150	1,380
Nuisance Complaints	6,346	4,900	5,260	6,312
Parking Tickets Issued	1,490	692	850	975
Animals Impounded	140	64	195	215
Animals Claimed	118	60	102	110
Animal Boarding Days	400	180	325	475
Other	2,242	1,900	2,950	3,250

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
CSO Supervisor	1.00	1.00	1.00	1.00	1.00
Community Services Officer II	1.00	1.00	1.00	1.00	1.00
Community Services Officer II (Part-Time)	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
Total Part-Time Employees	2.00	2.00	2.00	2.00	2.00

Budget Summary

No significant budgetary increases in this division other than increased impound and kennel fees due to the loss of a vendor.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$209,509	\$216,116	\$241,794	\$255,487
Supplies	\$19,611	\$10,327	\$17,950	\$17,350
Other Svcs & Charges	\$15,479	\$11,860	\$67,755	\$22,820
Total	\$244,599	\$238,304	\$327,499	\$295,657

FIRE DEPARTMENT

FIRE ADMINISTRATION (42210)

Department Description/Services

The Fire Chief serves as the chief administrator for the Fire Department and reports to the City Administrator. The Fire Chief is responsible for managing the overall operations of the Fire Department, the development and maintenance of the City's Multi-Hazard Plan, and serves as coordinator for all City of Faribault safety training, record keeping and program coordination. Administration's responsibilities also include:

- Strategic planning for the department.
- Budget and financial management of both the Fire Department budget and the emergency management budget.
- Grant research, writing and administration.
- Management of staff issues.
- Coordination and administration of community relations events and programs.
- Ensure the efficient daily operations of the Fire Department.

2022 Budget Goals & Objectives

- Continue to track and monitor trends in emergency medical calls and how they relate to our response model.
- Replace our portable radios.
- Continue to promote firefighter health and well-being through training and safety equipment purchases.
- Research and utilize new technology to make our department safer and more efficient.
- Search out and apply for grants to off-set equipment and training needs.
- Re-establish a fire inspections program in commercial properties in the City of Faribault.
- Restock depleted PPE from the pandemic.

Budget Summary

Increases to this budget reflect COLA, step increases and some parts and supplies costs as they have increased dramatically.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Grants Applied For	4	43	4	5
Processed Data Requests	26	27	31	37

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II (Part-Time)	0.30	0.30	0.30	0.38	0.38
Fire/Property Maintenance Inspector	0.50	0.50	0.50	0.50	0.00
Total Full-Time Employees	1.80	1.80	1.80	1.50	1.00
Total Part-Time Employees	0.00	0.00	0.00	0.38	0.38

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$232,025	\$214,171	\$249,959	\$229,892
Supplies	\$6,573	\$5,251	\$8,000	\$8,900
Other Svcs & Charges	\$29,822	\$34,141	\$43,405	\$41,900
Total	\$268,420	\$253,562	\$301,364	\$280,692

FIRE DEPARTMENT

FIRE SUPPRESSION (42220)

Department Description/Services

The City of Faribault has a combination fire department with one Fire Chief, three Fire Captains, and six Full-time Firefighters and is authorized to have twenty-seven Paid On-Call (POC) firefighters. Under the direction of the Fire Chief, the primary services provided by the Fire Suppression division are:

- **Fire Operations** – Fire operations provide fire protection, emergency medical service delivery, technical rescue, and hazardous material emergency responses. The fire department currently utilizes two engines, one aerial/engine combination truck, one heavy duty rescue/engine with technical rescue capabilities, (i.e. swift water, trench, confined space and high-level rescue), one Rural Fire Association tender, two pick-up trucks, two Technical Rescue Trailers, one Rescue Boat, one All-Terrain Vehicle and an Emergency Response/Rehab trailer.
- **Fire Prevention** – Fire prevention includes incident pre-plan programs, fire cause determination, internal safety investigations, citizen safety awareness programs, public fire education programs, public information services and the coordination of community relations events.
- **Fire & Rescue Training** – Fire training encompasses the coordination of fire suppression and rescue training and employee professional development of all fire department personnel.
- **Fire Inspections** – Fire inspections involve site visits to and education of owners/operators of commercial facilities within the City. The purpose of the inspection is to ensure commercial and industrial facilities meet the International Fire Code.

2022 Budget Goals & Objectives

- Continue to educate our staff utilizing the skills, experience and knowledge of our existing staff.
- Maintain quality equipment through budgeting, replacement schedules and in-house maintenance programs.
- Research and adjust to response challenges as we come out of a pandemic and use lessons learned from the pandemic.
- Adjust our response model along with our first responder partners in our ever-changing emergency response climate.
- Design and order a new fire apparatus that will be pivotal in our need to change our response model.
- Continue the process to train the full-time staff up to technician level in trench rescue, confined space rescue and rope rescue.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Fires & Alarms	245	246	248	255
Medical Calls	1,747	1856	1,972	2,082
Rescue Calls	167	173	179	190
Additional Calls	569	633	704	750
Total Calls	2,728	2908	3,103	3,277
Average Calls Per Day	7.47	7.96	8.5	9.0
Training Data (total hours trained)	2,381 hrs.	730 hrs.	2,500	2,500
Public Education Contacts	1,239	4,000	2,000	3,000
Burning Permits Issued	70	75	75	80

Budget Summary

Increases made to this budget were in response to the increase cost of supplies and equipment. Most of our necessary equipment (PPE for example) saw double digit percentage increases in their cost. Also, an increase in our overtime budget is needed to keep up with increases in wages due to step and COLA increases.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Captain	3.00	3.00	3.00	3.00	3.00
Firefighter	6.00	6.00	6.00	6.00	6.00
Firefighter Paid-On-Call (Part-Time)	24.00	24.00	24.00	24.00	24.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	24.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$1,165,180	\$1,221,232	\$1,270,232	\$1,323,941
Supplies	\$57,383	\$76,603	\$94,025	\$82,300
Other Svcs & Charges	\$32,863	\$25,945	\$32,320	\$30,579
Total	\$1,255,427	\$1,323,780	\$1,396,577	\$1,436,820

FIRE DEPARTMENT

EMERGENCY MANAGEMENT (42500)

Department Description

The Fire Chief is the Emergency Management Director for the City of Faribault and is responsible for developing, coordinating and maintaining the city's Multi-Hazard Plan, assisting all public and private facilities with their Emergency Action Plans, and coordinating all City safety programs.

2022 Budget Goals & Objectives

- Install an outdoor warning siren in the northern industrial park area.
- Recruit more volunteers for our Community Emergency Response Team (CERT).
- Continue to educate both full-time and part-time firefighters on our Multi-hazard plan to ensure they are prepared to act in their assigned roles.
- Expand our use of social media to deliver education about emergency preparedness to our community members.
- Continue to promote participation in the City's emergency notification system, Everbridge.

Budget Summary

The requested budget is utilized for whole community training and outreach, Emergency Operations Center support, expenses associated with maintaining the City's Multi-Hazard Plan, outdoor warning siren maintenance and the Everbridge Emergency Notification System. The slight increase to this budget reflects the addition of an outdoor warning siren to our northern industrial park.

	2019 Actual	2020 Actual	2021 Actual	2022 Estimated
Number of Outdoor Warning Sirens	9	9	9	10
Citizens enrolled in the Everbridge	1,880	1,880	1,992	2,200

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Supplies	\$4,442	\$167	\$600	\$600
Other Svcs & Charges	\$4,886	\$3,038	\$4,950	\$5,900
Total	\$9,329	\$3,205	\$5,550	\$6,500

COMMUNITY & ECONOMIC DEVELOPMENT

CODE ENFORCEMENT/INSPECTION (42400)

Department Description

The Building Code Division provides enforcement of property maintenance codes, plan review and inspection of all new construction, alteration, and/or repair projects within the city by a state-licensed building official, and administration of the Rental Housing Licensing and inspections program. The purpose of these inspections is to protect property owners and ensure compliance with the current MN State Building Code, Property Maintenance Code, Electrical Code and their related appendices and local ordinances. The Building Code Division services include:

- Building Permit Administration and Plan Review
- Building Code Enforcement and Inspections
- Electrical Code Enforcement and Inspections
- Mechanical Code Enforcement and Inspections
- Plumbing Code Enforcement and Inspections
- Property Maintenance Code Enforcement and Inspections
- Time of Sale Inspections for Manufactured Homes
- Rental Housing Licensing and Inspections
- Sign Inspections

2022 Budget Goals & Objectives

- Continue to increase customer service levels by reducing permit review times, adding additional permit types to the online permitting system (implemented in 2021), and enhancing communications between customers/permit applicants and City Staff.
- Continue to provide code related information and education to homeowners and contractors through contractor forums, brochures, and mass media opportunities.
- Continue to provide early code assessment for projects as part of DRC and pre-construction meetings.
- Continue to focus on minimizing customer costs (permit fees) through the continued use of the 1997 fee schedule
- Continue implementation of the Rental Licensing Program – including enforcement of Property Maintenance ordinances on rental properties.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Plans Reviewed	215	250	200	222
Number of Permits Issued	1,429	1,225	1,200	1,285
Field Inspections	2,883	2,040	2,000	2,308
Number of Licensed Properties Inspected / Number of Units	643/1,929	322*/966	867/2,601	545/1,635
		*223 properties not inspected due to COVID 19		

Budget Summary

Budget projects permit revenue based on building trends. Primary expenses include personnel costs and hazardous property abatement expenses.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Planning and Rental Technician/Inspector	1.00	1.00	1.00	1.00	1.00
Building Permit Technician	0.00	0.00	0.00	0.00	1.00
Fire/Property Maintenance Inspector	0.50	0.50	0.50	0.50	0.00
Total Full-Time Employees	3.50	3.50	3.50	3.50	4.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$394,199	\$385,912	\$452,198	\$451,100
Supplies	\$4,668	\$3,365	\$4,600	\$2,100
Other Svcs & Charges	\$80,070	\$115,094	\$97,270	\$94,564
Total	\$478,937	\$504,371	\$554,068	\$547,764

PUBLIC WORKS

PUBLIC WORKS ADMINISTRATION (43110)

Department Description/Services

This department provides for the administrative direction of public works services including the Streets Division, Utilities Division, Water Reclamation Facility, Right-of-Way, and Airport in the Public Works Department, along with administrative staff.

The director oversees the budgets for the various divisions in the department, working with the respective superintendent with the following duties:

- Prepare and submit annual budget and capital improvement plan documents for consideration by Administration and the City Council.
- Provide information and recommendations to the City Council, Administration, and other departments as necessary regarding the operations of the Public Works Department.
- Prepare, submit, and present various documents to the City Council for action, and to Administration and other departments in support of other City operations. Ensures City and department policies, standards, and other governing documents (employee handbook, collective bargaining agreement, etc.) are being followed by assigned staff.
- Provide direction on establishing departmental goals and objectives, and identifying and ensuring the necessary resources are available to meet those goals and objectives.

2022 Budget Goals & Objectives

- Acquire and implement asset management software to assist with infrastructure maintenance and budget development.
- Continue collaborating with Engineering to provide information to assist in long term planning of capital projects including water and sanitary sewer system upgrades.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Right-of-Way Permits	134	100	75	80
Work Orders	556	447	475	475

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00

Budget Summary

Collecting accurate infrastructure data will be critical for long-term planning of capital projects. Technology such as asset management will help track operational costs to assist in this process.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$91,274	\$98,864	\$100,213	\$103,873
Supplies	\$655	\$1,941	\$2,650	\$950
Other Svcs & Charges	\$11,688	\$8,097	\$10,328	\$9,217
Total	\$103,617	\$108,902	\$113,191	\$114,040

PUBLIC WORKS

STREET MAINTENANCE (43121)

Department Description/Services

This activity provides for maintenance of City streets, including patching, crack filling, seal coating, tree trimming, mowing of road sides, and street sweeping. In addition, this budget includes the Street Division employee and equipment costs for ice and snow removal from City streets (as well as state and county highways covered under maintenance agreements) along with traffic control signals/signage. The Public Works, Engineering and Parks building operational costs are also included in this budget.

The department staff provides street maintenance functions including operating light and heavy equipment for street maintenance and snow and ice removal.

2022 Budget Goals & Objectives

- Replace key pieces of equipment including: flusher truck, heavy duty truck and skid loader.
- Patch, crack fill, and seal coat streets. Trim trees and remove nuisance trees in right-of-way.
- Continue to collaborate with Engineering Department to plan for life cycle and seal coating improvements for streets.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Miles of Local Streets	116	116	116	116
Seal Coating Blocks	90	105	85	75
Street Sweeping (Hours)	1,336	3,000	2,500	2,200
Gravel Maintenance (Hours)	184	400	400	400
Bituminous Material (Tons)	752	1,000	1,000	1,000

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator	3.00	3.00	3.00	3.00	3.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00

Budget Summary

The rising cost of materials (bituminous mix, cold patch, seal coat oil) continue to impact the budget. Aging infrastructure will have a role in developing future budgets and determining service levels.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$841,917	\$893,243	\$933,071	\$895,123
Supplies	\$344,400	\$361,616	\$349,675	\$356,750
Other Svcs & Charges	\$153,309	\$158,228	\$171,796	\$189,018
Total	\$1,339,626	\$1,413,086	\$1,454,542	\$1,440,891

PUBLIC WORKS

ICE & SNOW REMOVAL (43125)

Department Description/Services

This activity provides for materials and outside services for ice and snow removal on City streets, alleys, trails, and parking lots including the cost of deicer, sand, and the contract hauling of snow from the public right-of-way. It does not include any employee costs or equipment for removal of ice and snow, which are included in the Street Maintenance budget.

2022 Budget Goals & Objectives

- Update and revise Snow & Ice Control Guidelines to ensure high level of service delivery.
- Continue with conversion to straight salt vs. sand/salt mix where applicable.
- Continue to implement leading edge technologies for deicing.
- Evaluate using City staff for removal of snow from downtown sidewalks.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Snow Removal (Inches)	57	60	60	50

Budget Summary

The budget is largely impacted by the annual snowfall amounts. The average snowfall is approximately 44", the winter of 2020-2021 was average. Climate trends along with environmental regulations pertaining to salt will have significant roles in future budget planning. Advancements in technology may provide some relief in providing efficiencies yielding cost savings. The conversion to straight salt in portions of the City has resulted in reduced spring street sweeping costs.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Supplies	\$89,348	\$70,100	\$71,000	\$75,000
Other Svcs & Charges	\$65,244	\$34,659	\$50,000	\$50,000
Total	\$154,592	\$104,759	\$121,000	\$125,000

PUBLIC WORKS

EQUIPMENT MAINTENANCE (43126)

Department Description

The Equipment Maintenance Division provides maintenance services for the City's vehicle fleet (limited fire) and equipment in order to provide safe and efficient operation. In addition, this division provides for maintenance and operation of the City fleet fueling system located at the Public Works & Park Building.

The department performs routine repair and maintenance of truck, cars, heavy and light equipment and various pieces of capital equipment. The department also provides in-house welding and metal fabrication services.

2022 Budget Goals & Objectives

- Continue to explore sharing equipment and vehicles across divisions/departments to reduce overall City inventory and maximize use of available resources.
- Implementation of the most current technology to ensure timely and efficient repairs.
- Continue to update parts and tool inventory program.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Work Orders	872	750	775	800

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Foreperson	1.00	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00

Budget Summary

The budget for Equipment Maintenance should remain fairly consistent from year to year. Increased equipment and fleet ages will have the most significant budget impact.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$231,077	\$251,911	\$263,466	\$275,408
Supplies	\$25,352	\$28,138	\$23,050	\$23,450
Other Svcs & Charges	\$5,758	\$7,632	\$6,879	\$7,307
Total	\$262,187	\$287,681	\$293,395	\$306,165

PUBLIC WORKS

STREET LIGHTING (43160)

Department Description/Services

This activity provides for the operation and maintenance of street lighting and traffic signals. The Department coordinates repairs and maintenance of street lights and traffic control devices with contract electrical service provider.

2022 Budget Goals & Objectives

- Repair and replace damaged street lights as needed.
- Work with Xcel Energy on new street light installations.
- Review and update street light inventory.
- Review establishing a street light utility.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Traffic Signals	13	13	13	13
Street Light Outage Reports	9	45	12	12

Budget Summary

The streetlight budget is connected to the cost of electricity and the repair/maintenance of aging facilities. The recent conversion to LED fixtures has resulted in a lower monthly electrical cost along with a decreased number of outages. The City currently operates and maintains multiple lighting and signal systems along state and county highways per past agreements.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Supplies	\$0	\$3,236	\$500	\$500
Other Svcs & Charges	\$278,504	\$296,040	\$280,000	\$290,000
Total	\$278,504	\$299,276	\$280,500	\$290,500

PUBLIC WORKS

TRAFFIC SIGNS & SIGNALS (43170)

Department Description/Services

This activity provides for the maintenance and repair of traffic control signage, signals, and pavement markings. The department is responsible for replacing/repairing signs, updating sign inventory, maintaining traffic control devices and striping roadways and City parking lots.

2022 Budget Goals & Objectives

- Replace worn and faded signs as needed.
- Collectively work with GIS staff on implementation of assets management software for sign inventory.
- Continue updating the GPS sign inventory.
- Centerline pavement striping.
- Repaint one traffic signal system.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Sign Maintenance (Hours)	610	800	800	800
Street Signs Replaced	175	175	175	185
Street Signs Repaired	67	100	100	125

Budget Summary

This budget remains fairly stable. The City will need to continue to assess the sign inventory to assure compliance with requirements. Collaborating with GIS staff on the implementation of asset management software will create a detailed sign inventory used to assist with developing a replacement schedule.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Supplies	\$47,289	\$36,440	\$33,850	\$28,050
Other Svcs & Charges	\$12,148	\$10,622	\$18,250	\$13,760
Total	\$59,436	\$47,063	\$52,100	\$41,810

ENGINEERING

ENGINEERING (43190)

Department Description/Services

The Department of Engineering Services is a staff service department, which is defined as a department organized to provide for the internal support necessary for the basic operation of the City organization and the function of other City departments. Revenues to support this department are generated from service charges to various capital improvement projects (similar to an engineering consulting firm). Department staff are located at the Public Works & Parks Maintenance Building. The Department of Engineering Services provides for:

- Civil-engineering-related services, including design engineering and project management for the construction of public improvements.
- Project-inspection-related services, including field inspection of the construction of public improvements and maintenance of public works records for public facilities and infrastructure.
- Long range transportation and public utilities infrastructure planning in conjunction with the Public Works and Community and Economic Development Departments.

2022 Budget Goals & Objectives

- Delivery of infrastructure improvements identified in the adopted 2022 Budget and Capital Improvement Plan.
- Oversee construction of new 750,000-gallon elevation water storage tank.
- Collaborate with Rice County on the interchange study and plans for a future CSAH 9/I-35 interchange.
- Update 10-year capital improvement plan for street and infrastructure improvements utilizing the City's Long-Term Financial Management Plan.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Contracts Let	9	8	9	8
Construction Amount	\$15.3M	\$5.5M	\$7.5M	\$6.0M

Budget Summary

The proposed 2022 engineering budget is a very typical construction year. Much of 2022 will be spent completing and finalizing a number of large construction projects programmed for 2023 including the Northern Link Trail Connection, roundabout construction at TH 3 & 30th Street NW and the Second Avenue NW reconditioning project all which have state and/or federal funding sources tied to them.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Director of Engineering/City Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Supervisor	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	1.00	1.00	2.00	2.00	3.00
Engineering Technician II	1.00	1.00	0.00	0.00	0.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	6.00

The Water Quality Specialist position was vacated in 2020 and replaced with an additional Engineering Technician III. This position was transferred from the Storm Water Fund (603) to the Engineering Department and the equivalent position costs are transferred from 603 to cover the position resulting in no actual increase in staffing level or budget amount.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Personnel Services	\$497,261	\$515,171	\$535,454	\$570,050
Supplies	\$6,462	\$19,652	\$7,500	\$10,500
Other Svcs & Charges	\$20,871	\$24,584	\$29,013	\$30,830
Total	\$524,594	\$559,407	\$571,967	\$611,380

PARKS AND RECREATION

COMMUNITY CENTER ADMINISTRATION (45110)

Department Description/Services

This activity provides for the general planning and administration associated with the delivery of recreation programs including: aquatics, special leisure programs, athletic and sports programs, community events, and enrichment. It also includes administration of parks maintenance, picnic shelters and facility reservations at numerous facilities. This activity also oversees building maintenance in City facilities. Enrichment classes for youth and adult, music programs, and teen activities are also included within this department.

2022 Budget Goals & Objectives

- To apply for grant funds for Northern Links Trail.
- To continue working on Viaduct Park plans.
- To complete Fleckenstein Bluffs Park.
- To promote and advertise scholarship opportunities.

Department Statistics

Community Center Admin	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Picnic Shelter Reservations	289	144	300	300
All Around Passes	336	146	300	300
Insurance Rebates	365	411	400	450
Enrichment Classes Offered	122	80	120	120
Virtual Memberships	0	32	0	0

Budget Summary

This budget covers administration of the Parks and Recreation Department. Increase in personnel costs due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Director	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	2.00	1.00	1.00	1.00	1.00
Communications Coordinator	0.00	1.00	1.00	1.00	1.00
Recreation Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Receptionists (Part-Time)	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	4.00	4.00	4.00	4.00	4.00
Total Part-Time Employees	3.00	3.00	3.00	3.00	3.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$511,784	\$535,347	\$580,952	\$584,489
Supplies	\$38,049	\$8,604	\$33,200	\$32,700
Other Svcs & Charges	\$188,745	\$57,998	\$89,314	\$76,629
Total	\$738,578	\$601,949	\$703,466	\$693,818

PARKS AND RECREATION

COMMUNITY CENTER BUILDING (45122)

Department Description/Services

This activity provides for the operation and general maintenance of the Community Center Building and indoor swimming pool. It also provides for the operation and programming of the Armed Forces Reserve Center (AFRC). Department services provided include:

- Aquatics, athletic services, sports services, community events, building maintenance.
- This activity covers all aquatic programs at the indoor pool. Open swim, lap swim, water exercise, swim lessons, pool rentals and special events.
- Department programs and community rentals are done at the AFRC.

2022 Budget Goals & Objectives

- To promote gym and pool uses.
- To use inflatables to increase participation in open swims.
- To promote use of Armed Forces Reserve Center.
- To replace roof on Buckham Memorial Library and Community Center pool.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Facility Rentals - Gym, Peterson Room	1,059	267	1,000	1,000
Indoor Pool Rentals	1,761	791	1,700	1,700
Fitness Room Passes	352	168	365	365
Water Exercise Participants	14,815	6,874	14,000	14,000
Swim Lesson Participants	663	318	600	700
Lap Swim Participants	7,597	4,600	7,500	7,500

Budget Summary

This budget reflects the building maintenance and utilities as well as cost for the indoor pool and Armed Forces Reserve Center. Increase in personnel costs due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Light Custodian (Full-Time)	2.00	2.00	2.00	2.00	2.00
Light Custodian (Part-Time)	1.00	1.00	1.00	1.00	1.00
Aquatics Supervisor	1.00	1.00	1.00	1.00	1.00
Fitness Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
Total Part-Time Employees	2.00	2.00	2.00	2.00	2.00

*Aquatics Supervisor ¼ Outdoor Aquatic Center ¾ CC Bldg Indoor Pool.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$319,782	\$254,792	\$329,638	\$367,308
Supplies	\$46,454	\$40,035	\$42,550	\$44,550
Other Svcs & Charges	\$132,263	\$116,642	\$150,300	\$146,000
Total	\$498,498	\$411,469	\$522,488	\$557,858

PARKS AND RECREATION

AQUATIC CENTER - FFAC (45125)

Department Description/Services

This activity provides for the operation and general maintenance of recreational facilities for the outdoor swimming pool. The activity covers all aquatic programs at the outdoor pool. Open swim, lap swim, water exercise, swim lessons, pool rentals and special events.

2022 Budget Goals & Objectives

- To replace cargo net at the Aquatic Center.
- To replace worn out deck furniture.
- To do more promotion of facility and swim lessons.
- To repaint the lobby of pool.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Attendance	22,356	0	25,000	25,000
Days of Operation	85	0	80	80
Daily Admissions	9,285	0	10,000	10,000
Scholarships Awarded \$	1,777.50	0	3,000	4,500
Season Passes Sold	544	0	650	670

Budget Summary

This budget covers all aspects of operating the aquatic center. It also includes ¼ cost of aquatics supervisor personal costs. Increase in personnel costs due in part to seasonal employee wage adjustments. Increase in supplies for replacement of cargo net, lily pad mat and deck chairs.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$188,610	\$31,969	\$194,368	\$222,470
Supplies	\$48,271	\$1,860	\$57,400	\$73,900
Other Svcs & Charges	\$47,599	\$27,294	\$45,881	\$50,691
Total	\$284,479	\$61,123	\$297,649	\$347,061

PARKS AND RECREATION

WASHINGTON RECREATION CENTER (45126)

Department Description/Services

This activity provides for the operation and general maintenance of Washington Recreation Center. The facility is used for departmental programs and community groups and private individuals can rent the classrooms and/or the gym.

2022 Budget Goals & Objectives

- To increase rentals to facilities.
- To continue to keep facility maintained in good condition.
- To renew agreement with New Perspective Senior Living Facility.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Hours of Operation per Week	26	26	26	26
Classroom Reservations	558	100	250	550
Gymnasium Reservations	759	252	675	800

Budget Summary

This budget is used for the operation of the Washington Recreation Center. Increase in personnel costs due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$20,227	\$9,071	\$20,982	\$24,733
Supplies	\$2,654	\$4,331	\$2,800	\$2,800
Other Svcs & Charges	\$40,433	\$21,853	\$35,472	\$37,970
Total	\$63,314	\$35,255	\$59,254	\$65,503

PARKS AND RECREATION

SOCCER COMPLEX (45127)

Department Description/Services

This activity provides for the operation and general maintenance of the Soccer Complex. The City of Faribault is the fiscal agent for the soccer complex. The School District is a co-owner of the property. The soccer association, School District and several other groups play soccer games at the facility. There are also a large number of drop in players that use the facility on a daily basis. Keeping up with the maintenance is the biggest issue.

2022 Budget Goals & Objectives

- To maintain facility to high standards.
- To work with soccer maintenance committee on future improvements.
- To promote facilities to allow more rentals.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Traveling Home Games & Home Tournaments	30	0	35	40
School District Home Games, FHS & FMS	41	20	40	40
Fall Soccer Participation	110	0	100	110
Little Feet Summer Participation	242	0	205	225

Budget Summary

This budget covers all expenses for the soccer complex. The City, School District and Soccer Association share equally in all expenses of the facility.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Supplies	\$1,839	\$0	\$4,850	\$4,850
Other Svcs & Charges	\$32,512	\$26,738	\$29,568	\$31,707
Total	\$34,351	\$26,738	\$34,418	\$36,557

PARKS AND RECREATION

ADULT PROGRAMS (45130)

Department Description/Services

This activity provides for the delivery of adult programs. This account group includes programs such as adult basketball, softball, volleyball, golf leagues, group exercise, outdoor ice rinks, the Faribault Ice Arena, and other general athletic programs. This budget also includes concerts in the park and outdoor movies.

2022 Budget Goals & Objectives

- To offer curling or broomball at Jefferson ice rinks.
- To offer a 5X5 softball league on Sunday nights.
- To promote all activities to get more teams and individuals in all activities.
- To look for more sponsorship opportunities.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Days Open at Outdoor Ice Rink	50	55	50	50
Adult Softball	45	50	40	40
Tournaments - Softball	6	6	5	6
Adult Volleyball Teams	60	70	70	75
Number of Games - Volleyball	300	300	300	350
Skating Hours – Ice Arena	125	115	125	125
Free Hours – Charitable Gambling – Ice Arena	18	18	18	18
Concerts in the Park	11	11	11	11
Outdoor Movies	5	6	6	6

Budget Summary

This budget is used for adult softball, adult volleyball, enrichment programs, ice arena, and concerts and movies in the parks. Increase in personnel costs due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$56,694	\$43,598	\$65,364	\$75,341
Supplies	\$15,400	\$12,044	\$20,000	\$17,000
Other Svcs & Charges	\$57,115	\$42,216	\$62,500	\$62,500
Total	\$129,209	\$97,857	\$147,864	\$154,841

PARKS AND RECREATION

YOUTH PROGRAMS (45140)

Department Description/Services

This activity provides for the delivery of youth athletic leagues. This account group includes programs such as baseball, cub football, flag football, volleyball, and other general athletic programs. This activity also provides for delivery of recreational leisure programs for youth which are primarily non-athletic in nature. This account includes special events, fun centers, and teen activities.

The services provided are all youth sports programs. We strive to find new programs, eliminate programs that are no longer viable and find ways to include minority populations. Services also included in this department are youth programs including fitness, leisure services, sports services, and community events.

2022 Budget Goals & Objectives

- To offer a Pitch Hit and Run program.
- To offer a Punt Pass and Kick program.
- To train staff in dealing with behavioral issues.
- To consider Mother/Son Dance.
- To expand Frostival event in January.
- To expand youth pickleball program.

Department Statistics

Youth Programs # of Participants	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Cub Football	85	0	120	125
Flag Football	40	0	50	50
Youth Sports	385	200	350	400
Youth Baseball & Clinic	96	60	80	100
Fun Center (Ages 7-11)	257	42	175	250
Preschool – Early Elementary (Age 5-7)	89	0	100	110
Pet Parade	400	Drive by	500	500
Father Daughter Dance	116	128	0	125

Budget Summary

This budget is used for youth programs and youth sports. Increase in personnel costs due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$81,402	\$33,846	\$94,018	\$111,470
Supplies	\$18,803	\$8,286	\$22,100	\$21,100
Other Svcs & Charges	\$12,777	\$3,232	\$11,450	\$11,450
Total	\$112,982	\$45,363	\$127,568	\$144,020

PARKS AND RECREATION

PARKS & TRAIL MAINTENANCE (45200)

Department Description/Services

This activity provides for the maintenance of parks, trails and other public grounds owned by the City. Included is planting of trees and shrubs. The Parks Department responsibilities also include fertilizing and mowing of grass and maintenance of ball fields, general playgrounds and picnic facilities. Winter duties include flooding and maintenance of outdoor ice rinks and plowing of public parking lots, sidewalks, City facilities and the River Bend Nature Center as well as to assist with public events.

This program along with all of the parks maintenance projects also supports recreation programs with facility maintenance, community events, picnic shelters and building maintenance.

2022 Budget Goals & Objectives

- To remove ash trees as they become infected and preventative.
- To review CIP and prioritize improvements and equipment.
- To prepare Bell Field for State Amateur Baseball Tournament.
- To acquire playground inspector certification for a staff member.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Parks Maintained	44	44	44	44
Acres of Parkland Maintained	386	386	390	390
Ball Field Aggregate – Tons	115	100	100	125
Number of Shelters Maintained	12	12	12	12
Aerated Turf Acres	44	50	67	70
Outdoor Ice Rinks Maintained	4	4	4	4
Turf Maintenance Mow – Hours	2,243	2,200	2,480	2,500
Special Events – Hours	436	28	400	400

Budget Summary

This budget is used for the general operation and maintenance of all parks and park facilities, including trail maintenance, shelter maintenance and ball field maintenance. Parks are also responsible for mowing and tree maintenance throughout the City. During the winter months they maintain ice rinks, and plow trails and parking lots. Increase in personnel costs due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	0.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	0.00	0.00	0.00	0.00
Light Equipment Operator	4.00	4.00	4.00	4.00	4.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Personnel Services	\$650,875	\$657,450	\$713,451	\$722,133
Supplies	\$139,754	\$155,388	\$160,000	\$168,250
Other Svcs & Charges	\$258,474	\$230,697	\$216,882	\$221,354
Total	\$1,049,102	\$1,043,535	\$1,090,333	\$1,111,737

LIBRARY

LIBRARY (45500)

Department Description/Services

Buckham Memorial Library strives to educate, inform, enrich, and empower every person in our community by creating and promoting easy access to a vast array of ideas and information, and by supporting an informed citizenry, life-long education, and love of reading. An ambitious team of professional librarians, trained technicians and support staff are dedicated to helping our customers obtain the information and services they need.

- Circulation Services
- Interlibrary Loan Services
- Reference and Information Services
- Technology and Internet Services
- Digital Services
- Adult Education and Enrichment Services
- Children's and Youth Education and Enrichment Services
- Outreach Services
- Technical Services

2022 Budget Goals & Objectives

- Clean, seal and repair the exterior of the library.
- Replace library roof.
- Support the Friends of Buckham Memorial Library as they continue to develop the Library Plaza.
- Work with stakeholders to create a new library strategic plan to be implemented in 2023.
- Using a post-pandemic lens, review library policies and procedures to identify areas that are barriers to library services.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Library Circulation (# Items)	160,404	79,727	109,000	135,000
Physical Circulation-Faribault City	88,287	34,731	60,000	75,000
Physical Circulation-Rural Rice County	33,778	15,613	20,000	30,000
Physical Circulation-Other	17,895	5,000	7,000	8,000
Digital Circulation	20,444	24,383	22,000	22,000
Interlibrary Loan (# Items)	27,902	16,286	20,000	22,000
Reference Questions	12,310	9,627	10,000	11,000
Internet Use (# People)	13,440	2,622	4,000	8,000
Public Wireless Use (# Sessions)	16,194	5,125	8,000	12,000
Program Attendance (# People)	20,536	23,114	20,000	21,000
Visits	139,393	35,148	60,000	100,000
Active Borrowers	18,426	16,171	17,000	18,000

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian/Program Coordinator	2.00	2.00	2.00	2.00	2.00
Library Technician	2.00	2.00	2.00	2.00	2.00
Library Technician (Part-Time)	2.00	2.00	2.00	2.00	2.00
Receptionist (Part-Time)	2.00	5.00	5.00	5.00	5.00
Circulation Desk Aid (Part-Time)	6.00	4.00	4.00	4.00	4.00
Page (Part-Time)	4.00	4.00	4.00	4.00	4.00
Mending Aide (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00
Total Part-Time Employees	15.00	16.00	16.00	16.00	16.00

Budget Summary

The library will increase its capacity to provide services that support patrons' efforts to access and successfully use information and emerging technologies. The library will work on identifying and removing barriers to library services and promote educational equity within the community.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Personnel Services	\$739,835	\$745,107	\$834,892	\$858,418
Supplies	\$123,698	\$120,886	\$139,900	\$136,300
Other Svcs & Charges	\$225,573	\$166,590	\$199,840	\$205,555
Capital Outlay	\$168,726	\$219,759	\$0	\$0
Total	\$1,257,832	\$1,252,342	\$1,174,632	\$1,200,273

FINANCIAL ADMINISTRATION

MISCELLANEOUS/UNALLOCATED (49200)

Department Description/Services

This activity provides for the administration of miscellaneous accounts not established in the previous activities.

Budget Summary

The 2022 budget includes the fourth of five payments to Wells Township for annexation of property in the amount of \$40,000 and a contingency of \$60,000. Contingency was reduced as the Fund Balance Policy changed to capture the need for Compensated Absences. Tax abatements have been moved to Community Development Administration.

Revenues/Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Other Svcs & Charges	\$744,064	\$1,507,015	\$150,000	\$100,000
Total	\$744,064	\$1,507,015	\$150,000	\$100,000

FINANCIAL ADMINISTRATION

TRANSIT (49801)

Department Description/Services

This activity provides for the City's obligation for the transit system operated by Hiawathaland Transit.

Budget Summary

The City-operated transit system was discontinued as of December 31, 2011 with operations transferred to Hiawathaland Transit. Other Services & Charges includes \$19,600 for the City's contribution toward the purchase of a new bus per the agreement with Hiawathaland Transit.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Other Svcs & Charges	\$0	\$0	\$10,000	\$19,600
Total	\$0	\$0	\$10,000	\$19,600

SPECIAL REVENUE FUNDS

Special Revenue funds are established for specific revenues or sources that are designated for financing particular functions or activities as required by federal regulations, state statute, city charter provisions, local ordinances or specific grant agreements.

ADMINISTRATION

CHARITABLE GAMBLING FUND (210)

Fund Description/Services

This fund was established to provide accounting of transactions of the Charitable Gambling Advisory Board. In accordance with the City Code of Ordinances, Sec. 14-99(b), each organization within the city which is licensed by the State to conduct lawful gambling shall contribute five (5) percent of its net profits, as defined by Minnesota Statutes, Section 349.213, to the City Charitable Gambling Fund. Board members recommend the use of these monies to the City Council for final approval to fund worthwhile community projects according to established guidelines.

2022 Budget Goals & Objectives

- Make recommendations related to funding requests from the community to the City Council for approval.
- Create on an on-line application for funding requests.
- Spend down at least 90% of contributions.
- Continue to update and review policies and procedures for the Charitable Gambling Advisory Board.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Premise License Permits	21	19	18	19
Temporary Licenses Processed	21	14	21	20
Board Meetings	4	3	4	4
Applications for Funds	8	8	8	8

Budget Summary

Proposed revenues for 2022 from charitable gambling operations in Faribault are anticipated to return to near pre-COVID levels. Expenditures reflect funding for fireworks and other miscellaneous projects, based on recommendations from the Charitable Gambling Advisory Board to the City Council.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Taxes	\$34,646	\$29,423	\$28,000	\$32,000
Miscellaneous Revenue	\$1,994	\$1,714	\$850	\$1,000
Total	\$36,639	\$31,136	\$28,850	\$33,000
Other Svcs & Charges	\$56,182	\$23,573	\$25,550	\$31,500
Total	\$56,182	\$23,573	\$25,550	\$31,500

POLICE DEPARTMENT

PUBLIC SAFETY PROGRAMS (215)

Department Description

This budget consists of Criminal and DUI forfeitures and seizures. These seizures continue to build annually and are only used on special occasions to assist law enforcement with combatting drivers involved in operating vehicles under the influence of drugs and alcohol. Funds are typically utilized to purchase items used for traffic control safety projects, special enforcement traffic vehicles, preliminary breath test (PBT) portable devices, Radar and Lidar speed detection devices, and special traffic enforcement projects often shared with mutual aid agencies with a focus on traffic safety. The program takes in revenue through the sale of forfeited and seized vehicles and property along with cash seizures related to criminal activity. There are strict requirements for distribution of forfeited assets that require the department to distribute proceeds to various entities under Statutes 609.5315 and 169A.63 (DWI). Seizures associated with drug activity are seized through the Cannon River Drug and Violent Offender Task Force and are not placed within this City fund.

2022 Budget Goals & Objectives

- Continue to allow the fund to grow for larger expenses associated with traffic safety and enforcement of laws pertaining to driving Under the Influence projects and Towards Zero Death statewide campaign. (Current balance: \$78,216).
- Minor expenses for 2020 consisted of replacing outdated PBTs (roadside impairment testing devices) along with replacement Radar and Lidar squad equipment. PBTs estimated costs for 2020 are approximately \$1,200 and Radar replacement costs are estimated at \$6,000.
- Utilize fund to withdraw up to \$43,500 for a specific traffic enforcement/Driving under the influence police squad. CIP can could then be reduced for squad replacement.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Court Fines	2,136	1,356	2,500	2,500
Forfeited & Seized Assets	0	0	400	400
Refunds & Reimbursements	1,169	0	1,200	1,200

Budget Summary

The revenue within this budget will be reduced significantly after 2021 K9 squad purchase for traffic enforcement. Future forfeitures are also expected to decrease due to legislative changes in DUI forfeitures taking place August 2021. Balance to carry-over from 2021-2022 as the department determines needs that would qualify under the program requirements.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Court Fines	\$2,136	\$1,743	\$2,700	\$2,700
Forfeited & Seized Assets	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$3,698	\$2,380	\$1,000	\$1,200
Total	\$5,834	\$4,123	\$3,700	\$3,900
Supplies	\$1,642	\$0	\$500	\$0
Other Svcs & Charges	\$494	\$870	\$44,400	\$1,000
Total	\$2,136	\$870	\$44,900	\$1,000

PUBLIC WORKS

AIRPORT FUND (225)

Fund Description/Services

The Airport operates as a Special Revenue Fund (Fund 225). The primary revenue sources for this fund are land leases (privately owned hangar sites), building rents (City-owned hangar space), and federal and state funds. The Airport budget reflects the costs for operating and maintaining the Airport, including supplies, other services and charges, and capital outlay.

This activity provides for the operation, maintenance, and improvement of the Faribault Municipal Airport. The City uses contract services for a Fixed Base Operator (Quality Aviation, since 2000), who provides day-to-day management and maintenance services for the Airport.

2022 Budget Goals & Objectives

- Examine land lease and hangar rental rates and adjust accordingly to continue to reduce general fund levy support.
- Complete runway crack filling project.
- Upgrade runway lighting.
- Continue to market available hangar sites.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Hangar Leases	25	24	25	25
Land Leases	32	35	36	36
Development Sites	1	0	0	0
Agricultural Leases (Acres)	68.8	68.8	68.8	68.8
Available Hangar Sites	3	8	8	8

Staffing Levels

There are no City employees assigned directly to the Airport budget. The City contracts with Quality Aviation to provide services as the Airport Manager and Fixed Base Operator. Overall direction and oversight of the Airport are the responsibility of the Public Works Director, with support from the Public Works Department Administrative Assistant. In addition, a 7-member (appointed volunteers) Airport Advisory Board provides recommendations on the operation and management of the airport.

Budget Summary

The overall Airport Fund budget sees extreme variations year-to-year, due to large capital improvement projects. The 2022 budget contains two large projects, runway lighting upgrade and crack sealing. The majority of capital projects are funded with federal and/or state funds, but local shares are typically required as well. Recent construction of the Arrival/Departure Building & Aircraft Maintenance Hangar post storm (2018) allowed for the removal of two projects from the CIP. A grant submittal will be made for the replacement of a 1996 tractor

and lawn mower, the submittal was unsuccessful in 2021. There is a budget shortfall for 2022, reserves from the fund balance will be used to make up the shortage.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Taxes	\$29,878	\$29,967	\$20,000	\$10,000
Intergovernmental	\$341,067	\$562,802	\$78,636	\$844,590
Charges for Services	\$93,982	\$117,942	\$126,845	\$129,932
Miscellaneous Revenue	\$846,248	\$1,584,745	\$9,000	\$7,500
Operating Transfers	\$63,314	\$10,000	\$0	\$0
Total	\$1,374,488	\$2,305,455	\$234,481	\$992,022
Supplies	\$9,392	\$5,314	\$7,850	\$7,750
Other Svcs & Charges	\$274,281	\$222,898	\$184,636	\$185,924
Capital Outlay	\$1,300,166	\$1,810,900	\$155,000	\$820,000
Total	\$1,583,839	\$2,039,112	\$347,486	\$1,013,674

COMMUNITY & ECONOMIC DEVELOPMENT

CITY RENTAL PROPERTY FUND (211)

Fund Description/Services

The Community & Economic Development Department provides management services and oversight for city-owned residential rental properties. The city-owned rental portfolio at one time included nine homes leased at market rate, all located near the Community Center – today there is only one located at 16 SE 1st Street. Program services include:

- Property Maintenance (or demolition)
- Unit Inspections
- Rent collections

2022 Budget Goals & Objectives

- Continue to provide management services – maintaining portfolio until property is vacant and approved for demolition.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Units	8	1	1	1
Occupancy Percent	72%	100%	100%	100%
Unit Turnovers	2	0	0	0

Budget Summary

The budget revenue consists of rent, and expenses include property management, maintenance, and taxes.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$25,598	\$14,848	\$13,900	\$14,100
Total	\$25,598	\$14,848	\$13,900	\$14,100
Supplies	\$380	\$0	\$500	\$500
Other Svcs & Charges	\$15,361	\$10,951	\$8,273	\$7,867
Total	\$15,740	\$10,951	\$8,773	\$8,367

COMMUNITY & ECONOMIC DEVELOPMENT

COMMUNITY DEVELOPMENT ADMINISTRATION FUND (240)

Fund Description/Services

The Community and Economic Development Fund supports the Community and Economic Development Department and its responsibilities associated with public housing, housing assistance, home ownership assistance, housing and commercial rehabilitation, community development and redevelopment, economic development, management of tax abatement projects, property management, special projects, environmental initiatives, and historic preservation. Additionally, the department staff serves as liaisons and provide administrative support to the following boards and commissions: Faribault Housing and Redevelopment Authority, Faribault Economic Development Authority, Elderly Housing Corporation, Heritage Preservation Commission, and Environmental Commission. Division Services include:

- General Department Leadership/Organization/Support
- Department Personnel Management and Supervision
- Budget/Financial Management
- Interdepartmental Relations
- Community Relations

2022 Budget Goals & Objectives

- Continue to work in cooperation with City Council, other city departments, neighboring governmental entities, the Chamber of Commerce, and other organizations to implement Vision 2040, the Downtown Master Plan, and the Comprehensive Plan Update.
- Continue to provide staff support to assigned boards and commissions, working with each to develop and implement work plans that reflect the community goals and City Council priorities.
- Provide leadership on all development related issues and topics in the community – including continued recruitment of quality development, quality housing (MF and SF) developers to address the housing shortages, and projects that enhance the quality of life in Faribault.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Agendas Administered (DRC, PC, HRA, EDA, HPC – does not include City Council or City Council Work Sessions)	80	60	75	50*
Property Management Applications	128	104	100	100
Work Orders Processed	805	750	750	800
Housing Units Rehabbed	10	3	4	4
Design Reviews Conducted	12	14	15	14
Tax Abatement Projects Administered	4	5	6	8

* PC meetings reflected in Planning and Zoning (41910)

Budget Summary

The majority of this budget is related to staffing expenses associated with providing administrative and management duties for all housing, economic development, historic preservation, community development, and special project activities. Expenses include wages, training, software/hardware, expert services, and supplies.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Director	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	1.00	1.00	1.00	1.00	1.00
Department Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II/Department Secretary	1.00	1.00	1.00	1.00	0.00
Administrative Assistant I	0.00	1.00	1.00	1.00	1.00
Administrative Assistant I (Part-Time)	1.00	0.00	0.00	0.00	0.00
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	6.00	7.00	7.00	7.00	6.00
Total Part-Time Employees	1.00	0.00	0.00	0.00	0.00

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Taxes	\$155,980	\$163,472	\$619,541	\$624,726
Franchise Fees	\$50,000	\$0	\$0	\$0
Intergovernmental	\$0	\$0	\$0	\$0
Charges for Services	\$384,791	\$385,659	\$281,132	\$310,143
Miscellaneous Revenue	\$35,826	\$31,361	\$10,000	\$10,000
Operating Transfers	\$0	\$0	\$0	\$0
Total	\$626,597	\$580,491	\$910,673	\$944,869
Personnel Services	\$481,788	\$531,171	\$541,399	\$562,321
Supplies	\$4,052	\$6,134	\$7,450	\$4,950
Other Svcs & Charges	\$42,612	\$19,276	\$34,383	\$36,457
Tax Abatement	\$0	\$0	\$354,939	\$426,275
Operating Transfers	\$200,000	\$0	\$0	\$0
Total	\$728,452	\$556,581	\$938,171	\$1,030,003

COMMUNITY & ECONOMIC DEVELOPMENT

RENTAL HOUSING REHABILITATION (244)

Fund Description/Services

This fund provides for the administration and management of a Rental Rehabilitation program administered by the Faribault Housing and Redevelopment Authority (HRA).

2022 Budget Goals & Objectives

- Approved new program guidelines in mid-2021.
- Market program to qualified owners of rental units.
- Oversee the loan portfolio and fulfill any reporting requirements.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Loans Administered	0	0	2	6
Projects Completed	0	0	2	6

Budget Summary

Budget reflects new loans in 2022.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$6,316	\$5,868	\$1,800	\$3,000
Total	\$6,316	\$5,868	\$1,800	\$3,000
Other Svcs & Charges	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$100,000	\$100,000

COMMUNITY & ECONOMIC DEVELOPMENT

SCDP REVOLVING LOAN FUNDS (247)

Fund Description/Services

This fund provides for the administration, management, and oversight of the 2009 Small Cities Development Program (SCDP) Revolving Loan Fund. This program provides loans and grants to income eligible homeowners wishing to rehabilitate their homes. Commercial property owners in the downtown central business district are also eligible. Funds can be used to address improvements to the exterior of their downtown commercial building and for life/safety improvements. Program funds are made available through the Community Development Block Grant program and/as such, recipients are subject to the regulations established by the US Department of Housing and Urban Development.

In December 2017 the City Council approved a new Spending Plan for the use of these funds – which was approved by DEED. The funds are now dedicated to the removal of slum and blight through the installation of streetscape enhancements and signage.

2022 Budget Goals & Objectives

- Obtain State Historic Preservation Office (SHPO) approval for the use of funds for parking lot and streetscape improvements as identified in the Spending Plan.
- Coordinate with other city departments on the implementation of the Spending Plan.
- Continue to oversee the loan portfolio and fulfill reporting requirements.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Loans Administered	0	0	0	0
Projects Completed	4	2	0	2

Budget Summary

The budget reflects continued implementation of the approved Spending Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$20,981	\$14,552	\$4,764	\$5,864
Total	\$20,981	\$14,552	\$4,764	\$5,864
Other Svcs & Charges	\$253,261	\$60,894	\$84,000	\$84,000
Total	\$253,261	\$60,894	\$84,000	\$84,000

HOUSING & REDEVELOPMENT AUTHORITY

PUBLIC HOUSING FUND (241)

Fund Description/Services

This fund provides for activities associated with managing the 49 low-rent public housing units operated by the Faribault Housing and Redevelopment Authority. Major revenues include an annual operating subsidy from the US Department of Housing and Urban Development (HUD), dwelling rents, and reimbursements from HUD capital fund grants.

2022 Budget Goals & Objectives

- Continue annual purge of waitlist to minimize wait times.
- Continue to make unit/site improvements based on the Green Physical Assessment and REAC inspection findings.
- Complete repositioning of PH and close out PH program.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Rental Units	49	49	49	49
Occupancy Percent	99%	99%	98%	98%
Unit Turnovers	6	4	10	10
Moved on to Market-Rate Housing	1	1	2	0

Budget Summary

The budget is dependent on HUD formulas, rents, and requirement capital improvements based on a HUD approved plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Intergovernmental	\$30,220	\$104,811	\$286,000	\$250,000
Miscellaneous Revenue	\$289,889	\$269,226	\$235,400	\$267,100
Total	\$320,109	\$374,037	\$521,400	\$517,100
Supplies	\$26,838	\$35,331	\$23,000	\$23,000
Other Svcs & Charges	\$328,148	\$393,374	\$536,132	\$500,132
Total	\$354,986	\$428,705	\$559,132	\$523,132

HOUSING & REDEVELOPMENT AUTHORITY

CRV REHABILITATION PROGRAM (254)

Fund Description/Services

This fund provides for the administration and management of a down payment assistance program to assist mobile home owners in the upgrading of their mobile homes. The program funds came from an award through the Minnesota Housing Finance Agency, in 2002, 2004, and 2008 – in connection with a Community Revitalization Fund (CRV) agreement. The agreement has since expired.

2022 Budget Goals & Objectives

- Work with Minnesota Housing Finance Agency to renew an agreement that will allow the HRA to re-initiate the program under current rules and regulations.
- Once an agreement is in place, market the program to qualified owners of mobile/manufactured homes.
- Oversee the loan portfolio and fulfill any reporting requirements.
- Provide down payment assistance to 5 households.

Fund Statistics

	2019 Actual	2020 Projected	2021 Estimated	2022 Estimated
Loans Administered	0	0	0	5
Projects Completed	0	0	0	5

Budget Summary

No new revenue or expenses as the program has expired.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$670	\$1,408	\$500	\$750
Total	\$670	\$1,408	\$500	\$750
Other Svcs & Charges	\$46	\$85	\$0	\$0
Total	\$46	\$85	\$0	\$0

HOUSING & REDEVELOPMENT AUTHORITY

HOUSING & REDEVELOPMENT AUTHORITY FUND (280)

Fund Description/Services

This fund provides for the activities of the Faribault Housing and Redevelopment Authority (HRA) whose responsibilities generally include home ownership, property management, housing rehabilitation and related public improvements and land acquisitions. These programs are administered by the Community Development Department, which serves on a contractual basis, as agent for the HRA. Primary responsibilities include:

- Provide staff support to the Faribault Housing and Redevelopment Authority
- Administer housing programs and studies
- Manage city-owned rental property
- Administer Public Housing program
- Manage Robinwood Manor Apartments
- Manage HRA housing programs
- Conduct special studies and reports on housing matters
- Manage redevelopment projects

2022 Budget Goals & Objectives

- Continue to find partnerships and programming opportunities to address identified housing needs in Faribault.
- Maintain high occupancy rates.
- Monitor impact of new rental housing development on apartment demand.
- Increase homeownership opportunities for low/mod income households.
- Complete the sale or redevelopment of 1116 2nd Street NW.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Meetings	13	12	11	12
Resolutions	8	8	8	9
Programs Administered	8	8	7	11

Budget Summary

The HRA budget is funded through the HRA Levy. The largest expense is the Indirect Cost Allocation that the HRA pays to the City to cover staffing costs. Programs are funded through fund reserves and levy dollars which must be used for housing and redevelopment programs.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Taxes	\$227,823	\$252,049	\$295,900	\$309,820
Intergovernmental	\$82	\$33	\$0	\$0
Charges for Services	\$116,407	\$125,908	\$125,734	\$125,734
Miscellaneous Revenue	\$35,899	\$33,152	\$11,000	\$26,437
Sale of Capital Assets	\$0	\$0	\$0	\$0
Total	\$380,211	\$411,143	\$432,634	\$461,991
Other Svcs & Charges	\$305,929	\$564,339	\$422,436	\$599,061
Capital Outlay	\$0	\$1	\$30,000	\$0
Total	\$305,929	\$564,340	\$452,436	\$599,061

ECONOMIC DEVELOPMENT AUTHORITY

INDUSTRIAL DEVELOPMENT REVOLVING LOAN FUND (243)

Fund Description/Services

This program provides installment loans for industrial development related projects that add quality jobs and increase the local tax base. Eligible use of funds includes: land/building acquisition, new construction or rehabilitation, purchase of equipment/machinery, and site improvements. Eligible properties must be located in an industrial park or industrial zoning districts.

2022 Budget Goals & Objectives

- Market program to existing businesses, lenders, and business prospects.
- Provide loans to assist in industrial business growth, retention, and the attraction of new industrial development to the City.

Fund Statistics

	2019 Actual	2020 Projected	2021 Estimated	2022 Estimated
Loans Administered	2	4	5	6
New Loans	1	1	1	1
Jobs Created/Retained	20	195	210	250

Budget Summary

The budget reflects loan repayments and new loan activity.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$9,858	\$10,870	\$3,000	\$3,900
Total	\$9,858	\$10,870	\$3,000	\$3,900
Other Svcs & Charges	\$65,786	\$11,000	\$100,000	\$100,000
Total	\$65,786	\$11,000	\$100,000	\$100,000

ECONOMIC DEVELOPMENT AUTHORITY

FEDERAL INVESTMENT REVOLVING LOAN FUNDS (248)

Fund Description/Services

This loan program is funded by the Federal Government and distributed through the State of Minnesota. In the past, the City of Faribault successfully applied for Federal Investment Funds to support specific business growth and expansion projects. Once funds were awarded to the City – the City provided low interest industrial development loans to support private efforts to establish new, expansion of, or relocation of industries. Including job creation and retention of quality employment, and expansion of the property tax base – retaining a percentage of the loan payments. Reuse of program funds are governed by federal rules and regulations, which include federal LMI and prevailing wage. While there are a number of eligible uses for the funds, industries are not interested in accessing the program due to the added costs that the federal rules add to an overall project both short- and long-term.

2022 Budget Goals & Objectives

- Pursue reclassification of funds, to allow for more flexible use of dollars to achieve economic and community development goals.

Fund Statistics

	2019 Actual	2020 Projected	2021 Estimated	2022 Estimated
Loans Administered	3	3	3	3
New Loans	0	0	0	0
Jobs Created/Retained	0	0	0	0

Budget Summary

No new activity is reflected in the budget.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$20,930	\$19,446	\$9,000	\$9,000
Total	\$20,930	\$19,446	\$9,000	\$9,000
Loans	\$0	\$0	\$0	\$0
Other Svcs & Charges	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

ECONOMIC DEVELOPMENT AUTHORITY

MINNESOTA INVESTMENT REVOLVING LOAN FUND (249)

Fund Description/Services

This program is funded through State of Minnesota economic development grants provided to the City. The City uses the awards for low interest industrial development loans in support of private efforts to establish new, expansion of, or relocation of industries. Wage and job creation are required with new loans. Eligible use of funds includes: land acquisition, purchase of equipment, and site improvements. The Economic Development Authority (EDA) retains a percentage of the loan payments as a local revolving loan fund for industrial development in the City. All loans must meet the State of Minnesota's reuse policy.

In 2018, the City took advantage of the One-Time Exception offered by the State of Minnesota, to return 20-percent of the fund balance, retaining 80-percent of the funds with no reuse requirements. \$638,165 is now available for other EDA programming. This fund is being replenished through loan payments.

2022 Budget Goals & Objectives

- Continue to administer existing loans.
- Continue to let fund balance replenish – so funds can support future industrial/qualified business development.

Fund Statistics

	2019 Actual	2020 Projected	2021 Estimated	2022 Estimated
Loans Administered	12	12	12	12
New Loans	0	0	0	0
Jobs Created/Retained through the award of MIF funds	20	20	20	20

Budget Summary

No new activity is projected in the 2022 budget.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$270	\$437	\$50	\$200
Total	\$270	\$437	\$50	\$200
Other Svcs & Charges	\$41,166	\$0	\$0	\$0
Total	\$41,166	\$0	\$0	\$0

ECONOMIC DEVELOPMENT AUTHORITY

ECONOMIC DEVELOPMENT AUTHORITY ADMINISTRATION FUND (290)

Fund Description/Services

This fund provides for the activities of the Faribault Economic Development Authority (EDA) whose responsibilities broadly include industrial development and redevelopment, business recruitment and retention, commercial rehabilitation, marketing, workforce development, and the administration of tax increment financing districts. These programs are administered by the Community Development Department, which serves as agent for the EDA. Department services include:

- Implementation of the annual Economic Development Work Plan.
- Development and Administration of Economic Development Programs.
- Economic Development Marketing.
- Administration of Industrial and Commercial Development Financial Assistance Programs.
- Development and Administration of Downtown Revitalization Programs.
- Business and Workforce Development, Recruitment, and Support.

2022 Budget Goals & Objectives

- Implement approved 2022 Work Plan.
- Continue successful programs for business recruitment, business development, and business growth.
- Enhance economic development marketing – actively marketing Faribault as a part of the region/state.
- Actively engage in work force development initiatives.
- Support housing initiatives as it relates to workforce and employment.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Meetings*	16	16	14	12
Resolutions	33	25	30	20
Business Assistance Programs Awards	19	15	15	15

*Includes regular EDA meetings and Committee meetings.

Budget Summary

The EDA revenue comes from the EDA levy. The levy funds administrative activities and programming. The fund balance is intended to be used for programs related to gateways, available land, and projects that spur development and grow quality jobs in the community.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Taxes	\$223,282	\$247,023	\$289,982	\$303,623
Intergovernmental	\$65	\$33	\$0	\$0
Charges for Services	\$13,525	\$18,907	\$2,500	\$2,500
Miscellaneous Revenue	\$23,692	\$12,219	\$2,883	\$6,083
Transfer In	\$200,000	\$0	\$0	\$0
Total	\$460,564	\$278,182	\$295,365	\$312,206
Supplies	-\$427	\$10	\$400	\$400
Other Svcs & Charges	\$268,906	\$415,911	\$1,006,819	\$1,006,819
Transfer Out	\$263,314	\$0	\$0	\$0
Total	\$531,792	\$415,921	\$1,007,219	\$1,007,219

ECONOMIC DEVELOPMENT AUTHORITY

ECONOMIC DEVELOPMENT AUTHORITY REVOLVING LOAN FUND (292)

Fund Description/Services

This program provides payable and forgivable loans for eligible economic development projects. Originally the program only funded site improvements to projects located within a primary transportation corridor that would result in the visual enhancement of the property and ultimately of the community. In 2012 the Economic Development Authority expanded this program to also provide low interest loans for facade improvements in the Downtown Business District. In addition, in 2021 the Economic Development Authority authorized and funded the Economic Development Incentive Program (EDIP). Today the Program services include:

- Loans and grants for site improvements for projects located within a primary transportation corridor that provide visual enhancement of the property.
- Micro loans for facade improvements in the Downtown Business District.
- Economic Development Incentives for business in targeted industries.

2022 Budget Goals & Objectives

- Market and promote the program to eligible applicants, to promote greater usage of the program as a means to support business growth and implement the EDA's work plan initiatives.
- Provide loan monitoring and administration of existing loans.
- Develop and recommend specific loan programs that further the City and EDA's goals and leverage other programs/initiatives/opportunities.
- Identify an ongoing funding source for the Fund.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Loans Administered	21	21	21	21
New Loans	5	5	5	5

Budget Summary

The budget reflects loan repayments and new loans approved by the EDA.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Miscellaneous Revenue	\$14,756	\$15,768	\$6,907	\$9,607
Total	\$14,756	\$15,768	\$6,907	\$9,607
Other Svcs & Charges	\$0	\$47,000	\$100,000	\$100,000
Total	\$0	\$47,000	\$100,000	\$100,000

ECONOMIC DEVELOPMENT AUTHORITY

TAX INCREMENT DISTRICT FUNDS (263-272)

Description/Services

This component unit activity is the Faribault Economic Development Authority's tax increment project fund. This account group includes the management of tax increment projects which have been approved for funding and the disbursement of tax increments for service of debt and pay-as-you-go payments on previously approved projects. In addition, this account group may provide legal services, consultant services and administrative costs associated with processing tax increment financing requests.

2022 Budget Goals & Objectives

- Administer TIF Districts

Fund Statistics

	2019 Actual	2020 Projected	2021 Estimated	2022 Estimated
TIF Districts Maintained	4	7	7	7
TIF Projects Maintained	4	7	7	7

Budget Summary

All TIF districts are dependent on taxes generated, collected, and paid per approved agreements.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Tax Increment	\$183,095	\$184,623	\$202,108	\$347,662
Total	\$183,095	\$184,623	\$202,108	\$347,662
Other Svcs & Charges	\$200,039	\$486,124	\$918,862	\$430,363
Total	\$200,039	\$486,124	\$918,862	\$430,363

DEBT SERVICE FUNDS

Debt Service funds are used to account for the accumulation of resources for and the payment of principal, interest, and related costs on long-term general obligation debt of governmental funds.

FINANCIAL ADMINISTRATION

DEBT SERVICE FUNDS (344-360)

Description/Services

This fund is used for the collection of ad valorem taxes and revenues from other sources for the payment of principal, interest and fiscal agent fees of general obligation bonds and special assessment bonds.

- Collection of property tax revenue.
- Recording/tracking of special assessments for deferred special assessment revenue and collection of special assessments.

2022 Budget Goals & Objectives

- Update projected repayments and reserve requirements to maturity on each outstanding bond issue.
- Continue to monitor debt levy and project future levy as needed.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Outstanding Debt	\$35,085,719	\$32,092,719	\$29,032,719	\$26,016,418
Total General Obligation Debt	\$8,870,000	\$7,950,000	\$8,515,000	\$7,410,000
Total GO Special Assessment Debt	\$2,405,000	\$2,185,000	\$1,965,000	\$1,740,000
Total GO Revenue Debt	\$23,275,719	\$20,191,418	\$19,997,719	\$16,836,418
Total GO Equipment Certificates	\$535,000	\$300,000	\$60,000	\$30,000

Budget Summary

The current year budget was designed to account for the annual principal and interest payments and agent fees in accordance with the bond covenants.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Taxes	\$1,039,609	\$1,060,307	\$1,375,329	\$1,371,234
Miscellaneous Revenue	\$466,061	\$247,872	\$254,197	\$123,100
Transfer In	\$25,000	\$25,000	\$25,000	\$25,000
Total	\$1,530,670	\$1,333,178	\$1,654,526	\$1,519,334
Other Svcs & Charges	\$802	\$4,297	\$0	\$0
Debt Service	\$1,597,510	\$1,627,475	\$1,621,504	\$1,940,823
Transfer Out	\$0	\$0	\$0	\$0
Total	\$1,598,312	\$1,631,772	\$1,621,504	\$1,940,823

CAPITAL PROJECT FUNDS

Capital Project Funds are used to report major capital acquisitions and construction separate from ongoing operating activities.

ENGINEERING

STREET IMPROVEMENT PROJECTS FUND (401)

Fund Description/Services

The Street Improvement Projects Fund 401 provides the City's cost share on street reconstruction, overlay and sidewalk projects, as well as other miscellaneous projects as approved. Individual project funds are established for significant roadway improvement projects, using Funds 450-499. The City's goal is to program street improvements using a 50-60-year life cycle, wherein streets are reconstructed after 50-60 years, with overlays at about years 20-25 and 35-40. Multiple funding sources are needed to sustain this program including special assessments.

The City receives an annual allocation from the State of Minnesota for use on the City's Municipal State Aid (M.S.A.) street system. These monies come from constitutionally dedicated taxes on motor fuels and vehicles, and a statutorily dedicated portion of the revenue from the state motor vehicle sales tax. M.S.A. construction funds are used for the construction, reconstruction, and overlay of streets designated on the City's M.S.A. system as well as any cooperative construction projects with the State of Minnesota or Rice County. FHWA funding as well as other potential State funding is available on a competitive basis, for which the City is required to submit applications for specific projects.

2022 Budget Goals & Objectives

- Construct local infrastructure improvement projects and provide City share of funding for projects identified in the 2022 Capital Improvement Plan and Adopted Budget (Funds 401 & 450-499)
 - ~ Local and/or M.S.A. Street Reconstruction Projects
 - ~ Local and/or M.S.A. Street Overlays and Sidewalks
 - ~ Downtown Area Parking Lot and Alley Improvements
 - ~ Other Miscellaneous Projects as designated

Budget Summary

Revenue sources for 2022 include a proposed \$650,000 of the franchise fees collected on water, sewer, gas and electric utilities; \$100,000 of the Municipal State Aid maintenance allotment; special assessments to benefiting properties in accordance with the Community Management Plan and Minnesota Statutes Chapter 429; and the use of unallocated/excess fund balance as required. Replacement of municipal utilities as part of street improvement projects are paid for from the respective utility fund (Water-601, Sanitary Sewer-602, and Storm Sewer-603).

The City has been successful in receiving federal aid and state funds in the past to assist with the funding of a number of projects, and we need to continue to pursue those opportunities when appropriate, as well as other grant funding programs that become available. Due to the COVID-19 pandemic and a significant drop in state gas tax revenue for the Highway User Tax Distribution Fund (HUTDF), as well as a number of new cities being added to the municipal state aid system, the allotment for the City's Municipal State Aid Street System is projected to decrease in the coming years unless additional revenue such as an increase in the gas tax is implemented.

Revenues/Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Taxes	\$591,107	\$495,440	\$0	\$0
Intergovernmental	\$9,636,066	\$1,816,044	\$3,347,229	\$1,201,718
Miscellaneous Revenue	\$976,165	\$858,684	\$1,048,168	\$1,471,900
Other Sources	\$2,479,514	\$2,204,657	\$250,000	\$250,000
Total	\$13,682,852	\$5,374,826	\$4,645,397	\$2,923,618
Other Svcs & Charges	\$46,034	\$119,003	\$51,429	\$51,429
Capital Outlay	\$14,149,843	\$4,997,776	\$4,330,526	\$2,128,034
Total	\$14,195,876	\$5,116,779	\$4,381,955	\$2,179,463

PARKS AND RECREATION

PARK IMPROVEMENT FUND (404)

Fund Description/Services

This activity provides for major facilities and equipment improvements for City park facilities. Fees are collected on building permits for new construction and new subdivision lot development. These fees are dedicated for the purpose of park improvements. A portion of the utility franchise fees by the City are also allocated to this fund for park improvements. Facilities and equipment improvements include:

- Park Buildings
- Playgrounds
- Athletic Fields
- Recreational Trails
- Parkland Site Improvements

2022 Budget Goals & Objectives

- To complete construction of Fleckenstein Bluffs Park.
- To add playground equipment in Waupacuta Park.
- To complete CIP projects as approved.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Parkland Dedication Fees (Single housing starts)	17	20	22	25

Budget Summary

This budget is used for new park construction projects. General maintenance is not allowed out of Parkland Dedication funds. Waupacuta Park is scheduled for playground replacement in 2022.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Taxes	\$98,550	\$99,079	\$0	\$0
Miscellaneous Revenue	\$265,250	\$341,441	\$333,100	\$337,600
Transfer In	\$200,000	\$590,911	\$0	\$0
Total	\$563,800	\$1,031,431	\$333,100	\$337,600
Capital Outlay	\$95,569	\$860,301	\$830,000	\$670,000
Total	\$95,569	\$860,301	\$830,000	\$670,000

FINANCIAL ADMINISTRATION

CAPITAL REPLACEMENT FUND (431)

Fund Description/Services

This activity accounts for the replacement of major capital replacement items for General Fund departments. This fund was developed in order to eliminate fluctuations in departmental operating budgets from year to year due to capital outlay purchases. Capital items with a cost of \$5,000 or more are budgeted in this fund.

2022 Budget Goals & Objectives

- Provide for the replacement of equipment as identified in the five-year Capital Improvement Plan.
- Provide for project financing as identified in the five-year Capital Improvement Plan.

Budget Summary

The Capital Improvement Plan has been prepared and adopted with the corresponding budget. Detail information on capital expenditures can be found in the 2022-2026 Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Taxes	\$123,427	\$149,603	\$0	\$0
Miscellaneous Revenue	\$139,792	\$81,146	\$55,000	\$36,000
Other Sources	\$94,320	\$245,420	\$0	\$0
Total	\$357,538	\$476,169	\$55,000	\$36,000
Capital Outlay	\$826,150	\$1,047,133	\$446,120	\$1,328,362
Total	\$826,150	\$1,047,133	\$446,120	\$1,328,362

FINANCIAL ADMINISTRATION

PUBLIC FACILITIES FUND (437)

Fund Description/Services

This Fund accounts for the maintenance of City buildings and other improvements such as parking lots of General Fund departments. This fund was developed in order to eliminate fluctuations in departmental operating budgets from year to year due to capital outlay purchases.

2022 Budget Goals & Objectives

- Provide for the maintenance of City buildings and facilities as identified in the five-year Capital Improvement Plan.
- Provide for project financing as identified in the five-year Capital Improvement Plan.

Budget Summary

The Capital Improvement Plan has been prepared and adopted with the corresponding budget. Detail information on capital expenditures can be found in the 2022-2026 Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Taxes	\$147,729	\$148,664	\$0	\$0
Miscellaneous Revenue	\$227,790	\$718,086	\$182,000	\$200,000
Other Sources	\$385,670	\$800,442	\$25,000	\$25,000
Total	\$761,189	\$1,667,192	\$207,000	\$225,000
Capital Outlay	\$1,300,427	\$1,989,255	\$518,969	\$686,127
Total	\$1,300,427	\$1,989,255	\$518,969	\$686,127

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public is financed or recovered primarily through user charges.

PUBLIC WORKS

WATER UTILITY FUND (601)

Fund Description/Services

This activity provides for the operation of the water system so that a continuous quality supply of water is furnished to customers at a reasonable cost. The water supply is maintained at proper pressure levels and bacteria free. Metering devices are also maintained to account for usage.

Production, treatment, and distribution of potable water for the residents, businesses, and institutions in the City of Faribault. Water is pumped from five municipal wells. The distribution system also provides the general fire protection system (hydrants) for the city. This division works closely with the Engineering Division on municipal utility improvement projects, and is also responsible for City utility locates under the Gopher State One Call system.

2022 Budget Goals & Objectives

- Operation of the recently constructed Water Treatment Plant.
- Installation of water meters and replacement of a portion of the meter radios.
- Continue to identify areas of the system that need improvements and incorporate data into future CIP's.
- Continue to install water sampling stations throughout the system for collecting MDH samples.
- Demolition of old 1-million-gallon ground storage reservoir.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Miles of Water Mains	141	141	142	142
Water Pumped (Billion Gallons)	1.35	1.35	1.35	1.35
Water Main Breaks Repaired	16	16	15	14
Water Meters (New installs)	60	60	45	50
Hydrants Replaced/Repaired	25	25	20	20
Valves Exercised	200	200	200	200

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Foreperson	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	2.00	2.00	2.00	2.00	2.00
Utility Clerk (Part-Time)	1.00	0.00	0.00	0.00	0.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
Total Part-Time Employees	1.00	0.00	0.00	0.00	0.00

*Superintendent is split 50/50 between Water and Sewer (listed under Sewer).

Budget Summary

Annual base rates have been increased since 2017 to offset increasing operating costs. The Water Fund had the first of four planned increases in the base rates (16.5%) and consumption rates (4%) in 2019. These increases occurred annually through 2022 to cover the debt service for the construction of the Water Treatment Plant. The funding source for the construction is a 20-year (\$10M) low-interest (1%) loan from the Public Facilities Authority.

The Water Department will need to continue to address upcoming service demands on the system. Evaluation of the need from additional trunk main upgrades in the area will need to be done to ensure adequate pressure and flow are available. Water meter radios will need to be upgraded over the next several years to be compatible with the recently upgraded software reading system. Capital Outlay, included in the budget, is for various projects as described in further detail in the City's Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Charges for Services	\$3,161,829	\$3,529,388	\$3,656,925	\$3,902,687
Miscellaneous Revenue	\$284,073	\$251,426	\$51,700	\$125,700
Other Sources	\$33,000	\$600,157	\$0	\$0
Total	\$3,478,902	\$4,380,971	\$3,708,625	\$4,028,387
Personnel Services	\$551,649	\$525,031	\$597,379	\$579,493
Supplies	\$299,142	\$348,831	\$349,460	\$348,300
Other Svcs & Charges	\$1,228,308	\$1,300,025	\$1,793,461	\$1,723,374
Capital Outlay	\$1,432	\$14,076	\$1,828,811	\$1,969,500
Other Uses	\$186,089	\$144,306	\$653,043	\$653,383
Total	\$2,266,620	\$2,332,269	\$5,222,154	\$5,274,050

PUBLIC WORKS

SEWER UTILITY FUND (602-49450)

Department Description/Services

This activity provides that all City sanitary sewer mains are inspected and cleaned to assure proper operation. The sanitary sewer collection system is comprised of sewer mains and lift stations which transport waste to the Water Reclamation Facility.

Under the direction of the Utilities Superintendent, the primary services provided by this division are:

- The collection and conveyance of wastewater from properties to the Water Reclamation Facility for treatment.
- Maintenance of the system includes systematic cleaning of the lines, along with preventative maintenance of the eleven (11) lift stations.

This division works closely with the Engineering Department on municipal utility improvement projects, and is also responsible for City utility locates under the Gopher State One Call system.

2022 Budget Goals & Objectives

- Maintain the 130 miles of the sanitary sewer collection system, cleaning approximately one-third of the City's lines (along with identified problem segments) each year.
- Continue to video inspect problem areas of the system to identify areas for sanitary sewer lining project.
- Identify sanitary sewer structures that need rehabilitation.
- Replacement of medium duty service truck.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Miles of Sewer	129	129	130	130
Miles of Sewer Mains Cleaned	50	50	50	50
Number of Lift Stations	11	11	11	11
Sewer Backups	12	12	12	10

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	3.50	3.50	3.50	3.50	3.50
Total Full-Time Employees	4.50	4.50	4.50	4.50	4.50

*Superintendent is split between Water and Sewer.

WATER RECLAMATION FACILITY (602-49480)

Department Description

This activity provides for the operation of the Water Reclamation Facility (WRF) which collects and treats all waste water from the collection system. The system maintaining treatment units including screening, grit removal, clarifiers, filters, UV disinfection, activated sludge system, sludge pumps and anaerobic digesters. Also included is the disposal (land application) of biosolids (sludge) from the treatment process.

Under the direction of the WRF Superintendent, the primary services provided by this division are:

Receive and treat all municipal wastewater, in compliance with the facility's discharge permit. Meet limits for Biological Oxygen Demand (BOD) Removal, Total Suspended Solids (TSS) Removal, and a 1 mg/l Phosphorus Limit, along with other permit limits. Collect, treat, and dispose of bio-solids (sludge) resulting from the treatment process. Maintain compliance with permit requirements for land application of the bio-solids. Manage the Significant Industrial User (SIU) discharge contracts for major industries within the City, including permit compliance and calculation of charges. This division also manages the seasonal yard waste site that is located at the facility.

2022 Budget Goals & Objectives

- Land apply approximately six (6) million gallons of bio-solids.
- Replace Variable Speed Frequency (VFD) drives.
- Complete a treatment alternatives analysis to identify the scope of future improvements.
- Continue to meet the reduced seasonal phosphorus discharge limit.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Gallons of Wastewater Treated (Billions)	1.5	1.5	1.5	1.5
Average Daily Flow (MGD)	4.5	4.5	4.5	4.5
Average BOD Removal %	98	98	98	98
Average TSS Removal %	90	90	90	90

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Treatment Plant Operator	4.00	4.00	4.00	4.00	4.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00

Budget Summary

The sewer collection department provides maintenance of the sanitary sewer system while continuing to look for ways to increase operational efficiency, technology will continue to play a role in the process. There will be a continued need to assess both staffing levels and equipment requirements as needs of the system change. Aging infrastructure will need to be identified and addressed by applying techniques such as pipe lining to extend lifecycles.

Some significant increases in certain budget line items (such as utilities and chemicals) have resulted following the addition or upgrade of systems within the Water Reclamation Facility. The lower seasonal Phosphorus limit has caused an increase to the chemical budget. Annual sludge production has also increased approximately 20%, resulting in increased costs for disposal (land applied under contract services). Close monitoring of the budget line for equipment maintenance for the facility will need to occur, as equipment added in the 2010 upgrade ages. A proposed treatment alternatives analysis will assist the development of future CIP's.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Charges for Services	\$6,272,534	\$6,546,425	\$5,635,000	\$5,385,000
Miscellaneous Revenue	\$442,877	\$412,855	\$77,000	\$205,000
Other Sources	\$226,379	\$76,287	\$0	\$0
Total	\$6,941,790	\$7,035,568	\$5,712,000	\$5,590,000
Sewer				
Personnel Services	\$461,469	\$484,869	\$487,469	\$534,707
Supplies	\$51,504	\$72,841	\$63,625	\$63,325
Other Svcs & Charges	\$634,556	\$754,303	\$782,538	\$788,643
Capital Outlay	\$24,987	\$15,968	\$1,396,870	\$999,500
Other Uses	\$139,855	\$105,000	\$105,000	\$105,000
Total	\$1,312,370	\$1,432,981	\$2,835,502	\$2,491,175
Water Reclamation Facility				
Personnel Services	\$855,860	\$948,345	\$944,529	\$967,512
Supplies	\$363,747	\$436,193	\$371,050	\$377,050
Other Svcs & Charges	\$2,104,154	\$2,108,825	\$2,418,061	\$2,454,643
Capital Outlay	\$0	\$0	\$2,165,000	\$145,000
Other Uses	\$454,015	\$427,580	\$1,602,603	\$1,602,156
Total	\$3,777,774	\$3,920,942	\$7,501,243	\$5,546,361

PUBLIC WORKS

STORM WATER UTILITY FUND (603)

Department Description/Services

This activity provides for the operation, maintenance and repair of the storm water conveyance system and implementation of the city-wide Stormwater Pollution Prevention Program (SWPPP) for compliance with the NPDES Municipal Separate Storm Sewer System (MS4) permit program, which authorized the city to discharge stormwater runoff. Infrastructure and storm water facilities are properly maintained to manage, convey and treat storm water runoff. In addition, infrastructure improvements are constructed and repaired as may be deemed necessary.

Implementation of the City SWPPP for compliance with the MS4 permit. Implements a land disturbance permit and enforcement program to ensure development and re-development projects (private and public) comply with the city's pollution prevention and stormwater management requirements. Evaluates technical plans and documents and provides site plan review for public and private projects. Implements an illicit discharge detection and elimination (IDDE) and enforcement program to locate and eliminate illegal discharges and connections to the city's storm water drainage system. Implements a public education and outreach program and municipal stormwater pollution prevention/good housekeeping program. Seeks and obtains Federal and State funding that may be available for the completion of storm water capital improvement projects. Inspects, maintains, and repairs the storm water drainage system, including structural storm water practices (e.g. ponds, underground storage and filtration systems). Ensures the City is in compliance with applicable storm water regulations.

2022 Budget Goals & Objectives

- Continue to establish a maintenance schedule for stormwater ponds.
- Rehabilitate and repair stormwater structures (catch basins, manholes, inlet and outlets).
- Collaborate between Public Works and Engineering under the recently revised stormwater program model to perform inspections of stormwater infrastructure and MS4 permit compliance.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Infrastructure Maintenance: Repair, Debris Removal, Inspections (Hours)	1,500	1,500	1,500	1,500
Permit Program Implementation & Enforcement (Number of Inspections)	1,200	960	1,000	1,100
Land Disturbance Permits Issued	32	31	25	25
Total Miles of Storm Sewer Pipe	88	88	88	88
Storm Sewer Structures: Catch Basins, Manholes, Inlets, Outlets	3,970	3,970	3,990	4,100
Structural Stormwater Facilities (Public)	36	36	37	38

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Water Quality Specialist	1.00	1.00	0.00	0.00	0.00
Engineering Technician III	0.00	0.00	1.00	1.00	0.00
Water/Sewer Operator II	0.50	0.50	0.50	0.50	0.50
Total Full-Time Employees	1.50	1.50	1.50	1.50	0.50

Budget Summary

One of the biggest challenges the division will face will be the full implementation of the Stormwater Program for compliance with the MS4 permit. Additionally, the pollutant waste load allocations assigned to the City stormwater system as a result of the recent Federal approval of the Cannon River Watershed Total Maximum Daily Load (TMDL) report will be of concern.

In addition to the regulatory requirements, system operation and maintenance will impact future budgets. Stormwater rates were increased in 2021 by \$0.55 (14.5%) per residential lot equivalent. The same increase is proposed for 2022 to address increased maintenance and program compliance costs.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Preliminary
Charges for Services	\$851,195	\$990,687	\$1,120,643	\$1,282,004
Miscellaneous Revenue	\$113,614	\$79,294	\$22,500	\$40,500
Other Sources	\$354,896	\$41,691	\$0	\$0
Total	\$1,319,705	\$1,111,672	\$1,143,143	\$1,322,504
Personnel Services	\$203,304	\$196,022	\$234,495	\$249,496
Supplies	\$28,920	\$41,472	\$36,600	\$38,650
Other Svcs & Charges	\$373,780	\$444,188	\$563,442	\$572,282
Capital Outlay	\$2,968	\$20,040	\$665,000	\$1,050,000
Other Uses	\$0	\$0	\$0	\$0
Total	\$608,973	\$701,721	\$1,499,537	\$1,910,428

INTERNAL SERVICE FUNDS

Internal Service Funds provide centralized services primarily to other funds, departments or agencies of the City of Faribault. These services are provided on a cost reimbursement basis and are recovered through fees and charges.

FINANCIAL ADMINISTRATION

WORKER'S COMPENSATION FUND (704)

Fund Description/Services

This fund provided for self-insurance of employee's workers compensation claims and related administrative expenses. In 2013 the city moved from self-insurance to a full-insured plan through the League of Minnesota Cities. The budget includes an estimated number of claims and administrative expenses for run-out claims preceding the move from self-insured to fully-insured. This Fund will be closed upon finalizing the handful of old pre-existing worker's compensation claims.

Budget Summary

Other Services and Charges cover medical claims, indemnity claims and professional services for the handling of open claims. The City receives Worker's Compensation coverage through the League of Minnesota Cities Insurance Trust. The 2022 budget reflects a minimal amount expensed for run-out claims and revenue generated from interest earnings. Premiums will be expensed directly from the fund and/or department insured.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$23,721	\$7,916	\$5,000	\$4,000
Other Sources	\$0	\$0	\$0	\$0
Total	\$23,721	\$7,916	\$5,000	\$4,000
Other Svcs & Charges	\$39,487	\$0	\$79,500	\$79,500
Other Uses	\$0	\$0	\$0	\$0
Total	\$39,487	\$0	\$79,500	\$79,500

FINANCIAL ADMINISTRATION

PROPERTY LIABILITY FUND (705)

Description/Services

City insurance coverage is provided through the League of Minnesota Cities Insurance Trust. Currently, the coverage has a \$50,000 deductible.

- Coordinate property/liability insurance
- Risk Management

Budget Summary

Deductibles or claims under \$50,000 are paid from this fund. Miscellaneous revenues reflect the annual dividend paid by the League of Minnesota Cities Trust Fund. Annual premiums are paid directly from the individual fund and/or department with claims and deductibles paid from this fund.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Charges for Services	\$0	\$10,340	\$47,000	\$47,000
Miscellaneous Revenue	\$54,159	\$27,425	\$8,000	\$2,600
Total	\$54,159	\$37,764	\$55,000	\$49,600
Other Svcs & Charges	\$125,328	\$36,207	\$100,000	\$100,000
Other Uses	\$0	\$0	\$0	\$0
Total	\$125,328	\$36,207	\$100,000	\$100,000

AGENCY FUNDS

Agency Funds are used to account for assets held by the City as an agent for private organizations and for the various funds of other governmental units, most notably the Elderly Housing Corporation and Robinwood Manor.

COMMUNITY & ECONOMIC DEVELOPMENT

ELDERLY HOUSING CORPORATION FUND (897)

Fund Description/Services

This fund provides for the activities of the Elderly Housing Corporation whose responsibilities include the support of affordable senior housing located at Robinwood Manor. Property management services are provided by the Faribault Housing and Redevelopment Authority which contracts with the Elderly Housing Corporation through the Community Development Department for management. The fund supports:

- Operations for Robinwood Manor, a 51-unit apartment building
- Affordable housing for income-qualified elderly and disable tenants

2022 Budget Goals & Objectives

- Continue to maintain high occupancy levels.
- Correct deficiencies identified during HUD REAC inspections to increase REAC scores.
- Continue to maintain and improve the building to increase its useful life and its components.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Units	51	51	51	51
Occupancy Percent	93%	98%	99%	98%
Unit Turnovers	13	12	5	8

Budget Summary

The Elderly Housing Corporation is the 501(C)3 non-profit organization created by the HRA to develop and own Robinwood Manor Apartments. This is the General Fund for the EHC.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Miscellaneous Revenue	\$15,589	\$14,322	\$2,200	\$7,300
Total	\$15,589	\$14,322	\$2,200	\$7,300
Other Svcs & Charges	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

COMMUNITY & ECONOMIC DEVELOPMENT

ROBINWOOD MANOR FUND (898)

Fund Description/Services

Robinwood Manor Apartments is a 51-unit apartment building located at 1324 Prairie Avenue that provides subsidized rental units for individuals 62 years of age or older and/or disabled persons. Rents are based upon thirty percent (30%) of the residents' adjusted annual income. The complex is owned by the Elderly Housing Corporation with management services provided by the Faribault Housing and Redevelopment Authority which contracts with the City through the Community Development Department. Services provided are affordable rental housing for independent income-qualified elderly and disabled tenants.

2022 Budget Goals & Objectives

- Continue to maintain high occupancy levels.
- Correct deficiencies identified during HUD REAC inspections to increase REAC scores.
- Continue to maintain and improve the building to increase its useful life and its components.

Fund Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Number of Units	51	51	51	51
Occupancy Percent	93%	98%	99%	98%
Unit Turnovers	10	10	5	8

Budget Summary

The budget is dependent on HUD formulas, rents, and necessary capital improvements to maintain and improve the building.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Proposed
Intergovernmental	\$167,353	\$246,692	\$240,191	\$239,842
Miscellaneous Revenue	\$196,842	\$199,434	\$236,635	\$253,642
Total	\$364,195	\$446,126	\$476,826	\$493,484
Supplies	\$18,762	\$15,059	\$21,500	\$23,000
Other Svcs & Charges	\$310,144	\$432,011	\$394,902	\$371,662
Total	\$328,906	\$447,070	\$416,402	\$394,662

SUPPORTING DATA

The following data provides information for the number of personnel employed by the City of Faribault, a summary of wages and benefits, retirement, health insurance, and additional employee benefits.

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
<u>ADMINISTRATION</u>					
ADMINISTRATION (41320)					
City Administrator	1.00	1.00	1.00	1.00	1.00
City Clerk	0.00	0.00	0.00	0.00	1.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	0.00
Administrative Assistant II/Administrative Asst	0.70	0.70	0.00	0.00	0.00
Total Full-Time Employees	2.70	2.70	2.00	2.00	2.00
HUMAN RESOURCES (41800)					
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Payroll Benefit Specialist	0.50	0.50	0.50	0.50	1.00
Total Full-Time Employees	1.50	1.50	1.50	1.50	2.00
INFORMATION TECHNOLOGY (41580)					
IT Coordinator	1.00	1.00	1.00	1.00	1.00
IT Technician	0.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	2.00	2.00	2.00	2.00
ELECTIONS (41410)					
Election Judges	61.00	0.00	70.00	0.00	70.00
Total Part-Time Employees	61.00	0.00	70.00	0.00	70.00
TOTAL EMPLOYEES SUPERVISED	66.20	6.20	75.50	5.50	76.00
<u>FINANCE</u>					
FINANCIAL ADMINISTRATION (41510)					
Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Accountant	0.00	0.00	0.00	0.00	0.00
Account Technician	2.00	2.00	2.00	2.00	1.73
Payroll Benefit Specialist	0.50	0.50	0.50	0.50	0.00
Administrative Assistant II	1.00	1.00	1.70	1.00	1.00
Total Full-Time Employees	5.50	5.50	6.20	6.50	5.00
Total Part-Time Employees	0.00	0.00	0.00	0.00	0.73
TOTAL EMPLOYEES SUPERVISED	6.50	7.50	8.20	8.50	5.73

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
<u>COMMUNITY DEVELOPMENT</u>					
PLANNING AND ZONING (41910)					
City Planner	1.00	1.00	1.00	1.00	1.00
Planning Coordinator/Zoning Administrator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
BUILDING CODE (42400)					
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Planning and Rental Technician/Inspector	1.00	1.00	1.00	1.00	1.00
Building Permit Technician	0.00	0.00	0.00	0.00	1.00
Fire/Property Maintenance Inspector	0.50	0.50	0.50	0.50	0.00
Total Full-Time Employees	3.50	3.50	3.50	3.50	4.00
COMMUNITY DEVELOPMENT (240)					
Director	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	1.00	1.00	1.00	1.00	1.00
Department Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II/Department Secretary	1.00	1.00	1.00	1.00	0.00
Administrative Assistant I	0.00	1.00	1.00	1.00	1.00
Administrative Assistant I (Part-Time)	1.00	0.00	0.00	0.00	0.00
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	6.00	7.00	7.00	7.00	6.00
Total Part-Time Employees	1.00	0.00	0.00	0.00	0.00
TOTAL EMPLOYEES SUPERVISED	12.50	12.50	12.50	12.50	12.00
<u>POLICE</u>					
POLICE ADMINISTRATION (42110)					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Captain	2.00	3.00	3.00	3.00	3.00
Department Secretary	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	4.00	5.00	5.00	5.00	5.00

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
CRIMINAL INVESTIGATION (42121)					
Sergeant	1.00	1.00	1.00	1.00	1.00
Sergeant-Drug Task Force	1.00	0.00	0.00	0.00	0.00
Police Officer	6.00	6.00	6.00	6.00	6.00
Total Full-Time Employees	8.00	7.00	7.00	7.00	7.00
UNIFORM PATROL (42123)					
Sergeant	4.00	4.00	4.00	4.00	4.00
Police Officer	20.00	20.00	20.00	20.00	20.00
Police Reserve Officers (Part-Time)	24.00	24.00	24.00	24.00	24.00
Total Full-Time Employees	24.00	24.00	24.00	24.00	24.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	24.00
RECORDS (42124)					
Records Specialist (Full-Time)	3.00	3.00	3.00	3.00	3.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Property Evidence Technician	1.00	1.00	1.00	1.00	1.00
Records Specialist (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00
Total Part-Time Employees	1.00	1.00	1.00	1.00	1.00
COMMUNITY SERVICES (42700)					
CSO Supervisor	1.00	1.00	1.00	1.00	1.00
Community Services Officer II	1.00	1.00	1.00	1.00	1.00
Community Services Officer II (Part-Time)	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
Total Part-Time Employees	2.00	2.00	2.00	2.00	2.00
TOTAL EMPLOYEES SUPERVISED	70.00	70.00	70.00	70.00	70.00
<u>FIRE</u>					
FIRE ADMINISTRATION (42210)					
Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II (Part-Time)	0.30	0.30	0.30	0.38	0.38
Fire/Property Maintenance Inspector	0.50	0.50	0.50	0.50	0.00
Total Full-Time Employees	1.80	1.80	1.80	1.50	1.00
Total Part-Time Employees	0.00	0.00	0.00	0.38	0.38

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
FIRE SUPPRESSION (42220)					
Captain	3.00	3.00	3.00	3.00	3.00
Firefighter	6.00	6.00	6.00	6.00	6.00
Firefighter Paid-On-Call (Part-Time)	24.00	24.00	24.00	24.00	24.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	24.00
TOTAL EMPLOYEES SUPERVISED	34.80	34.80	34.80	34.88	34.38
ENGINEERING					
ENGINEERING (43190)					
Director of Engineering/City Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Supervisor	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	1.00	1.00	2.00	2.00	3.00
Engineering Technician II	1.00	1.00	0.00	0.00	0.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	6.00
TOTAL EMPLOYEES SUPERVISED	5.00	5.00	5.00	5.00	6.00
PARKS AND RECREATION					
GENERAL GOVERNMENT BUILDING MAINTENANCE (41940)					
Maintenance Engineer	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	1.00	1.00	1.00	1.00
RECREATION ADMINISTRATION (45110 & 45124)					
Director	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	2.00	1.00	1.00	1.00	1.00
Communications Coordinator	0.00	1.00	1.00	1.00	1.00
Recreation Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Receptionists (Part-Time)	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	4.00	4.00	4.00	4.00	4.00
Total Part-Time Employees	3.00	3.00	3.00	3.00	3.00
COMMUNITY CENTER-BUILDING (45122)					
Light Custodian (Full-Time)	2.00	2.00	2.00	2.00	2.00

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
Light Custodian (Part-Time)	1.00	1.00	1.00	1.00	1.00
Aquatics Supervisor	1.00	1.00	1.00	1.00	1.00
Fitness Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
Total Part-Time Employees	2.00	2.00	2.00	2.00	2.00
PARKS (45200)					
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	0.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	0.00	0.00	0.00	0.00
Light Equipment Operator	4.00	4.00	4.00	4.00	4.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00
TOTAL EMPLOYEES SUPERVISED	18.00	18.00	18.00	18.00	18.00
LIBRARY					
LIBRARY (45500)					
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian/Program Coordinator	2.00	2.00	2.00	2.00	2.00
Library Technician	2.00	2.00	2.00	2.00	2.00
Library Technician (Part-Time)	2.00	2.00	2.00	2.00	2.00
Receptionist (Part-Time)	2.00	5.00	5.00	5.00	5.00
Circulation Desk Aid (Part-Time)	6.00	4.00	4.00	4.00	4.00
Page (Part-Time)	4.00	4.00	4.00	4.00	4.00
Mending Aide (Part-Time)	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00
Total Part-Time Employees	15.00	16.00	16.00	16.00	16.00
PUBLIC WORKS					
PUBLIC WORKS ADMINISTRATION (43110)					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed
STREET MAINTENANCE (43121)					
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator	3.00	3.00	3.00	3.00	3.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00
EQUIPMENT MAINTENANCE (43156)					
Foreperson	1.00	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
TOTAL EMPLOYEES SUPERVISED	14.00	14.00	14.00	14.00	14.00
UTILITIES					
WATER DISTRIBUTION (601-49430)					
Foreperson	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	2.00	2.00	2.00	2.00	2.00
Utility Clerk (Part-Time)	1.00	0.00	0.00	0.00	0.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
Total Part-Time Employees	1.00	0.00	0.00	0.00	0.00
SEWER COLLECTION (602-49450)					
Superintendent	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	3.50	3.50	3.50	3.50	3.50
Total Full-Time Employees	4.50	4.50	4.50	4.50	4.50
TREATMENT PLANT (602-49480)					
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Treatment Plant Operator	4.00	4.00	4.00	4.00	4.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00
STORM WATER (603-49500)					
Water Quality Specialist	1.00	1.00	0.00	0.00	0.00
Engineering Technician III	0.00	0.00	1.00	1.00	0.00
Water/Sewer Operator II	0.50	0.50	0.50	0.50	0.50

**PERSONNEL COMPARISONS
(2017 - 2021 ADOPTED BUDGETS)**

Position	2018	2019	2020	2021	2022
	Adopted	Adopted	Adopted	Adopted	Proposed
Total Full-Time Employees	1.50	1.50	1.50	1.50	0.50
TOTAL EMPLOYEES SUPERVISED	16.00	15.00	15.00	15.00	14.00
<u>GRAND TOTALS</u>					
TOTAL PERMANENT FULL-TIME	128.00	130.00	130.00	130.00	128.00
TOTAL PERMANENT PART-TIME	73.00	72.00	72.00	72.38	49.10
TOTAL PERMANENT EMPLOYEES	201.00	202.00	202.00	202.38	177.10

CITY OF FARIBAULT
2022 BUDGET
PERSONNEL SERVICES TRENDS AND ASSUMPTIONS
(2021 information presented until final union contracts and benefit information is available)

Current union contract agreements are in effect through December 31, 2021 for Minnesota Teamsters Public and Law Enforcement Union 320, Supervisory Unit , Law Enforcement Labor Services, Inc. 357, Minnesota Teamsters Public and Non-essential Clerical Unit, International Union of Operating Engineers Local 70 and Faribault Firefighters Local #665.

SUMMARY OF WAGES & BENEFITS (For the Years 2015 Through 2021)							
	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Adopted 2020	Proposed 2021
WAGES							
Full-Time Employees	7,043,743	7,737,853	8,242,006	8,578,044	9,261,639	9,890,172	10,370,357
Part-Time Employees	311,695	460,727	416,593	479,198	489,658	519,507	573,660
Temporary Employees	503,794	582,064	571,465	516,351	682,537	694,602	656,031
Overtime	201,587	201,004	196,729	218,790	257,942	202,489	244,933
Severance	69,902	60,037	191,330	147,820	97,263	0	0
Holiday	92,315	98,190	104,623	110,403	106,378	125,538	130,770
Vacation Buyback	16,599	17,228	29,764	23,362	18,361	25,990	28,312
Sick Leave Buyback	56,510	62,099	63,871	66,418	58,204	64,332	80,632
Other Pay	66,004	54,164	162,552	96,355	181,578	125,341	145,242
Total Wages	8,362,149	9,273,366	9,978,933	10,236,741	11,153,560	11,647,971	12,229,937
% Increase/Decrease	2.2%	10.9%	7.6%	2.6%	9.0%	4.4%	5.0%
BENEFITS							
PERA	838,872	911,271	974,020	1,023,860	1,123,395	1,204,183	1,267,396
FICA/Medicare	415,115	465,681	501,897	521,061	569,308	640,114	673,513
Health Insurance/H S A	991,210	1,005,168	992,907	1,103,153	1,470,451	1,662,695	1,820,978
Life Insurance	13,101	14,804	22,659	23,294	25,057	26,539	27,866
Disability Insurance	16,125	17,813	18,961	19,510	17,871	22,783	24,283
Unemployment	199	1,066	1,239	0	2,359	0	0
Workers Compensation	243,160	310,155	371,185	347,501	390,430	448,282	402,168
Total Benefits	2,517,782	2,725,958	2,882,868	3,038,379	3,598,871	4,004,596	4,216,204
% Increase/Decrease	7.4%	8.3%	5.8%	5.4%	18.4%	11.3%	5.3%
TOTAL WAGES/BENEFITS	10,879,931	11,999,324	12,861,801	13,275,120	14,752,431	15,652,567	16,446,141
% Increase/Decrease	3.3%	10.3%	7.2%	3.2%	11.1%	6.1%	5.1%

PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

	<u>Coordinated Plan</u>	<u>Police & Fire Plan</u>
January 1, 2009	6.75%	14.10%
January 1, 2010	7.00%	14.10%
January 1, 2011	7.25%	14.40%
January 1, 2012	7.25%	14.40%
January 1, 2013	7.25%	14.40%
January 1, 2014	7.25%	15.30%
January 1, 2015	7.50%	16.20%
January 1, 2016	7.50%	16.20%
January 1, 2017	7.50%	16.20%
January 1, 2018	7.50%	16.20%
January 1, 2019	7.50%	16.95%
January 1, 2020	7.50%	17.70%
January 1, 2021	7.50%	17.70%

SOCIAL SECURITY/MEDICARE

The City contributes 7.65% for employees covered under both Social Security and Medicare and 1.45% for Medicare only qualified employees. Social Security and Medicare rates have not changed since 1990.

HEALTH INSURANCE

Blue Cross/Blue Shield will continue to be the health insurance provider for 2021. The City became a member of the Southeast Service Cooperative in 2017. Health insurance rates have been rising steadily for the last few years and the 2021 increase in premium was 2.5%. The City offers two high deductible health plans that employees can choose from. The City contributes \$600.00 for each employee enrolled in an HSA plan. The monthly premiums for 2021 are as follows:

	<u>Employee</u>	<u>Employer</u>
Family Coverage (\$1,400 Non-Embedded HSA)	\$767.90	\$1,974.60
Family Coverage (\$2,800 Embedded HSA)	\$190.65	\$2,248.85
Single +1 Coverage (\$1,400 Non-Embedded HSA)	\$413.88	\$1,385.62
Single +1 Coverage (\$2,800 Embedded HSA)	\$205.58	\$1,395.92
Single Coverage (\$1,400 Non-Embedded HSA)	\$154.26	\$702.74
Single Coverage (\$2,800 Embedded HSA)	\$60.96	\$701.04

HEALTH INSURANCE - CITY CONTRIBUTION

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2021 Proposed</u>
General Fund	\$834,508	\$819,296	\$850,892	\$843,371	\$1,187,054	\$1,293,979	\$1,388,891
Other Funds	<u>\$156,702</u>	<u>\$185,872</u>	<u>\$249,871</u>	<u>\$259,782</u>	<u>\$283,397</u>	<u>\$368,716</u>	<u>\$366,472</u>
Total	\$991,210	\$1,005,168	\$1,100,763	\$1,103,153	\$1,470,451	\$1,662,695	\$1,755,363

HSA contributions are also included in health insurance.

LIFE INSURANCE

The City provided \$40,000 of term life insurance coverage for all union employees through 2016. Effective in 2017 the City began providing \$100,000 of term life insurance coverage for all union employees. Non-union employees receive twice their salary in term life insurance coverage. The provider for life insurance for 2021 will be Madison National Life Insurance Company. Rates have remained fairly stable and are at \$0.119 per \$1,000 of covered payroll in 2021.

DISABILITY INSURANCE

Long Term Disability insurance is provided to all employees. Employees must have been absent from work for a period of 90 days to become eligible for the benefit. The 2021 rate remained the same at \$0.002 per \$1 of covered payroll.



City Council Meeting
Tuesday, September 14, 2021

**Adoption of Preliminary
Levies and Set Budget
Meeting Date**

Resolutions
2021-182
2021-183
2021-184

Resolutions

2021-182

General Property Tax and
Set Budget Meeting Date

2021-183

HRA Tax Levy

2021-184

EDA Tax Levy

Resolutions

- Adopt 2022 Preliminary Tax Levy Amounts
 - Certify to Rice County by September 30th
 - Levy can be decreased but **NOT** increased
- Establish Budget Meeting Date
 - December 14th Council Meeting
 - Adoption of Final 2022 Levy Amounts

Resolution 2021-182



Adopt 2022
Preliminary Tax
Levy Amounts



Establish Budget
Meeting Date

Preliminary Tax Levy Summary

Funds Supported by Tax Levy

- General Fund (101)
- Debt Services Funds (300's)
- Special Revenue Funds
 - Airport (225)
 - Community Development Administration (240)
- Miscellaneous Levies
 - Special PERA/Tax Abatements

2022 Preliminary Tax Levy

Operating Levy:

	<u>Amount</u>	<u>Change</u>
• General Fund (101)	\$8,748,574	\$601,178
• Community & Economic Development Administration (240)	\$ 198,451	(\$ 66,151)
		\$535,027 Total
		Operating Levy Increase

Miscellaneous Levies:

• Special PERA	\$ 12,544	NA
• Tax Abatements	\$426,275	\$71,336
• Airport (225)	\$ 10,000	(\$10,000)

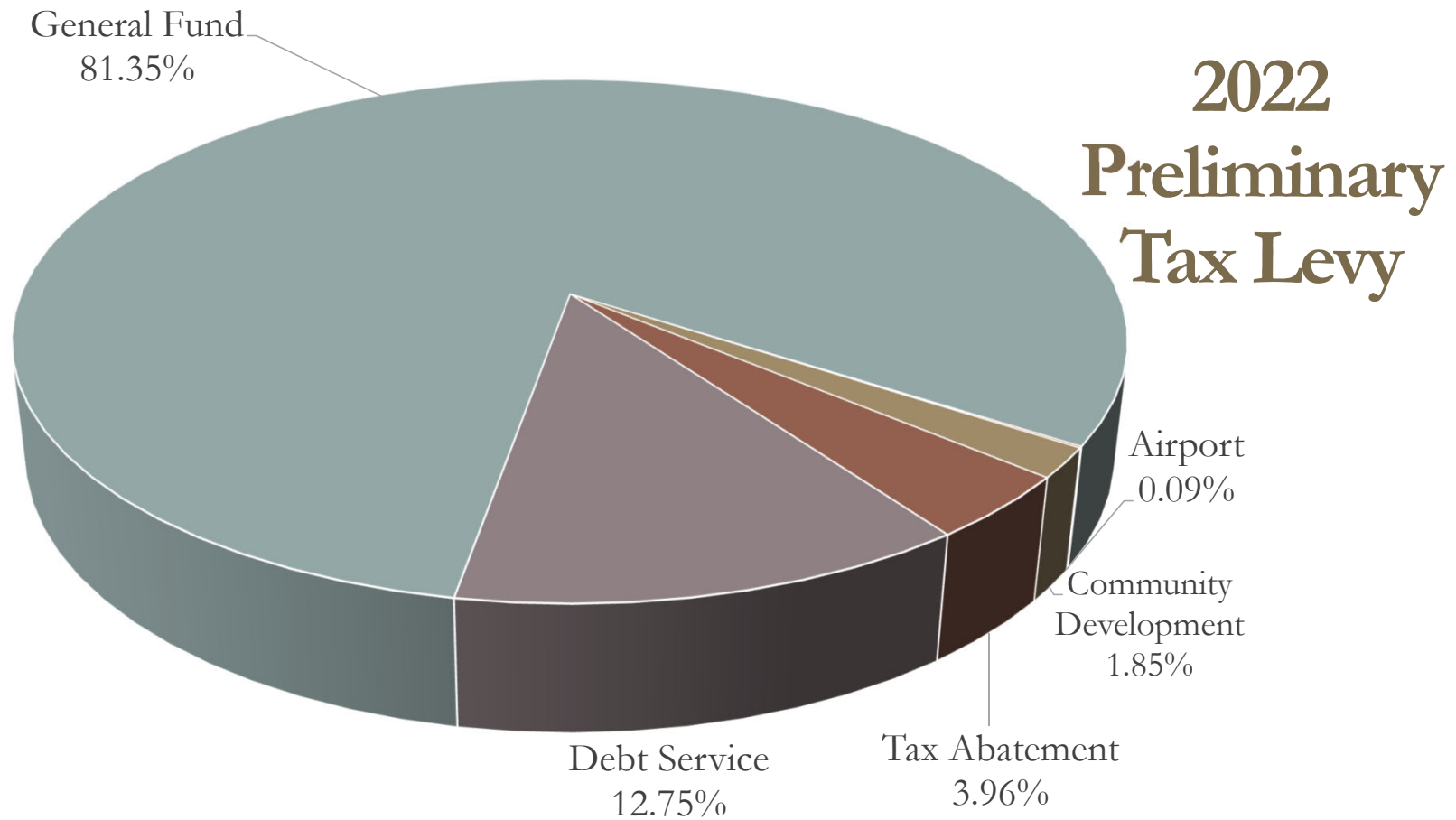


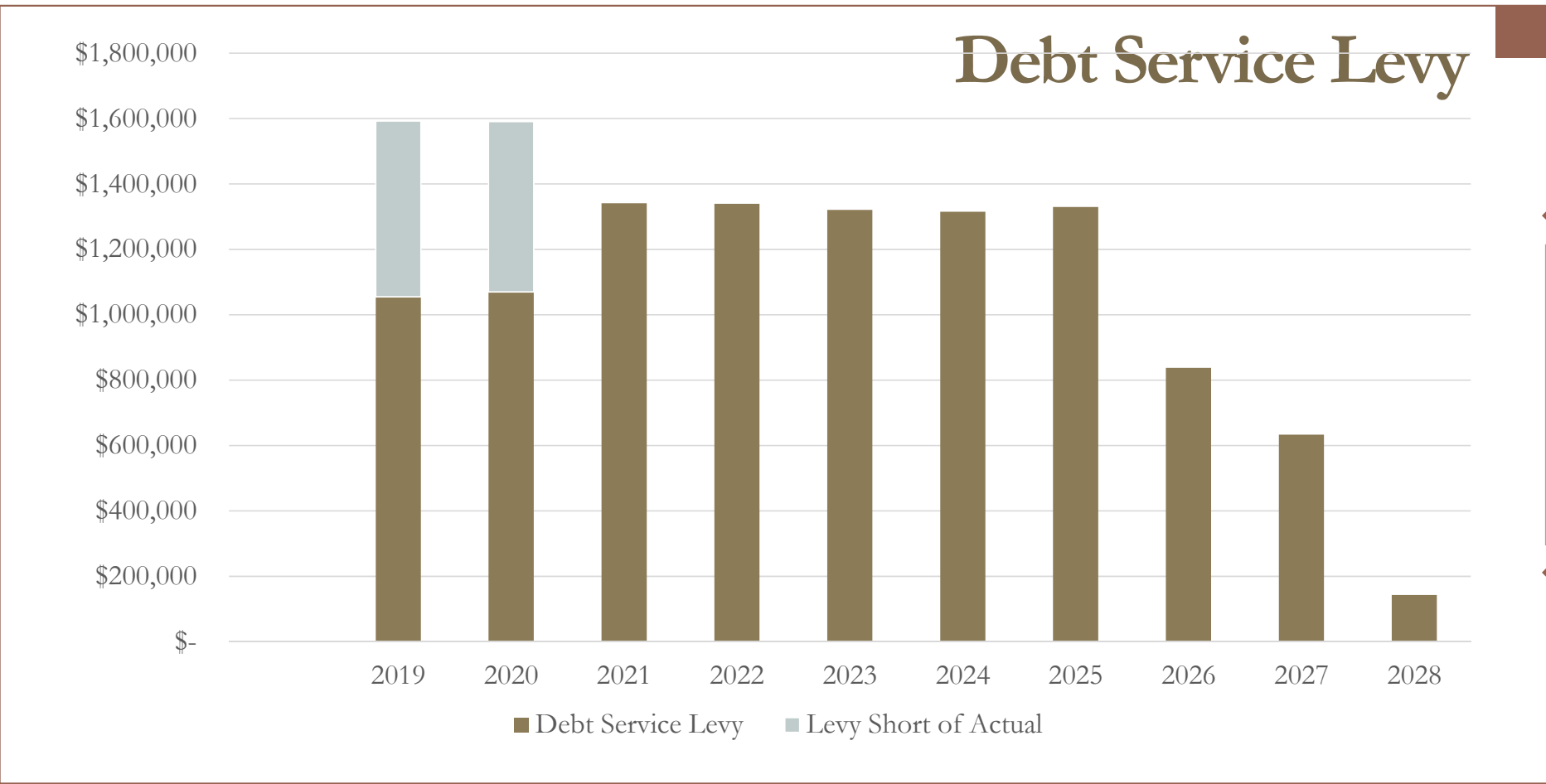
2021 Preliminary Tax Levy

<u>Debt Service Levy:</u>	\$1,371,534	(\$4,095)
---------------------------	-------------	-----------

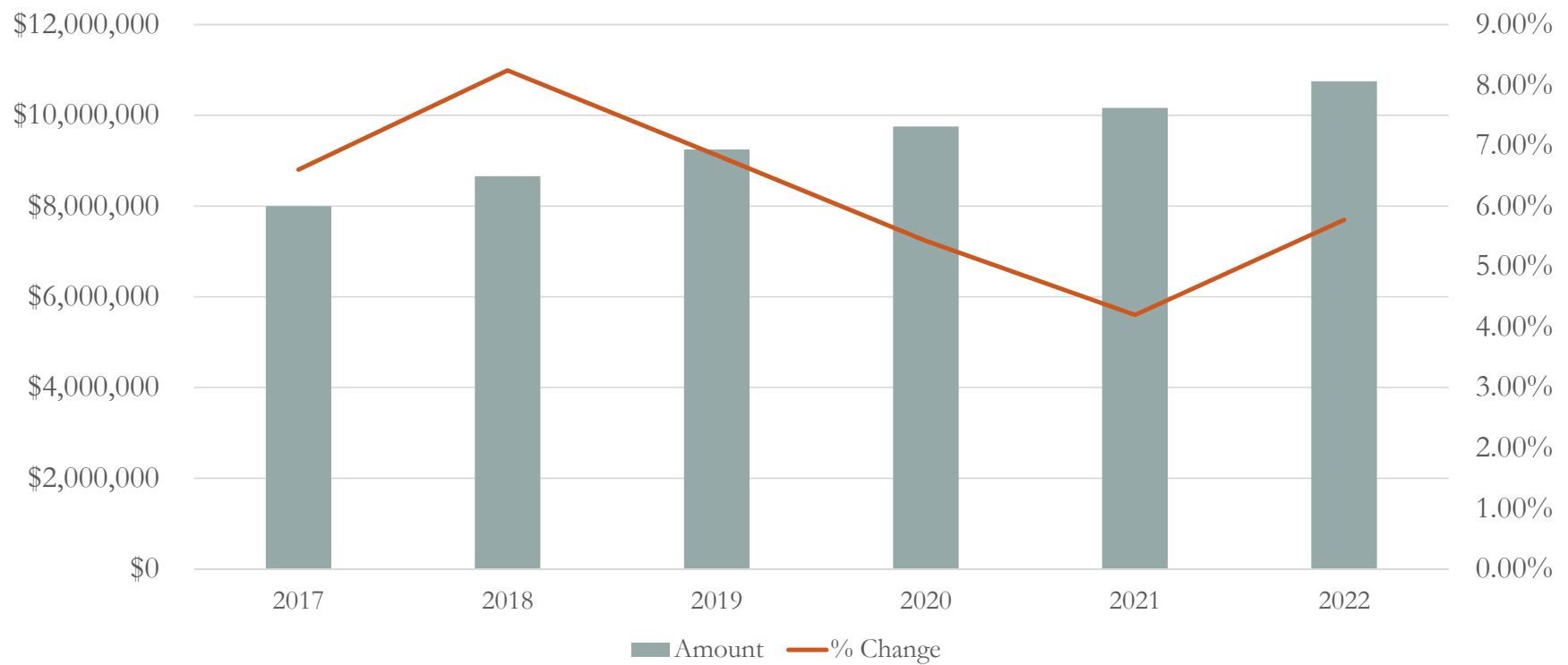
Proposed 2022 Preliminary Levy = \$10,754,534

Operating Personnel Costs (Wages & Benefits)	\$478,237
--	-----------

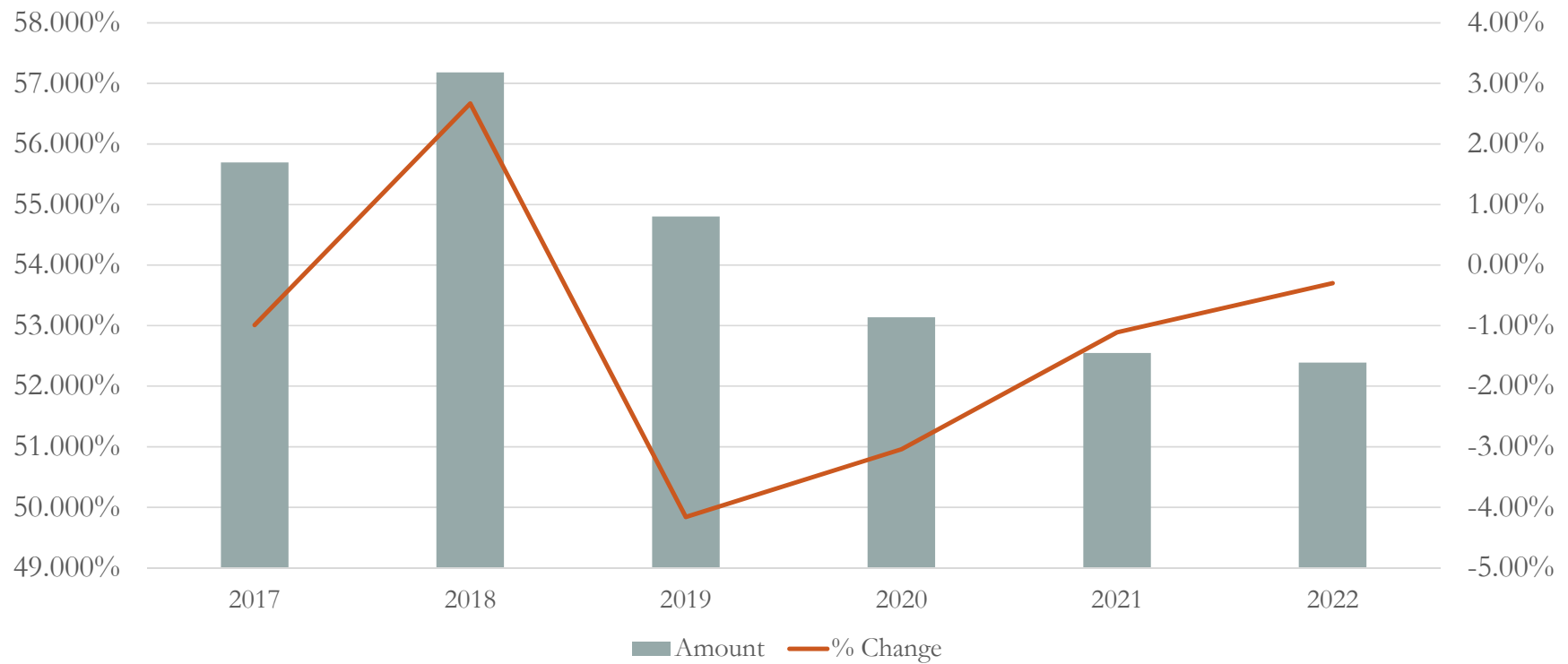




Tax Levy History



Tax Rate History



Tax Rate Change Based on Preliminary Levy

	2021	2022	Change	
Net Tax Capacity	\$19,339,361	\$20,517,036	\$1,177,675	6.09%
Levy Amount	\$10,162,266	\$10,754,534	\$ 592,268	5.83%
Tax Rate	52.547%	52.418%	(0.25%)	(0.13%)

Total Increase in Levy Amount = \$ 592,268

New Construction/Growth Amount= \$ 125,000 (21.11%)

(NTC New Growth = \$235,919, or 20.03%)

2022 Residential Impact

	2021 (Actual)	2022 (Estimated)	Change
Market Value of \$175,200*	\$807.65	\$805.24	(\$2.41)
- w/5% Increase in EMV		\$855.41	\$47.76
- w/10% Increase in EMV		\$905.43	\$97.78
Market Value of \$200,000	\$950.05	\$947.22	(\$2.83)
- w/5% Increase in EMV		\$1,004.11	\$54.06
- w/10% Increase in EMV		\$1,061.22	\$111.17
Market Value of \$300,000	\$1,522.81	\$1,518.27	(\$4.54)
- w/5% Increase in EMV		\$1,603.72	\$80.91
- w/10% Increase in EMV		\$1,689.38	\$166.57
* Median Market Value			

2022 Commercial/ Industrial Impact

	2021 (Actual)	2022 (Estimated)	Change
Market Value of \$250,000	\$2,233.25	\$2,226.59	(\$6.66)
- w/2.5% Increase in EMV		\$2,292.08	\$58.83
- w/5% Increase in EMV		\$2,357.56	\$124.31
Market Value of \$1,000,000	\$10,115.31	\$10,085.13	(\$30.18)
- w/2.5% Increase in EMV		\$10,347.08	\$231.77
- w/5% Increase in EMV		\$10,609.03	\$493.73
Market Value of \$5,000,000	\$52,152.95	\$51,997.36	(\$155.59)
- w/2.5% Increase in EMV		\$53,307.12	\$1,154.17
- w/5% Increase in EMV		\$54,616.88	\$2,463.93

Other Tax Levies

Resolution 2021-183 HRA

Maximum Amount Requested

$0.0185\% \times \$1,674,702,000 = \$309,820$

Increase of \$13,920 (4.7%) from 2021
Resolution 2021-03

Resolution 2021-184 EDA

Maximum Amount Requested

$0.01813\% \times \$1,674,702,000 = \$303,623$

Increase of \$13,641 (4.7%) from 2021
Resolution 2021-05

Questions

Resolutions

2021-182

2021-183

2021-184



Request for Council Action

TO: Mayor and City Council
THROUGH: Housing and Redevelopment Authority
Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-183 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for Fiscal Year 2022

Background:

The City of Faribault Housing and Redevelopment Authority (HRA) has separate taxing authority provided by Minnesota Statutes. The Statutes provide that the levy for the HRA shall be an amount approved by the governing body of the City, but shall not exceed the specified percent of the estimated market value. As provided by law, the HRA can levy not more than 0.0185 percent of the taxable market value. The calculation below identifies the amount that the HRA can levy in 2022.

Estimated Market Value	\$1,674,702,000
Max. Percentage Allowed	0.0185
Maximum Levy Allowed	\$309,820

The HRA has requested the maximum levy allowable for 2022, which is noted in the attached resolution. The preliminary tax levy for the HRA must be certified to the County Auditor by September 30, 2021.

Recommendation:

Staff recommends approval of Resolution 2021-183 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for Fiscal Year 2022

Attachments:

1. Resolution 2021-183 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for 2022
2. 2021- 03 Establishing a Preliminary Property Tax Levy for Fiscal Year 2022.

CITY OF FARIBAULT

RESOLUTION #2021-183

**APPROVING THE FARIBAULT HOUSING AND REDEVELOPMENT AUTHORITY
PRELIMINARY PROPERTY TAX LEVY FOR FISCAL YEAR 2022**

WHEREAS, the Housing and Redevelopment Authority of the City of Faribault (the "HRA") may request the establishment of a special benefit tax pursuant to Minnesota Statute 469.033 Subdivision 6; and

WHEREAS, Minnesota Statute 469.033 Subdivision 6 requires the consent, by resolution, of the governing body of the municipality to levy said tax.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statute 469.033 Subdivision 6, the special benefit tax as determined by the Housing and Redevelopment Authority of the City of Faribault is given approval of collection in fiscal year 2022 in the amount of \$309,820.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

FARIBAULT HOUSING AND REDEVELOPMENT AUTHORITY

RESOLUTION 2021-03

**ESTABLISHING A PRELIMINARY PROPERTY TAX LEVY
FOR FISCAL YEAR 2022**

WHEREAS, the Housing and Redevelopment Authority of Faribault may request the establishment of a special benefit tax levy pursuant to Minnesota Statute §469.033, Subdivision 6; and

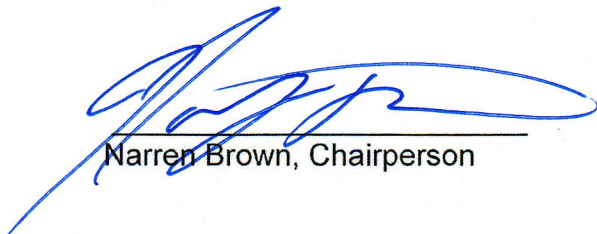
WHEREAS, according to this Statute, "The amount of the levy shall be an amount approved by the governing body of the city, but shall not exceed 0.0185 percent of the taxable market value"; and

WHEREAS, the levy calculation per Minnesota Statute §469.033 amounts to a maximum of \$309,820 for taxes payable 2022 as shown in Exhibit A.

NOW, THEREFORE BE IT RESOLVED by the Housing and Redevelopment Authority of Faribault that there be and there is hereby levied on the taxable property of the City of Faribault, Rice County, Minnesota for fiscal year 2022, a special benefit tax levy not to exceed \$309,820 per the Proposed 2022 Budget on file with the City.

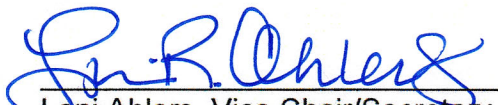
ADOPTED: August 9, 2021

Faribault Housing and Redevelopment Authority



Warren Brown, Chairperson

ATTEST:



Loni Ahlers, Vice Chair/Secretary

Exhibit A

FARIBAULT HOUSING AND REDEVELOPMENT AUTHORITY GENERAL FUND PRELIMINARY 2022 HRA LEVY CALCULATIONS

Authority

Minnesota Statutes 469.033, Subdivision 6

"The amount of the levy shall be an amount approved by the governing body of the city, but shall not exceed 0.0185 percent of the taxable market value."

Maximum Levy Calculation

PY Estimated Market Value	\$ 1,674,702,000
Percentage Allowed	0.0185
Maximum Levy	\$ 309,820

HRA Levy History

<u>Year</u>	<u>Gross Levy*</u>	<u>Net Levy</u>	<u>% of Gross Levy</u>
1998	\$ 74,703	\$ 67,000	
1999	56,325	48,622	
2000	71,356	63,611	89%
2001	75,568	67,864	90%
2002	100,267	100,267	100%
2003	105,280	105,280	100%
2004	124,330	124,330	100%
2005	139,552	139,552	100%
2006	156,357	156,357	100%
2007	177,288	177,288	100%
2008	188,107	188,107	100%
2009	270,690 **	211,834	78%
2010	273,620	234,468	86%
2011	266,485	234,468	88%
2012	251,068	239,157	95%
2013	219,726	219,726	100%
2014	197,300	197,300	100%
2015	197,300	197,300	100%
2016	201,682	201,682	100%
2017	206,937	206,937	100%
2018	217,365	217,365	100%
2019	229,713	229,713	100%
2020	251,907	251,907	100%
2021	295,900	295,900	100%
2022	309,820	309,820	100%

*Assumes \$7,704 HACA for years 1990-2001

**The percentage allowed was increased by the 2008 Legislature from .0144 to .0185.



Request for Council Action

TO: Mayor and City Council
THROUGH: Economic Development Authority
Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-184 Approving the Faribault
Economic Development Authority Preliminary
Property Tax Levy for Fiscal Year 2022

Background:

The Economic Development Authority (EDA) of Faribault has requested that the City of Faribault levy a tax in 2022 for the benefit of the EDA as allowed under Minnesota Statutes 469.107, Subd. 1. The amount of the tax levied may not exceed 0.01813 percent of the estimated market value, which is shown in the following calculation:

Estimated Market Value	\$1,674,702,000
Max. Percentage Allowed	0.01813
Maximum Levy Allowed	\$303,623

The EDA has requested the maximum levy allowable for 2022, which is noted in the attached resolution. This preliminary EDA tax levy must be certified to the County Auditor by September 30, 2021.

Recommendation:

Staff recommends approval of Resolution 2021-184 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for 2022

Attachments:

1. Resolution 2021-184 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for 2022
2. 2021-05 Resolution Approving Preliminary EDA Property Tax Levy for FY2022
3. Levy Calculation History for Faribault Economic Development Authority

CITY OF FARIBAULT

RESOLUTION #2021-184

**APPROVING THE FARIBAULT ECONOMIC DEVELOPMENT AUTHORITY
PRELIMINARY PROPERTY TAX LEVY FOR FISCAL YEAR 2022**

WHEREAS, the City of Faribault may levy a tax in any year for the benefit of the activities of the Economic Development Authority pursuant to Minnesota Statute 469.107 Subdivision 1.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Faribault hereby gives preliminary approval for the collection of a levy for the benefit of economic development activities within the community in fiscal year 2022 in an amount not to exceed \$303,623.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF FARIBAULT

Resolution 2021-05

**RESOLUTION APPROVING PRELIMINARY EDA
PROPERTY TAX LEVY REQUEST FOR FISCAL YEAR 2022**

WHEREAS, the Economic Development Authority of the City of Faribault may request the establishment of a special benefit tax pursuant to Minnesota Statutes 469.107, Subdivision 1; and

NOW, THEREFORE BE IT RESOLVED by the Economic Development Authority of Faribault that there be and hereby requested a levy on the taxable property of the City of Faribault, Rice County, Minnesota for fiscal year 2022 a special benefit tax not to exceed 0.01813 percent of taxable market value as permitted in Minnesota Statutes. Based upon the City's existing capacity, it is estimated that \$303,623 will be the maximum appropriation available through taxation; the requested tax levy amount is \$303,623.

Adopted: July 15, 2021

ECONOMIC DEVELOPMENT AUTHORITY
OF FARIBAULT



Rodney Gramse, President

ATTEST:



Dave Albers, Secretary/Treasurer

**FARIBAUT ECONOMIC DEVELOPMENT AUTHORITY
GENERAL FUND
PRELIMINARY 2022 EDA LEVY CALCULATIONS**

Authority

Minnesota Statutes 469.107, Subdivision 1

"A city may, at the request of the authority, levy a tax in any year for the benefit of the authority. The tax must be not more than 0.01813 percent of the taxable market value."

Maximum Levy Calculation

PY Estimated Market Value	\$ 1,674,702,000
Percentage Allowed	0.01813
Maximum Levy	\$303,623

EDA Levy History

<u>Year</u>	<u>Net Levy</u>	<u>% of Max Levy</u>
1998	\$ - - -	
1999	50,000	
2000	60,000	
2001	70,000	
2002	126,239	
2003	132,551	
2004	156,536	100%
2005	175,700	100%
2006	196,858	100%
2007	223,211	100%
2008	236,832	100%
2009	265,276	100%
2010	265,276	99%
2011	261,155	100%
2012	246,047	100%
2013	215,331	100%
2014	193,354	100%
2015	193,354	100%
2016	197,649	100%
2017	202,798	100%
2018	213,018	100%
2019	225,119	100%
2020	246,869	100%
2021	289,982	100%
2022	303,623	100%



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township - Second Reading

Background:

On August 24, 2021, the Faribault City Council approved the first reading of Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township. The land to be annexed includes five (5) untaxed and undeveloped parcels, totaling 28.8 acres, which the City acquired in 2011 to improve the function of the airport. The parcels are contiguous to the city limits and the airport. The City received no comments and made no revisions to the ordinance since the first reading of the ordinance.

Recommendation:

Approve the second reading of Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township

Attachments:

1. Ordinance No. 2021-6 Annex Land Owned by the City in Wells Township - Second Reading

**CITY OF FARIBAULT
ORDINANCE No. 2021-6**

ANNEXING LAND OWNED BY THE CITY IN WELLS TOWNSHIP

THE CITY OF FARIBAULT ORDAINS AS FOLLOWS:

SECTION 1. Legislative Findings. The City Council of the City of Faribault finds and determines as follows:

- A. The City owns the property legally described in the attached EXHIBIT A and shown on the maps attached as EXHIBIT B and EXHIBIT C ("City Property").
- B. The City is authorized by Minnesota Statutes, section 414.033, subdivision 2(1) to annex by ordinance unincorporated land that it owns.
- C. The notice and hearing requirements in Minnesota Statutes, section 414.033, subdivision 2a do not apply to the annexation of City-owned land.
- D. The floodplain, shoreland, and electric utility notice requirements of Minnesota Statutes, section 414.033, subdivisions 11 and 12 do not apply to this annexation.
- E. The City Property:
 - (1) Includes five (5) parcels in Wells Township ("Town") containing approximately 29 acres;
 - (2) Is not currently developed and has a population of zero;
 - (3) Is not subject to real estate taxes, and so the City is not required to pay any tax reimbursement to the Town under Minnesota Statutes, section 414.036 related to this annexation;
 - (4) Is not subject to any special assessment, and there is no Town debt attributable to the City Property;
 - (5) Is not immediately adjacent to any Town roads; and
 - (6) Is not part of an orderly annexation agreement.

SECTION 2. Annexation. Per Minnesota Statutes, section 414.033, subdivision 2(1), the City Council hereby declares the City Property, as legally described in EXHIBIT A and shown in EXHIBIT B and EXHIBIT C, to be annexed to the City of Faribault effective as of the date approved by the Office of Administrative Hearings.

SECTION 3. Filing. The City Administrator is authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Rice County Auditor, and the Town Clerk.

SECTION 4. Designated Zoning District. Upon the Office of Administrative Hearings' approval of the subject annexation, this Ordinance designates the zoning district of the annexed property as O, Agriculture/Open Space. The Official Zoning Map of the City of Faribault shall not be re-published to show the aforesaid zoning. However, the City Planner shall appropriately mark the Official Zoning Map on file with the Department of Community and Economic Development to indicate the zoning.

SECTION 5. Not Codified. This is a transitory ordinance and shall not be codified as part of the City Code.

First Reading: August 24, 2021

Second Reading: September 14, 2021

Publication Date: September 21, 2021

Faribault City Council

Kevin F. Voracek, Mayor

Attest:

Timothy C. Murray, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF CITY PROPERTY

Parcel 1

A tract of land in the East Half of the Northwest Quarter of Section 14, Township 110 North, Range 21 West, Rice County, Minnesota, described as follows:

Commencing at the southwest corner of the Northwest Quarter of said Section 14; thence on an assumed bearing of North 00 degrees 33 minutes 37 seconds East along the west line of said Northwest Quarter, a distance of 659.29 feet; thence North 89 degrees 50 minutes 28 seconds East 2016.18 feet to the point of beginning of the land being described; thence North 04 degrees 06 minutes 06 seconds East 557.18 feet; thence South 80 degrees 11 minutes 16 seconds East 84.63 feet to the westerly right-of-way line of State Highway 21; thence South 34 degrees 01 minutes 59 seconds East along said westerly right-of-way line, a distance of 651.59 feet to the intersection with a line bearing North 89 degrees 50 minutes 28 seconds East from the point of beginning; thence South 89 degrees 50 minutes 28 seconds West 487.92 feet to the point of beginning.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: easement in favor of the State of Minnesota as shown on Final Certificate recorded in Book 157 of Deeds, Page 87.

Parcel 2

A tract of land in the South Half of the Southeast Quarter of the Northwest Quarter of Section 14, Township 110 North, Range 21 West, Rice County, Minnesota, described as follows:

Commencing at the southwest corner of said South Half of the Southeast Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 32 minutes 04 seconds East along the south line of said South Half of the Southeast Quarter of the Northwest Quarter, a distance of 577.59 feet to the point of beginning of the land being described; thence North 09 degrees 48 minutes 44 seconds East 255.27 feet; thence South 80 degrees 11 minutes 16 seconds East 51.00 feet; thence North 04 degrees 06 minutes 06 seconds East 420.88 feet to the north line of said South Half of the Southeast Quarter of the Northwest Quarter; thence North 89 degrees 27 minutes 57 seconds East along said north line, a distance of 395.28 feet; thence South 15 degrees 31 minutes 22 seconds West 492.22 feet; thence South 80 degrees 11 minutes 16 seconds East 51.00 feet; thence South 09 degrees 48 minutes 44 seconds West 182.74 feet to the south line of said South Half of the Southeast Quarter of the Northwest Quarter; thence South 89 degrees 32 minutes 04 seconds West along said south line, a distance of 406.52 feet to the point of beginning.

Parcel 3

A tract of land in the Southwest Quarter of the Southwest Quarter of Section 14, Township 110 North, Range 21 West, Rice County, Minnesota, described as follows:

Beginning at the southeast corner of said Southwest Quarter of the Southwest Quarter; thence on an assumed bearing of South 89 degrees 16 minutes 00 seconds West along the south line of said Southwest Quarter of the Southwest Quarter, a distance of 213.55 feet; thence North 03 degrees 51 minutes 29 seconds West 357.99 feet; thence North 90 degrees 00 minutes 00 seconds East 142.53 feet; thence North 00 degrees 00 minutes 00 seconds East 517.66 feet; thence North 90 degrees 00 minutes 00 seconds West 92.67 feet; thence North 00 degrees 00 minutes 00 seconds East 450.88 feet to the north line of said Southwest Quarter of the Southwest Quarter; thence North 89 degrees 24 minutes 03 seconds East, along said north line, a distance of 205.70 feet to the northeast corner said Southwest Quarter of the Southwest Quarter; thence South 00 degrees 46 minutes 29 seconds West along the east line of said Southwest Quarter of the Southwest Quarter a distance of 1325.27 feet to the point of beginning.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: subject to easement in favor of State of Minnesota as shown on Final Certificate recorded in Book 157 of Deeds, Page 77;

Parcel 4

A tract of land in the Northwest Quarter of the Northwest Quarter of Section 23, Township 110 North, Range 21 West, Rice County, Minnesota, described as follows:

Beginning at the northeast corner of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of South 89 degrees 16 minutes 00 seconds West along the north line of said Northwest Quarter of the Northwest Quarter, a distance of 213.55 feet; thence South 03 degrees 51 minutes 29 seconds East 150.22 feet; thence North 89 degrees 16 minutes 00 seconds East 202.91 feet to the east line of said Northwest Quarter of the Northwest Quarter; thence North 00 degrees 12 minutes 16 seconds East along said east line a distance of 150.02 feet to the point of beginning.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: none.

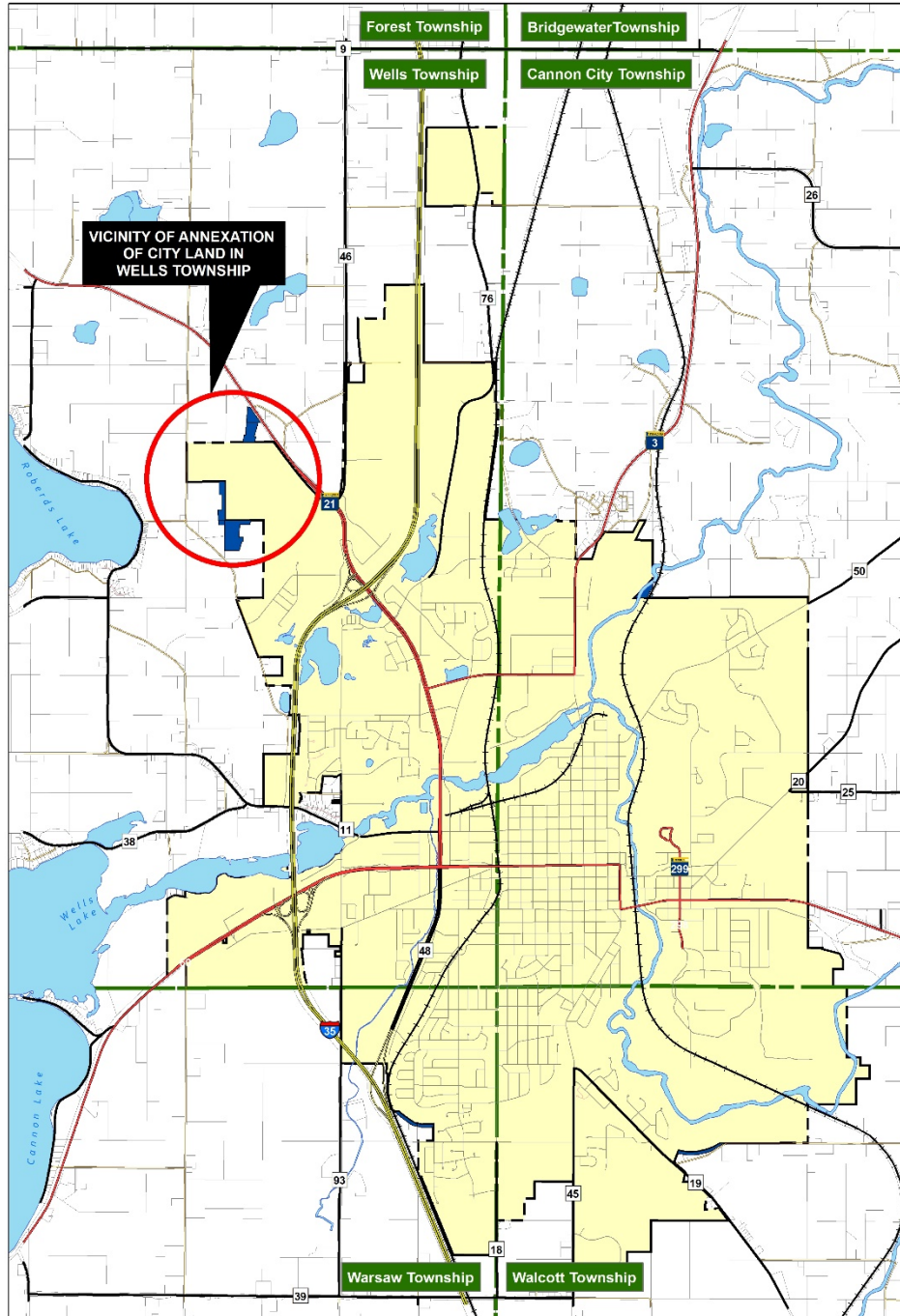
Parcel 5

A tract of land in the Northeast Quarter of the Northwest Quarter of Section 23, Township 110 North, Range 21 West, Rice County, Minnesota, described as follows:

Beginning at the northwest corner of said Northeast Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 16 minutes 00 seconds East along the north line of said Northeast Quarter of the Northwest Quarter, a distance of 907.75 feet; thence South 23 degrees 50 minutes 54 seconds West 164.95 feet; thence South 89 degrees 16 minutes 00 seconds West 331.99 feet; thence South 04 degrees 06 minutes 06 seconds West 433.80 feet; thence North 90 degrees 00 minutes 00 seconds East 145.94 feet; thence South 00 degrees 00 minutes 00 seconds East 131.67 feet; thence South 65 degrees 16 minutes 47 seconds West 59.23 feet; thence South 14 degrees 32 minutes 58 seconds West 301.35 feet; thence North 89 degrees 47 minutes 01 seconds West 498.08 feet to the west line of said Northeast Quarter of the Northwest Quarter; thence North 00 degrees 12 minutes 16 seconds East, along said west line, a distance of 1022.44 feet to the point of beginning.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: None.

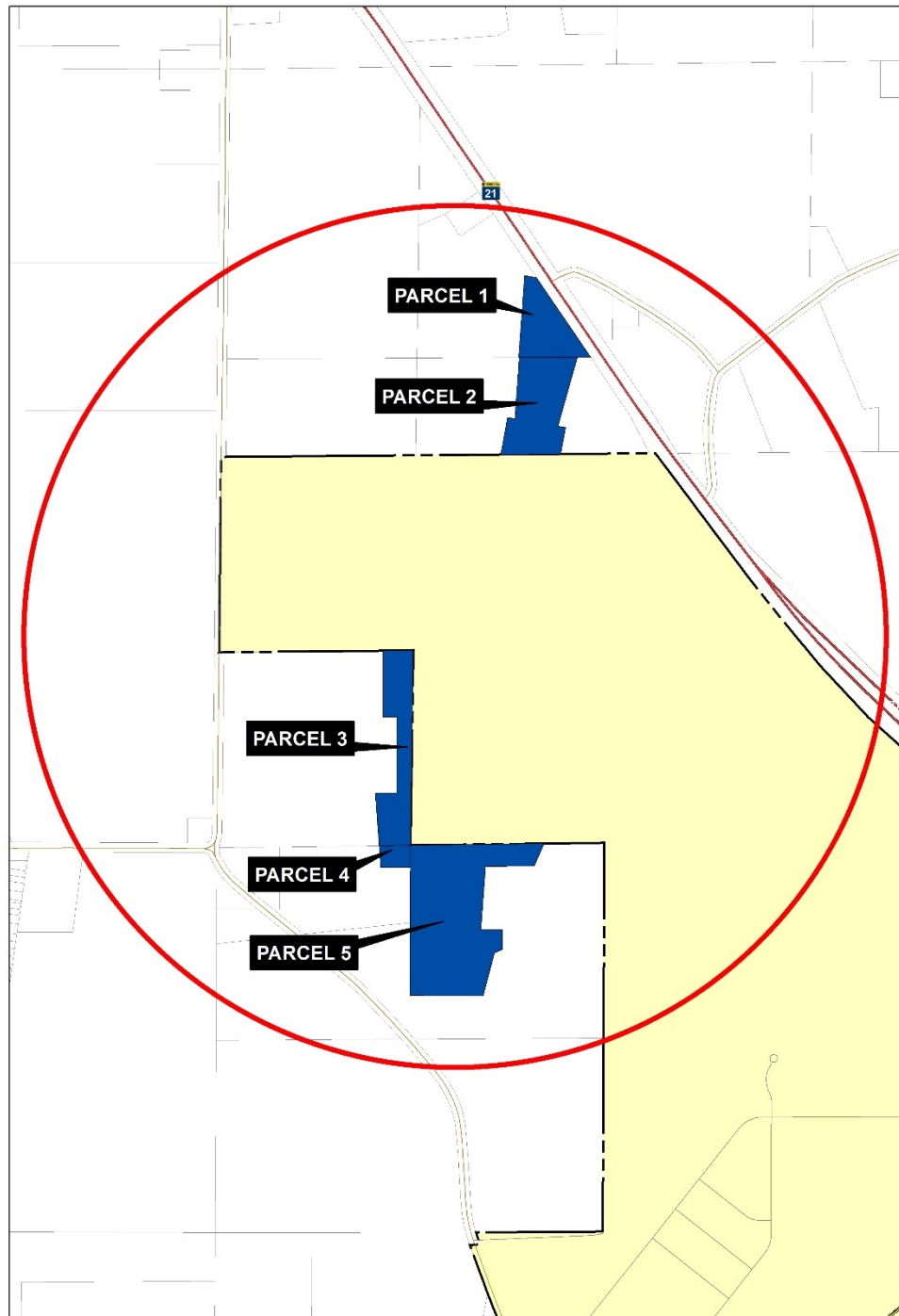
EXHIBIT B
MAP SHOWING GENERAL VICINITY OF ANNEXATION OF CITY LAND
IN WELLS TOWNSHIP



VICINITY OF ANNEXATION OF CITY LAND IN WELLS TOWNSHIP



EXHIBIT C
ANNEXATION OF CITY PROPERTY IN WELLS TOWNSHIP



ANNEXATION OF CITY PARCELS IN WELLS TOWNSHIP



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Ordinance No. 2021-7 Annexing Land Owned by the City Warsaw Township - Second Reading

Background:

On August 24, 2021, the Faribault City Council approved the first reading of Ordinance No. 2021-7 Annexing Land Owned by the City in Warsaw Township. The land to be annexed includes two (2) former railroad parcels, totaling two (2) acres, which the City acquired in 2009 for its trail system. The parcels are contiguous to the city limits. The City received no comments and made no revisions to the ordinance since the first reading of the ordinance.

Recommendation:

Approve the second reading of Ordinance No. 2021-7 Annexing Land Owned by the City in Warsaw Township - Second Reading

Attachments:

1. Ordinance No. 2021-7 Annex Land Owned by the City in Warsaw Township - Second Reading

**CITY OF FARIBAULT
ORDINANCE No. 2021-7**

ANNEXING LAND OWNED BY THE CITY IN WARSAW TOWNSHIP

THE CITY OF FARIBAULT ORDAINS AS FOLLOWS:

SECTION 1. Legislative Findings. The City Council of the City of Faribault finds and determines as follows:

- A. The City owns the property legally described in the attached EXHIBIT A and shown on the maps attached as EXHIBIT B and EXHIBIT C ("City Property").
- B. The City is authorized by Minnesota Statutes, section 414.033, subdivision 2(1) to annex by ordinance unincorporated land that it owns.
- C. The notice and hearing requirements in Minnesota Statutes, section 414.033, subdivision 2a do not apply to the annexation of City-owned land.
- D. The floodplain, shoreland, and electric utility notice requirements of Minnesota Statutes, section 414.033, subdivisions 11 and 12 do not apply to this annexation.
- E. The City Property:
 - (1) Includes two (2) parcels in Warsaw Township ("Town") containing approximately two (2) acres;
 - (2) Is not currently developed and has a population of zero;
 - (3) Is not subject to real estate taxes, and so the City is not required to pay any tax reimbursement to the Town under Minnesota Statutes, section 414.036 related to this annexation;
 - (4) Is not subject to any special assessment, and there is no Town debt attributable to the City Property;
 - (5) Is not immediately adjacent to any Town roads; and
 - (6) Is not part of an orderly annexation agreement.

SECTION 2. Annexation. Per Minnesota Statutes, section 414.033, subdivision 2(1), the City Council hereby declares the City Property, as legally described in EXHIBIT A and shown in EXHIBIT B and EXHIBIT C, to be annexed to the City of Faribault effective as of the date approved by the Office of Administrative Hearings.

SECTION 3. Filing. The City Administrator is authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Rice County Auditor, and the Town Clerk.

SECTION 4. Designated Zoning District. Upon the Office of Administrative Hearings' approval of the subject annexation, this Ordinance designates the zoning district of the annexed property as R-2, Low Density Residential. The Official Zoning Map of the City of Faribault shall not be re-published to show the aforesaid zoning. However, the City Planner shall appropriately mark the Official Zoning Map on file with the Department of Community and Economic Development to indicate the zoning.

SECTION 5. Not Codified. This is a transitory ordinance and shall not be codified as part of the City Code.

First Reading: August 24, 2021

Second Reading: September 14, 2021

Publication Date: September 21, 2021

Faribault City Council

Kevin F. Voracek, Mayor

Attest:

Timothy C. Murray, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF CITY PROPERTY IN WARSAW TOWNSHIP

Parcel 1

All that part of the SE1/4 of the SW1/4 of Section 1, T 109 N, R 21 W, Rice County, Minnesota, described by:

Commencing at the southeast corner of said SW1/4; thence N 00°12'40" E, assumed bearing, 545.55 feet along the east line of said SW1/4 to a point on the south right of way line of the Iowa, Chicago & Eastern Railroad; last said point being the True Point of Beginning: thence N 00°12'40" E 101.94 feet along the east line of said SW1/4 to the north right of way line of said railroad; thence northwesterly along said right of way line and along a nontangential curve concave to the northeast, central angle 35°54'57", radius 1218.87 feet, chord N 60°11'35" W 751.60 feet, arc length 764.05 feet; thence N 89°39'10" W 131.72 feet to the southwesterly right of way line of said Railroad; thence southeasterly along said right of way line and along a nontangential curve concave to the northeast, central angle 40°41'02", radius 1318.87 feet, chord S 58°42'08" E 916.94 feet, arc length 936.49 feet to said True Point of Beginning.

Containing 1.95 acres, more or less

Subject to easements and restrictions of record, if any.

Parcel 2

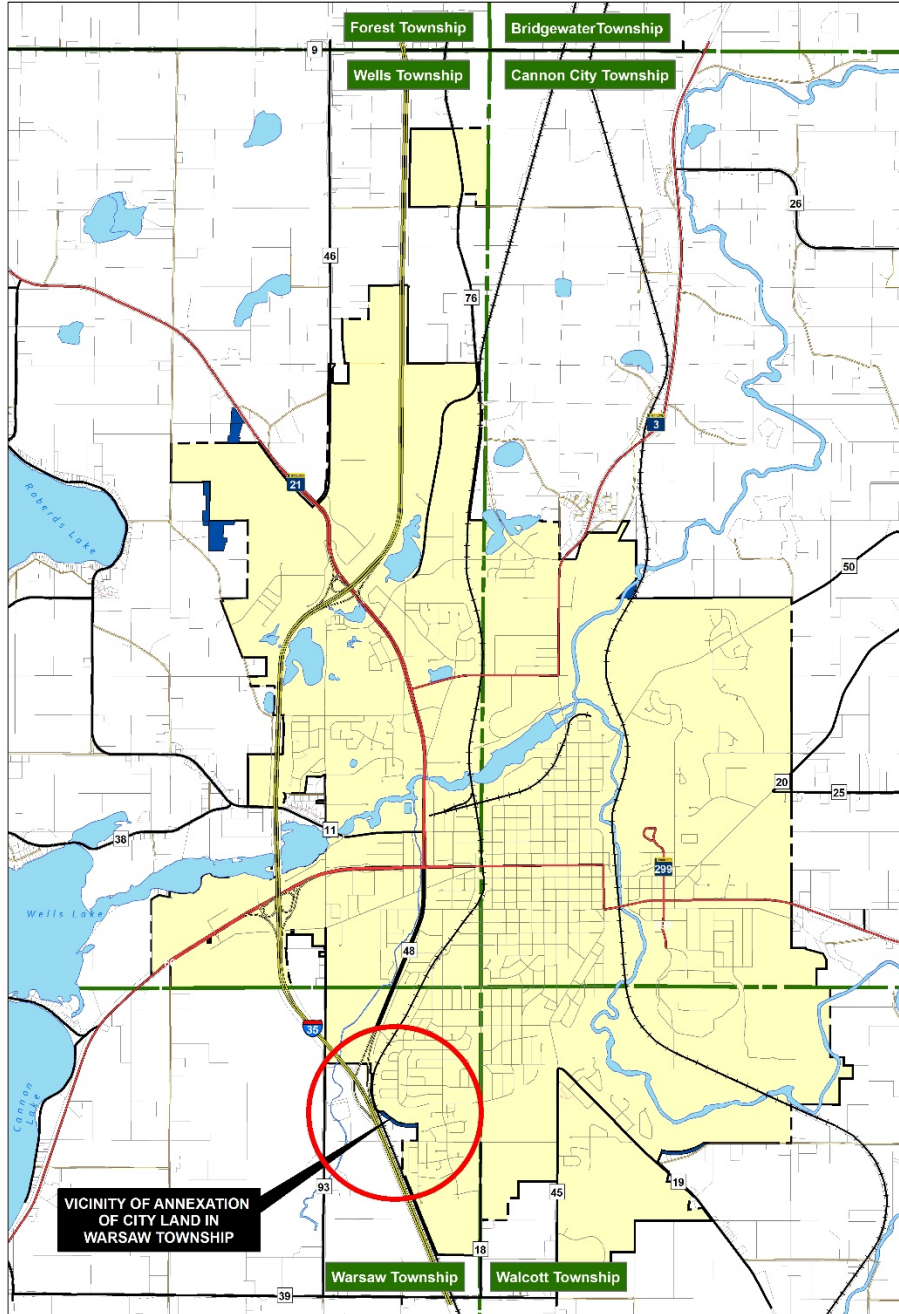
All that part of the following described parcel lying west of Windsor Park No. 27.

All of Chicago, Milwaukee, St. Paul and Pacific Railroad Company's right, title and interest in and to its former 100 foot wide right of way in, on, over and across the South Half of the SE1/4 of Section 1, T 109 N, R 21 W, Rice County, Minnesota, said right of way being 50 feet in width on each side of said Grantor's main track centerline as formerly there laid across said Section 1.

Containing 1.18 acres, more or less

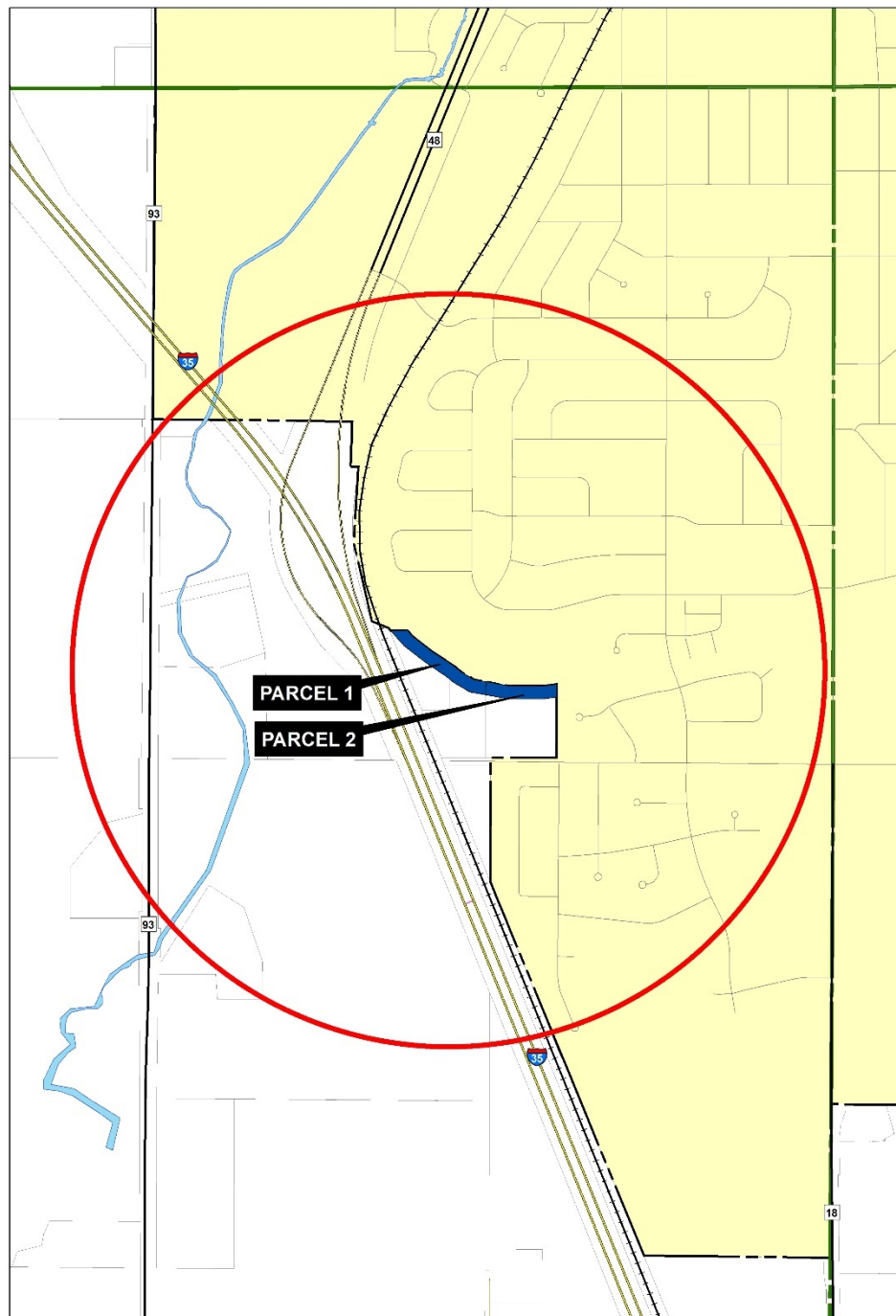
Subject to easements and restrictions of record, if any.

EXHIBIT B
MAP SHOWING GENERAL VICINITY OF ANNEXATION OF CITY LAND
IN WARSAW TOWNSHIP

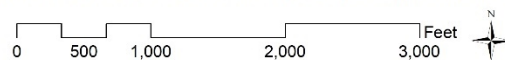


VICINITY OF ANNEXATION OF CITY LAND IN WARSAW TOWNSHIP

EXHIBIT C
ANNEXATION OF CITY PROPERTY IN WARSAW TOWNSHIP



ANNEXATION OF CITY PARCELS IN WARSAW TOWNSHIP





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township - Second Reading

Background:

On August 24, 2021, the Faribault City Council approved the first reading of Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township. The land to be annexed includes a 3.5-acre former railroad parcels, which the City acquired in 1996 for its trail system. The parcel is contiguous to the city limits. The City received no comments and made no revisions to the ordinance since the first reading of the ordinance.

Recommendation:

Approve the second reading Ordinance No. 2021-8 Annexing Land Owned by the City in Walcott Township - Second Reading

Attachments:

1. Ordinance No. 2021-8 Annex Land Owned by the City in Walcott Township

**CITY OF FARIBAULT
ORDINANCE No. 2021-8**

ANNEXING LAND OWNED BY THE CITY IN WALCOTT TOWNSHIP

THE CITY OF FARIBAULT ORDAINS AS FOLLOWS:

SECTION 1. Legislative Findings. The City Council of the City of Faribault finds and determines as follows:

- A. The City owns the property legally described in the attached EXHIBIT A and shown on the maps attached as EXHIBIT B and EXHIBIT C ("City Property").
- B. The City is authorized by Minnesota Statutes, section 414.033, subdivision 2(1) to annex by ordinance unincorporated land that it owns.
- C. The notice and hearing requirements in Minnesota Statutes, section 414.033, subdivision 2a do not apply to the annexation of City-owned land.
- D. The floodplain, shoreland, and electric utility notice requirements of Minnesota Statutes, section 414.033, subdivisions 11 and 12 do not apply to this annexation.
- E. The City Property:
 - (1) Includes one (1) parcel in Walcott Township ("Town") containing approximately 3.5 acres;
 - (2) Is not currently developed and has a population of zero;
 - (3) Is not subject to real estate taxes, and so the City is not required to pay any tax reimbursement to the Town under Minnesota Statutes, section 414.036 related to this annexation;
 - (4) Is not subject to any special assessment, and there is no Town debt attributable to the City Property;
 - (5) Is not immediately adjacent to any Town roads; and
 - (6) Is not part of an orderly annexation agreement.

SECTION 2. Annexation. Per Minnesota Statutes, section 414.033, subdivision 2(1), the City Council hereby declares the City Property, as legally described in EXHIBIT A and shown in EXHIBIT B and EXHIBIT C, to be annexed to the City of Faribault effective as of the date approved by the Office of Administrative Hearings.

SECTION 3. Filing. The City Administrator is authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Rice County Auditor, and the Town Clerk.

SECTION 4. Designated Zoning District. Upon the Office of Administrative Hearings' approval of the subject annexation, this Ordinance designates the zoning district of the annexed property as O, Agriculture/Open Space. The Official Zoning Map of the City of Faribault shall not be re-published to show the aforesaid zoning. However, the City Planner shall appropriately mark the Official Zoning Map on file with the Department of Community and Economic Development to indicate the zoning.

SECTION 5. Not Codified. This is a transitory ordinance and shall not be codified as part of the City Code.

First Reading: August 24, 2021

Second Reading: September 14, 2021

Publication Date: September 21, 2021

Faribault City Council

Kevin F. Voracek, Mayor

Attest:

Timothy C. Murray, City Administrator

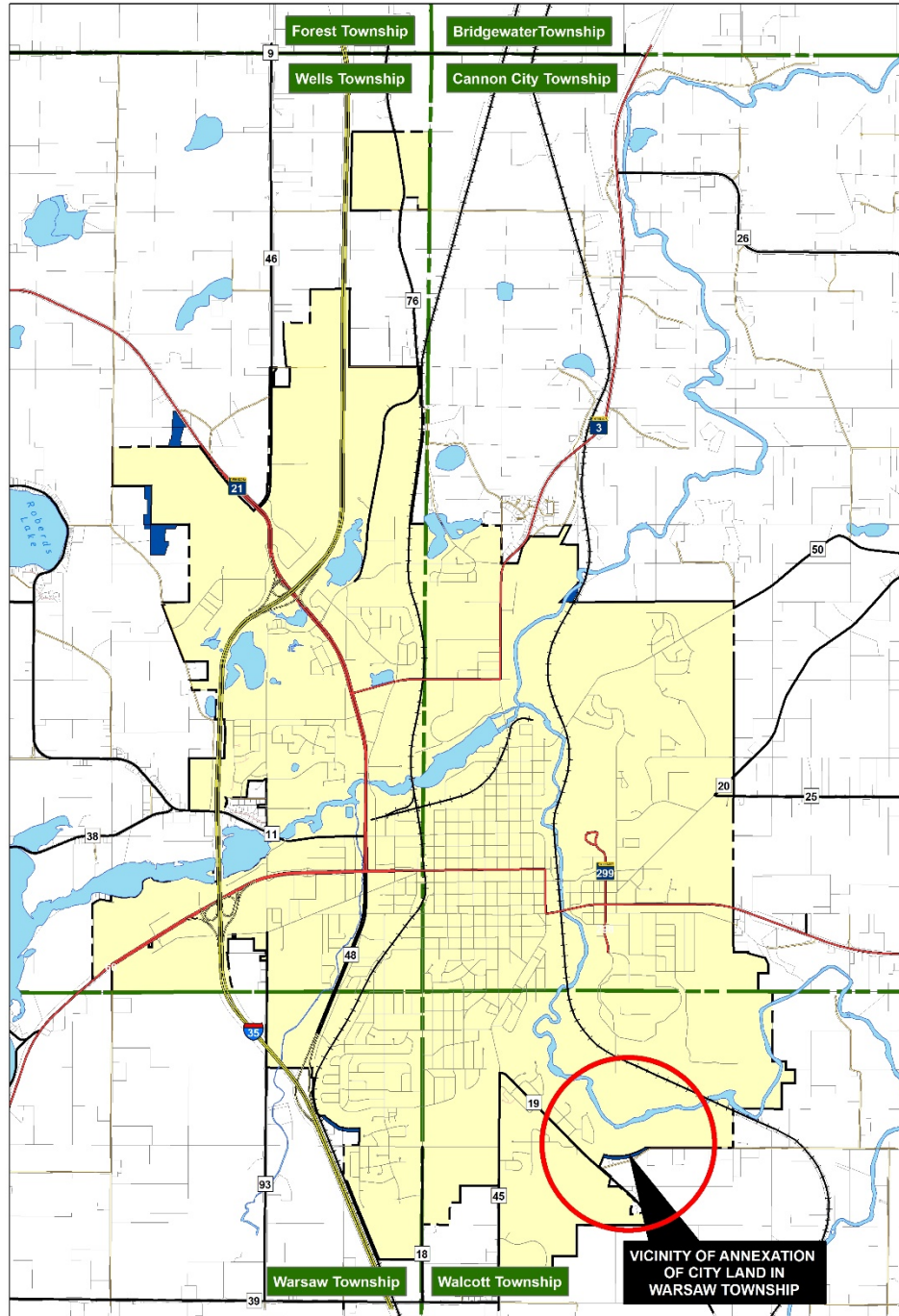
EXHIBIT A
LEGAL DESCRIPTION OF CITY PROPERTY IN WALCOTT TOWNSHIP

All of the 100 foot wide and extra width corridor of the former Chicago, Milwaukee, St. Paul and Pacific Railroad Company located in the Northwest Quarter of the Northwest Quarter (NW1/4NW1/4), and the Northeast Quarter of the Northwest Quarter (NE1/4NW1/4) of Section 8 in Township 109 North, Range 20 West, Rice County, Minnesota.

Containing 3.5 acres, more or less.

Subject to easements and restrictions of record, if any.

EXHIBIT B
MAP SHOWING GENERAL VICINITY OF ANNEXATION OF CITY LAND
IN WALCOTT TOWNSHIP



VICINITY OF ANNEXATION OF CITY LAND IN WALCOTT TOWNSHIP

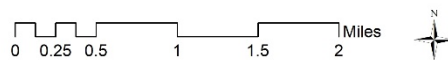
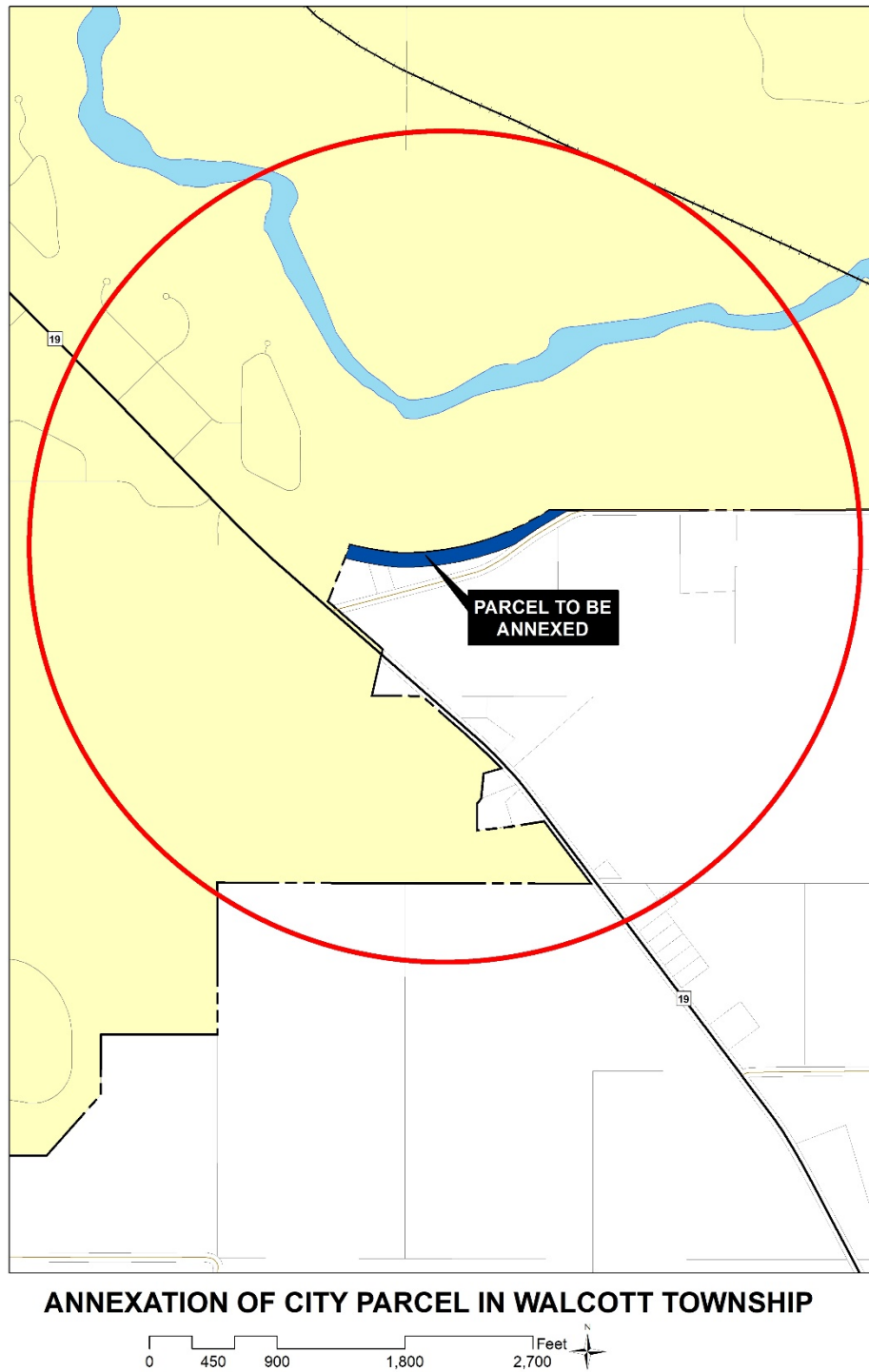


EXHIBIT C
ANNEXATION OF CITY PROPERTY IN WALCOTT TOWNSHIP





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Approve Summary Publication of Ordinances No. 2021-6, No. 2021-7 and No. 2021-8

Background:

Per Section 3.08 of the City Charter, the City Council, by a five-seventh vote of its members, may direct that the title and a summary of an ordinance be published instead of publishing the entire ordinance. The summary must note that the ordinance is available for inspection during regular office hours at the Office of the City Administrator. Before publication of the ordinance summary, the Council must approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance. The summary publication fulfills all legal publication requirements as completely as if the entire ordinance had been published. The attached summary publication provides summaries of Ordinance No. 2021-6, Ordinance No. 2021-7, and Ordinance No. 2021-8, all of which are related to annexations of City-owned parcels in the surrounding townships.

Recommendation:

Approve summary publication of Ordinances No. 2021-6, No. 2021-7, and No. 2021-8.

Attachments:

1. Summary Publication of Ordinances No. 2021-6, No. 2021-7, and No. 2021-8

Summary Publication

CITY OF FARIBAULT

ORDINANCES No. 2021-6, No. 2021-7, AND No. 2021-8 ANNEXING LAND OWNED BY THE CITY OF FARIBAULT IN THE SURROUNDING TOWNSHIPS

On September 14, 2021, the Faribault City Council approved the following ordinances annexing land owned by the City of Faribault in surrounding townships:

1. *Ordinance No. 2021-6 Annexing Land Owned by the City in Wells Township.* This annexation includes five (5) untaxed parcels, totaling 28.8 acres, which are contiguous to the city limits and the airport.
2. *Ordinance 2021-7 Annexing Land Owned by the City in Warsaw Township.* This annexation includes two (2) untaxed parcels, totaling two (2) acres, which are contiguous to the city limits and accommodate a City trail.
3. *Ordinance 2021-8 Annexing Land Owned by the City in Walcott Township.* This annexation includes an untaxed, 3.5-acre parcel, which is contiguous to the city limits and accommodates a City trail.

Complete copies of the ordinances, including legal descriptions and maps of the annexed properties, are available for public review during regular business hours at City Hall, 208 NW 1st Avenue, Faribault, Minnesota.

First Reading:	August 24, 2021
Second Reading:	September 14, 2021
Publication:	September 21, 2021



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: September 14, 2021
SUBJECT: Resolution 2021-195 Approve Appeal of Heritage Preservation Commission's Denial of Certificate of Appropriateness for Building Demolition at 633 1st Street SE (Johnston Hall)

Background:

The Heritage Preservation Commission (HPC) held a Special Meeting on Wednesday, September 8, 2021 to consider the request from Allina Health Systems, for a Certificate of Appropriateness for the demolition of Johnston Hall. Kraus Anderson Construction, on behalf of Allina Health Systems (owner) applied for a demolition permit on September 3, 2021. Johnston Hall is a historic structure listed on the National Register of Historic Places. Minnesota State Rules provide that the local heritage preservation commission must review requests for demolition of listed structures prior to demolition.

The demolition request was submitted based on the results of a recent Condition Assessment prepared by Meyer Borgman Johnson, Structural Design + Engineers. Per the report (attached), the deteriorated conditions of the building have created concerns about the immediate safety and stability of the bell tower. The report concludes that immediate action is needed to prevent possible damage to property or persons by a sudden collapse of the tower. The Condition Assessment was submitted to the City of Faribault, and reviewed by the Building Official. The Building Official also concluded that the current condition of the bell tower creates a hazardous structure, unsafe condition, and an environment that requires immediate abatement in accordance with MN Statutes, Section 463.15 to 463.26.

At the HPC meeting, the HPC members considered the request and voiced their concerns over the lack of maintenance - specifically citing a 2010 Building Condition Assessment that included recommended repairs and an annual maintenance plan that was presumably not followed. The members also referenced "demolition by neglect", which refers to intentionally allowing a property to deteriorate to the point that it cannot be saved. It was also pointed out that settlement issues with the tower

are documented back to the 1980's - and efforts to reinforce or repair the bell tower may have helped some, but did not stop the continual deterioration. The HPC suggested that since the Condition Assessment focused on the imminent danger of the tower and not necessarily the entire building, they would not support approving a Certificate of Appropriateness for the demolition of the entire building. They encouraged Allina Health Systems to reconsider and reapply for the demolition of the bell tower only - voting to deny the Certificate of Appropriateness with a 5-0 vote (with one abstention).

Following the HPC meeting, an appeal of the denial of the Certificate of Appropriateness was received (attached). Section 13-360 of the Unified Development Ordinance states that a person adversely affected by any determination made by the HPC relative to the denial of a Certificate of Appropriateness, has fifteen (15) days to appeal the decision to City Council. The appeal references the imminent danger documented in the engineering analysis results and Allina Health's need to move swiftly to mitigate safety risks to employees, patients, community, and facilities. The letter also outlines the immediate actions that Allina Health has taken to maintain a safe and secure environment while seeking to resolve the issues - and how those measures are impacting patient care and operations. The letter goes on further to request terminating the existing Redevelopment Management Agreement extension, set to expire on December 10, 2021. The Redevelopment Management Agreement was originally executed in 2018, providing the City with an opportunity to seek a redeveloper for Johnston Hall prior to its demolition, and extended in June 2021 for an additional six months. No redeveloper and no reuse has been identified.

If the City Council elects not to grant the appeal, it must be noted that the public health and safety issue still exists as identified by the Building Official. The City is obligated to take enforcement action to abate or mitigate the hazard.

Recommendation:

Consider Resolution 2021-195 Approve Appeal of Heritage Preservation Commission's Denial of Certificate of Appropriateness for Building Demolition at 633 1st Street SE (Johnston Hall)

Attachments:

1. Resolution 2021-195 Approve Appeal of HPC Denial for Building Demolition at 633 1st Street SE
2. Johnston Hall Permit Appeal Letter09Sep21
3. Johnston Hall - 2021 Final Condition Assessment
4. 9-2 Johnston Hall Letter from BO

CITY OF FARIBAULT

RESOLUTION #2021-195

APPROVE APPEAL OF HERITAGE PRESERVATION COMMISSION'S DENIAL OF CERTIFICATE OF APPROPRIATENESS FOR BUILDING DEMOLITION AT 633 1ST STREET SE (JOHNSTON HALL)

WHEREAS, District One Hospital (DOH), part of Allina Health, owns Johnston Hall, located on the District One Hospital Campus at 633 1st Street SE; and

WHEREAS, Johnston Hall was built in 1888 as the original home for Seabury Divinity School and is listed on the National Register of Historic Places; and

WHEREAS, DOH hired Meyer Borgman Johnson to conduct a Condition Assessment on Johnston Hall which found that the deteriorated conditions of the building have created concerns about the immediate safety and stability of the bell tower, concluding that immediate action is needed to prevent possible damage to property or persons by a sudden collapse of the tower; and

WHEREAS, DOH has formally requested that the Redevelopment Management Agreement currently in place between DOH and the City of Faribault be terminated based on the structural condition identified in the Condition Assessment and the risk to public safety; and

WHEREAS, since Johnston Hall is listed on the National Register of Historic Places, Minnesota State Rules provide that the local heritage preservation commission must review requests for demolition and a Certificate of Appropriateness must be obtained prior to demolition; and

WHEREAS, the Heritage Preservation Commission (HPC) denied granting a Certificate of Appropriateness for the demolition of Johnston Hall located at 633 1st Street SE at a Special HPC Meeting held on September 8, 2021; and

WHEREAS, per Sec. 13-360 of Appendix B of the City Code of Ordinances, appeals on determinations by the Heritage Preservation Commission may be submitted to the City Council for consideration, and;

WHEREAS, an appeal of the denial of the Certificates of Appropriateness by the Heritage Preservation Commission was received on September 9, 2021 citing the imminent danger and safety risks that have been identified; and

WHEREAS, the Building Official has reviewed the Condition Assessment report and agrees that the current condition of the bell tower creates a hazardous structure, unsafe condition, and an environment that requires immediate abatement in accordance with Minnesota Statutes, Section 463.15 to 463.26.

NOW, THEREFORE BE IT RESOLVED, the City Council hereby grants an appeal as requested and authorizes the issuance of a demolition permit for Johnston Hall located at 633 1st Street SE due to the imminent danger and safety hazards identified.

BE IT FURTHER RESOLVED, the City of Faribault agrees to terminate immediately the Redevelopment Management Agreement, set to expire on December 10, 2021, due to the structural integrity of Johnston Hall and the risk to public safety as identified in the Condition Assessment.

Date Adopted: September 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

September 9, 2021

Kevin Voracek, Mayor
208 1st Avenue NW
Faribault, MN 55021

Dear Mayor Voracek and City Councilmembers,

On behalf of District One Hospital, part of Allina Health, I am contacting you to appeal the September 8, 2021 decision of the Faribault Heritage Preservation Commission to deny the Certificate of Appropriateness for the demolition of Johnston Hall located on the District One Hospital Campus (633 1st St SE). We are appealing the decision as the Johnston Hall Bell Tower has been deemed structurally unsound, in imminent danger of collapse and is now a safety hazard.

Earlier this year we commissioned a structural analysis of Johnston Hall Bell Tower to assess the condition. We received the engineering analysis results on August 31st which states the tower is in imminent danger of collapse. The tower has had structural issues dating back to the 1980's and previous rehabilitation efforts have not been successful.

Allina Health is committed to providing a safe and secure environment for employees, medical staff, volunteers, patients, partners and the communities we serve. We took immediate actions to ensure we are maintaining a safe and secure environment while seeking to resolve this issue, including closing off a radius around the tower:

- The link walkway between District One Hospital and Allina Health Faribault Clinic is closed. Patients and staff now use the outdoor sidewalk in front of the buildings to travel between the two buildings.
- Fencing has been placed around Johnston Hall, including the parking lot.
- The pharmacy has been moved to another location on-site.
- Clinical staff offices have been relocated.

These important safety steps are necessary, but are impacting patient care and operations and need to return to normal as soon as possible. Our priority remains being able to deliver on our caring mission throughout our facilities.

We are seeking full demolition of the tower and the building as we, along with the city, have spent over two years trying to find a buyer to no avail. A Redevelopment Management Agreement was executed in December 2018 between the City of Faribault and Allina Health. The two-year agreement (extended on June 8, 2021 for an additional six-months) recognized that District One Hospital had made several unsuccessful attempts to find a redeveloper, and the City wanted the opportunity to seek a redeveloper for Johnston Hall prior to the building being demolished.

The agreement also acknowledges that the City's efforts would constitute the final attempt to restore Johnston Hall prior to demolition. To date the City's efforts have also been unsuccessful and we request the city council vote to formally end the 6 month Redevelopment Management Agreement extension.

Rehabilitation of the building or a partial deconstruction of just the Tower is cost prohibitive and directs funds away from patient care. We also have ongoing concerns about the safety of the building overall.

Allina Health is committed to honoring the historical significance of Johnston Hall in collaboration with the city and other community partners on ways to honor the historical significance of the building.

Thank you for your prompt attention to this appeal as we act swiftly to mitigate safety risks to our employees, patients, community and facilities.

Sincerely,

A handwritten signature in black ink that reads "Michael E. Johnston".

Michael Johnston
President, South Market
Allina Health

CC: Deanna Kuennen, City Administrator

Condition Assessment

Johnston Hall

633 Southeast First Street
Faribault, MN, 55021
MBJ Commission No. 20.501

MEYER | BORGMAN | JOHNSON

STRUCTURAL DESIGN + ENGINEERING



SEE STRUCTURE.

Date September 2nd, 2021

Prepared for: Scott A. Banaszynski
Allina Health
Mail Route 10019
2925 Chicago Avenue
Minneapolis, MN, 55407

Prepared by: Liz Kinney, P.E. and Jason A. Cook, P.E.

Reviewed by: Daniel Murphy, P.E.

Meyer Borgman Johnson
510 Marquette Ave South, #900
Minneapolis, Minnesota 55402
(612) 338-0713

PROFESSIONAL CERTIFICATION

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



Daniel Murphy, P.E. Minnesota Reg. No. 13373
September 2nd, 2021

Contents

EXECUTIVE SUMMARY	2
SAFETY RECOMMENDATIONS	2
OBSERVATION PROCEDURES AND DATA COLLECTION	3
BELL TOWER DESCRIPTION	3
BELL TOWER CONDITION	4
BELL TOWER RECOMMENDATIONS	6
CONCLUSIONS	7

Appendix A: Figures of 2021 Structural Deterioration

Appendix B: 2017 Structural Condition Assessment Report by MBJ

EXECUTIVE SUMMARY

In December 2017 a detailed assessment of Johnston Hall in Faribault, Minnesota was performed by Meyer, Borgman Johnson (MBJ) and although the condition of the main building was not very concerning, the condition of the tower was determined to be fair to poor, with significant cracks, mortar loss and deteriorated masonry. The purpose of this current structural condition assessment is to provide an opinion on the degree of additional deterioration of the towers' condition since 2017.

This assessment was limited in scope as there were safety concerns about entering the tower. Findings were limited to areas where structural elements were exposed for observation. Methods of investigation involved photo-documentation using a drone and a 3-D point cloud survey. No structural analysis of the tower was performed.

The condition of the tower has clearly deteriorated since the 2017 condition assessment and is now considered to be in a very dangerous situation. There is visible widening and lengthening of many of the largest cracks. Comparisons of the point clouds from 2017 and 2021 show a definite trend that the tower has shifted to the south (closer to the new hospital).

The level of deterioration and cracking that has been observed indicates that collapse of the tower could occur imminently. The tower is built of unreinforced masonry which by its nature (lacking ductility) can fail in an unpredictable manner. It is not possible to predict when that failure will occur, and the towers' self-weight, or a weather related event such as a large temperature swing or a wind or rainstorm could be a trigger event.

Although it was not deemed advisable to enter the tower to investigate the extent of mortar loss with the borescope at this time, already in 2017 it was established that there had been massive and extensive loss of mortar. Given that there has been four further years of exposure to rain, wind combined with the effects of numerous freeze-thaw cycles, it is reasonable to assume that the loss of mortar has progressed.

From talks with the owner, we learned that in 2017 there was an attempt to shore the keystones in the arched louvered windows in the east face, but work halted as the masonry displaced and the situation was deemed unsafe by the contractor. This is further indication that the tower is in a very fragile state.

SAFETY RECOMMENDATIONS

There are concerns about the immediate safety and stability of the tower. The following steps are recommended to ensure the safety of surrounding structures and people.

1. Immediate action needs to be taken to prevent possible damage to property or persons by a sudden collapse of the tower. Given the level of deterioration in the tower, the safest and most straightforward action to take is to deconstruct the tower to at least the level below the large louvered windows.
2. If partial deconstruction is not immediately possible, temporary stabilization is required and should involve the following:
 - A) Temporary shoring and bracing (internally and externally) to prevent displacement of the masonry and ensure overall system stability. Any temporary stabilization measure should be designed and implemented by competent and qualified personnel familiar with historic masonry and structural stability.

- B) Provide significantly hardened temporary scaffolding, oriented both vertically and horizontally to improve safety in the event of partial displacement or complete failure of existing building material. Any scaffolding barriers should be designed, implemented and maintained by competent and qualified personnel.
- C) Continue to restrict access to the grounds around the tower with substantial fencing system until permanent stabilization repairs have been implemented. Removing access to the enclosed corridor to the main hospital building should also be considered. It is not possible to predict a possible debris zone in the event of a possible future collapse. The plan shown in Figure 22 shows zones with 50', 80' and 120' radii.
- D) Continue to monitor stone displacement and overall stability of the tower until permanent stabilization repairs have been implemented. Digital crack monitors providing real-time data could also be installed to continually record the ongoing movement. We recommend using a testing service such as Braun Intertec or AET to provide this service. This data could be supplemented with a drone or point cloud survey.

OBSERVATION PROCEDURES AND DATA COLLECTION

An initial on-site visit was made on June 15th, 2021, by Dan Murphy, P.E. and Liz Kinney, P.E. of Meyer, Borgman, Johnson. General observations of the tower exterior were made, and a plan for future investigation was developed.

A 3D point cloud survey was performed by Kraus Anderson on July 21, 2021 and the results supplied to MBJ. Kraus Anderson also performed the 2017 point cloud survey, so the information gathered in 2021 was very similar in extent and quality to that gathered in 2017. Overall movement of the tower was assessed from these survey results.

On July 16, 2021 John Kemp from McGough made a drone survey of Johnston Hall and tower. Both close up photographs and overall photographs were taken. Liz Kinney from MBJ was also on site for the drone survey and helped direct which photos to take. These photos were then used to assess how the existing cracks had progressed, both in width and length.

BELL TOWER: DESCRIPTION

Johnston Hall was built in 1888 and is approximately 115'-0" tall, with a height of 80' to the top of the stone masonry exterior. The exterior structure is stone, typically Faribault Blue limestone with Berea, Ohio sandstone trim around the window openings. The construction is mass masonry, meaning there is no steel or concrete within the structure. Also, the masonry is unreinforced, with no steel connecting the wythes of masonry or within the mortar beds to provide strength and flexibility.

The tower was repointed and repaired in 1987. The renovations included repointing most of the exterior surfaces of the building and tower and installing vertical tie-rods in the tower. The mortar used in the repointing was harder and less porous than the original lime mortar. It is our opinion that this incompatibility has caused deterioration of the stone itself. Horizontal tie-rods were also installed in the tower at some undetermined date. The tie-rods have been useful in preventing the walls of the tower from opening apart, but cracks are still progressing significantly despite this retrofit. In 2008 District One

purchased Johnston Hall and in 2010 cracks in the tower were repointed and filled.

BELL TOWER: CONDITION

There are major concerns about the overall structural stability of the tower. It poses a very dangerous situation to both property and pedestrians. Comparisons between the 2017 and 2021 condition surveys show the following:

1. Figures 1-4 are composite photographs of each face of the tower with the most major cracks highlighted. From these it is clear that cracking of the tower structure is both very visible and extensive. Every face of the tower is compromised, with the north-east corner appearing to be the most deteriorated. The presence of cracks allows moisture to enter within the masonry walls, which leads to further erosion by freeze-thaw expansion of the cracks. This mechanism further accelerates deterioration of the tower.
2. Major repointing was undertaken in 2010, so the width of cracks seen today is typically what has developed over the past 11 years. Comparisons between the 2010 and 2017 cracks are detailed in Appendix C of the 2017 MBJ report.
3. Further deterioration between 2017 and 2021 was documented by comparing photographs and the following can be noted:
 - a. The lower section of the long vertical crack in the NE corner appeared to have increased from 5/16" in 2017 to 7/8" in 2021, an increase of 80%, Figure 5. (Note, this measurement is approximate as the crack size was scaled with respect to the surrounding stone size.)
 - b. The south keystone slippage appears to have been 1 3/4" in 2017 and appears to have increased to 2 1/4" in 2021, an increase of 30%, Figure 6. (Note, this measurement is approximate as the crack size was scaled with respect to the surrounding stone size.)
 - c. The crack on the east face was physically measured at 2" in 2017 appears to be 2 3/4" in 2021, an increase of 35%, Figure 7. (Note, the 2021 measurement was graphically deduced by comparing photographs).
 - d. The crack on the north face was physically measured at 2 1/2" in 2017 and appears to be 3" in 2021, an increase of 20%, Figure 8. The 3" dimension includes a width of mortar that has been lost, so the actual crack width is probably closer to 2 1/2". (Note, the 2021 measurement was graphically deduced by comparing photographs).
 - e. The upper section of the long vertical crack in the NE corner had increased from 1/2" in 2017 to 3/4" in 2021, an increase of 50%, Figure 9. (Note, this measurement is approximate as the crack size was scaled with respect to the surrounding stone size.)
4. Comparisons of the 2017 and 2021 point cloud surveys show definite displacement trends in the tower. These are shown in Figures 10-15. As the point cloud captures the roughness of the stone, there were limitations to the accuracy of the measurements of the displacement. Attention was paid to the location and extent of the measurement to be as consistent as possible. From these comparisons the following can be noted:

- a. There is overall shifting of the tower to the south, closer to the new hospital building and enclosed corridor to the main hospital building. The amount of displacement is in the order of 1"-2". This occurs at the elevation above the top of the louvered windows, with less displacement lower down the tower.
 - b. There is an overall shift of the tower to the east of approximately 2", depending on the elevation.
 - c. At the 168' elevation, approximately 3' above the louvered windows, it appears that all walls have moved outward, indicating a widening of cracks on all faces.
5. Due to safety concerns, the assessment team decided that they should not enter the tower to observe the interior conditions. From the 2017 condition assessment the following was noted with regards to mortar loss:
 - a. *"The original mortar within the northeast, southeast and southwest corners had largely been washed out and was no longer present. At the limestone trim there was approximately 1" of repointed mortar between the masonry, with this being the only intact contact surface. There was almost no clear vertical load path visible. This is shown in Figures 16-19.*
 - b. *The east wall below the louvered windows was bowing visibly to the interior. The borescope was inserted between the wythes and similar deterioration to that seen in the corner areas was visible, with substantial loss of the original mortar. There were large voids present within this wall as the infill masonry had lost all competence as the mortar was no longer present."*
 - c. The loss of mortar is not evident from the tower exterior as the 1" width of repointed mortar is what is visible. From the borescope investigation in 2017 it was clear that almost all the original mortar in very large sections (up to 75%) of the tower had been washed out. This means that instead of having 24" of solid mortar, only 1" remains. The effect of this is to concentrate all stresses in the remaining mortar, which is more likely to lead to overstress of the structure. Also, the original load path of the tower has been disrupted which can also lead to overstresses.
 - d. The interior volume of the wall is composed of smaller rubble stones that were held in place with mortar. Since this mortar has eroded away, the smaller stones became unsupported and the interior section of the wall has essentially collapsed in places.
 - e. Given these observations about the condition of the mortar, it is not possible to predict a factor of safety for the tower or a probable failure mechanism. Unreinforced masonry is by its nature non-ductile and unpredictable, and there will be little further warning before a collapse.
6. In 2017 there was an attempt by Kraus Anderson to shore the keystones in the arched louvered windows in the east face, but work was halted as the masonry displaced and the situation was deemed unsafe. This indicates that they also considered the tower to be in a very fragile state.
7. Photographs of the chimney on the north side of the tower taken by the drone show extensive mortar loss and also gaps at the flashing, see Figures 20 and 21. This will be allowing water intrusion into the chimney, which is most likely causing mortar loss, similar to other areas of the tower.

8. There is little to no cracking evident in the lowest 20' of the tower. This indicates that the distress and displacement does not appear to be a foundation settlement issue but appears related to mortar loss and overall stability of the tower.
9. As the tower is a complex structure, the analysis required to produce any meaningful results was beyond the scope of this condition assessment. For this reason, no structural analysis was performed.

BELL TOWER RECOMMENDATIONS

There are concerns about the immediate safety and stability of the tower. The steps discussed below are recommended to ensure the safety of surrounding structures and people. The degree of mortar loss is so extensive that it is not clear at this time whether it will be possible to repair the tower or whether partial demolition and later reconstruction will be required. Possible repair scenarios are listed in point 3 below, but further investigation and discussion with a highly qualified contractor are needed to determine whether repair is even possible.

1. Immediate action needs to be taken to prevent possible damage to property or persons by a sudden collapse of the tower. Given the level of deterioration in the tower, we recommend deconstructing the tower to the level below the large louvered windows.
2. If partial deconstruction is not immediately possible, temporary stabilization should include the following:
 - a. Temporary shoring and bracing (internally and externally) to prevent displacement of the masonry and ensure overall system stability. Any temporary stabilization measures should be designed and implemented by competent and qualified personnel familiar with historic masonry and structural stability.
 - b. Provide significantly hardened temporary scaffolding, oriented both vertically and horizontally to improve safety in the event of partial displacement or complete failure of existing building material. Any scaffolding barriers should be designed and implemented by competent and qualified personnel.
 - c. Continue to restrict access to the grounds around the tower with substantial fencing system until permanent stabilization repairs have been implemented. It is not possible to accurately predict a debris zone in the event of a possible future collapse. The plan shown in Figure 22 shows zones with 50', 80' and 120' radii.
 - d. Continue to monitor stone displacement and overall stability of the tower until permanent stabilization repairs have been implemented. Digital crack monitors providing real-time data could also be installed to continually record the ongoing movement. We recommend using a testing service such as Braun Intertec or AET to provide this service. This data could be supplemented with a drone or point cloud survey.
3. If partial deconstruction is not possible and once the safety measures listed in section 2 are carried out, the possibility of reconstruction or repair could be investigated. This could include the following steps:

- a. Perform a structural analysis of the tower. The input should include the damage seen during the condition assessment to model the behavior of the structure as accurately as possible. The analysis would inform decisions about potential failure of the system and also future repairs for stabilization.
- b. Repairs could include grout injection, internal reinforcement, external cable banding and connecting the wythes of masonry together using grouted stainless steel ties. The necessity and practicality of relaying the displaced stone masonry would need to be carefully evaluated. Rehabilitation should be designed and implemented by competent and qualified personnel familiar with historic masonry.
- c. Remove and replace heavily weathered and worn sandstone blocks and fully grout masonry at window jambs.

CONCLUSIONS

We have now had the opportunity to observe the facility in 2017 and 2021. Accordingly, it is our opinion that the tower section of Johnston Hall in its current state presents a significant and immediate danger to adjacent personnel and property. The deterioration has caused local and global instabilities of the tower, possibly requiring partial deconstruction of the tower. The deterioration and distress observed in the tower is severe and very extensive. Either partial deconstruction or temporary stabilization of the tower is required immediately. Stabilization of the tower may be expensive and complicated with internal and external bracing and protective scaffolding required. At this point, it is unclear whether repair of the tower is even possible or whether partial deconstruction is required instead. Discussions with a contractor who has extensive experience and expertise with this type of deterioration and structure could help inform the strategy for stabilizing or repairing the tower.

If repair is possible following the deconstruction or stabilization of the tower, the design should be determined by a competent and experienced structural engineering company. Also, any repairs should only be carried out by a highly qualified and experienced construction. There are several established repair techniques for unreinforced masonry buildings, including cable wrapping, grout injection and connecting the wythes with grouted stainless steel ties which might be applicable to the tower.

Appendix A

Figures of 2021 Structural Deterioration

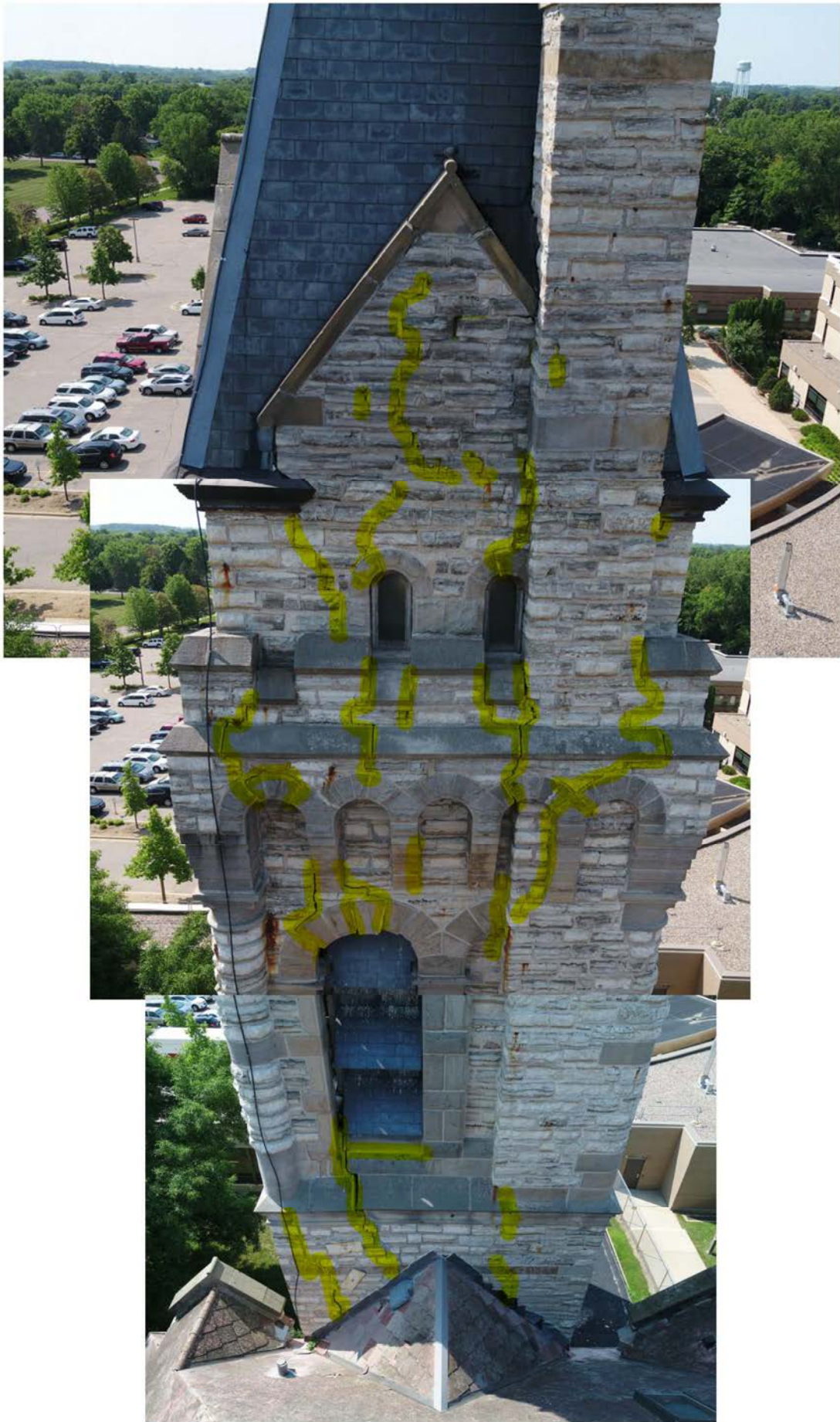


Figure 1: Cracks in North Face of the Tower.

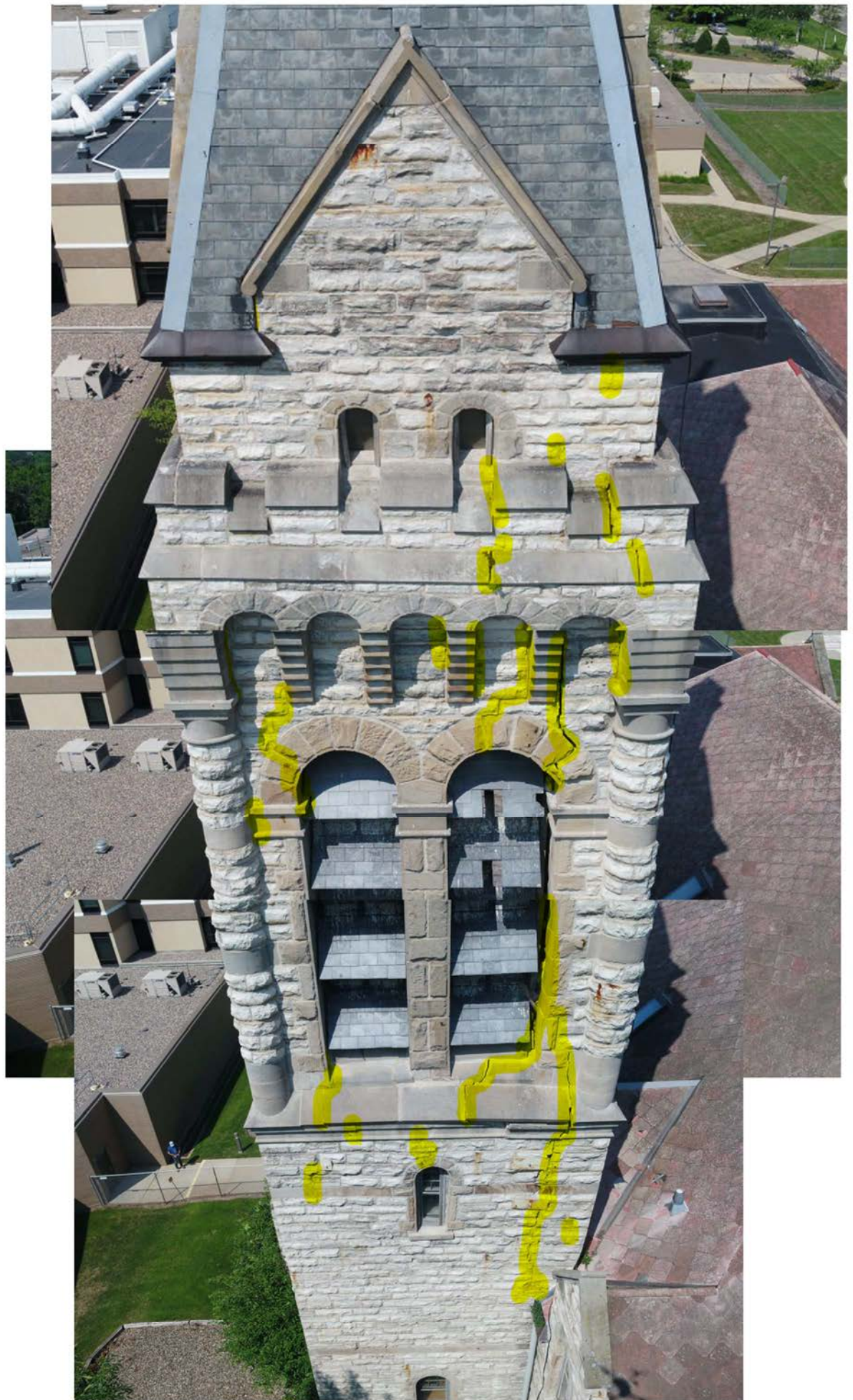


Figure 2: Cracks in East Face of the Tower.



Figure 3: Cracks in South Face of the Tower.

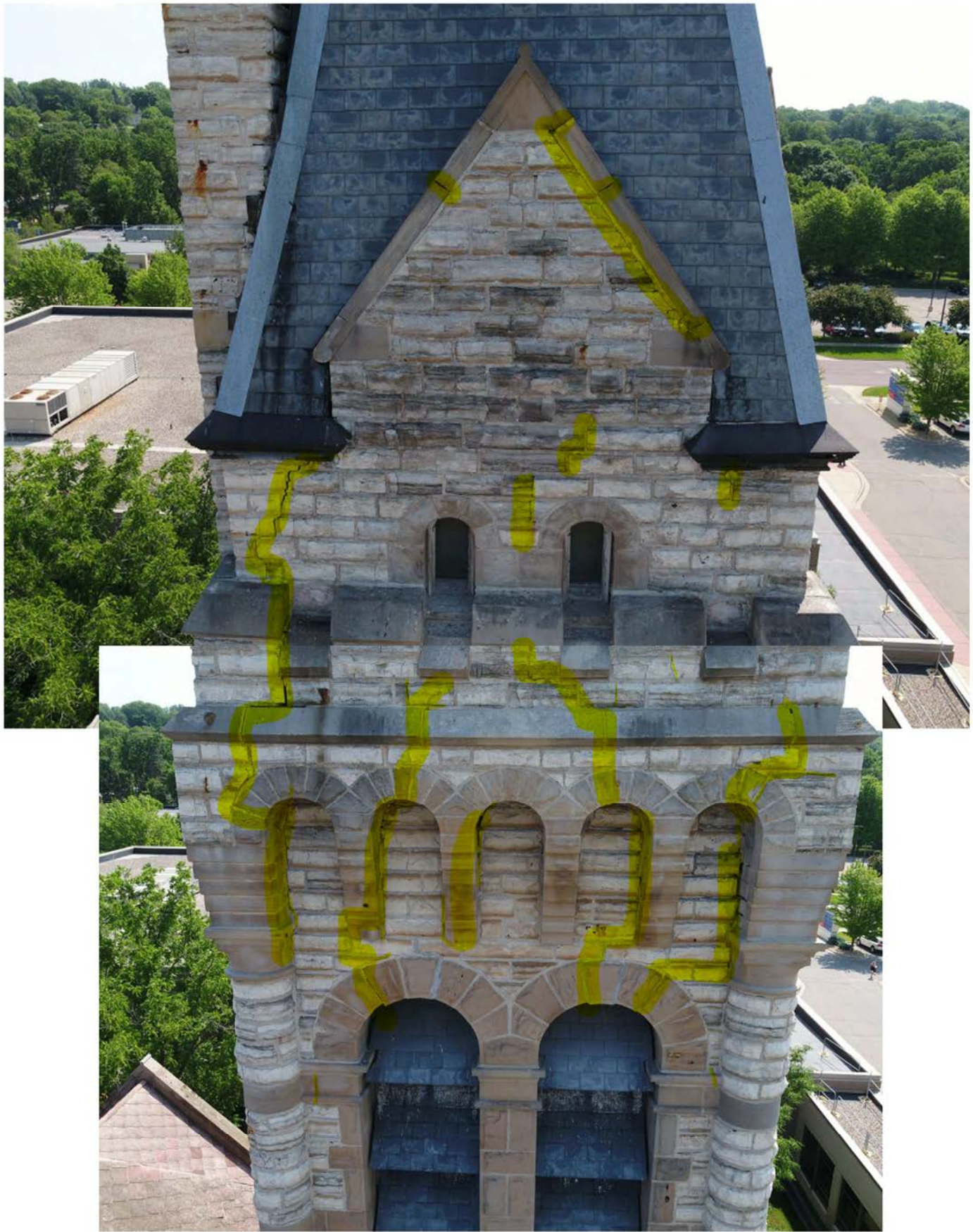
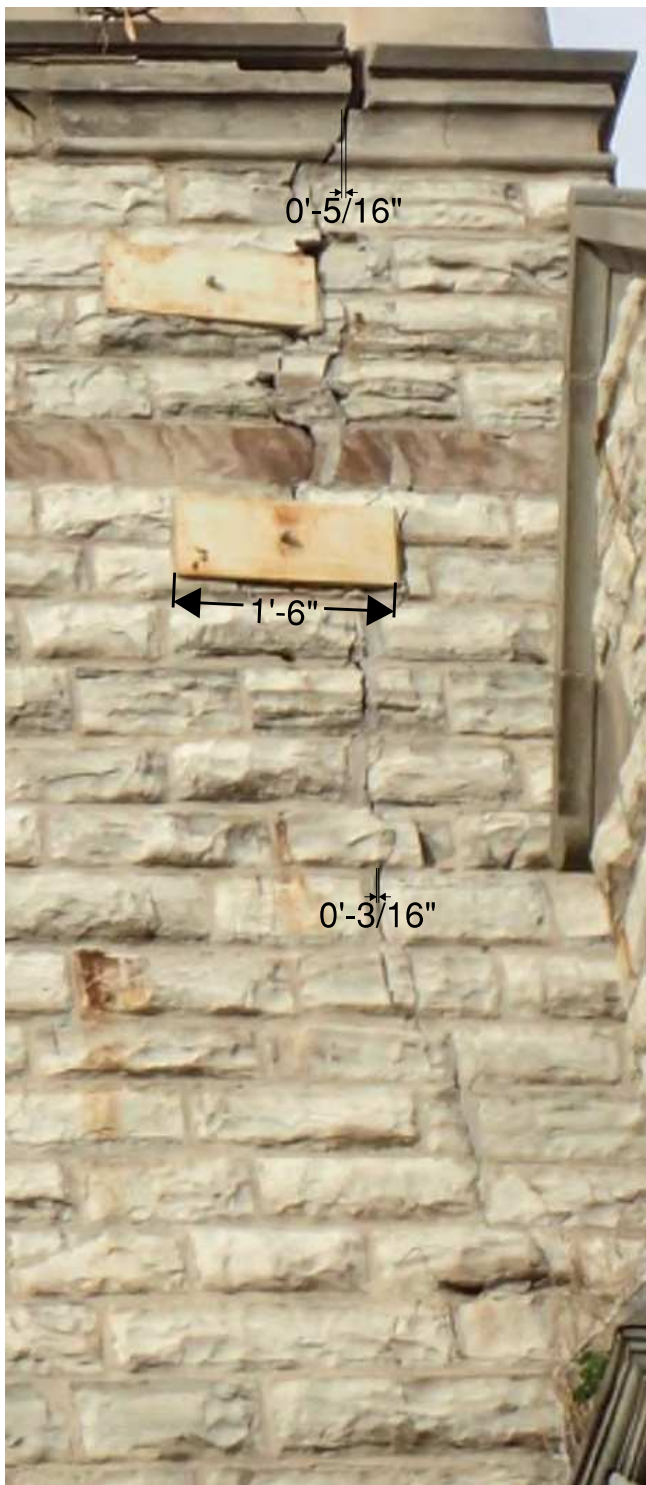


Figure 4: Cracks in West Face of the Tower.



2017

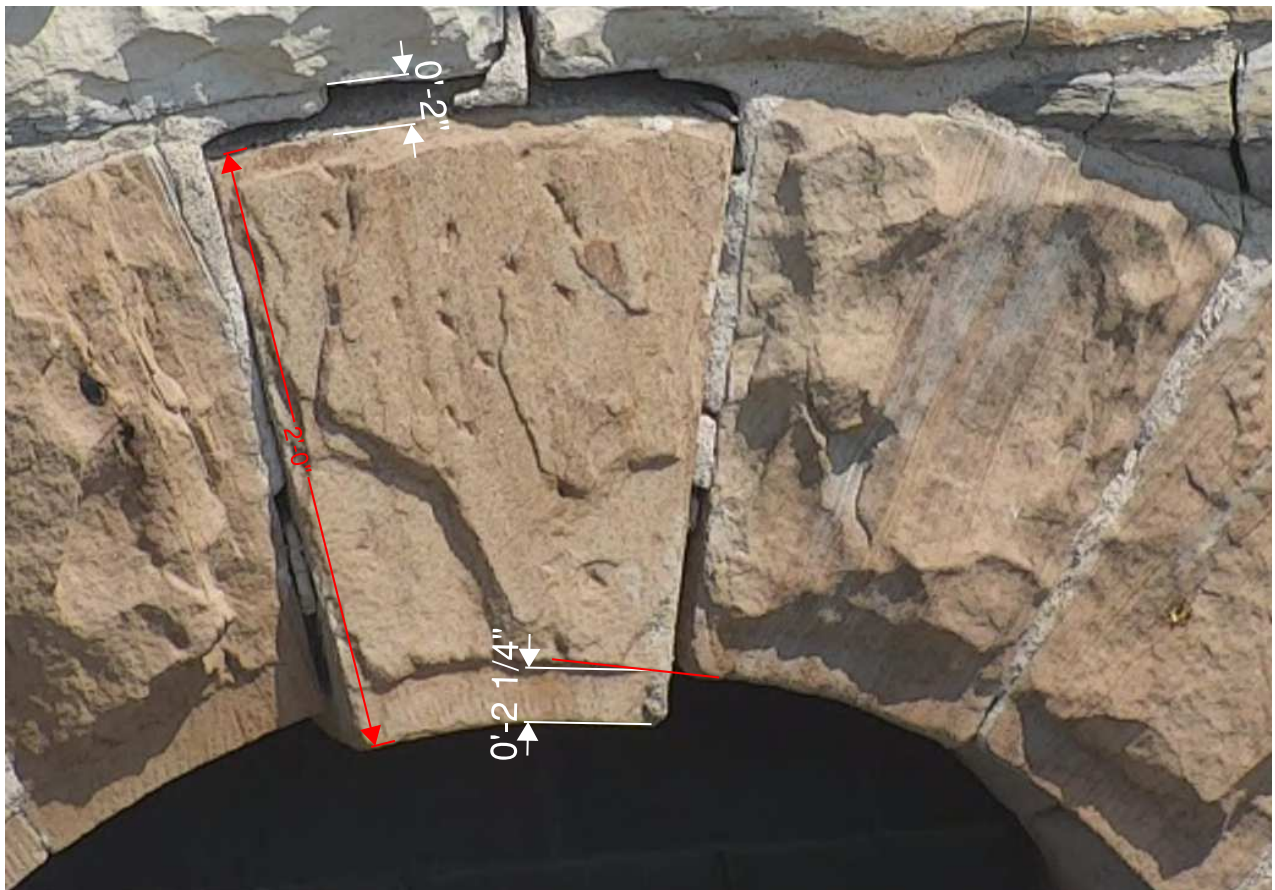


2021

Figure 5. Lower Section of Long Vertical Crack in NE Corner of Tower



2017



2021

Figure 6: South Keystone Slippage



2017



2021

Figure 7: Comparison of Cracks at East face of Tower

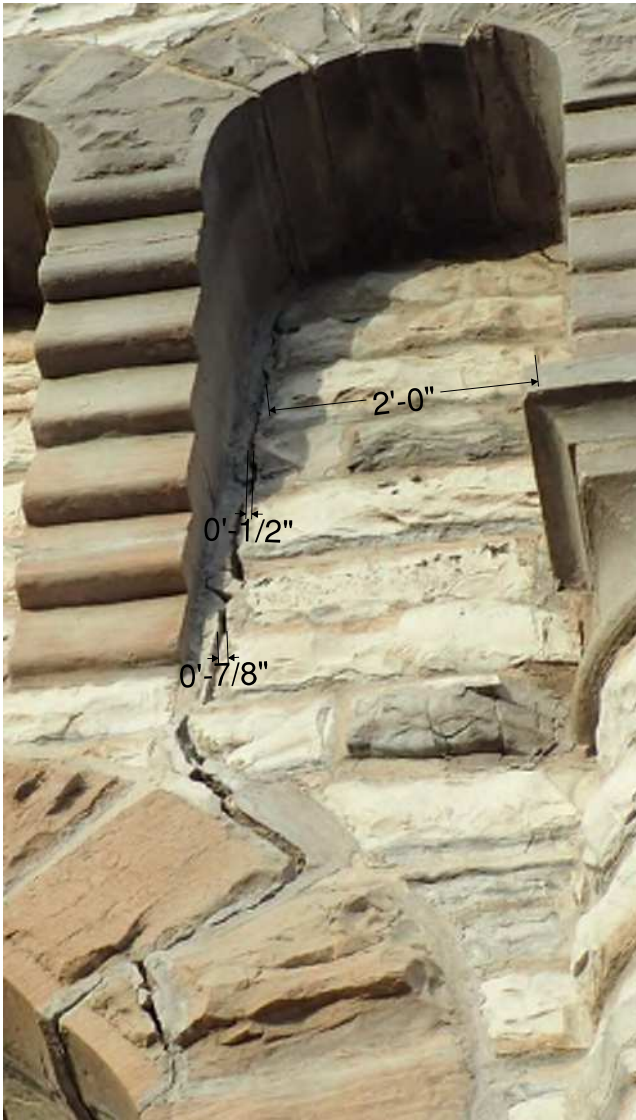


2017



2021

Figure 8: Crack at North Side of Tower



2017



2021

Figure 9: Upper Section of Crack on East Face of Tower.

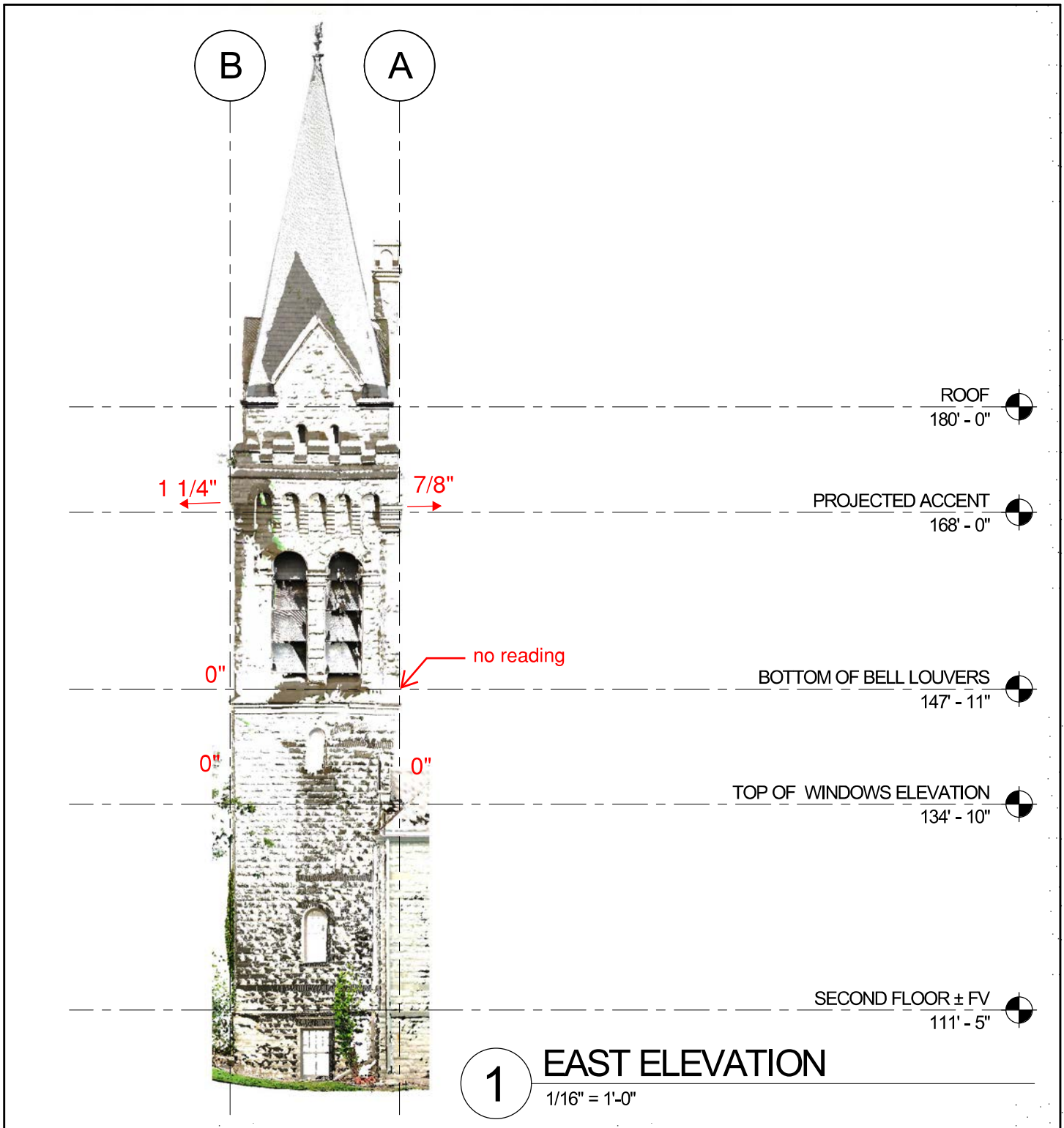


Figure 10: East Elevation 2021 Point Cloud and Comparison to 2017 Point Cloud shown in red.

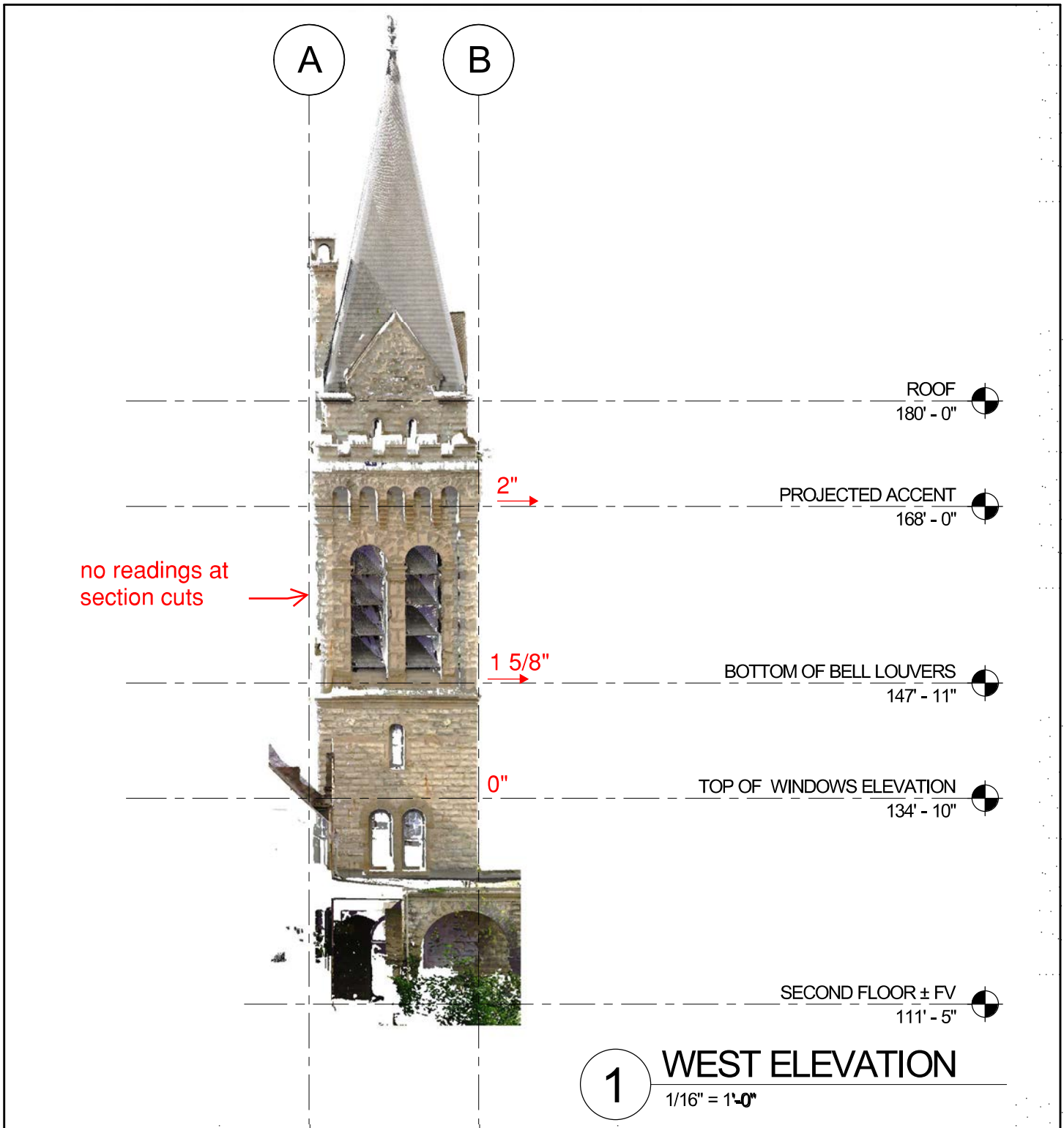


Figure 11: West Elevation 2021 Point Cloud and Comparison to 2017 Point Cloud shown in red.

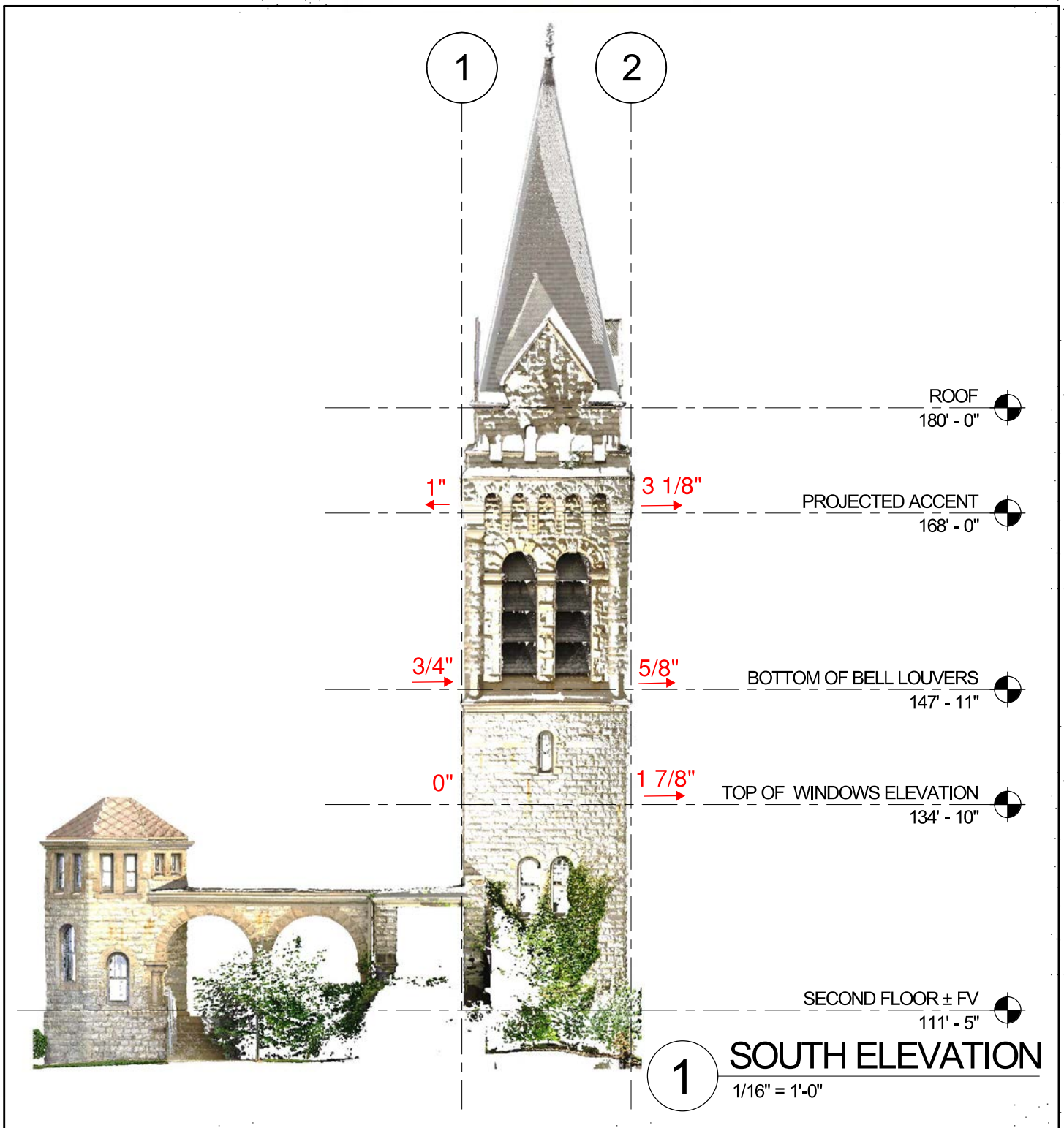


Figure 12: South Elevation 2021 Point Cloud and Comparison to 2017 Point Cloud shown in red.

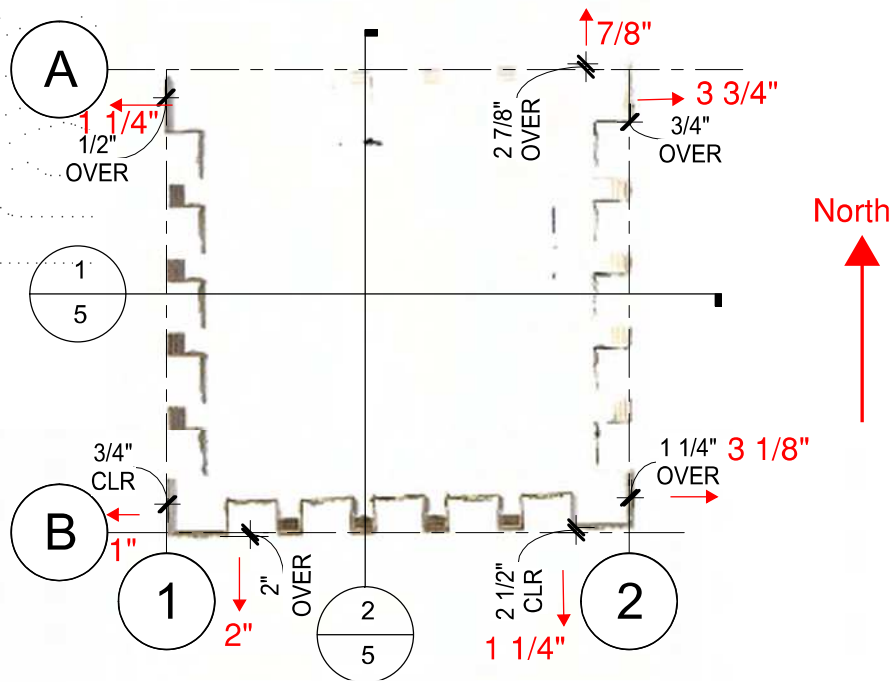


Figure 13: Cross Section of Point Cloud at El 168' and Comparison to 2017 Point Cloud shown in red.

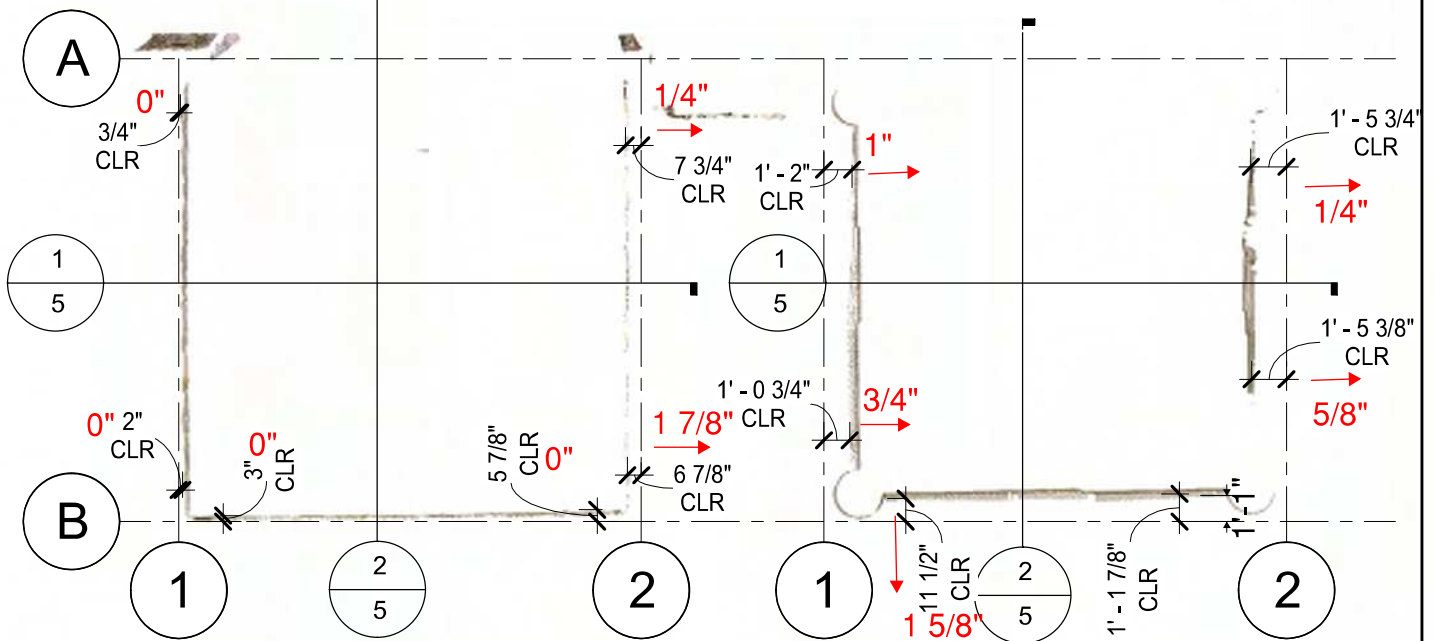


Figure 14: Cross Section of Point Cloud at El 138' and Comparison to 2017 Point Cloud shown in red.

Figure 15: Cross Section of Point Cloud at El 147'-11\" and Comparison to 2017 Point Cloud shown in red.



FIGURE 16: 2017 MORTAR LOSS AT NORTH EAST CORNER OF TOWER



FIGURE 17: 2017 PHOTOGRAPH OF TOTAL LOSS OF ORIGINAL MORTAR IN SW CORNER OF TOWER.



FIGURE 18: 2017 PHOTOGRAPH OF DETERIORATION IN VERTICAL SUPPORT BETWEEN LOUVERED WINDOWS IN EAST FACE OF TOWER.



FIGURE 19: 2017 PHOTOGRAPH OF MORTAR LOSS AND WALL COLLAPSE AT CORNER OF TOWER.



Figure 20: Gaps at Chimney Flashing.



Figure 21. Mortar loss at back of Chimney.

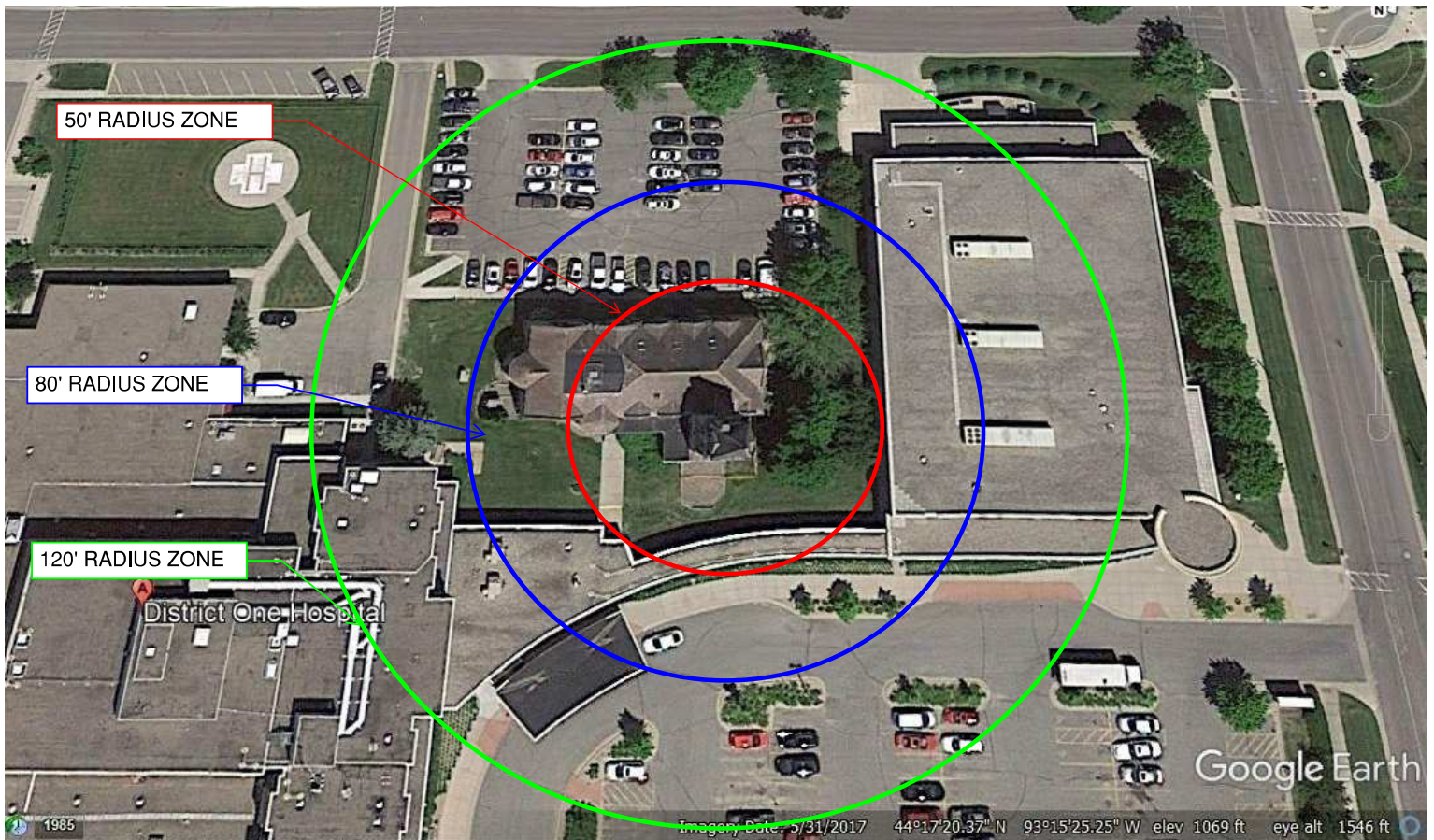


Figure 22: Plan of Possible Debris Zones with Radii of 50', 80' and 120'.



September 3, 2021

Heritage Preservation Commission
208 NW 1st Avenue
Faribault, MN 55021

C/O Community and Economic Development Director

Director and Commission,

The Building and Inspections Division has received a condition assessment prepared by Meyer/Borgman/Johnson (MBJ) Structural Design & Engineering regarding the structure known as Johnston Hall. Johnston Hall is located at 633 Southeast First Street, Faribault, MN 55021.

This report details extensive observations conducted through several specific methods of survey (3D point cloud modeling; drone video survey; photographs and measurements). The report also provided comparative data and information related to previous observations, reports, data and activities dating back to 1987. The body of the report – Bell Tower: condition – explains in detail the steady deterioration of this structure due to various reasons and/or conditions. A note of importance from this information is that the rate of deterioration appears to be accelerating. This is evidenced by the measurements and other data provided.

Given the detailed information and data in the report, I agree that current condition of the bell tower creates a hazardous structure, unsafe condition, and an environment that requires immediate abatement in accordance with Minnesota Statutes, Sections 463.15 to 463.26. The Building Inspection Division has received a demolition permit application associated with this structure. It is our intention to issue that permit as immediate as possible to mitigate this hazard.



JOHN P. RUED
Chief Building Official

OFFICE | 507-333-0347

EMAIL | jrued@ci.faribault.mn.us

WEB | www.faribault.org

ADDRESS | 208 NW 1st Avenue, Faribault, MN 55021

