



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

TUESDAY, DECEMBER 14, 2021

6:00 PM

Effective December 6, 2021- Masks/Face Coverings are required to be worn in City Hall.

1. Call to Order/Roll Call/Pledge of Allegiance

2. Presentations/Introductions

- A. Allina Health Update from Michael Johnston, President

3. Approve minutes of November 23, 2021 City Council Meeting, November 23, 2021 Special City Council Meeting and December 7, 2021 Special City Council Meeting

- A. Approve minutes of November 23, 2021 City Council Meeting, November 23, 2021 Special City Council Meeting and December 7, 2021 Special City Council Meeting

4. Consent Agenda

- A. List of Claims for Release
- B. Resolution 2021-248 Accept Donations to the Police Department
- C. Approve Local 320 Police Department Supervisory Essential Labor Agreement 2022 - 2024
- D. Resolution 2021-265 Accept Supplemental Coronavirus Local Fiscal Recovery Funds Established Under the American Rescue Plan Act Funds
- E. Resolution 2021-266 Adopting Sidewalk and Trail Improvement Plan 2021 Update
- F. Approve LG 214 Premises Permit Application for Faribault Wrestling Club
- G. Approve City Administrator Employment Agreement
- H. Resolution 2021-271 Adopt 2022 Snow & Ice Control Guidelines
- I. Resolution 2021-272 Approve 2022 Off-Sale Liquor License Renewal
- J. Resolution 2021-273 Approve 2022 Tobacco License Renewal
- K. Resolution 2021-274 Authorize Formation of the Buckham Memorial Library Special Revenue Fund
- L. Resolution 2021-275 Accept Donations to Parks and Recreation Department
- M. Resolution 2021-277 Approve Street Closure for Paradise Center for the Arts Celebration
- N. Resolution 2021-278 Receive/File Feasibility Report and Establish Public Hearing for 2022 Street Overlay and Sidewalk Improvements – Contract 2022-02
- O. Approve Purchase and Letter of Understanding with the Faribault Baseball Association for a new Scoreboard for Bell Field
- P. Approve Quote to Replace Holiday Decorations
- Q. Approve Local IAFF 665 Firefighter Labor Agreement 2022 - 2024
- R. 2021-279 Approve Pawnbrokers License Renewal for Pawn Minnesota
- S. Approve 1-4 Day Temporary License for Faribault Minnesota Chapter, Inc
- T. Resolution 2021-280 Approving the Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid

5. Requests to be Heard

6. Public Hearings

- A. Approval of 2022 Budget, Tax Levies, CIP, Fee Schedule, and Franchise Fees Distribution
 - 1. Resolution 2021-258 Adopt 2022 Property Tax Levy
 - 2. Resolution 2021-259 Adopt 2022 Budget & Establish Fund Appropriations
 - 3. Resolution 2021-260 Adopt HRA 2022 Property Tax Levy
 - 4. Resolution 2021-261 Adopt EDA 2022 Property Tax Levy
 - 5. Resolution 2021-262 Approve 2022 Fee Schedule
 - 6. Resolution 2021-263 Approve 2022-2026 Capital Improvement Plan
 - 7. Resolution 2021-264 Approve 2022 Franchise Fees Distribution

7. Items for Discussion

- A. Resolution 2021-268 Extend the Deadline to File All Required Documents and to Start Construction on the Proposed Cave Creek Development Near 935 Faribault Road
- B. Ordinance 2021-14 Amend Northgate Business Park PUD - First Reading
- C. Resolution 2021-269 Approve a Comprehensive Plan Amendment to Guide Property Located at 1440 Willow Street to Commercial - Industrial Mixed Use
- D. Ordinance 2021-16 Rezoning from R-1, Single Family Residential to C-2 Highway Commercial District at 1440 Willow Street - First Reading
- E. Resolution 2021-270 Approve a Conditional Use Permit for Major Auto Repair in the C-2 Highway Commercial District at 1440 Willow Street
- F. Ordinance 2021-15 Repeal and Replace Chapter 13, Article 2, Sec. 13-90 of the City's Unified Development Ordinance related to Floodplain Management Districts - First Reading
- G. Ordinance 2021-12 Repeal and Replace Chapter 15, Article 7 of the City's UDO related to Park Dedication - Second Reading
 - 1. Approve Summary Publication - Ordinance 2021-12
- H. Ordinance 2021-13 Repeal Chapter 7, Article 1, Section 7.07 of the Faribault Code of Ordinances related to a Park Development Surcharge - Second Reading
 - 1. Approve Summary Publication - Ordinance 2021-13
- I. Resolution 2021-276 Order Improvements, Approve Plans, and Establish Bid Date for Buckham Memorial Library and Community Center Roof Replacement
- J. Resolution 2021-267 Approve New 2021 On-Sale Intoxicating/Sunday Liquor License and 2022 Renewal for Small Circle, LLC dba Sawmill Bar and Grill

8. Bids - None

9. Boards and Commissions Reports, Announcements and Project Updates

10. Adjournment

(The Council may meet as a group for dinner)

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, NOVEMBER 23, 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, Peter van Sluis, Tom Spooner, Janna Viscomi and Jon Wood were in attendance. Also, in attendance was City Administrator Tim Murray, Assistant to the City Administrator Heather Slechta, Parks and Recreation Director Paul Peanasky, Community and Economic Development Director Deanna Kuennen, Police Chief Andy Bohlen and Finance Director Jeanne Day.

Presentations/Introductions

Parks and Recreation Director Paul Peanasky informed the Council that the Department was the recipient of the Award of Excellence from Minnesota Recreation and Parks Association for Hometown Holiday Lights Display.

Approve minutes of November 9, 2021 City Council Meeting

Motion by Ross, seconded by Spooner to approve the November 9, 2021 City Council Meeting Minutes and carried unanimously.

Consent Agenda

- A. List of Claims for Release
- B. Resolution 2021-233 Declaring 2022 Precinct Polling Locations
- C. Resolution 2021-234 Levying Special Assessments for Delinquent Water, Sewer, and Storm Water Accounts
- D. Resolution 2021-235 Levying Special Assessments for Miscellaneous Delinquent Receivable Accounts
- E. Approve LG220 Application for Exempt Permit for Catholic United Financial Council 13SS Lawrence/Anne
- F. Resolution 2021-236 Approve Massage Therapy License
- G. Resolution 2021-237 Approve 2022 Off-Sale Liquor License Renewals
- H. Resolution 2021-238 Approve 2022 Club/Sunday Liquor License Renewals
- I. Resolution 2021-239 Approve 2022 Low Volume/Sunday Liquor License Renewal
- J. Resolution 2021-240 Approve 2022 Off-Sale Malt Liquor License Renewals
- K. Resolution 2021-241 Approve 2022 Restaurant On-Sale/Sunday Liquor License Renewals
- L. Resolution 2021-242 Approve 2022 On-Sale Theater Wine and Malt Liquor License Renewals
- M. Resolution 2021-243 Approve 2022 On-Sale Wine and 3.2% Malt Liquor License Renewals
- N. Resolution 2021-244 Approve 2022 Liquor License for 10,000 Drops Craft Distillers LLC
- O. Resolution 2021-245 Approve 2022 Convention Center On-Sale and Sunday Liquor License Renewals
- P. Resolution 2021-246 Approve 2022 Tobacco License Renewals
- Q. Approve Fireworks Display Permit for Winterfest
- R. Approve Police Department Policy 403 - Case Management
- S. Resolution 2021-247 Approving Credit Card Use Policy
- T. Resolution 2021-249 Authorize Write-off of Deferred Assessment
- U. Approve MNPEA Police Support Services Labor Agreement for 2022 - 2024
- V. Approve Agreement with Law Enforcement Labor Services (Local No. 357) for 2022 - 2024
- W. Resolution 2021-250 Adopting the 2022-2024 Non-Union Compensation Plan
- X. Resolution 2021-252 Initiate Project and Order Feasibility Report for 2022 MSA Street Reconstruction Improvements - Contract 2022-04
- Y. Resolution 2021-253 Initiate Project and Order Feasibility Report for 2022 Calvary Drive Street and Utility Extension Improvements - Contract 2022-05
- Z. Resolution 2021-254 Initiate Project and Order Feasibility Report for 2022 Miscellaneous

Watermain Improvements - Contract 2022-06
AA.Resolution 2021-251 Initiate Project and Order Feasibility Report for 2022 Faribault Road Reconstruction and Lyndale Avenue Trail Improvements - Contract 2022-03
BB.Resolution 2021-255 Authorize Payment as Recommended by the Charitable Gambling Board to Faribault Main Street
CC. Approve Release Agreements - Early Voluntary Retirement
DD. Resolution 2021-257 Approving State of Minnesota Joint Powers Agreements with the City of Faribault on Behalf of its City Attorney and Police Department

Motion by Viscomi, seconded by Wood to approve Consent Agenda Items 4A-4DD and carried unanimously.

Requests to be Heard – None

Public Hearings – None

Items for Discussion

Ordinance 2021-11 Approve PUD Overlay District to Authorize Two Principal Structures on One Multi-Family Residential Lot at 903 Spring Road - Second Reading and Approve Summary Publication of Ordinance 2021-11

Community and Economic Development Director Deanna Kuennen explained that the City Council, at its meeting of November 9, 2021, approved the first reading of Ordinance 2021-11 to approve a Planned Unit Development (PUD) allowing two primary structures on one lot located at 903 Spring Road. Since the time of the first reading, the City has not received any public comments on this ordinance. There have been no substantive changes made to the ordinance. Kuennen recommended that the Council approve Ordinance 2021-11 as well as the summary publication.

Motion by Spooner, seconded by van Sluis to approve Ordinance 2021-11 Approve PUD Overlay District to Authorize Two Principal Structures on One Multi-Family Residential Lot at 903 Spring Road - Second Reading

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood and Mayor Voracek

Nay:

Motion carried 7:0

Motion by Ross, seconded by van Sluis to approve Summary Publication of Ordinance 2021-11 and carried unanimously.

Resolution 2021-256 Approve Preliminary and Final Plat of Faribault Buckham Center Addition

Community and Economic Development Director Deanna Kuennen explained that the City is seeking subdivision plat approval for the Faribault Buckham Center Addition. This application will replat the entire block that includes the Buckham Memorial Library, the Faribault Community Center, Buckham West, homes owned by City of Faribault, Candace Knudson and B & CJ Kad LLC. The subdivision will correct conflicts in title records on the block and clear up zoning issues with the buildings crossing property lines there.

The City approved a comprehensive plan amendment and rezoning for the block in 2017 when the Senior Center was planning to expand. A preliminary plat application was approved at that time but the final plat was not processed due to title issues. Since then, the City completed a title registration process and reduced the size of the subdivision to exclude Peace Park and the Park Place right of way to avoid further title complications. The plat will combine 12 of the lots into one lot for the Community Center building complex and individual lots for Ms. Knudson, the City, and B&CJ Kad LLC. A total of 4 lots will be created in this subdivision. On November 15, 2021, the Planning Commission held a public hearing regarding this subdivision application. No one from the public had any questions or made any comments. The Planning Commission had no concerns with the applications and by a vote of 7-0 approved the findings in support of the preliminary and final plat as requested.

Motion by Wood, seconded by Ross to approve Resolution 2021-256 Approve Preliminary and Final Plat of Faribault Buckham Center Addition

Ordinance 2021-12 Repeal and Replace Chapter 15, Article 7 of the City's Unified Development Ordinance related to Park Dedication - First Reading and Ordinance 2021-13 Repeal Chapter 7, Article 1, Section 7-7 of the Faribault Code of Ordinances related to a Park Development Surcharge - First Reading

Parks and Recreation Director Paul Peanasky explained that the Faribault City Council held work sessions in the fall of 2021 to consider refinements to the City's park dedication requirements. Based on feedback from developers and the City Attorney, the Council directed that the park development surcharge obtained through the building permit process as outlined in Chapter 7, Article 1, Section 7-7 of the City Code of Ordinances be repealed. However, to offset the elimination of the park development surcharge and ensure that the City's park dedication requirements obtained through the subdivision process are sufficient to provide a quality park system, the Council directed amendments to Chapter 15, Article 7 of the City's Unified Development Ordinance.

Peanasky informed the Council that the authority and findings section states the City's authority to require park dedication through the subdivision process and outlines the City's findings for requiring park dedication. The city can determine if it wants the fees or land in lieu of parkland dedication fees. The proposed ordinance does not change the percentage of land dedication required. Should the City decide to take payments, single-family residential would cost \$1000 per lot, multi-family housing would be charged per unit starting at \$500 for the first 20 units, \$400 for units 21-50 and \$300 per unit over 50. Commercial/Industrial/Institutional would cost \$1000 per developable acre. Redevelopment fees would not be charged if it is not increasing the number of parcels or lots, however, if it does increase the parcels or lots the increased fee would be charged.

The Planning Commission held a public hearing on November 15, 2021, to consider the proposed ordinance amendment. The Commission voted not to recommend approval of the draft ordinance amendment based on a finding that the cash fee should be based on a percentage of the land's fair market value as opposed to a set fee. The Commission also found that it did not have sufficient information to verify that the proposed ordinance amendment would not decrease the amount of park dedication in the City. City Staff supports the proposed ordinance amendment based on the City Council's direction and based on the understanding that the City will periodically review the park dedication requirements and adjust them as needed.

Councilor Ross asked what the Planning Commission vote was—Peanasky stated that it was six voted Nay and one member abstained due to the thought of less revenue being generated, however, Staff is confident that they will not take a hit on it, there may be some years that it may be lower and other years that it is higher. Ross asked if the new fees were in-line with neighboring communities, Peanasky stated that we are lower than most of our neighbors.

Motion by Ross, seconded by van Sluis to approve Ordinance 2021-12 Repeal and Replace Chapter 15, Article 7 of the City's Unified Development Ordinance related to Park Dedication - First Reading

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood and Mayor Voracek

Nay:

Motion carried 7:0

Motion by van Sluis, seconded by Wood to approve Ordinance 2021-13 Repeal Chapter 7, Article 1, Section 7-7 of the Faribault Code of Ordinances related to a Park Development Surcharge - First Reading

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood and Mayor Voracek

Nay:

Motion carried 7:0

Bids - None

Boards and Commissions Reports, Announcements and Project Updates

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

Parks and Recreation Director Paul Peanasky informed the Council of the upcoming Hometown Holidays, the Department is still accepting Christmas Trees for Central Park, if interested in donating a tree please reach out to the Community Center staff.

Mayor Voracek informed the Council of the upcoming Winterfest activities, including the Central Ave. window decorating, this year's theme is Story Book Adventures, the parade is on December 4th.

City Administrator Tim Murray reminded the Council that, due to November having five Tuesdays, there is no meeting scheduled for next week.

Adjournment

Motion by Ross, seconded by van Sluis to adjourn the meeting and carried unanimously.

The meeting adjourned at 6:17 pm.

Respectfully Submitted,

Heather Slechta
Assistant to the City Administrator



SPECIAL CITY COUNCIL MINUTES

PUBLIC MEETING ROOM

TUESDAY NOVEMBER 23, 2021

The Special Meeting of the City Council was called to order by Mayor Kevin Voracek at 6:25 pm. Councilors in attendance included Sara Caron, Royal Ross, Peter van Sluis, Tom Spooner, Janna Viscomi and Jon Wood. Also in attendance was City Administrator Tim Murray and Community and Economic Development Director Deanna Kuennen.

Motion by Ross, seconded by van Sluis to close the Special City Council meeting.

The meeting was closed at 6:25 pm.

The City Council held a Special Closed Meeting pursuant to Minnesota Statutes, Sections 13D.05, subdivision 3(c) and 13.44, subdivision 3, to conduct a closed City Council meeting concerning the property identified as Parcel ID 18.07.2.00.001 (hereinafter referred to as the "Property") and to consider strategies and to develop or consider offers or counteroffers for the purchase and/or sale of the Property and to review confidential appraisal information for the Property.

Motion by Ross, seconded by van Sluis to open the Special City Council meeting.

The meeting was opened at 7:00 pm.

Adjournment

Motion by Caron, seconded by Spooner to adjourn the meeting.

Meeting adjourned at 7:00pm.

Respectfully Submitted,

Timothy C. Murray
City Administrator



SPECIAL CITY COUNCIL MINUTES

COUNCIL CHAMBERS

TUESDAY, DECEMBER 7, 2021

The Special Meeting of the City Council was called to order by Mayor Kevin Voracek at 7:00 pm. Councilors Sara Caron, Royal Ross, Peter van Sluis, Tom Spooner, Janna Viscomi, and Jon Wood were in attendance. Also in attendance was Human Resource Manager Kevin Bushard.

Motion by Ross, seconded by van Sluis close the Special City Council meeting.

The meeting was closed at 7:00pm.

The City Council held a Special Closed Meeting pursuant to Minnesota Statutes, Section 13D.05, subdivision 3(a), to evaluate the performance of an individual subject to the City Council's authority, Timothy C. Murray.

Motion by van Sluis, seconded by Caron to open the Special City Council meeting.

The meeting was opened at 7:18pm.

Adjournment

Motion by Wood, seconded by Ross to adjourn the meeting.

Meeting adjourned at 7:19pm.

Respectfully Submitted,

Kevin Bushard
Human Resources Manager



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: December 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 \$1,857,025.83, which includes check numbers 173299 to 173493 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. 12-14-2021 Council AP List

AP

AP Council Approval 12-14-2021



User: astadler
Printed: 12/10/2021 9:10:24 AM

Check Num	Last Name	Acct 1	Amount	Description
0	5 Star Inspections Inc	101-42400-420-43090	6,041.66	Electrical Inspections
	5 Star Inspections Inc		6,041.66	
0	ABM Equipment LLC	101-43121-430-42210	452.76	Y Strainer Filter and Gasket / Street #318
	ABM Equipment LLC		452.76	
173328	Abra Auto Body & Glass - Faribault	705-41950-000-44450	1,788.96	Repairs-Police 2018 Ford Explorer
	Abra Auto Body & Glass - Faribault		1,788.96	
173329	[REDACTED]	241-46330-461-44375	187.00	910 SW 1st Street Utility Reimbursement 12/01/2021
	[REDACTED]		187.00	
173330	Airgas USA LLC	602-49450-000-42110	116.55	Calibrating Gas For Gas Monitors
173330	Airgas USA LLC	603-49500-000-42110	116.56	Calibrating Gas For Gas Monitors
173330	Airgas USA LLC	101-43126-430-44160	71.50	Cylinder Lease
	Airgas USA LLC		304.61	
0	Alcon Construction Co	473-43121-430-45303	2,800.60	(2020-03) Pay Req. 8
	Alcon Construction Co		2,800.60	
0	All Pro Cleaners LLC	898-46310-000-44010	1,143.68	1324 Prairie Ave Janitorial November 2021
0	All Pro Cleaners LLC	241-46330-461-44010	164.45	5.5 Hours Trash November 2021
	All Pro Cleaners LLC		1,308.13	
173331	Amazon Capital Services	602-49480-000-42010	84.04	Printer Cartridge
173331	Amazon Capital Services	101-45110-450-42020	19.88	Computer Cable

Check Numb	Last Name	Acct 1	Amount	Description
173331	Amazon Capital Services	101-42220-420-42210	25.88	Rear View Monitor Screen Backup Camera #2130
173331	Amazon Capital Services	101-45140-450-42110	362.99	Frostival Hometown Holiday Supplies
173331	Amazon Capital Services	101-42110-420-42020	47.90	Pronto Color Ribbon
173331	Amazon Capital Services	101-42220-420-42110	21.49	Batteries
173331	Amazon Capital Services	101-41580-410-42020	29.99	Headset for Ben's Phone
173331	Amazon Capital Services	602-49480-000-42210	81.50	Generator Carburetor
173331	Amazon Capital Services	101-45500-450-42020	33.99	Webcam
173331	Amazon Capital Services	101-45122-450-42110	119.99	Gas Leak Detector
173331	Amazon Capital Services	101-42220-420-42210	39.99	Natika Backup/Front View Camera #2130
173331	Amazon Capital Services	101-42210-420-42110	119.99	Clothes Garment Rack
173331	Amazon Capital Services	602-49480-000-42020	30.99	Ink Cartridge Wastewater Facility
173331	Amazon Capital Services	101-45122-450-42230	39.94	Drinking Fountain Push Bars
173331	Amazon Capital Services	101-42220-420-42110	60.05	Batteries
173331	Amazon Capital Services	101-42220-420-42110	21.49	Batteries
173331	Amazon Capital Services	101-42220-420-42210	22.59	Easylift Tailgate #2130
173331	Amazon Capital Services	101-45140-450-42110	99.46	Hometown Holiday Event
	Amazon Capital Services		1,262.15	
0	American Engineering Testing Inc	404-45200-450-45300	1,881.50	Straight River Park Materials Testing
0	American Engineering Testing Inc	469-43121-430-45300	6,517.00	(2021-04) Materials Testing
	American Engineering Testing Inc		8,398.50	
173332	American Red Cross	101-45130-450-43131	256.00	Babysitter Red Cross Fee
	American Red Cross		256.00	
173333	Ancom Technical Center	101-42123-420-42410	287.00	Radio Earpieces
	Ancom Technical Center		287.00	
173334	Anderka Orland	101-45200-450-44050	9,925.00	Roll Up Windows/ Bellfield
	Anderka Orland		9,925.00	
0	APG Media of Southern Minnesota LLC	898-46310-000-43430	89.85	2 Bedroom Ad
0	APG Media of Southern Minnesota LLC	101-41110-410-43510	875.00	Legal Notices-Agendas & Ordinances
	APG Media of Southern Minnesota LLC		964.85	
0	Arrow Electric LLC	602-49450-000-44010	326.44	Disconnect Bollard Light & Order New for PWP
0	Arrow Electric LLC	603-49500-000-44010	9.43	Install GFI Receptacle-Drinking Fountain PWP

Check Numb	Last Name	Acct 1	Amount	Description
0	Arrow Electric LLC	603-49500-000-44010	46.41	Disconnect Bollard Light & Order New for PWP
0	Arrow Electric LLC	101-43121-430-44010	636.99	Install GFI Receptacle-Drinking Fountain PWP
0	Arrow Electric LLC	601-49430-000-44010	326.44	Disconnect Bollard Light & Order New for PWP
0	Arrow Electric LLC	101-43121-430-44010	3,136.64	Disconnect Bollard Light & Order New for PWP
0	Arrow Electric LLC	101-45125-450-44010	2,979.39	Troubleshoot/Replace Exit-EM Lights
0	Arrow Electric LLC	101-42110-420-44010	48.24	Fixed Exit Sign - Police
0	Arrow Electric LLC	602-49450-000-44010	66.29	Install GFI Receptacle-Drinking Fountain PWP
0	Arrow Electric LLC	101-45122-450-44010	791.45	GFCI Outlets in Pool Chemical Room
0	Arrow Electric LLC	601-49430-000-44010	66.29	Install GFI Receptacle-Drinking Fountain PWP
Arrow Electric LLC			8,434.01	
173335	Axon Enterprise Inc	101-42123-420-42410	83.50	Molle Mounts
173335	Axon Enterprise Inc	101-42123-420-42070	1,918.80	15ft Taser Cartridge - Training
173335	Axon Enterprise Inc	101-42123-420-42410	535.55	Batteries - 25ft Taser Cartridge
Axon Enterprise Inc			2,537.85	
173336	B & B Excavating Inc	241-46330-461-44010	120.00	1532 Western Ave Bathroom Sink Unclog
173336	B & B Excavating Inc	241-46330-461-44010	120.00	527 Lincoln Avenue Kitchen Sink Unclogged
B & B Excavating Inc			240.00	
173337	Baker & Taylor Entertainment	101-45500-450-42190	597.27	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	243.30	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	537.11	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	660.42	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	424.45	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	93.49	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	304.24	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	679.35	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	136.84	Books
173337	Baker & Taylor Entertainment	101-45500-450-42190	3.02	Books
Baker & Taylor Entertainment			3,679.49	
173338	Bargen Inc	101-43121-430-42240	7,000.00	Street Repairs On Willow Street
Bargen Inc			7,000.00	
173339	Bauer Ryan	603-49500-000-44010	1.22	Work on Men's Restroom Toilet PWP
173339	Bauer Ryan	603-49500-000-44010	48.15	Water Heater Back Shop Balcony PWP
173339	Bauer Ryan	601-49430-000-44010	8.54	Work on Men's Restroom Toilet PWP

Check Numb	Last Name	Acct 1	Amount	Description
173339	Bauer Ryan	101-43121-430-44010	3,253.60	Water Heater Back Shop Balcony PWP
173339	Bauer Ryan	602-49450-000-44010	338.61	Water Heater Back Shop Balcony PWP
173339	Bauer Ryan	602-49450-000-44010	8.54	Work on Men's Restroom Toilet PWP
173339	Bauer Ryan	101-43121-430-44010	82.09	Work on Men's Restroom Toilet PWP
173339	Bauer Ryan	601-49430-000-44010	338.61	Water Heater Back Shop Balcony PWP
Bauer Ryan			4,079.36	
0	BCM Construction Inc	601-49430-000-45300	36,525.00	Installation Of Raw Water Main Well 5
0	BCM Construction Inc	601-49430-000-44050	875.00	Watermain Break Minnesota Pl
0	BCM Construction Inc	601-49430-000-44050	1,000.00	Watermain Break 9th Ave SE at Barron Rd
0	BCM Construction Inc	602-49450-000-44050	6,750.00	Sanitary Pipe Repair Summer Ln
0	BCM Construction Inc	601-49430-000-44050	42,312.05	(2021-07) Pay Req. 1
0	BCM Construction Inc	602-49450-000-44050	6,250.00	Sanitary Sewer Repair 6th Ave SW at 4th Ave
0	BCM Construction Inc	601-49430-000-44050	1,000.00	Watermain Break 1st St NE at Erblang
BCM Construction Inc			94,712.05	
0	BGMN Inc	101-45200-450-42210	39.27	Wear Trend Analysis Kit for Stock
0	BGMN Inc	101-43121-430-42210	78.55	Wear Trend Analysis Kit for Stock
0	BGMN Inc	602-49450-000-42210	29.46	Wear Trend Analysis Kit for Stock
0	BGMN Inc	601-49430-000-42210	29.46	Wear Trend Analysis Kit for Stock
0	BGMN Inc	602-49450-000-42130	11.03	Synthetic Gear Lubricant for Stock
0	BGMN Inc	101-42123-420-42210	19.64	Wear Trend Analysis Kit for Stock
0	BGMN Inc	101-43121-430-42130	29.42	Synthetic Gear Lubricant for Stock
0	BGMN Inc	601-49430-000-42130	11.03	Synthetic Gear Lubricant for Stock
0	BGMN Inc	101-42123-420-42130	7.36	Synthetic Gear Lubricant for Stock
0	BGMN Inc	101-45200-450-42130	14.72	Synthetic Gear Lubricant for Stock
BGMN Inc			269.94	
0	BHE Renewables	602-49480-000-43810	8,341.04	Solar Energy - October
BHE Renewables			8,341.04	
0	Bolton & Menk Inc	401-43121-430-45300	5,638.50	Northern Link Trail Services
0	Bolton & Menk Inc	601-49430-000-45300	3,280.00	(2019-12A) NW Water Tower 10/16-11/12/2021
Bolton & Menk Inc			8,918.50	
0	Border States Industries Inc	602-49480-000-42210	131.78	Electric Switch
0	Border States Industries Inc	602-49450-000-42210	154.02	Sanitary Liftstation Phase Monitor

Check Numb	Last Name	Acct 1	Amount	Description
	Border States Industries Inc		285.80	
173340	Brownells Inc	101-42123-420-42410	175.70	Firearms' Accessories and Parts
	Brownells Inc		175.70	
173341	Bussert Karen M	101-45200-450-42180	444.00	Clothing/Uniforms
	Bussert Karen M		444.00	
173342	Canon Financial Services Inc	602-49450-000-44160	11.46	Public Works Copier Rent 10/1/21-10/31/21
173342	Canon Financial Services Inc	101-42400-420-44160	224.41	Cannon Copier Lease for 3rd Floor
173342	Canon Financial Services Inc	101-42124-420-44160	201.90	Copier Leases
173342	Canon Financial Services Inc	601-49430-000-44160	11.46	Public Works Copier Rent 10/1/21-10/31/21
173342	Canon Financial Services Inc	101-42210-420-44160	68.46	Copy Machine 11/01/2021 to 11/30/2021
173342	Canon Financial Services Inc	603-49500-000-44160	1.63	Public Works Copier Rent 10/1/21-10/31/21
173342	Canon Financial Services Inc	101-43121-430-44160	110.14	Public Works Copier Rent 10/1/21-10/31/21
	Canon Financial Services Inc		629.46	
0	Cardmember Service	101-45110-450-43095	720.00	Sling - 6-month Software Subscription
0	Cardmember Service	101-45110-450-43430	30.00	Facebook - Advertising Youth Volleyball
0	Cardmember Service	101-45500-450-42190	145.09	Books
0	Cardmember Service	101-45500-450-42190	126.97	Books
0	Cardmember Service	290-46500-462-43140	365.00	Conference
0	Cardmember Service	101-42220-420-43090	850.00	Honeywell Analytics - PosiCheck Calibration
0	Cardmember Service	101-45500-450-43130	5.98	Batteries for Ukulele Tuners
0	Cardmember Service	101-45500-450-44330	192.20	Prime Membership
0	Cardmember Service	101-45500-450-42010	57.95	Earbuds for Public
0	Cardmember Service	101-42210-420-42115	8.70	Walmart - Cups/Coffee/OJ
0	Cardmember Service	101-45500-450-42190	10.77	Books
0	Cardmember Service	101-42220-420-42115	38.78	Carbone's - Lunch for Confined Rescue Training
0	Cardmember Service	101-45500-450-43132	20.00	MAGC Virtual Fall Conference
0	Cardmember Service	101-45110-450-44330	14.99	Zoom - Monthly Subscription
0	Cardmember Service	101-42220-420-42115	160.00	Hy Vee - Lunch for Confined Rescue Training
0	Cardmember Service	101-41320-410-43310	364.82	Lodging for Conference - Tim Murray
0	Cardmember Service	101-45500-450-42190	14.39	Book
0	Cardmember Service	101-42110-420-43250	0.48	Tyger Valley: Foreign Transaction Fee
0	Cardmember Service	101-41910-410-43140	200.00	Planning Webinar for Wanberg and Waldock
0	Cardmember Service	101-45500-450-42010	29.87	Tape for Label Maker
0	Cardmember Service	603-49500-000-43310	511.26	Holiday Inn Duluth AWWA Conf. McDermott
0	Cardmember Service	101-45500-450-42190	128.62	Books

Check Numb	Last Name	Acct 1	Amount	Description
0	Cardmember Service	101-45500-450-42190	10.35	Book
0	Cardmember Service	101-42220-420-43130	170.00	Wristband - Printed Wristbands for Open House
0	Cardmember Service	101-45500-450-42190	12.99	Books
0	Cardmember Service	101-45500-450-42190	43.48	Books
0	Cardmember Service	101-45500-450-43130	16.99	Mic Stand for Ukuleles
0	Cardmember Service	101-42124-420-43095	24.00	Tyger Valley: Transcribing Software / 2yr
0	Cardmember Service	290-46500-462-43310	613.04	Lodging for Aman and Kuennen for EDAM Conference
0	Cardmember Service	101-41510-410-43310	272.42	2021 MNGFOA Annual Conference Lodging
0	Cardmember Service	101-41510-410-43140	255.00	2021 MNGFOA Annual Conference
0	Cardmember Service	101-42400-420-44325	50.00	Online Permitting Merchant Fees
0	Cardmember Service	101-42123-420-43310	210.96	40 Club: Hotel/SFST-ARIDE/J Charlton
0	Cardmember Service	601-49430-000-43310	511.26	Holiday Inn Duluth AWWA Conf. Valek
0	Cardmember Service	101-45500-450-42190	95.29	Books
0	Cardmember Service	101-45500-450-43130	19.66	Snacks for Programming
0	Cardmember Service	101-45500-450-42190	62.19	Books
0	Cardmember Service	101-45500-450-42190	15.49	Books
0	Cardmember Service	101-45500-450-43096	429.00	Librarian's Guide to Homelessness Staff Training
0	Cardmember Service	101-42123-420-43135	48.27	Muddy Paws: Boarding/Thor
0	Cardmember Service	101-43110-430-43140	120.00	MN Fall Maintenance Expo - Block
0	Cardmember Service	101-45500-450-43130	4.99	Treat Bags for Make-N-Take
0	Cardmember Service	101-42123-420-43140	395.00	Pepperball: Instructor Course/E Sammon/S Angle
0	Cardmember Service	101-45500-450-42190	15.19	Book
	Cardmember Service		7,391.44	
0	Carrot-Top Industries Inc	601-49430-000-42110	1,423.86	Flagpole New Water Plant
	Carrot-Top Industries Inc		1,423.86	
173343	Carter Ashley	601-00000-000-20200	3.05	Refund Check 019234-001, 220 6 Ave SE
	Carter Ashley		3.05	
173344	Cast Outdoor Adventures, Inc.	101-45140-450-42110	2,000.00	Frostival Event
	Cast Outdoor Adventures, Inc.		2,000.00	
173345	Castle Rock Materials LLC	101-45140-450-42110	319.51	Sand- Top Dressing Bellfield
	Castle Rock Materials LLC		319.51	
173346	Cedar Lake Electric Inc	101-00000-420-32220	140.00	Permit Refund
173346	Cedar Lake Electric Inc	101-00000-000-20820	1.00	Permit Refund

Check Numb	Last Name	Acct 1	Amount	Description
	Cedar Lake Electric Inc		141.00	
173347	Cengage Learning Inc	101-45500-450-42190	38.00	Books
173347	Cengage Learning Inc	101-45500-450-42190	58.81	Books
	Cengage Learning Inc		96.81	
173304	CenturyLink	225-49810-430-43210	65.39	507-334-2850 219
173304	CenturyLink	902-00000-000-23935	844.87	Monthly Service 11/13/21-12/12/21
173304	CenturyLink	902-00000-000-23935	-844.87	Monthly Service 11/13/21-12/12/21
173304	CenturyLink	101-41940-410-43210	287.53	507-332-2400 019
173304	CenturyLink	602-49450-000-43210	53.96	507-334-0412 356 Matteson St Lift Station
173304	CenturyLink	101-45500-450-43210	49.00	507 334-0138 069 Elevator Phone
173304	CenturyLink	601-49430-000-43210	65.39	507-334-0557 655
173304	CenturyLink	602-49450-000-43210	65.39	507-334-0586 787
173304	CenturyLink	602-49480-000-43210	175.17	507-334-8696 581
173304	CenturyLink	601-49430-000-43210	83.04	507-332-9045 313Sensus Back-up Dialer
	CenturyLink		844.87	
173348	Chadderdon Lumber	101-45200-450-42110	75.60	Lumber 2x12x18'
	Chadderdon Lumber		75.60	
0	Cintas Corporation	101-45200-450-44060	31.10	Laundry
0	Cintas Corporation	602-49450-000-44060	14.97	Uniform Cleaning Sewer
0	Cintas Corporation	602-49450-000-44060	26.49	Uniform Cleaning Streets
0	Cintas Corporation	603-49500-000-44060	0.37	Laundry PWP
0	Cintas Corporation	101-45200-450-44060	30.89	Laundry
0	Cintas Corporation	602-49480-000-44060	28.66	Uniform Laundry
0	Cintas Corporation	603-49500-000-44060	6.59	Uniform Cleaning Stormwater
0	Cintas Corporation	101-45122-450-44060	14.40	Laundry Service - Mops
0	Cintas Corporation	602-49480-000-44060	33.48	Uniform Laundry
0	Cintas Corporation	602-49480-000-44060	10.96	Lab Towels Floor Mats
0	Cintas Corporation	602-49480-000-44060	36.23	Uniform Laundry
0	Cintas Corporation	898-46310-000-42110	6.00	1324 Prairie Ave Hand Sanitizer & Stand
0	Cintas Corporation	602-49480-000-44060	23.28	Lab Towels Floor Mats
0	Cintas Corporation	101-43126-430-44060	12.68	Uniform Cleaning Mechanics
0	Cintas Corporation	101-43126-430-44060	12.68	Uniform Cleaning Mechanics
0	Cintas Corporation	602-49450-000-44060	14.97	Uniform Cleaning Sewer
0	Cintas Corporation	898-46310-000-42110	2.00	1324 Prairie Ave Hand Sanitizer
0	Cintas Corporation	601-49430-000-44060	25.25	Uniform Cleaning Water

Check Numb	Last Name	Acct 1	Amount	Description
0	Cintas Corporation	101-43121-430-44060	26.49	Uniform Cleaning Streets
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	101-43126-430-44060	3.50	Laundry Shop Towels
0	Cintas Corporation	601-49430-000-44060	2.67	Laundry PWP
0	Cintas Corporation	603-49500-000-44060	6.59	Uniform Cleaning Stormwater
0	Cintas Corporation	101-43126-430-44060	3.50	Laundry For Shop
0	Cintas Corporation	602-49450-000-44060	2.67	Laundry PWP
0	Cintas Corporation	898-46310-000-44060	10.98	1324 Prairie Ave Mats
0	Cintas Corporation	101-45500-450-44060	30.89	Laundry
0	Cintas Corporation	601-49430-000-44060	25.25	Uniform Cleaning Water
0	Cintas Corporation	101-43121-430-44060	25.63	Laundry PWP
0	Cintas Corporation	898-46310-000-44060	42.98	1324 Prairie Ave Mats
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	898-46310-000-44010	20.00	1324 Prairie Avenue Hand Sanitizer Service
0	Cintas Corporation	603-49500-000-44060	6.59	Uniform Cleaning Stormwater
0	Cintas Corporation	898-46310-000-44010	4.00	1324 Prairie Ave Sanitizer Service
0	Cintas Corporation	601-49430-000-44060	25.25	Uniform Cleaning Water
	Cintas Corporation		633.09	
173349	City of Faribault	241-46330-461-44375	34.00	1522 Western Ave Utility Reim 12/01/2021 Acct # 020565-000
173349	City of Faribault	241-46330-461-44375	220.00	408 NW 13th St Utility Reim 12/01/2021 Acct # 023703-000
173349	City of Faribault	241-46330-461-44375	206.00	523 Lincoln Ave Utility Reim12/01/21 Acct #022629-001
173349	City of Faribault	241-46330-461-44375	5.00	1806 Shumway Utility Reimb 12/01/21 Acct # 020181-002
173349	City of Faribault	241-46330-461-43850	128.74	900 D Spring Road Water Thru 10/8/2021
173349	City of Faribault	241-46330-461-44375	156.00	904 A Spring Rd Utility Reimb 12/01/21 Acct # 020561-000
173349	City of Faribault	241-46330-461-44375	214.00	1532 Western Ave Utility Reimb 12/01/21 Acct # 021919-000
173349	City of Faribault	241-46330-461-43860	24.51	900 D Spring Road Storm Water Thru 10/8/2021
173349	City of Faribault	241-46330-461-43820	96.36	900 D Spring Road Water Thru 10/8/2021
	City of Faribault		1,084.61	
173350	Clausen Kim	280-46310-461-43090	460.00	RAD Repositioning 10/05/2021 thru 11/24/2021 11.5 hours
	Clausen Kim		460.00	
173351	Clean Choice Energy	101-43170-430-43810	30.49	303507016415 8th Ave NW Signal Lights
173351	Clean Choice Energy	603-49500-000-43810	21.39	3040518161200 Belview Tr
173351	Clean Choice Energy	101-43170-430-43810	1,145.14	302954624400 4 St NW Signal Lights
173351	Clean Choice Energy	101-42210-420-43810	530.84	302527702122 2nd St NW (Fire Hall)
173351	Clean Choice Energy	602-49480-000-43810	73.99	304239286214 14 St NE

Check Numb	Last Name	Acct 1	Amount	Description
173351	Clean Choice Energy	601-49430-000-43810	331.18	3040518161200 Belview Tr
173351	Clean Choice Energy	101-43170-430-43810	135.28	3041315032200 30 St NW Signal Lights
173351	Clean Choice Energy	101-43160-430-43810	99.98	3041576453305 Highway 60
173351	Clean Choice Energy	101-43170-430-43810	43.99	3021541976 1/2 4 St NW Signal Liights
173351	Clean Choice Energy	101-43160-430-43810	19.21	3041165101904 Grant St
173351	Clean Choice Energy	602-49450-000-43810	14.67	303203605319 Lind St Lift Station
173351	Clean Choice Energy	101-43160-430-43810	15.02	302767481210 3 St NE St Light
173351	Clean Choice Energy	101-45126-450-43810	157.23	303373970117 Shumway Ave
173351	Clean Choice Energy	902-00000-000-23935	-11,659.64	Solar Bill - October
173351	Clean Choice Energy	101-43160-430-43810	18.59	3041165121000 Lyndale Ave S
173351	Clean Choice Energy	101-43170-430-43810	583.54	3025252474050 Highway 60W Signal Lights
173351	Clean Choice Energy	602-49450-000-43810	47.09	3040518161200 Belview Tr
173351	Clean Choice Energy	101-45200-450-43810	1,477.99	3023211021000 7th Ave SW
173351	Clean Choice Energy	101-45200-450-43810	321.83	3025764661815 Alexander Dr
173351	Clean Choice Energy	101-45200-450-43810	3,182.25	304017445900 Lyndale Ave N
173351	Clean Choice Energy	101-43160-430-43810	16.59	304116511800 Lyndale Ave SW
173351	Clean Choice Energy	101-45200-450-43810	171.62	303510224520 3rd St NW (Central Pk Bandstand)
173351	Clean Choice Energy	101-43121-430-43810	331.19	3040518161200 Belview Tr
173351	Clean Choice Energy	101-43170-430-43810	134.52	3042653021990A Lyndale Ave N Signal
173351	Clean Choice Energy	101-45200-450-43810	14.28	302261595920 9th Ave SW
173351	Clean Choice Energy	101-43170-430-43810	12.83	303021725126 4 St NW Signal Lights
173351	Clean Choice Energy	101-45200-450-43810	520.58	303239611330 9th Ave SW Sr High Tennis Cts
173351	Clean Choice Energy	601-49430-000-43810	153.71	3039299721904 Fairgrounds Dr Well
173351	Clean Choice Energy	902-00000-000-23935	11,659.64	Solar Bill - October
173351	Clean Choice Energy	101-43160-430-43810	221.48	3041576321602 2nd Ave NW
173351	Clean Choice Energy	101-45200-450-43810	21.98	3043066891800 Alexander Dr Concession Stand
173351	Clean Choice Energy	101-43160-430-43810	123.76	303661815495 Heritage Place
173351	Clean Choice Energy	101-45200-450-43810	150.19	302458578828 8th Ave NW (Park Shop)
173351	Clean Choice Energy	602-49450-000-43810	1,537.21	3036919802219 Grant St NW Lift Station
	Clean Choice Energy		11,659.64	
173321	Colonial Life	101-00000-000-21711	80.00	PR Batch 00551.12.2021 Short Term Disability
	Colonial Life		80.00	
173352	Commercial Asphalt Company	101-43121-430-42240	2,806.61	Hot Mix For Street Repair
	Commercial Asphalt Company		2,806.61	
173353	Community Co-op Oil Assn	101-45122-450-42120	-0.97	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-45122-450-42120	-2.21	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-45122-450-42120	-2.00	Credit for Federal Tax Charged on Fuel at C-Store

Check Numb	Last Name	Acct 1	Amount	Description
173353	Community Co-op Oil Assn	601-49430-000-42120	1,245.25	Well Generator Fuel
173353	Community Co-op Oil Assn	101-43126-430-42110	42.84	LP For Forklift
173353	Community Co-op Oil Assn	101-45200-450-44040	8.00	Tire Repair
173353	Community Co-op Oil Assn	101-45200-450-44040	21.50	Tire Repair
173353	Community Co-op Oil Assn	101-43121-430-42210	24.00	O-Rings / Street #208
173353	Community Co-op Oil Assn	603-49500-000-42120	16.19	Non Oxy Gas For Chainsaw
173353	Community Co-op Oil Assn	101-45122-450-42120	23.67	Mower Gasoline
173353	Community Co-op Oil Assn	603-49500-000-42120	18.57	Non Oxy Gas For Chainsaw
173353	Community Co-op Oil Assn	101-43121-430-42110	-0.37	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-43121-430-42110	-1.75	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-42220-420-42120	-2.94	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-43121-430-42110	10.45	Gas For Blowers
173353	Community Co-op Oil Assn	101-43170-430-42110	-0.51	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-45200-450-44040	8.50	Tire Mounting
173353	Community Co-op Oil Assn	601-49430-000-42120	24.06	Non-Oxy Gas For Small Engines
173353	Community Co-op Oil Assn	601-49430-000-42220	784.00	New Tires For Truck #3
173353	Community Co-op Oil Assn	603-49500-000-42120	32.24	Non Oxy Gas Small Engines
173353	Community Co-op Oil Assn	101-43121-430-42110	24.82	Gas For Blowers
173353	Community Co-op Oil Assn	601-49430-000-44040	84.00	Tire Mounting
173353	Community Co-op Oil Assn	601-49430-000-42120	11.65	Non Oxy Gas For Small Engines
173353	Community Co-op Oil Assn	101-42220-420-42120	-3.83	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-43121-430-42110	94.47	LP For #101 And #318
173353	Community Co-op Oil Assn	601-49430-000-42120	7.00	Non-Oxy Fuel For Small Engines
173353	Community Co-op Oil Assn	101-43170-430-42110	-1.08	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	602-49480-000-44040	19.00	Tire Repair Truck #6
173353	Community Co-op Oil Assn	601-49430-000-42120	25.98	Non Oxy Gas For Chainsaw
173353	Community Co-op Oil Assn	101-43121-430-42110	-1.97	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-42220-420-42120	-3.72	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-42110-420-42120	-2.97	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	601-49430-000-42120	7.50	Non-Oxy Gas For Small Engines
173353	Community Co-op Oil Assn	101-45200-450-42220	1,959.80	Truck Tires
173353	Community Co-op Oil Assn	101-43170-430-42110	-0.52	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-43126-430-42110	-1.18	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-42220-420-42220	427.80	Tires - Trailer
173353	Community Co-op Oil Assn	101-43121-430-42110	-0.37	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	101-45200-450-42220	864.00	Tires
173353	Community Co-op Oil Assn	101-45122-450-42120	-3.62	Credit for Federal Tax Charged on Fuel at C-Store
173353	Community Co-op Oil Assn	603-49500-000-42120	17.17	Non Oxy Gas For Small Engines
	Community Co-op Oil Assn		5,772.45	
173354	Consolidated Communications	602-49450-000-43210	62.81	Sanitary Liftstation Phone Service
173354	Consolidated Communications	101-45126-450-43250	76.57	Credit Used In Error-Will Be Refunded

Check Numb	Last Name	Acct 1	Amount	Description
173315	Consolidated Communications	101-41110-410-43250	13.67	Council Chambers TV Services
173315	Consolidated Communications	601-49430-000-43250	74.01	Water Plant DSL w/ Static IP
173315	Consolidated Communications	101-41940-410-43250	227.79	City Hall Metro Line
173315	Consolidated Communications	902-00000-000-23935	-875.04	Consolidated Communications
173315	Consolidated Communications	902-00000-000-23935	875.04	Consolidated Communications Main Bill
173315	Consolidated Communications	101-42110-420-43210	559.57	Police Phone Services and Long Distance Fees
	Consolidated Communications		1,014.42	
173355	Cook for You at the Depot Inc	101-41320-410-42115	755.58	Staff/Senate Visit Meals
	Cook for You at the Depot Inc		755.58	
173356	Core & Main LP	601-49430-000-42110	862.24	1 Pearl Water Meters
	Core & Main LP		862.24	
173305	CoreLogic SafeRent	241-46330-461-43090	27.81	2 Background Checks
173305	CoreLogic SafeRent	898-46310-000-43090	18.55	Background Check (1)
173357	CoreLogic SafeRent	898 46310 000 43090	19 32	Credit/Background Check (1)
	CoreLogic SafeRent		65.68	
173358	Cox Brendan	240-46210-460-43095	1,850.00	Website for HPC-Hosting/Etc
	Cox Brendan		1,850.00	
173359	Creative Co-Op	101-42110-420-42230	26.00	Tall Kitchen Garbage Bags
	Creative Co-Op		26.00	
173360	Crime Stoppers of Minnesota	101-00000-000-15500	200.00	2022 Law Enforcement Partnership Program
	Crime Stoppers of Minnesota		200.00	
173306	Culligan	898-46310-000-44010	118.50	50 Lb Solar Salt Equipment Inspection
173361	Culligan	101-45200-450-42110	171.45	Softener Salt & Rust Remover Salt
173361	Culligan	898-46310-000-42110	57.75	1324 Prairie Ave 50 LB Solar Salt
173361	Culligan	101-42110-420-42230	245.00	Bottled Water/Solar Salt
173361	Culligan	101 41940 410 44160	87 70	Water Equipment Rental
173361	Culligan	101-45122-450-44160	34.00	Water Equipment Rental
173361	Culligan	101-45122-450-42110	164.50	Softener Salt
173361	Culligan	602-49480-000-44160	45.00	Softner Rental

Check Numb	Last Name	Acct 1	Amount	Description
	Culligan		923.90	
173362	Dahms Jody	404-45200-450-45300	10,956.62	Engineering Fees - Pool Leaks & Resurfacing Project
	Dahms Jody		10,956.62	
173363	Davenport Group Inc	101-41580-410-42020	218.00	Docking Station Replacement for Ben
173363	Davenport Group Inc	101-45110-450-42420	160.00	Computer Monitor
173363	Davenport Group Inc	101-43170-430-42420	974.00	OptiPlex Computer - Sign Shop
	Davenport Group Inc		1,352.00	
0	Demco Inc	101-45500-450-42010	97.02	Classification Labels/Filament Tape/Magazine Cards
	Demco Inc		97.02	
173364	Dufour Cleaners	101-42220-420-42180	111.00	Sew Patches on Uniforms
173364	Dufour Cleaners	101-42220-420-42180	74.00	Sew Patches on Uniforms (Qty. 8)
	Dufour Cleaners		185.00	
173365	DVS Renewal	101-45200-450-44390	23.25	8166CTA License Tabs For 2015 Trailer
173365	DVS Renewal	603-49500-000-44390	23.25	9712CTR - Televising Trailer License Renewal
173365	DVS Renewal	101-43121-430-44390	118.25	6863CZT License Tabs For #114
	DVS Renewal		164.75	
173366	E O Johnson Company Inc-Dallas	101-45500-450-44160	288.38	Copier C2500
173366	E O Johnson Company Inc-Dallas	101-45110-450-44160	309.45	Lanier Copier Lease Payment
	E O Johnson Company Inc-Dallas		597.83	
0	Eckberg Lammers PC	101-42123-420-42070	1,875.00	Professional Use of Force Training- All Sworn Officers
	Eckberg Lammers PC		1,875.00	
173367	Fame Awards	101-45130-450-42110	243.00	Adult Volleyball Plaques
	Fame Awards		243.00	
173368	Fareway Stores Inc #126	101-41940-410-42110	84.29	Coffee/Napkins/Plasticware/ Plates/Bowls/Air Freshener
173368	Fareway Stores Inc #126	101-45140-450-42110	213.50	Cookies - Hometown Holiday

Check Numb	Last Name	Acct 1	Amount	Description
	Fareway Stores Inc #126		297.79	
173307	Faribault Ace Hardware	241-46330-461-42110	14.88	20 NE 14th Street Packing Tape Clear & Fasteners
173307	Faribault Ace Hardware	241-46330-461-42110	62.87	Garage Hook & Shelf Bracket
173369	Faribault Ace Hardware	101-41940-410-42110	24.29	Garbage Can
173369	Faribault Ace Hardware	101-45140-450-42110	120.45	Extension Cords
173369	Faribault Ace Hardware	101-42220-420-42110	12.58	Paint Marker (Qty. 2)
173369	Faribault Ace Hardware	602-49450-000-42410	100.27	Wrench/Ratchet/Screwdriver Set Truck #9
173369	Faribault Ace Hardware	101-45130-450-42110	148.43	Cable Ties & Extension Cords
173369	Faribault Ace Hardware	101-45130-450-42110	4.00	Tree Display Stand
173369	Faribault Ace Hardware	101-42123-420-42110	16.99	Batteries
173369	Faribault Ace Hardware	101-45200-450-42110	13.11	Extension Cord
173369	Faribault Ace Hardware	101-42220-420-42210	14.39	Cable Ties
173369	Faribault Ace Hardware	602-49480-000-42110	61.15	Cleaning Supplies
173369	Faribault Ace Hardware	101-43121-430-42110	153.54	Lights For Holiday Parade Truck
173369	Faribault Ace Hardware	101-45122-450-42110	45.82	Extension Cords/Cable Ties/Adapter
173369	Faribault Ace Hardware	602-49480-000-42110	29.69	Water Faucet Parts
173369	Faribault Ace Hardware	603-49500-000-42020	15.00	USB Charger
173369	Faribault Ace Hardware	101-43121-430-42110	95.74	Light For Holiday Parade Truck
173369	Faribault Ace Hardware	101-45200-450-42110	14.76	Hardware Nuts & Bolts
173369	Faribault Ace Hardware	602-49480-000-42110	11.72	Stainless Steel Bolts
173369	Faribault Ace Hardware	101-45122-450-42110	25.19	Hammer
173369	Faribault Ace Hardware	101-45200-450-42110	11.83	Flex Seal Tape
173369	Faribault Ace Hardware	101-45140-450-42110	100.75	Extension Cords & Lights
173369	Faribault Ace Hardware	101-42110-420-42230	28.76	Odor Neutralizing Beads - Trufuel
173369	Faribault Ace Hardware	101-42210-420-42110	12.59	Roller Covers 3-Pack
173369	Faribault Ace Hardware	101-42220-420-42410	23.39	Impact Driver Bit 38-Piece Set
173369	Faribault Ace Hardware	602-49480-000-42110	130.30	Cleaning Supplies/Light Bulbs
173369	Faribault Ace Hardware	601-49430-000-42110	79.38	Squeegee & Snow Shovel Water Plant
173369	Faribault Ace Hardware	240-46210-460-42110	24.09	Masking & Painters Tape & Key Rack
	Faribault Ace Hardware		1,395.96	
173370	Faribault Area Chamber of Commerce	101-41110-410-44384	10,075.36	Lodging Tax
173371	Faribault Area Chamber of Commerce	210-46100-410-44383	4,000.00	Winterfest Donation
	Faribault Area Chamber of Commerce		14,075.36	
0	Faribault Fleet Supply Inc	601-49430-000-42170	119.99	Bib Overalls For Cole (New Employee)
0	Faribault Fleet Supply Inc	101-43170-430-42110	35.97	Pliers And Tote For Sign Shop
0	Faribault Fleet Supply Inc	101-43126-430-42110	3.72	Fasteners
0	Faribault Fleet Supply Inc	601-49430-000-42110	8.76	Hardware

Check Numb	Last Name	Acct 1	Amount	Description
0	Faribault Fleet Supply Inc	101-43121-430-42210	2.40	Bolts For #106
0	Faribault Fleet Supply Inc	101-45200-450-42110	19.96	Zip Ties
0	Faribault Fleet Supply Inc	601-49430-000-42110	48.55	Pry Bar Set/Recoil Hose/Etc
0	Faribault Fleet Supply Inc	101-43121-430-42110	16.99	Chain For Chainsaw
0	Faribault Fleet Supply Inc	101-43121-430-42110	52.99	Diesel Sprayer
0	Faribault Fleet Supply Inc	101-45200-450-42110	39.98	Storage Tote
0	Faribault Fleet Supply Inc	601-49430-000-42110	11.99	Galvanized Wire
0	Faribault Fleet Supply Inc	101-43121-430-42110	11.34	Oil For Chainsaws
0	Faribault Fleet Supply Inc	602-49480-000-42110	65.98	Ice Scraper Shovel
0	Faribault Fleet Supply Inc	602-49450-000-42110	22.48	Batteries For Locator
0	Faribault Fleet Supply Inc	101-43121-430-42210	1.49	Elbow For #118
0	Faribault Fleet Supply Inc	101-45200-450-42110	15.58	Spray Paint
0	Faribault Fleet Supply Inc	101-42220-420-42110	71.99	Tarp
0	Faribault Fleet Supply Inc	101-43121-430-42110	39.95	Bar For Chainsaw
0	Faribault Fleet Supply Inc	101-43121-430-42110	17.95	Chain For Chainsaw
	Faribault Fleet Supply Inc		608.06	
173372	Faribault Interiors	898-46310-000-44050	4,750.00	#118 2 Bedroom Livingroom Hallway Carpet/Bathroom & Kitchen Viny
	Faribault Interiors		4,750.00	
173373	Faribault Rifle & Pistol Club	101-00000-000-15500	100.00	Membership Dues / S Smallen - 2022
	Faribault Rifle & Pistol Club		100.00	
173374	Faribault Veterinary Clinic	101-42700-420-43090	49.00	Care for Stray Dog / 21-3907
	Faribault Veterinary Clinic		49.00	
0	Faribo Air Conditioning & Heating Inc	898-46310-000-42110	29.00	1324 Prairie Avenue Air Exchanger Fuses (2)
0	Faribo Air Conditioning & Heating Inc	898-46310-000-44010	157.50	1324 Prairie Avenue Air Exchanger Repair
	Faribo Air Conditioning & Heating Inc		186.50	
0	Faribo Plumbing & Heating Inc	241-46330-461-42110	10.00	902 A Spring Road Toilet Tank to Bowl Gasket Kit
0	Faribo Plumbing & Heating Inc	241-46330-461-42110	195.25	900 D Spring Road Tub/Shower Faucet
0	Faribo Plumbing & Heating Inc	241-46330-461-42110	882.50	1522 Western Ave Install 40 Gal Water Heater
0	Faribo Plumbing & Heating Inc	241-46330-461-44010	225.00	900 D Spring Road Tub/Shower Faucet Installed
0	Faribo Plumbing & Heating Inc	241-46330-461-44010	125.00	902 A Spring Road Toilet Repair Tank Gasket
0	Faribo Plumbing & Heating Inc	101-45122-450-42230	-48.00	UA000168/UA000170 Credit for Invoice #16583 Pd to Wrong Vendor
0	Faribo Plumbing & Heating Inc	241-46330-461-44010	150.00	1522 Western Ave Install 40 Gal Water Heater

Check Numb	Last Name	Acct 1	Amount	Description
	Faribo Plumbing & Heating Inc		1,539.75	
173375	Ferguson Enterprises Inc. #1657	101-45200-450-42110	107.98	Diaphragm Kit/Plumbing
173375	Ferguson Enterprises Inc. #1657	101-45200-450-42110	398.00	Electronic Toilet Flush Valve
	Ferguson Enterprises Inc. #1657		505.98	
173376	Ferguson Waterworks #2516	603-49500-000-42410	1,357.27	Truck Tools
173376	Ferguson Waterworks #2516	602-49450-000-42410	1,358.00	Truck Tools
173376	Ferguson Waterworks #2516	601-49430-000-42410	1,358.00	Truck Tools
	Ferguson Waterworks #2516		4,073.27	
173377	Filan Kevin	101-45200-450-43090	1,630.00	Weed Spraying
	Filan Kevin		1,630.00	
0	Flom Disposal	898-46310-000-43840	316.23	1324 Prairie Ave Disposal Thru 12/31/2021
0	Flom Disposal	241-46330-461-43840	154.42	910-920 SW 1st Street Disposal Thru 12/31/2021
0	Flom Disposal	241-46330-461-43840	20.86	1518 Western Ave Disposal Thru 12/31/2021
	Flom Disposal		491.51	
173378	Galls An Aramark Company	101-42110-420-42110	89.45	American Flag Commendation Bar
	Galls An Aramark Company		89.45	
0	Garlick Brothers LLC	101-42110-420-44160	40.00	Rental of Water Cooler
	Garlick Brothers LLC		40.00	
173379	Gary L Fischler & Associates	101-42110-420-43090	400.00	Wellness Sessions (Pay from Donations)
173379	Gary L Fischler & Associates	101-00000-000-10108	-400.00	Wellness Sessions (Pay from Donations)
173379	Gary L Fischler & Associates	101-00000-000-10100	400.00	Wellness Sessions (Pay from Donations)
	Gary L Fischler & Associates		400.00	
173380	Glenn's Service LLC	101-42700-420-44040	96.00	Mount and Balance Tires / #23
	Glenn's Service LLC		96.00	
0	Godfather's Pizza	101-45500-450-43130	42.52	Pizza & Pages Book Group

Check Numb	Last Name	Acct 1	Amount	Description
	Godfather's Pizza		42.52	
0	Gopher State One Call	602-49450-000-43090	80.10	November 2021 Tickets
0	Gopher State One Call	603-49500-000-43090	80.10	November 2021 Tickets
0	Gopher State One Call	601-49430-000-43090	80.10	November 2021 Tickets
	Gopher State One Call		240.30	
173381	Grainger Inc	101-45122-450-42110	53.24	Batteries
	Grainger Inc		53.24	
173382	Greater Minnesota Parks & Trails	101-00000-000-15500	225.00	2022 Membership Dues
	Greater Minnesota Parks & Trails		225.00	
0	Green Kristina	601-49430-000-42110	210.00	Decals For Meter Radios
	Green Kristina		210.00	
173384	Hacker Ben	601-00000-000-20200	82.59	Refund Check 013477-044, 730 Willow St
173383	Hacker Ben	601-00000-000-20200	79.55	Refund Check 013477-043, 728 Willow St
	Hacker Ben		162.14	
173385	Harlequin Sales Corp/Reader Service	101-45500-450-42190	21.96	Books
173385	Harlequin Sales Corp/Reader Service	101-45500-450-42190	21.96	Books
173385	Harlequin Sales Corp/Reader Service	101-45500-450-42190	30.30	Books
	Harlequin Sales Corp/Reader Service		74.22	
173386	Harry Brown's LLC	101-42123-420-44040	340.10	Car Washes
173386	Harry Brown's LLC	101-42123-420-44040	-199.20	Credit for Overcharge of Car Wash Costs
	Harry Brown's LLC		140.90	
173387	Hawkins Inc	601-49430-000-42160	-0.01	Chlorine Cylinder Return
173387	Hawkins Inc	101-45122-450-42160	432.08	Pool Chemicals
173387	Hawkins Inc	601-49430-000-42160	-0.01	Chlorine Cylinder Return
173387	Hawkins Inc	601-49430-000-42160	0.01	Chlorine Cylinder Return
173387	Hawkins Inc	601-49430-000-42160	677.00	Chlorine For Water Treatment
173387	Hawkins Inc	601-49430-000-42160	3,587.25	Sodium Silicate & Ammonia For Water Treatment

Check Numb	Last Name	Acct 1	Amount	Description
173387	Hawkins Inc	602-49480-000-42160	1,010.82	Bleach Filament Control
173387	Hawkins Inc	601-49430-000-42160	0.01	Chlorine Cylinder Return
173387	Hawkins Inc	601-49430-000-42160	2,664.82	Sodium Permanganate & Silicate - Water Treatment
173387	Hawkins Inc	602-49480-000-42160	5,849.44	Ferric Phos Removal
173387	Hawkins Inc	602-49480-000-42160	5,832.36	Ferric Phos Removal
173387	Hawkins Inc	601-49430-000-42160	1,930.50	Sodium Silicate For Water Treatment
	Hawkins Inc		21,984.27	
173308	HD Supply Facilities Maintenance	898-46310-000-42110	24.09	Emergency Light Battery
173388	HD Supply Facilities Maintenance	898-46310-000-42110	21.24	Delta Hand Held Shower
173388	HD Supply Facilities Maintenance	898-46310-000-42110	64.25	Gloves
173388	HD Supply Facilities Maintenance	898-46310-000-42110	580.72	Ceiling Fan/LED Bulbs/Vanity Light Fixture/Towel Bar #118
173388	HD Supply Facilities Maintenance	898-46310-000-42110	31.35	TP Holder
173388	HD Supply Facilities Maintenance	241-46330-461-42110	101.60	Replacement Wire Cable 50'
173388	HD Supply Facilities Maintenance	898-46310-000-42110	60.82	Towel Bar/Wall Clamp
	HD Supply Facilities Maintenance		884.07	
173389	Heartland Animal Hospital	101-42700-420-43090	164.00	Euthanasia and Cremation / 21-3652
173389	Heartland Animal Hospital	101-42700-420-43090	99.00	Wellness Exam / 21-3783
	Heartland Animal Hospital		263.00	
173390	Hernandez Uribe Jorge	601-00000-000-20200	12.03	Refund Check 021500-000, 528 3 St NW
	Hernandez Uribe Jorge		12.03	
173391	Heselton Construction LLC	474-43121-430-45203	107,079.51	(2021-03) Pay Req. 6 & Final
173391	Heselton Construction LLC	404 45200 450 45300	12,901.92	(2020 08) Pay Req 9 & Final
	Heselton Construction LLC		119,981.43	
173392	Hiawathaland Transit/Three Rivers Community Action	101-00000-000-20400	383.75	Bus Token Sales - November
	Hiawathaland Transit/Three Rivers Community Action		383.75	
0	Holm Connie	101-42110-420-42110	14.00	Service Dishes for Open Houses
	Holm Connie		14.00	
173393	Hotsy Equipment Company	602-49480-000-42210	133.35	Power Washer Nozzle

Check Numb	Last Name	Acct 1	Amount	Description
	Hotsy Equipment Company		133.35	
173394	Housefacts	241-46330-461-42110	519.00	1225 NW 2nd Street Garage Door Panels
	Housefacts		519.00	
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	3.17	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	8.96	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	3.53	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	22.41	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	14.75	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	4.45	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	6.72	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	3.17	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	6.24	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	4.76	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	6.07	Hot Dog Buns for Resale at Aquatic Center
173316	Hy-Vee - Accounts Receivable	101-45125-450-42990	4.48	Hot Dog Buns for Resale at Aquatic Center
173395	Hy-Vee - Accounts Receivable	101-42210-420-42115	-160.00	Paid to Hy-Vee in Error - On Cardmember Credit Card
173395	Hy-Vee - Accounts Receivable	101-41110-410-43130	389.96	Mayor's Reception Meat/Cheese/Fruit/Veggies
173395	Hy-Vee - Accounts Receivable	101-42210-420-42115	17.26	Cookies for City Safety Training
	Hy-Vee - Accounts Receivable		335.93	
0	I & S Group Inc	898-46310-000-43090	279.50	1324 Prairie Ave Parking Lot Project 21-25019 Const Admin
0	I & S Group Inc	404-45200-450-45300	47.50	Construction Admin- Fleckenstein Bluffs Park
	I & S Group Inc		327.00	
173322	IAFF Local 665	101-00000-000-21708	720.00	PR Batch 00551.12.2021 IAFF Local 665
	IAFF Local 665		720.00	
173323	ICMA Retirement Trust 457	101-00000-000-21706	335.00	PR Batch 00551.12.2021 ICMA Deferred Comp
	ICMA Retirement Trust 457		335.00	
173396	In Control Inc	601-49430-000-45400	3,287.50	Ultra Sonic Control Replace-Natgun Reservoir
	In Control Inc		3,287.50	
0	Innovative Office Solutions LLC	101-43121-430-42110	22.90	9 Volt Batteries

Check Numb	Last Name	Acct 1	Amount	Description
0	Innovative Office Solutions LLC	101-42110-420-42020	94.50	Ink Cartridges
0	Innovative Office Solutions LLC	101-42124-420-42010	0.66	Pencils
0	Innovative Office Solutions LLC	101-42124-420-42010	549.95	Tape/Paper/Calendars/Appt Book
0	Innovative Office Solutions LLC	602-49450-000-42010	1.98	Tape/Tape Dispenser/Highlighters PWP
0	Innovative Office Solutions LLC	101-42124-420-42010	9.03	Letter Size File Wallet
0	Innovative Office Solutions LLC	602-49450-000-42110	2.38	Face Masks PWP
0	Innovative Office Solutions LLC	101-45500-450-42010	2.35	Command Hook
0	Innovative Office Solutions LLC	101-41940-410-42010	618.56	Copy Paper 16 Cases
0	Innovative Office Solutions LLC	101-42110-420-42010	9.17	Blue Paper
0	Innovative Office Solutions LLC	601-49430-000-42110	2.38	9 Volt Batteries
0	Innovative Office Solutions LLC	101-43126-430-42110	22.86	Face Masks PWP
0	Innovative Office Solutions LLC	603-49500-000-42110	0.34	9 Volt Batteries
0	Innovative Office Solutions LLC	101-43121-430-42010	19.02	Tape/Tape Dispenser/Highlighters PWP
0	Innovative Office Solutions LLC	101-45110-450-42010	21.14	Mouse
0	Innovative Office Solutions LLC	101-42110-420-42110	8.98	Small Paper Plates for Events
0	Innovative Office Solutions LLC	602-49450-000-42110	2.38	9 Volt Batteries
0	Innovative Office Solutions LLC	601-49430-000-42110	2.38	Face Masks PWP
0	Innovative Office Solutions LLC	101-41320-410-42010	10.85	Gold Seals for Certificates
0	Innovative Office Solutions LLC	601-49430-000-42010	1.98	Tape/Tape Dispenser/Highlighters PWP
0	Innovative Office Solutions LLC	101-42210-420-42010	16.19	Keyboard Wrist Rest
0	Innovative Office Solutions LLC	101-42123-420-43130	1.30	3-Ring Binder / Explorers
0	Innovative Office Solutions LLC	101-45500-450-42010	15.93	Command Hooks
0	Innovative Office Solutions LLC	603-49500-000-42010	0.28	Tape/Tape Dispenser/Highlighters PWP
0	Innovative Office Solutions LLC	603-49500-000-42110	0.34	Face Masks PWP
Innovative Office Solutions LLC			1,437.83	
173397	Insty-Prints	101-45125-450-42030	633.00	FFAC Tickets
173309	Insty-Prints	290-46500-462-43430	308.18	Giveaway Notebooks
Insty-Prints			941.18	
0	Internal Revenue Service	101-00000-000-21703	3,298.18	PR Batch 00550.12.2021 FICA Employee
0	Internal Revenue Service	101-00000-000-21703	15,738.66	PR Batch 00551.12.2021 FICA Employee
0	Internal Revenue Service	101-00000-000-21701	39,216.50	PR Batch 00551.12.2021 Federal Income Tax
0	Internal Revenue Service	101-00000-000-21704	3,765.19	PR Batch 00550.12.2021 Medicare Employer
0	Internal Revenue Service	101-00000-000-21703	15,738.66	PR Batch 00551.12.2021 FICA Employer
0	Internal Revenue Service	101-00000-000-21704	5,977.17	PR Batch 00551.12.2021 Medicare Employee
0	Internal Revenue Service	101-00000-000-21703	3,298.18	PR Batch 00550.12.2021 FICA Employer
0	Internal Revenue Service	101-00000-000-21704	3,765.19	PR Batch 00550.12.2021 Medicare Employee
0	Internal Revenue Service	101-00000-000-21704	5,977.17	PR Batch 00551.12.2021 Medicare Employer
0	Internal Revenue Service	101-00000-000-21701	28,195.75	PR Batch 00550.12.2021 Federal Income Tax

Check Numb	Last Name	Acct 1	Amount	Description
	Internal Revenue Service		124,970.65	
173324	IUOE Local 70	101-00000-000-21708	2,181.82	PR Batch 00551.12.2021 Local 70 Union Dues
	IUOE Local 70		2,181.82	
173398	J Appleseed	101-45500-450-42190	1,345.70	Books
	J Appleseed		1,345.70	
173399	J Steffens Investments LLC	601-00000-000-20200	85.93	Refund Check 016590-071, 107 Park Ave S
	J Steffens Investments LLC		85.93	
173400	Jandro Jeff	601-00000-000-20200	25.58	Refund Check 007335-028, 1160 7 Ave SW
	Jandro Jeff		25.58	
173401	Jensen Dwight D	101-45200-450-42250	660.00	Tree Moving/Planting
173401	Jensen Dwight D	101-45200-450-42250	8,330.00	Tree Planting/Moving
	Jensen Dwight D		8,990.00	
173402	Jensen Trust Darrell	601-00000-000-20200	30.99	Refund Check 005070-025, 708 Rose Dr
	Jensen Trust Darrell		30.99	
0	John Henry Foster MN Inc	602-49480-000-44040	925.59	Air Compressor Maintenance
	John Henry Foster MN Inc		925.59	
173403	Johnson Amanda	601-00000-000-20200	115.35	Refund Check 023249-000, 939 Willow St
	Johnson Amanda		115.35	
173404	Kapler Ethan	601-00000-000-20200	145.39	Refund Check 023048-000, 2440 Birn-Hill Ln
	Kapler Ethan		145.39	
0	Kennedy & Graven, Chartered	280-46310-461-43040	1,619.70	HRA Meeting Legal Bills
0	Kennedy & Graven, Chartered	290-46500-462-43040	164.00	EDA Meetings
0	Kennedy & Graven, Chartered	437-41940-410-45208	307.50	FA105-00435 Acquisition of Vern Blow Property

Check Numb	Last Name	Acct 1	Amount	Description
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,271.00	FA105-00010 General Employment Matters
0	Kennedy & Graven, Chartered	101-00000-000-22000	108.50	FA105-00426 Stoneridge Third Addition
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,086.50	FA105-00010 General Employment Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	758.50	FA105-00448 1811 7th Street NW
0	Kennedy & Graven, Chartered	101-41610-410-43040	870.00	FA105-00005 General Matters
0	Kennedy & Graven, Chartered	272-46500-462-43070	24.10	FA105-00385 Lofts at Evergreen
0	Kennedy & Graven, Chartered	101-41610-410-43040	102.50	FA105-00447 Legal Claim of J.A.
0	Kennedy & Graven, Chartered	290-46500-462-43040	41.00	Legal Bills to Review EDA Agendas
0	Kennedy & Graven, Chartered	101-00000-000-22000	904.90	FA105-000433 MET CON Business Park Fourth Addition
0	Kennedy & Graven, Chartered	101-41610-410-43040	227.06	FA105-00434 2021 Wells Township Annexation Matter
0	Kennedy & Graven, Chartered	101-41610-410-43040	41.00	FA105-00260 Senior Center
0	Kennedy & Graven, Chartered	101-00000-000-11540	72.30	FA105-00100 TIF District K-Mart Site
0	Kennedy & Graven, Chartered	349-47000-470-43090	9,000.00	Bond Counsel-2021B GO Refunding Bonds
0	Kennedy & Graven, Chartered	101-41610-410-43040	361.50	FA105-000449 Northgate Business Park
0	Kennedy & Graven, Chartered	101-41610-410-43040	205.00	FA105-00356 Notice of Legal Claim: ACLU V CoF
0	Kennedy & Graven, Chartered	101-41610-410-43040	798.00	FA105-00417 2021 City Council Meeting
0	Kennedy & Graven, Chartered	101-41610-410-43040	435.00	FA105-00028 General Planning Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	82.00	FA105-00437 2021 Warsaw Township Annexation Matter
0	Kennedy & Graven, Chartered	101-00000-000-11540	507.30	FA105-00190 Faribault Foods
0	Kennedy & Graven, Chartered	349-47000-470-43090	5,000.00	Legal Services - 2021 GO Bonds
0	Kennedy & Graven, Chartered	101-00000-000-22000	867.80	FA105-00395 Daikin 24th Street Matter
0	Kennedy & Graven, Chartered	101-41610-410-43040	278.40	FA105-00012 General Licensing Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	143.50	FA105-00438 2021 Walcott Township Annexation Matter
0	Kennedy & Graven, Chartered	101-41610-410-43040	24.10	County Jail Project
0	Kennedy & Graven, Chartered	280-46310-461-43040	1,428.10	Legal Bills Kennedy Graven -- HRA
0	Kennedy & Graven, Chartered	101-41610-410-43040	121.80	FA105-00418 2021 Planning Commission Meetings
Kennedy & Graven, Chartered			26,851.06	
173310	Keystone Interpreting Solutions Inc	240-46210-460-43090	187.32	Sign Language Interpretation for Environmental Commission
173310	Keystone Interpreting Solutions Inc	240-46210-460-43090	187.32	Interpreting Services for Environmental Commission
Keystone Interpreting Solutions Inc			374.64	
0	Kiellmeyer Construction Inc	603-49500-000-42240	1,426.00	Class 5 Rock For Repairs
0	Kiellmeyer Construction Inc	602-49450-000-42240	1,426.55	Class 5 Rock For Repairs
Kiellmeyer Construction Inc			2,852.55	
0	Kimley-Horn and Associates Inc	469-43121-430-45300	4,267.56	(2021-04) 2nd Ave/Div. St Bridge through 10/31/21
Kimley-Horn and Associates Inc			4,267.56	

Check Numb	Last Name	Acct 1	Amount	Description
173405	Kispert Carolyn	601-00000-000-20200	8.54	Refund Check 013403-000, 604 2 St NE
	Kispert Carolyn		8.54	
173406	KK Home Services	101-00000-000-22000	2,000.00	Escrow Release for KK Home Services
	KK Home Services		2,000.00	
173407	Knecht's Nurseries & Landscaping	401-43121-430-44050	5,922.55	Boulevard Trees
	Knecht's Nurseries & Landscaping		5,922.55	
173408	Komline-Sanderson	602-49480-000-42210	1,720.80	Gravity Thickner Belt
	Komline-Sanderson		1,720.80	
173409	Lamperts	101-45130-450-42110	95.00	Tree Display Supplies
173409	Lamperts	898-46310-000-44050	678.68	1324 Prairie Avenue Garage Door
173409	Lamperts	898-46310-000-42110	210.43	#118 Medicine Cabinet Stock Medicine Cabinet
173409	Lamperts	101-45130-450-43131	47.50	Xmas Tree Stakes
	Lamperts		1,031.61	
173410	Larkin Jimmie	898-46310-000-44010	70.54	1324 Prairie Avenue Monthly Alarm/Elevator/Occupancy Testing
	Larkin Jimmie		70.54	
173325	Law Enforcement Labor Services Inc	101-00000-000-21708	1,460.50	PR Batch 00551.12.2021 LELS 357 Union Dues
	Law Enforcement Labor Services Inc		1,460.50	
173411	Leads Online	101-42110-420-43095	2,933.00	Investigation System Services
	Leads Online		2,933.00	
0	Lerner Publishing Group	101-45500-450-42190	21.99	Books
	Lerner Publishing Group		21.99	
173412	LHB, Inc	437-41940-410-45204	2,030.00	Lockerby TIF Analysis
	LHB, Inc		2,030.00	

Check Numb	Last Name	Acct 1	Amount	Description
173413	LMH Appraisal Inc	437-41940-410-43090	2,000.00	South East Viaduct 127 Willow
	LMH Appraisal Inc		2,000.00	
173414	LNS Court Reporting and Captioning	101-41110-410-43090	290.00	Closed Captioning Council Meetings
	LNS Court Reporting and Captioning		290.00	
173415	Loffler Companies Inc	101-43121-430-44160	36.67	Copies November 2021 PWP
173415	Loffler Companies Inc	601-49430-000-44160	3.82	Copies November 2021 PWP
173415	Loffler Companies Inc	603-49500-000-44160	0.53	Copies November 2021 PWP
173415	Loffler Companies Inc	101-42210-420-44160	18.44	Copier Charges 11/01/2021 to 11/30/2021
173415	Loffler Companies Inc	101-42124-420-44160	101.55	Black & White Copies
173415	Loffler Companies Inc	602-49450-000-44160	3.82	Copies November 2021 PWP
	Loffler Companies Inc		164.83	
173416	Lube-Tech ESI	602-49450-000-42130	16.50	Used Oil Filters Pick-up
173416	Lube-Tech ESI	101-43121-430-42130	44.00	Used Oil Filters Pick-up
173416	Lube-Tech ESI	601-49430-000-42130	16.50	Used Oil Filters Pick-up
173416	Lube-Tech ESI	101-45200-450-42130	22.00	Used Oil Filters Pick-up
173416	Lube-Tech ESI	101-43126-430-42110	100.00	Used Oil Pick Up
173416	Lube-Tech ESI	101-42123-420-42130	11.00	Used Oil Filters Pick-up
	Lube-Tech ESI		210.00	
0	MacQueen Equipment LLC	101-43121-430-42210	329.47	Conveyer Chain/Sprocket And Bearings / Street #115
0	MacQueen Equipment LLC	101-43121-430-42210	69.13	Main Broom Deflector Street #115
0	MacQueen Equipment LLC	602-49450-000-42210	-403.61	Swivel Joint
0	MacQueen Equipment LLC	602-49450-000-42110	61.38	Head Band For Headset
	MacQueen Equipment LLC		56.37	
0	Marco Technologies LLC	101-45200-450-44045	12.71	Parks Print Fee
0	Marco Technologies LLC	101-45110-450-44045	12.71	Community Center Back Desk Print Fee
0	Marco Technologies LLC	101-41510-410-44045	157.80	Monthly Printer Contract CN184829-01
0	Marco Technologies LLC	101-41320-410-44045	25.42	Administration Print Fee
0	Marco Technologies LLC	902-00000-000-23935	-430.00	Marco Main 1
0	Marco Technologies LLC	101-41800-410-44045	27.22	HR Print Fee
0	Marco Technologies LLC	101-45500-450-44045	50.52	Library Print Fee
0	Marco Technologies LLC	101-43110-430-44045	12.71	Public Works Department Print Fee
0	Marco Technologies LLC	101-45126-450-44045	12.71	Washinton Rec Print Fee
0	Marco Technologies LLC	101-42110-420-44045	12.71	Police Administration Print Fee

Check Numb	Last Name	Acct 1	Amount	Description
0	Marco Technologies LLC	902-00000-000-23935	430.00	Marco Main Print Bill
0	Marco Technologies LLC	101-42123-420-44045	107.68	Police Patrol Print Fee
0	Marco Technologies LLC	101-43126-430-44045	12.71	Public Works Maintenance Shop Print Fee
0	Marco Technologies LLC	101-42124-420-44045	47.23	Police Records and Evid. Print Fee
0	Marco Technologies LLC	101-41510-410-44045	70.25	Finance Print Fee
0	Marco Technologies LLC	240-46210-460-44045	25.42	Community & Economic Development Print Fee
	Marco Technologies LLC		587.80	
173417	Marik Joan	601-00000-000-20200	35.66	Refund Check 006579-000, 1608 Mitchell Dr
	Marik Joan		35.66	
0	Matejcek Implement Company	101-43121-430-42210	21.50	Conveyer Drive Chain /Street #115
	Matejcek Implement Company		21.50	
173418	Menards	101-45200-450-42110	158.56	Barrel Paint/Marking Stakes
173418	Menards	101-45130-450-42110	22.68	Alcohol -Clean Pickleball Shoe Pad/Punch & Soda -Water Aerobic
173418	Menards	101 45130 450 42110	121.92	Twinkle Lights & Decorations
173418	Menards	241-46330-461-42110	155.76	Garage Bracket/Shelf
	Menards		458.92	
173419	Metro Brush & Supply Company	101-45200-450-42410	136.00	Ice Scrapers
	Metro Brush & Supply Company		136.00	
0	Metro Sales Inc	101-42400-420-44160	238.98	Ricoh Copier/Printer
	Metro Sales Inc		238.98	
173420	Metronet Holdings LLC	101-42110-420-43250	150.62	Fiber-Speed Internet and Phone
	Metronet Holdings LLC		150.62	
173421	Midwest Tape LLC	101-45500-450-42192	72.98	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	18.74	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	18.74	Audio/Visual
173421	Midwest Tape LLC	101 45500 450 42192	104.45	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	72.98	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	22.49	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	24.99	Audio/Visual

Check Numb	Last Name	Acct 1	Amount	Description
173421	Midwest Tape LLC	101-45500-450-42192	85.54	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	69.98	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	39.99	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	14.24	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	113.69	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	62.48	Audio/Visual
173421	Midwest Tape LLC	101-45500-450-42192	22.49	Audio/Visual
	Midwest Tape LLC		743.78	
173422	Midwest Testing LLC	601-49430-000-43090	98.37	Water Meter Test 131 19th St SW
	Midwest Testing LLC		98.37	
173423	Midwest Tree LLC	469-43121-430-45300	1,000.00	Tree Removal Below Bridge
	Midwest Tree LLC		1,000.00	
173424	Minnco Industries	898-46310-000-44050	4,610.68	Community Room 4 Chairs/2 End Tables
	Minnco Industries		4,610.68	
0	Minnesota Child Support Payment Center	101-00000-000-21716	445.25	PR Batch 00551.12.2021 Child Support
	Minnesota Child Support Payment Center		445.25	
173425	Minnesota Department of Health	601-49430-000-44330	23.00	MDH Class D Certification Renewal Spencer McDermott
173425	Minnesota Department of Health	601-00000-000-20800	17,867.00	Water Supply Service Connection Fee
	Minnesota Department of Health		17,890.00	
173427	Minnesota Department of Labor & Industry	101-00000-000-20820	1,082.83	November 2021 Surcharge
173427	Minnesota Department of Labor & Industry	101-00000-420-36260	-25.00	November 2021 Surcharge Retained
173311	Minnesota Department of Labor & Industry	101-00000-000-20820	1,672.62	October 2021 Surcharge
173311	Minnesota Department of Labor & Industry	101-00000-420-36260	-33.45	October 2021 Surcharge Retained
173426	Minnesota Department of Labor & Industry	601-49430-000-44390	10.00	Pressure Vessel
173426	Minnesota Department of Labor & Industry	601-49430-000-44390	70.00	Boiler Permits
	Minnesota Department of Labor & Industry		2,777.00	
0	Minnesota Department of Revenue	101-00000-000-21702	12,307.19	PR Batch 00550.12.2021 State Income Tax
0	Minnesota Department of Revenue	101-00000-000-21702	17,231.30	PR Batch 00551.12.2021 State Income Tax

Check Numb	Last Name	Acct 1	Amount	Description
	Minnesota Department of Revenue		29,538.49	
173428	Minnesota Department of Transportation	469-43121-430-45300	585.93	(2021-04) Material Testing & Inspections
173317	Minnesota Department of Transportation	225-49810-430-44600	5,125.00	Hangar Loan Agreement 11/1/21-11/30/21
	Minnesota Department of Transportation		5,710.93	
0	Minnesota Elevator Inc	898-46310-000-44010	799.50	1324 Prairie Avenue Elevator Repair
0	Minnesota Elevator Inc	898-46310-000-44010	199.83	December 2021 Monthly Service
0	Minnesota Elevator Inc	101-41940-410-44010	187.88	Monthly Service - City Hall Elevator - December
	Minnesota Elevator Inc		1,187.21	
173326	Minnesota Public Employees Association	101-00000-000-21708	195.00	PR Batch 00551.12.2021 Police Support Services
	Minnesota Public Employees Association		195.00	
173429	Minnesota State Colleges & Universities	101-42220-420-43140	143.00	BLS Provider eCards (Qty. 22)
	Minnesota State Colleges & Universities		143.00	
173327	Minnesota Teamsters Local 320	101-00000-000-21708	566.20	PR Batch 00551.12.2021 Teamsters 320 Union Dues
	Minnesota Teamsters Local 320		566.20	
173430	Minnesota Valley Regional Firefighters Association	101-00000-000-15500	100.00	2022 Membership Dues
	Minnesota Valley Regional Firefighters Association		100.00	
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	415.40	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	156.80	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	88.40	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	326.00	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	88.40	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	415.40	SIU Lab Testing
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	156.80	SIU Lab Testing
	Minnesota Valley Testing Labs Inc		2,029.20	
173431		241-46330-461-44375	247.00	830 SW 9th Ave Utility Reimb 12/01/2021

Check Numb	Last Name	Acct 1	Amount	Description
			247.00	
173432	Money Movers Inc	101-45110-450-43090	8.75	Monthly Insurance Reimbursement Fee
	Money Movers Inc		8.75	
0	Motor Parts & Equipment Corp	603-49500-000-42210	2.66	Oil Filters for Stock
0	Motor Parts & Equipment Corp	601-49430-000-42210	1.99	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42110	5.84	Rivets
0	Motor Parts & Equipment Corp	101-42123-420-42210	51.89	Oil/Fuel and Air Filters for Stock
0	Motor Parts & Equipment Corp	601-49430-000-42210	54.95	Work Light For New Truck #11
0	Motor Parts & Equipment Corp	101-43121-430-42210	9.76	Oil Filler Caps / Street #104
0	Motor Parts & Equipment Corp	602-49450-000-42210	77.84	Oil/Fuel and Air Filters for Stock
0	Motor Parts & Equipment Corp	101-42110-420-42210	15.55	Air Filter / #5
0	Motor Parts & Equipment Corp	101-45200-450-42210	4.97	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	3.41	Plug / Street #104
0	Motor Parts & Equipment Corp	101-42123-420-42210	1.14	Air Filter for Stock
0	Motor Parts & Equipment Corp	101-42123-420-42210	2.49	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-42123-420-42210	1.33	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	9.96	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	18.58	Paint / Street #111
0	Motor Parts & Equipment Corp	602-49450-000-42210	1.99	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	207.56	Oil/Fuel and Air Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	5.32	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	110.42	Lawn Mower Battery
0	Motor Parts & Equipment Corp	601-49430-000-45500	111.63	Trailer Hitch Parts New Truck #11
0	Motor Parts & Equipment Corp	101-45200-450-42210	24.98	Clearance Lights (Bulbs)
0	Motor Parts & Equipment Corp	601-49430-000-42210	77.84	Oil/Fuel and Air Filters for Stock
0	Motor Parts & Equipment Corp	101-45200-450-42210	2.28	Air Filter for Stock
0	Motor Parts & Equipment Corp	101-43126-430-42410	170.00	Flashlight
0	Motor Parts & Equipment Corp	601-49430-000-42210	49.54	Shock For Existing Toolbox
0	Motor Parts & Equipment Corp	603-49500-000-42210	241.82	Battery Truck #5
0	Motor Parts & Equipment Corp	601-49430-000-42210	3.74	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	4.54	Air Filter for Stock
0	Motor Parts & Equipment Corp	101-43121-430-42210	7.35	Air Fittings / Street #213
0	Motor Parts & Equipment Corp	101-43121-430-42210	-3.41	Plug / Street #104
0	Motor Parts & Equipment Corp	602-49450-000-42210	3.74	Oil Filters for Stock
0	Motor Parts & Equipment Corp	101-43126-430-42110	32.78	Terminals
0	Motor Parts & Equipment Corp	601-49430-000-42210	1.70	Air Filter for Stock
0	Motor Parts & Equipment Corp	602-49450-000-42210	1.70	Air Filter for Stock
0	Motor Parts & Equipment Corp	101-43126-430-42410	12.69	Valve Core Tool
0	Motor Parts & Equipment Corp	101-45200-450-42210	103.78	Oil/Fuel and Air Filters for Stock

Check Numb	Last Name	Acct 1	Amount	Description
0	Motor Parts & Equipment Corp	101-42220-420-42210	8.36	U-Bolt #2110
	Motor Parts & Equipment Corp		1,442.71	
173433	Municipal Code Corporation	101-41320-410-43090	350.00	Administrative Support Fee
	Municipal Code Corporation		350.00	
173434	Nagle James	601-00000-000-20200	5.70	Refund Check 011920-000, 604 1 St NW
	Nagle James		5.70	
173435	Nameplates	101-41320-410-42030	628.78	2022 License/Permit Stickers
	Nameplates		628.78	
0	National Association of School Resource Officers	101-42121-420-43140	495.00	Basic SRO / J Burbank
	National Association of School Resource Officers		495.00	
173436	██████████	241-46330-461-44375	222.00	904 B Spring Rd Utility Reimb 12/01/2021
	██████████		222.00	
173437	Northern Safety Company Inc	101-45200-450-42170	816.00	PPE Supplies
	Northern Safety Company Inc		816.00	
0	Northern Safety Technology Inc	601-49430-000-45500	1,368.22	Safety Flashing Lights For New Truck 11
	Northern Safety Technology Inc		1,368.22	
173438	Oelkers William & Stephanie	601-00000-000-20200	11.06	Refund Check 018942-000, 1743 Patricks Bay
173438	Oelkers William & Stephanie	602-00000-000-20200	21.53	Refund Check 018942-000, 1743 Patricks Bay
	Oelkers William & Stephanie		32.59	
173439	Office Depot Inc	101-45500-450-42010	139.96	Copier Paper
	Office Depot Inc		139.96	
173440	On Target A & M Inc	602-49480-000-43090	158.19	Utility Bill Insertion
173440	On Target A & M Inc	603-49500-000-43090	158.19	Utility Bill Insertion

Check Numb	Last Name	Acct 1	Amount	Description
173440	On Target A & M Inc	601-49430-000-43090	158.19	Utility Bill Insertion
	On Target A & M Inc		474.57	
0	Orchard Trust Company	101-00000-000-21706	1,427.00	PR Batch 00551.12.2021 Roth Deferred Compensation
0	Orchard Trust Company	101-00000-000-21706	9,626.88	PR Batch 00551.12.2021 MN Deferred Comp
	Orchard Trust Company		11,053.88	
0	Paape Companies Inc	101 45122 450 44010	127.00	Replaced Sensor Community Center Front Desk Area
	Paape Companies Inc		127.00	
173441	Petty Cash	101-42123-420-44390	23.00	Registration for New Vehicle / 2
173441	Petty Cash	101-42123-420-43090	3.00	J. Remme - Fixed Patrol Jacket
	Petty Cash		26.00	
173442	Pioneer Press	101-45500-450-42191	417.59	Newspaper Subscription M-Sa 2021
	Pioneer Press		417.59	
173443	Plunkett's Pest Control	602-49450-000-44010	12.82	Pest Control PWP
173443	Plunkett's Pest Control	101-45126-450-44010	56.16	Pest Control
173443	Plunkett's Pest Control	603-49500-000-44010	1.82	Pest Control PWP
173443	Plunkett's Pest Control	601-49430-000-44010	12.82	Pest Control PWP
173443	Plunkett's Pest Control	101-43121-430-44010	123.15	Pest Control PWP
173443	Plunkett's Pest Control	101-45122-450-44010	39.36	Pest Control
	Plunkett's Pest Control		246.13	
0	Property Pros	898-46310-000-44010	547.61	1324 Prairie Avenue Fall Clean Up November 2021
0	Property Pros	211-46310-460-44010	36.00	16 SE 1st Street Fall Clean Up November 2021
0	Property Pros	241-46330-461-44010	1,508.00	49 Units Fall Clean Up November 2021
	Property Pros		2,091.61	
0	Public Employees Retirement Association	101-00000-000-21705	1,253.39	PR Batch 00550.12.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	18,791.20	PR Batch 00551.12.2021 PERA Police & Fire
0	Public Employees Retirement Association	101 00000 000 21705	17,213.06	PR Batch 00551 12 2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	19,861.27	PR Batch 00551.12.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	27,310.88	PR Batch 00550.12.2021 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	28,186.77	PR Batch 00551.12.2021 PERA Police & Fire

Check Numb	Last Name	Acct 1	Amount	Description
0	Public Employees Retirement Association	101-00000-000-21705	1,446.21	PR Batch 00550.12.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	18,207.24	PR Batch 00550.12.2021 PERA Police & Fire
	Public Employees Retirement Association		132,270.02	
173444	Push Pedal Pull - SLP	101-45122-450-44045	170.00	Repair Elliptical
173444	Push Pedal Pull - SLP	431-45122-450-45400	6,380.00	NuStep Cross Trainer T5XR
	Push Pedal Pull - SLP		6,550.00	
173445	Quadient Leasing USA Inc	101-41940-410-44160	703.26	Lease - Postage Machine
	Quadient Leasing USA Inc		703.26	
0	R C Bliss Inc	101-45200-450-42210	125.80	Manifold Gasket & Bolts
0	R C Bliss Inc	101-45200-450-42210	59.08	Windshield Wiper Switch
	R C Bliss Inc		184.88	
173446	Ramy Turf Products LLC	101-43121-430-42110	204.43	Erosion Control Supplies PWP
173446	Ramy Turf Products LLC	603-49500-000-42110	3.01	Erosion Control Supplies PWP
173446	Ramy Turf Products LLC	601-49430-000-42110	21.28	Erosion Control Supplies PWP
173446	Ramy Turf Products LLC	602-49450-000-42110	21.28	Erosion Control Supplies PWP
	Ramy Turf Products LLC		250.00	
173447	Recreation Supply Company	101-45122-450-42110	787.66	Pool-Body Segments/Floats/Tubes
173447	Recreation Supply Company	101-45122-450-42110	303.29	Pool Equipmen-Ladder/Handle
	Recreation Supply Company		1,090.95	
173448	Redstone Construction LLC	469-43121-430-45300	286,158.16	(2021-04) Pay Req. 9
	Redstone Construction LLC		286,158.16	
0	Rent 'N' Save Portable Services	101-45200-450-42110	3.77	Starter Rope
0	Rent 'N' Save Portable Services	603-49500-000-42210	32.74	Chainsaw Parts
0	Rent 'N' Save Portable Services	101-45200-450-44160	568.00	Porta-Potty Rentals Parks
	Rent 'N' Save Portable Services		604.51	
173449	Rice County Environmental Services - Solid Waste	602-49480-000-43840	103.93	Refuse Disposal Trickling Filter Media

Check Numb	Last Name	Acct 1	Amount	Description
	Rice County Environmental Services - Solid Waste		103.93	
0	Rice County Recorder	101-41910-410-43520	468.00	Faribault Foods Plat
	Rice County Recorder		468.00	
173450	Rice County Sheriff	101-42110-420-43810	541.00	Xcel Energy Radio Tower 12-6-20 to 10-5-21
	Rice County Sheriff		541.00	
173451	Rice Soil and Water Conservation District	401-43121-430-45300	300.00	2023 Northern Link Trail
	Rice Soil and Water Conservation District		300.00	
0	Ronco Engineering Sales	101-43126-430-42110	630.76	Hydraulic Couplers
	Ronco Engineering Sales		630.76	
173452	Safe Restraints, Inc.	101-42123-420-42410	1,507.12	WRAP Safety Restraint
	Safe Restraints, Inc.		1,507.12	
173453	Safety-Kleen Systems Inc	101-43126-430-42110	103.15	Parts Washer
	Safety-Kleen Systems Inc		103.15	
173454	Sanco Equipment LLC	602-49450-000-42210	123.04	Brush Mower Blades
173454	Sanco Equipment LLC	101-43121-430-42210	196.96	Hydraulic Couplers / Street #102B
173454	Sanco Equipment LLC	602-49450-000-42210	123.04	Blades For The Brush Cat Mower
173454	Sanco Equipment LLC	101-45200-450-42210	210.46	Hydraulic Couplers
173454	Sanco Equipment LLC	101-45200-450-42210	533.81	Exhaust Manifold
173454	Sanco Equipment LLC	101-45200-450-42210	261.56	Wiring Harness
	Sanco Equipment LLC		1,448.87	
173455	Sanity Solutions Inc	101-41580-410-43095	1,357.31	Monthly Microsoft Azure Billing
	Sanity Solutions Inc		1,357.31	
0	Schilling Supply Company	101-41940-410-42110	165.70	Cups & Paper Towels

Check Numb	Last Name	Acct 1	Amount	Description
	Schilling Supply Company		165.70	
173456	Schindler Elevator Corporation	101-45500-450-44010	481.38	Elevator Contract
	Schindler Elevator Corporation		481.38	
0	Selco	101-45500-450-42420	840.00	Computer Software
	Selco		840.00	
173457	SEMA Equipment Inc	101-45200-450-42210	18.85	Filler Cap
	SEMA Equipment Inc		18.85	
173458	SHI International Corp	101-41580-410-43095	4.72	Visio Monthly Plan
	SHI International Corp		4.72	
0	ShofCorp LLC	898-46310-000-43090	70.05	TRACS Data Processing December 2021
0	ShofCorp LLC	898-46310-000-43090	70.05	November 2021 TRACS Processing
	ShofCorp LLC		140.10	
0	Short Elliott Hendrickson Inc	601-49430-000-45200	5,321.65	Water Treatment Plant Through 10/30/21
0	Short Elliott Hendrickson Inc	602-49480-000-43030	14,652.75	Water Reclamation Facility Through 11/27/21
	Short Elliott Hendrickson Inc		19,974.40	
0	Shred Right	101-42124-420-43090	20.25	Shredding Services
0	Shred Right	101-42124-420-43090	20.25	Shredding Service
	Shred Right		40.50	
173459	Simon Sarah & Jarod	601-00000-000-20200	56.47	Refund Check 023027-000, 1305 Brentwood Cir
	Simon Sarah & Jarod		56.47	
173460	Springbrook National Users Group Inc	101-00000-000-15500	100.00	2022 Membership Renewal Thru 01-27-2023
	Springbrook National Users Group Inc		100.00	
173461	Star Sports & Apparel LLC	101-42220-420-42110	10.00	Engraving - Vargo

Check Numb	Last Name	Acct 1	Amount	Description
173461	Star Sports & Apparel LLC	101-42123-420-42180	117.00	Stocking Hats for Patrol
	Star Sports & Apparel LLC		127.00	
173462	State Industrial Products	101-43126-430-42110	198.58	Glass Cleaner
	State Industrial Products		198.58	
173318	Steele Waseca Coop Electric	902-00000-000-23935	2,009.43	Monthly Charges-October
173318	Steele Waseca Coop Electric	225-49810-430-43810	29.92	1018624-Hangar 910J
173318	Steele Waseca Coop Electric	602-49450-000-43810	79.81	1089247-Lift Station-15625 Acorn Trl
173318	Steele Waseca Coop Electric	225-49810-430-43810	506.86	41875-Airport S Hangars
173318	Steele Waseca Coop Electric	902-00000-000-23935	-2,009.43	Monthly Charges-October
173318	Steele Waseca Coop Electric	225-49810-430-43810	7.89	41927-Airport
173318	Steele Waseca Coop Electric	225-49810-430-43810	7.89	1077021-Security Hangar 2
173318	Steele Waseca Coop Electric	225-49810-430-43810	178.20	1018611-Hangar 910K
173318	Steele Waseca Coop Electric	225-49810-430-43810	33.61	41901-Airport
173318	Steele Waseca Coop Electric	225-49810-430-43810	28.90	1017445-2011 T-Hangar
173318	Steele Waseca Coop Electric	602-49480-000-43810	62.28	23271-Sludge Farm
173318	Steele Waseca Coop Electric	225-49810-430-43810	7.89	41926-Airport
173318	Steele Waseca Coop Electric	225-49810-430-43810	43.36	32094-Airport
173318	Steele Waseca Coop Electric	101-43160-430-43810	58.47	32089-Highway 21 Lights
173318	Steele Waseca Coop Electric	602-49450-000-43810	203.84	30493-Lift Station
173318	Steele Waseca Coop Electric	225-49810-430-43810	616.79	23947-Airport 10
173318	Steele Waseca Coop Electric	225-49810-430-43810	52.44	20891-Airport New Hangar
173318	Steele Waseca Coop Electric	101-43160-430-43810	91.28	27205-Airtech Park
	Steele Waseca Coop Electric		2,009.43	
173463	Strategic Insights Inc	101-00000-000-15500	615.69	Plan-It Maintenance 2/1/22 to 2/1/23
173463	Strategic Insights Inc	602-00000-000-15500	140.63	Plan-It Maintenance 2/1/22 to 2/1/23
173463	Strategic Insights Inc	602-00000-000-15500	58.50	Plan-It Maintenance 2/1/22 to 2/1/23
173463	Strategic Insights Inc	601-00000-000-15500	193.28	Plan-It Maintenance 2/1/22 to 2/1/23
173463	Strategic Insights Inc	603-00000-000-15500	97.43	Plan-It Maintenance 2/1/22 to 2/1/23
173463	Strategic Insights Inc	101-00000-000-15500	19.47	Plan-It Maintenance 2/1/22 to 2/1/23
	Strategic Insights Inc		1,125.00	
173464	Streicher's Inc.	101-42121-420-42180	108.98	Cuff/Mag Holder
	Streicher's Inc.		108.98	
173465	Strobel Ed	404-45200-450-45300	2,500.00	Tree Removal Fleckenstein Park

Check Numb	Last Name	Acct 1	Amount	Description
	Strobel Ed		2,500.00	
173312	Summit Fire Proection Co	241-46330-461-42110	64.25	Fire Extinguisher Valves/O-Rings/Collar
173312	Summit Fire Proection Co	241-46330-461-44010	446.00	Fire Extinguisher Annual Inspection Recharge Hydrotest (28)
	Summit Fire Proection Co		510.25	
173466	Superior Companies of Minnesota Inc	225-49810-430-44010	685.00	Perform Service on Rooftop Unit/Exhaust Fan for AD Bldg.
	Superior Companies of Minnesota Inc		685.00	
173467	Telemark Corporation	101-42123-420-42020	172.94	Thermal Printer Paper
	Telemark Corporation		172.94	
173468	Tenvoorde Ford Inc	431-42123-420-45500	32,155.24	Police Squad / #2
	Tenvoorde Ford Inc		32,155.24	
173469	The UPS Store	601-49430-000-43250	20.47	Meters Shipped For Testing
173469	The UPS Store	601-49430-000-43250	42.16	Shipping Gas Monitors For Repairs
	The UPS Store		62.63	
173470	Thomson Reuters - West	101-42121-420-43090	433.44	Online Software
	Thomson Reuters - West		433.44	
173471	Thurnau Tiffany	601-00000-000-20200	84.72	Refund Check 022353-000, 1322 1 Ave NE
	Thurnau Tiffany		84.72	
173472	Timm's Trucking Inc	401-43121-430-44050	4,986.04	(2021-01) Pay Req. 7 & Final
	Timm's Trucking Inc		4,986.04	
173473	T-Mobile	101-45500-450-43096	297.50	WiFi Hotspots
	T-Mobile		297.50	
173313	Tom's Lock & Key, LLC	898-46310-000-42110	12.00	#108 4 keys
173313	Tom's Lock & Key, LLC	898-46310-000-42110	12.00	#221 4 keys

Check Numb	Last Name	Acct 1	Amount	Description
173313	Tom's Lock & Key, LLC	898-46310-000-44010	75.00	#221 Rekey Apartment
173313	Tom's Lock & Key, LLC	898-46310-000-44010	75.00	#108 Rekey Apartment 4 keys
173474	Tom's Lock & Key, LLC	898-46310-000-42110	75.00	Garage Deadbolt Lock
173474	Tom's Lock & Key, LLC	241-46330-461-42110	19.95	1524 Western Deadbolt Latch
173474	Tom's Lock & Key, LLC	241-46330-461-44010	60.00	1524 Western Lock Repair
173474	Tom's Lock & Key, LLC	898-46310-000-44010	75.00	#118 Rekey Apt 4 Keys 1324 Prairie Ave
173474	Tom's Lock & Key, LLC	241-46330-461-42110	3.00	1522 Western Ave Key
173474	Tom's Lock & Key, LLC	241-46330-461-42110	3.00	900 B Spring Road Garage Key
173474	Tom's Lock & Key, LLC	898-46310-000-42110	12.00	#118 4 Keys 1324 Prairie Ave
	Tom's Lock & Key, LLC		421.95	
173475	TRI Air Testing Inc	101-42220-420-43090	195.01	CGA Grade # Moisture Air Test
	TRI Air Testing Inc		195.01	
173476	Triangle Automotive Machine Inc	101-42220-420-44040	490.00	Oven Bake - Clean & Test
	Triangle Automotive Machine Inc		490.00	
173477	Truck Center Companies East LLC	101-43121-430-42210	7.17	Antenna / Street #619
173477	Truck Center Companies East LLC	101-42220-420-42210	108.21	Gasket AFM Device
173477	Truck Center Companies East LLC	101-43121-430-42210	69.62	Sensor For #101
	Truck Center Companies East LLC		185.00	
173478	Twin City Garage Door	602-49450-000-44010	14.89	North Garage Door Repair PWP
173478	Twin City Garage Door	603-49500-000-44010	2.12	North Garage Door Repair PWP
173478	Twin City Garage Door	601-49430-000-44010	14.89	North Garage Door Repair PWP
173478	Twin City Garage Door	101-43121-430-44010	143.10	North Garage Door Repair PWP
	Twin City Garage Door		175.00	
173479	Ubl Amber	601-00000-000-20200	106.00	Refund Check 022363-000, 1722 3 St SW
	Ubl Amber		106.00	
173480	United Laboratories Inc	101-43126-430-42110	191.40	Spray Lube
	United Laboratories Inc		191.40	
173481	University of Minnesota Regents	101-45200-450-43140	250.00	Recertification Classes

Check Numb	Last Name	Acct 1	Amount	Description
	University of Minnesota Regents		250.00	
0	US Bank - ACH Vendor	902-00000-000-22530	-140,000.00	2021A GO State Aid Bonds
0	US Bank - ACH Vendor	348-47000-470-46110	15,181.57	2021A GO State Aid Bonds
0	US Bank - ACH Vendor	902-00000-000-23130	140,000.00	2021A GO State Aid Bonds
	US Bank - ACH Vendor		15,181.57	
173482	US Bank Equipment Finance	101-42400-420-44160	-0.01	Copier Lease
173482	US Bank Equipment Finance	101-42400-420-44160	0.01	Copier Lease
173482	US Bank Equipment Finance	240-46210-460-44160	128.07	Equipment ID 109043
173482	US Bank Equipment Finance	101-41940-410-44160	128.08	Equipment ID 109061
	US Bank Equipment Finance		256.15	
0	Utility Consultants Inc	601-49430-000-43090	459.00	Water Test Coliform
0	Utility Consultants Inc	602-49480-000-43090	724.40	Lab Testing
	Utility Consultants Inc		1,183.40	
0	VanErp Madison K	101-00000-000-21600	50.45	1/29/21 & 2/26/21 Payroll Returned - Account Closed
	VanErp Madison K		50.45	
173483	Verizon Wireless	602-49480-000-43210	67.14	WWTP Phones
173483	Verizon Wireless	101-43121-430-43210	35.01	Data Street Sign Shop Devices
173483	Verizon Wireless	101-42220-420-43210	35.01	Data Fire Captains
173483	Verizon Wireless	101-45140-450-43210	35.01	Data Community Center Youth Sports
173483	Verizon Wireless	601-49430-000-43210	240.76	Data Air Cards- Water
173483	Verizon Wireless	101-42110-420-43210	70.02	Data/Admin Ipad
173483	Verizon Wireless	101-42220-420-43210	80.02	Data Fire Ipads (In Fire Trucks)
173483	Verizon Wireless	902-00000-000-23935	-1,759.03	Data Charges 10/29/2021-11/28/2021
173483	Verizon Wireless	101-42123-420-43210	840.96	Data Air Cards - MDC
173483	Verizon Wireless	902-00000-000-23935	1,759.03	Data Charges 10/29/2021-11/28/2021
173483	Verizon Wireless	603-49500-000-43210	210.06	Data Air Cards- Storm
173483	Verizon Wireless	101-42210-420-43210	35.01	Data Fire Chief
173483	Verizon Wireless	101-41580-410-43210	40.01	Data -IT
173483	Verizon Wireless	602-49450-000-43210	70.02	Data Air Cards- Sewer
173319	Verizon Wireless	101-41510-410-43210	82.50	Cell Phone Service - Finance
173319	Verizon Wireless	101-42110-420-43210	165.00	Cell Phone Service - Police Administration
173319	Verizon Wireless	101-42700-420-43210	206.25	Cell Phone Service - Special Services
173319	Verizon Wireless	601-49430-000-43210	165.00	Cell Phone Service - Water Distribution

Check Numb	Last Name	Acct 1	Amount	Description
173319	Verizon Wireless	101-42220-420-43210	152.05	Cell Phone Service - Fire Suppression
173319	Verizon Wireless	101-43190-430-43210	41.25	Cell Phone Service - Engineering
173319	Verizon Wireless	240-46210-460-43210	65.40	Cell Phone Service - Community Development
173319	Verizon Wireless	101-43110-430-43210	41.25	Cell Phone Service - PW Admin
173319	Verizon Wireless	101-42121-420-43210	379.99	Cell Phone Service - Investigations
173319	Verizon Wireless	902-00000-000-23935	3,088.68	Monthly Phone Bill-Nov
173319	Verizon Wireless	101-45500-450-43210	24.15	Cell Phone Service - Library
173319	Verizon Wireless	101-42210-420-43210	82.50	Cell Phone Service - Fire Administration
173319	Verizon Wireless	101-41580-410-43210	41.77	Cell Phone Service - IT
173319	Verizon Wireless	902-00000-000-23935	-3,088.68	Monthly Phone Bill-Nov
173319	Verizon Wireless	603-49500-000-43210	41.25	Cell Phone Service - Storm Water Utility
173319	Verizon Wireless	101-41940-410-43210	82.50	Cell Phone Service - Building Maintenance
173319	Verizon Wireless	101-45110-450-43210	241.55	Cell Phone Service - Parks & Rec
173319	Verizon Wireless	101-42123-420-43210	990.00	Cell Phone Service - Patrol
173319	Verizon Wireless	101-42400-420-43210	203.77	Cell Phone Service - Building Codes
173319	Verizon Wireless	602-49450-000-43210	82.50	Cell Phone Service - Sewer Collection
	Verizon Wireless		4,847.71	
0	Virg's Appliance Service Inc	898-46310-000-44010	125.00	Washer Repair Control Main & User Interface
0	Virg's Appliance Service Inc	241-46330-461-44010	85.00	1528 Western Ave Refrigerator Repair
0	Virg's Appliance Service Inc	898-46310-000-42110	655.29	Washer Control Main & User Interface
0	Virg's Appliance Service Inc	898-46310-000-44010	85.00	Dryer Repair
	Virg's Appliance Service Inc		950.29	
173484	W W Goetsch Associates Inc	602-49480-000-44040	230.00	Lagoon Pump Service
	W W Goetsch Associates Inc		230.00	
173485	Wade Mollie	601-00000-000-20200	25.38	Refund Check 021524-000, 209 12 St NW
	Wade Mollie		25.38	
173486	Wall Street Journal The	101-45500-450-42191	35.00	Newspaper Subscription
	Wall Street Journal The		35.00	
173487	Wal-Mart	101-42210-420-42110	66.40	Face Tissue/Paper Towels/Cleaning Supplies
173487	Wal-Mart	101-45140-450-42110	95.97	Timers/Lights/Super Glue/Plates
173487	Wal-Mart	101-42210-420-42110	22.62	Cleaning Supplies
173487	Wal-Mart	101-45122-450-42110	40.38	Event Give Aways-Recreation
173487	Wal-Mart	101-45140-450-42110	88.09	Hometown Holiday Event Supplies

Check Numb	Last Name	Acct 1	Amount	Description
	Wal-Mart		313.46	
173488	Waste Management of WI-MN	101-42210-420-43840	118.97	Fire 122 2nd St NW
173488	Waste Management of WI-MN	101-45200-450-43840	40.96	Parking Lot Behind Post Office
173488	Waste Management of WI-MN	101-42110-420-43840	115.10	Police 25 4th St NW
173488	Waste Management of WI-MN	225-49810-430-43840	126.59	Airport 3401 Hwy 21 W
173488	Waste Management of WI-MN	602-49450-000-43840	63.84	PW Facility 1200 Belview Trl
173488	Waste Management of WI-MN	101-41940-410-43840	111.97	City Hall 208 1st Ave NW
173488	Waste Management of WI-MN	101-45200-450-43840	795.60	North Alex Park 1810 2nd Ave NW
173488	Waste Management of WI-MN	603-49500-000-43840	9.08	PW Facility 1200 Belview Trl
173488	Waste Management of WI-MN	101-45500-450-43840	109.99	Buckham Center 11 Division St E
173488	Waste Management of WI-MN	101-45200-450-43840	365.28	Central Ave Refuse Disposal
173488	Waste Management of WI-MN	101-45127-450-43840	175.50	Soccer Field 704 17th St SW
173488	Waste Management of WI-MN	101-45122-450-43840	110.00	Community Center 15 Division St W
173488	Waste Management of WI-MN	602-49480-000-43840	1,211.65	Water Reclamation Facility 214 14th St NE
173488	Waste Management of WI-MN	101-43121-430-43840	613.40	PW Facility 1200 Belview Trl
173488	Waste Management of WI-MN	601-49430-000-43840	63.84	PW Facility 1200 Belview Trl
173488	Waste Management of WI-MN	101-45200-450-43840	198.90	Teepee Tonka 10 3rd Ave NE
173488	Waste Management of WI-MN	101-45126-450-43840	21.65	Washington Rec Center 117 Shumway Ave
173488	Waste Management of WI-MN	101-45200-450-43840	105.30	Dog Park/White Sands
	Waste Management of WI-MN		4,357.62	
173489	Weddle Tool Company Inc	101-42220-420-42410	1,601.50	W-Tool with Case
	Weddle Tool Company Inc		1,601.50	
0	Wells Fargo Bank	101-41800-410-42030	584.50	Labor Law Posters
0	Wells Fargo Bank	101-42110-420-43310	15.00	Gas: MN Division Int'l Assoc for ID / J Severson
0	Wells Fargo Bank	101-45200-450-43140	20.00	School/Training
0	Wells Fargo Bank	101-42110-420-44370	8.99	Fraud
0	Wells Fargo Bank	101-45200-450-42250	425.60	Trees
0	Wells Fargo Bank	101-42110-420-44370	11.39	Fraud
0	Wells Fargo Bank	101-43121-430-42210	565.00	Truck #418 Tailgate
0	Wells Fargo Bank	101-41510-410-43140	20.00	MN GFOA Seminar - Gina Carlson
0	Wells Fargo Bank	101-42110-420-44370	75.00	Fraud
0	Wells Fargo Bank	101-42110-420-44370	58.19	Fraud
0	Wells Fargo Bank	101-43126-430-42210	260.87	Gear Box Assembly
0	Wells Fargo Bank	101-42121-420-43310	398.02	Hotel: MN Division Int'l Assoc for ID / G Palan
0	Wells Fargo Bank	101-42110-420-44370	-22.80	Fraud
0	Wells Fargo Bank	101-41510-410-43140	20.00	MN GFOA Seminar - Amy Stadler
0	Wells Fargo Bank	101-41510-410-43140	40.00	MN GFOA Seminars - Jamie Walburn

Check Numb	Last Name	Acct 1	Amount	Description
0	Wells Fargo Bank	101-42110-420-42030	33.00	MN County Attorneys Assoc: Receipt/Inventory and Return Forms
0	Wells Fargo Bank	101-41580-410-43095	488.60	Atera/Webroot/DYN DNS Subscription
0	Wells Fargo Bank	101-42110-420-43310	398.02	Hotel: MN Division Int'l Assoc for ID / J Severson
	Wells Fargo Bank		3,399.38	
173490	Wilson Grant	601-00000-000-20200	26.90	Refund Check 012469-000, 2501 30 St NW
	Wilson Grant		26.90	
173491	Wirz Kaylyn	101-00000-000-22000	1,000.00	Escrow Release
	Wirz Kaylyn		1,000.00	
173492	Wroblewski James	601-00000-000-20200	5.32	Refund Check 008269-000, 927 Central Ave
	Wroblewski James		5.32	
0	WSB & Associates Inc	603-49500-000-43030	8,228.50	2021 SWMP MS4 Update 10/1/21-10/31/21
	WSB & Associates Inc		8,228.50	
173314	Xcel Energy	225-49810-430-43830	188.11	51-0013139038-3 3401 Hwy 21 W
173314	Xcel Energy	902-00000-000-23935	19,595.53	Electric Bill-Oct
173314	Xcel Energy	101-43160-430-43810	18.38	51-5358630-4 45 State Ave Lighting
173314	Xcel Energy	241-46330-461-43810	31.72	1526 Western Ave Parking Lot Electric thru 11/02/21
173314	Xcel Energy	101-43160-430-43810	18,266.25	51-4930975-3 Street Lighting
173314	Xcel Energy	101-45200-450-43810	18.34	51-0013096682-1 705 3 Ave NW-Wapacuta Park Shelter
173314	Xcel Energy	902-00000-000-23935	-19,595.53	Electric Bill-Oct
173314	Xcel Energy	101-43160-430-43810	59.24	51-0012926306-6 419 8 Ave NW-8 Ave Signal Sys.
173314	Xcel Energy	101-43160-430-43810	198.07	51-0012776641-3 218 3 St NW/129 4 St NW Street Light
173314	Xcel Energy	602-49450-000-43810	22.77	51-0012509758-8 1321 Matteson St-Lift Station
173314	Xcel Energy	898-46310-000-43810	335.23	1324 Prairie Avenue Electric Thru 11/07/2021
173314	Xcel Energy	101-43160-430-43810	39.46	51-0012926306-6 402 Central-Central Ave Signal Sys
173314	Xcel Energy	101-43160-430-43810	99.29	51-0012965373-9 1190 Hwy 60 W Street Light
173314	Xcel Energy	101-43160-430-43810	15.60	51-0013749706-5 New Bridge Lights 2nd Ave Bridge
173314	Xcel Energy	601-49430-000-43810	31.75	51-0013092616-3 812 8 Ave NW Bldg B-WTP
173314	Xcel Energy	101-43160-430-43810	55.52	51-0012926306-6 415/430 2 Ave NW-2 Ave Signal Sys.
173314	Xcel Energy	101-43160-430-43810	58.44	51-0012926306-6 328 4 St NW-4 Ave NW Signal Sys.
173314	Xcel Energy	101-43160-430-43810	149.33	51-0012776642-4 720 4 St NW Street Light Feed Point
173314	Xcel Energy	225-49810-430-43830	54.32	51-0325546-7 Hangar 910B - City
173314	Xcel Energy	898-46310-000-43830	814.11	1324 Prairie Avenue Gas Thru 11/07/2021
173314	Xcel Energy	225-49810-430-43830	35.39	51-0325271-5 Hangar 910A - City

Check Numb	Last Name	Acct 1	Amount	Description
173314	Xcel Energy	101-43160-430-43810	-13.22	51-0010353780-3 1690 Hwy 60 W-Street Lighting
173314	Xcel Energy	241-46330-461-43830	26.07	900 D Spring Road Gas Thru 11/01/2021 Vacant
173314	Xcel Energy	241-46330-461-43810	23.47	900 D Spring Road Electric Thru 11/01/21 Vacant
173314	Xcel Energy	601-49430-000-43810	264.03	51-0012893015-3 812 8 Ave NW-WTP
173314	Xcel Energy	241-46330-461-43810	17.48	910-920 SW 1st Street Parking Lot Electric thru 11/02/21
173314	Xcel Energy	225-49810-430-43830	34.46	51-0325544-5 Hangar 910G - Rental
173320	Xcel Energy	101-45200-450-43810	-98.69	1800 Alexander Dr Solar Energy Credit Was Larger Than Bill
173320	Xcel Energy	101-43160-430-43810	-49.67	1990A Lyndale Ave N Solar Energy Credit Greater Than Bill
173320	Xcel Energy	898-46310-000-43810	2,058.31	1324 Prairie Avenue 51 Units Electric Thru 11/07/2021
	Xcel Energy		22,753.56	
173493	Ziegler Inc	431-00000-410-39101	-8,000.00	Trade 2002 Btelli Paver #20187
173493	Ziegler Inc	431-43121-430-45400	241,327.21	2021 Weiler Asphalt Paver P395
	Ziegler Inc		233,327.21	
			1,496,002.46	

AP
AP Council Approval 12-14-2021



User: astadler
Printed: 12/10/2021 9:50:42 AM

Check Number	Last Name	Acct 1	Amount	Description
173299	GIS Benefits	101-00000-000-21715	5,296.96	Dental Insurance Prepaid - December
173299	GIS Benefits	101-00000-000-21717	447.29	Vision Insurance Prepaid - December
173299	GIS Benefits	101-00000-000-21711	708.60	Voluntary Short Term Disability - December
173299	GIS Benefits	101-00000-000-21710	1,817.14	Voluntary Life Insurance - December
173299	GIS Benefits	101-00000-000-21716	1,063.58	Accident/Critical Illness - December
173299	GIS Benefits	101-00000-000-21716	136.50	Voluntary Prepaid Legal - December
173299	GIS Benefits	101-00000-000-11510	34.66	L Petricka - Dental December
	GIS Benefits		9,504.73	
173300	ICMA Retirement Trust 457	101-00000-000-21706	335.00	PR Batch 00523.11.2021 ICMA Deferred Comp
	ICMA Retirement Trust 457		335.00	
0	Internal Revenue Service	101-00000-000-21703	15,801.33	PR Batch 00523.11.2021 FICA Employee
0	Internal Revenue Service	101-00000-000-21703	15,801.33	PR Batch 00523.11.2021 FICA Employer
0	Internal Revenue Service	101-00000-000-21704	5,908.54	PR Batch 00523.11.2021 Medicare Employee
0	Internal Revenue Service	101-00000-000-21704	5,908.54	PR Batch 00523.11.2021 Medicare Employer
0	Internal Revenue Service	101-00000-000-21701	39,303.71	PR Batch 00523.11.2021 Federal Income Tax
	Internal Revenue Service		82,723.45	
173301	Madison National Life Insurance Co Inc	101-42220-420-41330	56.62	Part-Time Firefighters Life Insurance
173301	Madison National Life Insurance Co Inc	101-00000-000-21710	3,455.82	Life Insurance - December
173302	Madison National Life Insurance Co Inc	101-00000-000-21711	1,650.27	PR Batch 00523.11.2021 Long Term Disability
	Madison National Life Insurance Co Inc		5,162.71	
0	Minnesota Child Support Payment Center	101-00000-000-21716	426.30	PR Batch 00523.11.2021 Child Support
	Minnesota Child Support Payment Center		426.30	
0	Minnesota Department of Revenue	101-00000-000-21702	17,162.26	PR Batch 00523.11.2021 State Income Tax

Check Number	Last Name	Acct 1	Amount	Description
	Minnesota Department of Revenue		17,162.26	
173303	NCPERS Group Life Insur	101-00000-000-21710	208.00	PR Batch 00523.11.2021 PERA Life Insurance
	NCPERS Group Life Insur		208.00	
0	Orchard Trust Company	101-00000-000-21706	9,626.88	PR Batch 00523.11.2021 MN Deferred Comp
0	Orchard Trust Company	101-00000-000-21706	1,427.00	PR Batch 00523.11.2021 Roth Deferred Compensation
	Orchard Trust Company		11,053.88	
0	Public Employees Retirement Association	101-00000-000-21705	19,886.68	PR Batch 00523.11.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	17,235.12	PR Batch 00523.11.2021 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	27,127.07	PR Batch 00523.11.2021 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	18,084.71	PR Batch 00523.11.2021 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	220.73	PR Batch 00523.11.2021 PERA Defined
0	Public Employees Retirement Association	101-00000-000-21705	220.73	PR Batch 00523.11.2021 PERA Defined
	Public Employees Retirement Association		82,775.04	
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	101-00000-000-11510	2,608.82	Maggie Hunt Insurance - Sept thru Dec
0	Southwest Service Cooperative	101-42123-420-41310	7,764.78	Maggie Hunt Insurance - Sept thru Dec
0	Southwest Service Cooperative	101-00000-000-11510	60.96	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-42123-420-41310	701.04	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-00000-000-11510	762.00	Carol Luczak-Dillerud Insurance
0	Southwest Service Cooperative	101-00000-000-11510	762.00	Jerry Marzahn Insurance
0	Southwest Service Cooperative	101-00000-000-11510	857.00	Lisa Petricka Insurance
0	Southwest Service Cooperative	101-00000-000-11510	1,601.50	Kimberly Lang Insurance
0	Southwest Service Cooperative	101-00000-000-21707	134,839.90	Health Insurance Premiums
	Southwest Service Cooperative		151,672.00	
			361,023.37	



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Andy Bohlen, Chief of Police
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-248 Accept Donations to the Police Department

Background:

On October 9, Scott Amundson, of C & S Vending and the Paradise Center for the Arts, sponsored a grassroots community-centric fundraiser for the Fairbault Police Department. The fundraiser was a huge success. The total raised from ticket sales was \$3,325.00 with another \$16,587.00 donated by generous business owners and citizens of our community for a total of \$19,912.00 raised. Based on discussions between Chief Bohlen and Scott Amundson, it was determined that the funds would be best suited for the mental health and wellness of its officers and additional safety equipment. Three thousand dollars of the donated funds will be designated for ballistic vest carriers to reduce officer injuries and the remaining funds will be placed into an existing fund to assist police staff with mental health needs. Attached is the resolution and a list of the generous community donors.

Recommendation:

Accept the generous donations to go towards safety equipment and Police Officers' mental health and wellness

Attachments:

1. Resolution 2021-248 Accept Donations to the Police Department
2. Res 2021-248 List of Donors

CITY OF FARIBAULT

RESOLUTION #2021-248

ACCEPT DONATIONS TO THE POLICE DEPARTMENT

WHEREAS, On October 9, 2021, Scott Amundson of C & S Vending and the Paradise Center for the Arts sponsored a fundraiser on behalf of the Faribault Police Department's officers' safety and mental health wellness program; and

WHEREAS, The Paradise Center for the Arts donated \$2,345.00 from the ticket sales of said fundraiser along with \$980.00 in advance ticket sales; and

WHEREAS, an additional \$16,587.00 was donated from generous local business and citizens, and

NOW, THEREFORE BE IT RESOLVED, that the \$3,325.00 and \$16,587.00 be accepted and applied towards the purchase of safety equipment and the continued mental health and wellness program for the police department's staff.

Date Adopted: December 14, 2021

Faribault City Council

Kevin R. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

PARADISE EVENT DONORS

Donor Name	Amount \$
1st United Bank	\$ 500.00
Allina Health	\$ 300.00
Ann Hofmeister	\$ 40.00
Arna Farmer Catering & Cakes	\$ 50.00
Basilleo's Pizza 2.0	\$ 250.00
Boldt Funeral Home	\$ 250.00
Bruce & Doreen Sanborn	\$ 40.00
Butch & Kathryn Schwartz	\$ 100.00
C&S Vending	\$ 1,500.00
Cable Connection and Supply Co, Inc	\$ 500.00
Channel Inn	\$ 50.00
Community Co-Op Oil Assn	\$ 100.00
DuFour Cleaners	\$ 100.00
Erickson Furniture	\$ 50.00
Faribault Ace Hardware	\$ 500.00
Faribault Animal Center	\$ 50.00
Faribault Interiors	\$ 200.00
Faribault Transportation/Minnesota Coaches	\$ 100.00
Fit for Life	\$ 100.00
Glenn's Towing & Service	\$ 100.00
Graham & Holly Adams	\$ 100.00
Greg & Abbie Balfe	\$ 40.00
Heartman Insurance	\$ 1,000.00
Jean Herda	\$ 50.00
Jill Fagerlund	\$ 20.00
Jim Chatto	\$ 20.00
Joan Cahill	\$ 20.00
KGPCo	\$ 2,000.00
LaCanne's Marine, Inc.	\$ 500.00
Lou & Judy Ackmann	\$ 20.00
Matejcek Implement	\$ 1,000.00
Met Con Companies	\$ 200.00
MRG Tool & Die	\$ 500.00
Oliver & Diane Larson	\$ 40.00
Our Place - on 3rd	\$ 200.00
Patricia Raftery	\$ 50.00
Paul & Dawn Peanasky	\$ 50.00
Richard and Lynn Cook	\$ 100.00
Rick Amundson	\$ 250.00
Rick Payton	\$ 50.00
Ritchie Eye Clinic	\$ 250.00
Rose Hunt	\$ 25.00
Samantha & Kristopher Massie	\$ 30.00

Scott & Therese Amundson	\$ 250.00
Sharon Tousignant	\$ 20.00
Southern Heights Dental Group	\$ 250.00
The Signature Bar & Grill	\$ 200.00
The State Bank of Faribault	\$ 500.00
Tom & Sue Petri	\$ 20.00
Tom's Lock & Key	\$ 100.00
Tom's Pro Glass	\$ 100.00
Tony Langerud State Farm Insurance	\$ 250.00
D&L Specialties, H Dave Schmidtke	\$ 2,500.00
State Bank \$65.00	\$ 65.00
Howard & Helen Sauer	\$ 200.00
Reliance Bank	\$ 250.00
Don & Jeanette Reuvers \$25.00	\$ 25.00
Joyce & Richard Elsen \$100.00	\$ 100.00
Jeanette Hammond \$40.00	\$ 40.00
Neal & Jan Gragg \$40.00	\$ 40.00
Event donations	\$ 282.00
49 ticket sales	\$ 980.00
Paradise ticket sales	\$ 2,345.00
	\$ 19,912.00



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Kevin Bushard, Human Resources Manager
MEETING DATE: December 14, 2021
SUBJECT: Approve Local 320 Police Department Supervisory Essential Labor Agreement 2022 - 2024

Background:

The City negotiating team and Local 320 Police Department Supervisory Essential (Police Sergeants) held negotiations on their labor contract on November 29, 2021. A tentative agreement was reached by the parties. Local 320 has agreed and will sign the agreement based on the terms set forth in the Labor Agreement. Staff recommends approving the Local 320 Police Department Supervisory Essential Labor Agreement for 2022 - 2024.

Recommendation:

Approve Local 320 Police Department Supervisory Essential Labor Agreement 2022 - 2024

Attachments:

1. Final Local 320 Police Sergeants 2022-2024

LABOR AGREEMENT

Between

CITY OF FARIBAULT

And

**MINNESOTA TEAMSTERS PUBLIC
AND LAW ENFORCEMENT
EMPLOYEES' UNION,**

LOCAL NO. 320

REPRESENTING

Police Department Supervisory Essential

Effective January 1, 2022 through December 31, 2024

TABLE OF CONTENTS

ARTICLE

1	PURPOSE OF AGREEMENT	1
2	RECOGNITION.....	1
3	DEFINITIONS.....	1
4	EMPLOYER SECURITY	2
5	EMPLOYER AUTHORITY.....	2
6	UNION SECURITY	3
7	EMPLOYEE - GRIEVANCE PROCEDURE	3
8	SAVINGS CLAUSE	7
9	SENIORITY	7
10	DISCIPLINE	8
11	WORK WEEK	9
12	OVERTIME.....	10
13	COURT TIME.....	10
14	CALL BACK TIME.....	10
15	LEAVES OF ABSENCE	10
16	JOB POSTING AND EXAMINATION FOR PROMOTION.....	12
17	MILEAGE AND MEAL ALLOWANCE.....	12
18	FALSE ARREST INSURANCE	12
19	SAFETY	12
20	PHYSICAL FITNESS	12
21	SICK LEAVE.....	12
22	VACATIONS.....	14
23	INSURANCE.....	15
24	HOLIDAYS.....	16
25	TERMINATION CONSIDERATION	17
26	WAGES.....	17
27	UNIFORMS	18
28	TRAINING.....	18
29	CONTINUING EDUCATION	18
30	DURATION	19

ARTICLE 1. PURPOSE OF AGREEMENT

This Agreement is entered into as of January 1, 2022, between the City of Faribault, hereinafter called the Employer, and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, hereinafter called the Union.

It is the purpose of this Agreement to:

- 1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application; and
- 1.2 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2. RECOGNITION

- 2.1 The Employer recognizes the Union as the exclusive representative, under Minnesota Statutes, Chapter 179A.03 Subd. 14, for:

"All Sergeants in the Faribault Police Department"

- 2.2 In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.
- 2.3 Neither the Union nor the Employer shall discriminate against any employee because of Union membership or non-membership, nor because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

ARTICLE 3. DEFINITIONS

- 3.1 **UNION:** The Minnesota Teamsters Public and Law Enforcement Employees' Union, Local 320 (Essential Unit).
- 3.2 **UNION MEMBER:** A member of the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320 (Essential Unit).

- 3.3 **EMPLOYEE:** An employee of the City of Faribault Police Department and a person occupying the position of sergeant in the bargaining unit for which Minnesota Teamsters Public and Law Enforcement Employees Union, Local No. 320 is the exclusive representative.
- 3.4 **DEPARTMENT:** The City of Faribault Police Department.
- 3.5 **EMPLOYER:** The City of Faribault or the City.
- 3.6 **UNION OFFICER:** An officer elected or appointed by the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local 320 (Essential Unit).
- 3.7 **CHIEF:** The Chief of the City of Faribault Police Department.
- 3.8 **SCHEDULED WORK SHIFT:** An Employer scheduled consecutive number of work hours in a 24 hour work period, including two (2) rest breaks and a lunch break.
- 3.9 **REST BREAKS:** Periods during the scheduled shift during which the employee remains on continual duty and is responsible for assigned-duties.
- 3.10 **LUNCH BREAK:** A period during the scheduled shift during which the employee remains on continual duty and is responsible for assigned duties.
- 3.11 **BASE RATE OF PAY:** An Employee's regular straight-time hourly pay rate for all straight time hours worked exclusive of any other allowances.
- 3.12 **SENIORITY:** The length of an employee's continuous service with the Employer.
- 3.13 **CALL BACK:** The return of an Employee to a specified work site to perform assigned duties at the express authorization of the Employer at a time other than an assigned regular scheduled work shift. An extension or early report to an assigned shift for duty does not qualify the Employee for call back pay.
- 3.14 **EMERGENCY:** An unforeseen combination of circumstances or conditions reasonably expected to endanger life or property as defined by the Employer and calling for immediate action by the Employer.

ARTICLE 4. EMPLOYER SECURITY

The Union agrees that during the life of this Agreement, the Union will not cause, encourage, participate in or support any strike, slow-down, or other interruption of or interference with the normal functions of the Employer.

ARTICLE 5. EMPLOYER AUTHORITY

- 5.1 The Employer retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set

and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct, and determine the number of personnel; and to perform any inherent managerial function not specifically limited by this Agreement.

- 5.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE 6. UNION SECURITY

- 6.1 The Employer shall deduct from the wages of Employees who authorize such a deduction, in writing, an amount necessary to cover monthly union dues as provided in Minnesota State Statute 179A if the employee elects to become a member of the Union. Such monies shall be remitted to the Union not less than once a month and shall not be changed more than once per year.
- 6.2 The Union may designate employees from the bargaining unit to act as a steward and an alternate and shall inform the Employer in writing of such choice and changes in the position of steward and/or alternate.
- 6.3 The Employer shall make space available on the employee bulletin board for posting Union notice(s) and announcement(s).
- 6.4 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.

ARTICLE 7. EMPLOYEE - GRIEVANCE PROCEDURE

- 7.1 A grievance shall mean a dispute or disagreement as to the interpretation or application of any term or terms of this Agreement. A grievance may only be filed that claims that the City has not complied with the intent of this Agreement. All grievances must be filed in writing to the appropriate departmental supervisor within fourteen (14) calendar days from the date of the alleged infraction of the Agreement by management personnel.
- 7.2 Definitions

For the purpose of this Article, the following definitions shall apply:

- A. A "grievance" shall mean an allegation by an employee or Union resulting in a dispute or disagreement between the employee/Union and the City as to the interpretation or application of terms and conditions contained in this Agreement.
- B. The term "days" means calendar days including Saturdays, Sundays, and

any days designated by this Agreement or by Minnesota Statutes as holidays.

- C. In "computing any period of time" prescribed or allowed by procedures herein, the date of the alleged infraction, or event giving cause for the grievance shall not be included.
- D. The day in which the "act or event giving cause" for the grievance to be filed shall be considered the day or days in which the grievance occurred or the day in which the employee filing the grievance should have been aware of the act or event.
- E. The "filing or service" of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period allowed.
- F. The Employer will recognize "union representatives" designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the Employer in writing of the names of such union representatives and of their successors when so designated, as provided by Section 6.2 of this Agreement.
- G. "Reduced to writing" means a written statement outlining the nature of the grievance, the provision(s) of the contract in dispute, and the relief requested.
- H. "Answer" means a written response outlining the party's position on the grievance.

7.3 Processing/Procedure

The employee shall attempt to settle the dispute with their Unit Captain immediately and upon failing to receive satisfaction shall proceed with the following grievance procedure. All grievances must be filed in writing to the appropriate departmental supervisor within fourteen (14) calendar days from the date of the alleged infraction of the contract by management personnel.

Processing of a Grievance. It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and the Union Business Manager or Agent shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided that the employee and the Union Official have notified and received the approval of the designated supervisor who has

determined that such absence is reasonable and would not be detrimental to the work of the Employer.

STEP 1.

The employee or the Union shall file a written grievance with the Chief of Police. The filing of the grievance shall take place within fourteen (14) calendar days from the date of the alleged infraction. The Chief will render a decision in writing to the Union within fourteen (14) calendar days of the receipt of the grievance. All grievances must be reduced to writing stating sections of the Agreement that the City alleged to have violated and the action or relief sought.

STEP 2.

If the Union or employee does not wish to accept the Chief's answer, the Union or employee may appeal the grievance to the City Administrator within fourteen (14) calendar days of the Chief's response. The City Administrator shall provide a written answer to the Union within fourteen (14) calendar days of receipt of the grievance by the City Administrator or their designee.

STEP 3.

If the City Administrator's answer is not satisfactory, the Union may institute the arbitration procedure within this contract; however, the Union must notify the City of its intent to go to arbitration within fourteen (14) calendar days of the Union's receipt of the City Administrator's answer.

7.4 Waiver

- A. If the Union fails to respond within time limits established in the procedure, the grievance shall be deemed settled and the City's last answer shall prevail. If the City fails to answer in accordance with the schedule in the grievance procedure, the grievance shall be deemed settled and relief sought shall have been deemed agreed to by the City.
- B. The grievance may be withdrawn by the aggrieved person at any level in writing without prejudice.
- C. The time limits may be extended by mutual written agreement.

7.5 Arbitration Procedure

- A. Purpose. Any dispute which has remained unresolved through the grievance procedure of this contract may be submitted to arbitration.
- B. Selection. Should the Union and Employer representatives be unable to agree on an Arbitrator within fourteen (14) calendar days of the issue being submitted to arbitration, the grieving party shall request the Bureau of Mediation Services to

submit a list of arbitrators. The Employer and Union shall alternately strike names until one (1) name remains and that person will be the arbitrator. A toss of the coin will be used to determine which party will strike the first name.

- C. Arbitrator's Decision. The Arbitrator shall make its findings known simultaneously to the City and to the Union within sixty (60) calendar days from final arbitration hearing. The decision of the Arbitrator shall be final and binding on both parties.
- D. Arbitrator's Cost. The cost of the arbitrator shall be borne equally between the City and the Union. The cost of a court reporter shall be borne by the party requesting the court reporter provided if both parties desire a verbatim record of the proceedings the cost shall be born equally. All other expenses incurred by either party shall be borne by the respective party.
- E. Arbitrator's Authority. The Arbitrator shall have no right to amend, modify, nullify, ignore or add provisions to this Agreement. The Arbitrator's authority shall be limited to the extent that it may only consider and decide the particular issue or issues presented to it by the City and/or Union. Disputes or differences regarding the negotiable issues are expressly not subject to arbitration.
- F. Arbitration Information. Upon appointment of the Arbitrator, both parties shall, within ten (10) days, of the arbitration hearing, submit to the other party the following:
 - 1. The issues involved.
 - 2. Statement of the known facts.
 - 3. Position of the party for resolution of dispute.
 - 4. The name and credentials of the person who will be presenting the party's position at the arbitration hearing.

The Union and Employer agree not to withhold from the other relevant information they intend to use in the arbitration hearing. Both parties also recognize that all relevant information needs to be presented to assure a fair decision and, therefore, is not intended to restrict the use of information that was not known or overlooked at the time of the submission of information. Both parties agree they will notify the other of new information, which becomes available when reasonably possible.

A party may not change the person selected to present their position at the arbitration hearing if the hearing is scheduled to occur within fourteen (14) calendar days, unless both parties mutually agree to the change. If, after ten days, one party notifies the other of a change in the person presenting their position, the other party may have an additional two days in which to make a change of the person presenting their position.

- G. Choice of Remedy. If the grievance involves the suspension, demotion or discharge of an Employee who has completed the required probationary period, and the Employee has the right to pursue a Veteran's preference claim, the

grievance may be appealed either to Step 3 of this Article or to the Veteran's Preference forum. If appealed to the Veteran's preference forum, the grievance is not subject to the arbitration procedure as provided in this Article and the Employee shall have waived the Employee's right to arbitrate pursuant to this Article.

ARTICLE 8. SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota and the City of Faribault. In the event any provision of this Agreement shall be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 9. SENIORITY

An employee in the bargaining unit who transfers from another department of the Employer shall accumulate total seniority from the other department only for the purposes of calculating vacation and sick leave.

Seniority shall be determined by an employee's length of continuous employment with the Employer, by classification recognized by this Agreement. Seniority rosters shall be maintained by the Employer, on the basis of time in grade and time within specific classifications.

All employees, upon commencing full-time service with the City, shall serve a probationary period of one year. Employees shall have no seniority until they have completed their probationary period. Upon completion of the probationary period, the employee shall be credited with seniority dating from the date of employment with the Employer. Upon completion of the probationary period, employees shall receive all fringe benefits retroactive to the date of hiring. During the probationary period, a newly hired or rehired employee may be discharged at the sole discretion of the Employer.

A reduction of work force will be accomplished on the basis of divisional seniority. The employee in a position to be reduced from force retains departmental seniority in each of the bargaining unit classes in which they had worked. They may choose demotion instead of layoff if a lower level vacancy exists or they may choose the position of another employee with less divisional seniority in the same or a formerly held class. An employee refusing either of these options shall automatically terminate employment with the Department. An employee on layoff shall have an opportunity to return to work within two (2) years of the time of their layoff before any new employee is hired except that, any employee on layoff who is notified by registered mail to return to work and fails to do so within fourteen (14) calendar days shall be considered to have voluntarily terminated employment with the Employer.

ARTICLE 10. DISCIPLINE

10.1 The Employer will discipline employees for just cause only. Discipline will be in one or more of the following forms:

- A. Oral reprimand;
- B. Written reprimand;
- C. Suspension;
- D. Demotion; or
- E. Discharge.

10.2 Discharge.

A. The Employer may discharge any employee immediately, without benefit of the reprimand procedure, for misconduct. Examples of misconduct include, but are not limited to the following:

The employee has:

- 1. Been convicted of a felony;
- 2. Failed to obey any order or directive given by a superior officer which is not illegal or unsafe for the employee and determined to be gross insubordination;
- 3. Been found drinking on the job;
- 4. Used or threatened to use, attempted to use personal or political influence to secure modifications in personal working conditions;
- 5. Used city property for private purposes without consent;
- 6. Knowingly falsify any report;
- 7. Taken any fee, gift, or other valuable thing in the course of their work or in conjunction with it from any citizen for their personal use;
- 8. Participated in a questionable mass sick leave;
- 9. Participated in a work slowdown;
- 10. Participated in any illegal strike;
- 11. Guilty of provoking physical violence with another officer while on duty;
- 12. Stolen city property or the property of fellow employees.

B. Suspensions, demotions, and discharges will be in written form.

C. Notices of suspension and notices of discharge, which are to become part of an employee's personnel file, shall be read and acknowledged by signature of the employee. Employees and the Union will receive a copy of such reprimands and/or notices. If an employee refuses to sign the acknowledgement that will be documented and placed with the notice in the employee's personnel file.

D. Employees' may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.

E. Discharges will be preceded by a five (5) day suspension without pay.

- F. Employees will not be questioned concerning an investigation of disciplinary action unless the employee had been given an opportunity to have a Union representative present at such questioning.
- G. Grievances relating to this Article may be initiated by the Union in Step 2 of Grievance Procedure.

10.3 Progressive Discipline

- A. In a case where discipline does not involve misconduct as described in Subdivision 1 above, the following disciplinary procedure may be followed:
 - 1. Oral reprimand;
 - 2. Written reprimand;
 - 3. Suspension or demotion;
 - 4. Discharge.
- B. The City may expedite the above disciplinary procedure by eliminating the oral reprimand in such circumstances where an employee has displayed a repeated pattern of behavior, which is inconsistent department policy or the purpose of this contract, as defined in Article II.
- C. Reprimands shall not be done in a willfully malicious manner so as to cause embarrassment to the employee before other employees or the public.
- D. When any disciplinary action more severe than an oral reprimand is taken, the Employer shall verbally notify the employee of the disciplinary action, prior to the completion of the employees next regularly scheduled work day. The verbal notice shall be followed with written notice within five (5) days.
- E. Except in cases of misconduct, discharge of an employee shall be preceded by suspension without pay for five (5) days.
- F. The contents of an employee's personnel record shall be disclosed to him/her upon request and to the employee's union representative upon the written request of the employee.

ARTICLE 11. WORK WEEK

The standard work schedule will consist of either twelve (12), ten (10) or eight (8) hour day equivalent to two thousand eighty hours (2080) hours per year. For the purpose of calculating vacation, holiday and sick leave accrual, an eight (8) hour work day will be used. One floating holiday will be calculated at twelve (12) hours per day when on a twelve (12) hour day, ten (10) hours per day when on a ten (10) hour day or eight (8) hours per day when on an eight (8) hour day. Nothing

contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign employees.

ARTICLE 12. OVERTIME

- 12.1 Employees will be compensated at one and one-half (1-½) times the employee's regular base pay rate for hours worked in excess of the employee's regularly scheduled shift. Changes of shifts do not qualify an employee for overtime under this Article. Training required by the City does not qualify an employee for overtime under this Article.
- 12.2 Overtime will be distributed as equally as practicable, excluding court time.
- 12.3 Overtime refused by employees will, for record purposes under Article 12.2 be considered as unpaid overtime worked.
- 12.4 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 12.5 Overtime will be calculated to the nearest fifteen (15) minutes.

ARTICLE 13. COURT TIME

An employee who is required to appear in Court during their scheduled off-duty time shall receive a minimum of two (2) hours pay at one and one-half (1 ½) times the employee's base pay rate. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the employee for the two (2) hour minimum. If an employee is scheduled to appear in Court and a cancellation occurs after 4:00 p.m. on the day prior to the Court appearance, then the employee shall receive the two (2) hour minimum.

ARTICLE 14. CALL BACK TIME

An employee who is called to duty during their scheduled off-duty time shall receive a minimum of two (2) hours pay at one and one-half (1½) times the employee's base rate. An extension of early report to a regularly scheduled shift for duty does not qualify the employee for the two (2) hour minimum. If the call-back work assignment and the employee's regular work shift overlap, the employee shall be paid the call-back rate of time and one-half (1 ½) until their regular shift time begins, and the regular shift shall continue until the employee's normal quitting time. Training required by the City does not qualify an employee for call-back time under this Article.

ARTICLE 15. LEAVES OF ABSENCE

- 15.1 Military Leave. All existing federal and state statutes, applicable to the rights of any employee who is on a leave of absence from the City of Faribault for military service, shall be applicable under this Agreement.

- 15.2 Jury Duty. Any employee called and selected for jury duty, shall receive regular compensation and other benefits for such duty. Pay received for jury duty must be given to the Employer by the employee.
- 15.3 Parenting Leave. Employees who work twenty (20) hours or more per week and have been employed more than one year are entitled to take an unpaid leave of absence in connection with the birth or adoption of a child. The leave may not exceed six weeks, and must begin within (6) weeks after the birth or adoption of the child. Employees are not required to use vacation leave during this six week Parenting Leave period but may use vacation leave at their option for any period of this leave.

The employee is entitled to return to work in the same position and at the same rate of pay the employee was receiving prior to commencement of the leave. Group insurance coverage will remain in effect during the six (6) week Parenting Leave.

If the employee has any FMLA eligibility remaining at the time this Parenting Leave commences, this leave will also count as FMLA leave. The two leaves will run concurrently until eligibility for either leave expires. Employees shall be required to use accrued sick and vacation leave during the use of any FMLA leave following the expiration of the Employee's Parenting Leave.

- 15.4 Emergency Leave. Emergency leave may be granted to an employee in the event of serious illness or other emergency in the family of said employee. Employees in need of such leave shall make application therefore to the City Administrator. Such time as is granted shall be chargeable against the employee's paid leave accounts. The rate time charged against the paid leave accounts shall be that of the actual time absent from work. The granting of such emergency leave shall not be unreasonable or arbitrarily withheld. The Employer may request verification of the emergency.
- 15.5 Funeral Leave. Employees are allowed to use up three (3) days for the death of an immediate family member, with pay, as funeral leave upon the death of an immediate family member. One (1) day of paid funeral leave is provided to an Employee in the event of the death of any other family member.

Immediate family members include an Employee's spouse, parents, children, siblings, grandparents, grandchildren, similarly-related step relationships, in-laws, and domestic partners. Other family members include aunts, uncles, nieces, nephews, and similarly related in-laws. Funeral leave will not be deducted from the Employee's vacation or sick leave balances. Employees may request additional time off for a longer leave or to attend the funeral of a more distant relative or friend. Prior approval of the applicable Department Director or City Administrator is required, and if allowed, such leave actually used by the Employee will be charged against the Employee's sick leave account.

- 15.6 Personal Leave of Absence. An employee may request a personal leave of absence without pay. All requests for personal leave of absence shall state the

reason for which the request is made in writing to the City Administrator. The City Administrator may grant personal leaves of absence up to two (2) weeks in duration. Leaves of absence for more than two (2) weeks shall be presented to the City Council. While on personal leave of absence without pay, employee shall retain their seniority; however, they shall forfeit all fringe benefits while on the leave. If the leave exceeds two (2) weeks, the employee may maintain the City's health insurance at their own expense

ARTICLE 16. JOB POSTING AND EXAMINATION FOR PROMOTION

Any position covered by this Agreement shall be posted for five (5) calendar days prior to filling of a vacancy, in a prominent place, for the information of other members of the Department.

In the event of an internal promotion from Police Officer to Police Sergeant, the employee will be placed in the Police Sergeant wage scale at the closest step that provides an increase and will receive another step above that, at time of promotion.

ARTICLE 17. MILEAGE AND MEAL ALLOWANCE

Any reimbursement for mileage or meal allowance, to be paid as a result of this Agreement, shall be reimbursed in accordance with the Employer's current policies.

ARTICLE 18. FALSE ARREST INSURANCE

The City will continue, at its expense, a false arrest insurance program with benefit levels essentially equivalent to those currently in existence. The City may utilize commercial underwriters of a "self-insurance" method.

ARTICLE 19. SAFETY

All employees shall comply with safety and health regulations established by law.

ARTICLE 20. PHYSICAL FITNESS

The City may require a physical examination prior to beginning employment and annually thereafter. The City shall pay for those physical examinations it requires.

ARTICLE 21. SICK LEAVE

21.1 Employees hired prior to January 1, 1999, shall earn sick leave at the rate of 168 hours per year. Employees hired on or after January 1, 1999, will earn sick leave at a rate of 120 hours per year. Sick leave shall be compensated at the regular rate of pay. Working days only will be counted when using sick leave.

21.2 Sick leave may only be used for the employee's own personal injury or illness and

for approved FMLA. Employees must use sick leave in increments of at least one-half day or a minimum of one hour increments with supervisor approval. Employees shall be allowed to use sick leave as needed except that in order to qualify for sick leave, an employee must report that they are sick not later than one hour before the time for which they are scheduled to report for work. This one (1) hour restriction shall not apply to employees who become sick while at work.

- 21.3 Employees on sick leave for their own personal injury or illness for more than two (2) consecutive days may be required to submit a physician's statement of illness. Employees may be required to submit a physician's statement of illness after one day, if that day is immediately before or after a holiday or a regularly scheduled day off or if the employer suspects abuse. Employees who during the past year have used 80 hours sick leave in increments of one and two days, or less, may, at the discretion of the City, be required to submit at the employee's cost a physician's statement of illness each time they use sick leave during the next one year period and until such time that the average annual usage is below 80 hours per year. A physician's statement may be on forms prescribed by the City and shall state the illness and if the employee is able to return to work and fully perform the duties of his or her position.
- 21.4 Any employee who has exhausted their sick leave and requires additional sick leave time for their own personal injury or illness may substitute any part of unused vacation time for the same. When an employee is eligible for Worker's Compensation payments, they may supplement these payments with a prorated portion of any accumulated sick leave so that the combination of the two benefits will equal their net pay. Net pay is defined for these purposes as regular pay received from a standard work week less mandatory deductions which include federal and state taxes, social security, Medicare, PERA and wage garnishments. If they should exhaust their accumulated sick leave, they will receive Worker's Compensation payments only.
- 21.5 An employee may use personal sick leave benefits for absences due to an illness of or injury to the employee's child, as defined in Minnesota Statute 181.940, subd. 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury.
- 21.6 An employee may use sick leave for safety leave for such reasonable periods of time as may be necessary for the purpose of providing assistance to the employee or assistance to the relatives described in Section 21.5, because of sexual assault, domestic abuse, or stalking.
- 21.7 The use of sick leave for safety leave or for absences due to the illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent is limited to up to 160 hours in any 12-month period. This Section 21.6 does not apply to absences due to the illness

or injury of a child, as defined in Minnesota Statute 181.940, subd. 4.

- 21.8 Employees shall be allowed a year-end accumulation maximum of five hundred (500) unused sick leave hours. Employees shall be compensated at a rate of one hour of pay for each three hours of unused sick leave in excess of 500 hours.
- 21.9 The City will provide, without cost to the employee, long term disability insurance which will provide 66.6% of normal compensation to a maximum per month payable to the age of 65 and commencing on the 91st day of disability. Changes in the policy shall be discussed with the Union prior to implementation. Such discussions are for the purpose of providing notice and an opportunity for comment by the Union and shall not be deemed a renegotiation of benefits.

An employee once disabled and collecting long term disability benefits on the 91st day shall not accrue vacation, holiday time or sick leave and accrual of said benefits shall not begin until such time the disability stops and the employee returns to full-time duty.

ARTICLE 22. VACATIONS

- 22.1 Employees who have been employed uninterruptedly with no breaks in employment except for brief layoffs which are directed by the City shall be eligible for paid vacation at their regular rate of pay pursuant to the following schedule. At date of hire, each employee will receive 40 hours of vacation and accrue at the rate of 1.54 hours per pay period (this does not apply for internal promotion). After year one, vacation will be earned at the rate of 3.08 hours per pay period up to 5 years of employment; at the rate of 4.62 hours per pay period for the second 5 years of employment; and at the rate of 6.16 hours per pay period thereafter.
- 22.2 Earned vacation may be taken so as not to jeopardize sufficient municipal operations at any time by written request from the employee to the respective Department Director at least one week prior to the date in which the vacation is requested unless otherwise approved. Such request shall indicate the number of days sought to be used. Employees shall choose vacation periods in accordance with their seniority in their shift and in the department. Management shall establish reasonable regulations so as to maintain sufficient operating personnel throughout the year.
- 22.3 An employee may not commence using vacation leave until they have an accumulated total of at least five work days, which is six months of continuous employment or for relocation or prescheduled vacation only. Employees earning vacation at the rate of 3.08 hours per pay period may not accumulate more than 140 hours. Employees earning vacation at the rate of 4.62 hours per pay period may not accumulate more than 200 hours. Employees earning vacation at the rate of 6.16 hours per pay period may not accumulate more than 260 hours.

One floating holiday (12, 10 or 8 hours based on schedule) will be given in full to each employee (new to the City) at the time of hire, which can be used during their

probationary period or anytime thereafter.

- 22.4 Employees will not be allowed to accumulate vacation in excess of the maximum amounts previously specified unless they were specifically asked to forego a portion of their vacation in writing by the City Administrator. If it is necessary for the City Administrator to request that an employee forego a portion of their vacation time, the employee will be entitled to use that portion previously accumulated during the next ensuing six (6) month period. Until the employee is even, employees who have used vacation early will have the period of the contract to correct it.
- 22.5 Employees will earn additional vacation day(s) per the total years of service with the City of Faribault. Accrual day(s) will commence on the employees anniversary date of hire per the chart below:

Years of service	Extra days of vacation
10-14 years	1 day
15-19 years	3 days
20+ years	5 days

ARTICLE 23. INSURANCE

- 23.1 Employee health insurance premiums for this contract and going forward will be based on the following percentages. Any changes to plans would only be due to Federal requirements and regulations.

Plan:

\$2800 Deductible	Single	Single+1	Family
Employer Percentage	92%	87%	82%
Employee Percentage	8%	13%	18%
\$1400 Deductible	Single	Single+1	Family
Employer Percentage	82%	77%	72%
Employee Percentage	18%	23%	28%

The City will match an Employee's contribution to their Health Savings Account (H.S.A.) under the City H.S.A. plan up to \$55.00/month for 2022, \$56.10/month for 2023, and \$57.36/month for 2024. Employer contributions into the H.S.A. plan will be made on a pro-rata basis twice monthly.

The schedule of benefits for the medical insurance plan shall be determined by the City from plans submitted in response to bids requested by the City. The plans submitted in response to bids requested by the City shall be discussed with the Union prior to implementation. Such discussions are for the purpose of providing notice and an opportunity for comment by the Union.

If the non-union group receives a higher employer contribution, the Sergeants will receive the higher contribution as part of this union contract.

The Employee's portion of the premium cost shall be paid through payroll deduction. In no case shall the City's contribution exceed the actual cost of the coverage selected by the employee.

The City will provide at no cost to the employee a \$100,000.00 term life insurance policy.

- 23.2 Any employee provided with dependent health care coverage shall file such information as may be required by the City to determine the availability of health care insurance to employed dependents.

No employee shall file, or permit to be filed, an insurance claim against the City's health care provider until any health care benefits of employed dependents' health care plan have been utilized.

- 23.3 The City will allow retired employees to continue on as members in the medical insurance program, but the retired employee shall reimburse the City for the entire cost of the medical insurance policy.

ARTICLE 24. HOLIDAYS

- 24.1 Employees shall have the holidays hereinafter enumerated. Employees shall be granted the holidays off without loss of pay. For purposes of this contract the following dates shall be considered holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Day after Thanksgiving Day
11. Christmas Day

The City agrees to add Juneteenth as a recognized holiday after such time that the Minnesota State Legislature approves it as an official holiday.

- 24.2 In addition to the holidays cited above all employees shall receive one (1) floating holiday to be utilized in accordance with the rules governing vacation. Any employee required to work on a holiday shall receive compensation in accordance with overtime provision of this contract and, in addition, the number of hours worked shall be credited to the employee's holiday bank. Such credited hours

shall be compensated for at their regular rate of pay on the last pay period preceding December 25th of each year.

- 24.3 Employees working overtime on a shift recognized as a Holiday in article 24.1 will be compensated at two and one-fourth (2 ¼) times the employee's regular base rate of pay for the hours worked in excess of the employee's regularly scheduled shift. Shift exchanges, do not qualify an employee for pay in this article.

ARTICLE 25. TERMINATION CONSIDERATION

- 25.1 When an employee leaves the employment of the City in good standing, with at least three (3) years of service, they shall receive in salary equivalent one-half (1/2) of their accumulated sick leave (maximum accumulation of 500 hours). Balances in excess of 500 hours will be paid at one-third.
- 25.2 When an employee leaves the employment of the City in good standing, with at least three (3) years of service, they shall receive all vacation earned up to the date of termination regardless of anniversary date.
- 25.3 Upon written notification of retirement, an employee may begin to draw sick leave separation pay up to eighteen (18) months prior to the employee's last day of employment. The separation pay shall be computed at the rate of pay in effect when the employee receives the pay. The employee shall give notice of retirement prior to August 1st of the year in which payment is to be received.

ARTICLE 26. WAGES

- 26.1 Cost of Living Adjustments (COLA) are as follows:

2022	1.50%
2023	2.00%
2024	2.25%

All new employees shall be placed between steps 1 through 3 based on experience and education. They will receive a step increase based on the scale below and meeting the requirements of their position.

All current employees in steps 1 through 5 will be placed in the revised 2021 wage schedule at their current step and continue to progress based on their time in their position. Any employee in step 6 or greater before the end of 2021 will be placed in the revised 2021 wage schedule at the step with a wage that is closest to, but equal to or greater than, the employee's current wage. Employees will advance one step effective January 1, 2022 or based on their anniversary date of employment if hired after January 1, 2018 (if meeting the requirements of their position and not at the revised step 12 and received a step increase in 2021) and receive the COLA increase reflected in the wage structure shown below for 2022.

Local 320 Supervisory Steps			1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Progression	Year	Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months
Police Sergeant	L	2021	\$36.28	\$37.32	\$38.34	\$39.38	\$40.42	\$41.48	\$42.57	\$43.69	\$44.84	\$46.02	\$47.23	\$48.47	\$49.75
		2022	\$36.82	\$37.88	\$38.92	\$39.97	\$41.03	\$42.11	\$43.21	\$44.35	\$45.52	\$46.71	\$47.94	\$49.20	\$50.50
		2023	\$37.56	\$38.64	\$39.69	\$40.77	\$41.85	\$42.95	\$44.08	\$45.24	\$46.43	\$47.65	\$48.90	\$50.19	\$51.51
		2024	\$38.41	\$39.51	\$40.59	\$41.69	\$42.79	\$43.91	\$45.07	\$46.25	\$47.47	\$48.72	\$50.00	\$51.32	\$52.66

Sworn personnel assigned unique additional responsibilities as defined by the Employer shall receive \$1.50 per hour in addition to their regular rate of pay while working a special duty assignment (FTO, SWAT, Mobile Field Force, Use of Force Instructor and Firearms Instructor). Investigations Unit will receive four hundred eighty dollars (\$480) per month while so assigned. If an employee is assigned for less than a month they shall be paid on a pro rata basis.

Special duty assignments are at the sole discretion of the employer and are not grievable under the terms of this contract.

Employees will receive a shift differential of seventy-five cents (\$.75) per hour for their entire shift if half of their hours on the shift are between 5:00 p.m. and 7:00 a.m. Shift differential shall be paid for hours worked and for paid time off, such as vacation and sick hours, used for scheduled shifts to which the shift differential applies.

ARTICLE 27. UNIFORMS

27.1 The Employer shall furnish the total uniform of the sworn police personnel. The cleaning and routine repair of the uniform issued shall be the responsibility of the employee with the City paying forty dollars (\$45.00) per month maintenance allowance in December of each year, unless otherwise requested.

The Employer will specify approved footwear to be worn by personnel while on duty. The Employee will be responsible for purchase and replacement of approved footwear and shall receive an annual cash allowance of one hundred sixty dollars (\$160), payable the last pay period preceding December 25th of each year, and is taxable as wages unless a receipt of purchase is presented.

ARTICLE 28. TRAINING

28.1 The City will pay overtime for mandatory training required by written department policy, which is not part of a regular shift. Approved training, not required, will be at regular rate of pay.

ARTICLE 29. CONTINUING EDUCATION

29.1 The City shall reimburse tuition and book expenses to the employee upon satisfactory completion of a recognized course of job related instruction. Such job related instruction must be reviewed and approved by the City Administrator or their designee prior to the initiation of cost in order to be eligible for reimbursement. Such eligible reimbursement is entered into individually by the

employee and City and a reimbursement to the City is required should the employee terminate their employment early, as per to the schedule given at time of acceptance to the individual. Job related instruction does not include mandatory training necessary to maintain minimum licensing requirements.

ARTICLE 30. DURATION

The duration of this contract is to be three (3) years effective January 1, 2022, through December 31, 2024.

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 2021.

CITY OF FARIBAULT

TEAMSTERS LOCAL 320

Mayor

Business Agent

City Administrator

Union Steward

Union Steward



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-265 Accept Supplemental
Coronavirus Local Fiscal Recovery Funds
Established Under the American Rescue Plan Act
Funds

Background:

Congress adopted the American Rescue Plan Act (ARPA) in March of 2021, which included \$65 billion in recovery funds for cities across the country. These funds are intended to provide support to local governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

Cities under 50,000 in population will have to make a certification to Minnesota Management and Budget prior to accepting their allocation of funds. The League of Minnesota Cities recommends that cities pass a resolution so Staff is given the authority to take the steps (not yet outlined) as soon as available.

Resolution 2021-124 declared the City's intent to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with Department of Treasury guidance.

The City received the original distribution of funds totaling \$1,264,354.68 on July 28th. On November 22nd, the City received a supplemental distribution of \$41,404.13. This distribution represents the share of funds left unclaimed as of the date to request funds by of October 11th has passed.

Staff will be working with the City Council as recommendations for future expenditures of these funds are to be determined.

Recommendation:

Approve Resolution 2021-265 Accept Supplemental Coronavirus Local Fiscal Recovery Funds Established Under the American Rescue Plan Act Funds.

Attachments:

1. Reolution 2021-265 Accept Supplemental Coronavirus Local Fiscal Recovery Funds Established Under the American Rescue Plan Act Funds

CITY OF FARIBAULT

RESOLUTION #2021-265

ACCEPT SUPPLEMENTAL CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT

WHEREAS, the City approved Resolution 2021-124 Accepting the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act (ARPA) pursuant to the ARPA allocation of approximately \$2,509,185 on June 8, 2021; and

WHEREAS, the City received \$1,264,354.68 on July 28, 2021 pursuant to the ARPA ("Allocation"); and

WHEREAS, the City received a supplemental distribution of funds totaling \$41,404.13 from the State of Minnesota on November 22, 2021 as a redistribution of unclaimed funds left as the date to request funds by of October 11, 2021 has passed; and

WHEREAS, the City's total allocation of ARPA funds will be \$2,611,517.62 with the final distribution of \$1,305,758.81 on or before July 28, 2022.

NOW THEREFORE, BE IT RESOLVED THAT BY THE CITY COUNCIL OF THE CITY OF FARIBAULT, MINNESOTA AS FOLLOWS:

1. The City accepts the supplemental funds to increase the total award of funds to \$2,611,517.62.
2. The City intends to use its share of ARPA funds from the State of Minnesota in a manner consistent with the Department of Treasury's guidance.
3. City staff, together with the Mayor, City Council and the City Attorney are hereby authorized to take any actions necessary to receive the City's share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
4. City staff, together with the Mayor, City Council, and the City Attorney are hereby authorized to make recommendations to the

City Council for future expenditures that may be reimbursed with ARPA funds.

Date Adopted: December 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: December 14, 2021
SUBJECT: Resolution 2021-266 Adopting Sidewalk and Trail Improvement Plan 2021 Update

Background:

The City last adopted an updated city-wide sidewalk and trails plan in 2000, per Resolution 2000-193. Since that time, the City has made many of the proposed improvements from the 2000 Plan and has recently adopted the Journey to 2040 Comprehensive Plan. During the June 29, 2021, City Council Work Session, the Council reviewed an update to the 2000 Sidewalk and Trails Plan that reflected the improvements made since that plan was adopted, as well as proposed sidewalk and trail improvements based on the Journey to 2040 plan. Attached is a final version of the proposed Sidewalk and Trail Improvement Plan 2021 Update incorporating all comments and revisions from the June work session.

Recommendation:

Approve Resolution 2021-266 Adopting Sidewalk and Trail Improvement Plan 2021 Update

Attachments:

1. Resolution 2021-266 Adopt Sidewalk-Trail CIP
2. 2021 Comprehensive Sidewalk and Trail Plan - FINAL

CITY OF FARIBAULT

RESOLUTION #2021-266

ADOPTION OF THE SIDEWALK AND TRAIL IMPROVEMENT PLAN

WHEREAS, on December 12, 2000, per Resolution 2000-193 the Faribault City Council adopted the 2000 Comprehensive Sidewalk/Trail Improvement Plan in an effort to systematically improve and extend the citywide sidewalk and trail network and which established objectives for enhancement of the pedestrian system and the prioritization of specific improvement projects that would satisfy plan objectives; and

WHEREAS, on September 22, 2020, per Resolution 2020-149 and following a properly noticed public hearing before the City of Faribault Planning Commission on September 14, 2020, the Faribault City Council approved the Journey to 2040 Comprehensive Plan which included the Journey to 2040 Parks, Trails and Open Space Plan approved by the Council on December 23, 2019, per Resolution 2019-265; and

WHEREAS, the intent of the Sidewalk and Trail Improvement Plan is to guide future capital improvement planning, design, implementation and maintenance of the citywide system of sidewalks and trails for the benefit of Faribault residents and visitors based on the adopted Journey to 2040 Comprehensive Plan.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council does hereby approve and adopt the Sidewalk and Trail Improvement Plan a copy of which is attached to this resolution; and

THEREFORE ALSO BE IT RESOLVED, that said Sidewalk and Trail Improvement Plan shall be in effect immediately and shall be reviewed and updated as necessary as determined by the City Council.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



SIDEWALK AND TRAIL
IMPROVEMENT PLAN
2021 UPDATE

Table of Contents

Background and Purpose	3
Objective	3
Assessment of Existing System.....	4
Goals and Policies.....	5-9
Project Identification and Prioritization.....	9-11
2021 Sidewalk and Trail Improvement Plan Map	Exhibit A
City Council Resolution #2021-266	Exhibit B

BACKGROUND / PURPOSE

In April 1992, the City Council adopted the Comprehensive Pedestrian Access Improvement Plan in an effort to systematically improve and extend the city-wide sidewalk network. The plan established objectives for enhancement of the pedestrian system and the prioritization of specific improvement projects that would satisfy plan objectives. Since that time, a number of the identified projects have been completed concurrent with street reconstruction or overlay projects. Additionally, the city has taken strides in establishing and furthering a system of bicycle/pedestrian trails to complement the sidewalk network. In December 2000, the most recent Comprehensive Sidewalk and Trail Improvement Plan was adopted. The purpose of that document was to both reiterate and build on the objectives and findings of the original plan, to add a trail component, to provide a current assessment of the city-wide sidewalk and trail system, and to evaluate and prioritize strategic sidewalk and trail installation projects. Since 2000, many improvements have been made in constructing both trails and sidewalks throughout the City. The purpose of this new document is to adopt an updated Sidewalk and Trail Capital Improvement Plan to reflect the improvements made and to complement the City's Journey to 2040 Comprehensive Plan and Parks Trails and Open Space Plan.

OBJECTIVE

The intent of this plan is to guide future planning, design, implementation, and maintenance of a city-wide system of sidewalks and trails for the benefit of Faribault residents and visitors. The City of Faribault supports the development and enhancement of this system in order to:

- Provide a viable and attractive transportation alternative to residents in lieu of automotive transportation.
- Be in compliance with the Americans with Disabilities Act (ADA) and the City's ADA Transition Plan.
- Improve vehicle traffic efficiency and safety by shifting pedestrian and bicycle use off of higher volume roadways.
- Provide safe and convenient linkages to schools, parks, and other community focal points.
- Promote and enhance local tourism.

ASSESSMENT OF EXISTING SYSTEM

During early development of the city, sidewalk construction was commonplace and resulted in a grid-like pattern of sidewalks throughout the city's core. In most cases, sidewalks were developed on both sides of the street. As the city developed outward from its core, less of an emphasis was placed on sidewalk construction, leaving significant gaps in pedestrian access throughout the community. Street reconstruction efforts starting in the 1980's added sidewalks in various locations to enhance the overall network. Since adoption of the first pedestrian access plan, a number of the identified projects have been completed, adding sidewalks in the following locations:

- Prairie Avenue from Division Street to 17th Street SW (Pre-2000)
- 9th Avenue SW from Division Street to 17th Street SW (Pre-2000)
- 14th Street N from 2nd Avenue NW to Shumway Avenue (Pre-2000)
- Glynview Trail from Willow Street to Buckingham Path (Pre-2000)
- 17th Street SW from Willow Street to Westwood Drive (Pre-2000)
- Western Avenue from Old 4th Street to 17th Street NW (2000-2021)
- 30th Street NW from TH 21 to TH 3 (2000-2021)
- 17th Street NW from Western Avenue to TH 21 (2000-2021)
- Shumway Avenue from Parshall Street to Legacy Court (2000-2021)
- 10th Street SW from Mills Place to 9th Avenue SW (2000-2021)

Following a nation-wide trend, the City of Faribault began to emphasize trail development during the 1980's. During that time, trail segments were constructed along the Straight River and adjacent to the Faribault Middle School. Additionally, the Sakatah-Singing Hills State Trail, which connects Faribault to Mankato along an abandoned rail line, was paved to enhance its functionality and extended by the City to the White Sands site at T.H. 21. Expansion of the municipal trail system continued during the 1990's, resulting in a continuous route from the southwest portion of the city, through downtown, and to Two Rivers Park at the confluence of the Straight and Cannon Rivers. The effort to construct trails continued in the 2000's and saw the

completion of the Park Avenue Trail, Northern Link Trail through North Alexander Park, the Mill Towns Trail from White Sands to TH 3 and the Batchelder Park and Prairie Ridge Park Trails. The attached map depicts current sidewalk and trail locations, illustrating both progress that has been made and areas that still lack adequate connections.

GOALS AND POLICIES

Sidewalks

- (1) Sidewalk improvements should be undertaken in a planned manner, based on the financial capability of the City of Faribault. Installation of sidewalks identified within this plan should occur in a comprehensive manner, crossing lines between subdivisions, new and old neighborhoods, in order to avoid incremental or piecemeal improvements lacking continuity.
- (2) On relatively high-volume public streets and other key streets that connect public areas of significant interest such as parks, schools, downtown and other attractions, there is a recognized and acknowledged need for designated pedestrian walkways.
- (3) The Comprehensive Pedestrian Trail Improvement Plan, as developed herein, does not relieve or preclude any private developer from sidewalk installation requirements in newly platted or newly improved areas, should the City of Faribault deem that such improvements meet the following requirements:
 - Such improvements are necessary for safe access of pedestrians in newly developed areas.
 - Such improvements are a logical extension of the existing city-wide system and satisfy the goal of the objectives identified herein.
- (4) Based on financial feasibility and level of pedestrian benefit, sidewalk installations in new or previously unserved areas should occur, in most cases, on a minimum of one side of the street. Such determination shall be made on the basis of engineering and financial feasibility.
- (5) Repair and replacement of existing sidewalks should continue to occur concurrent with the established process of street reconstruction and overlay per current City Code ordinances and Community Management Program policies.

- (6) Construction proximity, street reconstruction schedules, project costs, and other factors may demand that the prioritization of projects be modified to take advantage of available cost savings. Moreover, construction of portions of designated segments may be preferable based on various construction and cost factors, again to maximize cost versus benefit.
- (7) *Design standards.* Sidewalks running parallel within the public right-of-way shall be a minimum of five (5) feet in width and located one (1) foot off of the adjoining property line. Six (6) foot wide pedestrian sidewalks shall be considered in areas where: high-volume pedestrian traffic is anticipated, the adjoining street is an arterial, the public right-of-way is of sufficient width to maintain a boulevard area between the sidewalk and curb of at least six (6) feet in width. Sidewalks may be constructed adjoining the street curb line and at a varying width when recommended by the City Engineer and approved by the City Council; such as in commercial districts, where adjoining property is deemed undevelopable, or where typical construction standards are not technically feasible.

Sidewalks shall be constructed of concrete materials with four (4) inches of thickness. Sidewalks shall be thickened to six (6) inches through driveway locations and poured independently of the driveway. All sidewalk construction shall conform to the current City of Faribault standards as approved by the City Engineer. Alternate materials and/or construction may be considered by the City Council on a case by case basis.

- (8) *Funding sources and assessment policies.* Where sidewalk construction is ordered in a new subdivision or development, the cost of such improvements shall be borne 100% by the developer. Sidewalk construction shall be completed concurrent with installation of standard municipal improvements and may be financed utilizing special assessment to the adjoining property.

Where new sidewalk construction is undertaken in existing developed areas, adjoining properties may be assessed a portion of the cost in accordance with current assessment policies as identified in the City's Community Management Program. Cost for sidewalk construction, repair, or replacement associated with a City street improvement project and not funded by special assessment policies shall be considered a cost to the general public. The City Council shall identify funding sources on a project basis, utilizing available funds in the following priority order:

- Municipal State Aid Funds
- Reserve Capital Project Funds
- General Fund Capital Replacement Funds

- (9) *Maintenance responsibilities.* The responsibility for maintenance, repair, and replacement of sidewalks is that of the adjoining property owner, as defined in Chapter 25, Sections 26 and 41, of the Faribault *Code of Ordinances*, including snow and ice removal. The City of Faribault is responsible for maintenance of all sidewalks adjoining city-owned buildings and properties. In addition, where sidewalks are constructed adjoining undeveloped property, the city may assume maintenance responsibility until development occurs. In new subdivisions, where sidewalk construction is required, the developer/property owner shall be responsible for maintenance. Where sidewalks are located in rear yard areas or adjoining undevelopable property, the city may designate those sections as trails for the purpose of long-term maintenance responsibilities.

Trails

- (1) Development of a comprehensive trail system is seen as a highly desirable amenity for the community, creating a safe and enjoyable form of transportation and recreation.
- (2) The local trail system should be developed to offer pedestrian and biking opportunities accessible from all points of the community, linking school, parks, and other community facilities.
- (3) The City of Faribault should continue to acquire properties and easements, when feasible, to facilitate the completion of a circular trail system throughout the community.
- (4) Connection to the Sakatah-Singing Hills State Trail and future Mill Towns State Trail should be viewed as a priority, given the enhanced recreational and tourism benefits that such connection would bring.
- (5) Due to safety and noise considerations, municipal trails are limited to non-motorized use only unless the City Council approves otherwise. The Sakatah State Trail, including that portion located within the city, is open to snowmobile traffic during winter months, subject to all pertinent state use regulations.
- (6) *Design standards.* Trail development and construction shall provide a minimum surface width of ten (10) feet and twelve (12) feet when practical and feasible. In acquiring property for trail corridors, a minimum desirable parcel width shall be thirty (30) feet to allow for landscaping and setback areas from adjoining properties.

Trails shall be constructed and surfaced as recommended by the City Engineer and approved by the City Council. Additional amenities, including such items as landscaping, lighting, benches, and trash receptacles will typically be included with second tier construction. It shall be the policy of the city to require trail corridor dedication in new subdivisions in order to provide logical connections to the city-wide trail network. Dedication of such corridors shall apply toward the satisfaction of parkland dedication requirements.

- (7) *Funding sources.* Typical funding for trail development, construction, and maintenance shall be included in the capital outlay and operations accounts of the park maintenance budget. Since general funds for trail improvements are limited, it is the city's intent to pursue additional outside funds, as may be available,

including Minnesota Department of Natural Resources grants, federal aid enhancement funds, or municipal state aid funds. The City Council may consider use of parkland dedication funds for purposes of property acquisition.

In some cases, initial trail development within a new subdivision may be required by the City Council as a public improvement, with the cost assigned to the developer. This situation will likely occur where a proposed trail will primarily serve the newly developed area or in cases where trail development is viewed as a substitute for sidewalk construction.

- (8) *Maintenance responsibilities.* The responsibility for maintenance and repair of the trail system shall be that of the City of Faribault. Typical maintenance shall include snow removal during winter months and cutting/mowing of a five (5) foot strip of land on each side of the trail surface. Vegetation within the mowed area is intended to maintain a six (6) inch maximum height. The balance of the trail corridor will be maintained in a natural state, with control of noxious weeds carried out as needed. Tree trimming and/or removal will be undertaken, when warranted, to maintain trail safety and aesthetics.

PROJECT IDENTIFICATION AND PRIORITIZATION

The following sidewalk and trail projects have been identified as furthering the goals and objectives of this plan. Scheduled projects are those that are being completed as part of planned capital improvement projects and are listed according to year. Other projects are shown based on an assumed schedule for street reconstruction or overlay, with short-term projects anticipated within a five (5) to ten (10) year window. Long-term projects are those that, for practical purposes, cannot be projected for construction within a specific time period. Future review and update of this plan will require additional prioritization of these projects. The implementation plan focuses on larger sidewalk installations and does not address existing repair deficiencies, which are left to routine inspection during the street reconstruction process. Furthermore, it does not include certain gaps in the existing infrastructure, which are to be addressed during eventual street reconstruction. The accompanying Sidewalk/Trail Plan map illustrates the projects listed below, in addition to logical neighborhood sidewalk connections made concurrent with new subdivision development and gaps to be completed on a feasibility basis.

Scheduled projects

Year	Project Description
2023	Trail - Northern Link Trail (Hulett Avenue to N. Alexander Park)
2023	Trail - Lyndale Avenue (LaDonna Lane to Town Square Lane)
2024	Sidewalk - Hulett Avenue (TH 60 to George L Street and 7 th Street NW to Bradley Rd)
2024	Sidewalk - 30 th Street NW (Industrial Drive to 1,100 feet east)
2025	Sidewalk – Westwood Drive (Highland Place to 8 th Street SW)
2026	Sidewalk – 3 rd Street SW (Prairie Avenue to 3 rd Street SW)

Short-term projects (5-10 years)

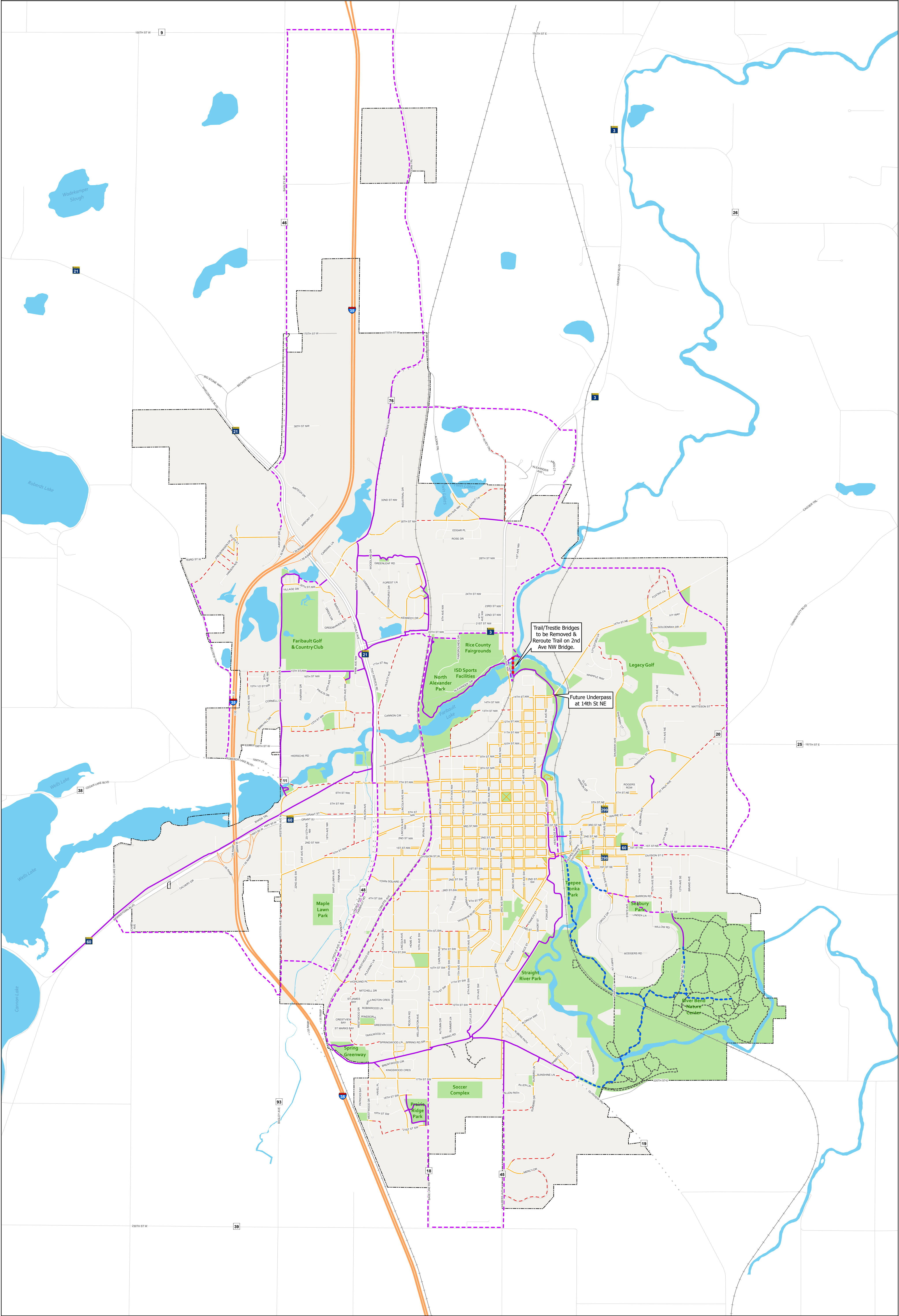
Project Description
Sidewalk – Hulett Avenue (Bradley Road to 20 th Street NW)
Sidewalk – 7 th Street NW (Park Avenue NW to Western Avenue)
Sidewalk - 13 th Street NW/7 th Avenue NW (RR to 2 nd Avenue NW)
Sidewalk – Old 4 th Street (Division Street to Wilson Avenue)
Sidewalk – Westwood Drive (17 th Street SW to Westwood Park)
Sidewalk – 9 th Street SW (Westwood Drive to Prairie Avenue)
Sidewalk – 12 th Street SW (9 th Avenue SW to Straight River Trail)
Sidewalk – Sunshine Lane (Sunbird Lane to Glynview Trail)
Sidewalk – Springwood Lane/Mitchell Drive (Prairie Avenue to Highland Place)
Sidewalk – 8 th Street SW (Prairie Avenue to 7 th Avenue SW)
Sidewalk – Ravine Street (Shumway Avenue to St. Paul Avenue)
Sidewalk – Cardinal Avenue (Park Avenue NW to 30 th Street NW)
Trail – Seabury Park (6 th Avenue NE to Rustad Road/RBNC)

Long-term projects

Project Description
Trail – Straight River Trail (Two Rivers Park to Eastview Drive)
Trail – Eastview Drive (Straight River Trail to TH 3)
Trail – 20 th Street NW/TH 3 (RR to Straight River Trail)
Trail – West Airport Drive (Fredrickson Drive to Airtech Drive)
Trail – Belview Trail (Roberds Lake Boulevard to Fredrickson Drive)
Trail – Teepee Tonka Park (teepee Tonka Park to RBNC)
Trail – RBNC (Glynview Trail teepee Tonka Trail/RBNC Trails)
Trail – CSAH 45 (Sunbird Lane to CSAH 39)
Trail – CSAH 39 (CSAH 45 to CSAH 18)
Trail – CSAH 18 (CSAH 39 to 17 th Street SW)
Trail – CPRR (Spring Greenway Park to North Alexander Park/20 th Street NW)
Trail – 1 st Street NE (Erblang Avenue to Eastview Drive)
Sidewalk – St. Paul Avenue (Parshall Street to Eastview Drive)
Sidewalk – 17 th Street NW (Western Avenue to 25 th Avenue NW)
Sidewalk – 25 th Avenue NW (15 ½ Street NW to 17 th Street NW)
Sidewalk – Park Avenue NW (Old 4 th Street to TH 60)
Sidewalk – Matteson Street (11 th Avenue NE to Eastview Drive)
Sidewalk – 10 th Avenue SE (Division Street E to Barron Road)
Sidewalk – Barron Road (10 th Avenue SE to 5 th Street SE)
Sidewalk – Division Street E (10 th Avenue SE to Brand Avenue)

Exhibit A

Sidewalk and Trail Improvement Plan Map – 2021



Trail/Trestle Bridges
to be Removed &
Reroute Trail on 2nd
Ave NW Bridge.

Future Underpass
at 14th St NE

Exhibit B

City Council Resolution #2021-266

CITY OF FARIBAULT

RESOLUTION #2021-266

ADOPTION OF THE SIDEWALK AND TRAIL IMPROVEMENT PLAN

WHEREAS, on December 12, 2000, per Resolution 2000-193 the Faribault City Council adopted the 2000 Comprehensive Sidewalk/Trail Improvement Plan in an effort to systematically improve and extend the citywide sidewalk and trail network and which established objectives for enhancement of the pedestrian system and the prioritization of specific improvement projects that would satisfy plan objectives; and

WHEREAS, on September 22, 2020, per Resolution 2020-149 and following a properly noticed public hearing before the City of Faribault Planning Commission on September 14, 2020, the Faribault City Council approved the Journey to 2040 Comprehensive Plan which included the Journey to 2040 Parks, Trails and Open Space Plan approved by the Council on December 23, 2019, per Resolution 2019-265; and

WHEREAS, the intent of the Sidewalk and Trail Improvement Plan is to guide future capital improvement planning, design, implementation and maintenance of the citywide system of sidewalks and trails for the benefit of Faribault residents and visitors based on the adopted Journey to 2040 Comprehensive Plan.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council does hereby approve and adopt the Sidewalk and Trail Improvement Plan a copy of which is attached to this resolution; and

THEREFORE ALSO BE IT RESOLVED, that said Sidewalk and Trail Improvement Plan shall be in effect immediately and shall be reviewed and updated as necessary as determined by the City Council.

Date Adopted: December 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: December 14, 2021
SUBJECT: Approve LG 214 Premises Permit Application for Faribault Wrestling Club

Background:

The Faribault Wrestling Club submitted an application to conduct gambling at the Faribault Golf & County Club located at 1700 17th Street NW. Faribault Wrestling Club currently has lawful gambling at J&J Bowling Center.

Recommendation:

Approve LG214 Premises Permit Application

Attachments:

1. LG214 - Faribault Wrestling Club

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:

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

Questions? Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**

Organization Name: Faribault Wrestling Club License Number: [REDACTED]

Chief Executive Officer (CEO) Jamie Hausen Daytime Phone: 612-799-9550

Gambling Manager: Jason Tobin Daytime Phone: 507-838-8681

GAMBLING PREMISES INFORMATIONCurrent name of site where gambling will be conducted: Faribault Golf & Country Club

List any previous names for this location:

Street address where premises is located: 1700 17th Street NW
 (Do not use a P.O. box number or mailing address.)

City: OR Township:	County:	Zip Code:
<u>Faribault</u>	<u>Rice</u>	<u>55021</u>

Does your organization own the building where the gambling will be conducted?

☐ Yes ☒ No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☒ Yes ☐ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☒ No ☐ Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

[REDACTED]

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number): City: State: Zip Code:

[REDACTED]

[REDACTED] MN

[REDACTED] MN

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION**CITY APPROVAL
for a gambling premises
located within city limits**City Name: Faribault

Date Approved by City Council: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel: _____

Title: _____ Date Signed: _____

**Local unit of government
must sign.****COUNTY APPROVAL
for a gambling premises
located in a township**

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel: _____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.

On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
- The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
- I have read this application and all information submitted to the Board is true, accurate, and complete.
- All required information has been fully disclosed.
- I am the chief executive officer of the organization.
- I assume full responsibility for the fair and lawful operation of all activities to be conducted.
- I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
- Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
- I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
- I understand the fee is non-refundable regardless of license approval/denial.

Signature of Chief Executive Officer (designee may not sign)

Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

An equal opportunity employer



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Kevin Bushard, Human Resources Manager
MEETING DATE: December 14, 2021
SUBJECT: Approve City Administrator Employment Agreement

Background:

The City Council has conducted an annual performance review of Timothy C. Murray in the position of City Administrator for the City of Faribault. As part of the evaluation process, the City Council evaluated Mr. Murray on quality of work, job knowledge, and several other areas, as well as his leadership skills like ability, development of staff and other factors. The process reached the following conclusions: Mr. Murray's performance exceeds expectations in most areas. Comments, goals and recommendations to focus on were given to Mr. Murray for 2022. As per Mr. Murray's employment agreement with the City of Faribault, and by exceeding expectations, he will receive a one step increase in wages Grade V Step 10 under the 2022 wage structure, a lump sum merit increase of \$1,500, receive 60 hours of administrative leave and also increase his cap on accruals for vacation and administrative leave to 500 hours annually, effective January 1, 2022. Thank you Tim!

Recommendation:

Approve City Administrator Employment Agreement

Attachments:

1. Tim Murray City Administrator Agreement 2021-12-14

CITY ADMINISTRATOR EMPLOYMENT AGREEMENT REVISIONS AND COMPENSATION

THIS EMPLOYMENT AGREEMENT (hereinafter referred to as the "Agreement") is made and entered into by and between the City of Faribault, a Minnesota municipal corporation (hereinafter referred to as the "City") and Timothy C. Murray (hereinafter referred to as the "Administrator") as of the 14th day of December 2021.

WHEREAS, the City wishes to engage the services of the Administrator as a professional for an unspecified time period; 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 Administrator to function as the City's chief administrative official; and

WHEREAS, the nature of the Administrator's position requires continued professional training and attendance at meetings during the evenings and other nontraditional work times.

NOW, THEREFORE, in consideration of the mutual covenants set forth in this agreement, City and Administrator agree as follows:

Section 1. Employment. Administrator shall continue to be employed by the City as City Administrator, having been initially appointed to this position on January 15, 2018.

Section 2. Duties. The duties of the Administrator's position shall be set forth in the job description, City Charter and City ordinances and such other duties which are consistent therewith as may be assigned from time to time by the City Council.

Section 3. Discharge of Duties. Administrator shall be paid a salary as a professional exempt employee and shall not be paid overtime for hours in excess of 40 hours per week and similarly shall be able to be absent from work from time to time in consideration of the extraordinary time expenditures of the position. The discharge of Administrator's duties requires work outside the normal workday for meetings and projects. To that end, the Administrator will work flexible hours as is necessary to discharge the duties of his position.

Section 4. Participation in Employee Benefit.

A. Health Insurance. The City shall provide health coverage for the Administrator in the same fashion as it provides health insurance for non-union employees.

B. Life Insurance. The City shall provide life insurance coverage for the Administrator in the same fashion as it provides life insurance for non-union employees.

C. Except as otherwise specified within this Agreement, Administrator shall receive or be eligible to participate in any other benefits provided for non-union employees of the City generally.

D. At the present time, benefits provided by the City include medical, dental, long term disability, and life insurance (in an amount that is two times Administrator's annual salary) with an option to purchase additional life coverage. The City retains the right in the City's sole discretion to modify, change or eliminate any and all benefits provided by the City to employees and the Administrator specifically.

Section 5. Vacation, Holidays and Administrative Leave. Administrator shall accrue vacation time at the rate of 25 days per year, with a maximum accrual of 500 hours. Administrator shall not be required to use vacation leave except when absent from work and not performing the duties of the Administrator for more than half of a work day.

Administrator will be awarded 60 hours of banked administrative leave on January 1, 2022. The Administrator will be eligible to accrue Administrative leave, which will be capped at 500 hours.

Upon leaving the City's employment, for whatever reason, the Administrator shall be entitled to payment for all accrued and unused vacation and administrative leave at the Administrator's then current rate of compensation.

Administrator shall also have the same paid holidays off from work as the City's non-union employees.

Section 6. Sick Leave.

Administrator shall accrue days of sick leave at the same rate as other non-union employees to the annual maximum of 15 days (120 hours).

In the first payroll of December each year, the City shall pay for accrued sick leave in excess of 500 hours at a rate of 1 hour of pay for each 3 hours of accrued sick leave as per the non-union employee agreement.

Upon severance, pay for accrued sick leave shall be paid to the Administrator if leaving the City in good standing in the following amounts:

One-half of accrued sick leave for the first 500 hours.

One-third of accrued sick leave for any hours in excess of 500.

Sick leave severance benefits will be paid at the Administrator's regular rate of pay on the last date as an employee.

Section 7. Compensation.

A. Salary/Performance Evaluation. The Administrator's salary shall be \$173,868 (Grade V, Step 10), effective the date of January 1, 2022, based on the Administrator receiving an exceptional review for work performance in 2021. With their performance for 2021, the Administrator will also receive a lump sum merit of \$1,500, paid on the first payroll of 2022. Thereafter, future increases in salary are subject to satisfactory performance evaluations and City approval and shall be granted at the same time granted to other non-union employees. The Administrator shall also receive any negotiated Cost of Living Adjustment (COLA) awarded to all other non-union employees going forward.

B. Professional Membership Dues and Professional Subscriptions. The City will pay the cost of membership in the International City/County Management Association, the Minnesota City/County Management Association, the League of Minnesota Cities, and like organizations and subscriptions to professional journals and publications.

C. Participation in Professional Training/Development. The City agrees to budget and pay the travel and subsistence expenses for professional and official travel, meetings and occasions adequate to continue professional development. Administrator shall use good judgment on outside activities so as not to neglect the Administrator's primary duties to the City. Seminars and conferences Administrator may attend include, but not limited to, the International City/County Management Association, Minnesota City/County Management Association, Southeast Minnesota League, Economic Development Association of Minnesota and the League of Minnesota Cities. The City shall budget for and pay the travel and subsistence expenses for short courses or seminars that are necessary for the Administrator's professional development and for the good of the City as approved by the City Council.

Section 8. Expenses Incurred in Performing Duties. The City shall reimburse or directly pay for actual expenses reasonably incurred by the Administrator that are directly related to performing Administrator's duties. The parties contemplate that the Administrator will incur expenses for travel, attendance at meetings, etc.

Section 9. Retirement Benefits. The City shall pay the employer's portion of the Minnesota Public Employment Retirement Association (PERA) contribution on Administrator's salary, or the Administrator may opt out of PERA, if possible, and enroll in an approved deferred compensation plan with City contributions at the same percentage as contributed to PERA. The Administrator shall, in addition to the retirement benefits provided above, be allowed to participate, at Administrator's own expense, in IRS approved deferred compensation plans offered through the City.

Section 10. At-Will Employment Relationship. The Administrator will serve at the will of the City and will be subject to retention and/or dismissal at the discretion of the City. The City may cancel this Agreement at any time for any reason or no reason at all. Any of the following shall constitute termination with cause and shall render the Administrator ineligible for the severance payment identified herein:

1. Willful neglect of duty.
2. Gross inefficiency or incompetence in office that you have failed to correct after a reasonable written notice.
3. Malfeasance in office.

Should Administrator be terminated without cause, Administrator shall receive severance from the City equal to four months of salary and benefits.

Should Administrator decide to terminate his employment with the City, Administrator shall provide a minimum of 30 days' notice of the intent to terminate.

Section 11. Term. This Agreement shall be for a term commencing the December 14, 2021, and shall continue indefinitely, unless terminated by one or both of the parties as set forth in this Agreement.

Section 12. Indemnification. The City shall defend and indemnify the Administrator pursuant to Minnesota Statutes 466.07 and 465.76.

Nothing in this paragraph shall be deemed to be a waiver by the City of any limitations on liability set forth in Minnesota Statutes, Chapter 466.

Section 13. Merger. This Agreement supersedes all prior oral or written communications between the parties.

Section 14. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the employment relationship between the City and the Administrator, 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.

Section 15. Severability. In case any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired thereby.

Section 16. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

Section 17. Counterparts. This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

Section 18. Automobile Monthly Vehicle Allowance. The City agrees to pay to Administrator, during the term of this Agreement and in addition to other salary and benefits herein provided, the sum of \$450 per month, as a vehicle allowance to be used to purchase, lease, or own, operate and maintain a vehicle. Administrator shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle.

Section 19. Cell Phones; City Equipment. Use of cell phones, computers and other City equipment shall be in accordance with applicable City policies.

Section 20. Outside Activities. The employment provided for by this Agreement shall be Administrator's full-time employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the City and the community, Administrator may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with or be a conflict of interest with his responsibilities under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the 14th day of December 2021, and dates written below.

THE CITY OF FARIBAULT,
MINNESOTA

CITY ADMINISTRATOR

By: _____

Kevin F. Voracek

Its: Mayor

Date: _____

By: _____

Timothy C. Murray

Its: City Administrator

Date: _____



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-271 Adopt 2022 Snow & Ice Control Guidelines

Background:

The City annually updates, reviews, and adopts Snow and Ice Control Guidelines. Draft guidelines for the 2022 snow season were reviewed at the December 7, 2021 Council Work Session. Once adopted, a copy of the guidelines will be posted on the Public Works page of the City website.

Recommendation:

Approve Resolution 2021-271

Attachments:

1. Resolution 2021-271
2. 2022 Snow & Ice Control Guidelines

CITY OF FARIBAULT

RESOLUTION #2021-271

ADOPT 2022 SNOW & ICE CONTROL GUIDELINES

WHEREAS, the City Council annually reviews and adopts community snow and ice control guidelines; and

WHEREAS, the 2022 guidelines were reviewed at the December 7, 2021 Council Work Session.

NOW, THEREFORE BE IT RESOLVED, that the 2022 Snow & Ice Control Guidelines, a copy of which is attached and made part of this resolution, are hereby adopted.

ALSO, BE IT RESOLVED, that the 2022 Snow & Ice Control Guidelines shall take effect upon passage of this resolution and shall remain in effect for the 2022 snow and ice season.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



SNOW AND ICE CONTROL GUIDELINES 2022

I. PERSONNEL

All Department of Public Works and Parks and Recreation personnel shall be available for snow and ice control operations. The City may also utilize seasonal personnel and contract services to assist with the snow removal operations. City crews are responsible for snow and ice control operations on approximately 142 miles of roadways within the City, along with alleys, parking lots, and trails/sidewalks.

II. EQUIPMENT

The City of Faribault currently operates and maintains the following equipment for snow and ice control operations:

- 1 truck with reversible plow and sander
- 7 trucks with reversible plow, wing plow and sander
- 2 motor graders with snow-wing
- 4 front-end loaders with plows (includes airport)
- 1 front-end loader w/180hp diesel engine snow blower
- 2 one-ton trucks
- 5 pick-ups with plows
- 3 tractors w/plow and snow blower
- 2 ToolCat tractors w/snow blower
- 2 Skid loaders

When equipment is disabled, every attempt shall be made to get the equipment repaired and operational as soon possible. This may require the call back of one or both of the equipment services mechanics unless adequate back up equipment is available.

III. PROCEDURES

A. Alert and Call Out

During normal working hours, the Public Works Director or designee shall be responsible for monitoring street and weather conditions and initiation of snow and ice control procedures. After hours, on weekends, and during holidays the Police Department shall notify the Public Works Director or designee when snow and ice conditions warrant crew alert.

A call list is provided to the Police Department for general maintenance items such as sanding, street sign repair, and other minor maintenance activities.

B. Sanding and Salting

It shall be the policy of the City to consider cost, environmental impact of salt usage as well as safety of the motoring public when establishing application rates and locations for application.

Sand and/or salt shall be applied to the street surface in such quantities so as to provide a level of skid resistance that is consistent with standards normally experienced on city streets throughout the state of Minnesota during the snow and ice season. Certain portions of the City are salt only zones (downtown, east and southwest zones). It is recognized that a bare pavement policy is not possible at all times during winter periods in the northern regions of the country.

Pre-wetting of salt and sand/salt mixture will be utilized when temperature and conditions warrant its use. Pretreating of certain street surfaces (bridges, Highway 60, downtown, and hills) will occur when conditions allow. An average winter season uses approximately 500 tons of salt and 2,000 ton of sand.

Streets shall typically be spot sanded to provide skid resistance and traction consistent with area standards. Salt only zones are treated with salt on a calibrated lane mile application method. Sanding and salting occurs in accordance with the following priorities:

1. Hills, controlled intersections, bridges, and sharp curves.
2. Arterial and collector streets.
3. School zones.
4. Bus Routes.
5. Commercial and industrial roadways.
6. Residential areas - blanket sanding of general snow pack on residential streets will not be accomplished.

When practical, sanding will be accomplished concurrent with plowing operations, however, not all equipment used in snow removal is capable of sanding. In those cases or when conditions warrant the first priority shall be snow removal with sanding occurring as appropriate equipment becomes available.

C. Snowplowing - Snowplowing shall normally begin when accumulation reaches a point where functional traffic flow is inhibited. Certain conditions shall warrant the plowing of arterial and collector "mainline" streets only in advance of the remaining areas. This shall be accomplished with the minimum of one plow truck. Plowing shall continue as long as visibility and operator safety is maintained. Work periods shall not exceed safe limits that operators can continue without rest.

Snow removal operations shall proceed as rapidly as possible in accordance with the following priorities:

1. Arterial and Collector Streets
2. School Zone Streets
3. Residential Streets and Alleys

4. City Parking Lots
5. Pedestrian Trails and Sidewalks
6. Skating Rink Facilities (3, all located at Jefferson School)

For an "average storm" (less than six (6) inches of snow), it shall be the policy of the City to have all streets plowed curb-to-curb within 24 hours after snowfall stops. A "non-average storm" (greater than six inches of snow) shall be plowed curb-to-curb within 24-36 hours based on when snowfall stops. The City is divided into 11 plowing districts. In each district the "main line" or heavily traveled streets are plowed first (Division Street, Willow Street, 2nd Avenue N.W., 7th Street N.W., 9th Avenue S.W., Prairie Avenue, etc.). Plows then disperse to the less traveled residential streets. Sanding at this time is kept to a minimum so plows can open the streets as soon as possible for residential and emergency access. Storms of larger magnitude will take longer depending on severity. Extreme snowfalls may warrant the opening of two lanes initially with full width plowing at a later time.

In the downtown area, the snow is windrowed then blown into trucks (rental trucks are typically used) and taken to the designated snow storage area(s). This activity may be completed on the first or second night of a snow event, depending on the timing and amount of the snow event. Clearing of handicapped curb cuts and pedestrian crosswalks shall be the responsibility of the City. The City plows twenty-seven parking lots, including the Fire Station, City Hall, Buckham Center, Community Center, River Bend Nature Center, and various City-owned parking lots. Upon completion of the downtown area, other City buildings are plowed, such as the Water Pumping Station, Water Reclamation Facility, and various City trails/sidewalks.

It shall be the policy of the City that the opening of driveways will not be the responsibility of the City. Property owners shall be responsible for clearing walkways and sidewalks.

All plow routes are divided into relatively equal areas. After the plowing of collector and arterials, these areas shall be plowed on an alternating basis. Plowing continues until all streets have been plowed. The time to open all lanes takes a minimum of eight to eighteen hours depending on conditions. Plowing speeds shall adjust to match snow and road conditions and shall at all times be lower than the legal speed limits.

Snow removal in cul-de-sacs shall be placed in appropriate areas of the curb line. These piles shall be removed by the City crews when conditions warrant.

D. Snow Hauling

The City of Faribault routinely removes snow from the following streets (primarily the downtown area):

Central Avenue	-	Division Street to 7 th Street N.W.
1 st Avenue N.E.	-	Division Street to 5 th Street N.E.
1 st Avenue N.W.	-	1 st Street N.W. to 7 th Street N.W.
2 nd Avenue N.W.	-	2 nd Street N.W. to 7 th Street. N.W.

Division Street	-	3 rd Avenue W. to 1 st Avenue E.
2 nd Street N.W./N.E.	-	3 rd Avenue N.W. to 1 st Avenue N.E.
3 rd Street N.W./N.E.	-	4 th Avenue N.W. to 3 rd Avenue N.E.
Ravine Street	-	3 rd Avenue N.E. to 6 th Avenue N.E.
4 th Street N.W./N.E.	-	Railroad tracks to Heritage Place
5 th Street N.W./N.E.	-	3 rd Avenue N.W. to 1 st Avenue N.E.
6 th Street N.W.	-	2 nd Avenue N.W. to Central Avenue
1 st Street N.W./N.E.	-	1 st Avenue N.W. to 1 st Avenue N.E.
1 st Street S.E.	-	100 Block (behind Buckham Center)
Park Place S.E.	-	Division Street to Willow Street
Glynview Trail	-	Willow Street to Buckingham Path
T.H. 60/Viaduct Bridge		

The Public Works Director or designee shall be responsible for contacting the Police Department in order to coordinate snow removal and hauling operations with law enforcement's tagging and towing duties.

Late spring and early fall snowfalls may be left on roadways if melting is determined eminent or if substantial damage will be caused to the pavement structure. Clearing of intersection snow banks will be accomplished when needed on collectors, arterials and near schools. Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. Depending upon the volume of snow, storage within right-of-way could create sight obstruction at intersections, because it is impossible financially and practically to remove all snow from intersection corners.

Rental trucks are seasonally bid and utilized for snow hauling operations. The City is responsible for truck loading equipment and snow dumping sites. Four to eight rented trucks are used to haul snow from downtown.

Snow hauling shall begin at 2:00 a.m. or 1 hour following the beginning of snow removal operations starting on the first or second night following plowing operations. Hauling will continue for as many nights as is necessary.

In the downtown, snow shall be pulled off the sidewalk and away from the curb and placed in windrows near the center of the street. From this point, the windrows will be picked up and hauled away.

Snow pickup shall be accomplished using such personnel, equipment and methods appropriate to maintaining a reasonable and safe passage of vehicles and pedestrians at all times. The Public Works Director, Chief of Police, or their designees, may restrict traffic and parking as emergency conditions may dictate.

E. Snowplowing Alleys

It shall be the policy of the City that all alleys will be opened in the aforementioned priority to provide functional traffic movement.

F. Vehicles Parked on Streets (“Snowbirds”)

The City Code of Ordinances prohibits parking on any City street between November 1st and April 1st, between the hours of 1:00 a.m. and 8:00 a.m. when a snow emergency has been announced and before the street has been cleared curb-to-curb, whichever is later. Vehicles parked in violation of the ordinance between 1:00 a.m. and 8:00 a.m. are subject to a citation and may be towed. Tagging/towing is most often administered in the downtown area, but is applicable city wide. Snow emergencies are announced on KDHL, FCTV, Faribault Daily News, the City web page, Notify Me, Everbridge, Snow Emergency Hotline and social media (and other notification methods as are available). Additionally, the City has two blue lights installed in the downtown area, one at Central Avenue and Division Street, and the other at Central Avenue and 4th Street N. These blue lights flash when activated, indicating a snow emergency has been announced for that evening. The Faribault Police Department may ticket and/or tow any vehicles in violation during this time.

G. Sidewalk Snow Removal

It is the responsibility of property owners to clean and maintain public sidewalks adjacent to their property in accordance with City Code Section 25-41. The City of Faribault is responsible for those sidewalks adjacent to City-owned properties, and along roadways where the City has accepted maintenance responsibility (typically where sidewalk is located along the back of curb or has been designated a “trail” for maintenance purposes, such as along Western Avenue/17th Street N.W.).

The City of Faribault shall also assist business owners located on Central Avenue by cleaning intersection pedestrian ramps after completion of the snow plowing and/or removal operations. It is the intent of this section to provide multiple responsibilities of maintenance in order to provide safe and convenient access to Central Avenue businesses after periods of snowfall. In event citizens observe sidewalks, for which the City is not responsible, that are not being maintained in a timely manner, complaints should be filed with the Faribault Police Department for follow-up and remedy.

H. Trail Snow Removal

The following standards are adopted for providing winter maintenance to designated city trails. The City maintains approximately 6.7 miles of trails.

1. The designated trails are normally plowed when there is measurable snowfall.
2. Snow removal should commence approximately 18 hours from the end of any snowfall with an accumulated depth exceeding two inches. The designated trails should be cleared approximately 48 hours after the commencement of snow removal.
3. The designated trails should be cleared as thoroughly as possible but need not be cleared of all ice and snow nor need they be maintained to bare pavement.
4. Chemical agents and sand might be used in the snow removal process.
5. Snow removal should normally be done by park maintenance employees.
6. Snow removal may be conducted on a 24-hour a day basis, which may result

in snow removal equipment being operated in residential areas during the evening and early morning hours.

7. In the event of equipment failure, extreme snowfall, or other unanticipated events, such as park maintenance employees assisting street employees in snow removal from streets, deviation from these standards may be appropriate.

I. Fire Hydrants

Fire hydrants are critical to minimize the potential losses involved in any fire. After major snow build-up in boulevards, the Public Works Department and Fire Department will attempt to maintain clear access to critical hydrants as personnel availability allows. Residents are encouraged to assist the City by clearing hydrants near their property. If possible, they should be cleared five (5) feet on each side to allow Fire Department access.

J. Complaints

It shall be the policy of the City that complaints concerning snow and ice removal be handled in the following manner:

1. Public Works office staff shall receive and record complaints.
2. Slippery street complaints are immediately phoned or radioed to the Street Superintendent (or designee) for possible action.
3. All other complaints shall be recorded and work orders given to the Street Superintendent and/or Foreperson for investigation and action.
4. The Department of Public Works shall investigate all complaints, respond to caller, and record action on work order.

K. Property Damage

It is recognized by the City that on occasion private property is damaged during snow and ice control operations. Where this happens it shall be the policy of the City to handle damages in the following manner:

1. Mailboxes - Where mailboxes are placed adjacent to the street it shall be the policy of the City that snow be plowed as close as practicable to the curb to allow for passage of traffic and mail delivery. It shall be the responsibility of the property owner to keep piled snow away from mailboxes so mail can be delivered.

Where damage to the mailbox occurs, the Street Superintendent (or designee) shall investigate such damage. If it is determined that the weight of the snow caused the damage, the City will not assume responsibility for repair of the mailbox. Where evidence indicates that physical contact between the plow and the mailbox occurred, the City will provide a payment of \$65.00 to the property owner for repair or replacement. Where evidence indicates that physical contact between the plow and the post occurred, the City will provide a payment of \$50.00 for a damaged post. Failure of the property owner to upgrade the mailbox to City standards shall relieve the City from

any future liability for damage to the property owners' mailbox resulting from snow removal operations.

2. Boulevard Sod - It shall be the policy of the City that sod damaged during snow removal operations, in locations where curb and gutter is in place, will be repaired the following spring by the Public Works and/or Parks Department using black dirt and grass seed.
3. Curbs - Concrete curbs will not be replaced unless the curb back is broken.
4. Driveway Ramps - Damage caused by the City to driveway ramps/fillets installed in the gutter section of curbing, unless authorized by the Public Works Director, will not be repaired by the City (typically where mountable curb is in place). Such ramps/fillets are generally prohibited due to the obstruction of drainage flow within the curb and gutter, addressed under Section 25-27 of the City Code of Ordinances.
5. Boulevard Intrusions – City Code prohibits intrusions in boulevards on public right-of-way (R.O.W.) without City approval. This includes structures and items such as landscape boulders, posts and fences, improperly positioned mailboxes, masonry structures, timbers, stakes, lawn sprinkler systems and other substantial objects or loose materials within the street R.O.W. These intrusions can damage snowplow equipment or become damaged by the weight of snow or equipment contact. Intruding items in the boulevard (R.O.W.) are not replaced or repaired by the City if damaged.
6. Garbage/Recycling Containers – Efficient snow plowing requires that garbage and recycling containers be accessible for pick-up and placed off street to allow snow removal. The container(s) may have to be placed in the driveway to meet both of these requirements. It is the responsibility of the resident to see that the container(s) is not in the way of the street or sidewalk snowplow and is also in a spot accessible to the garbage and recycling truck(s).

IV. ADMINISTRATION

1. Applicable Ordinances and Statutes

City Code of Ordinances

- Section 15-43 Authority to install temporary traffic restrictions.
- Section 15-44 Leaving vehicles unattended on streets after snow accumulation; removal of vehicles; costs; etc.
- Section 25-27 Obstructing water and drainage flow within curb and gutter sections.
- Section 25-41 Occupant's, owner's duty to keep abutting sidewalk clean; penalties.
- Section 25-42 Removing snow from private property to certain streets, parking lots prohibited.

State Statutes

- | | |
|---------------|--|
| - MS 160.21 | Snow Removal |
| - MS 160.215 | Snow Removal; Salt and Chemicals Restricted |
| - MS 160.2715 | Right-of-Way Use; Misdemeanors |
| - MS 162-17 | Agreements Between County and City |
| - MS 169.42 | Littering; Dropping Object on Vehicle; Misdemeanor |

2. Council Review

The City Council shall annually review and adopt by resolution the City's Snow and Ice Control Guidelines.



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-272 Approve 2022 Off-Sale Liquor License Renewal

Background:

Vermillion Liquor presented an application for renewal of their current Off-Sale Intoxicating Liquor license. They have provided the city with the proper paperwork. Their application is currently being reviewed by the Faribault Police Department to ensure that they have not committed any liquor violations in the past five years. A certificate of insurance will be reviewed by the city attorney prior to staff submitting their application to the Minnesota Department of Public Safety - Alcohol and Gambling Enforcement division for final approval and issuance. If the license is granted it will be in effect January 1, 2022 to December 31, 2022.

Recommendation:

Approve Resolution 2021-272

Attachments:

1. Resolution 2021-272 Off Sale Liquor License Renewal

CITY OF FARIBAULT

RESOLUTION #2021-272
APPROVE 2022 OFF-SALE LIQUOR LICENSE RENEWAL

WHEREAS, Vermillion Liquor presented an application for renewal of their current Off-Sale Intoxicating Liquor License; and

WHEREAS, the establishment listed provided the proper fees; a Certificate of Liability Insurance and Workers Compensation Insurance pending review by the City Attorney; Tax Information Form; a Certificate of Real Estate Taxes Paid from the Rice County Property Tax and Elections Department showing that all taxes and assessments are paid to date; and a Background Authorization Form; and

WHEREAS, pending a thorough background investigation by the Police Department of the applicant and pending certification by the Chief of Police that they have not been convicted of any violations of any state law or municipal ordinance relating to the sale of intoxicating liquor within the past five years; and

WHEREAS, the establishment listed has a current Off-Sale Liquor License with the City of Faribault.

NOW, THEREFORE, THE CITY OF FARIBAULT RESOLVES, the establishment listed be granted Off-Sale Intoxicating Liquor License with the City of Faribault for the term of January 1, 2022 to December 31, 2022.

Date Adopted: December 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: December 14, 2021
SUBJECT: Resolution 2021-273 Approve 2022 Tobacco License Renewal

Background:

Vaping Studio, located at 1930 NW 2nd Avenue, has submitted an application for renewal of its tobacco license. If approved, the license will be in effect from January 1, 2022 through December 31, 2022.

Recommendation:

Approve Resolution 2021-273

Attachments:

1. Resolution 2021-273 Approve 2022 Tobacco License Renewal

CITY OF FARIBAULT

RESOLUTION #2021-273
APPROVE 2022 TOBACCO LICENSE RENEWAL

WHEREAS, the following applicant:

Vaping Studio 1930 NW 2nd Avenue

presented to the City of Faribault a complete application for renewal of their current tobacco license; and

WHEREAS, the establishment listed above provided the proper fee and the Certification of Workers' Compensation form.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes that the establishments listed above be granted tobacco licenses with the City of Faribault for the term of January 1, 2022 through December 31, 2022.

Date Adopted: December 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: Delane James, Library and Communications Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-274 Authorize Formation of the Buckham Memorial Library Special Revenue Fund

Background:

On October 12, 2021, City Council accepted the donation from the Robert L. Crandall Estate for the benefit of Buckham Memorial Library via Resolution 2021-218. Since that time, Library Director Delane James and Finance Director Jeanne Day have consulted the City's auditing team and library professionals familiar with managing large gifts.

The Library Advisory Board, staff and the City Council will need ample time to plan for the best use of these funds in the near future and in years to come. The auditors recommend initially placing the Crandall Bequest funds into a Special Revenue fund. The Special Revenue Fund will allow for the safe keeping and the investment of the bequest funds during the planning process.

Attached is the tentative planning timeline which will allow 18 months to create an Investment and Spending policy, develop plans for the first project and establish a Permanent Fund for the bequest. Also attached is a resolution that has been reviewed by the auditing team that authorizes the formation of a Special Revenue Fund.

Recommendation:

Approve Resolution 2021-274 Authorize Formation of the Buckham Memorial Library Special Revenue Fund.

Attachments:

1. Tentative Planning Timeline for Crandall Bequest
2. Resolution 2021-274 Authorize Formation of the Buckham Memorial Library Special Revenue Fund

Tentative Planning Timeline for the Safe Keeping, Investing and Usage of the Crandall Bequest

December 2021	The City Council adopts a resolution to create a restricted Special Revenue Fund that will hold and invest the Crandall Bequest during an 18-month planning process.
January – June 2022	Staff and the Library Advisory Board, with assistance from the City Attorney, will work on developing an Investment and Spending policy for the bequest. The Board and staff will also begin to brainstorm ideas for projects.
June 2022	Staff and the Library Advisory Board will share a first draft of the Investment and Spending policy as well as the top project ideas during a work session for Council feedback.
July – December 2022	The Library Advisory Board and Staff will refine the Investment and Spending policy and further develop the top project idea.
December 2022	Staff and the Library Advisory Board will present a refined draft of the Investment and Spending policy and preliminary project proposal to Council at a work session for review and feedback.
January 2023	Staff will begin working with consultants, vendors and architects as needed to create initial plans for the first project.
May 2023	City Council will review project plans and approve going out for bid.
June 2023	City Council will award the project contract. Construction and implementation of the project will begin. The final draft of the Investment and Spending policy will be adopted and City Council will establish a Permanent Fund for the Crandall Bequest.

CITY OF FARIBAULT

RESOLUTION #2021-274

AUTHORIZE FORMATION OF THE BUCKHAM MEMORIAL LIBRARY SPECIAL REVENUE FUND

WHEREAS, the City of Faribault received a donation from the Estate of Robert L. Crandall for the benefit of Buckham Memorial Library and the use of those funds are undesignated; and

WHEREAS, these funds were accepted via Resolution 2021-218 on October 12, 2021; and

WHEREAS, the Faribault City Council, the Library Advisory Board, and Staff will work together to ensure that these gift funds are used to make a positive and lasting impact for the citizens of Faribault; and

WHEREAS, a portion of these funds will be restricted to the extent that only earnings, and not principal, may be used for purposes that support the Buckham Memorial Library and the citizens of Faribault; and

WHEREAS, the City will establish a Special Revenue fund for reporting and safe keeping and this fund will not be part of the City of Faribault's pooled cash; and

WHEREAS, the Special Revenue fund will have designated investments specific to the funds available cash balances, investments of this fund will not be included in the City's pooled cash; and

WHEREAS, the Special Revenue fund will be 100% restricted for the next 18 months and new action will be taken thereafter.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorize the establishment of the account for which the funds are held and make investments accordingly.

Date Adopted: December 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: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-275 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 the following donations for the designated areas:

White Sands Dog Park	\$ 25.00
Concerts in the Park	\$5,000.00

The White Sands Dog Park donation of \$25 is from Penny Jensen and the \$5,000 for the Concerts in the Park series is a Southeastern Minnesota Arts Council (SEMAC) grant.

Recommendation:

Approve Resolution 2021-275 Accept Donations to the Parks and Recreation Department in the amount of \$5,025.00.

Attachments:

1. Resolution 2021-275 Accept Donations to Parks and Recreation Department

CITY OF FARIBAULT

RESOLUTION #2021- 275

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, Penny Jensen and the Southeastern Minnesota Arts Councils (SEMAC) would like to donate to the Faribault Parks and Recreation Department; and

WHEREAS, Faribault Parks and Recreation Department received the following donations to be used towards the listed accounts;

White Sands Dog Park	Penny Jensen	\$ 25.00
Concerts in the Park	SEMAC Grant	\$5,000.00

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes Faribault Parks and Recreation Department to accept the donations of \$5,025.00 for the specified funds.

Date Adopted: December 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: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-277 Approve Street Closure for Paradise Center for the Arts Celebration

Background:

A request has been made by Heidi Nelson, on behalf of the Paradise Center for the Arts, to close the 300 block of Central Avenue for a mortgage burning celebration on Friday, December 17, 2021.

They have requested to close the 300 block of Central Avenue from 320 Central Avenue to 309 Central Avenue North from 4:45 PM to 7:15 PM for the mortgage burning celebration on the street in front of the Paradise Center for the Arts. They plan to have the street closed to allow for an area for a burning barrel and an area for people who are attending.

Recommendation:

Approve Resolution 2021-277 to close Central Avenue as requested on Friday, December 17, 2021, for the Paradise Center for the Arts Celebration.

Attachments:

1. Resolution 2021-277 Approve Street Closure for Paradise Center for the Arts Celebration
2. Request

CITY OF FARIBAULT

RESOLUTION #2021- 277

**APPROVE STREET CLOSURE FOR PARADISE CENTER FOR THE ARTS
CELEBRATION**

WHEREAS, the Paradise Center for the Arts is hosting a mortgage burning celebration on Friday, December 17, 2021; and

WHEREAS, they plan to close the 300 block of Central Avenue from 320 Central Avenue North to 309 Central Avenue North from 4:45 PM to 7:15 PM to hold a mortgage burning ceremony in front of the Paradise Center for the Arts; 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 the 300 block of Central Avenue will be closed for the Paradise Center for the Arts Celebration from 4:45 PM to 7:15 PM on Friday, December 17, 2021.

Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Policy and Procedures for Street Closure

* Block Parties	* Family Reunions	* Receptions
* Church Festivals	* Block Garage Sales	* Other

1. Complete Application Form
2. The applicant and/or 2nd contact person must be available at all times during the hours of the event.
3. The applicant is responsible to contact all neighbors that are located within area and/or would have restricted access to their driveways.
4. Alcoholic beverages are not permitted on the street.
5. The applicant will abide by the City of Faribault Noise Ordinance. Events with outdoor music shall cease music before 11:00 p.m.
6. The applicant will be responsible for city traffic cones. (Pickup and Return)
7. In case of inclement weather or cancellation of the event please contact Public Works 333-0361 and/or Law Enforcement Center 334-4305 at your earliest convenience.
8. An approved "Street Closure Application" will be given to the applicant to have with him/her on the day of the event.
9. Upon application approval a copy of the application will be forwarded to the Law Enforcement Center and Fire Department .
10. Placement of obstructions, such as tents, shall only be allowed provided that the traveled street is not fully obstructed to permit for emergency vehicle access. Placement shall be approved by the Director of Public Works, Director of Fire and Code Services, or Chief of Police.
11. The City may require event insurance indemnifying the City for street closure requests that are open to the general public or when the closure request is anticipated to have a large number of attendees.
12. The street closure policy and procedures apply to streets of a residential nature. Collector or arterial streets shall not be closed except for public events as approved by City Council.



Street Closure Application

(I) (we) hereby request consideration for closure of 300 Block of Central Ave N, Faribault MN

Street Address

between 320 Central Ave North

and 309 Central Ave North

(Street Name)

(Street Name)

for Block Celebration in front of the Paradise Center for the arts at 321 Central Ave North

(description of event)

between the hours of 4:45p.m. and 7:15p.m. on Date: December 17th, 2021

Applicant information:

Name: Heidi Nelson

Address: 321 Central Ave N., Faribault MN 55021

Phone: 507-461-5171

2nd Contact person:

Name: Julie Fakler

Address: 321 Central Ave N., Faribault MN 55021

Phone: 507-332-7372

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:

By:

Public Works Department

By:

Fire Department

By:

Police Department



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-278 Receive/File Feasibility Report and Establish Public Hearing for 2022 Street Overlay and Sidewalk Improvements – Contract 2022-02

Background:

Attached is the feasibility report detailing the proposed improvements for the 2022 Street Overlay & Sidewalk Improvements project (Contract 2022-02), including curb and gutter replacement, concrete sidewalk replacement & construction, storm sewer repairs, casting adjustment/replacement, pavement milling, bituminous paving, pavement markings, and related improvements.

The streets proposed to be included in this project are as follows:

Alexander Drive	(2nd Avenue NW to Fairgrounds Drive)
6th Street NW	(Central Avenue to 8th Avenue NW)
1st Avenue NW	(2nd Street NW to 13th Street NW)
8th Street NW	(Central Avenue to 2nd Avenue NW)
10th Street NW	(Central Avenue to 2nd Avenue NW)*
11th Street NE/NW	(1st Avenue NE to 2nd Avenue NW)*
Newhall Drive	(Parshall Street to Matteson Street)

*Includes New Sidewalk

The preliminary total estimated cost of the improvements, including 5% contingency and 15% engineering, is \$1,765,000.00. Proposed funding for the project is as follows:

Street Improvement Fund (401)	\$ 1,699,500.00	96.3%
Water Utility Fund (601)	\$ 24,000.00	1.4%
Sanitary Sewer Utility Fund (602)	\$ 7,250.00	0.4%
<u>Storm Water Utility Fund (603)</u>	<u>\$ 34,250.00</u>	<u>1.9%</u>
Total	\$ 1,765,000.00	100.0%

The attached resolution also establishes a Public Hearing before the City Council for this project on January 11, 2022. Prior to the hearing, a virtual informational meeting will be conducted with the abutting

property owners to review the proposed improvements. It is tentatively planned to receive bids on this project in February 2022, with construction to begin in April/May 2022, and be substantially completed by the end of July 2022.

Recommendation:

Approve Resolution 2021-278

Attachments:

1. Resolution 2021-278 Accept Feasibility Report - 2022-02
2. (2022-02) Feasibility Report
3. (2022-02) Project Location Map

CITY OF FARIBAULT

RESOLUTION #2021-278

RECEIVE/FILE FEASIBILITY REPORT AND ESTABLISH PUBLIC HEARING FOR 2022 STREET OVERLAY AND SIDEWALK IMPROVEMENTS - CONTRACT 2022-02

WHEREAS, a report has been prepared by the City Engineering Department with reference to the 2022 Street Overlay Improvements project (Contract 2022-02) by curb and gutter replacement, concrete sidewalk replacement, storm sewer repairs, casting adjustment/replacement, pavement milling, bituminous paving, pavement markings, and related improvements:

Alexander Drive	(2nd Avenue NW to Fairgrounds Drive)
6th Street NW	(Central Avenue to 8th Avenue NW)
1st Avenue NW	(2nd Street NW to 13th Street NW)
8th Street NW	(Central Avenue to 2nd Avenue NW)
10th Street NW	(Central Avenue to 2nd Avenue NW)*
11th Street NE/NW	(1st Avenue NE to 2nd Avenue NW)*
Newhall Drive	(Parshall Street to Matteson Street)

*Includes New Sidewalk

NOW, THEREFORE BE IT RESOLVED, that the Council will consider the 2022 Street Overlay Improvements project (Contract 2022-02) by curb and gutter replacement, concrete sidewalk replacement, storm sewer repairs, casting adjustment/replacement, pavement milling, bituminous paving, pavement markings, and related improvements on the following streets:

Alexander Drive	(2nd Avenue NW to Fairgrounds Drive)
6th Street NW	(Central Avenue to 8th Avenue NW)
1st Avenue NW	(2nd Street NW to 13th Street NW)
8th Street NW	(Central Avenue to 2nd Avenue NW)
10th Street NW	(Central Avenue to 2nd Avenue NW)*
11th Street NE/NW	(1st Avenue NE to 2nd Avenue NW)*
Newhall Drive	(Parshall Street to Matteson Street)

*Includes New Sidewalk

in accordance with the feasibility report.

ALSO, BE IT RESOLVED, a public hearing shall be held on such proposed improvements on the 11th day of January, 2022 in the Council Chambers of the City Hall at 6:00 p.m. and the Administrator shall give mailed and published notice of such hearing of improvements as required by law.

Date Adopted: December 14, 2021

Faribault City Council

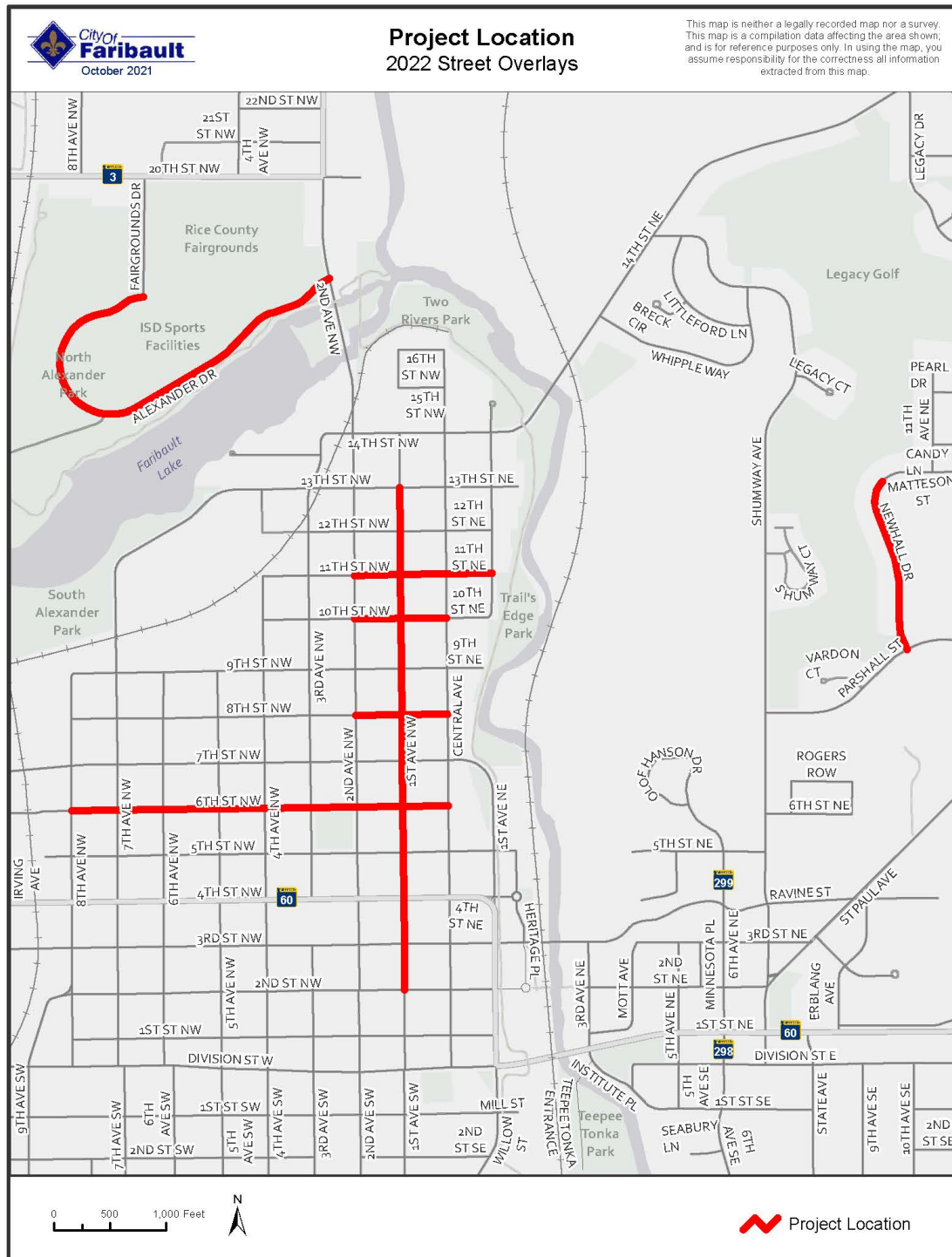
Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

2022 STREET OVERLAY & SIDEWALK IMPROVEMENTS

FEASIBILITY REPORT Contract 2022-02



Project Initiation

This project was initiated by the passage of Resolution 2021-224 on October 26, 2021. These improvements are non-petitioned, and proposed to be funded by the City's new franchise fee revenues instead of special assessments. A simple majority vote of the City Council is required to proceed. In general, street overlay improvements are programmed annually and included in the Capital Improvement Plan and Budget based on the age of the streets coupled with an inspection of the existing pavements.

While every street ages uniquely depending upon multiple factors like traffic, soil conditions, construction practices, and other issues, the City has established a general life cycle for streets, based upon a total pavement life of 50-60 years. Within this life cycle, two mill and overlay improvements are programmed to preserve, strengthen, and extend the life of the pavement.

Following is the City's general street life cycle projection used as part of its pavement management program:

Street Life Cycle	
Program Basis; 50-60 year Service Life	
<u>Action</u>	<u>Year</u>
Original Construction	0
1st Seal Coat	5 to 8
2nd Seal Coat	12 to 15
1st Overlay	20 to 25
3rd Seal Coat	25 to 28
4th Seal Coat	32 to 35
2nd Overlay	40 to 45
5th Seal Coat	45 to 48
Reconstruction	50 to 60

Project Locations

Alexander Drive	(2nd Avenue NW to Fairgrounds Drive)
6th Street NW	(Central Avenue to 8th Avenue NW)
1st Avenue NW	(2nd Street NW to 13th Street NW)
8th Street NW	(Central Avenue to 2nd Avenue NW)
10th Street NW	(Central Avenue to 2nd Avenue NW)*
11th Street NE/NW	(1st Avenue NE to 2nd Avenue NW)*
Newhall Drive	(Parshall Street to Matteson Street)

*Includes A Portion of New Sidewalk

Project Scope

Area 1:

Alexander Drive

(2nd Avenue NW to Fairgrounds Drive)

Alexander Drive from 2nd Avenue NW to Fairgrounds Drive and a majority of the roadway was last improved in 1998 and 1999. Alexander Drive is generally 31 feet wide (back-to-back of curb) with 90 degree parking in areas in a 50-foot right of way and was constructed with 6" aggregate base, and 3.0" of bituminous mixture. This street was last seal coated in 2009.



Alexander Drive Pavement Examples

It is proposed to do a full width mill on Alexander Drive and construct a 1½" bituminous overlay. Other work will include replacement of any curb and gutter in poor condition, bituminous patching as warranted for any failed pavement areas, casting adjustments, and storm sewer structure repairs. Following this overlay, the next improvements are anticipated to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a second bituminous mill and overlay in approximately 15-20. Improvements will also be looked at to remove fencing and other encroachments into the Alexander Drive right-of-way as this street was included in the North Alexander Addition plat, recorded in 2005.

Area 2A:

6th Street NW	(Central Avenue to 8th Avenue NW)
1st Avenue NW	(2nd Street NW to 13th Street NW)
8th Street NW	(Central Avenue to 2nd Avenue NW)
10th Street NW	(Central Avenue to 2nd Avenue NW)*
11th Street NE/NW	(1st Avenue NE to 2nd Avenue NW)*

***Includes A Portion of New Sidewalk**

These streets are located in the Original Town Faribault, McClellands Addition, Paquins Addition and North Faribault plat areas. These streets were generally reconstructed in 1994/1995. Most of the streets are 37 feet wide (back-to-back of curb), with B618 concrete curb and gutter, 6" aggregate base, and 3-4.5" of bituminous mixture. These streets were last seal coated in 2011.



It is proposed to do an edge mill on these street (typical for a first overlay) and a 1 ½" overlay, following the replacement of any curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings. Defective or hazardous sidewalk panels will also be replaced as part of the overlay, and pedestrian curb ramps not in compliance with current ADA standards will also be improved. There is a small section of sidewalks on 10th Street NE between Central Avenue and 1st Avenue NW and 11th Street NE between 1st Avenue NE and Central Avenue that are proposed to be constructed to fill in gaps in the sidewalk system as identified in the 2021 Comprehensive Sidewalk and Trail Plan. Other work will include replacement of any curb and gutter in poor condition, bituminous patching as warranted for any failed pavement areas, casting adjustments, and storm sewer structure repairs. Following this overlay, the next improvements are anticipated to be a seal coat in 3-5 years, with a second seal coat in 10-12 years, followed by a second mill and overlay in approximately 15-20 years.

Area 2B:

Original Town Block 57 (Parking Lot Reconstruction)

Also included in the proposed project scope is the reconstruction of Original Town Block 57 parking lot. This parking lot reconstruction was started with the purchase, demolition and construction of the small new parking lot in the northwest corner of the block in 2019/2020. The proposed project is to reconstruct the remainder of the parking lot, which is in a deteriorated state. Storm sewers will be improved/relocated as necessary as well as the

removal of all of the existing pavements and replacement with a new pavement section and restriping of the parking lots. It is proposed to depress the new parking lot islands to facilitate some stormwater treatment as well as create a small green space within the parking lot. This green space could be replaced in the future with additional parking if/when the buildings at 223 & 25 3rd Street NW are acquired and demolished.



Rendering of Long-Term Parking Lot Plan (Approximately 80 parking stalls)

The revised short-term parking lot plan will have a proposed 57 parking stalls compared to the existing 64 parking stalls; however, the proposed reconstructed lot will have much better access and traffic flow patterns for the parking spaces including providing two-way traffic ingress/egress to both 3rd Street NW and 1st Avenue NW. One-way alleyway access will remain to 2nd Street NW.

Area 3:

Newhall Drive (Parshall Street to Matteson Street)

Newhall Drive was originally constructed in 1996 as part of the Highlands at the Legacy plat. The street width is 33 feet (back-to-back of curb), and the pavement section consists of B618 concrete curb and gutter and 3" bituminous pavement over 6" of Cl. 5 aggregate base over 24" of sand subbase. The street was originally constructed with a roadway drain tile system installed behind the curb in the boulevard and a portion of this tile was replaced in 2011. These roadways were last seal coated in 2009. It is proposed to do edge mill on these streets (typical for a first overlay) and construct a 1 ½" bituminous overlay, following the replacement of any

curb in damaged/poor condition, repair of drainage structures as needed, and replacement/adjustment of utility castings.



Newhall Drive Pavement Examples

Project Financing

It is estimated that the total cost of the improvements will be \$1,7650,000.00 including engineering fees (15%) and contingencies (15%).

Valve/hydrant replacements or adjustments, sanitary sewer replacements/repairs, casting replacements/adjustments, storm sewer structure replacement/repair costs, and other miscellaneous utility related work will be funded from the corresponding utility enterprise fund (Funds 601, 602, and 603). The remainder of the project costs will be paid from the Street Improvement Fund (401). This results in an overall financing summary as follows:

Street Improvement Fund (401)	\$ 1,699,500.00	96.3%
Water Utility Fund (601)	\$ 24,000.00	1.4%
Sanitary Sewer Utility Fund (602)	\$ 7,250.00	0.4%
Storm Water Utility Fund (603)	\$ 34,250.00	21.9%
Total	\$ 1,765,000.00	100.0%

Project Feasibility

From a technical standpoint, street overlay projects are fairly routine in nature, and this project is considered to be technically feasible. The bituminous overlays, which serve to both protect and strengthen the existing roadway, are intended to extend the design life of the streets a

minimum of 10 to 15 years. The new pavement surface, like the existing pavement, will develop cracks. Early cracks develop due to the expansion and contraction that the surface undergoes with the large variations in temperature. Also, existing cracks will “reflect” through the new pavement over time.

The project will be funded from a combination of the City’s street improvement fund, and the utility enterprise funds, and the project is deemed to be financially feasible. Based upon the information presented in this report, the City Council is hereby advised in a preliminary way that the proposed improvements are necessary, cost-effective and feasible, and should be made as recommended in this report.

Project Schedule

The preliminary project schedule is as follows:

Initiate Project Order Feasibility Report	October 26, 2021
Receive/File Feasibility Report	December 14, 2021
Informational Meeting	Virtual
Order Improvements Order Preparation of Plans and Specifications	January 11, 2022
Approve Plans and Specifications Establish Bid Date	January 25, 2022
Bid Opening Date	February 16, 2022
Receive Bids Award Contract	February 22, 2022
Begin Construction	May/June 2022
Final Completion	July 31, 2022

Dated: December 13, 2021
Prepared By: Mark W. DuChene, City Engineer

I hereby certify that this 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.



Mark W. DuChene, P.E.

Reg. No. 46594

12/13/2021

Date

Engineer's Estimate by Contract

Contract: 2022-02 2022-02 STREET OVERLAYS							
Item No.	Description	Category	Units	Base Bid/ Alternate	Quantity	Unit Price	Total Price
2021.501/00010	MOBILIZATION	PART 1: DOWN	LS	Base Bid	1	\$35,000.00	\$35,000.00
2101.524/00040	CLEARING	PART 1: DOWN	TREE	Base Bid	5	\$525.00	\$2,625.00
2101.524/00050	GRUBBING	PART 1: DOWN	TREE	Base Bid	5	\$525.00	\$2,625.00
2104.503/00315	REMOVE CURB & GUTTER	PART 1: DOWN	L F	Base Bid	2100	\$7.50	\$15,750.00
2104.518/00130	REMOVE CONCRETE SIDEWALK	PART 1: DOWN	S F	Base Bid	10850	\$2.60	\$28,210.00
2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	PART 1: DOWN	S Y	Base Bid	19500	\$2.00	\$39,000.00
2360.509/13200	TYPE SP 9.5 WEARING COURSE MIX (3,B)	PART 1: DOWN	TON	Base Bid	5200	\$70.00	\$364,000.00
2360.604	IRREGULAR WIDTH PAVING	PART 1: DOWN	SQ YD	Base Bid	4000	\$20.00	\$80,000.00
2504.602/00032	ADJUST GATE VALVE & BOX	PART 1: DOWN	EACH	Base Bid	30	\$300.00	\$9,000.00
2506.502/06020/CON	ADJUST FRAME & RING CASTING	PART 1: DOWN	EACH	Base Bid	7	\$600.00	\$4,200.00
2506.502/06020/SAN	ADJUST FRAME & RING CASTING	PART 1: DOWN	EACH	Base Bid	30	\$600.00	\$18,000.00
2506.502/06020/STO	ADJUST FRAME & RING CASTING STORM	PART 1: DOWN	EACH	Base Bid	25	\$600.00	\$15,000.00
2506.502/06020/WA	ADJUST FRAME & RING CASTING WATER	PART 1: DOWN	EACH	Base Bid	3	\$600.00	\$1,800.00
2506.602/06460	REPAIR DRAINAGE STRUCTURE	PART 1: DOWN	EACH	Base Bid	8	\$1,500.00	\$12,000.00
2521.518/00040	4" CONCRETE WALK	PART 1: DOWN	S F	Base Bid	13065	\$10.00	\$130,650.00
2521.518/00060	6" CONCRETE WALK	PART 1: DOWN	S F	Base Bid	345	\$10.00	\$3,450.00
2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	PART 1: DOWN	L F	Base Bid	2060	\$35.00	\$72,100.00
2531.618/00010	TRUNCATED DOMES	PART 1: DOWN	S F	Base Bid	1148	\$50.00	\$57,400.00
2563.601/00010	TRAFFIC CONTROL	PART 1: DOWN	LS	Base Bid	1	\$4,500.00	\$4,500.00
2571.524/03030	CONIFEROUS TREE 3' HT CONT	PART 1: DOWN	TREE	Base Bid	5	\$660.00	\$3,300.00
2571.524/10250	DECIDUOUS TREE 2.5" CAL CONT	PART 1: DOWN	TREE	Base Bid	5	\$660.00	\$3,300.00
2573.502/00110	STORM DRAIN INLET PROTECTION	PART 1: DOWN	EACH	Base Bid	42	\$200.00	\$8,400.00
2573.503/00023	SILT FENCE, TYPE MS	PART 1: DOWN	L F	Base Bid	340	\$2.50	\$850.00
2575.504/00011	SODDING TYPE LAWN	PART 1: DOWN	S Y	Base Bid	440	\$12.00	\$5,280.00
2575.505/00021	SEEDING	PART 1: DOWN	LF	Base Bid	3700	\$5.00	\$18,500.00
2575.602/00700	SITE RESTORATION	PART 1: DOWN	EACH	Base Bid	1	\$730.00	\$730.00
2582.503/30104	4" SOLID LINE MULTI COMP	PART 1: DOWN	L F	Base Bid	2540	\$2.50	\$6,350.00
2582.503/30106	6" SOLID LINE MULTI COMP	PART 1: DOWN	L F	Base Bid	3150	\$3.00	\$9,450.00
2582.503/30112	12" SOLID LINE MULTI COMP	PART 1: DOWN	L F	Base Bid	150	\$5.50	\$825.00
2582.503/30204	4" BROKEN LINE MULTI COMP	PART 1: DOWN	L F	Base Bid	310	\$2.50	\$775.00
2021.501/00010	MOBILIZATION	PART 2: NEWH	LS	Base Bid	1	\$4,500.00	\$4,500.00
2104.503/00315	REMOVE CURB & GUTTER	PART 2: NEWH	L F	Base Bid	85	\$7.50	\$637.50
2104.518/00130	REMOVE CONCRETE SIDEWALK	PART 2: NEWH	S F	Base Bid	220	\$2.60	\$572.00
2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	PART 2: NEWH	S Y	Base Bid	4560	\$2.00	\$9,120.00
2360.501	IRREGULAR WIDTH PAVING	PART 2: NEWH	SQ YD	Base Bid	915	\$20.00	\$18,300.00
2360.509/13200	TYPE SP 9.5 WEARING COURSE MIX (3,B)	PART 2: NEWH	TON	Base Bid	673	\$70.00	\$47,110.00
2504.602/00032	ADJUST GATE VALVE & BOX	PART 2: NEWH	EACH	Base Bid	5	\$300.00	\$1,500.00
2506.502/06020/SAN	ADJUST FRAME & RING CASTING	PART 2: NEWH	EACH	Base Bid	10	\$600.00	\$6,000.00
2506.502/06020/STO	ADJUST FRAME & RING CASTING STORM	PART 2: NEWH	EACH	Base Bid	2	\$600.00	\$1,200.00
2521.518/00040	4" CONCRETE WALK	PART 2: NEWH	S F	Base Bid	220	\$10.00	\$2,200.00
2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	PART 2: NEWH	L F	Base Bid	85	\$35.00	\$2,975.00
2531.618/00010	TRUNCATED DOMES	PART 2: NEWH	S F	Base Bid	12	\$50.00	\$600.00
2563.601/00010	TRAFFIC CONTROL	PART 2: NEWH	LS	Base Bid	1	\$2,500.00	\$2,500.00
2573.502/00110	STORM DRAIN INLET PROTECTION	PART 2: NEWH	EACH	Base Bid	4	\$200.00	\$800.00
2575.505/00021	SEEDING	PART 2: NEWH	LF	Base Bid	175	\$5.00	\$875.00
2021.501/00010	MOBILIZATION	PART 3: ALEXA	LS	Base Bid	1	\$6,500.00	\$6,500.00
2104.503/00315	REMOVE CURB & GUTTER	PART 3: ALEXA	L F	Base Bid	55	\$7.50	\$412.50
2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	PART 3: ALEXA	S Y	Base Bid	14214	\$2.00	\$28,428.00
2360.501	IRREGULAR WIDTH PAVING	PART 3: ALEXA	SQ YD	Base Bid	2842	\$20.00	\$56,840.00
2360.509/13200	TYPE SP 9.5 WEARING COURSE MIX (3,B)	PART 3: ALEXA	TON	Base Bid	1230	\$70.00	\$86,100.00
2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	PART 3: ALEXA	L F	Base Bid	55	\$35.00	\$1,925.00
2563.601/00010	TRAFFIC CONTROL	PART 3: ALEXA	LS	Base Bid	1	\$2,500.00	\$2,500.00
2575.505/00021	SEEDING	PART 3: ALEXA	LF	Base Bid	150	\$5.00	\$750.00
2582.503/30104	4" SOLID LINE MULTI COMP	PART 3: ALEXA	L F	Base Bid	2270	\$2.50	\$5,675.00
2021.501/00010	MOBILIZATION	PART 4: 1ST AV	LS	Base Bid	1	\$10,000.00	\$10,000.00
2104.502/00910	REMOVE DRAINAGE STRUCTURE	PART 4: 1ST AV	EACH	Base Bid	5	\$300.00	\$1,500.00
2104.502/01580	REMOVE LIGHT FOUNDATION	PART 4: 1ST AV	EACH	Base Bid	3	\$750.00	\$2,250.00
2104.503/00285	REMOVE SEWER PIPE (STORM)	PART 4: 1ST AV	L F	Base Bid	130	\$5.50	\$715.00
2104.503/00315	REMOVE CURB & GUTTER	PART 4: 1ST AV	L F	Base Bid	874	\$7.50	\$6,555.00

2104.504/00090	REMOVE CONCRETE PAVEMENT	PART 4: 1ST AV	S Y	Base Bid	2500	\$10.00	\$25,000.00
2104.518/00140	REMOVE CONCRETE WALK	PART 4: 1ST AV	S F	Base Bid	1250	\$2.60	\$3,250.00
2104.602/03770	RELOCATE STREET LIGHT	PART 4: 1ST AV	EACH	Base Bid	3	\$2,500.00	\$7,500.00
2105.507/00015	COMMON EXCAVATION (P)	PART 4: 1ST AV	C Y	Base Bid	77	\$35.00	\$2,695.00
2105.507/00290	SELECT GRANULAR BORROW (CV) (P)	PART 4: 1ST AV	C Y	Base Bid	200	\$24.00	\$4,800.00
2360.509/13250	TYPE SP 9.5 NON WEAR COURSE MIX (3,B)	PART 4: 1ST AV	TON	Base Bid	315	\$70.00	\$22,050.00
2360.509/13300	TYPE SP 9.5 WEARING COURSE MIX (3,C)	PART 4: 1ST AV	TON	Base Bid	250	\$70.00	\$17,500.00
2503.503/15125	12" RC PIPE SEWER CLASS V	PART 4: 1ST AV	L F	Base Bid	230	\$95.00	\$21,850.00
2503.602/00360	CONNECT INTO EXISTING DRAINAGE	PART 4: 1ST AV	EACH	Base Bid	4	\$625.00	\$2,500.00
2505.602/00100	ADJUST VALVE BOX-GAS	PART 4: 1ST AV	EACH	Base Bid	1	\$300.00	\$300.00
2506.502/00300	CONST DRAINAGE STRUCTURE DESIGN	PART 4: 1ST AV	EACH	Base Bid	3	\$3,500.00	\$10,500.00
2506.502/06020	ADJUST FRAME & RING CASTING	PART 4: 1ST AV	EACH	Base Bid	4	\$600.00	\$2,400.00
2506.602/06460	REPAIR DRAINAGE STRUCTURE	PART 4: 1ST AV	EACH	Base Bid	2	\$1,500.00	\$3,000.00
2521.518/00040	4" CONCRETE WALK	PART 4: 1ST AV	S F	Base Bid	1100	\$10.00	\$11,000.00
2521.518/00060	6" CONCRETE WALK	PART 4: 1ST AV	S F	Base Bid	770	\$10.00	\$7,700.00
2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	PART 4: 1ST AV	L F	Base Bid	825	\$35.00	\$28,875.00
2545.602/23140	INSTALL LIGHT POLE	PART 4: 1ST AV	EACH	Base Bid	2	\$4,000.00	\$8,000.00
2545.602/23400	INSTALL LIGHT FOUNDATION	PART 4: 1ST AV	EACH	Base Bid	5	\$1,000.00	\$5,000.00
2550.602/03760	RELOCATE SIGN	PART 4: 1ST AV	EACH	Base Bid	1	\$200.00	\$200.00
2563.601/00010	TRAFFIC CONTROL	PART 4: 1ST AV	LS	Base Bid	1	\$2,100.00	\$2,100.00
2571.525/17010	TRANSPLANT SHRUB	PART 4: 1ST AV	SHRB	Base Bid	3	\$200.00	\$600.00
2573.502/00110	STORM DRAIN INLET PROTECTION	PART 4: 1ST AV	EACH	Base Bid	10	\$200.00	\$2,000.00
2573.503/00023	SILT FENCE, TYPE MS	PART 4: 1ST AV	L F	Base Bid	230	\$2.00	\$460.00
2574.507/00100	COMMON TOPSOIL BORROW	PART 4: 1ST AV	C Y	Base Bid	40	\$20.00	\$800.00
2575.504/00011	SODDING TYPE LAWN	PART 4: 1ST AV	S Y	Base Bid	500	\$12.00	\$6,000.00
2582.503/30104	4" SOLID LINE MULTI COMP	PART 4: 1ST AV	L F	Base Bid	1300	\$2.50	\$3,250.00
							\$1,461,440.00
							Contingency 5% \$73,072.00
							Engineering 15% \$230,176.80
							Total \$1,764,688.80
							Rounded \$1,765,000.00

Certified By: _____

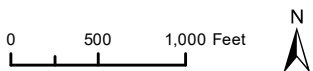
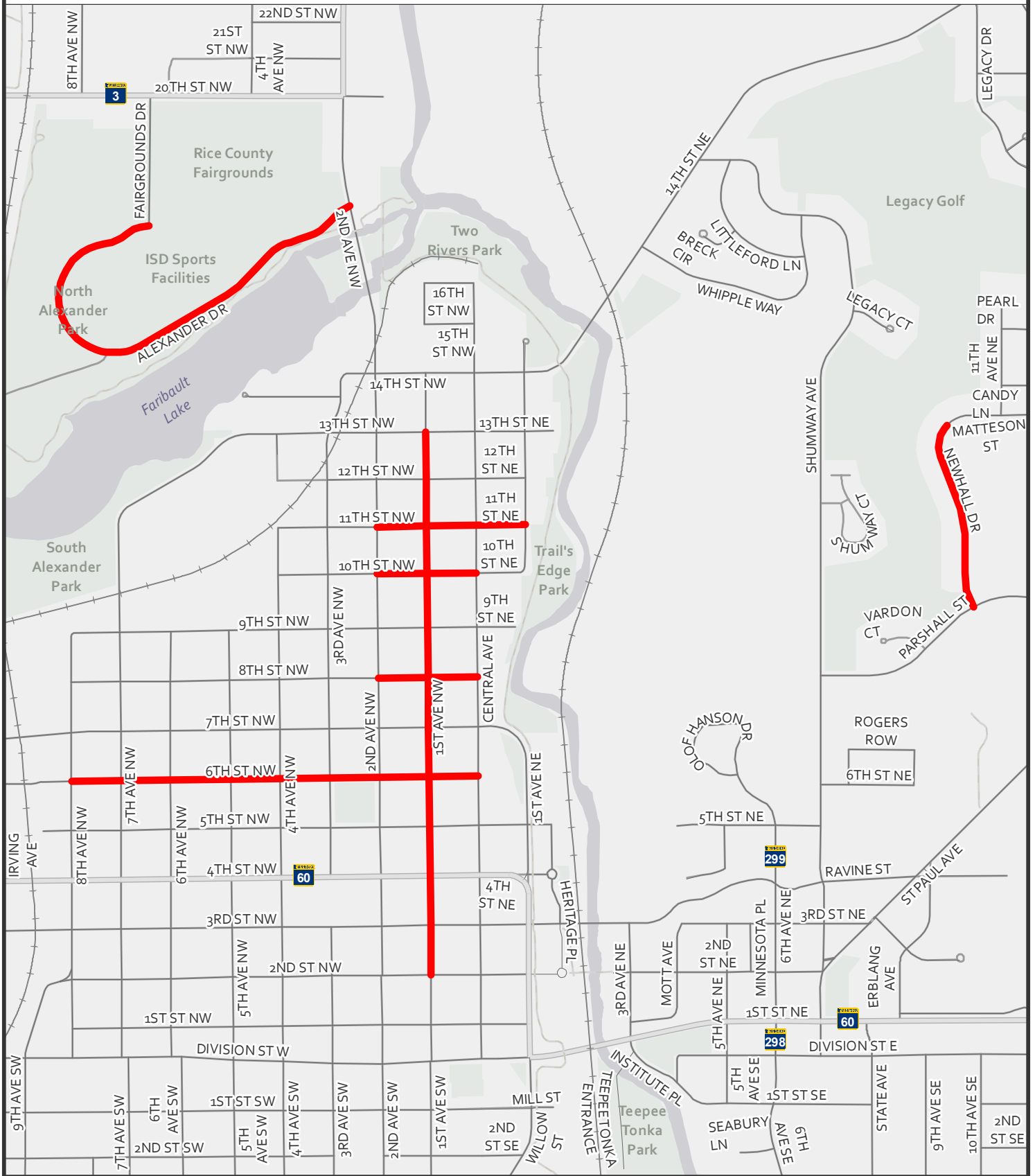
License No.: _____

Date: _____

\$1,510,000.00

Project Location 2022 Street Overlays

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.





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Approve Purchase and Letter of Understanding with the Faribault Baseball Association for a new Scoreboard for Bell Field

Background:

The Faribault Baseball Association desires to replace the scoreboard at Bell Field. They have been talking with City staff about this scoreboard for the past several months. The scoreboard will be donated to the City and become City property. The City of Faribault will purchase the scoreboard and the Baseball Association will pay the entire cost of the scoreboard. The attached Letter of Understanding assures the payment from the Association.

The scoreboard is a Daktronics LED Baseball Scoreboard. The Association will cover the cost of the scoreboard, installation and removal of the old board as well as training. The scoreboard will be purchased from Aim Electronics for a cost of \$65,360 including removal of old scoreboard and installation of new scoreboard.

Recommendation:

Staff recommends approval of the purchase of the scoreboard, including removal of the old board and full installation costs of new scoreboard for a cost of \$65,360. Staff also recommends entering into a Letter of Understanding with the Baseball Association for the full cost to be repaid to the City for the scoreboard.

Attachments:

1. Quote
2. Graphic Layout
3. Letter of Understanding



10250 Valley View Road, Suite 147
Eden Prairie, MN 55344

Phone: 952-941-9830
Web: www.aimele.com

City of Faribault
PRICE QUOTATION
September 30, 2021

DAKTRONICS LED BASEBALL SCOREBOARD AND ACCESSORIES

Description	Size (HxWxD)	Qty.	Price
1. Model BA-2026-Amber LED Baseball Scoreboard Incl. AS-5000 Console, Border Stripe, B/S/O Stripe with Choice of Captions	9'4" x 36' x 8"	1	\$21,313
2. Digital Team Name Message Centers		1 set	4,441
3. Wireless Controls for Scoreboard (Transmitter/Receiver)		1	800
4. Decorative Arch Truss Above Scoreboard Including Decoration	5' x 36'	1	11,210
5. Non-Backlit Name Panel Incl. Lettering And Logos Below Scoreboard	4' x 36'	1	5,396
6. Installation and Training*			21,300
7. Shipping and Handling			<u>900</u>
			<u>\$65,360</u>



10250 Valley View Road, Suite 147
Eden Prairie, MN 55344

Phone: 952-941-9830
Web: www.aimele.com

City of Faribault
PRICE QUOTATION
September 30, 2021

DAKTRONICS LED BASEBALL SCOREBOARD AND ACCESSORIES
(Cont.)

***Outdoor Installation Notes:** Electrical installation must be completed by a licensed electrician hired by owner. Customer is responsible for locating private items underground, AIM Electronics will call in public utility locates through Gopher State One Call. AIM Electronics will provide new I-beams, new concrete footings, mount new scoreboard & provide in-person operator training once electrician has completed final connections. Disposal of crating/packaging materials is responsibility of customer; AIM Electronics will put crating/packaging materials in dumpster of customer's choice. Dirt from new holes will be left on-site. Customer to let AIM know preferred dirt location on-site. Landscape repair if required is not included in proposal. Limestone/bedrock and/or water is an unknown underground and installation costs will change if sono tube, metal culverts or excavating equipment are required to complete the footing(s). Metal culvert estimate is \$3,516 for 36' scoreboard if required.

Standard Exclusions: Electrical installation must be completed by a licensed electrician hired by customer. AIM Electronics requires full access to the facility for the duration of the installation to include but not limited to: Lifts, ladders, power tools, etc. AIM Electronics is not responsible for the integrity of existing walls, structures, etc.

OTHER INFORMATION:

- Five (5) year parts warranty
- Fourteen-to-Sixteen (14-16) week lead time
- 30% down payment, balance due 30 days after shipping
- Prices valid for 60 days
- MN sales tax not included if purchased by entity other than the city; sales tax would be added at time of invoicing or ST3 form is needed from purchaser for sales tax exemption

BELL FIELD

AT BAT

41

BALL

2

STRIKE

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SBF

STATE BANK OF FARIBAULT

Member FDIC

Truss (DA-1001-36) with Screen & Routed Aluminum - 60" x 432"
 Truss & Routed Alum Semi-Gloss Blue 42111
 70-100422823-A
 "F" in Field 44"h
 Fonts Used: College
 - White 7725-10

Scoreboard Type
 BA-2026-A Semi-Gloss Blue 42111
 70-100422823-A
 1" Stripe White 7725-10

Aluminum Non-Backlit Panel - 48" x 432" x 8.125"
 Material 48.5" x 448.75"
 State Bank of Faribault:
 Background White
 "S" in State12.4"h

@1

*** TEXT THAT IS LESS THAN 3"H HAS A VIEWING DISTANCE OF LESS THAN 100FT.

Letter of Understanding
Between the City of Faribault and the Faribault Baseball Association
Concerning Scoreboard Replacement at Bell Field in North Alexander Park

This letter of understanding memorializes the commitments of the Faribault City Council and the Faribault Baseball Association concerning the replacement of the scoreboard at Bell Field in North Alexander Park.

1. Land ownership – The City will own the land and the scoreboard.
2. Scoreboard Replacement – The City and Baseball Association agree to cooperate and facilitate in the replacement of the scoreboard at Bell Field. The cost of the scoreboard including removal of the old scoreboard and installation of the new scoreboard is \$65,360 with the Baseball Association paying the entire cost.

This agreement is entered into on December _____, 2021.

City of Faribault

Faribault Baseball Association

Mayor

Board Chair

City Administrator

Board Member



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Approve Quote to Replace Holiday Decorations

Background:

We recently requested quotes to replace holiday decorations that are on the City street lights. This will include snowflakes and the holiday banners. This is a 2022 budget item and items will not be accepted until 2022. The reason this is being purchased now is that the dealers are anticipating a price jump of up to 10% and we are receiving a discount on year-end products. All snowflakes will be LED and all current snowflakes are LED as well. Once the new snowflakes arrive, the old snowflakes will be sold on the Govdeals.com website. Two quotes were received to replace the snowflakes and banners with the low quote coming from Display Sales in Bloomington, Minnesota, for \$50,746. In the 2022 CIP, \$50,000 is budgeted for this project.

Recommendation:

Approve quote from Display Sales to replace the snowflakes and holiday banners at a cost of \$50,746.00.

Attachments:

1. Quotes

**Display Sales**

10925 Nesbitt Avenue S

Bloomington, MN 55437

P: 800-328-6195

F: 952-885-0099

www.displaysales.com

ESTIMATE

DATE

EXPIRATION DATE

CUSTOMER ID

QO-038461-4

12/6/2021

1/7/2022

134035

Ship Paul Peanasky
 To: Faribault Public Works Facility
 Parks Department
 1200 Belview Trail
 Faribault, MN 55021

Bill Paul Peanasky
 To: City of Faribault
 208 NW First Ave
 Faribault, MN 55021-5105

PREPARED BY		JOB	PAYMENT TERMS	REQUEST DELIVERY DATE	
Lori Lundeen		Paul Peanasky	Net 20	12/6/2021	
QUANTITY	DESCRIPTION	UNIT PRICE			AMOUNT
63	5' White Line Fancy Forked Snowflake Each Includes: 90 C7 LED Cool White Light Bar Bulbs One (1) - Black Pole Plate Two (2) - 40" Black Adjustable Straps Size : 5' Color : WhiteLine Style : FForked SF	388.00			24,444.00
62	4' White Line Diamond Snowflake Each Includes: 48 C7 LED Cool White Light Bar Bulbs One (1) - Black Pole Plate Two (2) - 40" Black Adjustable Straps Size : 4' Color : WhiteLine Style : DiamondSF	295.00			18,290.00
54	Custom Pole Banner Size: 30 x 60" Fabric: Weatherguard, Red Process: Screenprint 1 ink white Same Image Front & Back 3" Pole Pocket - Top & Bottom 2 grommets design: BS503R One large Snowflake Art# Size : 30x60 Style : Weathergrd	103.00			5,562.00
SUBTOTAL					48,296.00
SHIPPING & HANDLING					2,450.00
SALES TAX					0.00
TOTAL					50,746.00

Financing available.

To accept this quotation, sign here and return.

Thank you for your business.



DISPLAYSALES

Terms & Conditions

GRAPHIC ART SERVICE:

Display Sales encourages customers to provide vector-based artwork so that the process of proofing and printing may proceed quickly without interruption. Otherwise, if artwork is unusable, graphic art services will be billed at \$125 per hour to correct unusable art, redraw non-formatted art, or design and create custom imagery (per customer request). Alterations are \$50 per hour. You will be contacted by one of our Graphic Arts team members and provided a proof. Send your artwork to: artwork@displaysales.com

PRODUCTION TIMEFRAMES:

Normal production time is 14 working days AFTER art proof is approved and down payment is received. Upon approval, rush requests will include a \$50 fee.

TERMS:

- 50% down payment on orders for new customers.
- Check or credit card accepted for down payment.
- Balance due Net 20 days after final invoice.
- F.O.B. Display Sales - shipping & handling charges based on destination and size of order.
- Financing available for orders greater than \$5,000.

SHIPPING & FREIGHT RESPONSIBILITY:

FOR ALL SMALL PACKAGE DELIVERIES (UPS, FEDEX, USPS, ETC): All shipments MUST be inspected at the time of delivery. The customer has 48 hours from the time of delivery to notify Display Sales of any shortage or damage to the order. After 48 hours it will be at the discretion of Display Sales to decide how to proceed.

FOR LTL/TRUCKLOAD DELIVERIES: Any damage or visible loss to your shipment MUST be noted on the delivery receipt (signed by the customer) at the time of delivery. In the event of loss or damage this must be done to file a claim. Display Sales is ineligible to file a claim on behalf of the customer if this is not done and the customer will be responsible for all replacement and/or repair costs

Display Sales is not liable for shipments lost, delayed, or damaged in transit. Claims be filed by the purchaser within 10 days to Transit Company. Purchaser is responsible for reviewing merchandise upon receipt to verify order and condition

RETURN POLICY:

Returns are accepted within 30 days of delivery (excluding shipping charges). The customer must contact Display Sales for a Return Merchandise Authorization (RMA) number before sending back the items. The customer is responsible for returning the merchandise and all related shipping costs. A restocking fee may apply, up to 25% of the product cost. If there is an issue with the shipment (other than loss or damage) the customer must contact Display Sales within 30 days of receiving the shipment to resolve the issue.

Returns are NOT accepted for custom or modified merchandise.

WARRANTIES for BANNERS & DECORATIONS:

Display Sales stands behind our products, however, on an occasion an issue may arise with a product. Please contact your sales representative at 800-328-6195 to discuss the issue and to see the details of warranty coverage.

Pictures of the product will be requested before we can fully determine the issue and attempt to resolve.

Customer is responsible for the cost of removal, reinstallation and shipping incurred for merchandise being repaired or replaced. Customer participation is required to troubleshoot product issues, which will provide a timely resolution.

All issues must be pre-approved by Display Sales for repairs or replacement.

QUOTE

Vickerman Company

675 Tacoma Blvd

NYA, MN 55368

P: 952-373-2011

F: 952-467-2495

www.Vickerman.com

ESTIMATE

DATE December 8, 2021

CUSTOMER ID NEW

EXPIRATION DATE December 31, 2021

Bill To: Paul Peanasky
Faribault Public Works Facility
Parks Department
1200 Belview Trail
Faribault, MN 55021

Ship To: Paul Peanasky
City of Faribault
208 NW First Ave
Faribault, MN 55021-5105

PREPARED BY	JOB	PAYMENT TERMS	EVENT DATE
Lori Lundeen	Paul Peanasky	Net 20	12/6/21

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
63	5' White Line Fancy Forked Snowflake Each Includes: C7 LED COOL White Bar Bulbs Black Pole Plate 40" Black Adjustable Straps Color : WhiteLine FForked SF 90 Light One (1) - Two (2) - Size : 5' Style :	\$429.00	\$27,027.00
62	4' White Line Diamond Snowflake Each Includes: C7 LED Cool White Light Bar Bulbs (1) - Black Pole Plate (2) - 40" Black Adjustable Straps 4' Color : WhiteLine Diamond SF 48 One Two Size : Style :	\$275.31	\$17,069.22
54	Custom Pole Banner Size: 30 x 60" Fabric: Weatherguard, Red Process: Screenprint 1 ink white Same Image Front & Back 3" Pole Pocket - Top & Bottom 2 grommets design: BS503R One large Snowflake Art# Size: 30x60 Style : Weatherguard	\$129.00	\$6,966.00

SUBTOTAL \$ 51,062.22

SHIPPING & HANDLING \$ 2,450.00

SALES TAX \$ -

TOTAL \$ 53,512.22

This quotation is subject to the Terms & Conditions noted on page 2.

To accept this quotation, sign here and return:

THANK YOU FOR YOUR BUSINESS!



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Kevin Bushard, Human Resources Manager
MEETING DATE: December 14, 2021
SUBJECT: Approve Local IAFF 665 Firefighter Labor Agreement 2022 - 2024

Background:

The City negotiating team and Local IAFF 665 Firefighters held negotiations on their labor contract on December 13, 2021. A tentative agreement was reached by the parties. IAFF 665 has agreed and will sign the agreement based on the terms set forth in the Labor Agreement. Staff recommends approving the Local IAFF 665 Firefighters Labor Agreement for 2022 - 2024.

Recommendation:

Approve Local IAFF 665 Firefighter Labor Agreement 2022 - 2024

Attachments:

1. Final IAFF 665 2022-2024

COLLECTIVE BARGAINING AGREEMENT
BETWEEN
CITY OF FARIBAULT
AND
FARIBAULT FIREFIGHTERS
I.A.F.F. LOCAL #665

CONTRACT PERIOD - JANUARY 1, 2022 TO DECEMBER 31, 2024

TABLE OF CONTENTS

Article 1 - Definitions	1
Article 2 – Recognition	1
Article 3 – Purpose.....	1
Article 4 - Management Rights	1-2
Article 5 - Union Rights	2
Article 6 - Disciplinary Action.....	3
Article 7 - Grievance Procedure	3-5
Article 8 - Arbitration Procedure	5-7
Article 9 - Work Interruptions.....	7
Article 10 – Seniority	7-8
Article 11 - Probationary Employees	8
Article 12 - Safety.....	8
Article 13 - Physical Fitness	8
Article 14 - Overtime	8-9
Article 15 - Call Back Pay.....	9
Article 16 - Use of Private Automobile.....	9
Article 17 - Holidays	9-10
Article 18 – Vacation	10-11
Article 19 – Insurance	11-12
Article 20 - Sick Leave	12-13

Article 21 - Emergency Leave	13-14
Article 22 - Jury Duty	14
Article 23 - Funeral Leave	14
Article 24 - Military Leave	14
Article 25 - Personal Leave of Absence.....	14
Article 26 - Termination Consideration	15
Article 27 - Work Schedule.....	15
Article 28 - Wages	15-16
Article 29 - Uniforms	16
Article 30 - Work Out of Classification	17
Article 31 - Exchange of Shifts or Work Week.....	17
Article 32 - Training/Continuing Education	17
Article 33 - Long-Term Disability	17
Article 34 - Court Time.....	17-18
Article 35 - Agreement of the Parties.....	18
Article 36 - Duration.....	18

Article 1 - DEFINITIONS

The terms set forth below shall be defined as follows:

Union: Faribault Firefighters, International Association of Fire Fighters, Local #665.

Union Member: A member of Faribault Firefighters Local #665 I.A.F.F.

Employee: A full-time employee of the City of Faribault and a person occupying a position in the bargaining unit for which Faribault Firefighters Local #665 I.A.F.F. is the exclusive representative.

Employer or City: The City of Faribault.

Union Officer: An officer elected or appointed by Faribault Firefighters Local #665 I.A.F.F.

All "days or dates" listed in this contract are based on calendar days unless otherwise noted.

Article 2 - RECOGNITION

The City recognizes International Association of Fire Fighters, Local #665 as the exclusive representative for all employees of the Faribault Fire Department who work more than 14 hours per week or 35% of the normal work week and more than 100 work days per year excluding all persons who are supervisory and confidential employees within the meaning of the Public Labor Relations Act of 1971 as amended. The term "employee" as applied to this contract shall refer to full-time employees as defined above.

Article 3 - PURPOSE

This contract is drawn in order to achieve and maintain a harmonious relationship between the City and the Union in order to (a) maintain and increase individual efficiency and quality of service, (b) to avoid interruptions or interference with the efficient operations of the City, (c) to express the complete agreement between the City and the Union, (d) to provide for equitable and peaceful adjustments of differences which may arise, and (e) to establish an agreement with respect to terms and conditions of employment.

Article 4 - MANAGEMENT RIGHTS

It is understood and agreed that management possesses the sole right to operate the City and all management rights reposed in it, but that such rights must be exercised consistently with other provisions of this contract.

Existing customs and practices shall not in any way restrict the rights of management except that management will discuss new procedures with the Union prior to implementing them. These rights include but are not limited to the following: To set daily work schedules; to change methods of operation; to assign job duties; to require

reasonable overtime; to establish reasonable work rules and regulations; to assign supervisors to work performed by employees in the bargaining unit in critical situations; to discipline; to direct the work forces; to hire, assign, and transfer employees; to terminate employees with less than twelve months service if they fail to qualify for the position of Firefighter; to determine the methods and the number of personnel needed to carry out the City mission; to introduce new or improved methods, equipment, or facilities; and to determine the composition of the force needed to complete overtime work.

Article 5 - UNION RIGHTS

The City will not interfere with, restrain, or coerce employees in the exercise of their rights.

The City will not attempt to dominate or interfere with the administration of the Union.

The City will not discriminate against any employees in regard to terms and conditions of employment because of Union activities.

The City will not refuse to bargain in good faith with the Union.

The City agrees to have available at reasonable times, facilities for the purpose of conducting Union meetings and further agrees to furnish and maintain space for a suitable bulletin board in the Fire Department to be used by the Union. The Union shall limit its posting of notes and bulletins to such bulletin board. The Union will not allow any material to be placed on the bulletin board urging or dramatizing statements or ideas which tend to interfere with management in the exercise of its rights.

The City agrees to deduct, once monthly, from the respective employees' wages an amount sufficient to provide payment of dues established by the Union, provided that the particular employee from whose wage such a deduction is made has authorized such deduction by a written instrument signed by him/her and furnished to the City. The City agrees to remit such amount so deducted, monthly, to the appropriate designated officers of the Union. The Union agrees to provide the City with a minimum of 30 days' notice of any change in the rate of the amount to be withheld. Fair share employees' within this union will not be deducted any dues in accordance with State Statute.

The City and the Union agree that they shall not discriminate against any person because of any Union membership or non-membership, nor because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age and that such person shall receive the full protection of this contract.

The Union will not interfere with or restrain any management personnel in the exercise of their management rights.

The Union will not attempt to dominate or interfere with the administration of the City.

The Union will not refuse to bargain in good faith with the City.

Article 6 - DISCIPLINARY ACTION

The Employer will discipline employees for just cause only. Discipline will be in one or more of the following forms:

1. Oral reprimand;
2. Written reprimand;
3. Suspension;
4. Demotion; or
5. Discharge.

Suspensions, demotions, and discharges will be in written form.

Notice of an Employee's suspension, demotion or discharge shall become part of the Employee's personnel file after being provided to and acknowledged by signature of the Employee. Both the Employee and the Union will receive a copy of such notices. If an Employee refuses to sign the acknowledgement, that will be documented and placed with the notice in the Employee's personnel file.

Employees' may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.

Employees will not be questioned concerning an investigation of disciplinary action unless the employee had been given an opportunity to have a Union representative present at such questioning.

The Employer shall generally impose progressive discipline but reserves the right to take any disciplinary action it deems appropriate under the circumstances.

Grievances relating to the discharge or suspension of an employee may be initiated by the Union at Step 3 of the grievance procedure.

Article 7 - GRIEVANCE PROCEDURE

A grievance shall mean a dispute or disagreement as to the interpretation or application of any term or terms of this contract. A grievance may only be filed that claims that the City has not complied with the intent of this contract. All grievances must be filed in writing to the appropriate Fire Chief within twenty-one (21) calendar days from the date of the infraction of the contract by management personnel.

7.1 Definitions

For the purpose of this article, the following definitions shall apply:

Subd. 1. A "grievance" shall mean an allegation by an employee or Union resulting in a dispute or disagreement between the employee/Union and the City as to the interpretation or application of terms and conditions contained in this agreement.

Subd. 2. The term "days" means calendar days including Saturdays, Sundays, and any days designated by this agreement or by Minnesota Statutes as holidays.

Subd. 3. In "computing any period of time" prescribed or allowed by procedures herein, the date of the act, or event giving cause for the grievance shall not be included.

Subd. 4. The day in which the "act or event giving cause" for the grievance to be filed shall be considered the day or days in which the grievance occurred or the day in which the employee filing the grievance should have been aware of the act or event.

Subd. 5. The "filing or service" of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period allowed.

Subd. 6. "Reduced to writing" means a written statement outlining the nature of the grievance, the provision(s) of the contract in dispute, and the relief requested.

Subd. 7. "Answer" means a written response outlining the party's position on the grievance.

Subd. 8. "Fire Chief" means the head of the department in which the Employee is employed.

7.2 Procedure

The employee shall initially attempt to settle the dispute with his /her immediate supervisor and upon failing to receive satisfaction shall proceed with the following grievance procedure. All grievances must be filed in writing to the appropriate Fire Chief within twenty-one (21) days from the date of the alleged infraction of the contract by management personnel.

Step 1

The employee or the Union shall file a written grievance with the appropriate Fire Chief. The filing of the grievance shall take place within twenty-one (21) days from the date of the alleged infraction. The Fire Chief will render a decision in writing to the Union within fourteen (14) days of the receipt of the grievance. All grievances must be reduced to writing, stating the sections of the contract that management personnel are alleged to have violated and the action or relief sought.

Step 2

If the Union or employee does not wish to accept the Fire Chief's answer, the Union or employee may appeal the grievance to the City Administrator within fourteen (14) days of the Fire Chief's response. The City Administrator shall provide a written answer to the Union within fourteen (14) days of receipt of the

grievance by the City Administrator or designee.

Step 3

If the City Administrator's answer is not satisfactory, the Union may file a copy of the grievance and an explanation of the action sought with the designated representative (Mayor or City Administrator) of the City Council within fourteen (14) days of the Union's receipt of the City Administrator's answer. The City Council shall answer the grievance appeal within twenty-one (21) days of receipt of the grievance from the Union.

Step 4

If the City Council's answer is not satisfactory, the Union may institute the arbitration procedure within this contract; however, the Union must notify the City of its intent to go to arbitration within fourteen (14) days of the Union's receipt of the City Council's answer.

Since unpaid suspensions, demotions and discharges are subject to City Council approval, any grievance related to the imposition of such discipline shall be initiated at Step 4 of the Grievance Procedure.

7.3 Waiver

Subd. 1 If the Union fails to respond within time limits established in the procedure, the grievance shall be deemed settled and the City's last answer shall prevail. If the City fails to answer in accordance with the schedule in the grievance procedure, the grievance shall be deemed settled and the relief sought shall have been deemed agreed to by the City.

Subd. 2. The grievance may be withdrawn by the aggrieved person at any level in writing.

Subd. 3. The time limits may be extended by mutual written agreement.

7.4 Choice of Remedy

If the grievance involves the suspension, demotion or discharge of an employee who has completed the required probationary period and the employee is vested with certain rights as a veteran under Minnesota Statutes, Section 197.46, the employee may elect to either appeal the grievance to Step 4 of the Grievance Procedure or make a timely request for review of the discipline decision at a Veteran's Preference hearing under Minnesota Statutes, Section 197.46. If a Veteran's Preference hearing is requested, the grievance is not subject to the arbitration procedure as provided in this Article and the employee shall have waived the employee's right to arbitrate pursuant to this Article.

Article 8 - ARBITRATION PROCEDURE

8.1 Purpose

Any dispute which has remained unresolved through the grievance procedure of this contract may be submitted to arbitration.

8.2 Selection

Should the Union and Employer representatives be unable to agree on an Arbitrator within fourteen (14) days of the issue being submitted to arbitration, the grieving party shall request the Bureau of Mediation Services to submit a list of arbitrators. The employer and Union shall alternately strike names until one name remains and that person will be the arbitrator. A toss of the coin will be used to determine which party will strike the first name.

8.3 Arbitrator's Decision

The Arbitrator shall make its findings known simultaneously to the City and to the Union within sixty (60) days from the final arbitration hearing. The decision of the Arbitrator shall be final and binding on both parties.

8.4 Arbitrator's Cost

The cost of the arbitrator shall be borne equally between the City and the Union. The cost of a court reporter shall be borne by the party requesting the court reporter, provided if both parties desire a verbatim record of the proceedings the cost shall be shared equally. All other expenses incurred by either party shall be borne by the respective party.

8.5 Arbitrator's Authority

The Arbitrator shall have no right to amend, modify, nullify, ignore or add provisions to this agreement. The Arbitrator's authority shall be limited to the extent that it may only consider and decide the particular issue or issues presented to it by the City and/or Union. Disputes or differences regarding the negotiable issues are expressly not subject to arbitration.

8.6 Arbitration Information

Upon appointment of the Arbitrator, both parties shall, within fourteen (14) days, of the arbitration hearing, submit to the other party the following:

- A. The issues involved.
- B. Statement of the known facts.
- C. Position of the party for resolution of dispute.
- D. The name and credentials of the person who will be presenting the party's position at the arbitration hearing.

The Union and Employer agree not to withhold from the other relevant information they intend to use in the arbitration hearing. Both parties also recognize that all relevant information needs to be presented to assure a fair decision and therefore, is not intended to restrict the use of information that was not known or overlooked at the time of the submission of information. Both parties agree they will notify the other of new information which becomes available when reasonably possible.

A party may not change the person selected to present their position at the arbitration hearing if the hearing is scheduled to occur within fourteen (14) days, unless both parties mutually agree to the change. If, after fourteen (14) days, one party notifies the other of a change in the person presenting their position, the other party may have an additional two days in which to make a change of the person presenting their position.

Article 9 - WORK INTERRUPTIONS

Neither the Union, its officers or agents, nor any of the employees covered by this agreement will engage in, encourage, sanction, support, or suggest any strikes, slow downs, mass resignations, mass absenteeism, the willful absence from one's position, the stoppage of work, or the abstinence in whole or in part of the full, faithful, and proper performance of the duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment. In the event that any employee violates this Article, the Union shall immediately notify any such employee in writing to cease and desist from such action and shall instruct them to immediately return to their normal duties. Any or all employees who violate any of the provisions of this article may be disciplined subject to the grievance procedure. In any arbitration proceeding involving breach of this clause, the sole question for the Arbitrator is whether the employee engaged in the prohibited activity without justification.

Article 10 - SENIORITY

An employee in the Union who transfers from another department of the City shall accumulate total seniority from the other department for the purpose of calculating vacation and sick leave.

Seniority shall be defined as an employee's length of continuous service with the City dating from their last date of hire. Seniority in the employment relationship shall be broken and terminated if any employee (1) quits, (2) is discharged, (3) is absent from work for three consecutive working days without notification to the City, (4) is laid off and fails to report to work within twenty-one working days after having been recalled, (5) is absent from work for any unauthorized reasons for 30 days or for a period of time equal to their seniority, whichever is shorter, (6) fails to report for work at the termination of any leave of absence, (7) accepts other employment while on any leave of absence, (8) upon certification of a permanent disability, or (9) leaves the employ of the City.

Layoffs shall be accomplished on the basis of seniority. The employee to be laid off retains seniority. An employee on layoff shall have an opportunity to return to work within

two (2) years of the time of their layoff before any new employee is hired except that, any employee on layoff who is notified by registered mail to return to work and fails to do so within twenty-one calendar days shall be considered to have voluntarily terminated employment with the Employer.

Article 11 - PROBATIONARY EMPLOYEES

All employees, upon commencing full time service with the City, shall serve a one-year probationary period. The wages of all probationary employees will be in accordance with provisions provided in the section on wages. Employees shall have no seniority until they have completed their probationary period. Upon completion of the probationary period, the employee shall be credited with seniority dating from the date of employment with the City. The terms of this contract shall not apply to any probationary employee with the exception of the provisions provided in the section on wages and provisions of this section. Probationary employees shall receive no fringe benefits except health insurance, vacation, sick leave, and holidays, until completion of their probationary period. Upon completion of the probationary period, employees shall receive all fringe benefits outlined in this contract retroactive to the date of hire. During the probationary period, a newly hired or rehired employee may be discharged at the sole discretion of the City.

Article 12 - SAFETY

All employees shall comply with safety and health regulations established by the City.

Article 13 - PHYSICAL FITNESS

The City may require a physical examination prior to beginning employment and annually thereafter. The City may require a health examination during the year in cases where the City believes any employee may have health problems which may jeopardize their health or life or that of their fellow employees. The City shall pay for those physical examinations it requires.

If, during the course of any physical examination required by the City, an employee is found to have health problems which may jeopardize their health or life, or that of their fellow employees, or is incapable of performing the essential functions of their position, the City may place that employee on sick leave and require a return to work approval slip that indicates the employee's physical condition did not warrant the action of mandatory sick leave, the employee's sick leave account will be reimbursed.

Article 14 - OVERTIME

The City has a right to schedule overtime as required in a manner most advantageous to the City and consistent with the requirements of municipal employment and the public interest. All work required by the City in excess of the 53 hours in a standard work week shall be considered overtime. All overtime work shall be compensated for at the rate of one and one-half times the hourly rate of the employee. Overtime for the non-emergency callback is to be as equally distributed as is practicable among the persons employed at

the Fire Department. If an employee is requested to work overtime and they decline the opportunity, their record shall be credited with the number of hours they could have worked.

Compensatory Time - Work performed in excess of 53 hours as part of a standard work week, shall be compensated as follows:

- (A) Straight time pay at the employee's current rate, plus
- (B) An accrual of one-half (0.5) times the hours over 53 attributed to the employee's comp time account (Comp Time Account).

The Comp Time Account shall be maintained on an individual basis for each employee. The total number of Comp Time Account hours shall be transferred to the employee. An employee who for any reason leaves the employment of the department shall be paid for all Comp Time Account hours accrued in accordance with Federal Law at the appropriate rate. Full-time bargaining unit employees, at their option, may during any pay period submit for payment from the City any portion of their accumulated comp time. Any accumulated comp time hours do need to be cashed out by the last payroll of every year. All record keeping shall be in accordance with Federal Law. Any part of this provision that is determined to violate Federal Law shall be re-negotiated and brought into compliance.

Article 15 - CALL BACK PAY

Off duty emergency call backs will be compensated as such and will be allowed when requested by the City, for a minimum of two (2) hours for each call back, at the rate of time and one-half (1-1/2) times the 2080 hourly rate of the employee involved. Fire Department employees shall be allowed to leave when the returning trucks are back in service. An emergency callback that results in an early report to or an extension of a regularly scheduled shift for duty does not qualify the employee for the two (2) hour minimum. If the call-back work assignment and the employee's regular work shift overlap, the employee shall be paid the call-back rate of time and one half (1-1/2) at the 2080 hourly rate prior to and/or after their regular shift time. The regular shift shall continue until the employee's normal quitting time. Training, meetings, and scheduled events do not qualify an employee for call back pay under this Article.

Article 16 - USE OF PRIVATE AUTOMOBILE

Any employee who is required to use their personal automobile for City business shall be reimbursed at the rate paid by the federal government.

Article 17 - HOLIDAYS

On the first payroll period of December, employees shall be compensated for twelve (12) hours per holiday at their current rate of pay for the 10 holidays as follows: 1) New Year's Day; 2) Martin Luther King Day; 3) President's Day; 4) Memorial Day; 5) Independence Day; 6) Labor Day; 7) Veteran's Day; 8) Thanksgiving Day; 9) Day after Thanksgiving;

and 10) Christmas Day. All employees shall also receive one (1) floating holiday at time of hire and at the beginning of each year to be taken in accordance with the rules governing vacation days.

The City agrees to add Juneteenth as a recognized holiday after such time that the Minnesota State Legislature approves it as an official holiday.

Any employee required to work on a holiday shall receive compensation in accordance with the overtime provision of this contract and shall be compensated for at the rate of one and one-half times the hourly rate of the employee.

Article 18 - VACATION

All employees will be eligible for a paid vacation at their regular rate of pay pursuant to the following schedule: Vacation will be earned at the rate of 5.54 hours per pay period for the first five years; at the rate of 8.31 hours per pay period for the second five years; and at the rate of 11.08 hours per pay period thereafter.

An employee may not commence using vacation leave until they have an accumulated total of at least three work days, which is six months of continuous employment or for relocation or prescheduled vacation only. Employees earning vacation at the rate of 5.54 hours per pay period may not accumulate more than 252 hours. Employees earning vacation at the rate of 8.31 hours per pay period may not accumulate more than 372 hours. Employees earning vacation at the rate of 11.08 hours per pay period may not accumulate more than 468 hours.

Employees will earn additional vacation day(s) per the total years of full-time service with the City of Faribault. Accrual day(s) will commence on the employees date of hire per the chart below:

Years of service	Extra days of vacation
10-14 years	1 day
15-19 years	3 days
20+ years	5 days

For the purpose of determining a vacation schedule for employees the following method shall be used:

The vacation roster runs from April 1 to March 31. Priority of vacation days shall be by seniority on each employee's respective shift. The senior shift employee shall start the "first choice" vacation roster by April 1st. The second senior shift employee is not obligated to make their "first choice" until their shift has worked 3 days in April. Each employee shall have a maximum of 3 shift working days to list their choice or forfeit to the next lower senior employee. Each employee shall notify the next lower senior employee that they have listed their choice or of their intent to decline taking a choice. To decline is the same as forfeit. A three day minimum is required on "first choice" vacation. All

days must be consecutive.

At the completion of the "first choice" round the "second choice" round shall begin. The senior shift employee shall begin the "second choice". The senior employee shall have a maximum of 3 shift working days to list a "second choice" or forfeit to the next lowest senior employee. Each employee shall notify the next lower senior employee that they have listed their choice or of their intent to decline taking a choice. To decline is the same as forfeit. A one day minimum is required on "second choice" vacation. All days must be consecutive.

At the completion of the "second choice" round the remaining open days may be taken as "floaters". The employee shall give a minimum of 24 hour notice prior to taking a "floater" vacation day or days. All days must be consecutive.

A floater cannot be taken when another employee is on vacation within the same shift.

Partial Day Vacations: Partial day vacations must be used in three (3) hour units and may be extended by one (1) hour increments up to 23 hours. No employee, regardless of seniority shall be allowed to use a partial day vacation if another shift employee requests the entire day. A partial day vacation can be scheduled a maximum of 30 calendar days in advance. The use of a partial day requires the clearing of all shift members. Once a partial day of vacation has been properly approved and listed it cannot be bumped. Changes in vacation schedule must be approved by the Fire Chief, or representative. The highest ranking officer available may waive the 24 hour notice and/or the "same shift" limitation regarding the use of "floater" vacation days. Such waiver is at the complete discretion of the ranking officer available and the granting or denial of a request shall not be grievable under the terms of this contract. An employee, who is dissatisfied with the method or results of the above process for determining a vacation, shall not have an opportunity to file a grievance under the terms of this contract.

Article 19 - INSURANCE

Employee health insurance premiums for this contract and going forward will be based on the following percentages. Any changes to plans would only be due to Federal requirements and regulations.

<u>Plan</u>		<u>Coverage</u>	
\$2800 Deductible	Single	Single+1	Family
Employer Percentage	92%	87%	82%
Employee Percentage	8%	13%	18%
\$1400 Deductible	Single	Single+1	Family
Employer Percentage	82%	77%	72%
Employee Percentage	18%	23%	28%

The City will match an Employee's contribution to their Health Savings Account (H.S.A.) under the City H.S.A. plan up to \$55.00/month for 2022, \$56.10/month for 2023, and \$57.36/month for 2024. Employer contributions into the H.S.A. plan will be made on a pro-rata basis twice monthly.

If any other group or individual receives contribution levels for insurance exceeding the negotiated contributions stated in this contract, this group would also receive those increased contributions.

The employee's portion of the premium cost shall be paid through payroll deduction. In no case shall the City's contribution exceed the actual cost of the coverage selected by the employee.

The City agrees to discuss with the Union any changes in medical insurance coverage prior to implementation, however, such discussions will not be deemed negotiable, nor will they be grievable under this contract.

The City will provide term life insurance in the amount of \$100,000 with no cost to the employee.

The City will allow retired employees to continue on as members in the medical insurance program but the retired employee shall reimburse the City for the entire cost of the medical insurance program.

Any employee provided with dependent health care coverage shall file such information as may be required by the City to determine the availability of health care insurance to employed dependents.

No employee shall file, or permit to be filed, an insurance claim against the City's health care provider until any health care benefits of employed dependents' health care plan have been utilized.

Article 20 - SICK LEAVE

Sick Leave shall be compensated for at the regular rate of pay. Sick leave may be legitimately used for the employee's own personal injury or illness during which time the employee shall be under the direct care of a physician or confined to his or her residence. Use of sick leave in a contrary manner may be grounds to withhold sick leave pay, or to discipline and/or discharge in the case of a repeated misconduct.

When an employee is eligible for Worker's Compensation payments they may supplement these payments with a prorated portion of any accumulated sick leave so that the combination of the two benefits will equal the employee's net pay. Net pay is defined for these purposes as regular pay received from a standard work week less mandatory deductions which include federal and state taxes, social security, Medicare, PERA and wage garnishments. If the employee should exhaust their accumulated sick leave for their own personal injury or illness, the employee shall receive Worker's Compensation payments only. Working days only will be counted when using sick leave.

An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child, as defined in Minnesota Statute 181.940, subd. 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury.

An employee may use sick leave as allowed under this section for safety leave, whether or not the employee's employer allows use of sick leave for that purpose for such reasonable periods of time as may be necessary. Safety leave may be used for assistance to the employee or assistance to the relatives described in the paragraph above. For the purpose of this section, "safety leave" is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking.

The use of sick leave for safety leave or for absences due to the illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent is limited to up to 160 hours in any 12-month period. This does not apply to absences due to the illness or injury of a child, as defined in Minnesota Statute 181.940, subd. 4.

Employees hired prior to January 1, 1999, shall earn sick leave at the rate of 504 hours per year. Employees hired after January 1, 1999, shall earn sick leave at the rate of 360 hours per year. This sick leave shall be used at a rate of one 24 hour shift for 24 hours of sick leave. All employees shall be allowed a year-end accumulation maximum of 1,440 unused sick leave hours.

All unused sick leave in excess of the accumulated maximum amount as permitted under this Agreement and shall be bought back from the City on an annual basis. For employees hired prior to January 1, 1999, all unused sick leave in excess of the maximum accumulated amount shall be bought back by the City at a rate of one hour of pay (at a converted 40 hour rate) for each 9 hours of unused sick leave. For employees hired after January 1, 1999, all unused sick leave in excess of the maximum accumulated amount shall be bought back by the City at a rate of one hour of pay (at a converted 40 hour rate) for each 6.4 hours of unused sick leave.

Employees must use sick leave in increments of at least one-fourth day or a minimum of one hour increments with supervisor approval. Employees shall be allowed to use sick leave as needed except that in order to qualify for sick leave, an employee must report that they are sick no later than one hour before the time for which they are scheduled to report for work. This one hour restriction shall not apply to employees who become sick while at work.

Employees on sick leave for more than two consecutive work days may be required to submit a physician's statement of illness. Employees may be required to submit a physician's statement of illness after one day, if that day is immediately before or after a

holiday or a scheduled vacation day.

Medical appointments are not to be scheduled for on duty time, unless prior approval is received from the Fire Chief.

Article 21 - EMERGENCY LEAVE

Emergency leave may be granted to an employee in the event of serious illness or other emergency in the family of said employee. Employees in need of such leave shall make application thereof to the City Administrator. Such time as is granted shall be chargeable against the employee's paid leave accounts. The rate of charge against the paid leave accounts shall be that of the actual time absent from work. The granting of such emergency leave shall not be unreasonable or arbitrarily withheld.

Article 22 - JURY DUTY

All employees will receive a leave of absence when called for jury duty. The employee will be paid their regular rate of pay by the City. The employee shall in turn submit to the City the amount of jury duty pay received for scheduled work days. Jury duty calls shall be reported to the Fire Chief the first working day following the receipt of the jury summons.

Article 23- FUNERAL LEAVE

Employees are allowed to use up three (3) days for the death of an immediate family member, with pay, as funeral leave upon the death of an immediate family member. One (1) day of paid funeral leave is provided to an Employee in the event of the death of any other family member.

Immediate family members include an Employee's spouse, parents, children, siblings, grandparents, grandchildren, similarly-related step relationships, in-laws, and domestic partners. Other family members include aunts, uncles, nieces, nephews, and similarly related in-laws. Funeral leave will not be deducted from the Employee's vacation or sick leave balances. Employees may request additional time off for a longer leave or to attend the funeral of a more distant relative or friend. Prior approval of the Fire Chief and City Administrator is required, and if allowed, such leave actually used by the Employee will be charged against the Employee's sick leave account.

Article 24 - MILITARY LEAVE

Employees who are called to active duty in the U.S. military service shall receive a leave of absence without pay and shall be entitled to return to their former job providing said employee returns to work within required days after release from active duty. For specific information on this policy please refer to the Employer Personnel Policy Manual.

Article 25 - PERSONAL LEAVE OF ABSENCE

An employee may request a personal leave of absence without pay. All requests for

personal leave of absence shall state the reason for which the request is made in writing to the City Administrator. The City Administrator may grant personal leaves of absence up to two (2) weeks in duration. Leaves of absence for more than two (2) weeks shall be presented to the City Council. While on personal leave of absence without pay, an employee shall retain their seniority; however, they shall forfeit all fringe benefits while on the leave except for hospitalization payable by the employee.

Article 26 - TERMINATION CONSIDERATION

When an employee leaves the employment of the City in good standing and with at least three years of continuous full-time City employment, they shall receive in salary one-half (1/2) of their accumulated unused sick leave up to a maximum equivalent of 720 hours. The words "in good standing" shall mean a minimum of two weeks' notice when due to retirement or resignation.

When an employee leaves the employment of the City in good standing, they shall receive all vacation and holiday pay earned up to the date of termination.

Upon written notification of retirement, an employee may begin to draw sick leave separation pay up to 18 months prior to the employee's last day of employment. The separation pay shall be computed at the rate of pay in effect when the employee receives the pay. The employee shall give notice of retirement prior to August 1st of the year in which payment is to be received.

Article 27 - WORK SCHEDULE

Employees shall be assigned to either 24-hour work shifts and a 56-hour work week or 8-hour work shifts and a 40-hour work week. Employees assigned to 8-hour work shifts shall receive a 1/4 hour rest break each four hours of work and a one-hour unpaid meal break. Employees assigned 24-hour work shifts and 56-hour work week shall be assigned to a schedule which averaged out over a 28 day period shall be typified as follows:

Day	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	then repeat
	on	off	on	off	on	off	off	off	off	

Employees assigned to twenty-four (24) hour work shifts shall receive paid break and meal times during their work shifts and be provided an eight hour period for sleep to be interrupted for duty only for emergency calls.

Article 28 - WAGES

Cost of Living Adjustments (COLA) are as follows:

2022	1.50%
2023	2.00%
2024	2.25%

The City completed a Classification & Compensation Study in 2018, including a new wage structure. Job Title grades in the new structure for Local 665 employees are as follows:

Fire Captain Grade 'L'
Firefighter Grade 'I'

All new employees shall be placed between steps 1 through 3 based on experience and education. They will receive a step increase based on the scale below and meeting the requirements of their position.

All current employees in steps 1 through 5 will be placed in the revised 2021 wage schedule at their current step and continue to progress based on their time in their position. Any employee in step 6 or greater before the end of 2021 will be placed in the revised 2021 wage schedule at the step with a wage that is closest to, but equal to or greater than, the employee's current wage. Employees will advance one step effective January 1, 2022 or based on their anniversary date of employment if hired after January 1, 2018 (if meeting the requirements of their position and not at the revised step 12 and received a step increase in 2021) and receive the COLA increase reflected in the wage structure shown below for 2022.

Local 665 Fire	Steps		1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Progression	Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months	
Fire Captain - L	2021	\$25.91	\$26.65	\$27.38	\$28.13	\$28.87	\$29.63	\$30.41	\$31.21	\$32.03	\$32.87	\$33.74	\$34.62	\$35.54	
	2022	\$26.30	\$27.05	\$27.79	\$28.55	\$29.30	\$30.07	\$30.86	\$31.68	\$32.51	\$33.36	\$34.24	\$35.14	\$36.07	
	2023	\$26.82	\$27.59	\$28.35	\$29.12	\$29.89	\$30.68	\$31.48	\$32.31	\$33.16	\$34.03	\$34.93	\$35.85	\$36.79	
	2024	\$27.43	\$28.21	\$28.98	\$29.78	\$30.56	\$31.37	\$32.19	\$33.04	\$33.91	\$34.80	\$35.71	\$36.65	\$37.62	
Firefighter - I	2021	\$20.70	\$21.29	\$21.88	\$22.47	\$23.06	\$23.67	\$24.29	\$24.93	\$25.58	\$26.26	\$26.95	\$27.66	\$28.38	
	2022	\$21.01	\$21.61	\$22.21	\$22.81	\$23.41	\$24.02	\$24.65	\$25.30	\$25.97	\$26.65	\$27.35	\$28.07	\$28.81	
	2023	\$21.43	\$22.04	\$22.65	\$23.26	\$23.87	\$24.50	\$25.15	\$25.81	\$26.49	\$27.18	\$27.90	\$28.63	\$29.38	
	2024	\$21.91	\$22.54	\$23.16	\$23.79	\$24.41	\$25.05	\$25.71	\$26.39	\$27.08	\$27.79	\$28.53	\$29.28	\$30.05	

Local 665 Fire	40 hr/Steps		1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Progression	Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months	
Fire Captain - L	2021	\$36.28	\$37.32	\$38.34	\$39.38	\$40.42	\$41.48	\$42.57	\$43.69	\$44.84	\$46.02	\$47.23	\$48.47	\$49.75	
	2022	\$36.82	\$37.88	\$38.92	\$39.97	\$41.03	\$42.11	\$43.21	\$44.35	\$45.52	\$46.71	\$47.94	\$49.20	\$50.50	
	2023	\$37.56	\$38.64	\$39.69	\$40.77	\$41.85	\$42.95	\$44.08	\$45.24	\$46.43	\$47.65	\$48.90	\$50.19	\$51.51	
	2024	\$38.41	\$39.51	\$40.59	\$41.69	\$42.79	\$43.91	\$45.07	\$46.25	\$47.47	\$48.72	\$50.00	\$51.32	\$52.67	
Firefighter - I	2021	\$28.97	\$29.80	\$30.63	\$31.46	\$32.28	\$33.13	\$34.00	\$34.89	\$35.81	\$36.75	\$37.72	\$38.71	\$39.73	
	2022	\$29.40	\$30.25	\$31.09	\$31.93	\$32.76	\$33.63	\$34.51	\$35.42	\$36.35	\$37.31	\$38.29	\$39.29	\$40.33	
	2023	\$29.99	\$30.85	\$31.71	\$32.57	\$33.42	\$34.30	\$35.20	\$36.13	\$37.08	\$38.05	\$39.05	\$40.08	\$41.14	
	2024	\$30.67	\$31.55	\$32.42	\$33.30	\$34.17	\$35.07	\$35.99	\$36.94	\$37.91	\$38.91	\$39.93	\$40.98	\$42.06	

In the event of a promotion from Firefighter to Fire Captain, the employee will be placed in the Fire Captain Wage Scale, 3 steps above the step that provides an increase over their current wage.

If any other exempt or non-exempt employee groups working for the City, excluding anyone being reclassified, going through probation, reorganization, or a promotion, receive an increase in base wages, this group would also receive that same percentage increase.

Article 29 - UNIFORMS

For the purpose of replacement, care and maintenance of their uniforms, each employee shall receive \$65 per month (\$780 per year) from the City.

Article 30 - WORK OUT OF CLASSIFICATION

An employee who is designated by the Fire Chief to serve as acting Fire Captain shall be paid at the rate of \$2.25 above the employee's current wage.

Article 31 - EXCHANGE OF SHIFTS OR WORK WEEK

Each employee shall have the right to exchange shifts or work week or portions thereof with another employee when doing so does not interfere with the operation of the Department. It is the responsibility of the employee normally scheduled to be on duty to see that their position is properly filled, and to obtain permission in writing from the commander of the shift prior to the substitution. The Fire Chief will not be obligated to allow the shift or work week change if it would interfere in the efficiency or effectiveness of the Department.

Article 32 - TRAINING/CONTINUING EDUCATION

The City shall reimburse tuition, and book expenses to the employee upon satisfactory completion of a recognized course of job related continuing education instruction. Such job related instruction must be reviewed and approved by the City Administrator prior to the initiation of cost in order to be eligible for reimbursement. Such eligible reimbursement may be entered into individually by the employee and City and a reimbursement to the City is required should the employee terminate their employment early, as per to the schedule given at time of acceptance to the individual. Job related instruction does not include mandatory training necessary to maintain minimum licensing requirements.

Actual expenses (lodging costs, registration fees, meals, and transportation) will be reimbursed for any City initiated (required) on-duty training out-of-station. Required in-station training would be compensated for pursuant to the overtime provision.

Article 33 - LONG TERM DISABILITY

The City will provide, without cost to the employee, long term disability insurance which will provide 66.6% of normal compensation commence on the 91st day of disability.

An employee once disabled and collecting long term disability benefits on the 91st day shall not accrue vacation, holiday time or sick leave and accrual of said benefits shall not begin until such time the disability stops and the employee returns to full-time duty.

Article 34 – COURT TIME

An employee who is required to appear in Court during their scheduled off-duty time shall

receive a minimum of two (2) hours pay at one and one-half (1 ½) times the employee's base pay rate. An extension of early report to a regularly scheduled shift for Court Appearance does not qualify the employee for the two (2) hour minimum. If an employee is scheduled to appear in Court and a cancellation occurs after 5:00 p.m. on the day prior to the court appearance, then the employee shall receive the two (2) hour minimum.

Article 35 - AGREEMENT OF THE PARTIES

This contract is the entire agreement of the parties, terminating all prior agreements and practices and concludes all collective bargaining during the term of the contract period. The Union specifically waives the right to bargain with respect to any subject or material referred to or covered in the agreement or with respect to any subject of material not specifically referred to or covered in the agreement even though it may not have been in the knowledge or the contemplation of the parties at the time the contract was negotiated. All proposals submitted by either party during the negotiation leading to this contract are hereby declared to be immaterial and not germane to any grievance or arbitration carried out based on this contract. No prior or existing custom or practice except those providing benefits is to be considered part of or as in any way supplementing the terms and provisions of this contract.

Article 36 - SAVINGS CLAUSE

If any provision of this contract, or the application of such provisions, should be rendered, or be declared invalid by any court action, or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this contract remain in full force and effect.

Article 37 - DURATION

This agreement shall be binding and in full force and effect from January 1, 2022 through December 31, 2024.

WITNESS OUR HAND AND SEAL THIS ____ DAY OF _____.

CITY OF FARIBAULT	FARIBAULT FIREFIGHTERS, LOCAL NO. 665, I.A.F.F.
By _____ Mayor	By _____
By _____ City Administrator	By _____
	By _____



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: December 14, 2021
SUBJECT: 2021-279 Approve Pawnbrokers License Renewal for Pawn Minnesota

Background:

City Staff has received an application to renew a Pawnbrokers License from Pawn Minnesota, LLC. Pawn Minnesota has paid all required fees and has submitted all documentation. Staff has submitted the required paperwork to the Faribault Police Department for review and to complete a background check. A \$5,000.00 bond has also been submitted to the city attorney for review. If approved, the license will be in effect from January 1, 2022-December 31, 2022.

Recommendation:

Approve Resolution 2021-279

Attachments:

1. Resolution 2021-279 Approve Pawn MN License

CITY OF FARIBAULT

RESOLUTION #2021-279

APPROVE PAWNBROKERS LICENSE RENEWAL FOR PAWN MINNESOTA

WHEREAS, Pawn Minnesota, LLC has submitted an application to renew its Pawnbroker License in the city of Faribault; and

WHEREAS, Pawn Minnesota, LLC has submitted all required forms and documentation; paid the proper fees; and submitted the required bond; and

WHEREAS, pending a successful background check and review by the Faribault Police Department and certified by the Chief of Police that they have not been convicted of any violations of any state law or municipal ordinance relating to any crime concerning dishonesty, fraud, deceit or immorality.

NOW, THEREFORE BE IT RESOLVED, that Pawn Minnesota, LLC, located at 230 Central Ave, Faribault, MN, be issued a Pawnbroker License for the term of January 1, 2022 through December 31, 2022.

Date Adopted: December 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: December 14, 2021
SUBJECT: Approve 1-4 Day Temporary License for Faribault Minnesota Chapter, Inc

Background:

City staff received an application from Faribault Minnesota Chapter, Inc. for a 1-4 Day Temporary Liquor License for an event that will be held at Faribault Harley Davidson on January 8, 2022.

Recommendation:

Approve 1-4 Day Temporary License for Faribault Minnesota Chapter, Inc.

Attachments:

1. 1-4 Day License



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	
Faribault Minnesota Chapter, Inc.		5/13/96	
Address	City	State	Zip Code
2704 W. Airport Drive	Faribault	MN	55021
Name of person making application		Business phone	Home phone
Ann M. Hofmeister		507-334-5130	
Date(s) of event	Type of organization		
January 8, 2022	☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name	City	State	Zip Code
Ann M. Hofmeister	Faribault	MN	55021
Organization officer's name	City	State	Zip Code
Organization officer's name	City	State	Zip Code
Organization officer's name	City	State	Zip Code

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

Faribault Harley-Davidson indoors

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

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

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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



Request for Council Action

TO: Mayor and City Council
THROUGH:
FROM: Tim Murray, City Administrator
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-280 Approving the Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid Settlements

Background:

The State of Minnesota has joined a broad multistate coalition in reaching nationwide settlements with the three largest opioid distributors – AmerisourceBergen, Cardinal Health, and McKesson – and opioid manufacturer Johnson & Johnson. The settlements resolve investigations and lawsuits against these companies for their role in the opioid crisis.

The City may be eligible to receive funds under this settlement-in order to establish our eligibility, we must complete several actions as outlined in the attached resolution and further detailed in the information received through the Minnesota Attorney General's Office. The action being requested by the Council authorizes the Mayor and City Administrator to execute all necessary documents related to the opioid settlement and claiming funds available to the City.

Recommendation:

Approve Resolution 2021-280

Attachments:

1. Resolution 2021-280 Regarding Opioid Settlement
2. DOCSOPEN-#768498-v2-Minnesota_Opioids_State-Subdivision_Memorandum_of_Agreement_(City_of_Faribault)
3. DOCSOPEN-#768292-v1-Attorney_General_Opioid_Settlement_memorandum_documents
4. DOCSOPEN-#768297-v1-Exhibit_K_Subdivision_Settlement_Participation_Form
5. DOCSOPEN-#768295-v1-Exhibit_K_Janssen_Settlement_Participation_Form

CITY OF FARIBAULT

RESOLUTION #2021-280

APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE STATE OF MINNESOTA AND LOCAL GOVERNMENTS AND AUTHORIZING PARTICIPATION IN NATIONAL OPIOID SETTLEMENTS

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people, have been harmed by misconduct committed by certain entities that engage in the manufacture, marketing, promotion, distribution, or dispensing of opioids; and

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties joined with thousands of local governments across the country to file lawsuits against opioid manufacturer and pharmaceutical distribution companies and hold those companies accountable for their misconduct; and

WHEREAS, representatives of local Minnesota governments, the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, the State of Minnesota, and the Minnesota Attorney General's Office have negotiated and prepared a Memorandum of Agreement (MOA) to provide for the equitable distribution of proceeds to the State of Minnesota and to individual local governments from recent settlements in the national opioid litigation; and

WHEREAS, by signing onto the MOA, the state and local governments maximize Minnesota's share of opioid settlement funds, demonstrate solidarity in response to the opioid epidemic, and ensure needed resources reach the most impacted communities; and

WHEREAS, it is in the best interests of the State of Minnesota and the residents of the City of Faribault, and the County of Rice, that the City participate in the national opioid litigation settlements.

NOW, THEREFORE, be it resolved by the City Council of the City of Faribault, Minnesota:

1. The recitals set forth above are incorporated into and made part of this Resolution.

2. Participation in the opioid litigation settlements promotes the public health, safety, and welfare of the residents of the City of Faribault.
3. The City of Faribault supports and opts-in to the national opioid litigation settlements with the Distributors McKesson, Cardinal Health, and Amerisource Bergen, and with the Manufacturer Johnson & Johnson.
4. The Memorandum of Agreement (MOA) between the State of Minnesota and Local Governments relating to the distribution of settlement funds is hereby approved by the City of Faribault.
5. The Mayor and City Administrator are hereby authorized to take such measures as necessary to sign the MOA and otherwise participate in the national opioid settlements, including executing the Participation Agreement and accompanying Release.
6. The Mayor and City Administrator are hereby authorized and directed to execute all appropriate documents to effectuate the action contemplated by this Resolution.
7. The Mayor and City Administrator, staff, and consultants are hereby authorized and directed to take any and all additional steps and actions necessary or convenient in order to accomplish the intent of this Resolution, including but not limited to all compliance with all necessary settlement requirements and procurement procedures.

Dated: December 14, 2021.

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

MINNESOTA OPIOIDS STATE-SUBDIVISION MEMORANDUM OF AGREEMENT

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic;

WHEREAS, certain Minnesota counties and cities, through their counsel, and the State, through its Attorney General, are separately engaged in ongoing investigations, litigation, and settlement discussions seeking to hold opioid manufacturers and distributors accountable for the damage caused by their misconduct;

WHEREAS, the State and Local Governments share a common desire to abate and alleviate the impacts of the misconduct described above throughout Minnesota;

WHEREAS, while the State and Local Governments recognize the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort;

WHEREAS, the investigations and litigation with Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson have resulted in National Settlement Agreements with those companies, which the State has already committed to join;

WHEREAS, Minnesota's share of settlement funds from the National Settlement Agreements will be maximized only if all Minnesota counties, and cities of a certain size, participate in the settlements;

WHEREAS, the National Settlement Agreements will set a default allocation between each state and its political subdivisions unless they enter into a state-specific agreement regarding the distribution and use of settlement amounts;

WHEREAS, this Memorandum of Agreement is intended to facilitate compliance by the State and by the Local Governments with the terms of the National Settlement Agreements and is intended to serve as a State-Subdivision Agreement under the National Settlement Agreements;

WHEREAS, this Memorandum of Agreement is also intended to serve as a State-Subdivision Agreement under resolutions of claims concerning alleged misconduct in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and cities and allow for the allocation between a state and its political subdivisions to be set through a state-specific agreement; and

WHEREAS, specifically, this Memorandum of Agreement is intended to serve under the Bankruptcy Resolutions concerning Purdue Pharma and Mallinckrodt as a qualifying Statewide Abatement Agreement.

I. Definitions

As used in this MOA (including the preamble above):

“Approved Uses” shall mean forward-looking strategies, programming, and services to abate the opioid epidemic that fall within the list of uses on **Exhibit A**. Consistent with the terms of the National Settlement Agreements and Bankruptcy Resolutions, “Approved Uses” shall include the reasonable administrative expenses associated with overseeing and administering Opioid Settlement Funds. Reimbursement by the State or Local Governments for past expenses are not Approved Uses.

“Backstop Fund” is defined in Section VI.B below.

“Bankruptcy Defendants” mean Purdue Pharma L.P. and Mallinckrodt plc.

“Bankruptcy Resolution(s)” means resolutions of claims concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic by the Bankruptcy Defendants entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and municipalities and allow for the allocation between the state and its political subdivisions to be set through a state-specific agreement.

“Counsel” is defined in Section VI.B below.

“County Area” shall mean a county in the State of Minnesota plus the Local Governments, or portion of any Local Government, within that county.

“Governing Body” means (1) for a county, the county commissioners of the county, and (2) for a municipality, the elected city council or the equivalent legislative body for the municipality.

“Legislative Modification” is defined in Section II.C below.

“Litigating Local Governments” mean a Local Government that filed an opioid lawsuit(s) on or before December 3, 2021, as defined in Section VI.B below.

“Local Abatement Funds” are defined in Section II.B below.

“Local Government” means all counties and cities within the geographic boundaries of the state of Minnesota.

“MDL Matter” means the matter captioned *In re National Prescription Opiate Litigation*, MDL 2804, pending in the United States District Court for the Northern District of Ohio.

“Memorandum of Agreement” or “MOA” mean this agreement, the Minnesota Opioids State-Subdivision Memorandum of Agreement.

“National Settlement Agreements” means the national opioid settlement agreements with the Parties and one or all of the Settling Defendants concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.

“Opioid Settlement Funds” shall mean all funds allocated by the National Settlement Agreements and any Bankruptcy Resolutions to the State and Local Governments for purposes of opioid remediation activities or restitution, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies.

“Opioid Supply Chain Participants” means entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic, including their officers, directors, employees, or agents, acting in their capacity as such.

“Parties” means the State and the Participating Local Governments.

“Participating Local Government” means a county or city within the geographic boundaries of the State of Minnesota that has signed this Memorandum of Agreement and has executed a release of claims with the Settling Defendants by signing on to the National Settlement Agreements. For the avoidance of doubt, a Local Government must sign this MOA to become a “Participating Local Government.”

“Region” is defined in Section II.H below.

“Settling Defendants” means Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, as well as their subsidiaries, affiliates, officers, and directors named in a National Settlement Agreement.

“State” means the State of Minnesota by and through its Attorney General, Keith Ellison.

“State Abatement Fund” is defined in Section II.B below.

II. Allocation of Settlement Proceeds

- A. Method of distribution. Pursuant to the National Settlement Agreements and any Bankruptcy Resolutions, Opioid Settlement Funds shall be distributed directly to the State and directly to Participating Local Governments in such proportions and for such uses as set forth in this MOA, provided Opioid Settlement Funds shall not be considered funds of the State or any Participating Local Government unless and until such time as each annual distribution is made.
- B. Overall allocation of funds. Opioid Settlement Funds will be initially allocated as follows: (i) 25% directly to the State (“State Abatement Fund”), and (ii) 75% directly to abatement funds established by Participating Local Governments (“Local Abatement Funds”). This initial allocation is subject to modification by Sections II.F, II.G, and II.H, below.

C. Statutory change.

1. The Parties agree to work together in good faith to propose and lobby for legislation in the 2022 Minnesota legislative session to modify the distribution of the State's Opiate Epidemic Response Fund under Minnesota Statutes section 256.043, subd. 3(d), so that "50 percent of the remaining amount" is no longer appropriated to county social services, as related to Opioid Settlement Funds that are ultimately placed into the Minnesota Opiate Epidemic Response Fund ("Legislative Modification").¹ Such efforts include, but are not limited to, providing testimony and letters in support of the Legislative Modification.
2. It is the intent of the Parties that the Legislative Modification would affect only the county share under section 256.043, subd. 3(d), and would not impact the provision of funds to tribal social service agencies. Further, it is the intent of the Parties that the Legislative Modification would relate only to disposition of Opioid Settlement Funds and is not predicated on a change to the distribution of the Board of Pharmacy fee revenue that is deposited into the Opiate Epidemic Response Fund.

D. Bill Drafting Workgroup. The Parties will work together to convene a Bill Drafting Workgroup to recommend draft legislation to achieve this Legislative Modification. The Workgroup will meet as often as practicable in December 2021 and January 2022 until recommended language is completed. Invitations to participate in the group shall be extended to the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, state agencies, the Governor's Office, the Attorney General's Office, the Opioid Epidemic Response Advisory Council, the Revisor's Office, and Minnesota tribal representatives. The Workgroup will host meetings with Members of the Minnesota House of Representatives and Minnesota Senate who have been involved in this matter to assist in crafting a bill draft.

E. No payments until August 1, 2022. The Parties agree to take all steps necessary to ensure that any Opioid Settlement Funds ready for distribution directly to the State and Participating Local Governments under the National Settlement Agreements or Bankruptcy Resolutions are not actually distributed to the Parties until on or after August 1, 2022, in order to allow the Parties to pursue legislative change that would take effect before the Opioid Settlement Funds are received by the Parties. Such steps may include, but are not limited to, the Attorney General's Office delaying its filing of Consent Judgments in Minnesota state court memorializing the National Settlement Agreements. This provision will cease to apply upon the effective date of the Legislative Modification described above, if that date is prior to August 1, 2022.

¹ It is the intent of the Parties that counties will continue to fund child protection services for children and families who are affected by addiction, in compliance with the Approved Uses in **Exhibit A.**

- F. Effect of no statutory change by August 1, 2022. If the Legislative Modification described above does not take effect by August 1, 2022, the allocation between the Parties set forth in Section II.B shall be modified as follows: (i) 40% directly to the State Abatement Fund, and (ii) 60% to Local Abatement Funds. The Parties further agree to discuss potential amendment of this MOA if such legislation does not timely go into effect in accordance with this paragraph.
- G. Effect of later statutory change. If the Legislative Modification described above takes effect after August 1, 2022, the allocation between the Parties will be modified as follows: (i) 25% directly to the State Abatement Fund, and (ii) 75% to Local Abatement Funds.
- H. Effect of partial statutory change. If any legislative action otherwise modifies or diminishes the direct allocation of Opioid Settlement Funds to Participating Local Governments so that as a result the Participating Local Governments would receive less than 75 percent of the Opioid Settlement Funds (inclusive of amounts received by counties per statutory appropriation through the Minnesota Opiate Epidemic Response Fund), then the allocation set forth in Section II.B will be modified to ensure Participating Local Governments receive 75% of the Opioid Settlement Funds.
- I. Participating Local Governments receiving payments. The proportions set forth in **Exhibit B** provide for payments directly to: (i) all Minnesota counties; and (ii) all Minnesota cities that (a) have a population of more than 30,000, based on the United States Census Bureau's Vintage 2019 population totals, (b) have funded or otherwise managed an established health care or treatment infrastructure (e.g., health department or similar agency), or (c) have initiated litigation against the Settling Defendants as of December 3, 2021.
- J. Allocation of funds between Participating Local Governments. The Local Abatement Funds shall be allocated to Participating Local Governments in such proportions as set forth in **Exhibit B**, attached hereto and incorporated herein by reference, which is based upon the MDL Matter's Opioid Negotiation Class Model.² The proportions shall not change based on population changes during the term of the MOA. However, to the extent required by the terms of the National Settlement Agreements, the proportions set forth in **Exhibit B** must be adjusted: (i) to provide no payment from the National Settlement Agreements to any listed county or municipality that does not participate in the National Settlement Agreements; and (ii) to provide a reduced payment from the National Settlement Agreements to any listed county or city that signs on to the National Settlement Agreements after the Initial Participation Date.
- K. Redistribution in certain situations. In the event a Participating Local Government merges, dissolves, or ceases to exist, the allocation percentage for that Participating Local

² More specifically, the proportions in Exhibit B were created based on Exhibit G to the National Settlement Agreements, which in turn was based on the MDL Matter's allocation criteria. Cities under 30,000 in population that had shares under the Exhibit G default allocation were removed and their shares were proportionally reallocated amongst the remaining subdivisions.

Government shall be redistributed equitably based on the composition of the successor Local Government. In the event an allocation to a Local Government cannot be paid to the Local Government, such unpaid allocations will be allocated to Local Abatement Funds and be distributed in such proportions as set forth in Exhibit B.

- L. City may direct payments to county. Any city allocated a share may elect to have its full share or a portion of its full share of current or future annual distributions of settlement funds instead directed to the county or counties in which it is located, so long as that county or counties are Participating Local Governments[s]. Such an election must be made by January 1 each year to apply to the following fiscal year. If a city is located in more than one county, the city's funds will be directed based on the MDL Matter's Opioid Negotiation Class Model.

III. Special Revenue Fund

- A. Creation of special revenue fund. Every Participating Local Government receiving Opioid Settlement Funds through direct distribution shall create a separate special revenue fund, as described below, that is designated for the receipt and expenditure of Opioid Settlement Funds.
- B. Procedures for special revenue fund. Funds in this special revenue fund shall not be commingled with any other money or funds of the Participating Local Government. The funds in the special revenue fund shall not be used for any loans or pledge of assets, unless the loan or pledge is for an Approved Use. Participating Local Governments may not assign to another entity their rights to receive payments of Opioid Settlement Funds or their responsibilities for funding decisions, except as provided in Section II.L.
- C. Process for drawing from special revenue funds.
 - 1. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
 - 2. The budget or resolution must (i) indicate that it is an authorization for expenditures of opioid settlement funds; (ii) state the specific strategy or strategies the county or city intends to fund, using the item letter and/or number in **Exhibit A** to identify each funded strategy, if applicable; and (iii) state the amount dedicated to each strategy for a stated period of time.
- D. Local government grantmaking. Participating Local Governments may make contracts with or grants to a nonprofit, charity, or other entity with Opioid Settlement Funds.
- E. Interest earned on special revenue fund. The funds in the special revenue fund may be invested, consistent with the investment limitations for local governments, and may be

placed in an interest-bearing bank account. Any interest earned on the special revenue funds must be used in a way that is consistent with this MOA.

IV. Opioid Remediation Activities

- A. Limitation on use of funds. This MOA requires that Opioid Settlement Funds be utilized only for future opioid remediation activities, and Parties shall expend Opioid Settlement Funds only for Approved Uses and for expenditures incurred after the effective date of this MOA, unless execution of the National Settlement Agreements requires a later date. Opioid Settlement Funds cannot be used to pay litigation costs, expenses, or attorney fees arising from the enforcement of legal claims related to the opioid epidemic, except for the portion of Opioid Settlement Funds that comprise the Backstop Fund described in Section VI. For the avoidance of doubt, counsel for Litigating Local Governments may recover litigation costs, expenses, or attorney fees from the common benefit, contingency fee, and cost funds established in the National Settlement Agreements, as well as the Backstop Fund described in Section VI.
- B. Public health departments as Chief Strategists. For Participating Local Governments that have public health departments, the public health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, public health departments will convene multi-sector meetings and lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans, while fostering community focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, human services, and public safety. Chief Strategists should consult with municipalities located within their county in the development of any Community Health Assessment, and are encouraged to collaborate with law enforcement agencies in the county where appropriate.
- C. Administrative expenses. Reasonable administrative costs for the State or Local Government to administer its allocation of the Opioid Settlement Funds shall not exceed actual costs, 10% of the relevant allocation of the Opioid Settlement Funds, or any administrative expense limitation imposed by the National Settlement Agreements or Bankruptcy Resolution, whichever is less.
- D. Regions. Two or more Participating Local Governments may at their discretion form a new group or utilize an existing group (“Region”) to pool their respective shares of settlement funds and make joint spending decisions. Participating Local Governments may choose to create a Region or utilize an existing Region under a joint exercise of powers under Minn. Stat. § 471.59.
- E. Consultation and partnerships.
 - 1. Each county receiving Opioid Settlement Funds must consult annually with the municipalities in the county regarding future use of the settlement funds in the

county, including by holding an annual meeting with all municipalities in the county in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county. These meetings shall be open to the public.

2. Participating Local Governments within the same County Area have a duty to regularly consult with each other to coordinate spending priorities.
 3. Participating Local Governments can form partnerships at the local level whereby Participating Local Governments dedicate a portion of their Opioid Settlement Funds to support city- or community-based work with local stakeholders and partners within the Approved Uses.
- F. Collaboration. The State and Participating Local Governments must collaborate to promote effective use of Opioid Settlement Funds, including through the sharing of expertise, training, and technical assistance. They will also coordinate with trusted partners, including community stakeholders, to collect and share information about successful regional and other high-impact strategies and opioid treatment programs.

V. Reporting and Compliance

- A. Construction of reporting and compliance provisions. Reporting and compliance requirements will be developed and mutually agreed upon by the Parties, utilizing the recommendations provided by the Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds.
- B. Reporting Workgroup. The Parties will work together to establish a Reporting Workgroup that includes representatives of the Attorney General's Office, state stakeholders, and city and county representatives, who will meet on a regular basis to develop reporting and compliance recommendations. The Reporting Workgroup must produce a set of reporting and compliance measures by June 1, 2022. Such reporting and compliance measures will be effective once approved by representatives of the Attorney General's Office, the Governor's Office, the Association of Minnesota Counties, and the League of Minnesota Cities that are on the Workgroup.

VI. Backstop Fund

- A. National Attorney Fee Fund. The National Settlement Agreements provide for the payment of all or a portion of the attorney fees and costs owed by Litigating Local Governments to private attorneys specifically retained to file suit in the opioid litigation ("National Attorney Fee Fund"). The Parties acknowledge that the National Settlement Agreements may provide for a portion of the attorney fees of Litigating Local Governments.
- B. Backstop Fund and Waiver of Contingency Fee. The Parties agree that the Participating Local Governments will create a supplemental attorney fees fund (the "Backstop Fund") to be used to compensate private attorneys ("Counsel") for Local Governments that filed opioid lawsuits on or before December 3, 2021 ("Litigating Local Governments"). By

order³ dated August 6, 2021, Judge Polster capped all applicable contingent fee agreements at 15%. Judge Polster's 15% cap does not limit fees from the National Attorney Fee Fund or from any state backstop fund for attorney fees, but private attorneys for local governments must waive their contingent fee agreements to receive payment from the National Attorney Fee Fund. Judge Polster recognized that a state backstop fund can be designed to incentivize private attorneys to waive their right to enforce contingent fee agreements and instead apply to the National Attorney Fee Fund, with the goals of achieving greater subdivision participation and higher ultimate payouts to both states and local governments. Accordingly, in order to seek payment from the Backstop Fund, Counsel must agree to waive their contingency fee agreements relating to these National Settlement Agreements and first apply to the National Attorney Fee Fund.

- C. Backstop Fund Source. The Backstop Fund will be funded by seven percent (7%) of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the initial allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the initial allocation is modified pursuant to Section II.F. above, then the Backstop Fund will be funded by 8.75% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the modified allocation of 40% directly to the State Abatement Fund and 60% directly to the Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the allocation is modified pursuant to Section II.G. or Section II.H. above, back to an allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, then the Backstop Fund will be funded by 7% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies.
- D. Backstop Fund Payment Cap. Any attorney fees paid from the Backstop Fund, together with any compensation received from the National Settlement Agreements' Contingency Fee Fund, shall not exceed 15% of the total gross recovery of the Litigating Local Governments' share of funds from the National Settlement Agreements. To avoid doubt, in no instance will Counsel receive more than 15% of the amount paid to their respective Litigating Local Government client(s) when taking into account what private attorneys receive from both the Backstop Fund and any fees received from the National Settlement Agreements' Contingency Fee Fund.
- E. Requirements to Seek Payment from Backstop Fund. A private attorney may seek payment from the Backstop Fund in the event that funds received by Counsel from the National Settlement Agreements' Contingency Fee Fund are insufficient to cover the amount that would be due to Counsel under any contingency fee agreement with a Litigating Local Government based on any recovery Litigating Local Governments receive from the National Settlement Agreements. Before seeking any payment from the Backstop Fund,

³ Order, In re: Nat'l Prescription Opiate Litig., Case No. 17-MD-02804, Doc. No. 3814 (N.D. Ohio August 6, 2021).

private attorneys must certify that they first sought fees from the National Settlement Agreements' Contingency Fee Fund, and must certify that they agreed to accept the maximum fees payments awarded to them. Nothing in this Section, or in the terms of this Agreement, shall be construed as a waiver of fees, contractual or otherwise, with respect to fees that may be recovered under a contingency fee agreement or otherwise from other past or future settlements, verdicts, or recoveries related to the opioid litigation.

- F. Special Master. A special master will administer the Backstop Fund, including overseeing any distribution, evaluating the requests of Counsel for payment, and determining the appropriate amount of any payment from the Backstop Fund. The special master will be selected jointly by the Minnesota Attorney General and the Hennepin County Attorney, and will be one of the following individuals: Hon. Jeffrey Keyes, Hon. David Lillehaug; or Hon. Jack Van de North. The special master will be compensated from the Backstop Fund. In the event that a successor special master is needed, the Minnesota Attorney General and the Hennepin County Attorney will jointly select the successor special master from the above-listed individuals. If none of the above-listed individuals is available to serve as the successor special master, then the Minnesota Attorney General and the Hennepin County Attorney will jointly select a successor special master from a list of individuals that is agreed upon between the Minnesota Attorney General, the Hennepin County Attorney, and Counsel.
- G. Special Master Determinations. The special master will determine the amount and timing of any payment to Counsel from the Backstop Fund. The special master shall make one determination regarding payment of attorney fees to Counsel, which will apply through the term of the recovery from the National Settlement Agreements. In making such determinations, the special master shall consider the amounts that have been or will be received by the private attorney's firm from the National Settlement Agreements' Contingency Fee Fund relating to Litigating Local Governments; the contingency fee contracts; the dollar amount of recovery for Counsel's respective clients who are Litigating Local Governments; the Backstop Fund Payment Cap above; the complexity of the legal issues involved in the opioid litigation; work done to directly benefit the Local Governments within the State of Minnesota; and the principles set forth in the Minnesota Rules of Professional Conduct, including the reasonable and contingency fee principles of Rule 1.5. In the interest of transparency, Counsel shall provide information in their initial fee application about the total amount of fees that Counsel have received or will receive from the National Attorney Fee Fund related to the Litigating Local Governments.
- H. Special Master Proceedings. Counsel seeking payment from the Backstop Fund may also provide written submissions to the special master, which may include declarations from counsel, summaries relating to the factors described above, and/or attestation regarding total payments awarded or anticipated from the National Settlement Agreements' Contingency Fee Fund. Private attorneys shall not be required to disclose work product, proprietary or confidential information, including but not limited to detailed billing or lodestar records. To the extent that counsel rely upon written submissions to support their application to the special master, the special master will incorporate said submission or summary into the record. Any proceedings before the special master and documents filed with the special master shall be public, and the special master's determinations regarding

any payment from the Backstop Funds shall be transparent, public, final, and not appealable.

- I. Distribution of Any Excess Funds. To the extent the special master determines that the Backstop Fund exceeds the amount necessary for payment to Counsel, the special master shall distribute any excess amount to Participating Local Governments according to the percentages set forth in **Exhibit B**.
- J. Term. The Backstop Fund will be administered for (a) the length of the National Litigation Settlement payments; or (b) until all Counsel for Litigating Local Governments have either (i) received payments equal to the Backstop Fund Payment Cap above or (ii) received the full amount determined by the special master; whichever occurs first.
- K. No State Funds Toward Attorney Fees. For the avoidance of doubt, no portion of the State Abatement Fund will be used to fund the Backstop Fund or in any other way to fund any Litigating Local Government's attorney fees and expenses. Any funds that the State receives from the National Settlement Agreements as attorney fees and costs or in lieu of attorney fees and costs, including the Additional Restitution Amounts, will be treated as State Abatement Funds.

VII. General Terms

- A. Scope of agreement. This MOA applies to all settlements under the National Settlement Agreements with Settling Defendants and the Bankruptcy Resolutions with Bankruptcy Defendants.⁴ The Parties agree to discuss the use, as the Parties may deem appropriate in the future, of the settlement terms set out herein (after any necessary amendments) for resolutions with Opioid Supply Chain Participants not covered by the National Settlement Agreements or a Bankruptcy Resolution. The Parties acknowledge that this MOA does not excuse any requirements placed upon them by the terms of the National Settlement Agreements or any Bankruptcy Resolution, except to the extent those terms allow for a State-Subdivision Agreement to do so.
- B. When MOA takes effect.
 - 1. This MOA shall become effective at the time a sufficient number of Local Governments have joined the MOA to qualify this MOA as a State-Subdivision Agreement under the National Settlement Agreements or as a Statewide Abatement Agreement under any Bankruptcy Resolution. If this MOA does not thereby qualify as a State-Subdivision Agreement or Statewide Abatement Agreement, this MOA will have no effect.
 - 2. The Parties may conditionally agree to sign on to the MOA through a letter of intent, resolution, or similar written statement, declaration, or pronouncement declaring

⁴ For the avoidance of doubt, this includes settlements reached with AmerisourceBergen, Cardinal Health, and McKesson, and Janssen, and Bankruptcy Resolutions involving Purdue Pharma L.P., and Mallinckrodt plc.

their intent to sign on to the MOA if the threshold for Party participation in a specific Settlement is achieved.

C. Dispute resolution.

1. If any Party believes another Party has violated the terms of this MOA, the alleging Party may seek to enforce the terms of this MOA in Ramsey County District Court, provided the alleging Party first provides notice to the alleged offending Party of the alleged violation and a reasonable opportunity to cure the alleged violation.
2. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds has violated any applicable ethics codes or rules, a complaint shall be lodged with the appropriate forum for handling such matters.
3. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds violated any Minnesota criminal law, such conduct shall be reported to the appropriate criminal authorities.

D. Amendments. The Parties agree to make such amendments as necessary to implement the intent of this MOA.

E. Applicable law and venue. Unless otherwise required by the National Settlement Agreements or a Bankruptcy Resolution, this MOA, including any issues related to interpretation or enforcement, is governed by the laws of the State of Minnesota. Any action related to the provisions of this MOA must be adjudicated by the Ramsey County District Court. If any provision of this MOA is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.

F. Relationship of this MOA to other agreements and resolutions. All Parties acknowledge and agree that the National Settlement Agreements will require a Participating Local Government to release all its claims against the Settling Defendants to receive direct allocation of Opioid Settlement Funds. All Parties further acknowledge and agree that based on the terms of the National Settlement Agreements, a Participating Local Government may receive funds through this MOA only after complying with all requirements set forth in the National Settlement Agreements to release its claims. This MOA is not a promise from any Party that any National Settlement Agreements or Bankruptcy Resolution will be finalized or executed.

G. When MOA is no longer in effect. This MOA is effective until one year after the last date on which any Opioid Settlement Funds are being spent by the Parties pursuant to the National Settlement Agreements and any Bankruptcy Resolution.

H. No waiver for failure to exercise. The failure of a Party to exercise any rights under this MOA will not be deemed to be a waiver of any right or any future rights.

- I. No effect on authority of Parties. Nothing in this MOA should be construed to limit the power or authority of the State of Minnesota, the Attorney General, or the Local Governments, except as expressly set forth herein.
- J. Signing and execution. This MOA may be executed in counterparts, each of which constitutes an original, and all of which constitute one and the same agreement. This MOA may be executed by facsimile or electronic copy in any image format. Each Party represents that all procedures necessary to authorize such Party's execution of this MOA have been performed and that the person signing for such Party has been authorized to execute the MOA in an official capacity that binds the Party.

This **Minnesota Opioids State-Subdivision Memorandum of Agreement** is signed

this ____ day of _____, _____ by:

Name and Title: Kevin F. Voracek, Mayor

On behalf of: City of Faribault, MN

Name and Title: Timothy C. Murray

City Administrator

On behalf of City of Faribault, MN

EXHIBIT A

List of Opioid Remediation Uses

Settlement fund recipients shall choose from among abatement strategies, including but not limited to those listed in this Exhibit. The programs and strategies listed in this Exhibit are not exclusive, and fund recipients shall have flexibility to modify their abatement approach as needed and as new uses are discovered.

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“*OUD*”) and any co-occurring Substance Use Disorder or Mental Health (“*SUD/MH*”) conditions through evidence-based or evidence-informed programs⁵ or strategies that may include, but are not limited to, those that:⁶

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication for Opioid Use Disorder (“*MOUD*”) ⁷ approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“*ASAM*”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including *MOUD*, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“*OTPs*”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

⁵ Use of the terms “evidence-based,” “evidence-informed,” or “best practices” shall not limit the ability of recipients to fund innovative services or those built on culturally specific needs. Rather, recipients are encouraged to support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions.

⁶ As used in this Exhibit, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

⁷ Historically, pharmacological treatment for opioid use disorder was referred to as “Medication-Assisted Treatment” (“*MAT*”). It has recently been determined that the better term is “Medication for Opioid Use Disorder” (“*MOUD*”). This Exhibit will use “*MOUD*” going forward. Use of the term *MOUD* is not intended to and shall in no way limit abatement programs or strategies now or into the future as new strategies and terminology evolve.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support detoxification (detox) and withdrawal management services for people with OUD and any co-occurring SUD/MH conditions, including but not limited to medical detox, referral to treatment, or connections to other services or supports.
8. Provide training on MOUD for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH or mental health conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, licensed mental health counselors, and other mental and behavioral health practitioners or workers, including peer recovery coaches, peer recovery supports, and treatment coordinators, involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, continuing education, licensing fees, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MOUD for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including but not limited to new Americans, African Americans, and American Indians.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (“SBIRT”) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MOUD in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MOUD, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARP*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;

3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MOUD, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (“*CTP*”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF THE PERINATAL POPULATION, CAREGIVERS, AND FAMILIES, INCLUDING BABIES WITH NEONATAL OPIOID WITHDRAWAL SYNDROME.

Address the needs of the perinatal population and caregivers with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with

neonatal opioid withdrawal syndrome (“*NOWS*”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MOUD, recovery services and supports, and prevention services for the perinatal population—or individuals who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to caregivers and families affected by Neonatal Opioid Withdrawal Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MOUD, for uninsured individuals with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with the perinatal population and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for *NOWS* babies; expand services for better continuum of care with infant-caregiver dyad; and expand long-term treatment and services for medical monitoring of *NOWS* babies and their caregivers and families.
5. Provide training to health care providers who work with the perinatal population and caregivers on best practices for compliance with federal requirements that children born with *NOWS* get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for caregivers with OUD and any co-occurring SUD/MH conditions, emphasizing the desire to keep families together.
7. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
8. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
9. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“PDMPs”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MOUD referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse, including but not limited to focusing on risk factors and early interventions.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“*SAMHSA*”).
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health

workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Law enforcement expenditures related to the opioid epidemic.
2. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.
5. Support multidisciplinary collaborative approaches consisting of, but not limited to, public health, public safety, behavioral health, harm reduction, and others at the state, regional, local, nonprofit, and community level to maximize collective impact.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“*ADAM*”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MOUD and their association with treatment engagement and treatment outcomes.

M. POST-MORTEM

1. Toxicology tests for the range of opioids, including synthetic opioids, seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.
2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.
3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.
4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.
5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental (overdose fatality reviews).
6. Indigent burial for unclaimed remains resulting from overdose deaths.
7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner’s office as either family and/or social network members of decedents dying of opioid overdose.
8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

EXHIBIT B

Local Abatement Funds Allocation

Subdivision	Allocation Percentage
AITKIN COUNTY	0.5760578506020%
Andover city	0.1364919450741%
ANOKA COUNTY	5.0386504680954%
Apple Valley city	0.2990817344560%
BECKER COUNTY	0.6619330684437%
BELTRAMI COUNTY	0.7640787092763%
BENTON COUNTY	0.6440948102319%
BIG STONE COUNTY	0.1194868774775%
Blaine city	0.4249516912759%
Bloomington city	0.4900195550092%
BLUE EARTH COUNTY	0.6635420704652%
Brooklyn Center city	0.1413853902225%
Brooklyn Park city	0.2804136234778%
BROWN COUNTY	0.3325325415732%
Burnsville city	0.5135361296508%
CARLTON COUNTY	0.9839591749060%
CARVER COUNTY	1.1452829659572%
CASS COUNTY	0.8895681513437%
CHIPPEWA COUNTY	0.2092611794436%
CHISAGO COUNTY	0.9950193750117%
CLAY COUNTY	0.9428475281726%
CLEARWATER COUNTY	0.1858592042741%
COOK COUNTY	0.1074594959729%
Coon Rapids city	0.5772642444915%
Cottage Grove city	0.2810994719143%
COTTONWOOD COUNTY	0.1739065270025%
CROW WING COUNTY	1.1394859174804%
DAKOTA COUNTY	4.4207140602835%
DODGE COUNTY	0.2213963257778%
DOUGLAS COUNTY	0.6021779472345%
Duluth city	1.1502115379896%
Eagan city	0.3657951576014%
Eden Prairie city	0.2552171572659%
Edina city	0.1973054822135%
FARIBAULT COUNTY	0.2169409335358%
FILLMORE COUNTY	0.2329591105316%
FREEBORN COUNTY	0.3507169823793%
GOODHUE COUNTY	0.5616542387089%

Subdivision	Allocation Percentage
GRANT COUNTY	0.0764556498477%
HENNEPIN COUNTY	19.0624622261821%
HOUSTON COUNTY	0.3099019273452%
HUBBARD COUNTY	0.4582368775192%
Inver Grove Heights city	0.2193400520297%
ISANTI COUNTY	0.7712992707537%
ITASCA COUNTY	1.1406408131328%
JACKSON COUNTY	0.1408950443531%
KANABEC COUNTY	0.3078966749987%
KANDIYOHI COUNTY	0.1581167542252%
KITTSOON COUNTY	0.0812834506382%
KOOCHICHING COUNTY	0.2612581865885%
LAC QUI PARLE COUNTY	0.0985665133485%
LAKE COUNTY	0.1827750320696%
LAKE OF THE WOODS COUNTY	0.1123105027592%
Lakeville city	0.2822249627090%
LE SUEUR COUNTY	0.3225703347466%
LINCOLN COUNTY	0.1091919983965%
LYON COUNTY	0.2935118186364%
MAHNOMEN COUNTY	0.1416417687922%
Mankato city	0.3698584320930%
Maple Grove city	0.1814019046900%
Maplewood city	0.1875101678223%
MARSHALL COUNTY	0.1296352091057%
MARTIN COUNTY	0.2543064014046%
MCLEOD COUNTY	0.1247104517575%
MEEKER COUNTY	0.3744031515243%
MILLE LACS COUNTY	0.9301506695846%
Minneapolis city	4.8777618689374%
Minnetonka city	0.1967231070869%
Moorhead city	0.4337377037965%
MORRISON COUNTY	0.7178981419196%
MOWER COUNTY	0.5801769148506%
MURRAY COUNTY	0.1348775389165%
NICOLLET COUNTY	0.1572381052896%
NOBLES COUNTY	0.1562005111775%
NORMAN COUNTY	0.1087596675165%
North St. Paul city	0.0575844069340%
OLMSTED COUNTY	1.9236715094724%
OTTER TAIL COUNTY	0.8336175418789%
PENNINGTON COUNTY	0.3082576394945%
PINE COUNTY	0.5671222706703%

Subdivision	Allocation Percentage
PIPESTONE COUNTY	0.1535154503112%
Plymouth city	0.1762541472591%
POLK COUNTY	0.8654291473909%
POPE COUNTY	0.1870129873102%
Proctor city	0.0214374127881%
RAMSEY COUNTY	7.1081424150498%
RED LAKE COUNTY	0.0532649128178%
REDWOOD COUNTY	0.2809842366614%
RENVILLE COUNTY	0.2706888807449%
RICE COUNTY	0.2674764397830%
Richfield city	0.2534018444052%
Rochester city	0.7363082848763%
ROCK COUNTY	0.2043437335735%
ROSEAU COUNTY	0.2517872793025%
Roseville city	0.1721905548771%
Savage city	0.1883576635033%
SCOTT COUNTY	1.3274301645797%
Shakopee city	0.2879873611373%
SHERBURNE COUNTY	1.2543449471994%
SIBLEY COUNTY	0.2393480708456%
ST LOUIS COUNTY	4.7407767169807%
St. Cloud city	0.7330089009029%
St. Louis Park city	0.1476314588229%
St. Paul city	3.7475206797569%
STEARNS COUNTY	2.4158085321227%
STEELE COUNTY	0.3969975262520%
STEVENS COUNTY	0.1439474275223%
SWIFT COUNTY	0.1344167568499%
TODD COUNTY	0.4180909816781%
TRAVERSE COUNTY	0.0903964133868%
WABASHA COUNTY	0.3103038996965%
WADENA COUNTY	0.2644094336575%
WASECA COUNTY	0.2857912156338%
WASHINGTON COUNTY	3.0852862512586%
WATONWAN COUNTY	0.1475626355615%
WILKIN COUNTY	0.0937962507119%
WINONA COUNTY	0.7755267356126%
Woodbury city	0.4677270171716%
WRIGHT COUNTY	1.6985269385427%
YELLOW MEDICINE COUNTY	0.1742264836427%



The Office of
Minnesota Attorney General Keith Ellison
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December 8, 2021

Dear Minnesota Cities and Counties:

I'm pleased to announce that counties, cities, and the State of Minnesota have reached an agreement that will govern how funds from recently announced settlements with opioid companies will be distributed within Minnesota. In order to finalize this agreement, I am asking you to sign the enclosed State-Subdivision Memorandum of Agreement (MN MOA) and also to join both settlements with opioid distributors McKesson, AmerisourceBergen, and Cardinal Health, and opioid manufacturer Johnson & Johnson by **January 2, 2022**. Minnesota stands to receive more than \$300 million from these settlements, the vast majority of which will go to cities and counties, but we need your cities and counties to sign on to the settlements to maximize the resources to fight the epidemic. Simply put, the more cities and counties that sign on by January 2, 2022, the more money we will have for treatment, prevention, and a whole host of programs and strategies to abate this crisis.

Over the last few months, my Office has been working tirelessly with cities and counties to come to an agreement on allocation and distribution of opioid settlement funds. We have been working alongside the Association of Minnesota Counties, the League of Minnesota Cities, the Coalition of Greater Minnesota Cities, representatives from litigating cities and counties, members of the Opioid Epidemic Response Advisory Council, the Governor's Office, and numerous state agencies, among others. The MN MOA is the result of this work.

Since 2000, the opioid epidemic has cost more than 5,400 Minnesotans their lives, and has torn families apart and ravaged communities. The last year has been especially hard, as the COVID-19 pandemic has caused a surge in opioid overdoses, both fatal and nonfatal. No amount of money will ever be enough to make up for the damage and destruction caused by these companies, but these historic agreements are at least a measure of accountability, if not justice.

Enclosed with this letter are several documents with more information about these agreements. Additional information about the settlements and how they will be implemented in Minnesota can be found on our website at www.ag.state.mn.us/opioids. Also, please do not hesitate to contact my Office with any questions you may have. You can send an email to opioids@ag.state.mn.us, or leave a voicemail at (612) 429-7126.

Sincerely,

KEITH ELLISON
Attorney General

Enclosures: *Minnesota Opioids State-Subdivision Memorandum of Agreement*
Executive Summary
One-Page Overview
Frequently Asked Questions
Checklist

MINNESOTA OPIOIDS STATE-SUBDIVISION MEMORANDUM OF AGREEMENT

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic;

WHEREAS, certain Minnesota counties and cities, through their counsel, and the State, through its Attorney General, are separately engaged in ongoing investigations, litigation, and settlement discussions seeking to hold opioid manufacturers and distributors accountable for the damage caused by their misconduct;

WHEREAS, the State and Local Governments share a common desire to abate and alleviate the impacts of the misconduct described above throughout Minnesota;

WHEREAS, while the State and Local Governments recognize the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort;

WHEREAS, the investigations and litigation with Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson have resulted in National Settlement Agreements with those companies, which the State has already committed to join;

WHEREAS, Minnesota's share of settlement funds from the National Settlement Agreements will be maximized only if all Minnesota counties, and cities of a certain size, participate in the settlements;

WHEREAS, the National Settlement Agreements will set a default allocation between each state and its political subdivisions unless they enter into a state-specific agreement regarding the distribution and use of settlement amounts;

WHEREAS, this Memorandum of Agreement is intended to facilitate compliance by the State and by the Local Governments with the terms of the National Settlement Agreements and is intended to serve as a State-Subdivision Agreement under the National Settlement Agreements;

WHEREAS, this Memorandum of Agreement is also intended to serve as a State-Subdivision Agreement under resolutions of claims concerning alleged misconduct in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and cities and allow for the allocation between a state and its political subdivisions to be set through a state-specific agreement; and

WHEREAS, specifically, this Memorandum of Agreement is intended to serve under the Bankruptcy Resolutions concerning Purdue Pharma and Mallinckrodt as a qualifying Statewide Abatement Agreement.

I. Definitions

As used in this MOA (including the preamble above):

“Approved Uses” shall mean forward-looking strategies, programming, and services to abate the opioid epidemic that fall within the list of uses on **Exhibit A**. Consistent with the terms of the National Settlement Agreements and Bankruptcy Resolutions, “Approved Uses” shall include the reasonable administrative expenses associated with overseeing and administering Opioid Settlement Funds. Reimbursement by the State or Local Governments for past expenses are not Approved Uses.

“Backstop Fund” is defined in Section VI.B below.

“Bankruptcy Defendants” mean Purdue Pharma L.P. and Mallinckrodt plc.

“Bankruptcy Resolution(s)” means resolutions of claims concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic by the Bankruptcy Defendants entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and municipalities and allow for the allocation between the state and its political subdivisions to be set through a state-specific agreement.

“Counsel” is defined in Section VI.B below.

“County Area” shall mean a county in the State of Minnesota plus the Local Governments, or portion of any Local Government, within that county.

“Governing Body” means (1) for a county, the county commissioners of the county, and (2) for a municipality, the elected city council or the equivalent legislative body for the municipality.

“Legislative Modification” is defined in Section II.C below.

“Litigating Local Governments” mean a Local Government that filed an opioid lawsuit(s) on or before December 3, 2021, as defined in Section VI.B below.

“Local Abatement Funds” are defined in Section II.B below.

“Local Government” means all counties and cities within the geographic boundaries of the state of Minnesota.

“MDL Matter” means the matter captioned *In re National Prescription Opiate Litigation*, MDL 2804, pending in the United States District Court for the Northern District of Ohio.

“Memorandum of Agreement” or “MOA” mean this agreement, the Minnesota Opioids State-Subdivision Memorandum of Agreement.

“National Settlement Agreements” means the national opioid settlement agreements with the Parties and one or all of the Settling Defendants concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.

“Opioid Settlement Funds” shall mean all funds allocated by the National Settlement Agreements and any Bankruptcy Resolutions to the State and Local Governments for purposes of opioid remediation activities or restitution, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies.

“Opioid Supply Chain Participants” means entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic, including their officers, directors, employees, or agents, acting in their capacity as such.

“Parties” means the State and the Participating Local Governments.

“Participating Local Government” means a county or city within the geographic boundaries of the State of Minnesota that has signed this Memorandum of Agreement and has executed a release of claims with the Settling Defendants by signing on to the National Settlement Agreements. For the avoidance of doubt, a Local Government must sign this MOA to become a “Participating Local Government.”

“Region” is defined in Section II.H below.

“Settling Defendants” means Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, as well as their subsidiaries, affiliates, officers, and directors named in a National Settlement Agreement.

“State” means the State of Minnesota by and through its Attorney General, Keith Ellison.

“State Abatement Fund” is defined in Section II.B below.

II. Allocation of Settlement Proceeds

- A. Method of distribution. Pursuant to the National Settlement Agreements and any Bankruptcy Resolutions, Opioid Settlement Funds shall be distributed directly to the State and directly to Participating Local Governments in such proportions and for such uses as set forth in this MOA, provided Opioid Settlement Funds shall not be considered funds of the State or any Participating Local Government unless and until such time as each annual distribution is made.
- B. Overall allocation of funds. Opioid Settlement Funds will be initially allocated as follows: (i) 25% directly to the State (“State Abatement Fund”), and (ii) 75% directly to abatement funds established by Participating Local Governments (“Local Abatement Funds”). This initial allocation is subject to modification by Sections II.F, II.G, and II.H, below.

C. Statutory change.

1. The Parties agree to work together in good faith to propose and lobby for legislation in the 2022 Minnesota legislative session to modify the distribution of the State's Opiate Epidemic Response Fund under Minnesota Statutes section 256.043, subd. 3(d), so that "50 percent of the remaining amount" is no longer appropriated to county social services, as related to Opioid Settlement Funds that are ultimately placed into the Minnesota Opiate Epidemic Response Fund ("Legislative Modification").¹ Such efforts include, but are not limited to, providing testimony and letters in support of the Legislative Modification.
2. It is the intent of the Parties that the Legislative Modification would affect only the county share under section 256.043, subd. 3(d), and would not impact the provision of funds to tribal social service agencies. Further, it is the intent of the Parties that the Legislative Modification would relate only to disposition of Opioid Settlement Funds and is not predicated on a change to the distribution of the Board of Pharmacy fee revenue that is deposited into the Opiate Epidemic Response Fund.

D. Bill Drafting Workgroup. The Parties will work together to convene a Bill Drafting Workgroup to recommend draft legislation to achieve this Legislative Modification. The Workgroup will meet as often as practicable in December 2021 and January 2022 until recommended language is completed. Invitations to participate in the group shall be extended to the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, state agencies, the Governor's Office, the Attorney General's Office, the Opioid Epidemic Response Advisory Council, the Revisor's Office, and Minnesota tribal representatives. The Workgroup will host meetings with Members of the Minnesota House of Representatives and Minnesota Senate who have been involved in this matter to assist in crafting a bill draft.

E. No payments until August 1, 2022. The Parties agree to take all steps necessary to ensure that any Opioid Settlement Funds ready for distribution directly to the State and Participating Local Governments under the National Settlement Agreements or Bankruptcy Resolutions are not actually distributed to the Parties until on or after August 1, 2022, in order to allow the Parties to pursue legislative change that would take effect before the Opioid Settlement Funds are received by the Parties. Such steps may include, but are not limited to, the Attorney General's Office delaying its filing of Consent Judgments in Minnesota state court memorializing the National Settlement Agreements. This provision will cease to apply upon the effective date of the Legislative Modification described above, if that date is prior to August 1, 2022.

¹ It is the intent of the Parties that counties will continue to fund child protection services for children and families who are affected by addiction, in compliance with the Approved Uses in **Exhibit A.**

- F. Effect of no statutory change by August 1, 2022. If the Legislative Modification described above does not take effect by August 1, 2022, the allocation between the Parties set forth in Section II.B shall be modified as follows: (i) 40% directly to the State Abatement Fund, and (ii) 60% to Local Abatement Funds. The Parties further agree to discuss potential amendment of this MOA if such legislation does not timely go into effect in accordance with this paragraph.
- G. Effect of later statutory change. If the Legislative Modification described above takes effect after August 1, 2022, the allocation between the Parties will be modified as follows: (i) 25% directly to the State Abatement Fund, and (ii) 75% to Local Abatement Funds.
- H. Effect of partial statutory change. If any legislative action otherwise modifies or diminishes the direct allocation of Opioid Settlement Funds to Participating Local Governments so that as a result the Participating Local Governments would receive less than 75 percent of the Opioid Settlement Funds (inclusive of amounts received by counties per statutory appropriation through the Minnesota Opiate Epidemic Response Fund), then the allocation set forth in Section II.B will be modified to ensure Participating Local Governments receive 75% of the Opioid Settlement Funds.
- I. Participating Local Governments receiving payments. The proportions set forth in **Exhibit B** provide for payments directly to: (i) all Minnesota counties; and (ii) all Minnesota cities that (a) have a population of more than 30,000, based on the United States Census Bureau's Vintage 2019 population totals, (b) have funded or otherwise managed an established health care or treatment infrastructure (e.g., health department or similar agency), or (c) have initiated litigation against the Settling Defendants as of December 3, 2021.
- J. Allocation of funds between Participating Local Governments. The Local Abatement Funds shall be allocated to Participating Local Governments in such proportions as set forth in **Exhibit B**, attached hereto and incorporated herein by reference, which is based upon the MDL Matter's Opioid Negotiation Class Model.² The proportions shall not change based on population changes during the term of the MOA. However, to the extent required by the terms of the National Settlement Agreements, the proportions set forth in **Exhibit B** must be adjusted: (i) to provide no payment from the National Settlement Agreements to any listed county or municipality that does not participate in the National Settlement Agreements; and (ii) to provide a reduced payment from the National Settlement Agreements to any listed county or city that signs on to the National Settlement Agreements after the Initial Participation Date.
- K. Redistribution in certain situations. In the event a Participating Local Government merges, dissolves, or ceases to exist, the allocation percentage for that Participating Local

² More specifically, the proportions in Exhibit B were created based on Exhibit G to the National Settlement Agreements, which in turn was based on the MDL Matter's allocation criteria. Cities under 30,000 in population that had shares under the Exhibit G default allocation were removed and their shares were proportionally reallocated amongst the remaining subdivisions.

Government shall be redistributed equitably based on the composition of the successor Local Government. In the event an allocation to a Local Government cannot be paid to the Local Government, such unpaid allocations will be allocated to Local Abatement Funds and be distributed in such proportions as set forth in Exhibit B.

- L. City may direct payments to county. Any city allocated a share may elect to have its full share or a portion of its full share of current or future annual distributions of settlement funds instead directed to the county or counties in which it is located, so long as that county or counties are Participating Local Governments[s]. Such an election must be made by January 1 each year to apply to the following fiscal year. If a city is located in more than one county, the city's funds will be directed based on the MDL Matter's Opioid Negotiation Class Model.

III. Special Revenue Fund

- A. Creation of special revenue fund. Every Participating Local Government receiving Opioid Settlement Funds through direct distribution shall create a separate special revenue fund, as described below, that is designated for the receipt and expenditure of Opioid Settlement Funds.
- B. Procedures for special revenue fund. Funds in this special revenue fund shall not be commingled with any other money or funds of the Participating Local Government. The funds in the special revenue fund shall not be used for any loans or pledge of assets, unless the loan or pledge is for an Approved Use. Participating Local Governments may not assign to another entity their rights to receive payments of Opioid Settlement Funds or their responsibilities for funding decisions, except as provided in Section II.L.
- C. Process for drawing from special revenue funds.
 - 1. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
 - 2. The budget or resolution must (i) indicate that it is an authorization for expenditures of opioid settlement funds; (ii) state the specific strategy or strategies the county or city intends to fund, using the item letter and/or number in **Exhibit A** to identify each funded strategy, if applicable; and (iii) state the amount dedicated to each strategy for a stated period of time.
- D. Local government grantmaking. Participating Local Governments may make contracts with or grants to a nonprofit, charity, or other entity with Opioid Settlement Funds.
- E. Interest earned on special revenue fund. The funds in the special revenue fund may be invested, consistent with the investment limitations for local governments, and may be

placed in an interest-bearing bank account. Any interest earned on the special revenue funds must be used in a way that is consistent with this MOA.

IV. Opioid Remediation Activities

- A. Limitation on use of funds. This MOA requires that Opioid Settlement Funds be utilized only for future opioid remediation activities, and Parties shall expend Opioid Settlement Funds only for Approved Uses and for expenditures incurred after the effective date of this MOA, unless execution of the National Settlement Agreements requires a later date. Opioid Settlement Funds cannot be used to pay litigation costs, expenses, or attorney fees arising from the enforcement of legal claims related to the opioid epidemic, except for the portion of Opioid Settlement Funds that comprise the Backstop Fund described in Section VI. For the avoidance of doubt, counsel for Litigating Local Governments may recover litigation costs, expenses, or attorney fees from the common benefit, contingency fee, and cost funds established in the National Settlement Agreements, as well as the Backstop Fund described in Section VI.
- B. Public health departments as Chief Strategists. For Participating Local Governments that have public health departments, the public health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, public health departments will convene multi-sector meetings and lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans, while fostering community focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, human services, and public safety. Chief Strategists should consult with municipalities located within their county in the development of any Community Health Assessment, and are encouraged to collaborate with law enforcement agencies in the county where appropriate.
- C. Administrative expenses. Reasonable administrative costs for the State or Local Government to administer its allocation of the Opioid Settlement Funds shall not exceed actual costs, 10% of the relevant allocation of the Opioid Settlement Funds, or any administrative expense limitation imposed by the National Settlement Agreements or Bankruptcy Resolution, whichever is less.
- D. Regions. Two or more Participating Local Governments may at their discretion form a new group or utilize an existing group (“Region”) to pool their respective shares of settlement funds and make joint spending decisions. Participating Local Governments may choose to create a Region or utilize an existing Region under a joint exercise of powers under Minn. Stat. § 471.59.
- E. Consultation and partnerships.
 - 1. Each county receiving Opioid Settlement Funds must consult annually with the municipalities in the county regarding future use of the settlement funds in the

county, including by holding an annual meeting with all municipalities in the county in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county. These meetings shall be open to the public.

2. Participating Local Governments within the same County Area have a duty to regularly consult with each other to coordinate spending priorities.
 3. Participating Local Governments can form partnerships at the local level whereby Participating Local Governments dedicate a portion of their Opioid Settlement Funds to support city- or community-based work with local stakeholders and partners within the Approved Uses.
- F. Collaboration. The State and Participating Local Governments must collaborate to promote effective use of Opioid Settlement Funds, including through the sharing of expertise, training, and technical assistance. They will also coordinate with trusted partners, including community stakeholders, to collect and share information about successful regional and other high-impact strategies and opioid treatment programs.

V. Reporting and Compliance

- A. Construction of reporting and compliance provisions. Reporting and compliance requirements will be developed and mutually agreed upon by the Parties, utilizing the recommendations provided by the Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds.
- B. Reporting Workgroup. The Parties will work together to establish a Reporting Workgroup that includes representatives of the Attorney General's Office, state stakeholders, and city and county representatives, who will meet on a regular basis to develop reporting and compliance recommendations. The Reporting Workgroup must produce a set of reporting and compliance measures by June 1, 2022. Such reporting and compliance measures will be effective once approved by representatives of the Attorney General's Office, the Governor's Office, the Association of Minnesota Counties, and the League of Minnesota Cities that are on the Workgroup.

VI. Backstop Fund

- A. National Attorney Fee Fund. The National Settlement Agreements provide for the payment of all or a portion of the attorney fees and costs owed by Litigating Local Governments to private attorneys specifically retained to file suit in the opioid litigation ("National Attorney Fee Fund"). The Parties acknowledge that the National Settlement Agreements may provide for a portion of the attorney fees of Litigating Local Governments.
- B. Backstop Fund and Waiver of Contingency Fee. The Parties agree that the Participating Local Governments will create a supplemental attorney fees fund (the "Backstop Fund") to be used to compensate private attorneys ("Counsel") for Local Governments that filed opioid lawsuits on or before December 3, 2021 ("Litigating Local Governments"). By

order³ dated August 6, 2021, Judge Polster capped all applicable contingent fee agreements at 15%. Judge Polster's 15% cap does not limit fees from the National Attorney Fee Fund or from any state backstop fund for attorney fees, but private attorneys for local governments must waive their contingent fee agreements to receive payment from the National Attorney Fee Fund. Judge Polster recognized that a state backstop fund can be designed to incentivize private attorneys to waive their right to enforce contingent fee agreements and instead apply to the National Attorney Fee Fund, with the goals of achieving greater subdivision participation and higher ultimate payouts to both states and local governments. Accordingly, in order to seek payment from the Backstop Fund, Counsel must agree to waive their contingency fee agreements relating to these National Settlement Agreements and first apply to the National Attorney Fee Fund.

- C. Backstop Fund Source. The Backstop Fund will be funded by seven percent (7%) of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the initial allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the initial allocation is modified pursuant to Section II.F. above, then the Backstop Fund will be funded by 8.75% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the modified allocation of 40% directly to the State Abatement Fund and 60% directly to the Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the allocation is modified pursuant to Section II.G. or Section II.H. above, back to an allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, then the Backstop Fund will be funded by 7% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies.
- D. Backstop Fund Payment Cap. Any attorney fees paid from the Backstop Fund, together with any compensation received from the National Settlement Agreements' Contingency Fee Fund, shall not exceed 15% of the total gross recovery of the Litigating Local Governments' share of funds from the National Settlement Agreements. To avoid doubt, in no instance will Counsel receive more than 15% of the amount paid to their respective Litigating Local Government client(s) when taking into account what private attorneys receive from both the Backstop Fund and any fees received from the National Settlement Agreements' Contingency Fee Fund.
- E. Requirements to Seek Payment from Backstop Fund. A private attorney may seek payment from the Backstop Fund in the event that funds received by Counsel from the National Settlement Agreements' Contingency Fee Fund are insufficient to cover the amount that would be due to Counsel under any contingency fee agreement with a Litigating Local Government based on any recovery Litigating Local Governments receive from the National Settlement Agreements. Before seeking any payment from the Backstop Fund,

³ Order, In re: Nat'l Prescription Opiate Litig., Case No. 17-MD-02804, Doc. No. 3814 (N.D. Ohio August 6, 2021).

private attorneys must certify that they first sought fees from the National Settlement Agreements' Contingency Fee Fund, and must certify that they agreed to accept the maximum fees payments awarded to them. Nothing in this Section, or in the terms of this Agreement, shall be construed as a waiver of fees, contractual or otherwise, with respect to fees that may be recovered under a contingency fee agreement or otherwise from other past or future settlements, verdicts, or recoveries related to the opioid litigation.

- F. Special Master. A special master will administer the Backstop Fund, including overseeing any distribution, evaluating the requests of Counsel for payment, and determining the appropriate amount of any payment from the Backstop Fund. The special master will be selected jointly by the Minnesota Attorney General and the Hennepin County Attorney, and will be one of the following individuals: Hon. Jeffrey Keyes, Hon. David Lillehaug; or Hon. Jack Van de North. The special master will be compensated from the Backstop Fund. In the event that a successor special master is needed, the Minnesota Attorney General and the Hennepin County Attorney will jointly select the successor special master from the above-listed individuals. If none of the above-listed individuals is available to serve as the successor special master, then the Minnesota Attorney General and the Hennepin County Attorney will jointly select a successor special master from a list of individuals that is agreed upon between the Minnesota Attorney General, the Hennepin County Attorney, and Counsel.
- G. Special Master Determinations. The special master will determine the amount and timing of any payment to Counsel from the Backstop Fund. The special master shall make one determination regarding payment of attorney fees to Counsel, which will apply through the term of the recovery from the National Settlement Agreements. In making such determinations, the special master shall consider the amounts that have been or will be received by the private attorney's firm from the National Settlement Agreements' Contingency Fee Fund relating to Litigating Local Governments; the contingency fee contracts; the dollar amount of recovery for Counsel's respective clients who are Litigating Local Governments; the Backstop Fund Payment Cap above; the complexity of the legal issues involved in the opioid litigation; work done to directly benefit the Local Governments within the State of Minnesota; and the principles set forth in the Minnesota Rules of Professional Conduct, including the reasonable and contingency fee principles of Rule 1.5. In the interest of transparency, Counsel shall provide information in their initial fee application about the total amount of fees that Counsel have received or will receive from the National Attorney Fee Fund related to the Litigating Local Governments.
- H. Special Master Proceedings. Counsel seeking payment from the Backstop Fund may also provide written submissions to the special master, which may include declarations from counsel, summaries relating to the factors described above, and/or attestation regarding total payments awarded or anticipated from the National Settlement Agreements' Contingency Fee Fund. Private attorneys shall not be required to disclose work product, proprietary or confidential information, including but not limited to detailed billing or lodestar records. To the extent that counsel rely upon written submissions to support their application to the special master, the special master will incorporate said submission or summary into the record. Any proceedings before the special master and documents filed with the special master shall be public, and the special master's determinations regarding

any payment from the Backstop Funds shall be transparent, public, final, and not appealable.

- I. Distribution of Any Excess Funds. To the extent the special master determines that the Backstop Fund exceeds the amount necessary for payment to Counsel, the special master shall distribute any excess amount to Participating Local Governments according to the percentages set forth in **Exhibit B**.
- J. Term. The Backstop Fund will be administered for (a) the length of the National Litigation Settlement payments; or (b) until all Counsel for Litigating Local Governments have either (i) received payments equal to the Backstop Fund Payment Cap above or (ii) received the full amount determined by the special master; whichever occurs first.
- K. No State Funds Toward Attorney Fees. For the avoidance of doubt, no portion of the State Abatement Fund will be used to fund the Backstop Fund or in any other way to fund any Litigating Local Government's attorney fees and expenses. Any funds that the State receives from the National Settlement Agreements as attorney fees and costs or in lieu of attorney fees and costs, including the Additional Restitution Amounts, will be treated as State Abatement Funds.

VII. General Terms

- A. Scope of agreement. This MOA applies to all settlements under the National Settlement Agreements with Settling Defendants and the Bankruptcy Resolutions with Bankruptcy Defendants.⁴ The Parties agree to discuss the use, as the Parties may deem appropriate in the future, of the settlement terms set out herein (after any necessary amendments) for resolutions with Opioid Supply Chain Participants not covered by the National Settlement Agreements or a Bankruptcy Resolution. The Parties acknowledge that this MOA does not excuse any requirements placed upon them by the terms of the National Settlement Agreements or any Bankruptcy Resolution, except to the extent those terms allow for a State-Subdivision Agreement to do so.
- B. When MOA takes effect.
 - 1. This MOA shall become effective at the time a sufficient number of Local Governments have joined the MOA to qualify this MOA as a State-Subdivision Agreement under the National Settlement Agreements or as a Statewide Abatement Agreement under any Bankruptcy Resolution. If this MOA does not thereby qualify as a State-Subdivision Agreement or Statewide Abatement Agreement, this MOA will have no effect.
 - 2. The Parties may conditionally agree to sign on to the MOA through a letter of intent, resolution, or similar written statement, declaration, or pronouncement declaring

⁴ For the avoidance of doubt, this includes settlements reached with AmerisourceBergen, Cardinal Health, and McKesson, and Janssen, and Bankruptcy Resolutions involving Purdue Pharma L.P., and Mallinckrodt plc.

their intent to sign on to the MOA if the threshold for Party participation in a specific Settlement is achieved.

C. Dispute resolution.

1. If any Party believes another Party has violated the terms of this MOA, the alleging Party may seek to enforce the terms of this MOA in Ramsey County District Court, provided the alleging Party first provides notice to the alleged offending Party of the alleged violation and a reasonable opportunity to cure the alleged violation.
2. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds has violated any applicable ethics codes or rules, a complaint shall be lodged with the appropriate forum for handling such matters.
3. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds violated any Minnesota criminal law, such conduct shall be reported to the appropriate criminal authorities.

D. Amendments. The Parties agree to make such amendments as necessary to implement the intent of this MOA.

E. Applicable law and venue. Unless otherwise required by the National Settlement Agreements or a Bankruptcy Resolution, this MOA, including any issues related to interpretation or enforcement, is governed by the laws of the State of Minnesota. Any action related to the provisions of this MOA must be adjudicated by the Ramsey County District Court. If any provision of this MOA is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.

F. Relationship of this MOA to other agreements and resolutions. All Parties acknowledge and agree that the National Settlement Agreements will require a Participating Local Government to release all its claims against the Settling Defendants to receive direct allocation of Opioid Settlement Funds. All Parties further acknowledge and agree that based on the terms of the National Settlement Agreements, a Participating Local Government may receive funds through this MOA only after complying with all requirements set forth in the National Settlement Agreements to release its claims. This MOA is not a promise from any Party that any National Settlement Agreements or Bankruptcy Resolution will be finalized or executed.

G. When MOA is no longer in effect. This MOA is effective until one year after the last date on which any Opioid Settlement Funds are being spent by the Parties pursuant to the National Settlement Agreements and any Bankruptcy Resolution.

H. No waiver for failure to exercise. The failure of a Party to exercise any rights under this MOA will not be deemed to be a waiver of any right or any future rights.

- I. No effect on authority of Parties. Nothing in this MOA should be construed to limit the power or authority of the State of Minnesota, the Attorney General, or the Local Governments, except as expressly set forth herein.
- J. Signing and execution. This MOA may be executed in counterparts, each of which constitutes an original, and all of which constitute one and the same agreement. This MOA may be executed by facsimile or electronic copy in any image format. Each Party represents that all procedures necessary to authorize such Party's execution of this MOA have been performed and that the person signing for such Party has been authorized to execute the MOA in an official capacity that binds the Party.

This **Minnesota Opioids State-Subdivision Memorandum of Agreement** is signed

this ____ day of _____, _____ by:

Name and Title: _____

On behalf of: _____

EXHIBIT A

List of Opioid Remediation Uses

Settlement fund recipients shall choose from among abatement strategies, including but not limited to those listed in this Exhibit. The programs and strategies listed in this Exhibit are not exclusive, and fund recipients shall have flexibility to modify their abatement approach as needed and as new uses are discovered.

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“*OUD*”) and any co-occurring Substance Use Disorder or Mental Health (“*SUD/MH*”) conditions through evidence-based or evidence-informed programs⁵ or strategies that may include, but are not limited to, those that:⁶

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication for Opioid Use Disorder (“*MOUD*”) ⁷ approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“*ASAM*”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including *MOUD*, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“*OTPs*”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

⁵ Use of the terms “evidence-based,” “evidence-informed,” or “best practices” shall not limit the ability of recipients to fund innovative services or those built on culturally specific needs. Rather, recipients are encouraged to support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions.

⁶ As used in this Exhibit, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

⁷ Historically, pharmacological treatment for opioid use disorder was referred to as “Medication-Assisted Treatment” (“*MAT*”). It has recently been determined that the better term is “Medication for Opioid Use Disorder” (“*MOUD*”). This Exhibit will use “*MOUD*” going forward. Use of the term *MOUD* is not intended to and shall in no way limit abatement programs or strategies now or into the future as new strategies and terminology evolve.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support detoxification (detox) and withdrawal management services for people with OUD and any co-occurring SUD/MH conditions, including but not limited to medical detox, referral to treatment, or connections to other services or supports.
8. Provide training on MOUD for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH or mental health conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, licensed mental health counselors, and other mental and behavioral health practitioners or workers, including peer recovery coaches, peer recovery supports, and treatment coordinators, involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, continuing education, licensing fees, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MOUD for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including but not limited to new Americans, African Americans, and American Indians.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (“SBIRT”) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MOUD in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MOUD, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARP*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;

3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MOUD, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (“*CTP*”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF THE PERINATAL POPULATION, CAREGIVERS, AND FAMILIES, INCLUDING BABIES WITH NEONATAL OPIOID WITHDRAWAL SYNDROME.

Address the needs of the perinatal population and caregivers with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with

neonatal opioid withdrawal syndrome (“*NOWS*”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MOUD, recovery services and supports, and prevention services for the perinatal population—or individuals who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to caregivers and families affected by Neonatal Opioid Withdrawal Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MOUD, for uninsured individuals with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with the perinatal population and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for *NOWS* babies; expand services for better continuum of care with infant-caregiver dyad; and expand long-term treatment and services for medical monitoring of *NOWS* babies and their caregivers and families.
5. Provide training to health care providers who work with the perinatal population and caregivers on best practices for compliance with federal requirements that children born with *NOWS* get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for caregivers with OUD and any co-occurring SUD/MH conditions, emphasizing the desire to keep families together.
7. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
8. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
9. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“PDMPs”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MOUD referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse, including but not limited to focusing on risk factors and early interventions.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“*SAMHSA*”).
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health

workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Law enforcement expenditures related to the opioid epidemic.
2. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.
5. Support multidisciplinary collaborative approaches consisting of, but not limited to, public health, public safety, behavioral health, harm reduction, and others at the state, regional, local, nonprofit, and community level to maximize collective impact.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“*ADAM*”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MOUD and their association with treatment engagement and treatment outcomes.

M. POST-MORTEM

1. Toxicology tests for the range of opioids, including synthetic opioids, seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.
2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.
3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.
4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.
5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental (overdose fatality reviews).
6. Indigent burial for unclaimed remains resulting from overdose deaths.
7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner’s office as either family and/or social network members of decedents dying of opioid overdose.
8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

EXHIBIT B

Local Abatement Funds Allocation

Subdivision	Allocation Percentage
AITKIN COUNTY	0.5760578506020%
Andover city	0.1364919450741%
ANOKA COUNTY	5.0386504680954%
Apple Valley city	0.2990817344560%
BECKER COUNTY	0.6619330684437%
BELTRAMI COUNTY	0.7640787092763%
BENTON COUNTY	0.6440948102319%
BIG STONE COUNTY	0.1194868774775%
Blaine city	0.4249516912759%
Bloomington city	0.4900195550092%
BLUE EARTH COUNTY	0.6635420704652%
Brooklyn Center city	0.1413853902225%
Brooklyn Park city	0.2804136234778%
BROWN COUNTY	0.3325325415732%
Burnsville city	0.5135361296508%
CARLTON COUNTY	0.9839591749060%
CARVER COUNTY	1.1452829659572%
CASS COUNTY	0.8895681513437%
CHIPPEWA COUNTY	0.2092611794436%
CHISAGO COUNTY	0.9950193750117%
CLAY COUNTY	0.9428475281726%
CLEARWATER COUNTY	0.1858592042741%
COOK COUNTY	0.1074594959729%
Coon Rapids city	0.5772642444915%
Cottage Grove city	0.2810994719143%
COTTONWOOD COUNTY	0.1739065270025%
CROW WING COUNTY	1.1394859174804%
DAKOTA COUNTY	4.4207140602835%
DODGE COUNTY	0.2213963257778%
DOUGLAS COUNTY	0.6021779472345%
Duluth city	1.1502115379896%
Eagan city	0.3657951576014%
Eden Prairie city	0.2552171572659%
Edina city	0.1973054822135%
FARIBAULT COUNTY	0.2169409335358%
FILLMORE COUNTY	0.2329591105316%
FREEBORN COUNTY	0.3507169823793%
GOODHUE COUNTY	0.5616542387089%

Subdivision	Allocation Percentage
GRANT COUNTY	0.0764556498477%
HENNEPIN COUNTY	19.0624622261821%
HOUSTON COUNTY	0.3099019273452%
HUBBARD COUNTY	0.4582368775192%
Inver Grove Heights city	0.2193400520297%
ISANTI COUNTY	0.7712992707537%
ITASCA COUNTY	1.1406408131328%
JACKSON COUNTY	0.1408950443531%
KANABEC COUNTY	0.3078966749987%
KANDIYOHI COUNTY	0.1581167542252%
KITTSOON COUNTY	0.0812834506382%
KOOCHICHING COUNTY	0.2612581865885%
LAC QUI PARLE COUNTY	0.0985665133485%
LAKE COUNTY	0.1827750320696%
LAKE OF THE WOODS COUNTY	0.1123105027592%
Lakeville city	0.2822249627090%
LE SUEUR COUNTY	0.3225703347466%
LINCOLN COUNTY	0.1091919983965%
LYON COUNTY	0.2935118186364%
MAHNOMEN COUNTY	0.1416417687922%
Mankato city	0.3698584320930%
Maple Grove city	0.1814019046900%
Maplewood city	0.1875101678223%
MARSHALL COUNTY	0.1296352091057%
MARTIN COUNTY	0.2543064014046%
MCLEOD COUNTY	0.1247104517575%
MEEKER COUNTY	0.3744031515243%
MILLE LACS COUNTY	0.9301506695846%
Minneapolis city	4.8777618689374%
Minnetonka city	0.1967231070869%
Moorhead city	0.4337377037965%
MORRISON COUNTY	0.7178981419196%
MOWER COUNTY	0.5801769148506%
MURRAY COUNTY	0.1348775389165%
NICOLLET COUNTY	0.1572381052896%
NOBLES COUNTY	0.1562005111775%
NORMAN COUNTY	0.1087596675165%
North St. Paul city	0.0575844069340%
OLMSTED COUNTY	1.9236715094724%
OTTER TAIL COUNTY	0.8336175418789%
PENNINGTON COUNTY	0.3082576394945%
PINE COUNTY	0.5671222706703%

Subdivision	Allocation Percentage
PIPESTONE COUNTY	0.1535154503112%
Plymouth city	0.1762541472591%
POLK COUNTY	0.8654291473909%
POPE COUNTY	0.1870129873102%
Proctor city	0.0214374127881%
RAMSEY COUNTY	7.1081424150498%
RED LAKE COUNTY	0.0532649128178%
REDWOOD COUNTY	0.2809842366614%
RENVILLE COUNTY	0.2706888807449%
RICE COUNTY	0.2674764397830%
Richfield city	0.2534018444052%
Rochester city	0.7363082848763%
ROCK COUNTY	0.2043437335735%
ROSEAU COUNTY	0.2517872793025%
Roseville city	0.1721905548771%
Savage city	0.1883576635033%
SCOTT COUNTY	1.3274301645797%
Shakopee city	0.2879873611373%
SHERBURNE COUNTY	1.2543449471994%
SIBLEY COUNTY	0.2393480708456%
ST LOUIS COUNTY	4.7407767169807%
St. Cloud city	0.7330089009029%
St. Louis Park city	0.1476314588229%
St. Paul city	3.7475206797569%
STEARNS COUNTY	2.4158085321227%
STEELE COUNTY	0.3969975262520%
STEVENS COUNTY	0.1439474275223%
SWIFT COUNTY	0.1344167568499%
TODD COUNTY	0.4180909816781%
TRAVERSE COUNTY	0.0903964133868%
WABASHA COUNTY	0.3103038996965%
WADENA COUNTY	0.2644094336575%
WASECA COUNTY	0.2857912156338%
WASHINGTON COUNTY	3.0852862512586%
WATONWAN COUNTY	0.1475626355615%
WILKIN COUNTY	0.0937962507119%
WINONA COUNTY	0.7755267356126%
Woodbury city	0.4677270171716%
WRIGHT COUNTY	1.6985269385427%
YELLOW MEDICINE COUNTY	0.1742264836427%



Minnesota Opioid Settlement Executive Summary

Minnesota has joined a broad multistate coalition in reaching nationwide settlements with the three largest opioid distributors – AmerisourceBergen, Cardinal Health, and McKesson – and opioid manufacturer Johnson & Johnson. The settlements resolve investigations and lawsuits against these companies for their role in the opioid crisis. If the settlements are fully adopted nationally, the distributors will pay \$21 billion over 18 years and Johnson & Johnson will pay \$5 billion over 10 years. Most states have already joined the settlements, but for the agreements to become effective, a critical mass of cities and counties must sign onto the settlements by January 2, 2022.

Settlement Structure

If a critical mass of subdivisions sign on and the settlements become effective:

- Minnesota will be eligible to receive more than \$296 million over 18 years. Up to \$222 million of that will be paid directly to Minnesota cities and counties. The total amount of payments to Minnesota will be determined by the overall degree of participation by cities and counties. The more cities and counties that join, the more money everyone in Minnesota will receive. Distribution within Minnesota will be determined by the state-subdivision agreement (see below).
 - Each state's share of the funding was determined by agreement among the states using a formula that takes into account the impact of the crisis on the state—the number of overdose deaths, the number of residents with substance use disorder, and the number of opioids prescribed—and the population of the state.
- Payments will begin to flow to the state and cities and counties as soon as April 2022. The Johnson & Johnson settlement provides for payments to be accelerated if cities and counties sign on early.
- The vast majority of the settlement funds must be used to support any of a wide variety of strategies to fight the opioid crisis. The Attorney General's Office convened an expert panel of local, state, and community providers with experience and expertise in public health and delivery of health care services to determine the best and most effective use of the settlement funds. The panel selected a comprehensive list of future opioid abatement and remediation programs that will benefit all regions of the state.
- In addition to the financial components, the settlements also require the companies to make changes in how opioids are distributed and sold. The companies will be subject to far more oversight and accountability throughout that process to prevent deliveries of opioids to pharmacies where diversion and misuse occur. The distributors will be required to establish and fund a centralized, independent clearinghouse using detailed data analytics to keep close track of opioid distribution throughout the country and raise red flags for

suspicious orders. Johnson & Johnson will be prohibited from selling or promoting opioids for ten years.

Minnesota Framework

Minnesota has been preparing for these settlements and the opportunity they present to deliver substantial funding to needed abatement and remediation programs. In 2019, the Legislature passed the Opiate Epidemic Response bill, creating a special opioid abatement account and the Opioid Epidemic Response Advisory Council, which will oversee the spending of the state's share of settlement funds.

Additionally, a months-long partnership between the state and cities and counties has resulted in a state-subdivision agreement (or "Minnesota Memorandum of Agreement") that is designed to maximize the settlement funds coming to the State of Minnesota and get them to where they are needed most. The state-subdivision agreement details how the settlement money will be allocated within the state and also sets out a structure for the distribution of opioid abatement funds from pending bankruptcy plans with Purdue Pharma and Mallinckrodt. A copy of the state-subdivision agreement can be found on the Attorney General's website at www.ag.state.mn.us/opioids.

Pursuant to the state-subdivision agreement—and assuming maximum payments—approximately \$296 million in funds paid to Minnesota and its cities and counties from the Distributor and Johnson & Johnson settlements, as well as tens of millions of additional dollars from the Purdue Pharma and Mallinckrodt bankruptcies, will be allocated as follows:

- **Local Government Abatement Fund.** Seventy-five percent (75%) of the abatement funds will be paid directly to counties and certain municipalities that participate in the settlement. Local government funds will be directly allocated to all participating counties, and all participating municipalities that: (a) have populations of 30,000 or more, (b) have filed lawsuits against the settling defendants, or (c) have public health departments. To promote efficiency in the use of abatement funds and limit the administratively burdensome disbursements of amounts that are too small to add a meaningful abatement response, smaller, non-litigating municipalities will not receive a direct allocation of settlement funds. The allocation percentages for each county and municipality were determined by counsel for the subdivisions negotiating the national settlement agreements and were calculated using data reflect the impact of the opioid crisis on the subdivision.
- **State Fund.** Twenty-five percent (25) of the abatement funds will be paid directly to the State. Pursuant to state law, these funds will go into the special opioid abatement account to be overseen and distributed by the Opioid Epidemic Response Advisory Council. Under current law, after certain appropriations are made, approximately 50% of the funds paid into the opioid abatement account are distributed to county social service agencies to provide child protection services to children and families who are affected by addiction.

The state-subdivision agreement anticipates a change to this law to allow counties to receive their share of the settlement funds directly. The agreement requires the state and subdivisions to work together to achieve this change in law during the 2022 legislative session, and includes a provision changing the allocation between state and local governments if the statutory change is not accomplished.

Some municipalities in Minnesota retained attorneys on a contingency fee basis to file lawsuits against the opioid companies. The national settlements establish an Attorney Fee Fund for attorneys representing cities and counties that join the settlements. The settlements require attorneys who recover from this fund to waive enforcement of their contingency fee agreements. The state-subdivision agreement includes a Backstop Fund, which will be overseen by a Special Master, that will allow for the payment of reasonable attorney fees to private attorneys to make up for the difference between what they receive from the national fund and their contingency fee agreements, which are capped at 15%. Any funds that remain in the Backstop Fund after payment of reasonable attorney fees will revert to cities and counties for abatement.

Subdivision Participation

It is vital for subdivisions to join the settlements during the initial sign-on period, which ends January 2, 2022. First, very high levels of subdivision participation nationally are necessary for the companies to move forward with the settlements and for everyone to benefit from them. Second, cities or counties cannot receive any portion of the direct settlement funds if they do not sign on to the settlements. Third, in order to maximize the settlement payments that come to Minnesota, full joinder by certain categories of counties and cities is needed. Finally, joinder during the initial sign-on period maximizes the amount of funds available to an individual city or county.

Next Steps

Now: Cities and counties should have received a settlement notice with additional information about the sign on process, which begins by registering on the national settlement website: www.nationalopioidsettlement.com. Registering is a necessary step toward participation in the settlements. The notice each subdivision received by mail and email provides its unique subdivision registration code, which must be used to register. Registering does not mean that the subdivision has accepted the terms of the national settlement agreements or the state-subdivision agreement.

Next: Each subdivision, via its local legislative body, should adopt a resolution that authorizes a representative of the subdivision to execute Minnesota's state-subdivision agreement and *both* subdivision settlement participation forms (Distributors and Johnson & Johnson), which are required to join the settlements. Cities and counties can obtain model resolutions by contacting the Association of Minnesota Counties or the League of Minnesota Cities. The resolutions should be submitted to the subdivisions' legislative body (*i.e.*, county commission or city council) for approval.

By January 2, 2022: After the appropriate resolution is passed by each subdivision, the authorized representative should sign the Minnesota Memorandum of Agreement, the Distributor Agreement, and the Johnson & Johnson Agreement. The Distributor and Johnson & Johnson agreements can be signed electronically via DocuSign. Subdivisions should receive an email with a link to sign electronically upon registering at www.nationalopioidsettlement.com. Subdivisions are encouraged to sign onto the Minnesota Memorandum of Agreement and the settlement agreements as soon as possible to avoid scheduling challenges and to ensure that we meet the national subdivision participation threshold for the settlements to become effective.

Additional information about the settlements and how they are implemented in Minnesota can be found on the Attorney General's website: www.ag.state.mn.us/opioids. Subdivisions that are represented by an attorney with respect to opioid claims should consult with their attorney. Additionally, specific questions for the Attorney General's Office can be emailed to opioids@ag.state.mn.us, or left via voicemail at (612) 429-7126.



Minnesota Opioid State-Subdivision Agreement Overview

What It Is

The Minnesota Memorandum of Agreement (MN MOA) governs how Minnesota will distribute settlement funds from two national settlements with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen and opioid manufacturer Johnson & Johnson. These settlements could bring more than \$296 million to Minnesota over an 18-year period to support state and local efforts to fight the opioid epidemic.¹

How It Works

Enables Minnesota to maximize resources to fight the epidemic. For Minnesota to receive the maximum payout under the two national settlements, cities and counties must join the state and sign on to the MN MOA and the settlement agreements. To maximize resources flowing to communities on the front lines of the epidemic, the MN MOA directs settlement funds as follows:

- 75 percent to local governments, including all counties and 33 cities.
- 25 percent to the state, to be overseen and distributed by the Opioid Epidemic Response Advisory Council.

Dedicates funds to addressing the opioid epidemic. The Attorney General's Office convened an expert panel of local, state, and community providers with experience and expertise in public health and delivery of health care services to determine the best and most effective use of the settlement funds. The panel selected a comprehensive list of future opioid abatement and remediation programs to which these settlement funds must be dedicated.

Why It Matters

Personal Cost. More than 5,400 Minnesotans have died of opioid overdoses since 2000. The epidemic has torn families apart and ravaged communities, particularly American Indian populations and communities of color. Individuals, families, and communities continue to suffer, as the COVID-19 pandemic has caused a surge in both fatal and nonfatal overdose deaths.

Accountability. Opioid manufacturers and distributors created and fueled the opioid epidemic with irresponsible and misleading marketing and inadequate monitoring of these dangerous products. In addition to potentially over \$296 million to fight the epidemic, settlements with the three largest drug distributors in the country, as well as one of the largest manufacturers, will shine a light on these companies' conduct and help make sure nothing like this ever happens again.

¹ The MN MOA also governs how opioid abatement funds from the bankruptcy resolutions with Purdue Pharma and Mallinckrodt are distributed within Minnesota. The \$296 million figure does not include payments from the Purdue Pharma and Mallinckrodt bankruptcies, which are not yet finalized.

FREQUENTLY ASKED QUESTIONS ABOUT SETTLEMENTS WITH OPIOID DISTRIBUTORS AND JOHNSON & JOHNSON

This document is intended to assist Minnesota subdivisions evaluating the settlement agreements resolving opioid claims with the three largest opioid distributors—McKesson, Cardinal Health, and AmerisourceBergen (“Distributors”)—and opioid manufacturer Janssen Pharmaceuticals, and its parent company, Johnson & Johnson (“J&J”) (collectively, the “Settlements”). This document is subject to being updated as additional information is gathered. The terms of the Settlements and the Minnesota Opioids State-Subdivision Memorandum of Agreement (“MN MOA”) are controlling and are not amended or in any way affected by this document. Copies of these settlements, agreement, and other materials can be found at the Attorney General’s website: www.ag.state.mn.us/opioids.

1. My city or county received a notice in the mail and by email about two opioid settlements. What do we do with this and how do we join the Settlements?

The notice your city or county received relates to two Settlements resolving opioid claims against the country’s three largest drug distributors, McKesson, Cardinal Health, and AmerisourceBergen, and opioid manufacturer Johnson & Johnson for their role in the opioid epidemic. The notice went out to all Minnesota counties, as well as cities that have a population greater than 10,000 and those that have filed lawsuits against these companies.

Under the Settlements, Minnesota and its cities and counties stand to receive up to \$296 million in Opioid Settlement Funds to fight the opioid crisis over the next 18 years, starting in early to mid-2022. The more cities and counties that join, the more the Distributors and J&J will pay under the Settlements.

The Notice you received should have a unique subdivision registration code. The Attorney General’s Office also sent your city or county a letter attaching this same registration code. Cities or counties must visit www.nationalopioidsettlement.com and use that code to register to receive participation agreements for the Settlements. You will then receive information about how to submit your Subdivision Settlement Participation Forms electronically via DocuSign. **You must submit two forms, one for each Settlement.**

2. How large are the Settlements?

Under the terms of the Settlements, the Distributors and J&J will provide up to \$26 billion to states, cities, and counties throughout the country. The Distributors will make payments over a period of 18 years, and J&J will make payments over nine years.

3. Is there a deadline for cities and counties to join the Settlements?

Yes. Cities and counties should complete their Subdivision Settlement Participation Forms by **January 2, 2022**. Cities and counties that join after that date risk reducing the entire amount that goes to the State of Minnesota as well as having their own payments reduced.

4. How many Minnesota cities and counties are engaged in litigation against the Distributors and J&J?

Twenty-six counties and seven cities have filed lawsuits against the Distributors and/or J&J. Under the MN MOA (see additional information below), all 87 counties and every city that meets the eligibility criteria would receive settlement payments regardless of whether they filed lawsuits, but they must join the Settlements. The Settlements prohibit payments to counties or cities that do not join the Settlements.

5. What is the status of these cases?

All Minnesota city and county cases have been consolidated for pretrial proceedings into a Multi-District Litigation (MDL) in federal court in Cleveland, Ohio. The opioid MDL has roughly 3,000 lawsuits from nearly every state. The lawsuits allege that opioid manufacturers misrepresented the risks associated with prescription opioids; that opioid distributors did not properly monitor shipments of prescription opioids to pharmacies across the country; and that these actions contributed to the opioid epidemic that continues to ravage Minnesota and the rest of the country. Until the Settlements are finalized, these cases will remain pending.

6. Has the State of Minnesota joined the Settlements?

Yes. The Minnesota Attorney General's Office, together with the majority of state Attorneys General across the country, has signed on to the Settlements. Those Attorneys General, lawyers representing thousands of municipalities in the national opioid litigation, and the Association of Minnesota Counties, League of Minnesota Cities, and the Coalition of Greater Minnesota Cities strongly encourage cities and counties to join. Cities and counties that join will be helping to bring additional abatement resources to communities and families throughout the state for substance use prevention, harm reduction, treatment, and recovery.

7. How much will Minnesota receive from the Settlements?

Minnesota is eligible to receive a maximum payment of approximately \$296 million under the Settlements with the Distributors and J&J. The settlement funds are allocated among states based on population and the impact of the opioid crisis on each state, taking into account several public health measures. The precise amount of settlement funds Minnesota as a whole receives is highly dependent on the level of city and county participation and the avoidance of penalties that would result from cities or counties filing new lawsuits.

8. What is the Minnesota Opioids State-Subdivision Memorandum of Agreement?

The MN MOA governs how Minnesota will distribute settlement funds from the Settlements with Distributors and J&J. It also governs how opioid abatement funds from the bankruptcy resolutions with Purdue Pharma and Mallinckrodt are distributed within Minnesota. The Purdue Pharma and Mallinckrodt bankruptcies are not yet finalized, and

it is not yet known how much money will be coming to the state from these bankruptcies, although the Attorney General's Office expects the figure to be in the tens of millions.

9. Why is it so important to join the Settlements and the MN MOA?

The opioid epidemic has taken the lives of more than 5,400 Minnesotans since 2000. The epidemic has torn families apart and ravaged communities, particularly American Indian populations and communities of color. Individuals, families, and communities continue to suffer, as the COVID-19 pandemic has caused a surge in both fatal and nonfatal overdose deaths.

The epidemic was fueled by irresponsible marketing and inadequate monitoring on the part of opioid makers and distributors. In addition to potentially over \$296 million to fight the epidemic, settlements with the Distributors and J&J will shine a light on these companies' conduct and help make sure nothing like this ever happens again. The MN MOA is an important step forward in holding these companies accountable and directing much-needed resources to communities across the state.

10. What are the most important features of the MN MOA?

The Settlements require state and local governments to use the vast majority of settlement funds to address the opioid epidemic. Consistent with this principle, the MN MOA dedicates funds to that purpose. The Attorney General's Office convened an expert panel of local, state, and community providers with experience and expertise in public health and delivery of health care services to determine the best and most effective use of the settlement funds (the "Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds" or the "panel"). The panel selected a comprehensive list of future opioid abatement and remediation programs to which these settlement funds must be dedicated, whether those funds are received by the State, cities, or counties.

The MN MOA also enables Minnesota to maximize resources to fight the epidemic. The MN MOA was designed to incentivize cities and counties to join in order to earn the maximum amount of payments from the Settlements. To maximize resources flowing to communities on the front lines of the epidemic, the MN MOA directs settlement funds as follows:

- 75 percent to local governments, including all counties and 33 cities.
- 25 percent to the state, to be overseen and distributed by the Opioid Epidemic Response Advisory Council.

11. How does my city or county sign onto the MN MOA?

The county board, city council, or equivalent legislative body can pass a resolution stating its intent to sign onto the MOA and directing the appropriate county or city official to execute the MOA. Sample resolutions are available from the Association of Minnesota Counties and the League of Minnesota Cities.

12. If my city or county signs onto the MN MOA, does that mean it automatically signs onto the Settlements with the Distributors or J&J?

No. A city or county that signs the MN MOA is agreeing to a framework for how settlement funds will flow in the event the Settlements become effective. However, the city or county must separately sign on to the Settlements in order to receive payments pursuant to the MN MOA.

13. If my city or county joins the Settlements, will we receive direct payments?

It depends. All counties that join are set to receive direct allocation under the terms of the MN MOA, as well as all cities that join and meet the following eligibility criteria:

- Have a population of 30,000 or more, based on the U.S. Census Bureau's Vintage 2019 population totals;
- Have funded or otherwise managed an established health care or treatment infrastructure (*e.g.*, health department or similar agency); or
- Have initiated litigation against the Distributors or J&J as of December 3, 2021.

The population threshold for non-litigating cities to receive a direct allocation of funds recognizes that the efficient delivery of opioid abatement services is hindered if the funds are divided into hundreds of small allocations. Even with potentially upwards of \$300 million coming into Minnesota, allocating funds among several hundred smaller cities and towns would result in minimal payments for most subdivisions, in many cases less than a few dollars a year. For that same reason, under the MN MOA cities allocated a share may elect to have their full share or a portion of their share instead directed to the county in which the city is located.

Although not all cities will receive a direct allocation of opioid abatement funds, those cities will still benefit from the opioid remediation efforts that take place in their communities. Moreover, under the MN MOA, each county receiving opioid settlement funds must consult annually with the cities in the county regarding use of the settlement funds. Finally, cities that are not eligible for a direct share may also request grants for opioid remediation programs from the state's opioid remediation fund, which are distributed via the Opioid Epidemic Response Advisory Council and the Department of Human Services.

14. If my city or county joins, how much money will we receive?

Under the terms of the MN MOA, local governments (including cities and counties) that join the Settlements will directly receive 75% of the total abatement funds, divided among the counties and eligible cities in the percentages reflected in Exhibit B to the MN MOA. The percentages reflected in Exhibit B are based upon the MDL's Opioid Negotiation Class Model. Experts and attorneys representing local governments in the MDL developed the

allocation model based on nationally available federal data on opioid use disorder, overdose deaths, and opioid shipments into Minnesota, by region and community.

15. When will my city or county get payments?

Payments from the Settlements will begin to flow to the state and directly to cities and counties as soon as April 2022. The Distributors will make payments over a period of 18 years, and J&J will make payments over nine years. The J&J settlement provides for payments to be accelerated if cities and counties sign on early.

16. How much money will the State receive, and where will it go?

Under the terms of the MN MOA, the statewide abatement share is 25% of the total abatement funds. By statute, these funds will go into a special opioid abatement account and are designated to be used solely for opioid abatement purposes pursuant to the Approved Uses in the MN MOA, overseen and distributed by the Opioid Epidemic Response Advisory Council.¹

17. What about attorney fees?

The state's investigation and litigation against the opioid industry is handled by government lawyers in the Attorney General's Office. No money from these Settlements will go to pay any state lawyers. Some cities and counties in Minnesota retained attorneys on a contingency fee basis to file lawsuits against the opioid companies. The national settlements establish an Attorney Fee Fund for attorneys representing cities and counties that join the settlements. The settlements require attorneys who recover from this fund to waive enforcement of their contingency fee agreements. The MN MOA includes a Backstop Fund, which will be overseen by a Special Master, that will allow for the payment of reasonable attorney fees to private attorneys to make up for the difference between what they receive from the national fund and their contingency fee agreements, which are capped at 15%. The Backstop Fund is funded by a percentage of the local government share of settlement funds, and any funds that remain in the Backstop Fund after payment of reasonable attorney fees will revert to cities and counties for abatement.

18. How will the money coming into Minnesota be tracked?

The Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds agreed upon a set of reporting and compliance recommendations to make

¹ Under current law, after certain appropriations are made, approximately 50% of the funds paid into the opioid abatement account are distributed to county social service agencies to provide child protection services to children and families who are affected by addiction. The state-subdivision agreement anticipates a change to this law to allow counties to receive their share of the settlement funds directly. The agreement requires the state and subdivisions to work together to achieve this change in law during the 2022 legislative session, and includes a provision changing the allocation between state and local governments if the statutory change is not accomplished.

sure that the abatement money coming into Minnesota is effectively tracked and spent on strategies and programs that have a real impact in the state. The MN MOA will be supplemented to include provisions that will be mutually agreed upon by the State and cities and counties utilizing the panel's recommendations.

19. Can a city join the Settlements even if it does not receive a direct allocation of abatement funds?

Yes. The Settlements allow for all cities and counties to join, even ones that are not directly allocated amounts from the 75% local government share. For cities with populations greater than 10,000, joining the Settlements will assist Minnesota in earning the maximum amount possible.

Non-litigating cities with populations under 10,000 were not sent notices and are not able to use the DocuSign process, but may still want to join the Settlements. If such cities want to join the settlements, they can contact the Attorney General's Office to receive the subdivision joinder forms by emailing opioids@ag.state.mn.us.

20. Does the MN MOA apply to matters other than the Distributor and J&J Settlements?

Yes. The MN MOA replaces default provisions in the Purdue Pharma L.P. and Mallinckrodt plc bankruptcy plans. The Attorney General's Office anticipates that the Purdue Pharma and Mallinckrodt bankruptcy proceedings will provide tens of millions of additional dollars to Minnesota to support state and local efforts to address the opioid epidemic across the state. These funds will be distributed throughout the state according to the provisions MN MOA, just like the settlement funds from the Distributor and J&J Settlements.

21. Do the Settlements require the companies to do more than pay money?

Yes. In addition to paying billions of dollars, the companies are also required to make changes in how opioids are distributed and sold. The companies will be subject to far more oversight and accountability throughout that process to prevent deliveries of opioids to pharmacies where diversion and misuse occur. The Distributors will be required to establish and fund a centralized, independent clearinghouse using detailed data analytics to keep close track of opioid distribution throughout the country and raise red flags for suspicious orders. J&J will be prohibited from selling or promoting opioids for ten years.

22. How do the Settlements and the MN MOA relate to the McKinsey settlement that was announced in February?

The McKinsey settlement is separate from the Settlements with the Distributors and J&J, and from the Purdue and Mallinckrodt bankruptcy proceedings.

In February 2021, Attorney General Keith Ellison and other attorneys general from across the country reached a \$573 million settlement with one of the world's largest consulting

firms, McKinsey & Company, over the company's role in advising opioid companies how to promote their drugs and profit from the opioid epidemic.

As part of the settlement with McKinsey, Minnesota will receive nearly \$8 million, \$6.6 million of which has already been paid. The remainder will be paid over four years. The entire settlement sum will be placed into the special opioid abatement account and used to abate the opioid crisis in the state.

23. Apart from the Distributors and J&J Settlements, the Purdue and Mallinckrodt bankruptcy proceedings, and the recent McKinsey settlement, is there other opioid-related litigation brought by state and local governments?

Yes. In addition to these cases, the Attorney General's Office continues to be engaged in multistate investigations and settlement negotiations with numerous other pharmaceutical manufacturers and distributors for violations of state consumer protection laws. The Office is leading nationwide efforts to ensure public disclosure of opioid-related documents, which are designed to achieve accountability, transparency, and prevention of future harm. The Office is also coordinating with the [Opioid Epidemic Response Advisory Council](#) to ensure any potential settlement funds are used as effectively as possible throughout Minnesota to remedy the ongoing opioid crisis.

24. Where can I get more information about the Settlements?

Cities or counties that hired attorneys to file opioid litigation should consult their attorneys. Additional information on the Settlements can be found at the national settlement website, www.nationalopioidsettlement.com, or the Attorney General's website: www.ag.state.mn.us/opioids. To speak with someone on the Attorney General's opioids team, email opioids@ag.state.mn.us or call (612) 429-7126 and leave a voicemail.



Minnesota Opioids Settlement Checklist

Cities and counties must complete the following steps:

- ☐ Register your city or county on the national settlement website: www.nationalopioidsettlement.com.
 - a. Notice with a unique registration code was sent to cities and counties in late September. If your city or county did not receive this notice or cannot find its unique registration code and wishes to participate in the settlements, contact the Attorney General's Office.
 - b. Once registered, your designated contact will receive settlement participation packets, including two (2) Subdivision Settlement Participation Forms – one for each of the Distributors and Janssen (Johnson & Johnson) settlements. The settlement sign-on forms can be completed electronically via DocuSign.
- ☐ Adopt a county board or city council resolution authorizing a representative of the subdivision to execute the following:
 - a. The Minnesota Opioids State-Subdivision Memorandum of Agreement (MN MOA)
 - b. The Distributor Subdivision Settlement Participation Form
 - c. The Janssen Subdivision Settlement Participation Form
- ☐ Have the authorized representative execute the following documents:
 - a. The MN MOA
 - b. The Distributor Subdivision Settlement Participation Form (via DocuSign)
 - c. The Janssen Subdivision Settlement Participation Form (via DocuSign)
- ☐ Return the following documents to the Attorney General's Office by email to opioids@ag.state.mn.us:
 - a. Copy of the completed resolution passed by your city or county
 - b. Executed signature page for the MN MOA

Additional information about the settlements and how they are implemented in Minnesota can be found on the Attorney General's website: www.ag.state.mn.us/opioids. Subdivisions that are represented by an attorney with respect to opioid claims should consult with their attorney. Additionally, specific questions for the Attorney General's Office can be emailed to opioids@ag.state.mn.us, or left via voicemail at (612) 429-7126.

EXHIBIT K

Subdivision Settlement Participation Form

Governmental Entity:	State:
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above ("*Governmental Entity*"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 ("*Distributor Settlement*"), and acting through the undersigned authorized official, hereby elects to participate in the Distributor Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Distributor Settlement, understands that all terms in this Participation Form have the meanings defined therein, and agrees that by signing this Participation Form, the Governmental Entity elects to participate in the Distributor Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, secure the dismissal with prejudice of any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Distributor Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Distributor Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Distributor Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Distributor Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Distributor Settlement.

7. The Governmental Entity has the right to enforce the Distributor Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Distributor Settlement, including, but not limited to, all provisions of Part XI, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Distributor Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Distributor Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Distributor Settlement.
10. In connection with the releases provided for in the Distributor Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release, and that if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Distributor Settlement.

11. Nothing herein is intended to modify in any way the terms of the Distributor Settlement, to which Governmental Entity hereby agrees. To the extent this Participation Form is interpreted differently from the Distributor Settlement in any respect, the Distributor Settlement controls.

I have all necessary power and authorization to execute this Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Settlement Participation Form

Governmental Entity:	State:
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity has the right to enforce the Janssen Settlement as provided therein.

8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Day, Finance Director
MEETING DATE: December 14, 2021
SUBJECT: Approval of 2022 Budget, Tax Levies, CIP, Fee Schedule, and Franchise Fees Distribution

Background:

The City Council must formally approve the final 2022 Budget, Tax Levies, Capital Improvement Plan (CIP) and Fee Schedule. This memo is written to cover items 6A, 1 through 7, on the agenda.

Several budget work sessions were held to discuss these items and the final documents are being presented to the Council for approval. The Council must provide an opportunity for any member of the public to comment or provide input regarding the 2022 budget and tax levy. The final budget can be approved at the same meeting that the budget is available for public comment.

The CIP is part of the overall budget appropriation process and provides detailed information for all capital expenditures for the 2022 fiscal year. This document outlines capital purchases and projects anticipated for the next 5-year period. It is a working document that is reviewed and adjusted on an annual basis.

The 2022 Fee Schedule provides license fees, charges for multiple services offered by the City, and utility rates. Franchise Fees are distributed into multiple funds and the 2022 amounts are included for Council approval.

Recommendation:

It is recommended that the Council adopt the following Resolutions:

- Resolution 2021-258 Adopt 2022 Property Tax Levy
- Resolution 2021-259 Adopt 2022 Budget & Establish Fund Appropriations
- Resolution 2021-260 Adopt HRA 2022 Property Tax Levy
- Resolution 2021-261 Adopt EDA 2022 Property Tax Levy
- Resolution 2021-262 Approve 2022 Fee Schedule
- Resolution 2021-263 Approve 2022-2026 Capital Improvement Plan

- Resolution 2021-264 Approve 2022 Franchise Fees Distribution

Attachments:

1. 2022 Budget Hearing Final Approvals Presentation

City Council Meeting

Tuesday, December 14, 2021

Resolutions

2021-258
2021-259
2021-260
2021-261
2021-262
2021-263
2021-264

Resolutions

- 2021-258 Adopt 2022 Property Tax Levy
- 2021-259 Adopt 2022 Budget & Establish Fund Appropriations
- 2021-260 Adopt HRA 2022 Property Tax Levy
- 2021-261 Adopt EDA 2022 Property Tax Levy
- 2021-262 Approve 2022 Fee Schedule
- 2021-263 Approve 2022-2026 Capital Improvement Plan
- 2021-264 Approve 2022 Franchise Fees Distribution

2022 Budget Overview

**Tax Levies &
Budgets**

**2022-2026 Capital
Improvement Plan**

Fee Schedule

Tax Notices

Notice	Description	Date Sent
Valuation Notice	- Shows the estimated market value and classification of property - Contains Local Board of Appeals and Equalization information	Early spring (usually along with tax statement – at least 10 days before local boards)
Truth in Taxation Notice (TNT)	- Shows proposed taxes based on local levies before finalization - Public meetings for all local taxing JDs assessing a tax	Mid-November
Property Tax Statement	- Taxes due in May and October - Presents the total amount due after final budgets are adopted and final levies certified - Detailed breakdown of amount due to each taxing authority	By March 31

Property Tax Calculation

Net Tax Capacity (NTC)

- $\text{Market Value} \times \text{Class Rate} = \text{NTC}$

$$\frac{\text{Levy}}{\text{Sum of NTC}} = \text{Tax Rate}$$

$$\text{NTC} * \text{Tax Rate} = \text{City Tax}$$



Tax Rate Change Based on Final Levy

	2021	2022	Change	
Net Tax Capacity	\$19,339,361	\$20,492,951	\$1,153,590	5.96%
Levy Amount	\$10,162,266	\$10,559,078	\$396,812	3.90%
Tax Rate	52.547	51.525	(1.02)	(1.94%)

Total Increase in Net Tax Capacity = \$1,153,590

New Construction/Growth Amount= \$ 235,919 (20.45%)

(NTC New Growth = \$125,000, or 31.51%)

Tax Levy Summary

Funds Supported by Tax Levy

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

Property Tax Levy

July 2021

\$10,748,935 Levy

5.77% Increase

September 2021

\$10,754,534 Levy

5.83% Increase

November 2021

\$10,559,078 Levy

3.9% Increase

2022 Tax Levy

Operating Levy:

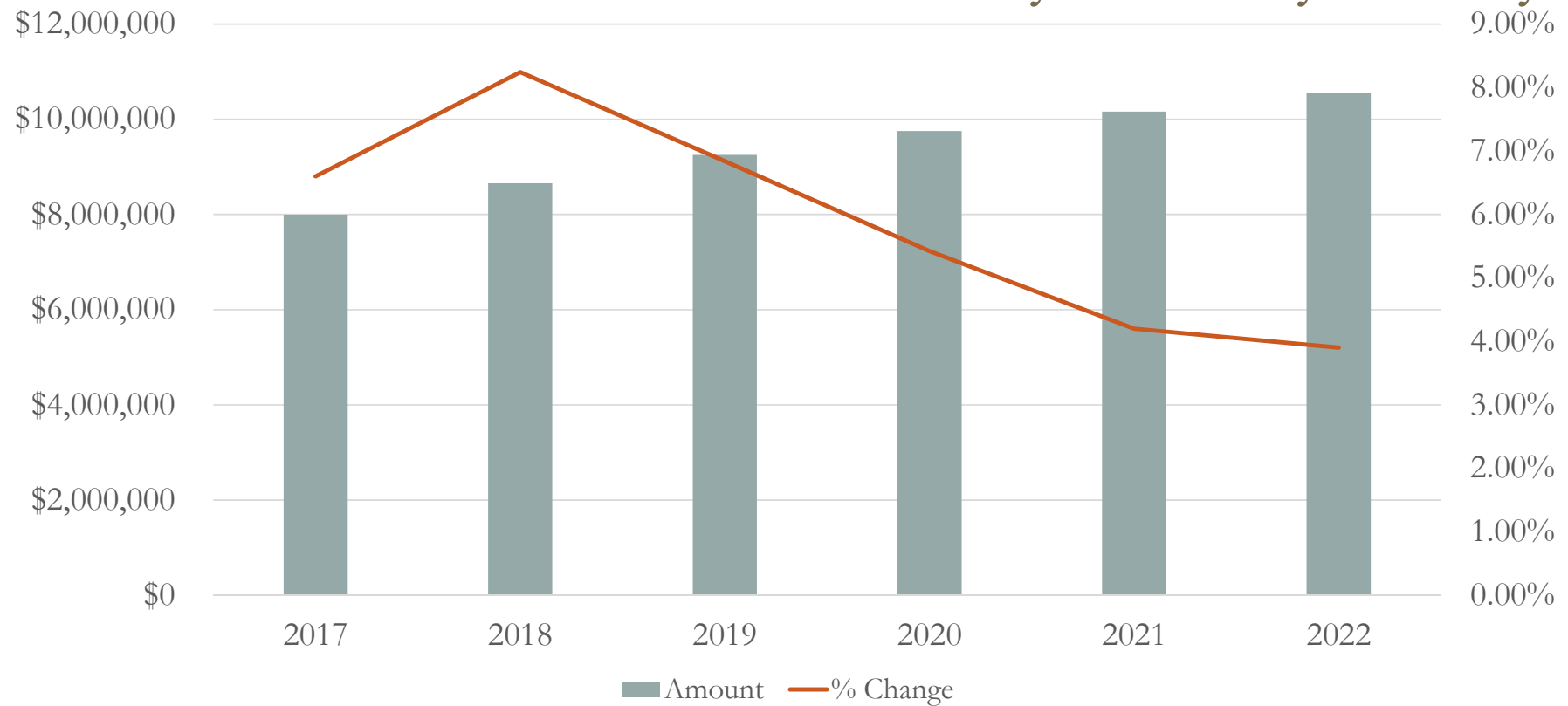
	<u>Amount</u>	<u>Change</u>
• General Fund (101)	\$8,697,211	\$540,359
• Community & Economic Development Administration (240)	\$ 198,451	<u>(\$ 66,151)</u>
		\$474,208 Total Operating Levy Increase
• Operating Personnel Costs (Wages & Benefits)		\$410,546 Increase

Miscellaneous Levies:

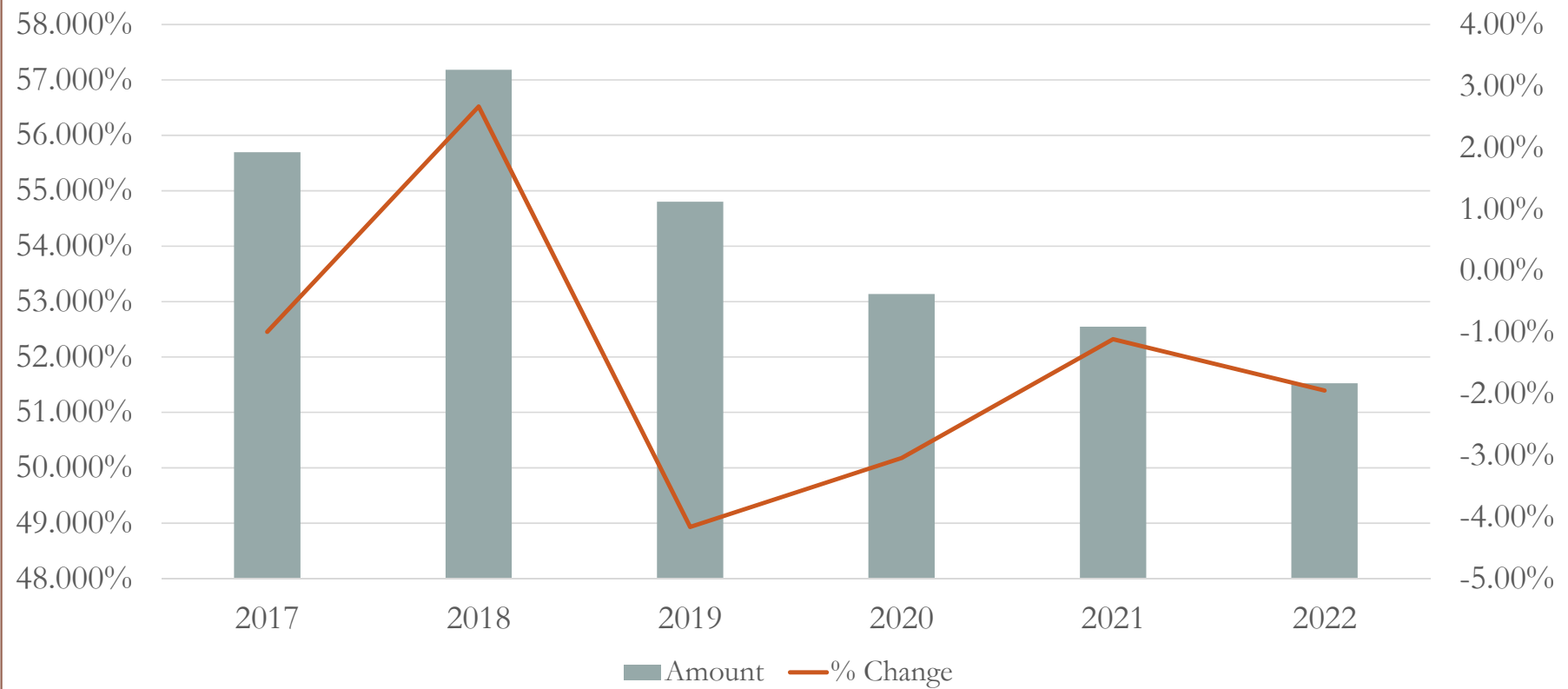
• Special PERA	\$ 12,544	NA
• Tax Abatements	\$ 426,275	\$71,336
• Airport (225)	\$ 10,000	(\$10,000)
• Debt Service	\$ 1,236,597	(\$138,732)

2022 Property Tax Levy = \$10,559,078

City Tax Levy History



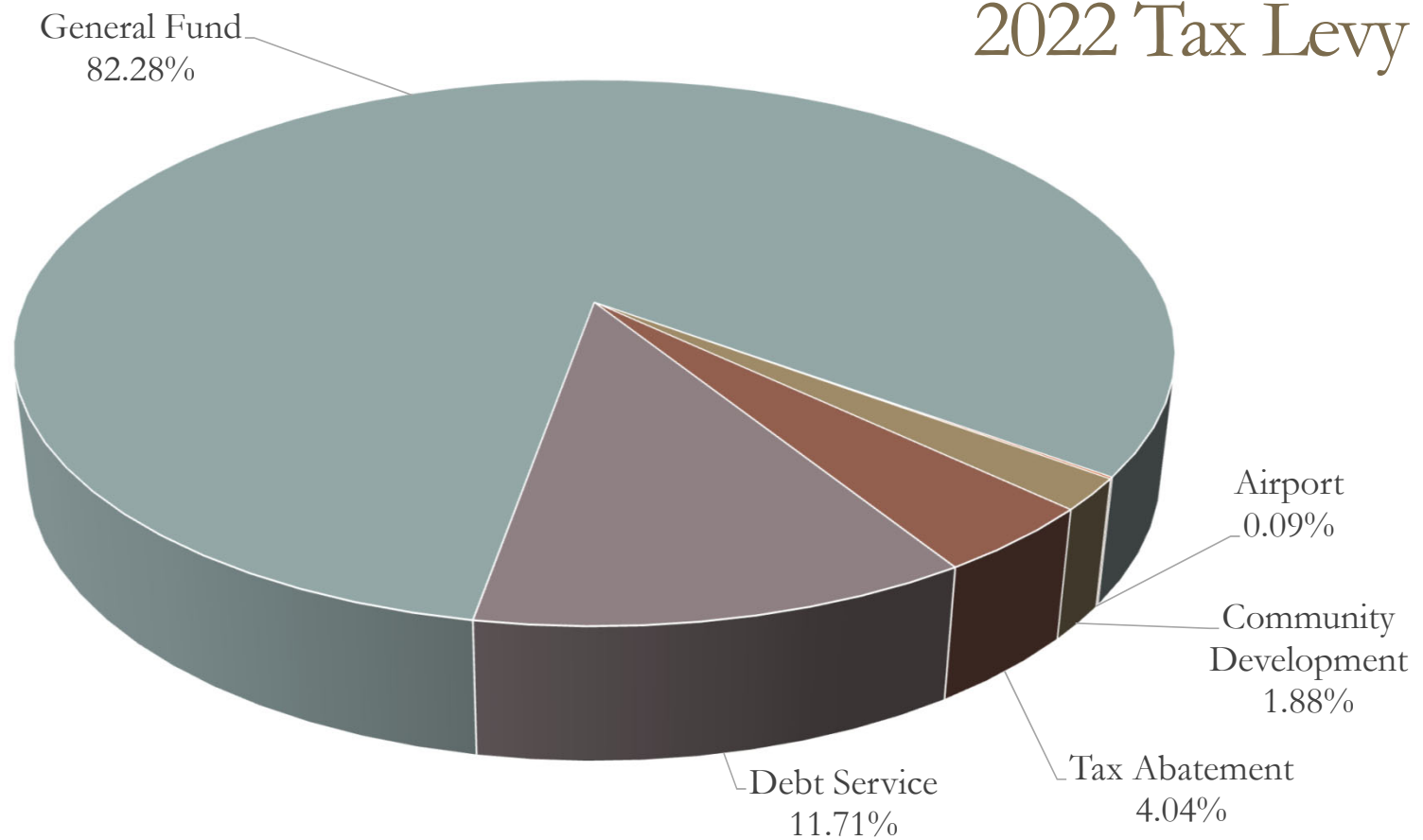
City Tax Rate History



Property Tax Levy

		Operating Tax Levies				
General (101)		\$ 6,129,767	6,538,071	8,134,852	8,675,211	540,359
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	9,309,937	535,544
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	1,236,597	(138,732)
Net Tax Levy (Actual Levy)		\$ 9,250,896	9,752,651	10,162,266	10,559,078	3.90%
City Tax Rate for Faribault		0.54803	0.53137	0.52547	0.51525	-1.94%

2022 Tax Levy



2022 Residential Impact

	2021 (Actual)	2022 (Estimated)	Change
Market Value of \$175,200*	\$807.65	\$791.95	(\$15.70)
- w/5% Increase in EMV		\$841.29	\$33.64
- w/10% Increase in EMV		\$890.49	\$82.84
Market Value of \$200,000	\$950.05	\$931.58	(\$18.47)
- w/5% Increase in EMV		\$987.54	\$37.49
- w/10% Increase in EMV		\$1,043.70	\$93.65
Market Value of \$300,000	\$1,522.81	\$1,493.21	(\$29.61)
- w/5% Increase in EMV		\$1,577.24	\$54.43
- w/10% Increase in EMV		\$1,661.49	\$138.68
* Median Market Value			

2022 Commercial/ Industrial Impact

	2021 (Actual)	2022 (Estimated)	Change
Market Value of \$250,000	\$2,233.25	\$2,189.83	(\$43.42)
- w/2.5% Increase in EMV		\$2,254.24	\$20.99
- w/5% Increase in EMV		\$2,318.64	\$85.39
Market Value of \$1,000,000	\$10,115.31	\$ 9,918.64	(\$196.67)
- w/2.5% Increase in EMV		\$10,176.27	\$60.96
- w/5% Increase in EMV		\$10,433.90	\$318.59
Market Value of \$5,000,000	\$52,152.95	\$51,138.97	(\$1,013.98)
- w/2.5% Increase in EMV		\$52,427.11	\$274.16
- w/5% Increase in EMV		\$53,715.24	\$1,562.29

Property Tax Relief Programs

Disabled Veteran Homestead Valuation Exclusion

Homestead Credit Refund Program

Minnesota's Property Tax Programs for Agricultural and Rural Lands

Property Tax Relief for Properties Damaged in a Disaster

Renter's Property Tax Refund Program

Targeting Property Tax Refund

Senior Citizens Property Tax Deferral Program

Other Tax Levies

Resolution 2021-260 HRA

Maximum Amount Requested

$0.0185\% \times \$1,664,901,900 = \$309,820$

Increase of \$13,920 (4.7%) from 2021
HRA Resolution 2021-08

Resolution 2021-261 EDA

Maximum Amount Requested

$0.01813\% \times \$1,664,901,900 = \$303,623$

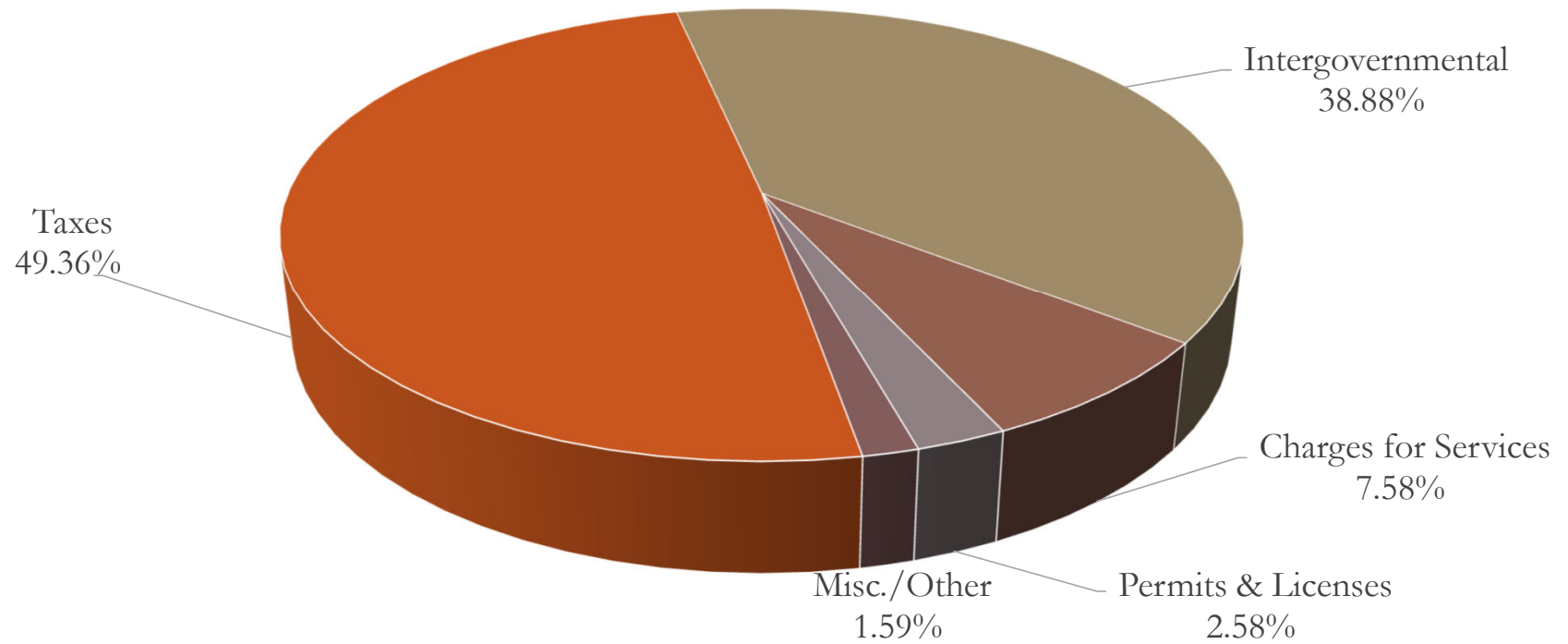
Increase of \$13,641 (4.7%) from 2021
EDA Resolution 2021-09



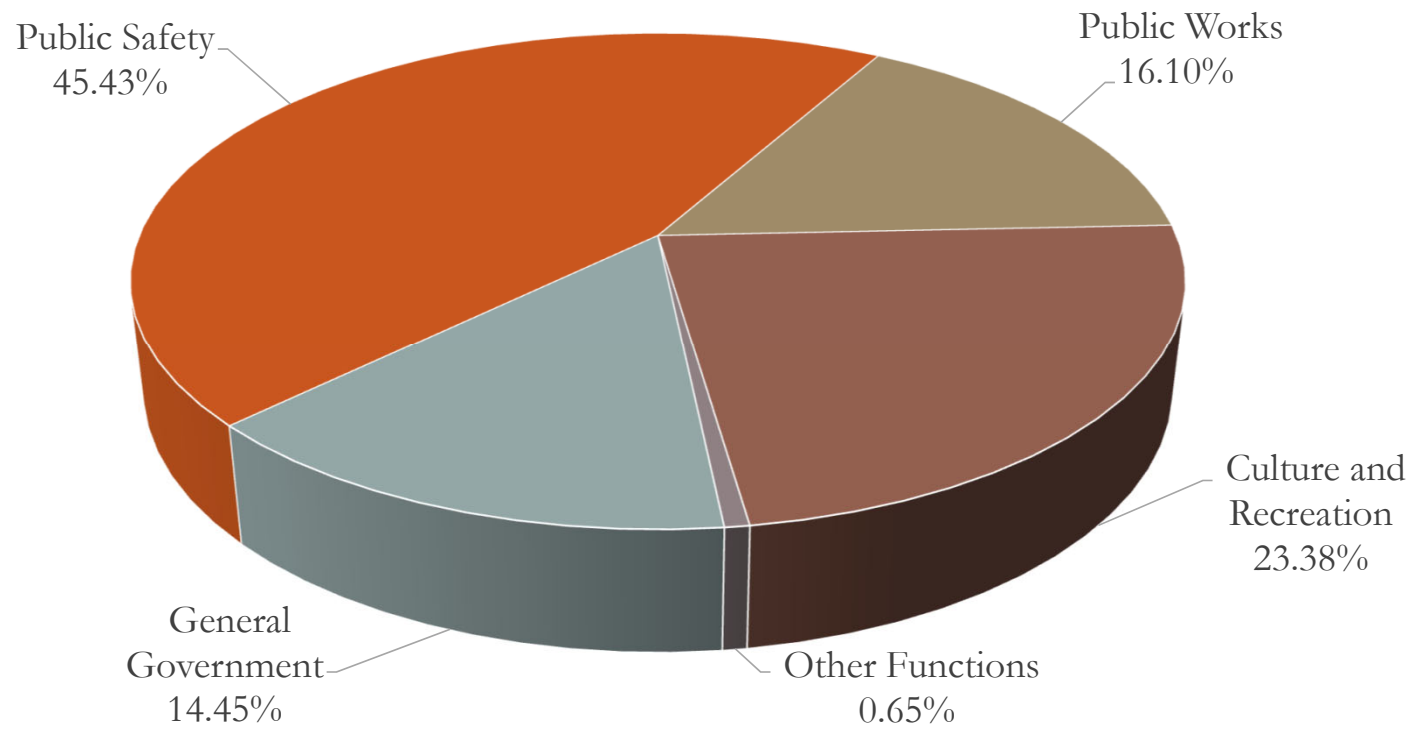
Budget Document

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds
- Agency Funds

General Fund



General Fund



»»» Airport (225)
»»» Community Development
Administration (240)

»»» HRA (280)
»»» EDA (290)

Special Revenue Funds

Charitable Gambling (210)

Public Safety Programs (215)

**Community Development Funds
(211, 244, & 247)**

HRA Funds (241 & 254)

EDA Funds (243, 248, 249, 292)

**Tax Increment Financing Funds
(263, 266, 267, 269, 270, 271, & 272)**

Other Special Revenue Funds

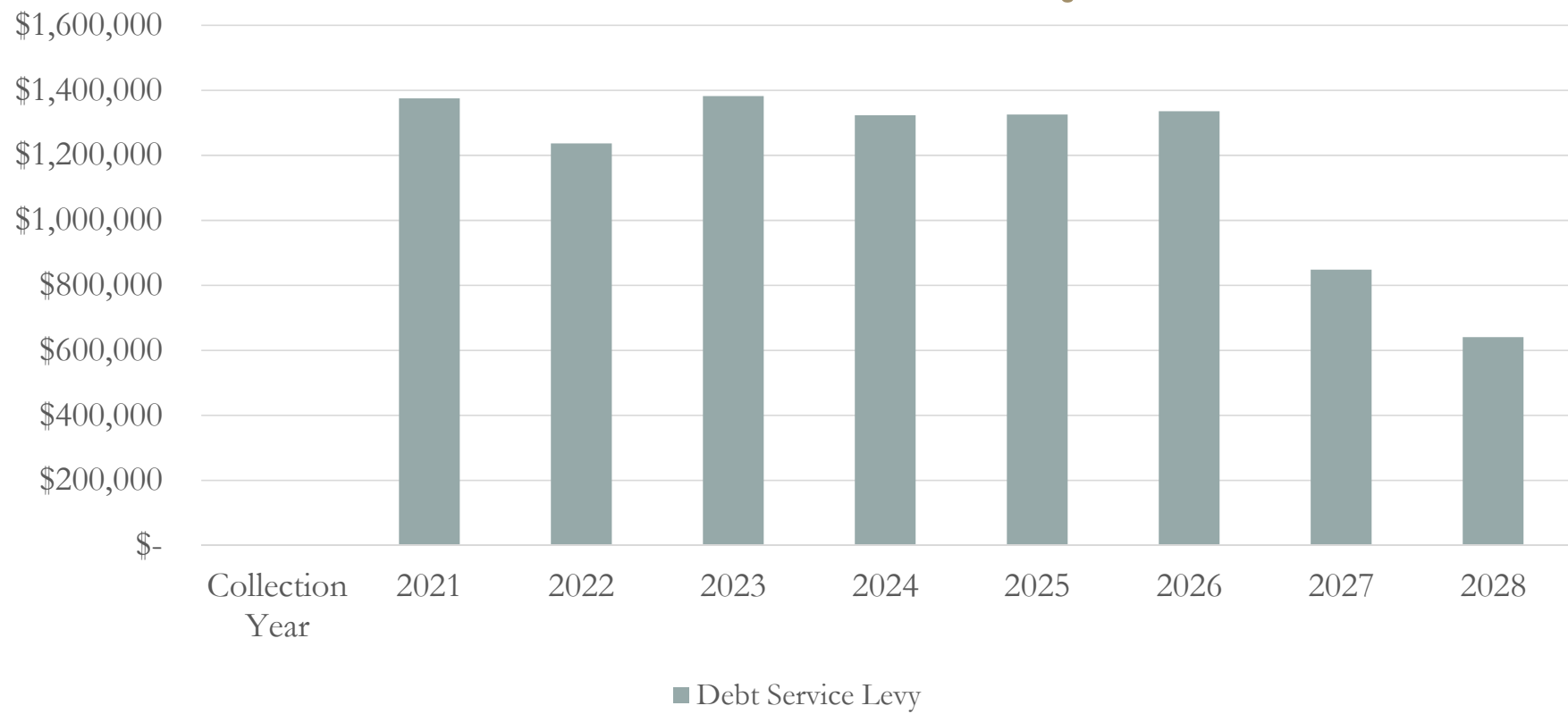
**GO Crossover
Refunding Bonds**

**GO Improvement
Bonds**

**Equipment
Certificates**

**Debt
Service
Funds**

Debt Service Levy



Water (601)

Sanitary Sewer (602)

Storm Water (603)

Enterprise
Funds

Water (601)

- Tiered Rate Structure
- Three Customer Types
 - Residential
 - Commercial
 - Industrial
- Variable Costs
 - Pumping
 - Treating
 - Delivering
- Keep pace with inflation
- Debt Service Treatment Plant
- Consumption Rate increased 4%
 - \$0.44/Month
 - \$5.28/Year
- Fixed Rate increase 16.5%
 - \$ 1.75/Month
 - \$21.00/Year
- WAC \$1,500 increase \$117.50

Sewer (602)

- Base charges of \$8.32/month
- Flow rate is \$0.00361/gallon
- No sewer charges for a designated irrigation meter
- Sewer Availability Charge (SAC) 0% increase

0%

Storm Water (603)

- 14.5% Rate Increase
- \$6.53/RLE
 - Residential Lot Equivalent
- \$1.15/Month
- \$13.80/Year

Water

\$26.28/Year

Storm Water

\$13.80/Year

Property Tax

(\$15.70)/Year

Residential
Impact

\$24.38/Year

Additionally



2022-2026
Capital
Improvement Plan



2022
Fee Schedule



2022-2026 Capital Improvement Plan

Capital Project Funds

Street Improvement Fund (401)

Park Improvement Fund (404)

Capital Equipment Fund (431)

Public Facilities Fund (437)

Street Improvement Fund (401)

DWNTWN	Downtown Area Parking Lot/Alley Improvement	\$ 125,000
STCON	Street Reconstruction	\$ 3,865,000
STOVLY	Street Overlays	\$ 1,410,000
SIDWLK	Sidewalk/Trail Improvements	<u>\$ 298,000</u>
		\$ 5,698,000

Park Improvement Fund (404)

PAR 21-04	Prairie Park Development	\$ 100,000
PAR 21-08	Heritage Bluff Trail	\$ 75,000
PAR-22-07	Park Playground Equipment	\$ 75,000
TRAILS	2021-2025 Trail Improvements (Maintenance)	<u>\$ 20,000</u>
		\$ 270,000

Capital Equipment Fund (431)

Aquatic Center	AQU 22-01	Replacement – Pool Boiler	\$ 40,000
Community Center	COM 22-11	Replacement – Fitness Room Equipment	\$ 10,000
Fire	FIR 22-01	Replacement – Fire Pumper Truck 2120	\$ 184,000
Fire	FIR 23-03	Northern Industrial Area Outdoor Warning Siren	\$ 35,000
Parks	PAR 22-01	Replacement – 2002 Toro Ballcart #36	\$ 26,000
Parks	PAR 22-04	Replacement – 2012 Ford F250 #9	\$ 40,000
Parks	PAR 22-05	Replacement – Snowflakes for Holiday Decoration	\$ 50,000
Police	POL 22-04	Replacement – Investigator Van	\$ 36,500
Police	POL 22-05	Replacement - Police Squad #417	\$ 44,500
Police	POL 22-06	Replacement - Police Squad #1817	\$ 44,500
Police/Fire	POL 22-07	Replacement – Portable Radio	\$ 239,862
Street	STR 22-02	Replacement – 1995 Chevrolet Pickup #294	\$ 150,000
Street	STR 22-03	Replacement – 2004 Sterling L7500 #104	\$ 220,000
Street	STR 22-04	Replacement – 2005 Sterling #105	\$ 225,000
Street	STR 22-05	Replacement – 2012 Bobcat Skid Steer Loader	\$ 55,000
Street	STR 22-06	Replacement – Sign Plotter	\$ 12,000
			\$ 1,412,362

Public Facilities Fund (437)

City Hall	Major Repairs	\$	50,000
City Hall	Council Chambers Light Upgrade	\$	8,000
City Hall	Restroom Remodel on First Floor	\$	95,000
Community Center	Locker Room Floors	\$	20,000
Community Center	Roof & HVAC	\$	1,385,000
Fire	Exterior Clean & Seal	\$	16,000
Library	Exterior Clean, Seal & Stone Repair/Replacement	\$	60,000
Police	Remodel Impound Storage Room	\$	10,000
		\$	1,644,000

Water Fund (601)

\$1,969,500 Capital Outlay

\$1,195,000	Infrastructure
\$ 282,500	Street Reconstruction
\$ 492,000	Equipment & Vehicles

Sanitary Sewer Fund (602)

\$1,144,500 Capital Outlay

\$655,000 Infrastructure

\$ 57,000 Equipment & Vehicles

\$287,500 Street Reconstruction

\$145,000 Facilities

Storm Water Fund (603)

\$1,705,000 Capital Outlay

\$1,005,000 Infrastructure

\$ 700,000 Street Reconstruction



Fee Schedule

Fee Schedule

- **Alcohol Beverage Fees**
- **Parkland Dedication Fees**
- **Remove Septic (ISTS) Fees**
- **Water & Storm Water Rates, & WAC**
- **Utility Pole Rental**
- **Remove Packet Fees:**
 - **MURL Advisory Board & Rice County HRA**

Fee Schedule (continued)

- **Airport**
 - **Hangar Rental Agreements & Fuel Flowage Fees**
- **Grading Permit Fees**
- **Remove Library Late Fees**
- **Remove Cap of Private Activity Bonds**
- **Park & Recreation**
 - **Small Increases & Restructure**

Fee Schedule (continued)

Community Development

- Annual Permit Fee
 - Electrical Work Master of Record
- Clarity State surcharge on Various Permits

Public Works

- Bulk Water Fob Deposit
- Glider Trailer Storage Fee
- Remove Sewer Cap

Park & Recreation

- Preseason Discount Aquatic Center
- Buckham West Rates
 - Dining Hall,
 - Activity Room
 - Common Areas
- Free Day June
 - 3rd Wednesday

Questions?

Resolutions

2021-258
2021-259
2021-260
2021-261
2021-262
2021-263
2021-264

CITY OF FARIBAULT

RESOLUTION #2021-258 ADOPT 2022 PROPERTY TAX LEVY

THE CITY OF FARIBAULT RESOLVES:

Section 1: That there is hereby levied on the taxable property of the City of Faribault, Rice County, Minnesota for the fiscal year 2021 for the following funds:

General Levy	\$ 8,675,211
PERA – Special Levy	\$ 12,544
Community Development	\$ 198,451
Airport	\$ 10,000
Debt Service	\$ 1,236,597
Tax Abatement	<u>\$ 426,275</u>
Total Levy	\$10,559,078

Section 2: That Debt Service amount above is intentionally reduced by \$137,000 due to sufficient fund balance.

Section 3: That the City Administrator is hereby authorized, empowered and directed to file a certified copy of this resolution with the Rice County Auditor pursuant to applicable statutes.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A



2022 Property Tax Levy Certification

	2022
OPERATING LEVY:	
General Fund	\$ 8,675,211
Community Development	\$ 198,451
Airport	\$ 10,000
Special PERA Levy	\$ 12,544
	<u>\$ 8,896,206</u>
DEBT SERVICE LEVY:	
2012A G.O. Crossover Refunding-2006B	\$ 426,220 *
2012A G.O. Crossover Refunding-2008A	\$ 419,218
2014A G.O. Equipment Certificates	\$ 32,839
2014C G.O. Improvement Bonds	\$ 94,109
2015A G.O. Improvement Bonds-2007A	\$ 187,648
2015A G.O. Improvement Bonds	\$ 76,563
	<u>\$ 1,236,597</u>
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
	<u>\$ 426,275</u>
Total City Levy	\$10,559,078

* Intentionally reduced by \$137,000 due to sufficient fund balance.

CITY OF FARIBAULT

RESOLUTION #2021-259 **ADOPT 2022 BUDGET AND FUND APPROPRIATIONS**

WHEREAS, the City Council has met specifically for the purpose of discussion on the 2022 budget; and

WHEREAS, estimated December 31, 2021, fund balances are sufficient to meet approved expenditures for fiscal year 2021.

NOW THEREFORE BE IT RESOLVED,

Section 1: That the City of Faribault 2022 budget is hereby approved in accordance with State Statute and Faribault Municipal Charter as follows:

General	\$18,522,262
Airport	\$ 1,168,674
Community Development	\$ 1,215,365
Housing and Redevelopment Authority	\$ 1,102,193
Economic Development Authority	\$ 1,857,092
Other Special Revenue Funds	\$ 30,250

Section 2: That the following financial plan for fiscal year 2021 is hereby approved for expenditures in each of the funds as follows:

Debt Service	\$ 2,429,470
Capital Projects	\$ 7,909,362
Enterprise	\$15,828,810
Internal Service	\$ 179,500

Section 3: Maximum appropriations may be increased if and when additional revenues are anticipated or received.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



2022 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
Tax Levy Resolution	4
Adopted Budget Resolution	6
HRA Levy Resolution.....	7
EDA Levy Resolution	8
BUDGET OVERVIEW	
City Administrator's Budget Message	9
Tax Levy Data	13
Summary of Revenues by Fund	14
Summary of Expenditures by Fund and Function	16
GENERAL FUND	19
General Government:	
Council	20
Administrative	21
Elections	23
Finance	24
Information Technology	26
Legal Services	28
Human Resources	29
Planning & Zoning	31
Building Maintenance	33
Public Safety:	
Police Administration	34
Criminal Investigations.....	36
Uniformed Patrol.....	38
Police Records.....	40
Community Services.....	42
Fire Administration.....	44
Fire Suppression.....	46
Emergency Management.....	48
Building Code Department	49
Public Works:	
Public Works Administration.....	51
Street Maintenance.....	53
Ice & Snow Removal	55
Equipment Maintenance	56
Street Lighting.....	57
Traffic Signs & Signals.....	58
Engineering.....	59

TABLE OF CONTENTS

	Page Number
GENERAL FUND (continued)	
Culture and Recreation:	
Community Center Administration	61
Community Center Building	63
Outdoor Aquatic Center	65
Washington Recreation Center	66
Soccer Complex	67
Adult Programs	68
Youth Programs	69
Parks & Trail Maintenance	71
Library	73
Miscellaneous:	
Miscellaneous/Contingency	75
Transit	76
OTHER FUNDS	
SPECIAL REVENUE FUNDS	77
Charitable Gambling Fund (210)	78
Public Safety Programs (215)	79
Airport (225)	80
Community Development	
City Rental Property (211)	82
Community Development (240)	83
Rental Housing Rehabilitation (244)	85
SCDP Revolving Loan Funds (247)	86
Faribault Housing & Redevelopment Authority	
Public Housing (241)	87
CRV Rehabilitation Program (254)	88
Housing and Redevelopment Authority (280)	89
Faribault Economic Development Authority	
Industrial Development Revolving Loan Fund (243)	91
Federal Investment Revolving Loan Funds (248)	92
Minnesota Investment Revolving Loan (249)	93
Economic Development Authority (290)	94
Economic Development Authority Revolving Loan (292)	96
Tax Increment Districts (263-272)	97
DEBT SERVICE FUNDS (344-360)	98
CAPITAL PROJECT FUNDS	100
Street Improvement Projects (401)	101
Park Improvement (404)	103
Capital Replacement (431)	104
Public Facilities (437)	105
ENTERPRISE FUNDS	106
Water Utility (601)	107
Sewer Utility (602)	109
Storm Water Utility (603)	112
INTERNAL SERVICE FUNDS	114

TABLE OF CONTENTS

	Page Number
Workers Compensation (704)	115
Property/Liability (705)	116
AGENCY FUNDS	117
Elderly Housing Corporation (897)	118
Robinwood Manor (898)	119
SUPPORTING DATA	120
Personnel Comparisons.....	121
Personnel Services Trends and Assumptions	128

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.

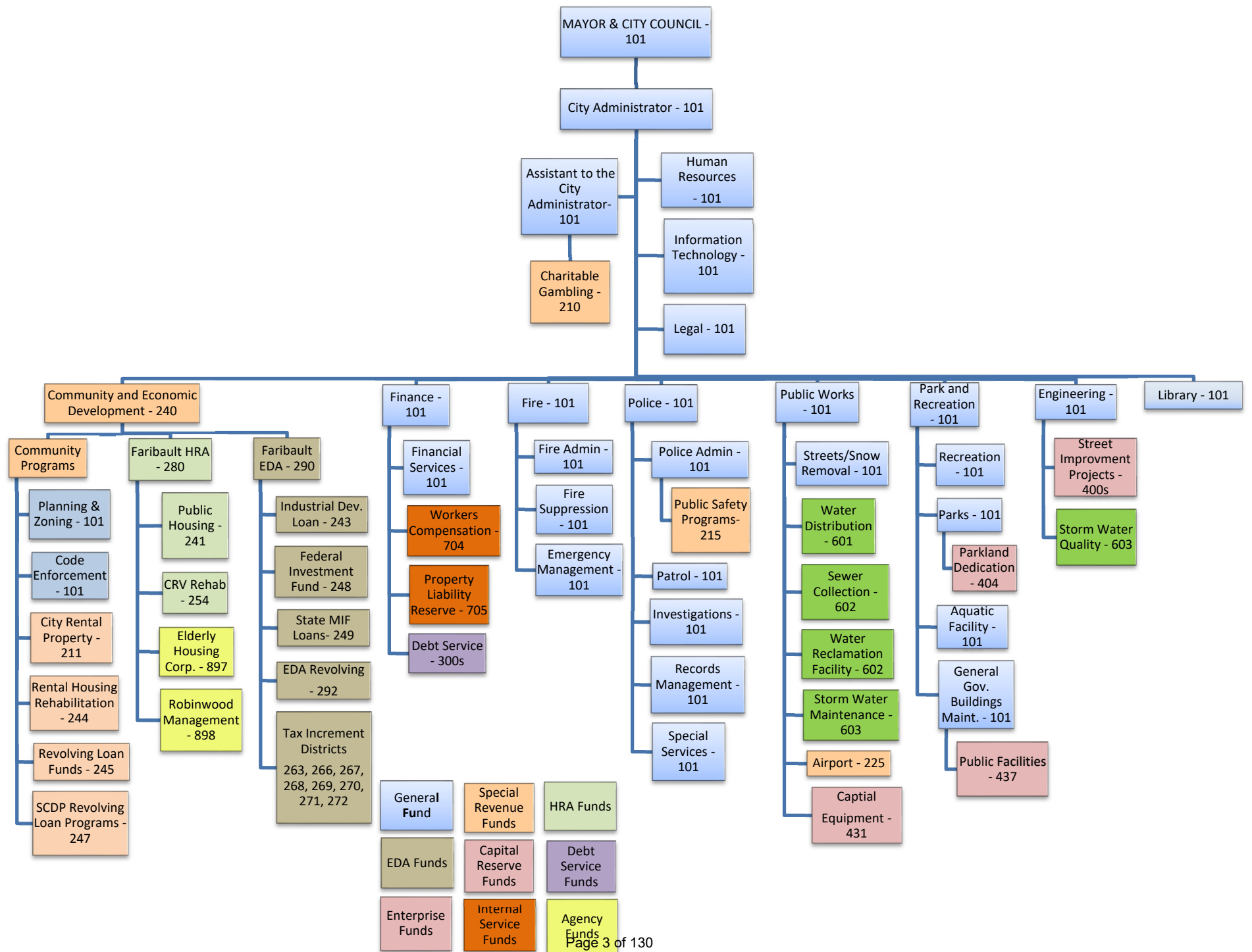
Faribault will be known for its creativity, thought, and leadership in business, education, and government. We will foster a culture where new ideas can flourish, and will regularly demonstrate our innovative spirit through advances in our educational sector, unique new businesses, and our cutting edge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





CITY OF FARIBAULT

RESOLUTION #2021-258 ADOPT 2022 PROPERTY TAX LEVY

THE CITY OF FARIBAULT RESOLVES:

Section 1: That there is hereby levied on the taxable property of the City of Faribault, Rice County, Minnesota for the fiscal year 2021 for the following funds:

General Levy	\$ 8,675,211
PERA – Special Levy	\$ 12,544
Community Development	\$ 198,451
Airport	\$ 10,000
Debt Service	\$ 1,236,597
Tax Abatement	<u>\$ 426,275</u>
Total Levy	\$10,559,078

Section 2: That Debt Service amount above is intentionally reduced by \$137,000 due to sufficient fund balance.

Section 3: That the City Administrator is hereby authorized, empowered and directed to file a certified copy of this resolution with the Rice County Auditor pursuant to applicable statutes.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A



2022 Property Tax Levy Certification

	2022
OPERATING LEVY:	
General Fund	\$ 8,675,211
Community Development	\$ 198,451
Airport	\$ 10,000
Special PERA Levy	\$ 12,544
	<u>\$ 8,896,206</u>
DEBT SERVICE LEVY:	
2012A G.O. Crossover Refunding-2006B	\$ 426,220 *
2012A G.O. Crossover Refunding-2008A	\$ 419,218
2014A G.O. Equipment Certificates	\$ 32,839
2014C G.O. Improvement Bonds	\$ 94,109
2015A G.O. Improvement Bonds-2007A	\$ 187,648
2015A G.O. Improvement Bonds	\$ 76,563
	<u>\$ 1,236,597</u>
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
	<u>\$ 426,275</u>
Total City Levy	\$10,559,078

* Intentionally reduced by \$137,000 due to sufficient fund balance.

CITY OF FARIBAULT

RESOLUTION #2021-259 **ADOPT 2022 BUDGET AND FUND APPROPRIATIONS**

WHEREAS, the City Council has met specifically for the purpose of discussion on the 2022 budget; and

WHEREAS, estimated December 31, 2021, fund balances are sufficient to meet approved expenditures for fiscal year 2021.

NOW THEREFORE BE IT RESOLVED,

Section 1: That the City of Faribault 2022 budget is hereby approved in accordance with State Statute and Faribault Municipal Charter as follows:

General	\$18,522,262
Airport	\$ 1,168,674
Community Development	\$ 1,215,365
Housing and Redevelopment Authority	\$ 1,102,193
Economic Development Authority	\$ 1,857,092
Other Special Revenue Funds	\$ 30,250

Section 2: That the following financial plan for fiscal year 2021 is hereby approved for expenditures in each of the funds as follows:

Debt Service	\$ 2,429,470
Capital Projects	\$ 7,909,362
Enterprise	\$15,828,810
Internal Service	\$ 179,500

Section 3: Maximum appropriations may be increased if and when additional revenues are anticipated or received.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

CITY OF FARIBAULT

RESOLUTION #2021-260 ADOPT 2022 HRA PROPERTY TAX LEVY

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, the Faribault Housing and Redevelopment Authority did by Resolution 2021-08 on November 8, 2021, levy a special tax on taxable property of the City of Faribault, Rice County, Minnesota in the amount of \$309,820 for 2022; 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 Statutes 469.033 Subdivision 6, the special benefit tax as determined by the Faribault Housing and Redevelopment Authority is hereby approved for collection in 2022 in the amount of \$309,820.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

CITY OF FARIBAULT

RESOLUTION #2021-261 ADOPT 2022 EDA PROPERTY TAX LEVY

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 Statutes 469.107, Subdivision 1; and

WHEREAS, the Faribault Economic Development Authority did by Resolution 2021-09 on November 18, 2021, levy a special tax on taxable property of the City of Faribault, Rice County, Minnesota in the amount of \$303,623 for 2022; and

WHEREAS, Minnesota Statutes 469.107, Subdivision 1 requires the consent, by resolution, of the governing body of the municipality to levy said tax.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Faribault hereby gives final approval for the collection of a levy for the benefit of economic development activities within the community in fiscal year 2022 in an amount of \$303,623.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



December 14, 2021

Mayor Voracek and
Members of the City Council

Dear Mayor and City Council:

2022 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 several months to discuss 2022 budget priorities.

The 2022 budget includes a net tax levy certification for taxes payable in 2022 in the amount of \$10,559,078. This amount is an increase of \$396,812 over last year's certified net tax levy which equates to a 3.90% increase in the tax levy (of which approximately 20.45% 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 \$15.70 (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 7.07% 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 estimated tax rate from 52.547 to 51.525.

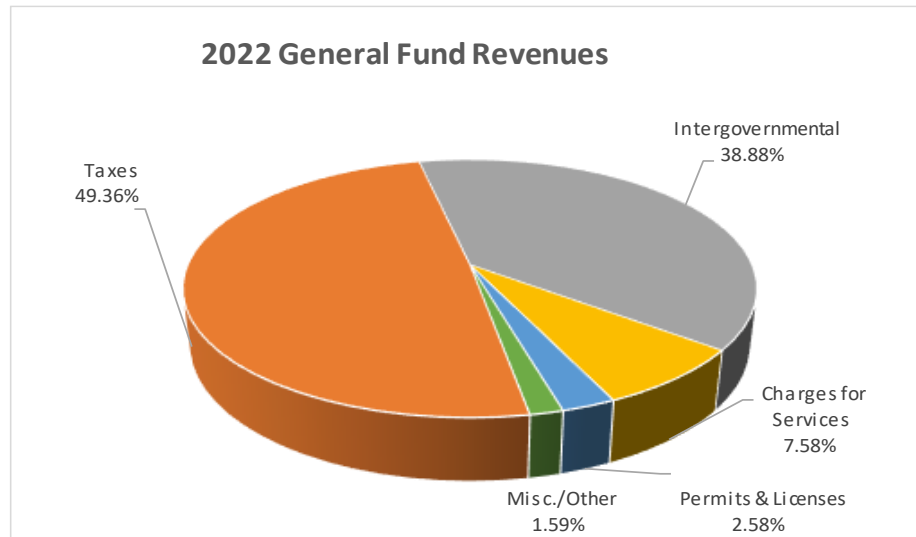
The Faribault HRA's tax levy for taxes payable in 2022 is \$309,820 which is an increase of \$13,920 or 4.7%. The Economic Development Authority's tax levy for taxes payable in 2022 is \$303,623 which is an increase of \$13,641 or 4.7%.

General Fund

GENERAL FUND REVENUES

The General Fund reflects a projected revenue stream of \$18,522,262 which reflects an increase of \$465,232 or 2.58% over the projected 2021 revenue stream. The 2022 General Fund Budget is funded primarily from ad valorem taxes (property taxes in proportion to the value) and Local Government Aid (LGA). The budgeted amount for LGA increased by \$41,448, to \$6,029,788 from \$5,988,340 in 2021.

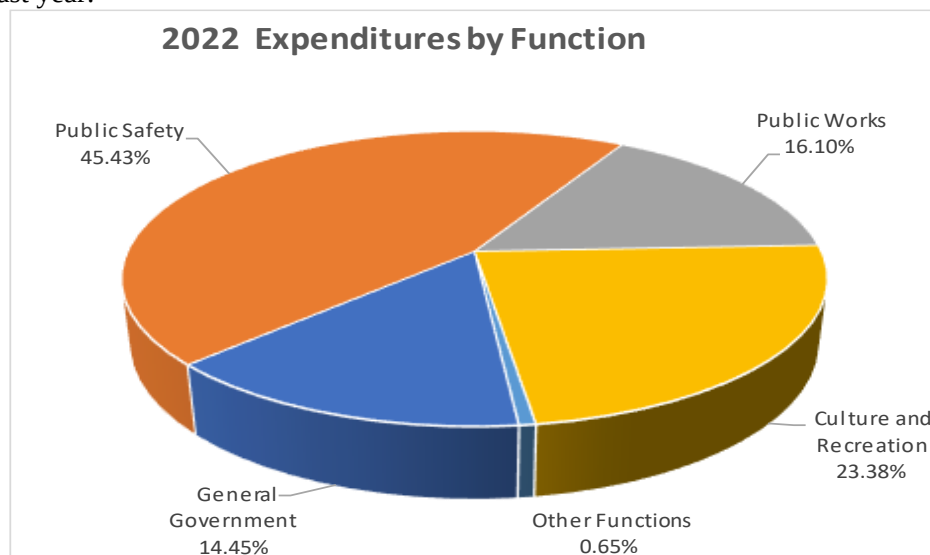
The following chart shows the General Fund revenue amounts by category, as a percentage of total revenue.



GENERAL FUND EXPENDITURES

The General Fund operating expenditures are expected to increase by \$465,232 (2.58%) in 2022 to \$18,522,262. 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 \$396,629 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 part time Records Specialist position due to attrition.

The following chart shows the General Fund Expenditures by Function. Public Safety accounts for the largest portion of the budget or 45.43%. Culture and Recreation is now 23.38% of the General Fund budget which includes a 4.71% increase, or \$194,692. Public Works is 16.10% of the General Funds budget. A \$50,000 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 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 within that property tax revenue of \$426,275. The Airport budget increased by \$821,185 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 decreased by \$138,732 due to fully levying in accordance with the bond indentures including a reduction in overall debt levy of \$137,000 due to ample cashflow within a debt service fund.

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 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. For 2022, franchise fees will be increased for both gas and electric as an alternative to levying special assessments for traditional pavement management street improvement projects. A rebate program was developed for the portion of the franchise fee increase allocated to street improvement projects for those properties who have an active and eligible previous street improvement project assessment, regardless if they have paid any or all of their assessment off. 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 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 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 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,

A handwritten signature in blue ink, appearing to read "Timothy C. Murray", is written over a printed name and title.

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	1,664,901,900	7.07%
Tax Capacity:					
Gross Tax Capacity	\$ 17,031,091	18,540,886	19,548,171	20,747,931	6.14%
Less: Captured Tax Increment	(184,224)	(187,152)	(208,810)	(254,980)	22.11%
Plus JOBZ	297,030	0	0	0	0.00%
Net Tax Capacity	\$ 17,143,897	18,353,734	19,339,361	20,492,951	5.96%
Operating Tax Levies					
General (101)	\$ 6,129,767	6,538,071	8,134,852	8,675,211	540,359
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	9,309,937	535,544
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	1,236,597	(138,732)
Net Tax Levy (Actual Levy)	\$ 9,250,896	9,752,651	10,162,266	10,559,078	3.90%
City Tax Rate for Faribault	0.54803	0.53137	0.52547	0.51525	-1.94%
Special Tax Levies					
HRA (280)	\$ 229,713	251,907	295,900	309,820	13,920
HRA Tax Rate	0.01364	0.01373	0.01530	0.01512	-1.19%
EDA (290)	\$ 225,119	246,869	289,982	303,623	13,641
EDA Tax Rate	0.01336	0.01345	0.01499	0.01482	-1.19%
Total Tax Rate Special Levies	0.02699	0.02717	0.03028	0.02992	-1.19%
Net Tax Levy - All City Levies	\$ 9,705,728	10,251,427	10,748,148	11,172,521	3.95%
Total Tax Rate City and Special Levies	0.57503	0.55855	0.55577	0.54519	-1.90%
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 APPROVAL</u>	<u>Change</u>
General Fund (101)	\$ 18,180,378	\$ 19,891,891	\$ 18,057,030	\$ 18,522,262	\$ 465,232
Special Revenue Funds:					
Charitable Gambling (210)	\$ 36,639	\$ 31,136	\$ 28,850	\$ 32,850	\$ 4,000
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	938,171	944,869	6,698
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	\$ 2,697,830	\$ 3,659,021	\$ 961,191
Debt Service Funds (344-360)	1,404,585	1,333,873	1,606,041	1,573,977	(32,064)
Capital Projects Funds:					
Street Improvement Projects (401)	13,682,852	5,605,443	4,645,397	3,526,220	(1,119,177)
Park Improvements (404)	563,800	1,032,158	333,100	337,600	4,500
Capital Replacement Fund (431)	357,538	476,169	130,000	203,000	73,000
Public Facility Projects (437)	761,189	1,667,192	207,000	225,000	18,000
Total Capital Projects Funds	15,365,378	8,780,961	5,315,497	4,291,820	(1,023,677)
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	1,624,004	480,861
Total Enterprise Funds	11,740,398	12,528,211	10,563,768	11,242,391	678,623

**SUMMARY OF REVENUES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 APPROVAL</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	50,886,117	47,298,143	38,779,192	39,843,855	1,064,663

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 APPROVAL</u>	<u>Change</u>
General Fund (101)					
General Government					
Council	\$ 126,327	\$ 255,369	\$ 293,251	\$ 448,946	\$ 155,695
City Administration	272,600	271,495	287,292	299,154	11,862
Elections	4,795	39,892	4,520	27,003	22,483
Financial Administration	334,161	498,517	519,072	440,906	(78,166)
Information Technology	183,225	232,652	254,314	224,544	(29,770)
Legal Services	282,886	220,153	324,700	282,650	(42,050)
Human Resources	244,271	256,911	262,153	302,267	40,114
Planning and Zoning	447,213	414,668	444,842	450,888	6,046
City Hall Maintenance	171,218	175,778	190,526	199,292	8,766
Total General Government	\$ 2,066,695	\$ 2,365,436	\$ 2,580,670	\$ 2,675,650	\$ 94,980
Public Safety					
Police Administration	\$ 887,358	\$ 976,578	\$ 1,010,267	\$ 1,037,661	\$ 27,394
Police Criminal Investigation	912,720	954,681	989,807	1,075,290	85,483
Police Uniform Patrol	2,948,933	3,117,858	3,261,378	3,363,360	101,982
Police Records	414,672	440,267	464,577	387,045	(77,532)
Police Community Services	244,599	238,304	327,129	288,996	(38,133)
Fire Administration	268,420	253,562	301,051	281,193	(19,858)
Fire Suppression	1,255,427	1,328,880	1,382,710	1,425,353	42,643
Fire Emergency Management	9,329	3,205	5,550	6,500	950
Code Enforcement/Inspection	478,937	504,371	553,484	550,087	(3,397)
Total Public Safety	\$ 7,420,395	\$ 7,817,706	\$ 8,295,953	\$ 8,415,485	\$ 119,532
Public Works					
Public Works Administration	\$ 103,617	\$ 108,902	\$ 113,053	\$ 116,423	\$ 3,370
Street Maintenance	1,339,626	1,413,086	1,453,336	1,484,325	30,989
Ice and Snow Removal	154,592	104,759	121,000	125,000	4,000
Equipment Maintenance	262,187	287,681	293,048	295,764	2,716
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	627,610	55,643
Total Public Works	\$ 2,722,556	\$ 2,820,175	\$ 2,885,004	\$ 2,981,432	\$ 96,428
Culture and Recreation					
Community Center Administration	\$ 738,578	\$ 601,949	\$ 682,413	\$ 681,228	\$ (1,185)
Community Center Building	498,498	411,469	522,488	556,438	33,950
Aquatic Center	284,479	61,123	297,347	346,535	49,188
Washington Recreation Center	63,314	35,255	59,254	65,438	6,184
Soccer Complex	34,351	26,738	34,418	36,557	2,139
Adult Programs	129,209	97,857	147,864	155,158	7,294
Youth Programs	112,982	45,363	127,568	144,020	16,452
Park & Trail Maintenance	1,049,102	1,043,535	1,089,419	1,127,760	38,341
Library	1,089,106	1,252,342	1,174,632	1,216,961	42,329
Total Culture and Recreation	\$ 3,999,620	\$ 3,575,632	\$ 4,135,403	\$ 4,330,095	\$ 194,692

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 APPROVAL</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)	\$ 16,953,330	\$ 18,085,964	\$ 18,057,030	\$ 18,522,262	\$ 465,232
 Special Revenue Funds:					
Charitable Gambling (210)	\$ 56,182	\$ 23,573	\$ 25,550	\$ 29,250	\$ 3,700
Public Safety Programs (215)	2,136	870	44,900	1,000	(43,900)
Airport (225)	1,583,839	2,039,112	347,486	1,168,674	821,188
 Community Development					
City Rental Property (211)	\$ 15,740	\$ 10,951	\$ 8,773	\$ 8,367	\$ (406)
Community Development (240)	728,452	556,581	938,171	1,022,998	84,827
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	-
 Faribault HRA					
Public Housing Fund (241)	\$ 354,986	\$ 682,773	\$ 559,132	\$ 553,132	\$ (6,000)
CRV Rehabilitation (254)	46	85	-	-	-
Faribault HRA (280)	305,929	564,340	452,436	549,061	96,625
 Faribault EDA					
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	1,226,729	219,510
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	\$ 5,020,479	\$ 4,967,029	\$ 5,373,574	\$ 406,545
Debt Service Funds (344-360)	\$ 1,598,312	\$ 1,631,772	\$ 1,621,504	\$ 2,429,470	\$ 807,966
 Capital Projects Funds:					
Street Improvement Projects (401)	\$ 14,195,876	\$ 4,927,971	\$ 4,381,955	\$ 4,678,000	\$ 296,045
Park Improvements (404)	95,569	860,301	830,000	270,000	(560,000)
Capital Replacement Fund (431)	826,150	1,047,133	446,120	1,412,362	966,242
Public Facility Projects (437)	1,300,427	1,989,255	518,969	1,549,000	1,030,031
Total Capital Projects Funds	\$ 16,418,022	\$ 8,824,659	\$ 6,177,044	\$ 7,909,362	\$ 1,732,318

**SUMMARY OF EXPENDITURES BY FUND
2022 BUDGET**

<u>FUND</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ADOPTED</u>	<u>2022 APPROVAL</u>	<u>Change</u>
Enterprise Funds:					
Water (601)	\$ 2,266,620	\$ 2,332,269	\$ 5,222,154	\$ 5,268,560	\$ 46,406
Sewer (602)	4,350,258	5,233,313	8,934,224	7,996,665	(937,559)
Storm Water (603)	608,973	701,721	1,499,537	2,563,585	1,064,048
Total Enterprise Funds	\$ 7,225,851	\$ 8,267,303	\$ 15,655,915	\$ 15,828,810	\$ 172,895
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	400,362	(16,040)
Total Agency Funds	\$ 328,906	\$ 447,070	\$ 416,402	\$ 400,362	\$ (16,040)
TOTAL ALL FUNDS	\$ 47,045,611	\$ 42,313,454	\$ 47,074,424	\$ 50,643,340	\$ 3,568,916

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 Approval
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	\$222,956	\$371,205
Total	\$126,327	\$255,369	\$293,251	\$448,946

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 Approved
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 Approval
Personnel Services	\$256,451	\$261,277	\$267,254	\$279,937
Supplies	\$2,098	\$2,997	\$2,900	\$3,350
Other Svcs & Charges	\$14,051	\$7,222	\$17,138	\$15,867
Total	\$272,600	\$271,495	\$287,292	\$299,154

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 Approved
Election Judges	61.00	0.00	70.00	0.00	60.00
Total Part-Time Employees	61.00	0.00	70.00	0.00	60.00

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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	\$39,892	\$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
- 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.
- Design & implement Franchise Fee Refund Program.
- Conduct a Request for Proposal for EPR System.

Department Statistics

	2019 Actual	2020 Actual	2021 Projected	2022 Estimated
Total Budget	\$47,045,611	\$42,313,454	\$47,074,424	\$50,643,340
Total Payroll Cost	\$14,752,431	\$15,377,067	\$16,446,141	\$16,875,819
Tax Levy	\$9,250,896	\$9,752,651	\$10,162,266	\$10,559,078
Levy increase (decrease)	6.10%	5.42%	7.97%	3.90%
Tax Capacity	\$17,143,897	\$18,353,734	\$19,339,361	\$20,492,951
Utility Customers	7,532	7,535	7,554	7,679
Cash & Investments – Year End	\$48,221,563	\$35,087,158	\$42,000,000	44,277,061

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 2021. 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 Approved
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 Approval
Personnel Services	\$267,797	\$371,969	\$441,271	\$365,452
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	\$440,906

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 is a "one time" cost 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 Approved
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 Approval
Personnel Services	\$106,690	\$171,517	\$176,785	\$169,001
Supplies	\$5,307	\$9,483	\$12,350	\$12,225
Other Svcs & Charges	\$71,228	\$51,652	\$65,179	\$43,318
Total	\$183,225	\$232,652	\$254,314	\$224,544

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	1	4
Scheduled Court Appearances	1,800+/-	1,300+/-	1,700+/-	1,800+/-
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

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 Approval
Other Svcs & Charges	\$282,886	\$220,153	\$324,700	\$282,650
Total	\$282,886	\$220,153	\$324,700	\$282,650

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 Approved
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 Approval
Personnel Services	\$172,895	\$194,970	\$199,838	\$254,348
Supplies	\$1,478	\$4,328	\$1,300	\$900
Other Svcs & Charges	\$69,899	\$57,614	\$61,015	\$47,019
Total	\$244,271	\$256,911	\$262,153	\$302,267

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.
- Assist 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 review 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 Approved
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 Approval
Personnel Services	\$349,541	\$381,972	\$400,732	\$413,672
Supplies	\$1,456	\$2,274	\$2,800	\$1,600
Other Svcs & Charges	\$96,216	\$30,422	\$41,310	\$35,616
Total	\$447,213	\$414,668	\$444,842	\$450,888

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.

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.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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 Approval
Personnel Services	\$91,769	\$95,917	\$98,707	\$100,722
Supplies	\$13,442	\$9,591	\$14,600	\$13,850
Other Svcs & Charges	\$66,007	\$70,271	\$77,219	\$84,720
Total	\$171,218	\$175,778	\$190,526	\$199,292

POLICE DEPARTMENT

POLICE ADMINISTRATION (42110)

Department Description/Services

Police Administration provides vision, 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 Approved
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 Approval
Personnel Services	\$731,016	\$828,392	\$849,143	\$874,222
Supplies	\$25,345	\$25,746	\$25,725	\$26,275
Other Svcs & Charges	\$130,998	\$122,440	\$135,399	\$137,164
Total	\$887,358	\$976,578	\$1,010,267	\$1,037,661

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 Approved
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 Approval
Personnel Services	\$838,814	\$884,769	\$912,700	\$996,251
Supplies	\$30,057	\$22,795	\$28,950	\$31,750
Other Svcs & Charges	\$43,849	\$47,117	\$48,157	\$47,289
Total	\$912,720	\$954,681	\$989,807	\$1,075,290

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 Approved
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 Approval
Personnel Services	\$2,651,329	\$2,823,292	\$2,897,341	\$2,998,157
Supplies	\$160,564	\$126,364	\$147,450	\$146,950
Other Svcs & Charges	\$137,040	\$168,202	\$216,587	\$218,253
Total	\$2,948,933	\$3,117,858	\$3,261,378	\$3,363,360

POLICE DEPARTMENT

RECORDS (42124)

Department Description/Services

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 record 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 Approved
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	0.00
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	0.00

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 full-time position. Administration does not plan to backfill that Part-time position in 2022.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
Personnel Services	\$400,560	\$429,181	\$448,552	\$367,438
Supplies	\$5,943	\$5,085	\$5,850	\$7,950
Other Svcs & Charges	\$8,169	\$6,000	\$10,175	\$11,657
Total	\$414,672	\$440,267	\$464,577	\$387,045

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 Muddy Paws for animal services. This CSO division also provides for the enforcement of nuisance violations including: under-maintained sidewalks, unsightly yards, junked vehicles, 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 Approved
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 Approval
Personnel Services	\$209,509	\$216,116	\$241,794	\$253,826
Supplies	\$19,611	\$10,327	\$17,950	\$17,350
Other Svcs & Charges	\$15,479	\$11,860	\$67,385	\$17,820
Total	\$244,599	\$238,304	\$327,129	\$288,996

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 Approved
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 Approval
Personnel Services	\$232,025	\$214,171	\$249,959	\$230,393
Supplies	\$6,573	\$5,251	\$8,000	\$8,900
Other Svcs & Charges	\$29,822	\$34,141	\$43,092	\$41,900
Total	\$268,420	\$253,562	\$301,051	\$281,193

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	1,856	1,972	2,082
Rescue Calls	167	173	179	190
Additional Calls	569	633	704	750
Total Calls	2,728	2,908	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 increased 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 Approved
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 Approval
Personnel Services	\$1,165,180	\$1,221,232	\$1,270,232	\$1,313,474
Supplies	\$57,383	\$76,603	\$81,750	\$79,300
Other Svcs & Charges	\$32,863	\$31,045	\$30,728	\$32,579
Total	\$1,255,427	\$1,328,880	\$1,382,710	\$1,425,353

FIRE DEPARTMENT

EMERGENCY MANAGEMENT (42500)

Department Description/Services

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 Approval
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/Services

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 Approved
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 Approval
Personnel Services	\$394,199	\$385,912	\$452,198	\$453,423
Supplies	\$4,668	\$3,365	\$4,600	\$2,100
Other Svcs & Charges	\$80,070	\$115,094	\$96,686	\$94,564
Total	\$478,937	\$504,371	\$553,484	\$550,087

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 Approved
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 Approval
Personnel Services	\$91,274	\$98,864	\$100,213	\$106,256
Supplies	\$655	\$1,941	\$2,650	\$950
Other Svcs & Charges	\$11,688	\$8,097	\$10,190	\$9,217
Total	\$103,617	\$108,902	\$113,053	\$116,423

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 Approved
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 Approval
Personnel Services	\$841,917	\$893,243	\$933,071	\$938,557
Supplies	\$344,400	\$361,616	\$349,675	\$356,750
Other Svcs & Charges	\$153,309	\$158,228	\$170,590	\$189,018
Total	\$1,339,626	\$1,413,086	\$1,453,336	\$1,484,325

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 Approval
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/Services

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 trucks, 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 Approved
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 Approval
Personnel Services	\$231,077	\$251,911	\$263,466	\$265,007
Supplies	\$25,352	\$28,138	\$23,050	\$23,450
Other Svcs & Charges	\$5,758	\$7,632	\$6,532	\$7,307
Total	\$262,187	\$287,681	\$293,048	\$295,764

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 a 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 street light 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 Approval
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 asset 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 Approval
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 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 Approved
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 to 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 Approval
Personnel Services	\$497,261	\$515,171	\$535,454	\$586,280
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	\$627,610

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 is due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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 Approval
Personnel Services	\$511,784	\$535,347	\$580,952	\$571,899
Supplies	\$38,049	\$8,604	\$33,200	\$32,700
Other Svcs & Charges	\$188,745	\$57,998	\$68,261	\$76,629
Total	\$738,578	\$601,949	\$682,413	\$681,228

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 and HVAC equipment on Buckham Memorial Library and Community Center.

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 is due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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 Approval
Personnel Services	\$319,782	\$254,792	\$329,638	\$365,888
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	\$556,438

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 is 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 Approval
Personnel Services	\$188,610	\$31,969	\$194,368	\$221,944
Supplies	\$48,271	\$1,860	\$57,400	\$73,900
Other Svcs & Charges	\$47,599	\$27,294	\$45,579	\$50,691
Total	\$284,479	\$61,123	\$297,347	\$346,535

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 for departmental programs, community groups, and private individuals to 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 is due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
Personnel Services	\$20,227	\$9,071	\$20,982	\$24,668
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	\$65,438

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 the facility 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 Approval
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 Approval
Personnel Services	\$56,694	\$43,598	\$65,364	\$75,658
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	\$155,158

PARKS AND RECREATION

YOUTH PROGRAMS (45140)

Department Description/Services

This activity provides for the delivery of youth athletic leagues. This activity 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 activity includes special events, fun centers, and teen activities.

The services provided are all youth programs. We strive to find new programs, eliminate programs that are no longer viable and find ways to include minority populations. Services also included 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 is due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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, 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 is due in part to seasonal employee wage adjustments.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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 Approval
Personnel Services	\$650,875	\$657,450	\$713,451	\$738,156
Supplies	\$139,754	\$155,388	\$160,000	\$168,250
Other Svcs & Charges	\$258,474	\$230,697	\$215,968	\$221,354
Total	\$1,049,102	\$1,043,535	\$1,089,419	\$1,127,760

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 Approved
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 Approval
Personnel Services	\$739,835	\$745,107	\$834,892	\$875,106
Supplies	\$123,698	\$120,886	\$139,900	\$136,300
Other Svcs & Charges	\$225,573	\$166,590	\$199,840	\$205,555
Capital Outlay	\$0	\$219,759	\$0	\$0
Total	\$1,089,106	\$1,252,342	\$1,174,632	\$1,216,961

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 Approval
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 Approval
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

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 Approval
Taxes	\$34,646	\$29,423	\$28,000	\$32,000
Miscellaneous Revenue	\$1,994	\$1,714	\$850	\$850
Total	\$36,639	\$31,136	\$28,850	\$32,850
Other Svcs & Charges	\$56,182	\$23,573	\$25,550	\$29,250
Total	\$56,182	\$23,573	\$25,550	\$29,250

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: \$37,619).
- Minor expenses for 2022 may consist of replacing outdated PBTs (roadside impairment testing devices) along with replacement Radar and Lidar squad equipment. PBTs estimated costs for 2022 are approximately \$1,200 and Radar replacement costs are estimated at \$6,000.

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 Approval
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 Approval
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	\$975,000
Total	\$1,583,839	\$2,039,112	\$347,486	\$1,168,674

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 Approval
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 provides 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, tax abatements, and supplies.

Staffing Levels

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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 Approval
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	\$37,498	\$10,000
Operating Transfers	\$0	\$0	\$0	\$0
Total	\$626,597	\$580,491	\$938,171	\$944,869
Personnel Services	\$481,788	\$531,171	\$541,399	\$555,316
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	\$1,022,998

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 Approval
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 Approval
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 required capital improvements based on a HUD approved plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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	\$647,442	\$536,132	\$530,132
Total	\$354,986	\$682,773	\$559,132	\$553,132

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 Approval
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 Approval
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	\$549,061
Capital Outlay	\$0	\$1	\$30,000	\$0
Total	\$305,929	\$564,340	\$452,436	\$549,061

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 Approval
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 Approval
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 Approval
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 Approval
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	\$250
Other Svcs & Charges	\$268,906	\$415,911	\$1,006,819	\$1,226,479
Transfer Out	\$263,314	\$0	\$0	\$0
Total	\$531,792	\$415,921	\$1,007,219	\$1,226,729

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 Approval
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)

Fund 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 Approval
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	\$34,073,945	\$25,148,945
Total General Obligation Debt	\$8,870,000	\$7,950,000	\$13,120,000	\$6,120,000
Total GO Special Assessment Debt	\$2,405,000	\$2,185,000	\$1,840,000	\$1,640,000
Total GO Revenue Debt	\$23,275,719	\$20,191,418	\$19,053,945	\$17,358,945
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 Approval
Taxes	\$1,039,609	\$1,060,307	\$1,375,329	\$1,236,597
Miscellaneous Revenue	\$339,975	\$248,566	\$205,712	\$312,380
Transfer In	\$25,000	\$25,000	\$25,000	\$25,000
Total	\$1,404,585	\$1,333,873	\$1,606,041	\$1,573,977
Other Svcs & Charges	\$802	\$4,297	\$0	\$0
Debt Service	\$1,597,510	\$1,627,475	\$1,621,504	\$2,429,470
Transfer Out	\$0	\$0	\$0	\$0
Total	\$1,598,312	\$1,631,772	\$1,621,504	\$2,429,470

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.

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 \$2,150,000 of the franchise fees collected on water, sewer, gas and electric utilities; \$100,000 of the Municipal State Aid (MSA) maintenance allotment; \$885,960 construction revenue, and 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.

Principal payment of the MSA bonds issued in 2021 is a transferred expenditure totaling \$165,780.

Revenues/Expenditures by Use

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
Taxes	\$591,107	\$495,440	\$0	\$0
Intergovernmental	\$9,636,066	\$1,816,044	\$3,347,229	\$1,077,220
Miscellaneous Revenue	\$976,165	\$1,089,301	\$1,048,168	\$2,199,000
Other Sources	\$2,479,514	\$2,204,657	\$250,000	\$250,000
Total	\$13,682,852	\$5,605,443	\$4,645,397	\$3,526,220
Other Svcs & Charges/Transfer	\$2,116,015	\$2,205,125	\$51,429	\$250,000
Capital Outlay	\$12,079,862	\$2,722,845	\$4,330,526	\$4,428,000
Total	\$14,195,876	\$4,927,971	\$4,381,955	\$4,678,000

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 Approval
Taxes	\$98,550	\$99,079	\$0	\$0
Miscellaneous Revenue	\$265,250	\$342,168	\$333,100	\$337,600
Transfer In	\$200,000	\$590,911	\$0	\$0
Total	\$563,800	\$1,032,158	\$333,100	\$337,600
Capital Outlay	\$95,569	\$860,301	\$830,000	\$270,000
Total	\$95,569	\$860,301	\$830,000	\$270,000

FINANCIAL ADMINISTRATION

CAPITAL REPLACEMENT FUND (431)

Fund Description/Services

This fund 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 Approval
Taxes	\$123,427	\$149,603	\$0	\$0
Miscellaneous Revenue	\$139,792	\$81,146	\$130,000	\$203,000
Other Sources	\$94,320	\$245,420	\$0	\$0
Total	\$357,538	\$476,169	\$130,000	\$203,000
Capital Outlay	\$826,150	\$1,047,133	\$446,120	\$1,412,362
Total	\$826,150	\$1,047,133	\$446,120	\$1,412,362

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 Approval
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	\$1,549,000
Total	\$1,300,427	\$1,989,255	\$518,969	\$1,549,000

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 are financed or recovered primarily through user charges.

PUBLIC WORKS

WATER UTILITY FUND (601)

Fund Description/Services

This fund 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.

The primary services provided by this fund are 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 one-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 Approved
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

Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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	\$574,003
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	\$5,268,560

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 wastewater 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 Approved
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/Service

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 Approved
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 Approval
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	\$509,802
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	\$2,466,270
Water Reclamation Facility				
Personnel Services	\$855,860	\$948,345	\$944,529	\$951,546
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	\$5,530,395

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.

This fund implements 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 Approved
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 fund 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 increase is the same for 2022 to address increased maintenance and program compliance costs.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
Charges for Services	\$851,195	\$990,687	\$1,120,643	\$1,282,004
Miscellaneous Revenue	\$113,614	\$79,294	\$22,500	\$342,000
Other Sources	\$354,896	\$41,691	\$0	\$0
Total	\$1,319,705	\$1,111,672	\$1,143,143	\$1,624,004
Personnel Services	\$203,304	\$196,022	\$234,495	\$247,653
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	\$1,705,000
Other Uses	\$0	\$0	\$0	\$0
Total	\$608,973	\$701,721	\$1,499,537	\$2,563,585

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 Insurance Trust. 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 from the fund and/or department insured and paid through this fund.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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 Insurance Trust Fund. Annual premiums are paid directly from the individual fund and/or department with claims as an expense to the internal service fund and paid from this fund along with deductible.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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 Administration 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 Housing & Redevelopment Authority to develop and own Robinwood Manor Apartments. This is the General Fund for the Elderly Housing Corporation.

Revenues/Expenditures by Use

Revenues\Expenditures	2019 Actuals	2020 Actuals	2021 Adopted	2022 Approval
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 Administration 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 Approval
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	\$377,362
Total	\$328,906	\$447,070	\$416,402	\$400,362

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 Approved
<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	60.00
Total Part-Time Employees	61.00	0.00	70.00	0.00	60.00
TOTAL EMPLOYEES SUPERVISED	66.20	6.20	75.50	5.50	66.00
<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 Approved
<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
CRIMINAL INVESTIGATION (42121)					
Sergeant	1.00	1.00	1.00	1.00	1.00

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

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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	0.00
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	0.00
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	69.00
<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
FIRE SUPPRESSION (42220)					

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

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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
<u>ENGINEERING</u>					
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
<u>PARKS AND RECREATION</u>					
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
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

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

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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
<u>LIBRARY</u>					
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
<u>PUBLIC WORKS</u>					
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
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

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

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
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
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

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

Position	2018 Adopted	2019 Adopted	2020 Adopted	2021 Adopted	2022 Approved
<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	48.10
TOTAL PERMANENT EMPLOYEES	201.00	202.00	202.00	202.38	176.10

**CITY OF FARIBAULT
2022 BUDGET
PERSONNEL SERVICES TRENDS AND ASSUMPTIONS**

Current union contract agreements are in effect through December 31, 2022 for Minnesota Teamsters Public and Law Enforcement Union 320, Supervisory Unit , Law Enforcement Labor Services, Inc. 357, Minnesota Public Employee Association, International Union of Operating Engineers Local 70, and Faribault Firefighters Local #665.

SUMMARY OF WAGES & BENEFITS (For the Years 2016 Through 2022)							
	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Adopted 2021	Approval 2022
<i>WAGES</i>							
Full-Time Employees	7,737,853	8,242,006	8,578,044	9,261,639	10,080,005	10,439,109	10,508,427
Part-Time Employees	460,727	416,593	479,198	489,658	444,107	567,760	620,030
Temporary Employees	582,064	571,465	516,351	682,537	353,311	662,431	779,172
Overtime	201,004	196,729	218,790	257,942	221,690	244,434	259,766
Severance Pay	60,037	191,330	147,820	97,263	49,030	0	0
Holiday	98,190	104,623	110,403	106,378	122,246	130,770	134,957
Vacation Buyback	17,228	29,764	23,362	18,361	24,835	28,313	20,518
Sick Leave Buyback	62,099	63,871	66,418	58,204	72,486	80,634	89,639
Other Pay	54,164	162,552	96,355	181,578	114,238	76,486	169,725
Total Wages	9,273,366	9,978,933	10,236,741	11,153,560	11,516,843	12,229,937	12,582,234
% Increase/Decrease	10.9%	7.6%	2.6%	9.0%	3.3%	6.2%	2.9%
<i>BENEFITS</i>							
PERA	911,271	974,020	1,023,860	1,123,395	1,236,383	1,267,396	1,302,266
FICA/Medicare	465,681	501,897	521,061	569,308	581,032	673,512	689,759
Health Insurance/H S A	1,005,168	992,907	1,103,153	1,470,451	1,639,190	1,820,977	1,770,645
Life Insurance	14,804	22,659	23,294	25,057	26,235	27,866	28,891
Disability Insurance	17,813	18,961	19,510	17,871	19,590	24,283	22,092
Unemployment	1,066	1,239	0	2,359	4,602	0	0
Workers Compensation	310,155	371,185	347,501	390,430	353,191	402,170	479,932
Total Benefits	2,725,958	2,882,868	3,038,379	3,598,871	3,860,223	4,216,204	4,293,585
% Increase/Decrease	8.3%	5.8%	5.4%	18.4%	7.3%	9.2%	1.8%
TOTAL WAGES/BENEFITS	11,999,324	12,861,801	13,275,120	14,752,431	15,377,067	16,446,141	16,875,819
% Increase/Decrease	3.3%	7.2%	3.2%	11.1%	4.2%	7.0%	2.6%

PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

	<u>Coordinated Plan</u>	<u>Police & Fire Plan</u>
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, 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

Medica will continue to be the health insurance provider for 2022. 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)	\$737.58	\$1,896.67
Family Coverage (\$2,800 Embedded HSA)	\$421.48	\$1,920.11
Single +1 Coverage (\$1,400 Non-Embedded HSA)	\$397.54	\$1,330.93
Single +1 Coverage (\$2,800 Embedded HSA)	\$199.74	\$1,336.70
Single Coverage (\$1,400 Non-Embedded HSA)	\$148.16	\$675.01
Single Coverage (\$2,800 Embedded HSA)	\$58.54	\$673.18

HEALTH INSURANCE - CITY CONTRIBUTION

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Adopted</u>	<u>2022 Approval</u>
General Fund	\$819,296	\$850,892	\$843,371	\$1,187,054	\$1,243,110	\$1,388,891	\$1,340,608
Other Funds	\$185,872	\$249,871	\$259,782	\$283,397	\$337,005	\$366,472	\$352,100
Total	\$1,005,168	\$1,100,763	\$1,103,153	\$1,470,451	\$1,580,115	\$1,755,363	\$1,692,708

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 OF FARIBAULT

RESOLUTION #2021-260 ADOPT 2022 HRA PROPERTY TAX LEVY

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, the Faribault Housing and Redevelopment Authority did by Resolution 2021-08 on November 8, 2021, levy a special tax on taxable property of the City of Faribault, Rice County, Minnesota in the amount of \$309,820 for 2022; 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 Statutes 469.033 Subdivision 6, the special benefit tax as determined by the Faribault Housing and Redevelopment Authority is hereby approved for collection in 2022 in the amount of \$309,820.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

FARIBAULT HOUSING AND REDEVELOPMENT AUTHORITY

**Resolution 2021-08
APPROVING THE PROPERTY TAX LEVY FOR 2022**

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

WHEREAS, the HRA did on August 9, 2021, by Resolution 2021-03 establish and request a preliminary levy for a special tax on the taxable property of the City of Faribault, Rice County, Minnesota for fiscal year 2022 in an amount not to exceed 0.0185 percent of the taxable market value as permitted in Minnesota Statutes as shown in Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED by the Housing and Redevelopment Authority of Faribault, Minnesota that pursuant to Minnesota Statutes 469.033 Subdivision 6, the special benefit tax as determined by the HRA is given final approval of collection in fiscal year 2022 a levy for housing and redevelopment activities as permitted in an amount not to exceed \$309,820.

ADOPTED: November 8, 2021

Faribault Housing and Redevelopment Authority


Narren Brown, Chairperson

ATTEST:


Lori Ahlers, Vice Chair/Secretary

CITY OF FARIBAULT

RESOLUTION #2021-261 ADOPT 2022 EDA PROPERTY TAX LEVY

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 Statutes 469.107, Subdivision 1; and

WHEREAS, the Faribault Economic Development Authority did by Resolution 2021-09 on November 18, 2021, levy a special tax on taxable property of the City of Faribault, Rice County, Minnesota in the amount of \$303,623 for 2022; and

WHEREAS, Minnesota Statutes 469.107, Subdivision 1 requires the consent, by resolution, of the governing body of the municipality to levy said tax.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Faribault hereby gives final approval for the collection of a levy for the benefit of economic development activities within the community in fiscal year 2022 in an amount of \$303,623.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF FARIBAULT

**Resolution 2021-09
APPROVING THE FINAL PROPERTY TAX LEVY
FOR FY 2022**

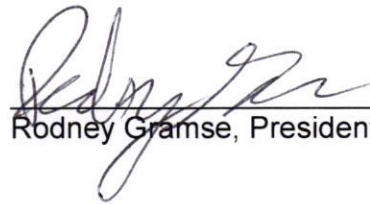
WHEREAS, the Economic Development Authority of the City of Faribault may request the establishment of a special benefit tax pursuant to Minnesota Statutes 469.107, Subdivision 1; and

WHEREAS, the Economic Development Authority of the City of Faribault passed Resolution 2021-05 on July 15, 2021, adopting a preliminary property tax levy for taxable property in the City of Faribault, Rice County, Minnesota for FY 2022 in an amount not to exceed 0.01813 percent of taxable market value as permitted by Minnesota Statutes; and,

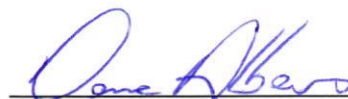
NOW, THEREFORE BE IT RESOLVED by the Faribault Economic Development Authority that there be and hereby requested a levy on the taxable property of the City of Faribault, Rice County, Minnesota for fiscal year 2022 a special benefit tax not to exceed 0.01813 percent of taxable market value as permitted 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: November 18, 2021

Economic Development Authority of
Faribault, Minnesota


Rodney Gramse, President

ATTEST:


Dave Albers, Secretary/Treasurer

CITY OF FARIBAULT

**RESOLUTION #2021-262
ADOPTION OF 2022 FEE SCHEDULE**

WHEREAS, multiple Chapters of the Faribault Code of Ordinances requires the City of Faribault to set fees, charges and utility rates; and

WHEREAS, Resolution 2020-194 last established the fees, charges and utility rates as authorized in the City of Faribault Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED, that the fees, charges and utility rates listed in Exhibit A shall be effective beginning January 1, 2022.

AND, BE IT ALSO RESOLVED, that whenever any provision of this resolution is in conflict with the City of Faribault Code, it is the intent of the City Council that the Code shall prevail.

BE IT ALSO RESOLVED, that this resolution shall supersede Resolution 2021-145 or any previous measures of the City Council that sets, establishes or fixes a specific amount for such fees, charges and utility rates.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



EXHIBIT A - Resolution 2021-262
2022 FEES, CHARGES AND UTILITY RATES

2022

CHAPTER 4 - ALCOHOLIC BEVERAGES

Intoxicating

4-15	On-sale Liquor* (Code Sec 4-15 (a) (2)) (MS 340A.408 Subd. 2)	\$2,922
	Low Volume Liquor (Res. 2009-210)	\$1,500
	Sunday On-Sale (MS 340A.504) (cannot prorate)	\$150
	Theater On-Sale (Ord. 2009-04) (License includes Sundays)	\$375
	Limited Culinary On-Sale (Ord. 2009-05) (License does not include Sundays)	\$225
	Club On Sale** (MS 340A.408 2b)	
	Membership of 200 or less	\$225
	Membership between 201 & 500	\$375
	Membership between 501 & 1,000	\$487.50
	Membership between 1,001 & 2,000	\$600
	Membership between 2,001 & 4,000	\$750
	Membership between 4,001 & 6,000	\$1,500
	Membership of 6,001 or more	\$2,250
	Off-Sale Liquor** (MS 340A.408, Subd. 3a(2) & Subd. 3c)	\$560; (\$100 refunded if conditions set out in SS met)
	Wine Sale*** (MS 340A.408 2c)	\$1,253.25
	Theater Wine (Ord. 2009-04)	\$150
	Temporary On-Sale Intoxicating Liquor (City Code Sec 4-15 a. (9) - up to 4 days)	\$35/day
	Consumption & display permits (Setup) **** (MS 340A.414 Subd. 6)	\$300 (plus \$150 State fee)
	One-day consumption and display permit (Setup) ***** (MSA 340A.414 Subd. 9) (Limit 10/year)	\$25
	Malt Liquor (3.2%)	
	On-Sale License (3.2 Beer) Can pro-rate	
4-15	Annual fee - set by City Code (Sec. 4-15 (a) (1))	\$150
	Theater On-Sale Malt Liquor-3.2% Beer (Ord. 2009-04)	\$100
	Off-Sale License (3.2 Beer) Can pro-rate	
	Annual fee - set by City Code (Sec. 4-15 (a) (1))	\$100
	Temporary On-Sale License (3.2 Beer) City Code Sec. 4-15 (a) (9)	\$50/day up to 7 days
	Address Change Fee for 3.2 Licenses	\$20
	Brewery and Taproom	
4-25	Brewer Taproom License (Res. 2014-036)	\$450
	Small Brewer License (Res. 2014-036)	\$150
	Micro-Distillery	
4-25	Distiller and Cocktail Room License	\$450
	Small Distiller License	\$150
	Investigation Fee City Code 4-15 (f) (MS 340A.412, subd 2 limits to \$500)	
	Investigation Fee - In State (Liquor, Wine, Beer)	\$500
	Investigation Fee - Out of State (Liquor, Wine, Beer)	Actual Cost Not to Exceed \$10,000
	Renewal Application late fee	\$100

* Public Hearing required to increase non-state regulated Liquor License Fees according to MS 340A.408 Subd. 3a; fee set by City but subject to limits; fee intended to cover costs of issuing, inspecting, and other directly related costs of enforcement.

** Off-Sale and Club Licenses are State regulated, fees set by 340A.408.

*** Wine fee cannot exceed 1/2 On-Sale Liquor Lic fee or \$2,000, whichever is less.

**** Consumption/Display Permits cannot exceed \$300 by state regulation.

***** One-day Consumption/Display Permits cannot exceed \$25 by state regulation.

CHAPTER 5 - AMUSEMENTS

	Dances	
5-57	Temporary Public Dance License	\$25
	License transfer fee	\$20

CHAPTER 6 - ANIMALS AND FOWL

<u>Animals</u>		
6-49	Board fee	\$35/day
6-24	Voluntary Disposal of Dog	\$50
6-36	Kennel License	\$150
Prescribed Grazing & Beekeeping		See Zoning Compliance Certificate

CHAPTER 7 - BUILDINGS AND BUILDING REGULATIONS

<u>Building Permits</u>		
7-16	1997 Uniform Building Code Permit Plan	
	Checking for Commercial Building Plan Review	65% of permit fee
	Residential Plan Check	50% of permit fee
	Reinspection Fee	
	Additional Visits (second reinspection and thereafter)	\$54
	Special Inspection	\$54
	In Ground Pool	\$120
	Above Ground Pool	\$60
	Demolition Permit (\$1,500 escrow for land restoration)	\$54
	Building without permit	Double fee
	Solar Installations	\$110
	State Surcharge (per State Statute 326B.148)	\$1 Minimum
	Manufactured Home Set-up	\$112
<u>Rental License</u>		
7-39	Rental Property license fees	
	Single Family	\$110
	Multi-Family	\$110/building + \$20 per unit
	Re-Inspection fee	\$100 (1-3 units) \$50/unit (4+units)
	Rental Compliance Appeal Fee	\$50
	Re-Instatement Fee	\$50
	Delinquent Penalty (Sec 7-39, 1. License Fees, City Ordinances)	15% of the amount of the license fee
7-14	Moving Structures - Moving permit per structure	\$100
	State Surcharge (per State Statute 326B.148)	\$1
<u>Shingling/ Roofing Permit</u>		
	One & Two Family Residences	\$80
	Partial Shingling	\$54
	All Other Uses	Valuation x 1997 FS
	State Surcharge (per State Statute 326B.148)	\$1
<u>Siding Permit</u>		
	One & Two Family Residences	\$80
	Window Replace.	\$80
	All Other Uses	Valuation x 1997 FS
	State Surcharge (per State Statute 326B.148)	\$1
7-68	Electrical Permits, Inspections, and Fees -	
<u>Residential</u>		
	Temporary Electrical Service	\$40
	Electrical - New Construction	\$170
	Panel Service Charge	\$100
	Lower Level (Basement Finish)	\$75
	One Trip/One Outlet Fee	\$40
	Additional Inspections	\$35 each
	Pool	\$70
	Hot tub/spa	\$40
	Sub Panel	\$70
	Solar Arrays	\$80
	Service Lateral (Conversion to underground/trench inspection)	\$40
	Off Peak Car Charger	\$45
	State Surcharge (per State Statute 326B.148)	\$1
<u>Commercial</u>		
	Electrical*	Valuation x 1.5% up to \$10,000, 1% above \$10,000

(BUILDINGS AND BUILDING REGULATIONS CONTINUED)

State Surcharge (per State Statute 326B.148)	Project valuation x 326B.148 Fee Schedule
*If contract cost x 1.5% is less than \$40 (one trip) or \$70 (two trips) then minimums must be paid.	
Commercial Fee Minimums:	
One Trip	\$40 + State Surcharge
Two Trips	\$70 + State Surcharge
Annual permit or audit for incidental electrical work done throughout year by master of record employed by a business entity	\$600
Annual Permit State Surcharge	\$1
Plumbing Permits	
License verification fee	\$50/yr
Residential dwelling	\$99
Alteration or additional fixtures	\$66
Apartments/per unit	\$66
Commercial/Industrial - New	\$155
Additional plumbing fixture	\$5 each
State Surcharge (per State Statute 326B.148)	\$1
Mechanical Permits	
Residential dwelling (per furnace)	\$90
Heating Alteration/Change Out	\$54
Apartments	\$75
Commercial/Industrial	Valuation x 1997 FS
State Surcharge (per State Statute 326B.148)	\$1 or Project valuation x 326B.148 Fee Schedule

CHAPTER 10 - FIRE PREVENTION/PROTECTION

Fire prevention-Sprinkler review	
New construction	\$.015 x value of project
Existing/retrofit	\$.015 x value of project; minimum of \$54
State Surcharge (per State Statute 326B.148)	Project valuation x 326B.148 Fee Schedule
Police & Fire Alarm Charges	
False alarm charge	
Each false alarm in excess of 2	\$58
Each false alarm in excess of 5	\$112
Each false alarm in excess of 10	\$224

CHAPTER 11 - GARBAGE AND REFUSE

11-3 License fee	\$70
Inspection fee for each vehicle (under 2 tons)	\$40
Inspection fee for each vehicle (over 2 tons)	\$75

CHAPTER 14 - LICENSE AND BUSINESS REGULATIONS

Tobacco	
14-27 License fee (can not be prorated)	\$200
Name or address change fee	\$20
Salvage Dealers	
14-30 Pawn Shop/Pawnbroker License	\$500
Pawn transaction fee	\$1.15/transaction
14-45 License fee	\$60
Massage Establishments	
14-56 License fee-Massage therapist (Can Prorate)	\$55
Charitable Gambling	
14-100 Gambling license exemptions	\$45
(MS 349.213 Subd. 1a)	
(Gambling license can not exceed \$100 by state regulation.)	
Fireworks	
14-116 Fireworks-Sale of (Fee limits set by State Statute 624.20 Subd.1 (d))	
Retailers selling only fireworks	\$350/yr
Retailers selling fireworks in addition to other items	\$100/yr
14-112 Fireworks Display License Fee (Res 2010-162)	\$25

CHAPTER 15 - MOTOR VEHICLES AND TRAFFIC

15-40	Parking Fine - 18 hr/specialty vehicles/trailers	\$50
15-44	Parking Fine - Snow Emergency Parking	\$50
15-61	Parking Fine - All Other	\$25
15-82	Golf Cart Permits	\$150
	Golf Cart Permits (Physical Disability Qualification)	\$75
	Mini Truck Permits	\$75

CHAPTER 17 - OFFENSES

17-52.	Repeat Nuisance Calls	
	Petty misdemeanors & misdemeanors offenses	3rd call
		\$250
		4th call
		\$350
		5th call
		\$450
	Gross misdemeanors and felonies	2nd call
		\$1,000
		3rd call
		\$2,500
		4th call
		\$5,000

CHAPTER 18 - PARKS AND RECREATION

18-10	Keg permit	\$30
18-11	Liquor in parks (Beer)	\$20

CHAPTER 19 - PEDDLERS

	Peddlers License	\$35 per person
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CHAPTER 27 - TAXI

27-31	License fee	\$65
	Vehicle Fee - per vehicle	\$10 first, \$20 each additional

CHAPTER 28 - WATER, SEWER, & STORM WATER**Water Rates****Monthly fixed water service access charge (based on meter size):**

5/8" - 3/4"	\$12.30
1"	\$13.61
1 1/2"	\$22.90
2"	\$26.00
3"	\$70.92
4"	\$82.23
6"	\$109.04

Consumption:**Residential/Multi-Family**

0-12,000 gallons/month	\$0.001928/gal
12,001-24,000 gallons/month	\$0.002168/gal
>24,000 gallons/month	\$0.002470/gal

Commercial

0-50,000 gallons/month	\$0.002074/gal
50,001-300,000 gallons/month	\$0.002143/gal
>300,000 gallons/month	\$0.002398/gal

Industrial

0-300,000 gallons/month	\$0.001532/gal
300,001-500,000 gallons/month	\$0.001762/gal
>500,000 gallons/month	\$0.001978/gal

Water via Fill Station	\$0.007500/gal
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Bulk Water Fob Deposit	\$25.00
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Water Meter	City cost rounded up to nearest dollar
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Water Meter Testing Fee	\$125
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Water Disconnection Processing Fee	\$60
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Water Irrigation Meter Reshelving Fee	\$60
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Water Disconnection/Reconnect Fee for service request	\$60
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Water Meter/System Tampering Fee	\$100
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Hydrant Connection Fee	\$100
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(WATER, SEWER, & STORM WATER CONTINUED)

Water Restriction Violation Fines	
1st Offense	Warning
2nd Offense	\$25
3rd Offense	\$50
4th Offense	\$100
5th Offense	Place restrictive device on sprinkler system and outside water tap
Lawn Watering Permit	No Charge
NOTE: Required to register newly sodded or planted lawns with Public Works Department	
Water Availability Charge	
Standard	\$1,500
Non-standard	\$5,665
Late Payment Fee	A penalty of ten (10) percent of the amount of the consumer's water bill for water supplied by the municipal water system may be imposed on to any such bills that are delinquent.
Service Call Fee (Section 28-82)	\$100
Sewer Rates	
Residential	
Monthly Base Sewerage User Fee (\$/month)	\$8.32
Flow Charge	\$0.003610/gal
There are no sewer charges for a designated irrigation meter.	
Late Payment Fee	A penalty of ten percent (10%) of the amount of the consumer's sewer bill may be imposed onto any such bills that are delinquent.
Significant Industrial User (SIU)	
Monthly Fixed Charge	\$8.32
Flow Charge	*Flow Charge is per individual SIU contract
Surcharge/Credit Coefficients:	
CBOD5	\$0.26/lb
TSS	\$0.30/lb
NH3	\$0.09/lb
TP	\$0.36/lb
Penalties:	
Daily Limit per SIU contract	\$500.00
Monthly Limit per SIU contract	\$1,000.00
pH	\$100.00/incident
*SIUs who do not renew their contracts within 90 days of the expiration date will automatically and retroactively revert to the residential flow charge, plus any surcharges and penalties as outlined above.	
Sewer Availability Charge	
Standard	\$1,500
Non-standard	\$5,865
Storm Water Rates	
Residential Lot Equivalent (RLE)	\$6.53/RLE
Late Payment Fee	A penalty of ten percent (10%) of the amount of the consumer's storm water bill may be imposed onto any such bills that are delinquent.
Residential Lot Equivalent (RLE) equals 3,500 square feet of impervious surface. Each single family residential property is considered to be one RLE.	
The Other Developed Property will be individually assigned a certain number of RLEs based on property size, impervious surface, and calculated storm water run-off.	
Water Availability Charge (WAC) Units & Sewer Availability Charge (SAC) Units	
The City will adopt and use the Met-Council WAC & SAC schedule to determine the units for calculation of fees, excluding residential multifamily. Residential multifamily per unit (duplex, fourplex, apartments, etc.) 2 units=1 WAC/SAC.	
Water Reclamation Facility	
Hauled Waste	\$40/1,000 gallons
Hauled Waste - Annual Registration	\$300

<https://metro council.org/Wastewater-Water/Publications-And-Resources/Appendix-A-SAC-Criteria-for-Commercial-Properties.aspx>

ADMINISTRATIVE FEES

Copy fees (100 pages or fewer)	\$.25/copy; \$.50/2-sided
Special requests from public for information requiring more than 100 pages	Charge hourly wage of lowest paid employee able to retrieve/copy data plus materials and mailing costs.
City Council packet (Available on website)	\$30
Copy of meeting DVD	\$10
Board/Commission packets	
Heritage Preservation Commission	\$20
Faribault HRA	\$25
Faribault EDA	\$25
Planning Commission	\$25
Ad Hoc Committee	\$15
Filing Fee for Mayor's Office & City Council (MS 205.13 Subd.3(b))	\$5
Maps	\$5
Color map (42 x 60)	\$30
Color map (24x36)	\$20
Color map (11x17)	\$5
Color map (8.5x11)	\$2
Custom made maps	\$25-\$50
Project plans and specifications	
Project costs < \$50,000	\$10/set
Project costs < \$50,000 - \$250,000	\$25/set
Project costs > \$250,000 - \$1,000,000	\$50/set
Project costs > \$1,000,000	\$75/set
Residential Lot Inventory (new document-multiple color pages)	\$20
Returned Payment Fee (<i>per MN Statute 604.113</i>)	\$30
Late payment fee charge for monthly recurring accounts receivable with delinquent balances.	A penalty of ten (10) percent of the amount of the customer's bill may be imposed onto any such bills that are delinquent.
Assessment Searches	
2 day response	\$22
less than 2 day response	\$33
Copies	
Adopted Budget Book	\$30
Capital Improvement Plan	\$50
Comprehensive Annual Financial Report	\$30
City Code Book (Available online)	
Code supplements	Actual cost
New Code Book	\$150
Currency Exchange License application approval	\$110
Airport Hangar Rent (based on 1 year lease-monthly lease add \$15 per month)	
Building 2	\$189.52/month
Building 3	\$189.52/month
Building 4	\$213.21/month
Building 5 - Heated	\$396.55/month
Building 5 - Unheated	\$293.55/month
Private hangar land lease (One time charge of \$100 linear front ft at start of lease)	\$1.751/sqft/year
Glider Trailer Storage Fee	\$250.00/Season
Airport Fuel Flowage Fee	\$0.0515/gallon
Engineering Fees	
1. Full engineering services - design, bidding, construction management including inter-agency coordination and permits as well as project inspection and staking.	15%
2. Bidding and construction management including inter-agency coordination and permits as well as project inspections and staking.	9%
3. General project administration, overview and limited inspection to insure compliance to City Standards and project acceptance by the City.	4%
Right-Of-Way Management	
1. Registration Fees	\$60
2. Excavation Permit Fees	
A. Hole - Paved Surface	\$90
B. Hole - Unpaved Surface	\$60
C. Hole - Emergency	\$60
D. Trenching or Directional Boring	\$10/100 l.f. + holes

(ADMINISTRATIVE FEES CONTINUED)

3. Obstruction Permit Fee	\$45 + \$5/day
4. Permit Extension Fee	\$25 + \$10/day
5. Driveway/Second curbcut	\$30
Utility Restoration Administrative Charge	\$300/hr. - 2 hour minimum
Grading Permit Fee	\$25 without recorded Stormwater Operations and Maintenance Agreement \$70 with recorded Stormwater Operations and Maintenance Agreement

Antenna Tower/Utility Pole Rental

Lease agreements are negotiated pursuant to rates, but subject to circumstances, technology, available space, etc.

Tenant's leasing space on City elevated tower or monopole.

1. One to three PCS or Cellular, Community, Repeater, RCC, Multi-User, or Single User Antennas at same elevation.	\$5,500/year
2. Four to nine PCS or Cellular, Community, Repeater, RCC, Multi-User, or Single User Antennas at same elevation.	\$16,500/year
a. Additional antenna	\$1,850/year
3. Additional Fees and Requirements	
a. Microwave or Sat. Dish < 2' additional fee	\$500/year
b. Microwave or Sat. Dish 2-3' additional fee	\$750/year
c. Microwave or Sat. dish > 3' additional fee	\$950/year
d. Small Cell/Can Antenna/Antenna Tower/Utility Pole Rental	Up to \$150 per year rent
(1) Maintenance Fee	\$25 per year
(2) Electrical Service for nodes <= 100 watts	\$73 per radio node
(3) Electrical Service for nodes > 100 watts	\$182 per radio node
e. Limit one coaxial line per antenna, or add per additional coaxial line.	\$950/year
f. Initial consulting fee for review, mapping, study, etc. paid prior to review.	\$2,500
g. Initial landscape and restoration fee paid prior to construction	\$1,500
4. Utility Pole Rental (increase 2% per year)	\$1,872.72

Subdivision Fees and Vacation Application Fees

Minor Subdivision	\$100*
Preliminary plat	\$200+\$10/parcel*
Final plat	\$300+\$15/parcel*
Extend Deadline to Report Approved Plat	\$150
Minor Subdivision/Plat Escrow	\$1,500 - \$10,000
Vacation of street, easement, or other public reservation	\$350*
*Applicant shall pay the County recording fees and all City Attorney and City Consultant Costs.	

Zoning Application Fees

Conditional Use Permit (single-family residential)	\$300*
Conditional Use Permit (all other uses)	\$500*
Conditional Use Permit Amendment (All Uses)	\$300*
Interim Use Permit (All Uses)	\$500*
Interim Use Permit Amendment (All Uses)	\$300*
Ordinance Amendment	\$350*
PUD (Residential)	\$600*
PUD (All other uses; 0-5 acres)	\$750*
PUD (All other uses; 5-20 acres)	\$1,500*
PUD (All other uses; 20+ acres)	\$3,000*
PUD Amendment	\$300*
Rezoning of Property	\$350*
Site Plan Review	\$100
Site Plan Security (may be cash, certified check, performance bond, or irrevocable letter of credit-subject to approval of the City)	110% of improvements
Variance (Single-Family Residential)	\$300+\$50 each additional*
Variance (All other uses)	\$350+\$50 each additional*
*Applicant shall pay the County recording fees and all City Attorney and City Consultant Costs.	

Administrative Zoning Permit Fees

Home Occupation Permit (Original Application)	\$40 for first two years
Home Occupation Permit (Renewal)	\$25 for every two years after the first two years

(ADMINISTRATIVE FEES CONTINUED)

Natural Landscape Permit	No Charge
Sign Permit (Under 100 sq. ft.)	\$60*
Sign Permit (100 sq. ft or more)	\$85*
Sign Permit, Structural Plan Review & Inspection Fee	\$100
Sign Permit, Sign Face Replacement (non-structural) Fee	\$25
Sign Permit (state surcharge for footing or electrical)	\$1
Sign Permit (Penalty for installation without a permit)	Double the Sign Permit
Zoning Certificate	\$25
Zoning Compliance Letter	\$30
Zoning Compliance Letter (Rush within two business days)	\$50
*Plus electrical inspection fees for lighted signs when applicable	
*When there is more than one sign per wall or leased area frontage, each sign is charged seperately	

Other Planning and Zoning Fees

Address change request from property owner	\$200
Annexation Petition	\$200+\$5/acre*
Annexation Escrow	\$10,000*
Comprehensive Plan Amendment	400*
EAW or EIS	300*
EAW or EIS Escrow	\$10,000+
Extension to record documents or start construction	\$150
*Applicant shall pay the County recording fees and all City Attorney and City Consultant Costs.	

Police Department Fees

Pictures (i.e. accident, burglary, etc.)	\$6/photo
Copies of police reports	\$.25/pg for first 100 pgs
Over 100 copies	Charge hourly wage of lowest paid employee able to retrieve/copy the data plus materials/mailing costs.
Copy of items put onto CD or DVD	\$12

Library Fees

Micro film copies	\$.15/sheet
Double sided	\$.30/sheet
Meeting Room (Non-profit groups - no charge)	\$30/4 hours
Photo copies	\$.15/sheet
3D Printing	\$0.10/gram of filament
Non-Residential Card Fee (Set by State)	\$40
Replacement cards	\$2
Payment for lost and damaged materials	Replacement cost
Obituary research	\$10/obituary
Headphones	\$1
Flash Drives	\$10

Private Activity (Tax Exempt) Bonds Issuance

Administrative Fee	1/2 of 1% of the face amount of bond
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Point of Sale Inspection

Inspector license	\$113
Inspection fee	
Inspection fee	\$35
Additional visits	\$35

Commercial and Industrial Development Program Application

Application Fee	
Special Program Application Fee	\$150
Industrial Development Loan	\$350
Minnesota Investment Fund	\$350
Economic Development Revolving Fund	\$350
Micro Loan Program	\$100

(ADMINISTRATIVE FEES CONTINUED)**Tax Abatement Program**

Application fee	\$500
Tax Abatement escrow	\$10,000*
* Note: Applicants pay City's legal costs and consultant costs	Balance returned after City costs are recovered*

Tax Increment Financing

Application fee	\$500
Tax Increment Financing escrow	\$20,000*
* Note: Applicants pay City's legal costs and consultant costs	Balance returned after City costs are recovered*

Recreation Center (periodically allows discounts up to 20% on programs for promotional purposes)

Aquatics			
Lap swim punchcard (14 times)	\$46		
Lap swim	\$5		
Open swim-Ages 3 and up	\$3		
Open swim family	\$12		
Open swim punch c (15 punches)	\$40		
3 month lap swim unlimited-Individual	\$75		
Annual lap swim unlimited-Individual (Jan - Dec 31)	\$250		
Pool rental-One hour	\$68		
Birthday Party Rental (Room and Pool)	\$87		
Swim lessons	\$36		
Private swimming lessons			
1 person	\$27		
3 person	\$66		
5 person	\$100		
Semi-Private Lessons per one half hour			
1 person	\$45		
3 person	\$120		
5 person	\$185		
Water Fitness			
14 classes/punchcard	\$46		
Pay each time	\$5		
Fitness Room			
Weight room passes	Individual	Couples	Family
3 month	\$78	\$125	\$140
1 month	\$36	\$55	\$62
6 month	\$140	\$235	\$250
12 month	\$255	\$350	\$400
Daily	\$5		
Punchcard (14 Punches)	\$46		
Personal Training	varies		
Group Rate (6 or more from same organization - monthly)	\$32	\$48	\$55
All Around Pass			
1 month	Individual	Couples	Family
3 month	\$40	\$65	\$75
6 month	\$105	\$175	\$145
12 month	\$200	\$330	\$365
	\$360	\$550	\$610
Aerobics			
Punch Card (14 times)	Individual		
Daily rate	\$46		
	\$5		
Locker Rooms			
Daily lock rental	\$0		
1 Month - Small Locker	\$6		
1 Month - Large Locker	\$7		
2 Months - Small Locker	\$8		
2 Months - Large Locker	\$10		
3 Months - Small Locker	\$11		
3 Months - Large Locker	\$13		
4 Months - Small Locker	\$13		

(ADMINISTRATIVE FEES CONTINUED)

4 Months - Large Locker	\$15
5 Months - Small Locker	\$17
5 Months - Large Locker	\$19
6 Months - Small Locker	\$22
6 Months - Large Locker	\$24
<u>Miscellaneous fees and charges</u>	
Noon time adult basketball-Daily fee	\$3
Open Gym	\$3
Open Gym Punchcard (14 Punches)	\$33
Sauna Punchcard (14 punches)	\$46
Sauna Only	\$5
Pickle Ball Punchcard (14 punches)	\$40
<u>Youth programs</u>	
<u>Youth Sports (indoor soccer, bitty basketball, youth basketball, floor hockey)</u>	
4 sessions	\$26
6 sessions	\$32
8 sessions	\$38
Flag football	\$38
Cub football	\$48
Summer Ball (includes all youth summer ball programs)	\$38
Baseball	\$45
Hershey track	\$25
Safety Camp	\$40 3-day camp; \$45 4-day camp
<u>Youth Camps - 3 1/2 to 8 years</u>	
4 Sessions	\$28
6 Sessions	\$40
Science Camp	\$34
Fun Center 2 days	\$20
2 weeks Morning	\$30
Afternoon	\$38
Full Day	\$60
Tennis	\$45
Youth volleyball	\$36
Spirit Team	\$32
<u>Adult Programs</u>	
TKD (Taekwondo) (10 punchcard)	\$35
20 Punchcard	\$60
40 Punchcard	\$90
3 on 3 basketball	\$185
Racquetball league	\$40
<u>Racquetball</u>	
Daily	\$5 PP/Hr
1 Month	\$30
Punchcard (14 Punches)	\$46
Adult volleyball	\$33/game
Adult volleyball double headers	\$33/game
Beginner golf	\$48
<u>Softball (team fee)</u>	
Plus men 20 games	\$33/game
Plus other leagues 12G	\$33/game
<u>Fall Softball (10 games)</u>	
Team	\$33/game
Teen softball league	\$300
<u>Drop-In Programs</u>	
<u>Ice Arena</u>	
<u>Public skating</u>	
Individual	\$5
Family	\$18
Punchcard (14 Punches)	\$45
Ice skating lessons	negotiable

(ADMINISTRATIVE FEES CONTINUED)**Faribault Family Aquatic Center**

General Admission at Entrance	\$6 w/tax
Active Military Rate	\$3.50 w/tax
Admission After 5:00 pm	\$3.50 w/tax
Resident Discount Passes	
10 passes	\$50 + tax
20 passes	\$90 + tax
30 passes	\$105 + tax
Non-Resident Discount Passes	
10 passes	\$50 + tax
Season Passes	
Individual	\$70 + tax
Family (2A, 2Y Plus \$20 any extra immediate family members)	\$160 + tax + addtl. members
Preseason sale - 10% discount until May 15 for season tickets and discount tickets	
Pool Rental (Before or After hours) per hour rates	\$245 per hour + tax
Free Day on 3rd Wednesday in June	

Park Shelter Reservation Fee

Full day	\$48
Entire park (Not North or South Alexander)	\$250/day

Facility Rent

Regular Hours	
Class rooms	\$20/hour
Gymnasium	\$35/hour
After or Before hours	
Class rooms	\$33/hour
Gymnasium	\$48/hour
Washington Center	
3 hour rental	\$160
12 hour rental	\$275
Community Center (includes 2 hrs pool)	
3 hour rental	\$240
12 hour rental	\$480
Armory Building	
Class rooms	\$25/hour
Gymnasium	\$45/hour
Buckham West	
Dining Hall and Activity Room - during regular hours	\$25/hour
Dining Hall and Activity Room - before or after regular hours	\$35/hour
Conference Room - during regular hours	\$50/hour
Conference Room - before or after regular hours	\$65/hour
Commons Area - during regular hours	\$50/hour
Commons Area - before or after regular hours	\$60/hour
Small Offices - during regular hours	\$15/hour
Small Offices - before or after regular hours	\$20/hour
Military Discount (Active & Families)	10%

CITY OF FARIBAULT

RESOLUTION #2021-263 APPROVE 2022-2026 CAPITAL IMPROVEMENT PLAN

WHEREAS, a five-year Capital Improvement Plan has been prepared that takes into consideration the implementation of policies and programs previously established by the City Council, the urgent need and necessity for certain projects, the appropriate sequence of construction of projects in relationship to other projects, and the capital expenditures necessary to carry on a balanced program; and

WHEREAS, the five-year Capital Improvement Plan allows the City to construct improvements in accordance with predetermined priorities that help stabilize tax rates while revealing the source and extent of funds needed in future years; and

WHEREAS, the City Council intends to annually adopt a five-year Capital Improvement Plan after reviewing, amending and extending the plan an additional year; and

WHEREAS, the scheduling of capital improvement projects allows the public to become aware of long-range municipal needs and provides a mechanism for coordination of project both with one another and with the City's long-range comprehensive plan.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Faribault, Minnesota, hereby approves the 2022-2026 Capital Improvement Plan.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



CAPITAL IMPROVEMENT PLAN 2022 – 2026

CITY OF FARIBAULT
CAPITAL IMPROVEMENT PLAN
2022 - 2026

DIRECTORY OF OFFICIALS

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

Timothy 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	
Transmittal Letter.....	1
Approving Resolution.....	4
Department Summary	5
Funding Source Summary.....	6
Projects by Funding Source and Department.....	7
 SECTION ONE - CAPITAL EQUIPMENT REPLACEMENT	
Capital Replacements by Department:	
Department Summary	14
Funding Source Summary.....	15
Projects by Department and Funding Source.....	16
Airport.....	21
Aquatic.....	22
Community Center.....	22
Engineering	24
Fire	25
Library.....	29
Parks.....	30
Planning and Zoning	39
Police	40
Public Works Administration	43
Sewer Collection	43
Stormwater.....	46
Streets.....	47
Water.....	55
Water Reclamation Facility	59

SECTION TWO – BUILDING MAINTENANCE AND FACILITIES

Major Building Maintenance and Facilities by Department:

Department Summary	63
Funding Source Summary.....	64
Projects and Funding Source by Department.....	65
Airport	69
Aquatic Facility	73
City Hall.....	73
Community Center.....	75
Fire	76
Library.....	77
Parks/Trails	78
Police.....	84
Sewer.....	85
Streets.....	85
Washington Center.....	86
Water.....	86
Water Reclamation Facility	87

SECTION THREE – INFRASTRUCTURE

Department Summary	89
Funding Source Summary.....	90
Projects and Funding Source by Department.....	91
Downtown Improvements.....	96
Street Reconstruction	95
Street Overlays	97
Sidewalk/Trail Improvements	101
Sewer Utility Improvements	104
Storm Water Utility Improvements	107
Water Utility Improvements	110

SECTION FOUR – FUNDING ANALYSIS

Street Improvement Projects Fund (401).....	114
Parkland Dedication Fund (404).....	117
Capital Replacement Fund (431)	120
Public Facility Fund (437)	124
Water Enterprise Fund (601)	127
Sewer Enterprise Fund (602)	130
Storm Water Enterprise Fund (603).....	133

SECTION FIVE – LONG TERM PROJECTIONS

Ten Year Projects & Funding Sources.....	137
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December 14, 2021

Mayor Voracek and City Council Members
City of Faribault
208 NW 1st Avenue
Faribault, MN 55021

RE: Capital Improvement Plan 2022-2026

Dear Mayor and City Council:

The City Council and its staff have been entrusted with the responsibility for ensuring that the infrastructure of the community is kept in an appropriate state of repair, and is improved to meet the needs of growth and development.

The City is charged with proper maintenance of the Community's infrastructure and assets. Our responsibility to the City is to make critical decisions about the priorities for infrastructure maintenance. These decisions must be made not only on the basis of need, but also on the basis of availability of resources, and the long-term impact on the Community.

One of the best approaches to this decision making process is to use long-range planning as a means of identifying needs, available resources, and the significance of the impact. The five-year Capital Improvement Plan (CIP) is a long-range planning tool the City can successfully use in setting the priorities for the Community's infrastructure improvement.

While the physical improvements in the 2022-2026 CIP can be amended as circumstances warrant, the CIP does provide a solid framework for allocating personnel and finances, while coordinating the activities of various departments. The cost estimates used are indeed estimates and can be refined during the budget process, in feasibility studies, and bidding processes.

WHY DEVELOP A CAPITAL IMPROVEMENT PLAN?

A Capital Improvement Plan involves:

1. Identifying major public facilities needed to serve existing development, or
2. Determining when these improvements should be provided, and
3. Deciding how to finance them.

Programming capital improvements provides one significant way of realizing the City's Comprehensive Plan and Community Management Plan. A CIP does this by developing methods to achieve projects identified, by specifying the timing and/or staging of public facilities to support the sequence of growth proposed in the plan, and assuring the needed public facilities will be available to support existing needs and planning growth.

A CIP is also a way for the City Council to state its recognition of and commitment to future City capital needs by utilizing this method of planning for the City's capital improvements and scheduling the expenditures over a period of several years in order to maximize the use of public funds. It is the means of coordinating the physical development plan with a financial plan. The CIP should be updated each year and extended one year to compensate for the year expired. In this way, a CIP is a current document that is kept responsive to the City's changing conditions and needs.

Carefully planned and prepared, a CIP will enable the City to realize a number of benefits:

- Major improvements can be anticipated in advance rather than overlooked until critically needed. Thus, large expenditures can be budgeted over a period of several years.
- Several community development projects contained in the comprehensive plan stand a better chance of being implemented if they are included in the Capital Improvement Plan (i.e. traffic improvement projects, a total permanent street network, utility system improvements).
- It enables the City Council to focus its attention on the needs of the entire City and to put into perspective pressure from special interest groups and proponents of special projects.
- It enables the City to take a long-range view of needed improvements and determine responsibilities for future development within a context of the whole picture of the City's needs and ability to pay.
- Projects can be scheduled within the City's anticipated ability to finance, and time is available to determine merits of various sources of revenue.
- Capital programming permits better coordination between the various City departments, and facilities coordination with other government agencies.
- Capital planning improves the City's ability to use State and Federal financial assistance programs. Applications can be timed to fit the development schedule.

FINANCIAL PLAN

A critical portion of the CIP is the planned method of finance. Before a CIP is adopted, it is necessary to examine in detail the financial status of the City. The analysis of this status should include the following:

- Revenue sources (past trends, current and future estimates)
- Operating expenses (past trends, current and future estimates)
- Present and pending capital improvement expenditures

- Present bonded indebtedness, terms of retirement, projected debt service payments and statutory limits
- Projection of operating and maintenance costs related to proposed capital improvement projects
- Establishment of fiscal policy to determine whether to issue bonds for capital projects, utilize general revenues, request federal and state aid and establishment of an assessment policy

When considering the CIP, consideration should be given to the timing of the proposed improvements and all available sources of financing. The following questions should be answered:

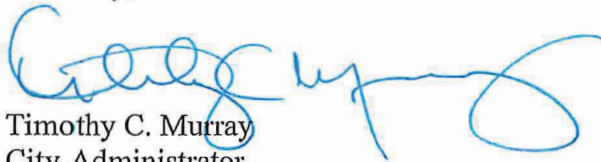
1. Is the improvement needed immediately or can it be delayed until some future date without jeopardizing the Community's welfare?
2. Can the Community absorb the cost through existing revenues and develop projects on a pay-as-you-go basis, or will revenue or general obligation bonds be necessary?
3. Are State and Federal aids available as a source of funding?

While a pay-as-you-go policy is considered desirable, most communities find a need to utilize long-term bonding programs for the best timing and sound financing. Actual methods of financing is presented in greater detail in a separate section.

ADOPTION OF PLAN

All City departments have had the opportunity to provide input on the recommended CIP. It is recommended that the City Council review and adopt the new CIP and amend it as desired.

Sincerely,



Timothy C. Murray
City Administrator

CITY OF FARIBAULT

RESOLUTION #2021-263 APPROVE 2022-2026 CAPITAL IMPROVEMENT PLAN

WHEREAS, a five-year Capital Improvement Plan has been prepared that takes into consideration the implementation of policies and programs previously established by the City Council, the urgent need and necessity for certain projects, the appropriate sequence of construction of projects in relationship to other projects, and the capital expenditures necessary to carry on a balanced program; and

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Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

City of Faribault, Minnesota
Capital Improvement Plan
 2022 thru 2026

DEPARTMENT SUMMARY

Department	2022	2023	2024	2025	2026	Total
Airport	975,000	317,500	740,000	1,861,900	5,522,000	9,416,400
Aquatic Facility	40,000	30,000				70,000
City Hall	58,000	280,000				338,000
Community Center	1,415,000	25,000	10,000	35,500	10,000	1,495,500
Engineering	5,698,000	5,606,725	4,857,480	2,467,500	4,036,750	22,666,455
Fire	235,000	634,000		62,500	25,000	956,500
Library	60,000	35,000			175,000	270,000
Parks	386,000	936,000	412,000	967,000	726,000	3,427,000
Planning and Zoning			20,000			20,000
Police	375,362	377,004	139,142	137,135	141,247	1,169,890
Public Works Administration	34,100					34,100
Sewer Collection	712,000	1,524,000	300,000	300,000	311,500	3,147,500
Storm Water	1,005,000	380,000	190,000	150,000	920,000	2,645,000
Street	662,000	80,000	340,000	640,000	570,000	2,292,000
Washington Center			50,000			50,000
Water	1,687,000	852,000	1,411,000	1,451,000	480,000	5,881,000
Water Reclamation Facility	145,000	20,000	45,000	75,000	15,000	300,000
TOTAL	13,487,462	11,097,229	8,514,622	8,147,535	12,932,497	54,179,345

City of Faribault, Minnesota
Capital Improvement Plan
 2022 thru 2026

FUNDING SOURCE SUMMARY

Source	2022	2023	2024	2025	2026	Total
Airport Fund (225)	162,000	63,500		93,500	367,200	686,200
Capital Replacement Fund (431)	1,320,362	1,357,004	760,142	1,047,135	892,247	5,376,890
FED TAP Grant		640,000				640,000
Federal		925,000				925,000
Federal - FAA	693,000			1,674,900	4,902,300	7,270,200
General Fund	1,000					1,000
Local Trail Connection Grant	100,000					100,000
Municipal State Aid	1,043,000	340,725	2,016,580	365,500	2,016,750	5,782,555
Municipal State Aid-Storm	150,000					150,000
Other				250,000		250,000
Park Improvements (404)	270,000	730,000	195,000	525,000	585,000	2,305,000
Public Facilities Fund (437)	1,549,000	310,000	56,000	30,000	170,000	2,115,000
Rural Fire Association	92,000					92,000
Sanitary Sewer Fund (602)	1,158,200	1,700,250	663,000	570,000	595,250	4,686,700
Special Assessments-Storm	505,000					505,000
Special Assessments-Water			495,000			495,000
State - MnDOT		1,000,000				1,000,000
State - MnDOT - Aeronautics	120,000	254,000		93,500	252,500	720,000
State of MN - Non Interest Loan			740,000			740,000
Storm Water Fund (603)	1,059,700	479,000	619,000	415,000	720,000	3,292,700
Street Imp Projects Fund (401)	3,285,000	2,167,000	1,500,900	1,442,000	1,682,500	10,077,400
Water Fund (601)	1,979,200	1,130,750	1,469,000	1,641,000	748,750	6,968,700
GRAND TOTAL	13,487,462	11,097,229	8,514,622	8,147,535	12,932,497	54,179,345

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Airport								
Replacement - 1996 Ford Tractor & Mower	AIR E 22-01	1	155,000					155,000
Replacement - 2010 Toro 4110-D Mower	AIR E 26-02	2					75,000	75,000
Upgrade Airfield Lights & Electrical System	AIR F 22-02	1	770,000					770,000
Airfield Crack Sealing	AIR F 22-03	1	50,000					50,000
Hangar Design & Site Preparation - Public T-Hangar	AIR F 23-01	2		317,500				317,500
8 Unit Public T-Hangar	AIR F 24-01	2			740,000			740,000
Runway Extension Design/Reconstruction	AIR F 25-01	1				681,900		681,900
Land Acquisition-Runway Extension (4,900')	AIR F 25-02	1				980,000		980,000
EA For Runway Extension	AIR F 25-03	1				200,000		200,000
Runway 12/30 Extension Construction	AIR F 26-01	1					5,447,000	5,447,000
Airport Total			975,000	317,500	740,000	1,861,900	5,522,000	9,416,400
Airport Fund (225)			162,000	63,500		93,500	367,200	686,200
Federal - FAA			693,000			1,674,900	4,902,300	7,270,200
State - MnDOT - Aeronautics			120,000	254,000		93,500	252,500	720,000
State of MN - Non Interest Loan					740,000			740,000
Airport Total			975,000	317,500	740,000	1,861,900	5,522,000	9,416,400
Aquatic Facility								
Replacement - Pool Boiler	AQU E 22-01	1	40,000					40,000
Replacement - Aquatic Center Roof	AQU F 23-01	1		30,000				30,000
Aquatic Facility Total			40,000	30,000				70,000
Capital Replacement Fund (431)			40,000					40,000
Public Facilities Fund (437)				30,000				30,000
Aquatic Facility Total			40,000	30,000				70,000
City Hall								
City Hall Major Repairs	CIH F 22-01	1	50,000	50,000				100,000
City Hall Light Upgrade in Council Chambers	CIH F 22-02	1	8,000					8,000
City Hall Roof Replacement	CIH F 23-01	1		40,000				40,000
City Hall Restroom Remodel on First Floor	CIH F 23-02	2		190,000				190,000
City Hall Total			58,000	280,000				338,000
Public Facilities Fund (437)			58,000	280,000				338,000
City Hall Total			58,000	280,000				338,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Community Center								
Replacement - Fitness Room Equipment	COM E 22-11	1	10,000	10,000	10,000	10,000	10,000	50,000
Replacement - Gymnasium Divider Curtain and Motor	COM E 23-01	2		15,000				15,000
Replacement - Community Center Scoreboard	COM E 25-01	1				17,000		17,000
Replacement - Floor Machine	COM E 25-02	1				8,500		8,500
Community Center Locker Room Floors	COM F 22-01	3	20,000					20,000
Replacement-Community Center/Library Roof & HVAC	COM F 22-10	1	1,385,000					1,385,000
Community Center Total			1,415,000	25,000	10,000	35,500	10,000	1,495,500

Capital Replacement Fund (431)			10,000	25,000	10,000	35,500	10,000	90,500
Public Facilities Fund (437)			1,405,000	0				1,405,000
Community Center Total			1,415,000	25,000	10,000	35,500	10,000	1,495,500

Engineering								
2022 - 2026 Downtown Area Parking Lot/Alley Imp	DWNTWN	3	125,000	50,000	50,000	50,000	50,000	325,000
Replacement - 2007 Ford Pickup	ENG E 24-01	1			40,000			40,000
Replacement -Traffic Counting Equipment	ENG E 25-01	1				10,000		10,000
2022 - 2026 Street Reconstruction	STCON	1	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755
2022 - 2026 Street Overlays	STOVLY	2	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000
2022 - 2026 Sidewalk/Trail Improvements	SWKTRL	3	298,000	1,022,000	436,200	135,000	142,500	2,033,700
Engineering Total			5,698,000	5,606,725	4,857,480	2,467,500	4,036,750	22,666,455

Capital Replacement Fund (431)					40,000	10,000		50,000
FED TAP Grant				640,000				640,000
Federal				925,000				925,000
Local Trail Connection Grant			100,000					100,000
Municipal State Aid			1,043,000	340,725	2,016,580	365,500	1,766,750	5,532,555
Sanitary Sewer Fund (602)			287,500	156,250	318,000	195,000	268,750	1,225,500
State - MnDOT				1,000,000				1,000,000
Storm Water Fund (603)			700,000	99,000	429,000	265,000	50,000	1,543,000
Street Imp Projects Fund (401)			3,285,000	2,167,000	1,500,900	1,442,000	1,682,500	10,077,400
Water Fund (601)			282,500	278,750	553,000	190,000	268,750	1,573,000
Engineering Total			5,698,000	5,606,725	4,857,480	2,467,500	4,036,750	22,666,455

Fire								
Replacement - Fire Pumper Truck 2120	FIR E 22-01	1	184,000					184,000
Northern Industrial Area Outdoor Warning Siren	FIR E 22-03	1	35,000					35,000
Replacement - Rescue Apparatus 2110	FIR E 23-01	1		600,000				600,000
Replacement - Trailer #1	FIR E 23-02	2		9,000				9,000
Low Pressure Airbags	FIR E 23-04	1		25,000				25,000
Replacement - Fire Chief Squad #2104	FIR E 25-01	1				45,000		45,000
Replacement - Lucas 2 Chest Compression Device	FIR E 25-02	1				17,500		17,500
Replacement - UTV	FIR E 26-01	1					25,000	25,000
Fire Station Clean & Seal Exterior	FIR F 22-02	1	16,000					16,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Fire Total			235,000	634,000		62,500	25,000	956,500
<i>Capital Replacement Fund (431)</i>			127,000	634,000		62,500	25,000	848,500
<i>Public Facilities Fund (437)</i>			16,000					16,000
<i>Rural Fire Association</i>			92,000					92,000
Fire Total			235,000	634,000		62,500	25,000	956,500
Library								
Drive-thru Book Return	LIB E 23-01	2		35,000				35,000
Replacement - Library Furniture	LIB E 26-01	1					75,000	75,000
Library Exterior Clean, Seal & Stone Repair/Replace	LIB F 22-02	1	60,000					60,000
Library Elevator Modernization	LIB F 26-02	2					100,000	100,000
Library Total			60,000	35,000			175,000	270,000
<i>Capital Replacement Fund (431)</i>				35,000			75,000	110,000
<i>Public Facilities Fund (437)</i>			60,000				100,000	160,000
Library Total			60,000	35,000			175,000	270,000
Parks								
Replacement - 2002 Toro Ballcart #36	PAR E 22-01	1	26,000					26,000
Replacement - 2012 Ford F250 #9	PAR E 22-02	1	40,000					40,000
Replacement - Snowflakes for Holiday Decoration	PAR E 22-03	2	50,000					50,000
Replacement - Park Playground Equipment	PAR E 22-04	1	75,000	100,000	100,000	450,000	100,000	825,000
Replacement - Toro 5910 16' Mower #14	PAR E 23-01	1		115,000				115,000
Replacement - 2000 Toro Aerator	PAR E 23-02	2		5,000				5,000
Replacement - 2011 Ford F450 Pickup #10	PAR E 23-03	1		60,000				60,000
Replacement - 2003 Toro Ballcart #53	PAR E 23-04	1		26,000				26,000
Replacement - 2009 John Deere Mower Tractor	PAR E 24-01	1			120,000			120,000
Replacement - 2014 Ford F250 Pickup #3	PAR E 24-02	1			40,000			40,000
Replacement - 2009 Diamond Boom Mower #33	PAR E 24-03	1			50,000			50,000
Replacement - 2003 Down Easter Sander	PAR E 24-04	1			7,000			7,000
Replacement - Wood Chipper	PAR E 25-01	1				65,000		65,000
Replacement - 2017 Toolcat #62	PAR E 25-02	1				65,000		65,000
Replacement - 2012 Ford F550 Dump Truck #2	PAR E 25-03	1				62,000		62,000
Replacement - 2014 Bobcat Soil Conditioner #42	PAR E 26-01	1					11,000	11,000
Replacement - 2013 Toro 72" Mower #15	PAR E 26-02	1					60,000	60,000
Prairie Park Development	PAR F 22-01	2	100,000					100,000
Heritage Bluffs Trail	PAR F 22-02	1	75,000					75,000
North Alexander Park Shelter Replacement	PAR F 23-01	2		550,000				550,000
Prairie Park Outdoor Basketball Court	PAR F 23-05	1		60,000				60,000
Soccer Complex Shelter	PAR F 24-04	3			75,000			75,000
White Sands Parking Lot	PAR F 25-04	1				50,000		50,000
North Alexander Park Restrooms/Maint. Building	PAR F 25-05	2				250,000		250,000
Splashpad	PAR F 26-01	1					300,000	300,000
Upgrade South Alexander Park Shelter & Restroom	PAR F 26-05	1					160,000	160,000
Addition - Parking Lot at Jefferson Park	PAR F 26-06	1					50,000	50,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Shed for Parks Equipment	PAR F 26-07	1					20,000	20,000
2022-2026 Trail Improvements/Maintenance	TRAILS	3	20,000	20,000	20,000	25,000	25,000	110,000
Parks Total			386,000	936,000	412,000	967,000	726,000	3,427,000
Capital Replacement Fund (431)			116,000	206,000	217,000	192,000	71,000	802,000
Other						250,000		250,000
Park Improvements (404)			270,000	730,000	195,000	525,000	585,000	2,305,000
Public Facilities Fund (437)							70,000	70,000
Parks Total			386,000	936,000	412,000	967,000	726,000	3,427,000
Planning and Zoning								
Replacement - 2007 Chevrolet Malibu	PLN E 24-01	2			20,000			20,000
Planning and Zoning Total					20,000			20,000
Capital Replacement Fund (431)					20,000			20,000
Planning and Zoning Total					20,000			20,000
Police								
Replacement - Police Investigations Van	POL E 22-02	2	36,500					36,500
Replacement - Marked Patrol Squad Unit #417	POL E 22-03	1	44,500					44,500
Replacement - Marked Patrol Squad Unit #1817	POL E 22-04	1	44,500					44,500
Replacement - Portable Radio (Police & Fire)	POL E 22-05	1	239,862	239,863				479,725
Replacement - Police Squads	POL E 23-01	1		129,265	133,142	137,135	141,247	540,789
Drone for Police Department	POL E 23-02	3		7,876				7,876
Remodel Police Impound Storage Room	POL F 22-01	2	10,000					10,000
Replacement - Police Lower Level Carpet	POL F 24-01	2			6,000			6,000
Police Total			375,362	377,004	139,142	137,135	141,247	1,169,890
Capital Replacement Fund (431)			365,362	377,004	133,142	137,135	141,247	1,153,890
Public Facilities Fund (437)			10,000		6,000			16,000
Police Total			375,362	377,004	139,142	137,135	141,247	1,169,890
Public Works Administration								
Asset Management Software	PWA E 22-01	1	34,100					34,100
Public Works Administration Total			34,100					34,100
General Fund			1,000					1,000
Sanitary Sewer Fund (602)			13,700					13,700
Storm Water Fund (603)			9,700					9,700
Water Fund (601)			9,700					9,700
Public Works Administration Total			34,100					34,100
Sewer Collection								

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Replacement - 2010 Ford F250 #6	SWR E 22-01	2	47,000					47,000
Lift Station Improvements - Park Avenue	SWR E 22-02	1	20,000					20,000
Replacement - Sewer Push Camera	SWR E 22-03	1	10,000					10,000
Replacement - 2012 Ford F250 #3	SWR E 23-01	2		49,000				49,000
Trailer Mount Pressure Washer	SWR E 26-01	1					11,500	11,500
Lift Station Improvements - 7th Street NW	SWR F 22-03	1	60,000					60,000
2022 - 2026 Sanitary Sewer System Improvements	SWR SYST	1	525,000	1,425,000	250,000	250,000	250,000	2,700,000
Sanitary Sewer Structure Rehabilitation	SWR-REHAB	1	50,000	50,000	50,000	50,000	50,000	250,000
Sewer Collection Total			712,000	1,524,000	300,000	300,000	311,500	3,147,500

Sanitary Sewer Fund (602)

Sewer Collection Total

712,000	1,524,000	300,000	300,000	311,500	3,147,500
712,000	1,524,000	300,000	300,000	311,500	3,147,500

Storm Water

2022 - 2026 Storm Water Construction Projects	STW CONST	1	855,000	150,000			650,000	1,655,000
Replacement - 2011 Ford F550 #5	STW E 23-01	1		80,000				80,000
Replacement - 2005 Ford F150 #105	STW E 24-01	1			40,000			40,000
Rover X Sewer Inspection Camera	STW E 26-01	1					120,000	120,000
Structural Stormwater BMP Projects	STW-REHAB	1	150,000	150,000	150,000	150,000	150,000	750,000
Storm Water Total			1,005,000	380,000	190,000	150,000	920,000	2,645,000

Municipal State Aid

Municipal State Aid-Storm

Special Assessments-Storm

Storm Water Fund (603)

Storm Water Total

							250,000	250,000
			150,000					150,000
			505,000					505,000
			350,000	380,000	190,000	150,000	670,000	1,740,000
Storm Water Total			1,005,000	380,000	190,000	150,000	920,000	2,645,000

Street

Replacement - 1995 Chevrolet Pickup #294	STR E 22-01	1	150,000					150,000
Replacement - 2004 Sterling L7500 #104	STR E 22-02	1	220,000					220,000
Replacement - 2010 Sterling #110	STR E 22-03	1	225,000					225,000
Replacement - 2012 Bobcat Skid Steer Loader	STR E 22-04	1	55,000					55,000
Replacement - Sign Plotter	STR E 22-05	1	12,000					12,000
Replacement - 2006 Ford F550 #106	STR E 23-01	1		80,000				80,000
Replacement - 2008 Ford F550 #307	STR E 24-01	1			85,000			85,000
Replacement - 2007 Sterling L7500 #107	STR E 24-02	1			240,000			240,000
Replacement - Bobcat Planer	STR E 24-03	1			15,000			15,000
Replacement - 2008 Ford F250 #407	STR E 25-01	1				50,000		50,000
Replacement - 2010 Int'l Plow Truck #306	STR E 25-02	1				280,000		280,000
Replacement - Elgin Sweeper	STR E 25-03	1				280,000		280,000
Replacement - 2011 Cat Loader #111	STR E 26-01	1					300,000	300,000
Replacement - 2005 Sterling Flusher #105	STR E 26-02	1					240,000	240,000
Replacement - 2005 Sellair Compressor	STR E 26-03	1					30,000	30,000
Replacement - Carpet Public Works Building	STR F 25-01	1				30,000		30,000
Street Total			662,000	80,000	340,000	640,000	570,000	2,292,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			662,000	80,000	340,000	610,000	570,000	2,262,000
Public Facilities Fund (437)						30,000		30,000
Street Total			662,000	80,000	340,000	640,000	570,000	2,292,000
Washington Center								
Upgrade Washington Center Air Conditioning	WCT F 24-01	2			50,000			50,000
Washington Center Total					50,000			50,000
Public Facilities Fund (437)					50,000			50,000
Washington Center Total					50,000			50,000
Water								
Replacement - Water Meter Radios	WAT E 22-01	1	462,000	466,000	466,000			1,394,000
Water Sampling Stations	WAT E 22-02	1	30,000	30,000	30,000	30,000	30,000	150,000
Replacement - Trailer	WAT E 23-01	3		7,000				7,000
Replacement - 2013 Ford F250 #24	WAT E 23-02	1		49,000				49,000
Replacement - CAT Generator	WAT E 24-01	2			40,000			40,000
Replacement - 2014 Dodge Ram #9	WAT E 24-02	1			35,000			35,000
Replacement - Reservoir Liner	WAT E 24-03	2			240,000			240,000
Replacement - John Deere Mower	WAT E 25-01	2				21,000		21,000
Replacement - 2000 CAT 3412 Portable Generator	WAT E 25-02	1				50,000		50,000
Reservoir Demolition	WAT F 22-04	1	115,000					115,000
2022 - 2026 Water System Improvements	WATER	1	1,080,000	200,000	600,000	1,250,000	450,000	3,580,000
2022 - 2026 Valve & Hydrant Replacement	WATER 01	1		100,000		100,000		200,000
Water Total			1,687,000	852,000	1,411,000	1,451,000	480,000	5,881,000
Special Assessments-Water					495,000			495,000
Water Fund (601)			1,687,000	852,000	916,000	1,451,000	480,000	5,386,000
Water Total			1,687,000	852,000	1,411,000	1,451,000	480,000	5,881,000
Water Reclamation Facility								
Replacement - Sludge Lagoon Pump	WRF E 24-01	2			25,000			25,000
Replacement - 2012 Ford Pickup #120	WRF E 25-01	1				50,000		50,000
Replacement - Influent Pump	WRF E 25-02	2				25,000		25,000
Replacement - 15' Rotary Mower	WRF E 26-01	1					15,000	15,000
Replace Variable Speed Frequency Drives (VFD)	WRF F 22-01	1	20,000	20,000	20,000			60,000
Facilities Plan-Water Reclamation Facility	WRF F 22-02	2	125,000					125,000
Water Reclamation Facility Total			145,000	20,000	45,000	75,000	15,000	300,000
Sanitary Sewer Fund (602)			145,000	20,000	45,000	75,000	15,000	300,000
Water Reclamation Facility Total			145,000	20,000	45,000	75,000	15,000	300,000
Grand Total			13,487,462	11,097,229	8,514,622	8,147,535	12,932,497	54,179,345

Capital Equipment

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**CAPITAL EQUIPMENT
DEPARTMENT SUMMARY**

Department	2022	2023	2024	2025	2026	Total
Airport	155,000				75,000	230,000
Aquatic Facility	40,000					40,000
Community Center	10,000	25,000	10,000	35,500	10,000	90,500
Engineering			40,000	10,000		50,000
Fire	219,000	634,000		62,500	25,000	940,500
Library		35,000			75,000	110,000
Parks	191,000	306,000	317,000	642,000	171,000	1,627,000
Planning and Zoning			20,000			20,000
Police	365,362	377,004	133,142	137,135	141,247	1,153,890
Public Works Administration	34,100					34,100
Sewer Collection	77,000	49,000			11,500	137,500
Storm Water		80,000	40,000		120,000	240,000
Street	662,000	80,000	340,000	610,000	570,000	2,262,000
Water	492,000	552,000	811,000	101,000	30,000	1,986,000
Water Reclamation Facility			25,000	75,000	15,000	115,000
TOTAL	2,245,462	2,138,004	1,736,142	1,673,135	1,243,747	9,036,490

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**CAPITAL EQUIPMENT
FUNDING SOURCE SUMMARY**

Source	2022	2023	2024	2025	2026	Total
Airport Fund (225)	108,500				22,500	131,000
Capital Replacement Fund (431)	1,320,362	1,357,004	760,142	1,047,135	892,247	5,376,890
General Fund	1,000					1,000
Other				250,000		250,000
Park Improvements (404)	75,000	100,000	100,000	200,000	100,000	575,000
Rural Fire Association	92,000					92,000
Sanitary Sewer Fund (602)	90,700	49,000	25,000	75,000	26,500	266,200
State - MnDOT - Aeronautics	46,500				52,500	99,000
Storm Water Fund (603)	9,700	80,000	40,000		120,000	249,700
Water Fund (601)	501,700	552,000	811,000	101,000	30,000	1,995,700
GRAND TOTAL	2,245,462	2,138,004	1,736,142	1,673,135	1,243,747	9,036,490

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**CAPITAL EQUIPMENT
PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Airport								
Replacement - 1996 Ford Tractor & Mower	AIR E 22-01	1	155,000					155,000
Replacement - 2010 Toro 4110-D Mower	AIR E 26-02	2					75,000	75,000
Airport Total			155,000				75,000	230,000
<i>Airport Fund (225)</i>			108,500				22,500	131,000
<i>State - MnDOT - Aeronautics</i>			46,500				52,500	99,000
Airport Total			155,000				75,000	230,000
Aquatic Facility								
Replacement - Pool Boiler	AQU E 22-01	1	40,000					40,000
Aquatic Facility Total			40,000					40,000
<i>Capital Replacement Fund (431)</i>			40,000					40,000
Aquatic Facility Total			40,000					40,000
Community Center								
Replacement - Fitness Room Equipment	COM E 22-11	1	10,000	10,000	10,000	10,000	10,000	50,000
Replacement - Gymnasium Divider Curtain and Motor	COM E 23-01	2		15,000				15,000
Replacement - Community Center Scoreboard	COM E 25-01	1				17,000		17,000
Replacement - Floor Machine	COM E 25-02	1				8,500		8,500
Community Center Total			10,000	25,000	10,000	35,500	10,000	90,500
<i>Capital Replacement Fund (431)</i>			10,000	25,000	10,000	35,500	10,000	90,500
Community Center Total			10,000	25,000	10,000	35,500	10,000	90,500
Engineering								
Replacement - 2007 Ford Pickup	ENG E 24-01	1			40,000			40,000
Replacement -Traffic Counting Equipment	ENG E 25-01	1				10,000		10,000
Engineering Total					40,000	10,000		50,000
<i>Capital Replacement Fund (431)</i>					40,000	10,000		50,000
Engineering Total					40,000	10,000		50,000
Fire								

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Replacement - Fire Pumper Truck 2120	FIR E 22-01	1	184,000					184,000
Northern Industrial Area Outdoor Warning Siren	FIR E 22-03	1	35,000					35,000
Replacement - Rescue Apparatus 2110	FIR E 23-01	1		600,000				600,000
Replacement - Trailer #1	FIR E 23-02	2		9,000				9,000
Low Pressure Airbags	FIR E 23-04	1		25,000				25,000
Replacement - Fire Chief Squad #2104	FIR E 25-01	1				45,000		45,000
Replacement - Lucas 2 Chest Compression Device	FIR E 25-02	1				17,500		17,500
Replacement - UTV	FIR E 26-01	1					25,000	25,000
Fire Total			219,000	634,000		62,500	25,000	940,500

Capital Replacement Fund (431)

Rural Fire Association

	127,000	634,000		62,500	25,000	848,500
	92,000					92,000
Fire Total	219,000	634,000		62,500	25,000	940,500

Library

Drive-thru Book Return	LIB E 23-01	2		35,000				35,000
Replacement - Library Furniture	LIB E 26-01	1					75,000	75,000
Library Total				35,000			75,000	110,000

Capital Replacement Fund (431)

		35,000			75,000	110,000
Library Total		35,000			75,000	110,000

Parks

Replacement - 2002 Toro Ballcart #36	PAR E 22-01	1	26,000					26,000
Replacement - 2012 Ford F250 #9	PAR E 22-02	1	40,000					40,000
Replacement - Snowflakes for Holiday Decoration	PAR E 22-03	2	50,000					50,000
Replacement - Park Playground Equipment	PAR E 22-04	1	75,000	100,000	100,000	450,000	100,000	825,000
Replacement - Toro 5910 16' Mower #14	PAR E 23-01	1		115,000				115,000
Replacement - 2000 Toro Aerator	PAR E 23-02	2		5,000				5,000
Replacement - 2011 Ford F450 Pickup #10	PAR E 23-03	1		60,000				60,000
Replacement - 2003 Toro Ballcart #53	PAR E 23-04	1		26,000				26,000
Replacement - 2009 John Deere Mower Tractor	PAR E 24-01	1			120,000			120,000
Replacement - 2014 Ford F250 Pickup #3	PAR E 24-02	1			40,000			40,000
Replacement - 2009 Diamond Boom Mower #33	PAR E 24-03	1			50,000			50,000
Replacement - 2003 Down Easter Sander	PAR E 24-04	1			7,000			7,000
Replacement - Wood Chipper	PAR E 25-01	1				65,000		65,000
Replacement - 2017 Toolcat #62	PAR E 25-02	1				65,000		65,000
Replacement - 2012 Ford F550 Dump Truck #2	PAR E 25-03	1				62,000		62,000
Replacement - 2014 Bobcat Soil Conditioner #42	PAR E 26-01	1					11,000	11,000
Replacement - 2013 Toro 72" Mower #15	PAR E 26-02	1					60,000	60,000
Parks Total			191,000	306,000	317,000	642,000	171,000	1,627,000

Capital Replacement Fund (431)

Other

Park Improvements (404)

	116,000	206,000	217,000	192,000	71,000	802,000
				250,000		250,000
	75,000	100,000	100,000	200,000	100,000	575,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Parks Total			191,000	306,000	317,000	642,000	171,000	1,627,000
Planning and Zoning								
Replacement - 2007 Chevrolet Malibu	PLN E 24-01	2			20,000			20,000
Planning and Zoning Total					20,000			20,000
Capital Replacement Fund (431)					20,000			20,000
Planning and Zoning Total					20,000			20,000
Police								
Replacement - Police Investigations Van	POL E 22-02	2	36,500					36,500
Replacement - Marked Patrol Squad Unit #417	POL E 22-03	1	44,500					44,500
Replacement - Marked Patrol Squad Unit #1817	POL E 22-04	1	44,500					44,500
Replacement - Portable Radio (Police & Fire)	POL E 22-05	1	239,862	239,863				479,725
Replacement - Police Squads	POL E 23-01	1		129,265	133,142	137,135	141,247	540,789
Drone for Police Department	POL E 23-02	3		7,876				7,876
Police Total			365,362	377,004	133,142	137,135	141,247	1,153,890
Capital Replacement Fund (431)			365,362	377,004	133,142	137,135	141,247	1,153,890
Police Total			365,362	377,004	133,142	137,135	141,247	1,153,890
Public Works Administration								
Asset Management Software	PWA E 22-01	1	34,100					34,100
Public Works Administration Total			34,100					34,100
General Fund			1,000					1,000
Sanitary Sewer Fund (602)			13,700					13,700
Storm Water Fund (603)			9,700					9,700
Water Fund (601)			9,700					9,700
Public Works Administration Total			34,100					34,100
Sewer Collection								
Replacement - 2010 Ford F250 #6	SWR E 22-01	2	47,000					47,000
Lift Station Improvements - Park Avenue	SWR E 22-02	1	20,000					20,000
Replacement - Sewer Push Camera	SWR E 22-03	1	10,000					10,000
Replacement - 2012 Ford F250 #3	SWR E 23-01	2		49,000				49,000
Trailer Mount Pressure Washer	SWR E 26-01	1					11,500	11,500
Sewer Collection Total			77,000	49,000			11,500	137,500
Sanitary Sewer Fund (602)			77,000	49,000			11,500	137,500
Sewer Collection Total			77,000	49,000			11,500	137,500
Storm Water								

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Replacement - 2011 Ford F550 #5	STW E 23-01	1		80,000				80,000
Replacement - 2005 Ford F150 #105	STW E 24-01	1			40,000			40,000
Rover X Sewer Inspection Camera	STW E 26-01	1					120,000	120,000
Storm Water Total				80,000	40,000		120,000	240,000

Storm Water Fund (603)

Storm Water Total

80,000	40,000		120,000	240,000
80,000	40,000		120,000	240,000

Street

Replacement - 1995 Chevrolet Pickup #294	STR E 22-01	1	150,000					150,000
Replacement - 2004 Sterling L7500 #104	STR E 22-02	1	220,000					220,000
Replacement - 2010 Sterling #110	STR E 22-03	1	225,000					225,000
Replacement - 2012 Bobcat Skid Steer Loader	STR E 22-04	1	55,000					55,000
Replacement - Sign Plotter	STR E 22-05	1	12,000					12,000
Replacement - 2006 Ford F550 #106	STR E 23-01	1		80,000				80,000
Replacement - 2008 Ford F550 #307	STR E 24-01	1			85,000			85,000
Replacement - 2007 Sterling L7500 #107	STR E 24-02	1			240,000			240,000
Replacement - Bobcat Planer	STR E 24-03	1			15,000			15,000
Replacement - 2008 Ford F250 #407	STR E 25-01	1				50,000		50,000
Replacement - 2010 Int'l Plow Truck #306	STR E 25-02	1				280,000		280,000
Replacement - Elgin Sweeper	STR E 25-03	1				280,000		280,000
Replacement - 2011 Cat Loader #111	STR E 26-01	1					300,000	300,000
Replacement - 2005 Sterling Flusher #105	STR E 26-02	1					240,000	240,000
Replacement - 2005 Sellair Compressor	STR E 26-03	1					30,000	30,000
Street Total			662,000	80,000	340,000	610,000	570,000	2,262,000

Capital Replacement Fund (431)

Street Total

662,000	80,000	340,000	610,000	570,000	2,262,000
662,000	80,000	340,000	610,000	570,000	2,262,000

Water

Replacement - Water Meter Radios	WAT E 22-01	1	462,000	466,000	466,000			1,394,000
Water Sampling Stations	WAT E 22-02	1	30,000	30,000	30,000	30,000	30,000	150,000
Replacement - Trailer	WAT E 23-01	3		7,000				7,000
Replacement - 2013 Ford F250 #24	WAT E 23-02	1		49,000				49,000
Replacement - CAT Generator	WAT E 24-01	2			40,000			40,000
Replacement - 2014 Dodge Ram #9	WAT E 24-02	1			35,000			35,000
Replacement - Reservoir Liner	WAT E 24-03	2			240,000			240,000
Replacement - John Deere Mower	WAT E 25-01	2				21,000		21,000
Replacement - 2000 CAT 3412 Portable Generator	WAT E 25-02	1				50,000		50,000
Water Total			492,000	552,000	811,000	101,000	30,000	1,986,000

Water Fund (601)

Water Total

492,000	552,000	811,000	101,000	30,000	1,986,000
492,000	552,000	811,000	101,000	30,000	1,986,000

Water Reclamation Facility

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Replacement - Sludge Lagoon Pump	WRF E 24-01	2			25,000			25,000
Replacement - 2012 Ford Pickup #120	WRF E 25-01	1				50,000		50,000
Replacement - Influent Pump	WRF E 25-02	2				25,000		25,000
Replacement - 15' Rotary Mower	WRF E 26-01	1					15,000	15,000
Water Reclamation Facility Total					25,000	75,000	15,000	115,000
Sanitary Sewer Fund (602)					25,000	75,000	15,000	115,000
Water Reclamation Facility Total					25,000	75,000	15,000	115,000
Grand Total			2,245,462	2,138,004	1,736,142	1,673,135	1,243,747	9,036,490

Project # AIR E 22-01
 Project Name Replacement - 1996 Ford Tractor & Mower

Capital Asset #
 Unit # 6

Department Airport
 Contact Public Works Director
 Type Equipment
 Useful Life 15 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

Replacement of 1996 Ford Tractor & Mower S#D201733
 Acquisition Date: 6/1/1996
 Hours: 6,259 as of 10/11/2021

Justification

The tractor and mower are used to mow the grass runway and the grass adjacent to the 12/30 runway at the airport.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	155,000					155,000
Total	155,000					155,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)	108,500					108,500
State - MnDOT - Aeronautics	46,500					46,500
Total	155,000					155,000

Project # AIR E 26-02
 Project Name Replacement - 2010 Toro 4110-D Mower

Capital Asset # 21949
 Unit # 1108

Department Airport
 Contact Public Works Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Machinery/Vehicle
 Priority 2 Medium

Description

Replace 2010 Toro 4110-D Mower
 Acquisition date: 1/2010
 Hours: 1,419 as of 10/11/2021

Justification

The mower is used to mow the airfield at the airport.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					75,000	75,000
Total					75,000	75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)					22,500	22,500
State - MnDOT - Aeronautics					52,500	52,500
Total					75,000	75,000

Project # AQU E 22-01
 Project Name Replacement - Pool Boiler

Capital Asset #
 Unit #

Department Aquatic Facility
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

Replacement of one pool heater at the aquatic center.

Justification

The heater is not repairable. It keeps water warm for the patrons.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	40,000					40,000
Total	40,000					40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	40,000					40,000
Total	40,000					40,000

Project # COM E 22-11
 Project Name Replacement - Fitness Room Equipment

Capital Asset #
 Unit #

Department Community Center
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 4 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

Cardio equipment is replaced annually and strength equipment is replaced every ten (10) years.

2030 - Strength Equipment

Justification

Annual replacement of cardio equipment is needed to keep our members coming and using the facility.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Project #

COM E 23-01

Project Name

Replacement - Gymnasium Divider Curtain and Motor

Capital Asset #

Unit #

Description

Replace gymnasium divider curtain and motor.

Justification

This curtain is used to separate the gym into two (2) separate halves to allow more use. It is also a safety feature for adult volleyball as balls fly all over, it keeps them on their side of the gym and does not disrupt other courts.

Only the curtain was replaced in 1999; the motor was not replaced and is 20 years old. Typically both the curtain and motor are replaced at the same time as a new curtain requires a new style of motor.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		15,000				15,000
Total		15,000				15,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		15,000				15,000
Total		15,000				15,000

Project #

COM E 25-01

Project Name

Replacement - Community Center Scoreboard

Capital Asset #

Unit #

Description

Replace the scoreboards in the gymnasium of the Community Center.

Justification

The current scoreboards in gym will be 15 years old and are well past typical life.

This project was moved from 2021 to 2025. The scoreboards continue to be in good working order.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				17,000		17,000
Total				17,000		17,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				17,000		17,000
Total				17,000		17,000

Department

Community Center

Contact

Parks & Recreation Director

Type

Equipment

Useful Life

6 years

Category

Equipment-Miscellaneous

Priority

2 Medium

Department

Community Center

Contact

Parks & Recreation Director

Type

Equipment

Useful Life

10 years

Category

Equipment-Machinery/Vehicle

Priority

1 High

Project #	COM E 25-02
Project Name	Replacement - Floor Machine

Capital Asset #
Unit #

Department Community Center
Contact Parks & Recreation Director
Type Equipment
Useful Life 5 years
Category Equipment-Miscellaneous
Priority 1 High

Description

Floor machine replacement.

Justification

Major impact on the appearance of the facility.

This unit is used sometimes two times per day and is worn out after five (5) years. It was replaced in 2020 and is scheduled for replacement in 2025.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				8,500		8,500
Total				8,500		8,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				8,500		8,500
Total				8,500		8,500

Project #	ENG E 24-01
Project Name	Replacement - 2007 Ford Pickup

Capital Asset # 21145
Unit # 8

Department Engineering
Contact City Engineer
Type Vehicle
Useful Life 12 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2007 Ford Half Ton Pickup - Unit #8

Acquisition Date 5/3/2007

Mileage: 24,411 as of 10/08/2021

Justification

Truck is used by Engineering Technicians.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			40,000			40,000
Total			40,000			40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			40,000			40,000
Total			40,000			40,000

Project # ENG E 25-01
 Project Name Replacement -Traffic Counting Equipment

Department Engineering
 Contact City Engineer
 Type Equipment
 Useful Life 6 years
 Category Equipment-Miscellaneous
 Priority 1 High

Capital Asset #
 Unit #

Description

Replace 2019 Traffic Counting Equipment.

Justification

Unit will be six (6) years old and will have exceeded its useful life. This is a critical piece of equipment for the Engineering Department to complete its work.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				10,000		10,000
Total				10,000		10,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				10,000		10,000
Total				10,000		10,000

Project # FIR E 22-01
 Project Name Replacement - Fire Pumper Truck 2120

Department Fire
 Contact Fire Chief
 Type Equipment
 Useful Life 15 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Capital Asset # 21091
 Unit # 2120

Description

Unit #2120 is a medical response and grass fire apparatus that is half owned by the Rural Fire Protection Association.
 Serial # 7864
 Acquisition Date: 8/11/2006
 Mileage: 81,088 as of 10/11/2021

Justification

Fire apparatus 2120 is a 2006 Ford 4X4. It was scheduled to be replaced in 2021 as it is 15 years old and is starting to nickel and dime the department already. Because of COVID19 and the impact to the townships budgets it was asked to move this out a year. This truck is an everyday usage truck and 15 years is a stretch for this vehicle to last. The City mechanic believes that this apparatus will be very costly to keep much longer than 15 years.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	184,000					184,000
Total	184,000					184,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	92,000					92,000
Rural Fire Association	92,000					92,000
Total	184,000					184,000

Project #	FIR E 22-03
Project Name	Northern Industrial Area Outdoor Warning Siren

Department	Fire
Contact	Fire Chief
Type	Equipment
Useful Life	30 years
Category	Equipment-Miscellaneous
Priority	1 High

Capital Asset #
Unit #

Description

Outdoor warning sirens are placed on poles and utilized to warn the public of impending dangers such as severe weather and hazardous material incidents.

Justification

The City has annexed in a large amount of land that is now home to several businesses with many employees. Outdoor warning sirens alert people that are out of doors (working or on break) of impending emergencies. A siren is needed to alert the citizens in that area.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	35,000					35,000
Total	35,000					35,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	35,000					35,000
Total	35,000					35,000

Project #	FIR E 23-01
Project Name	Replacement - Rescue Apparatus 2110

Department	Fire
Contact	Fire Chief
Type	Equipment
Useful Life	15 years
Category	Equipment-Machinery/Vehicle
Priority	1 High

Capital Asset # 22006
Unit # 2110

Description

Replace fire apparatus #2110 (Rescue truck).

2009 Spartan Chassis Rescue Truck

Mileage: 67,948 as of 10/11/2021

Justification

Our current rescue truck #2110 is a 2009 and will need replacement in 2023.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		600,000				600,000
Total		600,000				600,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		600,000				600,000
Total		600,000				600,000

Project # **FIR E 23-02**
 Project Name **Replacement - Trailer #1**

Capital Asset # 1570
 Unit # TRT1

Department Fire
 Contact Fire Chief
 Type Equipment
 Useful Life 20 years
 Category Equipment-Machinery/Vehicle
 Priority 2 Medium

Description

2003 United Trailer - Serial #3841

Acquisition Date: 07/10/2003

Justification

This trailer, which stores the technical rescue equipment, was acquired with a Homeland Security Grant. The Fire Department plans to replace it at the end of its useful life in 2023.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		9,000				9,000
Total		9,000				9,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		9,000				9,000
Total		9,000				9,000

Project # **FIR E 23-04**
 Project Name **Low Pressure Airbags**

Capital Asset #
 Unit #

Department Fire
 Contact Fire Chief
 Type Equipment
 Useful Life 15 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

Low pressure air bags are a high volume low pressure airbag used in specialized rescue situations.

Justification

According to NFPA 1936-6 rescue bags are to be replaced every 15 years. In 2023 our bags will be 15 years old.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		25,000				25,000
Total		25,000				25,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		25,000				25,000
Total		25,000				25,000

Project #	FIR E 25-01
Project Name	Replacement - Fire Chief Squad #2104

Capital Asset # 22920
Unit # 2104

Department Fire
Contact Fire Chief
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

The existing Fire Chief squad is a 2015 Ford Explorer. Serial #4335
Acquisition Date: 4/3/2014
Mileage: 76,671 as of 10/11/2021

Justification

This vehicle was scheduled to have a ten (10) year useful life. That schedule is a good schedule for the usage of this vehicle. It will be close to 100,000 miles by 2025 and will still have some resale value in 2025. This vehicle is used by the Chief to go to meetings, trainings, respond to calls, and perform everyday tasks necessary to the position.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle				45,000		45,000
Total				45,000		45,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				45,000		45,000
Total				45,000		45,000

Project #	FIR E 25-02
Project Name	Replacement - Lucas 2 Chest Compression Device

Capital Asset # 22328
Unit #

Department Fire
Contact Fire Chief
Type Equipment
Useful Life 10 years
Category Equipment-Miscellaneous
Priority 1 High

Description

The Lucas 2 is an automatic chest compression device used to deliver chest compressions to pulseless patients.

Justification

This machine delivers highly effective chest compressions to pulseless patients. This machine will be ten (10) years old in 2025 and it is very important to have reliable life saving equipment.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				17,500		17,500
Total				17,500		17,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				17,500		17,500
Total				17,500		17,500

Project #	FIR E 26-01
Project Name	Replacement - UTV

Capital Asset # 22294

Unit #

Department Fire
 Contact Fire Chief
 Type Equipment
 Useful Life 10 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

A 2012 Polaris Ranger is currently utilized for wildland fires, remote rescues, and other specialty type emergencies.

Mileage: 762 as of 10/11/2021

Justification

The ability to safely, efficiently, and quickly respond to any type of rescue or fire scenario imaginable is a priority to the Faribault Fire Department. Having a UTV available covers most scenarios that we have been confronted with over the years. Not only having a UTV but having a reliable and up-to-date piece of equipment is important. People rely on us to be able to save their life or property and we owe it to them to have the equipment to assist us with accomplishing that.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					25,000	25,000
Total					25,000	25,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					25,000	25,000
Total					25,000	25,000

Project #	LIB E 23-01
Project Name	Drive-thru Book Return

Capital Asset #

Unit #

Department Library
 Contact Library Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Miscellaneous
 Priority 2 Medium

Description

Secure, weather-resistant, and ADA compliant outdoor book return that is large enough to handle weekend and holiday collections. Securely constructed and resilient to dents and other damage. Anti-graffiti coated. Includes motorized book bins and durable, water-proof covers for the bins to help prevent staff injury and damage to materials when transporting bins during inclement weather.

Justification

Over the years, many library customers have requested a drive-thru book return as an added feature of the library. It would make returning materials easier for elderly people, disabled people, and parents with young children.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		35,000				35,000
Total		35,000				35,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		35,000				35,000
Total		35,000				35,000

Project #	LIB E 26-01
Project Name	Replacement - Library Furniture

Capital Asset #
Unit #

Department Library
Contact Library Director
Type Equipment
Useful Life 10 years
Category Equipment-Miscellaneous
Priority 1 High

Description

Replace library furnishings used by patrons including upholstered chairs, love seats, wooden tables, and wooden chairs.

Justification

The upholstered furniture was last replaced in 2016. The wooden furniture was purchased in 1994. The furniture will have exceeded its useful life.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					75,000	75,000
Total					75,000	75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					75,000	75,000
Total					75,000	75,000

Project #	PAR E 22-01
Project Name	Replacement - 2002 Toro Ballcart #36

Capital Asset # 20145
Unit # 36

Department Parks
Contact Parks & Recreation Director
Type Equipment
Useful Life 15 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2002 Toro 3300D Ballcart - Unit #36

Acquisition Date: 10/14/2002

Hours 1,632 as of 10/08/2021

Justification

This utility vehicle is used for ballfield preparation and general utilities and is used mostly in North Alexander Park.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	26,000					26,000
Total	26,000					26,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	26,000					26,000
Total	26,000					26,000

Project # PAR E 22-02
Project Name Replacement - 2012 Ford F250 #9

Capital Asset # 22906
Unit # 9

Department Parks
Contact Parks & Recreation Director
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2012 Ford F250 Pickup - Unit #9
Acquisition Date: 8/23/2012
Mileage: 27,841 as of 10/8/2021

Justification

This truck is used for general park maintenance and snow plowing.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle	40,000					40,000
Total	40,000					40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	40,000					40,000
Total	40,000					40,000

Project # PAR E 22-03
Project Name Replacement - Snowflakes for Holiday Decoration

Capital Asset #
Unit #

Department Parks
Contact Parks & Recreation Director
Type Equipment
Useful Life 15 years
Category Equipment-Miscellaneous
Priority 2 Medium

Description

Replace current snowflakes used for holiday decoration.

Justification

Current snowflakes are 15 years old and nearing end of useful life.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	50,000					50,000
Total	50,000					50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	50,000					50,000
Total	50,000					50,000

Project #

PAR E 22-04

Project Name

Replacement - Park Playground Equipment

Capital Asset #

Unit #

Department

Parks

Contact

Parks & Recreation Director

Type

Equipment

Useful Life

20 years

Category

Equipment-Miscellaneous

Priority

1 High

Description

Replace playground equipment as follows:

2022 - Blue Bird

2023 - North Alexander

2024 - Forest Park

2025 - Whipple Heights Park

(\$100,000)

- New inclusive playground, which a committee of the Park and Recreation board is working on the locations and amenities.

(\$350,000)

2026 - Seabury Park

2027 - South Alexander Park

2028 - Batchelder Park

2029 - Garfield Park

2030 - Kinder Park

2031 - Kinder Park

2032 - Maple Lawn Park

Justification

Regular replacement of playground equipment to enable staying safe with playground safety inspections.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	75,000	100,000	100,000	450,000	100,000	825,000
Total	75,000	100,000	100,000	450,000	100,000	825,000

Funding Sources	2022	2023	2024	2025	2026	Total
Other				250,000		250,000
Park Improvements (404)	75,000	100,000	100,000	200,000	100,000	575,000
Total	75,000	100,000	100,000	450,000	100,000	825,000

Project # PAR E 23-01
 Project Name Replacement - Toro 5910 16' Mower #14

Capital Asset # 22313
 Unit # 14

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

Toro 5910 16' Mower & Deck - Unit #14

Acquisition Date: 2013

Hours: 3,423 as of 10/08/2021

Justification

Used for mowing parks and along roadways.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		115,000				115,000
Total		115,000				115,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		115,000				115,000
Total		115,000				115,000

Project # PAR E 23-02
 Project Name Replacement - 2000 Toro Aerator

Capital Asset #
 Unit # 51

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 20 years
 Category Equipment-Machinery/Vehicle
 Priority 2 Medium

Description

2000 Toro Aerator
 S #687

Justification

Used to aerate ballfields throughout entire park system.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		5,000				5,000
Total		5,000				5,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		5,000				5,000
Total		5,000				5,000

Project # PAR E 23-03
Project Name Replacement - 2011 Ford F450 Pickup #10

Capital Asset # 21957
Unit # 10

Department Parks
Contact Parks & Recreation Director
Type Vehicle
Useful Life 12 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2011 Ford F450 Pickup - Unit #10
Acquisition Date: 12/30/2010
Mileage: 42,065 as of 10/8/2021

Justification

This truck is used for general park maintenance and snow plowing.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		60,000				60,000
Total		60,000				60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		60,000				60,000
Total		60,000				60,000

Project # PAR E 23-04
Project Name Replacement - 2003 Toro Ballcart #53

Capital Asset # 20145
Unit # 53

Department Parks
Contact Parks & Recreation Director
Type Equipment
Useful Life 15 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2003 Toro 3300D Ballcart - Unit #53
Acquisition Date: 10/3/2003
Hours 1,533 as of 10/8/2021

Justification

This utility vehicle is used for ballfield preparation and general utilities and is used mostly in North Alexander Park.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		26,000				26,000
Total		26,000				26,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		26,000				26,000
Total		26,000				26,000

Project # PAR E 24-01
 Project Name Replacement - 2009 John Deere Mower Tractor

Capital Asset # 22924
 Unit # 52

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

2009 John Deere 6430 Tractor
 S# L06430K607590
 Acquisition Date: 12/1/2014
 Hours: 3,175 as of 10/8/2021

Justification

This unit would be used to run tiller, aerator, fertilizer spreader, broom, etc.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			120,000			120,000
Total			120,000			120,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			120,000			120,000
Total			120,000			120,000

Project # PAR E 24-02
 Project Name Replacement - 2014 Ford F250 Pickup #3

Capital Asset # 22311
 Unit # 3

Department Parks
 Contact Parks & Recreation Director
 Type Vehicle
 Useful Life 10 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

2014 Ford F250 Pickup - Unit #3
 Acquisition Date: 11/1/2013
 Mileage: 23,374 as of 10/8/2021

Justification

Pickup trucks are used for general park maintenance and snow plowing.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			40,000			40,000
Total			40,000			40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			40,000			40,000
Total			40,000			40,000

Project # PAR E 24-03

Project Name Replacement - 2009 Diamond Boom Mower #33

Capital Asset # 22925

Unit # 33

Department Parks

Contact Parks & Recreation Director

Type Equipment

Useful Life 8 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

2009 Diamond Boom Mower - Unit #33

Acquisition Date: 12/1/2014

Hours - 2,980 as of 8/4/2020

Justification

Used for mowing parks and along roadways.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			50,000			50,000
Total			50,000			50,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			50,000			50,000
Total			50,000			50,000

Project # PAR E 24-04

Project Name Replacement - 2003 Down Easter Sander

Capital Asset #

Unit # 19

Department Parks

Contact Parks & Recreation Director

Type Equipment

Useful Life 20 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

2003 Down Easter Sander
S# 5207

Justification

This is used for sanding parking lots and trails during winter season.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			7,000			7,000
Total			7,000			7,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			7,000			7,000
Total			7,000			7,000

Project # PAR E 25-01
Project Name Replacement - Wood Chipper

Capital Asset # 23211
Unit # 26

Department Parks
Contact Parks & Recreation Director
Type Equipment
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Replacement of 2012 Vermeer Wood Chipper

Acquisition Date: 6/22/2012

Hours: 536 as of 10/8/2021

Justification

Used by Parks Department to do tree work in Parks and Streets department in boulevards. Will see more use with emerald ash bore removals.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				65,000		65,000
Total				65,000		65,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				65,000		65,000
Total				65,000		65,000

Project # PAR E 25-02
Project Name Replacement - 2017 Toolcat #62

Capital Asset # 23288
Unit # 62

Department Parks
Contact Parks & Recreation Director
Type Equipment
Useful Life 7 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Toolcat with attachments is one of the most used pieces of equipment besides mowers and pickups.

Acquisition Date: 2017

Hours: 1,752 as of 10/8/2021

Justification

Unit will have exceeded its useful life.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				65,000		65,000
Total				65,000		65,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				65,000		65,000
Total				65,000		65,000

Project # PAR E 25-03
 Project Name Replacement - 2012 Ford F550 Dump Truck #2

Capital Asset # 23271
 Unit # 2

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 12 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

2012 Ford F550 Dump Truck - Unit #2

Acquisition Date: 9/5/2012

Mileage: 27,763 as of 10/8/2021

Justification

This pickup truck is used for general park maintenance and snow plowing.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				62,000		62,000
Total				62,000		62,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				62,000		62,000
Total				62,000		62,000

Project # PAR E 26-01
 Project Name Replacement - 2014 Bobcat Soil Conditioner #42

Capital Asset # 22913
 Unit # 42

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

2014 Bobcat Soil Conditioner - Unit #42

Acquisition Date: 5/2/2014

Justification

This attachment is used regularly prior to seeding or adding sod.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					11,000	11,000
Total					11,000	11,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					11,000	11,000
Total					11,000	11,000

Project # PAR E 26-02
 Project Name Replacement - 2013 Toro 72" Mower #15

Capital Asset # 22930
 Unit # 15

Department Parks
 Contact Parks & Recreation Director
 Type Equipment
 Useful Life 10 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

2013 Toro 360 72" Mower - Unit #15

Acquisition Date: 2/25/2015

Hours: 1,641 as of 10/8/2021

Justification

Unit will be three (3) years past its expected life. It is used in small parks.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					60,000	60,000
Total					60,000	60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					60,000	60,000
Total					60,000	60,000

Project # PLN E 24-01
 Project Name Replacement - 2007 Chevrolet Malibu

Capital Asset # 20273
 Unit # 4

Department Planning and Zoning
 Contact CED Director
 Type Vehicle
 Useful Life 15 years
 Category Equipment-Machinery/Vehicle
 Priority 2 Medium

Description

2007 Chevrolet Malibu
 S# 0276

Acquisition Date: 07/14/2006

Mileage: 55,381 as of 7/1/2021

Justification

This car is used for zoning and compliance inspections.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			20,000			20,000
Total			20,000			20,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			20,000			20,000
Total			20,000			20,000

Project #

POL E 22-02

Project Name

Replacement - Police Investigations Van

Capital Asset # 22318

Unit # 1913

Department

Police

Contact

Police Chief

Type

Equipment

Useful Life

10 years

Category

Equipment-Machinery/Vehicle

Priority

2 Medium

Description

Replace higher mileage Investigations Dodge Caravan with miles expected to approach 100,000 in 2022.

Justification

2013 Dodge Caravan currently has 82,100 miles and is expected to exceed 90,000-100,000 by the time of replacement. The vehicle is an investigator vehicle and has additional idle miles as it is used to conduct surveillance operations at times. Costs below include vehicle setup and vendor emergency lighting package. An unmarked squad requires less expense due to the lower equipment need.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	36,500					36,500
Total	36,500					36,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	36,500					36,500
Total	36,500					36,500

Project #

POL E 22-03

Project Name

Replacement - Marked Patrol Squad Unit #417

Capital Asset # 23285

Unit # 417

Department

Police

Contact

Police Chief

Type

Equipment

Useful Life

5 years

Category

Equipment-Machinery/Vehicle

Priority

1 High

Description

Unit #417 (VIN# 1FM5K8AR7HGD92484) 2017 Ford Utility with current mileage 78,610 as of 10/8/2021. Rotate out the highest mileage marked patrol squad or with the highest maintenance problems. In 2022, squad #417 is due for replacement and is a 2017 Ford Police Explorer with an expected mileage to exceed 95,000 by 2022. This squad has high idle hours and is assigned to multiple officers to drive.

Justification

Costs have increased with Ford due to demand and lack of Ford keeping up with production. Costs have also increased due to Fords newer design which does not allow Faribault to use all previous emergency equipment as the squads are built different. Rotate out the highest mileage marked patrol squad or the vehicle with the highest maintenance problems. Keep fleet consistent, safe at high speed operations, and maintain fleet uniformity.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	44,500					44,500
Total	44,500					44,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	44,500					44,500
Total	44,500					44,500

Project # POL E 22-04
 Project Name Replacement - Marked Patrol Squad Unit #1817

Capital Asset # 23286
 Unit # 1817

Department Police
 Contact Police Chief
 Type Equipment
 Useful Life 5 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

Unit #1817 (VIN# 1FM5K8AR5HGD92483) 2017 Ford Utility, mileage 73,643 as of 10/8/2021. Rotate out the highest mileage marked patrol squad or with the highest maintenance problems. This squad has high idle hours and is assigned to multiple officers to drive.

Justification

Costs have increased with Ford due to demand and lack of Ford keeping up with production. Costs have also increased due to Fords newer design which does not allow Faribault to use all previous emergency equipment as the squads are built different. Rotate out the highest mileage marked patrol squad or the vehicle with the highest maintenance problems. Keep fleet consistent, safe at high speed operations, and maintain fleet uniformity.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	44,500					44,500
Total	44,500					44,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	44,500					44,500
Total	44,500					44,500

Project # POL E 22-05
 Project Name Replacement - Portable Radio (Police & Fire)

Capital Asset # 22269
 Unit #

Department Police
 Contact Police Chief
 Type Equipment
 Useful Life 10 years
 Category Equipment-Miscellaneous
 Priority 1 High

Description

Police and Fire Department portable radio replacements through a quote through State Contract vendor - Motorola Solutions. In 2011, Faribault purchased an 800 Mz armor radio system. Manufacturer recommends replacement of portable radios after seven (7) years and the City is at 10 years and starting to have problems. OEM batteries are no longer available and the older radios cannot be repaired so each radio failure requires full replacement. (Total replacement costs for radios and required components = \$456,854.00) Below reflects two (2) year financing.

Justification

Public safety requires reliable radio equipment and the City of Faribault is beyond manufacturer recommended replacement period of seven (7) years. By purchasing police and fire together the City avoids anticipated 5% annual increase in costs. New radios will be delivered upon order and can be financed by the City over a two (2) year period. (This cost does not include programming as we currently utilize RSCO at no cost).

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	239,862	239,863				479,725
Total	239,862	239,863				479,725

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	239,862	239,863				479,725
Total	239,862	239,863				479,725

Project #

POL E 23-01

Project Name

Replacement - Police Squads

Capital Asset #

Unit #

Department

Police

Contact

Police Chief

Type

Vehicle

Useful Life

5 years

Category

Equipment-Machinery/Vehicle

Priority

1 High

Description

The department rotates and replaces approximately three (3) vehicles per year that reach nearly 100,000 miles or become maintenance problems. This is to ensure safe emergency vehicle operation and rotate out unmarked vehicles that are known to the public. The fleet consists of Admin, CSO, Patrol, K9, and Investigations vehicles. Vehicles rotated between 5-11 years depending on usage.

2022 - 2026 Replace three (3) vehicles per year

Justification

In general, replace two (2) marked squads and one (1) Admin/unmarked/or CSO unit each year. Selection is based on high mileage and need for replacement. Marked squads have extremely high idle hours and high mileage so they typically need replacement around five (5) years while assigned Admin, CSO, or Investigator vehicles can reach 10 years. Marked squads cost more due to equipment needs. A three percent (3%) inflater rate is used for each year in CIP to adjust for anticipated cost increases.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		129,265	133,142	137,135	141,247	540,789
Total		129,265	133,142	137,135	141,247	540,789

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		129,265	133,142	137,135	141,247	540,789
Total		129,265	133,142	137,135	141,247	540,789

Project #

POL E 23-02

Project Name

Drone for Police Department

Capital Asset #

Unit #

Department

Police

Contact

Police Chief

Type

Equipment

Useful Life

5 years

Category

Equipment-Miscellaneous

Priority

3 Low

Description

The DJI Mavic 2 offers a lightweight, agile platform to conduct Drone operations with fast deployment times and rapid charging batteries. The Mavic 2 hosts two (2) cameras, one being a night vision FLIR style lens, with the other being a zooming lens that allows pilots to effectively search, document, and scan large areas quickly. The Mavic 2 is smaller than the drone that we can currently utilize, owned by the Cannon River Task Force.

Justification

Because of this the deployment time is shaved significantly, and the operational parameters are expanded, such as indoor flight and flying in areas full of obstructions or barriers. The Mavic 2 is more maneuverable than other drones and would be a significant addition to the Faribault Police Departments flight team. There also would no longer be a concern of access to a drone, as the current drone that the Police Department has access to is shared by the multi-county task force. There would be no additional training costs associated with this drone for Faribault, as the current flight team would hold the certifications already to pilot this UAS.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		7,876				7,876
Total		7,876				7,876

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		7,876				7,876
Total		7,876				7,876

Project #	PWA E 22-01
Project Name	Asset Management Software

Capital Asset #
Unit #

Department Public Works Administration
Contact Public Works Director
Type Equipment
Useful Life 5 years
Category Technology
Priority 1 High

Description

Asset management software

Justification

GIS based software that will be used to catalog infrastructure data to assist with identifying future improvement needs.

Expenditures	2022	2023	2024	2025	2026	Total
Technology	34,100					34,100
Total	34,100					34,100

Funding Sources	2022	2023	2024	2025	2026	Total
General Fund	1,000					1,000
Sanitary Sewer Fund (602)	13,700					13,700
Storm Water Fund (603)	9,700					9,700
Water Fund (601)	9,700					9,700
Total	34,100					34,100

Project #	SWR E 22-01
Project Name	Replacement - 2010 Ford F250 #6

Capital Asset # 21882
Unit # 6

Department Sewer Collection
Contact Public Works Director
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 2 Medium

Description

Replace 2010 Ford F250 - Unit #6

Acquisition Date: 12/29/2009

Mileage: 79,565 as of 10/11/2021

Justification

2010 Ford F250 is used for customer service (work orders, locates, shutoffs, hydrant painting and flushing).

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle	47,000					47,000
Total	47,000					47,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	47,000					47,000
Total	47,000					47,000

Project #

SWR E 22-02

Project Name

Lift Station Improvements - Park Avenue

Capital Asset #

Unit #

Department

Sewer Collection

Contact

Public Works Director

Type

Equipment

Useful Life

15 years

Category

Equipment-Miscellaneous

Priority

1 High

Description

Replacement of Park Avenue pumps and components.

Justification

Pumps have reached the end of their useful life and require upsizing to ensure reliable service delivery.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	20,000					20,000
Total	20,000					20,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	20,000					20,000
Total	20,000					20,000

Project #

SWR E 22-03

Project Name

Replacement - Sewer Push Camera

Capital Asset #

Unit #

Department

Sewer Collection

Contact

Public Works Director

Type

Equipment

Useful Life

7 years

Category

Equipment-Miscellaneous

Priority

1 High

Description

Sanitary sewer push camera

Justification

Camera is used to inspect sanitary sewer infrastructure and collect data on system condtion.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	10,000					10,000
Total	10,000					10,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	10,000					10,000
Total	10,000					10,000

Project #	SWR E 23-01
Project Name	Replacement - 2012 Ford F250 #3

Capital Asset # 22295
Unit # 3

Department Sewer Collection
Contact Public Works Director
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 2 Medium

Description

Replace 2012 Ford F250 - Unit #3
Acquisition Date: 5/22/2012
Mileage: 63,923 as of 10/11/2021

Justification

2012 Ford F250 is used for sewer cleaning and maintenance.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		49,000				49,000
Total		49,000				49,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)		49,000				49,000
Total		49,000				49,000

Project #	SWR E 26-01
Project Name	Trailer Mount Pressure Washer

Capital Asset #
Unit #

Department Sewer Collection
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment-Miscellaneous
Priority 1 High

Description

Replace trailer mounted pressure washer.

Justification

Pressure washer has reached the end of its useful life and needs to be replaced to be able to continue to use the piece of equipment for lift station and hydrant maintenance.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					11,500	11,500
Total					11,500	11,500

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)					11,500	11,500
Total					11,500	11,500

Project # STW E 23-01

Project Name Replacement - 2011 Ford F550 #5

Capital Asset # 21948

Unit # 5

Department Storm Water

Contact Public Works Director

Type Vehicle

Useful Life 12

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

Replace 2011 Ford F550 - Unit #5

Acquisition Date: 2003 Mileage:

39,078 as of 10/11/2021

Justification

2011 Ford F550 - Truck is used for pulling skid loader trailer and storm sewer maintenance equipment.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		80,000				80,000
Total		80,000				80,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund (603)		80,000				80,000
Total		80,000				80,000

Project # STW E 24-01

Project Name Replacement - 2005 Ford F150 #105

Capital Asset # 20195

Unit # 105

Department Storm Water

Contact Public Works Director

Type Vehicle

Useful Life 12 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

Replace 2005 Ford F150 - Unit #105

Acquisition Date: 6/14/2005

Mileage: 56,366 as of 10/11/2021

Justification

2005 Ford F150 - Truck is used by Engineering Technicians for inspections.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			40,000			40,000
Total			40,000			40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund (603)			40,000			40,000
Total			40,000			40,000

Project #	STW E 26-01
Project Name	Rover X Sewer Inspection Camera

Capital Asset #
Unit #

Department Storm Water
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment-Miscellaneous
Priority 1 High

Description

Replacement of Rover X Sewer Inspection Camera.

Justification

The televising equipment is used for the inspection of lines to identify problem areas and to obtain information for maintenance and repair.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					120,000	120,000
Total					120,000	120,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund (603)					120,000	120,000
Total					120,000	120,000

Project #	STR E 22-01
Project Name	Replacement - 1995 Chevrolet Pickup #294

Capital Asset # 20159
Unit # 294

Department Street
Contact Public Works Director
Type Vehicle
Useful Life 12
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

1995 Chevrolet One Ton Pickup - Unit #294
Acquisition Date: 12/27/1994
Mileage: 70,554 as of 10/11/2021

Justification

Truck is used for signage installations and painting operations.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle	150,000					150,000
Total	150,000					150,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	150,000					150,000
Total	150,000					150,000

Project # STR E 22-02

Project Name Replacement - 2004 Sterling L7500 #104

Capital Asset # 20072

Unit # 104

Department Street

Contact Public Works Director

Type Equipment

Useful Life 15 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

2004 Sterling L7500 - Unit #104

Acquisition Date: 12/16/2003

Mileage: 150,308 as of 10/11/2021

Justification

Truck is used for snow plowing, material transport, sealcoating, and patching of streets.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	220,000					220,000
Total	220,000					220,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	220,000					220,000
Total	220,000					220,000

Project # STR E 22-03

Project Name Replacement - 2010 Sterling #110

Capital Asset # 20165

Unit # 110

Department Street

Contact Public Works Director

Type Equipment

Useful Life 10 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

2010 Sterling Tandem Axle Plow Truck - Unit #110

Acquisition Date: 2/9/2010

Mileage: 127,750 as of 10/11/2021

Justification

Truck is used for snow plowing, material transport, and patching of streets.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	225,000					225,000
Total	225,000					225,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	225,000					225,000
Total	225,000					225,000

Project # STR E 22-04

Project Name Replacement - 2012 Bobcat Skid Steer Loader

Capital Asset # 22902

Unit # 212

Department Street

Contact Public Works Director

Type Equipment

Useful Life 7 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

Replacement of 2012 Bobcat Skid Steer Loader
S#1671

Acquisition Date: 9/18/2012

Hours 2,683 as of 10/11/2021

Justification

This piece of equipment is used for various street maintenance functions.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	55,000					55,000
Total	55,000					55,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	55,000					55,000
Total	55,000					55,000

Project # STR E 22-05

Project Name Replacement - Sign Plotter

Capital Asset #

Unit #

Department Street

Contact Public Works Director

Type Equipment

Useful Life 7 years

Category Equipment-Miscellaneous

Priority 1 High

Description

Sign Plotter & Software

Justification

The sign plotter is used to create street signage. The plotter has reached its useful life.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	12,000					12,000
Total	12,000					12,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)	12,000					12,000
Total	12,000					12,000

Project # STR E 23-01
 Project Name Replacement - 2006 Ford F550 #106

Capital Asset # 20218
 Unit # 106

Department Street
 Contact Public Works Director
 Type Vehicle
 Useful Life 12 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

2006 Ford F550 - Unit #106
 Acquisition Date: 12/14/2005
 Mileage: 24,014 as of 10/11/2021

Justification

Truck is used to transport equipment to job sites.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		80,000				80,000
Total		80,000				80,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)		80,000				80,000
Total		80,000				80,000

Project # STR E 24-01
 Project Name Replacement - 2008 Ford F550 #307

Capital Asset # 21138
 Unit # 307

Department Street
 Contact Public Works Director
 Type Vehicle
 Useful Life 12 years
 Category Equipment-Machinery/Vehicle
 Priority 1 High

Description

2008 Ford F550 - Unit #307
 Acquisition Date: 5/9/2007
 Mileage: 36,018 as of 10/11/2021

Justification

Truck is used to transport equipment to job sites and snow plowing operations.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			85,000			85,000
Total			85,000			85,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			85,000			85,000
Total			85,000			85,000

Project # STR E 24-02

Project Name Replacement - 2007 Sterling L7500 #107

Capital Asset # 21095

Unit # 107

Department Street

Contact Public Works Director

Type Equipment

Useful Life 15 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

2007 Sterling L7500 - Unit #107

Acquisition Date: 4/26/2007

Mileage: 116,491 as of 10/11/2021

Justification

Truck is used for snow plowing, material transport, and patching of streets.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			240,000			240,000
Total			240,000			240,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			240,000			240,000
Total			240,000			240,000

Project # STR E 24-03

Project Name Replacement - Bobcat Planer

Capital Asset # 22901

Unit # 312

Department Street

Contact Public Works Director

Type Equipment

Useful Life 10 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

Bobcat planer attachment.

Acquisition Date: 9/18/2012

Justification

Planer attachment is used for asphalt repairs.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			15,000			15,000
Total			15,000			15,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)			15,000			15,000
Total			15,000			15,000

Project #	STR E 25-01
Project Name	Replacement - 2008 Ford F250 #407

Capital Asset # 21075
Unit # 407

Department Street
Contact Public Works Director
Type Vehicle
Useful Life 12 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2008 Ford F250 - Unit #407

Acquisition Date: 6/25/2007

Mileage: 57,974 as of 10/11/2021

Justification

Truck is used by Street Foreperson to transport equipment to job sites.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle				50,000		50,000
Total				50,000		50,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				50,000		50,000
Total				50,000		50,000

Project #	STR E 25-02
Project Name	Replacement - 2010 Int'l Plow Truck #306

Capital Asset # 21873
Unit # 306

Department Street
Contact Public Works Director
Type Equipment
Useful Life 15 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2010 International Plow Truck - Unit #306

Acquisition Date: 2/9/2010

Mileage: 126,437 as of 10/11/2021

Justification

Truck is used for snow plowing, material transport, and patching of streets.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				280,000		280,000
Total				280,000		280,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				280,000		280,000
Total				280,000		280,000

Project # STR E 25-03
Project Name Replacement - Elgin Sweeper

Capital Asset # 22329
Unit # 115

Department Street
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

2015 Elgin Sweeper - Unit #115

Acquisition Date: 01/2015

Mileage: 15,045 Hours: 4,024 as of 10/11/2021

Justification

Sweeper is used for spring and fall street sweeping. This unit is also used as the main sweeper for sealcoat, milling, patching, and overlay projects.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				280,000		280,000
Total				280,000		280,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)				280,000		280,000
Total				280,000		280,000

Project # STR E 26-01
Project Name Replacement - 2011 Cat Loader #111

Capital Asset # 22002
Unit # 407

Department Street
Contact Public Works Director
Type Equipment
Useful Life 15 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Replace 2011 Caterpillar front end loader

Acquisition Date: 5/25/2011

Hours: 3,972 as of 10/11/2021

Justification

Loader is used for material handling and snow plowing operations.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					300,000	300,000
Total					300,000	300,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					300,000	300,000
Total					300,000	300,000

Project # STR E 26-02

Project Name Replacement - 2005 Sterling Flusher #105

Capital Asset # 20165

Unit # 105

Department Street

Contact Public Works Director

Type Equipment

Useful Life 12 years

Category Equipment-Machinery/Vehicle

Priority 1 High

Description

Replace 2005 Sterling Flusher Truck

Acquisition Date: 11/24/2004

Mileage: 48,116 as of 10/11/2021

Justification

Truck is used for flushing City streets and flooding ice rinks.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					240,000	240,000
Total					240,000	240,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					240,000	240,000
Total					240,000	240,000

Project # STR E 26-03

Project Name Replacement - 2005 Sellair Compressor

Capital Asset #

Unit #

Department Street

Contact Public Works Director

Type Equipment

Useful Life 15 years

Category Equipment-Miscellaneous

Priority 1 High

Description

Replacement - 2005 Sellair compressor

Hours: 790 as of 10/11/2021

Justification

Compressor is used for street maintenance functions.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					30,000	30,000
Total					30,000	30,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)					30,000	30,000
Total					30,000	30,000

Project #

WAT E 22-01

Project Name

Replacement - Water Meter Radios

Capital Asset #

Unit #

Department

Water

Contact

Public Works Director

Type

Equipment

Useful Life

10 years

Category

Equipment-Miscellaneous

Priority

1 High

Description

Replacement of water meter radios.

Justification

Replacement of water meter radios that allow for compatibility with recently upgraded Sensus system software.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	462,000	466,000	466,000			1,394,000
Total	462,000	466,000	466,000			1,394,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)	462,000	466,000	466,000			1,394,000
Total	462,000	466,000	466,000			1,394,000

Project #

WAT E 22-02

Project Name

Water Sampling Stations

Capital Asset #

Unit #

Department

Water

Contact

Public Works Director

Type

Equipment

Useful Life

40 years

Category

Equipment-Miscellaneous

Priority

1 High

Description

Install sampling stations in the water distribution system.

Justification

Install sampling stations in the distribution system to aid in the collection of Minnesota Department of Health required samples.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Project #	WAT E 23-01
Project Name	Replacement - Trailer

Capital Asset #
Unit # 13

Department Water
Contact Public Works Director
Type Equipment
Useful Life 20 years
Category Equipment-Machinery/Vehicle
Priority 3 Low

Description

2003 Towmaster Trailer
S# 1888
Acquisition Date: 02/28/2003

Justification

The trailer is used to haul equipment and supplies to work sites.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment		7,000				7,000
Total		7,000				7,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)		7,000				7,000
Total		7,000				7,000

Project #	WAT E 23-02
Project Name	Replacement - 2013 Ford F250 #24

Capital Asset # 22310
Unit # 24

Department Water
Contact Public Works Director
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Replace 2013 Ford F250 Pickup - Unit #9
Acquisition Date: 2013
Mileage: 38,866 as of 10/11/2021

Justification

Truck is used for water service calls.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle		49,000				49,000
Total		49,000				49,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)		49,000				49,000
Total		49,000				49,000

Project #	WAT E 24-01
Project Name	Replacement - CAT Generator

Capital Asset #
Unit #

Department Water
Contact Public Works Director
Type Equipment
Useful Life 20 years
Category Equipment-Miscellaneous
Priority 2 Medium

Description

1999 CAT 3306 Generator
S#3920

Acquisition Date: 02/08/2003

Justification

Stationary generator to supply back-up power to wells #1 & #3.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			40,000			40,000
Total			40,000			40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)			40,000			40,000
Total			40,000			40,000

Project #	WAT E 24-02
Project Name	Replacement - 2014 Dodge Ram #9

Capital Asset # 22910
Unit # 24

Department Water
Contact Public Works Director
Type Vehicle
Useful Life 10 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Replace 2014 Dodge Ram 1500 Pickup - Unit #9

Acquisition Date: 2014

Mileage: 57,987 as of 10/11/2021

Justification

Dodge Ram is used by the Utilities Superintendent.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle			35,000			35,000
Total			35,000			35,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)			35,000			35,000
Total			35,000			35,000

Project #	WAT E 24-03
Project Name	Replacement - Reservoir Liner

Capital Asset #
Unit #

Department Water
Contact Public Works Director
Type Equipment
Useful Life 20 years
Category Equipment-Miscellaneous
Priority 2 Medium

Description

Replacement of reservoir liner.

Justification

The last inspection of the reservoir found the PVC liner installed in 2008 is starting to detach from the tank walls and needs to be replaced.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			240,000			240,000
Total			240,000			240,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)			240,000			240,000
Total			240,000			240,000

Project #	WAT E 25-01
Project Name	Replacement - John Deere Mower

Capital Asset # 22323
Unit # 21

Department Water
Contact Public Works Director
Type Equipment
Useful Life 10 years
Category Equipment-Miscellaneous
Priority 2 Medium

Description

2015 John Deere Z950 Mower - Unit #21

Acquisition Date: 3/9/2015

Hours: 1,181 as of 10/11/2021

Justification

The mower is used at the Water Department, Utility Shop grounds, and east side reservoir site.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				21,000		21,000
Total				21,000		21,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)				21,000		21,000
Total				21,000		21,000

Project # WAT E 25-02

Project Name Replacement - 2000 CAT 3412 Portable Generator

Department Water

Contact Public Works Director

Type Equipment

Useful Life 10 years

Category Equipment-Miscellaneous

Priority 1 High

Capital Asset #

Unit #

Description

2000 CAT 3412 Portable Generator

Hours: 304 as of 10/11/2021

Justification

Portable generator to provide back-up power to drinking water wells.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				50,000		50,000
Total				50,000		50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)				50,000		50,000
Total				50,000		50,000

Project # WRF E 24-01

Project Name Replacement - Sludge Lagoon Pump

Department Water Reclamation Facility

Contact Public Works Director

Type Equipment

Useful Life 20 years

Category Equipment-Machinery/Vehicle

Priority 2 Medium

Capital Asset #

Unit #

Description

Badger lagoon pump 25' long

Justification

Replacement of sludge lagoon pump for mixing lagoons during land application.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment			25,000			25,000
Total			25,000			25,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)			25,000			25,000
Total			25,000			25,000

Project #	WRF E 25-01
Project Name	Replacement - 2012 Ford Pickup #120

Capital Asset # 22296
Unit # 120

Department Water Reclamation Facility
Contact Public Works Director
Type Vehicle
Useful Life 12 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Replacement of 2012 Ford Super Duty F250 Pickup

Acquisition Date: 5/22/2012

Mileage: 21,944 as of 10/11/2021

Justification

Truck is used by Water Reclamation Facility staff for maintenance functions.

Expenditures	2022	2023	2024	2025	2026	Total
Vehicle				50,000		50,000
Total				50,000		50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)				50,000		50,000
Total				50,000		50,000

Project #	WRF E 25-02
Project Name	Replacement - Influent Pump

Capital Asset #
Unit #

Department Water Reclamation Facility
Contact Public Works Director
Type Equipment
Useful Life 15 years
Category Equipment-Miscellaneous
Priority 2 Medium

Description

Replacement- Influent Pump

Justification

The pump will be at the end of its useful life and will need replacement to ensure reliable conveyance of wastewater through the treatment process.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment				25,000		25,000
Total				25,000		25,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)				25,000		25,000
Total				25,000		25,000

Project #	WRF E 26-01
Project Name	Replacement - 15' Rotary Mower

Capital Asset # 3088
Unit #

Department Water Reclamation Facility
Contact Public Works
Type Equipment
Useful Life 20 years
Category Equipment-Machinery/Vehicle
Priority 1 High

Description

Woods Batwing Mower
S#1013158

Acquisition Date: 04/04/2006

Hours: This is a mower attachment with no hour meter.

Justification

Mower is used to mow weeds at the Water Reclamation Facility and chop corn stalks before land application of biosolids.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment					15,000	15,000
Total					15,000	15,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)					15,000	15,000
Total					15,000	15,000

Public Facilities

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**FACILITIES
DEPARTMENT SUMMARY**

Department	2022	2023	2024	2025	2026	Total
Airport	820,000	317,500	740,000	1,861,900	5,447,000	9,186,400
Aquatic Facility		30,000				30,000
City Hall	58,000	280,000				338,000
Community Center	1,405,000					1,405,000
Fire	16,000					16,000
Library	60,000				100,000	160,000
Parks	195,000	630,000	95,000	325,000	555,000	1,800,000
Police	10,000		6,000			16,000
Sewer Collection	60,000					60,000
Street				30,000		30,000
Washington Center			50,000			50,000
Water	115,000					115,000
Water Reclamation Facility	145,000	20,000	20,000			185,000
TOTAL	2,884,000	1,277,500	911,000	2,216,900	6,102,000	13,391,400

City of Faribault, Minnesota

Capital Improvement Plan

2022 *thru* 2026

**FACILITIES
FUNDING SOURCE SUMMARY**

Source	2022	2023	2024	2025	2026	Total
Airport Fund (225)	53,500	63,500		93,500	344,700	555,200
Federal - FAA	693,000			1,674,900	4,902,300	7,270,200
Park Improvements (404)	195,000	630,000	95,000	325,000	485,000	1,730,000
Public Facilities Fund (437)	1,549,000	310,000	56,000	30,000	170,000	2,115,000
Sanitary Sewer Fund (602)	205,000	20,000	20,000			245,000
State - MnDOT - Aeronautics	73,500	254,000		93,500	200,000	621,000
State of MN - Non Interest Loan			740,000			740,000
Water Fund (601)	115,000					115,000
GRAND TOTAL	2,884,000	1,277,500	911,000	2,216,900	6,102,000	13,391,400

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

FACILITIES

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Airport								
Upgrade Airfield Lights & Electrical System	AIR F 22-02	1	770,000					770,000
Airfield Crack Sealing	AIR F 22-03	1	50,000					50,000
Hangar Design & Site Preparation - Public T-Hangar	AIR F 23-01	2		317,500				317,500
8 Unit Public T-Hangar	AIR F 24-01	2			740,000			740,000
Runway Extension Design/Reconstruction	AIR F 25-01	1				681,900		681,900
Land Acquisition-Runway Extension (4,900')	AIR F 25-02	1				980,000		980,000
EA For Runway Extension	AIR F 25-03	1				200,000		200,000
Runway 12/30 Extension Construction	AIR F 26-01	1					5,447,000	5,447,000
Airport Total			820,000	317,500	740,000	1,861,900	5,447,000	9,186,400
<i>Airport Fund (225)</i>			53,500	63,500		93,500	344,700	555,200
<i>Federal - FAA</i>			693,000			1,674,900	4,902,300	7,270,200
<i>State - MnDOT - Aeronautics</i>			73,500	254,000		93,500	200,000	621,000
<i>State of MN - Non Interest Loan</i>					740,000			740,000
Airport Total			820,000	317,500	740,000	1,861,900	5,447,000	9,186,400
Aquatic Facility								
Replacement - Aquatic Center Roof	AQU F 23-01	1		30,000				30,000
Aquatic Facility Total				30,000				30,000
<i>Public Facilities Fund (437)</i>				30,000				30,000
Aquatic Facility Total				30,000				30,000
City Hall								
City Hall Major Repairs	CIH F 22-01	1	50,000	50,000				100,000
City Hall Light Upgrade in Council Chambers	CIH F 22-02	1	8,000					8,000
City Hall Roof Replacement	CIH F 23-01	1		40,000				40,000
City Hall Restroom Remodel on First Floor	CIH F 23-02	2		190,000				190,000
City Hall Total			58,000	280,000				338,000
<i>Public Facilities Fund (437)</i>			58,000	280,000				338,000
City Hall Total			58,000	280,000				338,000
Community Center								
Community Center Locker Room Floors	COM F 22-01	3	20,000					20,000
Replacement-Community Center/Library Roof & HVAC	COM F 22-10	1	1,385,000					1,385,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Community Center Total			1,405,000					1,405,000
Public Facilities Fund (437)			1,405,000	0				1,405,000
Community Center Total			1,405,000	0				1,405,000

Fire								
Fire Station Clean & Seal Exterior	FIR F 22-02	1	16,000					16,000
Fire Total			16,000					16,000
Public Facilities Fund (437)			16,000					16,000
Fire Total			16,000					16,000

Library								
Library Exterior Clean, Seal & Stone Repair/Replace	LIB F 22-02	1	60,000					60,000
Library Elevator Modernization	LIB F 26-02	2					100,000	100,000
Library Total			60,000				100,000	160,000
Public Facilities Fund (437)			60,000				100,000	160,000
Library Total			60,000				100,000	160,000

Parks								
Prairie Park Development	PAR F 22-01	2	100,000					100,000
Heritage Bluffs Trail	PAR F 22-02	1	75,000					75,000
North Alexander Park Shelter Replacement	PAR F 23-01	2		550,000				550,000
Prairie Park Outdoor Basketball Court	PAR F 23-05	1		60,000				60,000
Soccer Complex Shelter	PAR F 24-04	3			75,000			75,000
White Sands Parking Lot	PAR F 25-04	1				50,000		50,000
North Alexander Park Restrooms/Maint. Building	PAR F 25-05	2				250,000		250,000
Splashpad	PAR F 26-01	1					300,000	300,000
Upgrade South Alexander Park Shelter & Restroom	PAR F 26-05	1					160,000	160,000
Addition - Parking Lot at Jefferson Park	PAR F 26-06	1					50,000	50,000
Shed for Parks Equipment	PAR F 26-07	1					20,000	20,000
2022-2026 Trail Improvements/Maintenance	TRAILS	3	20,000	20,000	20,000	25,000	25,000	110,000
Parks Total			195,000	630,000	95,000	325,000	555,000	1,800,000
Park Improvements (404)			195,000	630,000	95,000	325,000	485,000	1,730,000
Public Facilities Fund (437)							70,000	70,000
Parks Total			195,000	630,000	95,000	325,000	555,000	1,800,000

Police								
Remodel Police Impound Storage Room	POL F 22-01	2	10,000					10,000
Replacement - Police Lower Level Carpet	POL F 24-01	2			6,000			6,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Police Total			10,000		6,000			16,000
Public Facilities Fund (437)			10,000		6,000			16,000
Police Total			10,000		6,000			16,000
Sewer Collection								
Lift Station Improvements - 7th Street NW	SWR F 22-03	1	60,000					60,000
Sewer Collection Total			60,000					60,000
Sanitary Sewer Fund (602)			60,000					60,000
Sewer Collection Total			60,000					60,000
Street								
Replacement - Carpet Public Works Building	STR F 25-01	1				30,000		30,000
Street Total						30,000		30,000
Public Facilities Fund (437)						30,000		30,000
Street Total						30,000		30,000
Washington Center								
Upgrade Washington Center Air Conditioning	WCT F 24-01	2			50,000			50,000
Washington Center Total					50,000			50,000
Public Facilities Fund (437)					50,000			50,000
Washington Center Total					50,000			50,000
Water								
Reservoir Demolition	WAT F 22-04	1	115,000					115,000
Water Total			115,000					115,000
Water Fund (601)			115,000					115,000
Water Total			115,000					115,000
Water Reclamation Facility								
Replace Variable Speed Frequency Drives (VFD)	WRF F 22-01	1	20,000	20,000	20,000			60,000
Facilities Plan-Water Reclamation Facility	WRF F 22-02	2	125,000					125,000
Water Reclamation Facility Total			145,000	20,000	20,000			185,000
Sanitary Sewer Fund (602)			145,000	20,000	20,000			185,000
Water Reclamation Facility Total			145,000	20,000	20,000			185,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Grand Total			2,884,000	1,277,500	911,000	2,216,900	6,102,000	13,391,400

Project #

AIR F 22-02

Project Name

Upgrade Airfield Lights & Electrical System

Capital Asset #

Unit #

Description

Upgrade of the airfield lights and electrical system.

Justification

The lighting and electrical system is a critical component of the airfield operation. The system has reached its useful life. Conversion to LED's will increase efficiency.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	770,000					770,000
Total	770,000					770,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)	38,500					38,500
Federal - FAA	693,000					693,000
State - MnDOT - Aeronautics	38,500					38,500
Total	770,000					770,000

Project #

AIR F 22-03

Project Name

Airfield Crack Sealing

Capital Asset #

Unit #

Description

Crack Sealing Airfield Pavement

Justification

Crack Sealing to extend pavement life cycle.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement	50,000					50,000
Total	50,000					50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)	15,000					15,000
State - MnDOT - Aeronautics	35,000					35,000
Total	50,000					50,000

Department

Airport

Contact

Public Works Director

Type

Maintenance

Useful Life

20 years

Category

Facilities

Priority

1 High

Department

Airport

Contact

Public Works Director

Type

Improvement

Useful Life

10 years

Category

Site Improvement

Priority

1 High

Project #	AIR F 23-01
Project Name	Hangar Design & Site Preparation - Public T-Hangar

Department	Airport
Contact	Public Works Director
Type	Improvement
Useful Life	40 years
Category	Site Improvement
Priority	2 Medium

Capital Asset #	
Unit #	

Description

Hangar Site Preparation for 8-unit Public T-Hangar (Project #AIR F 24-01)

Justification

Site work required to build a new 8 unit Public T-Hangar.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement		317,500				317,500
Total		317,500				317,500

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)		63,500				63,500
State - MnDOT - Aeronautics		254,000				254,000
Total		317,500				317,500

Project #	AIR F 24-01
Project Name	8 Unit Public T-Hangar

Department	Airport
Contact	Public Works Director
Type	Building
Useful Life	40 years
Category	Facilities
Priority	2 Medium

Capital Asset #	
Unit #	

Description

Construct 8-Unit Public T-Hangar

Justification

Construction of a T-Hangar as demand dictates.
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Expenditures	2022	2023	2024	2025	2026	Total
Construction			740,000			740,000
Total			740,000			740,000

Funding Sources	2022	2023	2024	2025	2026	Total
State of MN - Non Interest Loan			740,000			740,000
Total			740,000			740,000

Project #	AIR F 25-01
Project Name	Runway Extension Design/Reconstruction

Capital Asset #
Unit #

Department Airport
Contact Public Works Director
Type Improvement
Useful Life 40 years
Category Site Improvement
Priority 1 High

Description

Design Runway Extension (4,900'); Reconstruction.

Justification

Extension of the runway per the Airport Master Plan.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement				681,900		681,900
Total				681,900		681,900

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)				34,500		34,500
Federal - FAA				612,900		612,900
State - MnDOT - Aeronautics				34,500		34,500
Total				681,900		681,900

Project #	AIR F 25-02
Project Name	Land Acquisition-Runway Extension (4,900')

Capital Asset #
Unit #

Department Airport
Contact Public Works Director
Type Improvement
Useful Life 40 years
Category Site Improvement
Priority 1 High

Description

Land acquisition for Runway Extension (4,900 feet).

Justification

Extension of the runway per the Airport Master Plan.

Expenditures	2022	2023	2024	2025	2026	Total
Land Acquisition				980,000		980,000
Total				980,000		980,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)				49,000		49,000
Federal - FAA				882,000		882,000
State - MnDOT - Aeronautics				49,000		49,000
Total				980,000		980,000

Project #	AIR F 25-03
Project Name	EA For Runway Extension

Department	Airport
Contact	Public Works Director
Type	Improvement
Useful Life	40 years
Category	Site Improvement
Priority	1 High

Capital Asset #

Unit #

Description

Environmental assessment of design runway extension (4,900') reconstruction.

Justification

Extension of the runway per the Airport Master Plan.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement				200,000		200,000
Total				200,000		200,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)				10,000		10,000
Federal - FAA				180,000		180,000
State - MnDOT - Aeronautics				10,000		10,000
Total				200,000		200,000

Project #	AIR F 26-01
Project Name	Runway 12/30 Extension Construction

Department	Airport
Contact	Public Works Director
Type	Improvement
Useful Life	40 years
Category	Site Improvement
Priority	1 High

Capital Asset #

Unit #

Description

Runway 12/30/2026 extension construction

Justification

Extension of the runway to 4,900' as identified in the Airport Master Plan to accommodate larger aircraft.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement					5,447,000	5,447,000
Total					5,447,000	5,447,000

Funding Sources	2022	2023	2024	2025	2026	Total
Airport Fund (225)					344,700	344,700
Federal - FAA					4,902,300	4,902,300
State - MnDOT - Aeronautics					200,000	200,000
Total					5,447,000	5,447,000

Project #

AQU F 23-01

Project Name

Replacement - Aquatic Center Roof

Capital Asset #

Unit #

Description

The aquatic center roof was 20 years old in 2020.

Justification

Roof will need to be replaced before it fails to function.

Department

Aquatic Facility

Contact

Parks & Recreation Director

Type

Maintenance

Useful Life

20 years

Category

Facilities

Priority

1 High

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance		30,000				30,000
Total		30,000				30,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)		30,000				30,000
Total		30,000				30,000

Project #

CIH F 22-01

Project Name

City Hall Major Repairs

Capital Asset #

Unit #

Description

Major repairs for City Hall located at 208 NW First Avenue.

2022 - Carpet replacement for 2nd Floor
2023 - Carpet replacement for 3rd Floor

Justification

Carpet on 2nd floor was replaced in 2010 and 3rd floor in 2011. This will help keep City Hall looking nice.

Department

City Hall

Contact

Parks & Recreation Director

Type

Maintenance

Useful Life

15 years

Category

Facilities

Priority

1 High

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	50,000	50,000				100,000
Total	50,000	50,000				100,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	50,000	50,000				100,000
Total	50,000	50,000				100,000

Project #

CIH F 22-02

Project Name

City Hall Light Upgrade in Council Chambers

Capital Asset #

Unit #

Department

City Hall

Contact

Parks & Recreation Director

Type

Building

Useful Life

10 years

Category

Facilities

Priority

1 High

Description

Upgrade lights to LED in the Council Chambers.

Justification

2012 Maintenance Study

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	8,000					8,000
Total	8,000					8,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	8,000					8,000
Total	8,000					8,000

Project #

CIH F 23-01

Project Name

City Hall Roof Replacement

Capital Asset #

Unit #

Department

City Hall

Contact

Parks & Recreation Director

Type

Building

Useful Life

20 years

Category

Facilities

Priority

1 High

Description

Replace roof at City Hall located at 208 NW First Avenue.

Justification

Roof has reached the age that it needs to be replaced to prevent any water damage to the building.

The roof was last replaced in 1999.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance		40,000				40,000
Total		40,000				40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)		40,000				40,000
Total		40,000				40,000

Project # CIH F 23-02

Project Name City Hall Restroom Remodel on First Floor

Department City Hall
 Contact Parks & Recreation Director
 Type Building
 Useful Life 25 years
 Category Facilities
 Priority 2 Medium

Capital Asset #
 Unit #

Description

Remodel and update City Hall first floor restrooms to be ADA compliant.

Justification

Restrooms are very outdated and not ADA compliant. We are reviewing separate restrooms.

The cost was updated from \$75,000 in the 2021-2025 CIP to \$190,000.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance		190,000				190,000
Total		190,000				190,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)		190,000				190,000
Total		190,000				190,000

Project # COM F 22-01

Project Name Community Center Locker Room Floors

Department Community Center
 Contact Parks & Recreation Director
 Type Building
 Useful Life 10 years
 Category Facilities
 Priority 3 Low

Capital Asset #
 Unit #

Description

Recoating of non-slip surface on locker room floors.

Justification

Current floors will be ten (10) years old and non-slip surface needs to be redone for safety reasons.

Cost was updated from \$17,000 in 2020-2024 to \$20,000. This was due to a more accurate number being provided by a vendor.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	20,000					20,000
Total	20,000					20,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	20,000					20,000
Total	20,000					20,000

Project #

COM F 22-10

Project Name

Replacement - Community Center/Library Roof & HVAC

Capital Asset #

Unit #

Description

Library roof replacement - Community Center roof replacement

The cost of the 2022 roof replacement has been increased from \$350,000 to \$425,000 for the 2022-2026 CIP. In addition, the cost of the 2023 roof replacement has been increased from \$600,000 to \$960,000. Both roof costs have been moved to 2022 to get better pricing for on large project vs. two smaller projects.

Justification

The roofing on these facilities has exceeded its useful life and has been patched multiple times.

Both roof costs have been moved to 2022 to get better pricing for one large project vs. two smaller projects.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	1,385,000					1,385,000
Total	1,385,000					1,385,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	1,385,000	0				1,385,000
Total	1,385,000	0				1,385,000

Project #

FIR F 22-02

Project Name

Fire Station Clean & Seal Exterior

Capital Asset #

Unit #

Description

Clean and seal exterior of Fire Station.

Justification

Protects facility for years to come.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	16,000					16,000
Total	16,000					16,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	16,000					16,000
Total	16,000					16,000

Department

Community Center

Contact

Parks & Recreation Director

Type

Building

Useful Life

20 years

Category

Facilities

Priority

1 High

Project #

LIB F 22-02

Project Name

Library Exterior Clean, Seal & Stone Repair/Replace

Department

Library

Contact

Library Director

Type

Building

Useful Life

10 years

Category

Facilities

Priority

1 High

Capital Asset #

Unit #

Description

Clean and seal the exterior of the library. Repair/replace some deteriorating stones on the sides of the old main entrance steps.

Justification

Preserve and protect exterior of historic building.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	60,000					60,000
Total	60,000					60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	60,000					60,000
Total	60,000					60,000

Project #

LIB F 26-02

Project Name

Library Elevator Modernization

Department

Library

Contact

Library Director

Type

Building

Useful Life

30 years

Category

Facilities

Priority

2 Medium

Capital Asset #

Unit #

Description

Modernize the library elevator.

Justification

The library's elevator was installed in 1994 and is coming to the end of its useful life. To insure the safety of library users and staff, the elevator needs to be modernized.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance					100,000	100,000
Total					100,000	100,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)					100,000	100,000
Total					100,000	100,000

Project #	PAR F 22-01
Project Name	Prairie Park Development

Capital Asset #
Unit #

Department Parks
Contact Parks & Recreation Director
Type Improvement
Useful Life 50 years
Category Site Improvement
Priority 2 Medium

Description

2022 - Grade and level park

Future - Construct ball fields (relocate fields from Teepee Tonka) & building. Discussion is being held with the school district on relocating field to the middle school.

Justification

Park land has been owned by the City since 2005. The park now has houses surrounding it.

Grants will be applied for as they become available.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement	100,000					100,000
Total	100,000					100,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)	100,000					100,000
Total	100,000					100,000

Project #	PAR F 22-02
Project Name	Heritage Bluffs Trail

Capital Asset #
Unit #

Department Parks
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Site Improvement
Priority 1 High

Description

(1) Extend trail along railroad
(2) Crossing of railroad
(3) Fence extended

Justification

To make a safe railroad crossing, extending trail and possibly develop a park.

Improve safety of railroad crossing used by pedestrians to access Teepee Tonka Park from downtown area.

This project was moved from 2021 in the 2021-2025 CIP to 2022.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement	75,000					75,000
Total	75,000					75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)	75,000					75,000
Total	75,000					75,000

Project #

PAR F 23-01

Project Name

North Alexander Park Shelter Replacement

Capital Asset #

Unit #

Department

Parks

Contact

Parks & Recreation Director

Type

Building

Useful Life

50 years

Category

Facilities

Priority

2 Medium

Description

Replace shelter #1 with pavillion.

Justification

Existing shelter is aged with support beams rotting at the surface. Wood siding is weathered and can no longer hold paint. Originally, this shelter was constructed with used lumber. Shelter proposed to be replaced with a pavillion-style building with inside and outside access to restrooms.

Expenditures	2022	2023	2024	2025	2026	Total
Construction		550,000				550,000
Total		550,000				550,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)		550,000				550,000
Total		550,000				550,000

Project #

PAR F 23-05

Project Name

Prairie Park Outdoor Basketball Court

Capital Asset #

Unit #

Department

Parks

Contact

Parks & Recreation Director

Type

Improvement

Useful Life

10 years

Category

Site Improvement

Priority

1 High

Description

Outdoor basketball court for drop-in recreation at Prairie Park.

Justification

Construction of an outdoor recreational basketball court.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement		60,000				60,000
Total		60,000				60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)		60,000				60,000
Total		60,000				60,000

Project # PAR F 24-04

Project Name Soccer Complex Shelter

Department Parks

Contact Parks & Recreation Director

Type Building

Useful Life 20 years

Category Facilities

Priority 3 Low

Capital Asset #

Unit #

Description

Add an additional shelter at the south end of Bahl Field.

Justification

Soccer maintenance committee has advocated for this for several years.

It allows families and teams a place to get out of sun and eat meals.

Expenditures	2022	2023	2024	2025	2026	Total
Construction			75,000			75,000
Total			75,000			75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)			75,000			75,000
Total			75,000			75,000

Project # PAR F 25-04

Project Name White Sands Parking Lot

Department Parks

Contact Parks & Recreation Director

Type Improvement

Useful Life 20 years

Category Site Improvement

Priority 1 High

Capital Asset #

Unit #

Description

Pave parking lot at White Sands Dog Park.

Justification

Parking lot is gravel and gets very muddy after rains and in spring.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement				50,000		50,000
Total				50,000		50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)				50,000		50,000
Total				50,000		50,000

Project #	PAR F 25-05
Project Name	North Alexander Park Restrooms/Maint. Building

Capital Asset #
Unit #

Department Parks
Contact Parks & Recreation Director
Type Building
Useful Life 30 years
Category Facilities
Priority 2 Medium

Description

Remove two (2) existing restroom buildings and reconstruct one maintenance building. Restrooms will be constructed with pavillion.

Justification

One (1) of the existing buildings being removed is not ADA compliant; the other building is very old and needs replacement.

Expenditures	2022	2023	2024	2025	2026	Total
Construction				250,000		250,000
Total				250,000		250,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)				250,000		250,000
Total				250,000		250,000

Project #	PAR F 26-01
Project Name	Splashpad

Capital Asset #
Unit #

Department Parks
Contact Parks & Recreation Director
Type Improvement
Useful Life 20 years
Category Site Improvement
Priority 1 High

Description

Replace or install new playground equipment.
Add splash pad - current desired location is near viaduct.

Justification

New equipment as designated in the Parks master plan.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement					300,000	300,000
Total					300,000	300,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)					300,000	300,000
Total					300,000	300,000

Project # PAR F 26-05

Project Name Upgrade South Alexander Park Shelter & Restroom

Department Parks

Contact Parks & Recreation Director

Type Building

Useful Life 25 years

Category Facilities

Priority 1 High

Capital Asset #

Unit #

Description

Replace or install new picnic shelter at South Alexander Park - shelter and restroom.

Justification

Add new shelters as needed.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance					160,000	160,000
Total					160,000	160,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)					160,000	160,000
Total					160,000	160,000

Project # PAR F 26-06

Project Name Addition - Parking Lot at Jefferson Park

Department Parks

Contact Parks & Recreation Director

Type Improvement

Useful Life 30 years

Category Site Improvement

Priority 1 High

Capital Asset #

Unit #

Description

Jefferson Park parking lot. Used for summer and ice rink use.

Justification

Currently only street parking which gets very dangerous.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance					50,000	50,000
Total					50,000	50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)					50,000	50,000
Total					50,000	50,000

Project #

PAR F 26-07

Project Name

Shed for Parks Equipment

Capital Asset #

Unit #

Description

Addition of shed at North Alexander Park for parks equipment.

Justification

Additional storage space for equipment is needed.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance					20,000	20,000
Total					20,000	20,000
Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)					20,000	20,000
Total					20,000	20,000

Project #

TRAILS

Project Name

2022-2026 Trail Improvements/Maintenance

Capital Asset #

Unit #

Description

TRAIL - 22	Seal coat County 46 by Aldi Distribution Center	\$20,000
TRAIL - 23	Seal coat Prairie to Spring Park	\$20,000
TRAIL - 24	Seal coat 7th Street to 14th Street	\$20,000
TRAIL - 25	Seal coat or overlay for trail maintenance	\$25,000
TRAIL - 26	Seal coat or overlay for trail maintenance	\$25,000

Justification

Trail maintenance to extend pavement life.

Expenditures	2022	2023	2024	2025	2026	Total
Construction	20,000	20,000	20,000	25,000	25,000	110,000
Total	20,000	20,000	20,000	25,000	25,000	110,000
Funding Sources	2022	2023	2024	2025	2026	Total
Park Improvements (404)	20,000	20,000	20,000	25,000	25,000	110,000
Total	20,000	20,000	20,000	25,000	25,000	110,000

Department

Parks

Contact

Parks & Recreation Director

Type

Building

Useful Life

20 years

Category

Facilities

Priority

1 High

Department

Parks

Contact

Parks & Recreation Director

Type

Improvement

Useful Life

10 years

Category

Facilities

Priority

3 Low

Project #	POL F 22-01
Project Name	Remodel Police Impound Storage Room

Department	Police
Contact	Police Chief
Type	Building
Useful Life	15 years
Category	Facilities
Priority	2 Medium

Capital Asset #
Unit #

Description

Remodel the three (3) rooms at the police impound storage area for temporary training.

Justification

Existing rooms have water damage with visible mold that needs removal. Slight demolition work and ceiling replacement and updated lighting is required along with paint. Also, with the potential loss of the RCSO Annex, the department would like to hire a contractor for minor painting, utilize old carpet removed from the library already in storage and install, and make minor cleaning and remodeling to the three (3) existing rooms in impound facility. This would be used to conduct new officer and annual training to include scenario training, less lethal training, mobile field force, use-of-force, and Simmunitions (paintball/firearms) training.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	10,000					10,000
Total	10,000					10,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)	10,000					10,000
Total	10,000					10,000

Project #	POL F 24-01
Project Name	Replacement - Police Lower Level Carpet

Department	Police
Contact	Police Chief
Type	Building
Useful Life	15 years
Category	Facilities
Priority	2 Medium

Capital Asset #
Unit #

Description

Replace 2009 lower level locker room, stairwell, and hallway carpet with square carpet sections to remain pattern constant through the facility. Could replace before 2022 150th anniversary but not an issue to push to 2024.

Justification

The department has been in the police facility since 2009 and has already replaced worn carpet in the main level and upper levels through previous CIP plans to keep the facility looking professional. Carpet in the large EOC lower level was also replaced with funding through the Dispatch Center and Cares Act. Replacement carpet was installed as square panels which increase the ability to repair just a small soiled or damaged area. To remain consistent throughout the facility, some smaller sections in the lower level / locker room still require replacement.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance			6,000			6,000
Total			6,000			6,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)			6,000			6,000
Total			6,000			6,000

Project #	SWR F 22-03
Project Name	Lift Station Improvements - 7th Street NW

Department	Sewer Collection
Contact	Public Works Director
Type	Building
Useful Life	15 years
Category	Facilities
Priority	1 High

Capital Asset #

Unit #

Description

2022 - Replacement of 7th Street NW controls and components.

Justification

2022 - Controls have reached their useful life and need improving to ensure reliable service delivery.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	60,000					60,000
Total	60,000					60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	60,000					60,000
Total	60,000					60,000

Project #	STR F 25-01
Project Name	Replacement - Carpet Public Works Building

Department	Street
Contact	Public Works Director
Type	Building
Useful Life	10 years
Category	Facilities
Priority	1 High

Capital Asset #

Unit #

Description

Replace carpet in Public Works building.

Justification

Carpet will have reached the end of its life cycle and will need replacement.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance				30,000		30,000
Total				30,000		30,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)				30,000		30,000
Total				30,000		30,000

Project #

WCT F 24-01

Project Name

Upgrade Washington Center Air Conditioning

Capital Asset #

Unit #

Department

Washington Center

Contact

Parks & Recreation Director

Type

Improvement

Useful Life

15 years

Category

Facilities

Priority

2 Medium

Description

Upgrade air conditioning units in gymnasium.

Justification

The air conditioning was installed in 2007 and will need to be upgraded.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance			50,000			50,000
Total			50,000			50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)			50,000			50,000
Total			50,000			50,000

Project #

WAT F 22-04

Project Name

Reservoir Demolition

Capital Asset #

Unit #

Department

Water

Contact

Public Works Director

Type

Improvement

Useful Life

Category

Facilities

Priority

1 High

Description

Reservoir Demolition

Justification

The reservoir was part of the old treatment process and is no longer needed for the new filtration plant and needs to be removed.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	115,000					115,000
Total	115,000					115,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)	115,000					115,000
Total	115,000					115,000

Project #

WRF F 22-01

Project Name

Replace Variable Speed Frequency Drives (VFD)

Capital Asset #

Unit #

Department

Water Reclamation Facility

Contact

Public Works Director

Type

Building

Useful Life

10 years

Category

Facilities

Priority

1 High

Description

Replacement of Variable Speed Frequency Drives (VFD).

Justification

The replacement of Variable Speed Frequency Drives (VFD) that operate process control equipment and pumps.

The drives will have reached their useful lives and need to be replaced to ensure plant process operations are not disrupted.

Expenditures	2022	2023	2024	2025	2026	Total
Equipment	20,000	20,000	20,000			60,000
Total	20,000	20,000	20,000			60,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	20,000	20,000	20,000			60,000
Total	20,000	20,000	20,000			60,000

Project #

WRF F 22-02

Project Name

Facilities Plan-Water Reclamation Facility

Capital Asset #

Unit #

Department

Water Reclamation Facility

Contact

Public Works Director

Type

Improvement

Useful Life

20 years

Category

Site Improvement

Priority

2 Medium

Description

Complete a facilities plan for the WRF.

Justification

Conduct a facilities plan to study plant capacity and explore possible alternatives for the next addition/upgrade.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	125,000					125,000
Total	125,000					125,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	125,000					125,000
Total	125,000					125,000

Infrastructure

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**INFRASTRUCTURE
DEPARTMENT SUMMARY**

Department	2022	2023	2024	2025	2026	Total
Engineering	5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455
Sewer Collection	575,000	1,475,000	300,000	300,000	300,000	2,950,000
Storm Water	1,005,000	300,000	150,000	150,000	800,000	2,405,000
Water	1,080,000	300,000	600,000	1,350,000	450,000	3,780,000
TOTAL	8,358,000	7,681,725	5,867,480	4,257,500	5,586,750	31,751,455

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

**INFRASTRUCTURE
FUNDING SOURCE SUMMARY**

Source	2022	2023	2024	2025	2026	Total
FED TAP Grant		640,000				640,000
Federal		925,000				925,000
Local Trail Connection Grant	100,000					100,000
Municipal State Aid	1,043,000	340,725	2,016,580	365,500	2,016,750	5,782,555
Municipal State Aid-Storm	150,000					150,000
Sanitary Sewer Fund (602)	862,500	1,631,250	618,000	495,000	568,750	4,175,500
Special Assessments-Storm	505,000					505,000
Special Assessments-Water			495,000			495,000
State - MnDOT		1,000,000				1,000,000
Storm Water Fund (603)	1,050,000	399,000	579,000	415,000	600,000	3,043,000
Street Imp Projects Fund (401)	3,285,000	2,167,000	1,500,900	1,442,000	1,682,500	10,077,400
Water Fund (601)	1,362,500	578,750	658,000	1,540,000	718,750	4,858,000
GRAND TOTAL	8,358,000	7,681,725	5,867,480	4,257,500	5,586,750	31,751,455

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

INFRASTRUCTURE

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Engineering								
2022 - 2026 Downtown Area Parking Lot/Alley Imp	DWNTWN	3	125,000	50,000	50,000	50,000	50,000	325,000
2022 - 2026 Street Reconstruction	STCON	1	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755
2022 - 2026 Street Overlays	STOVLY	2	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000
2022 - 2026 Sidewalk/Trail Improvements	SWKTRL	3	298,000	1,022,000	436,200	135,000	142,500	2,033,700
Engineering Total			5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455

FED TAP Grant				640,000				640,000
Federal				925,000				925,000
Local Trail Connection Grant			100,000					100,000
Municipal State Aid			1,043,000	340,725	2,016,580	365,500	1,766,750	5,532,555
Sanitary Sewer Fund (602)			287,500	156,250	318,000	195,000	268,750	1,225,500
State - MnDOT				1,000,000				1,000,000
Storm Water Fund (603)			700,000	99,000	429,000	265,000	50,000	1,543,000
Street Imp Projects Fund (401)			3,285,000	2,167,000	1,500,900	1,442,000	1,682,500	10,077,400
Water Fund (601)			282,500	278,750	553,000	190,000	268,750	1,573,000
Engineering Total			5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455

Sewer Collection								
2022 - 2026 Sanitary Sewer System Improvements	SWR SYST	1	525,000	1,425,000	250,000	250,000	250,000	2,700,000
Sanitary Sewer Structure Rehabilitation	SWR-REHAB	1	50,000	50,000	50,000	50,000	50,000	250,000
Sewer Collection Total			575,000	1,475,000	300,000	300,000	300,000	2,950,000

Sanitary Sewer Fund (602)			575,000	1,475,000	300,000	300,000	300,000	2,950,000
Sewer Collection Total			575,000	1,475,000	300,000	300,000	300,000	2,950,000

Storm Water								
2022 - 2026 Storm Water Construction Projects	STW CONST	1	855,000	150,000			650,000	1,655,000
Structural Stormwater BMP Projects	STW-REHAB	1	150,000	150,000	150,000	150,000	150,000	750,000
Storm Water Total			1,005,000	300,000	150,000	150,000	800,000	2,405,000

Municipal State Aid							250,000	250,000
Municipal State Aid-Storm			150,000					150,000
Special Assessments-Storm			505,000					505,000
Storm Water Fund (603)			350,000	300,000	150,000	150,000	550,000	1,500,000
Storm Water Total			1,005,000	300,000	150,000	150,000	800,000	2,405,000

Department	Project #	Priority	2022	2023	2024	2025	2026	Total		
Water										
2022 - 2026 Water System Improvements	WATER	1	1,080,000	200,000	600,000	1,250,000	450,000	3,580,000		
2022 - 2026 Valve & Hydrant Replacement	WATER 01	1		100,000		100,000		200,000		
Water Total			1,080,000	300,000	600,000	1,350,000	450,000	3,780,000		
Special Assessments-Water Water Fund (601)					495,000			495,000		
					1,080,000	300,000	105,000	1,350,000	450,000	3,285,000
					Water Total	1,080,000	300,000	600,000	1,350,000	450,000
Grand Total			8,358,000	7,681,725	5,867,480	4,257,500	5,586,750	31,751,455		

Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # DWNTWN
Project Name 2022 - 2026 Downtown Area Parking Lot/Alley Imp

Type Improvement Department Engineering
Useful Life 20 years Contact City Engineer
Category Infrastructure Priority 3 Low
Capital Asset #
Unit #

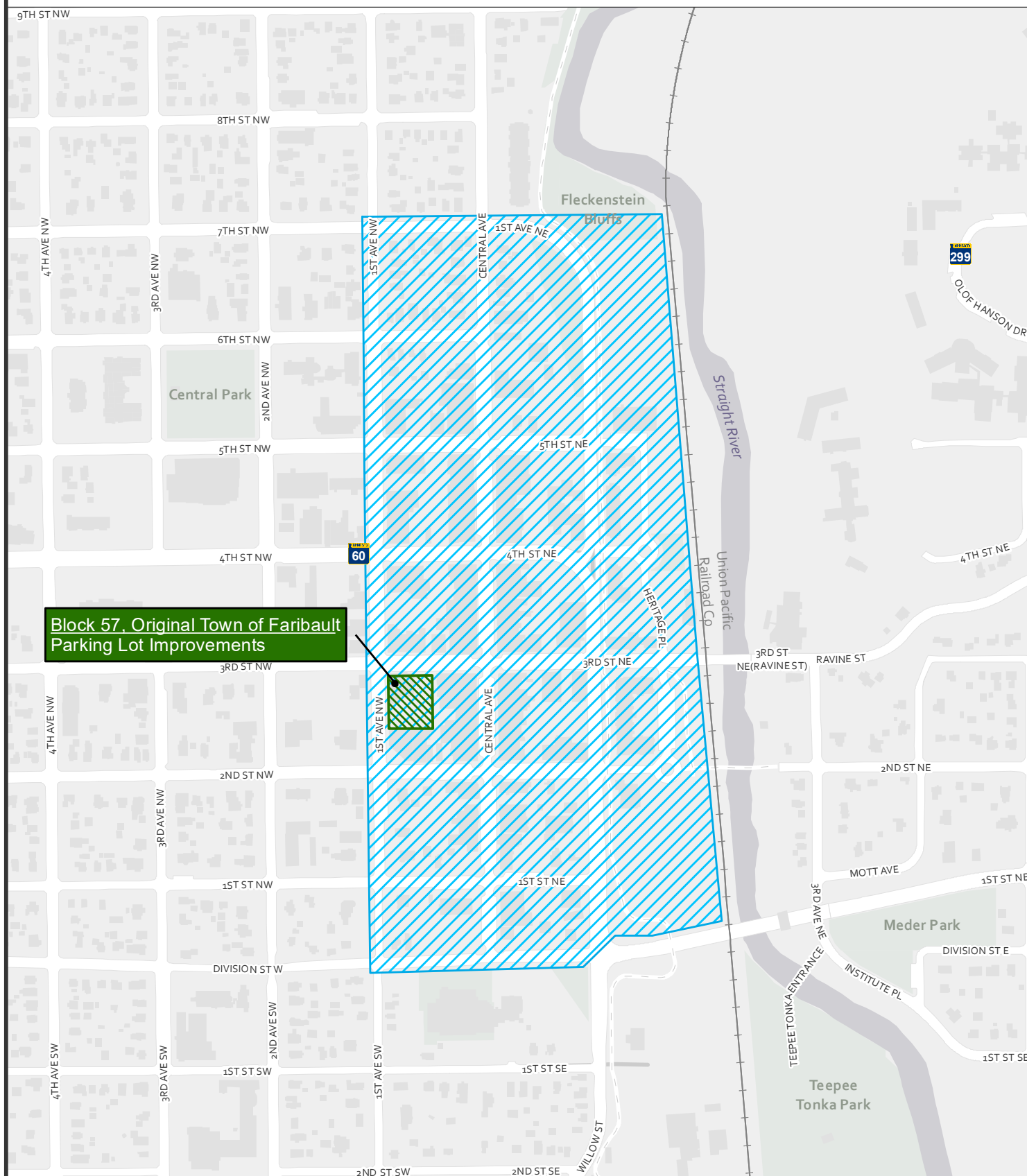
Description		
Various major improvements to the public parking lots, alleys, and streetscape in the Downtown Area.		
DTWN-22A	Annual Miscellaneous Downtown Improvements (Sidewalk, Parking Lots, Lighting, etc)	\$50,000
DTWN-22B	Original Town Block 57 Parking Lot Improvements	\$75,000
DTWN-23A	Annual Miscellaneous Downtown Improvements (Sidewalk, Parking Lots, Lighting, etc)	\$50,000
DTWN-24A	Annual Miscellaneous Downtown Improvements (Sidewalk, Parking Lots, Lighting, etc)	\$50,000
DTWN-25A	Annual Miscellaneous Downtown Improvements (Sidewalk, Parking Lots, Lighting, etc)	\$50,000
DTWN-26A	Annual Miscellaneous Downtown Improvements (Sidewalk, Parking Lots, Lighting, etc.)	\$50,000
Justification		
Overlay or reconstruction of aged or failing pavements, alleys, or sidewalks. Replacement of aged or deteriorated streetscape items such as lighting, railings, and trees.		

Expenditures	2022	2023	2024	2025	2026	Total
Construction	125,000	50,000	50,000	50,000	50,000	325,000
Total	125,000	50,000	50,000	50,000	50,000	325,000

Funding Sources	2022	2023	2024	2025	2026	Total
Street Imp Projects Fund (401)	125,000	50,000	50,000	50,000	50,000	325,000
Total	125,000	50,000	50,000	50,000	50,000	325,000

2022-2026 C.I.P. Downtown Improvements

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0 500 Feet



2022

Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Department Engineering
Contact City Engineer
Type Improvement
Useful Life 50 years
Category Infrastructure
Priority 1 High

Project # STCON
Project Name 2022 - 2026 Street Reconstruction

Capital Asset #
Unit #

Description
STCON-22 Faribault Road (Townsquare Lane to Jensen Drive) Airtech Court Calvary Drive/38th Avenue (TH 60 to Calvary Cemetery) 10th Street SW (9th Avenue SW to Prairie Avenue) Cannon Circle STCON-23 MnDOT Signal Upgrades (City portion TH60/30th Avenue) Cannon Circle (Hulett Avenue to 850' east) 30th Street (TH 3 to 1st Avenue NW) 1st Avenue NW (North End to 30th Street NW) 30th Street NW STCON-24 MnDOT Signal Upgrades (City portion TH60/Ravine, TH60 Western Avenue, TH 21/7th Street NW) Westwood Drive (Highland Place to 8th Street SW) 30th Street NW (1035' east of Industrial Drive to 125' east of Twin Lakes Court) STCON-25 3rd Avenue SW (Division Street to 3rd Street SW) STCON-26 9th Avenue SW (TH60/Fourth Street NW to Division Street)

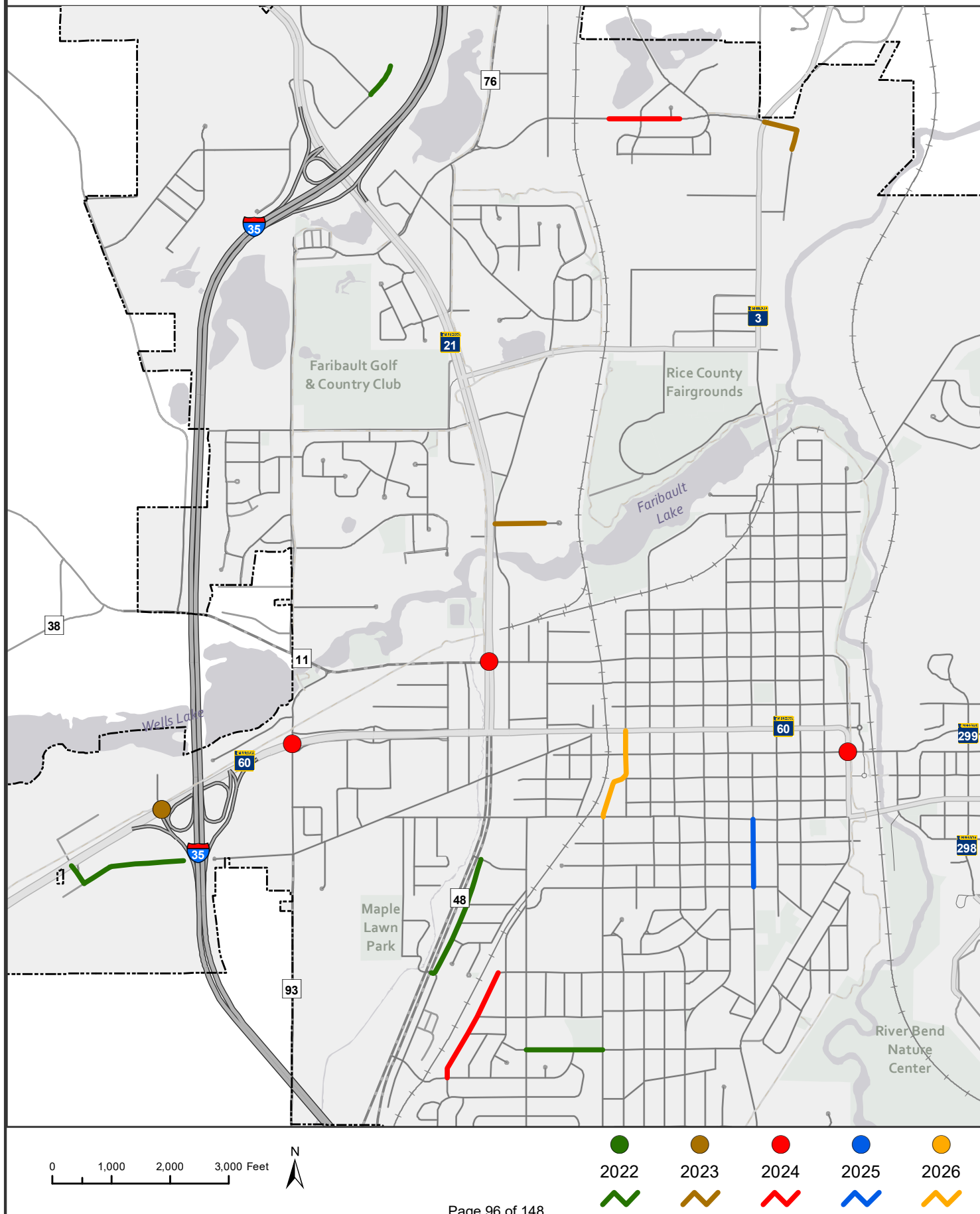
Justification
1) Reconstruction of pavements at end of design life (typically 50-60 years). 2) Utility replacements/extensions/upgrades evaluated and undertaken as warranted. 3) Geometric improvement of roadways (alignment, widths, turn lanes, etc.)

Expenditures	2022	2023	2024	2025	2026	Total
Construction	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755
Total	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755

Funding Sources	2022	2023	2024	2025	2026	Total
Federal		925,000				925,000
Municipal State Aid	845,000	265,725	1,413,280		1,121,250	3,645,255
Sanitary Sewer Fund (602)	277,500	146,250	303,000	180,000	258,750	1,165,500
State - MnDOT		400,000				400,000
Storm Water Fund (603)	675,000	74,000	404,000	240,000		1,393,000
Street Imp Projects Fund (401)	1,790,000	805,000	808,000	480,000		3,883,000
Water Fund (601)	277,500	273,750	543,000	180,000	258,750	1,533,000
Total	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755

2022-2026 C.I.P. Street Recon & Signal Improvements

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Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # STOVLY
Project Name 2022 - 2026 Street Overlays

Type Improvement Department Engineering
Useful Life 15 years Contact City Engineer
Category Infrastructure Priority 2 Medium
Capital Asset #
Unit #

Description
2022 STREETS
Alexander Drive (2nd Avenue NW to Fairgrounds Drive)
6th Street NW (Central Avenue to 8th Avenue NW)
1st Avenue NW (2nd Street NW to 13th Street NW)
8th Street NW (Central Avenue to 2nd Avenue NW)
10th Street NW (Central Avenue to 2nd Avenue NW)
11th Street NE/NW (1st Avenue NE to 2nd Avenue NW)
Newhall Drive (Parshall Street to Matteson Street)
2023 STREETS
1st Street SW (4th Avenue SW to 9th Avenue SW)
2nd Avenue NW (1st Street NW to Division Street)
2nd Avenue SW (Division Street to Tower Place)
3rd Avenue NW (12th Street NW to 14th Street NW)
3rd Street SW (4th Avenue SW to 6th Avenue SW)
7th Avenue NW (TH 60 (4th Street NW) to 7th Street NW)
8th Avenue NW (7th Street NW to 9th Street NW)
8th Street NW (6th Avenue NW to 8th Avenue NW)
Cuyllle Bay (12th Street SW to 12th Street SW)
12th Street SW (6th Avenue SW to Cuyllle Court)
Birn Hill Drive (Western Avenue to 200' west of West Hill Street)
West Hill Street (Western Avenue to Birn Hill Drive)
2nd Avenue NW (TH 60/4th Street NW to 14th Street NW)
14th Street NW (2nd Avenue NW to Central Avenue)
2024 STREETS
Colonial Circle (6th Street SW to south end)
Conliffe Avenue (5th Street SW to south end)
6th Street SW (Faribault Road to Conliffe Avenue)
Hulett Avenue** (TH 60/4th Street NW to 7th Street NW)**
Franklin Avenue (7th Street NW to north end)
George L. Street (Lincoln Avenue NW to Hulett Avenue)
Lincoln AvenueNW (7th Street NW to north end)
8th Street NW (Lincoln Avenue NW to east end)
Hulett Avenue** (7th Street NW to Bradley Road)**
Lincoln Avenue NW (TH 60 (4th Street NW) to 7th Street NW)
2025 STREETS
15-1/2th Street NW (22nd Avenue NW to 25th Avenue NW)
15th Street NW (22nd Avenue NW to east end)
21st Avenue NW (Paulis Drive to 16th Street NW)
23rd Avenue NW (Cornell Drive to 15-1/2 Street NW)
25th Avenue NW (Birn Hill Lane to 17th Street NW)
Birn Hill Drive (200' west of West Hill Street to 198th Street)
Birn Hill Lane (25th Avenue NW to Birn Hill Drive)
Johnny Ridge Road (24th Avenue NW to 25th Avenue NW)
24th Avenue NW (Cornell Drive to 17th Street NW)

City of Faribault, Minnesota

Paulis Drive	(Fairway Drive to 21st Avenue NW)
Parlin Circle	(15th Street NW to north end)
Jefferson Place	(Willow Street to Fairview Avenue)
Fairview Avenue	(Garfield Place to Jefferson Place)
Cardinal Avenue	(30th Street NW to Cardinal Lane)
Cardinal Lane	(30th Street NW to Cardinal Avenue)
Hulett Avenue	(Bradley Road to 20th Street NW (TH 3))
1st Avenue NE	(5th Street NE to Central Avenue)

2026 STREETS

11th Street NW	(2nd Avenue NW to 4th Avenue NW)
1st Street NE**	(Erblang Avenue to 11th Avenue NE)**
2nd Street NE	(3rd Avenue NE to Shumway Avenue)
3rd Avenue NW	(7th Street NW to 12th Street NW)
3rd Street SW	(6th Avenue SW to 9th Avenue SW)
5th Avenue NE	(1st Street NE/TH 60 to 3rd Street NE)
5th Avenue NW	(8th Street to 9th Street NW)
5th Avenue SW	(3rd Street to 4th Street SW)
5th Avenue SW	(8th Street to 6th Avenue SW)
5th Avenue SW	(Tyman Place to 8th Street SW)
9th Street NW	(5th Avenue NW to 7th Avenue NW)
6th Avenue NW	(7th Street NW to 9th Street NW)
6th Avenue SW	(5th Avenue SW to 9th Street SW)
6th Avenue SW	(Tatepaha Boulevard to 8th Street SW)
6th Avenue SW	(8th Street SW to 5th Avenue SW)
6th Avenue SW	(Division Street to 4th Street SW)
7th Avenue NW	(4th Street NW/TH 60 to 7th Street NW)
7th Avenue SW	(Division Street to 3rd Street SW)
7th Avenue SW	(10th Street SW to 12th Street SW)
8th Avenue SW	(2nd Street SW to 350' N of 3rd Street SW)
8th Avenue SW	(8th Street SW to 9th Street SW)
9th Street NW	(Central Avenue to 1st Avenue NW)
Sunbird Drive	(Sunshine Lane to south end)
7th Avenue NW	(7th Street NW to 9th Street NW)
8th Avenue NW	(4th Street NW/TH 60 to 7th Street NW)
8th Avenue NW	(20th Street NW/TH 3 to 24th Street NW)
14th Street NE	(518' NW of Shumway Avenue to 231' SW of Legacy Drive)
2nd Street NW	(1st Avenue NW to 4th Avenue NW)

**New concrete sidewalk construction proposed to be done in conjunction with overlay improvements.

Justification

Extend useful life of existing pavement.

Expenditures	2022	2023	2024	2025	2026	Total
Construction	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000
Total	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000

Funding Sources	2022	2023	2024	2025	2026	Total
Municipal State Aid		75,000	390,000	302,500	645,500	1,413,000
Sanitary Sewer Fund (602)	10,000	10,000	15,000	15,000	10,000	60,000
State - MnDOT		600,000				600,000

Capital Improvement Plan

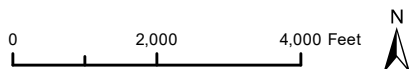
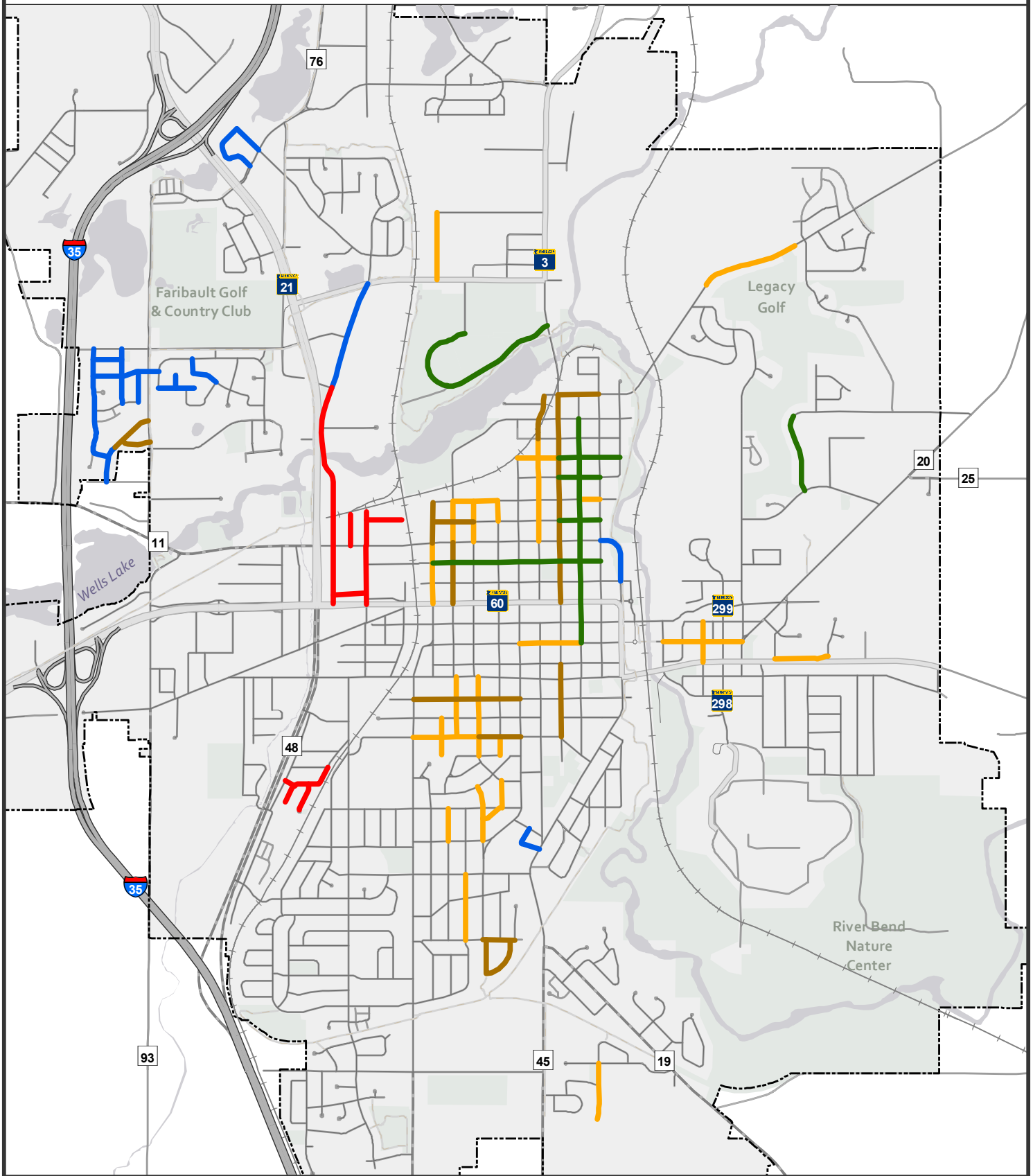
2022 *thru* 2026

City of Faribault, Minnesota

Storm Water Fund (603)	25,000	25,000	25,000	25,000	50,000	150,000
Street Imp Projects Fund (401)	1,370,000	930,000	420,000	840,000	1,490,000	5,050,000
Water Fund (601)	5,000	5,000	10,000	10,000	10,000	40,000
Total	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000

2022-2026 C.I.P. Street Overlays

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~ 2022
 ~ 2023
 ~ 2024
 ~ 2025
 ~ 2026

Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # SWKTRL
Project Name 2022 - 2026 Sidewalk/Trail Improvements

Type Improvement Department Engineering
Useful Life 30 years Contact City Engineer
Category Infrastructure Priority 3 Low
Capital Asset #
Unit #

Description		
TRL-22A	CSAH 48/Lyndale Avenue (Highland Place to Town Square Lane)	\$298,000
TRL-23A	TH 3 Northern Link Trail Connection (Hulett Avenue to N Alexander Park)	\$1,022,000
SWK-24A**	Hulett Avenue (TH 60 to George L Street)	\$30,000
SWK-24B**	Hulett Avenue (7th Street NW to Bradley Road)	\$192,000
SWK-24C**	30th Street NW (Industrial Drive to 1100' East)	\$66,000
SWK-24D**	Westwood Drive (Highland Place to 8th Street SW)	\$121,200
SWK-24E**	8th Street SW (Westwood Drive to Prairie Avenue)	\$27,000
SWK-25A**	Hulett Avenue (Bradley Road to 20th Street NW)	\$63,000
SWK-25B**	Cardinal Avenue (Cardinal Lane to 30th Street NW)	\$39,000
SWK-25C**	25th Avenue NW (15 1/2 Street NW to 17th Street NW)	\$33,000
TRL-26A**	1st Street NE (Erblang to 11th Avenue NE)	\$122,500
TRL-26B**	3rd Street SW (6th Avenue SW to 9th Avenue SW)	\$20,000
** Note: Construction to be completed in conjunction with street improvement project.		

Justification	
Installation in accordance with the 2000 Comprehensive Sidewalk/Trail Improvement Plan.	
Sidewalks will be considered in conjunction with other roadway improvements, but may not be built due to feasibility of construction.	

Expenditures	2022	2023	2024	2025	2026	Total
Construction	298,000	1,022,000	436,200	135,000	142,500	2,033,700
Total	298,000	1,022,000	436,200	135,000	142,500	2,033,700

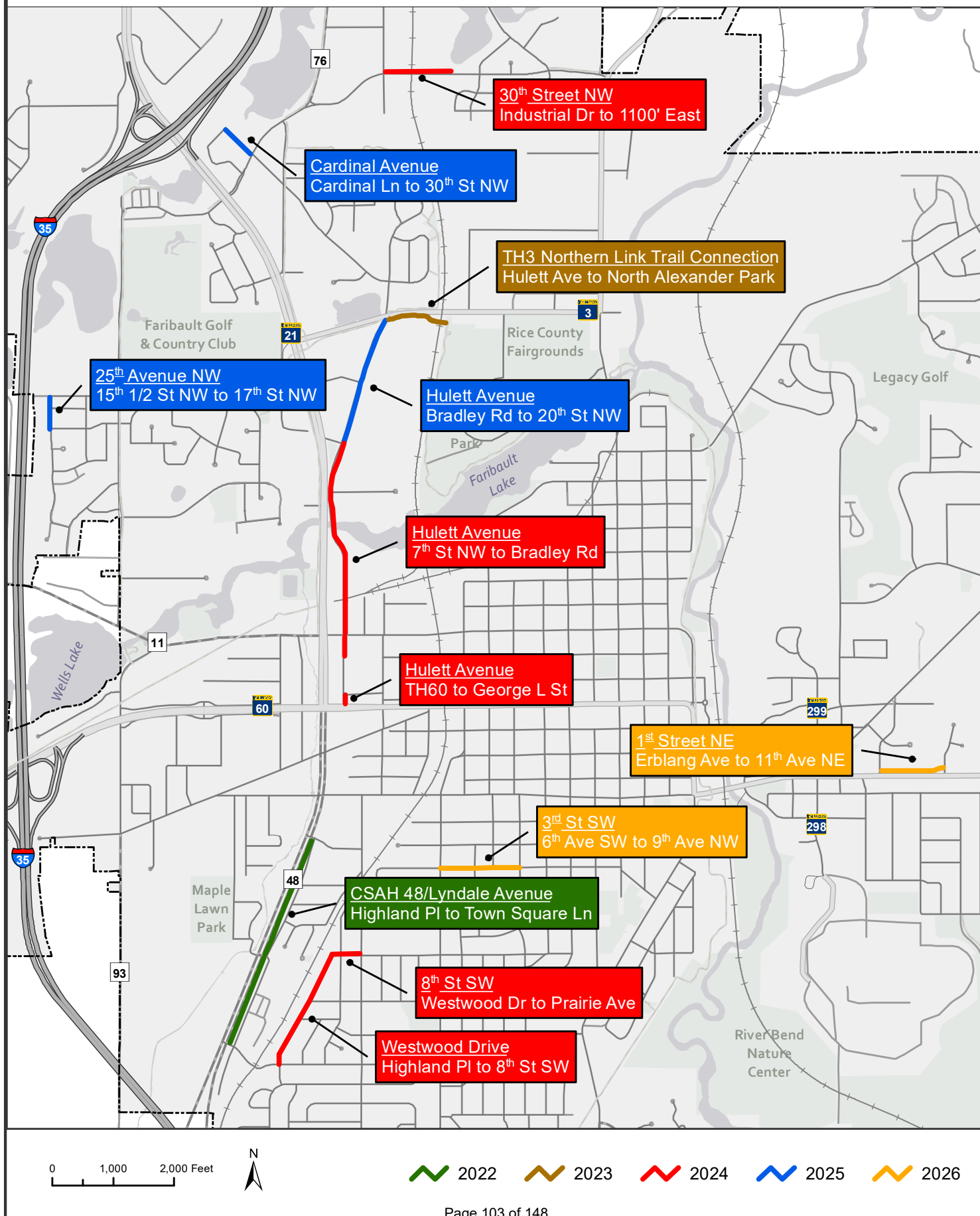
Capital Improvement Plan
City of Faribault, Minnesota

2022 *thru* 2026

Funding Sources	2022	2023	2024	2025	2026	Total
FED TAP Grant		640,000				640,000
Local Trail Connection Grant	100,000					100,000
Municipal State Aid	198,000		213,300	63,000		474,300
Street Imp Projects Fund (401)		382,000	222,900	72,000	142,500	819,400
Total	298,000	1,022,000	436,200	135,000	142,500	2,033,700

2022-2026 C.I.P. Sidewalk & Trail Improvements

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Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # SWR SYST
Project Name 2022 - 2026 Sanitary Sewer System Improvements

Type Improvement Department Sewer Collection
Useful Life 50 years Contact City Engineer
Category Infrastructure Priority 1 High
Capital Asset #
Unit #

Description		
SWR-22	Calvary Drive Sanitary Sewer Extension	\$525,000
SWR-23	1st Avenue NW/30th Street NW Extension	\$125,000
SWR-23A	TH3 (20th Street NW) Trunk Sewer Replacement	\$1,100,000
SWR-23B	Cannon Circle/TH21 Sanitary Sewer Extension	\$200,000
SWR-24	Sewer Rehabilitation (Sewer Lining)	\$250,000
SWR-25	Sewer Rehabilitation (Sewer Lining)	\$250,000
SWR-26	Sewer Rehabilitation (Sewer Lining)	\$250,000

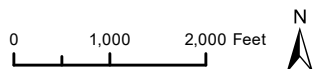
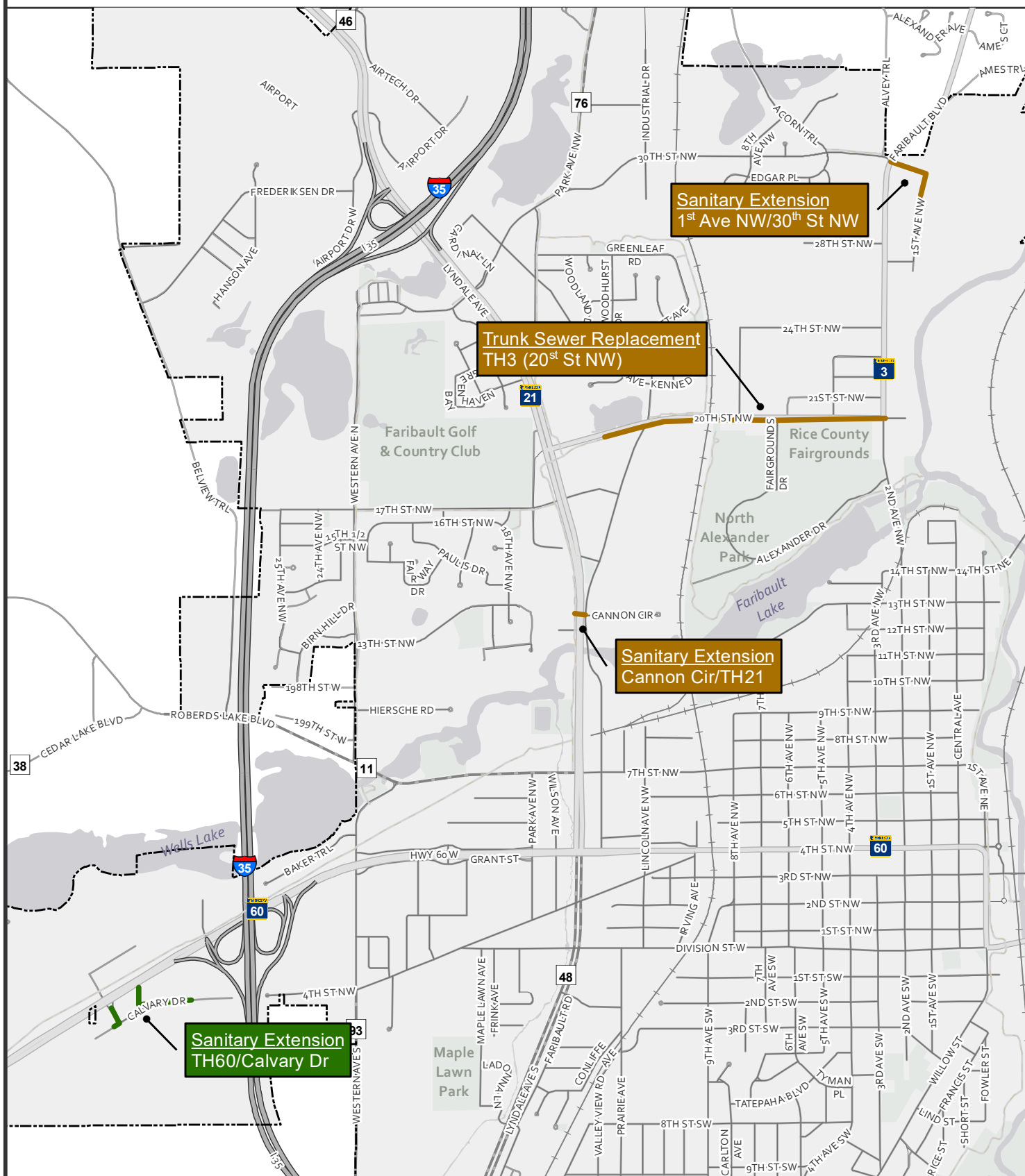
Justification	
SWR-22	Extension of sanitary sewer to serve undeveloped area at intersection of I 35 & TH 60 to support economic development.
SWR-23	Redirection of system to provide additional capacity in trunk sewer to Northern Industrial Park.
SWR-23A	Redirection of system to provide additional capacity in trunk sewer in TH 3.
SWR-23B	Extension of sanitary sewer to serve west side of TH 21 (Lyndale Avenue NW)
SWR-24-26	Rehabilitation of sewers not scheduled for corresponding road improvements (locations to be determined)

Expenditures	2022	2023	2024	2025	2026	Total
Construction	525,000	1,425,000	250,000	250,000	250,000	2,700,000
Total	525,000	1,425,000	250,000	250,000	250,000	2,700,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	525,000	1,425,000	250,000	250,000	250,000	2,700,000
Total	525,000	1,425,000	250,000	250,000	250,000	2,700,000

2022-2026 C.I.P. Sanitary System Improvements

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.



Capital Improvement Plan
City of Faribault, Minnesota

2022 *thru* 2026

Project #	SWR-REHAB
Project Name	Sanitary Sewer Structure Rehabilitation

Type	Improvement	Department	Sewer Collection
Useful Life	3 years	Contact	Public Works Director
Category	Infrastructure	Priority	1 High
Capital Asset #			
Unit #			

Description
Contract services to repair structures, manholes, and pipes.

Justification
Extraordinary maintenance.

Expenditures	2022	2023	2024	2025	2026	Total
Facility Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # STW CONST
Project Name 2022 - 2026 Storm Water Construction Projects

Type Improvement Department Storm Water
Useful Life 40 years Contact City Engineer
Category Infrastructure Priority 1 High
Capital Asset #
Unit #

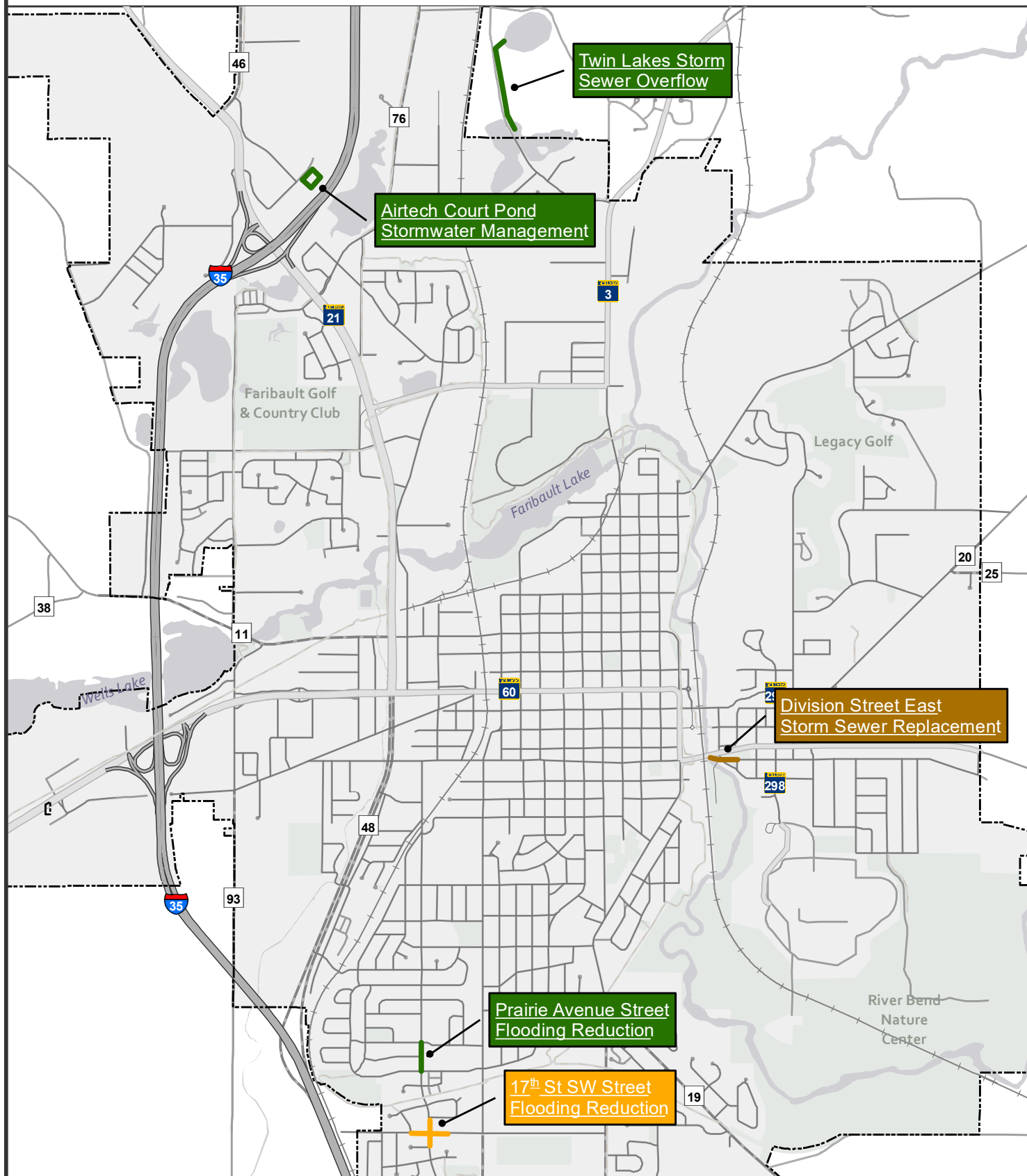
Description		
STM-22A	Twin Lakes Storm Sewer Overflow	\$150,000
STM-22B	Prairie Avenue - Reduce Street Flooding	\$200,000
STM-22C	Airtech Court Pond	\$505,000
STM-23A	Division Street East Storm Water Replacement	\$150,000
STM 26A	17th Street SW/Prairie Avenue Street Flooding Reduction	\$650,000
Justification		
STM-22A	Provide improved high water level control/replace private system.	
STM-22B	Reduce localized street flooding occurrences.	
STM-22C	Reduce localized flooding and provide stormwater management for future development.	
STM-23	Increase system capacity (undersized piping in place).	
STM-26A	Reduce localized street flooding occurrences.	

Expenditures	2022	2023	2024	2025	2026	Total
Construction	855,000	150,000			650,000	1,655,000
Total	855,000	150,000			650,000	1,655,000

Funding Sources	2022	2023	2024	2025	2026	Total
Municipal State Aid					250,000	250,000
Municipal State Aid-Storm	150,000					150,000
Special Assessments-Storm	505,000					505,000
Storm Water Fund (603)	200,000	150,000			400,000	750,000
Total	855,000	150,000			650,000	1,655,000

2022-2026 C.I.P. Storm System Improvements

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0 1,000 2,000 3,000 Feet



2022



2023



2024



2025



2026

Capital Improvement Plan
City of Faribault, Minnesota

2022 *thru* 2026

Project #	STW-REHAB
Project Name	Structural Stormwater BMP Projects

Type	Maintenance	Department	Storm Water
Useful Life	40 years	Contact	Public Works Director
Category	Infrastructure	Priority	1 High
Capital Asset #			
Unit #			

Description
Structural stormwater BMP Projects

Justification
Structural improvement projects for stormwater BMP's such as pond dredging, infiltration basin restoration, and buffer maintenance.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement	150,000	150,000	150,000	150,000	150,000	750,000
Total	150,000	150,000	150,000	150,000	150,000	750,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund (603)	150,000	150,000	150,000	150,000	150,000	750,000
Total	150,000	150,000	150,000	150,000	150,000	750,000

Capital Improvement Plan

City of Faribault, Minnesota

2022 *thru* 2026

Project # WATER
Project Name 2022 - 2026 Water System Improvements

Type Improvement Department Water
Useful Life 50 years Contact City Engineer
Category Infrastructure Priority 1 High
Capital Asset #
Unit #

Description		
WAT-22A	TH21/TH3 Area - PVC Watermain Replacement	\$250,000
WAT 22B	Westside Watermain Looping Improvements (Old 4th Street/Calvary Drive to 38th Avenue SW) (Western Avenue to West Airport Drive)	\$400,000 \$180,000
WAT-22C	Jennie-O/13th Street NW Loop	\$100,000
WAT-22D	Cannon River Raw Water Line Connection	\$150,000
WAT-23A	CSAH 48/Lyndale Avenue SW Crossing (Faribault Road to Ladonna Lane)	\$200,000
WAT-24A	Legacy Drive Watermain Looping Improvements (Mattson Street & Poehler Court)	\$495,000
WAT-24B	Hulett Avenue Watermain Looping (Bradley Road to 17th Street NW)	\$105,000
WAT-25	Bagley Avenue Watermain Looping	\$1,250,000
WAT-26	Northwest Area Watermain Looping Improvements (Belview Trail and 17th Street NW)	\$450,000

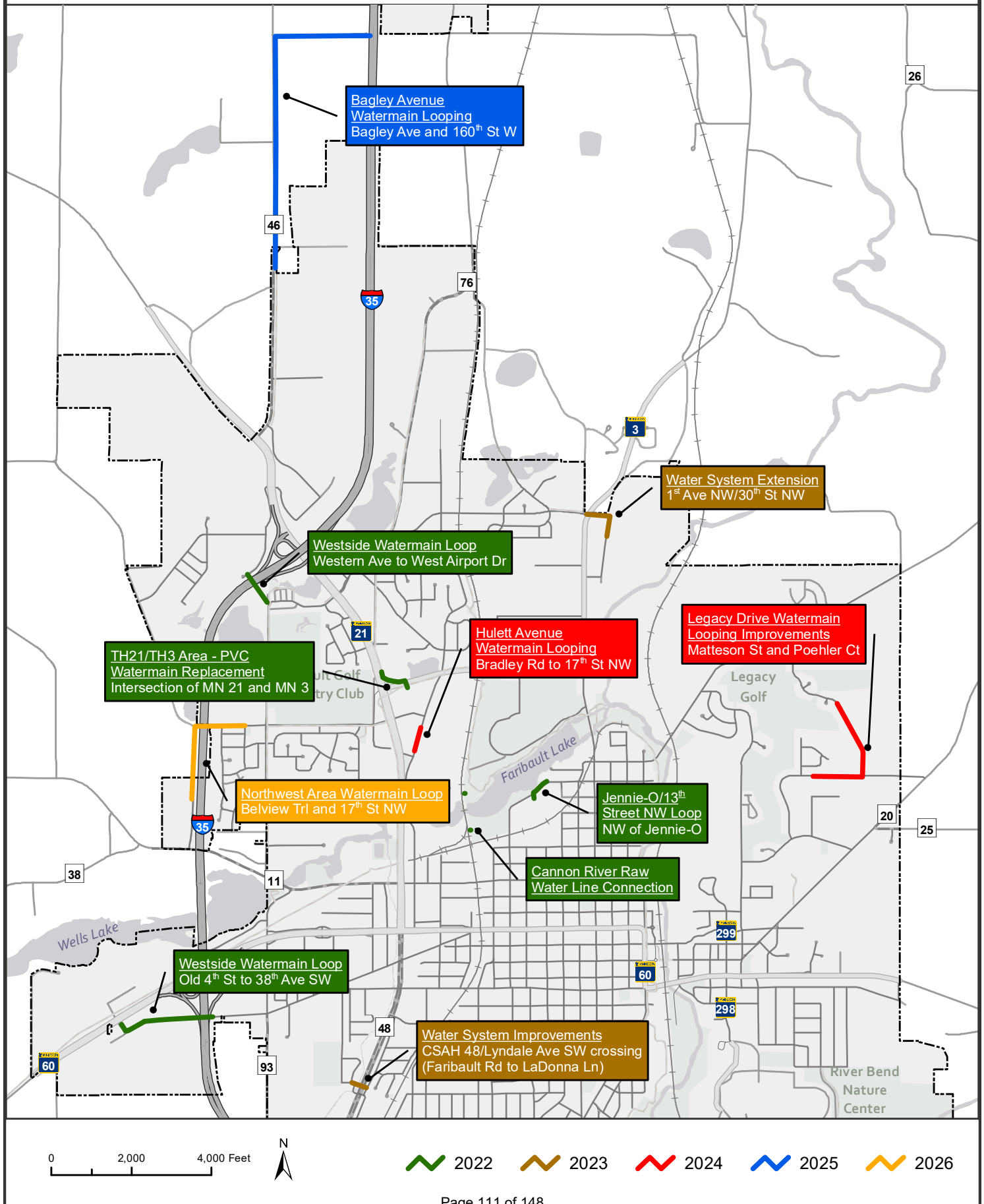
Justification	
System improvements in accordance with 2001 Water Distribution System Analysis Study and 2005 Urban Growth Study.	
WAT-22A	Elimination of long "dead-end" watermain/provide future growth capacity.
WAT-22B	Elimination of long "dead-end" watermain.
WAT-23	Improve system distribution and pressure.
WAT-24	Improve water pressure and eliminate large number of homes on non-looped main.

Expenditures	2022	2023	2024	2025	2026	Total
Construction	1,080,000	200,000	600,000	1,250,000	450,000	3,580,000
Total	1,080,000	200,000	600,000	1,250,000	450,000	3,580,000

Funding Sources	2022	2023	2024	2025	2026	Total
Special Assessments-Water			495,000			495,000
Water Fund (601)	1,080,000	200,000	105,000	1,250,000	450,000	3,085,000
Total	1,080,000	200,000	600,000	1,250,000	450,000	3,580,000

2022-2026 C.I.P. Water System Improvements

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Capital Improvement Plan
City of Faribault, Minnesota

2022 *thru* 2026

Project # WATER 01

Project Name 2022 - 2026 Valve & Hydrant Replacement

Type Improvement

Useful Life 40 years

Category Infrastructure

Capital Asset #

Unit #

Department Water

Contact Public Works Director

Priority 1 High

Description

Valve and hydrant replacements.

Justification

Replace valves and hydrants that are not operating properly throughout the system.

Expenditures	2022	2023	2024	2025	2026	Total
Site Improvement		100,000		100,000		200,000
Total		100,000		100,000		200,000

Funding Sources	2022	2023	2024	2025	2026	Total
Water Fund (601)		100,000		100,000		200,000
Total		100,000		100,000		200,000

Financial Analysis

Street Improvements Project Fund (401)

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.

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 Capital Activity

- 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 \$1,900,000 of the franchise fees collected on cable, gas, and electric utilities; \$250,000 transfer from the water & sewer funds; \$100,000 of the Municipal State Aid maintenance allotment; special assessments to benefiting properties are now being replaced with an increase in gas and electric franchise fees; 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. An increase to the franchise fees for gas and electric utilities will eliminate the future need for special assessments for street improvement projects.

**CITY OF FARIBAUT
STREET IMPROVEMENT FUND PROJECTIONS (401)**

	<u>Projected To 12/31/2021</u>	<u>Projected To 12/31/2022</u>	<u>Projected To 12/31/2023</u>	<u>Projected To 12/31/2024</u>	<u>Projected To 12/31/2025</u>	<u>Projected To 12/31/2026</u>
<u>Revenues</u>						
Franchise Fees (Gas & Electric)	\$ 400,000	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000
MSA Maintenance	100,000	100,000	100,000	100,000	100,000	100,000
MSA Construction	1,443,583	1,043,000	340,725	2,016,580	365,500	1,766,750
Federal Grants	1,662,108	-	1,565,000	-	-	-
Other State Grants & Aids	141,538 **	-	1,000,000	-	-	-
County Grants		100,000				
MSA Bond Proceeds	1,500,000					
Special Assessments - County	216,739	-	-	-	-	-
Special Assessments - Prepaid (30% New Rolls)	135,829	-	-	-	-	-
County Highway Turnback	275,000 *	275,000 *	-	-	-	-
Interest Earnings	20,600	24,000	49,279	44,318	49,242 -	55,166
Transfer In-Street Projects (Enterprise Funds)	861,681	1,270,000	534,000	1,300,000	650,000	587,500
Transfer in (Enterprise Funds)	250,000	250,000	-	-	-	-
Total Revenues	\$ 7,007,078	\$ 4,962,000	\$ 5,489,004	\$ 5,360,898	\$ 3,064,742	\$ 4,409,416
<u>Expenses</u>						
Miscellaneous Concrete, Etc.	\$ 51,429	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Transfer Out to Project Funds	5,543,910	5,698,000	5,606,725	4,817,480	2,457,500	4,036,750
Transfer Out to Debt Service	-	165,780	162,980	165,180	162,280	164,380
2nd Avenue Bridge Costs (Prior Year)	(351,703)		-	-	-	-
Total Expenses	\$ 5,243,636	\$ 5,913,780	\$ 5,819,705	\$ 5,032,660	\$ 2,669,780	\$ 4,251,130
Revenue Over/Under Expenses	\$ 1,763,442	\$ (951,780) #	\$ (330,701) #	\$ 328,238	\$ 394,962	\$ 158,286
Fund Balance January 1	\$ 2,473,575	\$ 4,237,017	\$ 3,285,237	\$ 2,954,536	\$ 3,282,774	\$ 3,677,736
Fund Balance December 31	\$ 4,237,017	\$ 3,285,237	\$ 2,954,536	\$ 3,282,774	\$ 3,677,736	\$ 3,836,022
Proposed Fund Balance	\$ 2,458,624	\$ 3,507,725	\$ 3,517,480	\$ 1,807,500	\$ 3,449,250	
Over/Under Fund Balance	\$ 1,778,393	\$ (222,488)	\$ (562,944)	\$ 1,475,274	\$ 228,486	

Intentional Use of Fund Balance

* Rice County Roadway Jurisdictional Transfer CSAH 48, CSAH 20, CSAH 47

** State Bridge Bond funds

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2022	2023	2024	2025	2026	Total
Engineering								
2022 - 2026 Downtown Area Parking Lot/Alley Imp	DWNTWN	3	125,000	50,000	50,000	50,000	50,000	325,000
2022 - 2026 Street Reconstruction	STCON	1	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750	12,944,755
2022 - 2026 Street Overlays	STOVLY	2	1,410,000	1,645,000	860,000	1,192,500	2,205,500	7,313,000
2022 - 2026 Sidewalk/Trail Improvements	SWKTRL	3	298,000	1,022,000	436,200	135,000	142,500	2,033,700
Engineering Total			5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455
FED TAP Grant				640,000				640,000
Federal				925,000				925,000
Local Trail Connection Grant				100,000				100,000
Municipal State Aid				1,043,000	340,725	2,016,580	365,500	5,532,555
Sanitary Sewer Fund (602)				287,500	156,250	318,000	195,000	1,225,500
State - MnDOT					1,000,000			1,000,000
Storm Water Fund (603)				700,000	99,000	429,000	265,000	1,543,000
Street Imp Projects Fund (401)				3,285,000	2,167,000	1,500,900	1,442,000	10,077,400
Water Fund (601)				282,500	278,750	553,000	190,000	1,573,000
Engineering Total			5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455
Grand Total			5,698,000	5,606,725	4,817,480	2,457,500	4,036,750	22,616,455

Park Improvement Fund (404)

The Park Improvement Fund (404) accounts for the activity which 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
- Athletic Fields
- Parkland Site Improvements
- Playgrounds
- Recreational Trails

2022 Capital Activity

- Prairie Park Development
- Heritage Bluffs Trail
- Park Playground Equipment
- Trail Improvements

Budget Summary

Budgeting of a number of park improvements has historically been part of the Public Facilities Fund (437). For 2019 and beyond, the goal is to budget all park improvements within this fund, with a portion of the franchise fees previously allocated to the Public Facilities Fund (437) being reassigned to this fund.

Revenue sources for 2022 include a proposed \$251,500 of the franchise fees collected on gas and electric utilities; in addition to parkland dedication fees, other state grants, and miscellaneous interest earnings; and the use of unallocated/excess fund balance as required.

**CITY OF FARIBAULT
PARK IMPROVEMENT FUND PROJECTIONS (404)**

	<u>Projected To 12/31/2021</u>	<u>Projected To 12/31/2022</u>	<u>Projected To 12/31/2023</u>	<u>Projected To 12/31/2024</u>	<u>Projected To 12/31/2025</u>	<u>Projected To 12/31/2026</u>
<u>Revenues</u>						
Parkland Dedication Fees	\$ 50,000	\$ 50,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000
Interest	6,600	11,100	8,113	1,507	2,602	2,513
Miscellaneous Revenue	25,000	25,000	-	-	-	-
Franchise Fees	251,500	251,500	251,500	251,500	251,500	251,500
Other Funding Sources	-	-	-	-	250,000	-
Total Revenues	\$ 333,100	\$ 337,600	\$ 289,613	\$ 268,007	\$ 519,102	\$ 269,013
<u>Expenses</u>						
Capital Projects - Parks	\$ 830,000	\$ 270,000	\$ 730,000	\$ 195,000	\$ 525,000	\$ 585,000
Prior year Encumbrance Carry over	102,350	-	-	-	-	-
Total Expenses	\$ 932,350	\$ 270,000	\$ 730,000	\$ 195,000	\$ 525,000	\$ 585,000
Revenue Over/Under Expenses	\$ (599,250) #	\$ 67,600	\$ (440,387) #	\$ 73,007	\$ (5,898) #	\$ (315,987) #
Fund Balance January 1	\$ 1,072,484	\$ 473,234	\$ 540,834	\$ 100,447	\$ 173,454	\$ 167,556
Fund Balance December 31	\$ 473,234	\$ 540,834	\$ 100,447	\$ 173,454	\$ 167,556	\$ (148,431)

Intentional Use of Fund Balance

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Park Improvements (404)								
Replacement - Park Playground Equipment	PAR E 22-04	1	75,000	100,000	100,000	200,000	100,000	575,000
Prairie Park Development	PAR F 22-01	2	100,000					100,000
Heritage Bluffs Trail	PAR F 22-02	1	75,000					75,000
North Alexander Park Shelter Replacement	PAR F 23-01	2		550,000				550,000
Prairie Park Outdoor Basketball Court	PAR F 23-05	1		60,000				60,000
Soccer Complex Shelter	PAR F 24-04	3			75,000			75,000
White Sands Parking Lot	PAR F 25-04	1				50,000		50,000
North Alexander Park Restrooms/Maint. Building	PAR F 25-05	2				250,000		250,000
Splashpad	PAR F 26-01	1					300,000	300,000
Upgrade South Alexander Park Shelter & Restroom	PAR F 26-05	1					160,000	160,000
2022-2026 Trail Improvements/Maintenance	TRAILS	3	20,000	20,000	20,000	25,000	25,000	110,000
Park Improvements (404) Total			270,000	730,000	195,000	525,000	585,000	2,305,000
GRAND TOTAL			270,000	730,000	195,000	525,000	585,000	2,305,000

Capital Replacement Fund (431)

The Capital Replacement Fund (431) accounts for the activity which provides 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.

The Fund Balance Policy also provides for transfers of any excess revenues over expenditures from the General Fund to the Capital Fund.

2022 Capital Activity

- Aquatic Center Pool Boiler
- Community Center Fitness Room Equipment
- Fire Pumper Truck
- Fire Outdoor Warning Siren
- Park Toro Ballcart
- Park Ford F250
- Park Snowflake Holiday Decorations
- Police/Fire Portable Radio Replacements
- Police replacement of squads
- Street Chevy Pickup
- Street Sterling L7500
- Street Sterling
- Street Bobcat Skid Steer Loader
- Street Sign Plotter

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.

Revenue sources for 2022 include \$92,000 from Rural Fire Association for their contribution toward fire pumper truck and \$75,000 of the franchise fees collected on gas and electric utilities; miscellaneous interest earnings; and the use of unallocated/excess fund balance as required.

**CITY OF FARIBAULT
CAPITAL REPLACEMENT FUND PROJECTIONS (431)**

	<u>Projected To 12/31/2021</u>	<u>Projected To 12/31/2022</u>	<u>Projected To 12/31/2023</u>	<u>Projected To 12/31/2024</u>	<u>Projected To 12/31/2025</u>	<u>Projected To 12/31/2026</u>
<u>Revenues</u>						
Rural Fire Association	\$ 75,000	\$ 92,000	\$ -	\$ -	\$ -	\$ -
Franchise Fees	75,000	75,000	75,000	75,000	75,000	75,000
Miscellaneous Revenue (Interest)	55,000	36,000	9,791	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Revenues	\$ 205,000	\$ 203,000	\$ 84,791	\$ 75,000	\$ 75,000	\$ 75,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Expenses</u>						
Capital Outlay - Machinery/Vehicles	\$ 321,500	\$ 1,025,500	\$ 1,024,265	\$ 750,142	\$ 1,001,135	\$ 641,247
Capital Outlay - Miscellaneous	124,620	386,862	332,739	10,000	46,000	251,000
Encumbrances for 2020 CIP Items	181,823	-	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenditures	\$ 627,943	\$ 1,412,362	\$ 1,357,004	\$ 760,142	\$ 1,047,135	\$ 892,247
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Revenues over/under expenses	<u>\$ (422,943) #</u>	<u>\$ (1,209,362) #</u>	<u>\$ (1,272,213) #</u>	<u>\$ (685,142) #</u>	<u>\$ (972,135) #</u>	<u>\$ (817,247)</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Fund Balance January 1	\$ 2,285,010	\$ 1,862,067	\$ 652,705	\$ (619,508)	\$ (1,304,650)	\$ (2,276,785)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Fund Balance December 31	<u>\$ 1,862,067</u>	<u>\$ 652,705</u>	<u>\$ (619,508)</u>	<u>\$ (1,304,650)</u>	<u>\$ (2,276,785)</u>	<u>\$ (3,094,032)</u>

NOTES

* Anticipated increase in tax levy to help with long term spending.

Planned use of fund balance.

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Capital Replacement Fund (431)								
Replacement - Pool Boiler	AQU E 22-01	1	40,000					40,000
Replacement - Fitness Room Equipment	COM E 22-11	1	10,000	10,000	10,000	10,000	10,000	50,000
Replacement - Gymnasium Divider Curtain and Motor	COM E 23-01	2		15,000				15,000
Replacement - Community Center Scoreboard	COM E 25-01	1				17,000		17,000
Replacement - Floor Machine	COM E 25-02	1				8,500		8,500
Replacement - 2007 Ford Pickup	ENG E 24-01	1			40,000			40,000
Replacement -Traffic Counting Equipment	ENG E 25-01	1				10,000		10,000
Replacement - Fire Pumper Truck 2120	FIR E 22-01	1	92,000					92,000
Northern Industrial Area Outdoor Warning Siren	FIR E 22-03	1	35,000					35,000
Replacement - Rescue Apparatus 2110	FIR E 23-01	1		600,000				600,000
Replacement - Trailer #1	FIR E 23-02	2		9,000				9,000
Low Pressure Airbags	FIR E 23-04	1		25,000				25,000
Replacement - Fire Chief Squad #2104	FIR E 25-01	1				45,000		45,000
Replacement - Lucas 2 Chest Compression Device	FIR E 25-02	1				17,500		17,500
Replacement - UTV	FIR E 26-01	1					25,000	25,000
Drive-thru Book Return	LIB E 23-01	2		35,000				35,000
Replacement - Library Furniture	LIB E 26-01	1					75,000	75,000
Replacement - 2002 Toro Ballcart #36	PAR E 22-01	1	26,000					26,000
Replacement - 2012 Ford F250 #9	PAR E 22-02	1	40,000					40,000
Replacement - Snowflakes for Holiday Decoration	PAR E 22-03	2	50,000					50,000
Replacement - Toro 5910 16' Mower #14	PAR E 23-01	1		115,000				115,000
Replacement - 2000 Toro Aerator	PAR E 23-02	2		5,000				5,000
Replacement - 2011 Ford F450 Pickup #10	PAR E 23-03	1		60,000				60,000
Replacement - 2003 Toro Ballcart #53	PAR E 23-04	1		26,000				26,000
Replacement - 2009 John Deere Mower Tractor	PAR E 24-01	1			120,000			120,000
Replacement - 2014 Ford F250 Pickup #3	PAR E 24-02	1			40,000			40,000
Replacement - 2009 Diamond Boom Mower #33	PAR E 24-03	1			50,000			50,000
Replacement - 2003 Down Easter Sander	PAR E 24-04	1			7,000			7,000
Replacement - Wood Chipper	PAR E 25-01	1				65,000		65,000
Replacement - 2017 Toolcat #62	PAR E 25-02	1				65,000		65,000
Replacement - 2012 Ford F550 Dump Truck #2	PAR E 25-03	1				62,000		62,000
Replacement - 2014 Bobcat Soil Conditioner #42	PAR E 26-01	1					11,000	11,000
Replacement - 2013 Toro 72" Mower #15	PAR E 26-02	1					60,000	60,000
Replacement - 2007 Chevrolet Malibu	PLN E 24-01	2			20,000			20,000
Replacement - Police Investigations Van	POL E 22-02	2	36,500					36,500
Replacement - Marked Patrol Squad Unit #417	POL E 22-03	1	44,500					44,500
Replacement - Marked Patrol Squad Unit #1817	POL E 22-04	1	44,500					44,500
Replacement - Portable Radio (Police & Fire)	POL E 22-05	1	239,862	239,863				479,725
Replacement - Police Squads	POL E 23-01	1		129,265	133,142	137,135	141,247	540,789
Drone for Police Department	POL E 23-02	3		7,876				7,876
Replacement - 1995 Chevrolet Pickup #294	STR E 22-01	1	150,000					150,000
Replacement - 2004 Sterling L7500 #104	STR E 22-02	1	220,000					220,000
Replacement - 2010 Sterling #110	STR E 22-03	1	225,000					225,000
Replacement - 2012 Bobcat Skid Steer Loader	STR E 22-04	1	55,000					55,000
Replacement - Sign Plotter	STR E 22-05	1	12,000					12,000

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Replacement - 2006 Ford F550 #106	STR E 23-01	1		80,000				80,000
Replacement - 2008 Ford F550 #307	STR E 24-01	1			85,000			85,000
Replacement - 2007 Sterling L7500 #107	STR E 24-02	1			240,000			240,000
Replacement - Bobcat Planer	STR E 24-03	1			15,000			15,000
Replacement - 2008 Ford F250 #407	STR E 25-01	1				50,000		50,000
Replacement - 2010 Int'l Plow Truck #306	STR E 25-02	1				280,000		280,000
Replacement - Elgin Sweeper	STR E 25-03	1				280,000		280,000
Replacement - 2011 Cat Loader #111	STR E 26-01	1					300,000	300,000
Replacement - 2005 Sterling Flusher #105	STR E 26-02	1					240,000	240,000
Replacement - 2005 Sellair Compressor	STR E 26-03	1					30,000	30,000
Capital Replacement Fund (431) Total			1,320,362	1,357,004	760,142	1,047,135	892,247	5,376,890
Rural Fire Association								
Replacement - Fire Pumper Truck 2120	FIR E 22-01	1	92,000					92,000
Rural Fire Association Total			92,000					92,000
GRAND TOTAL			1,412,362	1,357,004	760,142	1,047,135	892,247	5,468,890

Public Facility Fund (437)

The Public Facility Fund (437) accounts for the activity which provides 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.

The Fund Balance Policy also provides for transfers of any excess revenues over expenditures from the General Fund to the Capital Fund.

2022 Capital Activity

- City Hall major repairs and light upgrade in Council Chambers
- Community Center locker room floors, and roof and HVAC replacement
- Fire Station clean and seal exterior
- Library clean, seal, and stone repair/replacement
- Police Department remodel impound storage room

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.

Revenue sources for 2022 include a proposed \$162,000 of the franchise fees collected on gas and electric utilities; \$25,000 transfer from the water and sewer funds; and miscellaneous interest earnings; and the use of unallocated/excess fund balance as required.

**CITY OF FARIBAULT
PUBLIC FACILITY FUND PROJECTIONS (437)**

	<u>Projected To 12/31/2021</u>	<u>Projected To 12/31/2022</u>	<u>Projected To 12/31/2023</u>	<u>Projected To 12/31/2024</u>	<u>Projected To 12/31/2025</u>	<u>Projected To 12/31/2026</u>
<u>Revenues</u>						
Interest	\$ 20,000	\$ 38,000	\$ 15,194	\$ 13,577	\$ 15,746	\$ 18,337
Franchise Fees (Gas & Electric)	162,000	162,000	162,000	162,000	162,000	162,000
Transfer from Enterprise Funds	25,000	25,000	25,000	25,000	25,000	# 25,000
Total Revenues	<u>\$ 207,000</u>	<u>\$ 225,000</u>	<u>\$ 202,194</u>	<u>\$ 200,577</u>	<u>\$ 202,746</u>	<u>\$ 205,337</u>
<u>Expenses</u>						
Capital Outlay - Facilities	\$ 316,000	\$ 1,549,000	\$ 310,000	\$ 56,000	\$ 30,000	\$ 170,000
Encumbrances for 2020 CIP Items	181,823	-	-	-	-	-
Total Expenditures	<u>\$ 497,823</u>	<u>\$ 1,549,000</u>	<u>\$ 310,000</u>	<u>\$ 56,000</u>	<u>\$ 30,000</u>	<u>\$ 170,000</u>
Revenues over/(under) expenses	<u>\$ (290,823) #</u>	<u>\$ (1,324,000) #</u>	<u>\$ (107,806) #</u>	<u>\$ 144,577</u>	<u>\$ 172,746</u>	<u>\$ 35,337</u>
Fund Balance January 1	<u>\$ 2,627,769</u>	<u>\$ 2,336,946</u>	<u>\$ 1,012,946</u>	<u>\$ 905,140</u>	<u>\$ 1,049,717</u>	<u>\$ 1,222,463</u>
Fund Balance December 31	<u><u>\$ 2,336,946</u></u>	<u><u>\$ 1,012,946</u></u>	<u><u>\$ 905,140</u></u>	<u><u>\$ 1,049,717</u></u>	<u><u>\$ 1,222,463</u></u>	<u><u>\$ 1,257,800</u></u>

Intentional Use of Fund Balance

Note: Future anticipated revenues:

- It is anticipated that the Lockerby property acquired in 2019 could be sold in 2022.

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Public Facilities Fund (437)								
Replacement - Aquatic Center Roof	AQU F 23-01	1		30,000				30,000
City Hall Major Repairs	CIH F 22-01	1	50,000	50,000				100,000
City Hall Light Upgrade in Council Chambers	CIH F 22-02	1	8,000					8,000
City Hall Roof Replacement	CIH F 23-01	1		40,000				40,000
City Hall Restroom Remodel on First Floor	CIH F 23-02	2		190,000				190,000
Community Center Locker Room Floors	COM F 22-01	3	20,000					20,000
Replacement-Community Center/Library Roof & HVAC	COM F 22-10	1	1,385,000	0				1,385,000
Fire Station Clean & Seal Exterior	FIR F 22-02	1	16,000					16,000
Library Exterior Clean,Seal & Stone Repair/Replace	LIB F 22-02	1	60,000					60,000
Library Elevator Modernization	LIB F 26-02	2					100,000	100,000
Addition - Parking Lot at Jefferson Park	PAR F 26-06	1					50,000	50,000
Shed for Parks Equipment	PAR F 26-07	1					20,000	20,000
Remodel Police Impound Storage Room	POL F 22-01	2	10,000					10,000
Replacement - Police Lower Level Carpet	POL F 24-01	2			6,000			6,000
Replacement - Carpet Public Works Building	STR F 25-01	1				30,000		30,000
Upgrade Washington Center Air Conditioning	WCT F 24-01	2			50,000			50,000
Public Facilities Fund (437) Total			1,549,000	310,000	56,000	30,000	170,000	2,115,000
GRAND TOTAL			1,549,000	310,000	56,000	30,000	170,000	2,115,000

Water Fund (601)

The Water Fund (601) accounts for the activity which 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 Capital Activity

- Street Reconstruction Projects
- Street Overlay Projects
- Water Meter Radios
- Reservoir Demolition
- Water Sampling Stations
- Water System Improvements

Budget Summary

A rate study was completed in 2016 and base rates were increased in 2017 and 2018 to offset increasing operating costs. The Water Fund had planned increases in the base rates (16.5%) and consumption rates (4%) in 2019. These increases are proposed to occur annually through 2022 to cover the debt service for the construction of a \$10M Water Treatment Plant. The funding source for the construction of the Water Treatment Plant is a 20-year low-interest (1%) loan from the Public Facilities Authority.

The Water Department will need to continue to address upcoming service demands on the system. With the annexation of an area on the north side of the City in 2018, the watermain was extended to serve existing and planned industrial development. 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. Capital Outlay, included in the budget, is for various projects as described in further detail within this document.

**CITY OF FARIBAULT
WATER FUND PROJECTIONS (601)**

	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Cash Balance January 1	\$ 6,520,313	\$ 5,964,000	\$ 5,824,145	\$ 6,598,193	\$ 7,633,563	\$ 8,608,921
<u>Revenues</u>						
Interest on Investments	\$ 28,000	\$ 102,000	\$ 87,362	\$ 98,973	\$ 114,503	\$ 129,134
Miscellaneous Revenue	47,200	47,200	47,200	542,200	542,200	542,200
Water Service Charge	3,496,425	3,761,187	3,869,744	3,982,643	4,100,058	4,217,474
Connection/Reconnection Fees	12,000	18,000	18,000	18,000	18,000	18,000
Water Access Charges	85,000	50,000	93,500	93,500	93,500	93,500
Penalties	40,000	50,000	40,000	40,000	40,000	40,000
Total Revenues	\$ 3,708,625	\$ 4,028,387	\$ 4,155,806	\$ 4,775,316	\$ 4,908,262	\$ 5,040,307
<u>Expenses</u>						
Personnel Services	\$ 597,379	\$ 573,685	\$ 602,369	\$ 632,488	\$ 664,112	\$ 697,318
Supplies	349,460	348,300	357,008	365,933	375,081	384,458
Other Services & Charges	1,793,461	1,723,374	1,766,458	1,775,291	1,784,167	1,793,088
Debt Service	563,043	563,383	562,673	562,923	563,123	563,123
Transfer Out	90,000	90,000	90,000	90,000	90,000	90,000
Capital Projects						
Facilities	55,000	-	-	-	-	-
Infrastructure	1,300,000	1,195,000	300,000	571,000	101,000	30,000
Street Reconstruction	384,811	282,500	278,750	553,000	190,000	268,750
Equipment & Vehicles	89,000	492,000	552,000	345,000	1,350,000	450,000
Prior Year Infrastructure	142,784					
Total Expenses	\$ 5,364,938	\$ 5,268,242	\$ 4,509,258	\$ 4,895,634	\$ 5,117,483	\$ 4,276,737
Revenue Over/Under Expenses	\$ (1,656,313)	\$ (1,239,855)	\$ (353,452)	\$ (120,318)	\$ (209,221)	\$ 763,571
Balance sheet items/Depreciation	\$ 1,100,000	\$ 1,100,000	\$ 1,127,500	\$ 1,155,688	\$ 1,184,580	\$ 1,214,194
Projected Cash & Cash Equivalents	<u>\$ 5,964,000</u>	<u>\$ 5,824,145</u>	<u>\$ 6,598,193</u>	<u>\$ 7,633,563</u>	<u>\$ 8,608,921</u>	<u>\$ 10,586,686</u>

NOTES

- Water Service Charges assume a 4% increase in consumption revenues and a 16.5% increase in base rates through 2022. A 4% increase in base rates is assumed thereafter.
- Water Access Charges assume an increase of (\$117.50) through 2022.
- Personnel (wages and benefits) were adjusted by 5% for 2023 through 2026.
- Supplies and Other Services/Charges were adjusted by 2.5% for 2023 through 2026.
- Capital Project totals are taken from the 5-year CIP.

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Water Fund (601)								
2022 - 2026 Street Reconstruction	STCON	1	277,500	273,750	543,000	180,000	258,750	1,533,000
2022 - 2026 Street Overlays	STOVLY	2	5,000	5,000	10,000	10,000	10,000	40,000
Replacement - Water Meter Radios	WAT E 22-01	1	462,000	466,000	466,000			1,394,000
Water Sampling Stations	WAT E 22-02	1	30,000	30,000	30,000	30,000	30,000	150,000
Replacement - Trailer	WAT E 23-01	3		7,000				7,000
Replacement - 2013 Ford F250 #24	WAT E 23-02	1		49,000				49,000
Replacement - CAT Generator	WAT E 24-01	2			40,000			40,000
Replacement - 2014 Dodge Ram #9	WAT E 24-02	1			35,000			35,000
Replacement - Reservoir Liner	WAT E 24-03	2			240,000			240,000
Replacement - John Deere Mower	WAT E 25-01	2				21,000		21,000
Replacement - 2000 CAT 3412 Portable Generator	WAT E 25-02	1				50,000		50,000
Reservoir Demolition	WAT F 22-04	1	115,000					115,000
2022 - 2026 Water System Improvements	WATER	1	1,080,000	200,000	105,000	1,250,000	450,000	3,085,000
2022 - 2026 Valve & Hydrant Replacement	WATER 01	1		100,000		100,000		200,000
Water Fund (601) Total			1,969,500	1,130,750	1,469,000	1,641,000	748,750	6,959,000
GRAND TOTAL			1,969,500	1,130,750	1,469,000	1,641,000	748,750	6,959,000

Sewer Fund (602)

The Sewer Fund (602) accounts for the activity which provides for the operation of the City sanitary sewer mains which 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. This fund also accounts for activity which 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.

2022 Capital Activity

- Street Reconstruction Projects
- Street Overlay Projects
- Replacement Sewer Push Camera
- Lift Station Improvements
- Replacement 2010 Ford F250 #6
- Sanitary Sewer System Improvements
- Sewer Structure Rehabilitation
- Replacement Variable Speed Frequency Drives
- Facilities Plan Water Reclamation Facility

Budget Summary

The sewer collection department will continue to provide maintenance of the sanitary sewer system while continuing to look for ways to increase operational efficiency. The department will need to examine the role that technology will play in this process. There will be a continued need to assess 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. To lessen the burden to utility customers from the water and storm water utility rate increases, an offsetting decrease (4%) was implemented in 2019 and remained flat in 2020 and 2021. Rates are to also remain flat in 2022.

**CITY OF FARIBAULT
SEWER FUND PROJECTIONS (602)**

	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Cash Balance January 1	\$ 11,374,717	\$ 7,915,510	\$ 7,491,575	\$ 6,312,994	\$ 6,023,345	\$ 5,686,323
<u>Revenues</u>						
Interest on Investments	\$ 58,000	\$ 186,000	\$ 112,374	\$ 94,695	\$ 90,350	\$ 85,295
Miscellaneous Revenue	2,000	2,000	2,000	2,000	2,000	2,000
Special Assessments	17,000	17,000	17,000	17,000	17,000	17,000
Sewer Service Charges	2,900,000	2,900,000	2,900,000	2,900,000	2,900,000	2,900,000
Significant Users (SIU)	2,560,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000
Sewer Access Charges	175,000	175,000	175,000	175,000	175,000	175,000
Total Revenues	\$ 5,712,000	\$ 5,590,000	\$ 5,516,374	\$ 5,498,695	\$ 5,494,350	\$ 5,489,295
<u>Expenses</u>						
Personnel Services	\$ 1,431,998	\$ 1,460,580	\$ 1,533,609	\$ 1,610,289	\$ 1,690,804	\$ 1,775,344
Supplies	434,675	440,375	451,384	462,669	474,236	486,092
Other Services & Charges	3,200,599	3,243,286	3,324,368	3,407,477	3,492,664	3,579,981
Debt Service	1,497,603	1,497,156	1,496,944	1,496,942	1,496,942	1,496,942
Capital Projects						
Facilities	20,000	145,000	20,000	45,000	75,000	15,000
Infrastructure	1,075,000	655,000	1,475,000	300,000	300,000	300,000
Street Reconstruction	241,870	287,500	156,250	318,000	195,000	268,750
Equipment & Vehicles	295,000	57,000	49,000	-	-	11,500
Other Improvements	1,930,000	-	-	-	-	-
Prior Year Infrastructure, Etc.	777,562					
Transfer Out	210,000	210,000	210,000	210,000	210,000	210,000
Total Expenses	\$ 11,114,307	\$ 7,995,897	\$ 8,716,556	\$ 7,850,378	\$ 7,934,646	\$ 8,143,609
Revenue Over/Under Expenses	\$ (5,402,307)	\$ (2,405,897)	\$ (3,200,182)	\$ (2,351,683)	\$ (2,440,296)	\$ (2,654,314)
Balance Sheet Items/Depreciation	\$ 1,943,100	\$ 1,981,962	\$ 2,021,601	\$ 2,062,033	\$ 2,103,274	\$ 2,145,339
Projected Cash & Cash Equivalents	<u>\$ 7,915,510</u>	<u>\$ 7,491,575</u>	<u>\$ 6,312,994</u>	<u>\$ 6,023,345</u>	<u>\$ 5,686,323</u>	<u>\$ 5,177,349</u>

NOTES

- Revenues projected reflect a 0% adjustment in consumption rate implemented in 2019.
- Personnel (wages and benefits) were adjusted by 5% for 2023 through 2026.
- Supplies and Other Services/Charges were adjusted by 2.5% for 2023 through 2026.
- Capital Project totals are taken from the 5-year CIP.

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Sanitary Sewer Fund (602)								
2022 - 2026 Street Reconstruction	STCON	1	277,500	146,250	303,000	180,000	258,750	1,165,500
2022 - 2026 Street Overlays	STOVLY	2	10,000	10,000	15,000	15,000	10,000	60,000
Replacement - 2010 Ford F250 #6	SWR E 22-01	2	47,000					47,000
Lift Station Improvements - Park Avenue	SWR E 22-02	1	20,000					20,000
Replacement - Sewer Push Camera	SWR E 22-03	1	10,000					10,000
Replacement - 2012 Ford F250 #3	SWR E 23-01	2		49,000				49,000
Trailer Mount Pressure Washer	SWR E 26-01	1					11,500	11,500
Lift Station Improvements - 7th Street NW	SWR F 22-03	1	60,000					60,000
2022 - 2026 Sanitary Sewer System Improvements	SWR SYST	1	525,000	1,425,000	250,000	250,000	250,000	2,700,000
Sanitary Sewer Structure Rehabilitation	SWR-REHAB	1	50,000	50,000	50,000	50,000	50,000	250,000
Replacement - Sludge Lagoon Pump	WRF E 24-01	2			25,000			25,000
Replacement - 2012 Ford Pickup #120	WRF E 25-01	1				50,000		50,000
Replacement - Influent Pump	WRF E 25-02	2				25,000		25,000
Replacement - 15' Rotary Mower	WRF E 26-01	1					15,000	15,000
Replace Variable Speed Frequency Drives (VFD)	WRF F 22-01	1	20,000	20,000	20,000			60,000
Facilities Plan-Water Reclamation Facility	WRF F 22-02	2	125,000					125,000
Sanitary Sewer Fund (602) Total			1,144,500	1,700,250	663,000	570,000	595,250	4,673,000
GRAND TOTAL			1,144,500	1,700,250	663,000	570,000	595,250	4,673,000

Stormwater Fund (603)

The Stormwater Fund (603) accounts for the activity which 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 stormwater 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.

Seeks and obtains Federal and State funding that may be available for the completion of stormwater capital improvement projects. Inspects, maintains, and repairs the storm water drainage system, including structural stormwater practices (e.g. ponds, underground storage and filtration systems).

2022 Capital Activity

- Street Reconstruction Projects
- Street Overlay Projects
- Storm Sewer Construction Projects
- Structural Stormwater BMP Projects

Budget Summary

One of the biggest challenges the department will face will be financial and staff resources necessary for the full implementation of the Stormwater Program for compliance with the MS4 permit requirements. 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 have to continually be assessed to ensure adequate resources are available to meet the permit requirements and ensure stormwater infrastructure is performing and operating properly. Implementation of the rate study along with the review of infrastructure improvements completed in conjunction with street improvement projects will be a necessity. Stormwater rates were increased annually beginning in 2019 by 14.5% per residential lot equivalent. The same increase of 14.5% is proposed for 2022.

CITY OF FARIBAULT
STORM WATER FUND PROJECTIONS (603)

	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Cash Balance January 1	\$ 2,384,421	\$ 1,601,845	\$ 1,062,370	\$ 1,441,354	\$ 1,670,403	\$ 2,090,490
<u>Revenues</u>						
Interest on Investments	\$ 20,000	\$ 38,000	\$ 15,936	\$ 21,620	\$ 25,056	\$ 31,357
Storm Water Charges	1,108,143	1,269,504	1,272,678	1,275,859	1,279,049	1,282,247
Penalties	12,500	12,500	12,500	12,500	12,500	12,500
Miscellaneous	2,500	2,500	2,500	2,500	2,500	2,500
Special Assessments		151,500	30,500	30,100	29,700	29,300
Municipal State Aid	-	150,000	-	-	-	-
Total Revenues	\$ 1,143,143	\$ 1,624,004	\$ 1,334,114	\$ 1,342,579	\$ 1,348,805	\$ 1,357,904
-						
Personnel Services	\$ 234,495	\$ 247,547	\$ 259,924	\$ 272,921	\$ 286,567	\$ 300,895
Supplies	36,600	38,650	39,616	40,607	41,622	42,662
Other Services & Charges	563,443	572,282	586,589	601,254	616,285	631,692
Capital Projects						
Infrastructure	400,000	1,005,000	300,000	150,000	150,000	150,000
Street Reconstruction	265,000	700,000	99,000	429,000	265,000	50,000
Equipment & Vehicles	-	-	80,000	40,000	-	520,000
Prior Year Infrastructure	826,181	-	-	-	-	-
Total Expenses	\$ 2,325,719	\$ 2,563,479	\$ 1,365,130	\$ 1,533,781	\$ 1,359,474	\$ 1,695,250
Revenue Over/Under Expenses	\$ (1,182,576)	\$ (939,475)	\$ (31,016)	\$ (191,202)	\$ (10,668)	\$ (337,346)
Balance Sheet Items/Depreciation	\$ 400,000	\$ 400,000	\$ 410,000	\$ 420,250	\$ 430,756	\$ 441,525
Projected Cash & Cash Equivalents	<u>\$ 1,601,845</u>	<u>\$ 1,062,370</u>	<u>\$ 1,441,354</u>	<u>\$ 1,670,403</u>	<u>\$ 2,090,490</u>	<u>\$ 2,194,670</u>

NOTES

- Storm Water Charges reflect a 14.5% increase through 2022 and a 2.5% increase thereafter.
- Personnel (wages and benefits) were adjusted by 5% for 2023 through 2026
- Supplies and Other Services/Charges were adjusted by 2.5% for 2023 through 2026
- Capital Project totals are taken from the 5-year CIP.

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2026

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2022	2023	2024	2025	2026	Total
Municipal State Aid-Storm								
2022 - 2026 Storm Water Construction Projects	STW CONST	1	150,000					150,000
Municipal State Aid-Storm Total			150,000					150,000
Special Assessments-Storm								
2022 - 2026 Storm Water Construction Projects	STW CONST	1	505,000					505,000
Special Assessments-Storm Total			505,000					505,000
Storm Water Fund (603)								
2022 - 2026 Street Reconstruction	STCON	1	675,000	74,000	404,000	240,000		1,393,000
2022 - 2026 Street Overlays	STOVLY	2	25,000	25,000	25,000	25,000	50,000	150,000
2022 - 2026 Storm Water Construction Projects	STW CONST	1	200,000	150,000			400,000	750,000
Replacement - 2011 Ford F550 #5	STW E 23-01	1		80,000				80,000
Replacement - 2005 Ford F150 #105	STW E 24-01	1			40,000			40,000
Rover X Sewer Inspection Camera	STW E 26-01	1					120,000	120,000
Structural Stormwater BMP Projects	STW-REHAB	1	150,000	150,000	150,000	150,000	150,000	750,000
Storm Water Fund (603) Total			1,050,000	479,000	619,000	415,000	720,000	3,283,000
GRAND TOTAL			1,705,000	479,000	619,000	415,000	720,000	3,938,000

Long Term Projections

City of Faribault, Minnesota

Capital Improvement Plan

2022 thru 2031

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Airport												
Replacement - Loader for Snow Removal	AIR 27-01						350,000					350,000
Overlay of Runway 12/30	AIR 27-02						500,000					500,000
Master Plan AGIS	AIR 27-03						350,000					350,000
Perimeter Wildlife Control Fencing	AIR 27-04						346,000					346,000
Mill & Overlay East Taxilane Area	AIR 28-01							300,000				300,000
Mill & Overlay of Apron Pavement	AIR 29-01								440,000			440,000
Public T-Hangar Design Work	AIR 29-02								300,000			300,000
Airfield Crack Sealing	AIR 30-01									75,000		75,000
Design & Construct Taxilane F	AIR 30-02									500,000		500,000
Construct Two 4 -Unit T-Hangars	AIR 30-03									700,000		700,000
8-Unit T- Hangar	AIR 31-01										700,000	700,000
Replacement - 1996 Ford Tractor & Mower	AIR E 22-01	155,000										155,000
Replacement - 2010 Toro 4110-D Mower	AIR E 26-02					75,000						75,000
Upgrade Airfield Lights & Electrical System	AIR F 22-02	770,000										770,000
Airfield Crack Sealing	AIR F 22-03	50,000										50,000
Hangar Design & Site Preparation - Public T-Hangar	AIR F 23-01		317,500									317,500
8 Unit Public T-Hangar	AIR F 24-01			740,000								740,000
Runway Extension Design/Reconstruction	AIR F 25-01				681,900							681,900
Land Acquisition-Runway Extension (4,900')	AIR F 25-02				980,000							980,000
EA For Runway Extension	AIR F 25-03				200,000							200,000
Runway 12/30 Extension Construction	AIR F 26-01					5,447,000						5,447,000
Airport Total		975,000	317,500	740,000	1,861,900	5,522,000	1,546,000	300,000	740,000	1,275,000	700,000	13,977,400

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Airport Fund (225)		162,000	63,500		93,500	367,200	94,800	15,000	190,000	382,500	210,000	1,578,500
Federal							450,000					450,000
Federal - FAA		693,000			1,674,900	4,902,300	626,400	270,000	400,000			8,566,600
State - MnDOT - Aeronautics		120,000	254,000		93,500	252,500	374,800	15,000	150,000	892,500	490,000	2,642,300
State of MN - Non Interest Loan				740,000								740,000
Airport Total		975,000	317,500	740,000	1,861,900	5,522,000	1,546,000	300,000	740,000	1,275,000	700,000	13,977,400

Aquatic Facility

Aquatic Center Filter Replacement	AQU 27-01						325,000					325,000
Replacement - Pool Boiler	AQU E 22-01	40,000										40,000
Replacement - Aquatic Center Roof	AQU F 23-01		30,000									30,000
Aquatic Facility Total		40,000	30,000				325,000					395,000

Capital Replacement Fund (431)		40,000										40,000
Public Facilities Fund (437)			30,000				325,000					355,000
Aquatic Facility Total		40,000	30,000				325,000					395,000

City Hall

City Hall Major Repairs	CIH F 22-01	50,000	50,000									100,000
City Hall Light Upgrade in Council Chambers	CIH F 22-02	8,000										8,000
City Hall Roof Replacement	CIH F 23-01		40,000									40,000
City Hall Restroom Remodel on First Floor	CIH F 23-02		190,000									190,000
City Hall Total		58,000	280,000									338,000

Public Facilities Fund (437)		58,000	280,000									338,000
City Hall Total		58,000	280,000									338,000

Community Center

New Community Center	COM 27-01						30,000,000					30,000,000
Replacement - Strength Equipment	COM 30-01									75,000		75,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Replacement - Fitness Room Equipment	COM E 22-11	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000			80,000
Replacement - Gymnasium Divider Curtain and Motor	COM E 23-01		15,000									15,000
Replacement - Community Center Scoreboard	COM E 25-01				17,000							17,000
Replacement - Floor Machine	COM E 25-02				8,500						10,000	18,500
Community Center Locker Room Floors	COM F 22-01	20,000										20,000
Replacement - Community Center/Library Roof & HVAC	COM F 22-10	1,385,000										1,385,000
Community Center Total		1,415,000	25,000	10,000	35,500	10,000	30,010,000	10,000	10,000	75,000	10,000	31,610,500
Capital Replacement Fund (431)		10,000	25,000	10,000	35,500	10,000	10,000	10,000	10,000	75,000	10,000	205,500
Public Facilities Fund (437)		1,405,000	0				30,000,000					31,405,000
Community Center Total		1,415,000	25,000	10,000	35,500	10,000	30,010,000	10,000	10,000	75,000	10,000	31,610,500
Engineering												
2022 - 2026 Downtown Area Parking Lot/Alley Imp	DWNTWN	125,000	50,000	50,000	50,000	50,000						325,000
Replacement - Total Station Survey Instrument	ENG 27-01						40,000					40,000
Replacement - 2012 Ford Econoline Van	ENG 28-01							40,000				40,000
Replacement - Plotter/Scanner	ENG 28-02							20,000				20,000
Replacement - 2014 F150 Pickup	ENG 30-01									40,000		40,000
Replacement - 2007 Ford Pickup	ENG E 24-01			40,000								40,000
Replacement -Traffic Counting Equipment	ENG E 25-01				10,000							10,000
2022 - 2026 Street Reconstruction	STCON	3,865,000	2,889,725	3,471,280	1,080,000	1,638,750						12,944,755
2022 - 2026 Street Overlays	STOVLY	1,410,000	1,645,000	860,000	1,192,500	2,205,500						7,313,000
2022 - 2026 Sidewalk/Trail Improvements	SWKTRL	298,000	1,022,000	436,200	135,000	142,500						2,033,700
Engineering Total		5,698,000	5,606,725	4,857,480	2,467,500	4,036,750	40,000	60,000		40,000		22,806,455
Capital Replacement Fund (431)				40,000	10,000		40,000	60,000		40,000		190,000
FED TAP Grant			640,000									640,000
Federal			925,000									925,000
Local Trail Connection Grant		100,000										100,000
Municipal State Aid		1,043,000	340,725	2,016,580	365,500	1,766,750						5,532,555
Sanitary Sewer Fund (602)		287,500	156,250	318,000	195,000	268,750						1,225,500

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
<i>State - MnDOT</i>			1,000,000									1,000,000
<i>Storm Water Fund (603)</i>		700,000	99,000	429,000	265,000	50,000						1,543,000
<i>Street Imp Projects Fund (401)</i>		3,285,000	2,167,000	1,500,900	1,442,000	1,682,500						10,077,400
<i>Water Fund (601)</i>		282,500	278,750	553,000	190,000	268,750						1,573,000
Engineering Total		5,698,000	5,606,725	4,857,480	2,467,500	4,036,750	40,000	60,000		40,000		22,806,455

Fire

Thermal Imaging Camera	FIR 21-01										10,000	10,000
Replacement - F-350 Crew Cab #2130	FIR 27-01						65,000					65,000
Lucas 2 Chest Compression Device	FIR 27-02						19,000					19,000
Boiler Replacement	FIR 27-03						40,000					40,000
Replacement - Pumper #2115	FIR 28-01							800,000				800,000
Fire Station #2	FIR 28-02							8,000,000				8,000,000
Replacement - Trailer #2	FIR 29-01								10,000			10,000
Replacement - Aerial Ladder Truck #2117	FIR 30-01									1,700,000		1,700,000
Replacement - Fire Pumper Truck 2120	FIR E 22-01	184,000										184,000
Northern Industrial Area Outdoor Warning Siren	FIR E 22-03	35,000										35,000
Replacement - Rescue Apparatus 2110	FIR E 23-01		600,000									600,000
Replacement - Trailer #1	FIR E 23-02		9,000									9,000
Low Pressure Airbags	FIR E 23-04		25,000									25,000
Replacement - Fire Chief Squad #2104	FIR E 25-01				45,000							45,000
Replacement - Lucas 2 Chest Compression Device	FIR E 25-02				17,500							17,500
Replacement - UTV	FIR E 26-01					25,000						25,000
Fire Station Clean & Seal Exterior	FIR F 22-02	16,000										16,000
Replacement -Fire Appartus #2133	FIR-E-14										175,000	175,000
Fire Total		235,000	634,000		62,500	25,000	124,000	8,800,000	10,000	1,700,000	185,000	11,775,500
<i>Capital Replacement Fund (431)</i>		127,000	634,000		62,500	25,000	124,000	800,000	10,000	1,700,000	185,000	3,667,500
<i>GO Building Bond</i>								8,000,000				8,000,000
<i>Public Facilities Fund (437)</i>		16,000										16,000
<i>Rural Fire Association</i>		92,000										92,000
Fire Total		235,000	634,000		62,500	25,000	124,000	8,800,000	10,000	1,700,000	185,000	11,775,500

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Library												
Clean & Restore Great Hall Murals	LIB 27-01						40,000					40,000
Library Lower Level Exterior Storm Windows	LIB 27-02						40,000					40,000
Self-Checkout System	LIB 28-01							15,000				15,000
Library Interior Lighting	LIB 28-02							100,000				100,000
Library Exterior Clean and Seal	LIB 28-03							50,000				50,000
Library Flooring	LIB 29-01								200,000			200,000
Replacement - Library HVAC	LIB 31-01										250,000	250,000
Drive-thru Book Return	LIB E 23-01		35,000									35,000
Replacement - Library Furniture	LIB E 26-01					75,000						75,000
Library Exterior Clean, Seal & Stone Repair/Replace	LIB F 22-02	60,000										60,000
Library Elevator Modernization	LIB F 26-02					100,000						100,000
Library Total		60,000	35,000			175,000	80,000	165,000	200,000		250,000	965,000
Capital Replacement Fund (431)			35,000			75,000		15,000				125,000
Public Facilities Fund (437)		60,000				100,000	80,000	150,000	200,000		250,000	840,000
Library Total		60,000	35,000			175,000	80,000	165,000	200,000		250,000	965,000
Parks												
Replacement - 2012 Ford F550 Bucket Truck #39	PAR 27-01						150,000					150,000
Replacement - 2017 Ford F250 Pickup #7	PAR 27-02						40,000					40,000
Replacement - 2017 Toolcat Stump Grinder #59	PAR 27-03						10,000					10,000
Replacement - 2019 V Plow #68	PAR 27-04						6,000					6,000
Replacement - 2012 Toro Ballcart #50	PAR 27-05						30,000					30,000
Central Park Bandshell Renovations	PAR 27-06						105,000					105,000
Picnic Shelter Addition - Seabury Park	PAR 27-07						30,000					30,000
Replacement - Ford F250 Pickup #32	PAR 28-01							40,000				40,000
Replacement - Scoreboards at North Alexander Park	PAR 28-02							78,000				78,000
Replacement - 2019 Bobcat Toolcat #38	PAR 28-03							65,000				65,000
Replacement - 2015 Toro 72" Mower #30	PAR 28-04							30,000				30,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Replacement - 2018 Toro 4000D Lawn Mower #27	PAR 28-05							70,000				70,000
Replacement - 2008 Towmaster Trailer #40	PAR 28-06							15,000				15,000
Bea Duncan Memorial Fountain Renovation	PAR 28-07							30,000				30,000
Fishing Pier Addition	PAR 28-08							35,000				35,000
Replacement - 2009 Downeaster Sander	PAR 29-01								12,000			12,000
Downtown Pocket Park Addition	PAR 29-02								75,000			75,000
Picnic Shelter Addition - Spring Park	PAR 29-03								30,000			30,000
Repurpose Teepee Tonka Park	PAR 29-04								100,000			100,000
Skatepark	PAR 29-05								450,000			450,000
Upgrade Ballfied Lights to LED at No Alex Park	PAR 29-06								90,000			90,000
Replacement - 2019 Chevrolet Silverado 2500 #6	PAR 29-07								45,000			45,000
Replacement - Broyhill Load & Pack Garbage Truck	PAR 29-08								220,000			220,000
Install Dome Over Soccer Complex Bahl Field	PAR 29-09								2,000,000			2,000,000
Replacement - 2020 Toro 5610 16" Mower #22	PAR 30-01									120,000		120,000
Replacement - 2015 Toro Ballcart #57	PAR 30-02									30,000		30,000
Picnic Shelter Addition - Kinder Park	PAR 30-03									30,000		30,000
Replacement - Tool Cat Vplow	PAR 31-01										7,000	7,000
Tool Cat Angle Broom	PAR 31-02										7,000	7,000
Replacement - Tool Cat	PAR 31-03										70,000	70,000
Replacement - 2002 Toro Ballcart #36	PAR E 22-01	26,000										26,000
Replacement - 2012 Ford F250 #9	PAR E 22-02	40,000										40,000
Replacement - Snowflakes for Holiday Decoration	PAR E 22-03	50,000										50,000
Replacement - Park Playground Equipment	PAR E 22-04	75,000	100,000	100,000	450,000	100,000	100,000	100,000	100,000	100,000	100,000	1,325,000
Replacement - Toro 5910 16' Mower #14	PAR E 23-01		115,000									115,000
Replacement - 2000 Toro Aerator	PAR E 23-02		5,000									5,000
Replacement - 2011 Ford F450 Pickup #10	PAR E 23-03		60,000									60,000
Replacement - 2003 Toro Ballcart #53	PAR E 23-04		26,000									26,000
Replacement - 2009 John Deere Mower Tractor	PAR E 24-01			120,000								120,000
Replacement - 2014 Ford F250 Pickup #3	PAR E 24-02			40,000								40,000
Replacement - 2009 Diamond Boom	PAR E 24-03			50,000								50,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Mower #33												
Replacement - 2003 Down Easter Sander	PAR E 24-04			7,000								7,000
Replacement - Wood Chipper	PAR E 25-01				65,000							65,000
Replacement - 2017 Toolcat #62	PAR E 25-02				65,000							65,000
Replacement - 2012 Ford F550 Dump Truck #2	PAR E 25-03				62,000							62,000
Replacement - 2014 Bobcat Soil Conditioner #42	PAR E 26-01					11,000						11,000
Replacement - 2013 Toro 72" Mower #15	PAR E 26-02					60,000						60,000
Prairie Park Development	PAR F 22-01	100,000										100,000
Heritage Bluffs Trail	PAR F 22-02	75,000										75,000
North Alexander Park Shelter Replacement	PAR F 23-01		550,000									550,000
Prairie Park Outdoor Basketball Court	PAR F 23-05		60,000									60,000
Soccer Complex Shelter	PAR F 24-04			75,000								75,000
White Sands Parking Lot	PAR F 25-04				50,000							50,000
North Alexander Park Restrooms/Maint. Building	PAR F 25-05				250,000							250,000
Splashpad	PAR F 26-01					300,000						300,000
Upgrade South Alexander Park Shelter & Restroom	PAR F 26-05					160,000						160,000
Addition - Parking Lot at Jefferson Park	PAR F 26-06					50,000						50,000
Shed for Parks Equipment	PAR F 26-07					20,000						20,000
2022-2026 Trail Improvements/Maintenance	TRAILS	20,000	20,000	20,000	25,000	25,000	25,000	25,000	30,000	30,000	30,000	250,000
Parks Total		386,000	936,000	412,000	967,000	726,000	496,000	488,000	3,152,000	310,000	214,000	8,087,000
Capital Replacement Fund (431)		116,000	206,000	217,000	192,000	71,000	236,000	298,000	277,000	150,000	84,000	1,847,000
Other					250,000							250,000
Park Improvements (404)		270,000	730,000	195,000	525,000	585,000	155,000	125,000	785,000	160,000	130,000	3,660,000
Public Facilities Fund (437)						70,000	105,000	65,000	770,000			1,010,000
School District #656									660,000			660,000
Soccer Association									660,000			660,000
Parks Total		386,000	936,000	412,000	967,000	726,000	496,000	488,000	3,152,000	310,000	214,000	8,087,000

Planning and Zoning

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Replacement - 2017 Dodge Ram	PLN 31-01										30,000	30,000
Replacement - 2007 Chevrolet Malibu	PLN E 24-01			20,000								20,000
Planning and Zoning Total				20,000							30,000	50,000
Capital Replacement Fund (431)				20,000							30,000	50,000
Planning and Zoning Total				20,000							30,000	50,000

Police

Replacement - Police Investigations Van	POL E 22-02	36,500										36,500
Replacement - Marked Patrol Squad Unit #417	POL E 22-03	44,500										44,500
Replacement - Marked Patrol Squad Unit #1817	POL E 22-04	44,500										44,500
Replacement - Portable Radio (Police & Fire)	POL E 22-05	239,862	239,863									479,725
Replacement - Police Squads	POL E 23-01		129,265	133,142	137,135	141,247	145,483	149,846	154,341	158,969	163,738	1,313,166
Drone for Police Department	POL E 23-02		7,876									7,876
Remodel Police Impound Storage Room	POL F 22-01	10,000										10,000
Replacement - Police Lower Level Carpet	POL F 24-01			6,000								6,000
Police Total		375,362	377,004	139,142	137,135	141,247	145,483	149,846	154,341	158,969	163,738	1,942,267
Capital Replacement Fund (431)		365,362	377,004	133,142	137,135	141,247	145,483	149,846	154,341	158,969	163,738	1,926,267
Public Facilities Fund (437)		10,000		6,000								16,000
Police Total		375,362	377,004	139,142	137,135	141,247	145,483	149,846	154,341	158,969	163,738	1,942,267

Public Works Administration

Asset Management Software	PWA E 22-01	34,100										34,100
Public Works Administration Total		34,100										34,100
General Fund		1,000										1,000
Sanitary Sewer Fund (602)		13,700										13,700
Storm Water Fund (603)		9,700										9,700
Water Fund (601)		9,700										9,700

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Public Works Administration Total		34,100										34,100
Sewer Collection												
Replacement - 2007 Towmaster Trailer #207	SWR 27-01						12,000					12,000
Replacement - Case Backhoe #25	SWR 28-01							105,000				105,000
Replacement - 2018 Dodge Ram	SWR 28-02							60,000				60,000
Replacement - 2016 Ford F550	SWR 28-03							80,000				80,000
Replacement -Liftstation Generator	SWR 28-04							31,000				31,000
Replacement - 2019 Freightliner Vactor #115	SWR 29-01								572,000			572,000
Replacement - Skid Loader #207	SWR 30-01									71,000		71,000
Replacement - 2010 Ford F250 #6	SWR E 22-01	47,000										47,000
Lift Station Improvements - Park Avenue	SWR E 22-02	20,000										20,000
Replacement - Sewer Push Camera	SWR E 22-03	10,000										10,000
Replacement - 2012 Ford F250 #3	SWR E 23-01		49,000									49,000
Trailer Mount Pressure Washer	SWR E 26-01					11,500						11,500
Lift Station Improvements - 7th Street NW	SWR F 22-03	60,000										60,000
2022 - 2026 Sanitary Sewer System Improvements	SWR SYST	525,000	1,425,000	250,000	250,000	250,000						2,700,000
Sanitary Sewer Structure Rehabilitation	SWR-REHAB	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Sewer Collection Total		712,000	1,524,000	300,000	300,000	311,500	62,000	326,000	622,000	121,000	50,000	4,328,500
Sanitary Sewer Fund (602)		712,000	1,524,000	300,000	300,000	311,500	62,000	326,000	622,000	121,000	50,000	4,328,500
Sewer Collection Total		712,000	1,524,000	300,000	300,000	311,500	62,000	326,000	622,000	121,000	50,000	4,328,500
Storm Water												
2022 - 2026 Storm Water Construction Projects	STW CONST	855,000	150,000			650,000						1,655,000
Replacement - 2011 Ford F550 #5	STW E 23-01		80,000									80,000
Replacement - 2005 Ford F150 #105	STW E 24-01			40,000								40,000
Rover X Sewer Inspection Camera	STW E 26-01					120,000						120,000
Structural Stormwater BMP Projects	STW-REHAB	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000
Storm Water Total		1,005,000	380,000	190,000	150,000	920,000	150,000	150,000	150,000	150,000	150,000	3,395,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
<i>Municipal State Aid</i>						250,000						250,000
<i>Municipal State Aid-Storm</i>		150,000										150,000
<i>Special Assessments-Storm</i>		505,000										505,000
<i>Storm Water Fund (603)</i>		350,000	380,000	190,000	150,000	670,000	150,000	150,000	150,000	150,000	150,000	2,490,000
Storm Water Total		1,005,000	380,000	190,000	150,000	920,000	150,000	150,000	150,000	150,000	150,000	3,395,000

Street

Replace - Tymco Sweeper #217	STR 27-01						350,000					350,000
Asphalt Zipper	STR 27-02						300,000					300,000
Replace HVAC Units on Roof- Public Works Facility	STR 27-03						150,000	150,000	150,000	150,000	150,000	750,000
Replace - 2013 Int'l Dump Truck #213	STR 28-01							285,000				285,000
Replace - 2013 Int'l Single Axle #413	STR 28-02							250,000				250,000
Replace - 2001 Sterling Patch Truck #101	STR 29-01								185,000			185,000
Replace Roof Public Works & Parks Facility	STR 29-02								2,000,000			2,000,000
Replace - 2007 Caterpillar 140H #208	STR 30-01									350,000		350,000
Replacement - 2016 Cat Loader	STR 31-01										315,000	315,000
Replacement - 1995 Chevrolet Pickup #294	STR E 22-01	150,000										150,000
Replacement - 2004 Sterling L7500 #104	STR E 22-02	220,000										220,000
Replacement - 2010 Sterling #110	STR E 22-03	225,000										225,000
Replacement - 2012 Bobcat Skid Steer Loader	STR E 22-04	55,000										55,000
Replacement - Sign Plotter	STR E 22-05	12,000										12,000
Replacement - 2006 Ford F550 #106	STR E 23-01		80,000									80,000
Replacement - 2008 Ford F550 #307	STR E 24-01			85,000								85,000
Replacement - 2007 Sterling L7500 #107	STR E 24-02			240,000								240,000
Replacement - Bobcat Planer	STR E 24-03			15,000								15,000
Replacement - 2008 Ford F250 #407	STR E 25-01				50,000							50,000
Replacement - 2010 Int'l Plow Truck #306	STR E 25-02				280,000							280,000
Replacement - Elgin Sweeper	STR E 25-03				280,000							280,000
Replacement - 2011 Cat Loader #111	STR E 26-01					300,000						300,000
Replacement - 2005 Sterling Flusher #105	STR E 26-02					240,000						240,000
Replacement - 2005 Sellair Compressor	STR E 26-03					30,000						30,000
Replacement - Carpet Public Works Building	STR F 25-01				30,000							30,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
	Street Total	662,000	80,000	340,000	640,000	570,000	800,000	685,000	2,335,000	500,000	465,000	7,077,000
Capital Replacement Fund (431)		662,000	80,000	340,000	610,000	570,000	650,000	535,000	185,000	350,000	315,000	4,297,000
Public Facilities Fund (437)					30,000		150,000	150,000	2,150,000	150,000	150,000	2,780,000
	Street Total	662,000	80,000	340,000	640,000	570,000	800,000	685,000	2,335,000	500,000	465,000	7,077,000
Washington Center												
Upgrade Washington Center Air Conditioning	WCTF 24-01			50,000								50,000
	Washington Center Total			50,000								50,000
Public Facilities Fund (437)				50,000								50,000
	Washington Center Total			50,000								50,000
Water												
Replacement - Water Meter Radios	WATE 22-01	462,000	466,000	466,000								1,394,000
Water Sampling Stations	WATE 22-02	30,000	30,000	30,000	30,000	30,000				30,000		180,000
Replacement - Trailer	WATE 23-01		7,000									7,000
Replacement - 2013 Ford F250 #24	WATE 23-02		49,000									49,000
Replacement - CAT Generator	WATE 24-01			40,000								40,000
Replacement - 2014 Dodge Ram #9	WATE 24-02			35,000								35,000
Replacement - Reservoir Liner	WATE 24-03			240,000								240,000
Replacement - John Deere Mower	WATE 25-01				21,000							21,000
Replacement - 2000 CAT 3412 Portable Generator	WATE 25-02				50,000							50,000
Reservoir Demolition	WATF 22-04	115,000										115,000
2022 - 2026 Water System Improvements	WATER	1,080,000	200,000	600,000	1,250,000	450,000						3,580,000
2022 - 2026 Valve & Hydrant Replacement	WATER 01		100,000		100,000		100,000		100,000			400,000
	Water Total	1,687,000	852,000	1,411,000	1,451,000	480,000	100,000		100,000	30,000		6,111,000
Special Assessments-Water				495,000								495,000
Water Fund (601)		1,687,000	852,000	916,000	1,451,000	480,000	100,000		100,000	30,000		5,616,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
	Water Total	1,687,000	852,000	1,411,000	1,451,000	480,000	100,000		100,000	30,000		6,111,000
Water Reclamation Facility												
Wastewater Plant Upgrade	WRF 29-01								10,000,000			10,000,000
Replacement - Sludge Lagoon Pump	WRF E 24-01			25,000								25,000
Replacement - 2012 Ford Pickup #120	WRF E 25-01				50,000							50,000
Replacement - Influent Pump	WRF E 25-02				25,000							25,000
Replacement - 15' Rotary Mower	WRF E 26-01					15,000						15,000
Replace Variable Speed Frequency Drives (VFD)	WRF F 22-01	20,000	20,000	20,000								60,000
Facilities Plan-Water Reclamation Facility	WRF F 22-02	125,000										125,000
Water Reclamation Facility Total		145,000	20,000	45,000	75,000	15,000			10,000,000			10,300,000
PFA Loan									10,000,000			10,000,000
Sanitary Sewer Fund (602)		145,000	20,000	45,000	75,000	15,000						300,000
Water Reclamation Facility Total		145,000	20,000	45,000	75,000	15,000			10,000,000			10,300,000
Grand Total												
		13,487,462	11,097,229	8,514,622	8,147,535	12,932,497	33,878,483	11,133,846	17,473,341	4,359,969	2,217,738	123,242,722

CITY OF FARIBAULT

**RESOLUTION #2021-264
APPROVE 2022 FRANCHISE FEES DISTRIBUTION**

WHEREAS, the City of Faribault receives franchise fees from cable television, electric, and natural gas utility companies for the use of public right-of-way; and

WHEREAS, franchise fees may be distributed among multiple funds for various public purposes as approved by the City Council.

NOW, THEREFORE, BE IT RESOLVED, that the franchise fees shall be distributed as listed below, effective beginning January 1, 2022.

Franchise Fees Distribution	General Fund (101)	Debt Service Funds	Street Improvements Fund (401)	Park Improvements Fund (404)	Public Facilities Fund (437)	Capital Equipment Fund (431)
Cable TV	\$245,000	\$0	\$20,000	\$0	\$0	\$0
Water & Sewer	\$0	\$25,000	\$250,000	\$0	\$25,000	\$0
Gas & Electric	\$0	\$51,500	\$1,880,000	\$251,500	\$162,000	\$75,000

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

**CITY OF FARIBAULT
FRANCHISE FEE HISTORY**

	2017	2018	2019	2020	2021 (Est.)	Approved 2022 (Est.)
REVENUE						
Cable Television (100% general fund-NO)	\$ 262,791	\$ 267,347	\$ 266,877	\$ 250,579	\$ 265,000	\$ 265,000
Gas & Electric (split below)	\$ 760,311	\$ 760,814	\$ 850,933	\$ 940,998	\$ 920,000	\$ 2,420,000
Water (changed to fixed amount transfer in 2018)		\$ 78,858	\$ 78,858	\$ 94,630	\$ 94,630	\$ 94,630
Sewer (changed to fixed amount transfer in 2018)		\$ 171,142	\$ 171,142	\$ 205,370	\$ 205,370	\$ 205,370
TOTAL	\$ 1,306,960	\$ 1,278,160	\$ 1,367,811	\$ 1,491,577	\$ 1,485,000	\$ 2,985,000

DESIGNATIONS (Cable Television)

General Fund - 101					\$ 245,000	\$ 245,000
Street Improvement Fund - 401					\$ 20,000	\$ 20,000
TOTAL					\$ 265,000	\$ 265,000

DESIGNATIONS (Gas & Electric)

General Fund - 101	\$ 380,156	\$ 355,000	\$ 354,000	\$ 405,000		
Street Improvement Fund - 401	\$ 190,078	\$ 100,000	\$ 100,000	\$ 75,000	\$ 380,000	\$ 1,880,000
Public Facility Projects - 437	\$ 114,047	\$ 112,000	\$ 112,000	\$ 87,000	\$ 162,000	\$ 162,000
Public Works Bond - 344 (old 342)	\$ 76,031	\$ 51,500	\$ 51,500	\$ 51,500	\$ 51,500	\$ 51,500
Economic Development Projects (240)	\$ -	\$ 142,314	\$ 50,000			
Community & Economic Development (240)				\$ 100,000		
Capital Equipment Fund (431)					\$ 75,000	\$ 75,000
Park Improvements Fund (404)			\$ 183,433	\$ 222,498	\$ 251,500	\$ 251,500
TOTAL	\$ 760,311	\$ 760,814	\$ 850,933	\$ 940,998	\$ 920,000	\$ 2,420,000

DESIGNATIONS (Water & Sewer)

General Fund - 101	\$ 95,039	\$ 125,000	\$ 125,000	\$ 200,000		
Street Improvement Fund - 401	\$ 47,519	\$ 62,500	\$ 62,500	\$ 50,000	\$ 250,000	\$ 250,000
Public Works Bond - 344 (old 342)	\$ 19,008	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Public Facility Projects - 437	\$ 28,512	\$ 37,500	\$ 37,500	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL	\$ 190,078	\$ 250,000	\$ 250,000	\$ 300,000	\$ 300,000	\$ 300,000

DESIGNATIONS (Overall)

General Fund - 101	\$ 784,875	\$ 747,347	\$ 745,877	\$ 855,579	\$ 245,000	\$ 245,000
Street Improvement Fund - 401	\$ 261,042	\$ 162,500	\$ 162,500	\$ 125,000	\$ 650,000	\$ 2,150,000
Public Works Bond - 344 (342)	\$ 104,417	\$ 76,500	\$ 76,500	\$ 76,500	\$ 76,500	\$ 76,500
Public Facility Projects - 437	\$ 156,626	\$ 149,500	\$ 149,500	\$ 112,000	\$ 187,000	\$ 187,000
Economic Development Projects (240)*		\$ 142,314	\$ 50,000			

**EDA would no longer pay Cost Allocation charges to Community Development Dept. beginning in 2020*

Community & Economic Development (240)				\$ 100,000		
Capital Equipment Fund (431)					\$ 75,000	\$ 75,000
Park Improvements Fund (404)			\$ 183,433	\$ 222,498	\$ 251,500	\$ 251,500
TOTAL	\$ 1,306,960	\$ 1,278,160	\$ 1,367,810	\$ 1,491,577	\$ 1,485,000	\$ 2,985,000

Estimated amount of additional revenue due to adopted fee increases	\$ 159,000
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NOTES:

Ordinances 2005-20 and 2005-21 established the electric and gas franchise fees effective January 1, 2006.

Hickory Tech was granted a cable television franchise in 2006.

Greater Minnesota Gas was granted a natural gas franchise in 2018.

10%/year increases on electric and natural gas franchise fees in 2019 and 2020 adopted per Ord. 2018-09

2021 Consolidation of Franchise Fees and Operating Levy

2022 Increase in Electric & Gas Franchise Fee for Street Improvement Fund to eliminate road maintenance special assessments.



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic Development Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-268 Extend the Deadline to File All Required Documents and to Start Construction on the Proposed Cave Creek Development Near 935 Faribault Road

Background:

On December 27, 2016, the City Council approved resolutions and ordinances related to the proposed Cave Creek Development (commonly known as Faribault Place) located at the old Kmart site near 935 Faribault Road. On December 12, 2017, December 11, 2018, December 23, 2019, and December 8, 2020, the City Council approved Resolutions that granted John Cameron (Applicant), on behalf of Cave Creek, LLC, Faribault Senior Living, LLC, and Faribault Townhomes Association (Owners), one-year extensions to file documents related to the proposed development. The resolutions also granted the Applicant a one-year extension to start construction on the development.

The Applicant has strived to move this project forward, but the viability of this project is dependent on financing, which the Applicant has not yet secured. Furthermore, the COVID situation has presented hardships related to existing and planned senior housing. Consequently, while the Applicant continues to try to secure financing, the Applicant requests that the City Council extend the deadline to December 31, 2022, to record all required documents with Rice County. The Applicant also requests that if the City Council approves, in 2022, a Development Agreement for the subject development, that the Development Agreement control the deadline to start construction, which may be later than 2022. However, the Applicant is striving to record all documents and start construction in 2022.

The Applicant will attend the December 14 City Council meeting and requests that the City Council allow him the opportunity to provide the Council with additional information and answer questions the Council may have about the project.

Recommendation:

Approve Resolution 2021-268 Extend the Deadline to File all Required Documents and to Start Construction on the Proposed Cave Creek Development near 935 Faribault Road.

Attachments:

1. Resolution 2021-268

CITY OF FARIBAULT

RESOLUTION #2021-268

EXTEND THE DEADLINE TO FILE ALL REQUIRED DOCUMENTS AND TO START CONSTRUCTION ON THE PROPOSED CAVE CREEK DEVELOPMENT NEAR 935 FARIBAULT ROAD

WHEREAS, the City Council, on December 27, 2016, approved the following resolutions and ordinances related to a planned housing development on the former Kmart site near 935 Faribault Road proposed by John Cameron, Chief Manager of Cave Creek, LLC (Applicant) on behalf of Cave Creek, LLC, Faribault Senior Living, LLC, and Faribault Townhomes Association (Owners):

1. Resolution 2016-281 Approve Comprehensive Plan Amendment to Change the Land Use Designation of Parcels on the Faribault Place Subdivision from "Community Commercial" to "High-Density Residential"
2. Ordinance 2016-18 Rezone Parcels in the Faribault Place Subdivision from C-2, Highway Commercial to R-4, High-Density Residential
3. Ordinance 2016-19 Amend PUD-M Overlay Zoning District to Remove Faribault Place 3 Properties
4. Resolution 2016-282 Resolution Granting Approval of Variance to Allow Open Space for Faribault Place 3 to be Under 20 Percent
5. Ordinance 2016-20 Rezone Property on the Faribault Place Subdivision at and Near 935 Faribault Road to PUD Overlay Zoning District #2016-20 and Approve Related Development Plan
6. Ordinance 2016-21 Approve Vacation of Public Rights of Way and Easements of Property Platted by Faribault Place 2nd Addition
7. Resolution 2016-283 Approve Preliminary Plat Faribault Place 3rd Addition
8. Resolution 2016-284 Approve Final Plat Faribault Place 3rd Addition

WHEREAS, the legal descriptions of the property associated with the above-referenced resolutions and ordinances are as follows:

Lot 1, Block 1, Faribault Place
Lot 1, Block 2, Faribault Place
Lots 1-45, Block 1, Faribault Place 2nd Addition
Lot 47, Block 2, Faribault Place
Lot 48, Block 2, Faribault Place
Outlot A, Faribault Place 2nd Addition

WHEREAS, the Faribault Unified Development Ordinance specifies a one-year deadline to record the appropriate documents with Rice County and to start construction associated with the resolutions and ordinances described in the first recital; and

WHEREAS, due to financing issues that delayed the anticipated construction of the proposed development, the City Council approved Resolution 2017-269 on December 12, 2017, Resolution 2018-256 on December 11, 2018, Resolution 2019-264 on December 23, 2019, and Resolution 2020-210 on December 8, 2020, which granted the Applicant one-year extensions to record the appropriate documents with Rice County and to start construction associated with resolutions and ordinances described in the first recital; and

WHEREAS, the Applicant has not yet secured the necessary financing to start construction on the project, but is continuing to pursue financing opportunities for construction in 2022; and

WHEREAS, the Applicant has requested that City Council extend the deadlines to record the documents described in the above recitals to December 31, 2022; and

WHEREAS, the Applicant has requested that if the City Council approves a Development Agreement for the Faribault Place 3rd Addition in 2022, the Development Agreement shall control the required deadline to start construction on the subject property; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Faribault as follows:

1. The City Council hereby extends the deadlines to December 31, 2022, to record the resolutions, ordinances, plat, and related

documents referenced in the above recitals; and

2. The deadline to start construction on the above-referenced project shall be December 31, 2022, unless otherwise modified for a later construction start date by a City Council-approved Development Agreement before the December 31, 2022 deadline.

Date Adopted: December 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: Planning Commission
Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic
Development Director
MEETING DATE: December 14, 2021
SUBJECT: Ordinance 2021-14 Amend Northgate Business
Park PUD - First Reading

Background:

Bhavesh Amin, on behalf of Radhe Krishna, Inc. (the Applicant), has a purchase agreement with GPT Development Co., LLC for Lots 3, 4, and 8, Block 1, NORTHGATE SECOND ADDITION, and a purchase agreement with Gray Family Investments Limited Partnership for Lot 7, Block 1, NORTHGATE SECOND ADDITION. The Applicant, in consultation with GPT Development Co., LLC and Gray Family Investments Limited Partnership, requests that the City Council remove Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION (the subject property), from the planned unit development (PUD) associated with NORTHGATE SECOND ADDITION.

The current Northgate Business Park PUD (initially approved by Ordinance 2000-06 and amended by Ordinance 2002-23) identifies Lots 1-6 and Lot 8 for office/retail use and Lot 7 for restaurant use. The Applicant requests City Council approval of Ordinance 2021-14, which would remove the subject property from the PUD and allow the subject property to develop per the permitted and conditional uses in the underlying C-2 Highway Commercial zoning district. At this time, the Applicant does not have detailed development plans for the subject property.

The City's Development Review Committee (DRC) reviewed and recommended approval of the Applicant's request on November 23, 2021. The DRC noted that the subject property has remained undeveloped for the past 20 years. Therefore, it is reasonable to allow other permitted or conditional uses in the C-2, Highway Commercial zoning district on the subject property.

The Planning Commission held a public hearing on December 6, 2021. Mark Zeller, a property owner on Lot 6, expressed that the shared driveway easement between Lots 6 and 7 would have to remain. Also,

an adjacent property owner submitted a letter expressing concerns about the potential development of the site. The City included the letter in the Planning Commission packet and this City Council packet. With a 5-0 vote, the Planning Commission recommended that the City Council approve Ordinance 2021-14. Like the DRC, the Planning Commission found that the subject property had not developed in 20 years. Consequently, it is appropriate to remove the subject property from the PUD and allow it to develop consistent with the underlying C-2, Highway Commercial District. City Staff understands the Property Owners and the Applicant are working together to revise the private easements, restrictions, and covenants associated with the subject property.

Recommendation:

Approve Ordinance 2021-14 Amend Northgate Business Park PUD

Attachments:

1. Ordinance 2021-14 Amend Northgate Business Park PUD
2. Applicant's PUD Amendment Request
3. Ordinance 2000-06
4. Ordinance 2002-23
5. Resolution 2001-148
6. Letter from Neighboring Property Owner

CITY OF FARIBAULT

ORDINANCE #2021-14 AMEND NORTHGATE BUSINESS PARK PUD

WHEREAS, Bhavesh Amin, on behalf of Radhe Krishna, Inc. (the Applicant), in consultation with GPT Development Co., LLC and Gray Family Investments, Limited Partnership (the Property Owners), has requested an amendment to the Northgate Business Park planned unit development (PUD) to remove from the PUD Lots, 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION (the subject property) legally described in Exhibit A and graphically depicted in Exhibit B; and

WHEREAS, Ordinance 2000-06 created the Northgate Business Park PUD and Ordinance 2002-23 amended the PUD; and

WHEREAS, the Northgate Business Park PUD has provisions that may limit some types of development on the subject property; and

WHEREAS, the subject property has been undeveloped since the creation of the PUD in 2000; and

WHEREAS, Provision 17 of Ordinance 2000-06 states, "In the event that development of the entire site is not complete within five (5) years of the project start date, the City Council may, at its discretion, set a public hearing to review the status and performance of the planned unit development."

WHEREAS, the Applicant wishes to develop the subject property in a manner consistent with the underlying C-2, Highway Commercial zoning district, but that may be inconsistent with some provisions of the PUD, particularly provisions that limit the uses on the subject property to office/retail or restaurant. The Applicant is, therefore, requesting that the subject property be removed from the PUD; and

WHEREAS, this ordinance does not directly affect any private easements, restrictions, and covenants, which the City does not control, but that may further govern the use of the subject property; and

WHEREAS, the Property Owners are responsible for all desired changes to any private easements, restrictions, and covenants that may affect future development on the subject property; and

WHEREAS, the Planning Commission, on November 15, 2021, following proper notice, held a public hearing regarding the Applicant's request; and

WHEREAS, following the public hearing, the Planning Commission recommended approval of the requested PUD amendment based on the following written findings of the Planning Commission outlined in Section 2-180 of the City's Unified Development Ordinance as follows:

1. Criteria: Whether the amendment is consistent with the applicable policies of the City's Land Use Plan.

Finding: The City's Land Use Plan guides the subject property for a mix of commercial/residential uses. The proposed amendment to remove the subject property from the Northgate Business Park PUD overlay zoning district does not conflict with the Land Use Plan. The base zoning associated with the subject property is C-2, Highway Commercial, which is consistent with the City's Land Use Plan.

2. Criteria: Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.

Finding: The subject property has remained undeveloped since the creation of the PUD in 2000. It is in the public interest for this property to develop. The removal of the subject property from the PUD provides additional development opportunities.

3. Criteria: Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.

Finding: This ordinance removes the subject property from the Northgate Business Park PUD, but it maintains the underlying C-2, Highway Commercial zoning district. The existing zoning surrounding the subject property is also C-2, Highway Commercial.

Consequently, this ordinance is compatible with existing property uses and zoning within the general area.

- 4. Criteria: Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: The Northgate Business Park PUD indicates that the lots in NORTHGATE SECOND ADDITION will develop with office/retail uses and a restaurant use. Since the creation of the PUD in 2000, the subject property has remained undeveloped. It is unreasonable to continue to limit the potential uses of the subject property to the uses outlined in the PUD. This ordinance allows the subject lots to develop with any allowed uses in the underlying C-2, Highway Commercial district in the same way adjacent C-2 property has or can develop.

- 5. Criteria: Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: The subject property has remained undeveloped since the creation of the Northgate Business Park in 2000. There has been less demand for office and retail buildings, particularly in recent years. This trend is expected to continue. Removing the subject property from the PUD does not prevent office and retail uses on the subject property. Rather, it expands the list of uses that can develop on the property. Therefore, it provides flexibility to adjust to development trends.

WHEREAS, the City Council held a public meeting on December 14, 2021, to approve the first reading of Ordinance 2021-14; and

WHEREAS, the City Council also held a public meeting on _____, to approve the second reading of Ordinance 2021-14; and

WHEREAS, based on the City Staff report, the results of the public hearing, and the written findings and recommendation of the Planning Commission, the City Council of the City of Faribault concurs with the written findings of the Planning Commission as stated in the above recitals and hereby makes the identical findings.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1: Intent. The intent of this ordinance is to remove Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION (the subject property) from the Northgate Business Park planned unit development (PUD), which Ordinance 2000-06 created and which Ordinance 2002-23 amended. Removal of the subject property from the PUD is intended to allow the subject property to develop in a manner consistent with the underlying C-2, Highway Commercial zoning district without having to comply with the unique PUD provisions outlined in Ordinance 2000-06, Ordinance 2002-23, and Resolution 2001-148. This ordinance is not intended to directly affect any private easements, restrictions, and covenants, which the City does not control, but that may further govern the use of the subject property. The Property Owners are responsible for any amendment of private easements, covenants, and restrictions affecting the subject property.

Section 2: PUD Amendment. The Faribault City Council hereby amends the Northgate Business Park commercial planned unit development (PUD) as follows:

1. Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION are hereby removed from the Northgate Business Park PUD, which Ordinance 2000-06 created and which Ordinance 2002-23 amended.
2. Lots 1, 2, 5, and 6, Block 1, NORTHGATE SECOND ADDITION, shall remain in the Northgate Business Park PUD and continue to be governed by Ordinance 2000-06 and Ordinance 2002-23. The City shall not issue a building permit for work associated with Lots 1, 2, 5, and 6 until the City approves an updated development plan for the Northgate Business Park identifying the amended boundaries of PUD and the relationship of the PUD to Lots 3, 4, 7, and 8, which are not in the PUD.

Section 3: Official Zoning Map. The Official Zoning Map of the City of Faribault shall not be republished to show the PUD amendment. However, the City Planner shall appropriately update the Official Zoning Map on file with the City Planning Office to indicate the removal of Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION from the Northgate Business Park PUD overlay zoning district.

Section 4: Findings and Incorporation of Recitals and Exhibits. The recitals set forth in this ordinance and the exhibits attached hereto are incorporated into and made part of this ordinance and, where applicable, constitute the written findings of the City Council of the City of Faribault.

Section 5: Effective Date. This ordinance shall be effective immediately upon its passage and publication according to the Faribault City Charter.

Public Hearing: December 6, 2021
First Reading: December 14, 2021
Second Reading:
Published:

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

**EXHIBIT A:
LEGAL DESCRIPTIONS**

The legal description of the property to be removed from the Northgate Business Park planned unit development (PUD) overlay zoning district is as follows:

Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION

The legal description of the property to be removed from the Northgate Business Park planned unit development (PUD) overlay zoning district is as follows:

Lots 1, 2, 5, and 6, Block 1, NORTHGATE SECOND ADDITION

**EXHIBIT B
GRAPHIC DEPICTIONS**



Lots 3, 4, 7, and 8, Block 1, NORTHGATE SECOND ADDITION to be removed
from the Northgate Business Park PUD



Lots 1, 2, 5, and 6, Block 1, NORTHGATE SECOND ADDITION to remain in
the Northgate Business Park PUD



APPLICATION FOR REQUESTED ACTION
Planned Unit Development (PUD)

Planning Case # _____
Filing Fee _____
PUD Escrow _____
Hearing Date _____

SITE ADDRESS 1925 Cardinal Lane, 1933 Cardinal
Lane, 3010 Cardinal Ave. and 3020 Cardinal Ave.,
Faribault, Minnesota

PROPERTY OWNER GPT Development Co., LLC and
Gray Family Investments Ltd.

PHONE

(H) (W) (C)

ADDRESS

DEVELOPER (if not owner) RADHE KRISHNA INC ,
BHAVESH AMIN

PHONE 513-307-2036 – Bhavesh Amin

(H) (W) (FAX)

ADDRESS

PHONE (H)

(W) (C)

LEGAL DESCRIPTION – Lots 3, 4, 7 and 8, Block 1,
Northgate 2nd Addition

ACREAGE/SIZE OF PROPERTY Lot 3 – 0.50 Acres; Lot 4
– 0.50 Acres; Lot 7 – 1.0 Acre; and Lot 8 – 0.70 Acres

CURRENT ZONING – PUD -
C

EXISTING USE OF PROPERTY – OFFICE
BUILDINGS

PROPOSED USE OF PROPERTY- TAKING OUT PUD
SO WE CAN BUILD HOTEL OR OTHER COMMERCIAL
BUILDINGS

(Including number of units per acre and types of uses
if mixed use)

IDENTIFY ALL ADJACENT LAND USES – OFFICE
BUSINESS

PROPERTY IS -

ABSTRACT

TORRENS

**SIGNATURE OF
APPLICANT**

 **DATE** 11-10-21.

SIGNATURE OF OWNER

 **DATE** 11-10-21.

(if other than the applicant)

Updated: 8/22/16

**PLEASE PROVIDE ALL INFORMATION
REQUESTED ON THIS FORM AND THE
ATTACHED CHECKLIST.
PLANNED UNIT DEVELOPMENT
Required Submittals**

• Concept plan - PDF (Required prior to submittal of the
PUD application)

- ☐ Property boundary
- ☐ North arrow
- ☐ Scale
- ☐ Proposed density of development

- Location of major streets and pedestrian ways
- Location and extent of public and common open spaces
- Location of residential and non-residential land uses with approximate type and intensities of development
- Proposed development schedule

Development plan

• Written narrative

- Statement providing evidence of sufficient property control
- Development schedule showing the time and sequence of proposed development
- Summary of the total number of units of each type of use, number of dwelling units, the acreage devoted to all land uses, and the overall net density of the development
- Character and size of all proposed structures, including the use, height, and gross floor area
- Description of architectural design standards to be implemented
- Description of the anticipated market the development is intended to serve
- Justifications for approval of the PUD and how identified objectives are being satisfied
- Statement describing the form of ownership and maintenance of all common open space, recreational facilities, and other commonly held area intended for the exclusive benefit of the residents
- Proposed protective covenants, easements, or restrictions to be imposed upon the use of land, buildings, and structures
- Statement identifying, and providing justification for, any variances, modifications, or waivers from the development standards specified

• Site plan

- Proposed name of development
- Location of boundary lines (in relation to known

section)

- Vicinity sketch (at a legible scale)
- Names and addresses of all persons having property interest, the developer, designer, and surveyor □
Graphic scale of plat, not less than 1" to 100' □ Date and North arrow
- Boundary line and total acreage of proposed plan
- Existing zoning classifications for land within 100 feet of the development
- Location, widths, and names of all existing or previously platted streets or other public ways
- Location and size of existing sewers, water mains, culverts, or other underground facilities
- Boundary lines of adjoining un-subdivided or subdivided land, within 100 feet
- Topographic data of the site
- Location and type of land uses to be developed
- Layout of proposed streets
- Locations and widths of proposed alleys and pedestrian ways
- Locations and size of proposed sewer lines and water mains
- Location, dimension, and purpose of all easements
- Layout, numbers, lot areas, and preliminary dimensions of lots and blocks
- Minimum front and side street building setback lines
- Areas, other than streets, alleys, pedestrian ways and utility easements, intended to be dedicated or reserved for public or private use
- Location of parking areas, including the number of stalls required and the number provided, loading facilities, and proposed vehicular driveways and aisles
- Location, general exterior dimensions, and approximate gross floor areas of all proposed buildings
- Location, type, and size of proposed landscape and screening plantings, signs, or other site enhancements

- **Building plans and elevations**

- Drawings indicating use and illustrating typical floor

plans, elevations, and exterior building materials

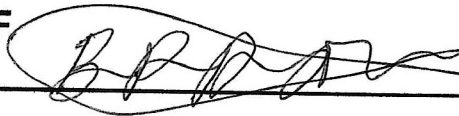
- **Required supplemental information**

- Written summary explaining how the proposed use is compatible with the neighborhood
- Written summary explaining if and how the proposed development will impact traffic
- Other information as required

• **Final plat approval** (Submittal subsequent to PUD approval)

• **Filing fee & PUD Escrow**

**SIGNATURE OF
APPLICANT** _____



DATE 11-10-21.

Planning Case # _____

**CITY OF FARIBAULT
ORDINANCE 2000-06**

**PLANNED UNIT DEVELOPMENT
(Northgate Business Park)**

WHEREAS, Land'Sake, holder of a purchase agreement of the following described property, to wit:

Lot 1, Block 2, Northgate Addition, City of Faribault, Rice County, Minnesota
has requested approval of a commercial planned unit development; and

WHEREAS, City staff has completed a review of the application and made a report pertaining to said request (PC 13-00), a copy of which has been presented to the City Council; and

WHEREAS, the Planning Commission, on the 3rd day of May, 2000, following proper notice, held a public hearing regarding the request, and following said public hearing adopted a recommendation that the request for a planned unit development, be approved; and

WHEREAS, the City Council, on the 9th day of May, 2000, following proper notice, held a public hearing to consider the proposed amendment and all interested persons were provided with an opportunity to comment; and

WHEREAS, the City Council finds that the said planned unit development would be appropriate with the following findings:

1. Adequate property control is established and provided to protect the individual owner's rights and property values and to define legal responsibilities for maintenance and upkeep.
2. The interior circulation plan and access from and onto public right-of-way does not create congestion or dangers and is adequate for the safety of the general public. Curb cuts onto the public street have been kept to a minimum through the development of on-site circulation.

3. A sufficient amount of usable open space is provided, with minimum open space ratios satisfied on each lot. The proposed plan provides for a common courtyard for use by employees and customers and is easily accessed through an area-wide sidewalk system.
4. The arrangement of buildings, structures, and accessory uses does not unreasonably disturb the privacy of surrounding property owners or reduce the value of adjacent properties.
5. The architectural and landscape design standards identified for the project will ensure compatibility with the surrounding area and provide for a unified treatment of the entire site. Given the property's proximity to the interstate highway and position at the northernmost entrance to the city, provision of such design standards is viewed to be advantageous.
6. The project will not place a burden on existing municipal infrastructure, including utility and drainage systems.
7. The phasing schedule ensures logical development of the site and will not compromise or limit future development should this particular project be discontinued.
8. The planned unit development is in reasonable compliance with the intent and purpose of the Land Use Plan. Commercial uses are encouraged in this location.
9. Approval of the request will result in the establishment of a PUD, Planned Unit Development District, designation on the official zoning map.

NOW, THEREFORE, THE CITY COUNCIL RESOLVES:

Section 1. A planned unit development is hereby granted with the following provisions:

1. The final plat for the subdivision shall be approved and filed with Rice County prior to issuance of any building permits for the property. Any necessary restrictions, covenants, or easements governing the planned unit development must be filed and recorded concurrent with the plat.
2. Temporary and permanent erosion and sediment control plans must be prepared and implemented in accordance with Minnesota Pollution Control Agency requirements.
3. Review and approval by the City Engineer of grading, drainage and utility plans for the site prior to issuance of a building permit. All new utilities must be placed underground.
4. Fire hydrants must be installed, as needed, at locations approved by the Director of Fire and Code Services.

5. Parking lot development shall consist of hard-surfacing, 6-inch non-surmountable concrete perimeter curbing, and striping of all stalls. Provision will need to be made for handicapped stalls in compliance with State Building Code requirements. Temporary curb stops, or other similar method of access control, must be utilized where parking lot development terminates at phase lines. All necessary parking, driveway, and pedestrian easements shall be filed concurrent with the final plat. The driveway nearest Cardinal Avenue and 30th Street NW shall be moved to the common property line between Lots 1 and 3.
6. Sidewalks, as depicted on the site plan, are required elements of the project and shall be installed on a lot by lot basis. The exact location of proposed sidewalks shall be finalized during final site plan review.
7. Landscaping for the development must be provided in substantial conformance to the landscape plan submitted and approved as part of the planned unit development. Plantings shall be completed on a lot by lot basis, with installation completed prior to issuance of a final certificate of occupancy for the structure. An additional twelve (12) shrubs are needed along 30th Street NW to satisfy buffer requirements, as the property adjoins a designated collector street. Berming shall be utilized as an additional buffer mechanism at the corner of Cardinal Avenue and 30th Street NW.
8. A lighting plan for the project shall be submitted for staff review and approval prior to development of the site. All exterior lighting must comply with the performance standards specified in Section 6-340 of the Unified Development Ordinance.
9. The applicant shall submit, for staff review and approval, architectural design standards including building elevation and signage styles, materials, and colors. Such standards must be incorporated into covenant documents that are filed with the final plat.
10. Site development of Lot 7 must comply with pertinent landscaping and architectural design standards established by city code, in addition to any standards required by the developer.
11. All signage shall comply with the standards developed by the applicant and approved by city staff. No more than four (4) pylon signs shall be allowed for the entire development. Sign permits shall be obtained prior to installation of signage at the site.
12. No exterior storage of equipment, garbage, or debris shall be permitted anywhere on the site. On-site trash enclosures, if provided, shall be limited to three (3) in number throughout the entire development, excluding the restaurant site, with locations identified during final site plan approval.
13. A final plat must be submitted within one (1) year of the effective date of the ordinance approving the planned unit development.

14. In the event that development of the entire site is not complete within five (5) years of the project start date, the City Council may, at its discretion, set a public hearing to review the status and performance of the planned unit development.
15. Any change in the proposed mix of uses, provision of drive-through facilities, or configuration of the property, aside from minor modifications approved by city staff as authorized in Section 14-190 (Unified Development Ordinance), shall be cause for submittal of a revised development plan.
16. Any violation of the conditions established with approval of the planned unit development shall be handled in accordance with the enforcement provisions specified in Article 12, Chapter 2, Faribault Unified Development Ordinance.

THE CITY OF FARIBAULT ORDAINS:

Section 1: Amendment. The Unified Development Ordinance is hereby amended to show a certain tracts of land situated in the City of Faribault, County of Rice, Minnesota, now zoned C-2, Highway Commercial District, to a PUD-C, Planned Unit Development-Commercial District, as described below and as shown on the attached proposed zoning map.

Lot 1, Block 2, Northgate Addition, City of Faribault, Rice County, Minnesota

Section 2: Official Zoning Map. The City Administrator is hereby directed to amend the Official Zoning Map to reflect this ordinance amendment.

Section 3: Preliminary Development Plan. The preliminary development plan is hereby approved. Approval of the preliminary development plan constitutes acceptance of both a preliminary plat and site plan.

Section 4: Effective Date. This ordinance shall take effect and be in force 30 days from and after its passage and publication, in accordance with Section 3.09 of the City Charter.

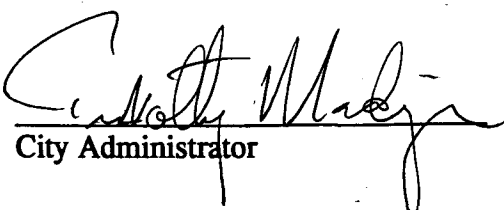
First Reading: May 9, 2000

Second Reading: May 23, 2000

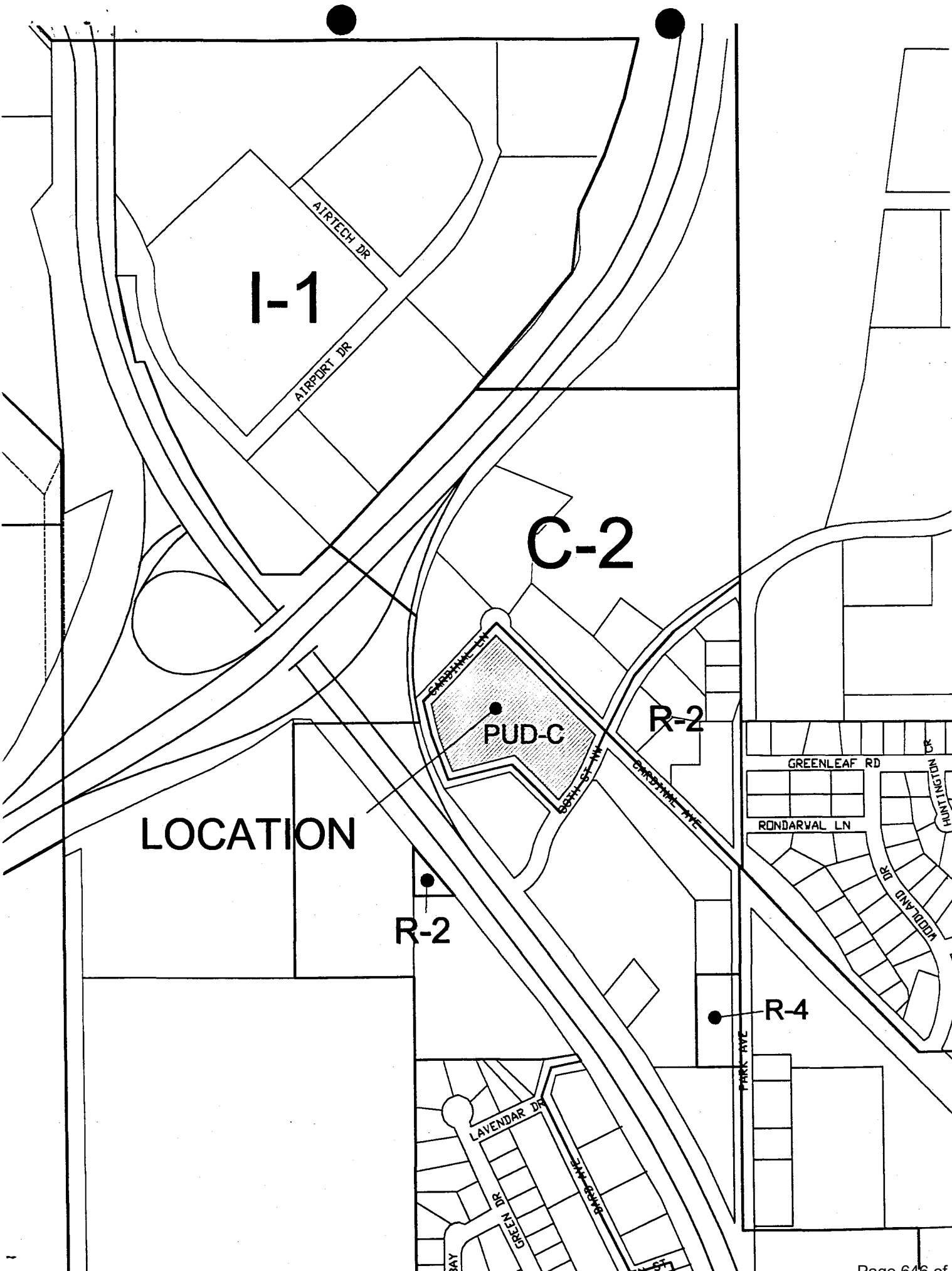
Faribault City Council



Mayor

Attest 

City Administrator



PRELIMINARY PLAT:

NORTHGATE SECOND ADDITION

P/O SEC. 24-T110N-R21W

OPT DEVELOPMENT CO. LLC
425 3RD STREET SW
FARIBAULT, MN 55001

JAMES McSHANE ET AL.
1807 30TH STREET NW
FARIBAULT, MN 55001

PARENT FEE OWNERS
OPT DEVELOPMENT COMPANY, LLC
425 3RD STREET SW
FARIBAULT, MN 55001

DEVELOPER
LARRY SAGE
P. O. BOX 24187
APPLE VALLEY, MN 55124
952-431-7300
800-876-7495

PRESENT ZONING: C-8 HIGHWAY COMMERCIAL DISTRICT

EXISTING LEGAL DESCRIPTION
LOT 1, BLOCK 2, NORTHGATE ADDITION,
ACCORDING TO THE RECORDED PLAT THEREOF, RICE
COUNTY, MINNESOTA. CONTAINING 3.31 ACRES,
MORE OR LESS.

I hereby certify that this plan or report is
a true and correct representation of a
Preliminary Plat drawn by me or under
my direct supervision and that I am a duly
Registered Land Surveyor under the laws of
the State of Minnesota.

APRIL 4, 2000
DAVID G. RAPP
MN LICENSE NO. 22044
DATED
REVISED APRIL 04, 2000

GREAT GLOBAL ASSURANCE CO.
7406 STEVEN DRIVE EAST 0180
SCOTTSDALE, ARIZONA 05028

RAPP LAND SURVEY
45567 MAY 06 PM
NORTHGATE SECOND ADDITION
3RD PLAT
100-100-00000

INTERSTATE 35

EXISTING MSP EASEMENT
CARDINAL LANE

CARDINAL AVENUE
NORTHWEST
30TH STREET

LOT 7
32,456 SQ. FT.

LOT 4
20,863 SQ. FT.

LOT 3
20,363 SQ. FT.

LOT 5
21,663 SQ. FT.

LOT 2
20,749 SQ. FT.

LOT 1
39,233 SQ. FT.

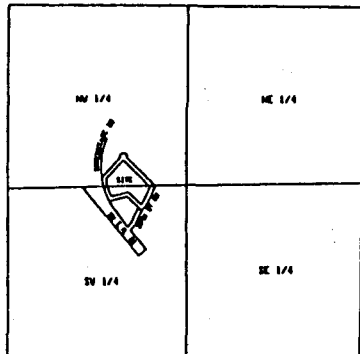
LINE	BEARING	DISTANCE
1	S 34° 09' 34" W	45.36

CURVE	ARC	DELTA	RADIUS
1	89.81	07° 04' 32"	567.00

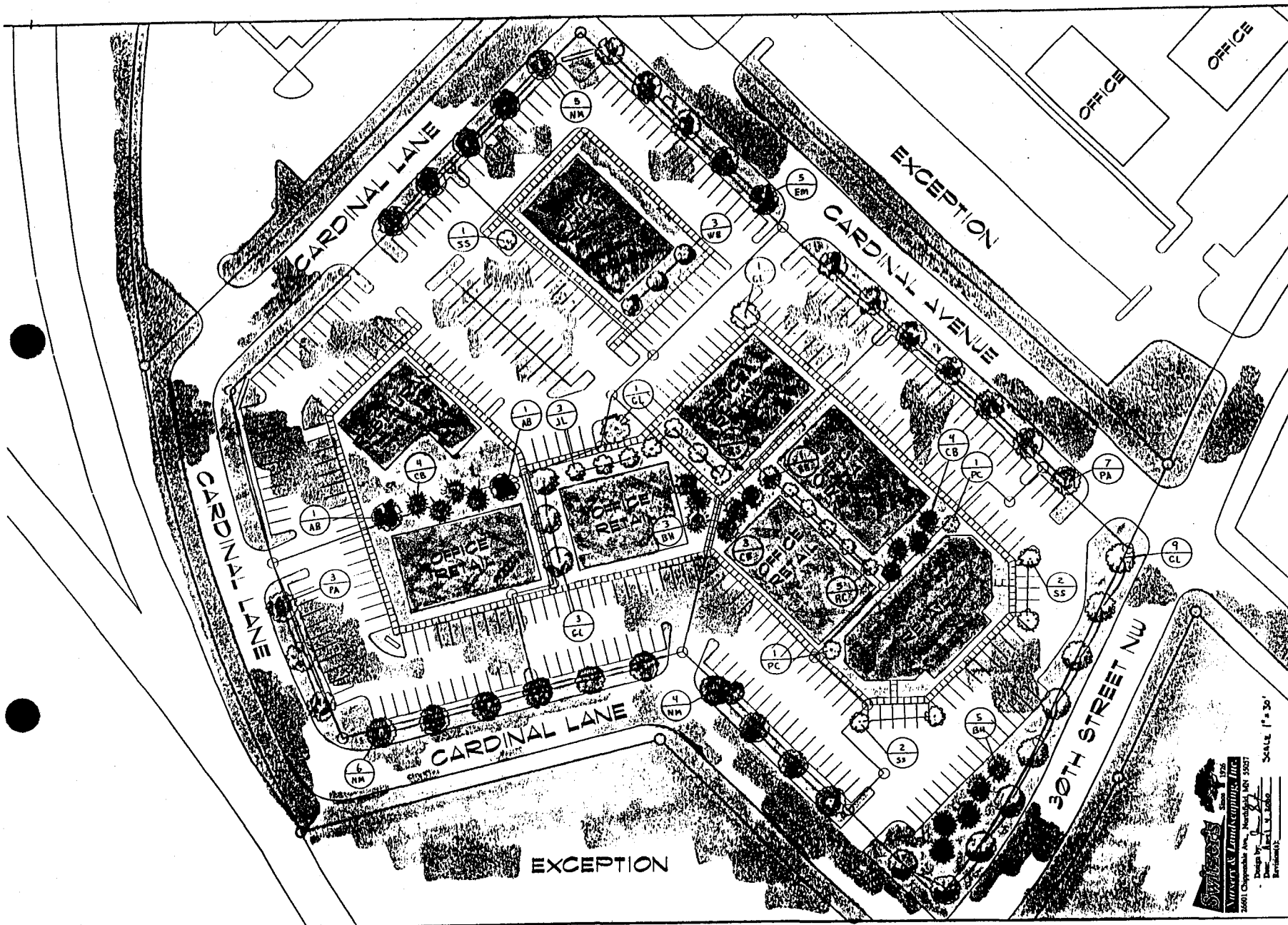
GREAT GLOBAL ASSURANCE CO.
7406 STEVEN DRIVE EAST 0180
SCOTTSDALE, ARIZONA 05028

NOTE: BEARINGS ARE BASED ON THE ASSUMPTION
THAT THE NORTH LINE OF THE NE 1/4 OF THE SW
1/4 OF SECTION 24 BEARS S 89° 34' 02" W.

VICINITY MAP



SEC. 24-T110N-R21W
FARIBAULT, MINNESOTA



REGISTERED ARCHITECTS	DATE	REVISION
DRAWN	CHECKED	
DATE	DATE	

I hereby certify that these plans, specifications or reports were prepared by me or under my direct supervision and that I am a duly Registered Architect under the laws of the State of Minnesota.

Reg. No. _____ Date _____

Working Drawings For:
NORTHGATE SITE
 MINNESOTA
 FARBAULT

STARR
 DESIGN & GROUP
 DRAWING NO.
A1.1
 X OF X

Swilbert
 Swilbert & Landmarking, Inc.
 24601 Chippewa Ave., Northgate, MN 55057
 Design By: _____
 Date: _____
 Revision: _____
 SCALE: 1" = 30'

City of
Faribault
10-20-02

504295

Document No.
504295



OFFICE OF COUNTY RECORDER

RICE COUNTY, MINN

No. of Pages 4

I hereby certify that the within instrument was filed in this office
for record on 10-24-2002 at 11:15 ☒ AM ☐ PM

10242002

Pam Melchert, County Recorder



W. Smith
Deputy

R

**CITY OF FARIBAULT
ORDINANCE 2002-23**

**PLANNED UNIT DEVELOPMENT AMENDMENT
(Northgate 2nd Addition)**

WHEREAS, GPT Development, owner of the following described property, to wit:

Lots 1-8, Block One, Northgate 2nd Addition, Faribault, Rice County,
Minnesota.

has requested approval of an amendment to the Northgate Commercial Planned Unit
Development to allow the rearrangements of lot lines administratively; and

WHEREAS, City staff has completed a review of the application and made a report
pertaining to said request (PC 44-02), a copy of which has been presented to the City Council;
and

WHEREAS, the Planning Commission, on the 18th day of September, 2002, following
proper notice, held a public hearing regarding the request, and following said public hearing
adopted a recommendation that the request for an amendment to the planned unit development
be approved; and

WHEREAS, the City Council, on the 24th day of September, 2002, following proper
notice, held a public hearing to consider the proposed amendment and all interested persons
were provided with an opportunity to comment; and

WHEREAS, the City Council finds that said amendment to the planned unit
development would be appropriate based on the following findings:

1. Adequate property control is established and provided to protect the individual owner's
rights and property values and to define legal responsibilities for maintenance and
upkeep.
2. The interior circulation plan and access from and onto public right-of-way does not create
congestion or dangers and is adequate for the safety of the general public. Curb cuts onto

the public street have been kept to a minimum through the development of on-site circulation.

3. A sufficient amount of usable open space is provided, with minimum open space ratios satisfied on each lot. The proposed plan provides for a common courtyard for use by employees and customers and is easily accessed through an area-wide sidewalk system.
4. The arrangement of buildings, structures, and accessory uses does not unreasonably disturb the privacy of surrounding property owners or reduce the value of adjacent properties.
5. The architectural and landscape design standards identified for the project will ensure compatibility with the surrounding area and provide for a unified treatment of the entire site. Given the property's proximity to the interstate highway and position at the northernmost entrance to the city, provision of such design standards is viewed to be advantageous.
6. The project will not place a burden on existing municipal infrastructure, including utility and drainage systems.
7. The phasing schedule ensures logical development of the site and will not compromise or limit future development should this particular project be discontinued.
8. The planned unit development is in reasonable compliance with the intent and purpose of the Land Use Plan. Commercial uses are encouraged in this location.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1. The Northgate Commercial Planned Unit Development (Northgate 2nd Addition) is hereby amended to allow for the rearrangement of lot lines through the administrative process established in Chapter 15, Article 2, Faribault Unified Development Ordinance; subject to the following provisions:

1. All provisions of Ordinance 2000-06, approving the preliminary and final plat of Northgate 2nd Addition shall remain in effect.
2. The parking to floor area ration established with the site plan approved in conjunction with the original PUD per Ordinance 2000-06, shall be met regardless of the configuration of the lots within the development.
3. Shared access and parking must be provided to all parcels in the manner intended in the original PUD per Resolution 2001-148.
4. Rearrangement of lot lines may be subject to vacation by the City of drainage and utility easements prior to issuance of a building permit for construction on affected resulting parcels of land.

5. Upon development of the final parcel in the project, the property shall be replatted to simplify legal descriptions of all resulting parcels.

Section 2: Effective Date. This ordinance shall take effect and be in force 30 days from and after its passage and publication, in accordance with Section 3.09 of the City Charter.

First Reading: September 24, 2002

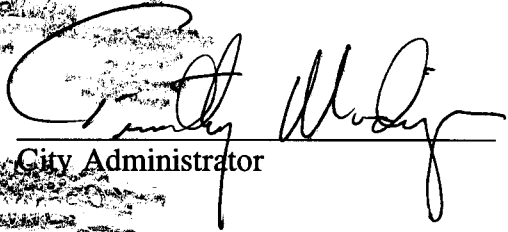
Second Reading: October 8, 2002

Faribault City Council



Mayor

Attest


City Administrator

**SUMMARY PUBLICATION
CITY OF FARIBAULT ORDINANCE 2002-23
AMENDING THE NORTHGATE COMMERCIAL
PLANNED UNIT DEVELOPMENT**

The City of Faribault is vacating is amending the Northgate Commercial Planned Unit Development to allow the rearrangement of lot lines through an administrative minor subdivision process.

The complete text of Ordinance 2002-23 is on file at City Hall and the Buckham Memorial Library, and may be obtained from the Zoning Administrator at no cost.

First Reading: September 24, 2002

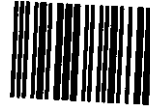
Second Reading: October 8, 2002

504295

2A City of Holt

483920

Document No.
483920

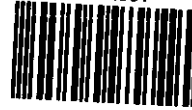


OFFICE OF COUNTY RECORDER
RICE COUNTY, MINN

No. of Pages 4

I hereby certify that the within instrument was filed in this office
for record on 09-28-2001 at 08:31 ☒ AM ☐ PM

09282001



Pam Melchert, County Recorder

P. Melchert
Deputy

R

**CITY OF FARIBAULT
RESOLUTION 2001-148**

**PRELIMINARY AND FINAL PLAT APPROVAL
Northgate 2nd Addition**

WHEREAS, a preliminary plat and final plat of Orchard Heights have been submitted to the City for review; and

WHEREAS, the Northgate 2nd Addition Planned Unit Development-Commercial, including preliminary plat, was approved by the City and became effective on or about June 25, 2000 (Ordinance 2000-06); and

WHEREAS, according to Ordinance 2000-06, a final plat was to be submitted within one year of the effective date of such ordinance; and

WHEREAS, a final plat for Northgate 2nd Addition was not submitted for approval within one year of the effective date of Ordinance 2000-06, and therefore the preliminary plat became null and void; and

WHEREAS, GPT Development has submitted a request for reinstatement of the preliminary plat, as well as for final plat approval of Northgate 2nd Addition; and

WHEREAS, City staff has completed a review of the preliminary and final plats and made a report pertaining to said plats (PC 51-01), a copy of which has been presented to the Planning Commission and City Council; and

WHEREAS, the Planning Commission, on the 19th day of September, 2001, following proper notice, held a public hearing regarding the request, and following said public hearing, adopted a recommendation that the preliminary and final plats be approved; and

WHEREAS, the City Council, on the 25th day of September, 2001, following proper notice, held a public hearing to consider the proposed preliminary and final plat and all interested persons were provided with an opportunity to comment.

NOW, THEREFORE, THE CITY COUNCIL RESOLVES:

Section 1. The preliminary and final plats of Northgate 2nd Addition are hereby approved with the following provisions:

1. The final plat for the subdivision shall be filed with Rice County prior to issuance of any building permits for the property. Any necessary restrictions, covenants, or easements governing the planned unit development must be filed and recorded concurrent with the plat.
2. Temporary and permanent erosion and sediment control plans must be prepared and implemented in accordance with Minnesota Pollution Control Agency requirements.
3. Review and approval by the City Engineer of final grading, drainage and utility plans for the site prior to issuance of a building permit. All new utilities must be placed underground.
4. Fire hydrants must be installed, as needed, at locations approved by the Director of Fire and Code Services.
5. Parking lot development shall consist of hard-surfacing, 6-inch non-surmountable concrete perimeter curbing, and striping of all stalls. Provision will need to be made for handicapped stalls in compliance with State Building Code requirements. Temporary curb stops, or other similar method of access control, must be utilized where parking lot development terminates at phase lines, subject to approval of the City Engineer. All shared amenities including but not limited to parking, driveway and access drives, and pedestrian walkways, shall be addressed in protective covenants to be filed concurrent with the final plat. The driveway nearest Cardinal Avenue and 30th Street NW shall be moved to the common property line between Lots 1 and 3.
6. Sidewalks, as depicted on the site plan, are required elements of the project and shall be installed on a lot by lot basis. The exact location of proposed sidewalks shall be finalized during final site plan review.
7. Landscaping for the development must be provided in substantial conformance to the landscape plan submitted and approved as part of the planned unit development. Plantings shall be completed on a lot by lot basis, with installation completed prior to issuance of a final certificate of occupancy for the structure. An additional twelve (12) shrubs shall be provided along 30th Street NW to satisfy buffer requirements, as the property adjoins a designated collector street. Berming shall be utilized as an additional buffer mechanism at the corner of Cardinal Avenue and 30th Street NW.
8. A lighting plan, including photometric data, for the project shall be submitted for staff review and approval prior to development of the site. All exterior lighting must comply with the performance standards specified in Section 6-340 of the Unified Development Ordinance.

9. The applicant shall submit, for staff review and approval, architectural design standards including building elevation, materials, and colors as well as signage styles. Such standards must be submitted prior to issuance of any building permits for the project and shall be incorporated into covenant documents that are filed with the final plat.
10. Site development of Lot 7 must comply with pertinent landscaping and architectural design standards established by city code, in addition to any standards required by the developer.
11. All signage shall comply with the standards developed by the applicant and approved by city staff. No more than four (4) pylon signs shall be allowed for the entire development. Sign permits shall be obtained prior to installation of signage at the site.
12. No exterior storage of equipment, garbage, or debris shall be permitted anywhere on the site. On-site trash enclosures, if provided, shall be limited to three (3) in number throughout the entire development, excluding the restaurant site, with locations identified during final site plan approval.
13. In the event that development of the entire site is not complete within five (5) years of the project start date, the City Council may, at its discretion, set a public hearing to review the status and performance of the planned unit development.
14. Any change in the proposed mix of uses, the provision of drive-through facilities, or configuration of the property, aside from minor modifications approved by city staff as authorized in Section 14-190 (Unified Development Ordinance), shall be cause for submittal of a revised development plan.
15. Any violation of the conditions established with approval of the planned unit development shall be handled in accordance with the enforcement provisions specified in Article 12, Chapter 2, Faribault Unified Development Ordinance.
16. The location of the sanitary sewer easement for Lot 7 shall be finalized on the plat prior to release of the plat for filing.

This resolution shall become effective immediately upon its passage and without publication.

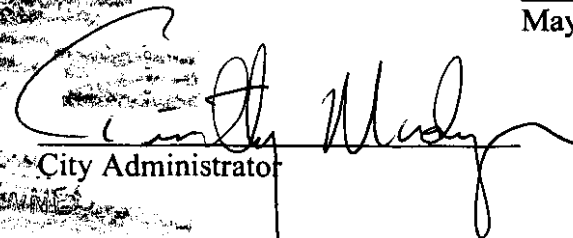
Adopted this 25th day of September, 2001.

Faribault City Council



Mayor

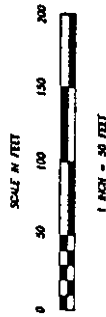
ATTEST:



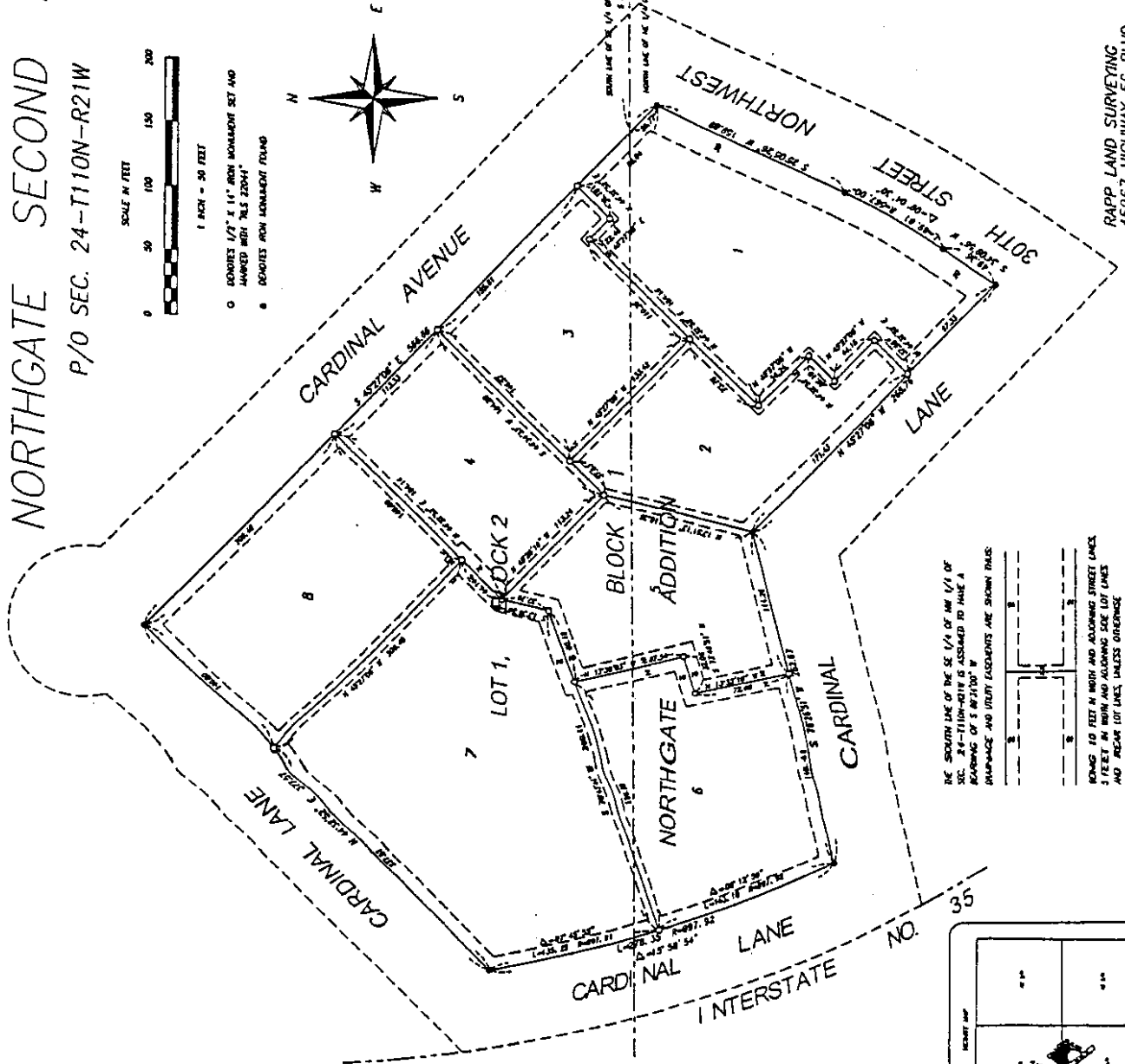
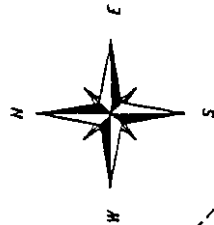
City Administrator

NORTHGATE SECOND ADDITION

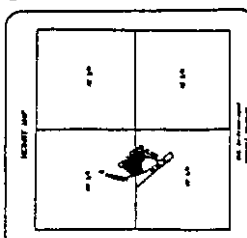
P/O SEC. 24-T110N-R21W



- BOUNDS 1/2" x 14" IRON MONARCH SET AND MARKED WITH "SLS 22044"
- BOUNDS IRON MONARCH POUND



THE SOUTH LINE OF THE SE 1/4 OF NW 1/4 OF SEC. 24-T110N-R21W IS ASSUMED TO HAVE A BEARING OF S 89° 50' 00" W
 BEARINGS AND DISTANCE CALCULATIONS ARE SHOWN IN THE
 BLOCK 2 ADDITION
 BEARING 10 FEET IN NORTH AND ADJOINING STREET LINES
 5 FEET IN NORTH AND ADJOINING SIDE LOT LINES
 AND BEARING LOT LINES, UNLESS OTHERWISE
 NOTICED, AS SHOWN ON THE PLAT



483920

KNOW ALL PERSONS BY THESE PRESENTS: That GPT Development Company, LLC, a Minnesota limited liability company, and First United Bank, a United States corporation, mortgagee of the following described property located in the County of Rice and State of Minnesota to wit:

Lot 1, Block 2, NORTHGATE ADDITION, according to the recorded plat thereof, Rice County, Minnesota.

Has caused the same to be surveyed and plotted as NORTHGATE SECOND ADDITION and does hereby certify that the same has been surveyed and plotted in accordance with the laws of the State of Minnesota and the rules and regulations of the State Surveyor, and that the same is shown as shown on this plat for installation and maintenance of utilities and drainage facilities only.

In witness whereof said GPT Development Company, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officers this ___ day of ___, 20__.

GPT DEVELOPMENT COMPANY, LLC

By: _____ By: _____

Gustav M. Hoffmann Paul S. Gray Thomas H. Degen

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ___ day of ___, 20__ by Gustav M. Hoffmann, Paul S. Gray, and Thomas H. Degen of GPT Development Company, LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota

My Commission expires ___ day of ___, 20__

In witness whereof said First United Bank, a United States corporation, has caused these presents to be signed by its proper officer this ___ day of ___, 20__.

FIRST UNITED BANK

By: _____

Gene H. Bahr, Vice President

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ___ day of ___, 20__ by Gene H. Bahr, Vice President of First United Bank, a United States corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota

My Commission expires ___ day of ___, 20__

I hereby certify that I have surveyed and plotted the property described on this plat as NORTHGATE SECOND ADDITION, that this plat is a true and correct copy of the original survey and that the same is shown as shown on this plat for installation and maintenance of utilities and drainage facilities only, that all monuments have been correctly placed in the ground as shown, that all outside boundary lines are correctly designated on the plat, and that there are no wet lands, as defined in Minnesota Statutes 505.02, Subd. 1, or public highways to be designated on said plat, other than as shown.

David C. Rapp, Land Surveyor
 Minnesota License Number 22044

STATE OF MINNESOTA

COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this ___ day of ___, 20__ by David C. Rapp, Land Surveyor.

Notary Public, _____ County, Minnesota

My Commission expires ___ day of ___, 20__

Approved by the City Council of Faribault, Minnesota, this ___ day of ___, 20__.

Signed _____ Mayor _____ City Administrator

I hereby certify this lease payable in the year 20__ on the land herein described have been paid, there are no delinquent taxes and transfer has been entered this ___ day of ___, 20__.

By: _____ Rice County Auditor/Treasurer _____ Deputy _____

I hereby certify that the within instrument was filed in this office for record this ___ day of ___, 20__ at ___ o'clock ___ M. and was duly recorded as document number _____ file number _____.

Rice County Recorder

RAPP LAND SURVEYING
 45967 HIGHWAY 56 BLVD
 KENTON, MN 55946

JTS Hospitality, INC d/b/a Days Inn Faribault
1920 Cardinal Lane
Faribault, MN 55021

David Wanberg, City Planner
208 NW 1st Avenue
Faribault, MN 55021

11/30/2021

City of Faribault Planning Committee

This in regards to the public hearing scheduled on December 06, 2021. I will not be able to attend the hearing but would like to send my input.

I am the owner operator of the Days Inn of Faribault since November of 2008. This business has seen its ups and downs throughout the years. Before removing the properties/land from the PUD associated with Northgate Business Park I would request the city planning committee to ask Radhe Krishna Inc what the plan is for development.

If it's another hotel/motel developing or other type of a lodging facility I as a Faribault hotel owner would vote no to the removal of the subject properties from the existing PUD.

Faribault and surrounding has enough lodging hotel rooms for travelers and locals on a busy weekend and way too many rooms for the slow seasons of September through May or any given weekday. The existing hotels will need years to recover from the ongoing covid recession.

Thank You

Trupti Bhakta
Days Inn Faribault



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: Deanna Kuennen, Community and Economic
Development Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-269 Approve a Comprehensive
Plan Amendment to Guide Property Located at
1440 Willow Street to Commercial - Industrial
Mixed Use

Background:

This item is the first of three associated applications regarding 1440 Willow Street.

Peter Nass, property owner at 1440 Willow St. has submitted applications for a Comprehensive Plan Amendment from Existing Residential Neighborhood (ERN) to Commercial-Industrial-Mixed Use. Additionally, he has requested rezoning the property from R-1, Single Family Residential District, to C-2, Highway Commercial District. The property has an existing two-unit commercial building with a paved parking lot and an accessory building. The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop.

The current owners had operated their glass business from the property and rented space in the building to a locksmith's business. The property currently has space rented by Mad-Chassis car customizing business. It is still used by Mr. Nass for his glass and mirror business on a reduced part-time basis. The property owners and the owners of Mad-Chassis are seeking a zoning certificate for this change of use of the property. Since car customizing is an intensification of the usage of the property, it cannot be grandfathered and, for that reason, the owners are seeking to rezone to allow new commercial uses of this site. They are also seeking a Conditional Use Permit for major auto repair as a part of the series of applications needed for this use on this site.

At its meeting of November 15, 2021, the Planning Commission, after proper notice, opened the public hearing on the applications. No one from the public was present and no comments were received. The Development Review Committee (DRC) recommended against the applications due to the Comprehensive Plan Steering Committee's

determination that the site should transition to low density residential uses, which was approved in the recent update of the City Comprehensive Plan. The Planning Commission members discussed the request and voted to approve the applications for the Comprehensive Plan Amendment to Commercial / Industrial Mixed Uses and the application for rezoning to C-2 Highway Commercial District. The Planning Commission asked staff to bring this matter back at the next meeting to consider findings for approval.

At its meeting of December 6, 2021, the Planning Commission, by a vote of 5/1 approved findings in support of the comprehensive plan amendment to Commercial - Industrial Mixed Use at the site.

Recommendation:

Adopt Resolution 2021-269 to approve a Comprehensive Plan Amendment to Guide Property at 1440 Willow Street to Commercial - Industrial Mixed Use.

Attachments:

1. Resolution 2021-269 Approving Comp Plan Amendment at 1440 Willow St
2. Planning Commission Staff Report - 1440 Willow Street Comp Plan Amendment and Rezoning

CITY OF FARIBAULT

RESOLUTION #2021-269

APPROVE A COMPREHENSIVE PLAN AMENDMENT TO GUIDE PROPERTY LOCATED AT 1440 WILLOW STREET TO COMMERCIAL - INDUSTRIAL MIXED USE

WHEREAS, the applicant Peter Nass, owner of property located at 1440 Willow Street and legally described in Exhibit A, is requesting an amendment of the Journey 2040 Comprehensive Plan to guide the site for Industrial Mixed Use to rezone the property to a C-2 Highway Commercial District in order to provide for continued commercial uses in an existing multi-tenant commercial building at the site; and

WHEREAS, on September 22, 2020, the City Council of the City of Faribault adopted the Journey 2040 Comprehensive Plan for City of Faribault; and

WHEREAS, the Journey 2040 Comprehensive Plan guides the future land use of the property at 1440 Willow Street for Planned Residential Use; and

WHEREAS, City Staff has made a report to the Planning Commission (Planning Case Number: 21-40), in which it was recommended that the requested Comprehensive Plan Amendment to guide the subject site for Commercial – Residential Use be denied; and

WHEREAS, the Planning Commission, on the 15th day of November, 2021 following proper notice, held a public hearing and received the staff report regarding said request; and

WHEREAS, following said public hearing, the Planning Commission recommended that the City Council approve the Comprehensive Plan amendment to guide the subject property for commercial use based on the following written findings:

1. The Comprehensive Plan amendment review process provided adequate opportunity for public review and comment on the requested amendment; and
2. Approval of the requested amendment is in the best interest of the general health, safety, and welfare of the community in that future uses of the subject site will be compatible with nearby uses in this location; and
3. The existing and proposed infrastructure, including sanitary sewer, water, storm water, and transportation, associated with the subject property are suitable for commercial uses at this site; and

WHEREAS, the City Council held a public meeting on December 14, 2021 to consider the Comprehensive Plan amendment request and the Planning Commission's recommendation related to said amendment; and

WHEREAS, the City Council concurs with all of the findings of the Planning Commission as stated in the above recitals and hereby makes the identical findings.

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

Section 1: Incorporation of Recitals and Exhibits. The recitals set forth in this Resolution and the Exhibits attached hereto are incorporated into and made a part of this Resolution.

Section 2. Amendment. The Comprehensive Plan of the City of Faribault is amended to guide the subject property legally described in Exhibit A as Industrial Mixed use.

Section 3: Change to the Official Land Use Plan. The Official Land Use Plan, which is a part of the City of Faribault Comprehensive Plan, shall not be republished to show the aforesaid amendment, but the City Planner shall appropriately mark the Official Land Use Plan on file with the City Planning and Zoning Division for the purpose of indicating the land use plan designation change.

Section 4. Effective Date. This resolution shall become effective immediately upon its passage and without publication.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

EXHIBIT A

Property Address: 1440 Willow Street
PID# 18.06.3.75.001

Legal Description

Part of the Southwest Quarter of Section 6, Township 109 North, Range 20 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota, described as follows: Beginning at a point in the East line of said Southwest Quarter, 1225.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line, 283.37 feet; thence northerly parallel with said East line to a point in the southerly right of way of the abandoned Chicago, Milwaukee, St. Paul and Pacific Railroad; thence southeasterly along said railroad right of way line to a point in said East line; thence southerly along said East line to said point of beginning; subject to Willow Street over the easterly side of said herein described parcel; subject to an easement for driveway purposes over and across a strip of land 20.00 feet in width, being 10.00 feet on both sides of the following described center line: Beginning at a point in said East line of Southwest Quarter 1314.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line 93.00 feet; thence southerly, parallel with said East line 89.00 feet and there terminating.



FARIBAULT PLANNING COMMISSION

NOVEMBER 15, 2021 - PUBLIC HEARING

Case Numbers and Requests:	21-40 Applications related to 1440 Willow Street as follows: (1) Comprehensive Plan Amendment to Change the Guided Land Use of the Subject Property from Established Residential Neighborhood to Commercial / Industrial Mixed-Use (2) Rezone the Subject Property from R-1, Single-Family Residential to C-2, Highway Commercial
Applicant and Owner:	Peter Nass, Owner
Requested Action:	Deny the Requested Applications related to this property
Deadline for Council Action:	December 18, 2021 unless extended by the City
From:	Peter J. Waldock, AICP, Planning Coordinator

BACKGROUND

Peter Nass, property owner at 1440 Willow St. has submitted applications for a Comprehensive Plan Amendment from Existing Residential Neighborhood (ERN) to Commercial-Industrial-Mixed Use. Additionally, he has requested rezoning the property from R-1, Single Family Residential District to C-2, Highway Commercial District. The property has an existing two-unit commercial building with a paved parking lot and an accessory building.

The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop. The current owners operated their glass business from the property and rented space in the building to a locksmith business. The property currently has space rented by Mad-Chassis car customizing business. It is also still used by Mr. Nass for his glass and mirror business on a part time basis.

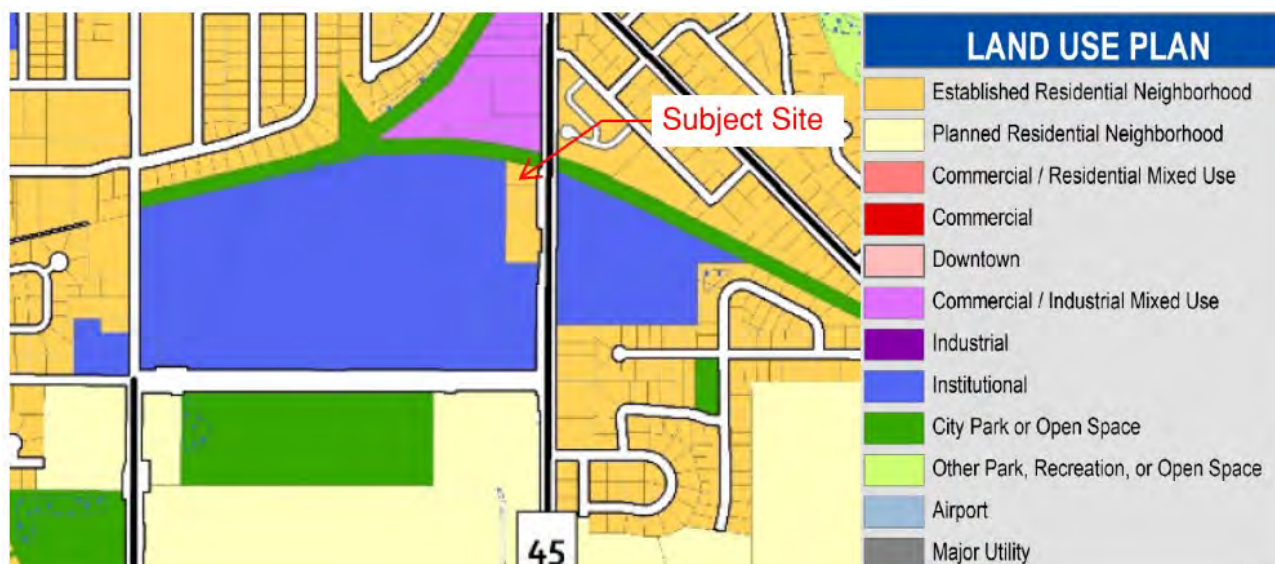
DISCUSSION

Zoning Certificate. According to Sec. 2-200 of the UDO a zoning certificate is required when there is a change or expansion of use for commercial properties. The purpose of this code section is to review the new use for consistency with the regulations of this ordinance. The owners did not apply for a zoning certificate in this case until after being notified by

the City of a sign permit violation for Mad-Chassis new sign.

Lawful Nonconforming Use / Change of Use. Generally, the commercial use of the building is a lawful nonconformity. As such, the commercial uses may continue on site, but must not intensify when the commercial uses on site change. The DRC has determine the Mad Chassis use is an intensification compared to the locksmith use and the glass business use because it involves major auto repair services.

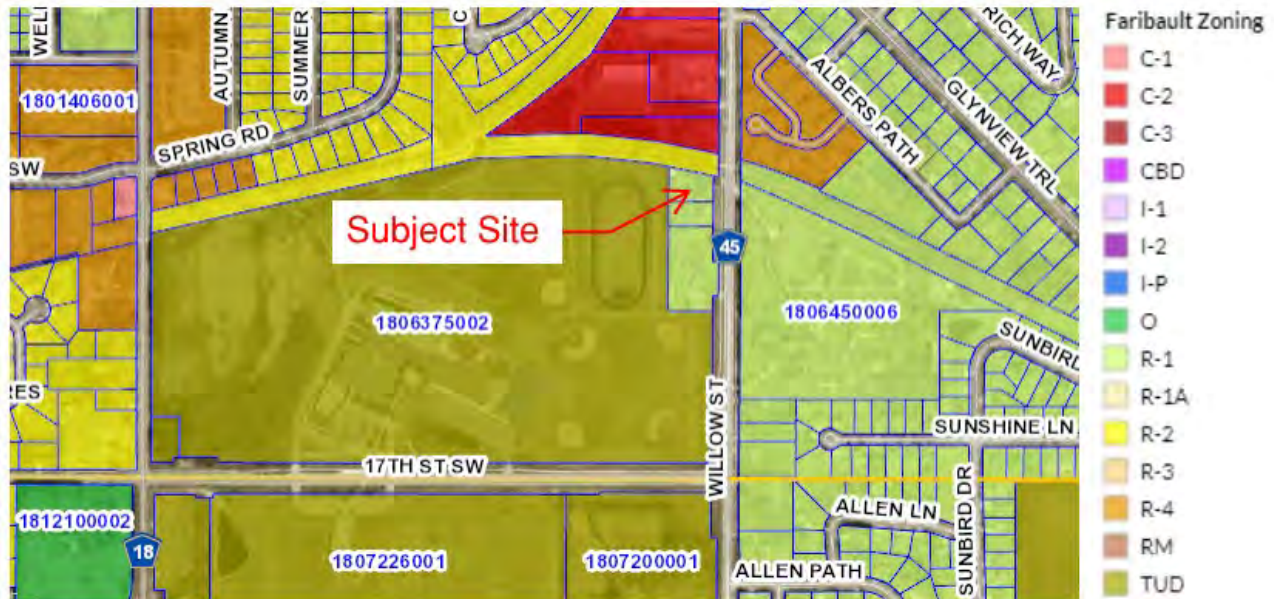
Comprehensive Plan. This is guided as an Existing Residential Neighborhood (ERN). During the plan update process, the steering committee discussed the subject site in this case and chose not to guide the site for commercial use knowing that the property had an existing commercial building on site that was in use at the time. The new plan was adopted accordingly.



Zoning District. The property is currently zoned R-1 Single Family Residential District, which is consistent with the comprehensive plan. The owner is seeking a change to C-2 Commercial District to match the commercial district north of the adjoining trail and better fit the current uses of the property.

- Parking. The UDO requires parking numbers based on type of use. Office and retail use require 1 space per 300 SF of gross floor area. Auto repair uses require 1 space per employee and 3 spaces per service bay. The parking lot is paved but not striped. There appears to be enough space to meet parking requirements here.
- Buildings. The commercial building is a metal building with cement floor and heating system.
- CUP. A Conditional Use Permit will be needed because Mad Chassis business is found to be a major auto repair use. The business operators have indicated that they feel their business is not a major auto repair

business since they don't do autobody, frame straightening or drivetrain rebuilding, but the business does involve re-conditioning of passenger automobiles and engine and transmission replacement.



UDO definitions follow:

Automobile repair, major. An establishment engaged in performing major repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. **Major repair may include engine rebuilding, rebuilding or re-conditioning of passenger automobiles, body, frame or fender straightening and repair, painting, rust-proofing, engine overhaul or replacement, and transmission overhaul.** Such work excludes commercial wrecking, dismantling, junkyard, tire recapping and truck-tractor repair. In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

Automobile repair, minor. An establishment engaged in performing minor repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. **Minor repair may include muffler replacement, oil changing and lubrication, tire repair and replacement except tire recapping, wheel alignment, brake repair, engine tune-up, flushing of radiators, servicing of air conditioners, and other activities of minor repair or servicing of automobiles.** In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

This Mad-Chassis business use is similar to the Heavy Metal Customs applications recently considered by the City. The City processed that application as a major auto repair business requiring a CUP for zoning approval at that site.

DEVELOPMENT REVIEW COMMITTEE

The Development Review Committee (DRC) considered this application at its meeting of November 2, 2021. The DRC does not recommend approval of the applications related to 1440 Willow Street based on the following findings, comments and observations.

1. The Comp Plan Steering Committee discussed this site specifically and determined it should be guided for residential use which requires a transition from the commercial use it was built for to residential.
2. The Planning Commission and City Council adopted the plan accordingly.
3. Without the comp plan amendment, the rezoning application should be denied as it must be consistent with the plan.
4. The commercial zoning boundary is more logically at the trail crossing along Willow Street.
5. Commercial zoning should not extend south the trail as this will introduce a commercial district adjoining much less intensive uses for the school and the adjoining single family uses.
6. The Mad-Chassis business is found to be a major auto repair use in that it involves re-conditioning cars and replacing engines and transmissions.
7. A CUP for major auto repair in the C-2 District will be needed if the comp plan amendment and rezoning applications are approved.
8. The City has processed a CUP for a similar use recently in another part of the City.

Applicable Code Sections:

Chapter 2, Faribault Unified Development Ordinance (UDO), general requirements and procedures for zoning amendments (rezoning) and Zoning Certificate approvals.

Sec. 2-170. Action by the City Council on zoning amendments.

The City Council shall make the final decision regarding all zoning amendments. Amendment of this ordinance or the zoning district boundaries shall require a majority vote four-sevenths (4/7) of the City Council, except when an adoption or amendment changes all or part of the existing classification of a zoning district from residential to either commercial or industrial, in which case a two-thirds ($\frac{2}{3}$) vote five-sevenths (5/7) of all members of the City Council shall be required.

(Ord. No. 99-20, § 1, 11-23-99; Ord. No. 2002-18, § 1, 8-27-02)

REQUIRED FINDINGS

Sec. 2-180. Required findings on zoning amendments.

The City Council shall make each of the following findings before granting approval of a request to amend this ordinance or to change the zoning designation of an individual property:

- (1) Whether the amendment is consistent with the applicable policies of the city's Land Use Plan.
- (2) Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.
- (3) Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.
- (4) Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.
- (5) Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.

(Ord. No. 99-20, § 1, 11-23-99)

RECOMMENDATION

The DRC recommends denial of the applications related to 1440 Will Street based on the following findings:

Comprehensive Plan Amendment Findings:

- The City has determined the subject site should transition to low density residential uses as it adjoins a school, trail and other low-density residential uses.
- No new commercial uses should be developed south of the Trail crossing on Willow Street as this would be inconsistent with established low-density residential uses in this area.

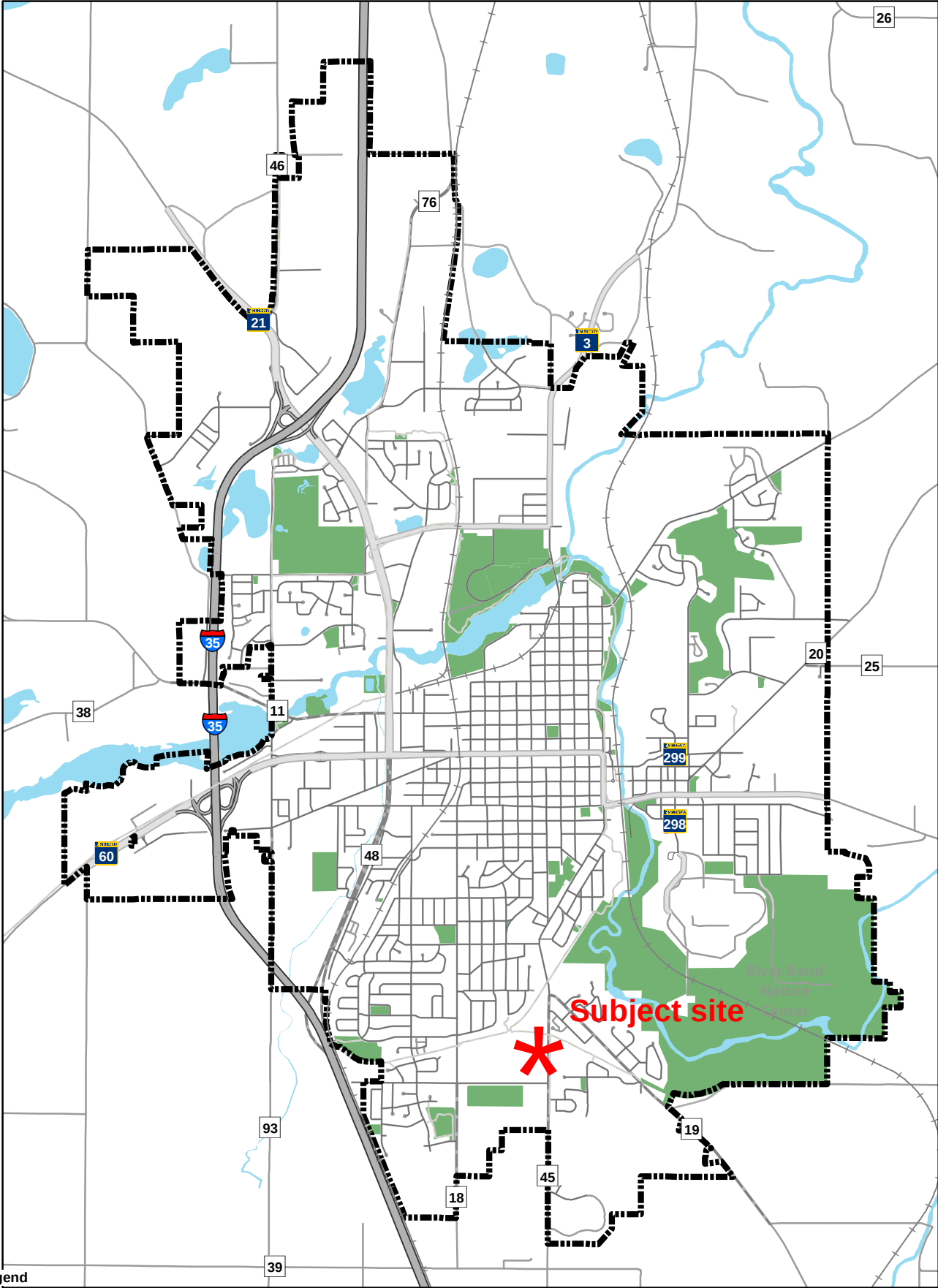
Rezoning Application Findings:

- Rezoning the site from R-1 Single Family Residential to C-2, Commercial District is not consistent with the comprehensive land use plan.
- The rezoning request is for the benefit of the property owner and not in the public's long-term interest for this area.
- There are reasonable uses of the property without rezoning approval, in that the light commercial uses in the building are grandfathered.
- The use of the building for major auto repair is an intensification of the use of the property which was not grandfathered at the site.

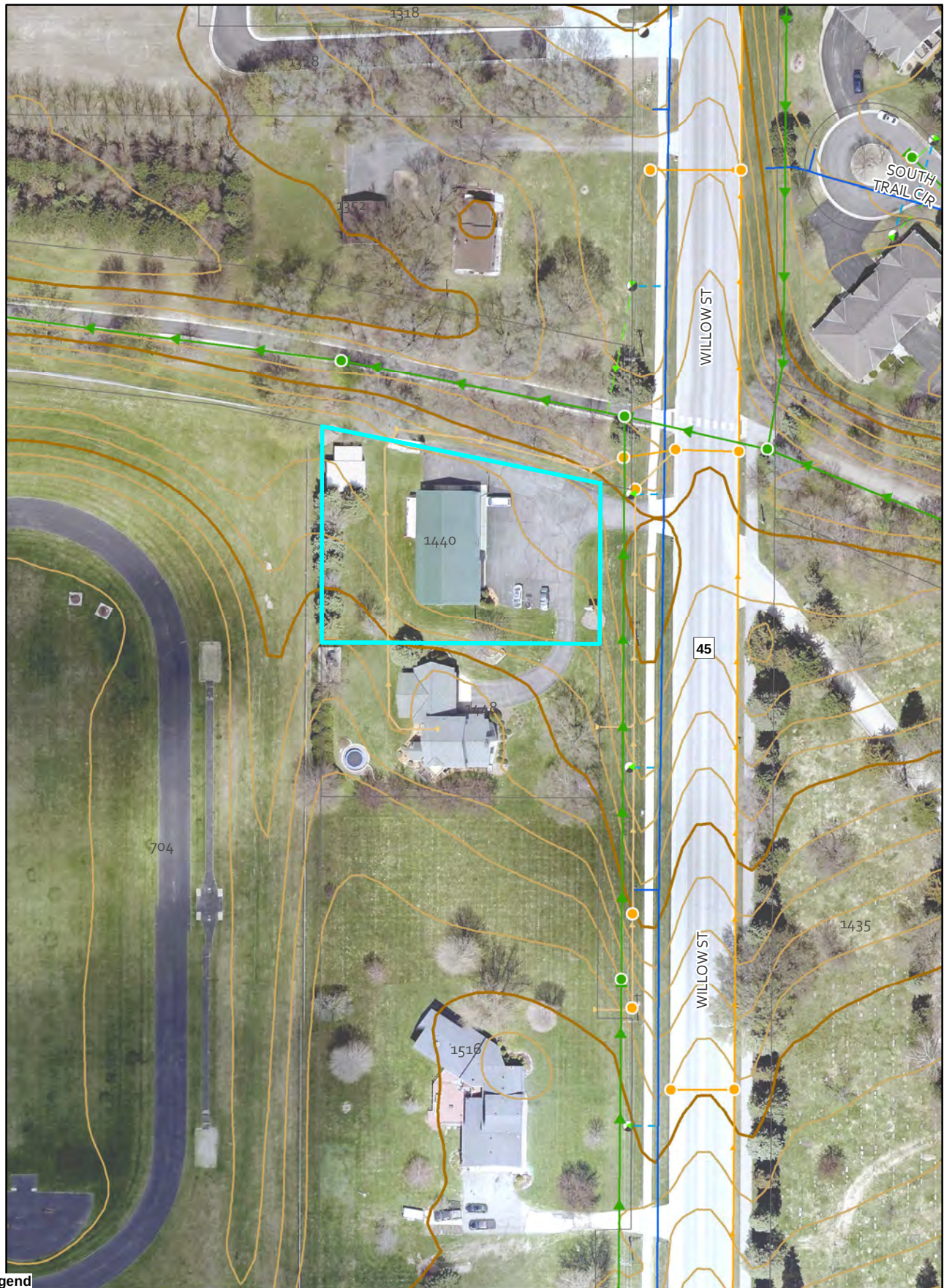
ATTACHMENTS

1. Plans, Maps and Exhibits

1440 Willow St



1440 Willow Street

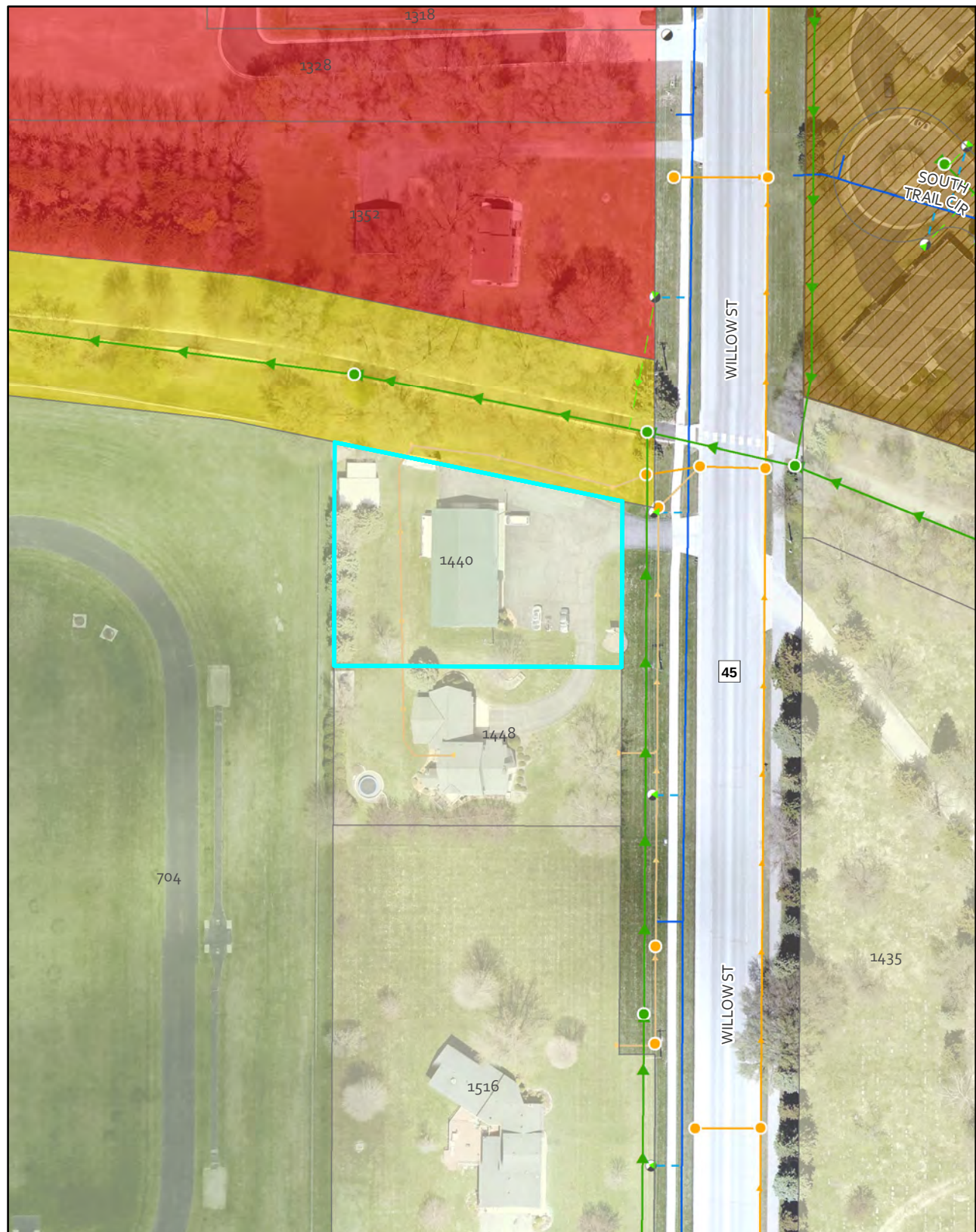


Legend

Comprehensive Plan Map - 1440 Willow Street



Zoning Map - 1440 Willow Street



Legend

Zoning	Single Family Residential	High Density Residential	Highway Commercial	Industrial	Other
<all other values>	Single and Two Family Residential	Residential Manufactured Home	Neighborhood Commercial	Heavy Industrial	Agriculture/Open Space
Residential	Low Density Residential	Commercial	Central Business District	Industrial Park	Transitional Urban Development
	Medium Density Residential	Community Commercial		Light Industrial	



1 in = 100 ft



0 25 50 100 Feet



This map is updated periodically to reflect amendments and should be used for general reference purposes. The map is current as of the date of the map. Specific inquiries should be directed to the Planning Division at (507) 334-0100



APPLICATION FOR REQUESTED ACTION
Comprehensive Plan Amendment

Planning Case # _____
Filing Fee _____

APPLICANT Pete Nass E-MAIL nasspete-0@gmail-com

PHONE 334-7528 (H) 838-5827 (W) _____ (FAX) _____

ADDRESS 1448 Willow St Faribault

DEVELOPER (if other than applicant) SAMS

PHONE _____ (H) _____ (W) _____ (FAX) _____

ADDRESS _____

ADDRESS OF PROPERTY 1440 Willow St Faribault

COMPLETE LEGAL DESCRIPTION OF PROPERTY

ACREAGE/SIZE OF PROPERTY 0.3

CURRENT USE OF PROPERTY 1/2 Storage - 1/2 Rental

PROPOSED USE OF PROPERTY 1/2 Storage - 1/2 Rental

IDENTIFY ALL ADJACENT LAND USES on back

PROPERTY IS ☒ ABSTRACT ☐ TORRENS

SIGNATURE OF APPLICANT Pete Nass DATE 10/6/21
(Must submit proof of property control)

PLEASE PROVIDE ALL INFORMATION REQUESTED ON THE BACK OF THIS FORM

Land uses

North - walking path

South - single family dwelling

East - cemetery

West - Fbo Middle School Field



APPLICATION FOR REQUESTED ACTION
Rezoning/Text Amendment

Planning Case # _____
Filing Fee _____
Hearing Date _____

TO BE FILLED OUT BY ALL APPLICANTS

TYPE OF REQUEST: _____ REZONING _____ TEXT AMENDMENT

APPLICANT Pete Nass E-MAIL nasspete@gmail.com

PHONE 334-7528 (H) 838-5827 (W) _____ (FAX) _____

ADDRESS 1448 Willow St Faribault

REZONING

Legal Description _____ Size of Property 0.3

Current Zoning R-1 Proposed Zoning C-2

Existing Use of Property storage/rental Proposed Use of Property storage/rental

Identify All Adjacent Land Uses on back

Reason for Request _____

REQUIRED SUBMITTALS:

- ☐ Boundary survey of the property
- ☐ Concept development plan

TEXT AMENDMENTS

A detailed written summary fully explaining the proposed amendment to the ordinance which should include the following:

- ☐ Specific section of City Code to be amended
- ☐ List of the specific changes being proposed
- ☐ Specific reasons for the requested amendment
- ☐ Any necessary graphics
- ☐ Statement of why the amendment should be granted
- ☐ Benefits to be derived by the proposed change in text
- ☐ Impacts of the proposed amendment on those affected by it
- ☐ Relationship of the proposed amendment to community plans

SIGNATURE OF APPLICANT Pete Nass DATE 10/6/21
(Must submit proof of property control)

North - walking path

South - Single family dwelling

East - Cemetery

West - Fbo Middle School Field

COMPREHENSIVE PLAN AMENDMENT

To request a change to the City's Comprehensive Plan, the City's long term plan to guide the growth, redevelopment, and improvement of the City.

THE FOLLOWING INFORMATION IS REQUIRED FOR A COMPREHENSIVE PLAN AMENDMENT TO CHANGE A LAND USE PLAN DESIGNATION:

1. Location map showing existing conditions of the property and adjacent land uses
2. Complete legal description of the property
3. Written narrative explaining the proposed Comprehensive Plan Amendment and the requested change to the Comprehensive Plan, along with information supporting why the change is needed, including:
 - A. Any new information that has become available since the Comprehensive Plan was adopted that supports revision of the plan.
 - B. If the amendment affects a particular site, whether or not the change is needed to allow reasonable development of the site.
 - C. The relationship of the proposed amendment to the supply and demand for particular land uses within the City.
 - D. The possible impacts to infrastructure, such as sewer, water, storm water drainage and water quality, transportation, and parks and open space.
4. If the proposed change is related to an increase in density designated by the Comprehensive Plan Land Use Plan, provide the number of units and total acreage proposed for the density of development.
5. Please reference the section of the Comprehensive Plan in your narrative. The complete Comprehensive Plan is available on the City's website under:

<http://www.faribault.org/departments/communitydev/planningzoning>

Please refer to the Land Use Plan section starting on 4-1, page 1 of Chapter 4. Specific land use plan categories are described on 4-4 – 4-9.

FOR QUESTIONS ON COMPREHENSIVE PLAN AMENDMENTS AND OTHER SECTIONS OF THE PLAN, PLEASE CONTACT PLANNING DEPT. STAFF AT (507) 333-0350.

SIGNATURE OF APPLICANT Pete Now DATE 10/6/21

Planning Case #

To: Planning Commission Members and City Council Members

1. The property 1440 Willow Street has been used commercially since it was developed in 1974.
2. The area directly to the north is zoned C-2, so including my property is a natural inclusion into C-2. It would not be a stand alone or island property.
3. The current building is not impeding any further development of residential building. It is landlocked.
4. Since I have been the owner of the building and successfully running a business out of it, I have never heard of any complaints toward it being a commercial site. I have owned the building for 34 years now.

Submitted October 6, 2021

1440 Willow Street
Comprehensive Plan Application

Purpose:

This application is intended to provide for continuous of existing commercial uses at this property.

The building was originally built in 1974 as a snowmobile dealership and repair shop. It has been used as commercial use continuously ever since. The current owners have operated a commercial glass business on this site since purchasing the property in 1987 and now wish to lease a portion of the building for other commercial use. To that end, we are seeking to revise the land use plan and zoning map for continued commercial use of property moving forward. (Chapter 3 of 2040 Comprehensive Plan)

The existing building is approximately 4,000 sq ft with the bituminous parking lot being approximately 8500 sq ft. No new development of the property is requested. The land and buildings will be maintained as immaculate as they currently are maintained. Truly a nice gateway into Faribault on Willow Street.

Submitted October 6, 2021



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: Deanna Kuennen, Community and Economic Development Director
MEETING DATE: December 14, 2021
SUBJECT: Ordinance 2021-16 Rezoning from R-1, Single Family Residential to C-2 Highway Commercial District at 1440 Willow Street - First Reading

Background:

This item is the second of three related applications regarding 1440 Willow Street.

The property owners are seeking rezoning of their property at 1440 Willow Street from R-1, Single Family Residential District to C-2, Highway Commercial District. The property has an existing commercial building with a paved parking lot and an accessory building. The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop. The current owners operated their glass business from the property and rented space in the building for use as a locksmith's business. The property currently has space rented by Mad-Chassis car customizing business. It is also still used by the owners for their glass and mirror business on a part-time basis.

The Development Review Committee (DRC) recommended against approval of the rezoning as the City recently approved an updated comprehensive plan that called for the transition of this site to residential uses. The DRC also expressed concerns about a shared driveway passing across the parking lot of the commercial building as the only access to an adjoining residence owned by the applicants. The residence is on a separate lot and could be sold separately from the commercial lot that was the subject of this application.

At its meeting of November 15, 2021, the Planning Commission, after proper notice, opened a public hearing on the request. No one from the public was present and the City did not receive any comments regarding this matter. The Planning Commission voted to recommend approval of the application for rezoning to C-2 Highway Commercial District. The Planning Commission asked staff to bring this matter back at the next meeting to consider a draft ordinance with findings for approval of the

requested rezoning for this site.

At its meeting of December 6, 2021, the staff presented a draft ordinance to the Planning Commission which included findings in support of the rezoning request and included the stipulation that the rezoning was subject to construction of a separate driveway for the residence at 1448 Willow Street which would lead from the house, directly to the public street. The applicants objected to this condition, and asked the Planning Commission to approve the findings and draft ordinance without this requirement. By a vote of 6/0, the Planning Commission approved the draft ordinance with findings in support of the rezoning to C-2 Highway Commercial District without the stipulation to provide a separate driveway for the home on the adjoining lot to the south of the subject site.

In light of the Planning Commission recommendation to approve the rezoning without the stipulation to construct a separate driveway for the residence to the south, the staff is presenting the ordinance with a revised stipulation to require the driveway separation when either the residential or commercial parcel is sold. Should the City Council prefer not to include the driveway stipulation, it will be removed for the second reading. The Unified Development Ordinance requires a 5/7 majority vote of the City Council to approve a rezoning from a residential district to a commercial district designation.

Recommendation:

Approve first reading of Ordinance 2021-16 rezoning 1440 Willow Street from R-1 Single Family Residential District to C-2 Highway Commercial District as presented.

Attachments:

1. Ordinance 2021-16 Rezone to C-2 Highway Commercial District- 1440 Willow Street
2. Planning Commission Staff Report - 1440 Willow Street Comp Plan Amendment and Rezoning

CITY OF FARIBAULT

ORDINANCE #2021-16

REZONING FROM R-1, SINGLE FAMILY RESIDENTIAL TO C-2 HIGHWAY COMMERCIAL DISTRICT AT 1440 WILLOW STREET

WHEREAS, Peter and Kathryn Nass, owners and applicants (the “Owners”) have requested the rezoning of their property at 1440 Willow Street, legally described in Exhibit A, from R-1, Single Family Residential District to C-2 Highway Commercial District in order to continue commercial use of an existing multitenant commercial building at the subject site; and

WHEREAS, City Staff has prepared and presented a report to the Planning Commission regarding this rezoning proposal (#21-040); and

WHEREAS, the Planning Commission, on the 15th day of November, 2021 following proper notice, held a public hearing regarding said request; and

WHEREAS, following said public hearing, the Planning Commission recommended approval of the rezoning request finding that the rezoning request is consistent with all of the required findings for rezoning property as required by Section 2-180 of the City’s Unified Development Ordinance; and

WHEREAS, the City Council hereby finds rezoning the property described in Exhibit A is appropriate with the following findings as required by Section 2-180 of the City’s Unified Development Ordinance:

1. Criteria: Whether the amendment is consistent with the applicable policies of the City’s Land Use Plan.

Finding: The Land Use Plan has been amended to guide the subject property for Commercial / Industrial Mixed Use in association with this application.

2. **Criteria: Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.**

Finding: The proposed rezoning is in the public interest in that it will accommodate existing commercial uses at this location.

3. **Criteria: Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: Rezoning the subject property to C-2 Highway Commercial District as proposed, is appropriate in that the site is adjacent to a County Highway and can be used in manner that is compatible with adjoining uses. However, the subject site shares its driveway with the residential use to the south. The driveway layout is in a manner that requires the residential property users to cross the commercial parking lot of the subject site to access the residential lot. The driveway access should be separated with a driveway directly accessing the public street for each of the two properties.

4. **Criteria: Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: The subject property currently is zoned for Single Family Residential uses. Rezoning the subject property to C-2 will accommodate continuation of existing uses in an existing commercial building on site and allow new commercial uses of the site in the future.

5. **Criteria: Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: The prior use of the property for commercial uses and the future commercial use will better serve the neighborhood and the community.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1: Amendment. Subject to the condition of approval noted in this section, the Official Zoning Map of the City of Faribault shall be amended to rezone the property described in Exhibit A from R-1, Single Family Residential District to C-2 Highway Commercial District.

Condition of approval. Prior to the sale of the subject property or the adjoining residential property at 1448 Willow Street, (PID# 18.06.3.75.004), the Owners shall provide a separate driveway directly to the public street for the adjoining residential lot at 1448 Willow Street, so as to avoid residential lot users from having to cross the commercial parking lot to access the dwelling to the south of the subject lot.

Section 2: Official Zoning Map. The Official Zoning Map of the City of Faribault shall not be republished to show the aforesaid rezoning, but the City Planner shall appropriately update the Official Zoning Map on file with the City Planning Office for the purpose of indicating the rezoning.

Section 3: Effective Date. This ordinance shall be effective immediately upon its passage and publication according to the Faribault City Charter.

Public Hearing: November 15, 2021
First Reading: December 14, 2021
Second Reading: _____, 2021
Published: _____, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

EXHIBIT A

Address: 1440 Willow Street

PID# PID# 18.06.3.75.001

Legal Description

Part of the Southwest Quarter of Section 6, Township 109 North, Range 20 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota, described as follows: Beginning at a point in the East line of said Southwest Quarter, 1225.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line, 283.37 feet; thence northerly parallel with said East line to a point in the southerly right of way of the abandoned Chicago, Milwaukee, St. Paul and Pacific Railroad; thence southeasterly along said railroad right of way line to a point in said East line; thence southerly along said East line to said point of beginning; subject to Willow Street over the easterly side of said herein described parcel; subject to an easement for driveway purposes over and across a strip of land 20.00 feet in width, being 10.00 feet on both sides of the following described center line: Beginning at a point in said East line of Southwest Quarter 1314.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line 93.00 feet; thence southerly, parallel with said East line 89.00 feet and there terminating.



FARIBAULT PLANNING COMMISSION

NOVEMBER 15, 2021 - PUBLIC HEARING

Case Numbers and Requests:	21-40 Applications related to 1440 Willow Street as follows: (1) Comprehensive Plan Amendment to Change the Guided Land Use of the Subject Property from Established Residential Neighborhood to Commercial / Industrial Mixed-Use (2) Rezone the Subject Property from R-1, Single-Family Residential to C-2, Highway Commercial
Applicant and Owner:	Peter Nass, Owner
Requested Action:	Deny the Requested Applications related to this property
Deadline for Council Action:	December 18, 2021 unless extended by the City
From:	Peter J. Waldock, AICP, Planning Coordinator

BACKGROUND

Peter Nass, property owner at 1440 Willow St. has submitted applications for a Comprehensive Plan Amendment from Existing Residential Neighborhood (ERN) to Commercial-Industrial-Mixed Use. Additionally, he has requested rezoning the property from R-1, Single Family Residential District to C-2, Highway Commercial District. The property has an existing two-unit commercial building with a paved parking lot and an accessory building.

The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop. The current owners operated their glass business from the property and rented space in the building to a locksmith business. The property currently has space rented by Mad-Chassis car customizing business. It is also still used by Mr. Nass for his glass and mirror business on a part time basis.

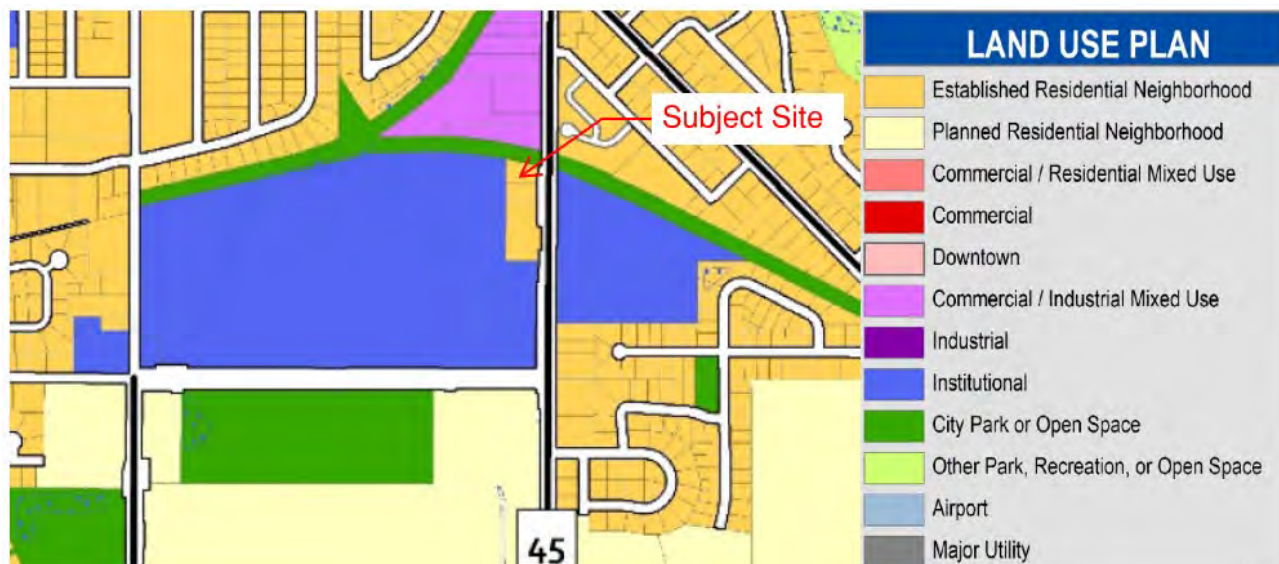
DISCUSSION

Zoning Certificate. According to Sec. 2-200 of the UDO a zoning certificate is required when there is a change or expansion of use for commercial properties. The purpose of this code section is to review the new use for consistency with the regulations of this ordinance. The owners did not apply for a zoning certificate in this case until after being notified by

the City of a sign permit violation for Mad-Chassis new sign.

Lawful Nonconforming Use / Change of Use. Generally, the commercial use of the building is a lawful nonconformity. As such, the commercial uses may continue on site, but must not intensify when the commercial uses on site change. The DRC has determine the Mad Chassis use is an intensification compared to the locksmith use and the glass business use because it involves major auto repair services.

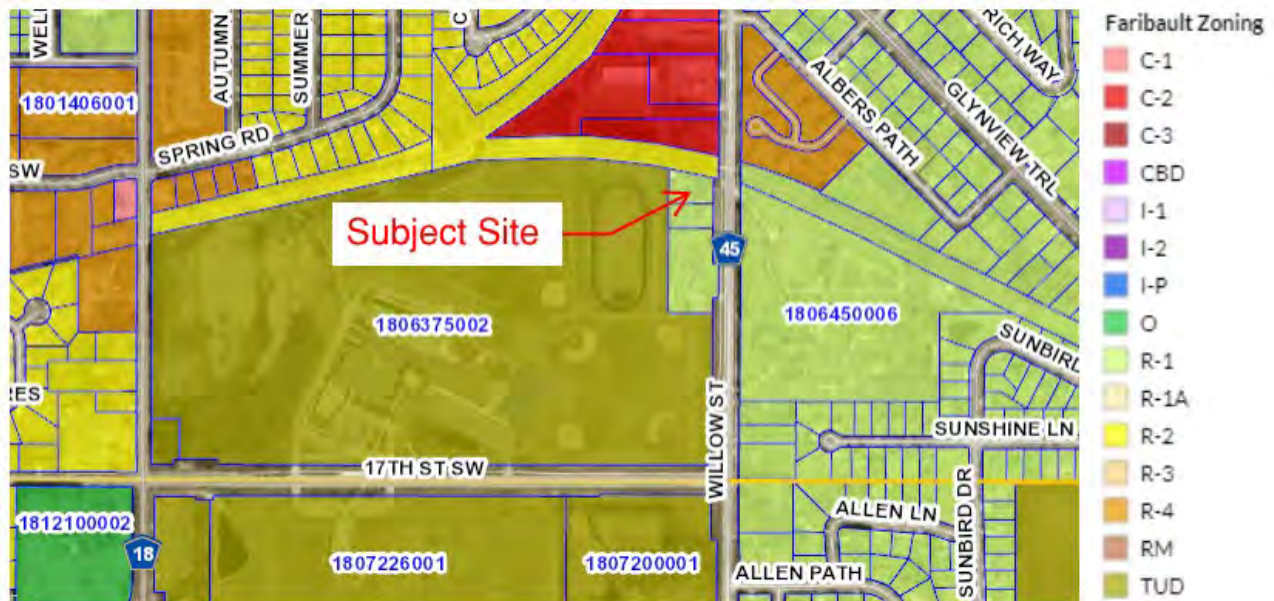
Comprehensive Plan. This is guided as an Existing Residential Neighborhood (ERN). During the plan update process, the steering committee discussed the subject site in this case and chose not to guide the site for commercial use knowing that the property had an existing commercial building on site that was in use at the time. The new plan was adopted accordingly.



Zoning District. The property is currently zoned R-1 Single Family Residential District, which is consistent with the comprehensive plan. The owner is seeking a change to C-2 Commercial District to match the commercial district north of the adjoining trail and better fit the current uses of the property.

- Parking. The UDO requires parking numbers based on type of use. Office and retail use require 1 space per 300 SF of gross floor area. Auto repair uses require 1 space per employee and 3 spaces per service bay. The parking lot is paved but not striped. There appears to be enough space to meet parking requirements here.
- Buildings. The commercial building is a metal building with cement floor and heating system.
- CUP. A Conditional Use Permit will be needed because Mad Chassis business is found to be a major auto repair use. The business operators have indicated that they feel their business is not a major auto repair

business since they don't do autobody, frame straightening or drivetrain rebuilding, but the business does involve re-conditioning of passenger automobiles and engine and transmission replacement.



UDO definitions follow:

Automobile repair, major. An establishment engaged in performing major repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. **Major repair may include engine rebuilding, rebuilding or re-conditioning of passenger automobiles, body, frame or fender straightening and repair, painting, rust-proofing, engine overhaul or replacement, and transmission overhaul.** Such work excludes commercial wrecking, dismantling, junkyard, tire recapping and truck-tractor repair. In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

Automobile repair, minor. An establishment engaged in performing minor repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. **Minor repair may include muffler replacement, oil changing and lubrication, tire repair and replacement except tire recapping, wheel alignment, brake repair, engine tune-up, flushing of radiators, servicing of air conditioners, and other activities of minor repair or servicing of automobiles.** In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

This Mad-Chassis business use is similar to the Heavy Metal Customs applications recently considered by the City. The City processed that application as a major auto repair business requiring a CUP for zoning approval at that site.

DEVELOPMENT REVIEW COMMITTEE

The Development Review Committee (DRC) considered this application at its meeting of November 2, 2021. The DRC does not recommend approval of the applications related to 1440 Willow Street based on the following findings, comments and observations.

1. The Comp Plan Steering Committee discussed this site specifically and determined it should be guided for residential use which requires a transition from the commercial use it was built for to residential.
2. The Planning Commission and City Council adopted the plan accordingly.
3. Without the comp plan amendment, the rezoning application should be denied as it must be consistent with the plan.
4. The commercial zoning boundary is more logically at the trail crossing along Willow Street.
5. Commercial zoning should not extend south the trail as this will introduce a commercial district adjoining much less intensive uses for the school and the adjoining single family uses.
6. The Mad-Chassis business is found to be a major auto repair use in that it involves re-conditioning cars and replacing engines and transmissions.
7. A CUP for major auto repair in the C-2 District will be needed if the comp plan amendment and rezoning applications are approved.
8. The City has processed a CUP for a similar use recently in another part of the City.

Applicable Code Sections:

Chapter 2, Faribault Unified Development Ordinance (UDO), general requirements and procedures for zoning amendments (rezoning) and Zoning Certificate approvals.

Sec. 2-170. Action by the City Council on zoning amendments.

The City Council shall make the final decision regarding all zoning amendments. Amendment of this ordinance or the zoning district boundaries shall require a majority vote four-sevenths (4/7) of the City Council, except when an adoption or amendment changes all or part of the existing classification of a zoning district from residential to either commercial or industrial, in which case a two-thirds ($\frac{2}{3}$) vote five-sevenths (5/7) of all members of the City Council shall be required.

(Ord. No. 99-20, § 1, 11-23-99; Ord. No. 2002-18, § 1, 8-27-02)

REQUIRED FINDINGS

Sec. 2-180. Required findings on zoning amendments.

The City Council shall make each of the following findings before granting approval of a request to amend this ordinance or to change the zoning designation of an individual property:

- (1) Whether the amendment is consistent with the applicable policies of the city's Land Use Plan.
- (2) Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.
- (3) Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.
- (4) Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.
- (5) Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.

(Ord. No. 99-20, § 1, 11-23-99)

RECOMMENDATION

The DRC recommends denial of the applications related to 1440 Will Street based on the following findings:

Comprehensive Plan Amendment Findings:

- The City has determined the subject site should transition to low density residential uses as it adjoins a school, trail and other low-density residential uses.
- No new commercial uses should be developed south of the Trail crossing on Willow Street as this would be inconsistent with established low-density residential uses in this area.

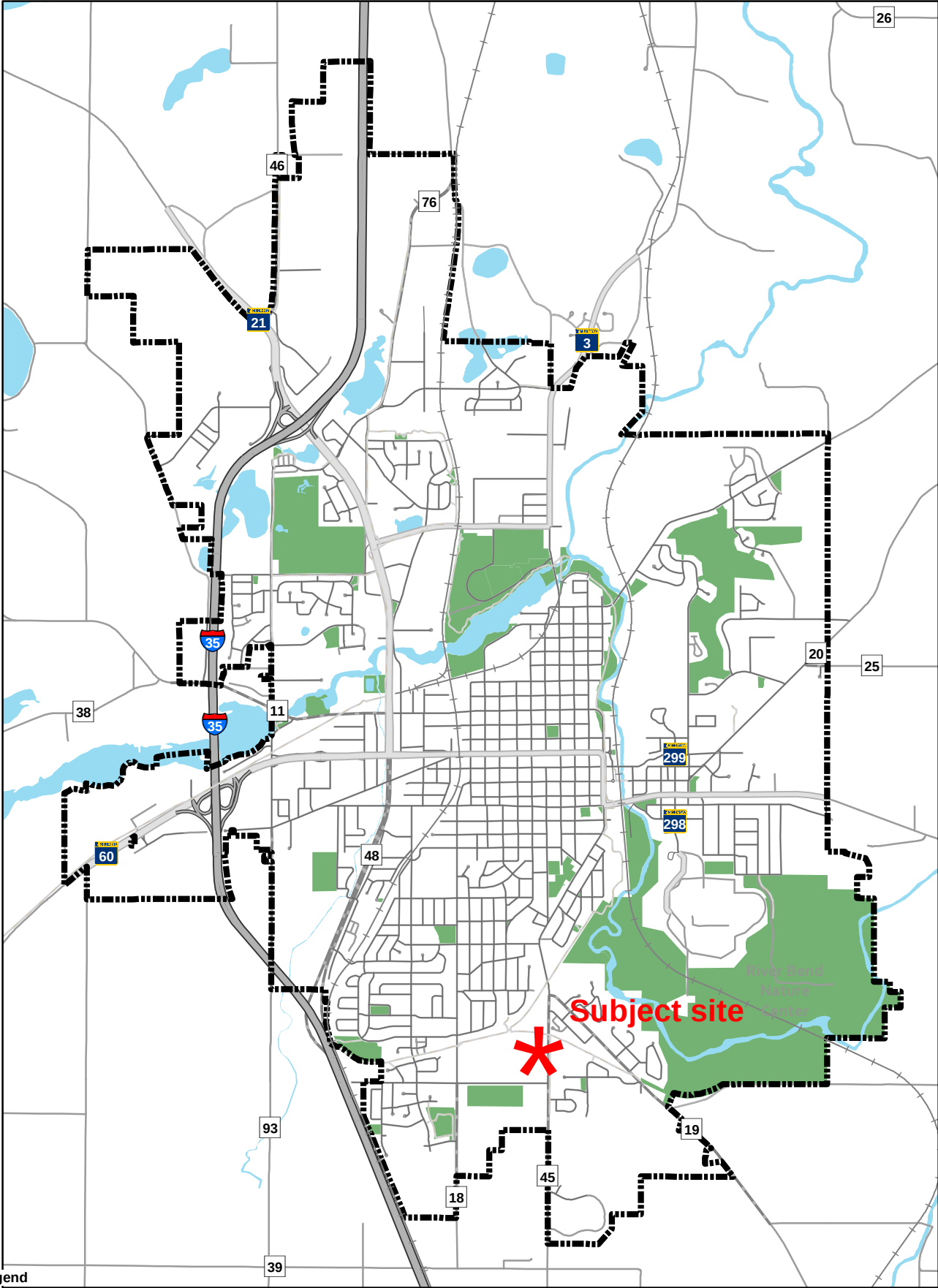
Rezoning Application Findings:

- Rezoning the site from R-1 Single Family Residential to C-2, Commercial District is not consistent with the comprehensive land use plan.
- The rezoning request is for the benefit of the property owner and not in the public's long-term interest for this area.
- There are reasonable uses of the property without rezoning approval, in that the light commercial uses in the building are grandfathered.
- The use of the building for major auto repair is an intensification of the use of the property which was not grandfathered at the site.

ATTACHMENTS

1. Plans, Maps and Exhibits

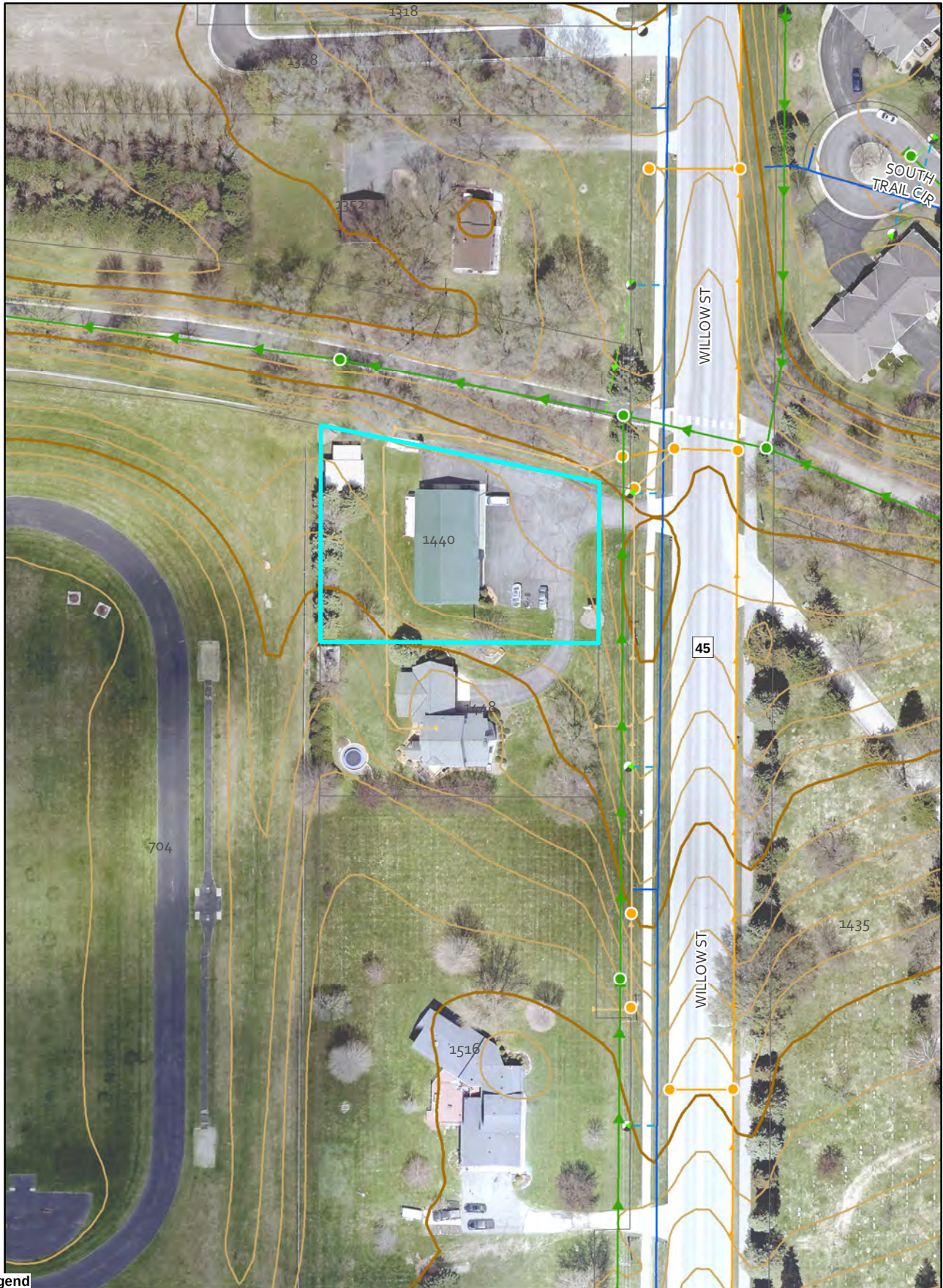
1440 Willow St



Legend



1440 Willow Street

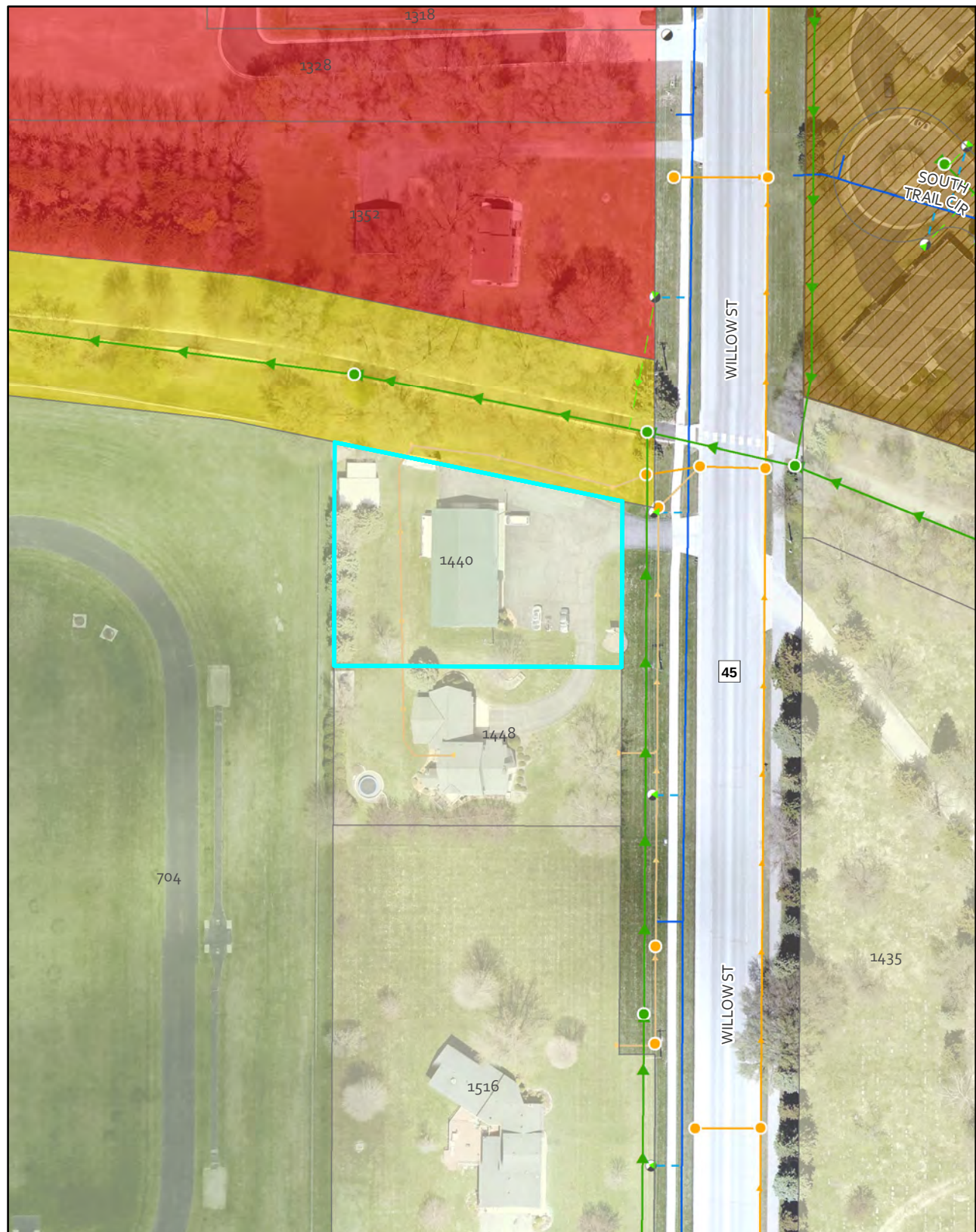


Legend

Comprehensive Plan Map - 1440 Willow Street



Zoning Map - 1440 Willow Street



Legend

Zoning	Single Family Residential	High Density Residential	Highway Commercial	Industrial	Other
<all other values>	Single and Two Family Residential	Residential Manufactured Home	Neighborhood Commercial	Heavy Industrial	Agriculture/Open Space
Residential	Low Density Residential	Commercial	Central Business District	Industrial Park	Transitional Urban Development
	Medium Density Residential	Community Commercial		Light Industrial	



1 in = 100 ft



0 25 50 100 Feet



This map is updated periodically to reflect amendments and should be used for general reference purposes. The map is current as of the date of the map. Specific inquiries should be directed to the Planning Division at (507) 334-0100



APPLICATION FOR REQUESTED ACTION
Comprehensive Plan Amendment

Planning Case # _____
Filing Fee _____

APPLICANT Pete Nass E-MAIL nasspete-0@gmail-com

PHONE 334-7528 (H) 838-5827 (W) _____ (FAX) _____

ADDRESS 1448 Willow St Faribault

DEVELOPER (if other than applicant) same

PHONE _____ (H) _____ (W) _____ (FAX) _____

ADDRESS _____

ADDRESS OF PROPERTY 1440 Willow St Faribault

COMPLETE LEGAL DESCRIPTION OF PROPERTY

ACREAGE/SIZE OF PROPERTY 0.3

CURRENT USE OF PROPERTY 1/2 Storage - 1/2 Rental

PROPOSED USE OF PROPERTY 1/2 Storage - 1/2 Rental

IDENTIFY ALL ADJACENT LAND USES on back

PROPERTY IS ☒ ABSTRACT ☐ TORRENS

SIGNATURE OF APPLICANT Pete Nass DATE 10/6/21
(Must submit proof of property control)

PLEASE PROVIDE ALL INFORMATION REQUESTED ON THE BACK OF THIS FORM

Land uses

North - walking path

South - single family dwelling

East - cemetery

West - Fbo Middle School Field



APPLICATION FOR REQUESTED ACTION
Rezoning/Text Amendment

Planning Case # _____
Filing Fee _____
Hearing Date _____

TO BE FILLED OUT BY ALL APPLICANTS

TYPE OF REQUEST: ☒ REZONING ☐ TEXT AMENDMENT

APPLICANT Pete Nass E-MAIL nasspete@gmail.com

PHONE 334-7528 (H) 838-5827 (W) — (FAX)

ADDRESS 1448 Willow St Faribault

REZONING

Legal Description _____ Size of Property 0.3

Current Zoning R-1 Proposed Zoning C-2

Existing Use of Property storage/rental Proposed Use of Property storage/rental

Identify All Adjacent Land Uses on back

Reason for Request _____

REQUIRED SUBMITTALS:

- ☐ Boundary survey of the property
- ☐ Concept development plan

TEXT AMENDMENTS

A detailed written summary fully explaining the proposed amendment to the ordinance which should include the following:

- ☐ Specific section of City Code to be amended
- ☐ List of the specific changes being proposed
- ☐ Specific reasons for the requested amendment
- ☐ Any necessary graphics
- ☐ Statement of why the amendment should be granted
- ☐ Benefits to be derived by the proposed change in text
- ☐ Impacts of the proposed amendment on those affected by it
- ☐ Relationship of the proposed amendment to community plans

SIGNATURE OF APPLICANT Pete Nass DATE 10/6/21
(Must submit proof of property control)

North - walking path

South - Single family dwelling

East - Cemetery

West - Fbo Middle School Field

COMPREHENSIVE PLAN AMENDMENT

To request a change to the City's Comprehensive Plan, the City's long term plan to guide the growth, redevelopment, and improvement of the City.

THE FOLLOWING INFORMATION IS REQUIRED FOR A COMPREHENSIVE PLAN AMENDMENT TO CHANGE A LAND USE PLAN DESIGNATION:

1. Location map showing existing conditions of the property and adjacent land uses
2. Complete legal description of the property
3. Written narrative explaining the proposed Comprehensive Plan Amendment and the requested change to the Comprehensive Plan, along with information supporting why the change is needed, including:
 - A. Any new information that has become available since the Comprehensive Plan was adopted that supports revision of the plan.
 - B. If the amendment affects a particular site, whether or not the change is needed to allow reasonable development of the site.
 - C. The relationship of the proposed amendment to the supply and demand for particular land uses within the City.
 - D. The possible impacts to infrastructure, such as sewer, water, storm water drainage and water quality, transportation, and parks and open space.
4. If the proposed change is related to an increase in density designated by the Comprehensive Plan Land Use Plan, provide the number of units and total acreage proposed for the density of development.
5. Please reference the section of the Comprehensive Plan in your narrative. The complete Comprehensive Plan is available on the City's website under:

<http://www.faribault.org/departments/communitydev/planningzoning>

Please refer to the Land Use Plan section starting on 4-1, page 1 of Chapter 4. Specific land use plan categories are described on 4-4 – 4-9.

FOR QUESTIONS ON COMPREHENSIVE PLAN AMENDMENTS AND OTHER SECTIONS OF THE PLAN, PLEASE CONTACT PLANNING DEPT. STAFF AT (507) 333-0350.

SIGNATURE OF APPLICANT

Pete Now

DATE

10/6/21

Planning Case #

To: Planning Commission Members and City Council Members

1. The property 1440 Willow Street has been used commercially since it was developed in 1974.
2. The area directly to the north is zoned C-2, so including my property is a natural inclusion into C-2. It would not be a stand alone or island property.
3. The current building is not impeding any further development of residential building. It is landlocked.
4. Since I have been the owner of the building and successfully running a business out of it, I have never heard of any complaints toward it being a commercial site. I have owned the building for 34 years now.

Submitted October 6, 2021

1440 Willow Street
Comprehensive Plan Application

Purpose:

This application is intended to provide for continuous of existing commercial uses at this property.

The building was originally built in 1974 as a snowmobile dealership and repair shop. It has been used as commercial use continuously ever since. The current owners have operated a commercial glass business on this site since purchasing the property in 1987 and now wish to lease a portion of the building for other commercial use. To that end, we are seeking to revise the land use plan and zoning map for continued commercial use of property moving forward. (Chapter 3 of 2040 Comprehensive Plan)

The existing building is approximately 4,000 sq ft with the bituminous parking lot being approximately 8500 sq ft. No new development of the property is requested. The land and buildings will be maintained as immaculate as they currently are maintained. Truly a nice gateway into Faribault on Willow Street.

Submitted October 6, 2021



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: Deanna Kuennen, Community and Economic Development Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-270 Approve a Conditional Use Permit for Major Auto Repair in the C-2 Highway Commercial District at 1440 Willow Street

Background:

This item is the third of three related applications regarding 1440 Willow Street.

Jason Niles, Co-Owner of Mad-Chassis custom car shop, is seeking a Conditional Use Permit (CUP) for a major auto repair use, at 1440 Willow Street. The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop. The property owners operate their glass business from the property and rent the balance of the space in the building for business use. The property currently has space rented by Mad-Chassis car customizing business.

The site has a paved parking lot, but it's not striped to meet current code requirements and accessibility statutes. The Unified Development Ordinance (UDO) requires three parking spaces per service bay and one space per employee. It is assumed that Mad-Chassis will have two service bays and two employees. Accordingly, 8 spaces will be needed. It is noted that a CUP goes with the site, not the business. There is space for 10-12 cars in the parking lot. This will be sufficient to meet ordinance requirements. The CUP will continue in effect at this site even if Mad-Chassis moves to a new site. The Development Standards listed in Section 7-30 of the UDO are included for consideration along with several proposed conditions that are more specific to this site, which are as follows:

1. Provide plans for the parking lot layout with the required accessible parking spaces. Parking must meet the standards specified in the Unified Development Ordinance.
2. Any outside storage of parts, equipment or materials related to auto repair uses must be located to the side or rear of the building and be completely screened from view of the street or adjoining

trail and shall meet the requirements specified in the Unified Development Ordinance.

3. This conditional use permit shall not be effective until the effective date of the ordinance to rezone the subject site to C-2 Highway Commercial District.
4. All Building Code requirements pertaining to this use of the property must be met.

At its meeting of December 6, 2021, the Planning Commission, after proper notice, held a public hearing on this request. No one from the public was in attendance and no one contacted the City to comment on this matter. The Planning Commission, by a vote of 6-0, voted to recommend approval of the application in accordance with the findings in the resolution.

Recommendation:

Adopt Resolution 2021-270 approving a Conditional Use Permit for major auto repair at 1440 Willow Street.

Attachments:

1. Resolution 2021-270 Approve a CUP for Major Auto Repair - 1440 Willow St
2. Planning Commission Staff Report - 1440 Willow Street CUP - Mad Chassis Custom Cars

CITY OF FARIBAULT

RESOLUTION #2021-270

APPROVE A CONDITIONAL USE PERMIT FOR MAJOR AUTO REPAIR IN THE C-2 HIGHWAY COMMERCIAL DISTRICT AT 1440 WILLOW STREET

WHEREAS, Jason Niles, Co-Owner of Mad-Chassis custom car shop has requested a conditional use permit for a major auto repair use in the C-2 Highway Commercial District at 1440 Willow St., legally described in Exhibit A attached hereto; and

WHEREAS, City Staff has completed a review of the application and made a report to the Planning Commission pertaining to said request (#21-40), a copy of which has been presented to the Planning Commission and City Council; and

WHEREAS, the Planning Commission, on the 6th day of December, 2021, following proper notice, held a public hearing regarding the request, and following said public hearing made findings and recommended that the City Council approve the request; and

WHEREAS, following said public hearing, the Planning Commission recommended approval of the requested conditional use permit based on the following findings as required by Section 2-300 of the City of Faribault, Unified Development Ordinance as follows:

1. The conditional use will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare.

The proposed use at 1440 Willow St., is a new use of existing building that has been used for mechanical repair for snowmobiles and auto glass and is not therefore a departure from historic uses the site. This business will meet all requirements for health and safety standards applicable.

2. The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The proposed business will use an underutilized property and offer a service to residents of the area.

- 3. The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area.**

The development is compatible with surrounding and nearby uses. No construction is proposed in this case, and all business activity is indoors.

- 4. The conditional use will not impose hazards or disturbing influences on neighboring properties.**

The proposed use will be conducted indoors with no planned-out door storage or other outdoor business activity planned.

- 5. The conditional use will not substantially diminish the value of neighboring properties.**

The continued use of this commercial building will help avoid abandonment and maintenance neglect.

- 6. The site is served adequately by essential public facilities and services, including utilities, access roads, drainage, police and fire protection, and schools or will be served adequately as a result of improvements proposed as part of the conditional use.**

The site has adequate capacity for public utilities, street capacity and access. There is sufficient police and fire protection levels in place for this use and it will not generate a need for increased City services, or additional schools.

- 7. Development and operation of the conditional use will not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community.**

There are sufficient public facilities in place for this use and it will not generate a need for further City services. The proposed use will benefit the economic welfare of the community.

- 8. Adequate measures have been or will be taken to minimize traffic congestion in the public streets and to provide for adequate on-site circulation of traffic.**

There is adequate onsite traffic circulation provided in this design.

- 9. The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.**

The use of this site is inside an existing commercial building. It will not result in damage or destruction of natural or historic features.

10. The conditional use is consistent with the applicable policies and recommendations of the city's Land Use Plan or other adopted land use studies.

The project will meet updated land use policies and plans.

11. The conditional use, in all other respects, conforms to the applicable regulations of the district in which it is located.

The project conforms to applicable regulations of the district and applicable requirements for approval within the ordinance.

WHEREAS, the City Council, on the 28th day of December, 2021, at a public meeting considered the request; and

WHEREAS, the City Council concurs with all of the determinations and findings of the Planning Commission as stated in the above recitals and hereby makes the identical determinations and findings.

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

Section 1: Incorporation of Recitals and Exhibits. The recitals set forth in this Resolution and the Exhibits attached hereto are incorporated into and made a part of this Resolution.

Section 2: Approval of a Conditional Use Permits. As authorized in Section 2-290 of the City of Faribault Unified Development Ordinance and in accordance with the required findings listed in Section 2-300 of the City of Faribault, Unified Development Ordinance, as stated in the recitals above, a conditional use permit for establishment of a major auto repair business including custom auto building, auto restoration and repair services, but not including autobody repair and painting at the subject property located at 1440 Willow Street.

Section 3: Conditions of Approval. As authorized in Section 2-310 of the City of Faribault, Unified Development Ordinance, the following conditions of approval are deemed necessary by the City Council to mitigate adverse impacts associated with the conditional use, to protect neighboring properties, and to achieve the objectives identified in City ordinances are as follows:

1. Provide plans for the parking lot layout including required accessible parking spaces. Parking must meet the standards specified in the Unified Development Ordinance.
2. Any outside storage of parts, equipment or materials related to auto repair uses shall be located to the side or rear of the building and be completely screened from view of the street or adjoining trail and shall

meet the requirements specified in the Unified Development Ordinance.

3. This conditional use permit shall not be effective until the effective date of the ordinance to rezone the subject site to C-2 Highway Commercial District.
4. All Building Code requirements pertaining to this use of the property must be met.
5. This application shall meet the Development Standards listed in Sec. 7-30 of the Unified Development Ordinance for major auto repair businesses as follows:

Automobile repair, major.

- (1) All vehicles awaiting repair or pickup shall be stored on the site within enclosed buildings or defined parking spaces in compliance with Chapter 8, Off-Street Parking and Loading.
- (2) All vehicles parked or stored on site shall display a current license plate with a current license tab. Outside storage of automotive parts or storage of junk vehicles shall be prohibited, unless in compliance with the standards for vehicle storage. (see Vehicle storage).
- (3) All repairs shall be performed within a completely enclosed building.
- (4) Fuel pumps, if provided, shall be installed on pump islands.
- (5) Venting of odors, gas, and fumes shall be directed away from residential uses. All storage tanks shall be equipped with vapor-tight fittings to preclude the escape of gas vapors.
- (6) Additional conditions may be established to control noise during the operation of the facility, including controls of hours of operation.

Section 4: This resolution shall become effective immediately upon its passage and without publication.

Date Adopted: December 14, 2021

Faribault City Council

Kevin R. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A

Address: 1440 Willow Street

PID#18.06.3.75.001

Legal Description

Part of the Southwest Quarter of Section 6, Township 109 North, Range 20 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota, described as follows: Beginning at a point in the East line of said Southwest Quarter, 1225.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line, 283.37 feet; thence northerly parallel with said East line to a point in the southerly right of way of the abandoned Chicago, Milwaukee, St. Paul and Pacific Railroad; thence southeasterly along said railroad right of way line to a point in said East line; thence southerly along said East line to said point of beginning; subject to Willow Street over the easterly side of said herein described parcel; subject to an easement for driveway purposes over and across a strip of land 20.00 feet in width, being 10.00 feet on both sides of the following described center line: Beginning at a point in said East line of Southwest Quarter 1314.31 feet northerly from the Southeast corner of said Southwest Quarter; thence westerly at right angles to said East line 93.00 feet; thence southerly, parallel with said East line 89.00 feet and there terminating.



FARIBAULT PLANNING COMMISSION

DECEMBER 6, 2021 - PUBLIC HEARING

Case Numbers and Requests:	21-40 Applications related to 1440 Willow Street as follows: (1) Comprehensive Plan Amendment to Change the Guided Land Use of the Subject Property from Established Residential Neighborhood to Commercial / Industrial Mixed-Use (2) Rezone the Subject Property from R-1, Single-Family Residential to C-2, Highway Commercial (3) Conditional Use Permit Application for a Major Auto Repair use in the C-2 Highway Commercial District.
Applicant and Owner:	Peter Nass, Owner
Requested Action:	Deny the Requested Applications related to this property
Deadline for Council Action:	Has been extended by the City, to February 18, 2021
From:	Peter J. Waldock, AICP, Planning Coordinator

BACKGROUND

Peter Nass, property owner at 1440 Willow St. has submitted applications for a Comprehensive Plan Amendment from Existing Residential Neighborhood (ERN) to Commercial-Industrial-Mixed Use. Additionally, he has requested rezoning the property from R-1, Single Family Residential District to C-2, Highway Commercial District. The property has an existing two-unit commercial building with a paved parking lot and an accessory building.

The building was originally built (prior to annexation) for use as a snowmobile dealership and repair shop. The current owners operated their glass business from the property and rented space in the building to a locksmith business. The property currently has space rented by Mad-Chassis car customizing business. It is also still used by Mr. Nass for his glass and mirror business on a part time basis.

Jason Niles, Co-Owner of Mad-Chassis (car customizing shop), has applied for a Conditional Use Permit for a major auto repair business in the C-2 Highway Commercial District in order to operate his business at the subject site.

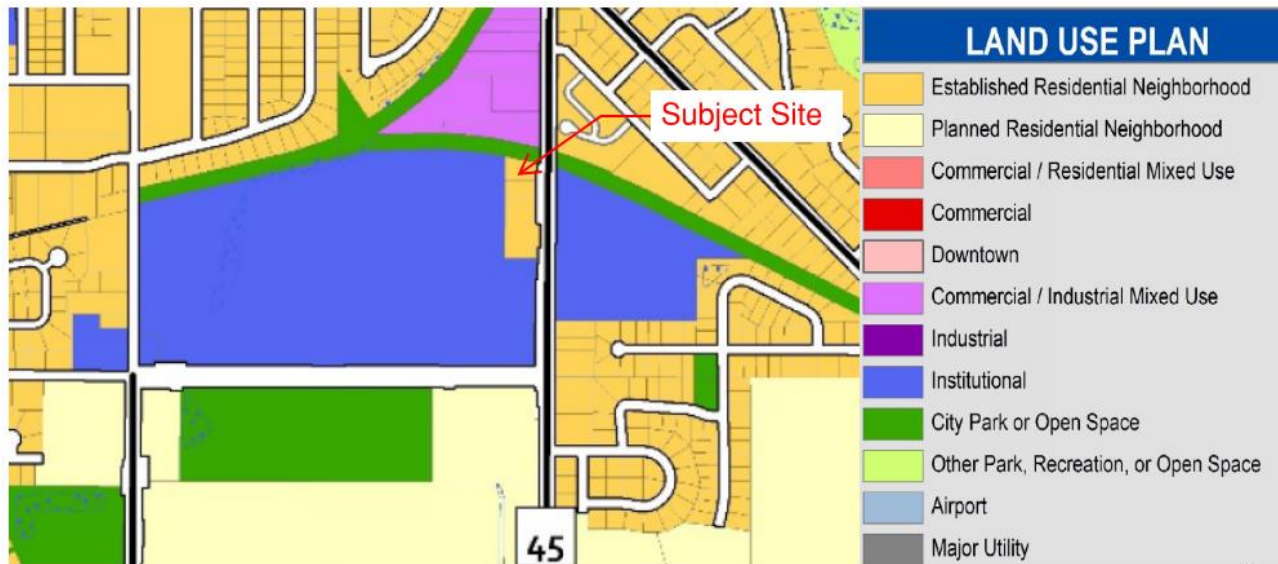
At its meeting of November 15, 2021, the Planning Commission discussed the merits of the request and voted to approve the applications for the Comprehensive Plan Amendment to Commercial / Industrial Mixed Uses and the application for rezoning to C-2 Highway Commercial District. The Planning Commission asked staff to bring this matter back at the next meeting to consider a draft ordinance with findings for approval of the requested rezoning for this site.

DISCUSSION

Zoning Certificate. According to Sec. 2-200 of the UDO a zoning certificate is required when there is a change or expansion of use for commercial properties. The purpose of this code section is to review the new use for consistency with the regulations of this ordinance. The owners did not apply for a zoning certificate in this case until after being notified by the City of a sign permit violation for Mad-Chassis new sign.

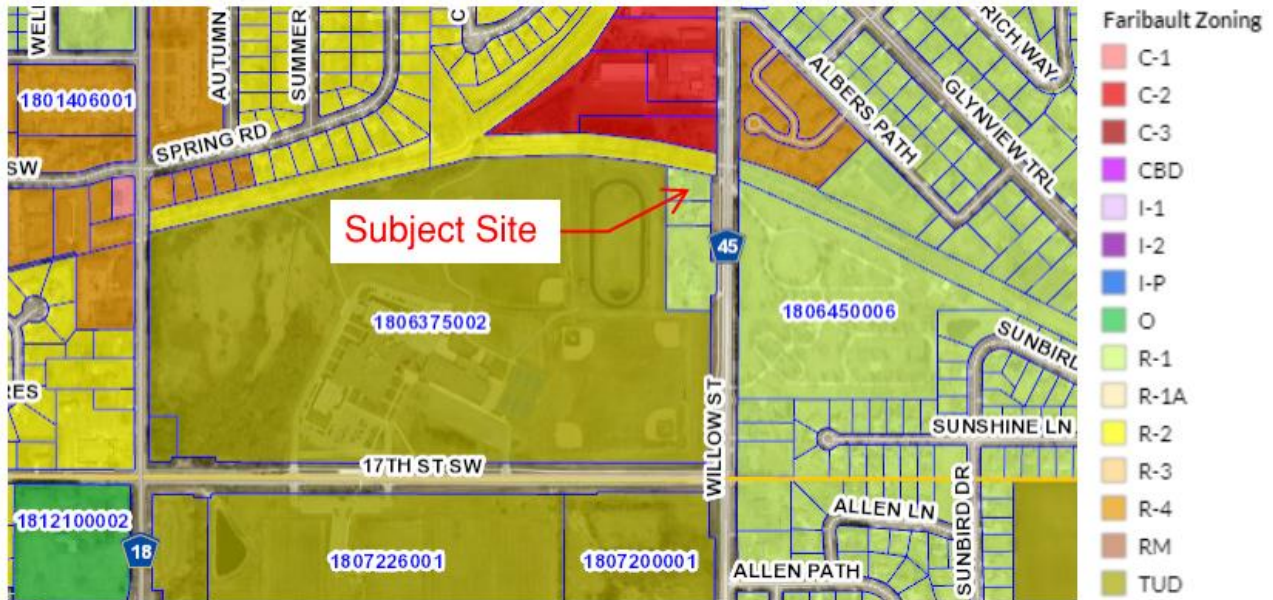
Lawful Nonconforming Use / Change of Use. Generally, the commercial use of the building is a lawful nonconformity. As such, the commercial uses may continue on site, but must not intensify when the commercial uses on site change. The DRC has determined that the Mad Chassis use is an intensification compared to the locksmith use and the glass business use because it involves major auto repair services.

Comprehensive Plan. This is guided as an Existing Residential Neighborhood (ERN). During the plan update process, the steering committee discussed the subject site in this case and chose not to guide the site for commercial use knowing that the property had an existing commercial building on site that was in use at the time. The new plan was adopted accordingly.



Zoning District. The property is currently zoned R-1 Single Family Residential District, which is consistent with the comprehensive plan. The owner is seeking a change to C-2 Commercial District to match the commercial district north of the adjoining trail and better fit the current uses of the property.

- Parking. The UDO requires parking numbers based on type of use. Office and retail use require 1 space per 300 SF of gross floor area. Auto repair uses require 1 space per employee and 3 spaces per service bay. The parking lot is paved but not striped. There appears to be enough space to meet parking requirements here.
- Buildings. The commercial building is a metal building with cement floor and heating system.
- CUP. A Conditional Use Permit will be needed because Mad Chassis business is found to be a major auto repair use. The business operators have indicated that they feel their business is not a major auto repair business since they don't do autobody, frame straightening or drivetrain rebuilding, but the business does involve re-conditioning of passenger automobiles and engine and transmission replacement.



UDO definitions follow:

Automobile repair, major. An establishment engaged in performing major repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. Major repair may include engine rebuilding, rebuilding or re-conditioning of passenger automobiles, body, frame or fender straightening and repair, painting, rust-proofing, engine overhaul or replacement, and transmission overhaul. Such work excludes commercial wrecking, dismantling, junkyard, tire recapping and truck-tractor repair. In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

Automobile repair, minor. An establishment engaged in performing minor repairs to, and the servicing of, passenger automobiles, where gasoline or other automobile engine fuel (stored only in underground tanks), kerosene, motor oil, lubricants, grease or minor accessories may be sold. Minor repair may include muffler replacement, oil changing and lubrication, tire repair and replacement except tire recapping, wheel alignment, brake repair, engine tune-up, flushing of radiators, servicing of air conditioners, and other activities of minor repair or servicing of automobiles. In addition, household and convenience items, food or other miscellaneous retail goods commonly associated with the same also may be sold.

This Mad-Chassis business use is similar to the Heavy Metal Customs applications recently considered by the City. The City processed that application as a major auto repair business requiring a CUP for zoning approval at that site.

- Site Plan Requirements. The subject property was constructed for commercial uses. It has a paved parking lot and driveway. No exterior

storage is needed for the businesses at this site. The property has a storage shed available in the rear of the lot. The CUP if approved will require the parking lot to be striped to meet current ordinance requirements for parking layout and stall dimensions and State of Minnesota accessibility standards. The parking lot does not have curbs and has no specific landscaping plan. Staff feels the site is grandfathered without them in that it has had continuous commercial use since it was built.

DEVELOPMENT REVIEW COMMITTEE

The Development Review Committee (DRC) considered this application at its meeting of November 2, 2021. The DRC does not recommend approval of the applications related to 1440 Willow Street based on the following findings, comments and observations.

1. The Comp Plan Steering Committee discussed this site specifically and determined it should be guided for residential use which requires a transition from the commercial use it was built for to residential.
2. The Planning Commission and City Council adopted the plan accordingly.
3. Without the comp plan amendment, the rezoning application should be denied as it must be consistent with the plan.
4. The commercial zoning boundary is more logically at the trail crossing along Willow Street.
5. Commercial zoning should not extend south the trail as this will introduce a commercial district adjoining much less intensive uses for the school and the adjoining single family uses.
6. The Mad-Chassis business is found to be a major auto repair use in that it involves re-conditioning cars and replacing engines and transmissions.
7. A CUP for major auto repair in the C-2 District will be needed if the comp plan amendment and rezoning applications are approved.
8. The City has processed a CUP for a similar use recently in another part of the City.
9. If the rezoning application was to be approved, it is recommended that the residential driveway be redirected to access Willow Street directly and not cross over the parking lot of the commercial building site any longer.

Applicable Code Sections:

Chapter 2, Faribault Unified Development Ordinance (UDO), general requirements and procedures for zoning amendments (rezoning) and Zoning Certificate approvals.

Sec. 2-170. Action by the City Council on zoning amendments.

The City Council shall make the final decision regarding all zoning amendments. Amendment of this ordinance or the zoning district boundaries shall require a majority vote four-sevenths (4/7) of the City Council, except when an adoption or amendment changes all or part of the existing classification of a zoning district from residential to either commercial or industrial, in which case a two-thirds ($\frac{2}{3}$) vote five-sevenths (5/7) of all members of the City Council shall be required.

REQUIRED FINDINGS

Sec. 2-180. Required findings on zoning amendments.

The City Council shall make each of the following findings before granting approval of a request to amend this ordinance or to change the zoning designation of an individual property:

- (1) Whether the amendment is consistent with the applicable policies of the city's Land Use Plan.
- (2) Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.
- (3) Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.
- (4) Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.
- (5) Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.

(Ord. No. 99-20, § 1, 11-23-99)

RECOMMENDATION

In light of the Planning Commission actions on the applications for Comprehensive Plan amendment and the Rezoning to C-2 Highway Commercial District for the subject site, Staff is recommending approval of the requested Conditional Use Permit for major auto repair uses in this case, with the conditions of approval as follows:

1. Provide plans for the parking lot layout including required accessible parking spaces.
2. Any outside storage of parts, equipment or materials related to auto repair uses shall be located to the side or rear of the building and be completely screened from view of the street or adjoining trail and shall meet the requirements specified in the Unified Development Ordinance.
3. This conditional use permit shall not be effective until the effective date of the ordinance to rezone the subject site to C-2 Highway Commercial District.
4. This application shall meet the Development Standards listed in Sec. 7-30 of the Unified Development Ordinance for major auto repair businesses as follows:

Automobile repair, major.

- (1) All vehicles awaiting repair or pickup shall be stored on the site within enclosed buildings or defined parking spaces in compliance with Chapter 8, Off-Street Parking and Loading.
- (2) All vehicles parked or stored on site shall display a current license plate with a current license tab. Outside storage of automotive parts or storage of junk vehicles shall be prohibited, unless in compliance with the standards for vehicle storage. (see Vehicle storage).
- (3) All repairs shall be performed within a completely enclosed building.
- (4) Fuel pumps, if provided, shall be installed on pump islands.
- (5) Venting of odors, gas, and fumes shall be directed away from residential uses. All storage tanks shall be equipped with vapor-tight fittings to preclude the escape of gas vapors.
- (6) Additional conditions may be established to control noise during the operation of the facility, including controls of hours of operation.

ATTACHMENTS

- Plans, Maps and Exhibits



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: Deanna Kuennen, Community & Economic
Development Director
MEETING DATE: December 14, 2021
SUBJECT: Ordinance 2021-15 Repeal and Replace Chapter
13, Article 2, Sec. 13-90 of the City's Unified
Development Ordinance related to Floodplain
Management Districts - First Reading

Background:

The Federal Emergency Management Agency (FEMA) recently updated a flood insurance rate map (FIRM) related to the Zumbro River, east of Faribault. While the updated map does not directly affect property in Faribault, the map includes a small part of Faribault. Consequently, FEMA requires that the City amend its ordinance to reflect the updated map. The attached ordinance amends Chapter 13, Article 2, Section 13-90 of the City's Unified Development Ordinance as requested by FEMA.

The Planning Commission held a public hearing on November 15, 2021, to consider the ordinance amendment. No one from the public provided comments. The Planning Commission unanimously recommended that the City Council approve the ordinance amendment.

Recommendation:

Approve the first reading of Ordinance 2021-15 Repeal and Replace Chapter 13, Article 2, Sec. 13-90 of the City's Unified Development Ordinance related to Floodplain Management Districts

Attachments:

1. Ordinance 2021-15 Repeal and Replace Chapter 13, Article 2, Section 13-90 of the City's Unified Development Ordinance related to Floodplain Management

**CITY OF FARIBAULT
ORDINANCE No. 2021-15**

**REPEAL AND REPLACE CHAPTER 13, ARTICLE 2, SECTION 13-90 OF
THE CITY'S UNIFIED DEVELOPMENT ORDINANCE RELATED TO
FLOODPLAIN MANAGEMENT DISTRICTS**

THE CITY OF FARIBAULT ORDAINS:

Section 1. The City Council of the City of Faribault hereby repeals Chapter 13, Article 2, Section 13-90 of the City's Unified Development Ordinance in its entirety and replaces it with the following language:

Sec. 13-90. Establishment of Official Zoning Map.

The Official Zoning Map, together with all materials attached thereto, is hereby adopted by reference and declared to be a part of this ordinance. The attached material includes the following:

- Flood Insurance Study for Rice County, Minnesota, and Incorporated Areas, dated 4/6/2022
- Flood Insurance Rate Map panels 27131C0259D, 27131C0260D, 27131C0266D, 27131C0267D, 27131C0268D, 27131C0269D, and 27131C0275D, dated April 3, 2012
- Flood Insurance Rate Map panel 27131C0300E, dated April 6, 2022
- The Letter of Map Revision (LOMR) for the City of Faribault identified as Case Number 12-05-1808P, with an issuance date of February 17, 2012

Section 2. This ordinance shall take effect upon the date of its publication.

First Reading: December 14, 2021

Second Reading: _____

Publication Date: _____

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: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Ordinance 2021-12 Repeal and Replace Chapter 15, Article 7 of the City's UDO related to Park Dedication - Second Reading

Background:

First Reading for this ordinance change was made on November 23, 2021. We have received no comments and no changes have been made.

The Faribault City Council held work sessions in the fall of 2021 to consider refinements to the City's park dedication requirements. Based on feedback from developers and the City Attorney, the Council directed that the park development surcharge obtained through the building permit process as outlined in Chapter 7, Article 1, Section 7-7 of the City Code of Ordinances be repealed. However, to offset the elimination of the park development surcharge and ensure that the City's park dedication requirements obtained through the subdivision process are sufficient to provide a quality park system, the Council directed amendments to Chapter 15, Article 7 of the City's Unified Development Ordinance (UDO).

The key provisions of the proposed ordinance are as follows:

1. Authority and Findings. An authority and findings section states the City's authority to require park dedication through the subdivision process and outlines the City's findings for requiring park dedication.
2. Required Land Dedication. The proposed ordinance does not change the percentage of land dedication required. However, it clarifies that the percentage of dedicated land is based on the gross area of the site, less the area of wetlands to be preserved and the area below the ordinary high water level of water bodies. The ordinance also clarifies that the park dedication requirements associated with outlots in a proposed subdivision may be delayed at the City Council's discretion until the outlots are platted into lots. If delayed, the park dedication requirements shall be based on the dedication requirements when the subdivider plats the outlots into

lots

3. Required Cash Fee. The proposed ordinance changes the cash fee requirement based on a percentage of the land's fair market value to a set fee based on the number of dwelling units in a residential development or the number of acres in commercial, industrial, public/institutional, and other developments. However, the proposed set fee is also based on a comparable percentage of the fair market value of the land. As with all City fees, the City Council will periodically review the fees and adjust them if warranted. The ordinance also clarifies the timing of the required cash fee payment.
4. Subdivision of Land that does not Increase the Demand for the City's Parks. The proposed ordinance clarifies that if a subdivision does not increase the number of parcels or lots and does not intensify the demand for parks, then the park dedication is exempt from park dedication requirements.
5. Subdivision of Land that Increases the Demand for the City's Parks. The proposed ordinance clarifies that a subdivision which may or may not have previously satisfied park dedication requirements, must satisfy park dedication requirements for that portion of the proposed subdivision that increases demand for the City's parks. For example, a large single-family residential lot that is subdivided to allow an additional single-family residence must meet the park dedication requirements on the new residential lot only. Also, if an existing commercial development is subdivided for residential development, then the residential development shall provide dedication based on the residential requirements, less the commercial development dedication requirements.

Recommendation:

Approve Ordinance 2021-12 – Second Reading

Attachments:

1. Ordinance 2021-12 Repeal and Replace Chapter 15, Article 7 of the Faribault Code of Ordinances related to Park Dedication

**CITY OF FARIBAULT
ORDINANCE No. 2021-12**

**REPEAL AND REPLACE CHAPTER 15, ARTICLE 7 OF THE CITY'S
UNIFIED DEVELOPMENT ORDINANCE RELATED TO PARK
DEDICATION**

WHEREAS, the Faribault City Council held work sessions in the fall of 2021 to consider refinements to the City's park dedication requirements; and

WHEREAS, after reviewing the park dedication requirements of comparable Minnesota cities and carefully considering the desired park dedication requirements needed to ensure a quality park system in Faribault, the City Council directed that the park dedication requirements be refined; and

WHEREAS, the Faribault Planning Commission, on November 15, 2021, following proper notice, held a public hearing to consider amendments to the park dedication requirements outlined in Appendix B, Chapter 15, Article 7 of the Faribault Code of Ordinances; and

WHEREAS, the Planning Commission voted not to recommend approval of the draft ordinance amendment based on a finding that the cash fee should be based on a percentage of the fair market value of land as opposed to the set fee identified in the proposed ordinance amendment; and

WHEREAS, the Planning Commission also found that the Commission did not have sufficient information to verify that the proposed ordinance amendment would not result in a decrease in the amount of park dedication in the City; and

WHEREAS, City Staff supports the proposed ordinance amendment based on the City Council's direction and based on the understanding that the City will periodically review the park dedication requirements and adjust them as needed to help ensure a quality park system in Faribault.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS that the City of Faribault Code of Ordinances shall be amended by the deletion noted herein and the addition of the underlined language as follows:

SECTION 1. Appendix B, Chapter 15, Article 7 of the Faribault Code of Ordinances is hereby repealed in its entirety.

SECTION 2. A new Appendix B, Chapter 15, Article 7 of the Faribault Code

of Ordinances is hereby created as follows:

ARTICLE 7. PARK DEDICATION

Sec. 15-330. Park Dedication Authority and Findings.

(A) Authority. Per Minnesota Statutes, Section 462.358, Subd. 2b, a city may require a subdivider to dedicate a reasonable portion of the buildable land of any proposed subdivision to the city for parks, recreational facilities, playgrounds, trails, or open space. Alternatively, the city may require the subdivider to provide a cash fee for some or all of the new parcels or lots created in the subdivision based on the average fair market value of the land for which park fees have not been paid.

(B) Findings. The city council finds the following:

- (1) The city's parks, recreational facilities, playgrounds, and open space strengthen the quality of life for residents and those working in the city.
- (2) The city's parks and recreational facilities enhance the city's ability to attract residential, commercial, industrial, and institutional development.
- (3) The subdivision of land and subsequent development increases demand for parks, recreational facilities, playgrounds, and open space. Therefore, it is appropriate that the subdivision of land contribute to the city's parks and recreational facilities in rough proportion to their increased demand from the anticipated development.

Sec. 15-332. City Acceptance of Land Dedication or a Cash Fee.

The city council is solely responsible for determining whether the subdivision of land shall result in land dedication, a cash fee, or a combination of land dedication and a cash fee.

Sec. 15-334. Required Land Dedication.

(A) Criteria for land dedication. The city council may accept land dedication if the city council finds the land is suitable for its intended use and the land is conveniently located for those it will serve. In evaluating whether

to accept land dedication, the city council may consider factors such as size, shape, topography, geology, hydrology, tree cover, access, and location of the land to be dedicated

(B) *Percentage of land dedication required.* When the city council determines that it is appropriate to require land dedication, the subdivider shall dedicate a percentage of the gross area of the subdivision as follows:

(1) Residential development: Seven (7) percent of the gross area of the subdivision, less the area of wetlands to be preserved and the area below the ordinary high water level of waterbodies.

(2) Commercial, industrial, public/institutional, or other development: Four (4) percent of the gross area of the subdivision, less the area of wetlands to be preserved and the area below the ordinary high water level of waterbodies.

(3) Mixed-development: When a subdivision of land includes a mix of residential and other types of development, the amount of land to be dedicated to satisfy park dedication requirements shall be proportional to the types of development proposed.

(C) *Terms of land dedication.* Dedication of land for public use shall be without restrictions or reservations. The subdivider shall grade the dedicated land as per the city-approved subdivision and deed the dedicated land to the city in a condition suitable to the city.

(D) *Timing of land dedication.* The timing of land dedication shall be as follows:

(1) The subdivider shall deed the land to be dedicated to the city before the city's issuance of building permits within the subdivision.

(2) At the city council's discretion, park dedication associated with outlots in a proposed subdivision may be delayed until the outlots are platted into lots. The percentage of land to be dedicated shall be based on the city's dedication requirements when the subdivider plats the outlots into lots.

Sec. 15-336. Required Cash Fee.

(A) *Criteria for cash fee.* When the city council determines that there is no need for land dedication in the proposed subdivision, the city council may

require payment of an equivalent amount in cash as outlined in this section.

(B) Amount of cash fee required. The required cash fee shall be as follows:

(1) The cash fee for a proposed residential subdivision shall be as follows:

- Single-family dwelling: \$1,000
- Multi-family dwellings: \$500 per unit up to the first 20 units, then \$400 per unit for additional units between 21 and 50 units, then \$300 per unit for additional units over 50 units

(2) Commercial, industrial, public/institutional, and other development: \$1,000 per acre of the gross area of the subdivision, less the area of wetlands to be preserved and less the area below the ordinary high water level of waterbodies.

(C) Timing of the cash fee payment. The timing of the cash fee payments shall be as follows:

(1) The subdivider shall pay the city the required cash fee before the city's release of the subdivision for recording with Rice County, except as specified otherwise in this ordinance.

(2) At the city council's discretion, the required cash fee associated with outlots in a proposed subdivision may be delayed until the outlots are platted into lots. The required cash fee shall be based on the city's dedication requirements when the subdivider plats the outlots into lots.

(3) At the city council's discretion, the city and the subdivider may enter into an agreement to delay the required cash fee payment per the terms of the agreement.

(D) Use of cash fee. The city will use the cash fee payment to acquire and improve land for public parks, playgrounds, trails, open space, or as otherwise provided by state statutes.

Sec. 15-338. Other Park Dedication Requirements.

(A) Subdivision of land that does not increase the demand for the city's parks. A subdivision, which may or may not have previously satisfied park dedication requirements, is exempt from park dedication requirements if the following conditions are met:

(1) The proposed subdivision does not increase the number of parcels or lots; and

(2) The proposed uses in the subdivision do not intensify the demand for the city's parks as outlined in this ordinance.

(B) Subdivision of land that increases the demand for the city's parks. A subdivision, which may or may not have previously satisfied park dedication requirements, shall satisfy current park dedication requirements for that portion of the proposed subdivision that increases demand on the city's parks as outlined in this ordinance.

Section 3. This ordinance shall take effect and be in force after its passage and publication per Section 3.05 of the City Charter.

First Reading: November 23, 2021

Second Reading: December 14, 2021

Publication Date: December 21, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Summary Publication

CITY OF FARIBAULT

ORDINANCE No. 2021-12

REPEAL AND REPLACE CHAPTER 15, ARTICLE 7 OF THE FARIBAULT CITY'S UDO RELATED TO PARK DEDICATION

On December 14, 2021, the Faribault City Council approved Ordinance 2021-12, repealing and replacing Chapter 15, Article 7 of the City's UDO related to park dedication requirements. This ordinance updates the City's parkland dedication requirements for parkland charges during the subdivision process. A complete copy of the ordinance is available for public review during regular business hours at City Hall, 208 NW 1st Avenue, Faribault, Minnesota.

First Reading:	November 23, 2021
Second Reading:	December 14, 2021
Publication:	December 21, 2021



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Ordinance 2021-13 Repeal Chapter 7, Article 1, Section 7.07 of the Faribault Code of Ordinances related to a Park Development Surcharge - Second Reading

Background:

The Faribault City Council held work sessions in the fall of 2021 to consider refinements to the City's park dedication requirements. Based on feedback from developers and the City Attorney, the Council directed that the park development surcharge obtained through the building permit process as outlined in Chapter 7, Article 1, Section 7-7 of the City Code of Ordinances be repealed. Ordinance 2021-12, which amends the City's park dedication requirements obtained through the subdivision process, is intended to offset the elimination of the park development surcharge. The first reading for this ordinance change was made on November 23, 2021. Since that time, staff have received no comments and no changes have been made.

Recommendation:

Approve Ordinance 2021-13 – Second Reading

Attachments:

1. Ordinance 2021-13 Repeal Chapter 7, Article 1, Section 7-7 of the Faribault Code of Ordinances related to a Park Development Surcharge

CITY OF FARIBAUTL
ORDINANCE No. 2021-13

**REPEAL CHAPTER 7, ARTICLE 1, SECTION 7-7 OF THE FARIBAUTL CODE OF
ORDINANCES RELATED TO A PARK DEVELOPMENT SURCHARGE**

WHEREAS, the Faribault City Council held work sessions in the fall of 2021 to consider refinements to the City's park dedication requirements; and

WHEREAS, after reviewing the park dedication requirements of comparable Minnesota cities and carefully considering the desired park dedication requirements needed to ensure a quality park system in Faribault, the City Council directed that the park development surcharge outlined in Chapter 7, Article 1, Section 7-7 of the Faribault Code of Ordinances be repealed.

NOW, THEREFORE, THE CITY OF FARIBAUTL ORDAINS that the City of Faribault Code of Ordinances shall be amended as follows:

SECTION 1. Chapter 7, Article 1, Section 7-7 of the Faribault Code of Ordinances related to a park development surcharge is hereby repealed in its entirety.

Section 2. The City Council shall amend the City's Fee Schedule to remove all language related to a park development surcharge fee.

Section 3. This ordinance shall take effect and be in force after its passage and publication per Section 3.05 of the City Charter.

First Reading: November 23, 2021__

Second Reading: December 14, 2021

Publication Date: December 21, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Summary Publication

CITY OF FARIBAULT

ORDINANCE No. 2021-13

REPEAL CHAPTER 7, ARTICLE 1 SECTION 7.07 OF THE FARIBAULT CODE OF ORDINANCES RELATED TO PARK DEVELOPMENT SURCHARGE

On December 14, 2021, the Faribault City Council approved Ordinance 2021-13, Repealing Chapter 7, Article 1 section 7.07 of the Faribault code of ordinances related to the park development surcharge. This ordinance repeals park development surcharges on construction projects. A complete copy of the ordinance is available for public review during regular business hours at City Hall, 208 NW 1st Avenue, Faribault, Minnesota.

First Reading:	November 23, 2021
Second Reading:	December 14, 2021
Publication:	December 21, 2021



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-276 Order Improvements, Approve Plans, and Establish Bid Date for Buckham Memorial Library and Community Center Roof Replacement

Background:

The attached resolution orders the improvements, approves the plans, and establishes the bid date for the replacement of the roof on Buckham Memorial Library and the Community Center. This project is included in the approved 2022 Capital Improvement Plan. We are requesting bids now to hopefully get better bid pricing this time of year. The project will not be accepted until the January 25, 2022, City Council Meeting.

Bid opening is scheduled for Tuesday, January 18, 2022, at the Faribault Community Center. City Council will receive those bids at their January 25, 2022, City Council Meeting for approval. The anticipated start date would be late February or early March.

Recommendation:

Approve Resolution 2021-276 Order Improvements, Approve Plans, and Establish Bid Date for Buckham Memorial Library and Community Center Roof Replacement.

Attachments:

1. Resolution 2021-276 Order Improvements, Approve Plans and Establish Bid Date for Buckham Memorial Library and Community Center Roof Replacement
2. Proposed Timeline and Plans
3. Advertisement for Bids

CITY OF FARIBAULT

RESOLUTION #2021- 276

**ORDER IMPROVEMENTS, APPROVE PLANS AND ESTABLISH BID DATE FOR
BUCKHAM MEMORIAL LIBRARY AND COMMUNITY CENTER ROOF
REPLACEMENT**

WHEREAS, the City of Faribault operates numerous facilities; and

WHEREAS, the City Capital Improvement Plan and Budget includes a project for Buckham Memorial Library and Community Center roof replacement in 2022; and

WHEREAS, the proposed improvements include a full replacement of the roof.

NOW, THEREFORE BE IT RESOLVED that the proposed improvements are hereby ordered; and

ALSO, BE IT RESOLVED, a bid opening date of January 18, 2022, is hereby established.

Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Buckham Memorial Library and Community Center Roof Replacement

Proposed Time Line

December 14, 2021	Approve Plans and Authorize Project
January 4, 2022	Mandatory Pre- Bid Meeting
January 18, 2022	Open Sealed Bids
January 25, 2022	City Council Approve and Accept Bids
March 1, 2022	Begin Construction
November 30, 2022	Roof Completion Deadline



THE GARLAND COMPANY, INC.

High Performance Roofing And Flooring Systems
3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197
PHONE: (216) 641-7500 • FAX: (216) 641-0633
NATIONWIDE: 1-800-321-9336

December 14th, 2021

Attn: Mr. Paul Peanasky and Faribault City Council

City of Faribault Parks and Recreation Department
15 West Division Street
Faribault, MN 55021

The Garland Company, a full-service manufacturer of high-performance building waterproofing products, has developed a scope of work and budget for the replacement of the roofs on both the city of Faribault's recreation center and library. Starting in October 2019, The Garland Company began work with the city of Faribault by completing numerous roof inspections on the city's buildings, multiple wall and roof repairs, and replaced a roof at the city's public works facility in 2020.

Based on our investigations of the roofs on the city of Faribault's library and recreation center we recommended in 2019 that the roofs on both facilities be replaced. This recommendation was based on numerous issues with the roofs that still exist today including inadequate installation methods and techniques, insufficient drainage, improper slope designs, material age and failures, moisture penetration into the envelope from the pool, wall issues, etc. From this point an initial scope of work was developed and a budget was presented for the full replacement of the roofs.

The scope of work for the project has now been finalized as the investigative and pre-bid work has been completed. The work includes the removal of all the ballast and rubber membrane roofs and dispose of this waste off site. Insulation will be installed to meet code and then new modified built-up roofs will be installed. Each roof will have a flood and gravel coat applied to cover the new roof membranes. New ice and water shields and metal coping caps and flashings will be installed; the color shall be picked on a later date by the city.

The warranties for these new roofs are 30+10-year edge-to-edge warranties and will be issued and carried by The Garland Company. A 5-year workmanship warranty will be required from the roofing contractor.

Where metal roof decks exist and the insulation is in good condition, additional tapered insulation will be added on top of the existing insulation to create proper slope and to meet building code. If the existing insulation is wet or cannot be used, then the insulation will be replaced at a predetermined price during the bid phase. For the concrete roof decks all the existing insulation will need to be replaced and disposed of and new tapered insulation will be installed. All new insulation will have new recovery boards added on top of the new insulation before the performance membranes are installed.

There are three roofs that are over the pool in the recreation center. All three of these roofs have concrete decks. Currently, moisture from the pool has penetrated the walls and roofs from the high humidity inside the pool area. This is likely due to the existing vapor barrier failing. The failure may be due to improper installation, material failures, or damage to the vapor barrier.



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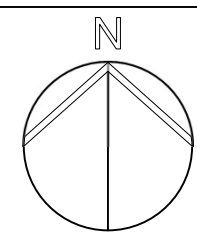
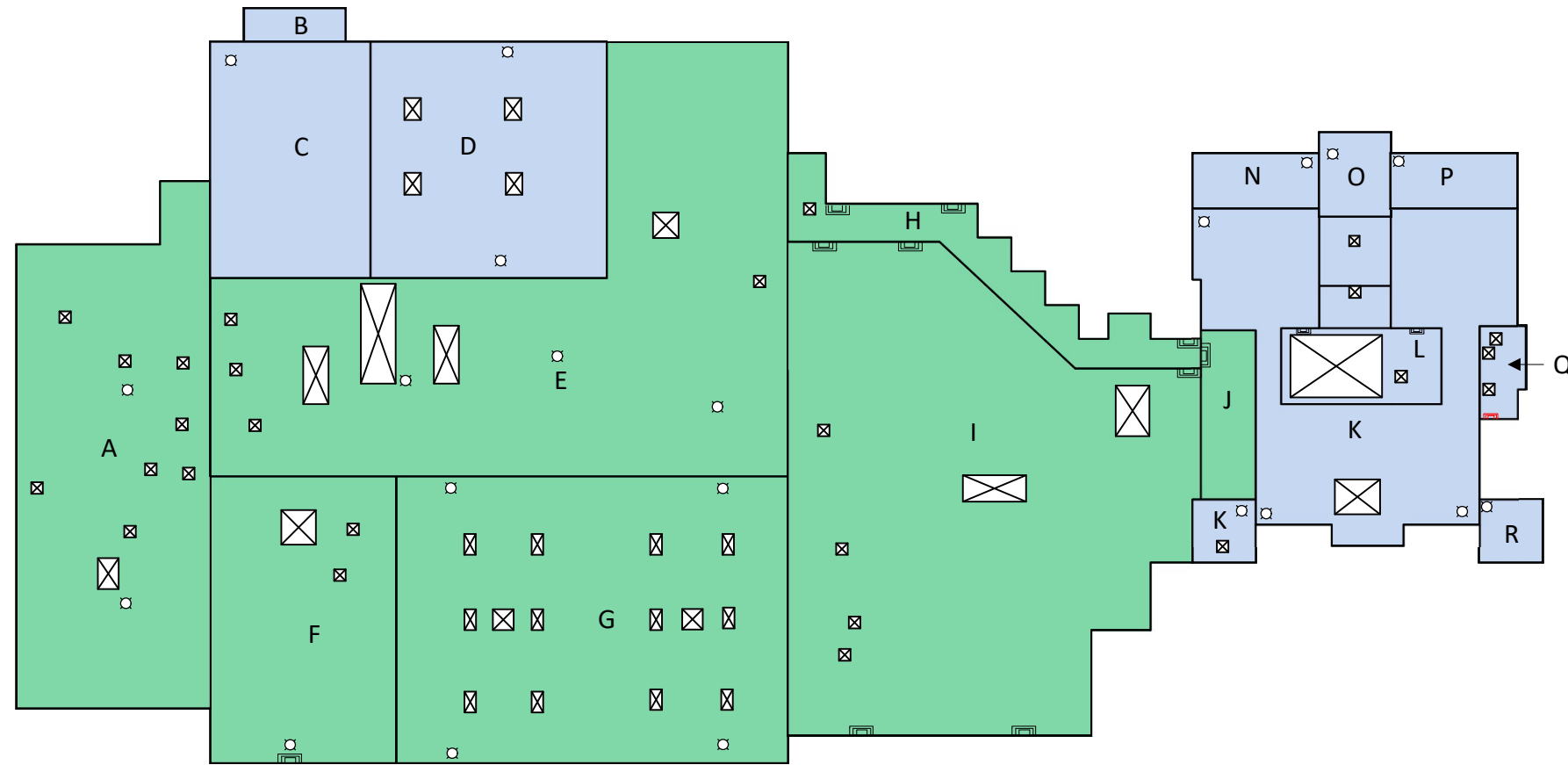
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Both buildings require unique attention to details for the roofs to be completed properly. This includes the removal of numerous skylights, replacing and adding drains, sealing of penetrations, raising of perimeter edges, etc. The scope of work also includes the replacement of the two existing Kalwall skylights, plumbing, and HVAC disconnect and reconnect. All electrical work will be conducted by the city's third-party electrical contractor based on an already awarded bid. This work, along with the masonry work required on the pool walls, will be coordinated by the roofing contractor.

The Garland Company will provide site and installation supervision, annual inspections of the roofs, bid letting services, engineering, wind-uplift calculations, and the warranties for the lives of the roofs.

Thank you,

Brian Murrell
The Garland Company
Territory Manager
M: (651) 666-0901



DRAWING SCALE: 1" = 40'-0"



The Garland Company
3800 E. 91st Street
Cleveland, OH 44105

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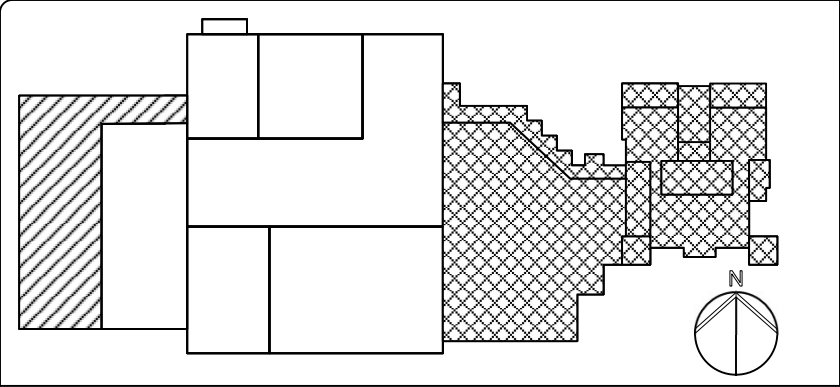
CITY OF FARIBAULT REC CENTER & LIBRARY
15 Division Street West, Faribault, MN 55021

City of Faribault - Rec Center & Library			
Roof Replacement Year	Roof	Scope of Work	Roof Replacement Budget
2022	Library: Sections K-R	Remove existing roofing system to deck. Install new vapor barrier over pool roof in hot asphalt. Add new tapered poly iso insulation system to code in hot asphalt. Install new coverboard in hot asphalt. Install new 2-ply modified built-up roof system in hot asphalt. Install flood and gravel coating over surface of roof. New metal edging, coping caps, flashings, etc for all curbs, parapets, etc. <u>Services included:</u> 30+10 year no-dollar limit warranty, drawings, specifications provided for adoption, bid letting assistance, installation oversight and supervision, project management services, close-out services, and annual inspection included for life of roof.	\$205k - \$230k
2022	Pool: Sections B-D		\$150k - \$170k
2023	Rec Center: Sections A, E-J		\$850k - \$950k

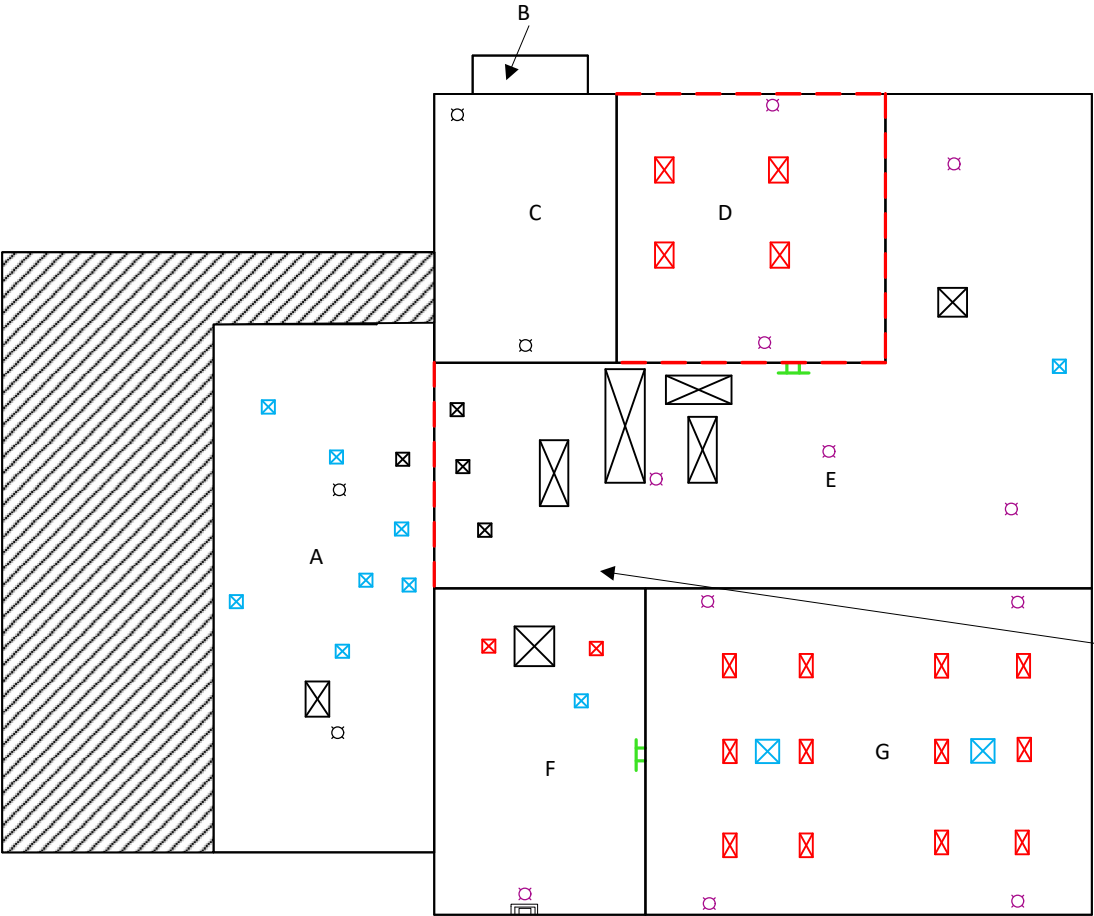
SHEET TITLE:

Roof Budgets
6.22.21

SHEET NO. 1



DRAWING SCALE: 1" = 50'-0"



Ladder Sleeper
Sleeper to be added into roof and support base of existing stair unit from section E to F.

NEW DRAIN:
NEW DRAINS TO BE INSTALLED BY PLUMBING CONTRACTOR.



REPLACE DRAIN BOWL:
EXISTING DRAIN BOWL TO BE REPLACED BY ROOFING CONTRACTOR



RAISE PERIMETER CURBS:
RAISE PERIMETER TO MEET MANUFACTURER'S MINIMUM FLASHING HEIGHTS. ---



ADD LADDER:
DESIGNATES WHERE "NEW" ACCESS LADDER IS TO BE ADDED BY ROOFING CONTRACTOR.

RAISE PENETRATION:
ROOF PENETRATION TO BE RAISED BY ROOFING CONTRACTOR



REMOVE PENETRATIONS:
ROOFING CONTRACTOR TO REMOVE AND DISPOSE OF ROOF PENETRATIONS. INFILL DECK WITH PLATE STEEL AND INSTALL NEW ROOF SYSTEM PER ROOF REPLACEMENT SCOPE.



Replacement Scope

1. Remove Existing Ballast and EPDM Membrane Down to Existing Insulation. Dispose of Debris in a Certified Landfill As Needed.
 - 1.a Remove Down to Deck on Concrete Decks.
2. Install New Insulation as Needed to Code.
3. Install ½" Recovery Board Set In Solid Moppings of Type III Hot Asphalt.
4. Install One Ply of Modified Base Sheet in Solid Moppings of Type III Hot Asphalt.
5. Install One Ply of Modified Cap Sheet in Solid Moppings of Type III Hot Asphalt.
6. Install 2-Ply Flashings System in Solid Moppings of Type III Hot Asphalt.
7. Install Flood & Gravel Surfacing in Hot Asphalt III.
8. Install New 24ga Perimeter Sheet Metal Flashings, Counter-Flashings Cap, Etc.

Legend

	Roof Curb
	Scupper
	Skylight
	Roof Area Not in Contract
	Roof drain



The Garland Company
3800 E. 91st Street
Cleveland, OH 44105

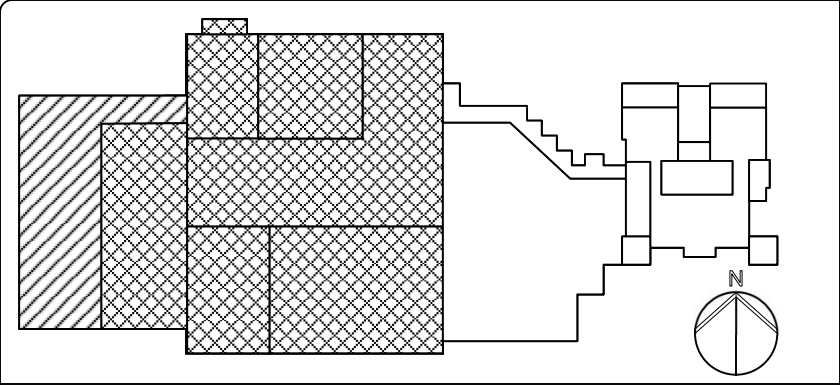
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SHEET TITLE:

SHEET NO. 1

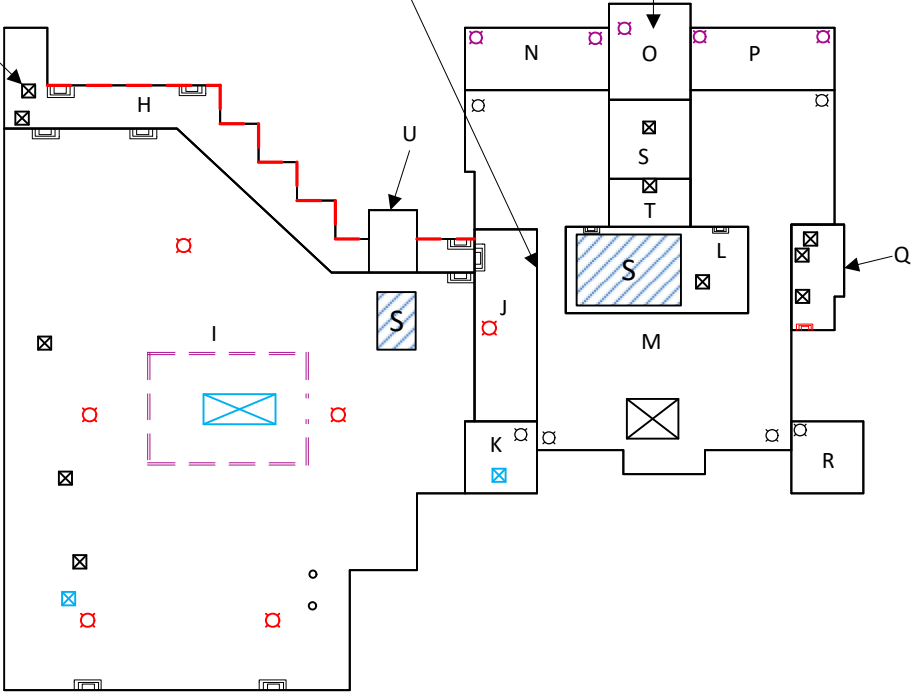


DRAWING SCALE: 1" = 50'-0"

Add Sleepers: Add sleepers to support existing RTU.

Existing Window: Frame in existing window and infill with metal panels. Insulate to code.

Remove Light: Remove existing flood light. Dispose of off-site at a certified landfill.



NEW DRAIN:
NEW DRAINS TO BE INSTALLED BY PLUMBING CONTRACTOR.



REPLACE DRAIN BOWL:
EXISTING DRAIN BOWL TO BE REPLACED BY ROOFING CONTRACTOR



ADD ALT #1 – REPLACE MECHANICAL SCREEN:
EXISTING MECHANICAL SCREEN AND POSTS TO BE REMOVED AND DISPOSED OF IN A CERTIFIED LANDFILL. NEW 2"X2" SQUARE TUBES TO BE INSTALLED. NEW PERFORATED MECHANICAL SCREEN TO BE ATTACHED TO NEW SQUARE TUBES.



RAISE PERIMETER CURBS:
RAISE PERIMETER TO MEET MANUFACTURER'S MINIMUM FLASHING HEIGHTS.



RAISE PENETRATION:
ROOF PENETRATION TO BE RAISED BY ROOFING CONTRACTOR



REMOVE PENETRATIONS:
ROOFING CONTRACTOR TO REMOVE AND DISPOSE OF ROOF PENETRATIONS. INFILL DECK WITH PLATE STEEL AND INSTALL NEW ROOF SYSTEM PER ROOF REPLACEMENT SCOPE.



Replacement Scope

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6. Install 2-Ply Flashings System in Solid Moppings of Type III Hot Asphalt.
7. Install Flood & Gravel Surfacing in Hot Asphalt III.
8. Install New 24ga Perimeter Sheet Metal Flashings, Counter-Flashings Cap, Etc.

Legend

Plumbing Stack

Roof Curb

Scupper

Skylight

Roof Area Not in Contract

Roof drain



The Garland Company
3800 E. 91st Street
Cleveland, OH 44105

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CITY OF FARIBAUT REC CENTER & LIBRARY
15 Division Street West, Faribault, MN 55021

SHEET TITLE:

SHEET NO. 1

CITY OF FARIBAULT, MN
ADVERTISEMENT FOR BIDS

Faribault Library and Recreation Center Reroof Project

NOTICE IS HEREBY GIVEN that the city of Faribault is accepting bids for the Faribault Library and Recreation Center Reroof Project. Bids shall be submitted upon the form provided at the mandatory pre-bid meeting held January 4th, 2022 at 10:00 A.M. at the Faribault Library and Recreation Center, 15 West Division Street, Faribault, MN 55021. Bids must be delivered in a sealed envelope and shall be titled: "*Sealed Bid Faribault Library and Rec Center Roof Replacement Project*" no later than 1:00 P.M., January 18th, 2022. Bids received after this time will be returned unopened. Bids will be awarded by Faribault City Council on January 25, 2022.

Bids shall be delivered via mail or in person to:

Faribault Library and Recreation Center
Rec Center Front Office – Attention: Paul Peanasky
15 West Division Street
Faribault, MN 55021

Each bid must be accompanied by a bid bond or certified check from a solvent bank in the amount of not less than five percent (5%) of the bid, payable to the Owner, as security that if awarded the work, the bidder will sign a contract.

All Contractors shall attend a mandatory pre-bid conference to inspect the job site and to ensure comprehension of the specifications. Specifications shall be distributed at the time of the pre-bid meeting. Contractors who do not attend the pre-bid conference shall be disqualified from bidding. Please contact Brian Murrell at (651) 666-0901 to reserve a copy of the specifications.

The city of Faribault, MN reserves the right to reject any and all bids and waive informalities or irregularities and enter into such contract or contracts as deemed in the best interests of the city of Faribault.



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, Assistant to the City Administrator
MEETING DATE: December 14, 2021
SUBJECT: Resolution 2021-267 Approve New 2021 On-Sale Intoxicating/Sunday Liquor License and 2022 Renewal for Small Circle, LLC dba Sawmill Bar and Grill

Background:

The applicant, Small Circle, LLC dba Sawmill Bar and Grill has submitted an application for an On-Sale Intoxicating Liquor License and Sunday Liquor License. The applicant would be operating at 28 3rd Street NW. The applicant will abide by State statutes and City ordinances regarding all requirements and the hours of sale of alcoholic beverages. The Police Department conducted a background check and a review of the Certificate of Liability Insurance by the City Attorney has been completed.

Due to the timing of this application and the desire of the owners of Small Circle, LLC dba Sawmill Bar and Grill to open as soon as possible, staff are recommending the approval of the license with the effective dates of December 15, 2021 - December 31, 2021 and the 2022 renewal with the license dates running from January 1, 2022-December 31, 2022.

Recommendation:

Approve Resolution 2021-267 Approve New 2021 On-Sale/Sunday Liquor License and 2022 Renewal for Sawmill Bar and Grill

Attachments:

1. 2021-267 Approve Liquor License for Sawmill Bar and Grill

CITY OF FARIBAULT

RESOLUTION #2021-267

APPROVE NEW 2021 ON-SALE INTOXICATING/SUNDAY LIQUOR LICENSE AND 2022 RENEWAL FOR SMALL CIRCLE, LLC DBA SAWMILL BAR AND GRILL

WHEREAS, Small Circle, LLC dba Sawmill Bar and Grill, submitted an application for an On-sale Intoxicating Liquor License and a Sunday Liquor License to be located at 28-3rd Street NW, in the City of Faribault, consistent with Faribault City Code Chapter 4 and Minnesota Statutes, Chapter 340A; and

WHEREAS, Small Circle, LLC dba Sawmill Bar and Grill, has paid the required license fees and completed an application packet to request the license; and

WHEREAS, a thorough background investigation by the Faribault Police Department of the associates of Small Circle, LLC dba Sawmill Bar and Grill was completed, and certified by the Police Chief that the applicants have not been convicted of any violation of any state law or municipal ordinance relating to the sale of intoxicating liquor within the past five years; and

WHEREAS, the city attorney has reviewed and has approved Small Circle, LLC dba Sawmill Bar and Grill certificate of liquor liability insurance.

WHEREAS, the State of Minnesota Alcohol and Gambling Enforcement Division will be consulted to determine that Small Circle, LLC dba Sawmill Bar and Grill, can operate as intended by holding an On-Sale Intoxicating Liquor License and a Sunday Liquor License.

NOW, THEREFORE BE IT RESOLVED, Small Circle, LLC dba Sawmill Bar and Grill, shall be issued an On-Sale Intoxicating Liquor License and Sunday Liquor License, for the term of December 15, 2021 through December 31, 2022.

Date Adopted: December 14, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator