



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

TUESDAY, SEPTEMBER 12,
2023

6:00 PM

- 1. Call to Order/Roll Call/Pledge of Allegiance**
- 2. Presentations/Introductions – None**
- 3. Approve minutes of August 22, 2023 City Council Meeting**
 - A. Approve minutes of August 22, 2023 City Council Meeting
- 4. Consent Agenda**
 - A. List of Claims for Release
 - B. Approve LG220 Application for Exempt Permit for Heroes Helping Heroes
 - C. Resolution 2023-158 Approve LG230 Application to Conduct Off-Site Gambling for The Catholic Church of Divine Mercy of Faribault
 - D. Approve Faribault Ice Arena Association Agreement
 - E. Resolution 2023-160 Accept Donations to the City of Faribault
 - F. Resolution 2023-161 Approve Appointment of Board and Commission Member
 - G. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License and Indemnification Agreement
 - H. Resolution 2023-162 Authorize Payment as Recommended by the Charitable Gambling Board to Beau Chant Community Choir
 - I. Resolution 2023-169 Approve Street Closures for Faribault High School Homecoming Parade
 - J. Resolution 2023-170 Approve Street Closures for Bethlehem Academy Homecoming Parade
 - K. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License
 - L. Resolution 2023-168 Receive/File Feasibility Report and Establish Public Hearing for Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07
 - M. Accept Quote for Effluent Pump at Water Reclamation Facility
 - N. Accept Quote for Blower Controllers at Water Reclamation Facility
 - O. Resolution 2023-173 Authorize Execution of a Minor Subdivision Agreement with Home Town Federal Credit Union 1205 Highway 60 W
 - P. Resolution 2023-174 Approving the Extension of the Professional Services Agreement for Electrical Inspection Services with Brian L. Grey
 - Q. Resolution 2023-175 Authorize the Faribault Fire Department to Apply for the Compeer Financial Emergency Response Equipment Grant
 - R. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License
- 5. Requests to be Heard**
- 6. Public Hearings – None**

7. Items for Discussion

- A. 2024 Preliminary Property Tax Levies and Establish the Budget Meeting Date
 - 1. Resolution 2023-163 Adopting the 2024 Preliminary Property Tax Levy and Establishing the Budget Meeting Date
 - 2. Resolution 2023-164 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for Fiscal Year 2024
 - 3. Resolution 2023-165 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for Fiscal Year 2024
- B. Ordinance 2023-21 Approve Zoning Text Amendments Related to Limited Recycling Collection Centers in Commercial Districts (Second Reading)
 - 1. Approve Summary Publication of Ordinance 2023-21
- C. Resolution 2023-153 Approve a Conditional Use Permit for a Limited Recycling Collection Center at 1001 Division Street
- D. Resolution 2023-171 Approve Preliminary and Final Plat Applications for Warner Addition at 616 and 620 6th Street NW
- E. Resolution 2023-172 Approve Preliminary and Final Plat Applications for Ronald F. Carlsen Addition at 1810 30th Street NW

8. Bids

- A. Resolution 2023-166 Accept Bids for 2023 Hydrant and Valve Replacement - Contract 2023-14
- B. Resolution 2023-167 Accept Bids for 2023 Demolition of 422 Park Avenue - Contract 2023-15

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, AUGUST 22, 2023

6:00 PM

Call to Order/Roll Call/Pledge of Allegiance

The meeting of the City Council was called to order by Mayor Kevin Voracek at 6:00 p.m. Councilors Sara Caron, Adama Doumbouya, Royal Ross, Peter van Sluis, Tom Spooner and Chuck Thiele were in attendance. Also in attendance were City Administrator Tim Murray, City Clerk Heather Slechta, Parks and Recreation Director Paul Peanasky, City Engineer Mark DuChene, Community & Economic Development Director David Wanberg, Public Works Director Travis Block, Fire Chief Dustin Dienst, Police Chief John Sherwin and City Attorney Scott Riggs.

Determination of Low Bidder for 2023 City Hall Improvements by Coin Flip

Mayor Voracek flipped a coin to determine which company would receive the contract for City Hall Improvements. Both Brennan Construction of MN, Inc. and Met-Con Construction, Inc. bid a total of \$563,000.00 for improvements to City Hall. Met-Con Construction, Inc. won the coin flip and will be awarded the contract with the approval of Resolution 2023-148.

Presentations/Introductions

Proclamation Declaring August 22, 2023 as Ian Matakis Day

Mayor Voracek proclaimed August 22, 2023 as Ian Matakis Day in Faribault. Mr. Matakis was crowned the 2023 World Series of Poker Player of the Year and will have a seat at the World Series of Pokers Main Event in 2024.

Introduction of Police Officer Jason Witt

Police Chief John Sherwin introduced and welcomed Jason Witt to the Faribault Police Department. Officer Witt's badge was pinned by his wife and children.

Approve minutes of the August 8, 2023 City Council Meeting

Motion by Ross, seconded by Doumbouya to approve the Minutes of the August 8, 2023 City Council Meeting and carried unanimously.

Consent Agenda

- A. List of Claims for Release
- B. Approve Non-Profit/Civic Organizations Agreements
- C. Approve Application for Display of Fireworks/Pyrotechnic Special Effects
- D. Approve LG240B Application to Conduct Excluded Bingo
- E. Approve Permanent Utility Easement and Temporary Construction Easement with Rice County for TH 3 Trunk Sanitary Sewer Replacement Project - Contract 2023-08
- F. Approve New Hangar Rental Agreement
- G. Approve 2023 CIP Purchase - Replacement of Variable Speed Frequency Drives
- H. Resolution 2023-156 Accept Rice County Public Health Grant

- I. Resolution 2023-157 Approve Board of Water & Soil Resources Grant Application
- J. Resolution 2023-159 Support Community Action Center's Efforts to Establish Emergency Housing Infrastructure in Faribault

Motion by Caron, seconded by van Sluis to approve Consent Agenda items A-D and F-J and carried unanimously.

Motion by Ross, seconded by Thiele to approve Consent Agenda Item E. Approve Permanent Utility Easement and Temporary Construction Easement with Rice County for TH 3 Trunk Sanitary Sewer Replacement Project - Contract 2023-08 and carried 6:0 with Councilor van Sluis abstaining due to a conflict of interest.

Requests to be Heard - None

Public Hearings – None

Items for Discussion

Ordinance 2023-21 Approve Zoning Text Amendments Related to Limited Recycling Collection Centers in Commercial Districts (First Reading)

Community and Economic Development Director David Wanberg explained that Ryan Miryala, with Recyy Recycling LLC, requested a zoning text amendment to allow limited commercial collection of recyclable electronic devices in Commercial Districts. Recyy is an electronic device recycling, e-waste, collection center business planning to open a limited recycling collection center at 1001 Division St. W in the C-2, Highway Commercial District. Currently, zoning regulations permit recycling center uses in industrial districts, but they are not included in the list of permitted or conditional uses in commercial districts. Staff prepared a draft ordinance that includes a definition of a Recycling Facility, currently permitted in industrial districts, and Limited Recycling Collection Centers. Staff also prepared draft Development Standards for Limited Recycling Collection Centers in the C-2 and C-3 districts.

The Planning Commission held a public hearing on August 7, 2023, regarding the draft ordinance. No one from the public attended the hearing nor submitted comments. The Planning Commission unanimously voted to approve the written findings in the proposed ordinance and recommend City Council approval. If the City Council approves the first reading of the ordinance, an associated conditional use permit request for the proposed Recyy limited recycling collection center at 1001 Division Street West will be presented with the second reading.

Mayor Voracek and Councilor Spooner were both in support of this ordinance change.

Motion by Ross, seconded by van Sluis to approve Ordinance 2023-21 Approve Zoning Text Amendments Related to Limited Recycling Collection Centers in Commercial Districts (First Reading)

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek

Nay:

Motion carried 7:0

Ordinance 2023-20 An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses within the city of Faribault (Second Reading) and Approve Summary Publication

City Clerk Heather Slechta explained that On August 8, 2023, the City Council held a public hearing to receive comments regarding imposing a moratorium and authorizing a study on the operation of cannabis businesses within the City of Faribault. No comments were received at the time of the public hearing and no comments have been received by staff since that time. There have been no changes to the ordinance since its first reading.

Motion by Thiele, seconded by Caron to approve Ordinance 2023-20 An Interim Ordinance Authorizing Study and Imposing a Moratorium on the Operation of Cannabis Businesses within the city of Faribault (Second Reading)

Roll Call Vote:

Aye: Council Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek

Nay:

Motion carried 7:0

Motion by Ross, seconded by van Sluis to approve Summary Publication and carried unanimously.

Resolution 2023-154 Approve Plans and Specifications and Establish Bid Date for 2023 Hydrant and Valve Replacement - Contract 2023-14

City Engineer Mark DuChene explained that the approved 2023 budget includes funds for the replacement of aging hydrants and gate valves that are reaching the end of their useful life and need replacing prior to future street reconstruction projects. Resolution 2023-154 approves the plans and specs and sets a bid date of September 7, 2023. Funding for the project will be paid from the Water Utility Fund and is estimated at \$120,000.

Motion by Thiele, seconded by Ross to approve Resolution 2023-154 Approve Plans and Specifications and Establish Bid Date for 2023 Hydrant and Valve Replacement - Contract 2023-14 and carried unanimously.

Resolution 2023-155 Approve Plans and Specifications and Establish Bid Date for 2023 Demolition of 422 Park Avenue - Contract 2023-15

City Engineer Mark DuChene explained that Resolution 2023-098, approved by the City Council on May 9, 2023, authorized the purchase of 422 Park Avenue (the "Property") and approved a budget amendment for the purchase and demolition of the structures on said Property. The reason for the purchase of the Property is to facilitate a future intersection realignment project to move the intersection of Grant Street and Park Avenue further to the north from TH 60. The City closed on the purchase of the Property on August 10, 2023, and is now ready to issue a request for bids for the demolition of the Property. Resolution 2023-155 approves the plans and specs and sets a bid date of September 7, 2023. Funding for the demolition project will be paid from the Street Improvement Fund and is estimated at \$30,000.

Motion by Doumbouya, seconded by Ross to approve Resolution 2023-155 Approve Plans and Specifications and Establish Bid Date for 2023 Demolition of 422 Park Avenue - Contract 2023-15 and carried unanimously.

Proposed Amendments to Chapters 8 and 12 of the Faribault City Charter

City Administrator Tim Murray explained that the Charter Commission recommended four (4) amendments to the City Charter to the City Council for consideration. These recommendations were reviewed at the July 5, 2023 City Council Work Session, with the Council supportive of all

four of the recommended changes—Ordinances 2023-16, 2023-17, 2023-18, and 2023-19 were then prepared to enact these changes.

Changes to the City's Charter are governed under Minnesota Statutes and are made via ordinance. In accordance with the requirements, a Public Hearing was held at the August 8, 2023 City Council meeting, there were no public comments received during the hearing, and following the hearing, all four ordinances were approved on first reading. Once the ordinances have had their second reading and been approved the ordinances will be published in their entirety, with the changes taking effect 90 days afterwards.

There have been no changes made nor any comments received on these ordinances since the public hearing and first reading at the August 8 City Council meeting.

Motion by Ross, seconded by van Sluis to approve Ordinance 2023-16 Amending Section 12.02 – Oath of office. of the Faribault City Charter (Second Reading) and carried unanimously.

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek
Nay:

Motion carried 7:0

Motion by van Sluis, seconded by Thiele to approve Ordinance 2023-17 Amending Section 12.04 – Sale of real property. of the Faribault City Charter (Second Reading) and carried unanimously.

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek
Nay:

Motion carried 7:0

Motion by Ross, seconded by Doumbouya to approve Ordinance 2023-18 Adding Section 12.09 – Fines and civil penalties. to the Faribault City Charter (Second Reading) and carried unanimously.

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek
Nay:

Motion carried 7:0

Motion by Thiele, seconded by Ross to approve Ordinance 2023-19 Amending CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS of the Faribault City Charter (Second Reading) and carried unanimously.

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, van Sluis, Spooner, Thiele and Mayor Voracek
Nay:

Motion carried 7:0

Bids

Resolution 2023-148 Accept Bid for City Hall Improvements

Parks and Recreation Director Paul Peanasky stated that on Thursday August 3, 2023, bids were received for City Hall Improvements. These improvements include making the restrooms on the first floor of City Hall ADA compliant as well as adding a wellness room, making City Council Chambers ADA compliant and renovating the conference room and an office on the third floor of City Hall. In the 2023 Capital Improvement Budget, \$590,000.00 was budgeted for these improvements. Six (6) bids were received and tabulated as follows:

Brennan Construction of MN, Inc.	\$563,000
Met-Con Construction, Inc.	563,000
Professional Contractors (Procon)	576,621
Versacon, Inc.	610,500
Ebert Construction	620,300
APX Construction Group	817,000

The low bid was a tie between Brennan Construction of MN, Inc. and Met-Con Construction, Inc. at \$563,000 with Met-Con Construction, Inc. winning the coin flip at the start of the meeting.

Councilor Ross requested that the cost of the project be lowered if possible.

Motion by Caron, seconded by Doumbouya to approve Resolution 2023-148 Accept Bid for City Hall Improvements and carried unanimously.

Boards and Commissions Reports, Announcements and Project Updates

The Monthly Financial Report was provided prior to the City Council meeting as part of the meeting materials. Councilor Spooner announced that that the River Bend Ramble will be on Friday night and that he will not be attending the September 5, 2023 City Council Work Session. Mayor Voracek stated that there is a joint meeting on Thursday that is being hosted by the Chamber. City Administrator Murray reminded the Council of the Work Session following this meeting tonight and that there is no meeting next Tuesday as it is the fifth Tuesday.

Adjournment

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

The meeting adjourned at 6:27 pm.

Respectfully Submitted,

Heather Slechta
City Clerk



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: September 12, 2023
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 \$995,976.42, which includes check numbers 178696 to 178805 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:

Approve the attached List of Claims for Release.

Attachments:

1. 09-12-2023 Council AP List

AP
AP Council Approval 09-12-2023



User: astadler
Printed: 9/7/2023 1:15:10 PM

Check Num	Last Name	Acct 1	Amount	Description
178704	A & S Training LLC	101-42123-420-43140	525.00	Red Dot Pistol Train the Trainer / K Willers
	A & S Training LLC		525.00	
0	A H Hermel Candy & Tobacco	101-45125-450-42990	278.85	Freezies Pops/Mini Donuts/Etc for Resale at Aquatic Center
	A H Hermel Candy & Tobacco		278.85	
178705	Advantage Tape Advertising	101-45110-450-43430	305.00	Advertising - Fitness Programs - Fareway
	Advantage Tape Advertising		305.00	
178706	Airgas USA LLC	602-49480-000-42170	354.34	Calibration Gas
	Airgas USA LLC		354.34	
178707	Amazon Capital Services	101-45110-450-42010	58.10	Supplies for Key Card Labels
178707	Amazon Capital Services	101-45500-450-42010	18.58	3D Printer Parts
178707	Amazon Capital Services	101-45500-450-42190	29.99	Book
178707	Amazon Capital Services	101-45500-450-42410	36.90	Soldering Iron Kit and Wire
178707	Amazon Capital Services	101-41580-410-42020	29.99	Earbuds
178707	Amazon Capital Services	101-45500-450-42010	66.89	Brochure Holder
178707	Amazon Capital Services	101-43190-430-42010	31.75	Planner for JL
178707	Amazon Capital Services	101-42121-420-42020	131.04	Black Toner Cartridge
178707	Amazon Capital Services	101-42220-420-42410	215.48	Streamlight Vulcan Light
178707	Amazon Capital Services	101-45500-450-42190	9.97	Book
178707	Amazon Capital Services	101-45500-450-42010	28.88	Dusting Cloths
178707	Amazon Capital Services	101-45500-450-42190	15.95	Books
178707	Amazon Capital Services	101-42121-420-42110	41.61	Metal Tags - Key Rings
178707	Amazon Capital Services	101-42700-420-42110	68.89	Battery Charger for Radio
178707	Amazon Capital Services	101-45500-450-43130	45.60	Case for 3D Printer/SD Card for 3D Printer
178707	Amazon Capital Services	101-45122-450-42210	28.99	Replacement Trimmer Head
178707	Amazon Capital Services	101-45122-450-42110	279.22	Easel/Brush Kit

Check Numb	Last Name	Acct 1	Amount	Description
178707	Amazon Capital Services	101-45122-450-42230	25.98	Garage Storage Hooks
178707	Amazon Capital Services	101-45130-450-42110	717.36	New Volleyballs
178707	Amazon Capital Services	601-49430-000-42010	23.78	Paper Shredder
178707	Amazon Capital Services	101-43121-430-42010	228.54	Paper Shredder
178707	Amazon Capital Services	101-42123-420-42070	109.98	Chronograph with Tripod
178707	Amazon Capital Services	101-45500-450-42190	75.57	Books
178707	Amazon Capital Services	602-49450-000-42010	23.78	Paper Shredder
178707	Amazon Capital Services	101-45130-450-42110	527.34	Volleyballs
178707	Amazon Capital Services	101-42110-420-42230	63.00	Garage Door Opener Transmitter (2)
178707	Amazon Capital Services	101-41510-410-42020	25.99	Ethernet Switch
178707	Amazon Capital Services	101-45500-450-42110	21.81	Paper Plates
178707	Amazon Capital Services	602-49480-000-42410	26.25	Fluke Meter Strap
178707	Amazon Capital Services	101-45500-450-42010	34.95	CD Replacement Cases
178707	Amazon Capital Services	603-49500-000-42010	3.39	Paper Shredder
178707	Amazon Capital Services	101-42210-420-42230	44.79	Floor Cleaner
178707	Amazon Capital Services	101-42210-420-42010	23.99	Report Covers
178707	Amazon Capital Services	101-42220-420-42110	99.00	Battery for Fire Pager
178707	Amazon Capital Services	101-42220-420-42110	78.00	Motorola Batteries
178707	Amazon Capital Services	101-41510-410-42020	25.99	Ethernet Switch
178707	Amazon Capital Services	101-45130-450-42110	208.74	Cub Football-Footballs/Mouthguards
	Amazon Capital Services		3,526.06	
0	APG Media of Southern Minnesota LLC	101-41910-410-43510	62.65	Public Notices for Carlson & Warner Subdivisions
0	APG Media of Southern Minnesota LLC	401-43121-430-45300	162.00	Acquisition & Demo of 422 Park Ave 2023-15 Bid Ad
0	APG Media of Southern Minnesota LLC	601-49430-000-44050	216.00	Hydrant & Valve Replacement 2023-14 Bid Ad
0	APG Media of Southern Minnesota LLC	101-41110-410-43510	1,122.09	August Legal Notices
	APG Media of Southern Minnesota LLC		1,562.74	
178708	Arendt Kathleen	601-00000-000-20200	9.05	Refund Check 007427-000, 602 Fowler St
	Arendt Kathleen		9.05	
0	Arrow Electric LLC	101-45200-450-44050	1,070.42	Ball Field Lighting
0	Arrow Electric LLC	101-45125-450-44010	2,186.27	Repair Exhaust Fan/Pool Pump/GFI/Convert Light to LED
0	Arrow Electric LLC	101-43160-430-44045	140.00	Street Light Repair
0	Arrow Electric LLC	101-45200-450-44050	1,073.96	Lighting Repairs-Alexander Park
	Arrow Electric LLC		4,470.65	
178709	Aspen Mills	101-42123-420-42180	-16.00	Return of Uniform Pants / J Witt
178709	Aspen Mills	101-42123-420-42180	198.48	Collar Brass

Check Numb	Last Name	Acct 1	Amount	Description
178709	Aspen Mills	101-42121-420-42180	241.86	Khaki Pants - Uniform Pants - Uniform Shirt / J Sjodin
178709	Aspen Mills	101-42123-420-42180	-72.95	Return of Uniform Pants / J Witt
	Aspen Mills		351.39	
0	Auto Value Parts Store	601-49430-000-42210	4.98	Hose Clamps Generator 16
0	Auto Value Parts Store	101-43121-430-42210	41.64	Marker Lamp - Street #526
0	Auto Value Parts Store	601-49430-000-42210	92.97	V Belt Generator 16
	Auto Value Parts Store		139.59	
178710	Baker & Taylor Entertainment	101-45500-450-42190	267.06	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	165.99	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	439.60	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	486.92	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	130.31	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	32.61	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	26.88	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	30.99	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	162.18	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	108.04	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	112.36	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	144.65	Books
178710	Baker & Taylor Entertainment	101-45500-450-42190	91.17	Books
	Baker & Taylor Entertainment		2,198.76	
0	BGMN Inc	601-49430-000-42210	30.84	Engine Service Kit - Fuel System Cleaner - Grease
0	BGMN Inc	101-45200-450-42210	41.12	Engine Service Kit - Fuel System Cleaner - Grease
0	BGMN Inc	602-49450-000-42210	30.84	Engine Service Kit - Fuel System Cleaner - Grease
0	BGMN Inc	101-43121-430-42210	82.24	Engine Service Kit - Fuel System Cleaner - Grease
0	BGMN Inc	101-42123-420-42210	20.56	Engine Service Kit - Fuel System Cleaner - Grease
	BGMN Inc		205.60	
0	Border States Industries Inc	602-49480-000-42410	1,018.21	Megohm Meter
0	Border States Industries Inc	101-43121-430-42230	197.40	Light Bulbs
	Border States Industries Inc		1,215.61	
0	Burbank Jeffrey	101-42121-420-43310	150.00	Lunch Per Diem / Supervision of Police Personnel

Check Numb	Last Name	Acct 1	Amount	Description
	Burbank Jeffrey		150.00	
178711	Canon Financial Services Inc	101-42400-420-44160	167.08	Copier Charges 8/1/23-8/31/23
178711	Canon Financial Services Inc	101-42220-420-44160	68.46	Copy Machine Charges 08/01/2023-08/31/2023
	Canon Financial Services Inc		235.54	
178712	Carahsoft Technology Corporation	101-43170-430-43095	1,045.00	SignCAD Subscription
	Carahsoft Technology Corporation		1,045.00	
0	Cardmember Service	101-45500-450-43140	250.00	MLA Conference for Allyn McColley
0	Cardmember Service	101-45500-450-43130	-6.71	MN Native Landscapes Sales Tax Refund
0	Cardmember Service	101-45500-450-43140	250.00	MLA Conference for Deni Buendorf
0	Cardmember Service	101-45500-450-42190	42.30	Books
0	Cardmember Service	101-42124-420-43140	50.00	BCA: Crime Reporting / E Braun
0	Cardmember Service	101-42110-420-44330	5.00	Reconyx
0	Cardmember Service	101-45110-450-44330	17.17	Spotify Subscription
0	Cardmember Service	101-42400-420-43140	365.00	Building Code College - One Year Full Enrollment
0	Cardmember Service	602-49480-000-43310	364.20	MN Wastewater Operations Lodging - H Morgan
0	Cardmember Service	101-42110-420-43220	19.05	USPS: Certified Mail Costs
0	Cardmember Service	101-42123-420-44330	1.94	POST: Processing Fee / M Trupe
0	Cardmember Service	101-42220-420-42115	127.56	Kwik Trip - Firefighter Rehab
0	Cardmember Service	101-42220-420-42115	118.79	Kwik Trip - Firefighter Rehab
0	Cardmember Service	101-45110-450-44330	180.00	Beaconstac QR Codes Subscription for Programs
0	Cardmember Service	101-45140-450-42115	68.00	Jimmy Johns-Youth Meeting
0	Cardmember Service	101-45110-450-43095	225.79	Sling Software
0	Cardmember Service	101-42210-420-42110	94.99	Walgreens - Fire Department Photo
0	Cardmember Service	101-41800-410-42115	47.22	Meeting with NIS
0	Cardmember Service	101-42220-420-42115	-127.56	Kwik Trip - Firefighter Rehab Credit
0	Cardmember Service	101-45500-450-43140	250.00	MLA Conference for Delane James
0	Cardmember Service	101-42400-420-44325	25.00	Authorize.Net - Online Building Permit Transaction Fee
0	Cardmember Service	101-42110-420-43095	15.99	ZOOM
0	Cardmember Service	101-45110-450-44330	15.99	Zoom Subscription
0	Cardmember Service	101-42121-420-43310	554.62	Expedia: Hotel / UOF Instructor Training / J Sjodin
0	Cardmember Service	101-45500-450-42410	-45.65	Reach Sports Marketing Sales Tax Refund
0	Cardmember Service	101-42121-420-43310	456.59	Expedia: Hotel/UOF Instructor Training / J Sjodin (Cancelled)
0	Cardmember Service	101-42121-420-43310	-456.59	Expedia: Credit for Cancelled Hotel / J Sjodin / UOF Instructor
0	Cardmember Service	101-41800-410-42115	115.57	Software Demo - Lunch
0	Cardmember Service	101-41580-410-43095	380.80	Dyn Atera Webroot
0	Cardmember Service	101-45500-450-44330	230.00	MLA Dues for Delane James
0	Cardmember Service	101-42123-420-44330	90.00	POST: New Officer License / M Trupe

Check Numb	Last Name	Acct 1	Amount	Description
0	Cardmember Service	101-42110-420-42410	104.95	Menards: Fan for Patrol Area
0	Cardmember Service	101-42124-420-43140	50.00	BCA: Crime Reporting / E Glende
	Cardmember Service		3,880.01	
178713	Cengage Learning Inc	101-45500-450-42190	19.50	Books
178713	Cengage Learning Inc	101-45500-450-42190	14.84	Books
178713	Cengage Learning Inc	101-45500-450-42190	15.39	Books
178713	Cengage Learning Inc	101-45500-450-42190	19.50	Books
178713	Cengage Learning Inc	101-45500-450-42190	30.23	Books
	Cengage Learning Inc		99.46	
178696	CenturyLink	902-00000-000-23935	656.82	Monthly Service 08/13/2023-09/12/2023
178696	CenturyLink	225-49810-430-43210	68.36	507-334-2850 219
178696	CenturyLink	601-49430-000-43210	80.98	507-332-9045 313 Sensus Back-up Dialer
178696	CenturyLink	101-41940-410-43210	286.30	507-332-2400 019
178696	CenturyLink	101-45500-450-43210	47.97	507 334-0138 069 Elevator Phone
178696	CenturyLink	602-49450-000-43210	173.21	507-334-0586 787
178696	CenturyLink	902-00000-000-23935	-656.82	Monthly Service 08/13/2023-09/12/2023
	CenturyLink		656.82	
178714	Chadderdon Lumber	101-45200-450-42110	90.20	Lumber
178714	Chadderdon Lumber	101-45200-450-42110	189.81	Re-Rod
	Chadderdon Lumber		280.01	
178715	Charles Merritt Homes Inc	101-00000-420-32210	80.00	Refund Building Permit # 2023-00207
178715	Charles Merritt Homes Inc	101-00000-000-20820	1.00	Refund Building Permit # 2023-00207 Surcharge
	Charles Merritt Homes Inc		81.00	
0	Cintas Corporation	602-49480-000-44060	37.84	Uniform Cleaning
0	Cintas Corporation	603-49500-000-44060	6.43	Uniform Cleaning Storm
0	Cintas Corporation	101-43126-430-44060	10.24	Uniform Cleaning Mechanics
0	Cintas Corporation	101-43126-430-44060	24.40	Shop Towels
0	Cintas Corporation	601-49430-000-44060	25.86	Uniform Cleaning Water
0	Cintas Corporation	101-45200-450-44060	32.74	Laundry Services
0	Cintas Corporation	603-49500-000-44060	6.43	Uniform Cleaning Storm
0	Cintas Corporation	602-49480-000-44060	37.84	Uniform Cleaning
0	Cintas Corporation	601-49430-000-44060	25.86	Uniform Cleaning Water
0	Cintas Corporation	602-49480-000-44060	48.44	Mats/Towels

Check Numb	Last Name	Acct 1	Amount	Description
0	Cintas Corporation	101-43126-430-44060	29.33	Shop Towels and Dust Mop
0	Cintas Corporation	602-49450-000-44060	12.72	Uniform Cleaning Sewer
0	Cintas Corporation	101-45200-450-44060	32.74	Laundry
0	Cintas Corporation	101-43126-430-44060	24.40	Shop Towels
0	Cintas Corporation	101-43121-430-44060	29.05	Uniform Cleaning Streets
0	Cintas Corporation	101-43126-430-44060	10.24	Uniform Cleaning Mechanics
0	Cintas Corporation	101-43121-430-44060	29.05	Uniform Cleaning Streets
0	Cintas Corporation	603-49500-000-44060	6.43	Uniform Cleaning Storm
0	Cintas Corporation	601-49430-000-44060	25.86	Uniform Cleaning Water
0	Cintas Corporation	101-43126-430-44060	10.24	Uniform Cleaning Mechanics
0	Cintas Corporation	602-49480-000-44060	6.43	Door Mats
0	Cintas Corporation	101-45200-450-44060	32.74	Laundry Services
0	Cintas Corporation	101-43121-430-44060	29.05	Uniform Cleaning Streets
0	Cintas Corporation	602-49480-000-44060	48.44	Towels/Mats
0	Cintas Corporation	602-49450-000-44060	12.72	Uniform Cleaning Sewer
0	Cintas Corporation	602-49480-000-44060	37.84	Uniform Cleaning
0	Cintas Corporation	602-49450-000-44060	12.72	Uniform Cleaning Sewer
0	Cintas Corporation	101-43121-430-42110	53.41	Disposable Towels
	Cintas Corporation		699.49	
178698	City of Faribault	101-00000-000-11500	41.67	PR Batch 00517.08.2023 Miscellaneous
	City of Faribault		41.67	
0	CivicPlus	101-45110-450-43095	753.01	Annual Department Header Fee
0	CivicPlus	101-45110-450-43095	11,298.97	Annual CivicRec and CP Pay Fee
0	CivicPlus	101-41110-410-43090	21.19	Closed Captioning - August Meetings
	CivicPlus		12,073.17	
178716	Community Co-op Oil Assn	101-43126-430-42110	27.00	Propane Cylinder Exchange
178716	Community Co-op Oil Assn	101-45122-450-42120	50.00	Gas for Lawn Mower
178716	Community Co-op Oil Assn	101-42220-420-42120	70.18	Fuel
178716	Community Co-op Oil Assn	101-45122-450-42120	-4.24	Credit for Federal Tax Charged on Fuel at C-Store
178716	Community Co-op Oil Assn	603-49500-000-42120	-0.92	Credit for Federal Tax Charged on Fuel at C-Store
178716	Community Co-op Oil Assn	101-42220-420-42120	-3.00	Credit for Federal Tax Charged on Fuel at C-Store
178716	Community Co-op Oil Assn	101-43121-430-44040	44.95	Tire Repair - Street #217
178716	Community Co-op Oil Assn	101-45122-450-42120	50.00	Gas for Lawn Mower
178716	Community Co-op Oil Assn	602-49450-000-42220	1,700.00	Back Tires Vactor
178716	Community Co-op Oil Assn	602-49450-000-44040	149.70	Mounting Tires on Vactor
178716	Community Co-op Oil Assn	101-45200-450-44040	39.00	Tire Repair
178716	Community Co-op Oil Assn	101-45200-450-44040	15.00	Tire Repair

Check Numb	Last Name	Acct 1	Amount	Description
	Community Co-op Oil Assn		2,137.67	
178717	Consolidated Communications	601-49430-000-43250	65.57	Water Plant DSL w/Static IP
178717	Consolidated Communications	101-41110-410-43250	12.11	Council Chambers TV Services
	Consolidated Communications		77.68	
178718	Core & Main LP	601-49430-000-42110	4,870.67	6 Inch Meter Faribault Foods
178718	Core & Main LP	601-49430-000-43095	15,436.00	RNI Annual Fee
178718	Core & Main LP	601-49430-000-42110	4,014.64	Water Meters
	Core & Main LP		24,321.31	
0	Crane Creek Asphalt	601-49430-000-42240	2,375.95	Asphalt Wilson Ave
0	Crane Creek Asphalt	101-43121-430-42240	854.16	Asphalt and Tack
0	Crane Creek Asphalt	101-43121-430-42240	1,182.72	Asphalt and Tack
	Crane Creek Asphalt		4,412.83	
178719	Creative Co-Op	101-42110-420-42230	40.00	55 Gallon and Tall Kitchen Garbage Bags
	Creative Co-Op		40.00	
0	Creative Empire LLC	101-45500-450-43096	4,124.94	Mango Languages Online Resource
	Creative Empire LLC		4,124.94	
0	Culligan	101-45125-450-42110	701.00	Aquatic Center Softener Salt
0	Culligan	101-45122-450-44160	39.35	Water Equipment Rental
0	Culligan	101-45200-450-42110	198.00	Softener Salt and Rust Remover Salt
0	Culligan	101-42110-420-42230	180.90	Bottled Water
0	Culligan	101-45122-450-42110	73.00	Softener Salt and Rust Remover Salt
0	Culligan	101-41940-410-44160	131.60	Water Equipment Rental
	Culligan		1,323.85	
178720	D&S Banner Sign & Print LLC	101-45140-450-43090	30.00	Pet Parade Artwork
	D&S Banner Sign & Print LLC		30.00	
0	Dakota Supply Group	601-49430-000-42110	290.56	Hydrant Markers
0	Dakota Supply Group	602-49450-000-42110	139.75	Fernco Flexible Pipe Couplings

Check Numb	Last Name	Acct 1	Amount	Description
	Dakota Supply Group		430.31	
178721	Dalco	602-49450-000-42110	13.33	Towel Roll PWF
178721	Dalco	601-49430-000-42110	13.33	Towel Roll PWF
178721	Dalco	101-43121-430-42110	128.06	Towel Roll PWF
178721	Dalco	603-49500-000-42110	1.89	Towel Roll PWF
	Dalco		156.61	
178722	Deichelbohrer Properties LLC	601-00000-000-20200	28.32	Refund Check 016156-022, 942 Willow St
	Deichelbohrer Properties LLC		28.32	
178723	Department of Human Services	101-45200-450-43090	2,031.50	State Crew Services
178723	Department of Human Services	101-45127-450-43090	476.00	State Crew Services
	Department of Human Services		2,507.50	
178724	Deputy Registrar	101-42110-420-44390	14.25	Registration / #20
	Deputy Registrar		14.25	
178725	Diesel Components Inc	601-49430-000-42210	780.00	Injectors Generator 16
	Diesel Components Inc		780.00	
178726	Drentlaw Dennis	601-00000-000-20200	3.23	Refund Check 007639-000, 708 Winter Dr
	Drentlaw Dennis		3.23	
178727	Duo-Safety Ladder Corporation	101-42220-420-42410	59.65	Heat Sensor Labels
	Duo-Safety Ladder Corporation		59.65	
0	E O Johnson Company Inc-Dallas	101-45500-450-44160	341.72	Lanier C2500 Copier
0	E O Johnson Company Inc-Dallas	101-45110-450-44160	336.79	Copier Lease Payment
	E O Johnson Company Inc-Dallas		678.51	
178728	Earl F Andersen Inc	101-43170-430-42240	391.15	BR5 Bracket

Check Numb	Last Name	Acct 1	Amount	Description
	Earl F Andersen Inc		391.15	
178729	Ehlers & Associates Inc	266-46500-462-43070	566.80	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	275-46500-462-43070	566.81	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	273-46500-462-43070	566.81	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	274-46500-462-43070	566.81	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	270-46500-462-43070	566.80	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	271-46500-462-43070	566.81	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	263-46500-462-43070	566.80	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	272-46500-462-43070	566.81	TIF OSA Reporting Preparation 2022 Reports
178729	Ehlers & Associates Inc	267-46500-462-43070	566.80	TIF OSA Reporting Preparation 2022 Reports
	Ehlers & Associates Inc		5,101.25	
178730	Emergency Apparatus Maintenance Inc	101-42220-420-42210	443.23	Gauges for #2117
	Emergency Apparatus Maintenance Inc		443.23	
178731	Emergency Automotive Technologies Inc	101-42121-420-42410	5,600.91	Buildout / #1
	Emergency Automotive Technologies Inc		5,600.91	
0	Empower Retirement-HCSP	101-00000-000-21720	1,643.77	PR Batch 00517.08.2023 Health Care Savings Plan 357
	Empower Retirement-HCSP		1,643.77	
0	Entenmann-Rovin Co	101-42123-420-42180	647.00	Officer Badges
	Entenmann-Rovin Co		647.00	
178732	Environmental Equipment & Service	101-43121-430-42210	901.00	Gutter Broom Torque Motor
	Environmental Equipment & Service		901.00	
178733	Evoqua Water Technologies LLC	602-49480-000-42210	126.60	Boiler Flue Gasket
	Evoqua Water Technologies LLC		126.60	
0	Falkstone LLC	101-43121-430-42240	1,068.62	Sealcoat Rock
0	Falkstone LLC	101-43121-430-42240	1,260.41	Sealcoat Rock

Check Numb	Last Name	Acct 1	Amount	Description
	Falkstone LLC		2,329.03	
178734	Fareway Stores Inc #126	101-45110-450-42115	31.92	Bakery/Water for Meeting
178734	Fareway Stores Inc #126	101-45110-450-42110	10.16	Clorox/Ziploc Bags
178734	Fareway Stores Inc #126	101-41800-410-44382	47.94	Water - Walk for Wellness
178734	Fareway Stores Inc #126	101-41940-410-42110	64.94	Coffee and Paper Towels
	Fareway Stores Inc #126		154.96	
178735	Faribault Ace Hardware	101-45200-450-42110	14.28	Nuts/Bolts/Hardware
178735	Faribault Ace Hardware	101-41940-410-42110	10.79	Hex Key Set
178735	Faribault Ace Hardware	101-43190-430-42110	3.41	Key
178735	Faribault Ace Hardware	101-45200-450-42110	4.49	Ratchet Socket
178735	Faribault Ace Hardware	101-42220-420-42410	50.32	Drill Bit / Spike Nails
178735	Faribault Ace Hardware	602-49450-000-42410	71.99	Measuring Wheel
178735	Faribault Ace Hardware	602-49480-000-42170	86.34	Respirators
178735	Faribault Ace Hardware	602-49480-000-42110	6.23	Cleaner/Markers
178735	Faribault Ace Hardware	101-45200-450-42110	35.96	Garbage Bags
178735	Faribault Ace Hardware	101-42110-420-42110	53.57	Bit Set - Socket Sets
178735	Faribault Ace Hardware	101-45122-450-42110	77.65	Fan/PVC Cleanout Plugs
178735	Faribault Ace Hardware	101-45130-450-42110	8.98	Electrical Tape
178735	Faribault Ace Hardware	602-49450-000-42110	7.89	Pipe Plug and Fasteners
178735	Faribault Ace Hardware	101-41940-410-42110	23.38	Light Bulbs
178735	Faribault Ace Hardware	101-41940-410-42110	-10.79	Return Light Bulbs
178735	Faribault Ace Hardware	101-42220-420-42110	7.19	Dry Lube Spray
178735	Faribault Ace Hardware	101-42210-420-42230	20.69	Trash Can
178735	Faribault Ace Hardware	101-42110-420-42110	36.80	Fasteners
	Faribault Ace Hardware		509.17	
178736	Faribault Area Chamber of Commerce	101-41110-410-44384	15,176.34	Lodging Taxes - July
	Faribault Area Chamber of Commerce		15,176.34	
0	Faribault Fleet Supply Inc	101-45125-450-42110	15.98	Wasp/Hornet Spray
0	Faribault Fleet Supply Inc	101-45125-450-42110	50.97	Wasp/Hornet/Bee Traps
0	Faribault Fleet Supply Inc	101-45200-450-42110	12.78	Spray Paint
0	Faribault Fleet Supply Inc	101-41940-410-42110	23.98	Furniture Sliders
0	Faribault Fleet Supply Inc	101-43121-430-42110	23.99	Pump Sprayer
0	Faribault Fleet Supply Inc	101-43121-430-42230	487.05	Softener Salt
0	Faribault Fleet Supply Inc	101-42110-420-42110	22.99	Bit Set
0	Faribault Fleet Supply Inc	101-41940-410-42110	26.99	Light Bulbs

Check Num	Last Name	Acct 1	Amount	Description
0	Faribault Fleet Supply Inc	225-49810-430-42210	25.99	Tire Tube Valve Stem
0	Faribault Fleet Supply Inc	603-49500-000-42110	61.97	Oats
0	Faribault Fleet Supply Inc	101-43170-430-42110	11.17	Hardware
0	Faribault Fleet Supply Inc	601-49430-000-42110	1,948.20	Softener Salt
0	Faribault Fleet Supply Inc	101-43170-430-42110	5.99	1/2" Nipple
	Faribault Fleet Supply Inc		2,718.05	
178737	Faribault Interiors	101-45126-450-44010	900.00	Replace Tile Entrance
	Faribault Interiors		900.00	
178738	Faribault Rental Equipment Inc	101-43121-430-42210	112.54	Ignition Coil - Street Backpack Blower
178738	Faribault Rental Equipment Inc	101-45200-450-44160	64.80	Concrete Power Screed
	Faribault Rental Equipment Inc		177.34	
0	Federal Signal Corporation	431-42500-420-45400	6,530.00	Installation of 50' Class 2 Pole
	Federal Signal Corporation		6,530.00	
178739	Ferguson Enterprises Inc. #1657	101-45200-450-42110	59.79	Plumbing Part/Diaphragm Kit
	Ferguson Enterprises Inc. #1657		59.79	
0	Fette Electronics Inc	603-49500-000-43090	4.64	Monthly Monitoring for Fire & Sprinkler
0	Fette Electronics Inc	601-49430-000-43090	32.68	Monthly Monitoring for Fire & Sprinkler
0	Fette Electronics Inc	101-43121-430-43090	314.00	Monthly Monitoring for Fire & Sprinkler
0	Fette Electronics Inc	602-49450-000-43090	32.68	Monthly Monitoring for Fire & Sprinkler
	Fette Electronics Inc		384.00	
178740	Fire Safety USA Inc	101-42220-420-42410	445.00	Fire Hose - Red / Fire Hose - Yellow
	Fire Safety USA Inc		445.00	
178741	Flom Septic & Drain Inc	101-00000-420-32230	99.00	Refund Plumbing Permit #2023-00999
178741	Flom Septic & Drain Inc	101-00000-000-20820	1.00	Refund Plumbing Permit #2023-00999 Surcharge
	Flom Septic & Drain Inc		100.00	
178742	Gare Erika	101-42210-420-44010	198.00	Garage Window Tint Removal
178742	Gare Erika	101-42210-420-44010	936.00	Garage Door Window Tint

Check Numb	Last Name	Acct 1	Amount	Description
	Gare Erika		1,134.00	
178699	GIS Benefits	101-00000-000-21717	493.09	Vision Insurance Prepaid - September
178699	GIS Benefits	101-00000-000-11510	8.63	T Manz Vision - September
178699	GIS Benefits	101-00000-000-21710	1,899.66	Voluntary Life Insurance - September
178699	GIS Benefits	101-00000-000-11510	30.73	T Manz Dental - September
178699	GIS Benefits	101-00000-000-21715	5,262.18	Dental Insurance Prepaid - September
178699	GIS Benefits	101-00000-000-11510	76.72	P Froman Dental - September
178699	GIS Benefits	101-00000-000-11510	30.73	C Springer Dental - September
178699	GIS Benefits	101-00000-000-11510	8.63	C Springer Vision - September
178699	GIS Benefits	101-00000-000-21716	1,040.94	Accident/Critical Illness - September
178699	GIS Benefits	101-00000-000-21711	738.20	Voluntary Short Term Disability - September
	GIS Benefits		9,589.51	
178743	Glenn's Service LLC	101-42123-420-43090	87.53	Tow '08 Jeep from 6th St NW to FPD Storage 23-2438
178743	Glenn's Service LLC	101-42123-420-43090	127.30	Multiple Tows of '03 Buick / #23-2087
178743	Glenn's Service LLC	101-42123-420-43090	87.53	Tow Honda Motorcycle from 30th St to FPD Storage
178743	Glenn's Service LLC	101-42121-420-43090	175.06	Multiple Tows of '07 Lincoln / #23-2613
	Glenn's Service LLC		477.42	
0	Godfather's Pizza	101-45125-450-42990	90.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	120.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	120.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	150.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	225.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	30.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	90.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	120.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	45.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	90.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	180.00	Pizza for Resale at Aquatic Center
0	Godfather's Pizza	101-45125-450-42990	225.00	Pizza for Resale at Aquatic Center
	Godfather's Pizza		1,485.00	
178744	Goettlicher Carrie Corlee	101-45140-450-43090	950.00	Face Painter Balloon Artist Pet Parade
	Goettlicher Carrie Corlee		950.00	
0	Gopher State One Call	601-49430-000-43090	139.50	One Call Locate Tickets for August 2023

Check Numb	Last Name	Acct 1	Amount	Description
0	Gopher State One Call	602-49450-000-43090	139.50	One Call Locate Tickets for August 2023
0	Gopher State One Call	603-49500-000-43090	139.50	One Call Locate Tickets for August 2023
	Gopher State One Call		418.50	
0	Gramling John	101-42123-420-43310	150.00	Lunch Per Diem / Supervision of Police Personnel
	Gramling John		150.00	
0	Guardian Fleet Safety	215-42123-420-42410	5,403.24	Buildout / #6
0	Guardian Fleet Safety	101-42123-420-42410	15,356.71	Buildout / #6
0	Guardian Fleet Safety	101-42121-420-42410	5,788.09	Buildout / #19
	Guardian Fleet Safety		26,548.04	
0	Gustafson Jay	101-45140-450-43090	112.50	Interpreter Services for Task Force Open House
	Gustafson Jay		112.50	
178745	Hammel Green and Abrahamson Inc	437-45122-450-45201	27,006.50	Community Center Concept Study
	Hammel Green and Abrahamson Inc		27,006.50	
178746	Harlequin Sales Corp/Reader Service	101-45500-450-42190	24.99	Books - Acct #328689385
178747	Harlequin Sales Corp/Reader Service	101-45500-450-42190	24.96	Books - Acct #328689393
	Harlequin Sales Corp/Reader Service		49.95	
0	Havelka Craig L	101-42110-420-44045	97.50	Fire Extinguisher Recharges
	Havelka Craig L		97.50	
0	Hawkins Inc	601-49430-000-42160	2,380.00	Chlorine
0	Hawkins Inc	101-45125-450-42160	30.00	Pool Chemical Fees
0	Hawkins Inc	601-49430-000-42160	-0.01	Chlorine Cylinder Return
0	Hawkins Inc	601-49430-000-42160	0.01	Chlorine Cylinder Return
0	Hawkins Inc	601-49430-000-42160	3,888.40	Sodium Permanganate Sodium Silicate
0	Hawkins Inc	602-49480-000-42160	11,821.11	Ferric Chloride
0	Hawkins Inc	601-49430-000-42160	2,380.00	Chlorine WTP
0	Hawkins Inc	602-49480-000-42160	11,850.72	Ferric Chloride
0	Hawkins Inc	601-49430-000-42160	5,956.85	Ammonia Fluoride Sodium Permanganate Sodium Silicate

Check Numb	Last Name	Acct 1	Amount	Description
	Hawkins Inc		38,307.08	
0	Heiman Fire Equipment	101-42220-420-42210	255.90	5" Cap
	Heiman Fire Equipment		255.90	
178748	Helen M Nagel Inc	101-45200-450-42110	784.00	Landscape Mulch
178748	Helen M Nagel Inc	101-45200-450-42110	588.00	Landscaping Mulch
	Helen M Nagel Inc		1,372.00	
178749	Henry G Meigs LLC	101-43121-430-42240	22,110.33	Sealcoat Oil
178749	Henry G Meigs LLC	101-43121-430-42240	405.00	Sealcoat Demurrage
	Henry G Meigs LLC		22,515.33	
178750	Heselton Construction LLC	601-49430-000-44050	5,673.00	Install Valve 2nd Ave NW @ 12th St
	Heselton Construction LLC		5,673.00	
0	Hiawathaland Transit	101-00000-000-20400	360.00	Bus Token Sales - August
	Hiawathaland Transit		360.00	
178751	Hildebrandt Michael	101-45500-450-43130	300.00	Music for Robert Crandall Celebration
	Hildebrandt Michael		300.00	
178752	Hill Ronald J	601-00000-000-20200	105.00	Refund Check 015883-000, 1813 16 St NW
	Hill Ronald J		105.00	
178753	Hillyard Hutchinson	101-45125-450-42210	42.02	Floor Scrubber Part
178753	Hillyard Hutchinson	101-45122-450-42230	189.95	Pads to Refinish Gym Floor
	Hillyard Hutchinson		231.97	
0	Holm Connie	101-42110-420-43220	24.29	Certified Mail Postage
	Holm Connie		24.29	
0	Holm Jacob	101-42123-420-42120	40.19	Reimburse Gas / FTO Instructor Course

Check Numb	Last Name	Acct 1	Amount	Description
	Holm Jacob		40.19	
178754	House of Print	101-45110-450-42030	3,326.44	Print Buckham Bulletin
	House of Print		3,326.44	
178755	Hy-Vee - Accounts Receivable	101-41800-410-42115	74.06	Demo Software - Lunch
178755	Hy-Vee - Accounts Receivable	101-45125-450-42990	12.92	Concession Items for Resale at Aquatic Center
178755	Hy-Vee - Accounts Receivable	101-45125-450-42110	4.49	Dish Soap
178755	Hy-Vee - Accounts Receivable	603-49500-000-42110	0.27	Paper Towels - Salt
178755	Hy-Vee - Accounts Receivable	602-49450-000-42110	1.87	Paper Towels - Salt
178755	Hy-Vee - Accounts Receivable	601-49430-000-42110	1.87	Paper Towels - Salt
178755	Hy-Vee - Accounts Receivable	101-43121-430-42110	17.97	Paper Towels - Salt
178755	Hy-Vee - Accounts Receivable	101-45122-450-42115	17.46	Community Center Pool Staff In-Service Ice Cream/Soda
178755	Hy-Vee - Accounts Receivable	101-41800-410-44382	113.94	Walk for Wellness Lunch
178755	Hy-Vee - Accounts Receivable	101-41800-410-44382	515.86	Walk for Wellness Fruit
	Hy-Vee - Accounts Receivable		760.71	
0	I & S Group Inc	437-41940-410-45200	9,600.00	Professional Services for City Hall Remodel
	I & S Group Inc		9,600.00	
0	Imperial Supplies Holdings Inc	101-43170-430-42410	391.59	Lever Chain
	Imperial Supplies Holdings Inc		391.59	
0	Innovative Office Solutions LLC	101-42400-420-42010	7.06	Post It Notes
0	Innovative Office Solutions LLC	101-45500-450-42010	87.09	Receipt Tape
0	Innovative Office Solutions LLC	101-45500-450-42010	12.68	Cardstock
0	Innovative Office Solutions LLC	101-42121-420-42010	130.71	Envelopes
0	Innovative Office Solutions LLC	101-42124-420-42010	33.00	Correction Tape - Note Pads
0	Innovative Office Solutions LLC	101-41320-410-42010	7.08	AAA Batteries - Post It Notes - Mini Legal Note Pads
0	Innovative Office Solutions LLC	602-49450-000-42010	16.05	Batteries - Eraser - Markers - Paper - Planners
0	Innovative Office Solutions LLC	602-49450-000-42010	2.92	Pens
0	Innovative Office Solutions LLC	603-49500-000-42010	0.41	Pens
0	Innovative Office Solutions LLC	601-49430-000-42010	16.05	Batteries - Eraser - Markers - Paper - Planners
0	Innovative Office Solutions LLC	101-43121-430-42010	28.01	Pens
0	Innovative Office Solutions LLC	603-49500-000-42010	2.28	Batteries - Eraser - Markers - Paper - Planners
0	Innovative Office Solutions LLC	101-42123-420-42110	17.56	Towelettes
0	Innovative Office Solutions LLC	101-41510-410-42010	7.08	AAA Batteries - Post It Notes - Mini Legal Note Pads
0	Innovative Office Solutions LLC	101-41940-410-42110	51.71	Tissue for 2nd Floor

Check Numb	Last Name	Acct 1	Amount	Description
0	Innovative Office Solutions LLC	101-41800-410-42010	7.08	AAA Batteries - Post It Notes - Mini Legal Note Pads
0	Innovative Office Solutions LLC	101-43121-430-42010	154.20	Batteries - Eraser - Markers - Paper - Planners
0	Innovative Office Solutions LLC	601-49430-000-42010	2.92	Pens
	Innovative Office Solutions LLC		583.89	
0	Insty-Prints	101-42110-420-43090	40.70	Lamination of City Maps
	Insty-Prints		40.70	
0	Internal Revenue Service	101-00000-000-21704	7,056.94	PR Batch 00517.08.2023 Medicare Employee
0	Internal Revenue Service	101-00000-000-21703	20,707.84	PR Batch 00517.08.2023 FICA Employee
0	Internal Revenue Service	101-00000-000-21701	41,673.11	PR Batch 00517.08.2023 Federal Income Tax
0	Internal Revenue Service	101-00000-000-21703	20,707.84	PR Batch 00517.08.2023 FICA Employer
0	Internal Revenue Service	101-00000-000-21704	7,056.94	PR Batch 00517.08.2023 Medicare Employer
	Internal Revenue Service		97,202.67	
178756	Jeff Jandro Properties LLC	601-00000-000-20200	35.81	Refund Check 008015-036, 730 Lincoln Ave
	Jeff Jandro Properties LLC		35.81	
178757	Jo Jacqueline	601-00000-000-20200	12.76	Refund Check 024736-000, 2440 Birn-Hill Ln
	Jo Jacqueline		12.76	
178758	John Henry Foster MN Inc	602-49480-000-44045	925.59	Quincy Compressor Maintenance
	John Henry Foster MN Inc		925.59	
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,320.65	FA105-00010 General Employment Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	128.80	FA105-00027 Code Enforcement Issues - General
0	Kennedy & Graven, Chartered	601-49430-000-43040	64.95	FA105-00430 Well House #5 Claim
0	Kennedy & Graven, Chartered	101-00000-000-22000	1,172.00	FA105-00458 TIF Matters for Riverchase Development Project
0	Kennedy & Graven, Chartered	101-00000-000-22000	2,318.30	FA105-00485 128 8th Ave NW Lot Combination-Surad Academy
0	Kennedy & Graven, Chartered	101-00000-000-22000	2,862.00	FA105-00481 2023 Faribault Sage Tax Abatement
0	Kennedy & Graven, Chartered	401-43121-430-45300	838.65	FA105-00478 Purchase of 422 Park Avenue NW
0	Kennedy & Graven, Chartered	280-46310-461-43040	129.90	FA155-00006 General Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	26.50	FA105-00260 Senior Center
0	Kennedy & Graven, Chartered	101-41610-410-43040	184.00	FA105-00028 General Planning Matters
0	Kennedy & Graven, Chartered	101-00000-000-22000	356.40	FA105-00457A Planning Matters for Aleph Development Project
0	Kennedy & Graven, Chartered	101-41610-410-43040	257.60	FA105-00012 General Licensing Matters
0	Kennedy & Graven, Chartered	290-46500-462-43040	159.00	FA105-00490 Project Buckeye

Check Numb	Last Name	Acct 1	Amount	Description
0	Kennedy & Graven, Chartered	101-00000-000-22000	185.50	FA105-00457 TIF Matters for Aleph Development Project
0	Kennedy & Graven, Chartered	290-46500-462-43040	132.50	FA275-0002 EDA General Matters FA275-00062 Golf Box
0	Kennedy & Graven, Chartered	101-00000-000-22000	106.00	FA105-00471 Midwest Recovery
0	Kennedy & Graven, Chartered	271-46500-462-43070	1,113.00	FA105-00378 Straight River Apartment Project
0	Kennedy & Graven, Chartered	101-41610-410-43040	1,048.80	FA105-00473 2023 City Council Meetings
0	Kennedy & Graven, Chartered	101-41610-410-43040	184.00	FA105-00011 Public Works Department
0	Kennedy & Graven, Chartered	101-41610-410-43040	238.50	FA105-00044 Tax Increment Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	2,330.00	FA105-00005 General Matters
0	Kennedy & Graven, Chartered	101-41610-410-43040	768.50	FA105-00484 Faribault Mill
0	Kennedy & Graven, Chartered	290-46500-462-43040	26.50	FA105-00469 Downtown Investment Group Matter
	Kennedy & Graven, Chartered		15,952.05	
178759	Kenyon Veterinary Clinic PA	101-42700-420-43090	438.68	Care of Stray Not Picked Up By Owner / #23-1775
	Kenyon Veterinary Clinic PA		438.68	
0	Keystone Interpreting Solutions Inc	101-45500-450-43090	279.40	Interpreter for SLP
	Keystone Interpreting Solutions Inc		279.40	
0	Kielmeyer Construction Inc	101-43121-430-42240	3,406.52	Class 5 Rock
	Kielmeyer Construction Inc		3,406.52	
0	Kimley-Horn and Associates Inc	601-49430-000-45300	5,029.77	Watermain Crossing 2023-09 Thru 7/31/23
0	Kimley-Horn and Associates Inc	404-45200-450-45200	58,968.04	North Viaduct Area Park Planning
	Kimley-Horn and Associates Inc		63,997.81	
0	Kline Distributing LLC	101-45125-450-42990	687.74	Hot Dogs/Ice Cream/Etc for Resale at Aquatic Center
0	Kline Distributing LLC	101-41800-410-44382	227.22	Walk for Wellness Lunch
	Kline Distributing LLC		914.96	
178760	Knecht's Nurseries & Landscaping	101-45200-450-42250	456.65	Flowers/Landscaping Areas
	Knecht's Nurseries & Landscaping		456.65	
178761	Kuether Jr Charles	601-00000-000-20200	74.98	Refund Check 008637-002, 915 2 Ave NW
	Kuether Jr Charles		74.98	

Check Numb	Last Name	Acct 1	Amount	Description
178762	Lamperts	101-45200-450-42110	42.50	Wood Form Stakes
178762	Lamperts	101-45126-450-42110	25.77	Taekwondo Boards
	Lamperts		68.27	
178764	Larson Implement Inc	225-49810-430-42210	452.74	Blade Kit
178764	Larson Implement Inc	225-49810-430-42210	147.85	Blades for Mower
	Larson Implement Inc		600.59	
178763	Larson Milo	101-00000-000-10108	-49.00	Peer Support Brochures-Pd from Wellness Funds
178763	Larson Milo	101-00000-000-10100	49.00	Peer Support Brochures-Pd from Wellness Funds
178763	Larson Milo	101-42110-420-43130	49.00	Peer Support Brochures-Pd from Wellness Funds
	Larson Milo		49.00	
178765	League of Minnesota Cities	101-41110-410-44330	21,517.00	Membership Dues
178766	League of Minnesota Cities	101-41110-410-44330	30.00	Mayor's Association Dues
	League of Minnesota Cities		21,547.00	
178767	Lehmann-Doane Lori Ann	101-45130-450-43131	150.00	ASL Class Instruction
	Lehmann-Doane Lori Ann		150.00	
0	Locators and Supplies Inc	101-43121-430-42110	315.70	Locate Marking Paint
	Locators and Supplies Inc		315.70	
178768	Loffler Companies Inc	101-43121-430-44160	0.93	Copier Charges
178768	Loffler Companies Inc	603-49500-000-44160	0.58	Copies August 2023 PWP
178768	Loffler Companies Inc	101-42124-420-44160	121.75	Black and White and Color Copies
178768	Loffler Companies Inc	101-43110-430-44160	39.02	Copies August 2023 PWP
178768	Loffler Companies Inc	601-49430-000-44160	4.06	Copies August 2023 PWP
178768	Loffler Companies Inc	101-41940-410-44160	152.60	Copier Lease
178768	Loffler Companies Inc	602-49450-000-44160	4.06	Copies August 2023 PWP
	Loffler Companies Inc		323.00	
0	MacQueen Equipment LLC	101-43121-430-42210	187.90	Dirt Deflector Baffle - Street #115
0	MacQueen Equipment LLC	603-49500-000-42210	742.59	Inspection Camera Parts
0	MacQueen Equipment LLC	603-49500-000-44045	1,645.60	Inspection Camera Repairs

Check Numb	Last Name	Acct 1	Amount	Description
	MacQueen Equipment LLC		2,576.09	
178701	Madison National Life Insurance Co Inc	101-00000-000-21711	1,712.23	PR Batch 00517.08.2023 Long Term Disability
178700	Madison National Life Insurance Co Inc	101-42220-420-41330	71.52	Part-Time Firefighters Life Insurance
178700	Madison National Life Insurance Co Inc	101-00000-000-21710	3,188.41	Life Insurance - September
	Madison National Life Insurance Co Inc		4,972.16	
0	Marco Technologies LLC	101-41320-410-44045	30.24	Administration Print Fee
0	Marco Technologies LLC	101-41800-410-44045	33.36	HR Print Fee
0	Marco Technologies LLC	101-43126-430-44045	15.12	Public Works Maintenance Shop Print Fee
0	Marco Technologies LLC	101-45126-450-44045	15.12	Washinton Rec Print Fee
0	Marco Technologies LLC	902-00000-000-23935	-464.65	Marco Main 1
0	Marco Technologies LLC	101-41510-410-44045	98.10	Finance Print Fee
0	Marco Technologies LLC	101-45110-450-44045	15.12	Community Center Back Desk Print Fee
0	Marco Technologies LLC	101-42123-420-44045	91.98	Police Patrol Print Fee
0	Marco Technologies LLC	101-45500-450-44045	50.54	Library Print Fee
0	Marco Technologies LLC	240-46210-460-44045	30.24	Community & Economic Development Print Fee
0	Marco Technologies LLC	101-43110-430-44045	15.12	Public Works Department Print Fee
0	Marco Technologies LLC	101-42110-420-44045	15.18	Police Administration Print Fee
0	Marco Technologies LLC	101-42124-420-44045	39.41	Police Records and Evid. Print Fee
0	Marco Technologies LLC	902-00000-000-23935	464.65	Marco Subscription
0	Marco Technologies LLC	101-45200-450-44045	15.12	Parks Print Fee
	Marco Technologies LLC		464.65	
178769	Market & Johnson Inc	101-00000-000-22000	4,950.00	Release of Escrow for Xcel Energy Addition
	Market & Johnson Inc		4,950.00	
0	Martin Marietta Materials Inc	101-43121-430-42240	492.10	Asphalt
0	Martin Marietta Materials Inc	101-43121-430-42240	350.90	Asphalt
0	Martin Marietta Materials Inc	101-43121-430-42240	1,689.49	Asphalt
0	Martin Marietta Materials Inc	101-43121-430-42240	1,697.87	Asphalt
	Martin Marietta Materials Inc		4,230.36	
0	Matejcek Implement Company	601-49430-000-42210	4.58	Hydraulic Fitting
	Matejcek Implement Company		4.58	
178770	Menards	101-45200-450-42110	97.93	Hand Soap

Check Numb	Last Name	Acct 1	Amount	Description
	Menards		97.93	
0	Metronet Holdings LLC	101-45200-450-43250	59.11	Hosted Phone System
0	Metronet Holdings LLC	240-46210-460-43250	339.11	Hosted Phone System-Robinwood
0	Metronet Holdings LLC	101-41580-410-43250	809.75	Hosted Phone System
0	Metronet Holdings LLC	601-49430-000-43250	405.75	Hosted Phone System
0	Metronet Holdings LLC	101-42400-420-43250	59.11	Hosted Phone System
0	Metronet Holdings LLC	101-41940-410-43250	616.17	Hosted Phone System
0	Metronet Holdings LLC	101-45126-450-43250	248.19	Hosted Phone System
0	Metronet Holdings LLC	101-43190-430-43250	211.22	Hosted Phone System
0	Metronet Holdings LLC	101-43121-430-43250	155.42	Hosted Phone System
0	Metronet Holdings LLC	240-46210-460-43250	224.93	Hosted Phone System
0	Metronet Holdings LLC	101-42210-420-43250	284.63	Hosted Phone System
0	Metronet Holdings LLC	101-43110-430-43250	291.54	Hosted Phone System
0	Metronet Holdings LLC	101-43126-430-43250	113.74	Hosted Phone System
0	Metronet Holdings LLC	603-49500-000-43250	19.71	Hosted Phone System
0	Metronet Holdings LLC	101-45110-450-43250	445.47	Hosted Phone System
0	Metronet Holdings LLC	101-42110-420-43250	869.42	Hosted Phone System
0	Metronet Holdings LLC	902-00000-000-23935	-8,249.73	Hosted Phone System
0	Metronet Holdings LLC	101-41800-410-43250	68.42	Hosted Phone System
0	Metronet Holdings LLC	101-42121-420-43250	158.85	Hosted Phone System
0	Metronet Holdings LLC	902-00000-000-23935	8,249.73	Hosted Phone System
0	Metronet Holdings LLC	101-41510-410-43250	127.52	Hosted Phone System
0	Metronet Holdings LLC	101-42700-420-43250	84.63	Hosted Phone System
0	Metronet Holdings LLC	101-41320-410-43250	39.41	Hosted Phone System
0	Metronet Holdings LLC	101-41910-410-43250	39.41	Hosted Phone System
0	Metronet Holdings LLC	101-45500-450-43250	594.36	Hosted Phone System
0	Metronet Holdings LLC	101-42123-420-43250	634.35	Hosted Phone System
0	Metronet Holdings LLC	101-42124-420-43250	139.14	Hosted Phone System
0	Metronet Holdings LLC	602-49480-000-43250	378.25	Hosted Phone System
0	Metronet Holdings LLC	101-41110-410-43250	29.00	Hosted Phone System
0	Metronet Holdings LLC	101-45125-450-43250	550.97	Hosted Phone System
0	Metronet Holdings LLC	602-49450-000-43250	48.71	Hosted Phone System
0	Metronet Holdings LLC	225-49810-430-43250	203.44	Hosted Phone System
	Metronet Holdings LLC		8,249.73	
0	Midwest Tape LLC	101-45500-450-42192	22.48	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	8.99	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	358.40	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	144.35	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	27.72	Audio/Visual

Check Numb	Last Name	Acct 1	Amount	Description
0	Midwest Tape LLC	101-45500-450-42192	19.47	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	29.99	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	26.24	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	119.46	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	26.24	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	117.97	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	520.94	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	54.42	Audio/Visual
	Midwest Tape LLC		1,476.67	
178771	Midwest Testing LLC	601-49430-000-43090	100.00	Meter Test
	Midwest Testing LLC		100.00	
178772	Minnesota Ag Power Inc	602-49480-000-42210	101.25	Tractor Handle
178772	Minnesota Ag Power Inc	101-43121-430-42210	64.29	Fuel Sensor - Street #317
	Minnesota Ag Power Inc		165.54	
0	Minnesota Child Support Payment Center	101-00000-000-21716	711.11	PR Batch 00517.08.2023 Child Support
	Minnesota Child Support Payment Center		711.11	
178773	Minnesota Department of Health	601-00000-000-20800	17,989.00	Water Supply Service Connection Fee
	Minnesota Department of Health		17,989.00	
0	Minnesota Department of Revenue	101-00000-000-21702	19,523.13	PR Batch 00517.08.2023 State Income Tax
	Minnesota Department of Revenue		19,523.13	
178774	Minnesota Department of Transportation	476-43121-430-45313	82.35	2022-13 Material Testing and Inspection
178774	Minnesota Department of Transportation	401-43121-430-43090	82.35	Material Testing and Inspection
178774	Minnesota Department of Transportation	477-43121-430-45302	82.35	2023-02 Material Testing and Inspection
	Minnesota Department of Transportation		247.05	
0	Minnesota Recreation and Parks Association	101-45110-450-43140	415.00	Paul Peanasky - MRPA Conference
0	Minnesota Recreation and Parks Association	101-45110-450-43140	415.00	Jill Strodtman - MRPA Conference
0	Minnesota Recreation and Parks Association	101-45110-450-43140	415.00	Devin Pewowaruk - MRPA Conference

Check Numb	Last Name	Acct 1	Amount	Description
	Minnesota Recreation and Parks Association		1,245.00	
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	1,114.74	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	456.50	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	223.30	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	456.50	Wastewater Sample Analysis
0	Minnesota Valley Testing Labs Inc	602-49480-000-43090	456.50	Wastewater Sample Analysis
	Minnesota Valley Testing Labs Inc		4,270.64	
178702	Mission Square 303492	101-00000-000-21706	50.00	PR Batch 00517.08.2023 Mission Square
	Mission Square 303492		50.00	
0	Money Movers Inc	101-45110-450-43090	10.75	Monthly Insurance Reimbursement Fee
	Money Movers Inc		10.75	
0	Motor Parts & Equipment Corp	601-49430-000-42110	4.32	Panel Filter - Cable Ties
0	Motor Parts & Equipment Corp	101-43121-430-42110	41.48	Panel Filter - Cable Ties
0	Motor Parts & Equipment Corp	603-49500-000-42110	0.61	Panel Filter - Cable Ties
0	Motor Parts & Equipment Corp	602-49450-000-42110	4.32	Panel Filter - Cable Ties
0	Motor Parts & Equipment Corp	101-42110-420-42210	70.48	Belts
0	Motor Parts & Equipment Corp	101-43121-430-42210	37.16	Trailer Break Away Battery - Street #114
0	Motor Parts & Equipment Corp	602-49480-000-42210	50.98	Pioneer Pump Belts
0	Motor Parts & Equipment Corp	601-49430-000-42210	14.89	Panel and Fluid Filters
0	Motor Parts & Equipment Corp	101-43121-430-42210	4.99	Latch Pin - Street #217
0	Motor Parts & Equipment Corp	602-49450-000-42210	14.89	Panel and Fluid Filters
0	Motor Parts & Equipment Corp	101-42123-420-42210	9.93	Panel and Fluid Filters
0	Motor Parts & Equipment Corp	601-49430-000-42210	-18.00	Battery Credit
0	Motor Parts & Equipment Corp	101-43121-430-42210	5.22	Compression Drain Plug - Street #317
0	Motor Parts & Equipment Corp	601-49430-000-42110	5.70	Belt Dressing
0	Motor Parts & Equipment Corp	101-43121-430-42210	79.18	Transmission Filter Kits - Street #217
0	Motor Parts & Equipment Corp	101-45200-450-42210	19.86	Panel and Fluid Filters
0	Motor Parts & Equipment Corp	101-43121-430-42210	39.71	Panel and Fluid Filters

Check Numb	Last Name	Acct 1	Amount	Description
0	Motor Parts & Equipment Corp	101-43121-430-42210	23.78	Paint - Street #114
0	Motor Parts & Equipment Corp	601-49430-000-42210	3.15	Lamp
0	Motor Parts & Equipment Corp	101-43126-430-42110	19.98	Grease Gun Adapters
0	Motor Parts & Equipment Corp	601-49430-000-42210	4.94	Fuses Truck 11
0	Motor Parts & Equipment Corp	101-42220-420-42210	26.91	Dome Lamp #2120
0	Motor Parts & Equipment Corp	601-49430-000-42210	83.92	Lawn Mower Battery
	Motor Parts & Equipment Corp		548.40	
0	MTI Distributing Inc	101-45200-450-42210	204.12	Temp-Sensor
	MTI Distributing Inc		204.12	
178703	NCPERS Group Life Insur	101-00000-000-21710	208.00	PR Batch 00517.08.2023 PERA Life Insurance
	NCPERS Group Life Insur		208.00	
178775	Neo Electrical Solutions LLC	225-49810-430-44010	1,063.22	Replacement of Damaged PAPI Lens
	Neo Electrical Solutions LLC		1,063.22	
178776	Office of MNIT Services	101-42110-420-43090	328.65	Translation Services
	Office of MNIT Services		328.65	
0	Orchard Trust Company	101-00000-000-21706	2,532.00	PR Batch 00517.08.2023 Roth Deferred Compensation
0	Orchard Trust Company	101-00000-000-21706	9,470.00	PR Batch 00517.08.2023 MN Deferred Comp
	Orchard Trust Company		12,002.00	
178777	Osborne Ruby	601-00000-000-20200	61.26	Refund Check 006262-000, 1047 9 Ave SW
	Osborne Ruby		61.26	
178778	Ovivo USA, LLC	602-49480-000-42210	8,481.00	Digester 2 Mixer Parts
	Ovivo USA, LLC		8,481.00	
0	Pantheon Computer Systems Inc	101-41580-410-43090	5,250.00	Pantheon Subscription
0	Pantheon Computer Systems Inc	101-41800-410-43090	10,000.00	Pantheon Subscription
0	Pantheon Computer Systems Inc	101-41580-410-43090	5,250.00	Pantheon Subscription

Check Numb	Last Name	Acct 1	Amount	Description
	Pantheon Computer Systems Inc		20,500.00	
178779	Passehl Cindy & Carroll	601-00000-000-20200	100.58	Refund Check 024259-000, 44 Prairie Ave
	Passehl Cindy & Carroll		100.58	
178780	Pro Cal Corporation	101-43190-430-42110	340.00	Navigator Portable Balance
	Pro Cal Corporation		340.00	
0	Public Employees Retirement Association	101-00000-000-21705	17,863.94	PR Batch 00517.08.2023 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	19,080.63	PR Batch 00517.08.2023 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	294.17	PR Batch 00517.08.2023 PERA Defined
0	Public Employees Retirement Association	101-00000-000-21705	20,612.25	PR Batch 00517.08.2023 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	28,620.93	PR Batch 00517.08.2023 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	294.17	PR Batch 00517.08.2023 PERA Defined
	Public Employees Retirement Association		86,766.09	
178781	Quality Forklift Sales and Service Inc	602-49480-000-42210	15.99	Weed Trimmer Parts
	Quality Forklift Sales and Service Inc		15.99	
0	R C Bliss Inc	101-42123-420-42210	167.10	Shaft - Front Axle / 16
0	R C Bliss Inc	602-00000-000-39101	-7,000.00	Trade 2010 Ford Super Duty (Asset #21882)
0	R C Bliss Inc	602-49450-000-45400	42,091.25	2023 Ford F150 VIN #3752
0	R C Bliss Inc	603-00000-000-39101	-28,000.00	Trade 2011 Ford Super Duty (Asset #21948)
0	R C Bliss Inc	603-49500-000-45400	56,730.05	2023 Ford F550 Truck VIN#3975
0	R C Bliss Inc	101-43190-430-42210	156.82	Engineering #3 Lamp and Handle Assembly
	R C Bliss Inc		64,145.22	
178783	Rice County Habitat for Humanity Inc	601-00000-000-20200	31.60	Refund Check 023308-003, 3009 Twin Lakes Ct
	Rice County Habitat for Humanity Inc		31.60	
0	Rice County Recorder	101-41910-410-43520	240.00	T.Nelson/Fbo Apts Resolution 2022-184 & Plat/Ordinance
0	Rice County Recorder	602-49450-000-45300	46.00	2023-08 Easement Agreement TH3 Trunk Sanitary Sewer
	Rice County Recorder		286.00	
178782	Rice Joel	601-00000-000-20200	60.36	Refund Check 018439-001, 1208 Home Pl

Check Numb	Last Name	Acct 1	Amount	Description
	Rice Joel		60.36	
178784	Rick Cashin Construction Inc	601-00000-000-20200	127.90	Refund Check 006940-069, 2000 13 St NW
	Rick Cashin Construction Inc		127.90	
178785	Rockmount Research & Alloys Inc	101-43126-430-42110	879.19	Wire Wheels/Heat Resistant Barrier/Hard Facing Rods
	Rockmount Research & Alloys Inc		879.19	
0	Ronco Engineering Sales	101-43126-430-42110	213.97	Hydraulic Hose Stock
	Ronco Engineering Sales		213.97	
178786	Safety-Kleen Systems Inc	101-43126-430-42110	103.15	Parts Washer Service
	Safety-Kleen Systems Inc		103.15	
178787	Salaba Ron	601-00000-000-20200	104.04	Refund Check 010490-014, 310 Wilson Ave
	Salaba Ron		104.04	
178788	Schindler Elevator Corporation	101-45500-450-44010	554.79	Quarterly Preventive Maintenance Contract
	Schindler Elevator Corporation		554.79	
0	SCP Distributors LLC	101-45122-450-42110	657.88	Pool Rope/Hooks
	SCP Distributors LLC		657.88	
0	Selco	101-45500-450-43250	2,136.05	SELCO Basic Fees
	Selco		2,136.05	
0	SHI International Corp	601-49430-000-42020	26.23	Ipad Screen Savers
0	SHI International Corp	602-49450-000-42020	26.23	Ipad Screen Savers
0	SHI International Corp	101-41580-410-43095	9.44	Visio Subscription
0	SHI International Corp	101-42121-420-42420	350.00	Monitors (2)
0	SHI International Corp	602-49480-000-42420	479.82	On Call Ipad
0	SHI International Corp	101-42700-420-42420	375.00	Vehicle Adapter and Battery

Check Numb	Last Name	Acct 1	Amount	Description
	SHI International Corp		1,266.72	
0	Shred Right	101-42124-420-43090	40.00	Shredding Service
	Shred Right		40.00	
178789	Sir Lines-A-Lot	101-43170-430-42240	4,543.84	Centerline Painting
	Sir Lines-A-Lot		4,543.84	
0	Sophos Payment Resources	101-41580-410-43095	960.00	Sophos Subscription
	Sophos Payment Resources		960.00	
0	Southwest Service Cooperative	101-42123-420-41310	728.00	John Harmon Insurance
0	Southwest Service Cooperative	101-43126-430-41310	4.00	P Froman Healthy Invest
0	Southwest Service Cooperative	101-43121-430-41310	-4.00	W Rosenau Healthy Invest
0	Southwest Service Cooperative	240-46210-460-41310	4.00	C Springer Healthy Invest
0	Southwest Service Cooperative	101-00000-000-11510	159.80	John Harmon Insurance
0	Southwest Service Cooperative	101-42220-420-41310	4.00	N Andrist Healthy Invest
0	Southwest Service Cooperative	101-00000-000-11510	785.94	Carol Luczak-Dillerud Insurance
0	Southwest Service Cooperative	101-00000-000-21707	151,643.42	Health Insurance Premiums
0	Southwest Service Cooperative	101-41510-410-41310	4.00	K Lang Healthy Invest
0	Southwest Service Cooperative	101-00000-000-11510	785.94	Jerry Marzahn Insurance
0	Southwest Service Cooperative	101-00000-000-21707	400.00	Healthy Invest
0	Southwest Service Cooperative	101-43110-430-41310	4.00	T Manz Healthy Invest
0	Southwest Service Cooperative	101-42123-420-41310	4.00	J Harmon Healthy Invest
0	Southwest Service Cooperative	101-41320-410-41310	4.00	C Dillerud Healthy Invest
0	Southwest Service Cooperative	101-43121-430-41310	4.00	J Marzahn Healthy Invest
0	Southwest Service Cooperative	101-42123-420-41310	2,062.41	Maggie Hunt Insurance
0	Southwest Service Cooperative	101-00000-000-11510	785.94	Nancy Andrist Insurance
0	Southwest Service Cooperative	101-00000-000-11510	887.80	Connie Springer Insurance
0	Southwest Service Cooperative	101-42123-420-41310	723.06	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-00000-000-11510	785.94	Kimberly Lang Insurance
0	Southwest Service Cooperative	101-00000-000-11510	62.88	Dustin Delmonico Insurance
0	Southwest Service Cooperative	101-42123-420-41310	4.00	M Hunt Healthy Invest
0	Southwest Service Cooperative	101-00000-000-11510	452.70	Maggie Hunt Insurance
0	Southwest Service Cooperative	101-00000-000-11510	887.80	Paul Froman Insurance
0	Southwest Service Cooperative	101-42123-420-41310	4.00	D Delmonico Healthy Invest
0	Southwest Service Cooperative	101-00000-000-11510	785.94	Theresa Manz Insurance

Check Numb	Last Name	Acct 1	Amount	Description
	Southwest Service Cooperative		161,973.57	
178790	Star Sports & Apparel LLC	101-42220-420-42170	213.00	Safety Vests
178790	Star Sports & Apparel LLC	101-45122-450-42110	8.00	Mailbox Name Plate
	Star Sports & Apparel LLC		221.00	
0	Stargate Inc	603-49500-000-44010	6.80	Main Board for Fuel System
0	Stargate Inc	601-49430-000-44010	47.83	Main Board for Fuel System
0	Stargate Inc	602-49450-000-44010	47.83	Main Board for Fuel System
0	Stargate Inc	101-43121-430-44010	459.54	Main Board for Fuel System
	Stargate Inc		562.00	
178697	Steele Waseca Coop Electric	225-49810-430-43810	7.97	41926-Airport
178697	Steele Waseca Coop Electric	101-43160-430-43810	80.46	27205-Airtech Park
178697	Steele Waseca Coop Electric	225-49810-430-43810	299.84	41875-Airport S Hangars
178697	Steele Waseca Coop Electric	225-49810-430-43810	41.65	32094-Airport
178697	Steele Waseca Coop Electric	225-49810-430-43810	47.75	20891-Airport New Hangar
178697	Steele Waseca Coop Electric	225-49810-430-43810	7.97	41927-Airport
178697	Steele Waseca Coop Electric	225-49810-430-43810	27.91	1018624-Hangar 910J
178697	Steele Waseca Coop Electric	225-49810-430-43810	30.19	1017445-2011 T-Hangar
178697	Steele Waseca Coop Electric	225-49810-430-43810	38.36	41901-Airport
178697	Steele Waseca Coop Electric	902-00000-000-23935	-1,828.73	Monthly Charges-July
178697	Steele Waseca Coop Electric	225-49810-430-43810	579.76	23947-Airport 10
178697	Steele Waseca Coop Electric	602-49450-000-43810	319.50	30493-Lift Station
178697	Steele Waseca Coop Electric	225-49810-430-43810	7.97	1077021-Security Hangar 2
178697	Steele Waseca Coop Electric	602-49480-000-43810	60.28	23271-Sludge Farm
178697	Steele Waseca Coop Electric	902-00000-000-23935	1,828.73	Monthly Charges-July
178697	Steele Waseca Coop Electric	101-43160-430-43810	47.58	32089-Highway 21 Lights
178697	Steele Waseca Coop Electric	225-49810-430-43810	151.08	1018611-Hangar 910K
178697	Steele Waseca Coop Electric	602-49450-000-43810	80.46	1089247-Lift Station-15625 Acorn Trl
178791	Steele Waseca Coop Electric	601-49430-000-45300	6,588.00	(2019-12A) Three Phase Line Extension
	Steele Waseca Coop Electric		8,416.73	
178792	Streicher's Inc.	101-00000-000-10108	-12,500.00	Pepperball Launcher Mags & Hard Case -Ress Donation
178792	Streicher's Inc.	101-00000-000-10100	12,500.00	Pepperball Launcher Mags & Hard Case -Ress Donation
178792	Streicher's Inc.	101-42123-420-42180	276.00	Tactical Assault Carrier - Donated Funds
178792	Streicher's Inc.	101-42123-420-42110	2,320.00	Duty Ammo
178792	Streicher's Inc.	101-00000-000-10100	276.00	Tactical Assault Carrier - Donated Funds
178792	Streicher's Inc.	101-42123-420-42410	12,500.00	Pepperball Launcher Mags & Hard Case -Ress Donation

Check Numb	Last Name	Acct 1	Amount	Description
178792	Streicher's Inc.	101-00000-000-10108	-276.00	Tactical Assault Carrier - Donated Funds
	Streicher's Inc.		15,096.00	
0	Temple Electric Motor Service	101-43121-430-42210	18.00	Coupler - Street #318
	Temple Electric Motor Service		18.00	
178793	The UPS Store	101-42220-420-43250	449.96	Shipping for Bullex Repair
178793	The UPS Store	601-49430-000-43250	23.91	Ship Water Meter for Testing
	The UPS Store		473.87	
0	Thompson Concrete & Masonry LLC	101-45200-450-44050	7,627.20	Concrete Sidewalk-Jefferson Warming House
	Thompson Concrete & Masonry LLC		7,627.20	
178794	Thorstensson Danil	240-46210-460-43131	26.88	Mileage Reimbursement for Green Corp Member
178794	Thorstensson Danil	240-46210-460-43131	42.94	Reimburse Linkedin Training for Green Corp Activities
178794	Thorstensson Danil	240-46210-460-43131	125.76	Mileage Reimbursement for Green Corp Member
	Thorstensson Danil		195.58	
0	Tifco Industries Inc	101-43126-430-42110	195.84	Flap Discs/Mandrel
	Tifco Industries Inc		195.84	
0	Timm's Trucking Inc	101-45200-450-42110	216.07	Screened Black Dirt
	Timm's Trucking Inc		216.07	
178795	TireHub LLC	101-42121-420-42220	649.28	Tires / #7
	TireHub LLC		649.28	
178796	T-Mobile	101-45500-450-43096	203.39	Hotspots
	T-Mobile		203.39	
178797	Triangle Automotive Machine Inc	601-49430-000-44040	3,772.67	Radiator Repair Portable Generator 16
	Triangle Automotive Machine Inc		3,772.67	

Check Numb	Last Name	Acct 1	Amount	Description
178798	Truck Center Companies East LLC	101-42220-420-42210	107.79	Coolant Sensor #2155
	Truck Center Companies East LLC		107.79	
0	Utility Consultants Inc	601-49430-000-43090	280.80	Monthly Coliform Test
0	Utility Consultants Inc	602-49480-000-43090	1,436.90	Wastewater Sample Analysis
	Utility Consultants Inc		1,717.70	
178799	Verizon Wireless	902-00000-000-23935	-3,613.41	Monthly Phone Bill-August
178799	Verizon Wireless	101-41580-410-43210	82.24	Cell Phone Service - IT
178799	Verizon Wireless	902-00000-000-23935	1,443.73	Data Charges 07/29/2023-08/28/2023
178799	Verizon Wireless	101-42400-420-43210	40.01	Data Building Codes
178799	Verizon Wireless	601-49430-000-43210	31.36	Data Air Cards- Water
178799	Verizon Wireless	101-41350-410-43210	40.01	Jetpack Brad
178799	Verizon Wireless	902-00000-000-23935	-1,443.73	Data Charges 07/29/2023-08/28/2023
178799	Verizon Wireless	603-49500-000-43210	105.03	Data Air Cards- Storm
178799	Verizon Wireless	101-43121-430-43210	35.01	Data Sign Shop
178799	Verizon Wireless	101-42121-420-43210	40.01	Drone Jetpack
178799	Verizon Wireless	101-42220-420-43210	120.03	Data Fire Ipads (In Fire Trucks)
178799	Verizon Wireless	101-45500-450-43210	41.12	Cell Phone Service - Library
178799	Verizon Wireless	101-42210-420-43210	35.01	Data Fire Chief
178799	Verizon Wireless	602-49480-000-43210	67.02	WWTP Phones
178799	Verizon Wireless	101-42123-420-43210	855.22	Data Air Cards - MDC
178799	Verizon Wireless	101-42110-420-43210	35.01	Data/Admin Ipad
178799	Verizon Wireless	101-43190-430-43210	40.01	Data Engineering Survey Device
178799	Verizon Wireless	902-00000-000-23935	3,613.41	Monthly Phone Bill-August
178799	Verizon Wireless	101-43121-430-43210	41.12	Cell Phone Service - Streets
178799	Verizon Wireless	101-42123-420-43210	1,278.15	Cell Phone Service - Patrol
178799	Verizon Wireless	603-49500-000-43210	81.13	Cell Phone Service - Storm Water Utility
178799	Verizon Wireless	101-45200-450-43210	40.01	Cell Phone Service - Parks
178799	Verizon Wireless	101-43190-430-43210	41.12	Cell Phone Service - Engineering
178799	Verizon Wireless	101-41940-410-43210	82.24	Cell Phone Service - Building Maintenance
178799	Verizon Wireless	101-42700-420-43210	164.48	Cell Phone Service - Special Services
178799	Verizon Wireless	101-41510-410-43210	82.24	Cell Phone Service - Finance
178799	Verizon Wireless	101-42400-420-43210	284.51	Cell Phone Service - Building Codes
178799	Verizon Wireless	101-42110-420-43210	164.48	Cell Phone Service - Police Administration
178799	Verizon Wireless	101-43110-430-43210	81.13	Cell Phone Service - PW Admin
178799	Verizon Wireless	101-42121-420-43210	287.84	Cell Phone Service - Investigations
178799	Verizon Wireless	101-42220-420-43210	123.36	Cell Phone Service - Fire Suppression
178799	Verizon Wireless	101-45110-450-43210	170.33	Cell Phone Service - Parks & Rec
178799	Verizon Wireless	602-49450-000-43210	162.26	Cell Phone Service - Sewer Collection
178799	Verizon Wireless	101-42210-420-43210	41.12	Cell Phone Service - Fire Administration

Check Numb	Last Name	Acct 1	Amount	Description
178799	Verizon Wireless	601-49430-000-43210	364.53	Cell Phone Service - Water Distribution
	Verizon Wireless		5,057.14	
178800	Voegelé Donna	601-00000-000-20200	76.46	Refund Check 009208-000, 922 3 Ave NW
	Voegelé Donna		76.46	
178801	Wal-Mart	101-45140-450-42110	64.44	Pet Parade Supplies
178801	Wal-Mart	101-45140-450-42110	290.88	Pet Parade Supplies
178801	Wal-Mart	101-45140-450-42110	11.40	First Aid Supplies for Cub Football
178801	Wal-Mart	101-45140-450-42110	35.86	Volleyball Pole Repair & Flash Drive
	Wal-Mart		402.58	
0	Walton's Inc	602-49480-000-42110	919.80	Screen Bags
	Walton's Inc		919.80	
178802	Waste Management of WI-MN	101-45200-450-43840	87.75	TeePee Tonka 10 3rd St NE
178802	Waste Management of WI-MN	601-49430-000-43840	91.72	PW Facility 1200 Belview Trl
178802	Waste Management of WI-MN	902-00000-000-23935	-5,045.75	Service 08/01/2023-08/31/2023
178802	Waste Management of WI-MN	101-42110-420-43840	112.75	Police 25 4th St NW
178802	Waste Management of WI-MN	101-45200-450-43840	105.30	Dog Park 900 Lyndale Ave
178802	Waste Management of WI-MN	603-49500-000-43840	13.04	PW Facility 1200 Belview Trl
178802	Waste Management of WI-MN	101-45122-450-43840	108.68	Community Center 15 Division St W
178802	Waste Management of WI-MN	602-49480-000-43840	1,695.92	Wastewater Facility 214 14th St NE
178802	Waste Management of WI-MN	101-45500-450-43840	108.68	Buckham Center 11 Division St E
178802	Waste Management of WI-MN	101-45200-450-43840	40.96	Parking Lot Behind Post Office 26 3rd St NE
178802	Waste Management of WI-MN	101-41940-410-43840	107.75	City Hall 208 1st Ave NW
178802	Waste Management of WI-MN	101-42210-420-43840	107.75	Fire 122 2nd St NW
178802	Waste Management of WI-MN	101-45200-450-43840	795.60	North Alexander Park 1810 2nd Ave NW
178802	Waste Management of WI-MN	101-45127-450-43840	87.75	Soccer Field 704 17th St SW
178802	Waste Management of WI-MN	101-45126-450-43840	49.25	Washington Rec Center 117 Shumway
178802	Waste Management of WI-MN	101-45125-450-43840	442.07	Aquatic Center 1820 2nd Ave NW
178802	Waste Management of WI-MN	101-45200-450-43840	379.20	Central Avenue Refuse Disposal 08/01/23 - 08/31/23
178802	Waste Management of WI-MN	602-49450-000-43840	91.72	PW Facility 1200 Belview Trl
178802	Waste Management of WI-MN	101-43121-430-43840	881.31	PW Facility 1200 Belview Trl
178802	Waste Management of WI-MN	225-49810-430-43840	117.75	Aiport 3401 Hwy 21 W
178802	Waste Management of WI-MN	902-00000-000-23935	5,045.75	Service 08/01/2023-08/31/2023
	Waste Management of WI-MN		5,424.95	

Check Numb	Last Name	Acct 1	Amount	Description
178803	Water Environment Federation	101-43110-430-44330	110.00	Membership Renewal-Block/Member ID:01807796
	Water Environment Federation		110.00	
178804	Wholesale Tire & Wheel	225-49810-430-44040	17.14	Patch and Plug Tire
	Wholesale Tire & Wheel		17.14	
0	WSB & Associates Inc	603-49500-000-43090	4,000.00	(2023-13) Stormwater Pond Analysis 6-1 to 6-30
	WSB & Associates Inc		4,000.00	
178805	Xcel Energy	101-43160-430-43810	54.48	51-0297296-3 - 1990A Lyndale Ave N
178805	Xcel Energy	101-45200-450-43810	107.27	51-8498418-5 - 1800 Alexander Dr
178805	Xcel Energy	101-43160-430-43810	20,370.76	51-4930975-3 - Street Lighting
178805	Xcel Energy	101-43160-430-43810	19.09	51-0010353780-3 - 1690 Hwy 60 W Street Lighting
	Xcel Energy		20,551.60	
0	Zarnoth Brush Works Inc	101-43121-430-42210	608.00	Main Broom for Elgin
	Zarnoth Brush Works Inc		608.00	
0	Ziegler Inc	601-49430-000-42210	26.59	Cap Generator 16
0	Ziegler Inc	602-49480-000-44045	762.55	Generator Repair
	Ziegler Inc		789.14	
			995,976.42	



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Approve LG220 Application for Exempt Permit for Heroes Helping Heroes

Background:

Heroes Helping Heroes submitted a LG220 Application for Exempt Permit for a raffle that will be held at Joe's Sports Cafe on December 17, 2023. If approved by the City Council, staff will forward the application to the Minnesota Gambling Control Board for final review and approval.

Recommendation:

Approve LG220 Application for Exempt Permit

Attachments:

1. Heroes Helping Heroes LG220 Application

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

4/23
Page 1 of 3

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Heroes Helping Heroes

Previous Gambling Permit Number: X-[REDACTED]

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: [REDACTED]

Mailing Address: 6099 French Lake Trl

City: Faribault State: MN Zip: 55021 County: Rice

Name of Chief Executive Officer (CEO): Christopher Steward

CEO Daytime Phone: [REDACTED]

CEO Email: [REDACTED]

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Joe's Sports Cafe

Physical Address (do not use P.O. box): 1510 7th St. NW

Check one:

☒ City: Faribault Zip: 55021 County: Rice

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 04/10/2023

12/17/2023

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

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

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



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-158 Approve LG230 Application to Conduct Off-Site Gambling for The Catholic Church of Divine Mercy of Faribault

Background:

The Catholic Church of Divine Mercy of Faribault has submitted an LG230 Application to Conduct Off-Site Gambling on September 16, 2023 and September 17, 2023 at 139 Mercy Drive. If approved, Staff will forward the application to the Minnesota Gambling Control Board for final review and approval.

Recommendation:

Approve LG230 for The Catholic Church of Divine Mercy of Faribault

Attachments:

1. Resolution 2023-158 Approve Application For Off-Site Gambling for The Catholic Church of Divine Mercy of Faribault

CITY OF FARIBAULT

RESOLUTION #2023-158

**APPROVE LG230 APPLICATION TO CONDUCT OFF-SITE GAMBLING FOR THE
CATHOLIC CHURCH OF DIVINE MERCY OF FARIBAULT**

WHEREAS, The Catholic Church of Divine Mercy of Faribault has submitted an application for a Minnesota Lawful Gambling License for off-site gambling to be conducted at 139 Mercy Drive, Faribault, MN on September 16, 2023 and September 17, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council hereby approves the application for The Catholic Church of Divine Mercy of Faribault to conduct off-site gambling at The Catholic Church of Divine Mercy of Faribault, 139 Mercy Drive, Faribault, MN on September 16, 2023 and September 17, 2023.

Date Adopted: September 12, 2023

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: September 12, 2023
SUBJECT: Approve Faribault Ice Arena Association Agreement

Background:

Annually, the City of Faribault enters into an agreement with the Faribault Ice Arena Association. The agreement outlines the rates charged for operational expenses, and for the 2023-2024 season the fees will remain the same as they have been for the last eight years. The rate will be \$210 per hour.

The City of Faribault purchases approximately 125 hours of ice time each year. The total cost to the City for facility rental is \$210 per hour for 125 hours or approximately \$26,250. The fee after 125 hours changes to \$90 per hour. We no longer pay sales tax for the purchase of ice time. However, the City does pay sales tax on the final user fees which are charged at the door. The City uses approximately 10 - 15 hours of ice time per year at no charge for participants. This service is provided by and credit is given to the Faribault Charitable Gambling Board for their donation towards getting the ice arena built as well as their continued donations to the facility.

Recommendation:

Approve the 2023-24 Faribault Ice Arena Association Agreement.

Attachments:

1. Ice Arena Agreement 23-24

AGREEMENT

This Agreement is made and entered into this _____ day of _____ 2023, by and between the **FARIBAULT ICE ARENA ASSOCIATION** (“FIAA”) and **CITY OF FARIBAULT** (“CITY”).

Whereas, the City, through its Parks and Recreation Department, desires to use the premises commonly known as the Faribault Ice Arena (“Arena), located at 1820 Alexander Drive, Faribault, Minnesota.

Now therefore, in consideration of the terms and conditions hereinafter set forth, the parties hereto do hereby mutually agree to the following:

A. FIAA Responsibilities:

1. Shall provide and maintain ice conditions suitable for ice skating activities, practices and game use.
2. Shall provide all nets, boards and markings to conduct ice hockey games.
3. Shall provide ice maintenance personnel, management staff and building maintenance.
4. Shall make every effort to provide quality ice, but the FIAA does not guarantee it if unable for mechanical reasons to provide ice.

B. City Responsibilities:

1. Shall be responsible to providing adequate supervision and discipline for all areas of the arena including ice surface, team rooms and locker rooms.
2. Shall at the end of each scheduled rental period return the facility to the same condition as prior, reasonable wear and tear expected.
3. Shall co-ordinate with the Arena Manager so that adequate concessions are provided.
4. Shall provide all additional staffing that may be required for its various activities.
5. Shall abide by all published Rules and Regulations for the Arena.
6. Under no circumstance shall students/players be left unsupervised prior to or after open skating.
7. Shall provide landscape maintenance on west end of Ice Arena.

C. Use of the Total Arena Facility by Parks and Recreation:

1. The Community Services shall have use of the entire Arena Facility for its various programs.
2. Scheduled hours shall be those agreed to by the FIAA and Community Services.
3. Parks and Recreation shall pay to the FIAA a rental rate of \$210 per hour for 125 hours minimum per year. Billing to Parks & Recreation shall be monthly for actual hours rented for the month.

4. Any additional hours in excess of 125 will be charged at the rate of \$90 per hour.
5. Hours may not be subcontracted to other organizations/entities.
6. Rescheduling: Rescheduling of activities shall be at the discretion of the Arena Supervisor. Credit for canceled ice time shall be given to Parks and Recreation, provided that Parks and Recreation notifies the Arena Supervisor one week prior to the scheduled time.
7. Rental skate revenue will be collected and turned over to FIAA.

D. Insurance and Liability:

1. The City agrees to indemnify and defend the FIAA for all claims upon the negligent performance by the City, its officers, employees or agents of any duty assumed by the City under this Agreement or otherwise with respect to operations at the Arena. The City will not indemnify or defend against claims based upon the negligence of the FIAA.
2. The City further agrees to provide evidence of liability insurance for the term of use of the facility by presenting to the FIAA a certificate of insurance (attachment). The coverage should include a minimum of \$1,000,000 single limit for bodily injury and property damage and shall name the Faribault Ice Arena Association as an additional insured.

E. Approvals:

1. This agreement shall be effective upon the approval by the FIAA Board and the City Council.
2. Any amendments to this agreement shall be in writing and approved by each Body.

FARIBAULT ICE ARENA ASSOCIATION

By: _____

Date: _____

Its: _____

CITY OF FARIBAULT

By: _____

Date: _____

Its: _____



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-160 Accept Donations to the City of Faribault

Background:

The Faribault Fire Department received a donation from Camp Faribo of \$350.00 to use for various department needs.

The Faribault Police Department received a \$1,750.00 donation from the Faribault Rotary to use towards expenses associated with the Ballin' in the Bault program as well as a \$100.00 donation from Ken and Joan Gare to use towards Community Engagement activities.

Recommendation:

Approve Resolution 2023-160

Attachments:

1. Resolution 2023-160 Accept Donations to the City of Faribault

CITY OF FARIBAULT

RESOLUTION #2023-160

ACCEPT DONATIONS TO THE CITY OF FARIBAULT

WHEREAS, the Faribault Fire Department is responsible for fire and life safety response in the City of Faribault and the Rural Fire District; and

WHEREAS, the Faribault Fire Department responds to emergencies, promotes fire safety, and conducts regular and specialized training to ensure superior service is provided by the Fire Department; and

WHEREAS, Camp Faribo would like to recognize the Fire Department for its service to the community by making a \$350.00 donation to the department.

WHEREAS, Faribault Police Department is responsible for providing professional law enforcement services to the City; and

WHEREAS, the Faribault Rotary and Ken and Joan Gare wish to support the Police Department's efforts in Community Engagement.

WHEREAS, a monetary donation of \$1,750.00 has been given to the Police Department to support the Ballin' in the Bault program by the Faribault Rotary and \$100.00 donation has been made by Ken and Joan Gare for additional Community Engagement activities.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Fire Department to accept a donation of \$350.00 from Camp Faribo.

ALSO, BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Police Department to accept a donation for \$1,750.00 for Community Engagement (Ballin' in the Bault) and \$100.00 for other Community Engagement activities.

Date Adopted: September 12, 2023

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, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-161 Approve Appointment of Board and Commission Member

Background:

Due to the resignation of Matt Speckhals, the Housing and Redevelopment Authority (HRA) has had a vacancy since August. Staff received an application from Eric Delgado stating he was interested in serving on the HRA. If appointed Mr. Delgados term will expire on January 31, 2024.

Recommendation:

Approve Resolution 2023-161

Attachments:

1. Resolution 2023-161 Approve Appointment of Board and Commission Member
2. Delgado, Eric - HRA
3. Board-Commission Appointments 2023-09-12

CITY OF FARIBAULT

RESOLUTION #2023-161

APPROVE APPOINTMENT OF BOARD AND COMMISSION MEMBER

WHEREAS, there exists a vacancy for a board and commission for the City of Faribault; and

WHEREAS, the City received applications from individuals interested in serving on this board and commission.

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

<u>Appointee</u>	<u>Board/Commission</u>	<u>Expiration</u>
Eric Delgado	Housing and Redevelopment Authority	01/31/2024

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



APPLICATION FOR SERVICE ON
AN ADVISORY BOARD OR COMMISSION

TODAY'S DATE: 12/7/22

ADVISORY BOARD OR COMMISSION INTERESTED IN: ★ Economic Development Authority.
Planning Commission.
★ Housing and Redevelopment Authority.

NAME: Eric Delgado

ADDRESS: 1235 George L St. Faribault MN

EMPLOYER: Trystar

LIST THE DAYS AND HOURS WHICH YOU ARE AVAILABLE FOR MEETINGS:

Any time After 5pm. Can make mornings work also.
Any Day.

LIST YOUR REASONS FOR YOUR INTEREST TO SERVE ON THE BOARD/COMMISSION YOU IDENTIFIED ABOVE:

Interested to learn more about planning. I grew up here and want to
make sure we're heading in a good direction.
★Interested in Growth for Faribault.

LIST WHAT EXPERIENCE OR EXPERTISE YOU CAN PROVIDE IF APPOINTED TO THIS BOARD/COMMISSION:

Bilingual and connection to the Latino community. nothing on planning. Yet.

APPLICANT'S SIGNATURE: [Signature]

PLEASE RETURN THIS FORM TO:

CITY OF FARIBAULT ADMINISTRATION OFFICE
208 FIRST AVENUE NW
FARIBAULT, MN 55021
FAX: 507/333-0399

Data Privacy - Board/Commission Applicants

Data on this application are private, except that **the following are public:**

- (1) name;
- (2) city of residence, except when there is a residency requirement then entire address to be public;
- (3) education and training;
- (4) employment history;
- (5) volunteer work;
- (6) awards and honors;
- (7) prior government service; and
- (8) any data required to be provided or that is voluntarily provided in an application for appointment to a multimember agency.

(b) Once an individual is appointed to a public body, the following additional items of data are public:

- (1) residential address; and
- (2) either a telephone number or electronic mail address where appointee can be reached.

2023 CITY COUNCIL COMMITTEES – Working Copy

JOINT COMMITTEE (Work Session) (7)

Meets the first and third Tuesday of every month at 6:00 pm. Other meetings as needed.

Members: Mayor and all City Councilmembers

ANNEXATION COMMITTEE (3)

Meets as needed.

Members: Mayor Voracek, Councilmembers Ross and Spooner

Staff Liaison: City Administrator & CED Director

LABOR COMMITTEE (2)

Meets as needed.

Members: Mayor Voracek and Councilmember Ross

Staff Liaison: City Administrator & Human Resources Director

AD HOC

Special committees established at Council discretion on an issue-by-issue basis. The Mayor serves on all established Ad Hoc Committees, along with two other Council members.

2023 COUNCIL APPOINTMENTS AND REPRESENTATIVES – Working Copy

Vice Mayor

Councilmember van Sluis

Committees/Boards/Commissions with all members appointed by City Council

<u>Committee Name</u>	<u>Council Appointees</u>	<u>Staff Rep.</u>
CHARITABLE GAMBLING ADVISORY BOARD	Caron	H. Slechta
ECONOMIC DEVELOPMENT AUTHORITY	Spooner, Mayor Voracek	D. Wanberg
HOUSING AND REDEVELOPMENT AUTHORITY	Caron	D. Wanberg
PARKS AND RECREATION ADVISORY BOARD	Thiele	P. Peanasky
TOURISM COMMISSION	Doumbouya	H. Slechta

Committees/Boards/Commissions with only Council/City representatives appointed by City Council

<u>Committee Name</u>	<u>Council Appointees</u>	<u>Staff Rep.</u>
ALEXANDER PARK COMMITTEE	Spooner, Mayor Voracek	P. Peanasky
BMX TRACK BOARD	Ross	P. Peanasky
BUCKHAM WEST (SENIOR CENTER)	Ross	P. Peanasky
FARIBAULT HOUSE BUILDING COMMITTEE	van Sluis	N/A
ICE ARENA BOARD	Thiele, Mayor Voracek	P. Peanasky
JOINT DISPATCH BOARD	van Sluis	D. Dienst
MAIN STREET COMMITTEE	Doumbouya	D. Wanberg
MILL TOWNS TRAIL BOARD	van Sluis, Doumbouya	M. Duchene
PARADISE CENTER FOR THE ARTS BOARD	van Sluis	N/A
RICE COUNTY COMMUNITY AND JUSTICE COUNCIL(RCCJC)	Caron	

RIVERBEND NATURE CENTER BOARD	Spooner	N/A
SOCCER COMPLEX BOARD	Thiele	P. Peanasky
TOWNSHIP FIRE CONTRACT COMMITTEE	Spooner, Mayor Voracek	D. Dienst

AIRPORT ADVISORY BOARD – Ch. 3, Art. II, City Code of Ordinances (Ord. A-368, 76-09, 95-19, 2021-1); Seven (7) members (a minimum of 5 members who reside or work in the city, and up to 2 residents of the county); Advises the City Council and City Administrator on the construction, improvement, maintenance and operation of the municipal airport, and general aviation activities affecting the community.

AIRPORT ADVISORY BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Mike Brown, Sr.	12/22/2009	3 yrs.	1/31/2024
2. (Robert) Pete Johnson	4/27/1976	3 yrs.	1/31/2024
3. Stein Bruch	1/25/2022	3 yrs.	1/31/2025
4. William Smith	2/12/2019	3 yrs.	1/31/2025
5. Tom Waarvik	2/9/1993	3 yrs.	1/31/2026
6. (James) Carl Hooper (county resident)	9/13/2001	3 yrs.	1/31/2026
7. Brian Paczosa	1/24/2023	3 yrs.	1/31/2026

CHARTER COMMISSION - Resolution 2011-089. The Charter Commission is responsible for reviewing and revising the City Charter to ensure that it meets all applicable State and Federal laws and meets the needs of the citizens. Appointments made by District Chief Judge. All members must be qualified voters of the City per state statute.

CHARTER COMMISSION	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Ackman	5/24/2011	4 yrs.	12/31/2024
2. Daniel Burns	5/24/2011	4 yrs.	12/31/2024
3. David Albers	5/23/2017	4 yrs.	12/31/2024
4. Tom Spooner (Council rep.)	1/12/2021	4 yrs.	12/31/2024
5. Kymn Anderson	5/24/2011	4 yrs.	12/31/2026
6. Dan Behrens	5/24/2011	4 yrs.	12/31/2026
7. John Jasinski	5/24/2011	4 yrs.	12/31/2026
8. Pat Rice	5/24/2011	4 yrs.	12/31/2026
9. Dave Miller	1/24/2023	4 yrs.	12/31/2026

CHILDREN'S FUND (AQUATIC CENTER) BOARD –Resolution 2003-226; Advises City Council and staff on the Aquatic Center Scholarship fund monies

CHILDREN'S FUND (AQUATIC CENTER) BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Ken Hubert	3/27/2018	3 yrs.	1/31/2024
2. Bethany Fuller	4/26/2022	3 yrs.	1/31/2025
3. VACANT		3 yrs.	1/31/2026

ECONOMIC DEVELOPMENT AUTHORITY – Enabling Resolution 2016-239 (Res. 86-77, 2001-98, 2005-35,

and 2008-015); The EDA has authority to take action on economic development programs for business and industry. The EDA manages tax increment financing districts and multiple grant and loan programs. Its powers are defined by state law.

ECONOMIC DEVELOPMENT AUTHORITY

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Mayor Kevin Voracek (Council Rep.)	1/8/2019	4 yrs.	1/14/2025
2. Rodney Gramse	2/11/2014	6 yrs.	1/28/2025
3. Tom Spooner (Council Rep.)	1/24/2023	4 yrs.	1/26/2027
4. Will Fort*	8/24/2021	6 yrs.	1/26/2027
5. David Campbell	1/25/2022	6 yrs.	1/25/2028
6. Andrew (AJ) Smith	4/12/2022	6 yrs.	1/23/2029
7. Christine Jeanes	6/13/2023	6 yrs.	1/23/2029

*Appointed to partial term to fill vacancy due to resignation

ENVIRONMENTAL COMMISSION – Ordinance 2020-3. The Commission advises the City Council on environmental issues and opportunities affecting the City while respecting the City’s economic and social environments. – Ordinance 2020-3. The Commission advises the City Council on environmental issues and opportunities affecting the City while respecting the City’s economic and social environments. (Ordinance 2022-6; 7 members, at least four (4) City Residents, up to three (3) residents of bordering townships).

ENVIRONMENTAL COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Lee Nordmeyer*	4/12/2022	3 yrs.	1/31/2024
2. Sonny Wasilowski	1/26/2021	3 yrs.	1/31/2024
3. Martha Brown	1/25/2022	3 yrs.	1/31/2025
4. Theresa Demars*	1/24/2023	3 yrs.	1/31/2025
5. Richard Huston	4/14/2020	3 yrs.	1/31/2026
6. Roger Steinkamp	4/14/2020	3 yrs.	1/31/2026
7. Cynthia Diessner	1/24/2023	3 yrs.	1/31/2026

*Appointed to partial term to fill vacancy due to resignation

HERITAGE PRESERVATION COMMISSION - Ordinance 81-12, 83-05, 85-21, (Ord. 95-19 -7 members) The Commission advises City Council and staff on issues related to the preservation of the community's cultural, historical and architectural heritage. Must be a City resident (per MN Stat. 471.193, Subd. 5). The Commission is actively involved in a variety of educational efforts that highlight Faribault's past.

HERITAGE PRESERVATION COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Cori Weems	1/26/2021	3 yrs.	1/31/2024
2. Ron Dwyer	2/23/2021	3 yrs.	1/31/2024
3. Rob Kuhlman	1/25/2022	3 yrs.	1/31/2025
4. Lee Nordmeyer	4/14/2020	3 yrs.	1/31/2025
5. David Sauer	1/14/2020	3 yrs.	1/31/2026

6.	Sam Temple	1/14/2020	3 yrs.	1/31/2026
7.	Colton Hogan	1/24/2023	3 yrs.	1/31/2026

HOUSING AND REDEVELOPMENT AUTHORITY – Resolution 2001-029, MN Statute 469.003; Per State law the HRA handles a variety of housing programs. It also manages public housing units and Robinwood Manor senior housing. Seven members, including one councilmember. Must be a resident of the city. Limited to maximum of three (3) consecutive five (5) year terms for a total of fifteen (15) years.

HOUSING AND REDEVELOPMENT AUTHORITY	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Sara Caron (Council rep)	1/24/2023	1 yr.	1/31/2024
2. OPEN*		5 yrs.	1/31/2024
3. Colin Maltbie*	6/27/2023	5 yrs.	1/31/2025
4. Loni Ahlers	2/26/2013	5 yrs.	1/31/2026
5. Mandy Barnes*	2/28/2023	5 yrs.	1/31/2026
6. Travis McColley	11/9/2021	5 yrs.	1/31/2027
7. Travis Kath	2/22/2022	5 yrs.	1/31/2027

*Appointed to partial term to fill vacancy due to resignation

ICE ARENA BOARD (CITY REPRESENTATIVES) MEMBERS - The Ice Arena Board makes decisions regarding maintenance and operation for the Faribault Ice Arena, which is jointly owned by the City, School District, and Hockey Association, which each appoint three members to this board.

ICE ARENA BOARD (CITY REPS)	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Mayor Kevin Voracek (Council rep)	1/24/2023	1 yr.	1/31/2024
2. Chuck Thiele (Council rep)	2/28/2023	1 yr.	1/31/2024
3. Paul Peanasky (City rep)	1/24/2023	3 yrs.	1/31/2026

LIBRARY ADVISORY BOARD – Ch. 13, Art. II, City Code of Ordinances, MN Statute 134.09; This Board advises the Council and the City Administrator regarding the maintenance and operation of Buckham Memorial Library. The Council appoints six (6) members to the board, who must be city residents. The Rice County Board may appoint one additional (seventh) member, or the Council may appoint a student from a city high school to a 1- or 2-year term as the seventh member of the board.

LIBRARY ADVISORY BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Kate McGrogan*	4/25/2023	3 yrs.	1/31/2024
2. Melissa Kuhl	1/9/2018	3 yrs.	1/31/2024
3. Keri Simon	2/23/2016	3 yrs.	1/31/2025
4. Jayne Spooner	1/22/2019	3 yrs.	1/31/2025
5. Gordon Liu	1/25/2022	3 yrs.	1/31/2026
6. Anneke Musselman	1/24/2023	3 yrs.	1/31/2026
7. Luella Coulter (student)	1/24/2023	1 yr.	1/31/2024

*Appointed to partial term to fill vacancy due to resignation

PARK & RECREATION ADVISORY BOARD – Resolution 2021-009; Seven (7) members, made up of one (1) City Council Member, minimum of five (5) City Residents, up to one (1) non-city resident residing within the school district, plus one (1) student member; This Board advises the City Council and staff on parkland dedication, park improvements, and recreation programs.

PARK & RECREATION ADVISORY BOARD	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Thiele (Council rep)	2/28/2023	1 yr.	1/31/2024
2. Sally Kramer	8/23/2011	3 yrs.	1/31/2024
3. Chad Kreager	11/22/2005	3 yrs.	1/31/2025
4. Troy Temple	1/22/2019	3 yrs.	1/31/2025
5. Lola Brand	7/14/1998	3 yrs.	1/31/2026
6. Mike Ross	1/14/2020	3 yrs.	1/31/2026
7. Carrissa Glarner	1/24/2023	3 yrs.	1/31/2026
8. VACANT (Student)	8/25/2020	1 yr.	1/31/2024

PETER SMITH ADVISORY COMMITTEE – Resolution 86-201; This committee advises the Council and the Parks and Recreation Advisory Board on expenditures from the Peter Smith trust fund for youth recreation programs.

PETER SMITH ADVISORY COMMITTEE	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Kyle Murphy *	2/22/2022	3 yrs.	1/31/2024
2. Gordon (Duffy) Elleby	2/9/2021	3 yrs.	1/31/2025
3. George Cunniff	2/9/2021	3 yrs.	1/31/2026

*Appointed to partial term to fill vacancy due to resignation

PLANNING COMMISSION – Chapter 20, City Code of Ordinances, M.S. § 462.354, subd. 1. (Ord. A-405, 75-2, Ord 95-19 - 7 members); Makes recommendations to the City Council on land use related issues: variances, conditional use permits, subdivisions and zoning changes.

PLANNING COMMISSION	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Chuck Ackman	12/22/2009	3 yrs.	1/31/2024
2. Michael Salt*	1/24/2023	3 yrs.	1/31/2024
3. David Campbell	10/11/2016	3 yrs.	1/31/2025
4. Sam Temple	1/14/2020	3 yrs.	1/31/2025
5. Steve White	12/10/1996	3 yrs.	1/31/2026
6. Barton Jackson	1/26/2021	3 yrs.	1/31/2026
7. Eric Delgado	1/24/2023	3 yrs.	1/31/2026

*Appointed to partial term to fill vacancy due to resignation

TOMMY ALLEN YOUTH ENDOWMENT FUND BOARD – Resolution 2003-225 - Advises City Council and staff on the Fund, administers program, determines guidelines to subsidize youth rec programs, and

develop fundraising efforts.

TOMMY ALLEN YOUTH ENDOWMENT FUND BOARD

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Sharon Dell	2/14/2006	3 yrs.	1/31/2024
2. VACANT		3 yrs.	1/31/2025
3. VACANT		3 yrs.	1/31/2026

TOURISM COMMISSION – Ch. 14, Art. V, City Code of Ordinances (Ord. 2014-014; Res. 2014-218; Ord. 2019-7) - Advises City Council and staff on the Tourism issues and the expenditure of lodging tax funds.

TOURISM COMMISSION

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Adama Doubouya (Council Rep)	1/24/2023	1 yr.	1/31/2024
2. David Connelly	1/14/2020	3 yrs.	1/31/2024
3. Ashley Reller	1/26/2021	3 yrs.	1/31/2024
4. Heidi Nelson (Agency Rep)	3/27/2018	3 yrs.	1/31/2025
5. Miki Orr	3/12/2019	3 yrs.	1/31/2025
6. David Nichols (RCHS)	1/24/2023	3 yrs.	1/31/2026
7. Mark Kenney	1/24/2023	3 yrs.	1/31/2026

TREE BOARD – Est. 12/23/2008 - The Board advises the Park/Rec Board on issues related to trees.

TREE BOARD

	<u>Appointed</u>
1. Ed Bastyr	12/23/2008
2. Pat Rice	12/23/2008
3. Pauline Schreiber	12/23/2008
4. Sally Kramer (Park/Rec Brd rep)	3/12/2019
5. Wendy Eckert	1/14/2020
6. Susan Erickson	1/14/2020
7. Mark Zentner	1/14/2020
8. Amanda Theis	1/25/2022
9. Elaine Feikema	1/24/2023
10. Kimberly Paczosa	1/24/2023

CHARITABLE GAMBLING ADVISORY BOARD – Ordinance 95-26 (Ord. 89-01) – The Board is made up of representatives of the holders of Gambling licenses. Board makes recommendations to Council on spending City's charitable gambling taxes.

CHARITABLE GAMBLING ADVISORY BOARD

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
<i>City Council Representative</i>			
1. Sara Caron	1/24/2023	1 yr.	1/31/2024
<i>American Legion</i>			
1. Edward Little	2/14/2023	2 yrs.	1/31/2025
2. Alternate		2 yrs.	1/23/2024

<i>Bethlehem Academy – Carbone’s, Grampa Al’s, Country Club</i>			
1. Troy Marquardt	2017	2 yrs.	1/31/2025
2. Alternate		2 yrs.	1/31/2024
<i>Divine Mercy School – Signature Bar, Carbone’s</i>			
1. Daniel Moyer	5/22/2022	2 yrs.	1/31/2025
2. Alternate		2 yrs.	1/31/2024
<i>Eagles</i>			
1. Jon Sirek	1/25/2012	2 yrs.	1/31/2024
2. Clayton LaCroix (Alternate)	2/28/2023	2 yrs.	1/31/2025
<i>Elks</i>			
1. Mike Donkers	6/8/2021	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Faribault Hockey Association – Depot, Bashers, Joe’s, Carbones</i>			
1. Rick Caron	9/13/2011	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Faribault Wrestling Club – J&J Bowling Center</i>			
1. Jason Tobin	8/28/2007	2 yrs.	1/31/2024
2. Jamie Hausen (Alternate)	2/14/2023	2 yrs.	1/23/2025
<i>Knights of Columbus</i>			
1. Peter Dodge	1/9/2018	2 yrs.	1/31/2024
2. Alternate		2 yrs.	1/23/2025
<i>Moose</i>			
1. Horace Vogesaa	2/23/2021	2 yrs.	1/31/2024
2. David Schwichtenberg (Alternate)	2/28/2023	2 yrs.	1/31/2025
<i>Morristown Fire Relief - Our Place on 3rd</i>			
1. Terry Meschke	3/12/2019	2 yrs.	1/31/2024
2. Johnathan Chmelik (Alternate)	2/14/2023	2 yrs.	1/31/2025
<i>Defeat of Jesse James Days Committee – Corks and Pints</i>			
1. Shelia Radtke	3/12/2019	2 yrs.	1/23/2025
2. Alternate		2 yrs.	1/23/2024
<i>Faribault Youth Rotary Services – Boxer’s</i>			
1. Brenda DeMars	6/8/2021	2 yrs.	1/23/2025
2. Chad Koepke (Alternate)	6/8/2021	2 yrs.	1/23/2024



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License and Indemnification Agreement

Background:

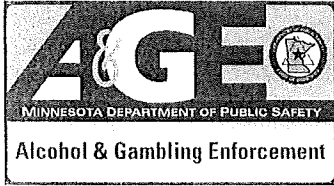
The Faribault Area Chamber (the Chamber) has submitted an Application for a 1 Day to 4 Day Temporary On-Sale Liquor License for an event that will be held on the 400th block of Central Ave on December 2, 2023 beginning at 10:00 am. Since this event will be held on city property, it is required that the Chamber sign a Hold Harmless and Indemnification Agreement with the City. If approved, Staff will forward the license application to the Department of Safety, Alcohol and Gambling Enforcement Division.

Recommendation:

Approve 1-4 Day Temporary On-Sale Liquor License application and Hold Harmless and Indemnification Agreement

Attachments:

1. Chamber 1-4 Day - 2023-12-02
2. Hold Harmless-Indemnification-Chamber December



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization	
Faribault Area Chamber of Commerce & Tourism		1913	
Organization Address (No PO Boxes)	City	State	Zip Code
530 Wilson Avenue	Faribault	MN	55021
Name of person making application		Business phone	
Casandra Steeves		5073344381	
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer		
12/2/2023	☐ Club ☐ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name	City	State	Zip Code
Casandra Steeves	Faribault	MN	55021
Organization officer's name	City	State	Zip Code
Nort Johnson	Faribault	MN	55021
Organization officer's name	City	State	Zip Code
		MN	
Location where permit will be used. If an outdoor area, describe.			
400 Block Central Avenue			

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

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

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☐ No	City or County E-mail Address
Current population of city	

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

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

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

This Hold Harmless and Indemnification Agreement (“Agreement”) is made this 12th day of September, 2023 by and between the City of Faribault, a Minnesota municipal corporation (the “City”) and Faribault Chamber of Commerce and Tourism, 530 Wilson Ave, Faribault, MN.

Recitals

WHEREAS, Faribault Chamber of Commerce and Tourism has been granted a temporary on-sale liquor in the City; and

WHEREAS, Faribault Chamber of Commerce and Tourism has requested that the City allow it to sell intoxicating liquor outdoors at an event being held along the 400 Block of Central Avenue on December 2, 2023 from 10:00 am to 11:59 pm (the “Event”); and

WHEREAS, the City has agreed to authorize Faribault Chamber of Commerce and Tourism to sell intoxicating liquor at the Event, subject to Faribault Chamber of Commerce and Tourism providing insurance and assuming liability for its activities associated with the Event, and complying with the specific rules applicable; and

NOW, THEREFORE, in consideration of the City’s actions described above, the parties agree as follows:

AGREEMENT

1. Faribault Chamber of Commerce and Tourism agrees to follow all ordinances, rules and regulations of the City of Faribault and the State of Minnesota regarding its use of the identified City facility and its sale of intoxicating liquor at the Event.
2. Faribault Chamber of Commerce and Tourism shall ensure that all intoxicating liquor that it dispenses is dispensed and consumed within area that is designated.
3. Prior to the Event, Faribault Chamber of Commerce and Tourism shall provide the City for its review and approval a certificate of insurance evidencing that it has general liability and liquor liability insurance for the Event. The City shall be named as an additional insured with respect to these policies.
4. In addition to the required insurance coverage, Faribault Chamber of Commerce and Tourism shall defend, indemnify and hold harmless the City of Faribault, its officials, employees, contractors and agents (collectively, the “City”) from and against any and all claims, damages, losses, or expenses including attorneys’ fees, which the City may suffer or for which the City may be held liable with respect to the activities authorized by the City pursuant to this Agreement, including the dispensing of intoxicating liquor.

IN WITNESS OF THE ABOVE, the parties have caused this Agreement to be executed on the date and year written above.

CITY OF FARIBAULT

By: _____
Kevin F. Voracek
Its: Mayor

By: _____
Timothy C. Murray
Its: City Administrator

**FARIBAULT CHAMBER OF COMMERCE AND
TOURISM**

By: _____
Its: _____



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-162 Authorize Payment as Recommended by the Charitable Gambling Board to Beau Chant Community Choir

Background:

The Faribault Charitable Gambling Board reviewed a request for funding from Beau Chant Community Choir at their August 30, 2023 meeting. The Charitable Gambling Board recommends funding the request in the amount of \$5,000.00 to use towards expenses for their various concerts and performances.

Recommendation:

Approve Resolution 2023-162

Attachments:

1. Resolution 2023-162 Authorize Payment as Recommended by the Charitable Gambling Board to Beau Chant Community Choir

CITY OF FARIBAULT

RESOLUTION #2023-162

AUTHORIZE PAYMENT AS RECOMMENDED BY THE CHARITABLE GAMBLING BOARD TO BEAU CHANT COMMUNITY CHOIR

WHEREAS, the Faribault Charitable Gambling Board reviewed a request for funding from Beau Chant Community Choir at their August 30, 2023 meeting. The Charitable Gambling Board recommends funding the request in the amount of \$5,000.00 to use towards expenses for their various concerts and performances; and

WHEREAS, the recommendation for funding this request is in accordance with City and State regulations for charitable gambling fund contributions.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes payment as recommended by the Charitable Gambling Board.

Date Adopted: September 12, 2023

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: September 12, 2023
SUBJECT: Resolution 2023-169 Approve Street Closures for Faribault High School Homecoming Parade

Background:

Faribault High School will be hosting its Homecoming activities the week of September 25, 2023. They will host their Homecoming Parade at 2:15 p.m. on Friday, September 29, 2023. They plan to use the same route as they did last year.

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

Recommendation:

Approve Resolution 2023-169 Approve Street Closures for Faribault High School Homecoming Parade.

Attachments:

1. Resolution 2023-169 Approve Street Closures for Faribault High School Homecoming Parade
2. Homecoming Parade Route 2023

CITY OF FARIBAULT

RESOLUTION #2023-169

APPROVE STREET CLOSURES FOR FARIBAULT HIGH SCHOOL HOMECOMING PARADE

WHEREAS, the Faribault High School is hosting its annual Homecoming activities the week of September 25, 2023, and;

WHEREAS, they plan to have their Homecoming Parade at 2:15 p.m. on Friday, September 29, 2023, and;

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

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

NOW, THEREFORE BE IT RESOLVED, that 9th Avenue SW from 3rd Street SW to 9th Street SW from 2:00 p.m. to 3:00 p.m. on Friday, September 29, 2023, will be closed for the Faribault High School Homecoming Parade.

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

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

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

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Parade Route 2023





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-170 Approve Street Closures for Bethlehem Academy Homecoming Parade

Background:

Bethlehem Academy (BA) will be hosting its Homecoming Parade at 1:30 p.m. on Friday, October 6, 2023.

The parade will begin at the BA parking lot, proceed north on 3rd Avenue, east on 3rd Street NW, south on Central Avenue, west on 1st Street NW, south on 2nd Avenue and west on 1st Street SW, returning to the BA parking lot.

Recommendation:

Approve Resolution 2023-170 Approve Street Closures for Bethlehem Academy Homecoming Parade

Attachments:

1. Resolution 2023-170 Approve Street Closures for Bethlehem Academy Homecoming Parade
2. Request
3. Map

CITY OF FARIBAULT

RESOLUTION #2023-170

APPROVE STREET CLOSURES FOR BETHLEHEM ACADEMY HOMECOMING PARADE

WHEREAS, Bethlehem Academy (BA) High School is hosting its annual Homecoming Parade on Friday, October 6, 2023, at 1:30 p.m.; 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 3rd Avenue starting at the BA parking lot north to 3rd Street NW, 3rd Street NW to Central Avenue, Central Avenue to 1st Street NW, 1st Street NW to 2nd Avenue, 2nd Avenue to 1st St SW, 1st Street SW to the BA parking lot will be closed from 1:30 p.m. to 2:30 p.m. on Friday, October 6, 2023, for the Bethlehem Academy Homecoming Parade.

Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

From: [Paul Peanasky](#)
To: [Denise Hansen](#)
Subject: FW: Homecoming
Date: Tuesday, September 5, 2023 11:40:51 AM
Attachments: [ParadeRoute.pdf](#)

FYI, for September 12 agenda

From: Friesen, Ed <efriesen@bacards.org>
Sent: Tuesday, September 5, 2023 11:36 AM
To: Paul Peanasky <ppeanasky@ci.faribault.mn.us>
Subject: Re: Homecoming

Homecoming date: Friday, October 6

Parade – 1:30pm

North on 3rd Ave from BA parking lot to 3rd St. NW
East on 3rd St to Central Ave.
South on Central ave to 1st St. NW
West on 1st St. to 2nd Ave.
South on 2nd Ave to 1st St. SW
West on 1st St. SW to BA parking lot

From: Paul Peanasky <ppeanasky@ci.faribault.mn.us>
Date: Tuesday, August 29, 2023 at 7:45 AM
To: Ed Friesen <efriesen@bacards.org>
Subject: Homecoming

Ed,

I need a request for street closure for the homecoming parade as well as map of this years route. I then have to take it to City Council for approval.

Paul



PAUL J. PEANASKY
Parks and Recreation Director

OFFICE | 507-334-2064

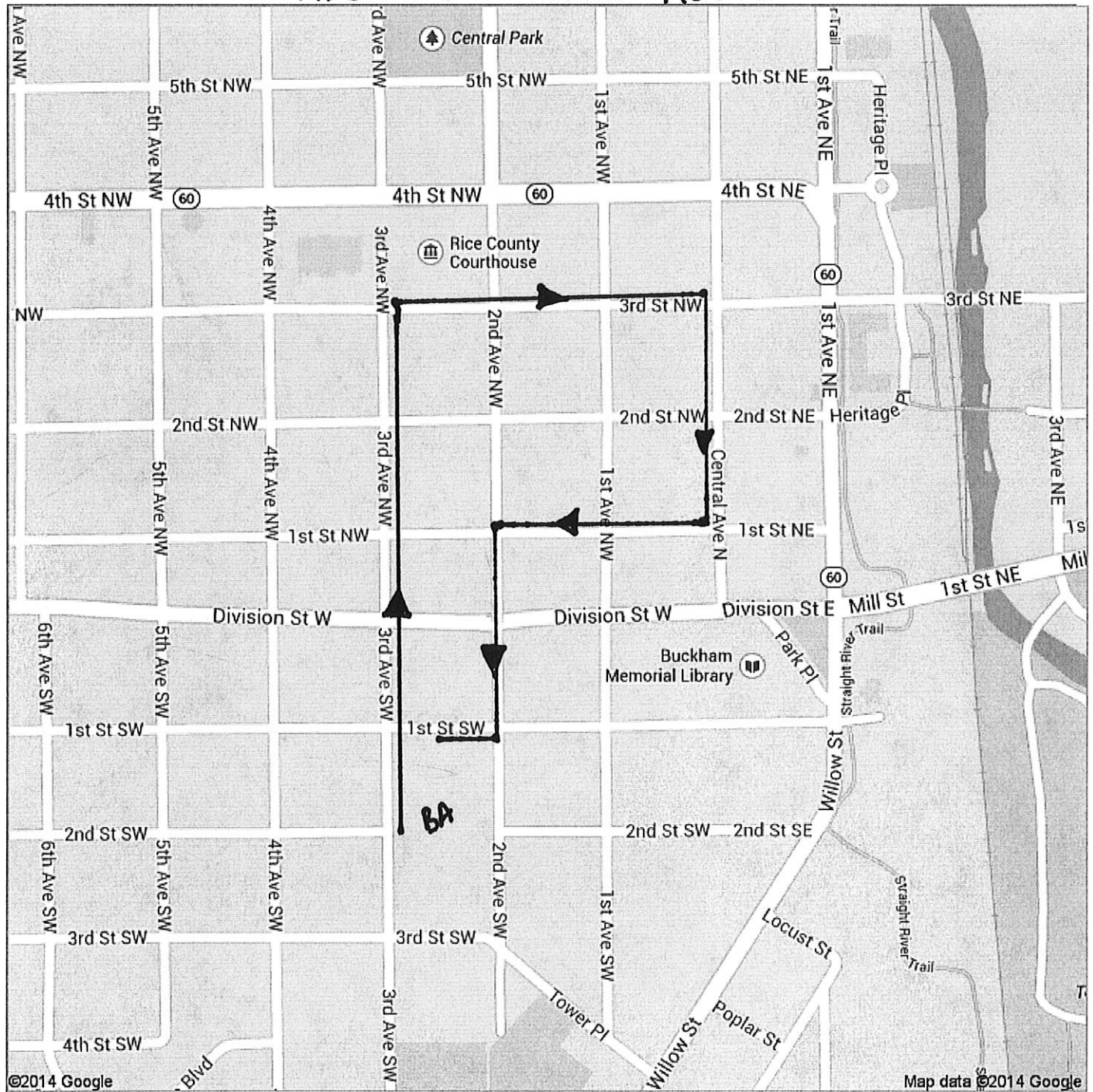
EMAIL | ppeanasky@ci.faribault.mn.us

WEB | www.faribault.org

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

Google

Homecoming Parade Route





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Background:

The Chamber of Commerce and Tourism submitted an application for a 1 Day to 4 Day Temporary On-Sale Liquor License for an event that will be held at 200 Western Avenue on September 21, 2023. A police background check has been completed and a review of their insurance for the event has been completed by the City Attorney.

Recommendation:

Approve Application and Permit for Chamber of Commerce and Tourism

Attachments:

1. Chamber 1-4 Day - 2023-09-21



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization		Tax exempt number	
Faribault Area Chamber of Commerce & Tourism		1913			
Organization Address (No PO Boxes)		City	State	Zip Code	
530 Wilson Avenue		Faribault	Minnesota	55021	
Name of person making application		Business phone			
Casandra Steeves		5073344381			
Date(s) of event		Type of organization ☐ Microdistillery ☐ Small Brewer			
9/21/2023		☐ Club ☐ Charitable ☐ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip Code	
Nort Johnson		Faribault	MN	55021	
Organization officer's name		City	State	Zip Code	
Casandra Steeves		Faribault	MN	55021	
Organization officer's name		City	State	Zip Code	
			MN		
Location where permit will be used. If an outdoor area, describe. 200 Western Avenue Faribault, MN 55021					

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

Faribault	September 12, 2023
City or County approving the license	Date Approved
\$35.00	September 21, 2023
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☒ No	hslechta@ci.faribault.mn.us
24,420	City or County E-mail Address
Current population of city	

Heather Slechta	
Please Print Name of City Clerk or County Official	Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-168 Receive/File Feasibility Report and Establish Public Hearing for Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07

Background:

Attached is the feasibility report detailing the proposed improvements for the Airtech 2 Street, Utility and Stormwater Improvements project (Contract 2022-07), including removals, watermain extension, sanitary sewer extension, lot services, storm sewer construction, grading, aggregate base, bituminous paving, turf restoration, regional stormwater basin construction and related improvements.

The streets proposed to be included in this project are as follows:
Airtech Court (Airtech Drive to Steele Waseca Substation)

The preliminary total estimated cost of the improvements, including 10% contingency and 15% engineering, is \$1,400,000.00. Proposed funding for the project is as follows:

Special Assessments	\$1,067,300.00	76.2%
<u>Storm Water Utility Fund (603)</u>	<u>\$ 332,700.00</u>	<u>23.8%</u>
Total	\$ 1,400,000.00	100.0%

The attached resolution also establishes a Public Hearing before the City Council for this project on September 26, 2023. It is tentatively planned to bid this project in 2023, and have construction finished by mid 2024.

Recommendation:

Approve Resolution 2023-168

Attachments:

Agenda Item: 4.L

1. Resolution 2023-168 Receive/File Feasibility Report and Establish Public Hearing for Airtech 2 Street, Utility and Stormwater Improvements
2. (2022-07) Feasibility Report-FINAL

CITY OF FARIBAULT

RESOLUTION #2023-168

RECEIVE/FILE FEASIBILITY REPORT AND ESTABLISH PUBLIC HEARING FOR AIRTECH 2 STREET, UTILITY AND STORMWATER IMPROVEMENTS - CONTRACT 2022-07

WHEREAS, a report has been prepared by the City Engineering Department with reference to the Airtech 2 Street, Utility and Stormwater Improvements project (Contract 2022-07), including removals, watermain extension, sanitary sewer extension, lot services, storm sewer construction, grading, aggregate base, bituminous paving, turf restoration, regional stormwater basin construction and related improvements on the following streets:

Airtech Court (Airtech Drive to Steele-Waseca Substation)

and it is proposed to assess the benefited property for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, and this report was received by the Council on September 12, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Council will consider the Airtech 2 Street, Utility and Stormwater Improvements project (Contract 2022-07), including removals, watermain extension, sanitary sewer extension, lot services, storm sewer construction, grading, aggregate base, bituminous paving, turf restoration, regional stormwater basin construction and related improvements on the following streets:

Airtech Court (Airtech Drive to Steele-Waseca Substation)

in accordance with the feasibility report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Mn. Statutes Chapter 429.

ALSO, BE IT RESOLVED, a public hearing shall be held on such proposed improvements on the 26th day of September, 2023 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: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

AIRTECH 2 STREET, UTILITY AND STORMWATER IMPROVEMENTS

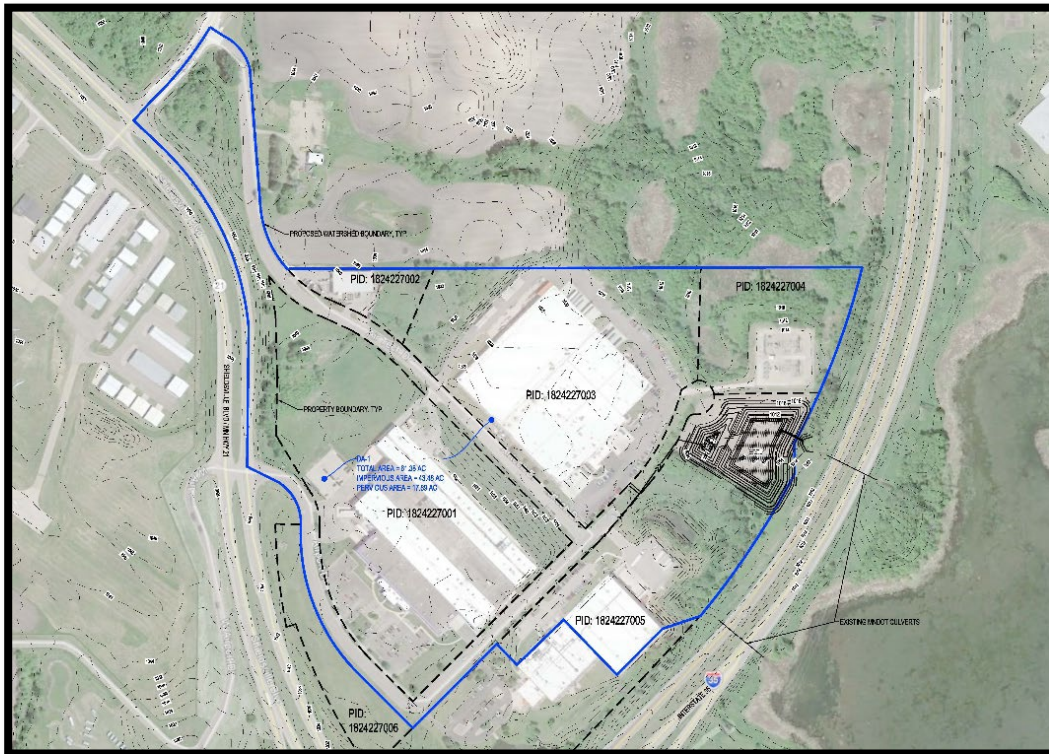
FEASIBILITY REPORT

Contract 2022-07

Project Location

Airtech Industrial Park

Project Location Map



Project Initiation

The improvements were originally included in the approved 2019-2023 Capital Improvements Plan (CIP) as well as the approved 2019 Annual Budget and the project funds were encumbered from the 2019 budget into the 2020 budget. Due to delays related to the pandemic and changes in the project scope, the project was re-programmed in the 2023-2027 CIP and re-budgeted in the approved 2023 Annual Budget. The project was formally initiated upon the passage of Resolution 2019-138 by the City Council on July 9, 2019 and modified via resolution 2021-087 on April 27, 2021, which ordered the preparation of this report. Over this time, multiple meetings have been had both in person and virtually with the affected property owners to continue to refine the scope and scale of the project. As this is a non-petitioned improvement project, an 80% majority (6/7) vote of the City Council is required to order the improvements.

Project Scope

Part 1: Regional Stormwater Basin and Storm Sewer Improvements

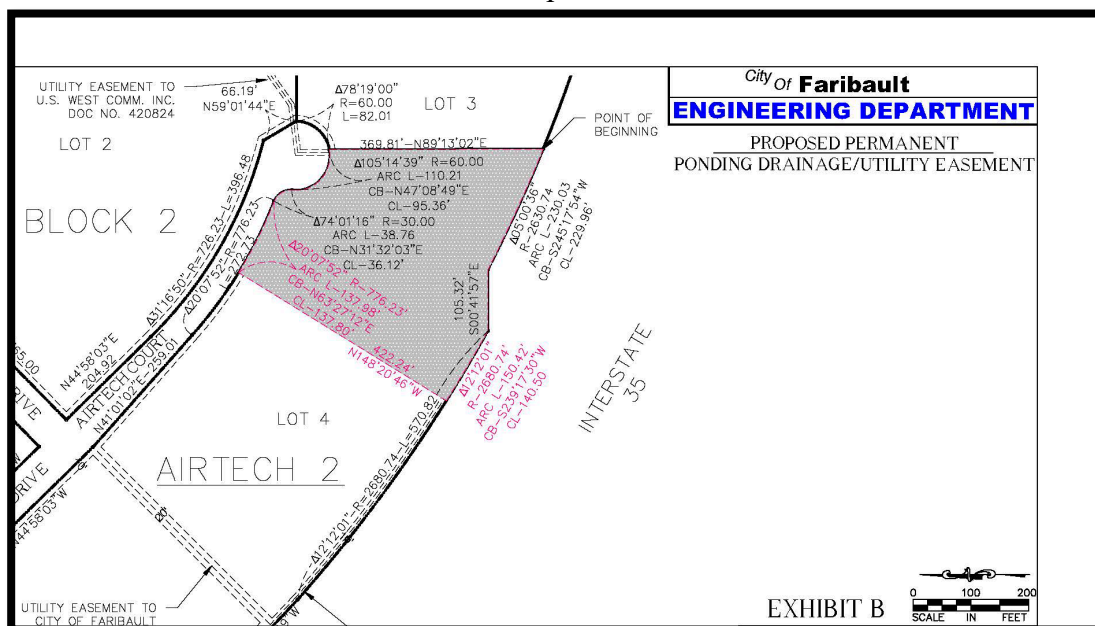
Existing Conditions:

A Stormwater Analysis for Airtech Regional Stormwater Pond was completed by ISG, the Airtech Industrial Park stormwater primarily discharges through a private stormwater pond on the Balchem (fka IFP) property. This pond is undersized for the amount of stormwater discharged through it and on larger storm events the stormwater backs up and inundates a portion of the parking lot and loading dock area of the Northern Tool parcel.

Proposed Improvements:

Part 1 of the proposed project is to construct a new regional stormwater basin on the northeast part of the Balchem property just south of the Steele-Waseca Electric Coop's substation on land that is currently agriculturally used. The regional stormwater basin has been sized such that it not only accommodates the existing drainage patterns for the area but also accommodates additional expansion and development within the watershed as identified by each of the property owners at the time of this report. The pond will be designed and constructed to meet the current stormwater management requirements and regardless of when additional site improvements were made on the respective parcels, the permanent stormwater management treatment requirements would be satisfied. This modern pond will meet the needs of the property owners as well as achieve goals of the City's Surface Water Management Plan and the City's Municipal Separate Storm Sewer System (MS4) permit requirements.

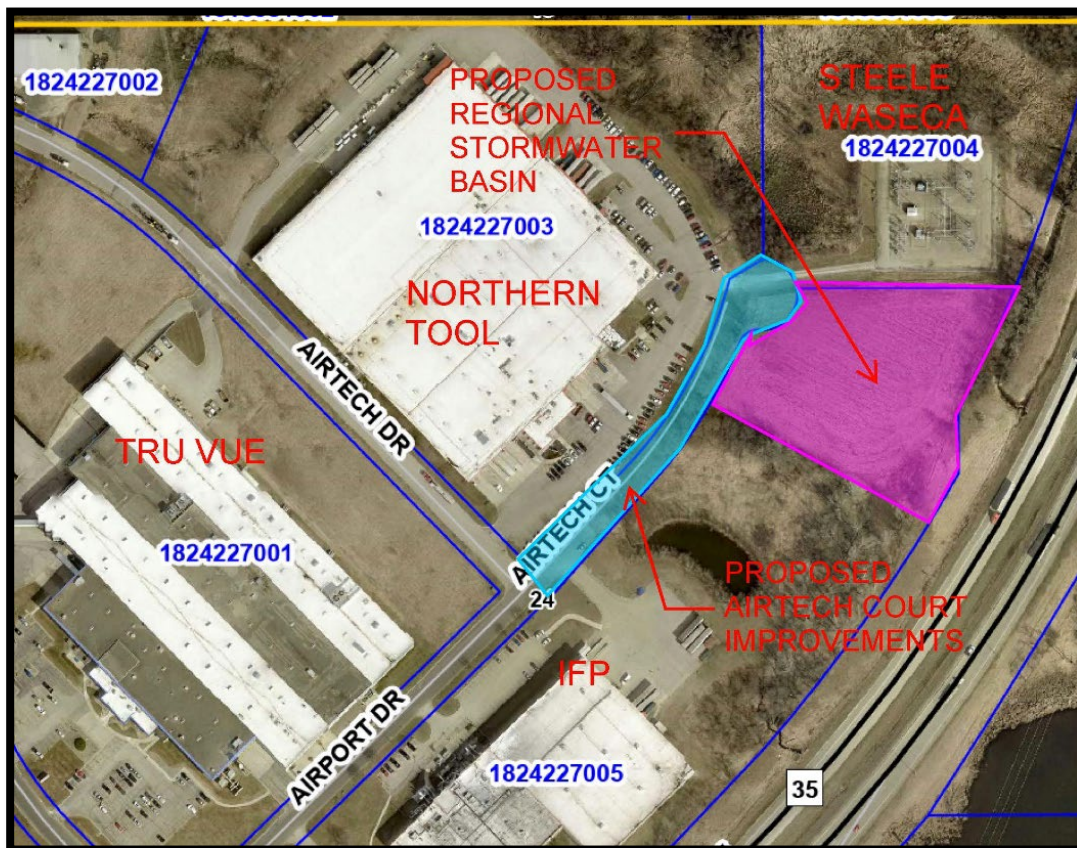
The City has negotiated the purchase of a drainage, utility and ponding easement on the IFP parcel to construct the new regional stormwater basin. The area of the existing IFP stormwater basin would be filled in and become available to IFP for future expansion if needed.



Storm Sewer: The existing storm sewer at the intersection of Airport Drive and Airtech Drive as well as the discharge pipe from the Northern Tool parcel would be extended to the new regional basin and new basin outlet control structures constructed. A MNDOT permit will be required for the stormwater discharge to the I-35 right of way and a MPCA Construction Stormwater permit will be required.

Part 2: Airtech Court Street and Utility Extension

Street Improvements: In 2006, the City, Tru Vue Inc, IFP Incorporated, Northern Tool & Equipment Company, and Steele-Waseca Cooperative Electric completed the AIRTECH 2 plat and subdivision of land. Improvements of Airtech Court were delayed at that time until expansion of the IFP lot occurred. With the proposed regional basin improvements as well as the Steele-Waseca substation having no legal frontage on an improved City street, City staff is recommending that Airtech Court be constructed at this time. Currently, Steele-Waseca's access is through the parking lot of Northern Tool and has no address assigned due to the lack of public frontage which is a concern for emergency responders. The proposed street section will generally be a 28-ft wide (face of curb to face of curb) street and include B618 curb and gutter, 8" aggregate base, and 4" of bituminous pavement.



Proposed Improvements

Sanitary Sewer: It is proposed to extend the existing 10” sanitary sewer just far enough in Airtech Court to provide a sewer service line to the former IFP pond area for possible future expansion. The sewer depth at it’s current termini is very shallow and no future sewer service needs are anticipated.

Watermain: It is proposed to extend 8” watermain within Airtech Court from its current location at the intersection of Airport Drive and Airtech Drive to the end of the cul-de-sac to provide adequate hydrant and fire protection to the substation and Northern Tool buildings. A permit from the Minnesota Department of Health will be required for the watermain extension.

Sidewalks: There are no existing sidewalks in the area and none are proposed.

Project Financing

The preliminary estimated cost of the improvements is \$1,400,000, which includes a 10% contingency and 15% for engineering fees (a copy of the preliminary construction estimate is attached) and also includes easement acquisition costs. Funding for the work will come from special assessments and the Stormwater (603) Utility funds.

Assessment rates for Part 1 of this project are proposed to be calculated based on the proportional contributing runoff for each parcel including known and planned for expansions of the contributing sites. The public right-of-way is also included in these area calculations and will be paid for using the 603 funds. Based on these assumptions the estimated assessment charges are 12.9% IFP(fka Primera), 47.1% TruVue, 14.7% Northern Tool (fka Ka-Bar), and 25.3% City. See attached preliminary special assessment for estimated amounts.

Assessment rates for Part 2 of this project are proposed to be assessed at the rate per memos from 2002 and 2003 stating that the assessments for the street improvements be split 50% IFP(fka Primera), 25% Steele-Waseca, and 25% Northern Tool (fka Ka-Bar). Since the proposed regional stormwater basin is proposed to be constructed on a portion of the IFP lot and will be maintained and operated by the City and that lot area will have no future development benefit to IFP, staff is recommending the 50% IFP share be split based on street frontage or 29% IFP and 21% City. See attached preliminary special assessment for estimated amounts.

Actual assessment rates for both Parts 1 & 2 will be determined once the final project costs are known after the project is complete.

Estimated financing for this project is as follows:

Special Assessments	\$1,067,300.00	76.2%
Storm Sewer Utility Fund (603)	\$ 332,700.00	23.8%
Total	\$1,400,000.00	100.0%

Project Feasibility

The improvements proposed as part of this project do not appear to present any insurmountable design or construction issues. The assessments on this project are proposed to be applied in accordance with City policy and comparable to past projects that were similar in nature. Additional funding sources available to the City and proposed to be used include the Storm Water Utility Funds (603) as outlined in the previous section.

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

If ordered, a proposed project schedule is as follows:

Initiate Project Order Feasibility Report	July 9, 2019
Receive/File Feasibility Report Establish Public Hearing	September 12, 2023
Informational Meeting	Individual meetings were already held with each property.
Conduct Public Hearing Order Improvements Order Preparation of Plans and Specifications	September 26, 2023
Approve Plans and Specifications Establish Bid Date	October 10, 2023
Bid Opening Date	November 8, 2023
Receive Bids Award Contract	November 14, 2023
Begin Construction	November 2023
Substantial Completion	June 2024
Final Completion	July 2024
Declare Cost to be Assessed Establish Special Assessment Hearing	Summer 2024
Conduct Special Assessment Hearing Adopt Special Assessments	Summer 2024
Dated: September 8, 2023 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
DuChene**

Digitally signed by
Mark DuChene
Date: 2023.09.08
09:04:39 -05'00'

Mark W. DuChene, P.E.

Reg. No. 46594

9/8/2023

Date

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL LOT AREA	CONTRIBUTING DRAINAGE AREA	CONTRIBUTING FLOW (PERCENTAGE)	TOTAL ESTIMATED COSTS		TOTAL ASSESSMENT
Part 1 Airtech 2 Stormwater Improvements													
1824227001	TRU VUE INC	2150	AIRPORT DRIVE	2150 AIRPORT DRIVE	FARIBAULT	MN	55021	17.32	17.32	47.1%	\$ 900,000.00		\$423,900.00
1824227003	REALTY INCOME PROPERTIES 5, LLC	2050	AIRTECH DRIVE	2050 AIRTECH DRIVE	FARIBAULT	MN	55021	14.56	6.19	14.7%	\$ 900,000.00		\$132,300.00
1824227005	IFP, INC	2125	AIRPORT DRIVE	2125 AIRPORT DRIVE	FARIBAULT	MN	55021	19.54	7.34	12.9%	\$ 900,000.00		\$116,100.00
1824227006	CITY OF FARIBAULT	NA	AIRPORT DRIVE	208 1ST AVE NW	FARIBAULT	MN	55021	2.56	2.56	25.3%	\$ 900,000.00		\$227,700.00
													\$900,000.00

Total **\$900,000.00**

Excludes Portion of Lot That Drains to Separate Storm Water Basin and Area of New Basin

PARCELID	DEEDHOLD	STREET NUM	STREETNAME	MAIL ADDRESS	MAILCITY	MAIL STATE	MAILZIP	TOTAL FRONTAGE	ASSESSED FRONTAGE			ASSESSMENT RATE	TOTAL ASSESSMENT
Part 2 Airtech 2 Street and Utility Improvements													
1824227003	REALTY INCOME PROPERTIES 5, LLC	2050	AIRTECH DRIVE	2050 AIRTECH DRIVE	FARIBAULT	MN	55021	667.59	25%			\$125,000.00	\$125,000.00
1824227004	STEELE WASECA CO-OP ELECTRIC	NA	AIRTECH COURT	2411 BRIDGE STREET W, PO BOX 485	OWATONNA	MN	55060	82.01	25%			\$125,000.00	\$125,000.00
1824227005	IFP, INC	2125	AIRPORT DRIVE	2125 AIRPORT DRIVE	FARIBAULT	MN	55021	393.76	29%			\$145,000.00	\$145,000.00
	CITY OF FARIBAULT	NA	AIRPORT DRIVE	208 1ST AVE NW	FARIBAULT	MN	55021	286.95	21%			\$105,000.00	\$105,000.00
													\$500,000.00

Total **\$500,000.00**

Assessed Frontage Accounts for Frontage Along City Regional Stormwater Basin

Part 1: Airtech Extension (Airtech Dr. to 900 I.f. NE) Schedule D: Storm Sewer Improvements

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2104.502	REMOVE MANHOLE	EACH	1	\$400.00	\$400.00
2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	125	\$7.00	\$875.00
2105.504	GEOTEXTILE FABRIC TYPE 4	SQ YD	3,400	\$5.00	\$17,000.00
2451.607	TRENCH STABILIZATION MATERIAL (CV)	CU YD	200	\$27.00	\$5,400.00
2501.5	12" RC PIPE APRON	EACH	1	\$1,300.00	\$1,300.00
2501.5	36" RC PIPE APRON	EACH	1	\$1,750.00	\$1,750.00
2501.5	12" RC PIPE CULVERT CLASS V	L F	168	\$75.00	\$12,600.00
2501.5	21" RC PIPE CULVERT CLASS V	L F	76	\$80.00	\$6,080.00
2501.5	36" RC PIPE CULVERT CLASS V	L F	430	\$180.00	\$77,400.00
2501.5	42" SPAN RC PIPE-ARCH CULV CL IIA	LF	158	\$250.00	\$39,500.00
2503.6	CONNECT TO EXISTING STORM SEWER	EACH	5	\$500.00	\$2,500.00
2506.5	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	3	\$3,000.00	\$9,000.00
2506.5	CONST DRAINAGE STRUCTURE DES 72-4020	EACH	1	\$10,000.00	\$10,000.00
2506.5	CONST DRAINAGE STRUCTURE DES 84-4020	EACH	1	\$11,000.00	\$11,000.00
2506.5	CONST DRAINAGE STRUCTURE DES 96-4020	EACH	3	\$18,000.00	\$54,000.00
2506.602	CONNECT INTO EXISTING CATCH BASIN	EACH	1	\$500.00	\$500.00
2511.51	RANDOM RIPRAP CLASS III	TON	45	\$70.00	\$3,150.00
					\$252,455.00

Part 1: Airtech Stormwater Pond (Fill Old Pond and Construct New Pond) Schedule A: New Basin Construction

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2101.505	CLEARING	ACRE	2.4	\$7,000.00	\$16,800.00
2101.505	GRUBBING	ACRE	2.4	\$7,000.00	\$16,800.00
2104.5	SALVAGE BARBED WIRE FENCE	L F	270	\$1.00	\$270.00
2105.601	DEWATERING	LUMP SUM	1	\$25,000.00	\$25,000.00
2106.51	EXCAVATION - COMMON (P)	C Y	20,000	\$10.00	\$200,000.00
2106.51	COMMON EMBANKMENT (CV) (P)	C Y	7,700	\$7.00	\$53,900.00
2501.5	36" RC PIPE APRON	EACH	2	\$4,500.00	\$9,000.00
2501.5	36" RC PIPE CULVERT	L F	80	\$200.00	\$16,000.00
2506.5	CONST DRAINAGE STRUCTURE DES 84-4020	EACH	1	\$12,000.00	\$12,000.00
2511.509	RANDOM RIPRAP CLASS III	TON	280	\$75.00	\$21,000.00
2557.6	INSTALL BARBED WIRE FENCE	L F	270	\$20.00	\$5,400.00
2573.5	SILT FENCE, TYPE MS	L F	850	\$3.50	\$2,975.00
2575.5	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	9,000	\$2.50	\$22,500.00
2575.51	SEED & FERTILIZER - MIX 33-261	ACRE	2.2	\$2,000.00	\$4,400.00
2575.51	SEEDING, MULCH & FERTILIZER-DISK ANCHORED-MNDOT 25-141	ACRE	3.2	\$6,000.00	\$19,200.00
					\$425,245.00

Part 2: Airtech Extension (Airtech Dr. to 900 I.f. NE) Schedule A: Roadway Improvements

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2021.501	MOBILIZATION	LUMP SUM	1	\$45,000.00	\$45,000.00
2101.505	CLEARING	ACRE	0.3	\$7,000.00	\$2,100.00
2101.505	GRUBBING	ACRE	0.3	\$7,000.00	\$2,100.00
2104.503	REMOVE CURB & GUTTER	LIN FT	300	\$3.00	\$900.00
2104.5	REMOVE PAVEMENT	S Y	650	\$3.00	\$1,950.00
2106.51	EXCAVATION - COMMON (P)	C Y	675	\$20.00	\$13,500.00
2106.51	EXCAVATION - SUBGRADE	C Y	500	\$20.00	\$10,000.00
2106.51	SELECT GRANULAR EMBANKMENT (CV)	C Y	1,120	\$25.00	\$28,000.00
2211.51	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	550	\$30.00	\$16,500.00
2301.5	INTEGRANT CURB DESIGN B6	L F	120	\$30.00	\$3,600.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	450	\$100.00	\$45,000.00
2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	420	\$100.00	\$42,000.00
2531.5	CONCRETE CURB & GUTTER DESIGN B618	L F	1,500	\$25.00	\$37,500.00
2531.5	8" CONCRETE DRIVEWAY PAVEMENT	S Y	40	\$100.00	\$4,000.00
2531.6	8" VALLEY GUTTER	LF	60	\$70.00	\$4,200.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$2,000.00	\$2,000.00
2573.5	STABILIZED CONSTRUCTION EXIT	LS	1	\$1,000.00	\$1,000.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	7	\$200.00	\$1,400.00
2573.5	SILT FENCE, TYPE MS	L F	750	\$3.50	\$2,625.00
2574.51	COMMON TOPSOIL BORROW	C Y	500	\$30.00	\$15,000.00
2575.51	SEEDING, MULCH & FERTILIZER	ACRE	0.55	\$8,000.00	\$4,400.00
					\$282,775.00

Part 2: Airtech Extension (Airtech Dr. to 900 I.f. NE) Schedule B: Watermain Improvements

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2104.5	REMOVE WATER MAIN	L F	5	\$5.00	\$25.00
2451.61	TRENCH STABILIZATION MATERIAL (CV)	C Y	200	\$15.00	\$3,000.00
2503.6	4" PVC SANITARY SERVICE PIPE	L F	85	\$35.00	\$2,975.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1	\$1,500.00	\$1,500.00
2504.6	INSTALL HYDRANT & VALVE	EACH	2	\$8,000.00	\$16,000.00
2504.6	1" CORPORATION STOP	EACH	1	\$500.00	\$500.00
2504.6	6" GATE VALVE & BOX	EACH	1	\$3,000.00	\$3,000.00
2504.6	8" GATE VALVE & BOX	EACH	1	\$3,500.00	\$3,500.00
2504.602	1" CURB STOP & BOX	EACH	1	\$750.00	\$750.00
2504.603	1" TYPE K COPPER PIPE	LIN FT	30	\$45.00	\$1,350.00
2504.6	8" WATERMAIN DUCTILE IRON CL 52	L F	10	\$75.00	\$750.00
2504.6	12" WATERMAIN DUCTILE IRON CL 52	L F	10	\$100.00	\$1,000.00

2504.603	6" PVC WATERMAIN	LIN FT	25	\$55.00	\$1,375.00
2504.603	8" PVC WATERMAIN	LIN FT	625	\$60.00	\$37,500.00
2504.608	DUCTILE IRON FITTINGS	POUND	588	\$12.00	\$7,056.00
					\$80,281.00

Part 2: Airtech Extension (Airtech Dr. to 900 I.f. NE) Schedule C: Sanitary Sewer Improvements

Number	Description	Unit	Contract Quantity	Estimated Price	Estimated amount
2104.5	REMOVE SEWER PIPE (SANITARY)	L F	5	\$5.00	\$25.00
2451.607	TRENCH STABILIZATION MATERIAL (CV)	CU YD	100	\$15.00	\$1,500.00
2503.5	10" PVC PIPE SEWER	L F	45	\$100.00	\$4,500.00
2503.6	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$1,500.00	\$1,500.00
2503.6	10"X4" PVC WYE	EACH	1	\$500.00	\$500.00
2503.6	4" PVC SANITARY SERVICE PIPE	L F	85	\$50.00	\$4,250.00
2506.602	CONSTRUCT SANITARY MANHOLE	EACH	1	\$5,500.00	\$5,500.00
					\$17,775.00

Construction Subtotal	\$1,058,531.00
Contingency (10%)	\$105,853.10
Engineering (15%)	\$174,657.62
ROW	\$50,000.00
Total Estimate Costs	\$1,389,041.72



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: September 12, 2023
SUBJECT: Accept Quote for Effluent Pump at Water Reclamation Facility

Background:

A pump that pumps influent (untreated) wastewater at the Water Reclamation Facility (WRF) has failed and needs replacement. An attempt was made to rebuild the pump but during that process it was determined that replacement is required.

Staff solicited quotes for a Flygt pump from two vendors. The low quote is from W.W. Goetsch, Minneapolis, MN for \$74,948.00. This is an unbudgeted expense for 2023, a budget adjustment to Fund 602-49480 will be necessary. Funding will be provided by the Sanitary Sewer Fund (602).

Recommendation:

Accept Quote for Effluent Pump at Water Reclamation Facility from W.W. Goetsch, Minneapolis, MN and Budget Adjustment to Fund 602-49480

Attachments:

1. City of Faribault pump quote
2. Ford Construction Pump Quote

5250 West 74th Street
Minneapolis, MN 55439-2226

Phone: 952-831-4340, ext. 171
Fax: 952-831-2357

WWG GOETSCH

ASSOCIATES, INC.

Quote

To:	Steve McDowell	From:	Dan Shimota 612-616-6741
Company:	City of Faribault	Date:	
Fax:		Pages:	1
Phone:		CC:	
SUBJECT: New Flygt 3202.090 462 45Hp with 50' cable			

Steve,

Here is The price of the pump to replace a 45 HP raw sewage pump which can be used for the storm water as well with just changing the wet end.

1. Price of new Flygt 3202.090 with 462 Impeller pump to match flows of the raw sewage pump. This pump would take 22-24 weeks to get \$74,948.00 Plus Freight

All labor to install is separate

If you have any Questions please feel free to contact me on my cell phone 612*616*6741

Best Regards,

W.W. Goetsch Associates, Inc.

Dan Shimota

From: Ford Construction <lrfcci@gmail.com>
Sent: Friday, May 19, 2023 5:34 AM
To: Steve McDowell <smcdowell@ci.faribault.mn.us>
Subject: Flygt Pump Model NP3202-462

Steve,

Per your request, Ford Construction offers the following scope and price for the above referenced pump.

Scope: Furnish 1- Flygt Model NP3202-462 impeller, 1750 rpm, 45 hp, 460/3 ph, and 50 foot power cord.

Price: **\$79,244.00** plus applicable taxes and freight

Shipment estimated to be 22-24 weeks after receipt of purchase order.

If you have any questions or need further information, please call me at your earliest convenience.

Thanks

Lance R. Ford
Ford Construction Co. Inc.
phone 952-201-3416
fax 952-470-9631



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: September 12, 2023
SUBJECT: Accept Quote for Blower Controllers at Water Reclamation Facility

Background:

A controller for a blower that provides dissolved oxygen to treat wastewater at the Water Reclamation Facility (WRF) has failed and needs replacement. After discussing the replacement with the supplier, staff is recommending replacing the controllers on all three of the blowers due to the technical nature of the replacement and to ensure reliability of these critical pieces of equipment. Additionally, this will save money by having one service call from a technician for the installations.

Staff solicited a quote for three Sulzer controllers from Great Northern Environmental, Oakdale, MN for \$67,026.78. This is an unbudgeted expense for 2023, a budget adjustment to Fund 602-49480 will be necessary. Funding will be provided by the Sanitary Sewer Fund (602).

Recommendation:

Accept Quote for Blower Controllers at Water Reclamation Facility from Great Northern Environmental, Oakdale, MN and Budget Adjustment to Fund 602-49480

Attachments:

1. Sulzer Quote



Great Northern Environmental

1300 Helmo Avenue N
Oakdale, MN 55128

QUOTE

Date	Estimate #
8/30/2023	23080005

Name / Address
City of Faribault 208 1ST AVE NW Faribault, MN 55021

Ship To
Faribault WWTP 214 14th Street NE Faribault, MN 55021

Item	Description	Qty	Rate	Total
Sulzer - 310010591200	MBC-12B-U Control System	3	19,842.26	59,526.78T
Field Service	Technical service evaluation (Sulzer)	1	7,500.00	7,500.00T
	Does NOT include travel fees			
			Subtotal	\$67,026.78
			Sales Tax (0.0%)	\$0.00
			Total	\$67,026.78



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: David Wanberg, Community and Economic Development Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-173 Authorize Execution of a Minor Subdivision Agreement with Home Town Federal Credit Union 1205 Highway 60 W

Background:

City Staff, in consultation with the property owner, prepared a Minor Subdivision Agreement to combine two commercial lots to accommodate site improvements to the parking lot and drive-through lanes at Home Town Federal Credit Union, 1205 Highway 60 W. The proposed resolution authorizes execution of the agreement by the Mayor and City Administrator and allows minor revisions, if needed, to finalize the agreement.

Recommendation:

Approve Resolution 2023-173

Attachments:

1. Resolution 2023-173
2. Minor Subdivision Agreement

CITY OF FARIBAULT

RESOLUTION #2023-173

AUTHORIZE EXECUTION OF A MINOR SUBDIVISION AGREEMENT WITH HOME TOWN FEDERAL CREDIT UNION AT 1205 HIGHWAY 60 W

WHEREAS, Kim S. Westphal, President/CEO of Home Town Federal Credit Union (the "Developer") has applied for a lot combination of PID# 18.36.1.02.020 with PID # 18.36.1.02.011 to expand the parking lot and driveway areas for the drive-through teller lanes at the facility located at 1205 Highway 60 W; and

WHEREAS, the City in consultation with the Developer prepared the draft Minor Subdivision Agreement for the proposed lot combination attached to this Resolution as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, that Faribault City Council hereby approves the draft Minor Subdivision Agreement included in Exhibit A of this Resolution and hereby authorizes City Staff and the City's Consultants to revise the agreement as may be necessary to finalize the agreement.

ALSO, BE IT RESOLVED, that the Faribault City Council hereby authorizes the Mayor and City Administrator to execute and record said final Agreements.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

**MINOR SUBDIVISION AGREEMENT
HOME TOWN FEDERAL CREDIT UNION AT 1205 HIGHWAY 60 W**

THIS MINOR SUBDIVISION AGREEMENT (this “**Agreement**”) is made this _____ day of _____, 2023, by and between the CITY OF FARIBAULT, a Minnesota municipal corporation, (the “**City**”) and HOME TOWN FEDERAL CREDIT UNION, a Federal Credit Union (the “**Developer**”) (together with the City the “**Parties**” or each a “**Party**”).

Recitals

A. The Developer is the fee owner of certain real property located in the City of Faribault, Rice County, Minnesota, (the “**Property**”), legally described in **Exhibit A**.

B. After a review by the City’s Development Review Committee, the City Administrator on _____, granted administrative approval of a minor subdivision of the Property (the “**Plat**”) as depicted in the certificate of survey showing the proposed minor subdivision, signed by Leonard F. Carlson, dated August 25, 2023, attached hereto as **Exhibit B** and incorporated into this Agreement as if fully set forth herein.

C. The City Administrator’s approval of said Minor Subdivision is pursuant to the City Code of Ordinances, Appendix B, Chapter 15, Article 2, Section 15-60 (the “Subdivision Regulations”). The applicable sections of the Subdivision Regulations are attached hereto as **Exhibit C** and incorporated into this Agreement as if fully set forth herein.

D. The Developer shall record the approved minor subdivision legally described in **Exhibit A** and graphically depicted in **Exhibit B** subject to the conditions and requirements of this Agreement, the City Code of Ordinances, and all applicable laws.

E. The City Council, on September 12, 2023, approved Resolution 2023-173 approving this **Agreement** and authorizing its execution by the Mayor and City Administrator with said copy attached hereto as **Exhibit D**, incorporated into this agreement as if fully set forth herein.

NOW, THEREFORE, in consideration of the covenants set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Agreement

ARTICLE ONE GENERAL PROVISIONS

1.01. Incorporation of Recitals and Exhibits. The Recitals set forth in the preamble to this Agreement and the Exhibits attached to this Agreement are incorporated into this Agreement as if fully set forth herein.

ARTICLE TWO REPRESENTATIONS AND WARRANTIES

2.01. City Representations and Warranties. The City makes the following representations as the basis for the undertakings on its part contained herein:

A. The City is a municipal corporation under the laws of Minnesota.

B. The City has the right, power, and authority to execute, deliver, and perform its obligations under this Agreement.

2.02. Developer Representations and Warranties. The Developer makes the following representations as the basis for the undertakings on its part contained herein:

A. The Developer is a Federal Credit Union.

B. The Developer has the right, power, and authority to execute, deliver, and perform its obligations under this Agreement. The Developer assures the City that the individual who executes this Agreement on behalf of the Developer is duly authorized to sign on behalf of the Developer and to bind the Developer thereto.

C. The Developer is not in default under any lease, contract, or agreement to which it is a party or by which it is bound which would affect its performance under this Agreement. The Developer is not a party to or bound by any mortgage, lien, lease, agreement, instrument, order, judgment, or decree that would prohibit the execution or performance of this Agreement by the Developer or prohibit any of the transactions provided for in this Agreement.

D. The Developer has complied with and will continue to comply with all applicable federal, state, and local statutes, laws, ordinances, and regulations including, without limitation, any permits, licenses, and applicable zoning, environmental, or other laws, ordinances, or regulations affecting the Property. The Developer is not aware of any pending or threatened claim of any such violation. Without limitation of the foregoing, the Developer expressly acknowledges and agrees that it has and shall at all times comply with each and every provision of the City's subdivision, zoning, and other related municipal code regulations.

E. There is no suit, action, arbitration, or legal, administrative, or other proceeding, or governmental investigation pending or threatened against or affecting the Developer or the Property.

The Developer is not in default with respect to any order, writ, injunction, or decree of any federal, state, local or foreign court, department, agency, or instrumentality.

F. None of the representations and warranties made by the Developer or made in any exhibit hereto or memorandum or writing furnished or to be furnished by the Developer or on its behalf contains or will contain any untrue statement of material fact or omits any material fact, the omission of which would be misleading.

ARTICLE THREE CONSTRUCTION OF IMPROVEMENTS

3.01. No Public Improvements. There are no proposed public improvements. The Property is served by public sanitary sewer and watermain. No changes or improvements regarding public utilities are proposed as part of the **Plat**. No public roads are proposed as part of the **Plat**.

3.02. Site Improvements. The Developer intends to demolish and remove a house, grade the site, and enlarge the parking and driveway areas for additional vehicle stacking for the drive-up teller and ATM lanes on the **Property**.

A. The Developer shall obtain all necessary approvals and permits from the City of Faribault related to any site improvements in the **Plat**, including but not limited to, right-of-way permits, grading permits, and building permits.

ARTICLE FOUR ADDITIONAL PROVISIONS

4.01. Minor Subdivision Requirements. The Developer shall subdivide the Property subject to the conditions and requirements contained in the Authorizing Resolution, the Faribault City Code, the City Attorney's minor subdivision opinion, this Agreement, and state statutes. The Developer shall record the Minor Subdivision with Rice County.

4.02. Additional Requirements. The Developer shall adequately address all items as may be directed by the City Attorney, City Engineer or others with review and approval authority of the City including any plat, or engineer opinions and the City Attorney's opinion as set forth in **Exhibit E** and incorporated herein by reference as if fully set forth in this Agreement required by the Authorizing Resolution, and all adopted City ordinances and resolutions affecting the Property, all of which are incorporated herein by reference as if fully set forth in this Agreement.

4.03. City Attorney Review; Title Work. Prior to recording the Minor Subdivision with Rice County, the Developer agrees to provide the City with current title work for the Property identifying any other entity with a legal interest in the Property, including but not limited to any entity with a mortgage interest, easement interest, etc. The City's approval of the Minor Subdivision is subject to the Developer's compliance with this provision. The Developer shall provide an Owner's Policy of Title Insurance naming the City as the insured, showing the party recording the Minor Subdivision and dedicating the easements as the fee simple owner, and insuring against loss or damage of all covered risks in the policy in the event that the party filing the Minor Subdivision and dedicating the easements did not own the property. The City shall have the ability to make a claim on the policy in

the event the party filing the Minor Subdivision and dedicating the easements did not own the property.

The above-mentioned evidence of title shall be subject to the review and approval of the City Attorney to determine what entities must execute the Minor Subdivision and other documents to be recorded against the Property. In the event the Developer provides the City with an Owner's Policy of Title Insurance, the Owner's Policy of Title Insurance shall be consistent with the requirements of the City Attorney and with an effective date on which the Minor Subdivision is recorded. The City will not issue a certificate of occupancy until the Developer has provided the City with the Owner's Policy of Title Insurance to the satisfaction of the City Attorney. Further, the Developer shall provide the City with evidence, which sufficiency shall be determined by the City, that all documents required to be recorded pursuant to this Agreement, and by the City Attorney are recorded and all conditions for release of the Consent for the proposed Minor Subdivision have been met prior to the City processing or approving any building permits or other permits applicable to the development of the Property unless the Parties execute an Agreement to Start Construction Early.

4.04. Minor Subdivision Modifications and Revisions. The Parties acknowledge that various potential modifications and revision issues associated with the Minor Subdivision may need to occur. The Developer agrees to undertake, assist with, and resolve such issues as directed by the City. The Developer and the City agree to cooperate with each other and their representatives regarding any reasonable requests made subsequent to the execution of this Agreement to revise or correct any errors in the Minor Subdivision and to provide any and all additional documentation deemed necessary by either party to effectuate such revisions or corrections to the Minor Subdivision.

4.05. Property Monumentation. The Developer agrees to install all permanent subdivision monumentation within six (6) months from the date of recording of this Agreement and shall submit to the City written certification by a licensed land surveyor that the required monuments have been installed throughout the Property. All monuments shall be marked with a steel or fiberglass post to allow for easy location following their installation.

4.06. Payment of City Costs. The Developer agrees to reimburse the City its actual costs regarding: (i) preparing and administering this Agreement and all other documents, permits, and applications related thereto; (ii) processing the Minor Subdivision and subdivision approvals relating to the Property; and (iii) preparing and reviewing an environmental assessment worksheet (EAW) and environmental impact statement (EIS), if required. In addition to and without limitation of the foregoing, the costs to be reimbursed by the Developer to the City shall include, but not be limited to, attorneys' fees, engineering fees, inspection fees, and the costs and fees of other technical and professional assistance (including but not limited to the cost of City staff time) incurred or expended by the City on activities arising out of this Agreement, and other undertakings related thereto. The City acknowledges that on _____, 2023, the Developer deposited with the City the amount of \$1,500 to be applied to payment of the costs described in this section. The Developer acknowledges that if such costs exceed this amount, the Developer shall, upon demand by the City, pay such additional costs to the City within ten (10) days of such demand, and provided further that the amount by which this deposit exceeds the City's actual costs, if any, shall be returned to the

Developer.

In the event the City does not recover its costs under the provisions of this section, as an additional remedy, City may, at its option, assess the Property in the manner provided by Minnesota Statutes, Chapter 429, and Developer hereby consents to the levy of such special assessments without notice or hearing and waives its rights to appeal such assessments pursuant to Minnesota Statutes, Section 429.081, provided the amount levied, together with the funds deposited with the City under this paragraph, does not exceed the expenses actually incurred by the City. Further, the City may, at its option, as an additional remedy, recover expenses actually incurred by the City, in the manner provided by Minnesota Statutes, Section 415.01, 366.011 and 366.012, and the Developer hereby consents to the levy of such assessments without notice or hearing and waives its rights to appeal such assessments pursuant to such Minnesota Statutes, provided the amount levied, together with the funds deposited with the City under this section, does not exceed the expenses actually incurred by the City pursuant to this Agreement.

This section shall survive termination of this Agreement and shall be binding on the Developer regardless of the enforceability of any other provision of this Agreement.

4.07. Attorneys' Fees. If the City employs attorneys for the enforcement of any obligation on the part of the Developer under this Agreement, and the City prevails in the action, the Developer agrees that it will pay to the City the reasonable fees of the attorneys so incurred by the City.

4.08. Amendment. Any amendment to this Agreement must be in writing and signed by both Parties.

4.09. Assignment. The Developer may not assign any of its obligations under this Agreement without the prior written consent of the City.

4.10. Agreement to Run with Land. This Agreement may be recorded among the land records of Rice County, Minnesota. The provisions of this Agreement shall run with the Property and be binding upon the Developer and its assigns or successors in interest. Notwithstanding the foregoing, no conveyance of the Property or any part thereof shall relieve the Developer of its liability for full performance of this Agreement unless the City expressly so releases the Developer in writing.

4.11. Representatives Not Individually Liable. No official, agent, or employee of the City shall be personally liable to the Developer, or any successor in interest, in the event of any default or breach by the City on any obligation or term of this Agreement.

4.12. Notices and Demands. Any notice, demand, or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally:

(a) as to the Developer: Home Town Federal Credit Union.
2400 Bridge Street W
Owatonna, MN 55060
Attn: Kim S. Westphal, President/CEO

(b) as to the City: City of Faribault
208 NW First Avenue
Faribault, MN 55021-5105
Attn: Tim Murray, City Administrator

with a copy to: Scott J. Riggs, City Attorney
Kennedy & Graven, Chartered
150 South Fifth Street, Suite 700
Minneapolis, MN 55402

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this section.

4.13. No Parkland Dedication Required. The subject site was previously developed prior to this minor subdivision/lot combination. For this reason, no parkland dedication is required for the Minor Subdivision to combine Parcel ID # 18.36.1.02.020 and Parcel ID # 18.36.1.02.011 as described and shown in **Exhibit B**.

4.14. Easements and Public Right-of-Way. The Developer agrees to provide perimeter drainage and utility easements to the public, in a format approved by the City Attorney and City Engineer.

A. The required drainage and utility easements shall be provided along the perimeter of the combined lot as follows: An easement of ten (10) feet in width along property lines adjoining Lincoln Avenue NW and adjoining 4th Street NW and a five (5) wide easement along the west lot line as required by the City's subdivision regulations and as approved by the City Engineer.

B. Existing Public Right of Way as documented in the Highway Easement Final Certificate Doc. No. 202953 noted on the survey, shall be dedicated by the Developer upon request of the City at the time of any further site improvements or at the time of any public improvements to the Highway 60 W frontage drive at this location.

C. The Developer expressly acknowledges and agrees that all easements and other rights in the Property necessary and related to the City's control over the public dedications shall be provided to and inure to the City upon the Developer's compliance with this Agreement and approval and recording of the Minor Subdivision as set forth in the City's subdivision regulations.

D. The Developer shall submit necessary applications for proposed work within the street right-of-way for proposed driveway improvements and for removal of water and sanitary sewer service lines as required by Section 25-120 of the City Code of Ordinances.

E. The Developer shall properly remove the water and sanitary sewer service lines that will

be abandoned by the proposed demolition and removal of the house on PID # 18.36.1.02.011, 1208 4th St NW as required by Section 28-2 of the City Code of Ordinances. The street must be patched and restored to City standards as approved by the Director of Public Works.

4.15. Stormwater Maintenance Agreement. No development is planned within the **Plat** that will require the construction of stormwater management systems on the **Property**. Therefore, no stormwater maintenance agreement is required.

4.16. Disclaimer of Relationships. The Developer acknowledges that nothing contained in this Agreement nor any act by the City or the Developer shall be deemed or construed by the Developer or by any third person to create any relationship of third-party beneficiary, principal and agent, limited or general partner, or joint venture between the City and the Developer.

4.17. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

4.18. 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.

4.19. Indemnification. Notwithstanding anything to the contrary in this Agreement, the City, its officials, agents, and employees shall not be liable or responsible in any manner to the Developer, the Developer's successors or assigns, the Developer's contractors or subcontractors, material suppliers, laborers, or to any other person or persons for any claim, demand, damage, or cause of action of any kind or character arising out of or by reason of the execution of this Agreement or the performance of this Agreement. The Developer, and the Developer's successors or assigns, agree to protect, defend, and save the City, and its officials, agents, and employees, harmless from all such claims, demands, damages, and causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys' fees, consulting engineering services, and other technical, administrative, or professional assistance, except to the extent caused by the negligence or willful misconduct of the City, its officials, agents, and employees. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466 or otherwise.

This section shall survive termination of this Agreement and shall be binding on the Developer regardless of the enforceability of any other provision of this Agreement.

4.20. Developer's Default. In the event of default by the Developer as to any work or undertaking required by this Agreement, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek an order from any court for permission to enter the Property for such purposes. If the City does any such work, the City may, in addition to its other remedies, levy special assessments against the lots within the subdivision to recover the costs thereof. For this purpose, the Developer, for itself and its successors and assigns,

expressly waives all procedural and substantive objections to the special assessments, including, but not limited to, hearing requirements and any claim that the assessments exceed the benefit to the land so assessed. The Developer, for itself and its successors and assigns, also waives any appeal rights otherwise available pursuant to Minnesota Statutes Section 429.081, provided the amount levied does not exceed the expenses incurred by the City. Further, the City may, at its option, as an additional remedy, recover expenses actually incurred by the City, in the manner provided by Minnesota Statutes, Section 415.01, 366.011, and 366.012, and the Developer hereby consents to the levy of such assessments without notice or hearing and waives its rights to appeal such assessments pursuant to such Minnesota Statutes, provided the amount levied does not exceed the expenses actually incurred by the City pursuant to this Agreement.

4.21. Compliance with Existing Laws. The Developer warrants that all work performed pursuant to this Agreement shall follow existing Federal, State, and City laws, ordinances, pertinent regulations, standards, and specifications of the City.

4.22. Building Permits. Approval of the Minor Subdivision (lot combination) does not include approval of a building permit for any structures on the Property. The Developer must submit and the City must approve building plans prior to an application for a building permit for a structure on any lot within the Property. The Developer or the parties applying for the building permit shall be responsible for payment of the customary fees associated with the building permits and other deferred fees as specified in this Agreement.

4.23. Miscellaneous Provisions.

A. The Developer represents to the City that the Minor Subdivision complies with all city, county, state, and federal laws and regulations including, but not limited to: subdivision ordinances and zoning ordinances. If the City determines that the Minor Subdivision does not comply, the City may, at its option, refuse to allow construction or development work on the Property until the Minor Subdivision does comply. Upon the City's demand, the Developer shall cease work until there is compliance. Upon the City's demand, the Developer shall correct any and all errors contained in the Minor Subdivision, including but not limited to legal descriptions, names of parties in interest, depictions, etc., solely at the cost of the Developer; further, the Developer shall take all necessary actions such that the Minor Subdivision will be in compliance with existing laws, ordinances, pertinent regulations, standards, and specifications of the City, solely at the cost of the Developer.

B. Third parties shall have no recourse against the City under this Agreement.

C. Breach of the terms of this Agreement by the Developer shall be grounds for denial of building permits, including lots sold to third parties.

D. Wherever possible, each provision of this Agreement and each related document shall be interpreted so that it is valid under applicable law. If any provision of this Agreement or any related document is to any extent found invalid by a court or other governmental entity of competent jurisdiction, that provision shall be ineffective only to the extent of such invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement.

or any other related document.

E. No failure by any party to insist upon the strict performance of any covenant, duty, agreement, or condition of this Agreement or to exercise any right or remedy consequent upon a breach thereof, shall constitute a waiver of any such breach of any other covenant, agreement, term, or condition, nor does it imply that such covenant, agreement, term, or condition may be waived again. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing and signed by the parties. The City's failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

F. Each right, power, or remedy herein conferred upon the City is cumulative and in addition to every other right, power, or remedy, express or implied, now or hereafter arising, available to the City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power, or remedy.

G. This Agreement, together with the exhibits hereto, which are incorporated by reference, constitutes the complete and exclusive statement of all mutual understandings between the parties with respect to this Agreement, superseding all prior or contemporaneous proposals, communications, and understandings, whether oral or written, pertaining to the subject matter of this Agreement.

H. Data provided to the Developer or received from the Developer under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

4.24. Additional Requirements. The Developer shall satisfy, complete, and abide by all requirements set forth in the Authorizing Resolution, the City Approvals, and all adopted City ordinances and resolutions affecting the Property, all of which are incorporated herein by reference as if fully set forth in this Agreement. In addition, the Developer shall adequately address all items as may be directed by the City Attorney, the City Engineer, or others with review and approval authority for the City.

4.25. Minor Subdivision Clean-up. The parties to this Agreement acknowledge that various potential clean-up issues associated with the Minor Subdivision may need to occur. The Developer agrees to undertake, assist with, and resolve such issues as directed by the City. The Developer and the City agree to cooperate with each other and their representatives regarding any reasonable requests made subsequent to the execution of this Agreement to revise or correct any errors in the Minor Subdivision and to provide any and all additional documentation deemed necessary by either party to effectuate such revisions or corrections to the **Plat**.

4.26. Other Agreements. Any other agreements affecting the Property are incorporated herein by reference as necessary as if fully set forth herein. In the case of any inconsistencies between such agreements and this Agreement, the language of this Agreement shall control.

IN WITNESS OF THE ABOVE, the Parties have caused this Agreement to be executed on the date and year written above.

CITY OF FARIBAULT

By: _____
Kevin F. Voracek
Mayor

By: _____
Timothy C. Murray
City Administrator

STATE OF MINNESOTA)
) SS.
COUNTY OF RICE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Kevin F. Voracek and Timothy C. Murray, the Mayor and City Administrator, respectively, of the City of Faribault, a Minnesota municipal corporation, on behalf of the City.

Notary Public

DEVELOPER

Home Town Federal Credit Union

By: _____
Kim S. Westphal
Its: President/CEO

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Kim S. Westphal, President/CEO, Home Town Federal Credit Union, a Federal Credit Union.

Notary Public

This document drafted by:

Planning and Zoning Division (PJW)
City of Faribault
208 NW 1st Avenue
Faribault, MN 55021
(507) 333-0374

**EXHIBIT A OF THE DEVELOPER'S MINOR SUBDIVISION AGREEMENT
LEGAL DESCRIPTION OF THE PROPERTY**

[legal of the two parcels to be combined]

Parcel ID #18.36.1.02.020
(per quit Claim Deed Doc. No. 637729)
Lots 5, 6, and 8, Block 2, Cosgrove's Addition, Faribault, Rice County, Minnesota.

AND

Parcel ID #18.36.1.02.011
(per Warranty Deed Doc. No. A745596)
Lot 7, Block 2, Cosgrove's Addition, Faribault, Rice County, Minnesota

Containing a gross area of 28,846 Square Feet, or 0.662 acres (including the Highway easement area), and a net area of 26,288 square feet (excluding the Highway easement area).

PROPOSED LEGAL DESCRIPTION:

Lots 5, 6, 7, and 8, Block 2, Cosgrove's Addition, Faribault, Rice County, Minnesota.

CERTIFICATE OF SURVEY OF THE PROPERTY TO BE COMBINED



EXHIBIT C OF THE DEVELOPER’S MINOR SUBDIVISION AGREEMENT
APPLICABLE SUBDIVISION REGULATIONS

(Insert the City Code of Ordinances, Appendix B, Chapter 15, Article 2, Section 15-60)

APPENDIX B

CHAPTER 15. - SUBDIVISION REGULATIONS

ARTICLE 2. - MINOR SUBDIVISIONS

* * * *

Sec. 15-60. - Review of minor subdivision.

The City Planner shall review all applications for minor subdivision to determine compliance with the standards identified in this section and all other pertinent requirements of this ordinance. Upon written approval of the request by the City Administrator, the applicant shall be responsible for filing the subdivision survey with the Rice County Recorder's office. Should the request be denied, the City Planner shall notify the applicant, in writing, of the reasons for such denial. Any appeal of staff's decision shall be made to the Planning Commission as specified in Sections [2-110](#) through [2-130](#).

(Ord. No. 99-20, § 1, 11-23-99)

EXHIBIT D OF THE DEVELOPER'S MINOR SUBDIVISION AGREEMENT

RESOLUTION 2023-___ AUTHORIZING THIS AGREEMENT

*State of Minnesota
County of Rice*

CITY OF FARIBAULT

RESOLUTION #2023-_____

**AUTHORIZE EXECUTION OF A MINOR SUBDIVISION AGREEMENT WITH HOME TOWN
FEDERAL CREDIT UNION AT 1205 HIGHWAY 60 W**

WHEREAS, Kim S. Westphal, President/CEO of Home Town Federal Credit Union (the "Developer"), has applied for a lot combination of PID # 18.36.1.02.020 with PID # 18.36.1.02.011 to expand the parking lot and driveway areas for the drive-through teller lanes at the facility located at 1205 Highway 60 W; and

WHEREAS, the City in consultation with the Developer prepared the draft Minor Subdivision Agreement for the proposed lot combination attached to this Resolution as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, that Faribault City Council hereby approves the draft Minor Subdivision Agreement included in Exhibit A of this Resolution and hereby authorizes City Staff and the City's Consultants to revise the agreement as may be necessary to finalize the agreement.

ALSO, BE IT RESOLVED, that the Faribault City Council hereby authorizes the Mayor and City Administrator to execute and record said final Agreements.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

EXHIBIT E OF THE DEVELOPER'S MINOR SUBDIVISION AGREEMENT

CITY ATTORNEY'S MINOR SUBDIVISION OPINION LETTER

(INSERT CITY ATTORNEY'S OPINION LETTER)



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Dustin Dienst, Director of Fire & Code Services
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-174 Approving the Extension of the Professional Services Agreement for Electrical Inspection Services with Brian L. Grey

Background:

The City of Faribault established an electrical inspection program in 2010 via Ordinance 2010-17. The establishment of this program allowed the City to administer the State Electrical Codes locally. Since then, the City of Faribault has both contracted for electrical inspection services and at one time had a full-time electrical inspector position.

The City initially entered into a contract with Brian L. Grey of Five Star Inspection LLC in December 2013. Since then, the City of Faribault has contracted and renewed contracts with Mr. Grey of Five Star Inspection LLC, including a 2-year renewal in 2021. Mr. Grey is a master electrician and a qualified electrical inspector. He has satisfactorily performed on all aspects of the professional services agreement and contract.

Recommendation:

Approve Resolution 2023-174

Attachments:

1. Resolution 2023-174 Approving the Extension of the Professional Services Agreement for Electrical Inspection Services with Brian L. Grey
2. 2023 Professional Services Agreement for Electrical Inspections with Brian L. Grey

CITY OF FARIBAULT

RESOLUTION #2023- 174

APPROVING THE EXTENSION OF THE PROFESSIONAL SERVICES AGREEMENT FOR ELECTRICAL INSPECTION SERVICES WITH BRIAN L. GREY

WHEREAS, the City Council of the City of Faribault (the "City Council") adopted Ordinance 2010-17 which established an electrical inspection program in the City of Faribault (the "City") that is administered and enforced by the City; and

WHEREAS, Brian L. Grey ("Mr. Grey") is a master electrician with over 20 years of experience; and

WHEREAS, Mr. Grey is a qualified electrical inspector in the State of Minnesota; and

WHEREAS, on December 10, 2013, the City Council adopted Resolution 2013-234 which approved an agreement for interim electrical inspection services with Mr. Grey; and

WHEREAS, the City Council finds that Mr. Grey has adequately performed electrical inspection services on behalf of the City; and

WHEREAS, the City Council has renewed Mr. Grey's Professional Services Agreement every two years since; and

WHEREAS, Mr. Grey desires to continue to perform electrical inspection services for the City as an independent contractor; and

WHEREAS, the City Council wishes to enter into a new two-year agreement allowing Mr. Grey to continue performing electrical inspections on behalf of the City.

NOW, THEREFORE BE IT RESOLVED, that:

1. The City Council hereby approves the Professional Services Agreement with Brian L. Grey in substantially the form presented to the City Council on this date and attached hereto as Exhibit A (the "Agreement").
2. The Mayor and the City Administrator are hereby authorized and directed

to execute the Agreement.

Date Adopted: September 12, 2023.

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made this ____ day of _____, 2023, by and between Brian L. Grey (the “Contractor”) of Five Star Inspections, Inc., whose address is 37517 375th Ave., St. Peter, Minnesota and the City of Faribault, a Minnesota municipal corporation, whose address is 208 NW 1st Avenue, Faribault, MN 55021 (the “City”).

RECITALS

WHEREAS, the City is in need of electrical inspection services; and

WHEREAS, the Contractor has agreed to perform these services for the City; and

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

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

TERMS

1.0 SCOPE OF SERVICES.

1.01 The Contractor shall perform electrical inspection services for the City in accordance with City ordinances and state statutes. Such services shall be made available by the Contractor to the City on all weekdays, during all hours that the City offices are open to the public. Services will be requested from the Contractor and overseen by the City through the City’s Building Official and Director of Fire and Code Services. The City may contract with additional contractors to provide electrical inspection services if it deems necessary.

1.02 The Contractor shall provide the City with weekly inspection reports documenting the status of each electrical permit/inspection, in an emailed spreadsheet as approved by the City Building Official.

1.03 The Contractor represents that he is a licensed master or journeyman electrician in the State of Minnesota. The Contractor shall, in the execution of the services, conform to all applicable federal, state and local laws, codes, ordinances and regulations, including, but not limited to, any applicable conflict of interest provisions.

1.04 During times when Contractor has not been requested to perform inspections for the City, he may perform inspection services for other entities and engage in such other business activities as will not conflict with his performance of services required under this Agreement. However, the Contractor is prohibited from engaging in the sale, installation, alteration or repair of electrical wiring and shall not have any financial

interest in any concern engaged in any such business.

2.0. TERM. This Agreement shall have a term of two years and, accordingly, shall expire exactly two years from the date first written above. Either party, without cause, may terminate this Agreement by giving 30 days' written notice delivered to the other party at the address written above. After termination, the City shall have no further obligation to the Contractor except to compensate the Contractor for services performed prior to the date of the notice of termination. In the event the Contractor is in violation of the terms of this Agreement, the City may immediately terminate this Agreement by giving the Contractor notice of termination.

3.0 COMPENSATION. The City shall pay the Contractor 80 percent of the total fee (not including State surcharges) received by the City for each electrical permit that is issued by the City. The Contractor shall submit to the City, on a two-week basis or monthly basis, itemized statements showing the services performed under this Agreement. Statements submitted by the Contractor shall be paid by the City in the same manner as other claims made to the City.

4.0 INDEPENDENT CONTRACTOR.

4.01 Both the Contractor and the City acknowledge and agree that the Contractor and his subcontractors are independent contractors and not employees of the City. The Contractor understands that the City will not provide any benefits of any type in connection with this Agreement, including, but not limited to, health or medical insurance, workers' compensation insurance and unemployment insurance, public employee retirement benefits, nor will the City withhold any state or federal taxes, including income or payroll taxes, which may be payable by the Contractor.

4.02 The City will provide the Contractor with a work space at a City facility that will include a desk, phone and computer. The Contractor agrees that he will comply with all requirements imposed by the City with respect to the use of these items and facilities. The Contractor must supply all other supplies, equipment, materials, tools and incidentals that are needed to perform services under this Agreement at their own expense.

4.03 The Contractor acknowledges that any general instruction he receives from the City has no effect on his status as an independent contractor.

5.0 INSURANCE. The Contractor must maintain adequate insurance with limits acceptable to the City to protect himself and the City from claims and liability for injury or damage to persons or property for all work performed by the Contractor and his respective subcontractors or agents under this Agreement. The Contractor must name the City as an "additional insured" under his commercial general liability policy. Prior to performing any services under this Agreement, the Contractor must provide evidence to the City that acceptable insurance coverage is effective. The Contractor must notify the City of any changes to his insurance policies.

6.0 WORKERS' COMPENSATION. The Contractor shall have workers' compensation insurance coverage that meets the requirements of Minnesota law. The Contractor shall execute the form attached hereto prior to commencing the work under this Agreement.

7.0 INDEMNIFICATION. The Contractor agrees to defend, indemnify and hold the City, its officials, employees, agents and contractors from any and all claims, losses, liabilities, damages, costs, judgments or expenses (including defense, settlement, and reasonable attorneys' fees) for claims as a result of bodily injury, loss of life, property damage and any other damages arising out of performance by the Contractor or his subcontractors of the services provided by this Agreement and against all losses by reason of the failure of the Contractor or his subcontractors to fully perform, in any respect, all obligations under this Agreement.

8.0 BACKGROUND CHECKS. The City may perform background checks, in accordance with state law, on the Contractor or any of his subcontractors who provide services to the City.

9.0 DATA PRACTICES. The Contractor, his subcontractors and agents shall not provide information or data to anyone outside of the City without written permission from the City Administrator. The Contractor agrees to comply with any requests for data pursuant to the Minnesota Data Practices Act, Minnesota Statutes Chapter 13.

10.0 RECORDS ACCESS. The Contractor shall provide the City access to any books, documents, papers and records, which are directly pertinent to the Agreement, for the purpose of making audit, examination, excerpts, and transcriptions, for six years after final payments, and all other pending matters related to this Agreement are closed.

11.0 APPLICABLE LAW. The execution, interpretation, and performance of this Agreement will, in all respects, be controlled and governed by the laws of Minnesota.

12.0 ASSIGNMENT. The Contractor shall procure the services of another qualified individual or company to provide services under this Agreement as a subcontractor to perform services under this Agreement in the event that the Contractor is unable or unavailable for a period of more than one day. The Contractor shall obtain the express written approval of the City prior to subcontracting with the individual or company. The Contractor shall also inform the City in advance when the subcontractor will be performing the services on his behalf. The Contractor will be responsible for subcontracting with this individual or company and for all requirements, including compensation that may be required under that contract.

13.0 ENTIRE AGREEMENT; AMENDMENTS. This Agreement constitutes the entire Agreement between the parties, and no other agreement prior to or contemporaneous with this Agreement shall be effective, except as expressly set forth or incorporated herein. Any purported amendment to this Agreement is not effective unless it is in writing and executed by both parties.

14.0 NO WAIVER BY CITY. By entering into this Agreement, the City does not waive its entitlement to any immunities or liability limits under statute or common law.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year written above.

CITY OF FARIBAULT

By: _____

Kevin F. Voracek

Its: Mayor

By: _____

Timothy C. Murray

Its: City Administrator

CONTRACTOR

By: _____

Brian L. Grey

Five Star Inspections, Inc.

**PROOF OF WORKERS' COMPENSATION
INSURANCE COVERAGE**

Minnesota Statutes Section 176.182 requires every governmental subdivision entering into a contract for doing any public work to obtain acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes Section 176.181, subdivision 2. This information will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statutes Section 176.181, subdivision 2.

This information is required by law, and a contract for the doing of any public work may not be entered into if it is not provided or is falsely reported. Furthermore, if this information is not provided or is falsely reported, it may result in a penalty assessed against your business by the Commissioner of the Department of Labor and Industry.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

INSURANCE COMPANY NAME: _____
(**NOT** the insurance agent)

POLICY NO. OR SELF-INSURANCE PERMIT NO.: _____

DATES OF COVERAGE: _____

- **OR** -

I am not required to have workers' compensation liability coverage because:

- ☐ I have no employees covered by the law.
- ☐ Other (*specify*): _____

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARD TO PUBLIC CONTRACTS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

(Signature)



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Dustin Dienst, Director of Fire & Code Services
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-175 Authorize the Faribault Fire Department to Apply for the Compeer Financial Emergency Response Equipment Grant

Background:

The Faribault Fire Department is committed to and expected to provide a timely, safe and effective service to the citizens of our response district.

Compeer Financial has an Emergency Response Equipment Grant just for emergency responders. It is a non-matching grant, which, if awarded, will pay the entire cost of the equipment requested. We would like to apply for the grant and use the funds to purchase Milwaukee LED mobile scene lights and batteries (3). The total amount of this grant request is \$2,354.01.

Recommendation:

Approve Resolution 2023-175 authorizing the Fire Department to apply for the Compeer Financial Emergency Response Equipment Grant

Attachments:

1. Resolution 2022-175 Authorize the Faribault Fire Dept to Apply for the Compeer Fincial Emergency Response Equipment Grant
2. Grant Summary Form - Compeer Financial

CITY OF FARIBAULT

RESOLUTION #2023-175

AUTHORIZE THE FARIBAULT FIRE DEPARTMENT TO APPLY FOR THE COMPEER FINANCIAL EMERGENCY RESPONSE EQUIPMENT GRANT

WHEREAS, the Faribault Fire Department is responsible for fire and life safety response in the City of Faribault and the Rural Fire District; and

WHEREAS, the Faribault Fire Department continually seeks out grant opportunities to assist with the purchase of equipment; and

WHEREAS, Compeer Financial has an Emergency Response Equipment Grant that is designed for fire departments to help them purchase equipment; and

WHEREAS, the Faribault Fire Department would like authorization from the City Council to apply for the Compeer Financial Emergency Response Equipment Grant.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Fire Department to apply for the Compeer Financial Emergency Response Equipment Grant.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



GRANT SUMMARY FORM

Pre-Application ☒ Application ☐ Award Acceptance ☐ Amendment ☐
Department: Fire Department
Contact Person: Alex Bolster & Dustin Dienst

Grant Name: Compeer Financial Emergency Response Equipment Grant
Grantor: Compeer Financial
Total Project Cost: \$ 2,354.01 Total Award Amount: _____
Total Cash Match: \$ 0.00 Total In-Kind Match: _____
Application Date: 08/28/22 Grant Period From 08/01/23 To 08/31/23
Funding Type (Federal, State, Other): Other/Local
CFDA Number: _____ Electronic or Hardcopy Submission: Electronic

Project Description

Purchase Milwaukee LED mobile scene lighting and batteries. Three Lights and three Batteries to replace scene light on vehicles and trailers.

How is the Match Amount Determined::

No match.

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

Explanation of Other:

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

Already In Department Budget: _____ Not Budgeted: _____

Proposed Source of Match: _____

Director Approval

Dustin Dienst

Administrator Approval

[Signature] 8/24/2023



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: September 12, 2023
SUBJECT: Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Background:

10,000 Drops Craft Distillers, LLC in conjunction with Cry Baby Craigs will be holding an event in the City parking lot located between 22 and 28 4th Street NE and 405 Central Avenue on October 7, 2023. As a microdistillery, 10,000 Drops is able to apply for a Temporary Liquor License to serve off-site. If approved by the City, Staff will forward the application to the Department of Public Safety, Alcohol and Gambling Enforcement Division for review and final approval.

Recommendation:

Approve Temporary Liquor License Application

Attachments:

1. 10,000 Drops - 1-4 Day Application



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

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

Name of organization		Date of organization		Tax exempt number	
10,000 Drops Craft Distillers, LLC.		09-18-2015			
Organization Address (No PO Boxes)		City	State	Zip Code	
28 4th Street NE		Faribault	Minnesota	55021	
Name of person making application		Business phone		Home phone	
Jake Hvistendahl		6129787551			
Date(s) of event	Type of organization		☒ Microdistillery ☐ Small Brewer		
10/7/23	☐ Club ☐ Charitable ☐ Religious ☐ Other non-profit				
Organization officer's name	City	State	Zip Code		
Jake Hvistendahl	Minnetonka	Minnesota	55305		
Organization officer's name	City	State	Zip Code		
Kristi Kruchoski	Faribault	Minnesota	55021		
Organization officer's name	City	State	Zip Code		
Pat Jacobs	Victoria	Minnesota	55386		

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

In the city lot located between 28+22 4th St. NE and 405 Central Ave. in Faribault
Located between and including our private parking spaces, our building and the city lot.
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.

Cincinnati Insurance \$1,000,000

APPROVAL

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

Faribault	September 12, 2023
City or County approving the license	Date Approved
\$35.00	October 7, 2023
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☐ No	hslechta@ci.faribault.mn.us
24,420	City or County E-mail Address
Current population of city	

Heather Slechta	
Please Print Name of City Clerk or County Official	Signature City Clerk or County Official

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

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: September 12, 2023
SUBJECT: 2024 Preliminary Property Tax Levies and Establish the Budget Meeting Date

Background:

Over several work sessions the past three months, the City Council has reviewed the preliminary budget for various levy-supported funds, to include the General Fund, and Community & Economic Development Funds, as well as other Special Revenue, Debt Service, and Enterprise Funds, as well as the Faribault Housing and Redevelopment Authority, and Faribault Economic Development Authority funds. In accordance with State Statute 275.065 Subd. 1 the City Council is required to set a preliminary levy and certify the amount to the County Auditor by September 29, 2023. Following the establishment of a preliminary levy, the levy cannot be increased, but it can be decreased, for final certification in December.

The Truth-in-Taxation law requires that the City Council select and announce a future meeting date to review the final budget and that date must be established at the preliminary levy meeting. The final budget must be approved and the levy certified to the County Auditor by December 27, 2023 (five working days after December 20). The final budget can receive input from the public and be approved by the Council at the same meeting. It is recommended that the Council approve the final budget and tax levy at the December 12, 2023 Council meeting.

A presentation will summarize these budgetary efforts and attached is a compiled budget book detailing the various components of the overall City budget for further transparency.

Recommendation:

Approval of the following three resolutions establishing the preliminary levy for the City, Faribault Housing and Redevelopment Authority, and the Faribault Economic Development Authority, as well as establishing a budget meeting date open for public input.

Attachments:

1. 2024 Preliminary Levy Presentation
2. 2024 Preliminary Budget Book

ADOPTION OF PRELIMINARY LEVIES AND SET BUDGET MEETING DATE

FY 2024

SEPTEMBER 12, 2023

Resolutions

2023-163

General Property Tax & Set
Budget Meeting Date

2023-164

HRA Tax Levy

2023-165

EDA Tax Levy

Resolutions

Adopt 2024 Preliminary Tax Levy Amounts

- Certify to Rice County by September 29th
- Levy can be decreased but **NOT** increased

Establish Budget Meeting Date

- December 12th Council Meeting
- Adoption of Final 2024 Levy Amounts

Resolution 2023-163

Adopt 2023
Preliminary Tax
Levy Amounts

Establish Budget
Meeting Date



PRELIMINARY TAX LEVY SUMMARY

Funds Supported by Tax Levy

- General Fund (101)
 - Special PERA Rate Aid
- Debt Service Funds (300's)
- Special Revenue Fund
 - Community & Economic Development Administration Fund (240)
 - Tax Abatements





2024 PRELIMINARY TAX LEVY

Operating Levy:

	<u>Amount</u>	<u>Change</u>
◦ General Fund (101)	\$10,430,479	\$1,175,071
◦ Community & Economic Development Administration (240)	\$ 66,149	<u>(\$ 66,151)</u> \$1,108,920

Miscellaneous Levies:

	<u>Amount</u>	<u>Change</u>
◦ Special PERA	\$ 12,544	NA
◦ Tax Abatements	\$409,651	\$7,675





2024 PRELIMINARY TAX LEVY

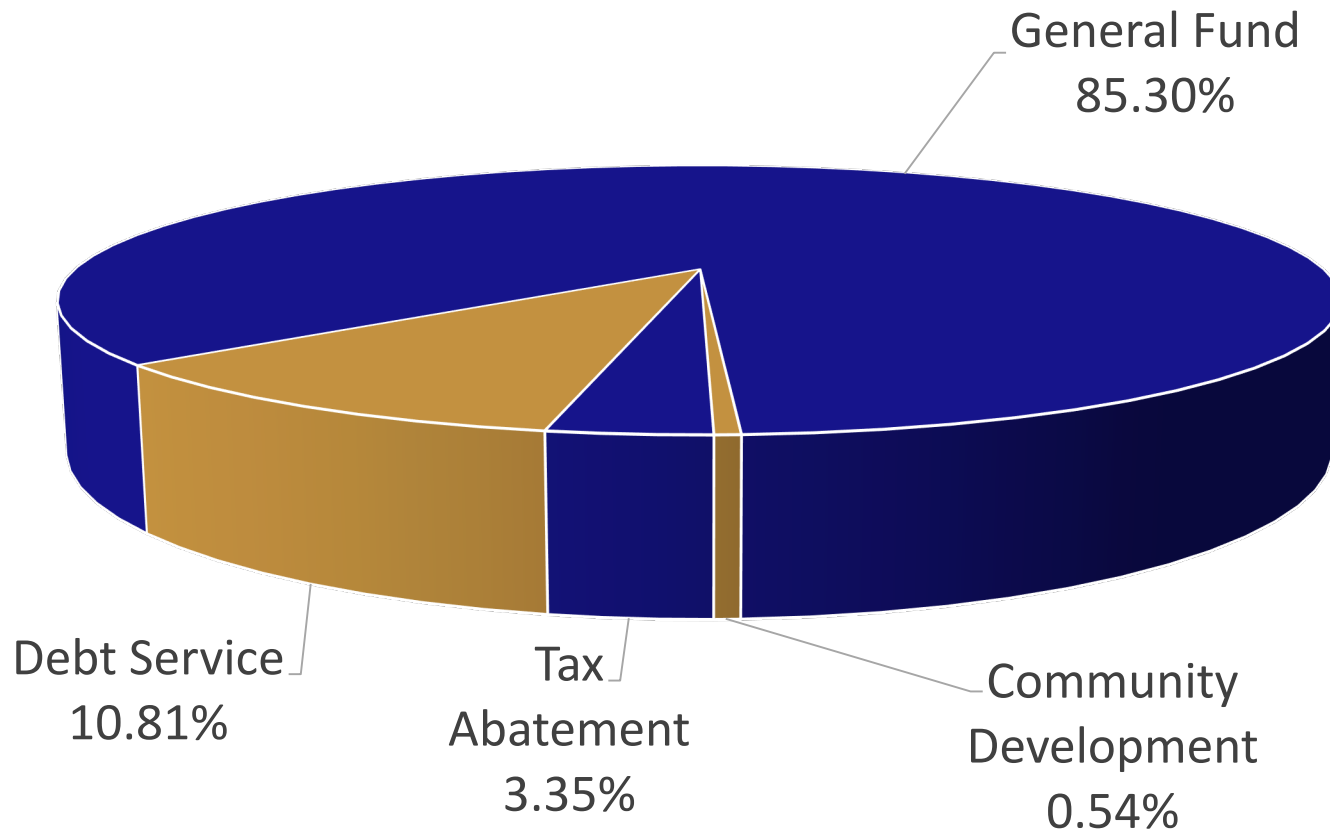
	<u>Amount</u>	<u>Change</u>
<u>Debt Service Levy:</u>	\$1,323,410	(\$58,694)

Proposed 2024 Preliminary Levy = \$12,242,233

Operating Personnel Costs (Wages & Benefits)	\$874,083
--	-----------



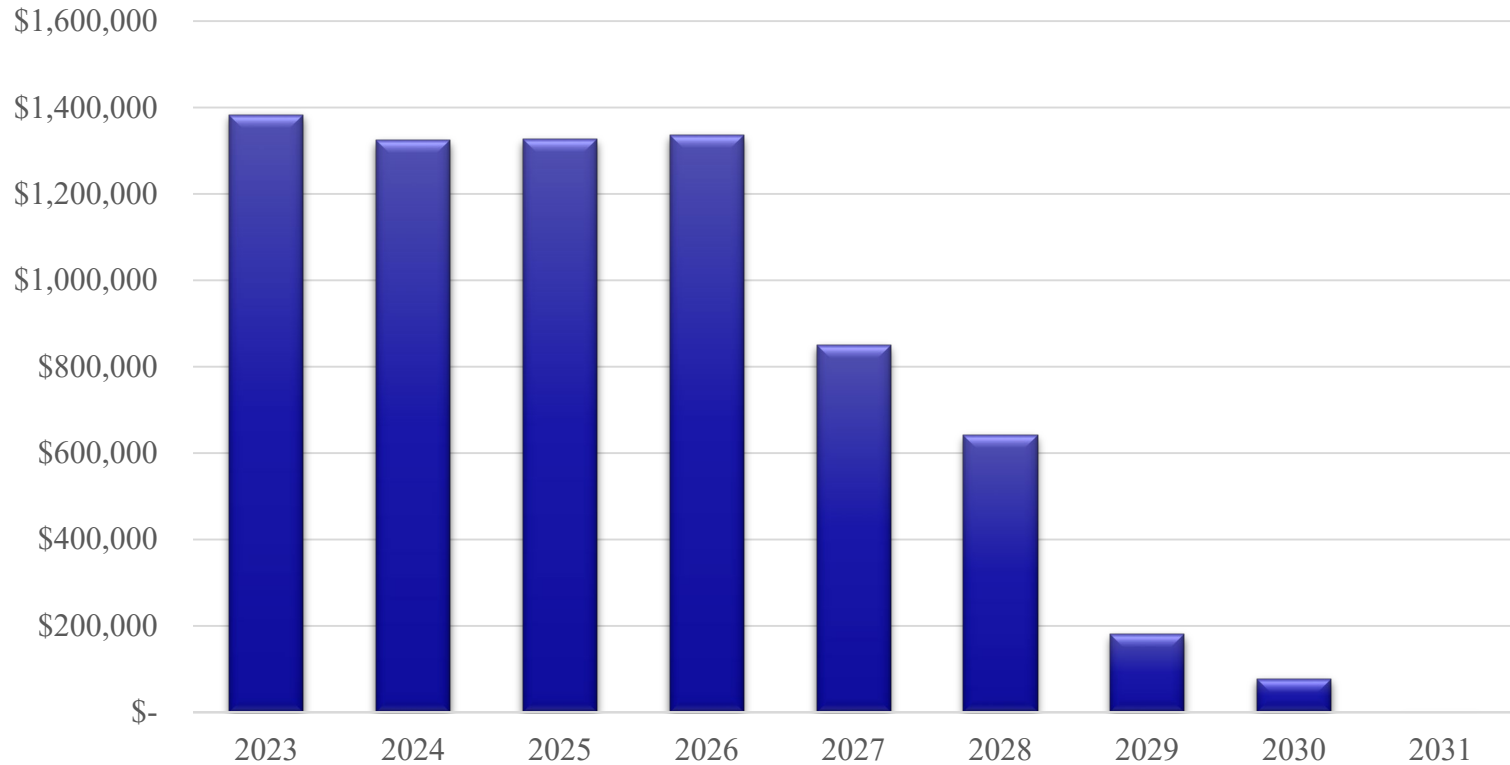
2024 PRELIMINARY TAX LEVY



 **CityOf
Faribault**

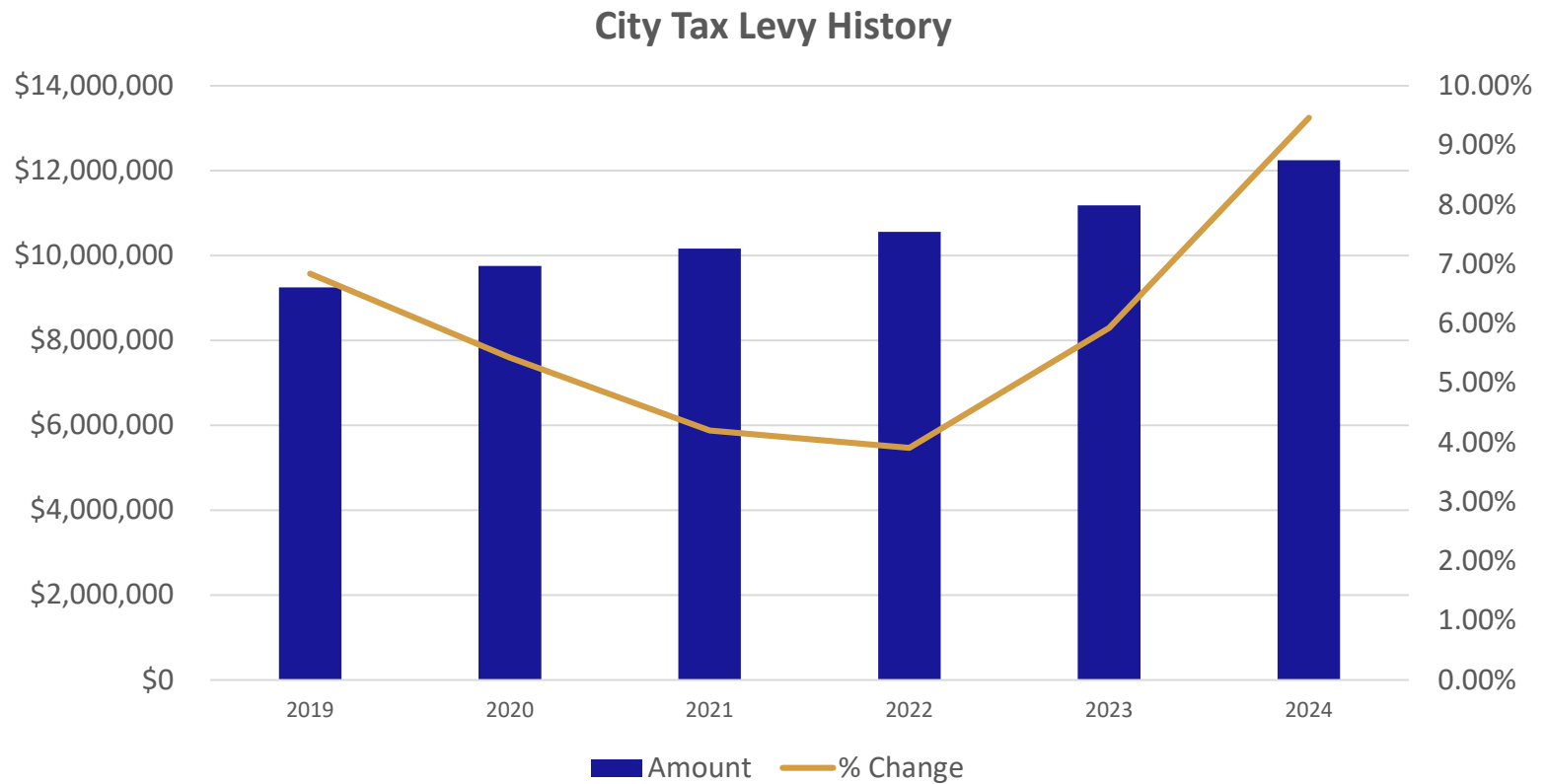
DEBT SERVICE LEVY

**Total Projected Tax Levy
(Existing Debt)**



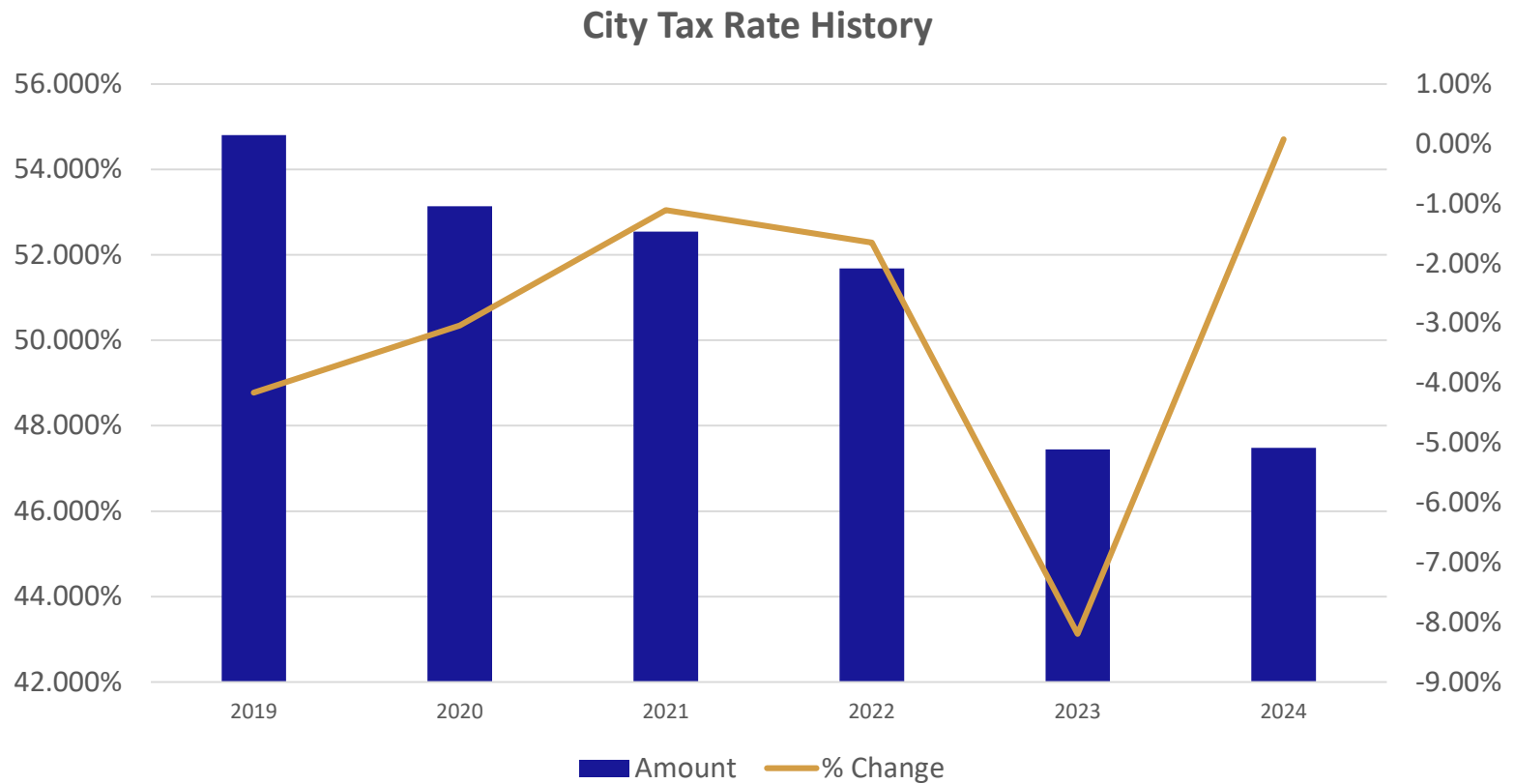
 **City of
Faribault**

TAX LEVY HISTORY



 **City of
Faribault**

TAX RATE HISTORY





TAX RATE CHANGED BASED ON PRELIMINARY LEVY

	2024	2023	Change	
Net Tax Capacity	\$25,784,783	\$25,573,544	\$2,211,239	9.38%
Levy Amount	\$12,242,233	\$11,184,332	\$1,057,901	9.46%
Tax Rate	47.479	47.444	.00035	0.07%



MEDIAN VALUE HOME

2023 Median Value	2024 Median Value	Change
\$206,500	\$225,100	(est.)
\$891.01	75990.17	\$99.74

Residential Homes Change in Valuation						
Change in Valuation	<0%	0-5%	5-10%	10-15%	15-20%	20%+
Number of Homes	70	572	3,917	1,153	326	146



2024 RESIDENTIAL IMPACT

Increase of 9.46% - Residential (Homestead)

	2023 (Actual)	2024 (Estimated)	Change
Market Value of \$225,100*	\$987.32	\$988.03	\$0.71
- w/10% Increase in EMV		\$1,104.61	\$117.29
- w/20% Increase in EMV		\$1,221.10	\$233.78
Market Value of \$250,000	\$1,116.37	\$1,117.17	\$0.80
- w/10% Increase in EMV		\$1,246.36	\$129.99
- w/20% Increase in EMV		\$1,375.74	\$259.37
Market Value of \$350,000	\$1,633.51	\$1,634.69	\$1.17
- w/10% Increase in EMV		\$1,815.63	\$182.12
- w/20% Increase in EMV		\$1,996.76	\$363.25

* 2023 Median Market Value





2024 COMMERCIAL IMPACT

Increase of 9.46% - Commercial/Industrial

	2023 (Actual)	2024 (Estimated)	Change
Market Value of \$250,000	\$2,016.39	\$2,017.84	\$1.45
- w/2.5% Increase in EMV		\$2,077.19	\$60.80
- w/5% Increase in EMV		\$2,136.53	\$120.15
Market Value of \$1,000,000	\$9,133.05	\$9,139.61	\$6.56
- w/2.5% Increase in EMV		\$9,377.01	\$243.96
- w/5% Increase in EMV		\$9,614.40	\$481.35
Market Value of \$5,000,000	\$47,088.59	\$47,122.43	\$33.84
- w/2.5% Increase in EMV		\$48,309.39	\$1,220.80
- w/5% Increase in EMV		\$49,496.36	\$2,407.77





SPECIAL TAXING DISTRICTS

Resolution 2023-164

Maximum Amount Requested

- 0.0185% x 2,055,421,700
- Property Tax Levy \$380,253
Increase of \$51,403, 15.63%
- HRA Resolution 2023-09

Resolution 2023-165

Maximum Amount Requested

- 0.01813% x 2,055,421,700
- Property Tax Levy \$372,648
Increase of \$50,375, 15.63%
- EDA Resolution 2023-10



Questions?

ADOPTION OF PRELIMINARY LEVIES AND SET BUDGET MEETING DATE

Resolutions

2023-163

2023-164

2023-165

FY 2024



2024 PRELIMINARY BUDGET

CITY OF FARIBAULT
ANNUAL BUDGET
FOR FISCAL YEAR BEGINNING
JANUARY 1, 2024

DIRECTORY OF OFFICIALS
(Upon Adoption)

Kevin F. Voracek	Mayor
Sara Caron	Councilmember
Royal Ross	Councilmember
Tom Spooner	Councilmember
Peter van Sluis	Councilmember
Adama Youhn Doumbouya	Councilmember
Chuck Thiele	Councilmember

Timothy C. Murray, City Administrator

Jeanne Schmuck, Finance Director

David Wanberg, Director of Community & Economic Development

Kevin Bushard, Director of Human Resources

John Sherwin, Chief of Police

Mark DuChene, City Engineer

Travis Block, Public Works Director

Paul Peanasky, Parks & Recreation Director

Dustin Dienst, Director of Fire and Code Services

Delane James, Library Director

TABLE OF CONTENTS

	Page Number
INTRODUCTION	
Community Vision	1
City Organizational Chart.....	3
BUDGET OVERVIEW	
Budget Message	4
Tax Levy Data	8
Summary of Revenues by Fund	9
Summary of Expenditures by Fund and Function	11
GENERAL FUND	14
General Government:	
Council.....	15
City Administration.....	16
Communications	18
Elections	20
Financial Administration.....	22
Information Technology	24
Legal Services	26
Human Resources	27
Planning & Zoning	29
City Hall Maintenance.....	31
Public Safety:	
Police Administration	32
Criminal Investigation	34
Uniform Patrol.....	36
Records.....	38
Community Services.....	40
Fire Administration.....	42
Fire Suppression.....	44
Emergency Management.....	46
Code Enforcement/Inspection Division.....	47
Public Works:	
Public Works Administration	49
Street Maintenance.....	51
Ice & Snow Removal	53
Equipment Maintenance	54
Street Lighting.....	55
Traffic Signs & Signals.....	56
Engineering.....	57

TABLE OF CONTENTS

	Page Number
GENERAL FUND (continued)	
Culture and Recreation:	
Community Center Administration	59
Community Center Building	61
Aquatic Center - FFAC	63
Washington Recreation Center	64
Soccer Complex	65
Adult Programs	66
Youth Programs	67
Parks & Trail Maintenance	68
Library	70
Miscellaneous:	
Miscellaneous/Unallocated	72
Transit	73
OTHER FUNDS	
SPECIAL REVENUE FUNDS	74
Charitable Gambling Fund	75
Public Safety Programs Fund	76
Library Donation Fund	77
Airport Fund	79
Community Development	
City Rental Property Fund	81
Community and Economic Development Administration Fund	82
Rental Housing Rehabilitation Fund	84
SCDP Revolving Loan Fund	85
Faribault Housing & Redevelopment Authority	
Public Housing Fund	86
CRV Rehabilitation Program Fund	88
Housing and Redevelopment Authority Fund	89
Faribault Economic Development Authority	
Industrial Development Revolving Loan Fund	90
Federal Investment Revolving Loan Fund	91
Minnesota Investment Revolving Loan Fund	92
Economic Development Authority Administration Fund	93
Economic Development Authority Revolving Loan Fund	95
Tax Increment Financing District Funds	96
DEBT SERVICE FUNDS	98
CAPITAL PROJECT FUNDS	99
Street Improvement Projects Fund	100
Park Improvement Fund	102
Capital Replacement Fund	103
Public Facilities Fund	104
ENTERPRISE FUNDS	105
Water Utility Fund	106
Sewer Utility Fund	108
Stormwater Utility Fund	111

TABLE OF CONTENTS

	Page Number
INTERNAL SERVICE FUNDS	113
Workers Compensation Fund	114
Property/Liability Fund	115
AGENCY FUNDS	116
Elderly Housing Corporation Fund.....	117
Robinwood Manor Fund.....	118
SUPPORTING DATA	119
Personnel Comparisons.....	120
Personnel Services Trends and Assumptions	127

FARIBAULT COMMUNITY VISION

SMALL TOWN PRIDE. BIG CITY OPPORTUNITY.

Faribault is one of America's best small communities.

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

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

COMMUNITY VALUES

SENSE OF COMMUNITY

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

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



SENSE OF PLACE

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

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



OPPORTUNITY

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

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



INNOVATION

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

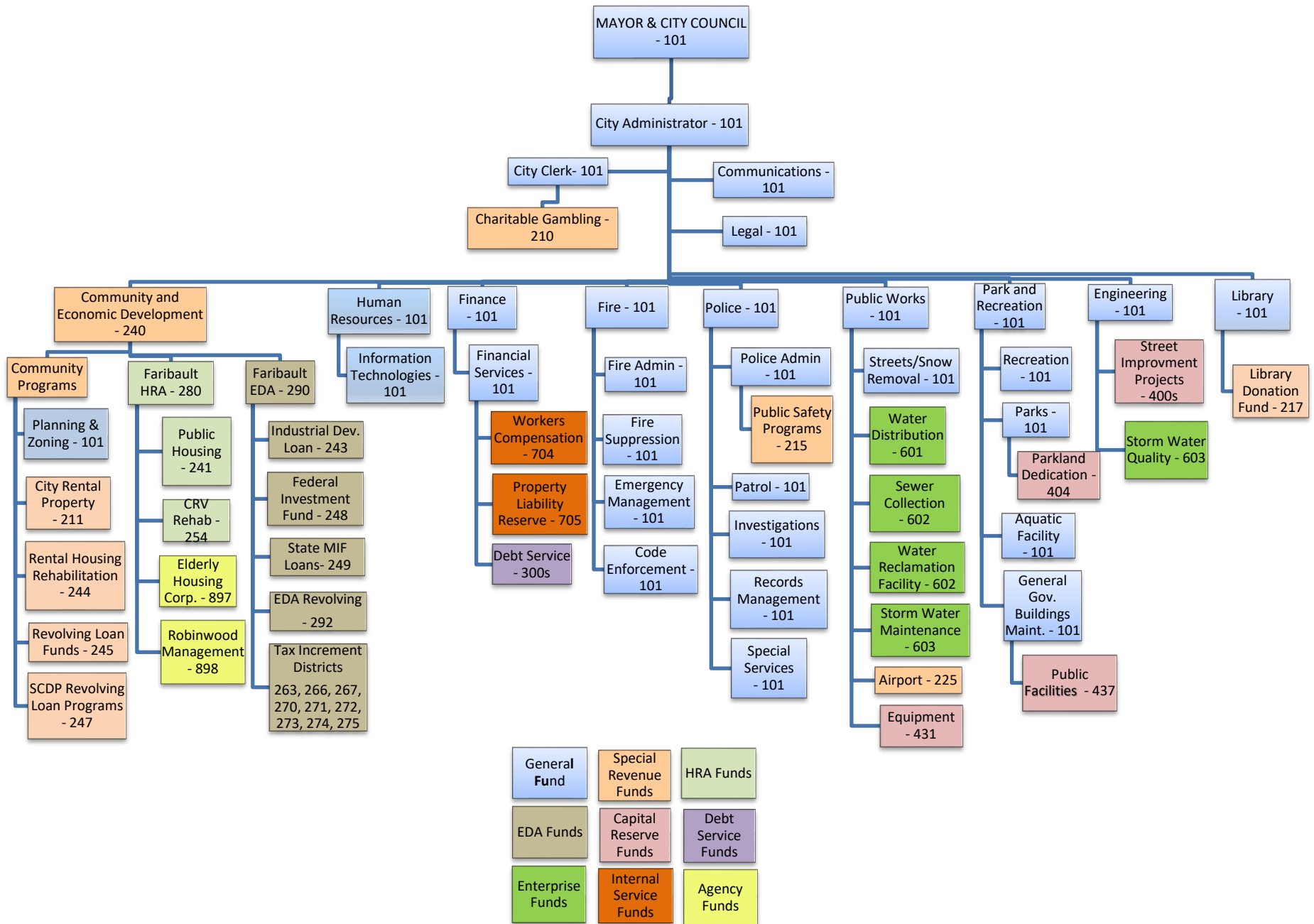
Faribault will be known for its creativity, thought, and leadership in business, education, and government. We will foster a culture where new ideas can flourish, and will regularly demonstrate our innovative spirit through advances in our educational sector, unique new businesses, and our cutting edge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

EXCELLENCE

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

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







September 12, 2023

Mayor Voracek and
Members of the City Council

Dear Mayor and City Council:

2024 PRELIMINARY BUDGET OVERVIEW

The budget summaries enclosed within this document include budgets for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, 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 2024 budget priorities.

The 2024 budget includes a preliminary net tax levy certification for taxes payable in 2024 in the amount of \$12,242,233. This amount is an increase of \$1,057,901 over last year's certified net tax levy which equates to a 9.46% increase in the preliminary tax levy (of which approximately 13.85% is absorbed by new construction and growth). The 2024 preliminary levy is estimated to result in an increase for the average homeowners' taxes in 2024 of \$0.71 (for no change in assessed value). The median residential property value is estimated at \$225,100. The City's preliminary tax base value is expected to increase approximately 9.46% which indicates positive economic growth of the City. This would equate to a increase in the estimated City Tax Rate from 47.444 to 47.479 which is an increase of 0.034 or 0.07% in the estimated tax rate.

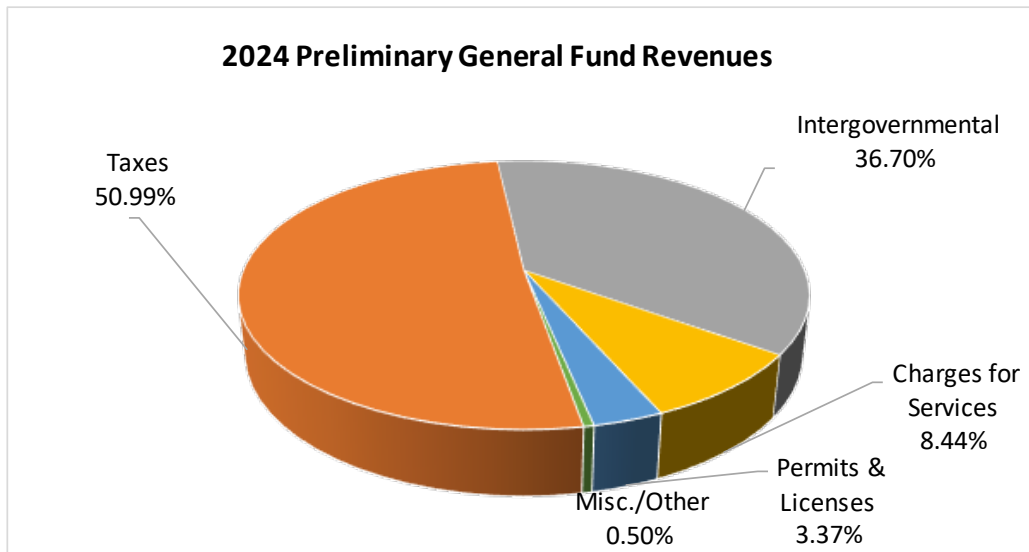
The Faribault HRA's preliminary tax levy for taxes payable in 2024 is \$380,253 which is an increase of \$51,403 or 15.63%. The Economic Development Authority's preliminary tax levy for taxes payable in 2024 is \$372,648 which is an increase of \$50,375 or 15.63%.

General Fund

GENERAL FUND REVENUES

The General Fund reflects a projected revenue stream of \$21,243,663 which reflects an increase of \$1,636,443 or 8.35% over the projected 2023 revenue stream. The 2024 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 \$869,384, to \$6,972,221 from \$6,102,837 in the 2023 budget.

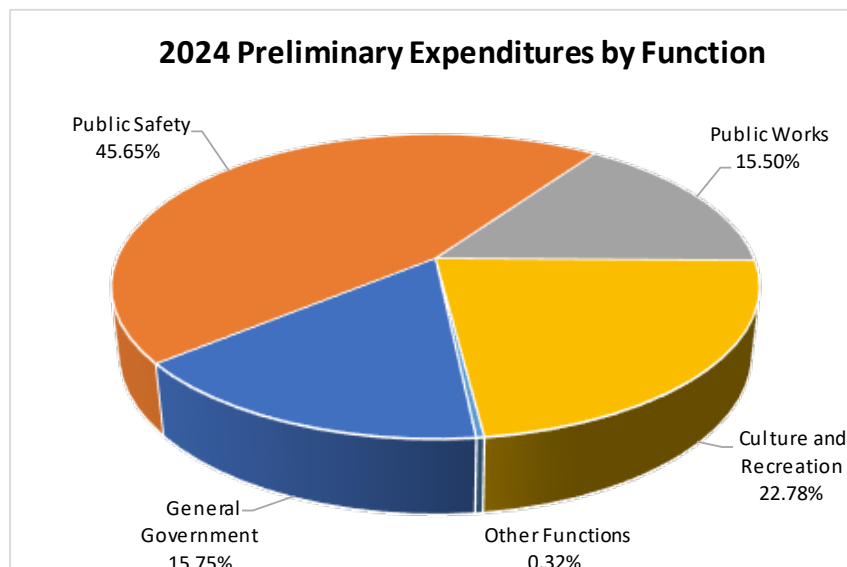
The following chart shows the General Fund revenue amounts by category, as a percentage of total revenue.



GENERAL FUND EXPENDITURES

The General Fund operating expenditures are expected to increase by \$1,614,691 (8.23%) in 2024 to \$21,243,663. 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 \$1,167,399 within the General Fund. An increase in both Library and Park & Recreation part-time and seasonal staff are included in the 2024 increase. A new full-time fire fighter position is being also included but will be funded in 2024 & 2025 with the Public Safety Aid allocated to the City from the State in the 2023 budget.

The following chart shows the General Fund Expenditures by Function. Public Safety accounts for the largest portion of the budget or 45.65%, having a \$750,621 increase. Culture and Recreation is now 22.78% of the General Fund budget which includes a 5.25% increase, or \$241,331. Public Works is 15.50% of the General Funds budget, with an increase of \$229,343 in the 2024 budget.



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, Library Donations, City Rental Property, Community and Economic Development Administration, 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 along with several Tax Increment funds. The budgets for the majority of these funds remain stable. The Community and Economic Development Administration fund will receive property tax revenue in 2024 in the amount of \$66,149 to supplement program revenues and provide additional operating revenue. Tax abatements are also supported with property tax revenue of \$409,651. The general property tax levy support for Community and Economic Development Administration is being phased out over the next year. Community and Economic Development Administration has made some significant changes with administration of Public Housing and Robinwood Manor.

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 2024 decreased by \$58,694 due to defeasance of debt.

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 2024-2028 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. 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 2024-2028 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 2024. The water rates have a projected need to increase the base fee by 6.0%, or \$0.80 per month for residential customers, and the consumption rate by 6.0%, or \$0.72 per month for the average residential customer. Based on the analysis from the Long-Term Financial Management Plan, it is proposed that the base sewer rate increase by 2%, or \$0.20 per month. The consumer volume rate is proposed to increase 2%, or \$0.44/ month. These rates continue to remain low in comparison to neighboring communities. The following budget also proposes a 0% increase in the Sewer Availability Charge. Based on an analysis with the Long-Term Financial Management Plan, rates are proposed to increase 17%, or \$1.27/month. The 2024 rate would be \$8.75/RLE.

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 an outstanding claim that was 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 2024.

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 2024 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,



Jeanne Schmuck
Finance Director

**CITY OF FARIBAULT
2024 Tax Levy**

MARKET AND TAX CAPACITY VALUES						
Tax Years Payable	2020	2021	2022	2023	2024	Change
Taxable Market Value	1,474,959,900	1,554,252,000	1,661,037,400	1,952,217,600	2,156,897,200	10.48%
Tax Capacity:						
Gross Tax Capacity	18,540,886	19,538,157	20,686,820	23,879,474	26,301,092	10.14%
Less: Captured Tax Increment	(187,152)	(208,810)	(254,980)	(305,930)	(516,309)	68.77%
Net Tax Capacity	18,353,734	19,329,347	20,431,840	23,573,544	25,784,783	9.38%
Operating Tax Levies						
General (101)	6,538,071	8,134,852	8,675,211	9,255,408	10,430,479	1,175,071
Airport (225)	30,000	20,000	10,000	-	-	-
Buckham Memorial Library (224)	907,426	-	-	-	-	-
Street Improvement Fund (401)	500,000	-	-	-	-	-
Park Improvement Fund (404)	100,000	-	-	-	-	-
Capital Replacement Fund (431)	150,000	-	-	-	-	-
Public Facilities Fund (437)	150,000	-	-	-	-	-
Community Development (240)	164,602	264,602	198,451	132,300	66,149	(66,151)
Tax Abatement Projects (240)	130,008	354,939	426,275	401,976	409,651	7,675
Property Tax Levy	8,670,107	8,774,393	9,309,937	9,789,684	10,906,279	1,116,595
Special PERA Levy (101)	12,544	12,544	12,544	12,544	12,544	-
Bond Principal & Interest (300's)	1,070,000	1,375,329	1,236,597	1,382,104	1,323,410	(58,694)
Net Tax Levy (Actual Levy)	9,752,651	10,162,266	10,559,078	11,184,332	12,242,233	9.46%
Special Tax Levies						
HRA (280)	251,907	295,900	309,820	328,850	380,253	51,403
EDA (290)	246,869	289,982	303,623	322,273	372,648	50,375
Total Tax Rate Special Levies	0.0272	0.0303	0.0300	0.0276	0.0292	0.0572
Net Tax Levy - All City Levies	10,251,427	10,748,148	11,172,521	11,835,455	12,995,134	
Local Government Aid (LGA)	5,900,287	5,988,340	6,029,788	6,102,837	6,972,221	14.25%
Local Government Aid Change	282,683	88,053	41,448	114,497	869,384	

**SUMMARY OF REVENUES BY FUND
2024 PROPOSED BUDGET**

<u>FUND</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED</u>	<u>2024 PROPOSED</u>	<u>Change</u>
General Fund (101)	\$ 19,344,155	\$ 20,083,221	\$ 19,607,220	\$ 21,243,663	\$ 1,636,443
Special Revenue Funds:					
Charitable Gambling Fund (210)	\$ 51,122	\$ 39,444	\$ 34,860	\$ 41,290	\$ 6,430
Public Safety Programs Fund (215)	24,404	(2,508)	3,640	960	(2,680)
Library Donations Fund (217)	2,700,000	252,199	-	11,160	-
Airport Fund (225)	187,180	450,030	170,129	413,140	243,011
<i>Community Development</i>					
City Rental Property Fund (211)	12,782	8,178	14,390	16,570	2,180
Community Development Fund (240)	548,720	1,160,708	932,359	580,738	(351,621)
Rental Housing Rehabilitation Fund (244)	(1,173)	(10,468)	2,600	4,380	1,780
SCDP Revolving Loan Programs Fund (247)	665	3,688	6,310	14,559	8,249
<i>Faribault HRA</i>					
Public Housing Fund (241)	675,352	238,565	639,300	637,620	(1,680)
CRV Rehabilitation Program Fund (254)	(292)	(3,166)	750	1,320	570
Faribault HRA Fund (280)	478,387	408,050	383,543	460,423	76,880
<i>Faribault EDA</i>					
Industrial Development Loan Fund (243)	1,342	(11,261)	5,700	7,631	1,931
Federal MIF Loan Fund (248)	(3,887)	(34,690)	9,000	14,510	5,510
Minnesota Investment Fund (249)	(87)	(780)	200	320	120
Faribault EDA Fund (290)	594,496	1,543,590	332,256	396,611	64,355
Economic Development Revolving Loan Fund (292)	(1,645)	(20,973)	5,480	9,214	3,734
Tax Increment Funds (263-275)	207,291	173,779	297,684	351,253	53,569
Total Special Revenue Funds	\$ 5,474,656	\$ 4,194,386	\$ 2,838,201	\$ 2,961,699	\$ 123,498
Debt Service Funds (344-360)	6,732,607	2,302,012	1,691,384	1,660,091	(31,293)
Capital Projects Funds:					
Street Improvement Projects Fund (401)	1,618,065	3,037,140	5,532,087	2,589,826	(2,942,261)
Park Improvements Fund (404)	827,836	262,730	861,400	9,776,920	8,915,520
Capital Replacement Fund (431)	1,295,133	326,304	218,400	1,003,368	784,968
Public Facility Projects Fund (437)	202,698	2,138,104	312,500	191,840	(120,660)
Total Capital Projects Funds	3,943,732	5,764,277	6,924,387	13,561,954	6,637,567
Enterprise Funds:					
Water Fund (601)	3,804,580	5,196,324	4,152,361	4,437,757	285,396
Sewer Fund (602)	8,090,996	6,121,671	6,871,691	7,194,965	323,274
Storm Water Fund (603)	1,285,087	1,605,725	1,541,076	1,800,661	259,585
Total Enterprise Funds	13,180,663	12,923,720	12,565,128	13,433,383	868,255

**SUMMARY OF REVENUES BY FUND
2024 PROPOSED BUDGET**

<u>FUND</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED</u>	<u>2024 PROPOSED</u>	<u>Change</u>
Internal Service Funds:					
Worker's Compensation Fund (704)	48,004	21,480	3,400	6,600	3,200
Property/Liability Trust Fund (705)	105,328	30,098	42,200	43,790	1,590
Total Internal Service Funds	153,332	51,578	45,600	50,390	4,790
Agency Funds:					
Elderly Housing Corporation Fund (897)	(2,866)	(25,583)	6,400	4,390	(2,010)
Robinwood Manor Fund (898)	483,398	466,983	493,684	500,864	7,180
Total Internal Service Funds	480,532	441,401	500,084	505,254	5,170
TOTAL ALL FUNDS	49,309,677	45,760,595	44,172,004	53,416,434	9,244,430

**SUMMARY OF EXPENDITURES BY FUND
2024 PROPOSED BUDGET**

<u>FUND</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED</u>	<u>2024 PROPOSED</u>	<u>Change</u>
General Fund (101)					
General Government					
Council	\$ 644,605	\$ 455,855	\$ 408,342	\$ 550,827	\$ 142,485
City Administration	281,773	293,502	313,108	349,933	36,825
Communications	-	-	150	104,496	104,346
Elections	1,620	38,080	1,810	44,310	42,500
Financial Administration	483,070	438,440	487,215	546,023	58,808
Information Technology	219,467	219,919	235,612	432,686	197,074
Legal Services	231,410	242,618	277,230	262,100	(15,130)
Human Resources	257,573	319,287	351,306	372,385	21,079
Planning and Zoning	407,173	455,009	503,112	503,802	690
City Hall Maintenance	182,790	171,165	170,632	179,330	8,698
Total General Government	\$ 2,709,481	\$ 2,633,875	\$ 2,748,517	\$ 3,345,892	\$ 597,375
Public Safety					
Police Administration	\$ 1,061,118	\$ 1,125,366	\$ 1,158,831	\$ 1,245,191	\$ 86,360
Police Criminal Investigation	995,407	1,063,811	1,147,230	1,274,731	127,501
Police Uniform Patrol	3,260,829	3,277,805	3,580,249	3,665,754	85,505
Police Records	463,241	347,753	339,579	402,815	63,236
Police Community Services	249,594	246,791	325,001	359,787	34,786
Fire Administration	269,030	286,602	304,098	337,421	33,323
Fire Suppression	1,370,315	1,470,568	1,490,446	1,753,045	262,599
Fire Emergency Management	3,538	5,678	6,050	6,250	200
Code Enforcement/Inspection	510,522	569,660	594,634	651,745	57,111
Total Public Safety	\$ 8,183,594	\$ 8,394,034	\$ 8,946,118	\$ 9,696,739	\$ 750,621
Public Works					
Public Works Administration	\$ 105,764	\$ 105,223	\$ 120,455	\$ 137,004	\$ 16,549
Street Maintenance	1,402,791	1,539,837	1,537,187	1,677,341	140,154
Ice and Snow Removal	118,371	142,688	125,000	131,000	6,000
Equipment Maintenance	294,804	317,087	286,936	311,536	24,600
Street Lighting	251,087	301,624	314,500	324,400	9,900
Traffic Signs and Signals	38,880	46,090	44,410	45,630	1,220
Engineering	556,596	588,026	634,115	665,035	30,920
Total Public Works	\$ 2,768,292	\$ 3,040,575	\$ 3,062,603	\$ 3,291,946	\$ 229,343
Culture and Recreation					
Community Center Administration	\$ 660,333	\$ 655,476	\$ 689,934	\$ 725,513	\$ 35,579
Community Center Building	492,656	588,005	607,178	596,054	(11,124)
Aquatic Center	312,744	369,672	363,222	385,734	22,512
Washington Recreation Center	47,100	73,664	72,504	73,429	925
Soccer Complex	38,298	35,468	31,681	31,857	176
Downtown Park	-	-	-	-	-
Adult Programs	135,362	160,860	165,484	165,956	472
Youth Programs	129,655	121,068	151,161	151,337	176
Park & Trail Maintenance	1,078,050	1,107,141	1,196,282	1,340,254	143,972
Library	1,135,629	1,170,396	1,319,832	1,368,475	48,643
Total Culture and Recreation	\$ 4,029,826	\$ 4,281,750	\$ 4,597,278	\$ 4,838,609	\$ 241,331
Other Functions					
Miscellaneous Unallocated, Transfers	\$ 2,111,275	\$ 949,789	\$ 264,456	\$ 60,477	\$ (203,979)
Transit	-	-	10,000	10,000	-
Total Other Functions	\$ 2,111,275	\$ 949,789	\$ 274,456	\$ 70,477	\$ (203,979)
Total General Fund (101)	\$ 19,802,468	\$ 19,300,022	\$ 19,628,972	\$ 21,243,663	\$ 1,614,691

**SUMMARY OF EXPENDITURES BY FUND
2024 PROPOSED BUDGET**

<u>FUND</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED</u>	<u>2024 PROPOSED</u>	<u>Change</u>
Special Revenue Funds:					
Charitable Gambling Fund (210)	\$ 32,815	\$ 61,715	\$ 32,250	\$ 30,850	\$ (1,400)
Public Safety Programs Fund (215)	55,161	4,720	1,000	3,500	2,500
Library Donation Fund (217)	-	-	-	150,000	150,000
Airport Fund (225)	228,705	500,870	242,727	460,532	217,805
<i>Community Development</i>					
City Rental Property Fund (211)	\$ 7,481	\$ 5,954	\$ 8,263	\$ 8,250	\$ (13)
Community Development Fund (240)	755,842	1,702,632	1,082,126	794,301	(287,825)
Rental Housing Rehabilitation Fund (244)	-	-	100,000	-	(100,000)
SCDP Revolving Loan Programs Fund (247)	-	-	84,000	84,000	-
<i>Faribault HRA</i>					
Public Housing Fund (241)	\$ 432,703	\$ 383,894	\$ 552,962	\$ 474,185	\$ (78,777)
CRV Rehabilitation Fund (254)	-	-	-	-	-
Faribault HRA Fund (280)	278,177	587,996	951,268	422,639	(528,629)
<i>Faribault EDA</i>					
Industrial Development Loan Fund (243)	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
Federal MIF Loan Fund (248)	-	-	-	-	-
Minnesota Investment Fund (249)	-	-	-	-	-
Faribault EDA Fund (290)	164,073	1,233,570	1,170,791	1,170,611	(180)
Economic Development Revolving Loan Fund (291)	-	-	100,000	100,000	-
Tax Increment Funds (263-275)	189,047	209,461	388,731	359,808	(28,923)
Total Special Revenue Funds	\$ 2,144,003	\$ 4,690,813	\$ 4,814,118	\$ 4,158,676	\$ (655,442)
Debt Service Funds (344-360)	\$ 2,849,859	\$ 7,292,165	\$ 1,549,693	\$ 1,495,993	\$ (53,700)
Capital Projects Funds:					
Street Improvement Projects Fund (401)	\$ 4,434,739	\$ 4,148,651	\$ 7,960,126	\$ 3,741,700	\$ (4,218,426)
Park Improvements Fund (404)	935,972	791,996	1,584,055	9,335,000	7,750,945
Capital Replacement Fund (431)	422,098	1,559,016	2,347,433	2,566,948	219,515
Public Facility Projects Fund (437)	421,704	3,689,779	1,427,487	181,000	(1,246,487)
Total Capital Projects Funds	\$ 6,214,513	\$ 10,189,442	\$ 13,319,101	\$ 15,824,648	\$ 2,505,547
Enterprise Funds:					
Water Fund (601)	\$ 2,520,507	\$ 3,037,864	\$ 9,360,784	\$ 8,015,972	\$ (1,344,812)
Sewer Fund (602)	5,244,300	5,756,076	10,908,231	10,153,807	(754,424)
Storm Water Fund (603)	821,390	793,549	3,954,259	2,716,279	(1,237,980)
Total Enterprise Funds	\$ 8,586,196	\$ 9,587,488	\$ 24,223,274	\$ 20,886,058	\$ (3,337,216)
Internal Service Funds:					
Worker's Compensation Fund (704)	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -
Property/Liability Trust Fund (705)	98,616	49,474	100,000	100,000	-
Total Internal Service Funds	\$ 98,616	\$ 49,474	\$ 130,000	\$ 130,000	\$ -

**SUMMARY OF EXPENDITURES BY FUND
2024 PROPOSED BUDGET**

<u>FUND</u>	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED</u>	<u>2024 PROPOSED</u>	<u>Change</u>
Agency Funds:					
Elderly Housing Fund (897)	\$ -	\$ -	\$ -	\$ -	\$ -
Robinwood Manor Fund (898)	314,792	362,941	440,446	490,583	50,137
Total Agency Funds	\$ 314,792	\$ 362,941	\$ 440,446	\$ 490,583	\$ 50,137
TOTAL ALL FUNDS	\$ 40,010,446	\$ 51,472,345	\$ 64,105,604	\$ 64,229,621	\$ 124,017

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, licenses 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.

2024 Budget Goals & Objectives

- Provide direction for the development and conducting of a Community Survey to be completed utilizing consultant services.
- Provide direction for labor negotiations to complete new compensation agreements with the various labor groups (current 3-year agreements expire at the end of 2024).
- Discuss the role of the City with the development of affordable housing within the community and identify any actions to be taken.
- Support continued implementation of the Comprehensive Plan; Downtown Master Plan; Parks, Trails, and Open Space Plan; and Community Vision/Strategic Plan.
- Attend training opportunities related to municipal governing.
- Consider and adopt revisions to the City Charter and Code of Ordinances as deemed appropriate.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
City Council Meetings	35	39	35	35
Council Work Session/Committee Meetings	30	26	30	30
Ordinances/Resolutions Adopted	298	310	290	275

Budget Summary

Increases in salaries for the Mayor and Councilmembers were previously approved for 2023 and 2024 upon the passage of Ordinance 2022-29. The large increase in Other Svcs & Charges in 2024 is due to the budgeting for a Community Survey (\$50,000) along with financial assistance payments (per 5-year agreements executed in 2023) with River Bend Nature Center (\$60,000) and the Faribault Foundation (\$50,000).

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$68,814	\$68,811	\$79,313	\$81,834
Supplies	\$1,003	\$3,363	\$1,750	\$1,800
Other Svcs & Charges	\$574,789	\$383,681	\$327,279	\$467,193
Total	\$644,605	\$455,855	\$408,342	\$550,827

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:

- Coordinate City Council activities including preparation of Council and Committee agenda packets and meeting minutes. Administer 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.
- Manage official records and documents of the City, including agreements and contracts.
- Administer of licensing processes and procedures.
- Oversee the execution of City elections.

2024 Budget Goals & Objectives

- Replacement of the City Administrator due to planned retirement.
- Gather Council direction and coordinate with Human Resources Director for labor negotiations sessions to complete new compensation agreements with the various labor groups (current 3-year agreements expire at the end of 2024).
- Work with City Council, Department Heads, and Communications Manager to develop and conduct a Community Survey, including securing the services of a consultant/consulting firm.
- Develop and implement policies in response to 2023 legislative session outcomes, including legalization of recreational cannabis, paid family leave, and affordable housing support.
- Continue to lead efforts to finalize design, bid, begin construction, and secure State funding and/or private funds for the Downtown (North Viaduct Area) Park project.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Licenses Processed	128	157	135	165
Council Meetings & Agendas	35	39	35	35
Council Work Session/Committee Meetings	40	26	40	26
Leadership Team Meetings	26	27	26	26
Ordinances/Resolutions Adopted	280	310	260	275

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
City Administrator	1.00	1.00	1.00	1.00	1.00
City Clerk	0.00	0.00	1.00	1.00	1.00
Assistant to the City Administrator	1.00	1.00	0.00	0.00	0.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00

Budget Summary

No staffing changes are proposed for 2024. Organizational changes in 2023 included the separation of Human Resources from Administration to a separate department and the transfer of Communications activities and staff to Administration.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$269,130	\$279,229	\$295,243	\$318,886
Supplies	\$3,274	\$2,660	\$5,100	\$15,450
Other Svcs & Charges	\$9,368	\$11,613	\$12,765	\$15,597
Total	\$281,773	\$293,502	\$313,108	\$349,933

ADMINISTRATION

COMMUNICATIONS (41350)

Department Description/Services

Responsible for all aspects of the City's internal and external communication activities in conformity with the City, community, and departmental goals and objectives. Maximizes the impact of outgoing City communications regarding a wide range of programs, services, issues, and policies by leveraging existing technology, tools, and media outlets in order to achieve a better-informed public and internal organization. Assists with the planning, leadership, operations, and administration of the branding, marketing, and communications of the City, while providing accurate, effective, informative, and timely public information to internal staff, the news media, residents, and businesses that furthers the City's commitment and vision for informative and responsive government. Works to plan, develop, and disseminate information designed to provide awareness of City programs, services, accomplishments, and other pertinent information.

2024 Budget Goals & Objectives

- Finalize and implement City's Strategic Communications and Engagement Plan and Crisis Communications Plan.
- Continue to assist department heads and staff with communications training, strategies, and activities.
- Prepare and publish quarterly newsletters for community distribution.
- Summarize City Council agenda items for public and staff.
- Increase community outreach related to new and on-going City matters.
- Work with the Community and Economic Development Administration Department on the creation of various industrial/ commercial/residential development marketing materials.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Press Releases Issued	n/a	n/a	10	15
News Flash Items (on City Website)	142	107	120	120
Followers to City Social Media sites	n/a	n/a	23,000	24,000
Unique City Website Users*	102,152	726,899*	102,000*	100,000*
Newsletters Distributed	n/a	n/a	12	16

*Google Analytics made changes to the way it tracks users on our webpage in 2022, and additional changes are being made in 2023 as the City converts to a new Google Analytics 4.

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Communications Manager	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	0.00	0.00	0.00	1.00	1.00

Budget Summary

This was a newly created Division (and budget) under Administration in 2023. Expenses under Other Svcs & Charges include City website and social media related costs.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$0	\$0	\$0	\$97,896
Supplies	\$0	\$0	\$150	\$1,400
Other Svcs & Charges	\$0	\$0	\$0	\$5,200
Total	\$0	\$0	\$150	\$104,496

ADMINISTRATION

ELECTIONS (41410)

Department Description/Services

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

2024 Budget Goals & Objectives

- Conduct safe and efficient elections.
- Implement election judge software in partnership with Rice County to provide election and training transparency.
- Provide outreach via our website, social media, and local media regarding elections and election security.
- Implement changes or revisions imposed by legislature regarding conduct of local elections.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Special Primary Election Registered Voters (May)	0	11,439	0	0
Special Primary Ballots Collected	0	835	0	0
Presidential Primary Registered Voters	0	0	0	11,600
Presidential Primary Ballots Collected	0	0	0	2,000
Primary Election Registered Voters	0	11,533	0	11,600
Primary Ballots Collected	0	2,619	0	2,700
General Election Registered Voters	0	11,498	0	11,600
General Ballots Collected	0	7,363	0	10,000

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Election Judges	70.00	0.00	60.00	0.00	60.00
Total Part-Time Employees	70.00	0.00	60.00	0.00	60.00

Budget Summary

There are three scheduled elections for 2024. Expenses include annual equipment lease costs payable to Rice County (Poll Pads, Automarks, and DS200s) as well as election judge pay and supplies. In 2023, the Minnesota State Legislature allocated money to pay for election expenses. These dollars will be split between Rice County and the City of Faribault in accordance with the statute.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$0	\$31,792	\$0	\$32,000
Supplies	\$710	\$3,522	\$0	\$4,250
Other Svcs & Charges	\$910	\$2,766	\$1,810	\$8,060
Total	\$1,620	\$38,080	\$1,810	\$44,310

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: accounts receivable, accounts payable, investment management, debt management and accounting control as well as facilitating the annual preparation of the Annual Comprehensive 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 Annual Comprehensive 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

2024 Budget Goals & Objectives

- Integrate the Long-Term Financial Planning tool into decision making processes.
- Cross-train on utilization of the Long-Term Financial Management Plan.
- Implement the core financials, cashiering, and utility billing modules of a new Enterprise Resource Planning (ERP) system.
- Establish procedures to fully utilize the new ERP system.
- Update documented procedures in accordance with the new ERP system.
- Define and document internal controls with the new ERP system.
- Monitor and improve the new franchise fee rebate program initiated in 2023.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total Budget	\$47,074,424	\$52,392,185	\$58,354,758	\$64,229,621
Total Payroll Cost	\$16,109,702	\$16,489,248	\$17,568,913	\$18,628,381
Tax Levy	\$10,162,266	\$10,559,078	\$11,184,332	\$12,242,233
Levy increase (decrease)	7.97%	3.90%	5.92%	9.46%
Tax Capacity	\$19,329,347	\$20,431,840	\$23,573,544	\$25,784,783
Utility Customers	7,554	7,554	7,595	7,595
Cash & Investments – Year End	\$56,051,433	\$49,016,587	\$45,000,000	\$45,000,000

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Finance Director	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	0.00	0.00	0.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	0.00	0.00
Senior Accountant	0.00	1.00	1.00	1.00	1.00
Account Technician	2.00	2.00	2.00	2.00	2.00
Payroll Benefit Specialist	0.50	0.50	0.00	0.00	0.00
Administrative Assistant II	1.70	1.00	1.00	1.00	1.00
Total Full-Time Employees	6.20	6.50	5.00	5.00	6.00
Total Part-Time Employees	0.00	0.00	1.00	1.00	0.00

Budget Summary

The Finance 2024 budget remains stable in accordance with the direction of the City Administrator. The part-time Account Technician was adjusted mid-year 2023 to full-time. The employee benefit of tuition reimbursement is being increased as it is being utilized. Personnel costs are adjusted in accordance with the Collective Bargaining Agreements and the Non-Union Resolution passed by City Council in 2022 and 2023. In 2023, a one-time additional \$5,000 for professional services was added to scan permanent records for retention.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$406,872	\$373,673	\$400,277	\$461,903
Supplies	\$3,126	\$5,232	\$5,650	\$5,852
Other Svcs & Charges	\$73,072	\$59,535	\$81,288	\$78,268
Total	\$483,070	\$438,440	\$487,215	\$546,023

HUMAN RESOURCES

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.

2024 Budget Goals & Objectives

- Transition staff and domain to MS 365.
- Install new door access and camera systems for all facilities.
- Work with consultant to begin implementation of items necessary for the 2025 BCA compliance audit.
- Install new server(s) and technology required for public facilities.
- Work with departments to determine need, cost, maintenance and installation with all new technologies.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Personal Computers	190	249	249	249
Number of Mobile Devices (Phones & Tablets)	130	125	130	132
Support Help Desk Tickets	750	1,285	1,300	1,350
Physical Servers	8	8	9	10
Virtual Servers	18	18	19	20

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
IT Coordinator	1.00	1.00	1.00	1.00	1.00
IT Technician	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

Staffing levels are projected to remain relatively consistent for 2024. With various projects being completed in 2024 the IT budget will be significantly higher for the move to MS 365, BCA audit, camera and door access project (\$45,000). The budget also includes \$150,000 to support those projects with contract services.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$164,703	\$167,943	\$181,182	\$178,801
Supplies	\$1,103	\$8,449	\$9,650	\$6,365
Other Svcs & Charges	\$53,660	\$43,526	\$44,780	\$247,520
Total	\$219,467	\$219,919	\$235,612	\$432,686

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.

2024 Budget Goals & Objectives

- Adopt ordinance(s) for the implementation of administrative offenses citations to improve compliance with enforcement actions imposed on nuisance violations, property maintenance issues, and other code related matters.
- Provide input/guidance on revisions to the City Charter and Code of Ordinances.
- Ensure that incurred legal expenses are reimbursed when appropriate through charges to developers, tax increment financing proceeds, etc.
- Provide training to City Council, Boards and Commissions, and/or Leadership Team on the Open Meeting Law, Conflicts of Interest, and specific topics identified for discussion.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Criminal				
Case Files Opened	793	799	1,000	1,000
Case Files Closed	373	738	600	700
Jury Trials (to completion)	1	2	2	2
Scheduled Court Appearances	1,700+/-	3,020	1,800+/-	2,000
Civil				
General (Hours)	922.4	1,154.75	1,000	1,000
EDA (Hours)	17.0	57.50	60	60
HRA (Hours)	53.4	184.65	60	100

Budget Summary

Contracts with both of the law firms representing the City are in place for 2023 through 2025. 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 defended by the League of Minnesota Cities through the City's insurance coverage.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Other Svcs & Charges	\$231,410	\$242,618	\$277,230	\$262,100
Total	\$231,410	\$242,618	\$277,230	\$262,100

HUMAN RESOURCES

HUMAN RESOURCES (41800)

Department Description/Services

This department is under the general supervision of the Human Resources Director and performs a wide variety of public-sector human resources administrative duties.

- Responsible for labor and employee relations, job classification and compensation, pay equity, employee benefits, personnel policy administration, contract negotiations, and workers compensation.
- Process biweekly payroll and maintain employee records.
- Supervise information technology.
- Administer Safety Program and Employee Assistance Program

2024 Budget Goals & Objectives

- Negotiate all collective bargaining agreements for 2025 and beyond.
- Implement Sick and Safe legislation.
- Develop, train and assist as needed for the new City Administrator and other positions as needed.
- Implement new payroll and HRIS system.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Full-time Employees Hired	15	15	16	15
Permanent Part-time Employees Hired	2	8	10	6
Promotions	4	1	8	6
Labor Contracts	5	5	5	5
Other Employee Groups	3	3	3	3

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Human Resources Director	0.00	0.00	0.00	1.00	1.00
Human Resources Assistant	0.00	0.00	0.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	0.00	0.00
Payroll Benefit Specialist	0.50	0.50	1.00	0.00	0.00
Total Full-Time Employees	1.50	1.50	2.00	2.00	2.00

Budget Summary

Staffing levels have remained the same for this budget cycle. Interview and selection were done for a new finance, payroll and HRIS system in 2023, for implementation in 2024. Several items of legislation were passed in 2023 that were implemented or will be phased in between 2023 and 2025 that affect the City and its employees. Reclassification of various positions, new positions, and department reorganizations will be done as needed for 2024.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$225,793	\$253,347	\$275,134	\$298,504
Supplies	\$1,670	\$2,294	\$9,100	\$4,900
Other Svcs & Charges	\$30,110	\$63,646	\$67,072	\$68,981
Total	\$257,573	\$319,287	\$351,306	\$372,385

COMMUNITY & ECONOMIC DEVELOPMENT

PLANNING AND ZONING (41910)

Department Description/Services

The Planning and Zoning Division prepares long-range plans and processes current planning and zoning applications. Specific responsibilities of the Planning and Zoning Division include the following:

- Provide liaison and support to the Planning Commission, the Development Review Committee, the Airport Zoning Board, and ad hoc committees.
- Interpret and administer the Unified Development Ordinance (UDO) and other land use-related provisions of the City Code.
- Amend and update the UDO to be consistent with the Comprehensive Plan and City Council direction.
- Review development applications and permits for zoning compliance.
- Coordinate the development review and approval process.
- Enforce zoning violations.
- Conduct land use studies and develop small area plans.
- Coordinate and administer the City's Comprehensive Plan and planning processes.
- Assist with administrative projects as requested.

2024 Budget Goals & Objectives

- Continue to implement the Journey to 2040 Comprehensive Plan.
- Amend the City's Official Zoning Map.
- Update the City's UDO.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Planning Commission Applications	50	55	55	55
Admin Reviews and Site Plans	200	211	215	215
Policy Recommendation & Interpretations	50	50	60	50
Number of Planning Commission Meetings and Work Sessions	50	24	48	36

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
City Planner	1.00	1.00	1.00	1.00	1.00
Planning Coordinator	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	3.00	3.00

Budget Summary

The budget includes tools and resources necessary for the Planning and Zoning Division to efficiently and effectively do its work. The budget includes software, continuing education, professional services for specialized projects or contract planning services, and a summer internship program.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$380,655	\$423,097	\$458,245	\$449,363
Supplies	\$406	\$1,289	\$1,600	\$1,200
Other Svcs & Charges	\$26,112	\$30,624	\$43,267	\$53,239
Total	\$407,173	\$455,009	\$503,112	\$503,802

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.

2024 Budget Goals & Objectives

- Maintain floors and facilities.
- Maintain lawns and landscaping.
- Attend staff trainings and custodial trainings

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Rooftop Units Maintained (City Wide)	26	26	26	26
Boilers Maintained (City Wide)	11	11	11	11

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Maintenance Engineer	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	1.00	1.00	1.00	1.00

Budget Summary

This budget is used for general maintenance of City Hall, paper for City Hall and some IT equipment.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$99,108	\$78,542	\$68,265	\$72,339
Supplies	\$10,731	\$13,604	\$13,250	\$16,050
Other Svcs & Charges	\$72,952	\$79,019	\$89,117	\$90,941
Total	\$182,790	\$171,165	\$170,632	\$179,330

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, two division Captains, a Sergeant, 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.

2024 Goals & Objectives

The department is looking at several primary goals related to equipment and technology acquisition to stay modernized and up-to- date. In addition, the department is looking to support a variety of wellness and community engagement initiatives with funds allocated by the legislature under the Public Safety Aid Package:

- Replace our .45 cal Smith and Wesson handguns. A team of officers test fired a variety of makes/models and recommended the next generation 9 mm Smith and Wesson. The smaller frame of the 9 mm is better suited for all officers, the recoil is less, and proficiency improves without a significant loss of ballistic integrity. The department is able to sell our existing firearms, but there is considerable expense in new holsters, magazines, and optical sites.
- Acquire non-lethal and less-lethal weapons to equip every squad car.
- Explore the use of additional technology to enhance our data driven crime reduction and mapping strategy.
- Solidify the Officer Wellness fund through Public Safety Aid monies. To date, the wellness funds utilized by the department have been allocated from public donations. This is not sustainable or reliable in the long term. Boosting wellness funds will allow for more comprehensive screening, such as through the Sigma Tactical Health cardiac program (cardiac issues are the leading cause of death for officers).
- A dedicated funding source for department community engagement activities such as the “Safe Summer Kickoff”. While grant funds and local sponsors will always be accepted for such events, the on-going success of our engagement efforts can be solidified through department allocation.

Department Statistics

Department-wide Employees & Vehicles	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total FT and (2) PT Employees	46	43	43	43
Sworn Officers	35	35	35	35
Records and CSO Staff (2 PT)	10.5	8	8	8
Reserve Officers (Volunteers)	16	6	6	0
Police Explorers (Volunteers)	18	10	10	18
Vehicles	25	25	25 (20 owned/5 Leased)	25 (14 owned/11 leased)

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Chief of Police	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	2.00	2.00
Sergeant	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00

Budget Summary

The Public Safety Aid Package has presented the department and City with a one-time opportunity to purchase and acquire needed equipment and fund wellness/community initiatives. In addition to what's mentioned, the department plans to itemize needs and offset traditional capital or equipment purchases with state funds in 2024.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$862,190	\$888,907	\$881,205	\$953,109
Supplies	\$26,404	\$24,891	\$34,275	\$33,590
Other Svcs & Charges	\$172,524	\$211,568	\$243,351	\$258,492
Total	\$1,061,118	\$1,125,366	\$1,158,831	\$1,245,191

POLICE DEPARTMENT

CRIMINAL INVESTIGATION (42121)

Department Description/Services

This activity provides for the investigation and processing of complaints related to all levels of criminal activity. Investigations include person crimes, property crimes, computer forensic investigations, and social service issues involving child and adult protection cases. School Resource Officers are assigned to both Faribault Middle and High School. This area also covers contributions to the Cannon River Drug and Violent Offenders Task Force housed out of the Faribault Police facility.

2024 Budget Goals & Objectives

- Continue to support and assist the Community Based Coordinator from Rice County who assists officers and provides services to individuals experiencing mental health or chemical health crisis. Continue the partnership with Rice County Social Services in investigating a high volume of adult and child protection cases.
- Upgrade surveillance and monitoring equipment, to include replacement of an obsolete portable alarm system to assist local business and residents with criminal deterrence.
- Provide advanced trainings, to include criminal financial investigation and crime scene processing to detectives to enhance and improve case investigation for successful prosecution.
- Expand our forensic extraction platforms to help investigations locate, process and utilize data from mobile and computing devices to assure successful identification of parties involved in criminal activity.
- Continue to provide effective school liaison services to the Faribault High School, Middle School and Elementary Schools. Provide consistent communication between the schools and police to create a safer environment for all students.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Part I Crime Most Serious	440	526	430	460
Part II Crimes	654	593	610	600
Percentage Solved (Part I & II)	36%	46%	44%	45%
Youth Liaison Cases	250	356	245	300
Drug Task Force Cases	260	154	320	270
Investigative Cases Handled	425	304	400	385

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Sergeant	1.00	1.00	1.00	1.00	1.00
Police Officer	6.00	6.00	6.00	6.00	6.00
Total Full-Time Employees	7.00	7.00	7.00	7.00	7.00

Budget Summary

The 2024 increase in the department’s Investigations budget is reflective of our vehicle leasing arrangement with Enterprise Fleet Services and the shifting of associated costs from Capital Improvement Plan to operational.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$927,226	\$982,253	\$1,042,325	\$1,144,489
Supplies	\$22,368	\$35,285	\$38,150	\$42,173
Other Svcs & Charges	\$45,812	\$46,273	\$66,755	\$88,069
Total	\$995,407	\$1,063,811	\$1,147,230	\$1,274,731

POLICE DEPARTMENT

UNIFORM PATROL (42123)

Department Description/Services

Police Patrol provides for the use of uniform patrol personnel in squad cars, bicycles, and on foot to perform functions throughout the 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.

2024 Budget Goals & Objectives

Patrol is looking to update some of our current equipment utilizing monies from the Public Safety Aid Package along with additional technology provided by AXON who currently supports our body cameras and squad cameras.

- New squad cameras will be installed in all patrol vehicles that will support the capability of (LPR) license plate reader technology that officers will be alerted when a stolen vehicle passes by or when there's a wanted vehicle entered into NCIC nationwide.
- Bike patrol is a great tool for officers to utilize in the summer months for events and routine patrol. Being able to move through the city covertly helps officers encounter active crimes occurring within the city. We plan on adding an additional E-Bike to our fleet.
- The department has partnered with Enterprise Fleet Services to provide the department with police vehicles. In 2024, we are looking to update four of our patrol vehicles to provide officers with necessary updated equipment.
- Better utilize and allocate officers to "hot spots" of criminal activity in the community by utilizing crime mapping technologies.
- Utilize AXON technologies to further reduce the amount of time officers spend in the office, thus increasing their presence in the community.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimate
Calls-For-Service	28,973	30,500	31,115	31,200
DWI's	120	125	130	135
Citations Issued	2,887	2,890	2,900	2,950

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Sergeant	4.00	4.00	4.00	4.00	4.00
Police Officer	20.00	20.00	20.00	20.00	20.00
Police Reserve Officers (Part-Time)	24.00	24.00	24.00	24.00	24.00
Total Full-Time Employees	24.00	24.00	24.00	24.00	24.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	24.00

Budget Summary

Increases in the Uniform Patrol budget are reflective of the department's vehicle lease arrangement with Enterprise Fleet Services and the purchase of new equipment such as non-lethal pepper ball launchers.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$2,867,006	\$2,898,489	\$3,105,224	\$3,132,100
Supplies	\$134,262	\$165,334	\$179,450	\$189,550
Other Svcs & Charges	\$259,561	\$213,983	\$295,575	\$344,104
Total	\$3,260,829	\$3,277,805	\$3,580,249	\$3,665,754

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 and evidence services for the Police Department.

2024 Budget Goals & Objectives

- Continue to seek training opportunities for staff to increase knowledge and abilities.
- Prepare for future turnover by developing staff.
- Continue to find ways to assist with Body Worn Camera data and processes.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
FPD Calls for Service	28,973	24,754	33,000	29,000
Reports processed	4,311	4,131	4,600	4,200
Drugs Disposed of (lbs) – Evidence Tech	1,085	1,164	1,150	1,130
Evidence Processed	2,792	2,692	2,900	2,600

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Records Specialist (Full-Time)	3.00	3.00	3.00	2.00	2.00
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	0.00	0.00	0.00
Total Full-Time Employees	5.00	5.00	5.00	4.00	4.00
Total Part-Time Employees	1.00	1.00	0.00	0.00	0.00

Budget Summary

There are no significant increases in the Records budget.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$450,920	\$336,974	\$321,278	\$386,208
Supplies	\$2,250	\$4,759	\$7,000	\$4,800
Other Svcs & Charges	\$10,071	\$6,021	\$11,301	\$11,807
Total	\$463,241	\$347,753	\$339,579	\$402,815

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 Community Services Officers (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.

2024 Budget Goals & Objectives

- Obtain a second speed trailer due to the increase in traffic complaints/requests.
- Seek out more efficient ways to adopt out unclaimed animals.
- Replace steel trailer in need of repair with lightweight 8 x 10-aluminum trailer.
- Develop additional strategies to assist pet owners in identifying lost or missing pets.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Animal Complaints	1,150	668	1,480	1,332
Nuisance Complaints	5,260	3,094	7,200	6,480
Parking Tickets Issued	850	558	1,100	990
Animals Impounded	195	93	235	212
Animals Claimed	102	70	120	108
Animal Boarding Days	325	327	625	563
Other	2,950	2,748	3,500	3,850

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
CSO Supervisor	1.00	1.00	1.00	1.00	1.00
Community Services Officer II	1.00	1.00	1.00	1.00	1.00
Community Services Officer II (Part-Time)	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
Total Part-Time Employees	2.00	2.00	2.00	2.00	2.00

Budget Summary

The 2024 increase in the department’s Community Services budget is reflective of our vehicle leasing arrangement with Enterprise and the shifting of associated costs from Capital Improvement Plan to operational.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$222,326	\$209,227	\$266,506	\$292,561
Supplies	\$11,674	\$12,271	\$32,550	\$24,250
Other Svcs & Charges	\$15,593	\$25,292	\$25,945	\$42,976
Total	\$249,594	\$246,791	\$325,001	\$359,787

FIRE AND CODE SERVICES

FIRE ADMINISTRATION (42210)

Department Description/Services

The Director of Fire and Code Services serves as the chief administrator for the Fire and Code Services Department and reports to the City Administrator. The Director of Fire and Code Services is responsible for managing the overall operations of the Fire and Code Services 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.
- Financial management of the Fire and Codes Department budgets.
- 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 and Code Services Department.

2024 Budget Goals & Objectives

- Continue to promote firefighter health and well-being through training and safety equipment purchases.
- Work with staff to develop a plan for additional full-time firefighters in the future.
- Hire more paid-on call firefighters.
- Search and apply for grants to off-set equipment and training needs.
- Identify the location of a new fire station based on response times for the community.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Grants Applied For	4	5	5	6
Processed Data Requests	31	34	43	50

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Director of Fire & Code Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II (Part-Time)	0.30	1.00	1.00	1.00	1.00
Fire/Property Maintenance Inspector	0.50	0.50	0.00	0.00	0.00
Total Full-Time Employees	1.80	1.50	1.00	1.00	1.00
Total Part-Time Employees	0.00	1.00	1.00	1.00	1.00

Budget Summary

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

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$222,807	\$232,285	\$244,775	\$266,696
Supplies	\$8,677	\$7,296	\$6,750	\$13,400
Other Svcs & Charges	\$37,546	\$47,021	\$52,573	\$57,325
Total	\$269,030	\$286,602	\$304,098	\$337,421

FIRE AND CODE SERVICES

FIRE SUPPRESSION (42220)

Department Description/Services

The City of Faribault utilizes a combination fire suppression division with one Director of Fire and Code Services, three Fire Captains, and seven full-time Firefighters and is authorized to have twenty-seven Paid On-Call (POC) firefighters. Under the direction of the Director of Fire and Code Services, the primary services provided by the Fire Suppression division are:

- Fire Operations – Fire operations provides fire protection, emergency medical service delivery, technical rescue, and hazardous material emergency responses. The fire suppression division 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 suppression 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 International Fire Code.

2024 Budget Goals & Objectives

- Continue to educate staff utilizing the skills, experience, and knowledge of the existing staff.
- Maintain quality equipment through budgeting, replacement schedules, and in-house maintenance programs.
- Adjust response model along with the first responder partners in the ever-changing emergency response climate.
- Take delivery of a new rescue apparatus that will support the change to the response model.
- Continue the process of training the full-time staff up to technician level in trench rescue, confined space rescue, and rope rescue.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Fires & Alarms	248	242	260	260
Medical Calls	1,972	1,882	2,300	2,500
Rescue Calls	179	124	200	210
Additional Calls	704	718	775	780
Total Calls	3,103	2,966	3,300	3,750
Average Calls Per Day	8.5	8.1	9.5	10.3
Training Data (total hours trained)	2,500	2,193	2,500	2,300
Public Education Contacts	2,000	2,000	4,000	2,500
Burning Permits Issued	75	88	90	95

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Captain	3.00	3.00	3.00	3.00	3.00
Firefighter	6.00	6.00	6.00	6.00	7.00
Firefighter Paid-On-Call (Part-Time)	24.00	24.00	24.00	24.00	27.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	10.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	27.00

Budget Summary

Increases made to this budget were in response to the increased cost of supplies and equipment. Most of the necessary equipment (PPE for example) saw double digit percentage increases in their cost. Also, an increase in the overtime budget is needed to keep up with increases in wages due to step and COLA increases. An additional firefighter is added in 2024 and will be funded in 2024 and 2025 by the Public Safety Aid received through the 2023 Legislative session.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$1,266,032	\$1,312,695	\$1,364,264	\$1,612,854
Supplies	\$77,319	\$102,688	\$91,800	\$99,450
Other Svcs & Charges	\$26,965	\$55,185	\$34,382	\$40,741
Total	\$1,370,315	\$1,470,568	\$1,490,446	\$1,753,045

FIRE AND CODE SERVICES

EMERGENCY MANAGEMENT (42500)

Department Description/Services

The Director of Fire and Code Services 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.

2024 Budget Goals & Objectives

- Hold another CERT training academy to increase the number of volunteers on the team.
- Continue to educate both full-time and part-time firefighters on the Multi-Hazard Plan to ensure they are prepared to act in their assigned roles.
- Work with private schools in the community to develop active shooter and reunification plans.
- Continue to promote participation in the City's Emergency Notification System, Everbridge.
- Upgrade technology in the Emergency Operations Center (EOC).
- Bolster our cache of N-95 masks.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Outdoor Warning Sirens	9	9	10	10
Citizens enrolled in the Everbridge	1,992	10,805	11,100	11,500

Budget Summary

This budget is utilized for whole community training and outreach, EOC support, expenses associated with maintaining the City's Multi-Hazard Plan, outdoor warning siren maintenance and the Everbridge Emergency Notification System.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Supplies	\$142	\$404	\$400	\$500
Other Svcs & Charges	\$3,396	\$5,274	\$5,650	\$5,750
Total	\$3,538	\$5,678	\$6,050	\$6,250

FIRE AND CODE SERVICES

CODE ENFORCEMENT/INSPECTION DIVISION (42400)

Department Description/Services

The Code Enforcement/Inspection 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 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.

2024 Budget Goals & Objectives

- Continue streamlining the permit process through the online permitting system.
- Research and implement licensing module to streamline the rental licensing program.
- Train new staff and encourage existing staff to attend trainings to further their knowledge in building and property maintenance codes.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Plans Reviewed	265	310	300	280
Permits Issued	1,281	1,909	1,300	1,300
Online Permits Issued	471(Partial Year)	1,348	1,200	1,400
Field Inspections	2,837	3,608	3,000	3,000
Licensed Properties Inspected / Units	433/2,601	920/2,100	394/1,343	360/1,080

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector I	1.00	1.00	1.00	1.00	1.00
Building Inspector II	0.00	0.00	0.00	1.00	1.00
Rental Housing Technician	1.00	1.00	1.00	0.00	0.00
Administrative Assistant I (Part-Time)	0.00	0.00	0.00	0.00	1.00
Building Permit Technician	0.00	0.00	1.00	0.00	0.00
Property Maintenance/Fire Code Inspector	0.50	0.50	0.00	1.00	1.00
Total Full-Time Employees	3.50	3.50	4.00	4.00	4.00
Total Part-Time Employees	0.00	0.00	0.00	0.00	1.00

Budget Summary

Budget projections for permit revenue is based on construction industry trends. Primary expenses include personnel costs which have increased due to the hiring of staff.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$415,096	\$436,185	\$459,879	\$525,200
Supplies	\$2,552	\$9,868	\$8,100	\$6,950
Other Svcs & Charges	\$92,874	\$123,607	\$126,655	\$119,595
Total	\$510,522	\$569,660	\$594,634	\$651,745

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. Ensure 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.

2024 Budget Goals & Objectives

- Continue implementation of the asset management software to improve efficiency of department.
- Conduct a review of equipment maintenance staffing.
- Continue onboarding for new staff.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Right-of-Way Permits	75	107	75	100
Work Orders	475	487	500	500

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	0.00	0.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00

Budget Summary

The implementation of asset management software will improve tracking operational and lifecycle costs for City assets. The software will also be able to help with identifying operational efficiencies that will be a benefit for future budget planning. The continued optimization of this software will be necessary to meet the changing needs of the department. Upgrading the Administrative Assistant II position to Administrative Coordinator resulted in higher personnel costs in 2023.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$101,297	\$101,502	\$111,620	\$126,941
Supplies	\$533	\$53	\$1,060	\$550
Other Svcs & Charges	\$3,934	\$3,668	\$7,775	\$9,513
Total	\$105,764	\$105,223	\$120,455	\$137,004

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 and Parks Maintenance building operational costs are also included in this budget.

2024 Budget Goals & Objectives

- Implementation of assessment management program features into work flow process to increase efficiencies.
- Replacement of service truck.
- Evaluate seal coating program.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total Miles of Local Streets	114.4	114.4	115	115
Seal Coating Blocks	85	78	65	60
Street Sweeping (Hours)	2,500	1,796	2,000	1,800
Gravel Maintenance (Hours)	400	175	400	400
Bituminous Material (Tons)	1,000	894	1,100	1,200

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator	3.00	3.00	3.00	3.00	3.00
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00

Budget Summary

The rising cost of materials (bituminous mix, cold patch, seal coat oil) continue to impact the budget, often resulting in decreased amounts of maintenance activities such as seal coating. Aging infrastructure will have a role in developing future budgets and determining service levels. The continued implementation of new technology and methods will assist in mitigating cost increases.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$895,929	\$926,704	\$967,673	\$1,056,469
Supplies	\$337,150	\$389,274	\$366,000	\$418,050
Other Svcs & Charges	\$169,711	\$223,859	\$203,514	\$202,822
Total	\$1,402,791	\$1,539,837	\$1,537,187	\$1,677,341

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.

2024 Budget Goals & Objectives

- Continue to adjust chemical application equipment to optimize efficiency.
- Apply salt only with no sand where practical.
- Increase the use of untreated salt when conditions allow.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Snow Removal (Inches)	60	58	55	50

Budget Summary

Annual snowfall amounts have the most significant impact on the budget. The average snowfall is approximately 44", the winter of 2022-2023 was slightly above average. Climate trends along with the rising cost of salt will have significant roles in future planning. Implementing current technology may provide some relief in providing efficiencies yielding cost savings. The use of treated salt in areas has improved efficiency. Converting to straight salt from sand/salt mixture where applicable has resulted in reduced spring street sweeping costs.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Supplies	\$85,461	\$100,393	\$85,000	\$91,000
Other Svcs & Charges	\$32,910	\$42,296	\$40,000	\$40,000
Total	\$118,371	\$142,688	\$125,000	\$131,000

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 operations. In addition, this division provides for maintenance and operation of the City fleet fueling system located at the Public Works & Park facility.

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.

2024 Budget Goals & Objectives

- Replace the F550 service truck.
- Use asset management software module for fleet maintenance.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Work Orders	775	770	775	800

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Foreperson	1.00	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00

Budget Summary

The budget for equipment maintenance should remain fairly consistent from year to year. However, aging equipment and inflationary price increases of parts could have a significant impact on the budget. Leasing options for vehicles was reviewed in 2023 and determined to not be beneficial due to the configuration of vehicles in the fleet.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$267,183	\$275,655	\$254,612	\$278,230
Supplies	\$20,968	\$31,242	\$23,750	\$23,200
Other Svcs & Charges	\$6,653	\$10,190	\$8,574	\$10,106
Total	\$294,804	\$317,087	\$286,936	\$311,536

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.

2024 Budget Goals & Objectives

- Convert lighting in the downtown to LED.
- Update street light inventory.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Traffic Signals	13	13	13	13
Street Light Outage Reports	12	11	12	10

Budget Summary

A main influence on the street light budget is the cost of electricity and the repair/maintenance of aging systems. The use of LED fixtures has decreased the monthly electricity use as well as being more reliable and having fewer outages reported. The City currently operates and maintains multiple lighting and signal systems along state and county highways per past agreements, some of which will be replaced in 2024.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Supplies	\$175	\$283	\$500	\$400
Other Svcs & Charges	\$250,911	\$301,342	\$314,000	\$324,000
Total	\$251,087	\$301,624	\$314,500	\$324,400

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.

2024 Budget Goals & Objectives

- Coordinate as necessary with MnDOT on signal upgrades at TH21/Lyndale Ave. & 7th St. NW, TH60 & Western Ave., 3rd St. NE & 1st Ave. NE and 30th Ave., NW & TH60.
- Update street sign data base in asset management software.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Sign Maintenance (Hours)	800	780	800	850
Street Signs Replaced	175	375	200	225
Street Signs Repaired	100	130	100	100

Budget Summary

The budget remains fairly stable. Implementation of asset management software will create a detailed sign inventory used to assist with developing replacement schedules. This data will assist with maximizing sign lifecycles and future budget planning.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Supplies	\$24,199	\$32,645	\$29,250	\$26,050
Other Svcs & Charges	\$14,681	\$13,445	\$15,160	\$19,580
Total	\$38,880	\$46,090	\$44,410	\$45,630

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.

2024 Budget Goals & Objectives

- Delivery of infrastructure improvements identified in the adopted 2024 Budget and Capital Improvement Plan including the Westwood Drive reconstruction project.
- Oversee construction of Northern Link Trail & CPRR Underpass Connection to North Alexander Park and the Cannon River View Trail.
- Collaborate with Rice County on the interchange study and plans for a future CSAH 9/I-35 interchange and identify funding sources.
- Update 10-year capital improvement plan for street and infrastructure improvements utilizing the City's Long-Term Financial Management Plan.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Contracts Let	9	11	12	10
Construction Amount	\$7.5M	\$6.9M	\$12.0M	\$10.1M

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Director of Engineering/City Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Supervisor	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	2.00	2.00	3.00	3.00	3.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	6.00	6.00	6.00

Budget Summary

The 2024 Engineering budget is reflective of a very typical construction year. Planned large projects for 2024 include the Northern Link Trail Connection and Cannon River View Trail projects which both have state and/or federal funding sources tied to them as well as the planned Westwood Drive reconstruction project from 8th Street SW to Highland Place.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$524,973	\$550,500	\$589,072	\$615,459
Supplies	\$4,318	\$9,572	\$8,350	\$8,550
Other Svcs & Charges	\$27,305	\$27,954	\$36,693	\$41,026
Total	\$556,596	\$588,026	\$634,115	\$665,035

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.

2024 Budget Goals & Objectives

- Plan for future community center.
- Plan for Downtown (viaduct area) Park.
- Begin implementing the new facility study completed in 2023.

Department Statistics

Community Center Admin	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Picnic Shelter Reservations	358	325	350	350
All Around Passes	355	492	360	400
Insurance Rebates	512	485	535	550
Enrichment Classes	120	110	120	120

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Director	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	0.00	0.00
Administrative Assistant I	0.00	0.00	0.00	1.00	1.00
Communications Coordinator	1.00	1.00	1.00	0.00	0.00
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

Budget Summary

This budget covers administration of the Parks and Recreation Department. The budget remains stable.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$573,008	\$548,119	\$571,894	\$593,500
Supplies	\$18,542	\$31,387	\$37,250	\$40,450
Other Svcs & Charges	\$68,783	\$75,970	\$80,790	\$91,563
Total	\$660,333	\$655,476	\$689,934	\$725,513

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.
- Maintenance expense of utilities and cleaning for Buckham West are part of this budget.

2024 Budget Goals & Objectives

- Promote use of AFRC.
- Promote use of community center.
- Work with custodians on training programs.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Facility Rentals - Gym, Peterson Room	1,103	1,702	1,700	1,700
Indoor Pool Uses	650	1,704	1,700	1,700
Fitness Room Passes	223	340	365	365
Water Exercise Participants	11,670	12,184	13,000	13,000
Swim Lesson Participants	453	602	700	700
Lap Swim Participants	7,326	5,843	7,000	7,000

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Light Custodian (Full-Time)	2.00	2.00	2.00	2.00	2.00
Light Custodian (Part-Time)	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	0.00
Recreation Superintendent	0.00	0.00	0.00	0.00	1.00
Fitness Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Receptionist (Part-Time)	0.00	0.00	0.00	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	3.00	3.00

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

Budget Summary

This budget reflects the building maintenance and utilities as well as cost for the indoor pool and Armed Forces Reserve Center.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$311,596	\$356,075	\$394,428	\$383,004
Supplies	\$35,001	\$47,732	\$46,000	\$46,300
Other Svcs & Charges	\$146,059	\$184,198	\$166,750	\$166,750
Total	\$492,656	\$588,005	\$607,178	\$596,054

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.

2024 Budget Goals & Objectives

- Utilize a different pre-season special event in place of the Muddy Mile.
- Establish new recruiting and hiring techniques.
- Partner with two community organizations for special program opportunities.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Attendance	24,824	23,170	26,000	26,000
Days of Operation	78	79	80	80
Daily Admissions	17,428	16,718	17,000	17,250
Scholarships Awarded	\$1,072	\$1,600	\$3,000	\$3,000
Season Passes Sold	658	604	725	700

Budget Summary

This budget covers all aspects of operating the aquatic center. It also includes ¼ cost of Recreation Superintendent personnel costs. Increase in personnel costs is due in part to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$188,326	\$229,427	\$250,162	\$258,833
Supplies	\$67,022	\$73,828	\$64,550	\$63,550
Other Svcs & Charges	\$57,396	\$66,417	\$48,510	\$63,351
Total	\$312,744	\$369,672	\$363,222	\$385,734

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.

2024 Budget Goals & Objectives

- Promote facility for reservations.
- Review equipment for Capital Improvement Plan.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Hours of Operation per Week	26	26	26	30
Classroom Reservations	175	264	200	225
Gymnasium Reservations	263	559	250	300

Budget Summary

This budget is used for the operation of the Washington Recreation Center. The budget remains consistent.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$12,587	\$24,032	\$25,425	\$26,437
Supplies	\$2,931	\$3,344	\$2,800	\$2,800
Other Svcs & Charges	\$31,582	\$46,288	\$44,279	\$44,192
Total	\$47,100	\$73,664	\$72,504	\$73,429

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.

2024 Budget Goals & Objectives

- Promote soccer complex to outside soccer groups.
- Review complex improvements with School District and Soccer Association.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Traveling Home Games & Home Tournaments	35	32	29	32
School District Home Games, FHS & FMS	40	40	40	40
Fall Soccer Participation	0	125	130	130
Little Feet Summer Participation	205	208	225	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	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Supplies	\$3,100	\$4,976	\$4,850	\$4,850
Other Svcs & Charges	\$35,198	\$30,492	\$26,831	\$27,007
Total	\$38,298	\$35,468	\$31,681	\$31,857

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.

2024 Budget Goals & Objectives

- Improve communication regarding the outdoor ice rink warming house availability.
- Stabilize adult sport participation.
- Add two new young adult leagues.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Days Open at Outdoor Ice Rink	67	61	65	70
Adult Softball	51	31	55	55
Tournaments - Softball	5	5	6	6
Adult Volleyball Teams	65	48	75	75
Number of Games - Volleyball	322	315	325	330
Skating Hours – Faribault Ice Arena	125	125	125	125
Free Hours – Charitable Gambling – Faribault Ice Arena	18	18	18	18
Concerts in the Park	12	11	11	12
Outdoor Movies	6	5	5	4

Budget Summary

The increase in personnel costs is due to seasonal employee wage adjustments.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$54,836	\$82,635	\$85,984	\$87,456
Supplies	\$11,205	\$14,521	\$17,000	\$16,000
Other Svcs & Charges	\$69,321	\$63,704	\$62,500	\$62,500
Total	\$135,362	\$160,860	\$165,484	\$165,956

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.

2024 Budget Goals & Objectives

- Establish a new special event in place the Frostival.
- Partner with aquatics for a summer camp.
- Partner with two community organizations for special program opportunities.

Department Statistics

Youth Programs # of Participants	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Cub Football	107	86	125	115
Flag Football	65	38	65	60
Youth Sports	655	716	650	675
Youth Baseball & Clinic	80	76	100	85
Fun Center (Ages 7-11)	189	183	200	175
Preschool – Early Elementary (Age 5-7)	95	86	110	100
Pet Parade	500	250	500	500
Father Daughter Dance	0	0	125	130

Budget Summary

This budget is used for youth programs and youth sports. The budget remains stable.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$91,987	\$97,174	\$118,111	\$117,287
Supplies	\$22,677	\$18,097	\$21,600	\$22,600
Other Svcs & Charges	\$14,990	\$5,797	\$11,450	\$11,450
Total	\$129,655	\$121,068	\$151,161	\$151,337

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 and Trail Maintenance 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.

2024 Budget Goals & Objectives

- Develop new potential park by County Detention Center.
- Remove ash trees that pose a safety threat.
- Review CIP and prioritize improvements.
- Make trail improvements.
- Work on development of new downtown (viaduct area) park.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Parks Maintained	47	47	47	48
Acres of Parkland Maintained	403	403	403	405
Ball Field Aggregate – Tons	150	150	150	150
Shelters Maintained	12	13	13	13
Aerated Turf Acres	67	72	70	70
Outdoor Ice Rinks Maintained	4	4	4	4
Turf Maintenance Mow – Hours	1,712	1,638	1,800	1,800
Special Events – Hours	455	364	400	400

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Light Equipment Operator	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator (Part-Time)	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00
Total Part-Time Employees	0.00	0.00	0.00	1.00	1.00

Budget Summary

Personnel costs reflect an increase due to the hiring of a part-time Light Equipment Operator in 2023. Other services and charges increased due to pickleball fences and park sign replacements being budgeted.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$669,819	\$714,090	\$798,279	\$866,480
Supplies	\$172,909	\$161,404	\$163,600	\$179,300
Other Svcs & Charges	\$235,321	\$231,647	\$234,403	\$294,474
Total	\$1,078,050	\$1,107,141	\$1,196,282	\$1,340,254

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

2024 Budget Goals & Objectives

- Create and adopt a library vision statement.
- Conduct a usability audit and create a usability plan to help foster welcoming indoor and outdoor library spaces.
- Audit the library's virtual presence from the user's point of view.
- Research the demographics of likely makers, maker programs and equipment of interest.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total Library Circulation (# Items)	92,181	108,950	115,000	122,500
Physical Circulation-Faribault City	43,017	60,273	65,000	70,000
Physical Circulation-Rural Rice County	19,173	22,036	23,000	24,000
Physical Circulation-Other	8,986	6,880	7,000	8,000
Digital Circulation	21,005	19,761	20,000	20,500
Interlibrary Loan (# Items)	23,795	24,459	25,000	25,500
Reference Questions	8,858	10,523	11,000	12,000
Internet Use (# People)	2,782	5,081	6,000	6,200
Public Wireless Use (# Sessions)	4,963	7,866	8,000	8,500
Program Attendance (# People)	20,932	121,622*	22,000	22,500
Visits	52,502	84,206	90,000	100,000
Active Borrowers	14,818	11,523**	12,000	13,000
New Borrowers	471	1,105	1,100	1,200

*Several of the Library's Storytime Videos on YouTube and Facebook went viral in 2022.

**SELCO purges borrowers from the system if they do not check out library materials in 18 months. Also purged were borrowers whose cards had stayed in the system because they had fines on their accounts. When the fines were forgiven when the library went fine free, if patrons had not used their card in 18 months, their cards were deleted.

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian/Program Coordinator	2.00	2.00	2.00	2.00	2.00
Library Technician	2.00	2.00	2.00	2.00	2.00
Library Technician (Part-Time)	2.00	2.00	2.00	2.00	2.00
Receptionist (Part-Time)	5.00	5.00	5.00	5.00	5.00
Circulation Desk Aid (Part-Time)	4.00	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	16.00	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. In order to recruit and retain employees in the current labor market, the Page, Circulation Desk Aide and the Mending Aide positions' wages will increase by \$1 per hour in 2024. The library will expand library services based on evolving needs and promote educational equity within the community.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Personnel Services	\$824,788	\$845,837	\$922,452	\$985,387
Supplies	\$135,826	\$119,481	\$147,950	\$147,200
Other Svcs & Charges	\$175,016	\$205,078	\$249,430	\$235,888
Capital Outlay	\$0	\$0	\$0	\$0
Total	\$1,135,629	\$1,170,396	\$1,319,832	\$1,368,475

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

This budget includes \$161 final annexation payment to Cannon City Township, \$316 first of two annexation payments to Wells Township, a \$40,000 reserve for open enrollment changes in health insurance, and a \$20,000 contingency. The 2023 budget included the fifth of five payments to Wells Township for annexation of property in the amount of \$40,000. Contingency was reduced in 2022 as the Fund Balance Policy changed to capture the need for Compensated Absences. Tax abatements were moved to Community and Economic Development Administration in 2022 as well.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Other Svcs & Charges	\$2,111,275	\$949,789	\$264,456	\$60,477
Total	\$2,111,275	\$949,789	\$264,456	\$60,477

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 \$10,000 for the City’s contribution toward the purchase of a new bus per the agreement with Hiawathaland Transit.

Expenditures by Use

Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Other Svcs & Charges	\$0	\$0	\$10,000	\$10,000
Total	\$0	\$0	\$10,000	\$10,000

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 (CGAB). 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.

2024 Budget Goals & Objectives

- Update the website to include more information about requesting funds.
- Create an on-line request form.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Premise License Permits	21	17	20	17
Temporary Licenses Processed	17	18	20	20
Board Meetings	4	4	4	4
Applications for Funds	8	10	8	8

Budget Summary

Expenditures for 2024 include continued funding for the 4th of July fireworks display and other miscellaneous projects and programs, based upon recommendations from the Charitable Gambling Advisory Board to the City Council.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$51,437	\$42,791	\$34,000	\$40,000
Miscellaneous Revenue	-\$315	-\$3,347	\$860	\$1,290
Total	\$51,122	\$39,444	\$34,860	\$41,290
Other Svcs & Charges	\$32,815	\$61,715	\$32,250	\$30,850
Total	\$32,815	\$61,715	\$32,250	\$30,850

POLICE DEPARTMENT

PUBLIC SAFETY PROGRAMS FUND (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.

2024 Budget Goals & Objectives

- Statutory changes at the state-level have greatly reduced and limited the number of forfeitures and seizures eligible to be processed by the department; however, we will continue to focus enforcement efforts on traffic safety and DWI enforcement.
- Because of fund limitations, the goal for 2024 (and beyond) is to preserve an emergency balance for must-have, unexpected, and unanticipated equipment replacement.

Budget Summary

This fund is forecasted to continue to deplete over time. Beyond 2025, equipment purchased through the fund will likely need to be supplanted through the use of operational funds.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Court Fines	\$6,128	\$0	\$2,700	\$0
Forfeited & Seized Assets	\$18,554	\$60	\$0	\$0
Miscellaneous Revenue	-\$279	-\$2,568	\$940	\$960
Total	\$24,404	-\$2,508	\$3,640	\$960
Supplies	\$0	\$4,357	\$0	\$2,500
Other Svcs & Charges	\$628	\$363	\$1,000	\$1,000
Capital Outlay	\$54,534	\$0	\$0	\$0
Total	\$55,161	\$4,720	\$1,000	\$3,500

LIBRARY

LIBRARY DONATION FUND (217)

Fund Description/Services

The City of Faribault received a substantial donation from the Estate of Robert L. Crandall for the benefit of Buckham Memorial Library and the use of those funds is undesignated. The bequest funds were accepted via Resolution 2021-218 on October 12, 2021. The Library Advisory Board and Staff worked together to create the Library Donations Fund Spending Policy to ensure that these gift funds and other donations made to the library going forward are used to make a positive and lasting impact for the citizens of Faribault. The City Council approved the Library Donations Fund Spending Policy via Resolution 2023-017 on January 24, 2023.

Fund assets are invested in accordance with the City's Investment Policy. Three specified allocations have been created and are set up as follows: Permanent Endowment Allocation, Library Upgrade Allocation and Makerspace Incubator Allocation. According to the policy mentioned above, distributions from the Library Donations Fund shall be made to meet the supplemental needs of the library to fulfill its mission but in an amount that permits the Permanent Endowment Allocation to be maintained in perpetuity. Distributions from the Library Upgrade Allocation and the Makerspace Incubator Allocation will be made by the Library Director, with input from the Library Advisory Board following approval from the City Council through the budgetary processes.

2024 Budget Goals & Objectives

- Upgrade the technology of the Great Hall including a built-in sound system, a hearing loop system, a visual/projection system and other accessibility upgrades.
- Install acoustic treatments, lighting, shades and other amenities to improve user and audience experience in the Great Hall.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Board & Staff makerspace tours	--	1	1	2
Board/Finance Committee planning discussions	2	8	6	4
Discussions and updates with City Council	1	2	1	1

Budget Summary

In 2024, \$150,000 from the Library Upgrade Allocation of the Library Donations Fund will be used to upgrade technology and user experience amenities in the Great Hall making programming, events, and meetings in that space more accessible and enjoyable for all users.

Revenue/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	\$2,700,000	\$252,199	\$0	\$11,160
Total	\$2,700,000	\$252,199	\$0	\$11,160
Supplies	\$0	\$0	\$0	\$0
Other Svcs & Charges	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$150,000
Total	\$0	\$0	\$0	\$150,000

PUBLIC WORKS

AIRPORT FUND (225)

Fund Description/Services

The Airport operates as a Special Revenue 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.

2024 Budget Goals & Objectives

- Replacement of the Automated Weather Observation System (AWOS).
- Adjust hangar and land rent rates to ensure there is adequate operational funding available.
- Secure one additional private hangar build.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Hangar Leases	25	25	25	25
Land Leases	36	36	37	37
Agricultural Leases (Acres)	68.8	68.8	68.8	68.8
Available Hangar Sites	8	8	7	7

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 Coordinator. In addition, a 7-member (appointed volunteers) Airport Advisory Board provides recommendations on the operation and management of the airport.

Budget Summary

The Airport budget can vary significantly from year to year depending upon large capital improvement projects. The budget relies heavily on outside funding from the Minnesota Department of Transportation (MnDOT) and the Federal Aviation Administration (FAA) to complete these projects as well as funding for a significant portion of the maintenance and operation expenses. 2023 saw the completion of the Airfield Lighting Improvement project which will lead to lower energy consumption and decreased annual maintenance costs. In 2023, the Airport ceased receiving operating levy support. The budget reflects a management fee for city employees. Hangar and land rental rates are proposed to increase 5% in 2024 to provide adequate operational funding.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$19,856	\$9,937	\$0	\$0
Intergovernmental	\$45,081	\$336,586	\$31,590	\$259,636
Rents	\$119,048	\$137,298	\$132,739	\$141,624
Miscellaneous Revenue	\$3,195	-\$33,789	\$5,800	\$11,880
Operating Transfers	\$0	\$0	\$0	\$0
Total	\$187,180	\$450,030	\$170,129	\$413,140
Supplies	\$7,528	\$5,622	\$5,500	\$7,900
Other Svcs & Charges	\$178,820	\$179,407	\$123,667	\$127,632
Capital Outlay	\$42,356	\$315,841	\$113,560	\$325,000
Total	\$228,705	\$500,870	\$242,727	\$460,532

COMMUNITY & ECONOMIC DEVELOPMENT

CITY RENTAL PROPERTY FUND (211)

Fund Description/Services

Fund 211 includes the revenues and expenditures related to the City-owned single-family residence at 16 1st Street SE – the only residential rental property owned by the City. Community and Economic Development staff manage the property. The City intends to remove the existing residence once the current tenant ends their lease.

2024 Budget Goals & Objectives

- Manage and maintain the residence, but avoid any unnecessary improvements given the City intends to remove the residence once the current tenant ends their lease.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Units	1	1	1	1
Occupancy Percent	100%	100%	100%	100%

Budget Summary

The budget includes management fees, utility expenses, and minimal property maintenance expenses associated with property management responsibilities.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	\$12,782	\$8,178	\$14,390	\$16,570
Total	\$12,782	\$8,178	\$14,390	\$16,570
Supplies	\$0	\$0	\$500	\$500
Other Svcs & Charges	\$7,481	\$5,954	\$7,763	\$7,750
Total	\$7,481	\$5,954	\$8,263	\$8,250

COMMUNITY & ECONOMIC DEVELOPMENT

COMMUNITY AND ECONOMIC DEVELOPMENT ADMINISTRATION FUND (240)

Fund Description/Services

Fund 240 supports the Community and Economic Development (CED) Department efforts to address issues and opportunities related to economic development, community development, housing, heritage preservation, and the natural environment. CED staff serve as liaisons and provide administrative support to the Faribault Housing and Redevelopment Authority (HRA), the Faribault Economic Development Authority (EDA), the Elderly Housing Corporation, the Heritage Preservation Commission (HPC), and the Environmental Commission. This fund supports the following services:

- General department leadership, organization, and support;
- Department personnel management;
- Budget management;
- Interdepartmental coordination; and
- Community relations.

2024 Budget Goals & Objectives

- Monitor the costs and benefits of using a property management firm to manage the HRA's housing and make adjustments as necessary.
- Ensure staff have adequate training, equipment, and software to conduct their work efficiently and professionally.
- Continue to analyze and, where appropriate, use tax abatement to support quality development.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Agendas Administered (DRC, PC, HRA, EDA, HPC – does not include City Council or City Council Work Sessions)	75	62	70	70
Property Management Applications	100	100	100	100
Work Orders Processed	619	694	750	750
Housing Units Rehabbed	4	0	0	2
Design Reviews Conducted	15	10	10	10
Tax Abatement Projects Administered	6	6	7	7

* PC meetings reflected in Planning and Zoning (41910)

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Director	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	1.00	1.00	1.00	0.00	1.00
Department Specialist	1.00	1.00	1.00	1.00	0.00
Administrative Assistant II/Department Secretary	1.00	1.00	0.00	0.00	0.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00	1.00	0.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
Housing Coordinator	0.00	0.00	0.00	1.00	0.00
Total Full-Time Employees	7.00	7.00	6.00	6.00	4.00

Budget Summary

This fund primarily covers staffing expenses to administer and manage the HRA's housing, economic development, historic preservation, community development, sustainability, and special project activities. In 2022 and 2023, there was a pass through grant for the Farmer Seed project. The 2024 budget reflects outsourcing some work associated with the HRA's housing, which CED staff will monitor for its effect on the budget.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$264,335	\$211,543	\$132,300	\$66,149
Taxes for Abatements	\$0	\$410,914	\$401,976	\$409,651
Intergovernmental	\$0	\$258,280	\$0	\$103,798
Charges for Services	\$290,263	\$296,376	\$386,113	\$1,140
Miscellaneous Revenue	-\$5,878	-\$16,407	\$11,970	\$0
Total	\$548,720	\$1,160,708	\$932,359	\$580,738
Personnel Services	\$521,695	\$507,940	\$644,766	\$350,921
Supplies	\$7,179	\$25,557	\$6,250	\$3,900
Other Svcs & Charges	\$34,653	\$291,560	\$29,134	\$29,829
Tax Abatement	\$0	\$410,914	\$401,976	\$409,651
Operating Transfers	\$192,314	\$466,660	\$0	\$0
Total	\$755,842	\$1,702,632	\$1,082,126	\$794,301

COMMUNITY & ECONOMIC DEVELOPMENT

RENTAL HOUSING REHABILITATION FUND (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).

2024 Budget Goals & Objectives

- Reaffirm or refine the Rental Housing Rehabilitation program guidelines and develop an implementation plan.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Loans Administered	0	0	0	0
Projects Completed	0	0	0	0

Budget Summary

The 2024 budget does not anticipate expenditures for housing rehabilitation in 2024.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$1,173	-\$10,468	\$2,600	\$4,380
Total	-\$1,173	-\$10,468	\$2,600	\$4,380
Other Svcs & Charges	\$0	\$0	\$100,000	\$0
Total	\$0	\$0	\$100,000	\$0

COMMUNITY & ECONOMIC DEVELOPMENT

SCDP REVOLVING LOAN FUND (247)

Fund Description/Services

The Minnesota Department of Employment and Economic Development (DEED) awarded the City of Faribault a \$459,738 Small Cities Development Program (SCDP) grant in 2009. In 2017, the grant had a balance of roughly \$445,000, and the US Department of Housing and Urban Development (HUD), which provided the SCDP funding, directed that the City spend down its grant. On February 26, 2019, the City Council approved Resolution 2019-037, which approved the City's revised spending plan for the SCDP funds, pending DEED approval. The revised spending plan identified the City would spend the funds in 2018 and 2019 on the following projects related to the removal of blight:

- Signage, including wayfinding, banners, and parking lot signs;
- Landscaping, including public parking lot landscaping and streetscape improvements on 1st Avenue NW; and
- Public realm improvements, including benches, public art, and security cameras.

As of July 2023, the City spent most of the original fund. However, the fund had \$84,000 remaining for streetscape and parking lot improvements. The City intends to close out the 2019 spending plan and adopt a new spending plan to spend down the remaining funds.

2024 Budget Goals & Objectives

- Work with DEED to close out the 2019 spending plan.
- Work with the City Council and DEED to create, adopt, and implement a new spending plan to spend the remaining funds.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Loans Administered	0	0	0	0
Projects Completed	0	0	0	2

Budget Summary

The City will work with DEED to create and adopt a new spending plan and implement the plan in 2024.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	\$665	\$3,688	\$6,310	\$14,559
Total	\$665	\$3,688	\$6,310	\$14,559
Other Svcs & Charges	\$0	\$0	\$84,000	\$84,000
Total	\$0	\$0	\$84,000	\$84,000

HOUSING & REDEVELOPMENT AUTHORITY

PUBLIC HOUSING FUND (241)

Fund Description/Services

In 2023, the Faribault Housing and Redevelopment Authority (HRA) repositioned its 49 public housing units to a Rental Assistance Demonstration (RAD)/Section 18 Blend. Starting in 2024, Fund 241 will no longer receive operating or capital fund disbursements from Housing and Urban Development (HUD). Instead, the fund will collect and retain rents to cover all administrative and capital expenses for housing management. Traditionally, Community and Economic Development (CED) staff managed the 49 housing units covered by Fund 241 on behalf of the HRA. However, due to CED staffing changes in 2023, the HRA contracted with Cornerstone Management Services to manage the 49 housing units.

2024 Budget Goals & Objectives

- Monitor the costs and benefits of using a property management firm to manage the HRA's housing and make adjustments as necessary.
- Initiate discussions with the HRA, HUD, qualified nonprofit organizations, and others to determine the costs and benefits associated with transferring ownership and management of the HRA's 49 housing units to a nonprofit organization or other entity that will guarantee the housing units will continue to serve income-qualified tenants in perpetuity.
- Promptly fill units vacated by tenants to help ensure the financial health of the fund and that residents in need can move into the housing as quickly as possible.
- Conduct a facilities study to budget for future capital improvements and maintenance costs, including cost-effective energy efficiency improvements.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Rental Units	49	49	49	49
Occupancy Percent	99%	99%	95%	99%
Unit Turnovers	10	10	10	10
Moved on to Market-Rate Housing	2	2	2	2

Budget Summary

The HRA's repositioning of its 49 public housing units to a RAD/Section 18 Blend required significant consultant and legal fees in 2022 and 2023, which reduced the fund's balance. There are many uncertainties with this fund. There is a limited track record to analyze the impact of having a property management firm instead of City Staff. However, starting in 2024, the fund's balance should improve. Nevertheless, staff must closely monitor the activity in this fund, and make adjustments as necessary.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Intergovernmental	\$402,074	\$1,620	\$0	\$0
Miscellaneous Revenue	\$273,278	\$236,945	\$639,300	\$637,620
Total	\$675,352	\$238,565	\$639,300	\$637,620
Supplies	\$40,034	\$23,731	\$23,000	\$23,000
Other Svcs & Charges	\$392,669	\$360,163	\$529,962	\$451,185
Total	\$432,703	\$383,894	\$552,962	\$474,185

HOUSING & REDEVELOPMENT AUTHORITY

CRV REHABILITATION PROGRAM FUND (254)

Fund Description/Services

Fund 254 administers and manages a down payment assistance program to assist mobile homeowners in upgrading their mobile homes. The Minnesota Housing Finance Agency (MHFA) provided funds in 2002, 2004, and 2008 in connection with a Community Revitalization Fund (CRV) agreement. However, the agreement has expired. The Faribault Housing and Redevelopment Authority (HRA) and the MHFA must renew their agreement before the HRA can access the remaining funds. In 2023, the HRA entered into an agreement with Healthy Community Initiative (HCI) to fund HCI mobile home coordinator for 2023 and 2024. The HRA will strive to execute a new agreement with MHFA in light of the mobile home coordinator's efforts.

2024 Budget Goals & Objectives

- Determine the viability of accessing the fund to help mobile homeowners upgrade their mobile homes.
- Renew the HRA's agreement with MHFA to utilize these funds.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Loans Administered	0	0	0	5
Projects Completed	0	0	0	5

Budget Summary

The 2024 budget remains unchanged from 2023. The HRA must renew its agreement with MHFA before the HRA can use these funds. Community and Economic Development staff will work with MHFA to analyze the status of the fund and to develop a plan to use the funds, if feasible. If the HRA can access and administer the fund, the HRA may be able to administer five loans/projects in 2024.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$292	-\$3,166	\$750	\$1,320
Total	-\$292	-\$3,166	\$750	\$1,320
Other Svcs & Charges	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

HOUSING & REDEVELOPMENT AUTHORITY

HOUSING & REDEVELOPMENT AUTHORITY FUND (280)

Fund Description/Services

Fund 280 supports the Faribault Housing and Redevelopment Authority's (HRA's) efforts to manage the HRA's housing, promote homeownership, rehabilitate housing, acquire land for redevelopment, prepare housing studies, and conduct other HRA activities.

2024 Budget Goals & Objectives

- Renew efforts to promote homeownership, housing, development, and programs to improve housing stock.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Meetings	11	12	12	12
Resolutions	8	10	10	10
Programs Administered	7	7	11	10

Budget Summary

Staffing resources have posed a need to reevaluate services versus needs. The will be an on going process through 2024.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$297,671	\$311,674	\$328,850	\$380,253
Intergovernmental	\$39	\$31	\$0	\$0
Charges for Services	\$127,877	\$128,574	\$45,250	\$45,250
Miscellaneous Revenue	\$52,800	-\$32,229	\$9,443	\$34,920
Sale of Capital Assets	\$0	\$0	\$0	\$0
Total	\$478,387	\$408,050	\$383,543	\$460,423
Other Svcs & Charges	\$278,177	\$544,628	\$911,268	\$422,639
Capital Outlay	\$0	\$43,368	\$40,000	\$0
Total	\$278,177	\$587,996	\$951,268	\$422,639

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 in an industrial park or industrial zoning district.

2024 Budget Goals & Objectives

- Identify eligible projects, and disburse funds to promote economic development.

Fund Statistics

	2021 Actual	2022 Actual	2023 Estimated	2024 Estimated
Loans Administered	5	0	0	2
New Loans	1	0	0	2
Jobs Created/Retained	210	0	0	50

Budget Summary

The program provides loans to support industrial development.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	\$1,342	-\$11,261	\$5,700	\$7,631
Total	\$1,342	-\$11,261	\$5,700	\$7,631
Other Svcs & Charges	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$100,000	\$100,000

ECONOMIC DEVELOPMENT AUTHORITY

FEDERAL INVESTMENT REVOLVING LOAN FUND (248)

Fund Description/Services

The federal government provides funding, and the State of Minnesota distributes funds associated with this fund. In the past, the Faribault Economic Development Authority (EDA) successfully applied for Federal Investment Funds to support specific business growth and expansion projects. The EDA provided low-interest industrial development loans to support private efforts to expand and recruit industries that create jobs and increase the property tax base. 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.

2024 Budget Goals & Objectives

- Continue to explore ways to use the fund. If necessary, work with the State of Minnesota to transfer these funds to another fund, increasing the likelihood of deploying the funds to support federal objectives.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 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. Once a process is identified and approval is obtained, the funds will be marketed and disbursed for eligible uses.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$3,887	-\$34,690	\$9,000	\$14,510
Total	-\$3,887	-\$34,690	\$9,000	\$14,510
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 Faribault 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 – making \$638,165 available for other EDA programming. This fund is being replenished through loan payments.

2024 Budget Goals & Objectives

- Continue to allow the program funds to grow through the repayment of loans. As the fund replenishes, the fund balance will be used for eligible projects.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 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.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$87	-\$780	\$200	\$320
Total	-\$87	-\$780	\$200	\$320
Other Svcs & Charges	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0

ECONOMIC DEVELOPMENT AUTHORITY

ECONOMIC DEVELOPMENT AUTHORITY ADMINISTRATION FUND (290)

Fund Description/Services

Fund 290 supports the activities of the Faribault Economic Development Authority (EDA), including industrial development and redevelopment, business recruitment and retention, commercial rehabilitation, marketing, workforce development, and tax increment financing administration. The Community and Economic Development Department administers the EDA's activities and, in coordination with the EDA, provides the following services:

- Develop and implement the annual EDA Economic Development Work Plan;
- Develop and administer the EDA's economic development programs;
- Market economic development opportunities;
- Administer industrial and commercial development financial assistance programs;
- Develop and administer the Downtown Revitalization Program; and
- Develop, recruit, and support business and workforce development.

2024 Budget Goals & Objectives

- Continue to implement budgeted downtown revitalization efforts, including managing a \$500,000 pass-through loan from the City to Faribo Downtown Central.
- Continue to support partner organizations assisting with the implementation of economic development goals in the community (SMIF, MMP, Chamber of Commerce).
- Implement the Highway 60 West Gateway Corridor Master Plan, which the EDA expects to complete in 2023.
- Focus on the retention and expansion of existing businesses and industries while strategically pursuing new industries that the EDA has prioritized.
- Reestablish the City's Sustainable Industries Cohort as a means to retain and recruit businesses and industries.
- Continue to identify and address significant barriers that prevent businesses and industries from locating in Faribault.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Meetings*	14	13	14	14
Resolutions	30	19	20	20
Business Assistance Programs Awards	15	20	20	20

*Includes regular EDA meetings and Committee meetings.

Budget Summary

Fund 290 focuses on implementing the EDA's Work Plan. The 2024 budget strives to prioritize the EDA's efforts and funds to retain and recruit businesses and industries while ensuring the long-term viability of the fund.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$291,724	\$305,443	\$322,273	\$372,648
Intergovernmental	\$38	\$750,030	\$0	\$0
Charges for Services	\$6,396	\$3,199	\$2,500	\$2,500
Miscellaneous Revenue	\$6,447	\$18,258	\$7,483	\$21,463
Transfer In	\$289,892	\$466,660	\$0	\$0
Total	\$594,496	\$1,543,590	\$332,256	\$396,611
Supplies	\$12	\$78	\$250	\$250
Other Svcs & Charges	\$164,061	\$1,233,492	\$1,170,541	\$1,170,361
Transfer Out	\$0	\$0	\$0	\$0
Total	\$164,073	\$1,233,570	\$1,170,791	\$1,170,611

ECONOMIC DEVELOPMENT AUTHORITY

ECONOMIC DEVELOPMENT AUTHORITY REVOLVING LOAN FUND (292)

Fund Description/Services

Fund 292 offers payable and forgivable loans for eligible economic development projects. Originally, the program limited funding to projects within a primary transportation corridor that would visually enhance the property and the community. In 2012, the Economic Development Authority expanded the use of funds for low-interest loans for facade improvements in the Downtown Business District. In 2021, the Economic Development Authority authorized and funded the Economic Development Incentive Program (EDIP). Currently, the fund provides the following:

- Loans and grants for site improvements in a primary transportation corridor that visually enhance the property and community;
- Microloans for façade improvements in the Downtown Business District; and
- Economic development incentives for targeted industries.

2024 Budget Goals & Objectives

- Continue to use funds to support visual enhancements along primary transportation corridors and support the retention, growth, and attraction of targeted industries.
- Limit the number of small awards to reduce administration costs and ensure sufficient funds are available for significant projects.
- Balance the forgivable loan awards with the need to maintain the long-term viability of the fund.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Loans Administered	21	21	20	20
New Loans	5	2	4	4

Budget Summary

Fund 292 provides funds to help retain and recruit businesses and industries. The 2024 budget strives to prioritize how the EDA distributes funding in a manner that ensures the long-term viability of the fund.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$1,645	-\$20,973	\$5,480	\$9,214
Total	-\$1,645	-\$20,973	\$5,480	\$9,214
Other Svcs & Charges	\$0	\$0	\$100,000	\$100,000
Total	\$0	\$0	\$100,000	\$100,000

ECONOMIC DEVELOPMENT AUTHORITY

TAX INCREMENT FINANCING DISTRICT FUNDS (263-275)

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 the 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.

2024 Budget Goals & Objectives

Continue implementation of active Tax Increment Finance (TIF) districts and the implementation of new districts to support city-wide housing needs and economic development objectives.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
TIF Districts Maintained	7	8	10	12
TIF Projects Maintained	7	8	10	12

Budget Summary

The budget reflects taxes collected and disbursed per TIF pay-as-you-go obligations, plus management services to administer the districts.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Tax Increment	\$207,291	\$173,779	\$297,684	\$351,253
Total	\$207,291	\$173,779	\$297,684	\$351,253
Other Svcs & Charges	\$189,047	\$209,461	\$388,731	\$359,808
Total	\$189,047	\$209,461	\$388,731	\$359,808

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

These funds are 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 pledged to support debt service.

2024 Budget Goals & Objectives

- Update projected repayments and reserve requirements to maturity on each outstanding bond issue.
- Continue to monitor the debt levy and project future levies as needed.
- Create and report on an annual debt report.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total Outstanding Debt	\$34,073,945	\$25,736,269	\$22,729,653	\$19,690,862
Total General Obligation Debt	\$13,120,000	\$6,120,000	\$5,100,000	\$4,045,000
Total GO Special Assessment Debt	\$1,840,000	\$1,640,000	\$1,430,000	\$1,225,000
Total GO Revenue Debt	\$19,053,945	\$17,946,269	\$16,199,653	\$14,420,862
Total GO Equipment Certificates	\$600,000	\$30,000	\$0	\$0

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	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes	\$261,871	\$1,237,094	\$1,382,104	\$1,323,410
Miscellaneous Revenue	\$29,924	-\$11,978	\$284,280	\$311,681
Transfer In	\$6,440,812	\$1,076,896	\$25,000	\$25,000
Total	\$6,732,607	\$2,302,012	\$1,691,384	\$1,660,091
Other Svcs & Charges	\$81,299	\$2,366	\$0	\$0
Debt Service	\$2,768,560	\$6,770,041	\$1,549,693	\$1,495,993
Transfer Out	\$0	\$519,757	\$0	\$0
Total	\$2,849,859	\$7,292,165	\$1,549,693	\$1,495,993

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 (MSA) 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. MSA construction funds are used for the construction, reconstruction, and overlay of streets designated on the City's MSA 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.

2024 Budget Goals & Objectives

- Construct local infrastructure improvement projects and provide City share of funding for projects identified in the 2024 Capital Improvement Plan and Adopted Budgets (Funds 401 & 450-499)
 - ~ Local and/or MSA Street Reconstruction Projects
 - ~ Local and/or MSA Street Overlays and Sidewalks
 - ~ Downtown Area Parking Lot and Alley Improvements
 - ~ Other Miscellaneous Projects as designated.

Budget Summary

Revenue sources for 2024 include \$1,536,000 of the franchise fees collected on gas and electric utilities; \$79,820 of the MSA maintenance allotment; \$275,000 of Federal CIP Grant; \$280,000 construction revenue, and special assessments (from previous years) 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.

Principal payment of the MSA bonds issued in 2021 is a transferred expenditure totaling \$164,000.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes/Franchise Fees	\$407,388	\$1,470,848	\$1,700,000	\$1,536,000
Intergovernmental	\$100,000	\$73,795	\$3,540,520	\$634,820
Miscellaneous Revenue	\$848,535	\$493,000	\$291,567	\$255,006
Other Sources/Transfer In	\$262,141	\$999,496	\$0	\$164,000
Total	\$1,618,065	\$3,037,140	\$5,532,087	\$2,589,826
Other Svcs & Charges	\$199,675	\$145,458	\$248,836	\$100,000
Capital Outlay	\$4,235,064	\$4,003,193	\$7,711,290	\$3,641,700
Total	\$4,434,739	\$4,148,651	\$7,960,126	\$3,741,700

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 received from the parkland dedication requirements based on development. These fees are dedicated for the purpose of park improvements. A portion of the utility franchise fees collected 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

2024 Budget Goals & Objectives

- Install additional playground equipment at North Alexander Park.
- Construction of Northern Links Trail.
- Plan for construction of downtown (viaduct area) park.
- Seal coat and maintain a section of Straight River Trail (Prairie to Spring Park).

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2023 Estimated
Parkland Dedication Fees	\$32,757	\$10,453	\$50,000	\$50,000

Budget Summary

This budget is used for new park construction projects. General maintenance is not allowed out of Parkland Dedication funds. North Alexander Park is scheduled for a playground replacement in 2024. A downtown (viaduct area) park improvement is scheduled in 2024 and detailed in the 2024-2028 Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes/Franchise Fees	\$259,076	\$251,571	\$551,500	\$630,000
Miscellaneous Revenue	\$30,315	\$11,159	\$59,900	\$60,920
Other Sources/Transfer In	\$538,446	\$0	\$250,000	\$9,086,000
Total	\$827,836	\$262,730	\$861,400	\$9,776,920
Other Svcs & Charges	\$55,909	\$205,770	\$0	\$0
Capital Outlay	\$880,062	\$586,227	\$1,584,055	\$9,335,000
Total	\$935,972	\$791,996	\$1,584,055	\$9,335,000

FINANCIAL ADMINISTRATION

CAPITAL REPLACEMENT FUND (431)

Fund Description/Services

This fund accounts for the replacement of major capital 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.

2024 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 2024-2028 Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes/Franchise Fees	\$76,944	\$75,097	\$75,000	\$502,148
Miscellaneous Revenue	-\$10,817	-\$32,524	\$143,400	\$443,070
Other Sources/Transfer In	\$1,229,007	\$283,731	\$0	\$58,150
Total	\$1,295,133	\$326,304	\$218,400	\$1,003,368
Capital Outlay	\$422,098	\$1,559,016	\$2,347,433	\$2,566,948
Total	\$422,098	\$1,559,016	\$2,347,433	\$2,566,948

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.

2024 Budget Goals & Objectives

- To prioritize improvements for the facility maintenance study.
- To prioritize improvements from the ABM equipment study.

Budget Summary

This budget is used for facility improvements for all City facilities. This budget has continuous fluctuation based on the activities within the five-year Capital Improvement Plan.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Taxes/Franchise Fees	\$163,387	\$162,069	\$262,000	\$162,000
Intergovernmental	\$0	\$210,669	\$0	\$0
Miscellaneous Revenue	\$14,311	\$23,499	\$25,500	\$4,840
Other Sources/Transfer In	\$25,000	\$1,741,867	\$25,000	\$25,000
Total	\$202,698	\$2,138,104	\$312,500	\$191,840
Other Svcs & Charges	\$87,393	\$1,560,119	\$0	\$0
Capital Outlay	\$334,312	\$2,129,660	\$1,427,487	\$181,000
Total	\$421,704	\$3,689,779	\$1,427,487	\$181,000

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 is 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.

2024 Budget Goals & Objectives

- Upgrade the antenna and receiver for AMI meter reading system.
- Continue phase two of the rehabilitation of the 2 million-gallon reservoir.
- Complete phase two of the water meter radio replacement project.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Miles of Water Mains	142	142	142.4	142.8
Water Pumped (Billion Gallons)	1.35	1.35	1.35	1.35
Water Main Breaks Repaired	15	21	14	14
Water Meters (New installs)	45	39	50	25
Hydrants Replaced/Repaired	20	17	20	20
Valves Exercised	56	187	75	150

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Foreperson	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	2.00	2.00	2.00	2.00	2.00
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00

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

Budget Summary

In 2023, the water fund saw increases to the annual base rate and consumption rate increase of 4%. The increases were necessary to cover the debt service for the construction of the Water Treatment Plant funded by a 20-year (\$10M) low-interest (1%) loan from the Public Facilities Authority. Per the Long-Term Financial Management Plan (LTFMP) increases for 2024 are purposed to be 6% to keep pace with inflation. Water meter radios replacements will continue in 2024 as the second year of a three-year project to ensure compatibility with the upgraded software reading system. Continued evaluation of the water distribution system will be necessary to ensure that changing service demands are met. The five-year Capital Improvement Plan contains details for upcoming system improvements.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Intergovernmental	\$2,125	\$1,263,230	\$0	\$0
Charges for Services	\$3,722,553	\$4,007,342	\$4,034,661	\$4,248,227
Miscellaneous Revenue	\$79,903	-\$74,248	\$117,700	\$189,530
Operating Transfers	\$0	\$0	\$0	\$0
Total	\$3,804,580	\$5,196,324	\$4,152,361	\$4,437,757
Personnel Services	\$509,783	\$655,792	\$578,649	\$644,282
Supplies	\$333,436	\$416,617	\$377,100	\$833,900
Other Svcs & Charges	\$1,490,941	\$1,787,673	\$1,818,741	\$1,763,460
Capital Outlay	\$13,838	\$0	\$5,907,078	\$4,109,150
Other Uses	\$172,509	\$177,783	\$679,216	\$665,180
Total	\$2,520,507	\$3,037,864	\$9,360,784	\$8,015,972

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 twelve 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.

2024 Budget Goals & Objectives

- Continue to gather and enter infrastructure data into the asset management software to assist with future capital project planning.
- Collaborate with Engineering on sewer lining projects.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Total Miles of Sewer	130	130	130.3	130.5
Miles of Sewer Mains Cleaned	50	50	50	50
Number of Lift Stations	11	11	12	12
Sewer Backups	12	8	10	10

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Water/Sewer Operator	3.50	3.50	3.50	3.50	3.50
Total Full-Time Employees	4.50	4.50	4.50	4.50	4.50

*Superintendent is split between Water and Sewer Collection.

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 wastewater 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.
- Manage the seasonal yard waste site that is located at the facility.

2024 Budget Goals & Objectives

- Replace influent wastewater pump.
- Prioritize future treatment improvements identified from master planning process.

Department Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Gallons of Wastewater Treated (Billions)	1.5	1.1	1.5	1.5
Average Daily Flow (MGD)	4.5	3.7	4.5	4.5
Average BOD Removal %	98	98.6	98	98
Average TSS Removal %	90	94.8	90	90

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Treatment Plant Operator	4.00	4.00	4.00	4.00	4.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00

Budget Summary

The sewer collection department maintains the sanitary sewer system. Inspecting the condition of the system to collect data will be important for future planning of capital improvements. Aging infrastructure will continue to have significant impacts on the budget.

The Water Reclamation Facility will continue to see budget increases for chemicals used to remove phosphorous along with increased maintenance costs on aging equipment. Large capital projects will be present in future budget cycles as identified by the treatment alternatives analysis conducted in 2023. The projects will replace aging equipment to maintain MPCA permit compliance as well as allow for future growth. The NPDES permit expires in 2024. New environmental regulations could impact future budgets.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Intergovernmental	\$1,723,878	\$21,268	\$0	\$0
Charges for Services	\$6,340,546	\$6,647,499	\$6,695,691	\$6,885,375
Miscellaneous Revenue	\$26,572	-\$547,097	\$176,000	\$309,590
Other Sources	\$0	\$0	\$0	\$0
Total	\$8,090,996	\$6,121,671	\$6,871,691	\$7,194,965
Sewer				
Personnel Services	\$373,762	\$722,797	\$533,411	\$561,302
Supplies	\$61,964	\$70,836	\$71,375	\$67,850
Other Svcs & Charges	\$728,609	\$820,601	\$828,532	\$811,329
Capital Outlay	\$47,645	\$2,247	\$3,488,206	\$2,444,500
Other Uses	\$105,000	\$105,000	\$105,000	\$128,000
Total	\$1,316,981	\$1,721,482	\$5,026,524	\$4,012,981
Water Reclamation Facility				
Personnel Services	\$954,701	\$998,154	\$1,004,730	\$1,099,411
Supplies	\$393,159	\$350,462	\$412,100	\$426,650
Other Svcs & Charges	\$2,181,837	\$2,319,078	\$2,400,556	\$2,399,823
Capital Outlay	\$0	\$0	\$462,377	\$613,000
Debt Service	\$292,622	\$261,899	\$1,496,944	\$1,496,942
Other Uses	\$105,000	\$105,000	\$105,000	\$105,000
Total	\$3,927,319	\$4,034,594	\$5,881,707	\$6,140,826

PUBLIC WORKS

STORMWATER UTILITY FUND (603)

Department Description/Services

This activity provides for the operation, maintenance and repair of the stormwater 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 stormwater 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 stormwater 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 stormwater capital improvement projects. Inspects, maintains, and repairs the stormwater drainage system, including structural stormwater practices (e.g. ponds, underground storage and filtration systems). Ensures the City complies with applicable stormwater regulations.

2024 Budget Goals & Objectives

- Implement measures from stormwater pond survey.
- Inspect public stormwater infrastructure to identify future improvement needs.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Infrastructure Maintenance: Repair, Debris Removal, Inspections (Hours)	1,500	1,494	1,450	1,450
Permit Program Implementation & Enforcement (Number of Inspections)	1,000	939	1,000	1000
Land Disturbance Permits Issued	25	41	30	35
Total Miles of Storm Sewer Pipe	88	88.82	89	89
Storm Sewer Structures: Catch Basins, Manholes, Inlets, Outlets	3,990	4,100	4,105	4,110
Structural Stormwater Facilities (Public)	37	37	37	38

Staffing Levels

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Engineering Technician III	1.00	1.00	0.00	0.00	0.00
Water/Sewer Operator II	0.50	0.50	0.50	0.50	0.50
Total Full-Time Employees	1.50	1.50	0.50	0.50	0.50

Budget Summary

Compliance with the MS4 Permit will continue to be one of the largest challenges the stormwater fund will face. Results from the 2023 the stormwater pond inventory will identify large scale improvement projects such as dredging public stormwater ponds.

Future regulatory trends will influence operation and maintenance costs. A recent rate study indicates that rates will need to increase 17.5% in the years 2024-2028 to ensure that adequate revenue is being captured to operate the system.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Intergovernmental	\$0	\$0	\$0	\$0
Charges for Services	\$1,138,076	\$1,399,095	\$1,467,909	\$1,677,484
Miscellaneous Revenue	\$147,012	\$206,630	\$73,167	\$123,177
Other Sources	\$0	\$0	\$0	\$0
Total	\$1,285,087	\$1,605,725	\$1,541,076	\$1,800,661
Personnel Services	\$229,629	\$271,006	\$258,625	\$272,239
Supplies	\$29,581	\$26,380	\$37,550	\$27,250
Other Svcs & Charges	\$527,155	\$496,164	\$541,884	\$557,290
Capital Outlay	\$35,025	\$0	\$3,116,200	\$1,859,500
Other Uses	\$0	\$0	\$0	\$0
Total	\$821,390	\$793,549	\$3,954,259	\$2,716,279

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 2024 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.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Sources	\$48,004	\$21,480	\$3,400	\$6,600
Total	\$48,004	\$21,480	\$3,400	\$6,600
Other Svcs & Charges	\$0	\$0	\$30,000	\$30,000
Other Uses	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$30,000	\$30,000

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 funds and/or department with claims as an expense to the internal service fund and paid from this fund along with the deductible.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Charges for Services	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$105,328	\$30,098	\$42,200	\$43,790
Total	\$105,328	\$30,098	\$42,200	\$43,790
Other Svcs & Charges	\$98,616	\$49,474	\$100,000	\$100,000
Other Uses	\$0	\$0	\$0	\$0
Total	\$98,616	\$49,474	\$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

Fund 897 supports the mission of the Elderly Housing Corporation (EHC) to provide affordable housing at Robinwood Manor – a 51-unit apartment building owned by EHC for income-qualified elderly and disabled tenants. EHC contracts property management services with the Faribault Housing and Redevelopment Authority (HRA). Traditionally, Community and Economic Development (CED) staff managed Robinwood Manor on behalf of EHC. However, due to CED staffing changes in 2023, the HRA contracted with Cornerstone Management Services to manage Robinwood Manor. Also, in 2022-23, four of five EHC board members resigned and were replaced by HRA commissioners. Consequently, the EHC and the HRA are discussing dissolving the EHC and transferring Robinwood Manor to the HRA or a nonprofit organization. However, no changes have occurred.

2024 Budget Goals & Objectives

- Continue to coordinate with the EHC on the management of Robinwood Manor.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Units	51	51	51	51
Occupancy Percent	99%	94%	90%	98%
Unit Turnovers	5	6	6	6

Budget Summary

Fund 897 includes interest on investments. Robinwood's management expenses are included in Fund 898.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Miscellaneous Revenue	-\$2,866	-\$25,583	\$6,400	\$4,390
Total	-\$2,866	-\$25,583	\$6,400	\$4,390
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 (EHC) with management services provided by the Faribault Housing and Redevelopment Authority (HRA). In 2023, the EHC and HRA authorized a property management firm to manage Robinwood instead of Community and Economic Development staff.

2024 Budget Goals & Objectives

- Monitor the costs and benefits of using a property management firm to manage Robinwood and make adjustments as necessary.
- Initiate discussions with the EHC, HRA, HUD, qualified nonprofit organizations, and others to determine the costs and benefits of transferring ownership and management of Robinwood to another entity that will guarantee that Robinwood will continue to serve elderly low-income and/or disabled persons.
- Promptly fill vacant units to ensure the financial health of this fund.

Fund Statistics

	2021 Actual	2022 Actual	2023 Projected	2024 Estimated
Number of Units	51	51	51	51
Occupancy Percent	99%	98%	95%	99%
Unit Turnovers	5	8	8	8

Budget Summary

Robinwood Manor, as a housing facility, remains stable. However, there is a limited track record to determine the impact of having a property management firm manage the facility. CED staff, on behalf of the EHC and HRA, must closely monitor this fund – particularly as it relates to property management fees – and make adjustments as necessary.

Revenues/Expenditures by Use

Revenues\Expenditures	2021 Actuals	2022 Actuals	2023 Adopted	2024 Proposed
Intergovernmental	\$297,583	\$295,684	\$239,842	\$239,842
Miscellaneous Revenue	\$185,815	\$171,299	\$253,842	\$261,022
Total	\$483,398	\$466,983	\$493,684	\$500,864
Supplies	\$13,755	\$14,814	\$23,000	\$23,000
Other Svcs & Charges	\$301,037	\$348,126	\$417,446	\$467,583
Total	\$314,792	\$362,941	\$440,446	\$490,583

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
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
<u>ADMINISTRATION</u>					
ADMINISTRATION (41320)					
City Administrator	1.00	1.00	1.00	1.00	1.00
City Clerk	0.00	0.00	1.00	1.00	1.00
Assistant to the City Administrator	1.00	1.00	0.00	0.00	0.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
COMMUNICATIONS (41350)					
Communications Manager	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	0.00	0.00	0.00	1.00	1.00
HUMAN RESOURCES (41800)					
Human Resources Director	0.00	0.00	0.00	1.00	1.00
Human Resources Assistant	0.00	0.00	0.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	0.00	0.00
Payroll Benefit Specialist	0.50	0.50	1.00	0.00	0.00
Total Full-Time Employees	1.50	1.50	2.00	2.00	2.00
INFORMATION TECHNOLOGY (41580)					
IT Coordinator	1.00	1.00	1.00	1.00	1.00
IT Technician	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	2.00	2.00
ELECTIONS (41410)					
Election Judges	70.00	0.00	60.00	0.00	60.00
Total Part-Time Employees	70.00	0.00	60.00	0.00	60.00
TOTAL EMPLOYEES SUPERVISED	75.50	5.50	66.00	6.00	67.00
<u>FINANCE</u>					
FINANCIAL ADMINISTRATION (41510)					
Finance Director	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	0.00	0.00	0.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	0.00	0.00
Senior Accountant	0.00	1.00	1.00	1.00	1.00
Account Technician	2.00	2.00	2.00	2.00	2.00
Payroll Benefit Specialist	0.50	0.50	0.00	0.00	0.00

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Administrative Assistant II	1.70	1.00	1.00	1.00	1.00
Total Full-Time Employees	6.20	6.50	5.00	5.00	6.00
Total Part-Time Employees	0.00	0.00	1.00	1.00	0.00
TOTAL EMPLOYEES SUPERVISED	6.20	6.50	6.00	6.00	6.00
<u>COMMUNITY DEVELOPMENT</u>					
PLANNING AND ZONING (41910)					
City Planner	1.00	1.00	1.00	1.00	1.00
Planning Coordinator	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	2.00	2.00	2.00	3.00	3.00
COMMUNITY DEVELOPMENT (240)					
Director	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator	1.00	1.00	1.00	0.00	1.00
Department Specialist	1.00	1.00	1.00	1.00	0.00
Administrative Assistant II/Department Secretary	1.00	1.00	0.00	0.00	0.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00	1.00	0.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
Housing Coordinator	0.00	0.00	0.00	1.00	0.00
Total Full-Time Employees	7.00	7.00	6.00	6.00	4.00
TOTAL EMPLOYEES SUPERVISED	9.00	9.00	8.00	9.00	7.00
<u>POLICE</u>					
POLICE ADMINISTRATION (42110)					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	2.00	2.00
Sergeant	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	5.00	5.00	5.00
CRIMINAL INVESTIGATION (42121)					
Sergeant	1.00	1.00	1.00	1.00	1.00
Police Officer	6.00	6.00	6.00	6.00	6.00

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Total Full-Time Employees	7.00	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	2.00	2.00
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	0.00	0.00	0.00
Total Full-Time Employees	5.00	5.00	5.00	4.00	4.00
Total Part-Time Employees	1.00	1.00	0.00	0.00	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	69.00	68.00	68.00
<u>FIRE</u>					
FIRE ADMINISTRATION (42210)					
Director of Fire & Code Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II (Part-Time)	0.30	1.00	1.00	1.00	1.00
Fire/Property Maintenance Inspector	0.50	0.50	0.00	0.00	0.00
Total Full-Time Employees	1.80	1.50	1.00	1.00	1.00
Total Part-Time Employees	0.00	1.00	1.00	1.00	1.00
FIRE SUPPRESSION (42220)					
Captain	3.00	3.00	3.00	3.00	3.00
Firefighter	6.00	6.00	6.00	6.00	7.00
Firefighter Paid-On-Call (Part-Time)	24.00	24.00	24.00	24.00	27.00

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
Total Full-Time Employees	9.00	9.00	9.00	9.00	10.00
Total Part-Time Employees	24.00	24.00	24.00	24.00	27.00
BUILDING CODE (42400)					
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector I	1.00	1.00	1.00	1.00	1.00
Building Inspector II	0.00	0.00	0.00	1.00	1.00
Rental Housing Technician	1.00	1.00	1.00	0.00	0.00
Administrative Assistant I (Part-Time)	0.00	0.00	0.00	0.00	1.00
Building Permit Technician	0.00	0.00	1.00	0.00	0.00
Property Maintenance/Fire Code Inspector	0.50	0.50	0.00	1.00	1.00
Total Full-Time Employees	3.50	3.50	4.00	4.00	4.00
Total Part-Time Employees	0.00	0.00	0.00	0.00	1.00
TOTAL EMPLOYEES SUPERVISED	38.30	39.00	39.00	39.00	44.00
ENGINEERING					
ENGINEERING (43190)					
Director of Engineering/City Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Supervisor	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	2.00	2.00	3.00	3.00	3.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	5.00	5.00	6.00	6.00	6.00
TOTAL EMPLOYEES SUPERVISED	5.00	5.00	6.00	6.00	6.00
PARKS AND RECREATION					
GENERAL GOVERNMENT BUILDING MAINTENANCE (41940)					
Maintenance Engineer	1.00	1.00	1.00	1.00	1.00
Total Full-Time Employees	1.00	1.00	1.00	1.00	1.00
RECREATION ADMINISTRATION (45110 & 45124)					
Director	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	0.00	0.00
Administrative Assistant I	0.00	0.00	0.00	1.00	1.00
Communications Coordinator	1.00	1.00	1.00	0.00	0.00

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
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
Recreation Coordinator	1.00	1.00	1.00	1.00	0.00
Recreation Superintendent	0.00	0.00	0.00	0.00	1.00
Fitness Coordinator (Part-Time)	1.00	1.00	1.00	1.00	1.00
Receptionist (Part-Time)	0.00	0.00	0.00	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	3.00	3.00
PARKS (45200)					
Superintendent	1.00	1.00	1.00	1.00	1.00
Foreperson	1.00	1.00	1.00	1.00	1.00
Light Equipment Operator	4.00	4.00	4.00	4.00	4.00
Light Equipment Operator (Part-Time)	0.00	0.00	0.00	1.00	1.00
Total Full-Time Employees	6.00	6.00	6.00	6.00	6.00
Total Part-Time Employees	0.00	0.00	0.00	1.00	1.00
TOTAL EMPLOYEES SUPERVISED	19.00	19.00	19.00	21.00	21.00
LIBRARY					
LIBRARY (45500)					
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian/Program Coordinator	2.00	2.00	2.00	2.00	2.00
Library Technician	2.00	2.00	2.00	2.00	2.00
Library Technician (Part-Time)	2.00	2.00	2.00	2.00	2.00
Receptionist (Part-Time)	5.00	5.00	5.00	5.00	5.00
Circulation Desk Aid (Part-Time)	4.00	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	16.00	16.00	16.00	16.00	16.00

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
TOTAL EMPLOYEES SUPERVISED	21.00	21.00	21.00	21.00	21.00
<u>PUBLIC WORKS</u>					
PUBLIC WORKS ADMINISTRATION (43110)					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	0.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	0.00	0.00
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
Total Full-Time Employees	9.00	9.00	9.00	9.00	9.00
EQUIPMENT MAINTENANCE (43126)					
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
<u>UTILITIES</u>					
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
Total Full-Time Employees	3.00	3.00	3.00	3.00	3.00
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

PERSONNEL COMPARISONS
(2020 - 2023 ADOPTED 2024 PROPOSED BUDGETS)

Position	2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed
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)					
Engineering Technician III	1.00	1.00	0.00	0.00	0.00
Water/Sewer Operator II	0.50	0.50	0.50	0.50	0.50
Total Full-Time Employees	1.50	1.50	0.50	0.50	0.50
TOTAL EMPLOYEES SUPERVISED	15.00	15.00	14.00	14.00	14.00
GRAND TOTALS					
TOTAL PERMANENT FULL-TIME	130.00	130.00	128.00	129.00	130.00
TOTAL PERMANENT PART-TIME	72.00	73.00	73.00	75.00	78.00
TOTAL PERMANENT EMPLOYEES	202.00	203.00	201.00	204.00	208.00

**CITY OF FARIBAUT
2024 BUDGET
PERSONNEL SERVICES TRENDS AND ASSUMPTIONS**

Current union contract agreements are in effect through December 31, 2024 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 2018 Through 2024)							
	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Revised 2023	Proposed 2024
WAGES							
Full-Time Employees	8,609,516	9,228,844	10,080,005	10,234,494	10,133,036	10,964,774	11,142,264
Part-Time Employees	479,451	489,658	444,107	570,408	578,502	686,980	674,419
Temporary Employees	652,974	682,537	353,311	552,603	707,197	750,341	782,369
Overtime	258,948	262,914	221,690	252,155	336,381	248,647	261,523
Severance Pay	147,820	97,263	49,030	119,160	312,464	0	0
Holiday	110,571	106,378	122,246	116,858	125,009	136,465	167,999
Vacation Buyback	23,362	18,361	24,835	18,554	20,326	20,751	21,818
Sick Leave Buyback	66,418	58,204	72,486	66,006	65,219	89,505	87,357
Other Pay	104,773	109,356	114,238	111,690	119,930	70,857	177,079
Total Wages	10,453,833	11,053,515	11,481,948	12,041,928	12,398,064	12,968,320	13,314,828
% Increase/Decrease	4.5%	5.7%	3.9%	4.9%	3.0%	4.6%	2.7%
BENEFITS							
PERA	1,028,417	1,123,395	1,236,383	1,267,380	1,270,721	1,342,443	1,381,977
FICA/Medicare	534,523	569,308	581,032	620,204	635,240	710,584	726,820
Health Insurance/H S A	1,115,321	1,470,451	1,636,874	1,673,602	1,598,225	1,891,889	2,388,655
Dental Insurance	0	0	0	0	0	29,095	40,176
Life Insurance	23,431	25,057	26,235	26,232	25,311	28,739	29,027
Disability Insurance	19,605	17,871	19,581	20,086	19,446	22,733	23,383
Unemployment	820	2,359	4,602	17,812	9,914	0	0
Workers Compensation	351,669	390,430	353,191	442,458	532,328	559,205	723,515
Total Benefits	3,073,786	3,598,871	3,857,899	4,067,774	4,091,184	4,584,688	5,313,553
% Increase/Decrease	5.4%	17.1%	7.2%	5.4%	0.6%	12.1%	15.9%
TOTAL WAGES/BENEFITS	13,527,619	14,652,386	15,339,846	16,109,702	16,489,248	17,553,008	18,628,381
% Increase/Decrease	4.9%	8.3%	4.7%	5.0%	2.4%	6.5%	6.1%

PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

	<u>Coordinated Plan</u>	<u>Police & Fire Plan</u>
January 1, 2012	7.25%	14.40%
January 1, 2013	7.25%	14.40%
January 1, 2014	7.25%	15.30%
January 1, 2015	7.50%	16.20%
January 1, 2016	7.50%	16.20%
January 1, 2017	7.50%	16.20%
January 1, 2018	7.50%	16.20%
January 1, 2019	7.50%	16.95%
January 1, 2020	7.50%	17.70%
January 1, 2021	7.50%	17.70%
January 1, 2022	7.50%	17.70%
January 1, 2023	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 is the current health insurance provider for 2023. The City became a member of the Southeast Service Cooperative in 2017. Health insurance rates have been rising steadily for the last few years. The 2024 rate is projected to be a 30% increase. The City will be soliciting additional quotes for 2024. The City offers two high deductible health plans that employees can choose from. The City contributes \$688.32 for each employee enrolled in an HSA plan. The monthly premiums for 2024 are estimated to be as follows:

	<u>Employee</u>	<u>Employer</u>
Family Coverage (\$1,600 Non-Embedded HSA)	\$1,033.94	\$2,663.88
Family Coverage (\$3,200 Embedded HSA)	\$590.24	\$2,694.24
Single +1 Coverage (\$1,600 Non-Embedded HSA)	\$557.18	\$1,870.52
Single +1 Coverage (\$3,200 Embedded HSA)	\$279.67	\$1,876.81
Single Coverage (\$1,600 Non-Embedded HSA)	\$207.55	\$950.73
Single Coverage (\$3,200 Embedded HSA)	\$81.92	\$947.18

HEALTH INSURANCE - CITY CONTRIBUTION

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Revised</u>	<u>2024 Proposed</u>
General Fund	\$855,540	\$1,103,978	\$1,256,030	\$1,329,164	\$1,270,264	\$1,481,632	\$1,940,105
Other Funds	<u>\$259,781</u>	<u>\$366,473</u>	<u>\$380,844</u>	<u>\$344,438</u>	<u>\$327,961</u>	<u>\$410,257</u>	<u>\$448,550</u>
Total	\$1,115,321	\$1,470,451	\$1,636,874	\$1,673,602	\$1,598,225	\$1,891,889	\$2,388,655

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 2024 will be Madison National Life Insurance Company. Rates have remained fairly stable and are at \$0.119 per \$1,000 of covered payroll in 2023.

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 provider for disability insurance will be Madison National Life Insurance Company. The 2023 rate remained the same at \$0.002 per \$1 of covered payroll.



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-163 Adopting the 2024 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

Background:

Over several work sessions the past three months, the City Council has reviewed the preliminary budget for various levy-supported funds, to include the General Fund, and Community Development Funds, as well as other Special Revenue and Enterprise Funds. Based upon these discussions, a preliminary levy amount of \$12,242,233 was recommended, which is an increase of \$1,057,901 (9.46%) from the 2023 levy. Due to growth and development that has occurred within the city over the past year and an increase of 9.38% to the City's Net Tax Capacity, the resulting tax rate will only increase from 47.444% to 47.479% (0.07%).

State Statute 275.065 Subd. 1 requires the City Council to set a preliminary levy and certify the amount to the County Auditor by September 29, 2023. The levy cannot be increased, but it can be decreased, for final certification in December.

The Truth-in-Taxation law requires that the City Council select and announce a future meeting date to review the final budget and that date must be established at the preliminary levy meeting. The final budget must be approved and the levy certified to the County Auditor by December 27, 2023 (five working days after December 20). The final budget can receive input from the public and be approved by the Council at the same meeting. It is recommended that the Council approve the final budget and tax levy at the December 12, 2023 Council meeting.

Recommendation:

Approve Resolution 2023-163 Adopting the 2024 preliminary property tax levy and establishing the budget meeting date.

Attachments:

Agenda Item: 7.A.1

1. Resolution 2023-163 Adopting the 2024 Preliminary Property Tax Levy and Establishing the Budget Meeting Date

CITY OF FARIBAULT

RESOLUTION #2023-163

ADOPTING THE 2024 PRELIMINARY PROPERTY TAX LEVY AND ESTABLISHING THE BUDGET MEETING DATE

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

WHEREAS, Minnesota Statutes 275.065, Subdivision 1 requires cities to certify a maximum proposed levy on or before September 29, 2023 and to establish a public meeting date for the purpose of discussing said proposed levy; and

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

NOW, THEREFORE BE IT RESOLVED, that:

Section 1: The preliminary 2024 net tax levy to be certified to the Rice County Auditor of \$12,242,233 is hereby established as the maximum possible net tax levy for property tax payable in 2024.

Section 2: That Tuesday, December 12, 2023 is hereby established for the public meeting on the proposed 2024 budget and tax levy to be held at the City Hall Council Chambers beginning at 6:00 p.m.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A



2024 Preliminary Property Tax Levy Certification

	2024
OPERATING LEVY:	
General Fund	\$ 10,430,479
Community Development	\$ 66,149
Special PERA Levy	\$ 12,544
	\$ 10,509,172
DEBT SERVICE LEVY:	
G.O. Crossover Refunding Bonds 2021B-2012A-2006B	\$ 553,613
G.O. Crossover Refunding Bonds 2021B-2012A-2008A	\$ 393,435
G.O. Refunding Improvement Bonds, 2021B-2014A	\$ 117,401
G.O. Crossover Refunding Bonds 2015A-2007A	\$ 182,976
G.O. Improvement Bonds, 2015A	\$ 75,985
	\$ 1,323,410
TAX ABATEMENT LEVY:	
Sage Electrochromics, Inc.	\$ 162,746
Steinair, Inc.	\$ 7,919
Daikin Corp.	\$ 158,973
Trystar, LLC.	\$ 78,194
Tru Vue, Inc.	\$ 1,819
	\$ 409,651
Total City Levy	
	\$ 12,242,233



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-164 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for Fiscal Year 2024

Background:

The City of Faribault Housing and Redevelopment Authority (HRA) has separate taxing authority provided by Minnesota Statutes. The Statutes provide that the levy for the HRA shall be an amount approved by the governing body of the City, but shall not exceed the specified percent of the estimated market value. As provided by law, the HRA can levy not more than 0.0185 percent of the taxable market value. The calculation below identifies the amount that the HRA can levy in 2024.

Estimated Market Value	\$2,055,421,700
Max. Percentage Allowed	<u>0.0185</u>
Maximum Levy Allowed	\$380,253

The HRA has requested the maximum levy allowable for 2024, which is noted in the attached resolution. The preliminary tax levy for the HRA must be certified to the County Auditor by September 29, 2023.

Recommendation:

Approve Resolution 2023-164 approving the Faribault Housing and Redevelopment Authority preliminary property tax levy for fiscal year 2024

Attachments:

1. Resolution 2023-164 Approving the Faribault Housing and Redevelopment Authority Preliminary Property Tax Levy for 2024
2. 2023-09 Preliminary Tax Levy for FY2024

CITY OF FARIBAULT

RESOLUTION #2023-164

**APPROVING THE FARIBAULT HOUSING AND REDEVELOPMENT AUTHORITY
PRELIMINARY PROPERTY TAX LEVY FOR FISCAL YEAR 2024**

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

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

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statute 469.033 Subdivision 6, the special benefit tax as determined by the Housing and Redevelopment Authority of the City of Faribault is given approval of collection in fiscal year 2024 in the amount of \$380,253.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

**HOUSING AND REDEVELOPMENT AUTHORITY OF FARIBAULT,
MINNESOTA**

RESOLUTION #2023-09

ESTABLISH THE HRA PRELIMINARY TAX LEVY FOR FISCAL YEAR 2024

WHEREAS, Minnesota Statute 469.033, Subdivision 6 provides that a City may, at the request of its Housing and Redevelopment Authority (HRA), levy a tax each year on all taxable property within the taxing district for the benefit of the HRA; and

WHEREAS, Minnesota Statute 469.033, Subdivision 6 limits the levy to a maximum of 0.0185 percent of the estimated taxable market value in the district; and

WHEREAS, the 2024 estimated taxable market value in the district is \$2,055,421,700; and

WHEREAS, the maximum the City Council can levy for HRA purposes in 2024 is \$380,253 ($\$2,055,421,700 \times 0.000185 = \$380,253$); and

WHEREAS, the HRA has prepared a preliminary work program and budget that depends on the HRA receiving the maximum levy amount allowed by the statute.

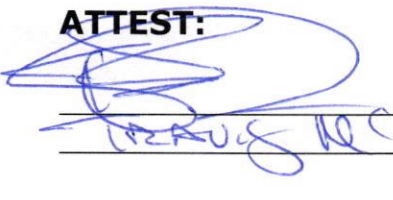
NOW, THEREFORE, BE IT RESOLVED, by the Housing and Redevelopment Authority of Faribault, Minnesota (the "HRA"), that it establishes and recommends the City Council approve a 2024 tax levy of \$380,253 for HRA purposes per the proposed 2024 budget on file with the City.

ADOPTED: August 14, 2023



Lori R. Thiers, Chair

ATTEST:



Tracy McCarty, Vice Chair/Secretary



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-165 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for Fiscal Year 2024

Background:

The Economic Development Authority (EDA) of Faribault has requested that the City of Faribault levy a tax in 2024 for the benefit of the EDA as allowed under Minnesota Statutes 469.107, Subd. 1. The amount of the tax levied may not exceed 0.01813 percent of the estimated market value, which is shown in the following calculation:

Estimated Market Value	\$2,055,421,700
Max. Percentage Allowed	<u>0.01813</u>
Maximum Levy Allowed	\$372,648

The EDA has requested the maximum levy allowable for 2024, which is noted in the attached resolution. This preliminary EDA tax levy must be certified to the County Auditor by September 29, 2023.

Recommendation:

Approve Resolution 2023-165 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for 2024.

Attachments:

1. Resolution 2023-165 Approving the Faribault Economic Development Authority Preliminary Property Tax Levy for 2024
2. 2023-10 Establish the EDA Preliminary Tax Levy for Fiscal Year 2024

CITY OF FARIBAULT

RESOLUTION #2023-165

**APPROVING THE FARIBAULT ECONOMIC DEVELOPMENT AUTHORITY
PRELIMINARY PROPERTY TAX LEVY FOR FISCAL YEAR 2024**

WHEREAS, the City of Faribault may levy a tax in any year for the benefit of the activities of the Economic Development Authority pursuant to Minnesota Statute 469.107 Subdivision 1.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Faribault hereby gives preliminary approval for the collection of a levy for the benefit of economic development activities within the community in fiscal year 2024 in an amount not to exceed \$372,648.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF FARIBAULT

RESOLUTION #2023-10

ESTABLISH THE EDA PRELIMINARY TAX LEVY FOR FISCAL YEAR 2024

WHEREAS, Minnesota Statute 469.107, Subdivision 1 provides that a City may, at the request of its Economic Development Authority (the "EDA"), levy a tax each year on all taxable property within the taxing district for the benefit of the EDA; and

WHEREAS, Minnesota Statute 469.107, Subdivision 1 limits the levy to a maximum of 0.01813 percent of the estimated taxable market value in the district; and

WHEREAS, the 2024 estimated taxable market value in the district is \$2,055,421,700; and

WHEREAS, the maximum the City Council can levy for EDA purposes in 2024 is \$372,648 ($\$2,055,421,700 \times 0.0001813 = \$372,648$); and

WHEREAS, the EDA has prepared a preliminary work program and budget that depends on the EDA receiving the maximum levy amount allowed by the statute.

NOW, THEREFORE, BE IT RESOLVED, by the Economic Development Authority of Faribault, Minnesota (the "EDA"), that it establishes and recommends the City Council approve a 2024 tax levy of \$372,648 for EDA purposes per the proposed 2024 budget on file with the City.

ADOPTED: August 17, 2023



Kevin Voracek, Vice President

ATTEST:



AJ Smith, Secretary/Treasurer



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: David Wanberg, Community and Economic
Development Director
MEETING DATE: September 12, 2023
SUBJECT: Ordinance 2023-21 Approve Zoning Text
Amendments Related to Limited Recycling
Collection Centers in Commercial Districts (Second
Reading)

Background:

On August 22, 2023, the Faribault City Council approved the first reading of Ordinance 2023-21 which adopts a proposed zoning text amendment to permit limited recycling collection centers in certain commercial zoning districts as a conditional use. The City has received no comments from the public nor made any substantive changes to Ordinance 2023-21 since the first reading.

Recommendation:

Approve the second reading of Ordinance 2023-21.

Attachments:

1. Ordinance 2023-21

**CITY OF FARIBAULT
ORDINANCE No. 2023-21**

**APPROVE ZONING TEXT AMENDMENTS RELATED TO LIMITED RECYCLING
COLLECTION CENTERS IN COMMERCIAL DISTRICTS**

WHEREAS, Recyy Recycling has requested a zoning text amendment to permit limited recycling collection centers accepting electronic recycling materials (e-waste) and other specified materials in certain commercial zoning districts; and

WHEREAS, the Planning Commission, on August 7, 2023, following proper notice, held a public hearing regarding the proposed zoning text amendment; and

WHEREAS, following the public hearing, the Planning Commission recommended that the City Council approve the above-referenced zoning text amendment based on the following written findings 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: While the processing of recyclable materials is an industrial activity that could be problematic in a commercial zoning district, the activity of collecting recyclable electronic materials will be less intensive and more convenient for residents and local businesses if conducted indoors in a commercial district and will not be a public nuisance.

2. Criteria: Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.

Finding: As the need for electronics recycling becomes more pressing, an easily accessible recycling drop-off point will benefit the public.

3. Criteria: Whether the existing uses of the property and the zoning classification of the 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: The proposed text amendment does not change the zoning classification of property in the city. Therefore, this required finding does not apply to the proposed text amendment.

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 proposed text amendment does not change the zoning classification of property in the city. Therefore, this required finding does not apply to the proposed text amendment.

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 proposed text amendment does not change the zoning classification of property in the city. Therefore, this required finding does not apply to the proposed text amendment.

WHEREAS, the City Council held a public meeting on August 22, 2023, to consider approval of the first reading of Ordinance 2023-21; and

WHEREAS, the City Council also held a public meeting on September 12, 2023, to consider approval of the second reading of Ordinance 2023-21; 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 makes the identical findings.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1: Text Amendment – Definitions. The Faribault City Council adds the following definitions (shown in the underlined text) to Section 1-120 of the City’s Unified Development Ordinance:

Recycling collection center, limited. A business that collects and temporarily stores specified recyclable items including electronics recycling (e-waste) for transfer to another site for processing and recycling.

Recycling facility. A facility that accepts, receives, and processes materials for recycling. Such facilities may include electronics recycling (e-waste).

Section 2: Text Amendment - Development Standards. The Faribault City Council adds the following language (shown in the underlined text) to the Unified Development Ordinance Section 7-30. Specific Development Standards:

Recycling collection centers, limited. Located in commercial districts

The following standards allow for convenient and safe disposal of recyclable household electronic devices and appliances at limited recycling collection centers in specified commercial zoning districts. The centers are intended to serve as collection centers, with the processing of the products occurring at other facilities in appropriate zoning districts. Limited recycling collection centers in commercial zoning districts must meet the following minimum standards.

1. Limited recycling collection centers in commercial districts may accept the following household electronic devices and appliances:
 - Electronics recycling devices as defined and regulated by the State of Minnesota.
 - Communication and information technology devices such as cell phones, computers, smart watches, printers, copiers, and similar devices;
 - Home entertainment devices such as televisions, radios, video games, remote controls, and similar devices;
 - Household appliances such as microwaves, countertop appliances, ovens, ranges, dishwashers, refrigerators, freezers, dehumidifiers, and similar devices; and
 - Other electronic devices and household appliances for which the City Council has determined meets the intent of this ordinance as outlined in the conditional use permit.
2. Limited recycling collection centers in commercial districts are prohibited from accepting the following:
 - Paints, solvents, chemicals, and similar products;
 - Plastic, aluminum, and glass containers, scrap metal, and similar products;
 - Vehicles, lawn and garden equipment, and similar products;
 - Furniture, mattresses, carpet, building materials, and similar products; and
 - Other products not specifically allowed by this ordinance and for which the City Council has determined do not meet the intent of this ordinance.
3. Limited recycling collection centers may collect and temporarily store household electronic devices, and appliances. No salvage,

- reclamation, recovery, or processing of any items, or the re-sale of any items or parts, or salvaged, reclaimed and/or recovered materials, is permitted in the centers.
4. All recyclable materials electronic devices and appliances must be collected and stored inside the building in appropriate containers. Recyclable materials, shipping containers, and trailers cannot be stored outdoors. Loading of recyclable materials for shipment to material recovery facilities must occur in designated loading zones in the side or rear yard of the site unless specifically allowed otherwise in the conditional use permit. Curbside collection and after-hours drop-off are prohibited.
 5. The property must be maintained free of litter, junk, and debris.
 6. The limited recycling collection center must satisfy any safety standards and requirements determined by the Fire Chief and other Safety Code Officials.
 7. Limited recycling collection center operators must be registered with the State of Minnesota and licensed by Rice County for operation in the City.

Section 3: Text Amendment – Commercial District use table. The Faribault City Council hereby amends Table 11-1 of the City’s Unified Development Ordinance by adding new text (designated by the underlined text)

Use	District					Development Standards
	C-1	C-2	C-3	CBD	SH	
Commercial Uses						
<u>Limited Recycling Collection Center</u>	-	<u>C</u>	<u>C</u>	-	<u>C</u>	<u>X</u>

Section 4: Effective Date. This ordinance will take effect and be in force after its passage and publication per Section 3.05 of the City Charter.

Public Hearing Date: August 7, 2023

First Reading: August 22, 2023

Second Reading: September 12, 2023

Publication Date: September 19, 2023

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: David Wanberg, Community and Economic Development Director
MEETING DATE: September 12, 2023
SUBJECT: Approve Summary Publication of Ordinance 2023-21

Background:

Ordinance 2023-21 will take effect on the date of its publication in the official newspaper of the City of Faribault. Instead of publishing the full ordinance, the Faribault City Charter allows the City Council (with five or more affirmative votes) to approve a summary publication of the ordinance that informs the public of the intent and effect of the ordinance. Refer to the attached summary publication of Ordinance 2023-21.

Recommendation:

Approve summary publication of Ordinance 2023-21.

Attachments:

1. Ordinance 2023-21 Summary Publication

Summary Publication

CITY OF FARIBAULT ORDINANCE No. 2023-21

APPROVE ZONING TEXT AMENDMENTS RELATED TO LIMITED RECYCLING COLLECTION CENTERS IN COMMERCIAL DISTRICTS

On September 12, 2023, the Faribault City Council adopted Ordinance 2023-21, which approved a zoning text amendment to permit limited recycling collection centers accepting electronic recycling materials (e-waste) and other specified materials in certain commercial zoning districts. 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: August 22, 2023
Second Reading: September 12, 2023
Publication: September 19, 2023



Request for Council Action

TO: Mayor and City Council
THROUGH: Planning Commission
Tim Murray, City Administrator
FROM: David Wanberg, Community and Economic
Development Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-153 Approve a Conditional Use
Permit for a Limited Recycling Collection Center at
1001 Division Street

Background:

Ryan Miryala of Reccy Recycling (the "Applicant") has requested a conditional use permit to operate a limited recycling collection center in the Polzin Glass building at 1001 Division Street West. Approval of the conditional use permit is contingent on the City Council's approval of the second reading and publication of Ordinance 2023-21, which allows limited recycling collection centers in specified commercial districts. The proposed limited recycling collection center will primarily collect e-waste (including computers, gaming systems, cell phones, and the like). The proposed center will also collect some types of household appliances. The proposed center will not accept refrigerators, chemicals, oils, and similar materials. All recyclable materials would be stored inside the existing building on the site. Refer to the attached Planning Commission report for additional information.

The Planning Commission held a public hearing on August 7, 2023, to consider the Applicant's request. No one from the public provided comments. With a unanimous vote, the Planning Commission recommended that the City Council approve the Applicant's conditional use permit request based on the findings and conditions included in the attached Resolution 2023-153.

Recommendation:

Approve Resolution 2023-153.

Attachments:

1. Resolution 2023-153
2. Planning Commission Report

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2023-153

APPROVE A CONDITIONAL USE PERMIT FOR A LIMITED RECYCLING COLLECTION CENTER AT 1001 DIVISION STREET WEST

WHEREAS, Recyy Recycling (the “Applicant”), has requested a conditional use permit for a limited recycling collection center accepting electronic recycling materials (e-waste) and other specified materials at 1001 Division St West, legally described in Exhibit A of this resolution; and

WHEREAS, the subject property is zoned C-2, Highway Commercial District; and

WHEREAS, concurrent with this application, on September 12, 2023, the City Council approved a text amendment to the Unified Development Ordinance to allow limited recycling centers in specified commercial districts with an approved conditional use permit (CUP); and

WHEREAS, the Planning Commission, on August 7, 2023, following proper notice, held a public hearing regarding the Applicant’s request; and

WHEREAS, following the public hearing, the Planning Commission recommended that the City Council approve the Applicant’s conditional use permit request based on the following written findings:

- 1. The conditional use will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare.**

Expanded Finding: The proposed limited recycling collection center at 1001 Division Street will not be detrimental to the public health, safety, comfort, convenience, or general welfare.

- 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.**

Expanded Finding: The proposed limited recycling collection center at the subject site will be like other uses in the surrounding area, will not harm the use and enjoyment of other property in the vicinity, and will not impede the other permitted uses of the site.

- 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.**

Expanded Finding: The proposed use will provide a convenient location for Faribault residents and businesses to recycle specified materials.

- 4. The conditional use will not impose hazards or disturbing influences on neighboring properties.**

Expanded Finding: Because the business activities will be enclosed within the building and will generate minimal traffic to and from the site, the proposed limited recycling collection center will not cause hazards or disturbing influences on neighboring properties,

- 5. The conditional use will not substantially diminish the value of neighboring properties.**

Expanded Finding: The proposed limited recycling collection center will not diminish neighboring property values.

- 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.**

Expanded Finding: Public sewer, water, and all other applicable municipal services serve the subject property.

- 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.**

Expanded Finding: The proposed limited recycling collection center will provide a useful service in the community, will not harm the community's economic welfare. It will contribute jobs and tax base in the City.

- 8. 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.**

Expanded Finding: The proposed limited recycling collection center will occupy a building that is not historical. The proposed recycling collection center will not adversely affect any feature of importance to the community. The site is not near historic property, parks, or scenic areas.

- 9. The conditional use is consistent with the applicable policies and recommendations of the City's Land Use Plan or other adopted land use studies.**

Expanded Finding: The City's Land Use Plan guides the subject property for commercial/residential mixed use. The proposed limited recycling collection center is consistent with this comprehensive plan designation.

10. The conditional use, in all other respects, conforms to the applicable regulations of the district in which it is located.

Expanded Finding: The proposed use meets the development standards for limited recycling collection centers in commercial districts as outlined in Ordinance 2023-21.

WHEREAS, the City Council held a public meeting on September 12, 2023, to consider the Applicant's conditional use permit request; and

WHEREAS, based on the City Staff report, the results of the public hearing, and the written findings of the Planning Commission, the City Council concurs with the written findings of the Planning Commission and makes identical findings.

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

Section 1: Approval of a Conditional Use Permit. The City Council hereby approves the Applicant's conditional use permit request to establish a limited recycling collection center at 1001 Division Street West, subject to the conditions presented in Sections 2 and 3 of this resolution.

Section 2: Conditions Attached to the Approval of the Conditional Use Permit. The conditional use permit includes the following conditions:

1. Any outdoor dumpsters or waste disposal must be adequately screened per the pertinent provisions of the Unified Development Ordinance.
2. All collected recycling materials shall be kept within the building until transferred off-site.
3. Batteries and other potentially flammable materials of concern must be kept in containers approved by the Fire Chief.

4. The proposed limited recycling collection center must meet all required development conditions listed in Section 7-30 of the City's Unified Development Ordinance.
5. The Applicant is responsible for ensuring that the appropriate number of parking spaces are provided for a business of this type and size as stipulated in Chapter 8 of the Unified Development Regulations.
6. Before beginning any remodeling in the building, the Applicant must obtain all required building permits and other applicable permits and licenses.
7. This conditional use permit will automatically be voided if development associated with the proposed limited recycling collection center has not been completed within one (1) year of the approval of the conditional use permit unless the City Council has granted a petition for a time extension. The Applicant must submit a written request for extension at least thirty (30) days before the expiration of the conditional use permit and must state facts showing a good faith effort to complete work permitted under the original approval.

Section 3: Additional Conditions of Approval. This conditional use permit includes the following additional conditions:

1. Failure of the City to act on a violation of a condition, covenant, or term of this permit is not a waiver of such condition, covenant, or term, or any subsequent violation of the same or any other condition, covenant, or term.
2. The City may inspect the property at all reasonable times to ensure compliance with the conditions of this permit.
3. This permit is subject to the City's code requirements. The Owner must comply with all applicable federal, state, and local laws, rules, and ordinances and obtain other permissions and permits as may be required.

4. The violation of any terms or conditions of this permit, including but not limited to any applicable federal, state, or local laws, rules, regulations, and ordinances, may result in revocation of the permit. The City must give the Owner written notice of any violation and reasonable time, as determined by the City, to cure the violation before the permit revocation.
5. This permit and its conditions are binding on the parties and their successors and assigns. This permit runs with the property and does not affect the subsequent sale, lease, or change from current ownership. The Applicant's obligations under this permit shall also be the obligations of any subsequent owners or assigns of the property.
6. Use of the property as allowed by this permit signifies the agreement of the permit's terms and conditions without qualification, limitation, or reservation.

Section 4. Findings and Incorporation of Recitals and Exhibits.

Where applicable, the recitals and exhibits incorporated in this resolution constitute the written findings of the City Council, all of which protect the public's health, safety, and welfare.

Section 5. Authorization to take Additional Steps. The City Council authorizes the Mayor, City Administrator, City Staff, and the City's Consultants to take any additional steps and actions necessary or convenient to accomplish the intent of this resolution.

Section 6. Effective Date. This resolution shall be effective upon passage and publication of Ordinance 2023-21, which approves a zoning text amendment to allow limited recycling collection centers in certain commercial zoning districts.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A

Legal Description

Beginning at a point in Lot 28 of the Southeast Quarter (SE 1/4) of Section 36 of Township 110 North, Range 21 West, where the westerly line of the Chicago, Milwaukee and St. Paul Railway right-of-way intersects the South line of the Front Street Road; thence West on said South line 147.15 feet; thence South at right angles with said South line of said Front Street Road to the westerly line of the right-of-way of said Railway; thence northeasterly along the line of said right-of-way of said Railway to the place of beginning; NOW KNOWN AS: Lot 1, Auditor's Plat No.2, Section 36, Township 110 North, Range 21 West of the Fifth Principal Meridian, Faribault, Rice County, Minnesota,



Request for Planning Commission Action

TO: Planning Commission
FROM: Peter Waldock, AICP Planning & Zoning Coordinator
Jonah Kunka, Planning Intern
MEETING DATE: August 7, 2023
SUBJECT: **A.** Zoning Text Amendment to include Recycling Collection Centers in Certain Commercial Districts with a CUP
B. Conditional Use Permit for Recycling Collection Center in the C-2 District at 1001 Division St. W.

Background

Ryan Miryala, with Recyy Recycling LLC has requested a zoning text amendment to allow commercial collection of electronic waste in Commercial Districts. Recyy, is an electronic waste (e-waste) recycling collection center business that is planning to open a small retail collection center at 1001 Division St. W in the C-2, Highway Commercial District. Currently zoning regulations permit recycling center uses in industrial districts, but they are not included in the list of permitted or conditional uses in commercial districts.

The recycling collection center will accept a variety of electronic items from households, schools and businesses, including computers, peripherals, gaming and entertainment systems, phones, fax machines, TVs, monitors, printers, copiers, household appliances, and similar miscellaneous items. The items will be brought in by the customers who pay a fee for disposal of the items. All materials will be stored indoors, in gaylord boxes sorted by different categories of materials. The gaylord boxes and collected appliances will be shipped out as needed for processing elsewhere. This business operation will be a retail recycling collection center only, no processing is proposed at the collection center.

The collection center **will not accept** broken CRT TVs, refrigerators, air conditioners, pressurized canisters, paint, chemicals, oils, broken fluorescent tubes, car parts, power tools, solar panels, sharps, medication,

hygiene products, thermostats, pressure/vacuum gauges, VHS tapes, cassettes, compact discs, furniture, mattresses, or any other damaged/broken e-waste that is non-recyclable.

Business Operation Details.

- The limited recycling center will not include processing.
- The primary purpose is to collect recyclable goods not to process them.
- All processing of recyclables will be done elsewhere
- The primary focus will be on electronic recyclables.
- The recycling related activities will be conducted indoors, thus reducing any disturbance to surrounding businesses or residences.

Recyy, plans to open similar recycling collection centers in the city of North Branch and Waconia. A zoning text amendment was also needed to allow this use in commercial districts. In North Branch, Recyy, will be locating in a shopping center.

Discussion - Zoning Text Amendment

North Branch. The City of North Branch provided the following information based on their discussions of Recyy's application.

Prior to the Recyy application, North Branch only allowed "Recycling Collection & Process" In I-1 and I-2 districts and even then only by conditional use permit. The concept in North Branch (and in Faribault) is for a commercial storefront with a small collection center to provide consumers with a convenient opportunity and location to dispose of electronic items and standard household appliances.

They chose to allow "small recycling collection centers" in their B (Business) zone as long as that use complied with specific performance standards. We recommend a similar approach here.

The Development Review Committee. (DRC) feels that a limited recycling collection center business conducted fully indoors would be compatible with uses allowed in commercial districts. An e-waste recycling collection center use is distinct from recycling processing centers and when conducted completely indoors, are compatible with other commercial uses permitted in the C-3 or C-2 District, but not in C-1. In order to create additional oversight, the DRC is recommending this use be allowed as a conditional use in these commercial districts rather than outright permitted uses. The DRC also

recommends specific development standards be established in the ordinance for this use as well.

Recycling collection center uses (for e-waste) are similar to some of the uses currently permitted in the C-2 district, such as limited production and processing up to 2,500 square feet; wholesaling, warehousing, and distribution; and, essential services (public service and utilities subsection).

Staff supports the application for a zoning text amendment to allow e-waste recycling collection centers in the C-2 and C-3 Districts with a Conditional Use Permit rather than an outright permitted use. Staff is proposing that performance standards for this use (and conditional use permit approvals) are needed to appropriately regulate this use in a commercial district in the public's interest.

Proposed Performance Standards. The performance standards suggested for this use are as follows.

1. A small recycling collection center will be defined as a retail business that exists for the sole purpose of collecting and storing recyclable items in a retail space not to exceed 3,000 square feet.
2. Retail Recycling Collection Centers shall only include collection of electronics such as computers, peripherals, gaming and entertainment systems, phones, fax machines, TVs, monitors, printers, copiers, household appliances, and similar miscellaneous items.
3. There must be a clear delineation between the retail area and the collection/storage area.
4. No outdoor storage of any items, including in containers or trailers. All collected items and storage of material brought in for recycling shall be enclosed within the principal building on site.
5. Storage and Loading Zones. All recyclable materials shall be collected and stored internally in appropriate containers. No external storage, or storage of recyclable materials in shipping containers or trailers shall be permitted. Loading of recyclable materials for shipment to material recovery facilities shall occur in designated loading zones to the rear of the building.

6. Collection. All accepted recyclable materials must be processed through the retail storefront. Large appliances may be collected at designated loading zones located to the rear of the retail space. Drive-up and/or curbside collection and after-hours drop-off shall not be permitted.
7. Prohibited. No salvage, reclamation, recovery or processing of any accepted items, or the sale or re-sale of any accepted items or parts thereof or salvaged, reclaimed and/or recovered materials, is permitted on the property.
8. The property shall be monitored 24 hours a day. And shall be maintained free of litter, junk and debris.

Discussion - Conditional Use Permit

Comprehensive Plan. The property at 1001 Division St West is guided for Commercial/Residential Mix use in the comprehensive plan. This usage of the property will be commercial.

Zoning District. The current zoning at the site is C-2 Highway Commercial. The site is not located in any overlay zoning districts. The proposed recycling center use is not currently included as a permitted or conditional use in this district, and will be subject to approval of proposed zoning text amendments.

Surrounding Uses. The areas surrounding the proposed recycling collection center are commercial and residential. It is bordered by a railroad track to the east.

Development Review Committee. The DRC supports the proposed conditional use permit for Recyy, Recycling at 1001 Division St W subject to approval of the proposed zoning text amendments including performance standards described above.

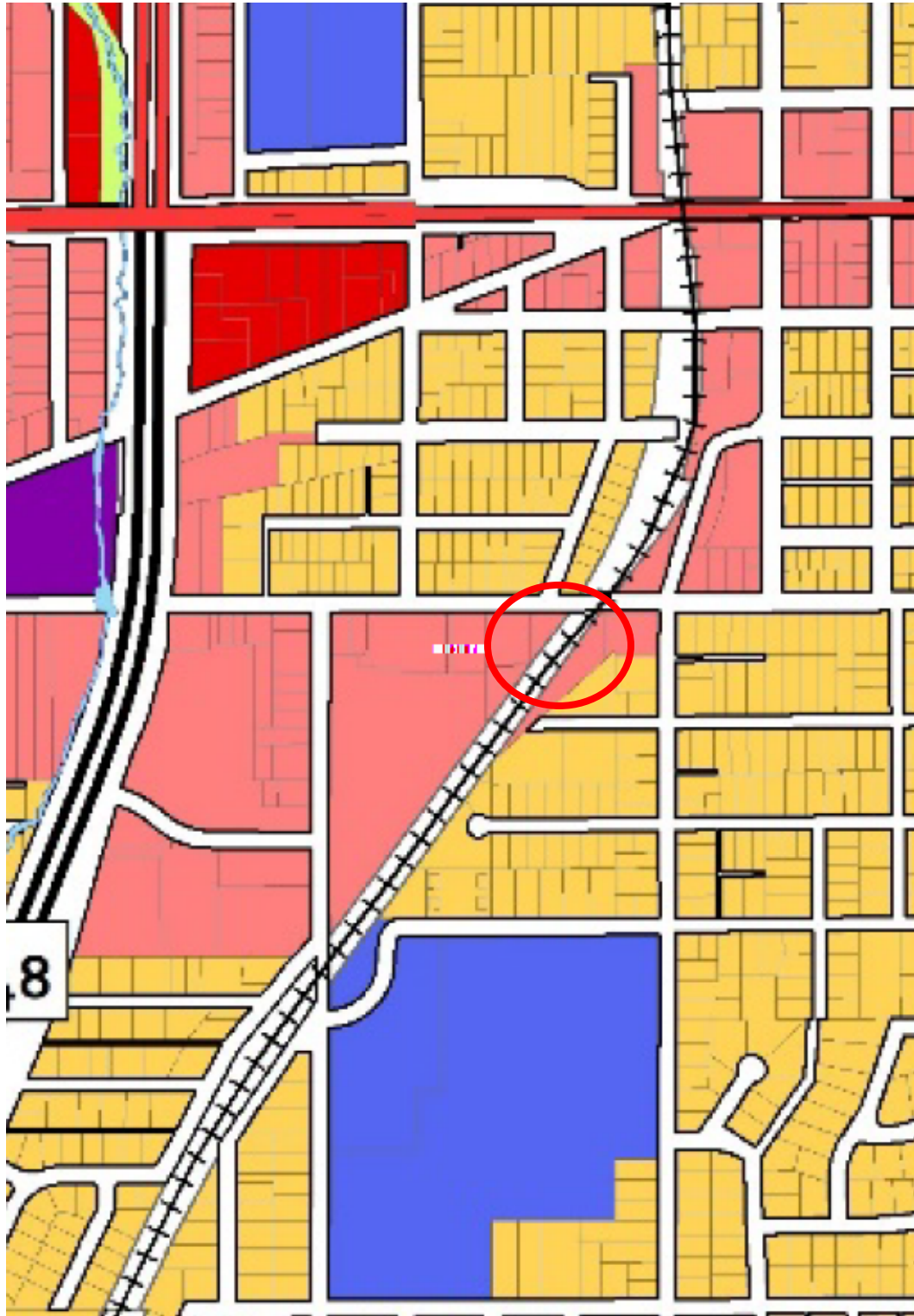
Recommendations

- A. Approve findings in support of the application and recommend City Council approve the draft Ordinance to allow limited recycling collection centers in the C-2 and C-3 Districts as a conditional use with specific development standards based on the written findings.
- B. Approve written findings for the proposed conditional use permit for a limited recycling collection center in the C-2 District at 1001 Division St and recommend that the city council approve the proposal.

1001 Division St W

Comprehensive Plan Map

Guided: Commercial Residential Mix



North



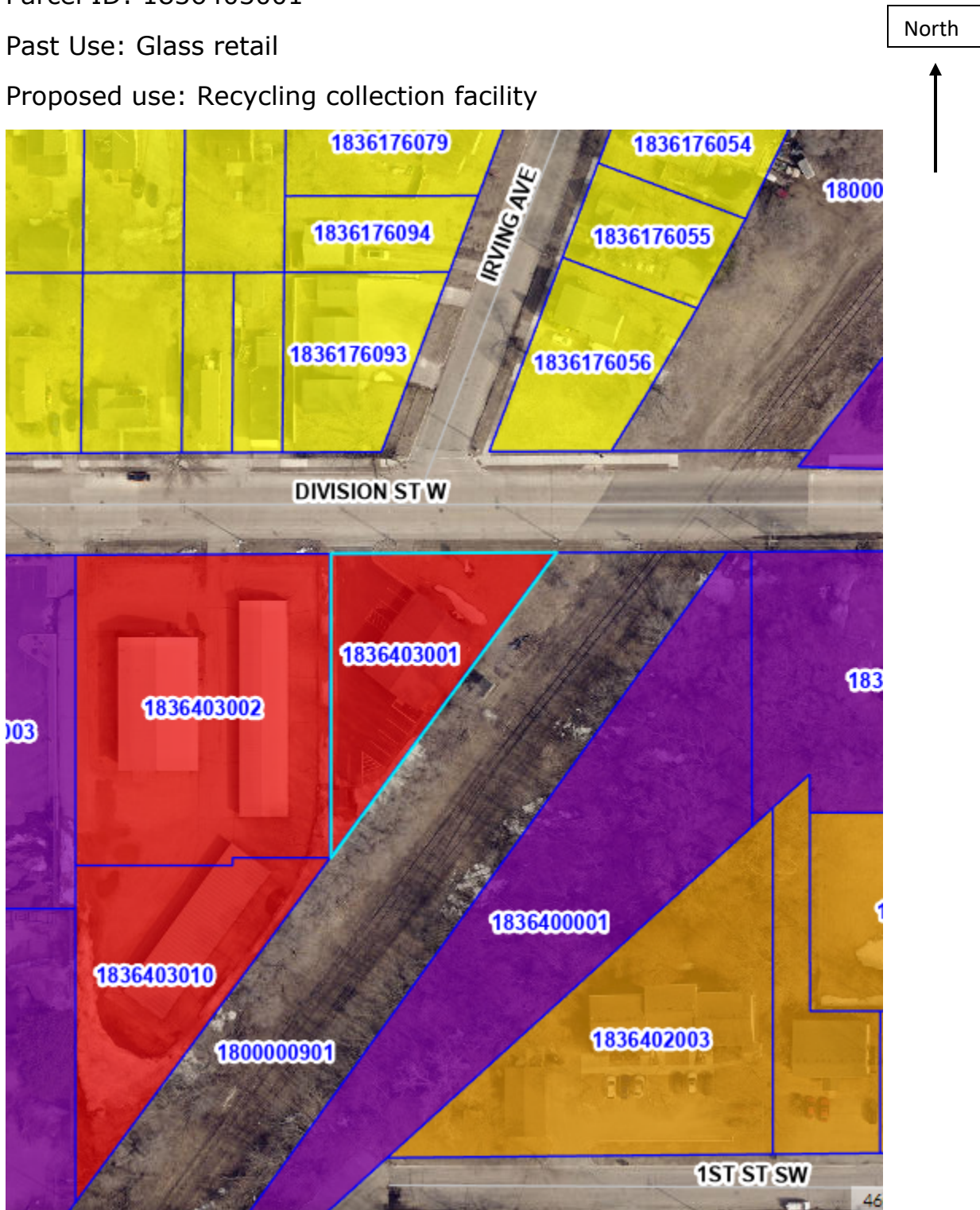
1001 Division St

Zoned: C2 Highway commercial

Parcel ID: 1836403001

Past Use: Glass retail

Proposed use: Recycling collection facility



1001 Division St W

Site Map

Guided: Commercial Residential Mix

Zoned: C-2 Highway Commercial District

North



Owner Address GARY W POLZIN
1001 HIGHWAY 3 S
NORTHFIELD MN 55057



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: David Wanberg, Community and Economic Development Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-171 Approve Preliminary and Final Plat Applications for Warner Addition at 616 and 620 6th Street NW

Background:

Erick Warner of Warn Investments LLC (the "Applicant" and the "Owner") has requested approval of a preliminary and final plat of Warner Addition, a subdivision that replats two residential lots to create four twin home lots in the R-3, Medium Density Residential District at 616 and 620 6th Street NW. Refer to the attached staff report for additional information.

The Planning Commission at its meeting of August 21, 2023, after proper notice, held a public hearing to consider the Applicant's requests. One of the neighboring property owners expressed concern that the subdivision would increase density in the area. The commissioners responded to the concern indicating that even without approval of the requested subdivision, two duplexes could be built on the site. The subdivision will simply allow the developer to sell each unit separately on its own lot. The Planning Commission, by a vote of 5-0, recommended that the City Council approve Resolution 2023-171 based on the findings in the resolution.

Recommendation:

Approve Resolution 2023-171

Attachments:

1. Resolution 2023-171
2. Planning Commission Staff Report and Attachments

*State of Minnesota
County of Rice*

CITY OF FARIBAULT

RESOLUTION #2023-171

APPROVE PRELIMINARY AND FINAL PLAT APPLICATIONS FOR WARNER ADDITION AT 616 AND 620 6TH STREET NW

WHEREAS, Erick Warner of Warn Investments LLC, (the "Owner") has requested preliminary and final plat approval of two residential lots to create four lots for two twin homes at the current site of 616 and 620 6th Street NW, legally described on Exhibit A of this resolution; and

WHEREAS, City Staff has completed a review of said applications and made a report to the Planning Commission, a copy of which has been presented to the City Council; and

WHEREAS, the Planning Commission, on the 21st day of August 2023, following proper notice, held a public hearing regarding the applications and following said public hearing made findings and recommended approval of the applications; and

WHEREAS, the City Council, on the 12th day of September 2023, at a public meeting considered the application; and

WHEREAS, based upon said report, hearing, and recommendation, the City Council hereby finds that approval of the preliminary plat for Warner Addition as depicted on Exhibit B, subject to the attached conditions of approval, is appropriate with the following findings as required by Section 15-130 of the City's Unified Development Ordinance:

- 1. Criteria: The proposed preliminary plat conforms with the requirements of the Unified Development Ordinance, the applicable zoning district regulations, and any other applicable provisions of this Ordinance, subject only to acceptable rule exceptions.**

Finding: The proposed preliminary plat is consistent with the area and lot width requirements in the R-3 Medium-Density Residential District.

- 2. Criteria: The proposed subdivision is consistent with the City's Land Use Plan and any other adopted land use studies.**

Finding: The City's Land Use Plan guides the subject property for Established Residential Development. The proposed use for twin home development is consistent with this plan.

- 3. Criteria: The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles.**

Finding: The preliminary plat provides for development of two-story twin homes that will be compatible with surrounding homes in the area.

- 4. Criteria: The spacing and design of proposed curb cuts and intersection locations is consistent with good traffic engineering design and public safety considerations.**

Finding: The layout of the lots in the preliminary plat is done in a manner consistent with the provisions of the City's Unified Development Ordinance and will be compatible with lots on adjoining properties.

- 5. Criteria: All submission requirements have been satisfied.**

Finding: The proposed preliminary plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance; and

WHEREAS, the City Council further finds that approval of the final plat of Warner Addition as depicted on Exhibit C, subject to certain conditions of approval, is appropriate with the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

1. Criteria: The final plat substantially conforms to the approved preliminary plat.

Finding: The Owner has applied for the final plat approval concurrently with the preliminary plat. The Final Plat conforms to the preliminary plat as required.

2. Criteria: The plat conforms to all applicable requirements of the Unified Development Ordinance, subject only to approved rule exceptions.

Finding: The final plat conforms to all applicable requirements of the City's Unified Development Ordinance.

3. All submission requirements have been satisfied.

Finding: The proposed final plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault that the preliminary and final plat for Warner Addition are hereby approved, subject to the following conditions:

1. The Owner shall adequately address all items as listed in the City Attorney's plat opinion letter or as may be otherwise directed by the City Engineer, City Attorney, or others with review and approval authority of the City.
2. The final plat shall be recorded with the Rice County Recorder's Office within twelve (12) months following City Council approval unless extended by the City, or it shall be deemed null and void.
3. The final plat shall be submitted in a digital format suitable to the City Engineer when the final plat is forwarded for required City signatures.

4. The Owner shall enter into a Development Agreement with the City prior to recording the final plat and shall satisfy all terms and conditions set forth in the Development Agreement.
5. Before the approved final plat is filed with the Rice County Recorder's office, all applicable fees must be paid and the Developer must enter into a Development Agreement to the satisfaction of the City Attorney, and satisfy all requirements contained in the Development Agreement.
6. The Owner shall submit a title insurance policy upon recording the plat and will be subject to any requirements resulting from City Staff's and the City Attorney's review of the title work and plat opinion issued for this plat.
7. The Owner shall pay a cash fee in lieu of land for Park Dedication in accordance with Sec. 15-336 of the Unified Development Ordinance in the amount of \$1,000 based on one additional single-family (attached) residential unit approved with this application at the site compared to the site's previous development with one duplex and one single-family dwelling.
8. The City Administrator and Mayor are authorized to have final revisions made to the plat and development agreement necessary to carry out City Council intent with this approval resolution.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A Legal Description

Lot 10, Block 1, McClellands Addition to Faribault, Rice County, Minnesota, and Lot 11, Block 1, McClellands Addition to Faribault, Rice County, Minnesota.

[illegible]



Request for Planning Commission Action

TO: Planning Commission
FROM: Peter Waldock, AICP Planning & Zoning Coordinator
MEETING DATE: August 21, 2023
SUBJECT: Applications for Preliminary and Final Plat Approval for Warner Addition

BACKGROUND

Erick Warner of Warn Investments LLC is seeking approval of the Preliminary and Final Plat of the Warner Addition replatting two previously developed residential lots into new twin home lots for four attached single-family dwelling units at 616 and 620 6th Street NW. The subdivision site currently has two vacant lots that had been used for single-family and duplex structures. The original homes at the site had become blighted and were torn down. The proposed development will

The City recently approved a zoning text amendment that allows attached single-family dwellings in the R-3, Medium Density Residential District on lots with a minimum width of 30 feet (per attached unit) and a minimum lot area of 4800 SF (for each dwelling unit). The amendment was intended to accommodate infill development and allow twin homes in this district to meet the medium-density purpose of this district.

The applicants presented concept plans for the twin homes at this site at a Planning Commission work session, as part of the discussion of the zoning text amendment.

DISCUSSION / ANALYSIS

Comprehensive Plan. The property is guided for established residential uses in the City's 2040 comprehensive plan.

Zoning District. The current zoning at the site is R-3, Medium Density Residential District. This year, the Unified Development District lot area requirements have been revised to accommodate twin-home development on 30-foot-wide lots with a minimum lot area of 4,800 SF. The proposed lots meet this criterion.

Surrounding Uses. Surrounding uses adjoining this site include low and medium-density residential dwellings. The neighborhood is in the historic residential core area. Some homes in the area have been converted to duplex or multi-family dwellings.

Subdivision. The subdivision in this case creates four lots for development with two twin homes (attached single-family homes that share a common wall). The lots have perimeter easements around the outer lot perimeter. The common lot line between adjoining units does not have an easement.

Development Review Committee. The Development Review Committee (DRC) considered this application at their meeting on May 15, 2023. The DRC discussed the concept plan for this subdivision at the subject site and recommended that the City update its zoning ordinances to allow twin homes on 30-foot wide lots in the R-3 District. The DRC felt that the owners should apply for a formal subdivision approval once the zoning ordinance is updated.

Requested Action

Hold a public hearing, approve findings in support of the proposed Plats, and recommend for City Council approval of the applications associated with Warner Addition.

Attachments.

- Draft Resolution
- Preliminary Plat
- Final Plat
- Maps

PRELIMINARY PLAT FOR: WARNER ADDITION
616 AND 620 6TH STREET NW, FARIBAULT, MN

LEGEND

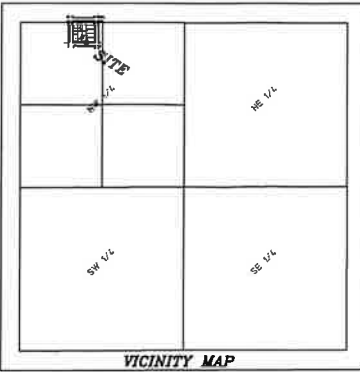
- FIRE HYDRANT
- WATER VALVE
- MANHOLE
- CATCH BASIN
- POWERPOLE
- LIGHT POLE
- OUT
- TRANSFORMER
- ELECTRIC METER
- TV PEDESTAL
- TELEPHONE PEDESTAL
- AIR CONDITIONER
- HAND HOLE
- SEWAGE
- GAS METER
- SANITARY SEWER
- ST STORM SEWER
- W WATERMAIN
- G UNDERGROUND GAS MAIN
- T UNDERGROUND TELEPHONE
- E UNDERGROUND ELECTRIC
- TV UNDERGROUND CABLE T.V.
- OU OVERHEAD UTILITY LINES
- IRON MONUMENT FOUND
- IRON PIPE MONUMENT SET
- EXISTING SPOT ELEVATION
- SOL BORING
- SIGN
- DECIDUOUS TREE
- CONIFEROUS TREE
- DENOTES TREE AND BRUSH LIMITS
- DENOTES PROPOSED DRAINAGE ARROW
- (944.00) DENOTES PROPOSED ELEVATION
- CS CURB STOP
- CO CLEAN OUT
- BUSH
- SG SANITARY GRILL
- AS AUTO SPRINKLER
- BASKETBALL HOOP
- BENCH
- WATER SPOUT
- TRENCH DRAIN
- MONITORING WELL
- STORM DISPATCH
- SATELLITE DISH
- TELEPHONE
- ELECTRIC PEDESTAL
- FLAG POLE
- GROUND LITE
- MAILBOX
- ROOF DRAIN
- TRANSMISSION TOWER
- VENT PIPE
- WELL
- DENOTES ELEC. LINE
- DENOTES FENCE LINE
- DENOTES FIBER OPTIC
- DENOTES GAS LINE
- DENOTES SANITARY SEWER
- DENOTES STORM SEWER
- DENOTES TELEPHONE LINE
- DENOTES TV LINE
- DENOTES OVERHEAD UTL.
- DENOTES WATERMAIN
- DENOTES WETLAND
- DENOTES RAIL ROAD

Alterations to this drawing are prohibited without the express written permission of PTS Land Services, Inc.

This survey reflects above ground indications of utilities and information available from asbuilt drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated, although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located underground utilities.

1 inch = 20 feet
Scale in Feet

NO SCALE



SECTION 31, TOWNSHIP 110N, RANGE 20W

LEGAL DESCRIPTION:
Lot 10, Block 1, and Lot 11, Block 1, McClellands Addition to Faribault, Rice County, Minnesota

TAX IDENTIFICATION NUMBERS:
Lot 10, Block 1: 18.31.2.26.011
Lot 11, Block 1: 18.31.2.26.012

AREA:
THE PROPERTY CONTAINS 21,615.83 SQUARE FEET OR 0.50 ACRES MORE OR LESS

ZONING:
R-3, Medium Density Residential District

FLOOD ZONE:
By graphic interpretation only, this property lies in Zone X (Areas outside the 0.2% annual chance floodplain) per National Flood Insurance Rate Map, Community Panel No. 27131C0267D. Said Rate Map has an effective date of April 03, 2012. No field surveying was performed to determine this zone.

SURVEYORS NOTES:
1). ZONING AND SETBACK DATA OBTAINED FROM, CITY OF FARIBAULT WEB SITE.
2). THERE IS NO VISIBLE EVIDENCE OF WETLANDS ON THE PROPERTY.

BULK REGULATIONS:

R-3
MINIMUM LOT AREA= 6,000 SQ. FT.
MINIMUM LOT WIDTH= 66 FEET

BUILDING SETBACKS:
FRONT=25 FEET
SIDE=10/0 FEET
REAR=10 FEET

MAXIMUM BUILDING HEIGHT= 42 FEET

PARKING AND LOADING SETBACKS:
FRONT=3 FEET
SIDE=3 FEET
REAR=3 FEET

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed Land Surveyor under the laws of the State of Minnesota.

Signed the 27th day of July, 2023

Timothy S. Peterson
Minnesota License No. 45332
For PTS Land Services, Inc.

PTS LAND SERVICES, INC.
COMPLETE LAND SURVEYING SERVICES

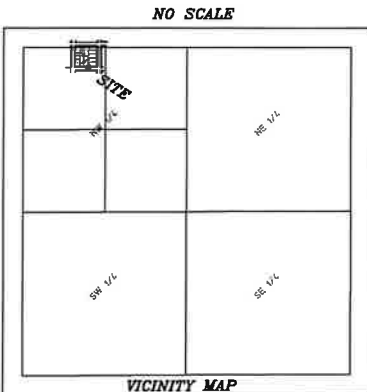
WARNER ADDITION

LEGEND

- 1/2" X 18" IRON PIPE MONUMENT SET, MARKED BY LICENSE NO. 45332
- RICE COUNTY MONUMENT FOUND
- IRON PIPE MONUMENT FOUND

BASIS OF BEARINGS:

FOR THE PURPOSES OF THIS PLAT EAST LINE OF NE 1/4 OF SE 1/4, SEC. 35, TWP. 110 N. RGE 21 W. IS ASSUMED TO BEAR NORTH 00 DEGREES 03 MINUTES 10 SECONDS EAST.



SECTION 31, TOWNSHIP 110N, RANGE 20W

KNOW ALL PERSONS BY THESE PRESENTS: That Erick J. Warner, as President of Warn Investments, LLC., a Minnesota Limited Liability Company, fee owner, of the following described property:

Lot 10, Block 1, McClellands Addition to Faribault, Rice County, Minnesota, and Lot 11, Block 1, McClellands Addition to Faribault, Rice County, Minnesota.

Have caused the same to be surveyed and platted as WARNER ADDITION and do hereby dedicate to the public for public the drainage and utility easements as shown on this plat.

In witness whereof Erick J. Warner, President of Warn Investments, LLC. has hereunto set his hand this _____ day of _____, 20____.

Erick J. Warner, President

State of Minnesota

County of _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Erick J. Warner, President, on behalf of the Company.

Signed _____

Printed _____

Notary Public, _____ County, MN

My Commission Expires: _____

SURVEYORS CERTIFICATE:

I, Timothy S. Peterson, Licensed Land Surveyor, certify that I have surveyed and platted the property described in this plat as WARNER ADDITION, that this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments depicted on this plat have been or, will be correctly placed in the ground as shown within one year, that the outside boundary lines are correctly designated on the plat and that there are wetlands as defined in Minnesota Statutes Section 505.01 Subd. 3; and all public ways to be designated are shown thereon.

Timothy S. Peterson, Land Surveyor
Minnesota License No. 45332

State of Minnesota

County of _____

The foregoing Surveyor's certificate was acknowledged before me this _____ day of _____

20____ by Timothy S. Peterson, Land Surveyor,

Notary Public, _____ County, Minnesota

My Commission Expires: _____

CITY COUNCIL, CITY OF FARIBAULT, MINNESOTA:

We do hereby certify that on this _____ day of _____, 20____, the City Council of the City of Faribault, Minnesota, approved this plat, and is in compliance with the provisions of Minnesota Statutes section 505.03, subd. 2.

Kevin F. Voracek

Mayor

Timothy C. Murray

City Administrator

RICE COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

Michael Fangman
Rice County Surveyor

RICE COUNTY PROPERTY TAX & ELECTIONS

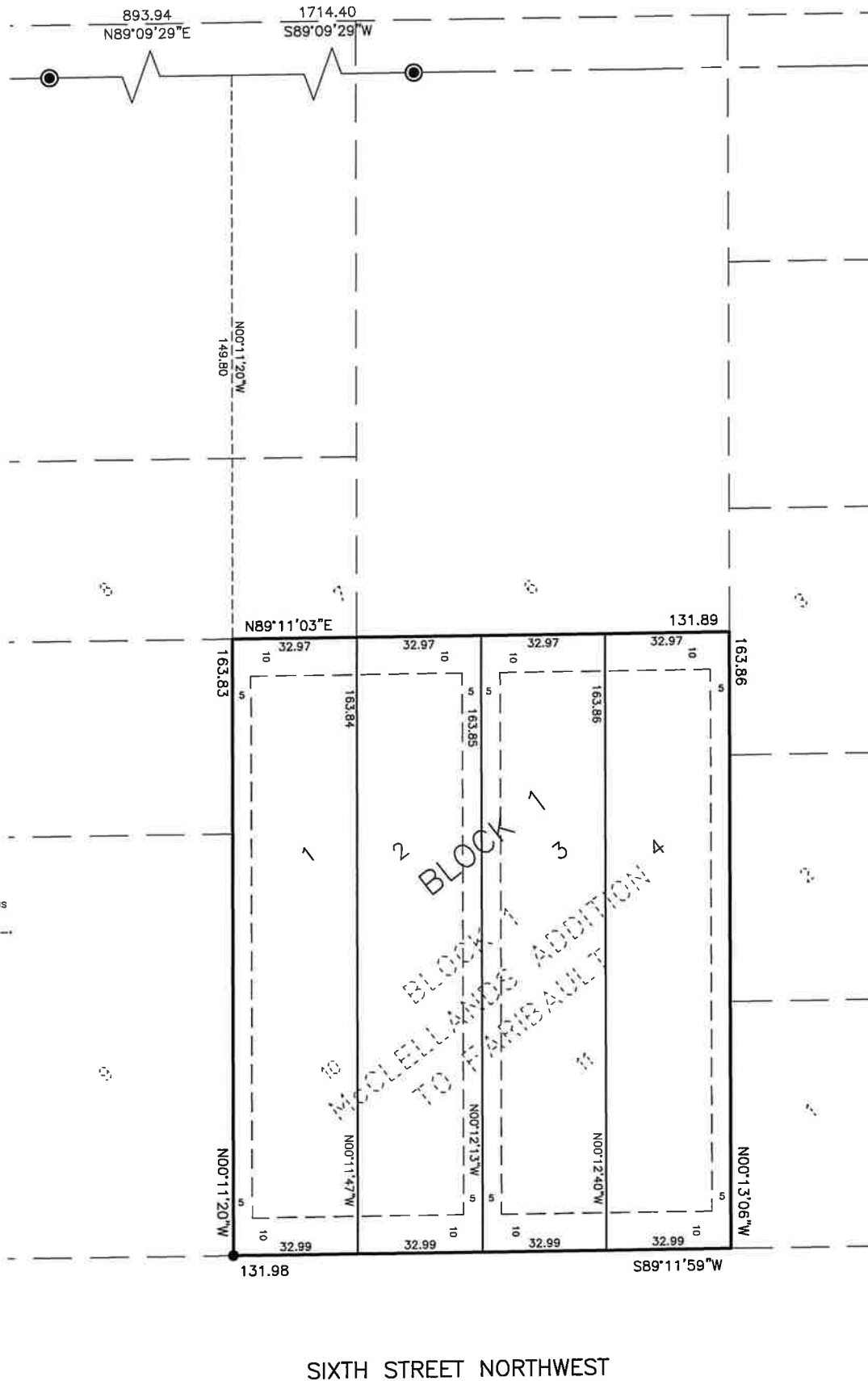
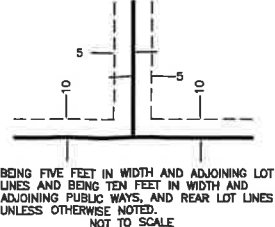
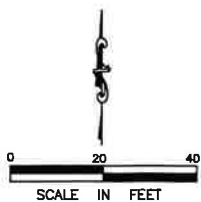
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

Denise Anderson
Property Tax & Elections Director

RICE COUNTY RECORDER

Registrar of Titles, County of Rice, State of Minnesota, I hereby certify that this plat of WARNER ADDITION was filed in the office of the County Recorder for public record on this _____ day of _____, 20____ at _____ o'clock ____M. and was duly filed as Document Number _____.

Michael Fangman
Rice Registrar of Titles



SHARED WALL AGREEMENT

THIS DECLARATION, made this ____ day of _____, 2023, by Warn Investments LLC, a Limited Liability Company under the laws of the state of Minnesota, hereinafter referred to as Warn.

WITNESSETH:

WHEREAS, Warn is the owner of the following described real property:

Lots 10 and 11, Block 1, McClellands Addition to Faribault, Rice County, Minnesota.

WHEREAS, each of the two parcels described below make up a single building with a shared wall:

Lots 10 and 11, Block 1, McClellands Addition to Faribault, Rice County, Minnesota.

NOW, THEREFORE, Warn hereto agrees that the property described above shall be held, sold and conveyed subject to the following easements, restrictions, covenants and conditions, which are for the purpose of protecting the value and desirability of said real property, and which shall run with the real property and be binding on all parties having any right, title or interest in the described properties or any part thereof, their heirs, successors and assigns, and shall inure to the benefit of each owner thereof.

ARTICLE 1 DEFINITIONS

For the purposes of this Declaration, the following terms shall have the meanings here ascribed to them:

Section 1. "Living Unit" shall mean and refer to any portion of a residence building situated upon the properties designed and intended for use and occupancy as a residence by a single family.

Section 2. "Lot" shall mean and refer to any portion of land in the Properties upon which a Living Unit is situated.

Section 3. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any Lot which is a part of the Properties, including contract sellers and vendees, but excluding those having such interest merely as a security for performance of an obligation, and excluding those having a lien upon the property by provision or operation of law.

Section 4. "Properties" shall mean and refer to the real property hereinbefore described.

ARTICLE II PARTY WALLS

Section 1. General Rules of Law to Apply. Each wall which is built as part of the original construction of any Living Unit upon the properties and placed on the dividing line between two (2) Living Units shall constitute a party wall and to the extent not inconsistent with the provisions of this Article, the general rules of law regarding party walls and of liability for property damage due to negligent or willful acts or omissions shall apply thereto.

Section 2. Shares of Repair and Maintenance. The cost of reasonable repair and maintenance of each party wall shall be shared by the Owners who make use of the wall in proportion of such use.

Section 3. Destruction by Fire or Other Casualty. If a party wall is destroyed or damaged by fire or other casualty or by physical deterioration, any Owner who has used the wall may restore it, and shall have an easement over the adjoining Living Unit for purposes of making such restoration, and if other Owners thereafter make use of the wall they shall contribute to the cost of restoration thereof in proportion to such use without prejudice, however, to the right of any Owner to call for a larger contribution from other Owners under any rule of law regarding liability for negligent or willful acts or omissions.

Section 4. Weatherproofing. Notwithstanding any other provision of this Article, any Owner who by his negligent or willful act, causes any party wall to be exposed to the elements or excessive heat or cold shall bear the whole cost of furnishing the necessary protection against such elements or heat or cold, and of repairing the party wall from damage caused by such exposure.

Section 5. Right to Contribution Runs with Land. The right of any Owner to contribution from any other Owner under this Article shall be appurtenant to the Lot and shall pass to such Owner's successors in title.

Section 6. Arbitration. In the event of any dispute arising concerning a party wall, under the provisions of this Article, the parties shall mutually choose one arbitrator, and the decision of the arbitrator shall be final and conclusive of the question involved. If either party refuses or fails to promptly appoint an arbitrator, the same may be appointed by a Judge of the State of District Court for Rice County, Minnesota. Arbitration shall be in accordance with the rules of the American Arbitration Association.

Section 7. Encroachment. If any portion of a Living Unit or any Lot shall actually encroach upon any other Lot, or if any such encroachment shall hereafter arise because of settling or shifting of the building or other cause, there shall be deemed to be an easement in favor of the owner of the encroaching Living Unit to the extent of such encroachment so long as the same shall exist.

Section 8. Mechanic's Liens. Each Owner of a Living Unit ("Defaulting Owner") agrees to indemnify and hold harmless the Owner of an adjoining Living Unit for any mechanics' liens arising from work done or material supplied to make repairs or replacements for which the Defaulting Owner is responsible.

ARTICLE III WATER AND SEWER LINES

Section 1. There shall be separate water lines and sewer lines running from the street to the Living Unit on each lot. All costs of repair and maintenance of said lines shall be the responsibility of the Owners of the Living Unit connected thereto.

ARTICLE IV OTHER PROVISIONS GOVERNING RELATIONSHIP AMONG OWNERS OF ADJOINING LIVING UNITS

Section 1. Insurance-Replacement. Each Owner shall maintain fire and extended coverage insurance on his Living Unit in the full replacement cost thereof,

and shall, in the event of damage to or destruction of his Living Unit, restore it to the condition in which it was prior to the damage or destruction.

Section 2. Maintenance. Each Owner of a Living Unit shall maintain his Lot and the exterior of his Living Unit in good condition and repair and in a clean and neat condition.

Section 3. Architectural Control.

- (a) The Owner of a Living Unit may replace exterior components of his Living Unit with similar components of the same design and color, and may paint the exterior of his Living Unit with paint of the existing color of the exterior, but he may not, either in the course of ordinary replacement or remodeling or restoration after damage or destruction, employ different siding or roofing material or a different color scheme, without the prior written consent of the other owners.
- (b) In the event of any dispute arising concerning a change in siding or roofing material or color scheme, the parties shall choose one arbitrator and the decision of the arbitrator shall be final and conclusive of the question involved. The arbitrator's decision shall be based on their decision of whether the proposed siding or roofing material or color scheme is in harmony with the design of the adjoining Living Unit. If either party refuses or fails to agree to an arbitrator, the same may be appointed by and Judge of the State District Court for Rice County, Minnesota. Arbitration shall be in accordance with the rules of the American Arbitration Association.

ARTICLE V
GENERAL PROVISIONS

Section 1. Enforcement. Any Owner shall have the right to enforce, by any proceeding at law or in equity, or both, all of the terms and provisions of Article II of this Declaration, and the Owner of the Living Unit involved shall have the right to enforce, by any proceeding at law or equity, or both, all of the terms and provisions of Article III and IV of this Declaration. Enforcement shall be by proceeding at law or in equity against any person or persons violating or attempting to violate any covenant either to restrain violation or to recover damages.

Section 2. Severability. Invalidation of any of these covenants by judgment or court order shall in no way affect any of the other provisions, which shall remain in full force and effect.

Section 3. Amendments. These covenants shall run with the land and be binding upon all parties and all persons claiming by, through or under them.

IN WITNESS WEHREOF, the said Declarant has signed this Declaration this ____ day
of _____, 2023.

Warn Investments LLC
By: Erick Warner
Its: Chief Executive Officer

STATE OF MINNESOTA

COUNTY OF RICE

The foregoing instrument was acknowledged before me this ____ day of
_____, 2023, by Erick Warner, Chief Executive Officer of Warn Investments
LLC, a Limited Liability Company organized under the laws of the State of
Minnesota.

Notary Public

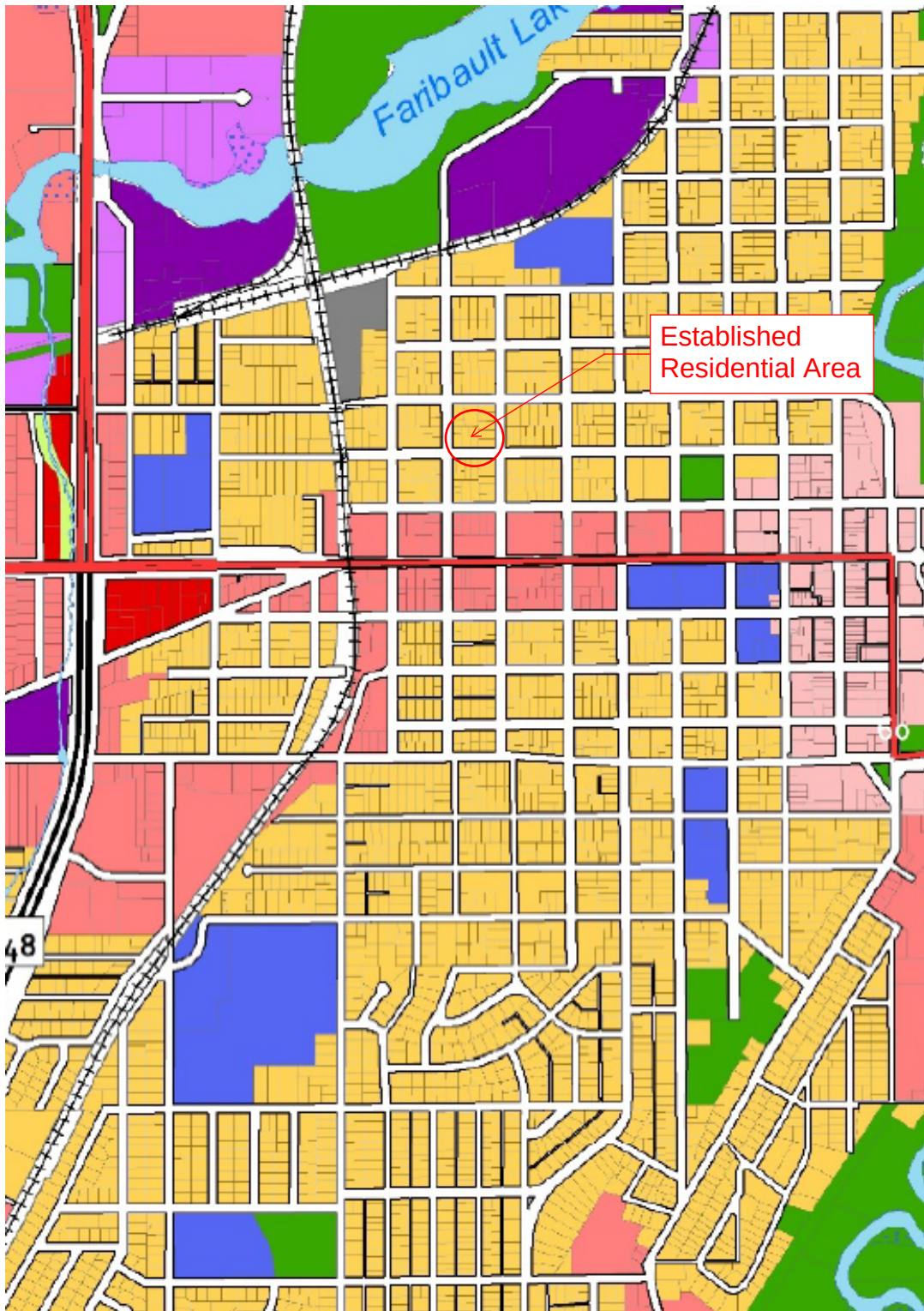
THIS INSTRUMENT WAS DRAFTED BY:
Debbie A. Korman
504 Central Ave.
Faribault, MN 55021



Warn Investments LLC – 616 and 620 6th St NW

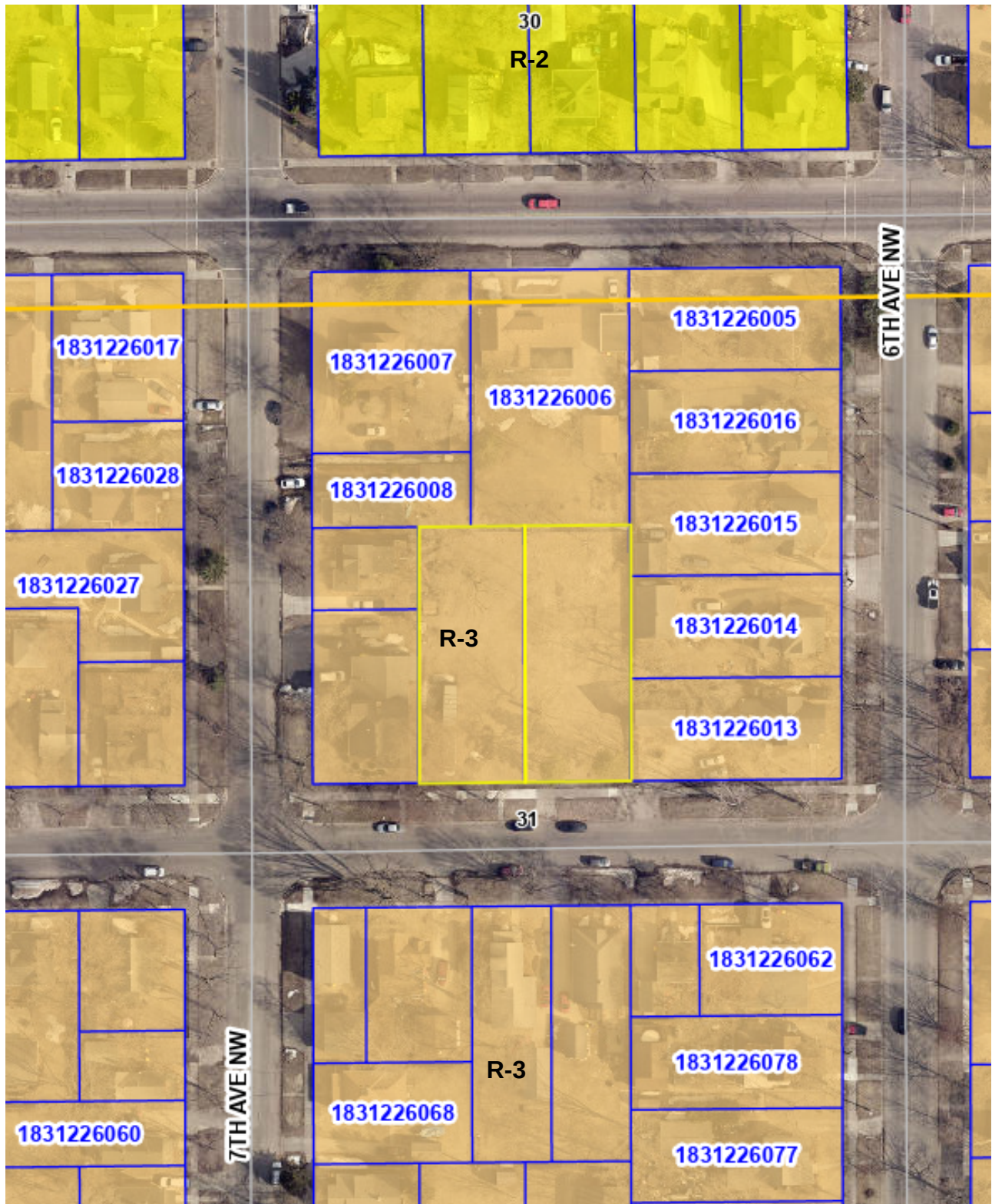
Comprehensive Plan - Land Use Map

616 and 620 6th St NW



Zoning Map

616 and 620 6th St. NW





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: David Wanberg, Community and Economic Development Director
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-172 Approve Preliminary and Final Plat Applications for Ronald F. Carlsen Addition at 1810 30th Street NW

Background:

Ron Carlsen (the "Applicant" and "Owner") has requested approval of a preliminary and final plat of the Ronald F. Carlsen Addition, which plats a roughly one-acre parcel in the C-2, Highway Commercial District at 1810 30th Street NW per a letter of understanding signed in 1998. Refer to the attached staff report for additional information.

The Planning Commission at its meeting of August 21, 2023, after proper notice, held a public hearing to consider the Applicant's requests. No one from the public provided comments regarding the Applicant's request. The Planning Commission, by a vote of 5-0, recommended that the City Council approve Resolution 2023-172 based on the findings in the resolution.

Recommendation:

Approve Resolution 2023-172.

Attachments:

1. Resolution 2023-172 Approve Preliminary and Final Plat Applications for Ronald F. Carlsen Addition at 1810 30th Street NW
2. Planning Commission Staff Report and Attachments

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2023-172

APPROVE PRELIMINARY AND FINAL PLAT APPLICATIONS FOR RONALD F. CARLSEN ADDITION AT 1810 30TH STREET NW

WHEREAS, Ronald Carlsen, (the "Owner") has reapplied for preliminary and final plat approval of the Ronald F. Carlsen Addition (the "Plat") at 1810 30th Street NW and legally described on Exhibit A of this resolution; and

WHEREAS, on October 11, 2016, the City Council adopted Resolution 2016-227 (attached as Exhibit B), approving the Preliminary and Final Plat to create one commercial lot from an unplatted parcel and dedicate additional right of way for 30th Street NW; and

WHEREAS, the Plat was never recorded by the Owner, and in accordance with Section 15-140 and Section 15-220 of the Unified Development Ordinance, the approvals became void after one year from the date of approval; and

WHEREAS, the Owner now is requesting Preliminary and Final Plat approval for the subdivision at this time to accommodate a proposed building addition at the site; and

WHEREAS, City Staff has completed a review of said applications and made a report to the Planning Commission, a copy of which has been presented to the City Council; and

WHEREAS, the Planning Commission, on the 21st day of August 2023, following proper notice, held a public hearing regarding the applications and following said public hearing made findings and recommended approval of the applications; and

WHEREAS, the City Council, on the 12th day of September 2023, at a public meeting considered the application; and

WHEREAS, based upon the said report, hearing, and recommendation, the City Council hereby finds that approval of the preliminary plat for Ronald F. Carlsen Addition as depicted on Exhibit C, subject to the attached conditions of approval, is appropriate with the following findings as required by Section 15-130 of the City's Unified Development Ordinance:

- 1. Criteria: The proposed preliminary plat conforms with the requirements of the Unified Development Ordinance, the applicable zoning district regulations, and any other applicable provisions of this Ordinance, subject only to acceptable rule exceptions.**

Finding: The proposed preliminary plat is consistent with the area and lot width requirements in the C-2 Highway Commercial District.

- 2. Criteria: The proposed subdivision is consistent with the City's Land Use Plan and any other adopted land use studies.**

Finding: The City's Land Use Plan guides the subject property for Commercial / Residential Mixed Use. The proposed use as an early childhood education center.

- 3. Criteria: The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles.**

Finding: The preliminary and plat provides for a commercial lot that is compatible with neighboring uses.

- 4. Criteria: The spacing and design of proposed curb cuts and intersection locations is consistent with good traffic engineering design and public safety considerations.**

Finding: The layout of the lot in the preliminary plat is done in a manner consistent with the provisions of the City's Unified

Development Ordinance and will be compatible with lots on adjoining properties.

5. Criteria: All submission requirements have been satisfied.

Finding: The proposed preliminary plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance; and

WHEREAS, the City Council further finds that approval of the final plat of the Ronald F. Carlsen Addition as depicted on Exhibit D, subject to certain conditions of approval, is appropriate with the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

1. Criteria: The final plat substantially conforms to the approved preliminary plat.

Finding: The Owner has applied for the final plat approval concurrently with the preliminary plat. The Final Plat conforms to the preliminary plat as required.

2. Criteria: The plat conforms to all applicable requirements of the Unified Development Ordinance, subject only to approved rule exceptions.

Finding: The final plat conforms to all applicable requirements of the City's Unified Development Ordinance.

3. All submission requirements have been satisfied.

Finding: The proposed final plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault that the preliminary and final plat for Ronald F. Carlsen Addition are hereby approved, subject to the following conditions:

1. The Owner shall adequately address all items as listed in the City Attorney's plat opinion letter or as may be otherwise directed by the City Engineer, City Attorney, or others with review and approval authority of the City.

2. The final plat shall be recorded with the Rice County Recorder's Office within twelve (12) months following City Council approval unless extended by the City or it shall be deemed null and void.
3. The final plat shall be submitted in a digital format suitable to the City Engineer when the final plat is forwarded for required City signatures.
4. The Owner shall enter into a Development Agreement with the City prior to recording the final plat and shall satisfy all terms and conditions set forth in the Development Agreement.
5. Before the approved final plat is filed with the Rice County Recorder's office, all applicable fees must be paid and the Developer must enter into a Development Agreement to the satisfaction of the City Attorney, and satisfy all requirements contained in the Development Agreement.
6. The Owner shall submit a title proforma approved by the City Attorney, or title insurance policy upon recording the plat and will be subject to any requirements resulting from the City Staff's and the City Attorney's review of the title work and plat opinion issued for this plat.
7. The Owner shall pay a cash fee in lieu of land for Park Dedication in the amount of \$2,400 as stated in the letter of understanding recorded November 16, 1998 (attached as Exhibit E).
8. The City Administrator and Mayor are authorized to approve final revisions to the plat as necessary to carry out the intent of this resolution.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

Exhibit A Legal Description

Property Located at 1810 39 ST NW, Faribault, MN 55021 PIN 18.24.2.75.002

That Part of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 24, Township 110 North, Range 21 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota described as follows:

Commencing at the Southeast corner of said Northwest Quarter (NW 1/4); thence Westerly along the South line of said Northwest Quarter (NW 1/4) (for purposes of this description bearings are assumed and based on said South line being South 89°34'00" West), 544.32 feet to a point in the Northwesterly line of 30th Street Northwest and the Northwesterly line of said McShane Addition; thence Northeasterly, along said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition on the following 2 courses: 1) North 25°05'26" East, 86.72 feet; 2) along a tangential curve, concave Southwesterly (curve data: delta angle = 10°57'31"; radius = 955.52 feet; chord bearing and distance = North 30°34'11" East, 176.17 feet), an arc distance of 176.44 feet to the point of beginning of the parcel to be herein described; thence North 45°27'08" West, 205.00 feet; thence North 36°18'37" East, 188.00 feet; thence South 53°51'25" East, 228.00 feet to a point in said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition; thence Southwesterly along said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition on a Tangential curve, concave Southwesterly (curve data: delta angle = 13°39'49"; radius = 922.52 feet; chord bearing and distance = South 42°52'51" West, 219.48 feet) an arc distance of 220.00 feet to said point of beginning. Subject to roads, easements and restrictions of record, subject to encumbrance thereon.

Exhibit B
Resolution 2016-227

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION 2016-227

**APPROVE PRELIMINARY AND FINAL PLAT OF
SUBDIVISION FOR THE RONALD F. CARLSEN ADDITION**

WHEREAS, Ronald F. Carlsen (Property Owner) has submitted an application for final plat approval of the Ronald F. Carlsen Addition the legal description for the subject property is attached in Exhibit A; and

WHEREAS, the Property Owner signed a letter of understanding filed with the Rice County Recorder on November 16, 1998 as Document No. 445007, in which it was agreed that a preliminary plat would be submitted by December 31, 1999 and a final plat only for the lot being developed by the Property Owner be completed within two (2) months of approval of the preliminary plat; and

WHEREAS, the Property Owner wishes to satisfy the terms of the letter of understanding at this time and has submitted a final plat application only for the developed lot; and

WHEREAS, City Staff has completed a review of said application and made a report (PP 50-16 and FP 51-16) to the Planning Commission, a copy of which has been presented to the City Council; and

WHEREAS, the Planning Commission, on the 19th day of September, 2016, following proper notice, held a public hearing regarding the application, and following said public hearing made findings and recommended approval of the applications; and

WHEREAS, the City Council, on the 11th day of October, 2016 at a public meeting considered the application; and

Resolution 2016-227
Page 2

WHEREAS, based upon said report and public hearing, the Planning Commission recommends approval of the final plat for Ronald F. Carlsen Addition attached hereto as Exhibit B, with the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

- (1) The final plat substantially conforms to the approved preliminary plat;
- (2) The plat conforms to all applicable requirements of this ordinance, subject only to the approved rule exception as follows:

Exception is granted from Section 15-280 regarding dead-end streets.

- (3) All submission requirements have been satisfied.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault that the preliminary and final plat for Ronald F. Carlsen Addition is hereby approved, subject to the following conditions:

1. The Final Plat shall dedicate 14' of public street right of way extending along the lot frontage with 30th Street NW in accordance with specifications approved by the City Engineer.
2. Payment of a parkland dedication fee in the amount of \$2,400 as stated in the letter of understanding recorded November 16, 1998 shall be paid by the Property Owner.
3. The Applicant shall adequately address all items as may be directed by the City Attorney, City Engineer or others with review and approval authority of the City including any plat, or engineer opinions.
4. The Property Owner shall enter into a developer's agreement with the City and shall satisfy all terms and conditions set forth in the developer's agreement.

Adopted this 11th day of October, 2016.

Faribault City Council


John R. Jasinski, Mayor

ATTEST:


Brian J. Anderson, City Administrator

Resolution 2016-227
Page 3

Exhibit A

Legal Description

Property Located at 1810 39 ST NW, Faribault, MN 55021 PIN 18.24.2.75.002

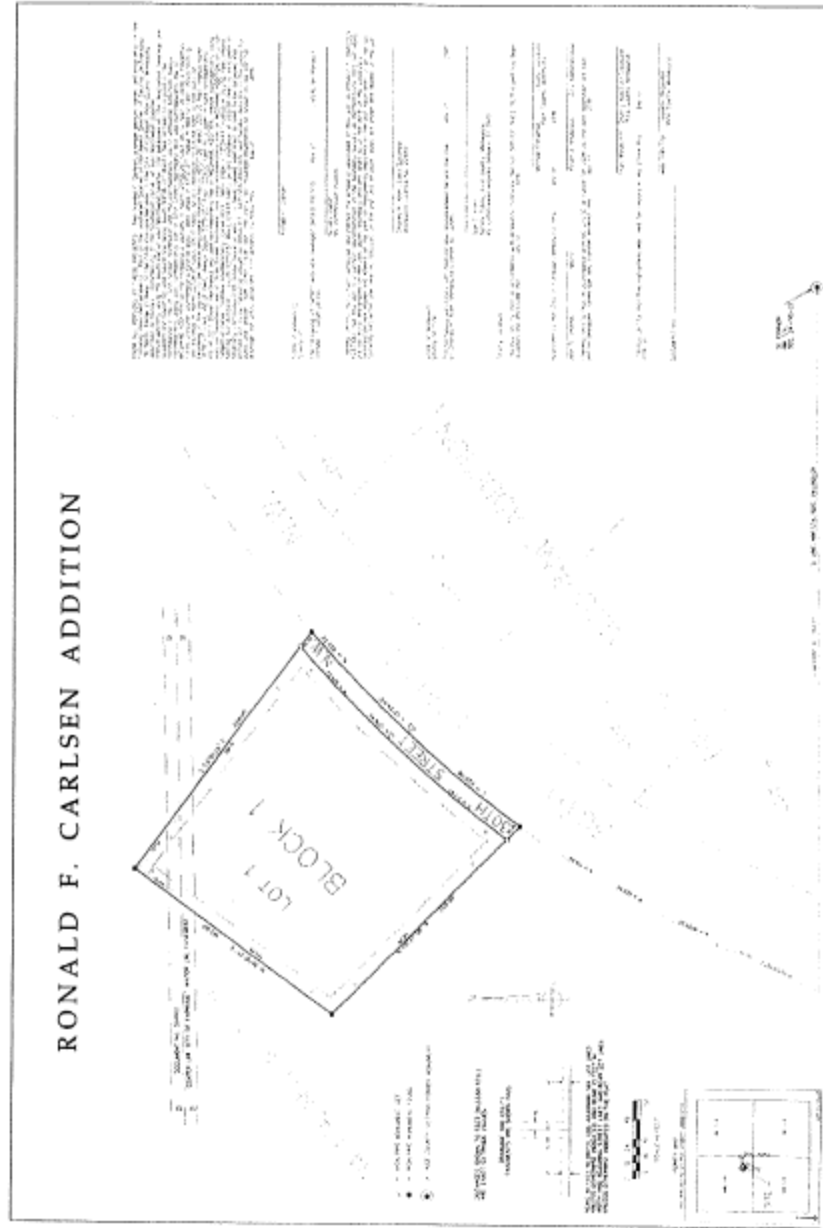
That Part of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 24, Township 110 North, Range 21 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota described as follows:

Commencing at the Southeast corner of said Northwest Quarter (NW 1/4); thence Westerly along the South line of said Northwest Quarter (NW 1/4) (for purposes of this description bearings are assumed and based on said South line being South 89°34'00" West), 544.32 feet to a point in the Northwesterly line of 30th Street Northwest and the Northwesterly line of said McShane Addition; thence Northeasterly, along said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition on the following 2 courses: 1) North 25°05'26" East, 86.72 feet; 2) along a tangential curve, concave Southwesterly (curve data: delta angle = 10°57'31"; radius = 955.52 feet; chord bearing and distance = North 30°34'11" East, 176.17 feet), an arc distance of 176.44 feet to the point of beginning of the parcel to be herein described; thence North 45°27'08" West, 205.00 feet; thence North 36°18'37" East, 188.00 feet; thence South 53°51'25" East, 228.00 feet to a point in said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition; thence Southwesterly along said Northwesterly line of 30th Street Northwest and said Northwesterly line of McShane Addition on a Tangential curve, concave Southwesterly (curve data: delta angle = 13°39'49"; radius = 922.52 feet; chord bearing and distance = South 42°52'51" West, 219.48 feet) an arc distance of 220.00 feet to said point of beginning. Subject to roads, easements and restrictions of record, subject to encumbrance thereon.

Resolution 2016-227
Page 4

Exhibit B

Final Plat: Ronald F. Carlsen Addition



[illegible]

Exhibit D

Depiction of the Final Plat

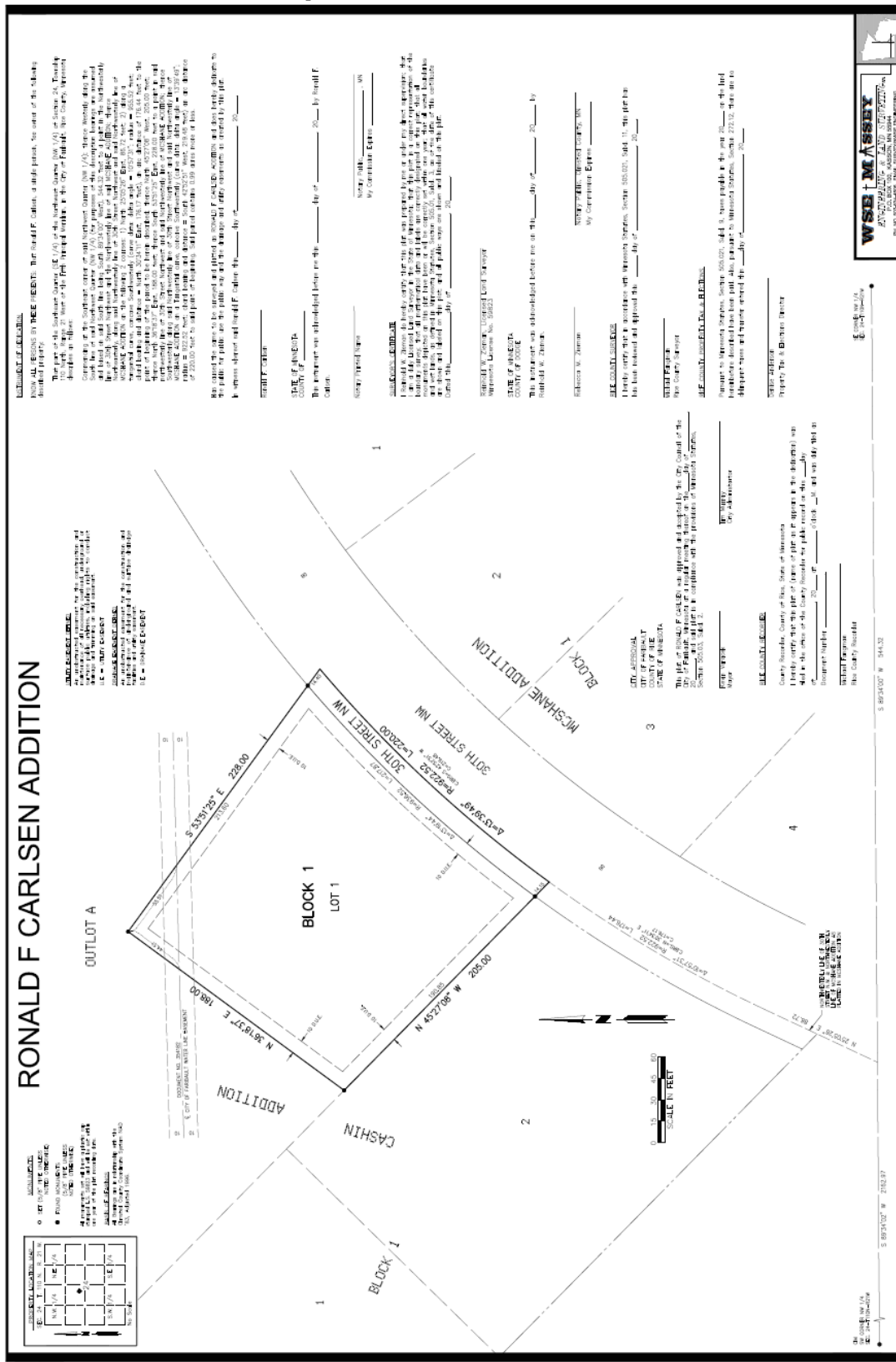


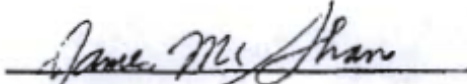
Exhibit E Letter of Understanding

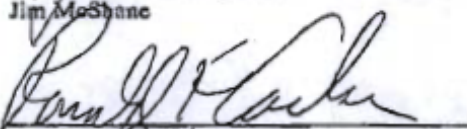
LETTER OF UNDERSTANDING ALLOWING LOT SPLIT IN LIEU OF PLATTING MCSHANE PROPERTY

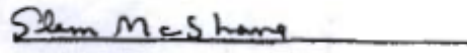
Jim and Clem McShane have requested a lot split for property located at 30th Street NW and Cardinal Avenue. The city is agreeable to waive the requirement to plat at this time in order to facilitate development of the lot and to allow for platting of the entire property at a more appropriate time. Such waiver is acceptable to the city according to the following terms and conditions:

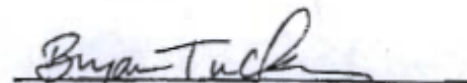
- 1) A preliminary plat for the entire McShane property shall be submitted to the city for approval no later than December 31, 1999. Final platting will only be required for the lot being developed by Ron Carlson, and shall be complete within two (2) months of approval of the preliminary plat.
- 2) A parkland dedication fee, in the amount of \$2400, shall be paid by Ron Carlson prior to filing of the final plat for the parcel he is developing.
- 3) The property owners, or their assigns, shall be responsible for the cost of sewer and water installation to the Carlson parcel and dedication of any necessary easements to accommodate such facilities.

The City of Faribault, Jim and Clem McShane, and Ron Carlson hereby agree on the above statements.


Jim McShane


Ron Carlson


Clem McShane


City of Faribault
Bryan Tucker, City Planner

Acknowledged October 9, 1998 by
Jim McShane, Clem McShane and Ron Carlson before Kristine L. Gjerald,
Notary Public, State of Minnesota. Notarial Seal.

Filed November 16, 1998 as Document No. 445007.



Request for Planning Commission Action

TO: Planning Commission
FROM: Peter Waldock, AICP Planning & Zoning Coordinator
MEETING DATE: August 21, 2023
SUBJECT: Applications for Preliminary and Final Plat Approval for Carlsen Addition

BACKGROUND

Ronald Carlsen has applied for reapproval of the Preliminary and Final Plat of the Carlsen Addition at 1810 30th St. NW. This subdivision creates one commercial lot that was informally divided from a larger unplatted parcel in 1998. The site is fully developed with an office building and associated parking lot. The property has a detached garage on the southeast side of the building.

The owners are planning to build an addition to the building for use as an early childhood learning center. The property is zoned C-2, Highway Commercial District.

In November of 1998, Ron Carlsen purchased the subject site from Jim and Clem McShane. They requested a split of the unplatted property to divide the parcel to sell a portion to Mr. Carlsen for the construction of the DNR / USDA building that now occupies the site. Although the City Subdivision Ordinance at the time, required that the land be properly platted with an approved subdivision, the City agreed to temporarily allow the parcel split (by description) based on the understanding that a subdivision plat would be completed by the end of 1999.

A zoning certificate for the building permit to construct the office building on the site was issued based on a Letter of Understanding signed by the buyer, the sellers, and the City Planner agreeing to formally subdivide the property before the end of 1999 and pay \$2400 in parkland dedication fees at the time of platting. The property was not subdivided nor was the parkland dedication fee paid as agreed by the owners.

In 2016 the City Council declined a request to waive the requirements of the Letter of Understanding and instructed the applicant to proceed with Preliminary and Final Plat Applications and pay the parkland dedication fee to resolve this long outstanding matter.

Mr. Carlsen submitted applications for preliminary and final plat approval and the City Council adopted Res. 2016-227 approving the subdivision plats on October 11, 2016. However, the subdivision plat was never recorded and by ordinance, the approvals expire after one year from the date of approval if the plat is not recorded. For this reason, the property owner is seeking reapproval of the plat at this time.

DISCUSSION / ANALYSIS

Comprehensive Plan. The property is guided for established residential uses in the City's 2040 comprehensive plan.

Zoning District. The current zoning at the site is C-2, Highway Commercial District. The existing parcel and proposed lot meet the standards required by the Unified Development Ordinance (UDO) for this district.

Table 11-2. Lot dimension and setback requirements in the commercial districts.

District	C-1	C-2	C-3	CBD
Minimum lot area (sq. ft.)	10,000	20,000	40,000	none
Minimum lot width	100 feet	100 feet	100 feet	none
Building setback requirements				
Front	25 feet	25 feet	25 feet	none
Side	10 feet	10 feet	10 feet	none
Side (abutting residential district)	15 feet	15 feet	15 feet	10 feet
Corner side	25 feet	25 feet	25 feet	none
Rear	10 feet	10 feet	10 feet	10 feet
Rear (abutting residential district)	15 feet	15 feet	15 feet	10 feet
Setback for off-street parking and loading areas				
Front	10 feet	10 feet	10 feet	5 feet
Side	5 feet	5 feet	5 feet	5 feet
Side (abutting residential district)	10 feet	10 feet	10 feet	10 feet
Corner side	10 feet	10 feet	10 feet	10 feet
Rear	5 feet	5 feet	5 feet	5 feet
Rear (abutting residential district)	10 feet	10 feet	10 feet	10 feet
Setback for exterior storage areas				
Side	-	5 feet	5 feet	-
Side (abutting residential district)	-	10 feet	10 feet	-
Corner side	-	25 feet	25 feet	-
Rear	-	5 feet	5 feet	-
Rear (abutting residential district)	-	10 feet	10 feet	-

Surrounding Uses. Surrounding uses include apartments to the southeast, a pond (including wetlands) to the north and northwest, and residential uses across 30th Street from the site.

Subdivision. The subdivision in this case formally plats the existing parcel that

was informally divided from a larger unplatted parcel in 1998. The plat creates one commercial lot of about 40,075 square feet. The lot has a width of about 218 feet. The proposed lot exceeds the minimum requirements of the UDO.

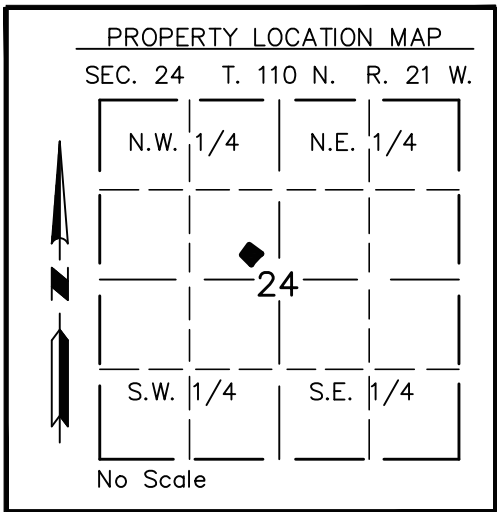
Requested Action

Hold a public hearing, approve findings in support of the proposed Plats, and recommend City Council approval of the applications associated with the Carlsen Addition.

Attachments.

- Draft Resolution
- Preliminary Plat
- Final Plat
- Concept Plan
- Maps

RONALD F CARLSEN ADDITION



- MONUMENTS
- SET (5/8" PIPE UNLESS NOTED OTHERWISE)
 - FOUND MONUMENTS (5/8" PIPE UNLESS NOTED OTHERWISE)

All monuments set will have a plastic cap stamped L.S. 59823 and will be set within one year of the plat recording date.

BASIS OF BEARINGS

All Bearings are in relationship with the Olmsted County Coordinate System NAD '83, Adjusted 1996.

UTILITY EASEMENT DEFINED

An unobstructed easement for the construction and maintenance of all necessary overhead, underground or surface public utilities, including rights to conduct drainage and trimming on said easement.

U.E. = UTILITY EASEMENT

DRAINAGE EASEMENT DEFINED

An unobstructed easement for the construction and maintenance of underground and surface drainage facilities and utility easement.

D.E. = DRAINAGE EASEMENT

INSTRUMENT OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That Ronald F. Carlsen, a single person, fee owner of the following described property:

That part of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 24, Township 110 North, Range 21 West of the Fifth Principal Meridian, in the City of Faribault, Rice County, Minnesota describes as follows:

Commencing at the Southeast corner of said Northwest Quarter (NW 1/4); thence Westerly along the South line of said Northwest Quarter (NW 1/4) (for purposes of this description bearings are assumed and based on said South line being South 89°34'00" West), 544.32 feet to a point in the Northwestern line of 30th Street Northwest and the Northwestern line of said MCSHANE ADDITION; thence Northeasterly, along said Northwestern line of 30th Street Northwest and said Northwestern line of MCSHANE ADDITION on the following 2 courses: 1) North 25°05'26" East, 86.72 feet; 2) along a tangential curve, concave Southwesterly (curve data: delta angle = 10°57'31"; radius = 955.52 feet; chord bearing and distance = North 30°34'11" East, 176.17 feet), an arc distance of 176.44 feet to the point of beginning of the parcel to be herein described; thence North 45°27'08" West, 205.00 feet; thence North 36°18'37" East, 188.00 feet; thence South 53°51'25" East, 228.00 feet to a point in said northwesterly line of 30th Street Northwest and said Northwestern line of MCSHANE ADDITION; thence Southwesterly along said Northwestern line of 30th Street Northwest and said Northwestern line of MCSHANE ADDITION on a Tangential curve, concave Southwesterly (curve data: delta angle = 13°39'49"; radius = 922.52 feet; chord bearing and distance = South 42°52'51" West, 219.48 feet) on an arc distance of 220.00 feet to said point of beginning. Said parcel contains 0.99 acres more or less.

Has caused the same to be surveyed and platted as RONALD F CARLSEN ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as created by this plat.

In witness whereof said Ronald F. Carlsen this _____ day of _____, 20____.

Ronald F. Carlsen

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Ronald F. Carlsen.

Notary Printed Name _____

Notary Public, _____, MN
My Commission Expires _____

SURVEYOR'S CERTIFICATE

I Reinhold W. Zieman do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Reinhold W. Zieman, Licensed Land Surveyor
Minnesota License No. 59823

STATE OF MINNESOTA

COUNTY OF DODGE

This instrument was acknowledged before me on this _____ day of _____, 20____ by Reinhold W. Zieman.

Rebecca M. Zieman

Notary Public, Olmsted County, MN
My Commission Expires _____

RICE COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

Michael Fangman

Rice County Surveyor

RICE COUNTY PROPERTY TAX & ELECTIONS

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

Denise Anderson

Property Tax & Elections Director

CITY APPROVAL

CITY OF FARIBAULT
COUNTY OF RICE
STATE OF MINNESOTA

This plat of RONALD F CARLSEN was approved and accepted by the City Council of the City of Faribault, Minnesota at a regular meeting thereof on the _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

Kevin Varacek
Mayor

Tim Murray
City Administrator

RICE COUNTY RECORDER

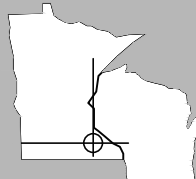
County Recorder, County of Rice, State of Minnesota

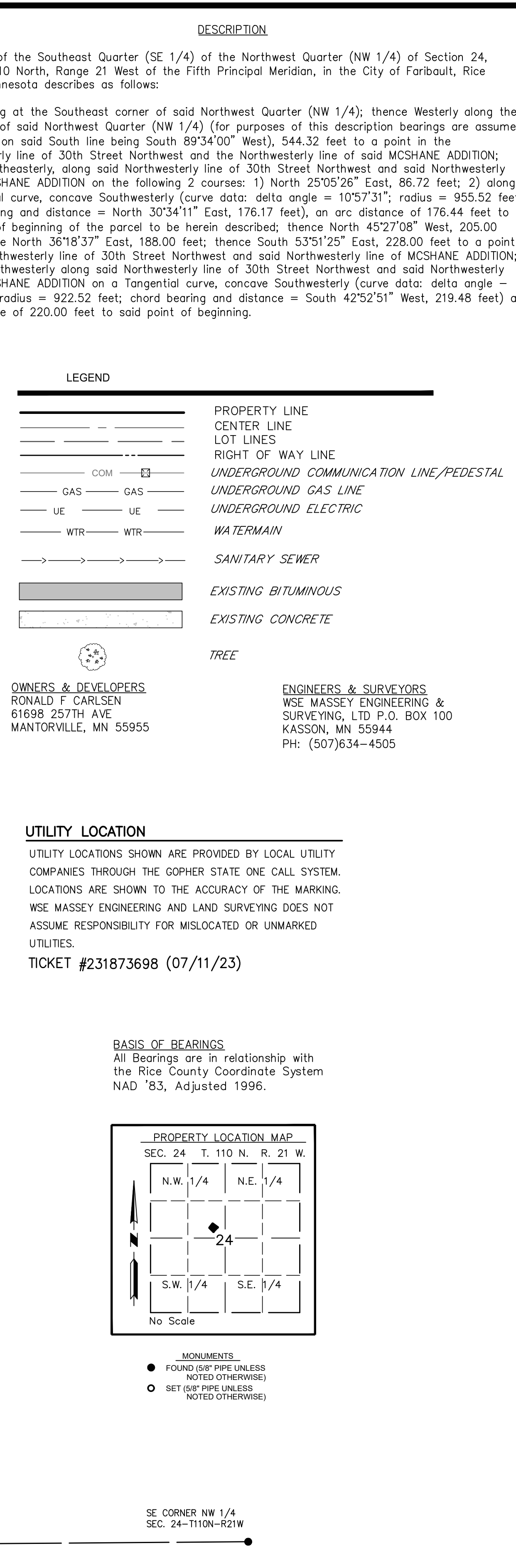
I hereby certify that this plat of (name of plat as it appears in the dedication) was filed in the office of the County Recorder for public record on this _____ day of _____, 20____ at _____ o'clock ____M. and was duly filed as Document Number _____.

Michael Fangman
Rice County Recorder

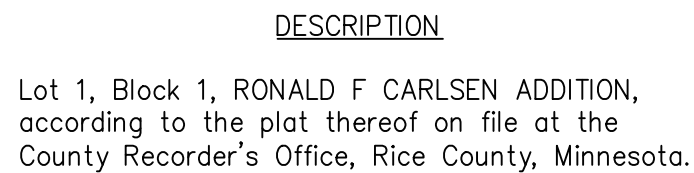
SE CORNER NW 1/4
SEC. 24--T110N--R21W

WSE MASSEY
ENGINEERING & LAND SURVEYING, INC.
P.O. BOX 100, KASSON, MN 56044
PH. NO. 507-634-4505, EMAIL SURVEY@WSE.ENGINEERING

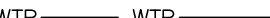
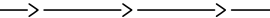




Page 352 of 36



PROJECT LAND USE SUMMARY:	
Item	Area (ac)
Parcel Identification Number	1824275002
Parcel Area	0.92
Disturbed Area	0.06
Pre-development Impervious Area	0.52
Pre-development Pervious Area	0.47
Post-development Impervious Area	0.56
Post-development Pervious Area	0.36
Proposed Net Impervious Area	0.04

LEGEND	
	PROPERTY LINE
	CENTER LINE
	LOT LINES
	RIGHT OF WAY LINE
	UNDERGROUND COMMUNICATION LINE/PEDESTAL
	UNDERGROUND GAS LINE
	UNDERGROUND ELECTRIC
	WATERMAIN
	SANITARY SEWER
	EXISTING BITUMINOUS
	EXISTING CONCRETE
	TREE
	PROPOSED ADDITION
	PROPOSED FENCE

PROPOSED OFFICE STRUCTURE		
PARCEL ID:		1824275002
ZONED C-2		
GROSS AREA = 0.92 ACRES/39,894 SQ. FT.		
DESCRIPTION	PER CODE	PROVIDED
MINIMUM LOT AREA (SQ. FT.)	20,000	39,894
MINIMUM LOT WIDTH	100 FEET	217 FEET
SETBACKS:		
FRONT	25'	98'
SIDE/SUM	10'	14'
REAR	10'	24'
MAXIMUM LOT COVERAGE	80%	61%
MAXIMUM FLOOR AREA (SQ. FT.)	1/2 OF LOT AREA (19,947 SQ. FT.)	EX. BUILDING 6,762 SQ. FT. PROPOSED 2,772 SQ. FT. 9,534 SQ. FT.
MAXIMUM BUILDING HEIGHT	42 FEET	
SETBACKS-OFF STREET PARKING AND LOADING AREAS		
FRONT	10'	0'
SIDE	5'	5'
REAR	5'	85'
SETBACK FOR EXTERIOR STORAGE AREAS		
SIDE	5 FEET	
REAR	5 FEET	
PARKING:		49

UTILITY LOCATION

UTILITY LOCATIONS SHOWN ARE PROVIDED BY LOCAL UTILITY COMPANIES THROUGH THE GOPHER STATE ONE CALL SYSTEM. LOCATIONS ARE SHOWN TO THE ACCURACY OF THE MARKING. WSE MASSEY ENGINEERING AND LAND SURVEYING DOES NOT ASSUME RESPONSIBILITY FOR MISLOCATED OR UNMARKED UTILITIES.

TICKET #231873698 (07/11/23)



PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
www.wse.engineering

KASSON OFFICE
P.O. BOX 100
33 B E VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

PLAINVIEW OFFICE
320 WEST BROADWAY
SUITE 3
PLAINVIEW, MN 55964

ROCHESTER OFFICE
1712 RESTORATION
DRIVE SW
ROCHESTER, MN 55902

CON:

١٣

EV:

SITE PLAN
1810 30TH ST SW
FARIBAULT, MINNESOTA

SCALE: _____ 1"=30'

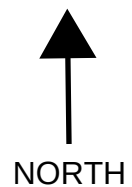
DATE: 7/31/2023

DRAWN BY: _____ G.D.Z.

JOB NUMBER: 4416

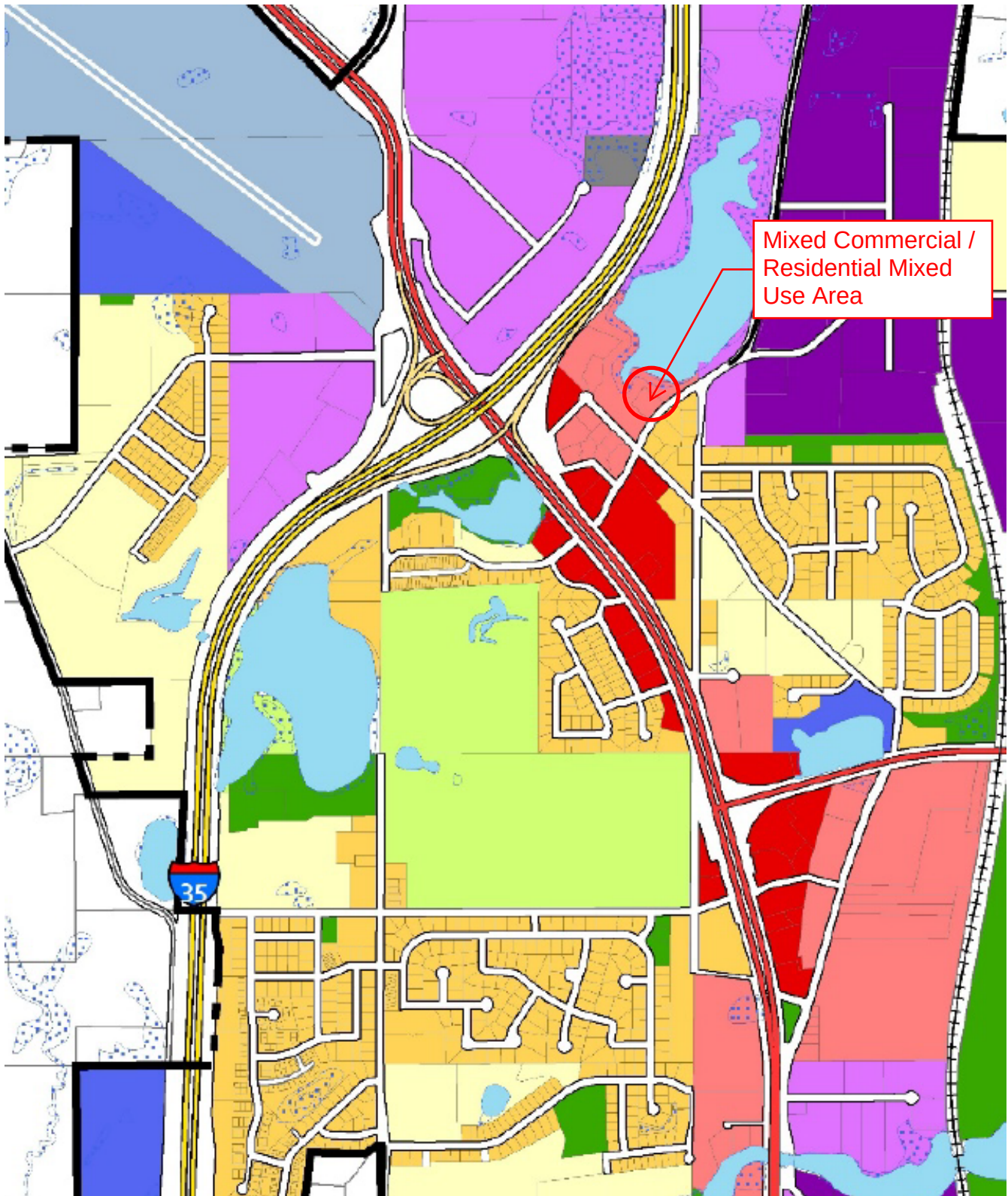
DWG. FILE: 4416CS01

Location Map
Ronald F. Carlsen Addition - 1810 30th Street NW



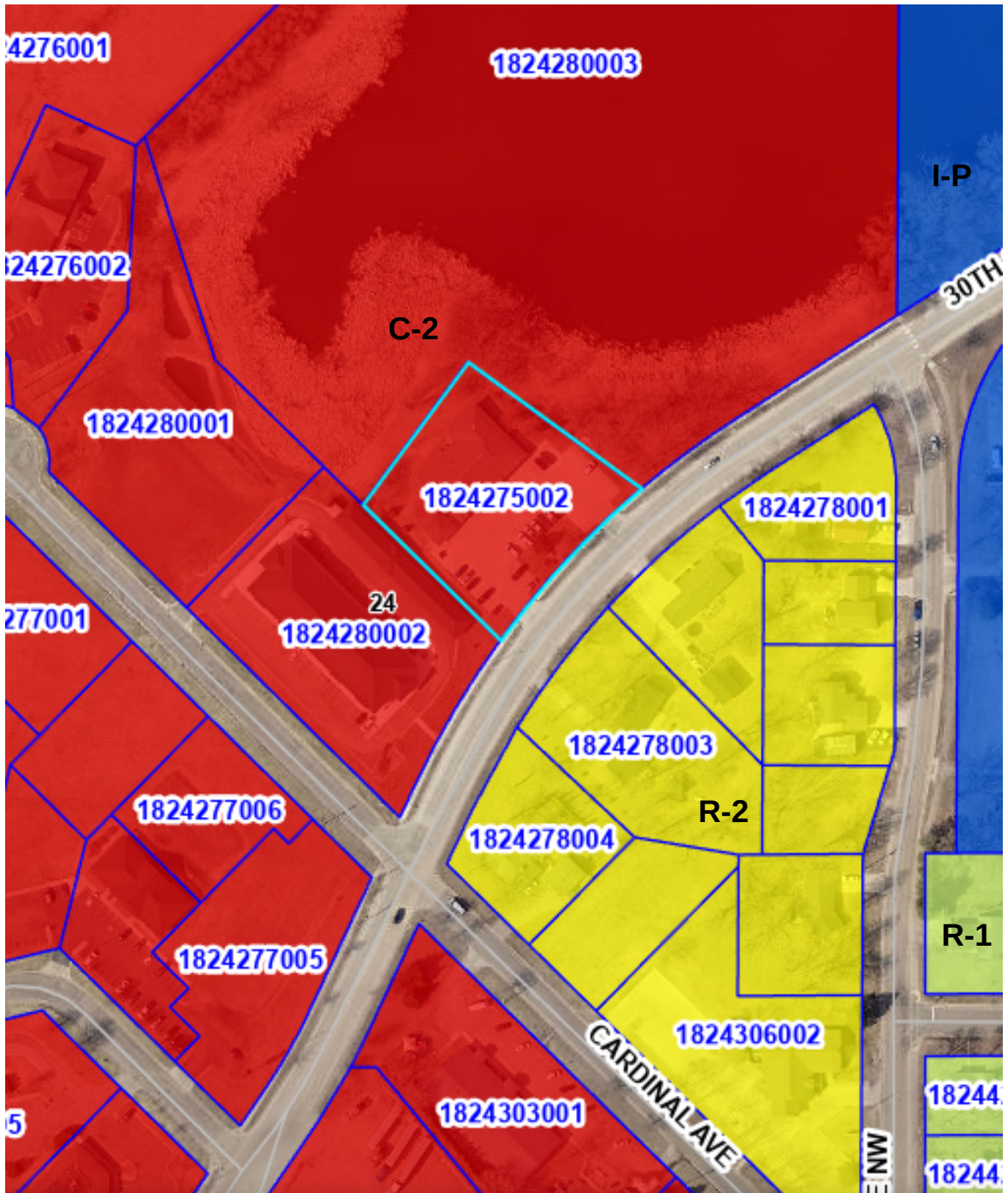
Comprehensive Plan - Land Use Map

1810 30th St NW



Zoning Map

1810 30th St NW





Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-166 Accept Bids for 2023 Hydrant and Valve Replacement - Contract 2023-14

Background:

On Thursday, September 7, 2023, bids were received for the proposed 2023 Hydrant and Valve Replacement, Contract 2023-14, including removals and replacement of aging hydrants and gate valves that are reaching the end of their useful life and need replacing prior to future street reconstruction projects.

The bids are tabulated as follows:

BCM Construction, Inc., Faribault, MN	\$105,950.00
Schumacher Excavating, Inc, Zumbrota, MN	\$138,845.00
Heselton Construction, Faribault, MN	\$167,862.00
<i>Engineer's Estimate</i>	<i>\$105,470.00</i>

Based on the low bidder's prices, the estimated funding for the project is as follows (includes 5% contingencies and engineering fees):

Water Utility Fund (601)	<u>\$125,000.00</u>	<u>100%</u>
--------------------------	---------------------	-------------

It is recommended to award to the low bidder, BCM Construction, Inc., Faribault, MN. Construction on the project is scheduled to be substantially completed by mid November, 2023.

Recommendation:

Approve Resolution 2023-166

Attachments:

1. Resolution 2023-166 Accept Bids for 2023 Hydrant and Valve Replacement - Contract 2023-14

CITY OF FARIBAULT

RESOLUTION #2023-166

ACCEPT BIDS FOR 2023 HYDRANT AND VALVE REPLACEMENT - CONTRACT 2023-14

WHEREAS, pursuant to the advertisement for bids for the 2023 Hydrant and Valve Replacement (Contract 2023-14), bids were received, opened, and tabulated according to law and the following bids were received complying with the advertisement for bids:

BCM Construction, Inc., Faribault, MN	\$105,950.00
Schumacher Excavating, Inc, Zumbrota, MN	\$138,845.00
Heselton Construction, Faribault, MN	\$167,862.00

and;

WHEREAS, it appears that BCM Construction, Inc. of Faribault, MN is the lowest responsible bidder.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Administrator are hereby authorized and directed to enter into contract with BCM Construction, Inc. in the name of the City of Faribault for 2023 Hydrant and Valve Replacement (Contract 2023-14) in the amount of \$105,950.00 according to the Plans and Specifications prepared and on file in the office of the City Engineer.

ALSO, BE IT RESOLVED, that the City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposit of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: September 12, 2023
SUBJECT: Resolution 2023-167 Accept Bids for 2023 Demolition of 422 Park Avenue - Contract 2023-15

Background:

On Thursday, September 7, 2023, bids were received for the proposed 2023 Demolition of 422 Park Avenue, Contract 2023-15.

The bids are tabulated as follows:

Fitzgerald Excavating & Trucking, Goodhue, MN	\$14,300.00
Timm's Trucking, Morristown, MN	\$20,300.00
Schumacher Excavating Inc., Zumbrota, MN	\$24,000.00
BCM Construction, Inc., Faribault, MN	\$28,300.00
G Urban Companies, Inc., St. Paul, MN	\$30,000.00
<i>Engineer's Estimate</i>	<i>\$30,000.00</i>

Based on the low bidder's prices, the estimated funding for the project is as follows (includes 5% contingencies and engineering fees):

Street Improvement Fund (401)	<u>\$17,200.00</u>	<u>100%</u>
-------------------------------	--------------------	-------------

It is recommended to award to the low bidder, Fitzgerald Excavating & Trucking. Construction on the project is scheduled to be substantially completed by mid November, 2023.

Recommendation:

Approve Resolution 2023-167

Attachments:

1. Resolution 2023-167 Accept Bids for 2023 Demolition of 422 Park Avenue - Contract 2023-15

CITY OF FARIBAULT

RESOLUTION #2023-167

ACCEPT BIDS FOR 2023 DEMOLITION OF 422 PARK AVENUE - CONTRACT 2023-15

WHEREAS, pursuant to the advertisement for bids for the 2023 Demolition of 422 Park Avenue (Contract 2023-15), bids were received, opened, and tabulated according to law and the following bids were received complying with the advertisement for bids:

Fitzgerald Excavating & Trucking, Goodhue, MN	\$14,300.00
Timm's Trucking, Morristown, MN	\$20,300.00
Schumacher Excavating Inc., Zumbrota, MN	\$24,000.00
BCM Construction, Inc., Faribault, MN	\$28,300.00
G Urban Companies, Inc., St. Paul, MN	\$30,000.00

and;

WHEREAS, it appears that Fitzgerald Excavating & Trucking of Goodhue, MN is the lowest responsible bidder.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Administrator are hereby authorized and directed to enter into contract with Fitzgerald Excavating & Trucking in the name of the City of Faribault for 2023 Demolition of 422 Park Avenue (Contract 2023-15) in the amount of \$14,300.00 according to the Plans and Specifications prepared and on file in the office of the City Engineer.

ALSO, BE IT RESOLVED, that the City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposit of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Date Adopted: September 12, 2023

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator