



CITY COUNCIL AGENDA

BUCKHAM WEST
19 DIVISION S. W

TUESDAY, MAY 28, 2024

6:00 PM

- 1. Call to Order/Roll Call/Pledge of Allegiance**
- 2. Approve Agenda**
- 3. Presentations/Introductions**
 - A. Safe Summer Kickoff Day Proclamation
- 4. Approve minutes of the May 14, 2024 City Council Meeting**
 - A. 2024-05-14 City Council Meeting Minutes
- 5. Requests to be Heard**
- 6. Consent Agenda**
 - A. List of Claims for Release
 - B. Approve Application for Display of Fireworks/Pyrotechnic Special Effects
 - C. Approve Quote for Upgrades to Great Hall Technology and User Experience
 - D. Resolution 2024-102 Approve Hiring Accounting Technician
 - E. Resolution 2024-094 Approve Heritage Celebration Events, Parking Restrictions and Street Closures
 - F. Approve County Highway Maintenance Agreement with Rice County for 2024 & 2025
 - G. Approve Quote for Blower Variable Frequency Drive at Water Reclamation Facility
 - H. Resolution 2024-063 Approve Public Purpose Expenditures and Purchasing Policy
 - I. Resolution 2024-105 Accept Hannah Lips Foundation Grant and Revise Budget
 - J. Approve CIP Purchase - John Deere Gator
 - K. Resolution 2024-064 Adopt the Amended 2022-2024 Non-Union Compensation Plan
 - L. Resolution 2024-104 Approve New Garbage and Refuse Hauler License
 - M. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Temporary Liquor License
 - N. Resolution 2024-106 Adopt an Amendment to the 2020 Employee Handbook
 - O. Approve LG240B Application to Conduct Excluded Bingo
 - P. Resolution 2024-107 Accept Donation to the Police Department
 - Q. Resolution 2024-108 Approve Street Closure for Heritage Days Car Cruise Night
- 7. Public Hearings – None**
- 8. Items for Discussion**

- A. 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)

9. Bids

- A. Resolution 2024-103 Accept Bids for Westwood Drive Reconstruction Improvements - Contract 2024-03

10. Boards and Commissions Reports, Announcements and Project Updates

- A. Monthly Financial Report

11. 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.

Office of the Mayor City of Faribault Proclamation

WHEREAS, the Faribault Police Department is sponsoring a community event and engagement opportunity at North Alexander Park called the “Safe Summer Kickoff” on June 6th, 2024; and

WHEREAS, Safe Summer Kickoff coincides with the first week of summer break for Faribault Public Schools and is focused on students, their families, and having a safe summer; and

WHEREAS, all members of the community are invited to attend this event, engage with the police department, participate in interactive activities, interact with department equipment, and observe police-led demonstrations; and

WHEREAS, numerous local businesses and individuals have donated money, materials, and time to provide Safe Summer Kickoff attendees with free food, entertainment, and 150 bicycles and safety equipment to be given away; and

WHEREAS, we encourage all citizens to attend and celebrate the end of the school year and the onset of a safe summer; and

NOW, THEREFORE, I, Kevin F. Voracek of the City of Faribault, do hereby proclaim Thursday, June 6th, 2024, as:

Safe Summer Kickoff Day in the City of Faribault

*In witness whereof I have hereunto
Set my hand and cause the seal to
be affixed*

Mayor

Date

May 28, 2024



CITY COUNCIL MINUTES

BUCKHAM WEST
19 DIVISION STREET W.

TUESDAY, MAY 14, 2024

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 pm. Councilors in attendance included Sara Caron, Adama Doumbouya, Royal Ross, Peter van Sluis, Tom Spooner and Chuck Thiele. Also in attendance was City Administrator Jessica Kinser, City Clerk Heather Slechta, Police Chief John Sherwin, City Engineer Mark DuChene, Community and Economic Development Director David Wanberg, Fire Chief Dustin Dienst, Human Resources Director Kevin Bushard, Parks and Recreation Director Paul Peanasky, Communications Manager Brad Phenow, Planning Coordinator Peter Waldock and City Attorney Scott Riggs.

Approve Agenda

Motion by Ross, seconded by Caron to approve the agenda as presented and carried unanimously.

Presentations/Introductions

Firefighter Jon Vargo was sworn in by City Administrator Jessica Kinser.

Approve minutes of the April 23, 2024 City Council Meeting

Motion by Doumbouya, seconded by Ross to approve the April 23rd, 2024 City Council Meeting.

Requests to be Heard – None

Consent Agenda

- A. List of Claims for Release
- B. Approve Quote for Service Truck Box
- C. Approve LG220 Application for Exempt Permit for Catholic United Financial 13SS Lawrence/Anne
- D. Approve Quote for Storm Sewer Structure Rehabilitation
- E. Approve Professional Engineering Services Agreement for Capital Improvements at Water Reclamation Facility
- F. Resolution 2024-089 Approve Heritage Celebration Events, Parking Restrictions and Street Closures
- G. Resolution 2024-090 Approve Street Closure for Elks Club Family Fun Day

- H. Resolution 2024-092 Approve Cooperative Construction Agreement No. 1055383 with Minnesota Department of Transportation
- I. Resolution 2024-093 Approve TWIN OAKS SUBDIVISION Development Agreement
- J. Resolution 2024-095 Approve a Unified Development Plan for Business Signs in Met Con Business Park Fourth Addition
- K. Resolution 2024-096 Approve 2024-2025 Garbage and Refuse Hauler Licenses
- L. Approve Petition and Waiver Agreement for 1675 Lyndale Avenue North
- M. Approve Emergency Shelter Agreement between the School District and Mobile Home Parks
- N. Approve CIP Purchase - Indoor Pool Blanket
- O. Resolution 2024-098 Approve Hiring Heavy Equipment Operator
- P. Resolution 2024-099 Approve Hiring Senior Accountant
- Q. Approve Software and Services Agreement with Polco for Community and Employee Survey
- R. Resolution 2024-100 Accept Donation from Crane Creek Asphalt to the Fire Department
- S. Resolution 2024-101 Approve LG214 Premises Permit Application for Faribault Wrestling

Motion by van Sluis, seconded by Thiele to approve Consent Agenda Items A-S and carried unanimously.

Public Hearings

Ordinance 2023-20 An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses Within the City of Faribault- Extension (First Reading)

City Clerk Heather Slechta explained that at the April 30, 2024, Annual Council Retreat, the Council discussed Cannabis Licensing in the City, as well as extending the current interim moratorium. As of May 1, 2024, the Office of Cannabis Management (OMC) has indicated that it will publish draft rules and regulations after June 1, 2024, and OMC has not indicated when a model ordinance will be available to assist in the local decision-making on regulating Cannabis businesses. Slechta worked with the City Attorney's office to update Ordinance 2023-20 extending the interim ordinance until August 1, 2024.

Motion by Spooner, seconded by Ross to open the public hearing and carried unanimously.

There were no comments from the public.

Motion by Thiele, seconded by van Sluis to close the public hearing and carried unanimously.

Motion by Spooner, seconded by Ross to approve Ordinance 2023-20 An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses Within the City of Faribault- Extension (First Reading)

Roll Call Vote:

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

Motion carried 7:0

Resolution 2024-086 Adopting a Modification to the Development Program for Development District No. 1; Establishing Tax Increment Financing District No. 19: Twin Oaks Housing Subdivision Herein and Adopting a Tax Increment Financing Plan Therefor; and Authorizing Interfund Loan

Community and Economic Development Director David Wanberg stated that on March 27, 2024, Rice County Housing and Redevelopment Authority (RCHRA) submitted an application to create a housing tax increment financing (TIF) district associated with Twin Oaks Subdivision. Earlier this year, the City Council approved the final plat of Twin Oaks Subdivision. RCHRA intends to start construction on the subdivision as soon as possible after the City Council conducts a public hearing and acts to modify the development program for Development District No. 1, establish Tax Increment Financing District No. 19: Twin Oaks Housing, adopt a tax increment financing plan, and authorize an interfund loan. RCHRA must also enter into a development agreement with the City and record the final plat before it can begin construction.

Twin Oaks Subdivision is directly north of the new Rice County Law Enforcement Center, near the intersection of 30th Street NW and State Highway 3. Once constructed, the subdivision will provide 22 single-family residential lots for owner-occupied households earning less than 115 percent of the area median income. RCHRA received a grant to develop six five-bedroom homes in the subdivision by early 2025. Faribault has a strong need for owner-occupied houses with four or more bedrooms. Twin Oaks Subdivision will help meet this community need, but the proposed development cannot occur “but for” tax increment financing.

Ehlers, the City’s finance advisor, conducted a financial analysis of the project and determined that the proposed TIF District No. 19 will generate roughly \$2,721,576 in increment over its 26-year life. The District will terminate after 2051 or when the TIF Plan is satisfied. As proposed, pay-as-you-go notes and interfund loans will finance the project. Consequently, the City is not obligated to incur debt.

Eligible TIF-related expenses include land acquisition, site improvements, affordable housing, utilities, administrative costs, and other qualifying improvements. The proposed project will have minimal impact on police and fire services, utilities, and the City’s ability to issue future debt.

Motion by Spooner, seconded by van Sluis to open the public hearing and carried unanimously.

There were no comments from the public.

Motion by Ross, seconded by Thiele to close the public hearing and carried unanimously.

Councilor Ross asked about the interfund load, Wanberg stated that the money is used in other ways and that it is done this way with every TIF.

Motion by Ross, seconded by Doumbouya to approve Resolution 2024-086 Adopting a Modification to the Development Program for Development District No. 1; Establishing Tax Increment Financing District No. 19: Twin Oaks Housing Subdivision Herein and Adopting a Tax Increment Financing Plan Therefor; and Authorizing Interfund Loan and carried unanimously.

Items for Discussion

Resolution 2024-088 Approve a Conditional Use Permit for Development in the Shoreland Management Overlay District at 3040 Hwy 60 W

Blake Matejcek, of BEM Holdings LLC, owner of the Matejcek Implement site, requested a CUP amendment for an approximately 5,000-square-foot building addition on the southeast side of the current Matejcek Implement building located at 3040 Highway 60 W. The property is zoned C-2, Highway Commercial, and within the Shoreland Management Overlay District. Resolution 2008-112 adopted June 10, 2008, approved a previous building expansion at the site.

Matejcek indicated the business has been at this location since the 1970s, with previous building expansions in the 1980s, 1990s, and 2008. Over this time, the owner acquired more property to accommodate equipment storage and display. Some equipment is stored on an adjoining parcel under separate ownership. The Development Review Committee (DRC) noted zoning issues related to using multiple parcels for one business operation. To address the zoning issues, the DRC recommended additional planning and zoning applications in its proposed conditions of approval. The key conditions are as follows:

1. Remove an existing driveway that encroaches onto the interstate highway right-of-way or provide documentation that MnDOT has authorized the driveway encroachment.
2. Restore and maintain the required 25-foot wide shoreline buffer along the lake as measured from the ordinary high water level as determined by the DNR (978.8' above sea level).
3. Combine the owner's three parcels through a platting process or other City-approved process, or rezone the parcels to include a planned unit development overlay district.
4. Remove unused sign structures or obtain a variance to allow the re-use of the existing sign structures and the installation of new signs.
5. Remove an existing entrance gate that encroaches onto the 30th Avenue NW right-of-way or obtain an encroachment agreement with the City to allow the gate to remain as-is.
6. Remove equipment stored from the adjacent parcel west of the owner's dealership property unless a zoning text amendment application is submitted by the applicant

and approved by the City or work the owner of the adjacent parcel to receive the appropriate City approvals for the outdoor storage. Potential City approvals may include but not be limited to a zoning text amendment (which may include a conditional use permit) or rezoning to a planned unit development overlay (which may include all parcels used by the dealership).

The Planning Commission reviewed this application on April 15, 2024, and unanimously approved the findings for the approval of the conditional use permit application. The Planning Commission recommended that the City Council approve the application. After approval by the Planning Commission, the City Staff revised the approval conditions in the draft resolution to address the timeline for the completion of the conditions and allow alternative solutions to address the zoning issues at the site.

Matejcek provided a letter to the Council prior to the start of the meeting. Councilor Ross supported leaving it in three parcels, he asked how expensive a PUD is rather than combining the lot; he also was asked if there was a permit pulled for the cement pad on the property. Wanberg stated that a PUD is less expensive than platting and that the was not typically a permit for review on this. Ross also asked how the Planning Commission voted, City Planning Coordinator Peter Waldock stated that hey supported lot combinations. Councilor Caron asked of there is a fine for putting the cement pad where they did, Wanberg stated that the DNR was notified, however, the City does not have a fine. Ross, asked if this would be the time to have the cement pad removed, Spooner stated that they could apply for a variance for the cement pad. Mayor Voracek was in favor of them removing the cement pad, and leaving as separate parcels.

The consensus of the Council was to move forward with a PUD.

Motion by Thiele, seconded by van Sluis to approve Resolution 2024-088 Approve a Conditional Use Permit for Development in the Shoreland Management Overlay District at 3040 Hwy 60 W and carried unanimously.

Resolution 2024-097 Approve New On-Sale Intoxicating Sunday Liquor License for J-Mo's Bowl LLC

City Clerk Heather Slechta explained that, applied for an On-Sale Intoxicating Liquor License and Sunday Liquor License. The J-Mo's Bowl LLC will be operating at 1802 4th St NW and will abide by State statutes and City ordinances regarding all requirements and the hours of sale of alcoholic beverages. The Police Department is in the process of completing a background check and a review of the Certificate of Liability Insurance by the City Attorney is also in process. If approved, the license will be in effect from May 15, 2024-December 31, 2024.

Motion by Ross, seconded by Caron to approve Resolution 2024-097 Approve New On-Sale Intoxicating Sunday Liquor License for J-Mo's Bowl LLC and carried unanimously.

Ordinance 2024-9 Approve a Zoning Text Amendment to Permit and Regulate EVSE and Charging Spaces on Private and Public Properties (Second Reading) and Ordinance

2024-9 Summary Publication

Community and Economic Development Director David Wanberg stated that on April 23, 2024, the City Council conducted the first reading of Ordinance 2024-9 to permit and regulate charging equipment for electric vehicles on private and public properties. The proposed ordinance did not change and is ready for a second reading.

Motion by Thiele, seconded by van Sluis to approve Ordinance 2024-9 Approve a Zoning Text Amendment to Permit and Regulate EVSE and Charging Spaces on Private and Public Properties (Second Reading)

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 van Sluis to approve Ordinance 2024-9 Summary Publication and carried unanimously.

Bids

Resolution 2024-091 Accept Bids for Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07

City Engineer Mark DuChene informed the Council that on Wednesday, May 8, 2024, bids were received for the 2Airtech 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 Airtech Court (Airtech Drive to Steele Waseca Substation)

The bids were tabulated as follows:

ICON, LLC, Dodge Center, MN	\$ 809,816.00
Heselton Construction, Faribault, MN	\$ 844,750.00
BCM Construction, Inc., Faribault, MN	\$ 884,153.00
A-1 Excavating, Inc., Bloomer, WI	\$ 975,955.00
Schumacher Excavating, Inc., Zumbrota, MN	\$ 976,931.50
Ryan Contracting Company, Elko-New Market, MN	\$1,075,293.50
Wencl Construction, Inc., Owatonna, MN	\$1,189,449.00

Based on the low bidder's prices, the estimated funding for the project will be follows including contingencies and engineering fees:

Special Assessments	\$ 794,200.00
Storm Water Utility Fund (603)	\$ 243,700.00

DuChene recommended to award to the low bidder, ICON, LLC. Construction on the project is scheduled to begin in June and be substantially completed by the end of

September, 2024.

Motion by Thiele, seconded by Ross to approve Resolution 2024-091 Accept Bids for Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07 and carried unanimously.

Boards and Commissions Reports, Announcements and Project Updates

City Engineer Mark DuChene stated that 2nd Avenue was opened at 11:00 a.m. yesterday. City Administrator Jessica Kinser stated that summer hours will be starting on June 3rd. The Council Bus Tour will be on June 4th, please send any tour ideas to Administrator Kinser. Councilor Spooner stated that he was at an event at the State Academy this past weekend, it is a neat group of people and it is pretty impressive what they do up there, they are currently fundraising to build a greenhouse. Mayor Voracek stated that he would be out next week, and that visitors from Würzburg would be coming to Faribault in September.

Adjournment

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

The meeting was adjourned at 6:56 pm.

Respectfully Submitted,

Heather Slechta
City Clerk



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Jeanne Schmuck, Finance Director
MEETING DATE: May 28, 2024
SUBJECT: List of Claims for Release

Background:

A copy of the list of claims is available for City Council review through the City Administrator, in the amount of \$1,698,904.71, which includes check numbers 180783 to 180869 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. 05-28-2024 Council AP List

AP
AP Council Approval 05-28-2024



User: astadler
Printed: 5/24/2024 9:39:05 AM

Check Num	Last Name	Acct 1	Amount	Description
0	911 Tech Inc	101-42123-420-43095	1,890.00	COP FTO Software
	911 Tech Inc		1,890.00	
180789	Alltrees LLC	431-41580-410-45400	7,039.49	Verkada Licenses and Install Materials
	Alltrees LLC		7,039.49	
180790	Amazon Capital Services	101-45500-450-43130	25.99	Parade Candy
180790	Amazon Capital Services	101-45500-450-43130	51.98	Parade Candy
180790	Amazon Capital Services	101-45500-450-42110	23.92	Swiffer Dusters
180790	Amazon Capital Services	101-45122-450-42110	109.99	Sauna Stones
180790	Amazon Capital Services	101-45500-450-42010	40.89	Label Maker
180790	Amazon Capital Services	101-43121-430-42110	69.80	Multi Surface Wipes
180790	Amazon Capital Services	101-45500-450-42020	32.47	Toner
180790	Amazon Capital Services	101-42121-420-42420	209.87	Hard Drive - Ultra Slim Hard Drive -USB
180790	Amazon Capital Services	101-45140-450-42110	19.45	Little Champs Supplies
180790	Amazon Capital Services	101-45110-450-42020	25.98	Wireless Keyboard and Mouse
180790	Amazon Capital Services	101-45140-450-42110	69.99	Pickleball Camp Supplies
180790	Amazon Capital Services	101-45140-450-42110	74.56	Summer Camp Cleaning Supplies
180790	Amazon Capital Services	101-45140-450-42110	268.07	Summer Camp Supplies
180790	Amazon Capital Services	101-45500-450-42190	60.16	Books
180790	Amazon Capital Services	101-45122-450-42110	95.16	Pool Lane Line Parts
180790	Amazon Capital Services	101-45500-450-43130	25.99	3D Printer Filament
180790	Amazon Capital Services	101-42210-420-42110	77.99	American Flag
180790	Amazon Capital Services	101-45500-450-42190	55.22	Books
180790	Amazon Capital Services	101-41580-410-42110	172.71	Under Desk Footrest Stool
180790	Amazon Capital Services	601-49430-000-42110	3.40	Paper Towels
180790	Amazon Capital Services	101-42123-420-42110	32.70	Paper Towels
180790	Amazon Capital Services	101-41510-410-42010	191.55	Calculator & Upholstery Cleaner
180790	Amazon Capital Services	101-45500-450-43130	25.99	Parade Candy
180790	Amazon Capital Services	603-49500-000-42110	0.49	Paper Towels
180790	Amazon Capital Services	602-49450-000-42110	3.40	Paper Towels

Check Numb	Last Name	Acct 1	Amount	Description
180790	Amazon Capital Services	101-45500-450-42190	20.72	Book
	Amazon Capital Services		1,788.44	
180791	American Red Cross	101-45130-450-43131	418.00	Civic Certifications
	American Red Cross		418.00	
180792	Anderson-Speiker LeAnna	601-00000-000-20200	62.22	Refund Check 024802-000, 1004 1 St NE
	Anderson-Speiker LeAnna		62.22	
0	APG Media of Southern Minnesota LLC	101-41110-410-43510	95.63	Legal Notices
	APG Media of Southern Minnesota LLC		95.63	
180793	Aspen Mills	101-42110-420-42180	598.00	Patches
180793	Aspen Mills	101-00000-000-10108	-1,128.79	Full Honor Guard Uniform/T Larson - Ress Donation Funds
180793	Aspen Mills	101-42123-420-42180	1,128.79	Full Honor Guard Uniform/T Larson - Ress Donation Funds
180793	Aspen Mills	101-00000-000-10100	1,128.79	Full Honor Guard Uniform/T Larson - Ress Donation Funds
	Aspen Mills		1,726.79	
0	Austin Justin	101-00000-000-10100	225.00	DJ Music- Safe Summer Kickoff Funds
0	Austin Justin	101-42110-420-43130	225.00	DJ Music- Safe Summer Kickoff Funds
0	Austin Justin	101-00000-000-10113	-225.00	DJ Music- Safe Summer Kickoff Funds
	Austin Justin		225.00	
0	Auto Value Parts Store	101-42123-420-42210	9.30	Hose Clamps - Oil Filters for Stock
0	Auto Value Parts Store	101-43121-430-42210	37.20	Hose Clamps - Oil Filters for Stock
0	Auto Value Parts Store	101-45200-450-42210	18.59	Hose Clamps - Oil Filters for Stock
0	Auto Value Parts Store	602-49450-000-42210	13.95	Hose Clamps - Oil Filters for Stock
0	Auto Value Parts Store	601-49430-000-42210	13.95	Hose Clamps - Oil Filters for Stock
0	Auto Value Parts Store	602-49450-000-42210	23.98	Switch and Fuse Holder
0	Auto Value Parts Store	101-42210-420-42110	49.46	Fastdry / Steel Brush
	Auto Value Parts Store		166.43	
180794	Baker & Taylor Entertainment	101-45500-450-42190	18.39	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	182.47	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	501.76	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	26.65	Books

Check Numb	Last Name	Acct 1	Amount	Description
180794	Baker & Taylor Entertainment	101-45500-450-42190	7.33	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	128.68	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	11.59	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	72.07	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	103.91	Books
180794	Baker & Taylor Entertainment	101-45500-450-42190	840.48	Books
	Baker & Taylor Entertainment		1,893.33	
180795	Barta Machine LLC	101-43121-430-44040	720.00	Shaft Repair - Street #120
	Barta Machine LLC		720.00	
180796	Bauer Ryan	101-45500-450-44010	90.00	Plugged Toilet
180796	Bauer Ryan	101-45122-450-44010	853.70	Repair Men's Locker Room Showers
180796	Bauer Ryan	101-45200-450-44010	539.98	Building Repairs/Water Heater
180796	Bauer Ryan	101-45500-450-44010	90.00	Replaced Leaky Meter Gasket
180796	Bauer Ryan	101-00000-000-10113	-497.78	Install SCBA Water Line - Public Safety Aid Funds
180796	Bauer Ryan	431-42220-420-45400	497.78	Install SCBA Water Line - Public Safety Aid Funds
180796	Bauer Ryan	101-45200-450-44010	399.23	Plumbing Repairs - North Alexander Park
180796	Bauer Ryan	601-49430-000-44040	90.00	Replace Ball Valve Labor
180796	Bauer Ryan	601-49430-000-42110	44.29	Replace Ball Valve Supplies
180796	Bauer Ryan	101-45500-450-44010	327.94	Plumbing Repairs
180796	Bauer Ryan	101-45126-450-44010	253.50	Replace Sump Float
180796	Bauer Ryan	101-00000-000-10100	497.78	Install SCBA Water Line - Public Safety Aid Funds
180796	Bauer Ryan	602-49450-000-44010	14.29	Drinking Fountain Filter Install
180796	Bauer Ryan	101-45122-450-44010	535.80	Repair Family Room and Women's Locker Room Toilets
180796	Bauer Ryan	601-49430-000-44010	14.29	Drinking Fountain Filter Install
180796	Bauer Ryan	101-45122-450-44010	180.00	Repair Ladies Locker Room Toilet
180796	Bauer Ryan	101-43121-430-44010	137.30	Drinking Fountain Filter Install
180796	Bauer Ryan	603-49500-000-44010	2.03	Drinking Fountain Filter Install
180796	Bauer Ryan	101-42110-420-44010	90.00	Fixed Break Room Faucet
	Bauer Ryan		4,160.13	
0	Bergan KDV	602-49480-000-43010	2,764.76	Interim Billing of Audit Ending 12-31-23
0	Bergan KDV	101-41510-410-43010	12,916.91	Interim Billing of Audit Ending 12-31-23
0	Bergan KDV	101-45500-450-43010	809.39	Interim Billing of Audit Ending 12-31-23
0	Bergan KDV	601-49430-000-43010	3,516.66	Interim Billing of Audit Ending 12-31-23
0	Bergan KDV	603-49500-000-43010	2,227.53	Interim Billing of Audit Ending 12-31-23
0	Bergan KDV	602-49450-000-43010	2,764.75	Interim Billing of Audit Ending 12-31-23

Check Numb	Last Name	Acct 1	Amount	Description
	Bergan KDV		25,000.00	
0	Bertelsmann Publishing Group LLC	101-45500-450-42192	62.99	Audio/Visual
	Bertelsmann Publishing Group LLC		62.99	
0	BG Minnesota Inc	101-42123-420-42210	10.07	Transmission Service Kit - Frigi-Quiet for Stock
0	BG Minnesota Inc	101-43121-430-42210	40.28	Transmission Service Kit - Frigi-Quiet for Stock
0	BG Minnesota Inc	601-49430-000-42210	15.11	Transmission Service Kit - Frigi-Quiet for Stock
0	BG Minnesota Inc	602-49450-000-42210	15.11	Transmission Service Kit - Frigi-Quiet for Stock
0	BG Minnesota Inc	101-45200-450-42210	20.14	Transmission Service Kit - Frigi-Quiet for Stock
	BG Minnesota Inc		100.71	
0	Blue Cross Blue Shield of Minnesota	101-42123-420-41310	655.25	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	999.77	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	892.61	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	410.26	
0	Blue Cross Blue Shield of Minnesota	101-42123-420-41310	820.63	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	3,749.82	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	1,785.22	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	1,964.60	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	-1,874.91	
0	Blue Cross Blue Shield of Minnesota	101-42123-420-41310	1,868.96	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	150,252.45	Health Insurance Premiums
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	-712.23	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	999.77	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	4,198.58	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	999.77	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	179.14	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	56.98	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	-1,999.54	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-21707	1,424.46	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	-1,424.46	
0	Blue Cross Blue Shield of Minnesota	101-00000-000-11510	999.77	
	Blue Cross Blue Shield of Minnesota		166,246.90	
180783	c/o Teledoc Inc Healthiest You	101-00000-000-21707	930.00	Healthiest You - May
	c/o Teledoc Inc Healthiest You		930.00	

Check Numb	Last Name	Acct 1	Amount	Description
180797	Canon Financial Services Inc	601-49430-000-44160	10.29	Copier Lease April
180797	Canon Financial Services Inc	101-42124-420-44160	201.90	Copier Leases
180797	Canon Financial Services Inc	101-41940-410-44160	224.41	Copier Lease
180797	Canon Financial Services Inc	603-49500-000-44160	1.47	Copier Lease April
180797	Canon Financial Services Inc	101-41910-410-44160	112.20	Copier Charges
180797	Canon Financial Services Inc	602-49450-000-44160	10.29	Copier Lease April
180797	Canon Financial Services Inc	101-42400-420-44160	167.08	Copy Machine Charges 5/1/24-5/31/24
180797	Canon Financial Services Inc	101-42210-420-44160	68.46	Copy Machine Charges 05/01/2024 to 05/31/2024
180797	Canon Financial Services Inc	101-43125-430-44160	98.90	Copier Lease April
180797	Canon Financial Services Inc	240-46210-460-44160	112.21	Copier Charges
	Canon Financial Services Inc		1,007.21	
180798	Cashin Dixie	601-00000-000-20200	90.10	Refund Check 008178-000, 726 6 Ave NW
	Cashin Dixie		90.10	
180799	Cemstone Products Co Inc	602-49450-000-42240	843.75	Concrete Frink Ave
	Cemstone Products Co Inc		843.75	
0	Cintas Corporation	603-49500-000-44060	5.45	Uniform Cleaning Storm
0	Cintas Corporation	101-43126-430-44060	9.68	Uniform Cleaning Mechanics
0	Cintas Corporation	602-49480-000-44060	42.76	Uniform Laundry
0	Cintas Corporation	101-45200-450-44060	38.68	Laundry Services
0	Cintas Corporation	601-49430-000-44060	25.12	Uniform Cleaning Water
0	Cintas Corporation	602-49450-000-44060	12.64	Uniform Cleaning Sewer
0	Cintas Corporation	101-43121-430-44060	31.36	Uniform Cleaning Streets
0	Cintas Corporation	602-49480-000-44060	6.43	Floor Mats
0	Cintas Corporation	101-43121-430-44060	24.40	Shop Towels
0	Cintas Corporation	101-45122-450-44060	14.79	Laundry Service - Mops
0	Cintas Corporation	101-45200-450-44060	38.68	Laundry Services
0	Cintas Corporation	101-43126-430-44060	10.92	Uniform Cleaning Mechanics
0	Cintas Corporation	602-49480-000-44060	42.76	Uniform Laundry
0	Cintas Corporation	602-49450-000-44060	12.64	Uniform Cleaning Storm
0	Cintas Corporation	101-43126-430-44060	24.40	Shop Towels
0	Cintas Corporation	602-49480-000-44060	48.44	Lab Towels/Floor Mats
0	Cintas Corporation	101-43121-430-44060	31.92	Uniform Cleaning Streets
0	Cintas Corporation	603-49500-000-44060	5.45	Uniform Cleaning Sewer
0	Cintas Corporation	601-49430-000-44060	25.12	Uniform Cleaning Water
	Cintas Corporation		451.64	

Check Numb	Last Name	Acct 1	Amount	Description
180800	City of Faribault	602-49480-000-43820	14.61	005003-022 214 14 St NE
180800	City of Faribault	211-46310-460-43860	8.75	005003-000 16 1 St SE
180800	City of Faribault	601-49430-000-43850	33.43	005003-032 812 8 Ave NW (New Water Plant)
180800	City of Faribault	602-49480-000-43820	2,305.03	005003-023 214 14 St NE
180800	City of Faribault	902-00000-000-23935	6,283.59	Water/Sewer - April
180800	City of Faribault	101-45127-450-43820	29.96	005003-030 705 17 St SW-Irrigation
180800	City of Faribault	225-49810-430-43860	364.70	005003-004 3401 Hwy 21 W
180800	City of Faribault	225-49810-430-43820	18.99	005003-004 3401 Hwy 21 W
180800	City of Faribault	225-49810-430-43820	14.61	005003-005 Airport Terminal
180800	City of Faribault	101-45127-450-43820	27.44	005003-043 705 17 St SW
180800	City of Faribault	602-49480-000-43820	3,001.95	005003-019 214 14 St NE
180800	City of Faribault	225-49810-430-43850	15.27	005003-004 3401 Hwy 21 W
180800	City of Faribault	101-45127-450-43850	12.15	005003-043 705 17 St SW
180800	City of Faribault	602-49480-000-43860	300.56	005003-019 214 14 St NE
180800	City of Faribault	101-45127-450-43860	48.39	005003-043 705 17 St SW
180800	City of Faribault	211-46310-460-43850	43.85	005003-000 16 1 St SE
180800	City of Faribault	211-46310-460-43820	33.70	005003-000 16 1 St SE
180800	City of Faribault	902-00000-000-23935	-6,283.59	Water/Sewer - April
180800	City of Faribault	225-49810-430-43850	10.20	005003-005 Airport Terminal
180800	City of Faribault	873-49499-000-43090	594.00	Roberds Lake Billing Fee - April
180800	City of Faribault	873-49499-000-43850	2,856.52	Roberds Lake SIU Bill - April
	City of Faribault		9,734.11	
0	CL Bensen Company Inc	101-42110-420-42230	609.91	Air Filters
	CL Bensen Company Inc		609.91	
180801	Commissioner of Transportation	101-43170-430-42240	550.00	Street Signs
180801	Commissioner of Transportation	101-43121-430-43090	2,554.00	Street Sign Installation
	Commissioner of Transportation		3,104.00	
180802	Community Co-op Oil Assn	101-45200-450-42120	9.12	Fuel
180802	Community Co-op Oil Assn	101-45200-450-42120	-0.43	Credit for Federal Tax Charged at C-Store
180802	Community Co-op Oil Assn	602-49450-000-42120	-1.68	Credit for Federal Tax Charged at C-Store
180802	Community Co-op Oil Assn	101-42220-420-42120	-2.77	Credit for Federal Tax Charged at C-Store
180802	Community Co-op Oil Assn	101-00000-000-15520	5,982.99	Diesel Fuel
180802	Community Co-op Oil Assn	101-00000-000-15520	16,440.00	Unleaded Fuel
	Community Co-op Oil Assn		22,427.23	
180803	Core & Main LP	601-49430-000-42110	105,705.00	MXU Radio Change Out Project

Check Numb	Last Name	Acct 1	Amount	Description
180803	Core & Main LP	601-49430-000-42110	1,325.10	2 Inch OMNI Meters Faribault Apartments
	Core & Main LP		107,030.10	
0	Crane Creek Asphalt	601-49430-000-42240	3,107.16	Asphalt for Watermain Break Repairs
0	Crane Creek Asphalt	101-43121-430-42240	359.63	Asphalt
0	Crane Creek Asphalt	601-49430-000-42240	5,393.93	Asphalt Watermain Break Repairs
	Crane Creek Asphalt		8,860.72	
180804	Dalco	602-49450-000-42110	2.60	Vacuum Filter Bags
180804	Dalco	601-49430-000-42110	2.60	Vacuum Filter Bags
180804	Dalco	603-49500-000-42110	0.36	Vacuum Filter Bags
180804	Dalco	101-43121-430-42110	24.95	Vacuum Filter Bags
	Dalco		30.51	
0	Demco Inc	101-45500-450-42010	19.54	Classification Labels
0	Demco Inc	101-45500-450-42030	173.88	DVD/CD Circle Printed Labels
	Demco Inc		193.42	
180805	Department of Human Services	101-45200-450-43090	467.50	State Crew Services
180805	Department of Human Services	101-45127-450-43090	110.50	State Crew Services
	Department of Human Services		578.00	
180806	Diamond Mowers LLC	101-43121-430-42210	714.21	Shaft/Bearing Assembly - Street #120
	Diamond Mowers LLC		714.21	
180807	Dickison Jacob	601-00000-000-20200	40.88	Refund Check 024883-000, 128 6 Ave NW
	Dickison Jacob		40.88	
180808	DJ Medin Architects Inc	437-45500-450-45300	258.00	Architect-Exterior Maintenance
	DJ Medin Architects Inc		258.00	
180809	Dog Waste Depot	101-45200-450-42110	659.94	Dog Waste Bags
	Dog Waste Depot		659.94	

Check Numb	Last Name	Acct 1	Amount	Description
0	Donahues	101-45200-450-42250	609.12	Flowers
	Donahues		609.12	
180810	Duchene Barbara	601-00000-000-20200	34.92	Refund Check 013936-000, 1562 Aldrich Ct
	Duchene Barbara		34.92	
0	E O Johnson Company Inc-Dallas	101-45500-450-44160	364.89	Lanier C2500 Copier
	E O Johnson Company Inc-Dallas		364.89	
0	Eckberg Lammers PC	101-41610-410-43045	13,425.00	Prosecution Retainer
	Eckberg Lammers PC		13,425.00	
180811	Ehlers & Associates Inc	101-00000-000-22000	1,085.00	Twin Oaks Consulting Fees
	Ehlers & Associates Inc		1,085.00	
0	Electric Pump Inc	602-49480-000-45300	15,803.85	7th St Liftstation Improvements
0	Electric Pump Inc	602-49450-000-45300	2,769.00	7th St Liftstation Improvements
	Electric Pump Inc		18,572.85	
0	Empower Retirement-HCSP	101-00000-000-21720	1,559.25	PR Batch 00554.05.2024 Health Care Savings Plan 357
0	Empower Retirement-HCSP	101-00000-000-21720	799.96	PR Batch 00554.05.2024 Health Care Savings Plan L70 1
0	Empower Retirement-HCSP	101-00000-000-21720	933.61	PR Batch 00554.05.2024 Health Care Savings Plan L70 2
0	Empower Retirement-HCSP	101-00000-000-21720	1,033.48	PR Batch 00554.05.2024 Health Care Savings Act Fire
	Empower Retirement-HCSP		4,326.30	
180812	EMS Holdings	101-42220-420-42410	732.07	Samson Strap
	EMS Holdings		732.07	
180813	F2F Inc	290-46500-462-43130	50,000.00	Forgivable Loan to Forest 2 Fork
	F2F Inc		50,000.00	
0	Falkstone LLC	101-43121-430-42240	13,849.40	Sealcoat Chips

Check Numb	Last Name	Acct 1	Amount	Description
	Falkstone LLC		13,849.40	
180814	Fame Awards	101-41510-410-42110	21.00	Name Plate for Senior Accountant
	Fame Awards		21.00	
180815	Fareway Stores Inc #126	101-41940-410-42115	39.96	Coffee
180815	Fareway Stores Inc #126	101-41800-410-44382	43.99	Retirement - Cake - Kenny Borwege
180815	Fareway Stores Inc #126	101-42110-420-42115	14.99	Take it to the Box (Donuts)
180815	Fareway Stores Inc #126	101-41800-410-44382	104.98	Retirement - D Braun
180815	Fareway Stores Inc #126	101-00000-000-10100	15.55	Meal for Firefighter Training - Firefighter Wellness
180815	Fareway Stores Inc #126	101-00000-000-10108	-15.55	Meal for Firefighter Training - Firefighter Wellness
180815	Fareway Stores Inc #126	101-42210-420-42115	15.55	Meal for Firefighter Training - Firefighter Wellness
	Fareway Stores Inc #126		219.47	
180816	Faribault Ace Hardware	101-42210-420-42110	3.41	Plastic Clamp
180816	Faribault Ace Hardware	101-45122-450-42110	102.16	Gloves - Weed Killer - Hose
180816	Faribault Ace Hardware	101-42210-420-42110	1.16	Fasteners
180816	Faribault Ace Hardware	101-45200-450-42110	11.69	Toilet Plunger
180816	Faribault Ace Hardware	602-49480-000-42110	14.43	Toilet Bowl Cleaner/Fasteners
180816	Faribault Ace Hardware	101-45200-450-42410	49.49	Angle Grinder Wheel
180816	Faribault Ace Hardware	602-49480-000-42410	3.60	Drill Bit
180816	Faribault Ace Hardware	101-45122-450-42110	89.04	Pool Supplies
180816	Faribault Ace Hardware	101-45200-450-42110	13.49	Insect Fogger/Jefferson
180816	Faribault Ace Hardware	101-45122-450-42110	91.74	Duct Tape - Glass Cleaner - Plungers - Drain Cleaner - Trimmer H
180816	Faribault Ace Hardware	101-45500-450-42110	19.76	River Rock for Plaza Area
180816	Faribault Ace Hardware	101-42220-420-42110	7.19	Pipe Compound
180816	Faribault Ace Hardware	101-45200-450-42110	4.99	Nails
180816	Faribault Ace Hardware	101-42110-420-42110	17.99	Padlock for Speed Trailer
	Faribault Ace Hardware		430.14	
0	Faribault Fleet Supply Inc	101-45200-450-42110	9.48	Plumbing Parts
0	Faribault Fleet Supply Inc	101-45200-450-42110	19.99	Small Tool Box
0	Faribault Fleet Supply Inc	101-45200-450-42110	14.98	Paint
0	Faribault Fleet Supply Inc	101-43170-430-42240	2.17	Nuts/Bolts/Washers
0	Faribault Fleet Supply Inc	602-49450-000-42110	5.40	Bolts
0	Faribault Fleet Supply Inc	601-49430-000-42110	2,528.82	Softener Salt WTP
	Faribault Fleet Supply Inc		2,580.84	

Check Numb	Last Name	Acct 1	Amount	Description
180817	Faribault Post Office	602-49480-000-43220	1,255.31	Utility Bills - May
180817	Faribault Post Office	601-49430-000-43220	1,255.31	Utility Bills - May
180817	Faribault Post Office	603-49500-000-43220	1,255.31	Utility Bills - May
	Faribault Post Office		3,765.93	
0	Filan Kevin	603-49500-000-44010	9.38	Lawn Treatment
0	Filan Kevin	602-49450-000-44010	66.00	Lawn Treatment
0	Filan Kevin	601-49430-000-44010	66.00	Lawn Treatment
0	Filan Kevin	101-43121-430-44010	634.14	Lawn Treatment
	Filan Kevin		775.52	
180818	Fitzgerald Excavating & Trucking Inc	603-49500-000-45300	61,996.05	2022-14 Pay Req 4
	Fitzgerald Excavating & Trucking Inc		61,996.05	
180819	Fitzke Construction	101-00000-000-22000	1,000.00	Escrow Release -2700 Hanson Avenue Permit No 2023-00088
	Fitzke Construction		1,000.00	
0	Flagship Recreation	101-45200-450-42410	1,708.00	Park Bench and Plaque
	Flagship Recreation		1,708.00	
180784	GIS Benefits	101-00000-000-11510	15.09	
180784	GIS Benefits	101-00000-000-11510	8.63	
180784	GIS Benefits	101-00000-000-11510	8.63	
180784	GIS Benefits	101-00000-000-21715	5,902.50	Dental Insurance Prepaid - June
180784	GIS Benefits	101-00000-000-11510	111.12	
180784	GIS Benefits	101-00000-000-11510	31.65	
180784	GIS Benefits	101-00000-000-21711	797.00	Voluntary Short Term Disability - June
180784	GIS Benefits	101-00000-000-21716	1,094.46	Accident/Critical Illness - June
180784	GIS Benefits	101-00000-000-11510	79.02	
180784	GIS Benefits	101-00000-000-21717	573.68	Vision Insurance Prepaid - June
180784	GIS Benefits	101-00000-000-11510	31.65	
180784	GIS Benefits	101-00000-000-21710	1,518.34	Voluntary Life Insurance - June
	GIS Benefits		10,171.77	
180820	Glenn's Service LLC	101-42121-420-44040	120.00	Mount and Balance Tires / #10
180820	Glenn's Service LLC	101-42123-420-44040	79.95	Tire Repair / #17

Check Numb	Last Name	Acct 1	Amount	Description
	Glenn's Service LLC		199.95	
0	Glynn Bryan	602-49450-000-43310	62.00	Per Diem - North East Water Operators School
	Glynn Bryan		62.00	
0	Godfather's Pizza	101-45122-450-42115	53.90	Staff Meeting Food
0	Godfather's Pizza	101-45110-450-42115	99.73	Front Desk Staff Training Food
	Godfather's Pizza		153.63	
0	Grainger Inc	101-42220-420-42410	112.47	Vac Gauge
	Grainger Inc		112.47	
180821	Habitat for Humanity	101-00000-000-22000	1,000.00	Escrow Release 3024 Acorn Trail Permit 2022 01023
180821	Habitat for Humanity	101-00000-000-22000	1,000.00	Escrow Release 3016 Acorn Trail Permit No 1011 01022
	Habitat for Humanity		2,000.00	
0	Hagen Christensen & Mcllwain Architects PA	404-45200-450-45200	22,620.00	2023-Viaduct Park CDs
	Hagen Christensen & Mcllwain Architects PA		22,620.00	
180822	Harlequin Sales Corp/Reader Service	101-45500-450-42190	27.56	Books - Acct #328689385
	Harlequin Sales Corp/Reader Service		27.56	
0	Havelka Craig L	101-42110-420-44045	92.50	Fire Extinguisher Repairs (3)
	Havelka Craig L		92.50	
0	Hawkins Inc	101-45122-450-42160	1,037.98	Pool Chemicals
0	Hawkins Inc	601-49430-000-42160	5,490.80	Sodium Permanganate/ Sodium Silicate
0	Hawkins Inc	101-45122-450-42160	30.00	Pool Chemical Container Demurrage
0	Hawkins Inc	601-49430-000-42160	7,663.54	Ammonia/Sodium Permanganate/Sodium Silicate
0	Hawkins Inc	101-45125-450-42160	3,396.94	Pool Chemicals Start Up @ Aquatic Center
	Hawkins Inc		17,619.26	
0	Healy Construction Company Inc	401-43121-430-44050	11,839.14	2024-01 Pay Req 1

Check Numb	Last Name	Acct 1	Amount	Description
	Healy Construction Company Inc		11,839.14	
180823	Helen M Nagel Inc	601-49430-000-42240	182.50	Sod for Watermain Break Repairs
	Helen M Nagel Inc		182.50	
180824	Hillyard Hutchinson	101-45500-450-44045	256.44	Repair Backpack Vacuum
	Hillyard Hutchinson		256.44	
0	Huber Technology Inc	602-49480-000-42210	444.97	Fine Screen Parts
	Huber Technology Inc		444.97	
0	ICON LLC	602-49450-000-45300	505,740.10	2023-08 Pay Req 2
	ICON LLC		505,740.10	
180825	IKI Inc	101-45130-450-43131	49.00	Instant Piano Class Instruction
	IKI Inc		49.00	
0	Imperial Supplies Holdings Inc	602-49450-000-42210	164.20	Pressure Gauge Vactor
	Imperial Supplies Holdings Inc		164.20	
180826	Inisfail Inc	101-00000-000-22000	1,000.00	Escrow Release-1014 2nd St SE Permit No 2023-01027
	Inisfail Inc		1,000.00	
0	Innovative Office Solutions LLC	101-42110-420-42110	47.47	Bandages - Cups
0	Innovative Office Solutions LLC	101-41510-410-42010	13.39	Pencil Lead/Erasers/Date Stamp/Disposable Gloves
0	Innovative Office Solutions LLC	101-41320-410-42010	0.98	Envelope Moistener
0	Innovative Office Solutions LLC	101-41580-410-42410	370.22	Paper Shredder
0	Innovative Office Solutions LLC	101-45500-450-42010	65.38	Xacto Knife/Label Maker/Rubber Bands
0	Innovative Office Solutions LLC	101-45500-450-42010	7.92	Tape Runner
0	Innovative Office Solutions LLC	101-42400-420-42010	26.00	Pens/Laser Tabs
0	Innovative Office Solutions LLC	101-45500-450-42010	3.51	Sheet Protectors
0	Innovative Office Solutions LLC	101-45500-450-42010	9.53	Labels/Antibiotic Ointment
0	Innovative Office Solutions LLC	101-41110-410-42010	7.77	Return Labels

Check Numb	Last Name	Acct 1	Amount	Description
	Innovative Office Solutions LLC		552.17	
0	Insty-Prints	101-41110-410-43130	305.38	Mayors Reception-Faribault Note Cards & Envelopes
0	Insty-Prints	101-42124-420-42030	146.21	Envelopes
0	Insty-Prints	101-43126-430-42030	64.50	Business Cards TBlock
	Insty-Prints		516.09	
0	Internal Revenue Service	101-00000-000-21701	38,162.79	PR Batch 00554.05.2024 Federal Income Tax
0	Internal Revenue Service	101-00000-000-21704	6,349.81	PR Batch 00554.05.2024 Medicare Employee
0	Internal Revenue Service	101-00000-000-21703	17,726.70	PR Batch 00554.05.2024 FICA Employer
0	Internal Revenue Service	101-00000-000-21703	17,726.70	PR Batch 00554.05.2024 FICA Employee
0	Internal Revenue Service	101-00000-000-21704	6,349.81	PR Batch 00554.05.2024 Medicare Employer
	Internal Revenue Service		86,315.81	
0	Interstate Power Systems Inc	101-42110-420-44010	2,891.14	Generator Repair
	Interstate Power Systems Inc		2,891.14	
180827	Johnson Ambra & Darren	601-00000-000-20200	113.42	Refund Check 010350-003, 1210 Amber Ln
	Johnson Ambra & Darren		113.42	
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	2924 Hanson Permit No 202100558
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	2904 Hanson Ct Permit No 00014
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	118 Mercy Drive Permit No 202100991
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	1214 Maple Lane Permit No 202101313
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	2908 Hanson Ct Permit No 202101322
180828	Johnson Reiland Builders & Remodelers	101-00000-000-22000	1,000.00	1205 Goldenray Dr Permit No 202200805
	Johnson Reiland Builders & Remodelers		6,000.00	
0	Kline Distributing LLC	101-00000-000-10100	134.63	Meal-Firefighter Training (Pay from Firefighter Wellness)
0	Kline Distributing LLC	101-00000-000-10108	-134.63	Meal-Firefighter Training (Pay from Firefighter Wellness)
0	Kline Distributing LLC	101-42210-420-42115	134.63	Meal-Firefighter Training (Pay from Firefighter Wellness)
	Kline Distributing LLC		134.63	
180829	Knecht's Nurseries & Landscaping	101-45200-450-42250	1,156.00	Trees/Arbor Day

Check Num	Last Name	Acct 1	Amount	Description
	Knecht's Nurseries & Landscaping		1,156.00	
180830	Knight Barry Title United LLC	101-00000-000-22000	1,000.00	Escrow Release 3020 Acorn Trail Permit No 2021 00447
	Knight Barry Title United LLC		1,000.00	
180831	Krampitz Jr Martin Havin	101-43121-430-44045	1,073.26	Floor Scrubber Repairs
180831	Krampitz Jr Martin Havin	601-49430-000-44045	111.70	Floor Scrubber Repairs
180831	Krampitz Jr Martin Havin	602-49450-000-44045	111.70	Floor Scrubber Repairs
180831	Krampitz Jr Martin Havin	603-49500-000-44045	15.88	Floor Scrubber Repairs
	Krampitz Jr Martin Havin		1,312.54	
0	Lano Equipment Inc	101-45200-450-42210	464.32	Broom Spring/Brackets
	Lano Equipment Inc		464.32	
0	Lath Stakes & Hubs LLC	101-43190-430-42110	608.50	Stakes and Hubs
	Lath Stakes & Hubs LLC		608.50	
0	MacQueen Equipment LLC	101-43121-430-42210	-148.72	Dirt Deflector Credit - Street #115
0	MacQueen Equipment LLC	602-49450-000-42210	255.98	Vactor Control Board
0	MacQueen Equipment LLC	101-43121-430-42210	200.69	Conveyor Drive Chain/Dirt Deflector - Street #115
	MacQueen Equipment LLC		307.95	
180785	Madison National Life Insurance Co Inc	101-42220-420-41330	71.52	Part-Time Firefighters Life Insurance
180785	Madison National Life Insurance Co Inc	101-00000-000-21710	3,268.06	Life Insurance - June
180786	Madison National Life Insurance Co Inc	101-00000-000-21711	1,652.02	LTD - June
	Madison National Life Insurance Co Inc		4,991.60	
180832	Magid Glove & Safety Mfg Co LLC	602-49480-000-42170	38.68	Safety Glasses
	Magid Glove & Safety Mfg Co LLC		38.68	
180833	Mankato Bearing Company	101-43121-430-42210	113.01	Oil Seals/Shaft Repair Kits - Street #120
180833	Mankato Bearing Company	101-43121-430-42210	119.00	Pulley/Taper Lock Sheave - Street #120
180833	Mankato Bearing Company	101-43121-430-42210	675.45	Bearings - Street #120

Check Numb	Last Name	Acct 1	Amount	Description
	Mankato Bearing Company		907.46	
180834	Martin A Windows LLC	101-43121-430-43090	1,500.00	Landscape Maintenance
180834	Martin A Windows LLC	101-45200-450-43090	1,500.00	Landscaping Maintenance
	Martin A Windows LLC		3,000.00	
0	Martin Marietta Materials Inc	101-43121-430-42240	308.04	Asphalt
0	Martin Marietta Materials Inc	101-43170-430-42240	219.91	Asphalt
0	Martin Marietta Materials Inc	101-43121-430-42240	365.55	Asphalt
	Martin Marietta Materials Inc		893.50	
0	Met-Con Construction Inc	101-43121-430-43090	15,854.78	Sealcoat Chip Hauling
0	Met-Con Construction Inc	431-41110-410-45400	88,999.90	City Hall Remodel
	Met-Con Construction Inc		104,854.68	
180835	Midlands Lawn Care Service LLC	601-49430-000-44010	945.00	Water Utilities Yard Spraying
	Midlands Lawn Care Service LLC		945.00	
0	Midwest Tape LLC	101-45500-450-42192	49.48	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	497.88	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	281.93	Audio/Visual
0	Midwest Tape LLC	101-45500-450-42192	58.47	Audio/Visual
	Midwest Tape LLC		887.76	
0	Minnesota Child Support Payment Center	101-00000-000-21716	1,044.75	PR Batch 00554.05.2024 Child Support
	Minnesota Child Support Payment Center		1,044.75	
180836	Minnesota Department of Health	601-00000-000-20800	17,989.00	Water Service Connection Fee
	Minnesota Department of Health		17,989.00	
180837	Minnesota Department of Labor & Industry	101-00000-420-36260	-25.00	2024 January Surcharge Retained
180837	Minnesota Department of Labor & Industry	101-00000-000-20820	484.59	2024 January Surcharges
180837	Minnesota Department of Labor & Industry	101-00000-000-20820	1,953.79	2024 February Surcharges
180837	Minnesota Department of Labor & Industry	101-00000-420-36260	-39.08	2024 February Surcharges Retained
180837	Minnesota Department of Labor & Industry	101-00000-000-20820	1,673.97	2024 March Surcharges

Check Numb	Last Name	Acct 1	Amount	Description
180837	Minnesota Department of Labor & Industry	101-00000-420-36260	-33.48	2024 March Surcharges Retained
	Minnesota Department of Labor & Industry		4,014.79	
0	Minnesota Department of Revenue	101-00000-000-21702	17,804.62	PR Batch 00554.05.2024 State Income Tax
	Minnesota Department of Revenue		17,804.62	
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	234.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	444.80	Effluent Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	525.60	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	234.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	484.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	234.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	234.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	484.00	SIU Lab Testing
180838	Minnesota Valley Testing Labs Inc	602-49480-000-43090	234.00	SIU Lab Testing
	Minnesota Valley Testing Labs Inc		3,108.40	
180787	Mission Square 303492	101-00000-000-21706	50.00	PR Batch 00554.05.2024 Mission Square
	Mission Square 303492		50.00	
0	Mississippi Welders Supply Inc	101-43126-430-42110	26.00	Cylinder Hydrotest
	Mississippi Welders Supply Inc		26.00	
0	Money Movers Inc	101-45110-450-43090	11.75	Insurance Reimbursement Fee
	Money Movers Inc		11.75	
180839	Morsching Dale or Marlene	601-00000-000-20200	59.28	Refund Check 016250-000, 1204 25 Ave NW
	Morsching Dale or Marlene		59.28	
0	Motor Parts & Equipment Corp	101-45200-450-42210	15.61	Belt
0	Motor Parts & Equipment Corp	602-49480-000-42130	17.98	Anti Freeze
0	Motor Parts & Equipment Corp	602-49450-000-42210	-183.49	Credit Hose Unit 2
0	Motor Parts & Equipment Corp	602 49450 000 42210	342 00	Hose Unit 2
0	Motor Parts & Equipment Corp	101-43126-430-42410	760.00	Floor Jacks
0	Motor Parts & Equipment Corp	101-42220-420-42130	11.99	Gear Oil
0	Motor Parts & Equipment Corp	602-49480-000-42210	2.68	Valve Cap WWTP #5

Check Numb	Last Name	Acct 1	Amount	Description
0	Motor Parts & Equipment Corp	101-42110-420-42210	37.49	Universal Coupler Lock - Speed Trailer
	Motor Parts & Equipment Corp		1,004.26	
180840	Nalco Company	602-49480-000-42160	8,859.15	Polymer
	Nalco Company		8,859.15	
180788	NCPERS Group Life Ins	101-00000-000-21710	176.00	PR Batch 00554.05.2024 PERA Life Insurance
	NCPERS Group Life Ins		176.00	
0	North American Safety Inc	101-43121-430-42170	199.80	High Visibiliity Shirts
	North American Safety Inc		199.80	
0	North Shore Analytical Inc	602-49480-000-43090	570.00	Mercury Testing
	North Shore Analytical Inc		570.00	
180841	Nuss Truck & Equipment LLC	101-43121-430-42210	186.32	Fuel Filters - Street #319
	Nuss Truck & Equipment LLC		186.32	
180842	Office of MNIT Services	101-42110-420-43090	458.42	Voice Services
180842	Office of MNIT Services	101-42110-420-43090	261.30	Voice Services
	Office of MNIT Services		719.72	
0	On Target A & M Inc	602-49480-000-43090	586.90	Utility Bills - May
0	On Target A & M Inc	603-49500-000-43090	586.90	Utility Bills - May
0	On Target A & M Inc	601-49430-000-43090	586.90	Utility Bills - May
	On Target A & M Inc		1,760.70	
180843	OPG-3 Inc	101-41320-410-43095	739.76	Misc. Laserfiche Licensing
180843	OPG-3 Inc	101-42110-420-43095	538.12	Police Laserfiche
180843	OPG-3 Inc	101-45500-450-43095	874.68	Library Laserfiche Licensing
180843	OPG-3 Inc	101-42124-420-43095	1,121.24	Police Records Laserfiche
180843	OPG-3 Inc	101-41410-410-43095	583.12	Planning Laserfiche Licensing
180843	OPG-3 Inc	101-43121-430-43095	246.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	101-43121-430-43095	246.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	602-49450-000-43095	246.56	Public Works Laserfiche Licensing

Check Numb	Last Name	Acct 1	Amount	Description
180843	OPG-3 Inc	602-49480-000-43095	246.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	101-41320-410-43095	829.68	Administration Laserfiche Licensing
180843	OPG-3 Inc	101-41510-410-43095	1,704.36	Finance Laserfiche Licensing
180843	OPG-3 Inc	101-43110-430-43095	291.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	101-42210-420-43095	538.12	Fire Laserfiche Licensing
180843	OPG-3 Inc	101-42400-420-43095	1,457.80	Building Codes Laserfiche Licensing
180843	OPG-3 Inc	240-46210-460-43095	874.68	CED Laserfiche Licensing
180843	OPG-3 Inc	101-43110-430-43095	246.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	101-45110-450-43095	1,770.92	Parks and Recreation Laserfiche
180843	OPG-3 Inc	101-41580-410-43095	583.12	IT Laserfiche Licensing
180843	OPG-3 Inc	101-41800-410-43095	538.12	HR Laserfiche Licensing
180843	OPG-3 Inc	601-49430-000-43095	246.56	Public Works Laserfiche Licensing
180843	OPG-3 Inc	101-43190-430-43095	1,277.80	Engineering Laserfiche
180843	OPG-3 Inc	101-43126-430-43095	246.56	Public Works Laserfiche Licensing
	OPG-3 Inc		15,449.00	
0	Orchard Trust Company	101-00000-000-21706	2,257.00	PR Batch 00554.05.2024 Roth Deferred Compensation
0	Orchard Trust Company	101-00000-000-21706	10,776.00	PR Batch 00554.05.2024 MN Deferred Comp
	Orchard Trust Company		13,033.00	
180844	Ovivo USA, LLC	602-49480-000-42210	16,163.00	Mixer Parts
180844	Ovivo USA, LLC	602-49480-000-42210	20,374.65	Digester Mixer Parts
	Ovivo USA, LLC		36,537.65	
0	Paape Companies Inc	101-45500-450-44010	635.03	Replaced Pump for Radiators
0	Paape Companies Inc	101-45500-450-44010	4,765.76	Repaired Pump on Boiler and Replaced Low Water Cutoff
0	Paape Companies Inc	101-45122-450-44010	1,551.44	Replaced Rheem Furnace Inducer Motor
	Paape Companies Inc		6,952.23	
0	Papenfus Ronnie	101-42220-420-42110	83.60	Aluminum Sheets for Trailer
	Papenfus Ronnie		83.60	
0	Pepsi Cola of Mankato Inc	101-45125-450-42990	4,919.92	Aquatic Center Start Up Order Soda
	Pepsi Cola of Mankato Inc		4,919.92	
180845	Pioneer Athletics	101-45127-450-42110	813.20	Soccer Field Paint

Check Numb	Last Name	Acct 1	Amount	Description
	Pioneer Athletics		813.20	
0	Pro Stuff LLC	101-45200-450-42160	3,565.00	BMX Track Glue
	Pro Stuff LLC		3,565.00	
0	Public Employees Retirement Association	101-00000-000-21705	301.23	PR Batch 00554.05.2024 PERA Defined
0	Public Employees Retirement Association	101-00000-000-21705	301.23	PR Batch 00554.05.2024 PERA Defined
0	Public Employees Retirement Association	101-00000-000-21705	21,125.09	PR Batch 00554.05.2024 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	18,308.38	PR Batch 00554.05.2024 PERA Coordinated
0	Public Employees Retirement Association	101-00000-000-21705	28,764.52	PR Batch 00554.05.2024 PERA Police & Fire
0	Public Employees Retirement Association	101-00000-000-21705	19,176.35	PR Batch 00554.05.2024 PERA Police & Fire
	Public Employees Retirement Association		87,976.80	
180846	Putrah Tyler	602-00000-000-20200	4.28	Refund Check 019917-019, 21 3 Ave NW
180846	Putrah Tyler	601-00000-000-20200	5.79	Refund Check 019917-019, 21 3 Ave NW
180846	Putrah Tyler	602-00000-000-20200	1.45	Refund Check 019917-019, 21 3 Ave NW
180846	Putrah Tyler	601-00000-000-20200	0.82	Refund Check 019917-019, 21 3 Ave NW
180846	Putrah Tyler	601-00000-000-20200	0.34	Refund Check 019917-019, 21 3 Ave NW
180846	Putrah Tyler	603-00000-000-20200	3.67	Refund Check 019917-019, 21 3 Ave NW
	Putrah Tyler		16.35	
0	PVS Technologies Inc	602-49480-000-42160	10,602.45	Ferric Phos Removal
	PVS Technologies Inc		10,602.45	
0	Quality Aviation Inc	225-49810-430-43090	2,083.33	Airport Maintenance Agreement
0	Quality Aviation Inc	225-49810-430-43090	1,416.67	Airport Management Agreement
	Quality Aviation Inc		3,500.00	
0	R C Bliss Inc	101-42123-420-42210	43.41	Window Switch / #17
0	R C Bliss Inc	101-42123-420-44040	244.59	Recharged Air / #17
	R C Bliss Inc		288.00	
180847	Rice County	873-49499-000-44371	6,449.82	Roberds Lake Sewer Collected - April
	Rice County		6,449.82	

Check Numb	Last Name	Acct 1	Amount	Description
180848	Rice County Community Corrections	101-42123-420-43140	75.00	Traumatic Stress Management / T Larson
	Rice County Community Corrections		75.00	
180849	Rick Cashin Construction	101-00000-000-22000	1,000.00	Escrow Release -1301 21st St SW 202300981
	Rick Cashin Construction		1,000.00	
180850	Safety-Kleen Systems Inc	101-43126-430-42110	103.15	Parts Washer Service
	Safety-Kleen Systems Inc		103.15	
0	Schirmer Walter D	101-45500-450-44010	395.00	Carpet Maintenance
	Schirmer Walter D		395.00	
0	Schmitke Londa	101-45130-450-43131	345.00	Tuneful Tots Class Instruction
	Schmitke Londa		345.00	
0	Selco	101-45500-450-43250	2,136.05	ILS Package
	Selco		2,136.05	
180851	Shattuck-St Mary's	101-00000-000-22000	671.70	Escrow Release for 2016 Developer's Agreement
	Shattuck-St Mary's		671.70	
180852	Sherwin Williams Company #3037	101-43121-430-42110	101.28	Paint for Viaduct
	Sherwin Williams Company #3037		101.28	
0	Shuda Michael	101-42121-420-43310	15.00	Lunch Per Diem / MSANI CANAM Conf
	Shuda Michael		15.00	
0	Sjodin Josh	101-42121-420-43310	30.00	Lunch Per Diem / Red Dot Sight Instructor Course
	Sjodin Josh		30.00	
180853	Skyberg Sales LLC	101-00000-000-22000	1,000.00	Escrow Release - 1806 Eagle Court Permit No 2021 00792

Check Numb	Last Name	Acct 1	Amount	Description
	Skyberg Sales LLC		1,000.00	
0	Springbrook Holding Company LLC	601-49430-000-44325	1,706.50	CivicPay Transaction Fee & Online Subscription April 2024
0	Springbrook Holding Company LLC	602-49450-000-44325	1,706.50	CivicPay Transaction Fee & Online Subscription April 2024
	Springbrook Holding Company LLC		3,413.00	
180854	Star Sports & Apparel LLC	101-41800-410-44382	24.00	Retirement-Name Plates for Clocks-Remold/Valek/Borwege
	Star Sports & Apparel LLC		24.00	
180855	Steele Waseca Coop Electric	902-00000-000-23935	-2,313.61	Monthly Charges-April
180855	Steele Waseca Coop Electric	225-49810-430-43810	31.48	1017445-2011 T-Hangar
180855	Steele Waseca Coop Electric	602-49480-000-43810	62.28	23271-Sludge Farm
180855	Steele Waseca Coop Electric	225-49810-430-43810	159.34	1018611-Hangar 910K
180855	Steele Waseca Coop Electric	225-49810-430-43810	41.79	1018624-Hangar 910J
180855	Steele Waseca Coop Electric	602-49450-000-43810	80.77	1089247-Lift Station-15625 Acorn Trl
180855	Steele Waseca Coop Electric	225-49810-430-43810	61.54	41901-Airport
180855	Steele Waseca Coop Electric	225-49810-430-43810	381.16	41875-Airport S Hangars
180855	Steele Waseca Coop Electric	225-49810-430-43810	41.67	20891-Airport New Hangar
180855	Steele Waseca Coop Electric	601-49430-000-43810	439.44	1116570-Water Tower-Met Con Way
180855	Steele Waseca Coop Electric	101-43160-430-43810	90.32	27205-Airtech Park
180855	Steele Waseca Coop Electric	225-49810-430-43810	8.01	41926-Airport
180855	Steele Waseca Coop Electric	101-43160-430-43810	53.12	32089-Highway 21 Lights
180855	Steele Waseca Coop Electric	225-49810-430-43810	578.47	23947-Airport 10
180855	Steele Waseca Coop Electric	225-49810-430-43810	45.95	32094-Airport
180855	Steele Waseca Coop Electric	602-49450-000-43810	222.25	30493-Lift Station
180855	Steele Waseca Coop Electric	902-00000-000-23935	2,313.61	Monthly Charges-April
180855	Steele Waseca Coop Electric	225-49810-430-43810	8.01	41927-Airport
180855	Steele Waseca Coop Electric	225-49810-430-43810	8.01	1077021-Security Hangar 2
	Steele Waseca Coop Electric		2,313.61	
180856	Storm Training Group	101-42121-420-43140	499.00	Red Dot Sight Instructor / J Sjodin
	Storm Training Group		499.00	
180857	Streicher's Inc.	101-42121-420-42180	276.00	Assault Carrier - Barta Donation
180857	Streicher's Inc.	101-00000-000-10100	276.00	Assault Carrier - Barta Donation
180857	Streicher's Inc.	101-42121-420-42180	1,506.00	Ballistic Vest / J Sjodin
180857	Streicher's Inc.	101-00000-000-10108	-276.00	Assault Carrier - Barta Donation

Check Numb	Last Name	Acct 1	Amount	Description
	Streicher's Inc.		1,782.00	
0	Struck Kelly	602-49450-000-43310	62.00	Per Diem - North East Water Operators School
	Struck Kelly		62.00	
180858	Stuhrk Richard	601-00000-000-20200	10.78	Refund Check 008405-000, 1103 1 Ave NE
	Stuhrk Richard		10.78	
180859	Superior Sewer Services	602-49450-000-44050	2,112.50	Hydro Vac 7th St Lift Station
	Superior Sewer Services		2,112.50	
180860	The Prophet Corporation	101-45140-450-42110	109.00	Dodge Balls for Fun Center
	The Prophet Corporation		109.00	
180861	The UPS Store	602-49480-000-43250	137.82	Mercury Lab Testing
	The UPS Store		137.82	
0	Thiele Joel	101-45200-450-42110	1,112.99	Ballfield Ag Lime/Red Rock
	Thiele Joel		1,112.99	
180862	TireHub LLC	101-42121-420-42220	670.48	Tires / #10
	TireHub LLC		670.48	
180863	Tom's Lock & Key, LLC	101-41510-410-43090	140.00	Change Code on Door Lock and Change Combo on Safe
	Tom's Lock & Key, LLC		140.00	
180864	Trojan Technologies Group ULC	602-49480-000-42210	2,451.35	UV Parts
	Trojan Technologies Group ULC		2,451.35	
0	Truck Center Companies East LLC	101-43121-430-42210	29.87	Marker Light - Street #118
0	Truck Center Companies East LLC	101-42220-420-42210	237.08	Alternator Brush #2117

Check Numb	Last Name	Acct 1	Amount	Description
	Truck Center Companies East LLC		266.95	
0	Tyler Technologies Inc	431-41510-410-44050	3,912.00	Tyler SAAS Fees
0	Tyler Technologies Inc	431-45110-450-44050	4,564.00	Tyler SAAS Fee
0	Tyler Technologies Inc	431-41510-410-44050	-14,996.00	Credit for Incorrect Billing - Invoice #458629 and #462831
0	Tyler Technologies Inc	431-45110-450-44050	7,172.00	Tyler SAAS Fees
0	Tyler Technologies Inc	431-41510-410-44050	16,952.00	Tyler SAAS Fee
	Tyler Technologies Inc		17,604.00	
0	Union Pacific Railroad Co	431-45200-450-45300	1,289.55	(2022-11) Teepee Tonka Trail RR Crossing
	Union Pacific Railroad Co		1,289.55	
180865	Vigdahl Jerome	601-00000-000-20200	94.10	Refund Check 008641-001, 2401 Cornell Dr
	Vigdahl Jerome		94.10	
180866	Wal-Mart	101-45140-450-42110	29.31	Totes For Track Equipment
180866	Wal-Mart	101-45140-450-42110	73.13	Summer Camp Supplies
180866	Wal-Mart	101-42210-420-42230	56.69	Trash Bags / Disinfectant / Paper Towels
180866	Wal-Mart	101-45140-450-42110	9.90	Summer Camp Supplies
180866	Wal-Mart	101-45122-450-42110	140.82	Coffee/Napkins/Cutlery/Cart/Suntan Lotion
180866	Wal-Mart	101-45500-450-42010	85.42	Kleenex/Napkins/Paper Towels/ Cable Ties/Cutlery Etc
180866	Wal-Mart	101-42110-420-42110	49.00	Bracket for Lobby TV
180866	Wal-Mart	101-45140-450-42110	66.77	Summer Camp Supplies
	Wal-Mart		511.04	
0	Wenner Holdings LLC	602-49450-000-44050	12,385.00	Repair Sanitary Pipe Acorn Trail
	Wenner Holdings LLC		12,385.00	
180867	Xcel Energy	101-42210-420-43810	839.86	302527702 122 2 St NW Fire Hall
180867	Xcel Energy	101-43170-430-43810	2.11	156258 117 Shumway CD Siren
180867	Xcel Energy	601-49430-000-43810	6,697.27	302568990 410 Alexander Park Well #5
180867	Xcel Energy	101-45200-450-43810	29.44	303510224 Central Park Band Stand
180867	Xcel Energy	101-42210-420-43830	340.55	302350193 122 2 St NW Fire Hall
180867	Xcel Energy	101-43160-430-43810	-89.56	304157632 1602 2nd Ave NW
180867	Xcel Energy	225-49810-430-43830	69.66	304268058 Hangar 910B - City
180867	Xcel Energy	101-43170-430-43810	23.79	304131503 2200 30th St NW
180867	Xcel Energy	101-45200-450-43810	-155.62	304017445 900 Lyndale Ave N

Check Numb	Last Name	Acct 1	Amount	Description
180867	Xcel Energy	101-43170-430-43810	85.49	303446090 1418 Division St W Signal Light
180867	Xcel Energy	602-49480-000-43830	1,107.09	302858086 214 14 St NE
180867	Xcel Energy	601-49430-000-43810	1,002.73	302814303 1217 Parshall Reservoir #2
180867	Xcel Energy	225-49810-430-43830	256.81	304924581 3401 Hwy 21 W
180867	Xcel Energy	101-45200-450-43810	-36.33	302261595 920 9 Ave SW
180867	Xcel Energy	101-45122-450-43830	274.44	302342287 Boiler Heat Line 30%
180867	Xcel Energy	602-49450-000-43810	9.78	302772185 1150 Willow Lift Station
180867	Xcel Energy	101-41940-410-43810	1,769.24	303683323 208 1 Ave NW
180867	Xcel Energy	101-42500-420-43810	2.11	164184 930 4th CD Siren
180867	Xcel Energy	602-49480-000-43810	13,618.61	304239286 214 14th St NE
180867	Xcel Energy	101-43121-430-43830	809.00	304051816 1200 Belview Trl
180867	Xcel Energy	601-49430-000-43810	409.56	304051816 1200 Belview Trl
180867	Xcel Energy	101-45200-450-43810	78.26	304428352 601 1st Ave NE Fleckenstein Bluffs Park
180867	Xcel Energy	101-43160-430-43810	152.82	304850220 720 4 St NW Street Light Feed Point
180867	Xcel Energy	101-43170-430-43810	-55.59	303453265 1500 7 St NW Signal Light
180867	Xcel Energy	602-49450-000-43810	12.68	302794134 98 3 Ave NW Viaduct Lift Station
180867	Xcel Energy	101-45125-450-43830	40.03	303727721 1830 2 Ave NW Aquatic Center
180867	Xcel Energy	601-49430-000-43810	6,909.04	303329691 824 7 St NW Pump Water
180867	Xcel Energy	101-45200-450-43810	7.11	175957 500 Maple Lawn Cartway
180867	Xcel Energy	101-42500-420-43810	1.01	167157 1203 Parshall St
180867	Xcel Energy	101-45200-450-43830	42.20	302627100 Jefferson Warming House
180867	Xcel Energy	101-41940-410-43830	221.79	303640982 208 1 Ave NW City Hall
180867	Xcel Energy	101-45200-450-43810	30.70	303920032 540 2nd Ave NW
180867	Xcel Energy	101-45125-450-43810	815.22	303727721 1830 2 Ave NW Aquatic Center
180867	Xcel Energy	101-45122-450-43810	5.47	154794 16 Central Ave
180867	Xcel Energy	602-49450-000-43810	26.43	302412146 1901 7 St NW Lift Station
180867	Xcel Energy	101-43160-430-43810	20.33	305251649 1701 Grant St NW St Light
180867	Xcel Energy	902-00000-000-23935	-60,798.50	Electricity Bill-April
180867	Xcel Energy	101-45126-450-43810	40.78	302492805 117 Shumway Washington Center
180867	Xcel Energy	225-49810-430-43830	38.41	304268037 Hangar 910A - City
180867	Xcel Energy	101-42110-420-43810	245.37	303877775 11 20th St NW Evidence Garage
180867	Xcel Energy	101-43170-430-43810	-101.33	302525247 4050 Hwy 60 W
180867	Xcel Energy	602-49450-000-43830	84.20	304051816 1200 Belview Trl
180867	Xcel Energy	101-45500-450-43810	-78.22	302342287 11 Division St E
180867	Xcel Energy	601-49430-000-43810	3,638.50	302969048 350 Alexander Park Well #6
180867	Xcel Energy	601-49430-000-43830	51.05	302971552 824 7th St NW Water Works
180867	Xcel Energy	601-49430-000-43810	527.10	304872579 812 8 Ave NW-WTP
180867	Xcel Energy	101-43121-430-43810	3,935.34	304051816 1200 Belview Trl
180867	Xcel Energy	101-42110-420-43810	4,662.10	303688424 25 4th St NW
180867	Xcel Energy	101-45200-450-43810	46.49	302165394 415 2nd Ave SW Wapacuta Pk
180867	Xcel Energy	602-49450-000-43810	409.56	304051816 1200 Belview Trl
180867	Xcel Energy	602-49450-000-43810	39.02	304801551 1321 Matteson St Lift Station
180867	Xcel Energy	101-45200-450-43810	30.12	303659432 618 9 Ave SW Sledding Hill

Check Numb	Last Name	Acct 1	Amount	Description
180867	Xcel Energy	902-00000-000-23935	60,798.50	Electricity Bill - April
180867	Xcel Energy	101-45500-450-43830	640.37	302342287 11 Division St E 70%
180867	Xcel Energy	602-49450-000-43830	24.74	302458578 828 8 Ave NW Park Shop
180867	Xcel Energy	101-43170-430-43810	141.65	302531059 103 3 St NE Signal Light
180867	Xcel Energy	101-42110-420-43830	225.63	303877775 11 20th St NW Evidence Garage
180867	Xcel Energy	101-43160-430-43810	92.68	305155739 201 30th St NW Lighting
180867	Xcel Energy	101-42500-420-43810	2.11	146104 920 9 Ave SW CD Siren
180867	Xcel Energy	101-45200-450-43810	39.90	303683055 100 Tee Pee Tonka Park
180867	Xcel Energy	602-49450-000-43810	62.96	302976387 1301 Willow St Lift Station
180867	Xcel Energy	101-42110-420-43830	488.54	303688424 25 4th St NW
180867	Xcel Energy	101-42500-420-43810	42.50	303930334 Fairgrounds/300 Western
180867	Xcel Energy	603-49500-000-43830	11.97	304051816 1200 Belview Trl
180867	Xcel Energy	101-43160-430-43810	95.94	304886692 1190 60 W Street Light
180867	Xcel Energy	101-43160-430-43810	22.63	304116510 1904 Grant St NW
180867	Xcel Energy	101-43160-430-43810	190.85	302767481 210 3 St NE St Light HP
180867	Xcel Energy	101-42500-420-43810	1.01	178539 2613A Hulett Court
180867	Xcel Energy	101-45200-450-43810	30.61	304850239 Tee Pee Tonka Park Tunnel
180867	Xcel Energy	602-49450-000-43810	30.48	303670994 1090 Cannon Circle Lift Station
180867	Xcel Energy	101-43160-430-43810	-144.90	304157645 3305 Highway 60
180867	Xcel Energy	601-49430-000-43830	139.14	304914908 812 8 Ave NW Bldg B-WTP
180867	Xcel Energy	101-43170-430-43810	-85.42	303691980 2219 Grant St Light
180867	Xcel Energy	101-42500-420-43810	33.36	304214955 930 4th Ave NW Siren
180867	Xcel Energy	602-49480-000-43810	30.12	302940983 502 3rd Ave NW
180867	Xcel Energy	101-45500-450-43810	139.24	302342287 11 Division St E
180867	Xcel Energy	101-43160-430-43810	77.56	304850221 419 8 Ave NW-8 Ave Signal System
180867	Xcel Energy	101-45127-450-43810	39.30	304160080 705 17th St SW
180867	Xcel Energy	101-43160-430-43810	30.12	303328788 1600 30 St NW
180867	Xcel Energy	101-43160-430-43810	30.12	304087990 510 2 Ave NW Carnival
180867	Xcel Energy	101-45126-450-43810	665.35	303373970 117 Shumway Load Profile
180867	Xcel Energy	101-43160-430-43810	-124.73	303661815 495 Heritage Pl
180867	Xcel Energy	101-45126-450-43830	408.24	302971175 117 Shumway Washington Center
180867	Xcel Energy	101-45122-450-43810	6.04	244829 16 Central Ave
180867	Xcel Energy	101-43160-430-43810	124.46	304882766 17 3rd St NE Unit Street Light
180867	Xcel Energy	603-49500-000-43810	58.23	304051816 1200 Belview Trl
180867	Xcel Energy	101-45200-450-43810	19.61	303683055 100 TP Tonka Security
180867	Xcel Energy	101-45200-450-43810	61.28	303239611 Sr High Tennis Courts
180867	Xcel Energy	101-43160-430-43810	73.90	304850223 415/430 2 Ave NW-2 Ave Signal System
180867	Xcel Energy	101-43170-430-43810	234.84	303396625 27 Division St E Signal Light
180867	Xcel Energy	101-45200-450-43810	36.88	304915622 705 3 Ave NW-Wapacuta Park Shelter
180867	Xcel Energy	101-43160-430-43810	192.60	304850219 218 3 St NW/129 4 St NW Street Light
180867	Xcel Energy	101-43160-430-43810	21.00	304116511 800 Lyndale Ave S
180867	Xcel Energy	101-43160-430-43810	59.01	304850224 402 Central-Central Ave Signal System
180867	Xcel Energy	602-49450-000-43810	36.41	302346525 3030 Hwy 60 W Lift Station

Check Numb	Last Name	Acct 1	Amount	Description
180867	Xcel Energy	101-45500-450-43810	20.52	302342287 11 Division St E Security
180867	Xcel Energy	601-49430-000-43810	903.00	303929972 1904 Fairground Dr
180867	Xcel Energy	101-45122-450-43830	490.43	303402179 16 Central Ave
180867	Xcel Energy	602-49450-000-43810	18.95	303333605 410 Frink Ave Lift Station
180867	Xcel Energy	101-43160-430-43810	28.64	304116512 1000 Lyndale Ave S
180867	Xcel Energy	601-49430-000-43830	84.20	304051816 1200 Belview Trl
180867	Xcel Energy	101-45126-450-43810	5.22	171746 117 Shumway Lighting
180867	Xcel Energy	225-49810-430-43830	32.95	304268056 Hangar 910G - Rental
180867	Xcel Energy	101-42500-420-43810	1.01	154013 1851 220 St E CD Siren
180867	Xcel Energy	101-43160-430-43810	36.67	305051521 New Bridge Lights 2nd Ave Bridge
180867	Xcel Energy	225-49810-430-43830	24.18	302414965 3401 Hwy 21 W
180867	Xcel Energy	101-45200-450-43810	15.92	302321102 1000 7 Ave SW-S Alex Sec
180867	Xcel Energy	602-49450-000-43810	44.66	305211022 140 Riverchase Ct Lift Station
180867	Xcel Energy	602-49450-000-43810	41.71	303203605 319 Lind St Lift Station
180867	Xcel Energy	101-45122-450-43810	1,367.75	302825421 19 Division St W
180867	Xcel Energy	101-43160-430-43810	76.98	304850222 328 4 St NW-4 Ave NW Signal System
180867	Xcel Energy	101-45122-450-43810	4,322.77	303273787 15 Central Ave Load Profile
180867	Xcel Energy	101-45200-450-43830	34.59	304017445 900 Lyndale Ave N
180867	Xcel Energy	101-43160-430-43810	20.59	51-5358630-4 - 45 State Ave Lighting
180867	Xcel Energy	101-43160-430-43810	4.57	51-0297296-3 - 1990A Lyndale Ave N
	Xcel Energy		60,823.66	
180868	Yapo Kouassi	601-00000-000-20200	24.17	Refund Check 025010-000, 1108 3 St SE
	Yapo Kouassi		24.17	
0	Zarnoth Brush Works Inc	101-45200-450-42210	1,674.00	Toolcat Brooms
	Zarnoth Brush Works Inc		1,674.00	
180869	Zep Sales & Service	101-43126-430-42110	152.96	Electrical Contact Cleaner
	Zep Sales & Service		152.96	
0	Ziegler Inc	101-43121-430-42210	313.98	Main Cab Relay - Street #316
	Ziegler Inc		313.98	

Check Numb	Last Name	Acct 1	Amount	Description
			1,698,904.71	



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: May 28, 2024
SUBJECT: Approve Application for Display of
Fireworks/Pyrotechnic Special Effects

Background:

RESPyro will be providing the City of Faribault Fourth of July Fireworks on July 4th, 2024, at the Rice County Fairgrounds, with a back-up day of July 5th, 2025, in case of inclement weather. RESPyro has provided the City with the required insurance and application.

Recommendation:

Approve Fireworks Application

Attachments:

1. Faribault Permit App signed 2024-0704
2. Faribault Shoot Site 2024-0704

APPLICATION FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS

Applicant instructions:

This application must be completed and returned at least 15 days prior to date of display.

Name of applicant (Sponsoring Organization): City of Faribault

Address of applicant: 208 First Ave NW, Faribault, MN 55021

Name of authorized agent of applicant: RES Pyro

Address of agent: 21595 286th St, Belle Plaine, MN 56011

Telephone number of agent: 952-873-3113

Date of display: July 4, 2024 Time of display: Approx. 10:00 PM

Location of display: Rice County Fairgrounds, Faribault, MN 55021

Manner and place of storage of fireworks/pyrotechnic special effects prior to display: N/A -

Delivered day of show _____

Type & number of fireworks/pyrotechnic special effects to be discharged: (324) 3" shells,
(214) 4" shells, (120) 5" shells

Minnesota State law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.

Name of supervising operator: John (Jake) Keohen Certificate #: B-1076

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent): Linda Quole Date of application: May 14, 2024

Required attachments: The following attachments must be included with this application:

1. Proof of a bond or certificate of insurance in the amount of at least \$1,000,000.00
2. A diagram of the grounds, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.

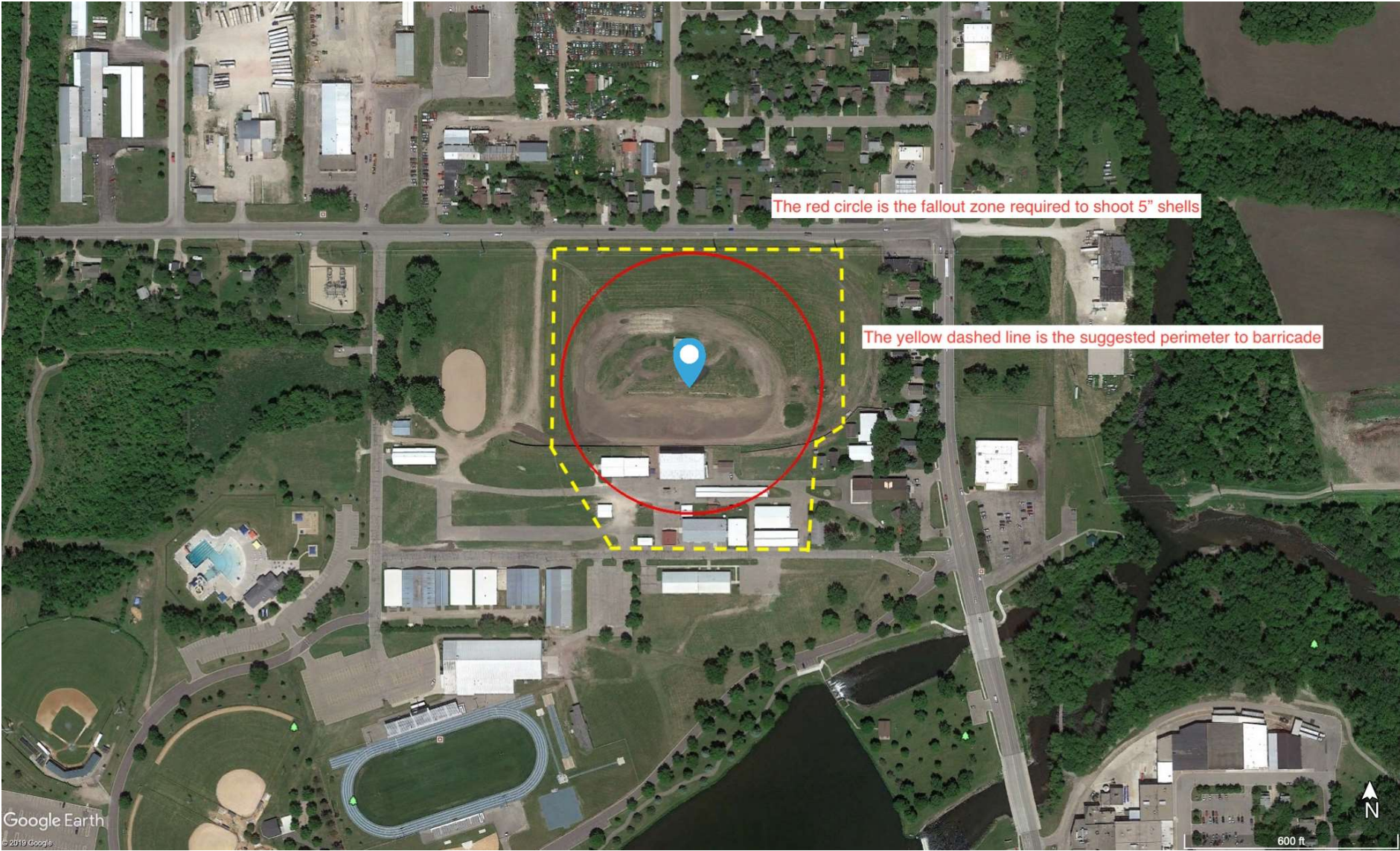
The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

Signature of fire chief/county sheriff: _____ Date: _____

Signature of issuing authority: _____ Date: _____

Faribault
July 4, 2024

Maximum Shell Size: 5"
NFPA 1123 Fallout Zone Radius: 350 ft



Spectators & Parking at fairgrounds and surrounding area



Shoot site



Fallout zone





Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Delane James, Library Services Director
MEETING DATE: May 28, 2024
SUBJECT: Approve Quote for Upgrades to Great Hall Technology and User Experience

Background:

In the 2024 Capital Improvement Plan, \$150,000 was budgeted to upgrade the Great Hall technology by installing a hearing loop system, sound system, projector, motorized screen, acoustic panels, and other equipment to enhance the user and audience experience. The following quotes were received from 2 contractors that perform this work:

Midwest Hearing Loops	\$104,986
Security & Sound Co.	\$112,890

The project is funded through the Library Donation Fund 217.

Recommendation:

Approve Quote from Midwest Hearing Loops for Upgrades to Great Hall Technology and User Experience.

Attachments:

1. CIP Page - Upgrade Great Hall Technology & User Experience
2. Midwest Hearing Loops Quote
3. Security & Sound Co. Quote

Project #

IT E 24-02

Project Name

Replacement - Door Access Panels

Department

IT

Contact

Human Resources Director

Type

Equipment

Useful Life

10 years

Category

Equipment-Miscellaneous

Priority

1 High

Capital Asset #

Unit #

Description

Verkada is the system that will replace all door access systems in the City. Some facilities will be adding some door access and others will be just replacing the old.

2024	Public Works Facility and Water Plant	2026	Police
2025	City Hall	2027	Fire, Community Center, and Library

Justification

The security for the facilities is failing due to door access panels completely not working and parts cannot be found to fix the current system. With all the security needed for the facilities and failures happening these are a must have.

Expenditures	2024	2025	2026	2027	2028	Total
Facility Maintenance	42,804	27,737	58,938	56,621		186,100
Total	42,804	27,737	58,938	56,621		186,100

Funding Sources	2024	2025	2026	2027	2028	Total
Equipment Certificates (2024)	22,680	27,737				50,417
Equipment Certificates (2026)			58,938	56,621		115,559
Sanitary Sewer Fund (602)	2,408					2,408
Storm Water Fund (603)	335					335
Water Fund (601)	17,381					17,381
Total	42,804	27,737	58,938	56,621		186,100

Project #

LIB E 24-01

Project Name

Upgrade - Great Hall Technology & User Experience

Department

Library

Contact

Library Director

Type

Equipment

Useful Life

10 years

Category

Equipment-Miscellaneous

Priority

1 High

Capital Asset #

Unit #

Description

The Great Hall technology will be upgraded by installing a hearing loop system, sound system, projector, motorized screen, acoustic panels, and other equipment to enhance the user and audience experience.

Justification

The acoustics and size of the Great Hall make it difficult to hear and enjoy programming in this room. The technology currently used in this area is old and outdated. These upgrades will help make programming hosted in the Great Hall more accessible.

Expenditures	2024	2025	2026	2027	2028	Total
Equipment	150,000					150,000
Total	150,000					150,000

Funding Sources	2024	2025	2026	2027	2028	Total
Library Donation Fund (217)	150,000					150,000
Total	150,000					150,000

Quote

May 9, 2024

Project: Great Hall: AV Systems, Sound Treatment and Hearing Loop
Buckham Memorial Library, 11 Division Street E., Faribault, MN 55021

By: Advantage Computer Systems, Inc.
1 Hill Farm Circle
St. Paul, MN 55127
Rick Korinek, 651-383-7434, rick@advantagecsi.com

This quote contains all materials and labor to successfully complete the project identified in the document titled:

Great Hall: AV Systems, Sound Treatment and Hearing Loop
System Description and Specification
May 8, 2024

The goal of this project is to improve the listening experience for people attending events in the Great Hall. New audio and video systems will be provided. The audio system will maximize speech intelligibility and minimize energizing the reflective surfaces in the space. Sound-absorbing acoustic panels, installed in proper locations will reduce the reverberance of the room. This combined system will greatly improve the ability of attendees to hear and understand presentations, as well as hold conversations in the Hall. It is comprised of the following major components:

Main AV System. A combined audio and video system will be provided to serve attendees in the space. The front of the room is the south wall with the fireplace cove. The audio system will minimize energizing the reflective surfaces in the space. The video projector shall be mounted on the back (north) wall below the window. The screen shall be located in the opening to the fireplace.

Major components include:

- 2 main speakers: Innovox HLA835 P SxS CST, custom color, wall-mounted
- Biamp Tesira FORTE AI DSP with 12 analog inputs
- RDL Format A Bluetooth interface and single pair receiver
- Equipment rack, 18U, wall or roller cabinet
- Lectern/podium, Amplivox SN3230 or SN3832L (Allowance: \$1,000)
- Shure wireless dual receiver, SLXD14D and 2 SLXD2/B87A handheld mic's
- Shure wireless body packs (2) with dual receiver, SLXD14D
- Shure Earset mic's (2) MX153 and 1 lavalier mic, WL185 cardioid

Steve Walsh, President
swalsh@midwestloops.com
(651) 484-0924

Rick Korinek, Vice President
rick@midwestloops.com
(651) 337-9066

1 Hill Farm Circle
St. Paul, MN 55127



Shure Li batteries (4) SB903 and 2 dual docking chargers, SBC203-US
Projector, Panasonic PT-MZ680WU7, 6,000 lumens, LCD,
1,920 x 1,200 resolution, 4k input, white throw range: 19-32'
Motorized screen, Dalite 34468L, COSMO 164D 87x139NPA MW
Control surface, Extron TLP Pro 725M white, with license
8-port, Gb PoE+ Switch

Performance Audio System. An audio system will be provided to facilitate small group performances with the performers located at the west wall. The audio system will maximize speech intelligibility and minimize energizing the reflective surfaces in the space. An Innovox self-powered speaker will be permanently mounted to the wall above the 'stage' area. A rolling cart will be provided to hold, as well as store the analog mixer, mic's, stands and cords. A wall box will be provided to allow for easy connection to the loudspeaker.

Major components include:

- 1 main speaker: Innovox HLA835 P SxS CST, custom color, wall-mounted
- Allen & Heath 8-channel mixer
- 4 Shure SM58 microphones, w/20'cords and tripod boom stands
- AV cart with hardware provisions to hang stands and store mixer and cords
- Cable between mixer and wall-box

Acoustical Treatment. Sound-absorbing panels will be installed on the ceiling and specific locations on two walls to reduce the reverberation time of the room. The panels shall consist of 1" thick fiberglass panels covered with a standard Guilford fabric color. Six wall panels, with a combined surface area of 320 square feet will be installed. On the ceiling, the entire white surfaces between the coffered beams will be covered, for a combined surface area of 1,800 square feet.

Hearing Loop. A hearing loop system will be installed to serve attendees with hearing loss. The hearing loop will create a signal that is available directly to people's hearing aids. People without hearing aids can take advantage of the system by using a loop listener. The hearing loop will be a phased array system, incorporating a Contacta V22s Pro hearing loop driver and 14-gauge, flat copper conductors. The conductors will be installed underneath the existing carpet tile flooring. The loop driver will be installed in the new AV equipment rack and connected to an appropriate output of the system. Audio signals from both the Main AV system and the Performance system shall be routed to the hearing loop. Two loop listeners with rechargeable batteries and a dual-docking charger are included.

General. The system cost includes the entire cost to provide, install, connect, program and commission all parts of the system as well as provide training for library staff. Additionally, the cost includes a 1-year system warranty including parts and labor. The price is valid for 60 days. We will coordinate with the electrical contractor, performing electrical construction and upgrades to the lighting system in the Great Room. The cost for this electrical work is not included in the price below.

System Cost. The total cost to complete this project is **\$104,986.**

Steve Walsh, President
swalsh@midwestloops.com
(651) 484-0924

Rick Korinek, Vice President
rick@midwestloops.com
(651) 337-9066

1 Hill Farm Circle
St. Paul, MN 55127





4211 Steiner Street, Suite B
St. Bonifacius, MN 55375

Estimate

DATE	ESTIMATE #
5/13/2024	13802

NAME / ADDRESS
CITY OF FARIBAULT 11 E DIVISION ST FARIBAULT, MN550221

REP	PROJECT
PH	BUCKHAM LIBRARY AV

MATERIALS DESCRIPTION

MAIN AV SYSTEM EQUIPMENT

- Qty. 2 Innovox HLA 835 P SxS (CST) Hybrid Line Arrays
- Qty. 2 Innovox HLA-8 WM wall mount
- Qty. 1 Biamp Tesira Forte AI 12x8 DSP
- Qty. 1 RDL model # D-BTIA Bluetooth Interface and receiver
- Qty. 1 Middle Atlantic 18U wall rack
- Qty. 1 Amplivox SN3230 podium
- Qty. 1 Shure SLX14D Dual Receiver
- Qty. 2 Shure SLXD2/B87A handheld mics
- Qty. 2 Shure SLXD14D dual wireless system with two SLXD1 Body-packs
- Qty. 2 Shure MX153 head-worn mics
- Qty. 1 Shure WL185 cardioid Lavalier mic
- Qty. 4 Shure SB903 battery packs
- Qty. 2 Shure SBC203-US Charging stations
- Qty. 1 Panasonic PT-MZ680WU7 6000 lumens LCD Projector with zoom lens
- Qty. 1 DaLite COSMO 11.5' x 7.5' 16:10 Screen
- Qty. 1 Extron DTP2 T 204 4 port HDMI switcher
- Qty. 1 Extron TLP Pro 725M 7" Touch-panel controller

MATERIALS DESCRIPTION Continued

LIVE PERFORMANCE AUDIO EQUIPMENT

- Qty. 1 Innovox HLA 835 P SxS (CST) Hybrid Line array
- Qty.1 Innovox HLA-8 WM wall mount
- Qty. 1 Allen and Heath ZED 8-channel mixer
- Qty. 1 Luxor AV Cart
- Qty. 4 Shure SM58 microphones with XLR cables and boom stands

HEARING LOOP SYSTEM EQUIPMENT

- Qty. 1 Contacta model 22s Hearing Loop Driver
- Qty. 1 Lot FW-14-500 Flat Wire
- Qty. 2 Loop Listeners with charging station

ACOUSTICAL TREATMENT

- Qty. 6 1" thick fabric wrapped acoustical wall panels (total 320 square feet)
- Qty. 1 Lot custom 1" thick fabric wrapped ceiling panels (total 1,800 square feet)

LABOR DESCRIPTION

The Total installed price includes the labor required to install AV System Equipment, program the audio DSP and the touch-panel-control system, then commission and tune the presentation and performance systems. It also includes installation of a hearing loop beneath the carpet tile in the Greatroom and the installation of acoustical ceiling and wall panels.

WARRANTY

A limited one year labor and materials warranty is provided. An extended warranty beyond 1 year is available upon request.

USER TRAINING

Two hours of user training will be provided

THIS ESTIMATE DOES NOT INCLUDE SALES TAX

TOTAL INSTALLED PRICE **\$112,890.**

Phone #	Fax #	E-mail	Web Site
(952) 955-5075	(952) 955-5026	mail@securityandsoundco.com	www.securityandsoundco.com



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Kevin Bushard, Human Resources Director
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-102 Approve Hiring Accounting Technician

Background:

Due to a promotion, there is a need to hire an Accounting Technician. The position was posted from April 26, 2024 to May 10, 2024.

Nine applications were received, reviewed and scored for the position. Four applicants were selected for an interview. The interview panel consisted of the Finance Administration. From the interview, Jean Troska was selected as the recommendation for hire.

Resolution 2024-102 recommends the hiring of Jean Troska. Jean will be hired at grade G step 1 of the Local 70 CBA 2022-2024.

Recommendation:

Approve resolution 2024-102, approving the hiring of Jean Troska as Accounting Technician.

Attachments:

1. Resolution 2024-102 Approve Hiring Accounting Technician

CITY OF FARIBAULT

RESOLUTION #2024-102

APPROVE HIRING ACCOUNTING TECHNICIAN

WHEREAS, the City of Faribault (the "City") presently has a vacant Accounting Technician position that needs to be filled by a qualified candidate; and

WHEREAS, the City has advertised and interviewed for the Accounting Technician position with the City; and

WHEREAS, the City Council desires to fill the vacant Accounting Technician position.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that Jean Troska be extended an offer of employment to fill the vacant Accounting Technician position.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-094 Approve Heritage Celebration Events, Parking Restrictions and Street Closures

Background:

This was previously approved by Council at the May 14, 2024, meeting. However, due to a duplicated resolution number, we are submitting this again for approval under a new number.

The Heritage Days Committee is preparing for the 2024 Heritage Days event on June 13 - 15, 2024. The request for the parade and park events is the same as in 2023.

A completed agreement including insurance information will be provided prior to the event.

Recommendation:

Approve Resolution 2024-094 as requested.

Attachments:

1. Resolution 2024-094 Approve Heritage Celebration Events, Parking Restrictions and Street Closures
2. Heritage Days Map
3. Heritage Days Poster

CITY OF FARIBAULT

RESOLUTION #2024-094

APPROVE HERITAGE CELEBRATION EVENTS, PARKING RESTRICTIONS AND STREET CLOSURES

WHEREAS, the Faribault Community Festivals, Inc. is sponsoring multiple community events June 13-15, 2024, and;

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

WHEREAS, the Faribault Community Festivals, Inc. will provide a completed event agreement including liability insurance information prior to the event; 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 "No Parking" signs will be posted on Second Avenue between North Alexander Park and Sixth Street NW and on Sixth Street NW between Second Avenue and Fifth Avenue NW between the hours of 4:00 p.m. and 9:00 p.m. on June 15, 2024, for the Heritage Celebration Parade.

ALSO, BE IT RESOLVED, that Fifth Street NW between Second and Third Avenues shall be closed June 13, 2024, to allow use by Ninja Anywhere for events in Central Park.

ALSO, BE IT RESOLVED, that the Heritage Celebration has permission to use Central Park from June 13 through June 15, 2024, with all fees waived.

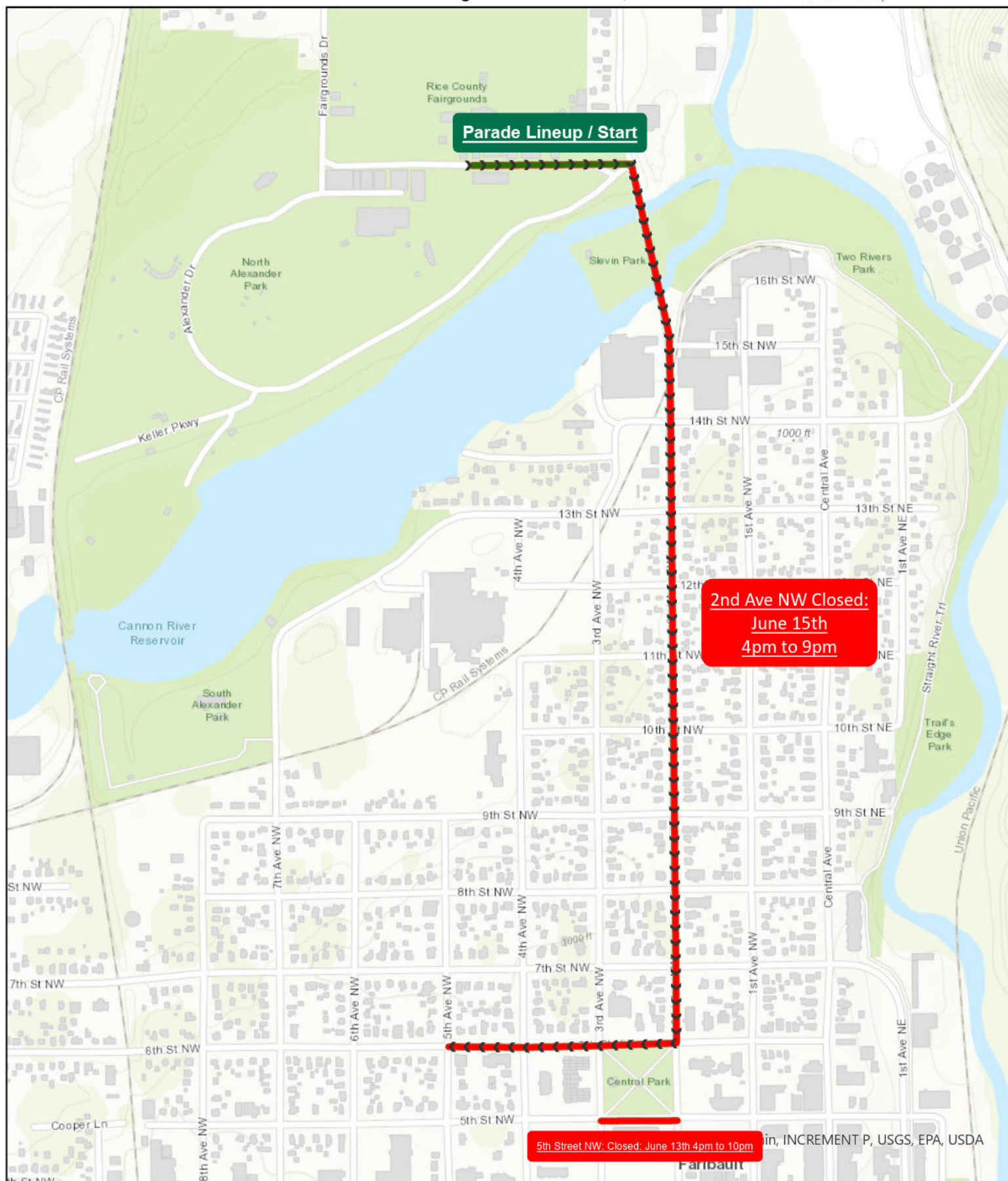
Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica Kinser, City Administrator



- » » » Parade Route
-  Parade Lineup
-  Street Closed



FARIBAULT HERITAGE DAYS

JUNE 13-15, 2024

Thank you to our sponsors



FESTIVAL SCHEDULE

<u>Thursday, June 13</u> ◆ City Wide Garage Sale All-day event. ◆ Opening Ceremony Central Park - 5:45 p.m. Flag raising by Central Vets ◆ RCHS Open Museum Rice County Historical Society - \$3 Hours: Wed. - Fri., 9 a.m.-4 p.m. Sat., 10 a.m. - 2 p.m. ◆ Beer Garden Central Park - 5 p.m. - 9 p.m.	◆ Bingo Central Park - 5 - 7 p.m. Sponsored by Faribault Senior Living. ◆ Mayor's Reception Central Park - 5 - 7 p.m. ◆ Cardboard Boat Race Faribault Family Aquatic Center - 5 p.m. Participants will race a home-made boat. Free ◆ Painting in the Park with Kate Langlais Central Park - 5 -8 p.m.	◆ Baron of Bubble & Rainbow Lady Plus Central Park - 5:30 - 8:30 p.m. Blow massive bubbles with the Baron of Bubble and build clown balloons with Rainbow Lady Plus. Sponsored by A&W. ◆ Family Night - Ninja Anywhere & Inflatables Central Park - 5:30-8:30 p.m. ◆ Faribault BMX race South Alexander Park - Race at 7 p.m. Registration at 5:30 p.m. ◆ Concert in the Park Central Park - 7 p.m. Music by Branded Branded
<u>Friday, June 14</u> ◆ Flag Day Ceremony Central Park - 5 p.m. Sponsored by Faribault Elks ◆ Flag Recycling Faribault American Legion - 5 p.m. Bring your recycled flags for proper disposal. ◆ City Wide Garage Sale All-day event.	◆ Craft Fair Central Park - 3 - 8 p.m. ◆ Free Community Lunch Trinity Lutheran Church - 11 a.m. - 1 p.m ◆ Bingo Central Park - 5 - 7 p.m. Sponsored by Emeralds at Faribault ◆ Archaic Lifeways Rice County Historical Society 10 a.m - 12 p.m. Join Larry Ritchie as he dives into a collection of Bones and Stones from the Archaic period that lasted until about 6,500 B.C.	◆ Inflatables Central Park - 5 - 8 p.m. ◆ Faribault Car Cruise Downtown Faribault - 6 - 9 p.m. ◆ Beer Garden Central Park - 12 p.m. - 12 a.m. Button required after 5 p.m. Happy Hour 3 - 6 p.m. ◆ Dance Central Park - 8 p.m. - 12 a.m. Music by Smoke Screen
<u>Saturday, June 15</u> ◆ City Wide Garage Sale All-day event. ◆ Farmers Market Central Park - 7 a.m. - 12 p.m. ◆ Denny Gare Memorial Youth Fishing Contest King Mill Dam - 9 - 11 a.m. No registration - kids bring fishing rod, minnows provided, all participants get T-shirt. Rice County Sport Fishing Association event. ◆ Painting in the Park with Kate Langlais Central Park - 9 a.m. - 3 p.m. ◆ Archaic Lifeways Rice County Historical Society 10 a.m - 12 p.m. Join Larry Ritchie as he dives into a collection of Bones and Stones from the Archaic period that lasted until about 6,500 B.C.	◆ Lumberjacks X-Cutting and Axe Throwing Central Park - 10 a.m. - 6 p.m. ◆ Craft Fair Central Park - 10 a.m. - 8 p.m. ◆ Rice County Historical Society Harvest and Heritage halls will be open, free to the public, from 10 a.m. to 2 p.m. ◆ Inflatables Central Park - 12-5 p.m. ◆ Music at the Bandshell Central Park - 10 a.m. - 5 p.m. Jerry Hatfield: 12 p.m. Mad Pipes: 1:15 p.m. Andy Tackett: 2:30 p.m. Sawyer's Dream: 3:45 p.m. ◆ Cemetery Open House Oak Ridge Cemetery - 10 a.m. and 3 p.m. Contact the RCHS for details/tickets.	◆ Log Rolling Central Park - 10 a.m. - 5 p.m. ◆ Baron of Bubble & Rainbow Lady Plus Central Park - 2 - 5 p.m. Blow massive bubbles with the Baron of Bubble and build clown balloons with Rainbow Lady Plus. Sponsored by A&W. ◆ Kid's Fun Run Faribault Mill - 5:30 p.m. meeting, 6 p.m. run. Ends at 6th Street NW and 2nd Avenue NW. ◆ Grand Parade Second Avenue Northwest to Central Park - 6:15 p.m. ◆ Beer Garden Central Park - 12 p.m. - 12 a.m. Button required after 5 p.m. Happy Hour - 3 - 6 p.m. ◆ Dance Central Park - 8 p.m. - 12 a.m. Music by Ragtown

SPECIAL EVENTS

◆ **Medallion Hunt**

Listen for clues on KDHL 920 AM and start hunting for the solid silver medallion and \$500 in prizes. Medallion donation by Chappuis Jewelry. Button required to collect the prize.

◆ **Lord of the Things**

Think you know your area history? Test your knowledge in the Faribault Daily News' Historic Places Contest! Watch for details to be printed in the Daily News.

Wednesday, June 12

Wahpekute Dakota History
The Cathedral of Our Merciful Saviour - 6 p.m.
Presented by Jeff Jarvis

Saturday, June 15

Belgian Horse Rides/Cathedral Tours
Cathedral of our Merciful Saviour - 12 - 4 p.m.

Sunday, June 16

Ecumenical Service & Music
Cathedral of our Merciful Saviour - 10 a.m.
Strawberry shortcake after



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: May 28, 2024
SUBJECT: Approve County Highway Maintenance Agreement with Rice County for 2024 & 2025

Background:

The most recent County Highway Maintenance Agreement with Rice County expired on December 31, 2023. Under the agreement, Rice County compensates the City for maintenance on County highways within City limits, including snow plowing, street sweeping, pothole patching, etc.

Staff has worked with Rice County to draft a new agreement. Under the proposed agreement, the compensation will increase 3.4% annually, from \$2,262.00/lane mile to \$2,339.00/lane mile in 2024 and \$2,419.00/lane mile in 2025. The County will also pay the City a lump sum of \$6,634.00 in 2024 and \$6,860.00 in 2025 for mowing operations along CSAH 48. A credit of \$2,000.00 will be issued to Rice County in 2024 for work performed by Rice County on CSAH 19 that was the responsibility of the City under the 2022-2023 agreement.

The agreement was approved by the Rice County Board of Commissioners at the May 14, 2024, meeting.

Recommendation:

Approve County Highway Maintenance Agreement with Rice County for 2024 & 2025

Attachments:

1. 2024-2025 Rice County Maint Agreement

**COUNTY OF RICE AND CITY OF FARIBAULT
COUNTY HIGHWAY MAINTENANCE AGREEMENT**

THIS AGREEMENT, made and entered into this 14th day of May, 2024 by and between the County of Rice, acting by and through its Board of County Commissioners, hereinafter referred to as the "County", and the City of Faribault, Minnesota, acting by and through its City Council, hereinafter referred to as the "City", WITNESSETH:

WHEREAS, Pursuant to Minnesota Statutes §160.21 and §162.17, the parties hereto desire to enter into an agreement pertaining to the maintenance of County Highways within the corporate limits of the City for the years 2020 and 2021 upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, THE PARTIES DO HEREBY AGREE as follows:

I. County Highways Subject to City Maintenance

The City will, during the calendar years 2024 and 2025, provide the maintenance as outlined in this agreement on those portions of the following County State Aid Highways (CSAH) within the corporate limits of the City particularly described as follows:

Highway	Local Street Name	Segment Termini	Length (Miles)	# of Traffic Lanes	Lane Miles
CSAH 11	7th Street NW	T.H. 21 (Lyndale Ave.) to Wilson Ave.	0.07	4	0.28
	7th Street NW	Wilson Ave. to Western Ave.	0.58	2	1.16
	Roberds Lake Blvd	Western Ave. to Belview Trl.	0.39	3	1.17
CSAH 19	Glynview Trail	CSAH 45 (Willow St.) to Sunshine Lane	0.67	2	1.34
CSAH 45	Willow Street	CSAH 19 (Glynview Trl.) to Albers Path	0.09	3	0.27
	Willow Street	Albers Path to CSAH 47 (17th St. SW)	0.39	2	0.78
Totals			2.19		5.00

II. Maintenance Activities by City

The maintenance to be performed by the City on the County State Aid Highways and County Roads identified in Section I. shall consist of the following:

- (a) Maintain the county highway pavement according to industry standards and practices so as to keep the same smooth and in good repair, for the passage of traffic, and free from all obstructions and impediments to safe travel, to include routine minor maintenance such as filling of "potholes" and crack sealing.
- (b) Keep the traveled roadway reasonably free and clear, according to industry standards and practices and City policies, of ice, snow and debris all months of the year and

undertake proper sanding when necessary as determined by the City of Faribault Public Works Director or his/her designee.

- (c) Perform comprehensive semi-annual street sweeping, as part of City's regular schedule for spring and fall sweeping, and provide localized sweeping in response to spills on the roadway creating a hazardous or nuisance condition as determined by the City.
- (d) Maintain roadway markings, traffic control devices and safety devices in operating and usable condition.
- (e) Keep catch basin inlets reasonably free of debris to ensure proper drainage from the pavement is being maintained.
- (f) Maintain or cause to be maintained by the adjacent property owner(s), the roadside vegetation and landscaping in a neat and orderly fashion by mowing, trimming, and providing for noxious weed control in accordance with the City Code of Ordinances and policies.
- (g) Ensure that sidewalks/walkways/paths located in the boulevards are in good repair and snow and ice are removed in accordance with the City Code of Ordinances.
- (h) Install and maintain crosswalk and school zone pavement markings in those locations as deemed appropriate by the City.
- (i) It shall not be the obligation of the City under this agreement to do any work which shall consist of extraordinary maintenance, such as washouts, frost boils, etc., betterments, seal coating, construction or reconstruction. In the event the County should desire the City to do any such work the parties will enter into a separate agreement therefore. However, if the City becomes aware of such need, the City shall immediately notify the Rice County Highway Engineer or his/her designee of the need for extraordinary maintenance or of any conditions of these highways that would cause unnecessary or unreasonable risk to persons or property.
- (j) All materials used by the City in the performance of the work hereunder shall conform to the requirements of the current Minnesota Department of Transportation Standard Specifications for Construction, and all amendments and supplements thereto.

III. Limited Maintenance on CSAH No. 48 (Lyndale Ave.) from T.H. 60 to Highland Place

The City will maintain the traffic signal system (at Division Street) and street lighting along this highway segment including bulb replacement, painting, and general maintenance of the signal or light poles. The City will also be responsible for furnishing all electrical power for said street lights and traffic signal system. The City and County agree to split 50/50 any extraordinary costs associated with repair or replacement of the street lights and/or traffic signal system. All signal timing will be determined by the County, and no changes will be made without the County's approval. Sweeping and sanding services may be provided by the City as a courtesy and are not included in the maintenance compensation included in this agreement. The City will be responsible for mowing the median area and the shoulder areas and maintaining other roadside vegetation at its discretion.

IV. Other Agreements

The City shall continue to provide the maintenance activities and meet the other obligations for facilities located on County State Aid Highways and County Roads within the corporate limits covered under separate agreements as follows:

- (a) CSAH 11 (7th Street NW) from 130 feet east of Wilson Ave. to Cannon River Bridge
1998 Cooperative Construction Agreement (SAP 66-611-08)
 - City responsible for proper maintenance of all storm sewer, sanitary sewer, and watermain facilities, and concrete sidewalks.
- (b) CSAH 19 (Glynview Trail) from CSAH 45 to 3600 feet southeast
1991 Cooperative Construction Agreement (SAP 66-619-12)
 - City responsible for proper maintenance of all storm sewer, sanitary sewer, watermain facilities, and concrete sidewalks.
- (c) CSAH 45 (Willow Street) from CSAH 19 to 850 feet south of Allen Path
2010 Cooperative Construction Agreement (SAP 66-645-05)
 - City responsible for proper maintenance of all sanitary sewer, watermain facilities, bituminous walkways, and concrete sidewalks.
- (d) CR 93 (Western Avenue) from Old 4th Street to City limits
1997 Cooperative Construction Agreement (CP 93-12)
 - City responsible for proper maintenance of all storm sewer, sanitary sewer, watermain facilities, and concrete sidewalks.

V. General Conditions

- (a) The County will furnish, install and maintain at all times suitable guide signs, warning signs, route markers and center lines for the guidance of traffic on such County Highways. The City will furnish, install and maintain at all times suitable regulatory, guide and warning signs that lie within the County highway right-of-way that are deemed necessary for all intersecting City streets along the mainline County Highways.
- (b) The City may partially block said highways within its corporate limits at such times as it becomes necessary for the performance of the services under this agreement and, in case of emergency where it is required, such highways may be wholly blocked and the passage of traffic thereon prevented by the City. At no time, however, shall the City continue to obstruct the free passage of traffic on said highways for a longer period of time than is reasonably required for making the necessary repairs thereon. The City may also permit the closing of such streets at such times as it is necessary for the repair or installation of water or gas mains, electric or telephone cables and sewers or services (reference item VI. (c) below). However, the City shall not cause any portion of said highways that is to be maintained hereunder to be closed to traffic for any reasons other than those above set forth and in no event for a time longer than shall be

necessary. In the event of the total blocking or closing of such County State Aid Highways or County Roads, the City shall ensure a suitable detour is provided during such time.

- (c) The City shall issue and administer necessary permits for excavations within the limits of any of the above roadways in accordance with the terms and conditions specified in the City's Right-of-Way Management Ordinance. The County shall retain permitting authority for accesses to the County Highways.

VI. Payments

- (a) The County will pay to the City the sum of Two Thousand, Three Hundred Thirty-Nine Dollars 00/100 (\$2,339.00) per lane mile in 2024 and for the performance of the work and labor and the furnishings of materials as set forth in Section I on County State Aid Highways and hereinbefore particularly set forth. The payment for 2024 shall be reduced by Two Thousand Dollars 00/100 (\$2,000.00) for work performed by the County in 2023 on CSAH 19.
- (b) The County will pay to the City the sum of Two Thousand, Four Hundred Nineteen Dollars 00/100 (\$2,419.00) per lane mile in 2025 for the performance of the work and labor and the furnishings of materials as set forth in Section I on County State Aid Highways and hereinbefore particularly set forth.
- (c) The County will pay to the City the lump sum of Six Thousand, Six Hundred Thirty-Four Dollars 00/100 (\$6,634.00) in 2024 & Six Thousand, Eight Hundred Sixty Dollars 00/100 (\$6,860.00) in 2025 for the performance of the work and labor and the furnishing of material for the mowing operations on CSAH No. 48 as set forth in Section III.
- (d) Payment under this agreement shall be made on an annual basis and as soon after January first of the year immediately following the year in which the maintenance was provided, upon submission by the City Director of Public Works of an invoice, approved by the County Highway Engineer of Rice County, verifying that all work was completed during the period for which payment is to be made, in full accordance with this agreement.

VII. Independent Contractor

It is further understood that all persons working on such highways are employees of the City or its contractors or agents and are in no way employed by the County. All contracts and agreements made by the City, with third parties for the performance of any work to be done under this agreement shall be subject to the terms of this agreement and comply with all State laws and requirements relating to contracts for the construction and maintenance of County State Aid Highways and County Roads.

VIII. Indemnification

The parties agree with the exception of the payments due and payable or to come due and payable as herein provided, neither the County of Rice, nor the Board of Commissioners, employee or agents of the County of Rice, either in their individual or official capacity, shall be responsible or liable in any manner to the City or to any person or persons whatsoever for any claim, demand, action, or causes of action of any kind or character arising out of or by reason of the execution of this agreement for

the negligent performance and completion of the work and improvements provided for herein or arising out of any contract let by the City for the performance of any of the work provided for herein, and the City agrees to save and keep the County, Board of County Commissioners, employees and agents harmless from all such claims, demands, actions or causes of action, and to defend the County, Board of Commissioners, employees, and agents against any and all thereof, except for the failure of the County to perform extraordinary maintenance as required by Section III thereof when properly notified of the need for such extraordinary maintenance, in which case the County shall assume such liability as the laws require.

IX. Termination

If the City fails to perform any of the work named herein under the terms of this agreement, the County may cause such work to be done and performed, and may retain from any moneys then due to the City under this agreement, or thereafter becoming due, any such amount as it required for the completion of such work, provided however, that this paragraph shall not be construed to relinquish any rights of action which may accrue on behalf of the County against the City for any breach of agreement.

Either party may terminate this agreement by notifying the other party in writing no less than 180 days prior to the expiration of the agreement.

IN WITNESS THEREOF, The City and the County have executed this agreement by their respective officers as of the date first written above.

COUNTY OF RICE



Galen Malecha, Chairperson
Rice County Board of Commissioners

ATTEST:



Sara Folsted, County Administrator
Rice County

CITY OF FARIBAULT

Kevin F. Voracek, Mayor
Faribault City Council

ATTEST:

Jessica L. Kinser, City Administrator
City of Faribault



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: May 28, 2024
SUBJECT: Approve Quote for Blower Variable Frequency Drive at Water Reclamation Facility

Background:

A variable frequency drive (VFD) for a blower that provides dissolved oxygen to treat wastewater at the Water Reclamation Facility (WRF) has failed and needs replacement.

Staff solicited a quote for a VFD from Great Northern Environmental, Oakdale, MN for \$74,668.49. The quote includes the VFD, electrical components and field service technicians to assist with the installation of the VFD. This is an un-budgeted expense for 2024, so a budget adjustment to Fund 602-49480 will be necessary. Funding will be provided by the Sanitary Sewer Fund (602). Staff is also looking into any rebate incentives from Xcel Energy.

Recommendation:

Approve Quote for a Variable Frequency Drive at Water Reclamation Facility from Great Northern Environmental, Oakdale, MN and Budget Adjustment to Fund 602-49480

Attachments:

1. Sulzer - Faribault, MN Quote



Great Northern Environmental

1300 Helmo Avenue N
Oakdale, MN 55128

QUOTE

Date	Estimate #
5/15/2024	24050005

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 - SP-A005616	FREQ. CONV NXP 03855B0N0SSG0000000000	1	58,286.58	58,286.58T
Sulzer - SP-A005576	Circuit board OPT-E2-V RS-485	1	746.97	746.97T
Sulzer - SP-A005577	Circuit board OPT-E3-V Profibus DP	1	634.94	634.94T
Sulzer - Labor	1.) Two technicians, 5 days + expenses. Two days travel, 3 days in the field. 1,500.00 per day total 15,000.00 2.) Access to straight over the HSU process air inlet with overhead lifting ability. 500 lbs. and height 8’ ft. clear above ITFL. If these units have ITFL filters it would be dead center of the top of the ITFL filter box. 3.) Adequate work lighting and an 8' ft. ladder 4.) Non-restricted work hours	1	15,000.00	15,000.00T
Freight not included.		Subtotal \$74,668.49		
		Sales Tax (0.0%) \$0.00		
		Total \$74,668.49		



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-063 Approve Public Purpose Expenditures and Purchasing Policy

Background:

The City Council approved the Public Purpose Expenditure/Purchasing Policy in April 2023, which follows section 6.05 of the City Charter:

"The city administrator shall be the chief purchasing agent of the City. All city purchases and contracts shall be made or let by the city administrator when the amount involved does not exceed an amount established at least annually by the city council by resolution. All other purchases shall be made, and all other contracts let by the council after the recommendation of the city administrator has first been obtained. Contracts shall be made in compliance with Minnesota law, and whenever competitive bids are required, the contract shall be let to the lowest responsible bidder, consistent with Minnesota law. All contracts, bonds, and instruments of any kind to which the City is a party shall be signed by the mayor and the city administrator on behalf of the City and shall be executed in the name of the City. The council may by ordinance adopt further regulations for the making of bids and the letting of contracts."

This portion of the Charter is also specifically stated in 2C of the policy, where the dollar thresholds for City Administrator approval are set at \$10,000 for unbudgeted expenditures and \$25,000 for budgeted expenditures. No changes are proposed to these dollar thresholds.

This policy has operated under the strict interpretation of the Charter language that does not specifically provide any delegation of purchasing authority or signature authority for purchases to any position under the City Administrator. In practice, this requires the City Administrator to sign off on any dollar amount of a purchase within the \$10,000/\$25,000 threshold, except if an employee is using their credit card with a \$2,500 or \$5,000 limit depending upon position. As an example, I had to sign an

agreement for \$750 for a company to do an annual maintenance check on the salt storage cover. I do not believe the intent of the policy is to prevent the Public Works Director from signing off on this purchase, nor do I believe the intent of this policy is to be a burden on staff time and efficiency. In working with legal counsel, I recommend the following changes to the Public Purpose Expenditures/Purchasing Policy:

1. Amend 2C to include the following sentence: "The City Administrator may delegate purchasing and signature authority as listed in 2E of this policy."
2. Amend 2E by replacing the current purchasing matrix.
3. Exhibit A- Section B Employee Wellness and Safety Program to remove a reference to the Insurance Cooperative.

Recommendation:

Approve Resolution 2024-063

Attachments:

1. 2024-063- Approve Public Purpose and Purchasing Policy
2. Public Purpose Expenditures and Purchasing Policy 05-28-24

CITY OF FARIBAULT

RESOLUTION #2024-063

APPROVE PUBLIC PURPOSE EXPENDITURES AND PURCHASING POLICY

WHEREAS, expenditures by a public entity must be authorized by statute or Charter and also must have a public purpose; and

WHEREAS, the City of Faribault has only such powers as are determined by statute or Charter which may be necessarily and reasonably implied there from and may make expenditures only in the reasonable exercise of those powers; and

WHEREAS, the City Council wishes to defined certain practices and procedures as they relate to public purpose expenditures and purchasing practices; and

WHEREAS, the Public Purpose Expenditures/Purchasing Policy is presented with amendments that comply with the Minnesota Office of the State Auditor and the League of Minnesota Cities.

NOW, THEREFORE BE IT RESOLVED, that the attached Public Purpose Expenditures/Purchasing Policy dated May 28, 2024, is hereby adopted as written.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Public Purpose Expenditure/Purchasing Policy

Purpose: The purpose of this policy is to establish guidelines for purchases made on behalf of the City of Faribault.

1. PURPOSE

Pursuant to provisions of the Faribault City Charter and the statutes and laws of the State of Minnesota, which permit and require the expenditure of public funds for public purposes, this policy establishes guidelines for purchases made by the officials, employees and representatives of the City of Faribault. The policy has the following objectives:

- A. Ensure compliance with Minnesota Public Purpose Doctrine.
- B. Ensure compliance with the Faribault City Charter, Chapter 7 – Taxation and Finances.
- C. Ensure compliance with applicable state laws, in particular Minnesota Statute §471.345, Uniform Municipal Contracting.
- D. Provide clear guidance to City Council and City Staff to ensure purchasing decisions result in the best use of tax dollars for its constituents.
- E. Encourage purchases from local and state vendors when cost effective.

2. GUIDELINES

- A. The Constitution of the State of Minnesota, Article X, Section 1, provides that taxes shall be levied and collected for public purposes. The Minnesota Public Purpose Doctrine provides that in order for an expenditure of public funds to be lawful, there must be specific or implied authority for the expenditure in state statute or the City's Charter and it must be a public purpose expenditure. To be considered a public purpose expenditure the activity must meet all of the following criteria:

- 1. It benefits the city as a body.
 - 2. It is directly related to functions of government.
 - 3. It does not have as its primary objective the benefit of a private interest but instead promotes the public health, safety, general welfare, security, prosperity, and contentment of all city residents.

Exhibit A provides additional guidelines regarding expenditures that are authorized as being made for a public purpose, even though a limited personal employee benefit may be derived. Further, the expenditures must be authorized in accordance with the City's annual budgeting process.

- B. As provided in the Faribault City Charter, Section 7.14, the City Council shall establish a Public Expenditure Policy which shall be reviewed and approved by the City Council annually. In reviewing and approving the policy, the City Council shall consider whether the expenditures serve a public purpose. When determining the content of the policy, the City

Council shall consider the opinion of the City Attorney and statewide sources of authority, which may include judicial determinations, Minnesota Attorney General's opinions and findings of the Office of the State Auditor.

- C. All disbursements shall be authorized by the City Council. All accounts, claims, and invoices shall be audited by the Finance Department and presented to the Council for approval. The City Council has delegated its authority to the City Administrator to pay certain claims made against the City prior to formal authorization. A resolution approving the administrator purchasing and contracting authority, is executed by the City Council annually, per the Faribault City Charter, Section 6.05, Purchases and Contracts. This resolution authorizes the City Administrator to make purchases and let contracts when the amount involved does not exceed \$10,000, except when necessary to pay monthly utility and credit card bills that produce late fees and interest charges if not paid prior to formal Council approval, or \$25,000 for purchases included in the current year's Budget and/or Capital Improvement Plan. The City Administrator may delegate purchasing and signature authority as listed in 2E of this policy
- D. The Faribault City Charter, Section 6.05, Purchases and Contracts, provides that all contracts, bonds, and instruments of any kind to which the City is a party shall be signed by the Mayor and the City Administrator on behalf of the City and shall be executed in the name of the City.
- E. Purchasing and budgetary control is the responsibility of each department head. The department head may designate other staff within their department to purchase goods and services in compliance with the annual budget. Department heads and their designees are authorized to make purchases according to the following thresholds:

UNBUDGETED EXPENDITURES			
Dollar Amount	Approval	Purchasing Procedure	Payment Method
Up to \$5,000	Department Director or Designee	Open Market	Credit Card Charge Account Check/ACH/Wire
\$5,001-\$10,000	City Administrator	Quote	Charge Account Check/ACH/Wire
\$10,001+	City Council	Quote	Charge Account Check/ACH/Wire

BUDGETED EXPENDITURES			
Dollar Amount	Approval	Purchasing Procedure	Payment Method
<\$5,000	Supervisor/ Department Director or Designee	Open Market	Credit Card Charge Account Check/ACH/Wire
5,001 to 15,000	Department Director or Designee	Quote	Charge Account Check/ACH/Wire
15,001 to 25,000	City Administrator	Quote, Bid, Proposal	Charge Account Check/ACH/Wire
\$25,001 to \$175,000	City Council	Multiple Quotes or RFP	Check/ACH/Wire
>\$175,000	City Council	Sealed Bid	Check/ACH/Wire

Notes:

- All payments are presented to the City Council for final approval.
- If a cooperative purchasing agreement is in place, quotations are not needed.
- Authorized purchasers are only allowed to authorize funds from within their department's budget. Purchaser should collaborate with other authorized purchaser from the necessary departments to make joint purchases.
- Employees will not make any purchases for personal use through the City.
- Information technology (IT) purchases should be coordinated with the City's IT Coordinator to ensure purchases are compatible with and supported by the City's IT infrastructure systems.

3. PURCHASING PROCESS

A. Decentralized Purchasing

The City of Faribault has a "decentralized" purchasing program where individual departments are responsible for making their own purchases. There are a few exceptions including State Bid vehicles and other similar state or cooperative purchasing agreements.

All other purchases should follow the rules below:

1. Determine the need for commodities or services.
2. Research the cost of the purchase and determine proper purchasing alternative.
3. Determine the appropriate account coding and whether there is sufficient funds available in that budget line item.
4. Request approval from department director or designee to make purchase.
5. Following purchase, invoices should be directed to City Hall, Accounts Payable. They will be processed for coding and approval followed by review and processing through the Finance Department.
6. Accounts payable claims listing is approved by City Council.
7. Payment is made by the Finance Department.

B. Purchasing Practice

1. The City will use documented purchasing procedures which will reflect applicable State and local laws and regulations and conform to applicable federal law.
2. The City will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or performance agreements.
3. The City of Faribault holds its employees to the highest ethical standards. Purchases shall be conducted so they foster public confidence in the integrity of the City's procurement system, and open and free competition among prospective suppliers. The following code of conduct regarding purchasing conflicts of interest and the performance of its employees will be upheld:
 - a. No employee, officer, or agent may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial interest or other interest in or a tangible personal benefit from a firm considered for a contract.
 - b. Officers, employees, and agents of the City may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
 - c. If the financial interest is not substantial or the gift is an unsolicited item of nominal value, it may be allowable upon review.
 - d. Violations of these standards by officers, employees, or agents of the City will result in disciplinary action up to and including termination.
 - e. If federal funding is involved, the City must disclose in writing any potential conflict of interest to the federal awarding agency or pass-through entity.
 - f. In keeping with the values and ethical standards expected from City employees, they should avoid the following practices when making purchases on behalf of the City:
 1. Circumventing competitive bidding requirements by splitting purchases so that they can be made through several small purchases; using the emergency procedure process when no true emergency exists; using a "sole source" exemption when competition is available; or other manners of avoiding competitive bidding.
 2. Denying one or more vendors the opportunity to bid on a contract using unnecessarily restrictive specifications; pre-qualifying bidders on a discriminatory basis; removing companies from a bidders list without just cause; requiring unnecessarily high bonding; or other manners of denying opportunities for vendors to bid.
 3. Giving favored vendors an unfair advantage by providing vendors with information regarding their competition's offers in advance of a bid opening; making information available to favored vendors and not to others; giving un-favored vendors inaccurate or misleading information; or other manners to provide unfair advantages.

4. Avoiding the use of outside vendors by using employees of the City to provide goods or services through their personal business practices; not providing fair opportunity to vendors for all goods or services required for City operations; or other means to use City employees as an alternative to outside vendors.
4. City employees will avoid acquisitions of unnecessary or duplicative items. In addition, each department will implement internal controls to ensure that goods and services ordered are received, that only goods and services actually received are paid for, that goods and services ordered are necessary and that no duplicate payments are made.
5. City employees will seek out purchasing alternatives that result in the most economical outcomes. Consideration will be given to consolidating or breaking out purchases, lease versus purchase options, and other appropriate alternatives. In addition, Minnesota's Cooperative Purchasing Venture and other joint purchasing agreements will be considered.
6. Construction contracts will be awarded based on Minnesota Statute §412.311 which allows the City to use a "Best Value" alternative instead of awarding the bid to the lowest responsible bidder. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, qualifications of key personnel and financial and technical resources.
7. The City staff will maintain records sufficient to detail the history of its purchases. These records will include, but are not necessarily limited to, the rationale for the method of procurement, the selection of contract type, the contractor selection or rejection, and the basis for the contract price.
8. The City is responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include source evaluation, protests, disputes, and claims.
9. All procurement transactions will be conducted in a manner following written procedures that provide full and open competition. For federal contracts that includes prohibiting the use of statutorily or administratively imposed state or local geographical preferences, except in those cases where applicable federal statutes expressly mandate or encourage geographical preference. In addition:
 - a. All solicitations will provide for clear and accurate descriptions of the technical requirements that must be provided for the material, product, or service to be procured.

- b. All solicitations will identify the requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
 - c. All prequalified lists of persons, firms, or products which are used in acquiring goods and services will be current and include enough qualified sources to ensure maximum open and free competition. Also, the City will not preclude potential bidders from qualifying during the solicitation period.
- 10. The City will take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and veterans' business enterprises are used when possible including:
 - a. Placing qualified businesses and enterprises on solicitation lists.
 - b. Assuring that qualified businesses and enterprises are solicited whenever they are potential sources.
 - c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by these businesses and enterprises.
 - d. Establishing delivery schedules, when requirements permit, that encourage participation by these businesses and enterprises.
 - e. Using the services and assistance, as appropriate, of organizations such as the Small Business Administration and the Minority Business Development Agency.
 - f. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above.
- 11. City employees will make every effort to purchase goods and services from local vendors and award purchases to those vendors when cost effective. This can be accomplished by insuring that local and state vendors who have goods or services available are included in the competitive shopping process that will precede most purchases.
- 12. If the purchase of items results in the need to dispose of existing city property, the following guidelines apply:
 - a. City staff will make a recommendation to the City Council and the Council will determine if the capital assets are surplus and should be subsequently sold or disposed.
 - b. Council must approve the disposal of equipment via trade-in, which may be performed as part of the approval of the purchase of new equipment.
 - c. Surplus capital assets in a condition for sale are to be sold at public auction, online auction or through a sealed bid process with reasonable public notice regarding the upcoming sale.
 - d. Minnesota Statute §471.345, subd. 17 states that a city "may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused

using an electronic selling process in which purchasers compete to purchase the surplus supplies, materials, or equipment at the highest purchase price in an open and interactive environment.”

- e. No employee of the City who is a member of the administrative staff, department head, a member of the Council, or an advisor serving the City in a professional capacity may be a purchaser of property sold under this section. Other City employees may be purchasers if they are not directly involved in the sale, if they are the highest responsible bidder in the public disposition process.
- f. Assets not in a condition for sale should be disposed of according to waste management guidelines.
- g. In all instances, the City will abide by applicable Minnesota Statutes in regards to the disposal or sale of capital assets.

- 13. Documented internal accounting and administrative procedures are in place to ensure proper disbursement of funds and generally accepted accounting principles will be followed.

C. Purchasing Options

The following options may be used for making public purchases:

1. Sealed Bids

- a. A formal sealed bid procedure is required for all purchases in excess of \$175,000 except for professional services.
- b. A published notice of bid is required in the official City newspaper and/or the City’s website per MN Statute 331A.03 at least ten days in advance of bid opening, except in cases where the estimated costs of the contract exceed \$350,000 or special assessments are intended to finance a local improvement project, in which case the City will follow statutory requirements. The published notice must state where the plans and specifications can be obtained by bidders and specifically, where the bid opening will be held. The notice may also be published on the City’s official web site; however, this publication is in addition to the official newspaper publication.
- c. All bid openings are to be administered by originating department.
- d. The preparation of all specifications are to be the responsibility of the originating department.
- e. Required authorization for all plans and specifications is the responsibility of the originating department.
- f. Contract change orders may be approved by the City Administrator or his/her designee provided the total change does not exceed purchasing limitations as outlined in the City Charter. Details are provided in the Purchasing Procedures.
- g. The City Council must formally approve the bid contract.

2. State, County, and Other Cooperative Purchasing Contracts

- If it is determined that a product/service is on a state contract, vendors should be told that the purchase will be made using that contract. When completing the purchasing paperwork, note that the purchase is per state contract and indicate the contract number.
- All requirements of this policy are deemed to be met if purchases are made through the State of Minnesota Cooperative Purchasing Program. Depending upon the purchase level of the item, appropriate approvals still apply.

3. Quotes

Quotes should be submitted in writing by the vendor. If the quotes are not written, the requestor who received the verbal quote must document the quote in writing. All such quotes must be kept on file by the department making the purchase.

4. Emergency

Emergency situations may arise where the normal purchasing process cannot be followed for the procurement of goods and services. An emergency means an unforeseen combination of circumstances that calls for immediate action to prevent a disaster from developing or occurring.

Minnesota Statute §12.29 gives the Mayor the authority to declare a local emergency for up to three days, which period may be extended by the City Council. During such an emergency, if authorized by City Council, the City is not required to use the typically mandated procedures for purchasing and contracts. During that time, the governing body may waive compliance with the prescribed purchasing guidelines, including compliance with Minnesota Statute §471.345, Uniform Municipal Contracting Law.

Whenever possible the current purchasing policies and procedures should be followed even when an emergency is declared, but as described above if the emergency requires speedy action essential to the health, safety, and welfare of the community and if there has been an emergency declaration, the standard purchasing policies and procedures can be waived in accordance with Minnesota Statute §12.37.

5. Professional Services

Professional Services are considered to be unique and are not subject to the bid law even though the contract amount may exceed \$175,000. This group includes architects, engineers, construction managers, attorneys, accountants, consultants, and other services requiring technical, scientific or professional training.

Request for Proposals (RFPs) may be used to solicit proposals for professional services. Typical information to address in RFPs include:

- Background and scope of the project
- The project's budget to ensure that the proposals stay within that range

- Proposal requirements should include adequate information to allow for proper review and evaluation including:
 - Description of firm and qualifications, including any specialized experience related to the project
 - A list of similar projects that the firm has completed
 - Project timetables including: estimate of hours, breakdown by hours by phase, and the City's expectation of a completion date
 - Designation of a firm principal who will be in charge of the project
 - Résumés for all staff who will work on the project
 - Statement that either no subcontractors are allowed or that all subcontractors will be identified and are subject to the City's approval
 - Estimate of cost to provide the service, outline of fee schedule and payment schedule
 - Description of City's selection process
 - City's evaluation criteria, which typically may include:
 - Quality and thoroughness of the proposal
 - Similar past experience and/or experience
 - References
 - Cost estimate
 - The following statement must be included: "The City reserves the right to reject any and all proposals, waive all technicalities and accept any proposal deemed to be in the City's best interest."
 - Submittal deadline: date, time, project name, and addressee
 - Statement: "Proposers are solely responsible for delivery of their proposals to the City before the deadline. Any proposal received after the deadline will not be considered and will be returned."
 - Information about where questions should be directed

6. Lease Purchases

All operating and capital lease agreements require approval through the Finance Department and legal counsel prior to initiating a lease. Staff will conduct a lease versus purchase analysis to determine the most cost-effective method.

7. On-Line Purchases

The following guidelines are recommended for purchasing products over the internet:

- Purchases should be made only from vendors that use secure servers for e-commerce.
- Standard purchasing guidelines should be followed.

Compliance should also be assured relating to requirements outlined in the City's Personnel Policies and all other City policies (currently in place or adopted in the future) and Minnesota State Statutes. This policy does not replace the State's Gift Policy statutes.

EXHIBIT A

Public Purpose Expenditures

Pursuant to provisions of the Faribault City Charter, Section 7.14 – Authority for expenditures, the City Council expressly authorizes expenditures related to any of the following activities to be deemed as public purpose expenditures. All benefited full time and part time employees, elected officials and commission members will follow the public purpose expenditures guidelines. Under no circumstances will expenditures be authorized as a public purpose if made for the benefit of spouses, partners, family members, or friends of employees unless those individuals are serving in an otherwise authorized capacity. Officials and employees must obtain separate receipts for authorized and non-authorized City expenditures for reimbursement and auditing purposes.

Certain awards or incentives may be considered to be additional compensation to employees and will be reported on the employees' W-2 form as required by law. The City's Personnel Policies provides guidelines and procedures related to clothing benefits, conference attendance and authorized travel expenses.

Permitted Expenditures

Every City expenditure must be valid based upon the public purpose for which it is expended. The following items are deemed to meet the Council definition of public purpose expenditures:

A. Employee Recognition and Retention

These permitted expenditures are intended to serve the public purpose of recruitment and retention of personnel. These practices are meant to ensure high employee productivity and morale and reduce expenses resulting from low productivity and high turnover.

- a. City Employees and Retirees meeting the years of service recognition as per the Employee Recognition Award Program, not to exceed \$675 as determined by City Council.
- b. Annually, in conjunction with the presentation of service award catalogs, the City may sponsor an Employee Recognition event for City employees.
- c. Annually, the City may sponsor a Volunteer Recognition event to promote teamwork and coordination among the City Council, department directors, commission/committee members, and employees. This event and a token gift for volunteers also serve as de minimus compensation for the service provided by the volunteers.
- d. The City supports other events that are planned and paid for by employees to encourage team building activities.
- e. The City may sponsor for a cake, or similar food, in recognition of long-time service or retirement for employees, volunteers, and elected officials.

B. Employee Wellness and Safety Programs

The City Council recognizes the importance of employee fitness and health as it relates to the overall work and life satisfaction of the employee and the overall impact on the City's health insurance plan. As such, the City Council supports an Employee Wellness Committee and Program, which has been designated to educate employees on fitness and health issues.

The incentives provided to employees through the Wellness Program are considered to be “additional compensation” for work performed by employees, but is entirely dependent on receiving funding from year-to-year.

The Employee Safety Program supports programs to promote and maintain a safe work environment. Safety incentives may be used to recognize accomplishments with an award to the department to sponsor a team event for participating in and promoting safety practices in their respective departments.

C. Meals and Refreshments

The City Council recognizes that situations in which City business needs to be discussed and may need to occur during or adjacent to a meal hour. In addition, there are public and employee meetings and events in which reasonable refreshments may be necessary to create a more productive environment and to be responsive to participants’ time schedules. The following items are deemed to meet the Council definition of public purpose expenditures in regards to meals and refreshments:

- a. Meals and refreshments are allowed when they are part of a meal hour meeting for official City business when it is the only practical time to meet. These meetings must have a pre-planned agenda and typically involve meetings with City Council members, Committee/Commission members, or local business or civic organizations.
- b. Meals and refreshments are allowed at employee meetings and events that have a purpose of discussing City issues, part of an employee training, or a City Employee Wellness, Appreciation, or Holiday Event. These meetings must have a pre-planned agenda and do not include routine staff meetings.
- c. Meals and refreshments are allowed when work activities requiring continuous service when it is not possible to break for meals (e.g., election days, water main breaks, high profile criminal investigation, on-going emergency response activities, etc.). All non-emergency events require advance authorization by the responsible department director.
- d. City sponsored training or work-related meetings where employees are required to participate or be available during break periods and/or lunch.
- e. Travel expenses for employees, including meals, are outlined in the Personnel Policies.
- f. No purchase of alcoholic beverages is allowed at any time.

D. Membership, Dues and Contributions

The City Council has determined that the City will fund memberships and dues (individual or organization) in professional organizations, and local social and community organizations when the purpose is to promote, advertise, improve or develop the City’s resources and advantages that advance the City’s efforts in improving economic development, civic, educational and governmental efficiency but such expenditures shall not have as their primary purpose the personal interest or gain of an individual employee.

Monetary contributions to civic organizations must be approved by the City Council during the annual budget process and/or by City resolution. Monetary contributions provided by the City must be for programs that serve our citizens and are deemed to meet the public purpose guidelines.

E. International, Cultural, and Economic Development Programs

The City Council has determined that funds may be expensed for the purpose of advertising the City and its resources and advantages. Sister Cities programs, or their equivalent, are expressly authorized by this provision. Funds appropriated pursuant to this authority may be allocated for activities such as preparation or advertising materials, official travel to related events, and monuments memorializing participation in such events. Funds appropriated pursuant to this authority may further be used in any manner that the City Administrator deems appropriate for the purpose of advancing the City's interests with respect to international, cultural, or economic development activities.

F. Community Events, Festivals, and Celebrations

The City Council authorizes the allocation and expenditure of funds for the purpose of hosting or participating in community events, festivals, or celebrations. The City shall not expend any funds unless it has been determined, by the City Administrator, that participation in such event shall positively advertise the City.

G. City Apparel

The City Council recognizes the importance of allowing Elected and Appointed Officials and City staff to represent the City during the execution of tasks related to their role as members of the City and believes that providing apparel with the City's official logo is a cost-effective and efficient way for Elected and Appointed Officials and City staff to identify themselves as such and to promote the City. The City Council authorizes the allocation of funds to purchase Elected and Appointed Officials and City staff up to \$150 per year for apparel to be worn during the performance and execution of official City duties related to their role as members of the City. The City Administrator, or his or her designee, shall oversee the selection and ordering of the official City logo apparel.

Appropriation of Funds

The cost of the authorized public purpose expenditures will be included in the City's annual budget and approved by the Council as part of the overall budget approval process which includes public notification and opportunity for public input regarding budgeted expenditures.

THIS POLICY SPECIFICALLY REPEALS AND REPLACES PRIOR CITY POLICIES AND ADMINISTRATIVE MEMORANDA RELATIVE TO PUBLIC PURPOSE EXPENDITURES AND PURCHASING POLICIES.

Approved:

Mayor
May 28, 2024

City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-105 Accept Hannah Lips Foundation Grant and Revise Budget

Background:

Faribault Parks and Recreation Department was recently awarded a Hannah Lips Foundation Grant in the amount of \$6,415.00. This grant was requested to assist with purchasing an AED, storage box and life jackets for swimming pool patrons.

We were awarded our full request of up to \$6,415. We incurred expenses totaling \$6,097.57 to purchase the specified equipment. This is a request to accept the grant in the amount of \$6,097.57 from the Hannah Lips Foundation and revise the 2024 Community Center budget accordingly.

Recommendation:

Approve Resolution 2024-105 Accept the Hannah Lips Foundation Grant and Revise Budget.

Attachments:

1. Resolution 2024-105 Accept Hannah Lips Foundation Grant and Revise Budget
2. Grant Application
3. Budget Revision Request

CITY OF FARIBAULT

RESOLUTION #2024-105

ACCEPT HANNAH LIPS FOUNDATION GRANT AND REVISE BUDGET

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

WHEREAS, the Hannah Lips Foundation Grant has allocated funding to the Faribault Parks and Recreation Department to purchase an AED, storage box and life jackets; and

WHEREAS, the Faribault Parks and Recreation Department is eligible to receive \$6,097.57 in funding and revise the 2024 budget accordingly; and

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Parks and Recreation Department to accept the Hannah Lips Foundation Grant in the amount of \$6,097.57 and revise the 2024 budget accordingly.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica Kinser, City Administrator

APPLICATIONS FOR GRANTS

Grant requests should be mailed to:

THE HANNAH LIPS FOUNDATION
P.O. Box 183
Faribault, MN 55021

The following information must be included with grant requests:

1. Name and contact information of the applicant organization.
 - a. City of Faribault Parks and Recreation Kevin O'Brien Recreation Superintendent 507-384-0519 kobrien@ci.faribault.mn.us 15 Division Street West Faribault, MN 55021
2. General purpose and objective of the applicant organization, including mission statement.
 - a. 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.
 - b. Provide quality safe programs with staff that are ready to respond in-case of an emergency at a moment notice.
3. Copy of applicant's current operating budget.
 - a. \$27,550 (Supplies)
4. Explanation of unmet need and reasoning for this request for funding via the Hannah Lips Foundation. Funding requests must not supplant existing funding.
 - a. In the effort of diversity equity and inclusion the Parks and Recreation Department has hired a deaf ASL lifeguard. Since hiring said lifeguard we have learned of some improvement to our operations, including an AED with written/ scrolling instructions during usage.
 - b. We are also in need of a resupply of lifejackets at the Faribault Family Aquatic Center. Due to our diverse community the life jackets provided are

used very heavily and only last 2 seasons. Staff have also noticed that when our limited supply is all in use, rescues happen more frequently.

5. Copy of applicant's exemption letter from the Internal Revenue Service, together with an affirmation by the applicant's principal officer that the applicant is a tax exempt organization under Section 501(c) (3) of the Internal Revenue Code.
5. Specific accomplishment expected to be achieved if a grant is made and timetable for accomplishment.
 - a. We are going to be able to better communicate roles during an emergency with an AED in use.
 - b. Have more life jackets available for patrons who need them to swim safely at the Faribault Family Aquatic Center.
6. Description of the people, organizations, or groups expected to benefit from the project's outcome and the ways in which they would benefit.
 - a. Our staff of 18 School year lifeguards and 70 Summer staff will be able to respond to an emergency with any staff member. These staff are prepared to respond to an emergency at our indoor pool that sees about 30,000 patrons a year and about 25,000 patrons a summer at the outdoor pool.
 - b. Patrons who are still learning how to swim will have life jackets available when needed. Helping them enjoy the aquatic facilities safely. Patrons benefiting from life jackets being available, range from toddlers to senior adults. In total this could affect our 55,000 patrons using our two aquatic facilities annually.
8. The specific amount requested.
 - a. \$1,950 (AED)
 - b. \$2,215 for 80 life jackets and \$2,250 for life jacket storageTotal of \$6,415
9. Affirmation that if the applicant is awarded funds, a report in detail will be submitted to the Hannah Lips Foundation stating the accomplishment of its objectives related to use of the funds, within 3 months after completion of the

FUND NUMBER:

YEAR: 2023

Additional Remarks:

An increase in expenditures in any line item(s) must be offset by either a corresponding decrease in expenditures in another line item(s) or an increase in revenue.

Paul Ramsey
Department Head

City Administrator

Date Approved:



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: May 28, 2024
SUBJECT: Approve CIP Purchase - John Deere Gator

Background:

The 2023 CIP had \$30,000 budgeted to purchase a new ball cart for the Parks Department. On June 13, 2023, Council approved a quote to purchase a Toro Workman MDX ball cart at a cost of \$24,895.10. However, we were notified that the ball cart was not available. Therefore, we encumbered \$24,895.10 to purchase the ball cart in 2024. We have since been notified that it will not be available until 2025.

Due to the extreme delay, we solicited quotes for a 2024 John Deere Gator instead. We received three quotes with the low quote coming from Midwest Machinery Co. at a cost of \$26,000.00.

We are requesting approval to purchase the 2024 John Deere Gator at a cost of \$26,000 rather than the Toro Workman MDX ball cart. A budget revision for \$1,104.90 to offset the cost of the John Deere Gator is included.

Recommendation:

Approve the budget revision and the quote from Midwest Machinery Co. to purchase a 2024 John Deere Gator at a cost of \$26,000.00 as requested.

Attachments:

1. Quotes
2. Encumbrance Request
3. Budget Revision Request

Quote Id: 30936834

Prepared For:
Keith Walker
CITY OF FARIBAULT



Prepared By: **Daniel Kapaun**
Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057
Tel: 507-645-4886
Fax: 507-645-6362
Email: dkapaun@mmcj.com

Quote Summary

Prepared For:

Keith Walker
CITY OF FARIBAULT
Keith Walker
208 1ST AVE NW
FARIBAULT, MN 55021
Home: 507-330-4185

Prepared By:

Daniel Kapaun
Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057
Phone: 507-645-4886
dkapaun@mmcjd.com

Quote Id: 30936834
Created On: 10 May 2024
Last Modified On: 10 May 2024
Expiration Date: 31 July 2024

Equipment Summary	Selling Price	Qty	Extended
2024 JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024) - 1M0835MDJRM072121	\$ 26,000.00 X	1 =	\$ 26,000.00
Equipment Total			\$ 26,000.00

Quote Summary

Equipment Total	\$ 26,000.00
SubTotal	\$ 26,000.00
Total	\$ 26,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 26,000.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE



MIDWEST
MACHINERY CO

Selling Equipment

Quote Id: 30936834

Customer: CITY OF FARIBAULT

2024 JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024) - 1M0835MDJRM072121				
Hours:	0			
Stock Number:	578264			
				Selling Price
				\$ 26,000.00
Code	Description	Qty	Unit	Extended
57KGM	2024 JOHN DEERE XUV835M-HVAC- G&Y-PRED	1	\$ 29,749.00	\$ 29,749.00
Standard Options - Per Unit				
182A	LESS AUTOTRAC/GREENSTAR HARN	1	\$ 0.00	\$ 0.00
183B	LESS JDLINK HARDWARE	1	\$ 0.00	\$ 0.00
0202	COUNTRY CODE- US	1	\$ 0.00	\$ 0.00
0505	BUILD TO ORDER	1	\$ 0.00	\$ 0.00
1062	TIRES,HARD SURF,ALLOY,14"YEL	1	\$ 654.00	\$ 654.00
1950	LESS APPLICATION	1	\$ 0.00	\$ 0.00
2031	SEAT,FRONT,40/60 SPLIT,BLACK	1	\$ 0.00	\$ 0.00
2350	PARK POSITION IN TRANSMISSIO	1	\$ 0.00	\$ 0.00
2500	COMPNTS,XUV,835M, G&Y	1	\$ 0.00	\$ 0.00
3003	BOX SPRAY LINERBRAKE/TAILGHT	1	\$ 0.00	\$ 0.00
3101	CARGO BOX POWER LIFT	1	\$ 1,100.00	\$ 1,100.00
4022	DOOR,FULL CAB,SIDE MIRR	1	\$ 0.00	\$ 0.00
4062	SELECT HVAC CAB	1	\$ 0.00	\$ 0.00
5006	FRONT BRUSH GUARD	1	\$ 447.00	\$ 447.00
6349	LESS WINCH	1	\$ 0.00	\$ 0.00
	Standard Options Total			\$ 2,201.00
Technology Options				
1880	LESS STARFIRE RECEIVER	1	\$ 0.00	\$ 0.00
1900	LESS DISPLAY	1	\$ 0.00	\$ 0.00
	Technology Options Total			\$ 0.00
	Value Added Services Total			\$ 0.00
Other Charges				
	Freight	1	\$ 950.00	\$ 950.00
	Setup	1	\$ 250.00	\$ 250.00
	Other Charges Total			\$ 1,200.00
	Suggested Price			\$ 33,150.00
Customer Discounts				
	Customer Discounts Total		\$ -7,150.00	\$ -7,150.00
Total Selling Price				\$ 26,000.00



Extended Repair Plan Proposal

PowerGard™ Protection Plan Residential

Date : May 10, 2024

Machine/Use Information

Plan Description

Price

Manufacturer **JOHN DEERE**

Plan Type:

Deductible:

Equipment Type GATOR, 835M
HVAC

Coverage:

Quoted Price \$ 0.00

Model GATOR, 835M
HVAC

Total Months:

Total Hours:

THIS PROPOSAL IS VALID FOR 30-DAYS FROM DATE ISSUED. GRACE pricing is offered only early during the Deere basic warranty period and has no surcharges. After this period, DELAYED PURCHASE pricing (surcharged) is offered later during the John Deere Basic Warranty. Many PowerGard quotes presented in the Delayed Purchase Period will require inspection/certification process and must also pass fluid testing. The Total Months and Total Hours listed above include the John Deere Basic Warranty terms (24 months / 2000 hours on Tractors, 24 months on Golf & Turf Products, 12 months for all AG Harvesting and Sprayer equipment, and 12 months/1000 hours on most Gator Utility Vehicles). "Limited" Plan coverage = Engine & Powertrain only. "Comprehensive" Plan coverage = Full Machine.

Proposal Prepared for:

I have been offered this coverage and

Customer Name - Please Print

☐ I ACCEPT the Residential plan

☒ I DECLINE the Residential plan

Customer Signature

If declined, I fully understand that my equipment listed above is not covered for repair expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note : This is not a contract. For specific PowerGard™ Protection plan Residential coverage, please refer to the terms and conditions on John Deere's public website(www.JohnDeere.com) under Services & Support >Warranty > Extended Warranties > PowerGard protection plan Residential.

PowerGard™ Protection Plan Residential (Residential plan) is:

The PowerGard™ Protection Plan Residential is an extended repair plan that provides parts and labor coverage up to four years beyond the manufacturer's warranty. It is available on all riding lawn equipment, zero-turn radius mowers, utility vehicles, utility tractors and compact utility tractors. Your John Deere equipment will be in the hands of qualified, certified technicians from John Deere dealers using Genuine John Deere Parts.

Not covered under a Residential plan:

Residential plans do not cover routine maintenance services or items normally designed to be replaced by the purchaser due to normal wear and tear. They do not cover any product used for commercial or rental applications. They also do not cover repairs for damage from accident, misuse, fire, theft, or exposure to weather conditions such as lightning, hail, flood or water. See the actual PowerGard™ Protection Plan Residential Terms and Conditions for a complete listing of coverage, and limitations and conditions under the program.



Benefits of a Residential plan:

- Offer the choice of adding up to 4 years of repair coverage beyond the machine's factory warranty.
- Do not require preapproval before repairs are made by the authorized John Deere dealership.
- Is transferable by the original purchaser for the balance of the original agreement period.
- Ensures higher resale value and makes equipment more marketable during sale or trade-in.
- Comprehensive Plans:
 - No deductibles and no out-of-pocket costs on covered repairs.
 - Free transportation for factory warranty and extended repair plan repairs for the term of the plan (Note: A surcharge may apply for machines located outside of the dealership's normal service area).
- Limited Powertrain Plans:
 - Low deductibles on covered repairs
 - Do not provide transportation coverage



Quote Summary

Prepared For:

CITY OF FARIBAULT
208 1ST AVE NW
FARIBAULT, MN 55021
Business: 507-333-0371
ACCOUNTSPAYABLE@CI.FARIBAULT.MN.US

Prepared By:

Quale Christopher
Kibble Equipment
3555 18th Street Sw
Owatonna, MN 55060
Phone: 507-451-4054
christopher.quale@kibbleeq.com

Quote Id: 31001653
Created On: 21 May 2024
Last Modified On: 21 May 2024
Expiration Date: 28 May 2024

Equipment Summary	Selling Price	Qty	Extended
2024 JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024) - 1M0835MDHRM070974	\$ 27,500.00 X	1 =	\$ 27,500.00
Equipment Total			\$ 27,500.00

Quote Summary

Equipment Total	\$ 27,500.00
SubTotal	\$ 27,500.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 27,500.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 27,500.00

Salesperson : X _____

Accepted By : X _____

Confidential

**JOHN DEERE**

Selling Equipment

Quote Id: 31001653

Customer: CITY OF FARIBAULT

2024 JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024) - 1M0835MDHRM070974				
Hours:	0			
Stock Number:	667765			
				Selling Price
				\$ 27,500.00
Code	Description	Qty	Unit	Extended
57KGM	2024 JOHN DEERE XUV 835M HVAC MY24	1	\$ 29,749.00	\$ 29,749.00
Standard Options - Per Unit				
182A	LESS AUTOTRAC/GREENSTAR HARN	1	\$ 0.00	\$ 0.00
183B	LESS JDLINK HARDWARE	1	\$ 0.00	\$ 0.00
0202	COUNTRY CODE- US	1	\$ 0.00	\$ 0.00
0505	BUILD TO ORDER	1	\$ 0.00	\$ 0.00
1062	TIRES,HARD SURF,ALLOY,14"YEL	1	\$ 654.00	\$ 654.00
1950	LESS APPLICATION	1	\$ 0.00	\$ 0.00
2031	SEAT,FRONT,40/60 SPLIT,BLACK	1	\$ 0.00	\$ 0.00
2350	PARK POSITION IN TRANSMISSIO	1	\$ 0.00	\$ 0.00
2500	COMPNTS,XUV,835M, G&Y	1	\$ 0.00	\$ 0.00
3003	BOX SPRAY LINERBRAKE/TAILGHT	1	\$ 0.00	\$ 0.00
3101	CARGO BOX POWER LIFT	1	\$ 1,100.00	\$ 1,100.00
4022	DOOR,FULL CAB,SIDE MIRR	1	\$ 0.00	\$ 0.00
4062	SELECT HVAC CAB	1	\$ 0.00	\$ 0.00
5006	FRONT BRUSH GUARD	1	\$ 447.00	\$ 447.00
6349	LESS WINCH	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 2,201.00
Technology Options				
1880	LESS STARFIRE RECEIVER	1	\$ 0.00	\$ 0.00
1900	LESS DISPLAY	1	\$ 0.00	\$ 0.00
Technology Options Total				\$ 0.00
Value Added Services Total				\$ 0.00
Other Charges				
	MISC	1	\$ 60.00	\$ 60.00
	Freight	1	\$ 950.00	\$ 950.00
Other Charges Total				\$ 1,010.00
Suggested Price				\$ 32,960.00
Customer Discounts				
Customer Discounts Total			\$ -5,460.00	\$ -5,460.00
Total Selling Price				\$ 27,500.00

Confidential



Quote Summary

Prepared For:

CITY OF FARIBAULT
208 1ST AVE NW
FARIBAULT, MN 55021
Business: 507-333-0371
ACCOUNTSPAYABLE@CI.FARIBAULT.MN.US

Prepared By:

Johnson Ben
Van-Wall Equipment, Inc.
1451 Energy Park Drive
St. Paul, MN 55108
Phone: 612-217-7640
Mobile: 612-747-7308
ben.johnson@vanwall.com

Quote Id:	30993943
Created On:	20 May 2024
Last Modified On:	20 May 2024
Expiration Date:	31 May 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024)	\$ 33,300.00	\$ 28,506.19 X	1 =	\$ 28,506.19

Equipment Total	\$ 28,506.19
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Quote Summary

Equipment Total	\$ 28,506.19
SubTotal	\$ 28,506.19
Est. Service Agreement Tax	\$ 0.00
Total	\$ 28,506.19
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 28,506.19

Salesperson : X _____

Accepted By : X _____

Confidential

**JOHN DEERE**

Selling Equipment

Quote Id: 30993943

Customer: CITY OF FARIBAULT

JOHN DEERE GATOR™ XUV835M HVAC (Model Year 2024)				
Hours:		Suggested List		
Stock Number:		\$ 33,300.00		
		Selling Price		
		\$ 28,506.19		
Code	Description	Qty	Unit	Extended
57KGM	GATOR™ XUV835M HVAC (Model Year 2024)	1	\$ 29,749.00	\$ 29,749.00
Standard Options - Per Unit				
182A	Less AutoTrac™/GreenStar™ Harness	1	\$ 0.00	\$ 0.00
183B	Less JDLink™ Hardware	1	\$ 0.00	\$ 0.00
0202	United States	1	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	\$ 0.00
1062	27" Predator Heavy-Duty all-terrain radial tires on 14" Yellow Alloy Wheels	1	\$ 654.00	\$ 654.00
1950	Less Application	1	\$ 0.00	\$ 0.00
2031	Split Bench Seat - Black Vinyl	1	\$ 0.00	\$ 0.00
2350	Park Position in Transmission	1	\$ 0.00	\$ 0.00
2500	Green and Yellow	1	\$ 0.00	\$ 0.00
3003	Cargo Box with Spray In Liner, Brake, and Tail Lights	1	\$ 0.00	\$ 0.00
3101	Cargo Box Power Lift	1	\$ 1,100.00	\$ 1,100.00
4022	Full Door with Side Mirrors	1	\$ 0.00	\$ 0.00
4062	HVAC Cab	1	\$ 0.00	\$ 0.00
5006	Front Brush Guard	1	\$ 447.00	\$ 447.00
6349	Less Winch	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 2,201.00
Technology Options				
1880	Less Receiver	1	\$ 0.00	\$ 0.00
1900	Less Display	1	\$ 0.00	\$ 0.00
Technology Options Total				\$ 0.00
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 950.00	\$ 950.00
	Setup	1	\$ 400.00	\$ 400.00
Other Charges Total				\$ 1,350.00
Suggested Price				\$ 33,300.00
Customer Discounts				
Customer Discounts Total			\$ -4,793.81	\$ -4,793.81
Total Selling Price				\$ 28,506.19



JOHN DEERE

Selling Equipment

Quote Id: 30993943

Customer: CITY OF FARIBAULT

**CITY OF FARIBAULT
REQUEST FOR ENCUMBRANCE
2023 BUDGET FOR 2024 BUDGET**

Instructions: This form will need to be filled out to request encumbrances for the next fiscal year. ***ALL REQUESTS NEED TO BE SUBMITTED TO FINANCE BY JANUARY 5, 2024.*** The following should be noted when requesting encumbrances.

- An encumbrance is used to record a **committed** portion of a budgeted item in the current year (i.e. items budgeted in 2023 which will not be spent until 2024).
- Encumbrances can only be done for **items that have been ordered, but not received due to delay** prior to year-end, or items for which a contract for service has been signed and approved for which work is not yet completed.
- Attach an order form, contract, or any additional supporting documentation that details the commitment.

VENDOR: MTI

ORDER/CONTRACT DATE: 06/13/2023

ANTICIPATED COMPLETION DATE: 06/30/2024

GL ACCOUNT NUMBER: 431 - 45200 - 450 - 45400

AMOUNT: \$ 24,895.10

DESCRIPTION OF ENCUMBRANCE:

Toro Workman MDX Ball Cart

01/03/2024

Department Head

Date _____

City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks & Recreation Director
MEETING DATE: June 13, 2023
SUBJECT: Approve CIP Purchase – Toro Workman MDX Ball Cart

Background:

The 2023 CIP has \$30,000 budgeted to purchase a new ball cart for the Parks Department. We received a quote from MTI Distributing for a 2023 Toro Workman MDX Ball Cart at a cost of \$24,895.10. This quote is the Minnesota State Contract price.

Recommendation:

Approve the quote from MTI Distributing to purchase a 2023 Toro Workman MDX ball cart for the Parks Department at a cost of \$24,895.10.

Attachments:

Quote

6-30



MTI Distributing
Equipment Quote
May 1, 2023



City of Faribault
Keith Walker

Quote Expiration Date: 5/31/2023

ordered - 6-15-23

MN State Contract #224320

Qty	Model Number	Description	State Contract Price Each	State Contract Price Extended
1	07235	Toro Workman MDX	\$16,582.00	\$16,582.00
1	07145	Brush Guard	\$475.00	\$475.00
1	07416	Front Reciever for Brush Guard	\$257.00	\$257.00
1	07389	Electric Lift Kit	\$1,049.00	\$1,049.00
1	120-5044	Brake, Tall and Signal Light Kit	\$1,046.10	\$1,046.10
1	07276	ROPS Kit	\$1,088.00	\$1,088.00
1	TC GL650MD-C	Rahn HD and Springtine Scarifier	\$2,876.00	\$2,876.00
1	TRK07334	Rear Lift Kit	\$1,522.00	\$1,522.00
MN State Contract Pricing			Subtotal	\$24,895.10
			Exempt Sales Tax	\$0.00
			Total	\$24,895.10

Quote validity: As a result of supply chain disruptions effecting availability and pricing, the pricing above cannot be guaranteed. Should you commit to a non-binding purchase commitment, a firm quote including finance rates will be provided when product becomes available.

Quote is valid for 30 days; pending product availability

Net 30 Terms with qualified credit

New Toro commercial equipment comes with a two-year manufacturer warranty

Equipment delivery and set-up at no additional charge

All commercial products purchased by a credit card will be subject to a 2.5% service fee.

State Contract Pricing is presuming acceptance by the State of MN. If pricing not accepted by MN, requote may be necessary.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Andy Keyes
Commercial Sales Rep
612-456-0709

Scott Esterby
Inside Sales Rep
763-592-5641

MTI Distributing, Inc. • 4830 Azelia Ave • Brooklyn Center, MN 55429

I commit to the purchase as detailed on quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. I understand that the quoted pricing above is not guaranteed and that I will be provided a new proposal when product becomes available.

Name:

Signature:

Date:



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-064 Adopt the Amended 2022-2024 Non-Union Compensation Plan

Background:

After discussions with the leadership team, the cap of 260 vacation hours for those accruing vacation at the rate of 160 hours (four weeks) per year is an obstacle for management that has the potential to penalize employees. Vacation accrues every two weeks, so an employee at their cap risks losing any new accruals if they cannot take time off in the two weeks of a pay period. This results in absences that might not make sense for the management of a department if an employee needs to take 1 day off every two weeks. HR checked to ensure that no one at lower accrual rates is coming near the vacation caps, and it appears this is just an issue for individuals accruing vacation at the 160 hour per year mark.

A change to the Non-Union Compensation Plan is recommended as a way to remedy this situation and is proposed as follows:

"Employees earning vacation at a rate of 80 hours per year may not accumulate more than 140 hours. Employees earning vacation at the rate of 120 hours per year may not accumulate more than 200 hours. Employees earning vacation at the rate of 160 hours per year may not accumulate more than 260 hours. However, employees earning vacation at the rate of 160 hours per year may accumulate more than 260 hours throughout the year but will have a required payout before the end of each year of any hours exceeding 220 as of December 1st."

Recommendation:

Approve Resolution 2024-064

Attachments:

1. 2024-064 Adopt Amended 2022-2024 Non-Union Compensation

CITY OF FARIBAULT

RESOLUTION #2024-064

ADOPTING THE AMENDED 2022-2024 NON-UNION COMPENSATION PLAN

WHEREAS, the City Council establishes an annual Compensation Plan consisting of policy directives and compensation for all non-union City of Faribault employees in various positions; and

WHEREAS, the Compensation Plan should be adjusted from time to time in consideration of the changes in the cost of living, market conditions, and position evaluations.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Faribault, Minnesota:

- 0.1 The following Compensation Plan, including all Exhibits, is hereby adopted for the positions listed.

SECTION 1 - EFFECTIVE DATE

1.1 Duration

This Resolution shall remain in effect until December 31, 2024 or until otherwise amended or repealed.

SECTION 2 - COMPENSATION PROVISIONS

2.1 Compensation Ranges

Compensation (wage) ranges are assigned to non-union positions through grades and steps as outlined in Exhibit A. The number of steps in the wage schedule is being reduced from sixteen (16) to thirteen (13) for 2022 and beyond, requiring employees to be transitioned from their current step in the existing 2021 schedule to a revised 2021 schedule.

All current employees in steps 1 through 5 will be placed in the revised 2021 wage schedule at their current step and continue to progress based on their time in their position. Any employee in step 6 or greater before the end of 2021 will be placed in the revised 2021 wage schedule at the

step with a wage that is closest to, but equal to or greater than, the employee's current wage. Employees will advance one step effective January 1, 2022 or based on their anniversary date of employment if hired after January 1, 2018 (if meeting the requirements of their position or not at the revised step 12 and received a step increase in 2021) and receive the COLA increase reflected in the wage structure shown in Exhibit A for 2022.

Factors used for establishing the appropriate grade and step within the compensation range for new or existing employees shall include the following factors:

- a) The external or market compensation paid to similar positions outside of the city organization; and
- b) The internal compensation paid to positions within the city organization with similar job responsibilities and difficulty; and
- c) The past and current job performance of the individual employee; and
- d) The experience and knowledge of the individual employee.

2.2 Employee Progression

- a) The City Administrator shall recommend to the City Council non-union employee's starting grade and step within the Compensation Plan.
- b) All non-union employees shall be subject to a written and documented performance evaluation by their immediate supervisor and Department Director. The performance evaluation shall be completed on the employee's initial six-month anniversary date and on future dates as listed in their offer letter of employment. The evaluation shall be discussed with the City Administrator prior to being discussed with the employee.
- c) With the City Administrator's approval, an annual performance evaluation that results in a satisfactory performance report will entitle the employee to progress to the next step in their grade. A less than satisfactory performance will result no increase until their performance improves.
- d) With the City Administrator's approval, employees can progress through Steps 1-5 on a semi-annual basis one step at a time;

through Steps 5-12 on an annual basis one step at a time; and from Step 12 to Step 13 on a biannual basis, thereby reaching the maximum step.

2.3 Additional Compensation

The City Administrator and/or City Council shall have the authority to additionally compensate employees whose work performance is determined to be exceptional. The compensation may be distributed in one or more of the following forms:

- a) Lump sum merit pay not to exceed five (5) percent of the employee's annual wage rate or \$5,000, whichever is less.
- b) Larger than normal increase (permanent or temporary) within the employee's wage range.
- c) The award of additional day(s) of administrative leave beyond that allowed by Section 4.4 of this resolution.

2.4 Referral Bonus Program

The purpose of the Employee Referral Bonus Program is to provide an incentive award to a current employee within this compensation plan, who brings new talent to the City by referring applicants who are subsequently selected and successfully employed in a position within this non-union compensation plan (Appendix A positions only). Compensation will be distributed as follows:

- a) After three (3) months of employment, the referring employee would receive \$250.00.
- b) Should either the hired/referring employee leave employment prior to 3 months, the incentive would be nullified.

SECTION 3 - MISCELLANEOUS PAY PROVISIONS

3.1 Transportation Expenses

Any employee who is required to use their personal automobile for City business shall be reimbursed at the rate that is currently paid by the Federal Government, if they do not receive a vehicle allowance.

The City Administrator may establish a vehicle allowance of up to \$375.00 per month for department heads/management-level staff based upon travel requirements, provision/availability of City-owned vehicles, and related factors. Vehicle allowance will be treated as compensation for purposes of state and federal income reporting.

3.2 Uniform Allowance

A payment of \$45.00 per month shall be made to individuals serving in the positions of Police Chief, Police Captain, Community Services Officer Supervisor and Director of Fire and Emergency Management. This payment shall be for the purpose of compensating these individuals for the furnishing, cleaning, and maintenance of a required uniform—any other uniform related expenses shall be the responsibility of the employee. The supervisor of any personnel who receive a clothing allowance or receive clothing pursuant to a collective bargaining agreement may be provided the same clothing allowance provision if it is determined work necessary.

3.3 Conference per Diem

The City shall provide a per diem as a meal allowance in the event of overnight travel as outlined in the adopted City's Personnel Policies. The employee shall be paid in advance of the meeting or conference. Each year, the Finance Department typically provides a memorandum detailing the mileage and per diem rates to be used for that year. Conference attendance must be approved by the City Administrator. Travel outside the state of Minnesota shall be subject to approval as outlined in the City's Personnel Policies.

SECTION 4 - LEAVE BENEFITS

4.1 Holidays

Non-union employees shall have the following holidays enumerated:

New Year's Day	Labor Day
Martin Luther King Day	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

"Juneteenth" shall be added as a recognized holiday after such time that the Minnesota State Legislature approves it as an official holiday.

Employees shall be granted the holiday off without loss of pay. Any

employee that is required to work on a holiday, outside of his/her standard work week, shall receive an additional floating holiday. When a holiday falls on a Saturday, the holiday shall be considered to have occurred on the preceding Friday. If a holiday falls on a Sunday, the holiday shall be celebrated on the following Monday. If a non-union employee is required to work one of the above stated holidays, the City Administrator shall have the authority to provide an additional floating holiday to be taken or used in accordance with the rules governing the same.

Effective January 1, 2023, all employees shall also receive two (2) floating holidays at time of hire and at the beginning each year to be taken in accordance with the rules governing vacation days. Floating holiday hours are banked the first pay period of the year based on full-time equivalency.

4.2 Vacation

The vacation schedule is based on full-time equivalency.

Employees who have been employed uninterruptedly with no breaks in employment except for brief layoffs which are directed by management shall be eligible for a paid vacation at their regular rate of pay pursuant to the following schedule: vacation will be earned at the rate of 80 hours per year for the first five (5) years of employment; at the rate of 120 hours per year for 6-10 years of employment; and at the rate of 160 hours per year thereafter.

Unless other terms or conditions are specified under an accepted offer of employment, newly hired employees shall be credited with 40 hours of vacation and accrue at the rate of 1.54 hours per pay period for the first year (totaling 80 hours vacation accrual for year 1). After year 1, vacation will be earned at the monthly rate of 3.08 hours per pay period for years 2 through 5, and thereafter on the rates outlined above.

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

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

A newly hired employee may be limited on the use of vacation leave in their first six months of employment, unless agreed to at the time of hire or approved by the employee's supervisor and Department Head, so as to

progress through initial job training. At any time during the calendar year, the employee may be compensated at a rate of one day's pay for each vacation day accumulated, not to exceed a total of 25% of an employee's annual vacation accrual in that year or forty (40) hours, whichever is less, provided that the employee has taken at least ten (10) days (eighty (80) hours) of vacation and/or administrative leave.

Employees earning vacation at a rate of 80 hours per year may not accumulate more than 140 hours. Employees earning vacation at the rate of 120 hours per year may not accumulate more than 200 hours. Employees earning vacation at the rate of 160 hours per year may not accumulate more than 260 hours. However, employees earning vacation at the rate of 160 hours per year may accumulate more than 260 hours throughout the year but will have a required payout before the end of each year of any hours exceeding 220 as of December 1st.

Vacation must be taken so as not to jeopardize sufficient municipal operations at any time by written request from the employee to the Department Director or City Administrator. Employees will not be allowed to accumulate vacation in excess of the maximum amounts previously specified unless they were specifically asked to forego a portion of their vacation in writing by the City Administrator. If it is necessary for the City Administrator to request that an employee forego a portion of his/her vacation time, the employee will be entitled to use that portion previously accumulated during the next succeeding six months.

4.3 Sick Leave

Sick leave shall be compensated for at the regular rate of pay. Sick leave may be legitimately used for personal injury, illness or appointments.

Employees must use sick leave in increments of a minimum of one (1) hour increments with supervisor approval. Employees shall be allowed to use sick leave for their own personal injury or illness as needed, except that in order to qualify for sick leave, an employee must report that he/she is sick no later than one hour before the time for which he/she is scheduled to report to work. This one-hour restriction shall not apply to employees who become sick while at work. Employees on sick leave for their own personal injury or illness for more than three consecutive days may be required to submit a physician's statement of illness. Employees may be required to submit a physician's statement of illness after one day, if that day is immediately before or after a holiday or regularly scheduled day off. Any employee who has exhausted his/her sick leave and requires additional sick leave may substitute vacation for the same.

Sick leave is accrued based on full-time equivalency. Employees shall

accrue 168 hours per year except employees hired after December 31, 1998 shall accrue at 120 hours per year.

Employees shall be compensated through a Health Care Savings Plan, at a rate of eight (8) hours of pay for each twenty-four (24) hours of unused sick leave in excess of a maximum accumulation of 500 hours. Employees having more than 480 hours accumulation on January 1, 1980, who elected to retain an accrual cap of 1440 hours shall retain such accumulation for sick leave usage and termination consideration. Sick leave compensation shall occur the first pay period of December of each year.

When an employee is eligible for Worker's Compensation payments, he/she may supplement these payments with a prorated portion of any accumulated sick leave so that the combination of the two benefits will equal his/her net pay. Net pay is defined for these purposes as regular pay received from a standard work week less mandatory deductions which include federal and state taxes, social security, Medicare, PERA and wage garnishments. If he/she should exhaust his/her accumulated sick leave, he/she will receive Worker's Compensation payments only.

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

An employee may use sick leave for safety leave for such reasonable periods of time as may be necessary for the purpose of providing assistance to the employee or assistance to the relatives, because of sexual assault, domestic abuse, or stalking.

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

4.4 Administrative Leave

City Administrator and/or City Council may compensate an employee up to five (5) days of administrative leave. Said leave may be carried over from year to year. Employees may not accumulate more than 120 hours. At any time during the calendar year, the employee may be compensated at

a rate of one day's pay for each administrative leave day accumulated.

4.5 Emergency Leave

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

4.6 Jury Duty

All employees will receive a leave of absence when called for jury duty. The employee will be paid at their regular rate of pay by the City. The employee shall in turn submit to the City the amount of jury duty pay received, minus mileage reimbursements. Jury duty notices shall be reported to an employee's supervisor on the first working day following the receipt of the jury summons.

4.7 Funeral Leave

Employees are allowed to use up three (3) days for the death of an immediate family member, with pay, as funeral leave upon the death of an immediate family member. One (1) day of paid funeral leave is provided to an Employee in the event of the death of any another family member. Immediate family members include an Employee's spouse, parents, children, siblings, grandparents, grandchildren, similarly-related step relationships, in-laws, and domestic partners. Other family members include aunts, uncles, nieces, nephews, and similarly related in-laws. Funeral leave will not be deducted from the Employee's vacation or sick leave balances. Employees may request additional time off for a longer leave or to attend the funeral of a more distant relative or friend. Prior approval of the applicable Department Director and City Administrator is required, and if allowed, such leave actually used by the Employee will be charged against the Employee's sick leave account if they have exhausted all other leave balances.

4.8 Personal Leave of Absence

An employee may request a personal leave of absence without pay. All requests for personal leaves of absence shall state the reason for which the request is made in writing to the City Administrator. The City Administrator may grant personal leaves of absence up to two (2) weeks in duration.

Leaves of absence for more than two (2) weeks shall be presented to the City Council. While on a personal leave of absence without pay, an employee shall retain seniority; however, they will not accrue any sick or vacation leave. If the leave exceeds two (2) weeks, the employee may maintain health insurance coverage under the City's policy at their own expense.

SECTION 5 - INSURANCE BENEFITS

5.1 Health Insurance

Health insurance premiums will be shared by Employer and Employee using fixed percentages, varying by plan and coverage, as follows:

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

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

If any other group or individual employed by the City receives contribution levels for insurance exceeding the negotiated contributions stated in this Agreement, this group would also receive those increased contributions. The employee's portion of the premium cost shall be paid through payroll deduction.

5.2 Retired Health Insurance

The City will allow retired employees to continue on as members in the health insurance program, provided insurance is not available due to other employment. The retired employee shall reimburse the City for the entire cost of the health insurance program.

5.3 Life Insurance

The City will provide at no cost to the employee a term life insurance policy in the amount of twice the employee's annual salary. The City will provide

double indemnity life insurance in the event of an accidental death.

5.4 Long Term Disability

The City will provide, without cost to the employee, long term disability insurance, which will provide 66.6% of normal compensation to a maximum per month payable to the age of 65 and commencing on the 91st day of disability.

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

SECTION 6 - MISCELLANEOUS BENEFITS

6.1 Tuition Reimbursement

The City shall reimburse tuition and book expenses to the employee upon satisfactory completion of a recognized course of job-related instruction. Such job-related instruction must be reviewed and approved by the City Administrator prior to the initiation of cost in order to be eligible for reimbursement. Job related instruction does not include mandatory training necessary to maintain minimum licensing requirements. The City may require a partial or full repayment agreement to be executed between the employee and the City. A repayment agreement must be executed if the continuing education program is determined to be in excess of the tuition cost which could be incurred in a state supported entity; is a graduate program committed to over a period of two or three years; is a technical specialty in excess of the minimum requirements of the position. Such repayment agreement shall consider the total amount to be repaid on a pro-rata basis and shall be effective if an employee terminates his/her employment at any time during a three-year period after receiving reimbursement or upon completion of the program.

6.2 Pension

The City will pay the established percentage rate of wages to the Public Employees Retirement Association (PERA) plan which applies to the employee.

6.3 Retirement

Retirement age will be in accordance with applicable state and federal laws.

Any “early” retirement incentive program benefits received for insurance premiums will be paid into a Health Care Savings Plan (HCSP) at 100%. Also, all severance received at time of retirement for all early retirement incentive program eligible employees would be deposited into the HCSP at 100%.

6.4 Deferred Compensation and Health Care Savings Plan (HCSP)

The City shall make available a program of deferred compensation. Participation in such a program is at the option of each employee and does not include any contribution by the City.

As part of deferred compensation, and as noted here in the Non-Union Compensation Plan, the City will offer a Health Care Savings Plan (HCSP). The HCSP is a benefit available to all regular full-time and part-time employees who meet the criteria established in the group benefits listed here. Mandatory participation is required of an employee who meets the criteria established in the applicable group benefits.

6.5 Termination Consideration

When an employee leaves the employment of the City in good standing (has given proper termination notice, has turned in all City equipment and is not being terminated for cause) they shall receive, through the HCSP, all accrued vacation, floating holidays and administrative leave. Additionally, employees with at least three (3) years of service shall receive one-half (1/2) of their accumulated sick leave (maximum accumulation of 500 hours), through their HCSP. Balances in excess of 500 hours will be paid at one-third, through their HCSP. Employees hired before January 1, 1980, will receive in salary equivalent, one-half of their maximum accumulated sick leave (maximum accumulation of 1,440 hours), into their HCSP. Balances in excess of 1,440 hours will be paid at one-third, into their HCSP. An employee, who is obligated to make a repayment to the City for continuing education benefits, shall have said repayment deducted from their termination compensation pay or benefits. The repayment shall be deducted at the time the employee provides notice to the City and the amount of the deduction shall be in accordance with the terms and conditions set forth in the signed City of Faribault Agreement with regards to continuing education placed in employee’s personnel file.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

Exhibit A

2021 Wages (/hr.) - Revised Step Structure															
Non-Union		Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Grade		Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months
City Administrator	V		64.91	66.77	68.62	70.48	72.33	74.23	76.18	78.19	80.24	82.36	84.52	86.74	89.02
Finance Director	S		53.95	55.49	57.03	58.57	60.11	61.69	63.31	64.98	66.69	68.44	70.24	72.09	73.98
Director of Engineering	S		53.95	55.49	57.03	58.57	60.11	61.69	63.31	64.98	66.69	68.44	70.24	72.09	73.98
Chief of Police	S		53.95	55.49	57.03	58.57	60.11	61.69	63.31	64.98	66.69	68.44	70.24	72.09	73.98
Director of Public Works	S		53.95	55.49	57.03	58.57	60.11	61.69	63.31	64.98	66.69	68.44	70.24	72.09	73.98
Community & Economic Dev Director	S		53.95	55.49	57.03	58.57	60.11	61.69	63.31	64.98	66.69	68.44	70.24	72.09	73.98
Parks and Recreation Director	R		50.91	52.36	53.82	55.27	56.72	58.21	59.74	61.31	62.93	64.58	66.28	68.02	69.81
Fire Chief	R		50.91	52.36	53.82	55.27	56.72	58.21	59.74	61.31	62.93	64.58	66.28	68.02	69.81
Library Director	R		50.91	52.36	53.82	55.27	56.72	58.21	59.74	61.31	62.93	64.58	66.28	68.02	69.81
Human Resources Manager	Q		48.46	49.85	51.24	52.63	54.00	55.42	56.88	58.37	59.91	61.48	63.10	64.76	66.47
Police Captain	O		43.59	44.83	46.08	47.33	48.57	49.85	51.16	52.50	53.88	55.30	56.76	58.25	59.78
Engineering Supervisor	M		38.72	39.82	40.92	42.04	43.14	44.27	45.44	46.63	47.86	49.12	50.41	51.74	53.10
PW Superintendent	M		38.72	39.82	40.92	42.04	43.14	44.27	45.44	46.63	47.86	49.12	50.41	51.74	53.10
Building Official	M		38.72	39.82	40.92	42.04	43.14	44.27	45.44	46.63	47.86	49.12	50.41	51.74	53.10
Assistant Finance Director	M		38.72	39.82	40.92	42.04	43.14	44.27	45.44	46.63	47.86	49.12	50.41	51.74	53.10
City Planner	M		38.72	39.82	40.92	42.04	43.14	44.27	45.44	46.63	47.86	49.12	50.41	51.74	53.10
Librarian	L		36.28	37.32	38.34	39.38	40.42	41.48	42.57	43.69	44.84	46.02	47.23	48.47	49.75
IT Coordinator	L		36.28	37.32	38.34	39.38	40.42	41.48	42.57	43.69	44.84	46.02	47.23	48.47	49.75
Building Inspector II	K		33.85	34.81	35.79	36.75	37.72	38.71	39.73	40.78	41.85	42.95	44.08	45.24	46.42
Economic Development Coordinator	K		33.85	34.81	35.79	36.75	37.72	38.71	39.73	40.78	41.85	42.95	44.08	45.24	46.42
City Clerk	K		33.85	34.81	35.79	36.75	37.72	38.71	39.73	40.78	41.85	42.95	44.08	45.24	46.42
GIS Coordinator	K		33.85	34.81	35.79	36.75	37.72	38.71	39.73	40.78	41.85	42.95	44.08	45.24	46.42
Senior Accountant	J		31.40	32.31	33.21	34.10	35.00	35.92	36.87	37.83	38.83	39.85	40.90	41.97	43.08
Housing Coordinator	J		31.40	32.31	33.21	34.10	35.00	35.92	36.87	37.83	38.83	39.85	40.90	41.97	43.08
Planning Coordinator	J		31.40	32.31	33.21	34.10	35.00	35.92	36.87	37.83	38.83	39.85	40.90	41.97	43.08
Building Inspector	J		31.40	32.31	33.21	34.10	35.00	35.92	36.87	37.83	38.83	39.85	40.90	41.97	43.08
Community Services Officer Supervisor	I		28.97	29.80	30.63	31.46	32.28	33.13	34.00	34.89	35.81	36.75	37.72	38.71	39.73
Recreation Program Coordinator	I		28.97	29.80	30.63	31.46	32.28	33.13	34.00	34.89	35.81	36.75	37.72	38.71	39.73
Records Supervisor	H		26.53	27.30	28.05	28.80	29.57	30.35	31.15	31.96	32.81	33.67	34.55	35.46	36.39
Payroll Benefits Specialist	H		26.53	27.30	28.05	28.80	29.57	30.35	31.15	31.96	32.81	33.67	34.55	35.46	36.39
Community Development Coordinator	H		26.53	27.30	28.05	28.80	29.57	30.35	31.15	31.96	32.81	33.67	34.55	35.46	36.39
Communications Coordinator	H		26.53	27.30	28.05	28.80	29.57	30.35	31.15	31.96	32.81	33.67	34.55	35.46	36.39
IT Technician	H		26.53	27.30	28.05	28.80	29.57	30.35	31.15	31.96	32.81	33.67	34.55	35.46	36.39

Exhibit A (Continued)

2022 Wages (/hr.) - 1.50% COLA															
Non-Union		Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Grade		Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months
City Administrator	V		65.88	67.77	69.65	71.54	73.41	75.35	77.33	79.36	81.45	83.59	85.79	88.05	90.36
Finance Director	S		54.76	56.32	57.89	59.45	61.01	62.62	64.26	65.95	67.69	69.47	71.29	73.17	75.09
Director of Engineering	S		54.76	56.32	57.89	59.45	61.01	62.62	64.26	65.95	67.69	69.47	71.29	73.17	75.09
Chief of Police	S		54.76	56.32	57.89	59.45	61.01	62.62	64.26	65.95	67.69	69.47	71.29	73.17	75.09
Director of Public Works	S		54.76	56.32	57.89	59.45	61.01	62.62	64.26	65.95	67.69	69.47	71.29	73.17	75.09
Community & Economic Dev Director	S		54.76	56.32	57.89	59.45	61.01	62.62	64.26	65.95	67.69	69.47	71.29	73.17	75.09
Parks and Recreation Director	R		51.67	53.15	54.63	56.10	57.57	59.08	60.64	62.23	63.87	65.55	67.27	69.04	70.86
Fire Chief	R		51.67	53.15	54.63	56.10	57.57	59.08	60.64	62.23	63.87	65.55	67.27	69.04	70.86
Library Director	R		51.67	53.15	54.63	56.10	57.57	59.08	60.64	62.23	63.87	65.55	67.27	69.04	70.86
Human Resources Manager	Q		49.19	50.60	52.01	53.42	54.81	56.25	57.73	59.25	60.81	62.41	64.05	65.73	67.47
Police Captain	O		44.24	45.50	46.77	48.04	49.30	50.60	51.93	53.29	54.69	56.13	57.61	59.12	60.68
Engineering Supervisor	M		39.30	40.42	41.53	42.67	43.79	44.94	46.12	47.33	48.58	49.86	51.17	52.51	53.90
PW Superintendent	M		39.30	40.42	41.53	42.67	43.79	44.94	46.12	47.33	48.58	49.86	51.17	52.51	53.90
Building Official	M		39.30	40.42	41.53	42.67	43.79	44.94	46.12	47.33	48.58	49.86	51.17	52.51	53.90
Assistant Finance Director	M		39.30	40.42	41.53	42.67	43.79	44.94	46.12	47.33	48.58	49.86	51.17	52.51	53.90
City Planner	M		39.30	40.42	41.53	42.67	43.79	44.94	46.12	47.33	48.58	49.86	51.17	52.51	53.90
Librarian	L		36.82	37.88	38.92	39.97	41.03	42.11	43.21	44.35	45.52	46.71	47.94	49.20	50.50
IT Coordinator	L		36.82	37.88	38.92	39.97	41.03	42.11	43.21	44.35	45.52	46.71	47.94	49.20	50.50
Building Inspector II	K		34.36	35.33	36.33	37.30	38.29	39.29	40.33	41.39	42.48	43.59	44.74	45.92	47.12
City Clerk	K		34.36	35.33	36.33	37.30	38.29	39.29	40.33	41.39	42.48	43.59	44.74	45.92	47.12
Economic Development Coordinator	K		34.36	35.33	36.33	37.30	38.29	39.29	40.33	41.39	42.48	43.59	44.74	45.92	47.12
GIS Coordinator	K		34.36	35.33	36.33	37.30	38.29	39.29	40.33	41.39	42.48	43.59	44.74	45.92	47.12
Senior Accountant	J		31.87	32.79	33.71	34.61	35.53	36.46	37.42	38.40	39.41	40.45	41.51	42.60	43.73
Housing Coordinator	J		31.87	32.79	33.71	34.61	35.53	36.46	37.42	38.40	39.41	40.45	41.51	42.60	43.73
Planning Coordinator	J		31.87	32.79	33.71	34.61	35.53	36.46	37.42	38.40	39.41	40.45	41.51	42.60	43.73
Building Inspector	J		31.87	32.79	33.71	34.61	35.53	36.46	37.42	38.40	39.41	40.45	41.51	42.60	43.73
Community Services Officer Supervisor	I		29.40	30.25	31.09	31.93	32.76	33.63	34.51	35.42	36.35	37.31	38.29	39.29	40.33
Recreation Program Coordinator	I		29.40	30.25	31.09	31.93	32.76	33.63	34.51	35.42	36.35	37.31	38.29	39.29	40.33
Records Supervisor	H		26.93	27.71	28.47	29.23	30.01	30.80	31.61	32.44	33.30	34.17	35.07	35.99	36.94
Community Development Coordinator	H		26.93	27.71	28.47	29.23	30.01	30.80	31.61	32.44	33.30	34.17	35.07	35.99	36.94
Payroll Benefits Specialist	H		26.93	27.71	28.47	29.23	30.01	30.80	31.61	32.44	33.30	34.17	35.07	35.99	36.94
Communications Coordinator	H		26.93	27.71	28.47	29.23	30.01	30.80	31.61	32.44	33.30	34.17	35.07	35.99	36.94
IT Technician	H		26.93	27.71	28.47	29.23	30.01	30.80	31.61	32.44	33.30	34.17	35.07	35.99	36.94

Exhibit A (Continued)

2023 Wages (/hr.) - 2.00% COLA																
Non-Union		Step	1	2	3	4	5	6	7	8	9	10	11	12	13	
Job Title	Grade		Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months
City Administrator	V		67.20	69.13	71.04	72.97	74.88	76.85	78.87	80.95	83.08	85.26	87.50	89.81	92.17	
Finance Director	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Director of Engineering	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Chief of Police	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Director of Public Works	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Community & Economic Dev Director	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Director of Fire & Code Services	S		55.85	57.45	59.04	60.64	62.23	63.87	65.55	67.27	69.04	70.86	72.72	74.63	76.59	
Parks and Recreation Director	R		52.71	54.21	55.72	57.22	58.72	60.27	61.85	63.48	65.15	66.86	68.62	70.42	72.28	
Library Director	R		52.71	54.21	55.72	57.22	58.72	60.27	61.85	63.48	65.15	66.86	68.62	70.42	72.28	
Human Resources Director	R		52.71	54.21	55.72	57.22	58.72	60.27	61.85	63.48	65.15	66.86	68.62	70.42	72.28	
Police Captain	O		45.13	46.41	47.71	49.00	50.28	51.61	52.96	54.36	55.79	57.25	58.76	60.31	61.90	
Engineering Supervisor	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
PW Superintendent	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
Parks Superintendent	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
Recreation Superintendent	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
Building Official	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
Assistant Finance Director	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
City Planner	M		40.09	41.23	42.36	43.52	44.66	45.84	47.04	48.28	49.55	50.85	52.19	53.56	54.98	
Librarian	L		37.56	38.64	39.69	40.77	41.85	42.95	44.08	45.24	46.43	47.65	48.90	50.19	51.51	
IT Coordinator	L		37.56	38.64	39.69	40.77	41.85	42.95	44.08	45.24	46.43	47.65	48.90	50.19	51.51	
Building Inspector II	K		35.04	36.04	37.05	38.05	39.05	40.08	41.13	42.21	43.32	44.46	45.63	46.83	48.07	
Communications Manager	K		35.04	36.04	37.05	38.05	39.05	40.08	41.13	42.21	43.32	44.46	45.63	46.83	48.07	
City Clerk	K		35.04	36.04	37.05	38.05	39.05	40.08	41.13	42.21	43.32	44.46	45.63	46.83	48.07	
Economic Development Coordinator	K		35.04	36.04	37.05	38.05	39.05	40.08	41.13	42.21	43.32	44.46	45.63	46.83	48.07	
GIS Coordinator	K		35.04	36.04	37.05	38.05	39.05	40.08	41.13	42.21	43.32	44.46	45.63	46.83	48.07	
Senior Accountant	J		32.51	33.45	34.38	35.30	36.24	37.19	38.17	39.17	40.20	41.26	42.34	43.46	44.60	
Housing Coordinator	J		32.51	33.45	34.38	35.30	36.24	37.19	38.17	39.17	40.20	41.26	42.34	43.46	44.60	
Planning and Zoning Coordinator	J		32.51	33.45	34.38	35.30	36.24	37.19	38.17	39.17	40.20	41.26	42.34	43.46	44.60	
Building Inspector I	J		32.51	33.45	34.38	35.30	36.24	37.19	38.17	39.17	40.20	41.26	42.34	43.46	44.60	
Community Services Officer Supervisor	I		29.99	30.85	31.71	32.57	33.42	34.30	35.20	36.13	37.08	38.05	39.05	40.08	41.14	
Recreation Program Coordinator	I		29.99	30.85	31.71	32.57	33.42	34.30	35.20	36.13	37.08	38.05	39.05	40.08	41.14	
Property Maintenance & Fire Code Insp.	I		29.99	30.85	31.71	32.57	33.42	34.30	35.20	36.13	37.08	38.05	39.05	40.08	41.14	
Human Resources Assistant	I		29.99	30.85	31.71	32.57	33.42	34.30	35.20	36.13	37.08	38.05	39.05	40.08	41.14	
Records Supervisor	H		27.47	28.26	29.04	29.82	30.61	31.42	32.25	33.09	33.96	34.86	35.77	36.71	37.68	
IT Technician	H		27.47	28.26	29.04	29.82	30.61	31.42	32.25	33.09	33.96	34.86	35.77	36.71	37.68	
Community Development Coordinator	H		27.47	28.26	29.04	29.82	30.61	31.42	32.25	33.09	33.96	34.86	35.77	36.71	37.68	
Administrative Coordinator	H		27.47	28.26	29.04	29.82	30.61	31.42	32.25	33.09	33.96	34.86	35.77	36.71	37.68	

Exhibit A (Continued)

2024 Wages (/hr.) - 2.25% COLA															
Non-Union		Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Grade		Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	24 months
City Administrator	V		68.71	70.68	72.64	74.61	76.57	78.58	80.65	82.77	84.95	87.18	89.47	91.83	94.24
Finance Director	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Director of Engineering	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Chief of Police	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Director of Public Works	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Community & Economic Dev Director	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Directir of Fire & Code Services	S		57.11	58.74	60.37	62.00	63.63	65.31	67.02	68.79	70.59	72.45	74.36	76.31	78.31
Parks and Recreation Director	R		53.89	55.43	56.97	58.51	60.04	61.62	63.24	64.91	66.61	68.37	70.16	72.01	73.90
Library Director	R		53.89	55.43	56.97	58.51	60.04	61.62	63.24	64.91	66.61	68.37	70.16	72.01	73.90
Human Resources Director	R		53.89	55.43	56.97	58.51	60.04	61.62	63.24	64.91	66.61	68.37	70.16	72.01	73.90
Police Captain	O		46.14	47.46	48.78	50.10	51.42	52.77	54.16	55.58	57.04	58.54	60.08	61.66	63.29
Engineering Supervisor	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
PW Superintendent	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
Parks Superintendent	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
Recreation Superintendent	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
Building Official	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
Assistant Finance Director	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
City Planner	M		40.99	42.15	43.32	44.50	45.67	46.87	48.10	49.37	50.66	52.00	53.36	54.77	56.21
Librarian	L		38.41	39.51	40.59	41.69	42.79	43.91	45.07	46.25	47.47	48.72	50.00	51.32	52.67
IT Coordinator	L		38.41	39.51	40.59	41.69	42.79	43.91	45.07	46.25	47.47	48.72	50.00	51.32	52.67
Building Inspector II	K		35.83	36.85	37.89	38.90	39.93	40.98	42.06	43.16	44.30	45.46	46.66	47.89	49.15
Communications Manager	K		35.83	36.85	37.89	38.90	39.93	40.98	42.06	43.16	44.30	45.46	46.66	47.89	49.15
City Clerk	K		35.83	36.85	37.89	38.90	39.93	40.98	42.06	43.16	44.30	45.46	46.66	47.89	49.15
Economic Development Coordinator	K		35.83	36.85	37.89	38.90	39.93	40.98	42.06	43.16	44.30	45.46	46.66	47.89	49.15
GIS Coordinator	K		35.83	36.85	37.89	38.90	39.93	40.98	42.06	43.16	44.30	45.46	46.66	47.89	49.15
Senior Accountant	J		33.24	34.20	35.16	36.10	37.05	38.03	39.03	40.05	41.11	42.19	43.30	44.43	45.61
Housing Coordinator	J		33.24	34.20	35.16	36.10	37.05	38.03	39.03	40.05	41.11	42.19	43.30	44.43	45.61
Planning and Zoning Coordinator	J		33.24	34.20	35.16	36.10	37.05	38.03	39.03	40.05	41.11	42.19	43.30	44.43	45.61
Building Inspector I	J		33.24	34.20	35.16	36.10	37.05	38.03	39.03	40.05	41.11	42.19	43.30	44.43	45.61
Community Services Officer Supervisor	I		30.67	31.55	32.42	33.30	34.17	35.07	35.99	36.94	37.91	38.91	39.93	40.98	42.06
Recreation Program Coordinator	I		30.67	31.55	32.42	33.30	34.17	35.07	35.99	36.94	37.91	38.91	39.93	40.98	42.06
Property Maintenance & Fire Code insp	I		30.67	31.55	32.42	33.30	34.17	35.07	35.99	36.94	37.91	38.91	39.93	40.98	42.06
Human Resources Assistant	I		30.67	31.55	32.42	33.30	34.17	35.07	35.99	36.94	37.91	38.91	39.93	40.98	42.06
Records Supervisor	H		28.08	28.90	29.69	30.49	31.30	32.13	32.97	33.84	34.73	35.64	36.58	37.54	38.53
IT Technician	H		28.08	28.90	29.69	30.49	31.30	32.13	32.97	33.84	34.73	35.64	36.58	37.54	38.53
Community Development Coordinator	H		28.08	28.90	29.69	30.49	31.30	32.13	32.97	33.84	34.73	35.64	36.58	37.54	38.53
Administrative Coordinator	H		28.08	28.90	29.69	30.49	31.30	32.13	32.97	33.84	34.73	35.64	36.58	37.54	38.53

Exhibit B

CITY OF FARIBAULT

ESTABLISHING COMPENSATION FOR PAID ON-CALL FIREFIGHTERS FOR 2022 - 2024

The compensation package for Paid On-Call Firefighters that are employed by the City of Faribault is as follows:

Section 1: The hourly compensation for a probationary Paid On-Call Firefighter is \$15.13 per hour effective January 1, 2022, \$15.44 per hour effective January 1, 2023 and \$15.78 per hour effective January 1, 2024.

Section 2: The hourly compensation for a Paid On-Call Firefighter is \$20.83 per hour effective January 1, 2022, \$21.24 per hour effective January 1, 2023 and \$21.72 per hour effective January 1, 2024.

Section 3: A Paid On-Call Firefighter will receive \$200.00 per twelve months from December 1, 2021 to November 30, 2024 with an active EMT certification.

Section 4: A Paid On-Call Firefighter will receive annual years of service awards, as follows, if performance standards as set forth in Fire Department Policy AP-023 are met:

- 1-5 years of service: \$1,000
- 6-10 years of service: \$1,500
- 11-15 years of service: \$2,000
- 16+ years of service: \$2,500

Section 5: A Paid On-Call Firefighter will receive a two-hour minimum for all paged events.

Section 6: Each Paid On-Call Firefighter will be covered by a \$25,000 life insurance policy obtained by the City of Faribault.

Exhibit C

CITY OF FARIBAULT	
POSITION CLASSIFICATION AND WAGE PLAN FOR 2022, 2023 & 2024	
SEASONAL/TEMPORARY/PART-TIME/NON-BENEFITTED EMPLOYEES	
<u>Group 1</u>	
Concessions and Front Desk	\$12.50 - 15.50
Library Mending Aide	\$11.00 - 14.00
Library Page	\$11.00 - 14.00
Youth Staff	\$12.50 - 15.50
Circulation Desk Aide	\$13.00 - 16.00
Youth Leaders	\$12.75 - 17.00
Lifeguard and Swim Instructor	\$12.75 - 16.00
Building Supervisor	\$12.75 - 17.00
Recreation Supervisor	\$13.00 - 17.00
Parks Seasonal	\$13.00 - 17.00
Pool Manager	\$13.00 - 17.00
Public Works Streets/Utilities/Wastewater Seasonal	\$13.00 - 17.00
Interns - All Departments	\$12.00 - 17.00
Water Fitness Instructor	\$13.00 - 17.00
Aquatics Assistant	\$13.00 - 17.00
Pool Maintenance	\$13.00 - 17.00
Engineering Seasonal	\$13.00 - 17.00
<u>Skilled Instructors/Assistant/Official</u>	
Election Judges	\$13.00
Head Election Judges	\$15.00
Youth Officials (All Sports 4th - 5th grades)	\$12.50 - 16.00
Youth Officials (All Sports 6th - 7th grades)	\$12.50 - 19.00
Aquatics Instructor/Trainer	\$12.50 - 18.00
Swim Lesson Coordinator	\$12.50 - 18.00
Group Exercise Instructor	\$12.50 - 18.00
Taekwondo Instructor	\$13.00 - 20.00
Volleyball Official (1 hr or 45 minute matches)	\$14.00 - 25.00
Cub Football Official	\$14.00 - 26.00/game
Athletic Officials/ Umpires (Certified)	\$20.00 - 26.00/game
Enrichment	Negotiable
Music in the Park Coordinator	Negotiable
Youth Sports Director (All Sports)	Negotiable
At any time the Minnesota State minimum wage requirements are increased, any position that falls below the new minimum wage will be adjusted to the new rate.	



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-104 Approve New Garbage and Refuse Hauler License

Background:

The City Administrator's Office has received an application for a new Garbage and Refuse Hauler License from Jonathon Wood Construction. The license would be effective from June 1, 2024, to May 31, 2025.

The applicant has submitted the required application and various licensing forms. All background check information has been submitted to the Police Department for review and the City Attorney has reviewed and approved the required insurance.

Recommendation:

Approve Resolution 2024-104

Attachments:

1. Resolution 2024-104 Approve New Garbage and Refuse Hauler License

CITY OF FARIBAULT

RESOLUTION #2024-104

APPROVE NEW GARBAGE AND REFUSE HAULER LICENSE

WHEREAS, Jonathon Wood Construction has presented to the City of Faribault Administration Office their application for a Garbage/Refuse Hauler License; and

WHEREAS, the company listed above has paid the proper fees and has submitted the required Certificate of Insurance; provided proof of Certification of Compliance with the Minnesota Workers Compensation Insurance; and provided the necessary Tax Information Form; and

WHEREAS, pending a required background investigation by the Police Department and approval of the Chief of Police;

NOW, THEREFORE BE IT RESOLVED, that the applicant listed above be granted a Garbage/Refuse Haulers License with the City of Faribault for the term of June 1, 2024 to May 31, 2025.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: May 28, 2024
SUBJECT: Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Temporary Liquor License

Background:

The Rice County Agriculture Association has submitted an Application and Permit for a 1 Day to 4 Day Temporary On-Sale Temporary Liquor License for the annual Rice County Fair that will be held on July 14-July 21, 2024 at the Rice County Fairgrounds. If approved by the Council, Staff will forward the application to Alcohol and Gambling Enforcement for final review and approval.

Recommendation:

Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Temporary Liquor License

Attachments:

1. Rice County Fair 1-4 Day License 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	
Rice County Agriculture Association DBA Rice County Fair		151 years	
Organization Address (No PO Boxes)	City	State	Zip Code
1814v 2nd Ave NW	Faribault	Minnesota	55021
Name of person making application		Business phone	
Peter van Sluis		(507) 332-2470	
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer		
July 21 2024 17, 18, 19, 20 2024	☐ Club ☒ Charitable ☒ Religious ☒ Other non-profit		
Organization officer's name	City	State	Zip Code
Colleen Almen	Northfield	Minnesota	55057
Organization officer's name	City	State	Zip Code
Sandy Flom	Faribault	Minnesota	55021
Organization officer's name	City	State	Zip Code
Jamie White-Titus	Faribault	Minnesota	55021

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

1814 2nd Ave. NW, Faribault, MN 5501
Rice County Fairgrounds

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	Date Approved
City or County approving the license	July 17-20 2024
Fee Amount	Permit Date
\$140 -	hsl@city.faribault.mn.us
Event in conjunction with a community festival ☒ Yes ☐ No	City or County E-mail Address
24518	
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



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 Rice County Agriculture Association DBA Rice County Fair		Date of organization 151 years	
Organization Address (No PO Boxes) 1814v 2nd Ave NW	City Faribault	State Minnesota	Zip Code 55021
Name of person making application Peter van Sluis		Business phone (507) 332-2470	
Date(s) of event July 21 2024	Type of organization ☒ Club ☐ Charitable ☐ Religious ☐ Microdistillery ☐ Small Brewer ☐ Other non-profit		
Organization officer's name Colleen Almen	City Northfield	State Minnesota	Zip Code 55057
Organization officer's name Sandy Flom	City Faribault	State Minnesota	Zip Code 55021
Organization officer's name Jamie White-Titus	City Faribault	State Minnesota	Zip Code 55021

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

1814 2nd Ave. NW, Faribault, MN 5501
Rice County Fairgrounds

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 Faribault	Date Approved July 21, 2024
Fee Amount \$35	Permit Date July 21, 2024
Event in conjunction with a community festival ☒ Yes ☐ No	City or County E-mail Address hcleenta@ci.faribault.mn.us
Current population of city 24,518	
Please Print Name of City Clerk or County Official Heather Slechta	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: Jessica Kinser, City Administrator
FROM:
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-106 Adopt an Amendment to the 2020 Employee Handbook

Background:

The City Council adopted 2020 Employee Handbook on September 9, 2020, and then made some minor modifications in June 2022. With both adoptions Chapter 16- Employee Education and Training were modified. After reviewing Chapter 16 with the leadership team, changes to Section 16.3 Procedure for Participation in Job-Related Training and Conferences and 16.7 Travel and Meal Allowance are proposed to increase the efficiency in handling travel/training requests and the process for meal-related costs.

Recommendation:

Adopt Resolution 2024-106

Attachments:

1. 2024-106 Adopt Amendment to 2020 Employee Handbook
2. Chapter 16 Amendments Employee Handbook 5-28-24

CITY OF FARIBAULT

RESOLUTION #2024-106

ADOPT AN AMENDMENT TO THE 2020 EMPLOYEE HANDBOOK

WHEREAS, the City Council establishes policies and procedures for all employees of the City of Faribault in the form of the Employee Handbook; and

WHEREAS, the 2020 Employee Handbook was adopted by the City Council on September 9, 2020; and

WHEREAS, the 2020 Employee Handbook was amended again with the change and addition of policies on June 28, 2022; and

WHEREAS, Chapter 16 of the Employee Handbook discusses Employee Education and Training; and

WHEREAS, to increase the efficiency of the organization, amendments are being proposed to Section 16.3 Procedure for Participation in Job-Related Training and Conferences and Section 16.7 Travel and Meal Allowance;

NOW, THEREFORE BE IT RESOLVED, that the attached amendments for Section 16.3 and Section 16.7 are hereby approved and to be incorporated in the 2020 Employee Handbook.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

Amendments to the 2020 Employee Handbook
Adopted May 28, 2024

Section 16.3 Procedure for Participation in Job-Related Training and Conferences

The request for participation in a training session or conference must be submitted in writing the employee's Department Director on the appropriate form. All requests must include an estimate of the total cost (training session, travel, meals, etc.) and a statement of how the education or training is related to the performance of the employee's work responsibilities with the City. In addition to approval from the Department Director, approval from the City Administrator is required when funding for transportation, lodging, and/or meal per diems greater than \$20 is requested as part of the job-related training or conference. Upon completion of the job-related training or conference by the employee, any certificate or evidence of completion of the training or conference will be included in the employee's personnel file. Payment information such as invoices, billing statements, etc., regarding the conference or training should be forwarded to the Finance Department for prompt payment.

Section 16.7 Travel and Meal Allowance

If employees are required to travel outside of the area in performance of their duties as a City employee, they will receive a per diem for meals as well as the City payment of lodging and necessary expenses per the policy below. Incidentals such as parking will be reimbursed if not included in a per diem travel/training request.

1. **Transportation** - Several means of transportation exist and each travel request shall consider the least-cost method. For the majority of travel requests, a City vehicle provides the least-cost to the City and shall be considered before any other means. Vehicles from other departments may be available and shall be a consideration. The employee may choose to use their own vehicle but not get reimbursed if there is a City vehicle available and they choose not to use it.
 - A. **City Vehicle** – All direct expenses incurred will be reimbursed, including fuel, oil and maintenance/repair expenses. Only City employees are authorized and insured to drive a city owned vehicle.
 - B. **Personal Vehicle** – When a city vehicle is not available, a personal vehicle may be authorized for use. City reimbursement for the use of a personal vehicle is based on the current IRS approved mileage rate using the shortest route. If the travel originates from home, the mileage reported for reimbursement should be from the home or employee's normal City work facility, whichever is less. An employee's normal commute mileage will not be reimbursed. For employee's receiving a vehicle allowance, use of their personal vehicle is required and no mileage payment will be made.
 - C. **Airplane/Other** – Travel by any means other than by vehicle shall be approved by the City Administrator.
2. **Lodging** – The City will reimburse the reasonable cost of lodging for training, seminars or conventions of two or more days if the event site is outside a 50 mile radius of Faribault. Exceptions may be made at the discretion of the City Administrator (i.e. sessions start/end early/late). All employees shall ask for a standard room. In the event that a standard room is not available, other lodging establishments shall be contacted prior to booking a non-standard room. A non-standard room is reimbursable if it is at a contract rate through the event, offered at the same rate as a standard room or if no other options are available within a reasonable distance from the event. Employees should also reserve individual rooms and are not allowed

to share a room with another employee that is attending the same training, seminar, or convention.

An increase in lodging rate due to other individual's staying with the employee is not reimbursable. The employee will be reimbursed only for a standard room. Entertainment expenses incurred will not be reimbursed, such as in-room movies, mini-bar and optional entertainment-type events provided at conferences.

3. **Meals** – The City will reimburse the cost of job-related meals only if an employee's travel requires an overnight stay or if a business meeting is held during typical meal hours. Employees are expected to take advantage of meals provided by the conference or seminar or those available through their lodging accommodations. The City will not reimburse an employee for a purchased meal when a meal was provided by the event or through lodging.

The following time schedules are in place for each meal as per IRS regulations on per diem (which is an allowance or payment for meals):

- Breakfast: Travel begins before 6 am and extends beyond 9 am
- Lunch: Travel begins before 11 am and extends beyond 2 pm
- Dinner: Travel begins before 4 pm and extends beyond 7 pm

Employees will receive a check for the per diem amount of meals eligible under this policy. Payment will be issued in advance of a training/meeting if the request is submitted to Finance in time to allow for pre-payment. If pre-payment is made and an employee does not attend the training, the employee shall reimburse the City for any per diem amounts issued for said training. Employees do not need to save or turn in any receipts if getting reimbursed the per diem amounts after the training or conference has occurred. Purchase of meals with a City credit card for a training or conference is prohibited.

Department meetings scheduled and held during typical meal hours will be provided at City expense, upon approval of the Department Director. Per IRS regulations, a meal must have a clear business purpose. Please see Exhibit A of the Public Purpose Expenditure/Purchasing Policy for the policy related to this situation.

Per diem amounts are subject to change per IRS regulations each year. The per diem may be adjusted for out-of-state travel by the City Administrator based on current IRS per diem guidelines.



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: May 28, 2024
SUBJECT: Approve LG240B Application to Conduct Excluded Bingo

Background:

The Rice County Agricultural Society submitted an LG240B Application to Conduct Excluded Bingo at the Rice County Fair, July 17-July 21, 2024. If approved by the Council, Staff will forward the application to the Minnesota Gambling Control Board for review and approval.

Recommendation:

Attachments:

1. LG240B - Application to Conduct Excluded Bingo

LG240B Application to Conduct Excluded Bingo**No Fee**11/17
Page 1 of 2**ORGANIZATION INFORMATION**Organization Name: Rice County Agricultural SocietyFederal
NumberMailing Address: PO Box 393City: Faribault State: MN Zip: 55021 County: RiceName of Chief Executive Officer (CEO): Peter van SluisCEO Daytime Phone: 507-412-9168 CEO Email: pvanluis.ricecountyfair@gmail.com

(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 at least 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.)

☒ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year 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

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-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.

EXCLUDED BINGO ACTIVITYHas your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

☐ one of four or fewer bingo events held this year. Dates: _____**-OR-**☒ conducted on up to 12 consecutive days in connection with a:☒ county fair Dates: July 17-21 2024☐ civic celebration Dates: _____☐ Minnesota State Fair Dates: _____Person in charge of bingo event: Peter van Sluis Daytime Phone: 507-412-9168Name of premises where bingo will be conducted: Covered Bingo Pavilion, Rice County FairgroundsPremises street address: 1814 2nd Ave NWCity: Faribault If township, township name: _____ County: Rice

LG240B Application to Conduct Excluded Bingo

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: _____ Date: 5-23-24
(Signature must be CEO's signature; designee may not sign)

Print Name: PETER VAN SLUIS

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. 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.

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

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

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

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



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: John Sherwin, Chief of Police
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-107 Accept Donation to the Police Department

Background:

Recently, the Police Department received donations from the Faribault Chamber of Commerce and Reliance Bank, in the total amount of \$2,800.00. Both donations are made in support of the Safe Summer Kick-Off which is held on June 6, 2024.

Recommendation:

Accept the \$2,800.00 donation made by the Chamber of Commerce and Reliance Bank.

Attachments:

1. Resolution 2024 - 107 Accept Donation Made to the Police Department

CITY OF FARIBAULT

RESOLUTION #2024 - 107

ACCEPT DONATION MADE TO THE POLICE DEPARTMENT

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

WHEREAS, The Faribault Chamber of Commerce and Reliance Bank are supporters of the Safe Summer Kick-Off and are making a \$2,800.00 total donation.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Police Department to accept a donation of \$2,800.00 from the Faribault Chamber and Reliance Bank for the Safe Summer Kick-Off.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J. Peanasky, Parks and Recreation Director
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-108 Approve Street Closure for Heritage Days Car Cruise Night

Background:

A request has been made by Nick Matejcek, on behalf of the Faribault Area Chamber of Commerce, to hold a Car Cruise Night in downtown Faribault during Heritage Days. The Car Cruise Night will be held on Friday, June 14, 2024. They will use 5th Street NW from 2nd Avenue NW to Central Avenue North. This will require that section of 5th Street NW to be closed from 6:00 p.m. to 9:00 p.m. Cross streets will remain open.

Recommendation:

Approve Resolution 2024-108 Approve Street Closure for Heritage Days Car Cruise Night.

Attachments:

1. Resolution 2024-108 Approve Street Closure for Heritage Days Car Cruise Night
2. Request

CITY OF FARIBAULT

RESOLUTION #2024-108

APPROVE STREET CLOSURE FOR HERITAGE DAYS CAR CRUISE NIGHT

WHEREAS, the Faribault Chamber of Commerce is hosting a Car Cruise Night in downtown Faribault in conjunction with Heritage Days on Friday, June 14, 2024; and

WHEREAS, they plan for the event to run from 6:00 p.m. to 9:00 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 5th Street NW from 2nd Avenue NW to Central Avenue North will be closed from 6:00 p.m. to 9:00 p.m. on Friday, June 14, 2024, for the Heritage Days Car Cruise Night.

Date Adopted: May 28, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica Kinser, City Administrator



Street Closure Application

(I) (we) hereby request consideration for closure of 5th St NW
Street Address

between 2nd Ave NW and Central Ave N
(Street Name) (Street Name)

for Heritage days Cruise in
(description of event)

between the hours of 6:30pm and 9pm on Date: 6-14-2024

Applicant information:

Name: Nick Matejcek
Address: 1070 Willow St, Faribault MN 55021
Phone: 507-491-4398

2nd Contact person:

Name: Darin Wignar
Address: 530 Winton Ave
Phone: 507-491-3585

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

This application has been reviewed and approved on: _____

By: _____ By: _____
Public Works Department Fire Department

By: _____
Police Department



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: May 28, 2024
SUBJECT: 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)

Background:

At its May 14, 2024, meeting, the City Council approved the first reading of Ordinance 2023-20, which extends the interim ordinance authorizing and imposing a moratorium on the operation of cannabis businesses within the City until August 1, 2024. City Staff received no comments nor made any substantive changes to the ordinance since its first reading. The Council should now act on the second reading of the ordinance and in a separate motion approve the summary publication.

Recommendation:

Approve second reading of Ordinance 2023-20 and summary publication.

Attachments:

1. DOCSOPEN-950488-v1-Faribault Cannabis Business Moratorium Extension
2. Ordinance 2023-20 Summary Publication

**CITY OF FARIBAULT
ORDINANCE NO. 2023-20**

**AN INTERIM ORDINANCE AUTHORIZING A STUDY AND
IMPOSING A MORATORIUM ON THE OPERATION OF CANNABIS
BUSINESSES WITHIN THE CITY OF FARIBAULT**

THE CITY OF FARIBAULT ORDAINS:

Section 1. Legislative Findings and Authority

- A. The Minnesota Legislature recently enacted, and the Governor signed, 2023 Minnesota Session Laws, Chapter 63 – H.F. No. 100 (the “Act”), which is comprehensive legislation relating to cannabis including, but not limited to, the establishment of the Office of Cannabis Management (“OCM”), legalizing and limiting the possession and use of cannabis and certain hemp products by adults, providing for the licensing, inspection, and regulation of cannabis and hemp businesses, taxing the sale of cannabis flower, cannabis products, and certain hemp products, establishing grant and loan programs, amending criminal penalties, providing for expungement of certain convictions, and providing for the temporary regulation of Edible Cannabinoid Products.
- B. The Act provides local units of government certain authority related to Cannabis Businesses, including the authority to (i) require local registration of certain Cannabis Businesses operating retail establishments, (ii) adopt reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, provided that such restrictions do not prohibit the establishment or operation of a Cannabis Business, (iii) limit the number of certain Cannabis Businesses based on the population of the community, and (iv) prohibit the operation of a Cannabis Business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.
- C. The Act requires the OCM, which was established effective July 1, 2023, to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of Cannabis Businesses. It is anticipated that the city of Faribault (the

- "City") will benefit from reviewing and analyzing the OCM's model ordinances, rules and regulations before making any decisions related to the regulation of Cannabis Businesses in the City.
- D. The Act (Minnesota Statutes, section 342.13(e)) expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and manner of the operation of Cannabis Businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of Cannabis Businesses within the jurisdiction or a portion thereof until January 1, 2025.
 - E. Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, the City desires to adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens.
 - F. The City desires to conduct a study for the purpose of considering the adoption or amendment of reasonable restrictions on the time, place and manner of the operation of Cannabis Businesses as well as the other regulations local units of government may adopt under the Act.
 - G. On August 8, 2023, after providing at least 10 days published notice, the City Council held a public hearing on and approved Interim Ordinance 2023-20 ~~regarding the consideration and adoption of an interim ordinance~~ prohibiting the operation of Cannabis Businesses within the City until June 1, 2024.
 - H. As of May 1, 2024, the OCM has indicated that it will publish draft rules and regulations identified in Section 1(C) after June 1, 2024, and the OCM has not indicated when a model ordinance will be available – given the identified benefit to the City in reviewing and considering these items prior to making a decision on regulating Cannabis Businesses it is prudent to extend Interim Ordinance 2023-20.

- I. On May 14, 2024, after providing at least 10 days published notice, the City Council held a public hearing regarding the consideration and adoption of an amendment to Interim Ordinance 2023-20 that would extend the effective period of Interim Ordinance 2023-20 until August 1, 2024.

Section 2. Definitions. For purposes of this Ordinance, the following terms shall have the meaning given them in this section.

- A. "Act" means 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100).
- B. "Cannabis Business" has the meaning given the term in Minnesota Statutes, section 342.01, subdivision 14.
- C. "City" means the city of Faribault, a Minnesota municipal corporation.
- D. "Edible Cannabinoid Product" has the meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(f).
- E. "OCM" means the Office of Cannabis Management, established as set forth in Minnesota Statutes, section 342.02, subd. 1.
- F. "Ordinance" means this interim ordinance, which is adopted pursuant to Minnesota Statutes, section 342.13(e).

Section 3. Study Authorized. The City Council hereby authorizes and directs City staff to conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as other potential local regulations allowed under the Act, and report to the City Council on the potential regulation of Cannabis Businesses. The study may include a review of any model ordinances that OCM is directed to draft under Minnesota Statutes, section 342.13(d), an analysis of potential setback regulations allowed under Minnesota Statutes, section 342.13(c), and such other matters as staff may determine are relevant to the City Council's consideration of this matter. The report may also include City staff's recommendations on whether the City Council should adopt regulations and, if so, the recommended types of regulations.

Section 4. Moratorium. A moratorium is hereby imposed on the operation of any Cannabis Business within the City. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the City. Accordingly, during the period that this Ordinance is in effect, the City shall not accept, process, or act on

any application, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the OCM or other governmental entity requesting City review of any application or proposal for a business proposing to engage in the operation of a Cannabis Business. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the City.

Section 5. Exceptions. The moratorium imposed by this Ordinance does not apply to: (i) the continued operation of a duly established business as part of the Medical Cannabis Program administered by the Minnesota Department of Health that was lawfully operating within the City prior to the effective date of this Ordinance; or (ii) the sale of Edible Cannabinoid Products under Minnesota Statutes, Section 151.72, provided, however, that nothing in this Ordinance exempts a business, person, or entity from complying with all other requirements and prohibitions of applicable laws and ordinances related to such exceptions.

Section 6. Enforcement. Violation of this Ordinance is a misdemeanor. The City may also enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also subject to the City's general penalties prescribed in the city code and may further result in the City reporting violations to the OCM, if relevant to OCM licensing. The City Council hereby authorizes City staff and consultants to initiate any legal action deemed necessary to secure compliance with this Ordinance.

Section 7. Severability. Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Section 8. Effective Date And Term. This ordinance shall take effect and be in force after its passage and publication, in accordance with Section 3.05 of the City Charter. This Ordinance shall remain in effect until August 1, 2024, or until the City Council expressly repeals it, whichever occurs first.

First Reading: May 14, 2024

Second Reading: May 28, 2024

Publication Date: May 29, 2024

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica Kinser, City Administrator

Summary Publication

CITY OF FARIBAULT ***ORDINANCE No. 2023-20***

AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON THE OPERATION OF CANNABIS BUSINESSES WITHIN THE CITY OF FARIBAULT

On May 28, 2024, the Faribault City Council adopted Ordinance 2023-20 extending an Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses Within the City of Faribault. 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: May 14, 2024

Second Reading: May 28, 2024

Publication: May 29, 2024



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Mark DuChene, Director of Engineering (City Engineer)
MEETING DATE: May 28, 2024
SUBJECT: Resolution 2024-103 Accept Bids for Westwood Drive Reconstruction Improvements - Contract 2024-03

Background:

On Tuesday, May 21, 2024, bids were received for the proposed 2024 Westwood Drive Reconstruction Improvements - Contract 2024-03 project including removals, watermain replacement, sanitary sewer replacement, lot services, storm sewer construction, grading, aggregate base, sidewalk construction, bituminous paving, turf restoration and related improvements.

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

Westwood Drive (Highland Place to 8th Street SW)
 8th Street SW* (Westwood Drive to Prairie Avenue)
 *Sidewalk construction only.

The bids are tabulated as follows:

BCM Construction, Inc., Faribault, MN	\$1,867,749.00
Heselon Construction, Faribault, MN	\$1,888,358.55
Snow Contracting, Byron, MN	\$2,061,615.50
ICON, LLC, Dodge Center, MN	\$2,064,249.15
A-1 Excavating, Inc., Bloomer, WI	\$2,089,747.00
<i>Engineer's Estimate</i>	<i>\$2,135,564.00</i>

Based on the low bidder's prices, the estimated funding for the project is as follows (includes contingencies and engineering fees):

Street Improvement Fund (401)	\$ 1,028,675.00	45.6%
Water Utility Fund (601)	\$ 432,670.00	19.2%

Agenda Item: 9.A

Sanitary Sewer Utility Fund (602)	\$ 289,960.00	12.9%
<u>Storm Water Utility Fund (603)</u>	<u>\$ 504,005.00</u>	<u>22.3%</u>
Total	\$ 2,255,305.00	100.0%

It is recommended to award to the low bidder, BCM Construction, Inc. Construction on the project is scheduled to begin in June and be substantially completed by the end of October, 2024.

Recommendation:

Approve Resolution 2024-103 Accept Bids for Westwood Drive Reconstruction Improvements - Contract 2024-03

Attachments:

1. Resolution 2024-103 Accept Bids
2. (2024-03) Project Location Map

CITY OF FARIBAULT

RESOLUTION #2024-103

ACCEPT BIDS FOR 2024 WESTWOOD DRIVE RECONSTRUCTION IMPROVEMENTS - CONTRACT 2024-03

WHEREAS, pursuant to the advertisement for bids for the 2024 Westwood Drive Reconstruction Improvements - Contract 2024-03 project 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	\$1,867,749.00
Heselon Construction, Faribault MN	\$1,888,358.55
Snow Contracting, Byron MN	\$2,061,315.50
ICON, LLC., Dodge Center, MN	\$2,064,249.15
A-1 Excavating, Inc., Bloomer, WI	\$2,089,747.00

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 2024 Westwood Drive Reconstruction Improvements - Contract 2024-03 in the amount of \$1,867,749.00 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: May 28, 2024

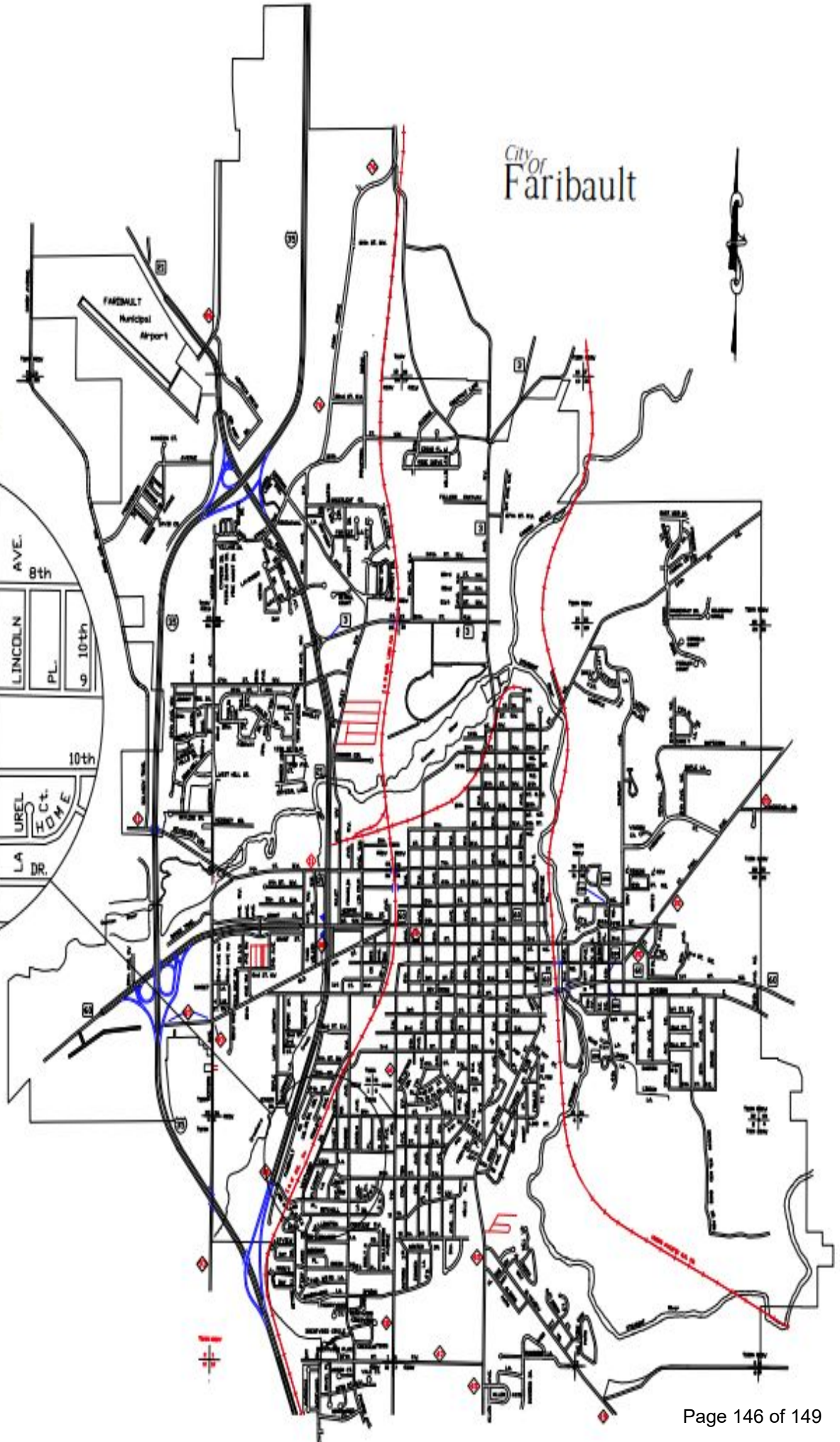
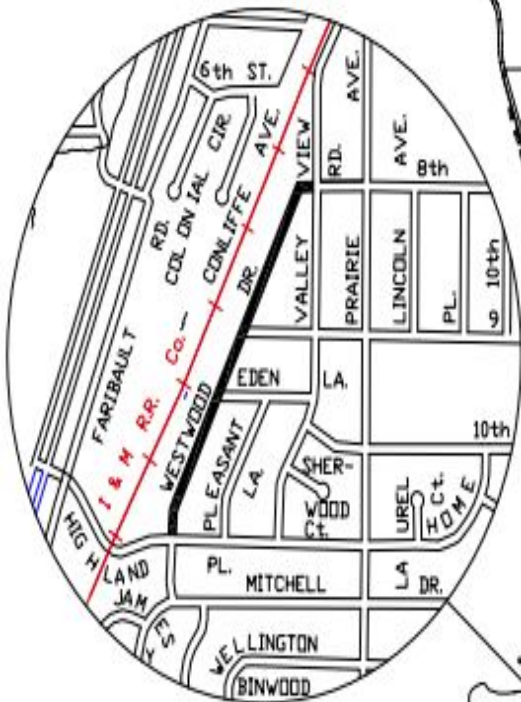
Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

PROJECT LOCATION
WESTWOOD DRIVE



CITY OF FARIBAULT
MAJOR FUND FINANCIAL SUMMARY REPORT
4 MONTHS ENDING April 30, 2024
33.33%



GENERAL FUND

	Actual	Annual Budget	Actual to Date	YTD %
	FY 2023	FY 2024	FY 2024	Collected
Revenues				
Taxes	\$ 9,686,807	\$ 10,621,995	\$ 12,021	0.11%
Permit & Licenses	849,511	665,450	114,316	17.18%
Intergovernmental Revenue	8,764,561	7,796,176	416,725	5.35%
Charges for Services	1,809,971	1,845,562	156,298	8.47%
Fines & Forfeits	142,315	133,000	22,398	16.84%
Miscellaneous Revenue	847,988	279,940	85,040	30.38%
Other Sources	439,325	(467,418)	-	0.00%
Total	\$ 22,540,479	\$ 20,874,705	\$ 806,799	3.86%
Expenditures				
Council	\$ 422,221	\$ 550,827	\$ 170,850	31.02%
City Administration	313,447	342,933	73,922	21.56%
Communications	105,036	104,496	41,813	40.01%
Elections	1,928	44,310	14,097	31.81%
Finance Administration	475,179	524,303	118,563	22.61%
Information Services	269,657	431,304	81,669	18.94%
Legal Services	222,535	262,100	57,164	21.81%
Personnel Administration	351,903	365,906	96,753	26.44%
Planning & Zoning	352,383	490,690	109,644	22.34%
City Hall Maintenance	170,656	179,330	38,424	21.43%
Police Administration	1,317,954	1,223,480	429,613	35.11%
Criminal Investigation	1,213,105	1,239,037	284,787	22.98%
Uniform Patrol	3,494,868	3,762,268	897,972	23.87%
Police Records	313,580	381,885	74,435	19.49%
Fire Administration	310,569	327,627	68,078	20.78%
Fire Suppression	1,586,171	1,722,877	336,999	19.56%
Code Enforcement - Inspection	495,319	499,700	83,162	16.64%
Emergency Management	3,905	6,250	1,499	23.98%
Community Services	333,657	352,202	40,967	11.63%
Public Works Administration	135,168	134,294	28,267	21.05%
Street Maintenance Projects	1,594,517	1,643,304	327,333	19.92%
Ice & Snow Removal	140,880	131,000	62,924	48.03%
Equipment Maintenance	299,147	299,873	70,759	23.60%
Street Lighting	325,984	324,400	46,804	14.43%
Traffic Signs & Signals	30,733	45,630	5,996	13.14%
Engineering	585,922	615,135	132,338	21.51%
Community Center Administration	640,637	733,165	154,244	21.04%
Community Center Building	622,692	597,518	138,905	23.25%
Aquatic Center	387,520	384,866	28,734	7.47%
Washington Center	65,363	73,429	14,313	19.49%
Soccer Complex	41,611	31,857	1,309	4.11%
North Viaduct Area Park	-	-	-	-
Adult Programs	164,804	165,797	30,832	18.60%
Youth Programs	146,723	151,337	14,071	9.30%
Parks	1,213,319	1,274,838	230,297	18.06%
Library	1,226,301	1,366,260	292,112	21.38%
Miscellaneous Unallocated	592,895	80,477	-	0.00%
Mass Transit	-	10,000	-	0.00%
Total	\$ 19,968,288	\$ 20,874,705	\$ 4,599,650	22.03%
	2,572,191	-	(3,792,852)	
Lease Proceeds				
* transfer to capital funds	-			
YTD Fund Balance Increase (Decrease)	2,572,191			

WATER FUND

	Actual FY 2023	Annual Budget FY 2024	Actual to Date FY 2024	YTD % Collected
Revenues				
Charges for Services	\$ 4,436,059	\$ 4,248,227	\$ 1,322,959	31.14%
Miscellaneous Revenue	451,616	189,530	68,624	36.21%
Other Sources	682,450	-	125,000	
Total	\$ 5,570,124	\$ 4,437,757	\$ 1,516,583	34.17%
Expenses				
Personnel Services	\$ 615,650	\$ 617,228	\$ 190,395	30.85%
Supplies	694,274	833,900	116,877	14.02%
Other Services & Charges	1,760,469	663,460	335,950	50.64%
Capital Outlay	-	4,132,275	178,278	4.31%
Debt Service	82,550	540,030	40,015	7.41%
Other Uses	90,000	141,134	30,000	21.26%
Total	\$ 3,242,942	\$ 6,928,027	\$ 891,515	12.87%
YTD Fund Balance Increase (Decrease)	2,327,182	(2,490,270)	625,067	
Depreciation	-	(1,100,000)	(366,667)	
YTD Fund Balance Increase (Decrease) with depreciation	2,327,182		258,401	

SEWER FUND

	Actual FY 2023	Annual Budget FY 2024	Actual to Date FY 2024	YTD % Collected
Revenues				
Charges for Services	\$ 7,222,123	\$ 6,843,375	\$ 2,338,209	34.17%
Fines & Forfeits	-	-	16,580	
Miscellaneous Revenue	802,906	351,590	153,576	43.68%
Other Sources	28,268	-	-	
Total	\$ 8,053,298	\$ 7,194,965	\$ 2,508,365	34.86%
Expenses				
Sewer Collection				
Personnel Services	\$ 496,979	\$ 551,760	\$ 161,884	29.34%
Supplies	87,606	67,850	30,723	45.28%
Other Services & Charges	927,581	286,329	74,746	26.10%
Capital Outlay	-	2,444,500	-	0.00%
Other Uses	113,773	114,337	35,000	30.61%
Water Reclamation Plant				
Personnel Services	978,379	1,041,568	317,079	30.44%
Supplies	590,931	463,188	198,093	42.77%
Other Services & Charges	2,425,667	1,274,771	278,985	21.89%
Capital Outlay	-	613,000	83,970	13.70%
Debt Service	230,403	1,496,942	104,971	7.01%
Other Uses	105,000	105,000	35,000	33.33%
Total	\$ 5,956,318	\$ 8,459,245	\$ 1,320,450	15.61%
YTD Fund Balance Increase (Decrease)	2,096,980	(1,264,280)	1,187,915	
Depreciation	-	(1,725,000)	(575,000)	
YTD Fund Balance Increase (Decrease) with depreciation	2,096,980		612,915	

STORM WATER FUND

	Actual FY 2023	Annual Budget FY 2024	Actual to Date FY 2024	YTD % Collected
Revenues				
Charges for Services	\$ 1,550,620	\$ 1,677,484	\$ 611,376	36.45%
Miscellaneous Revenue	811,657	123,177	39,482	32.05%
Intergovernmental	28,000	5,000	-	0.00%
Total	\$ 2,390,277	\$ 1,805,661	\$ 650,858	36.05%
Expenses				
Personnel Services	\$ 195,599	\$ 243,204	\$ 65,335	26.86%
Supplies	20,258	27,250	4,033	14.80%
Other Services & Charges	544,120	233,673	32,504	13.91%
Capital Outlay	-	1,859,500	645,989	34.74%
Other Uses	23,024	868	-	
Total	\$ 783,001	\$ 2,364,495	\$ 747,860	31.63%
YTD Fund Balance Increase (Decrease)	1,607,276	(558,834)	(97,002)	
Depreciation	-	(330,000)	(110,000)	
YTD Fund Balance Increase (Decrease) with depreciation	1,607,276		(207,002)	

CITY OF FARIBAULT
MAJOR FUND FINANCIAL SUMMARY REPORT
4 MONTHS ENDING April 30, 2024
33.33%



CASH AND INVESTMENTS					
101	General Fund	8,462,378		Average interest Rate	
	Fire Insurance Escrow	5,554	Wells Fargo	30,779	0.00%
210	Charitable Gambling Board	58,722	4M Fund	1,204,181	5.28%
211	City Rental Property Mgmt	107,612	State Bank of Faribault	1,529,768	5.56%
215	Public Safety Programs	17,724	Citizens Community Federal	6,441,878	5.53%
217	Library Estate Donation	3,025,184	RBC	32,536,699	1.88%
225	Airport	692,899	Oppenheimer	10,301,745	3.28%
239	Tax Abatements	-		<u>\$ 52,045,051</u>	
240	Community Development	(51,373)			
241	Public Housing	569,559			
	Security Deposits Escrow	22,616			
243	Industrial Development Loan	277,771	Petty cash (on hand)	1,045	
244	Rental Housing Rehabilitation	199,017	Escrow Accounts	43,088	1.90%
247	SCDP Revolving Loans	389,252		<u>\$ 44,133</u>	
248	Federal MIF Loans	659,549			
249	Minnesota Investment Fund	14,821			
254	CRV Rehabilitation Program	60,187			
263-276	TIF Districts	166,491			
280	Faribault HRA	930,878	TOTAL CASH	<u><u>\$ 52,089,183</u></u>	
290	Economic Development Authority	538,891			
292	EDA Revolving Fund	376,150			
344-349	Debt Service Funds	2,139,875			
401	Street Improvement Projects	4,331,205			
404	Park Land Dedication	581,841			
431	Capital Replacement Fund	1,088,805			
437	Public Facility Projects	90,148			
601	Water Fund	7,050,352			
602	Sewer Fund	14,218,785			
603	Storm Water Fund	4,070,097			
704	Worker's Compensation	301,561			
705	Property Liability Reserve	148,850			
873	Roberds Lake Sewer District	9,835			
897	Elderly Housing Corporation	472,924			
898	Robinwood Manor	1,046,364			
	Escrow Account	14,657			
	Total	<u>\$ 52,089,183</u>			