



New Richland City Council Regular Meeting Agenda December 11th, 2023

Agenda:

- 6:30 Call to Order
- Roll Call
- Pledge of Allegiance
- Approve Agenda

Consent Agenda Items

Items listed on the Consent Agenda are considered routine and non-controversial by the City Council. There will be no separate discussion of these items unless requested by the City Council.

1. Approve the Minutes of the November 27th, 2023, City Council Meeting
2. Approve November 2023 Financials
3. Approve November 2023 Check Register
4. Approve Transfer of Liquor License from Karl Proehl to New Richland Liquor Company, L.L.C.

Public Comments

Notice: We welcome the attendance of residents of the City of New Richland to the City Council meetings. Any resident of the City of New Richland may request permission to speak at a regular scheduled council meeting on any topic that is relevant to the operation of the city. Any resident wishing to address the city council shall either call City Hall and request to be put on the agenda or they can sign-up 10 minutes prior to the start of the meeting. At the discretion of the mayor, the speaker may address the topic either during the public portion of the meeting or at the time the item is being addressed by the council. The mayor will call upon the speaker at the appropriate time. Speaker shall state their name and topic to be addressed. Residents are expected to use proper etiquette, decorum and respect when addressing the council.

Request and Presentations

Public Hearings

1. Truth in Taxation Hearing

Ordinances and Resolutions

1. Resolution 23-20: A Resolution Adopting the 2024 Budget and Tax Levy Collectable in 2024
2. Resolution 23-21: A Resolution Accepting Donation
3. Resolution 23-22: A Resolution Adopting an Update City Fee Schedule

Department Reports

1. Ambulance Report – In Writing
2. Fire Department Report – In Writing
3. Police Department Report – Tanyce Bruegger, Chief of Police
4. Care Center Report – Bob Johannsen, Care Center Administrator
5. People Service Report – Shell Johnson
6. Street/Maintenance Report – Eric Hendrickson, Maintenance Lead

Unfinished Business

1. Utility Billing Update
2. Cat Generator Extended Warranty

New Business

1. Authorize City Administrator to sign contract with ABDO for 2023 Financial Audit
2. Water Enterprise Fund – 2024 Budget
3. Sewer Enterprise Fund – 2024 Budget
4. Personnel Policy
 - a. ESST Policy
5. Fund Balance Policy

Miscellaneous**Administrators Report****Mayor/Council Comments****Adjournment**

The next Regular City Council meeting will be held on Monday January 8th, 2024, at 6:30 pm



New Richland City Council Regular Meeting Minutes

November 27th, 2023

Members Present

Chad Neitzel
Jason Casey
Loren Skelton
Janda Ferguson
e-Jody Wynnemer

Staff Present

Anthony Martens-Administrator
Bob Johannsen-Care Center Administrator
Shell Johnson-People Service
Eric Hendrickson-Maintenance Lead

Others Present

Pam Goehring
Larry Goehring
e-Dylan Arnold

Members Absent

None

The meeting was called to order by Mayor Chad Neitzel at 6:30 p.m.

Roll Call - All members present. Council Person Wynnemer attending online.

Pledge of Allegiance

Approval of Agenda

- Administrator Martens asked that #2: Stennes Flooding Update be added to Unfinished Business and #3: PD Bullet Proof Vest Purchase be added to New Business.
- Motion was made by Janda Ferguson and seconded by Loren Skelton to approve the agenda as amended. Carried (3 yes, 0 no)

Consent Agenda

1. Motion made by Loren Skelton and seconded by Jason Casey to approve the consent agenda. Carried (3 yes, 0 no)

Public Comments

- None

Requests and Presentations

- None

Public Hearings

- None

Ordinances and Resolutions (see attached)

- Motion made by Loren Skelton and seconded by Janda Ferguson to adopt resolution #23-30: A Resolution Amending the City Fee Schedule. Carried (3 yes, 0 no)

Reports

1. Care Center Report
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Loren Skelton and seconded by Janda Ferguson to approve the Care Center report. Carried (4 yes, 0 no)



New Richland City Council Regular Meeting Minutes

November 27th, 2023

Reports Continued

2. People Service Report

- People Service report was presented by Shell Johnson
- Motion made by Jason Casey and seconded by Loren Skelton to approve repair to the 3rd Street Lift Station at a cost of \$2,373.37. Carried (3 yes, 0 no)
- Motion made by Loren Skelton and seconded by Janda Ferguson to approve the People Service report. Carried (4 yes, 0 no)

3. Street/Maintenance Report

- Street and Maintenance report was presented by Eric Hendrickson
- Motion made by Loren Skelton and seconded by Janda Ferguson to approve the replacement of a hydrant on Cypress Ave at a cost of \$7,488.45. Carried (4 yes, 0 no)
- A request was received by the HUD to purchase salt sand from the city. Due to it being readily available at local providers in town and the potential liability it was recommended that those businesses purchase it on their own.
- Motion was made by Jason Casey and seconded by Loren Skelton to approve the cost of wing carbides for the plow truck at a cost of \$1,533.
- Motion made by Loren Skelton and seconded by Jason Casey to approve the Street and Maintenance report. Carried (4 yes, 0 no)

Unfinished Business

1. CAT Generator Extended Warranty – WWTP
 - Council directed staff to get some additional information regarding the warranties and other options and provide them to the council at the next meeting.
2. Stennes Flooding Work Session Update
 - Administrator Martens provided an update on the county work session with Larry Muff and the Stennes family. No action was taken.

7:10 PM – Mayor Neitzel left the meeting and Deputy Mayor Skelton took over leading the meeting.

New Business

- Education Partnership with Jason Colvin
 - Council directed staff to get additional information along with a fee schedule so they can make a final decision.
- Homestake Lot Application
 - Motion was made by Janda Ferguson and seconded by Jason Casey to approve the Homestake Lot Application of Donald Adams and direct staff to work with the City Attorney to transfer the Deed to the property and schedule a closing date. Carried (3 yes, 0 no)
- Purchase of PD Bullet Proof Vest
 - Motion was made by Jason Casey and seconded by Janda Ferguson to approve the purchase of a bullet proof vest for Officer Jandt at a cost not to exceed \$1,500 to be reimbursed by state and federal grant funds. Carried (3 yes, 0 no)



New Richland City Council Regular Meeting Minutes

November 27th, 2023

2024 Budget

- Administrator Martens provided updated budget information to the council and projected figures for the final levy.

Miscellaneous

- None

Administrators Report

- Administrator Martens provided a report to the council on tasks completed since last meeting.

Mayor/Council Comments

- None

Adjournment – Motion for adjournment made by Janda Ferguson and seconded by Jason Casey.
Carried (3 yes, 0 no) 7:35 p.m.

Submitted by,

Anthony Martens
City Administrator

Current Period: NOVEMBER 2023

			2023 YTD Budget	2023 YTD Amt	NOVEMBER MTD Amt	2023 YTD Balance	% of Budget
GENERAL FUND							
		Revenues	\$1,224,280.00	\$1,051,906.07	\$66,759.98	\$172,373.93	85.92%
		Expenditures	\$1,224,280.00	\$1,315,881.38	\$113,290.35	-\$91,601.38	107.48%
		Gain/(Loss)	\$0.00	(\$263,975.31)	(\$46,530.37)	\$263,975.31	0.00%
GOVERNMENT WIDE							
Active	R 101-00000-31000	GENERAL PR	\$339,555.00	\$357,292.75	\$0.00	(\$17,737.75)	105.22%
Active	R 101-00000-31020	PROPERTY T	\$0.00	\$6.63	\$0.00	(\$6.63)	0.00%
Active	R 101-00000-31250	PAYMENT IN	\$7,500.00	\$36,100.00	\$0.00	(\$28,600.00)	481.33%
Active	R 101-00000-31810	FRANCHISE T	\$7,000.00	\$7,934.31	\$3,197.75	(\$934.31)	113.35%
Active	R 101-00000-31811	FRANCHISE T	\$7,000.00	\$752.29	\$0.00	\$6,247.71	10.75%
Active	R 101-00000-31812	FRANCHISE T	\$5,000.00	\$2,968.00	\$0.00	\$2,032.00	59.36%
Active	R 101-00000-31910	PENALTIES A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-32110	LIQUOR LICE	\$4,675.00	\$3,125.00	\$0.00	\$1,550.00	66.84%
Active	R 101-00000-33410	LOCAL GOVE	\$454,100.00	\$227,050.00	\$0.00	\$227,050.00	50.00%
Active	R 101-00000-33430	MOBILE HOM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-33460	EQUALIZATIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-33620	OTHER	\$0.00	\$5,951.14	\$0.00	(\$5,951.14)	0.00%
Active	R 101-00000-36100	SPECIAL ASS	\$0.00	\$308.83	\$0.00	(\$308.83)	0.00%
Active	R 101-00000-36110	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-36120	SPECIAL ASS	\$0.00	\$137.11	\$0.00	(\$137.11)	0.00%
Active	R 101-00000-36200	MISCELLANE	\$0.00	\$100.00	\$0.00	(\$100.00)	0.00%
Active	R 101-00000-36210	INTEREST ON	\$1,000.00	\$1,412.86	\$28.42	(\$412.86)	141.29%
Active	R 101-00000-36240	LMCIT DIVIDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-39200	OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-39310	GENERAL OB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$825,830.00	\$643,138.92	\$3,226.17	\$182,691.08	77.88%
Total GOVERNMENT WIDE			\$825,830.00	\$643,138.92	\$3,226.17	\$182,691.08	77.88%
MAYOR AND COUNCIL							
Active	R 101-41100-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-100	WAGES/SALARI	\$12,000.00	\$7,140.00	\$0.00	\$4,860.00	59.50%
Active	E 101-41100-121	SOCIAL SECURI	\$750.00	\$442.68	\$0.00	\$307.32	59.02%
Active	E 101-41100-122	MEDICARE	\$185.00	\$103.53	\$0.00	\$81.47	55.96%
Active	E 101-41100-150	WORKERS COM	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41100-200	OFFICE SUPPLI	\$250.00	\$369.00	\$0.00	(\$119.00)	147.60%
Active	E 101-41100-210	OPERATING EX	\$500.00	\$1,729.17	\$0.00	(\$1,229.17)	345.83%
Active	E 101-41100-308	SCHOOLING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-41100-309	COMPUTER EX	\$0.00	\$368.17	\$0.00	(\$368.17)	0.00%
Active	E 101-41100-311	PERMITS/MEMB	\$50.00	\$30.00	\$0.00	\$20.00	60.00%
Active	E 101-41100-360	INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$14,085.00	\$10,182.55	\$0.00	\$3,902.45	72.29%
Total MAYOR AND COUNCIL			(\$14,085.00)	(\$10,182.55)	\$0.00	(\$3,902.45)	72.29%
CITY HALL							
Active	R 101-41400-33160	OTHER-FEDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41400-36220	RENTS	\$5,500.00	\$1,375.00	\$250.00	\$4,125.00	25.00%
Active	R 101-41400-36230	CONTRIBUTI	\$2,000.00	\$2,088.00	\$0.00	(\$88.00)	104.40%
Active	R 101-41400-36250	REFUNDS AN	\$3,000.00	\$2,735.56	\$0.00	\$264.44	91.19%
Active	R 101-41400-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$10,500.00	\$6,198.56	\$250.00	\$4,301.44	59.03%
Active	E 101-41400-100	WAGES/SALARI	\$115,000.00	\$111,264.96	\$9,020.40	\$3,735.04	96.75%
Active	E 101-41400-101	WAGES/SALARI	\$3,000.00	\$989.59	\$0.00	\$2,010.41	32.99%
Active	E 101-41400-120	PERA	\$9,000.00	\$8,344.77	\$676.52	\$655.23	92.72%
Active	E 101-41400-121	SOCIAL SECURI	\$7,750.00	\$6,877.84	\$551.82	\$872.16	88.75%

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-41400-122	MEDICARE	\$2,100.00	\$1,608.55	\$129.06	\$491.45	76.60%
Active	E 101-41400-130	HEALTH INSUR	\$0.00	\$2,585.27	\$1,359.30	(\$2,585.27)	0.00%
Active	E 101-41400-131	LIFE INSURANC	\$240.00	\$81.60	\$6.80	\$158.40	34.00%
Active	E 101-41400-150	WORKERS COM	\$950.00	\$939.99	\$0.00	\$10.01	98.95%
Active	E 101-41400-200	OFFICE SUPPLI	\$2,000.00	\$3,243.67	\$166.00	(\$1,243.67)	162.18%
Active	E 101-41400-201	ORDINANCE EX	\$2,500.00	\$2,181.51	\$407.44	\$318.49	87.26%
Active	E 101-41400-210	OPERATING EX	\$6,000.00	\$7,832.82	\$144.69	(\$1,832.82)	130.55%
Active	E 101-41400-220	REPAIRS & MAI	\$2,500.00	\$6,377.92	\$2,048.78	(\$3,877.92)	255.12%
Active	E 101-41400-221	CLEANING CON	\$750.00	\$614.87	\$94.08	\$135.13	81.98%
Active	E 101-41400-230	VEHICLE OPER	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
Active	E 101-41400-300	PROFESSIONAL	\$8,000.00	\$8,568.17	\$442.69	(\$568.17)	107.10%
Active	E 101-41400-301	AUDITING SERV	\$30,000.00	\$31,675.00	\$0.00	(\$1,675.00)	105.58%
Active	E 101-41400-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-304	LEGAL FEES	\$5,000.00	\$141.75	\$0.00	\$4,858.25	2.84%
Active	E 101-41400-307	CONTRACT FEE	\$3,000.00	\$657.55	\$127.24	\$2,342.45	21.92%
Active	E 101-41400-308	SCHOOLING	\$1,750.00	\$1,381.54	\$0.00	\$368.46	78.95%
Active	E 101-41400-309	COMPUTER EX	\$3,000.00	\$5,796.02	\$188.79	(\$2,796.02)	193.20%
Active	E 101-41400-311	PERMITS/MEMB	\$6,800.00	\$6,793.44	\$0.00	\$6.56	99.90%
Active	E 101-41400-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-320	TELEPHONE	\$2,000.00	\$2,022.49	\$212.13	(\$22.49)	101.12%
Active	E 101-41400-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-340	ADVERTISING	\$1,000.00	\$135.00	\$0.00	\$865.00	13.50%
Active	E 101-41400-360	INSURANCE	\$10,500.00	\$4,910.43	\$0.00	\$5,589.57	46.77%
Active	E 101-41400-380	UTILITIES/ELEC	\$500.00	\$408.08	\$0.00	\$91.92	81.62%
Active	E 101-41400-383	UTILITIES/HEAT	\$1,500.00	\$1,148.12	\$48.54	\$351.88	76.54%
Active	E 101-41400-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-417	UNIFORM ALLO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-430	MISCELLANEOU	\$1,000.00	\$4,038.99	\$1,566.92	(\$3,038.99)	403.90%
Active	E 101-41400-461	REGIONAL DEV	\$500.00	\$500.00	\$0.00	\$0.00	100.00%
Active	E 101-41400-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			<u>\$226,390.00</u>	<u>\$221,119.94</u>	<u>\$17,191.20</u>	<u>\$5,270.06</u>	<u>97.67%</u>
Total CITY HALL			<u>(\$215,890.00)</u>	<u>(\$214,921.38)</u>	<u>(\$16,941.20)</u>	<u>(\$968.62)</u>	<u>99.55%</u>
ELECTIONS							
Active	R 101-41410-33620	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Active	E 101-41410-110	OTHER PAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-210	OPERATING EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Total ELECTIONS			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
POLICE							
Active	R 101-42100-32240	ANIMAL LICE	\$300.00	\$280.00	\$50.00	\$20.00	93.33%
Active	R 101-42100-32260	GOLF CART O	\$400.00	\$340.00	\$10.00	\$60.00	85.00%
Active	R 101-42100-33610	POLICE STAT	\$18,000.00	\$8,167.07	\$0.00	\$9,832.93	45.37%
Active	R 101-42100-34210	POLICE SERV	\$100.00	\$15.00	\$0.00	\$85.00	15.00%
Active	R 101-42100-34261	POLICE TRAI	\$6,000.00	\$3,030.59	\$0.00	\$2,969.41	50.51%
Active	R 101-42100-35100	POLICE FINE	\$5,000.00	\$3,067.78	\$86.66	\$1,932.22	61.36%
Active	R 101-42100-36200	MISCELLANE	\$500.00	\$75.00	\$0.00	\$425.00	15.00%
Active	R 101-42100-36230	CONTRIBUTI	\$2,000.00	\$2,475.64	\$0.00	(\$475.64)	123.78%
Active	R 101-42100-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42100-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			<u>\$32,300.00</u>	<u>\$17,451.08</u>	<u>\$146.66</u>	<u>\$14,848.92</u>	<u>54.03%</u>
Active	E 101-42100-100	WAGES/SALARI	\$106,000.00	\$89,545.15	\$9,053.53	\$16,454.85	84.48%
Active	E 101-42100-101	WAGES/SALARI	\$50,000.00	\$25,906.06	\$1,091.65	\$24,093.94	51.81%
Active	E 101-42100-120	PERA	\$23,000.00	\$17,304.99	\$1,602.47	\$5,695.01	75.24%

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42100-121	SOCIAL SECURI	\$3,000.00	\$1,834.55	\$296.06	\$1,165.45	61.15%
Active	E 101-42100-122	MEDICARE	\$2,600.00	\$1,654.28	\$145.31	\$945.72	63.63%
Active	E 101-42100-130	HEALTH INSUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-131	LIFE INSURANC	\$75.00	\$40.80	\$3.40	\$34.20	54.40%
Active	E 101-42100-150	WORKERS COM	\$15,000.00	\$11,593.21	\$0.00	\$3,406.79	77.29%
Active	E 101-42100-200	OFFICE SUPPLI	\$500.00	\$521.15	\$0.00	(\$21.15)	104.23%
Active	E 101-42100-210	OPERATING EX	\$5,000.00	\$4,189.98	\$31.14	\$810.02	83.80%
Active	E 101-42100-220	REPAIRS & MAI	\$500.00	\$428.95	\$0.00	\$71.05	85.79%
Active	E 101-42100-230	VEHICLE OPER	\$3,000.00	\$1,323.25	\$77.47	\$1,676.75	44.11%
Active	E 101-42100-231	VEHICLE MAINT	\$5,000.00	\$1,153.00	\$0.00	\$3,847.00	23.06%
Active	E 101-42100-240	SMALL TOOLS A	\$300.00	\$264.38	\$0.00	\$35.62	88.13%
Active	E 101-42100-300	PROFESSIONAL	\$3,750.00	\$3,750.00	\$0.00	\$0.00	100.00%
Active	E 101-42100-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-304	LEGAL FEES	\$8,010.00	\$4,005.00	\$0.00	\$4,005.00	50.00%
Active	E 101-42100-305	MEDICAL FEES	\$500.00	\$1,500.00	\$0.00	(\$1,000.00)	300.00%
Active	E 101-42100-306	ANIMAL EXPEN	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-307	CONTRACT FEE	\$900.00	\$0.00	\$0.00	\$900.00	0.00%
Active	E 101-42100-308	SCHOOLING	\$6,000.00	\$2,792.26	\$75.00	\$3,207.74	46.54%
Active	E 101-42100-309	COMPUTER EX	\$4,000.00	\$1,175.35	\$145.80	\$2,824.65	29.38%
Active	E 101-42100-311	PERMITS/MEMB	\$1,000.00	\$250.00	\$0.00	\$750.00	25.00%
Active	E 101-42100-313	SHARED RECO	\$7,000.00	\$6,938.21	\$200.00	\$61.79	99.12%
Active	E 101-42100-320	TELEPHONE	\$1,500.00	\$1,659.65	\$166.11	(\$159.65)	110.64%
Active	E 101-42100-340	ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42100-360	INSURANCE	\$8,900.00	\$7,728.23	\$0.00	\$1,171.77	86.83%
Active	E 101-42100-380	UTILITIES/ELEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-383	UTILITIES/HEAT	\$1,000.00	\$1,148.13	\$48.54	(\$148.13)	114.81%
Active	E 101-42100-417	UNIFORM ALLO	\$3,000.00	\$3,438.98	\$1,227.95	(\$438.98)	114.63%
Active	E 101-42100-430	MISCELLANEOU	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-501	CAPITAL - UNDE	\$0.00	\$16,000.00	\$0.00	(\$16,000.00)	0.00%
Expenditure			\$261,135.00	\$206,145.56	\$14,164.43	\$54,989.44	78.94%
Total POLICE			(\$228,835.00)	(\$188,694.48)	(\$14,017.77)	(\$40,140.52)	82.46%
AMBULANCE							
Active	R 101-42153-33720	OTHER COUN	\$3,700.00	\$0.00	\$0.00	\$3,700.00	0.00%
Active	R 101-42153-34206	MEDICAL TRA	\$1,200.00	\$1,625.00	\$0.00	(\$425.00)	135.42%
Active	R 101-42153-34250	AMBULANCE	\$150,000.00	\$101,426.16	\$2,609.00	\$48,573.84	67.62%
Active	R 101-42153-34260	AMB/FIRE SC	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	R 101-42153-36200	MISCELLANE	\$0.00	\$195.00	\$130.00	(\$195.00)	0.00%
Active	R 101-42153-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-36230	CONTRIBUTI	\$0.00	\$4,448.88	\$0.00	(\$4,448.88)	0.00%
Active	R 101-42153-36250	REFUNDS AN	\$0.00	\$6,020.11	\$5,013.40	(\$6,020.11)	0.00%
Active	R 101-42153-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$157,900.00	\$113,715.15	\$7,752.40	\$44,184.85	72.02%
Active	E 101-42153-102	WAGES/SALARI	\$12,000.00	\$11,012.50	\$1,000.00	\$987.50	91.77%
Active	E 101-42153-106	WAGES/SALARI	\$400.00	\$620.00	\$20.00	(\$220.00)	155.00%
Active	E 101-42153-110	OTHER PAY	\$60,000.00	\$45,729.25	\$3,613.75	\$14,270.75	76.22%
Active	E 101-42153-120	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-121	SOCIAL SECURI	\$3,800.00	\$3,555.67	\$287.30	\$244.33	93.57%
Active	E 101-42153-122	MEDICARE	\$900.00	\$831.60	\$67.19	\$68.40	92.40%
Active	E 101-42153-150	WORKERS COM	\$5,250.00	\$3,133.30	\$0.00	\$2,116.70	59.68%
Active	E 101-42153-200	OFFICE SUPPLI	\$200.00	\$236.57	\$0.00	(\$36.57)	118.29%
Active	E 101-42153-210	OPERATING EX	\$2,000.00	\$1,270.07	\$5.99	\$729.93	63.50%
Active	E 101-42153-212	MEDICAL SUPP	\$12,000.00	\$18,059.21	\$426.20	(\$6,059.21)	150.49%
Active	E 101-42153-220	REPAIRS & MAI	\$4,000.00	\$1,799.90	\$0.00	\$2,200.10	45.00%
Active	E 101-42153-230	VEHICLE OPER	\$3,000.00	\$2,437.74	\$227.56	\$562.26	81.26%
Active	E 101-42153-231	VEHICLE MAINT	\$2,500.00	\$2,933.99	\$0.00	(\$433.99)	117.36%
Active	E 101-42153-300	PROFESSIONAL	\$7,500.00	\$5,309.00	\$0.00	\$2,191.00	70.79%
Active	E 101-42153-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42153-304	LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-307	CONTRACT FEE	\$3,500.00	\$1,320.08	\$0.00	\$2,179.92	37.72%
Active	E 101-42153-308	SCHOOLING	\$6,000.00	\$7,945.93	\$40.00	(\$1,945.93)	132.43%
Active	E 101-42153-309	COMPUTER EX	\$1,000.00	\$3,380.30	\$2,025.07	(\$2,380.30)	338.03%
Active	E 101-42153-311	PERMITS/MEMB	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42153-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-318	MEDICAL TRAIN	\$200.00	\$834.00	\$84.00	(\$634.00)	417.00%
Active	E 101-42153-320	TELEPHONE	\$500.00	\$703.46	\$70.37	(\$203.46)	140.69%
Active	E 101-42153-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-340	ADVERTISING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-42153-360	INSURANCE	\$950.00	\$1,878.84	\$64.51	(\$928.84)	197.77%
Active	E 101-42153-380	UTILITIES/ELEC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42153-383	UTILITIES/HEAT	\$1,200.00	\$1,148.12	\$48.54	\$51.88	95.68%
Active	E 101-42153-417	UNIFORM ALLO	\$2,500.00	\$523.55	\$0.00	\$1,976.45	20.94%
Active	E 101-42153-430	MISCELLANEOU	\$0.00	\$792.06	\$0.00	(\$792.06)	0.00%
Active	E 101-42153-441	BAD DEBT EXP	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-42153-442	INSURANCE WR	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
Active	E 101-42153-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$179,150.00	\$115,455.14	\$7,980.48	\$63,694.86	64.45%
Total AMBULANCE			(\$21,250.00)	(\$1,739.99)	(\$228.08)	(\$19,510.01)	8.19%
FIRE							
Active	R 101-42200-31020	PROPERTY T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-33150	FEDERAL GR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-33600	FIRE STATE A	\$25,000.00	\$27,096.09	\$0.00	(\$2,096.09)	108.38%
Active	R 101-42200-34251	FIRESERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-42200-34260	AMB/FIRE SC	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 101-42200-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-36230	CONTRIBUTI	\$0.00	\$500.00	\$0.00	(\$500.00)	0.00%
Active	R 101-42200-36250	REFUNDS AN	\$0.00	\$98.40	\$0.00	(\$98.40)	0.00%
Active	R 101-42200-39110	SALE OF ASS	\$0.00	\$3,000.00	\$0.00	(\$3,000.00)	0.00%
Revenue			\$31,000.00	\$30,694.49	\$0.00	\$305.51	99.01%
Active	E 101-42200-124	PENSION PAYM	\$24,000.00	\$29,096.09	\$0.00	(\$5,096.09)	121.23%
Active	E 101-42200-150	WORKERS COM	\$3,500.00	\$1,879.98	\$0.00	\$1,620.02	53.71%
Active	E 101-42200-200	OFFICE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-210	OPERATING EX	\$3,000.00	\$1,248.54	\$362.38	\$1,751.46	41.62%
Active	E 101-42200-220	REPAIRS & MAI	\$3,000.00	\$1,314.14	\$0.00	\$1,685.86	43.80%
Active	E 101-42200-230	VEHICLE OPER	\$2,000.00	\$1,545.52	\$132.44	\$454.48	77.28%
Active	E 101-42200-231	VEHICLE MAINT	\$3,000.00	\$1,589.62	\$475.06	\$1,410.38	52.99%
Active	E 101-42200-300	PROFESSIONAL	\$250.00	\$660.63	\$0.00	(\$410.63)	264.25%
Active	E 101-42200-301	AUDITING SERV	\$1,800.00	\$0.00	\$0.00	\$1,800.00	0.00%
Active	E 101-42200-305	MEDICAL FEES	\$500.00	\$296.94	\$0.00	\$203.06	59.39%
Active	E 101-42200-307	CONTRACT FEE	\$1,400.00	\$0.00	\$0.00	\$1,400.00	0.00%
Active	E 101-42200-308	SCHOOLING	\$2,500.00	\$750.00	\$450.00	\$1,750.00	30.00%
Active	E 101-42200-309	COMPUTER EX	\$500.00	\$363.57	\$15.74	\$136.43	72.71%
Active	E 101-42200-320	TELEPHONE	\$0.00	\$183.17	\$17.67	(\$183.17)	0.00%
Active	E 101-42200-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-360	INSURANCE	\$2,250.00	\$1,961.77	\$0.00	\$288.23	87.19%
Active	E 101-42200-380	UTILITIES/ELEC	\$0.00	\$104.32	\$8.45	(\$104.32)	0.00%
Active	E 101-42200-383	UTILITIES/HEAT	\$1,500.00	\$1,790.65	\$117.45	(\$290.65)	119.38%
Active	E 101-42200-417	UNIFORM ALLO	\$7,500.00	\$10.15	\$0.00	\$7,489.85	0.14%
Active	E 101-42200-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-441	BAD DEBT EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-500	CAPITAL OUTLA	\$0.00	\$36,445.00	\$0.00	(\$36,445.00)	0.00%
Active	E 101-42200-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$56,700.00	\$79,240.09	\$1,579.19	(\$22,540.09)	139.75%

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			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Total FIRE			(\$25,700.00)	(\$48,545.60)	(\$1,579.19)	\$22,845.60	188.89%
BLDG INSPECTION							
Active	R 101-42400-32200	BUILDING PE	\$15,000.00	\$13,322.07	\$196.00	\$1,677.93	88.81%
Active	R 101-42400-32210	RENTAL HOU	\$1,000.00	\$2,145.00	\$0.00	(\$1,145.00)	214.50%
Active	R 101-42400-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$16,000.00	\$15,467.07	\$196.00	\$532.93	96.67%
Active	E 101-42400-210	OPERATING EX	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42400-300	PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-302	BLDG PERMIT S	\$500.00	\$435.03	\$157.00	\$64.97	87.01%
Active	E 101-42400-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-304	LEGAL FEES	\$1,000.00	\$250.00	\$250.00	\$750.00	25.00%
Active	E 101-42400-307	CONTRACT FEE	\$10,000.00	\$11,897.67	\$0.00	(\$1,897.67)	118.98%
Active	E 101-42400-308	SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-314	REIMBURSEME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-360	INSURANCE	\$500.00	\$500.00	\$0.00	\$0.00	100.00%
Active	E 101-42400-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$12,100.00	\$13,082.70	\$407.00	(\$982.70)	108.12%
Total BLDG INSPECTION			\$3,900.00	\$2,384.37	(\$211.00)	\$1,515.63	61.14%
CIVIL DEFENSE							
Active	R 101-42500-39110	SALE OF ASS	\$0.00	\$1,800.00	\$0.00	(\$1,800.00)	0.00%
Revenue			\$0.00	\$1,800.00	\$0.00	(\$1,800.00)	0.00%
Active	E 101-42500-210	OPERATING EX	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42500-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-501	CAPITAL - UNDE	\$13,000.00	\$28,756.00	\$0.00	(\$15,756.00)	221.20%
Expenditure			\$13,500.00	\$28,756.00	\$0.00	(\$15,256.00)	213.01%
Total CIVIL DEFENSE			(\$13,500.00)	(\$26,956.00)	\$0.00	\$13,456.00	199.67%
STREETS							
Active	R 101-43100-32220	RIGHT-OF-W	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	R 101-43100-34300	STREET CHA	\$0.00	\$18.75	\$0.00	(\$18.75)	0.00%
Active	R 101-43100-34430	REFUSE COL	\$250.00	\$1,910.00	\$0.00	(\$1,660.00)	764.00%
Active	R 101-43100-36110	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36112	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36200	MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36230	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36250	REFUNDS AN	\$1,000.00	\$6,223.16	\$125.00	(\$5,223.16)	622.32%
Active	R 101-43100-39110	SALE OF ASS	\$0.00	\$171.90	\$0.00	(\$171.90)	0.00%
Active	R 101-43100-39312	MNDOT REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$1,650.00	\$8,323.81	\$125.00	(\$6,673.81)	504.47%
Active	E 101-43100-100	WAGES/SALARI	\$76,000.00	\$77,022.87	\$6,316.77	(\$1,022.87)	101.35%
Active	E 101-43100-101	WAGES/SALARI	\$6,500.00	\$9,541.75	\$0.00	(\$3,041.75)	146.80%
Active	E 101-43100-120	PERA	\$6,000.00	\$5,786.46	\$473.76	\$213.54	96.44%
Active	E 101-43100-121	SOCIAL SECURI	\$5,400.00	\$5,292.58	\$384.88	\$107.42	98.01%
Active	E 101-43100-122	MEDICARE	\$1,625.00	\$1,237.72	\$90.01	\$387.28	76.17%
Active	E 101-43100-130	HEALTH INSUR	\$12,750.00	\$14,942.72	\$1,773.04	(\$2,192.72)	117.20%
Active	E 101-43100-131	LIFE INSURANC	\$50.00	\$67.40	\$5.80	(\$17.40)	134.80%
Active	E 101-43100-140	UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-150	WORKERS COM	\$5,500.00	\$9,086.57	\$0.00	(\$3,586.57)	165.21%
Active	E 101-43100-200	OFFICE SUPPLI	\$275.00	\$114.44	\$0.00	\$160.56	41.61%
Active	E 101-43100-210	OPERATING EX	\$10,000.00	\$12,146.28	\$606.98	(\$2,146.28)	121.46%
Active	E 101-43100-211	SNOW REMOVA	\$10,000.00	\$2,997.50	\$0.00	\$7,002.50	29.98%
Active	E 101-43100-215	TREE EXPENSE	\$3,000.00	\$399.99	\$0.00	\$2,600.01	13.33%

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			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-43100-216	GRAVEL/ROCK	\$3,000.00	\$3,435.37	\$0.00	(\$435.37)	114.51%
Active	E 101-43100-217	SPRING CLEAN-	\$2,000.00	\$19.98	\$0.00	\$1,980.02	1.00%
Active	E 101-43100-218	CHEMICALS/SP	\$1,000.00	\$726.00	\$0.00	\$274.00	72.60%
Active	E 101-43100-219	COUNTY DITCH	\$1,000.00	\$1,330.40	\$0.00	(\$330.40)	133.04%
Active	E 101-43100-220	REPAIRS & MAI	\$8,000.00	\$14,733.07	\$2,125.00	(\$6,733.07)	184.16%
Active	E 101-43100-225	LANDSCAPING	\$1,000.00	\$910.78	\$731.44	\$89.22	91.08%
Active	E 101-43100-230	VEHICLE OPER	\$8,000.00	\$6,754.09	\$707.39	\$1,245.91	84.43%
Active	E 101-43100-231	VEHICLE MAINT	\$2,000.00	\$1,801.73	\$0.00	\$198.27	90.09%
Active	E 101-43100-232	LAWN MOWER	\$4,000.00	\$6,045.20	\$844.13	(\$2,045.20)	151.13%
Active	E 101-43100-233	TRACTOR MAIN	\$3,000.00	\$546.70	\$0.00	\$2,453.30	18.22%
Active	E 101-43100-234	DUMP TRUCK M	\$3,000.00	\$75.99	\$0.00	\$2,924.01	2.53%
Active	E 101-43100-235	PICKUP MAINT	\$3,000.00	\$5,429.43	\$69.39	(\$2,429.43)	180.98%
Active	E 101-43100-236	SNOW EQUIP M	\$5,000.00	\$5,603.88	\$0.00	(\$603.88)	112.08%
Active	E 101-43100-237	SWEEPER MAIN	\$3,000.00	\$2,843.26	\$167.50	\$156.74	94.78%
Active	E 101-43100-240	SMALL TOOLS A	\$300.00	\$125.98	\$99.99	\$174.02	41.99%
Active	E 101-43100-300	PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-303	ENGINEERING F	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-304	LEGAL FEES	\$0.00	\$368.75	\$0.00	(\$368.75)	0.00%
Active	E 101-43100-305	MEDICAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-307	CONTRACT FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-308	SCHOOLING	\$1,500.00	\$285.49	\$0.00	\$1,214.51	19.03%
Active	E 101-43100-309	COMPUTER EX	\$500.00	\$696.75	\$0.00	(\$196.75)	139.35%
Active	E 101-43100-311	PERMITS/MEMB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-314	REIMBURSEME	\$0.00	\$20.00	\$20.00	(\$20.00)	0.00%
Active	E 101-43100-320	TELEPHONE	\$2,000.00	\$1,699.37	\$157.90	\$300.63	84.97%
Active	E 101-43100-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-340	ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-43100-360	INSURANCE	\$6,000.00	\$3,522.13	\$0.00	\$2,477.87	58.70%
Active	E 101-43100-380	UTILITIES/ELEC	\$12,000.00	\$129.81	\$8.59	\$11,870.19	1.08%
Active	E 101-43100-383	UTILITIES/HEAT	\$1,500.00	\$3,646.31	\$155.74	(\$2,146.31)	243.09%
Active	E 101-43100-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-390	STREET LIGHTI	\$13,000.00	\$14,133.11	\$1,291.89	(\$1,133.11)	108.72%
Active	E 101-43100-417	UNIFORM ALLO	\$1,000.00	\$989.95	\$0.00	\$10.05	99.00%
Active	E 101-43100-430	MISCELLANEOU	\$0.00	\$658.00	\$658.00	(\$658.00)	0.00%
Active	E 101-43100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-501	CAPITAL - UNDE	\$0.00	\$82,182.92	\$0.00	(\$82,182.92)	0.00%
Expenditure			\$223,000.00	\$297,350.73	\$16,688.20	(\$74,350.73)	133.34%
Total STREETS			(\$221,350.00)	(\$289,026.92)	(\$16,563.20)	\$67,676.92	130.57%
SANITATION							
Active	R 101-43200-34430	REFUSE COL	\$0.00	\$189.00	\$0.00	(\$189.00)	0.00%
Revenue			\$0.00	\$189.00	\$0.00	(\$189.00)	0.00%
Active	E 101-43200-210	OPERATING EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43200-240	SMALL TOOLS A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%</

RECREATION-LEGION FIELD

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 101-45100-31030	PROPERTY T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-34790	RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-36220	RENTS	\$50,000.00	\$50,250.00	\$50,000.00	(\$250.00)	100.50%
Active	R 101-45100-36230	CONTRIBUTI	\$0.00	\$16,538.75	\$5,038.75	(\$16,538.75)	0.00%
Active	R 101-45100-36250	REFUNDS AN	\$0.00	\$43.14	\$0.00	(\$43.14)	0.00%
Revenue			\$50,000.00	\$66,831.89	\$55,038.75	(\$16,831.89)	133.66%
Active	E 101-45100-210	OPERATING EX	\$1,000.00	\$410.51	\$0.00	\$589.49	41.05%
Active	E 101-45100-215	TREE EXPENSE	\$0.00	\$46.50	\$0.00	(\$46.50)	0.00%
Active	E 101-45100-216	GRAVEL/ROCK	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-45100-218	CHEMICALS/SP	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45100-220	REPAIRS & MAI	\$55,000.00	\$55,056.88	\$18,000.00	(\$56.88)	100.10%
Active	E 101-45100-230	VEHICLE OPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-231	VEHICLE MAINT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-300	PROFESSIONAL	\$0.00	\$125.00	\$0.00	(\$125.00)	0.00%
Active	E 101-45100-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-340	ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45100-360	INSURANCE	\$4,700.00	\$2,881.13	\$0.00	\$1,818.87	61.30%
Active	E 101-45100-380	UTILITIES/ELEC	\$0.00	\$238.20	\$0.00	(\$238.20)	0.00%
Active	E 101-45100-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-437	L.F. PUMP - EXP	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45100-438	BB ASSN IMPRO	\$2,500.00	\$1,162.31	\$1,162.31	\$1,337.69	46.49%
Active	E 101-45100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-501	CAPITAL - UNDE	\$0.00	\$32,798.50	\$18,143.50	(\$32,798.50)	0.00%
Expenditure			\$66,800.00	\$92,719.03	\$37,305.81	(\$25,919.03)	138.80%
Total RECREATION-LEGION FIELD			(\$16,800.00)	(\$25,887.14)	\$17,732.94	\$9,087.14	154.09%
SKATING RINK							
Active	E 101-45150-210	OPERATING EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45150-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45150-380	UTILITIES/ELEC	\$150.00	\$65.03	\$30.89	\$84.97	43.35%
Expenditure			\$150.00	\$65.03	\$30.89	\$84.97	43.35%
Total SKATING RINK			(\$150.00)	(\$65.03)	(\$30.89)	(\$84.97)	43.35%
PARKS-ST. OLAF PARK							
Active	R 101-45200-34780	PARK FEES-S	\$2,500.00	\$3,365.00	\$0.00	(\$865.00)	134.60%
Active	R 101-45200-34785	ST. OLAF LAK	\$1,500.00	\$1,130.80	\$0.00	\$369.20	75.39%
Active	R 101-45200-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36230	CONTRIBUTI	\$100.00	\$205.00	\$25.00	(\$105.00)	205.00%
Active	R 101-45200-36250	REFUNDS AN	\$0.00	\$123.19	\$0.00	(\$123.19)	0.00%
Active	R 101-45200-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$4,100.00	\$4,823.99	\$25.00	(\$723.99)	117.66%
Active	E 101-45200-101	WAGES/SALARI	\$8,000.00	\$9,853.64	\$0.00	(\$1,853.64)	123.17%
Active	E 101-45200-121	SOCIAL SECURI	\$500.00	\$610.90	\$0.00	(\$110.90)	122.18%
Active	E 101-45200-122	MEDICARE	\$120.00	\$142.89	\$0.00	(\$22.89)	119.08%
Active	E 101-45200-150	WORKERS COM	\$900.00	\$1,253.32	\$0.00	(\$353.32)	139.26%
Active	E 101-45200-210	OPERATING EX	\$2,500.00	\$3,843.28	\$0.00	(\$1,343.28)	153.73%
Active	E 101-45200-213	LIFEGUARD SU	\$500.00	\$575.40	\$0.00	(\$75.40)	115.08%
Active	E 101-45200-214	CONCESSION S	\$2,000.00	\$1,950.42	\$0.00	\$49.58	97.52%
Active	E 101-45200-215	TREE EXPENSE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-218	CHEMICALS/SP	\$500.00	\$538.66	\$0.00	(\$38.66)	107.73%
Active	E 101-45200-220	REPAIRS & MAI	\$3,000.00	\$2,191.77	\$120.00	\$808.23	73.06%
Active	E 101-45200-300	PROFESSIONAL	\$0.00	\$481.00	\$245.50	(\$481.00)	0.00%
Active	E 101-45200-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-307	CONTRACT FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-308	SCHOOLING	\$1,500.00	\$845.00	\$0.00	\$655.00	56.33%
Active	E 101-45200-311	PERMITS/MEMB	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-45200-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-320	TELEPHONE	\$0.00	\$145.80	\$0.00	(\$145.80)	0.00%
Active	E 101-45200-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-45200-340	ADVERTISING	\$100.00	\$100.00	\$0.00	\$0.00	100.00%
Active	E 101-45200-360	INSURANCE	\$3,400.00	\$3,046.13	\$0.00	\$353.87	89.59%
Active	E 101-45200-380	UTILITIES/ELEC	\$1,250.00	\$3,683.63	\$64.30	(\$2,433.63)	294.69%
Active	E 101-45200-384	UTITLITES/GAR	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-45200-430	MISCELLANEOU	\$0.00	\$70.00	\$0.00	(\$70.00)	0.00%
Active	E 101-45200-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$25,420.00	\$29,331.84	\$429.80	(\$3,911.84)	115.39%
Total PARKS-ST. OLAF PARK			(\$21,320.00)	(\$24,507.85)	(\$404.80)	\$3,187.85	114.95%
SUMMER RECREATION							
Active	R 101-45300-34790	RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total SUMMER RECREATION			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SENIOR CITIZENS BUS							
Active	E 101-45400-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total SENIOR CITIZENS BUS			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIBRARY							
Active	R 101-45500-36250	REFUNDS AN	\$0.00	\$200.00	\$0.00	(\$200.00)	0.00%
Active	R 101-45500-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$200.00	\$0.00	(\$200.00)	0.00%
Active	E 101-45500-101	WAGES/SALARI	\$1,000.00	\$354.75	\$0.00	\$645.25	35.48%
Active	E 101-45500-121	SOCIAL SECURI	\$100.00	\$21.99	\$0.00	\$78.01	21.99%
Active	E 101-45500-122	MEDICARE	\$50.00	\$5.15	\$0.00	\$44.85	10.30%
Active	E 101-45500-210	OPERATING EX	\$500.00	\$90.21	\$0.00	\$409.79	18.04%
Active	E 101-45500-220	REPAIRS & MAI	\$4,000.00	\$24.10	\$0.00	\$3,975.90	0.60%
Active	E 101-45500-221	CLEANING CON	\$0.00	\$185.22	\$88.20	(\$185.22)	0.00%
Active	E 101-45500-300	PROFESSIONAL	\$0.00	\$91.96	\$0.00	(\$91.96)	0.00%
Active	E 101-45500-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-320	TELEPHONE	\$600.00	\$8.10	\$0.00	\$591.90	1.35%
Active	E 101-45500-360	INSURANCE	\$3,400.00	\$3,301.75	\$0.00	\$98.25	97.11%
Active	E 101-45500-380	UTILITIES/ELEC	\$3,000.00	\$19,815.70	\$328.67	(\$16,815.70)	660.52%
Active	E 101-45500-383	UTILITIES/HEAT	\$1,200.00	\$1,435.84	\$89.34	(\$235.84)	119.65%
Active	E 101-45500-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$13,850.00	\$25,334.77	\$506.21	(\$11,484.77)	182.92%
Total LIBRARY			(\$13,850.00)	(\$25,134.77)	(\$506.21)	\$11,284.77	181.48%
ECONOMIC DEVELOPMENT							
Active	E 101-46500-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46500-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46500-720	TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total ECONOMIC DEVELOPMENT			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
HISTORIC PRESERVATION							
Active	E 101-46600-000	CONTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-300	PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-386	UTILITIES/SOFT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-720	TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total HISTORIC PRESERVATION			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEBT SERVICE							

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-47000-600	PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-47000-610	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total DEBT SERVICE			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNALLOCATED							
Active	E 101-49200-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total UNALLOCATED			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
OPERATING TRANSFERS OUT							
Active	E 101-49310-720	TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total OPERATING TRANSFERS OUT			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total GENERAL FUND			\$0.00	(\$263,975.31)	(\$46,530.37)	\$263,975.31	0.00%

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
WATER UTILITY FUND							
	Revenues		\$276,000.00	\$252,365.18	\$20,120.48	\$23,634.82	91.44%
	Expenditures		\$276,000.00	\$132,906.73	\$21,182.14	\$143,093.27	48.15%
	Gain/(Loss)		\$0.00	\$119,458.45	(\$1,061.66)	(\$119,458.45)	0.00%
GOVERNMENT WIDE							
Active	R 601-00000-33439 PERA PENSI		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total GOVERNMENT WIDE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WATER UTILITIES							
Active	R 601-49400-31000 GENERAL PR		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-33620 OTHER		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36110 SPECIAL ASS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36200 MISCELLANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36210 INTEREST ON		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36250 REFUNDS AN		\$0.00	\$9,622.46	\$131.45	(\$9,622.46)	0.00%
Active	R 601-49400-37100 WATER SALE		\$276,000.00	\$242,542.72	\$19,989.03	\$33,457.28	87.88%
Active	R 601-49400-39110 SALE OF ASS		\$0.00	\$200.00	\$0.00	(\$200.00)	0.00%
Active	R 601-49400-39200 OPERATING T		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-39999 CONTRIBUTI		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue		\$276,000.00	\$252,365.18	\$20,120.48	\$23,634.82	91.44%
Active	E 601-49400-100 WAGES/SALARI		\$31,000.00	\$28,360.69	\$2,297.39	\$2,639.31	91.49%
Active	E 601-49400-120 PERA		\$2,500.00	\$2,127.16	\$172.31	\$372.84	85.09%
Active	E 601-49400-121 SOCIAL SECURI		\$2,000.00	\$1,740.88	\$140.85	\$259.12	87.04%
Active	E 601-49400-122 MEDICARE		\$750.00	\$407.15	\$32.93	\$342.85	54.29%
Active	E 601-49400-129 PERA CHANGE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-130 HEALTH INSUR		\$5,000.00	\$266.66	\$0.00	\$4,733.34	5.33%
Active	E 601-49400-131 LIFE INSURANC		\$20.00	\$0.00	\$0.00	\$20.00	0.00%
Active	E 601-49400-140 UNEMPLOYMEN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-150 WORKERS COM		\$1,100.00	\$1,566.65	\$0.00	(\$466.65)	142.42%
Active	E 601-49400-200 OFFICE SUPPLI		\$1,000.00	\$108.61	\$0.00	\$891.39	10.86%
Active	E 601-49400-210 OPERATING EX		\$7,650.00	\$13,761.47	\$400.51	(\$6,111.47)	179.89%
Active	E 601-49400-218 CHEMICALS/SP		\$5,000.00	\$3,403.14	\$30.00	\$1,596.86	68.06%
Active	E 601-49400-220 REPAIRS & MAI		\$28,000.00	\$20,482.29	\$12,876.81	\$7,517.71	73.15%
Active	E 601-49400-222 WATER METER		\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 601-49400-230 VEHICLE OPER		\$1,000.00	\$1,348.74	\$0.00	(\$348.74)	134.87%
Active	E 601-49400-231 VEHICLE MAINT		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-233 TRACTOR MAIN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-235 PICKUP MAINT		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-238 GENERATOR EX		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-240 SMALL TOOLS A		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-300 PROFESSIONAL		\$6,000.00	\$5,000.00	\$500.00	\$1,000.00	83.33%
Active	E 601-49400-301 AUDITING SERV		\$1,750.00	\$0.00	\$0.00	\$1,750.00	0.00%
Active	E 601-49400-303 ENGINEERING F		\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 601-49400-304 LEGAL FEES		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-307 CONTRACT FEE		\$20,280.00	\$18,517.14	\$1,698.68	\$1,762.86	91.31%
Active	E 601-49400-308 SCHOOLING		\$2,000.00	\$225.00	\$0.00	\$1,775.00	11.25%
Active	E 601-49400-309 COMPUTER EX		\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-311 PERMITS/MEMB		\$1,000.00	\$435.00	\$0.00	\$565.00	43.50%
Active	E 601-49400-316 CREDIT/DEBIT S		\$1,200.00	\$2,025.76	\$183.31	(\$825.76)	168.81%
Active	E 601-49400-320 TELEPHONE		\$1,000.00	\$760.81	\$89.31	\$239.19	76.08%
Active	E 601-49400-330 MILEAGE EXPE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-331 MOTEL EXPENS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-340 ADVERTISING		\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 601-49400-360 INSURANCE		\$4,000.00	\$5,527.13	\$0.00	(\$1,527.13)	138.18%
Active	E 601-49400-380 UTILITIES/ELEC		\$30,000.00	\$21,846.07	\$2,209.51	\$8,153.93	72.82%
Active	E 601-49400-383 UTILITIES/HEAT		\$3,500.00	\$4,029.10	\$289.53	(\$529.10)	115.12%
Active	E 601-49400-417 UNIFORM ALLO		\$1,000.00	\$136.00	\$0.00	\$864.00	13.60%

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 601-49400-420	DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-430	MISCELLANEOU	\$500.00	\$831.28	\$261.00	(\$331.28)	166.26%
Active	E 601-49400-440	HWY 30/WATER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-441	BAD DEBT EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-600	PRINCIPAL	\$108,000.00	\$0.00	\$0.00	\$108,000.00	0.00%
Active	E 601-49400-610	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-620	FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-999	CONTRIBUTED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			<u>\$276,000.00</u>	<u>\$132,906.73</u>	<u>\$21,182.14</u>	<u>\$143,093.27</u>	<u>48.15%</u>
Total WATER UTILITIES			<u>\$0.00</u>	<u>\$119,458.45</u>	<u>(\$1,061.66)</u>	<u>(\$119,458.45)</u>	<u>0.00%</u>
Total WATER UTILITY FUND			<u>\$0.00</u>	<u>\$119,458.45</u>	<u>(\$1,061.66)</u>	<u>(\$119,458.45)</u>	<u>0.00%</u>

Current Period: NOVEMBER 2023

			2023	2023	NOVEMBER	2023	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
SEWER UTILITY FUND							
		Revenues	\$330,000.00	\$293,592.92	\$23,830.00	\$36,407.08	88.97%
		Expenditures	\$330,000.00	\$263,159.12	\$18,740.84	\$66,840.88	79.75%
		Gain/(Loss)	\$0.00	\$30,433.80	\$5,089.16	(\$30,433.80)	0.00%
SEWER UTILITIES							
Active	R 602-49450-36200	MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36250	REFUNDS AN	\$0.00	\$2,947.80	\$0.00	(\$2,947.80)	0.00%
Active	R 602-49450-37100	WATER SALE	\$0.00	\$1,930.57	\$0.00	(\$1,930.57)	0.00%
Active	R 602-49450-37200	SEWER CHA	\$330,000.00	\$288,714.55	\$23,830.00	\$41,285.45	87.49%
Active	R 602-49450-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39200	OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39311	PFA LOAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39999	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue		\$330,000.00	\$293,592.92	\$23,830.00	\$36,407.08	88.97%
Active	E 602-49450-210	OPERATING EX	\$40,000.00	\$18,003.38	\$382.96	\$21,996.62	45.01%
Active	E 602-49450-220	REPAIRS & MAI	\$55,000.00	\$37,355.04	\$3,364.42	\$17,644.96	67.92%
Active	E 602-49450-230	VEHICLE OPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-233	TRACTOR MAIN	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 602-49450-300	PROFESSIONAL	\$5,000.00	\$9,375.00	\$0.00	(\$4,375.00)	187.50%
Active	E 602-49450-301	AUDITING SERV	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
Active	E 602-49450-304	LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-307	CONTRACT FEE	\$158,000.00	\$157,092.00	\$13,091.00	\$908.00	99.43%
Active	E 602-49450-308	SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-309	COMPUTER EX	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-311	PERMITS/MEMB	\$2,000.00	\$1,450.00	\$0.00	\$550.00	72.50%
Active	E 602-49450-316	CREDIT/DEBIT S	\$1,200.00	\$2,025.73	\$183.30	(\$825.73)	168.81%
Active	E 602-49450-330	MILEAGE EXPE	\$0.00	\$459.00	\$0.00	(\$459.00)	0.00%
Active	E 602-49450-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-360	INSURANCE	\$3,500.00	\$9,113.75	\$0.00	(\$5,613.75)	260.39%
Active	E 602-49450-380	UTILITIES/ELEC	\$17,500.00	\$10,684.25	\$1,553.31	\$6,815.75	61.05%
Active	E 602-49450-383	UTILITIES/HEAT	\$3,500.00	\$2,673.47	\$165.85	\$826.53	76.38%
Active	E 602-49450-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-420	DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-425	DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-441	BAD DEBT EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-501	CAPITAL - UNDE	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Active	E 602-49450-600	PRINCIPAL	\$14,000.00	\$14,556.50	\$0.00	(\$556.50)	103.98%
Active	E 602-49450-610	INTEREST	\$2,000.00	\$371.00	\$0.00	\$1,629.00	18.55%
Active	E 602-49450-620	FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Expenditure		\$330,000.00	\$263,159.12	\$18,740.84	\$66,840.88	79.75%
	Total SEWER UTILITIES		\$0.00	\$30,433.80	\$5,089.16	(\$30,433.80)	0.00%
	Total SEWER UTILITY FUND		\$0.00	\$30,433.80	\$5,089.16	(\$30,433.80)	0.00%

Current Period: NOVEMBER 2023

	2023 YTD Budget	2023 YTD Amt	NOVEMBER MTD Amt	2023 YTD Balance	% of Budget
Report Total	\$0.00	(\$114,083.06)	(\$42,502.87)	\$114,083.06	#Div/0!

CITY OF NEW RICHLAND

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*Check Summary Register©

NOVEMBER 2023

Name	Check Date	Check Amt	
10100 GENERAL CHECKING			
4795e	ISOLVED	11/8/2023	\$12,727.71 11-8-23 Payroll
4796e	PERA	11/8/2023	\$2,496.97 11-08-23 Payroll
4797e	NATIONWIDE	11/8/2023	\$215.00 11-08-23 Payroll
4798e	ISOLVED	11/10/2023	\$5,163.99 October 2023 AMB Payroll
4799e	NATIONWIDE	11/10/2023	\$65.00 Oct 23 Amb Payroll Deductions
4800e	WEX HEALTH INC	11/15/2023	\$13.75 5 EMPLOYEES
4801e	MULTI REGIONAL TRNG CENTE	11/15/2023	\$42.00 2 CPR STUDENTS
4802e	TRIZETTO PROVIDER Solutio	11/15/2023	\$40.60
4803e	POSTMASTER	11/15/2023	\$370.92 UTILITY BILLS MAILING
4804e	MEDICAL WAREHOUSE	11/15/2023	\$78.38 EPI VIALS
4805e	AMAZON.COM	10/12/2023	\$18.98 2 PACK SD CARD FOR PD
4806e	AMAZON.COM	10/12/2023	\$28.88 HDMI AND ETHERNET CABLE
4807e	MINNESOTA REVENUE	11/16/2023	\$1,152.00 October 2023 Sales Tax
4822e	ISOLVED	11/22/2023	\$13,608.00 11-22-23 Payroll
4823e	PERA	11/22/2023	\$2,642.65 11-22-23 Payroll
4824e	NATIONWIDE	11/22/2023	\$215.00 11-22-23 Payroll
4825e	MULTI REGIONAL TRNG CENTE	11/20/2023	\$42.00 CPR CARDS
4826e	MN DEPT OF LABOR & INDUSTR	11/20/2023	\$27.00 1ST QUARTER MARCH 2023
4827e	MN DEPT OF LABOR & INDUSTR	11/20/2023	\$104.50 2ND QUARTER 06-2023
4828e	MN DEPT OF LABOR & INDUSTR	11/20/2023	\$25.50 3RD QUARTER 9-2023
4829e	AMAZON.COM	11/20/2023	\$201.99 WIRELESS HEADSET
4830e	HARBOR FREIGHT TOOLS	11/22/2023	\$239.99 LONG REACH STEEL
4838e	AMAZON.COM	11/15/2023	(\$88.21)
4840e	AMAZON.COM	11/7/2023	\$651.43 WELLNESS PROGRAM ITEMS
4841e	AMAZON.COM	11/7/2023	\$22.11 WELLNESS ITEMS
4842e	AMAZON.COM	12/8/2023	\$27.89 WELLNESS ITEMS
4843e	AMAZON.COM	11/22/2023	\$99.99 HEAVY DUTY STEEL 55 GALLON
4844e	AMAZON.COM	11/15/2023	\$95.20
4845e	AMAZON.COM	11/2/2023	\$38.46
4846e	STATE BANK OF NEW RICHLAN	11/30/2023	\$1.00 MONTHLY SERVICE CHARGE
4847e	SO CENTRAL SERVICE COOPER	11/1/2023	\$2,451.94 ERIC
4848e	WEX HEALTH INC	11/3/2023	\$133.33 SARA JO VULCAN
4849e	PAYMENT SERVICES NETWORK	11/3/2023	\$366.61 UTILITY
4850e	WEBSTARAUNT	11/27/2023	\$338.49 COMMERCIAL CLUB POPCORN MACHINE
4851e	WEX HEALTH INC	11/10/2023	\$533.32 ERIC HENDRICKSON
28857	AIRGAS USA, LLC	11/2/2023	\$465.73 OXYGEN
28858	ARNOLDS OF MANKATO	11/2/2023	\$844.13 OIL LEAK LAWN TRACTOR
28859	BANYON DATA SYSTEMS, INC	11/2/2023	\$395.00 ub meter device support
28860	BUDACH IMPLEMENT	11/2/2023	\$244.76 COUPLINGS, HOSE, WRENCH, TRIGGER/G
28861	BUREAU OF CRIMINAL APPREH	11/2/2023	\$75.00 DMT ONLINE RECERTIFICATION
28862	Consolidated Communications	11/2/2023	\$61.44
28863	MADISON ENERGY INVESTMEN	11/2/2023	\$8.12 SOLAR
28864	MIDCO	11/2/2023	\$184.18 AMBULANCE INTERNET
28865	MN UNEMPLOYMENT INSURANC	11/2/2023	\$64.51
28866	NR FARM & HOME SUPPLY	11/2/2023	\$42.49 THREAD TAPE, PVC CLAMP, TEFLON TAPE
28867	CENTRAL FARM SERVICE	11/7/2023	\$1,277.31 MAINT
28868	CHRISTIAN, KEOGH, MORAN & K	11/7/2023	\$250.00 SNOW PROPERTY
28869	DEPT. OF HUMAN SERVICES	11/7/2023	\$13,513.30 ECPN PAYMENT CARE CENTER
28870	FLATNESS, ANDY	11/7/2023	\$500.00 WATER TESTING
28871	GOPHER STATE ONE-CALL, INC.	11/7/2023	\$17.55 LOCATES
28872	JOBS PLUS INC	11/7/2023	\$194.04 CITY HALL
28873	MIDCO	11/7/2023	\$484.03 AMBULANCE INTERNET
28874	NRHEG FFA	11/7/2023	\$1,185.00 2023 FRUIT/MEAT FOR WELLNESS PROGR
28875	THOMPSON SANITATION, INC	11/7/2023	\$5,927.46 317 CARTS WEEKLY

CITY OF NEW RICHLAND

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*Check Summary Register©

NOVEMBER 2023

	Name	Check Date	Check Amt	
28876	U.S. BANK EQUIPMENT FINANC	11/7/2023	\$165.00	METRO PRINTER PAYMENT
28877	UTILITY SERVICE CO INC	11/7/2023	\$1,698.68	PEDISPHERE CITY TANK-MONTHLY
28878	VULCAN, SARA	11/7/2023	\$16.00	PATCHES SEWN ON FOR PD UNIFORMS
28879	WALDORF WELDING & MACHIN	11/7/2023	\$1,242.29	ST. OLAF ALUMINUM LADDER WELDING
28880	WASECA HARDWARE	11/7/2023	\$55.00	SPADE DRAIN, BROOM/DUSTPAN
28881	WASTE MANAGEMENT	11/7/2023	\$6,384.64	GARBAGE - 165 CART
28882	CARON FENCE	11/16/2023	\$32,918.50	NEW FENCING
28883	ECOLAB PEST ELIMINATION	11/16/2023	\$131.86	PEST SERVICES
28884	NRHEG STAR EAGLE	11/16/2023	\$160.00	VRBO ORDINANCE
28885	STREICHER'S	11/16/2023	\$953.75	UNIFORMS
28886	VERIZON WIRELESS	11/16/2023	\$351.19	
28887	VULCAN, SARA	11/16/2023	\$84.24	EMBROIDERY ON PD POLO SHIRTS
28888	WAGNER FOODS	11/16/2023	\$18.82	KLEENEX AND PAPER TOWELS
28889	WUERFLEIN	11/16/2023	\$950.12	CHEVY SILVERADO - FD
28890	XCEL ENERGY	11/16/2023	\$1,291.89	STREET LIGHTS
28891	ALADTEC, INC	11/22/2023	\$1,953.00	ANNUAL
28892	ANCOM	11/22/2023	\$713.00	FIRE
28893	ASSURITY	11/22/2023	\$340.80	
28894	COMPANION LIFE INSURANCE	11/22/2023	\$407.62	
28895	COMPUTER INFORMATION SYS	11/22/2023	\$200.00	PD
28896	CRANE ENGINEERING	11/22/2023	\$3,364.42	BOM
28897	DG Minnesota CS 2021, LLC	11/22/2023	\$68.30	302644135
28898	DOLLAR GENERAL STORE#1642	11/22/2023	\$31.14	PD HALLOWEEN
28899	HAWKINS WATER TREATMENT	11/22/2023	\$30.00	CHLORINE CYLINDERS
28900	HILLS GARDENS, INC	11/22/2023	\$239.94	SPRUCE TOPS FOR BROADWAY POTS
28901	MADISON ENERGY INVESTMEN	11/22/2023	\$7.04	SOLAR
28902	METRO SALES INC	11/22/2023	\$127.24	BASE RATE 11/18/23 TO 2/17/24
28903	MN DEPT OF HEALTH	11/22/2023	\$1,280.00	
28904	NCPERS MINNESOTA	11/22/2023	\$16.00	ERIC H
28905	NEW RICHLAND GARDEN CLUB	11/22/2023	\$491.50	CITY GARDEN AND CITYHALL BELL GARDE
28906	PEOPLES SERVICE, INC.	11/22/2023	\$13,091.00	WASTEWATER
28907	SCHWICKERTS TECTA AMERIC	11/22/2023	\$2,025.00	CITY HALL ROOF
28908	STEELE-WASECA COOP ELECT	11/22/2023	\$64.30	ST. OLAF LAKE
28909	STREICHERS	11/22/2023	\$118.97	DUTYMAXX CARGO PANT
28910	SUMMIT FIRE PROTECTION	11/22/2023	\$245.50	CONCESSION STAND ANNUAL
28911	THOMPSON AUTO BODY SHOP	11/22/2023	\$421.56	SCORE BOARD
28912	THOMPSON, BREADEN	11/22/2023	\$20.00	REIMBURSE FOR GAS IN CITY TRUCK
28913	USABLE LIFE	11/22/2023	\$16.00	TANYCE
28914	XCEL ENERGY SOLUTION	11/22/2023	\$4,064.41	302355956
28915	ZARNOTH BRUSH WORKS, INC.	11/22/2023	\$167.50	DISPOSABLE GUTTER BROOM
28916	DAKOTA SUPPLY GROUP	11/27/2023	\$11,435.27	FIRE HYDRANT
28917	HULLOPETER, JOHN	11/27/2023	\$6,410.00	CONCRETE FOUNDATION SCOREBOARD L
28918	MN BOARD OF FFIGHTER TRNG	11/27/2023	\$900.00	Buckmeier, Budach, Eustice, Hansen, Martens
28919	MN ENERGY RESOURCES COR	11/27/2023	\$1,080.98	LIBRARY
28920	NELSON, BRENDA	11/27/2023	\$261.00	OVERPAYMENT ON UB BILL
28921	STREICHER'S	11/27/2023	\$94.99	UNIFORM PANTS
Total Checks			\$166,034.88	



City Liquor License

Transfer of Ownership

\$50 Permit Fee

Applicant Name: New Richland Liquor Company, LLC

☐ Individual ☐ Corporation ☐ Partnership ☒ Limited Liability Company ☐ Other _____

Address: 102 Broadway Ave N New Richland MN 56072

New Trade Name: _____

Type of Liquor License: ☒ On-Sale ☒ Off-Sale ☒ Sunday Sales

Current Licensee: Karl D. Froehl

Current Trade Name: New Richland Liquor Company LLC

The following conditions must be met in order for a transfer permit to be issued:

- ♦ The establishment currently has State and Local Liquor/Beer Licenses, and such license were valid at the time the transfer of ownership has been executed.
- ♦ The applicant has filled all required paperwork with the MN Department of Public Safety, Alcohol and Gambling Enforcement as required by MN Law.
- ♦ The applicant understands that this transfer permit, if granted, shall transfer the current City liquor licenses into the name of the new ownership allowing them to operate under the current paid and issued liquor license until the expiration date of that license.

Applicant's Signature: Vanessa A Ziemke **Date:** 12-8-23

Presented to the New Richland City Council

Date: _____

☐ Approved ☐ Denied, _____

Your liquor license transfer permit has been APPROVED DENIED by the New Richland City Council. If your permit was denied, please see the reason why it was denied listed above. This permit will expire on _____.

City Administrator: _____

Date: _____



2024 Budget
Truth in Taxation Hearing
Monday December 11th, 2023
6:30 PM

What is the Purpose of Truth in Taxation?



1. To enhance participation in the property tax system
2. To educate property owners, residents, businesses, and other interested community members on how property taxes are determined
3. To encourage transparency in annual budget process
4. To create an opportunity for property owners, residents, businesses, and other interested community members to engage with the City Council on the proposed budget and levy

2023 vs. 2024 Comparison



2023

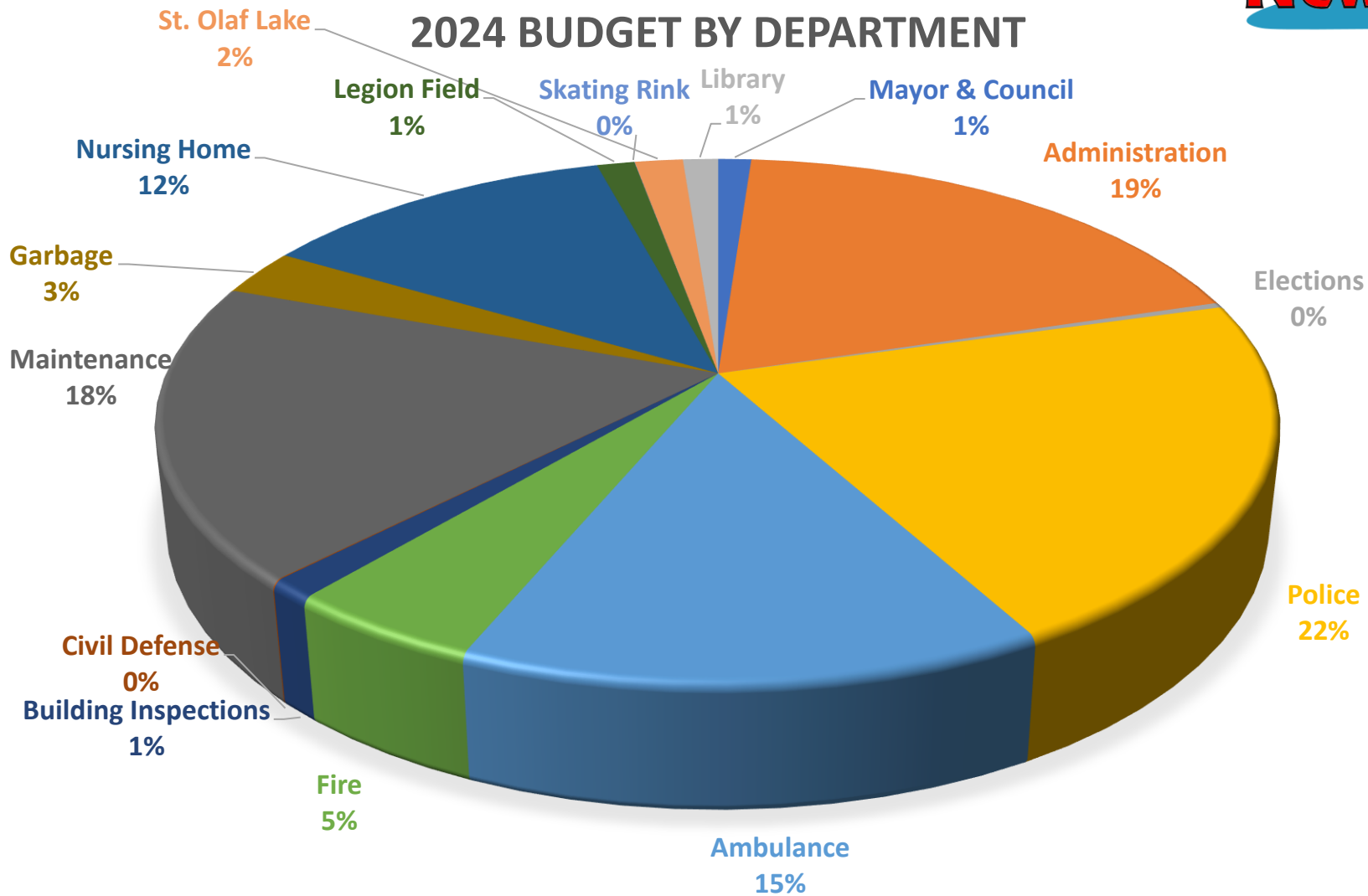
General Fund	\$339,555
Capital Fund	\$120,000
Fire Relief	\$450
2009 Refunding Bond (TIF)	\$30,000
2014 GO Imp Bond	\$110,000
2023 Adjusted Tax Levy	\$600,005

2024

General Fund	\$341,600
Capital Fund	\$180,350
Fire Relief	\$450
2014 GO Bond	\$130,000
2024 Adjusted Tax Levy	\$652,400

Adjusted Tax Levy Difference: \$52,395 or 8.73% increase from 2023

2024 BUDGET BY DEPARTMENT



A yellow sticky note with a red pushpin, containing the text "FYI" in black marker.

FYI

Utility Bill

The monthly utility bill, paid by residents and businesses, is solely used for the costs associated with the operation of the City's water, sanitary sewer, storm water systems and garbage collection.

The City identifies the funds to manage these operations as
ENTERPRISE FUND BUDGETS

Property Taxes **don't pay** for utility services

What is behind the budget increases?



- **Consumer Price Index**
- The Consumer Price Index has risen approximately 3.7%-4% over the last year. It simply is costing the City more money to continue to provide services to its residents.
- **MN Earned Sick and Safe Time**
- The City is now required to provide sick and safe time to all part-time, temporary and seasonal employees as of January 1st, 202, per the MN State Legislature.
- **Increases in Fees Associated w/ Departments**
- Many departments have seen an increase in fees associated with state and federal partners in order to utilize those services. No options to not pay for these fees.
- **Continued Repairs, Aging Infrastructure & Maintenance Across All Departments**
- The City has had challenges with aging equipment across all departments which has driven an increase in the amount of money it takes to repair and maintain those items.
Staff is continuing work on a long-term Capital Plan for replacement of those aging items.

2024 Department Budget Decreases

Civil Defense – Actual Cost Estimate	(\$13,000)
Legion Field – Actual Cost Estimate	(\$50,000)
St. Olaf Lake – Actual Cost Estimate	(\$3,975)



2024 Department Debt Service Changes

2010 GO Bond – Payment Decrease	(\$30,000)
2014 GO Box – Payment Increase	\$20,000

2024 Department Budget Increases

Mayor & Council – Technology	\$615
Administration – Wages/Audit/Professional Services	\$21,925
Elections - General Election/Primary Election	\$4,000
Fire – Uniform/Equipment/Repairs	\$6,500
Police – Wages/Equipment	\$16,450
Maintenance – Wages/Repairs	\$14,350
Nursing Home – Fees (Offset in Revenue)	\$65,000
Library – Actual Costs/Repairs	\$1,850
Building Inspections – Costs Increase	\$3,000
Ambulance – Training/Equipment	\$6,850



2024 Capital Funding

Police Department – Squad Replacement 1 Squad w/ over 100,000 miles	\$7,000
Maintenance – Street Overlay/Repair - Seal Coating	\$120,000 \$30,000
Fire Department – Rig Replacement	\$7,000
Legion Field – Repairs & Maintenance	\$5,000
Ambulance – Rig Replacement - Equipment - Quarters Improvements (lock)	\$5,000 \$2,750 \$1,800
City Hall – Door Lock	\$1,800
Total Capital Reserve Funding for 2024:	\$180,350

Questions & Comments

Anthony Martens

City Administrator

amartens@cityofnewrichlandmn.com

(507) 465-3514



E 101-41410-110 OTHER PAY	\$-50.00	\$937.50	\$0.00	\$0.00	\$1,500.00														
E 101-41410-210 OPERATING EXPENSES	\$0.00	\$1,972.81	\$0.00	\$0.00	\$2,000.00														
E 101-41410-330 MILEAGE EXPENSE	\$0.00	\$166.95	\$0.00	\$0.00	\$300.00														
E 101-41410-340 ADVERTISING	\$61.00	\$0.00	\$0.00	\$0.00	\$200.00														
Elections	\$11.00	\$3,077.26	\$0.00	\$0.00	\$4,000.00														
E 101-42100-100 WAGES/SALARIES-FULL TIME	137,432.81	\$99,693.04	\$106,000.00	\$82,214.82	\$122,000.00														
E 101-42100-101 WAGES/SALARIES-PART TIME	\$24,149.89	\$58,315.71	\$50,000.00	\$23,577.04	\$50,000.00														
E 101-42100-120 PERA	\$20,514.33	\$19,702.48	\$23,000.00	\$15,897.68	\$26,000.00														
E 101-42100-121 SOCIAL SECURITY	\$3,454.16	\$3,599.80	\$3,000.00	\$1,568.60	\$3,250.00														
E 101-42100-122 MEDICARE	\$2,310.93	\$2,291.99	\$2,600.00	\$1,516.01	\$2,800.00														
E 101-42100-130 HEALTH INSURANCE	\$17,196.85	\$5,678.33	\$0.00	\$0.00	\$0.00														
E 101-42100-131 LIFE INSURANCE	\$67.00	\$58.00	\$75.00	\$37.40	\$75.00														
E 101-42100-150 WORKERS COMP INSURANCE	\$6,249.22	\$12,381.06	\$15,000.00	\$11,593.21	\$14,000.00														
E 101-42100-200 OFFICE SUPPLIES	\$180.84	\$399.85	\$500.00	\$521.15	\$500.00														
E 101-42100-210 OPERATING EXPENSES	\$7,388.03	\$2,327.38	\$5,000.00	\$4,158.84	\$5,000.00														
E 101-42100-220 REPAIRS & MAINTENANCE SUPPLIES	\$401.74	\$450.15	\$500.00	\$232.08	\$500.00														
E 101-42100-230 VEHICLE OPERATION	\$3,601.79	\$4,355.31	\$3,000.00	\$1,323.25	\$3,000.00														
E 101-42100-231 VEHICLE MAINTENANCE	\$3,715.06	\$3,017.05	\$5,000.00	\$1,153.00	\$5,000.00														
E 101-42100-240 SMALL TOOLS AND MINOR EQUIP	\$245.91	\$23.98	\$300.00	\$264.38	\$300.00														
E 101-42100-300 PROFESSIONAL SERVICES	\$8,010.00	\$5,760.00	\$3,750.00	\$3,750.00	\$3,750.00														
E 101-42100-301 AUDITING SERVICES	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42100-304 LEGAL FEES	\$150.00	\$8,010.00	\$8,010.00	\$4,005.00	\$8,010.00														
E 101-42100-305 MEDICAL FEES	\$318.00	\$593.00	\$500.00	\$1,500.00	\$500.00														
E 101-42100-306 ANIMAL EXPENSES	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00														
E 101-42100-307 CONTRACT FEES	\$4,172.40	\$1,753.14	\$900.00	\$0.00	\$900.00														
E 101-42100-308 SCHOOLING	\$12,846.70	\$7,969.50	\$6,000.00	\$2,792.26	\$4,000.00														
E 101-42100-309 COMPUTER EXPENSE	\$1,979.43	\$4,862.31	\$4,000.00	\$1,092.48	\$4,000.00														
E 101-42100-311 PERMITS/MEMBERSHIP FEES	\$785.00	\$250.00	\$1,000.00	\$250.00	\$1,000.00														
E 101-42100-313 SHARED RECORDS EXPENSE	\$6,959.00	\$6,876.72	\$7,000.00	\$6,738.21	\$7,000.00														
E 101-42100-320 TELEPHONE	\$2,359.36	\$2,044.97	\$1,500.00	\$1,564.25	\$1,500.00														
E 101-42100-340 ADVERTISING	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00														
E 101-42100-360 INSURANCE	\$19,818.91	\$0.00	\$8,900.00	\$7,728.23	\$8,900.00														
E 101-42100-380 UTILITIES/ELECTRIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42100-383 UTILITIES/HEAT	\$765.43	\$1,370.67	\$1,000.00	\$1,099.59	\$1,000.00														
E 101-42100-417 UNIFORM ALLOWANCE	\$3,085.12	\$3,443.93	\$3,000.00	\$2,227.03	\$3,000.00														
E 101-42100-430 MISCELLANEOUS	\$873.12	\$1,370.05	\$1,000.00	\$0.00	\$1,000.00														
E 101-42100-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42100-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$16,000.00	\$0.00														
Police	\$152,898.22	\$256,598.42	\$261,135.00	\$192,804.51	\$277,585.00														

E 101-42153-102 WAGES/SALARIES-DIRECTOR PAY	\$0.00	\$1,000.00	\$12,000.00	\$11,012.50	\$12,000.00														
E 101-42153-106 WAGES/SALARIES MEDICAL TRAINING	\$0.00	\$160.00	\$400.00	\$620.00	\$1,000.00														
E 101-42153-110 OTHER PAY	\$49,623.64	\$66,105.66	\$60,000.00	\$45,729.25	\$60,000.00														
E 101-42153-120 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-121 SOCIAL SECURITY	\$3,051.95	\$4,165.11	\$3,800.00	\$3,555.67	\$3,800.00														
E 101-42153-122 MEDICARE	\$712.89	\$974.45	\$900.00	\$831.60	\$900.00														
E 101-42153-150 WORKERS COMP INSURANCE	\$2,540.60	\$4,691.04	\$5,250.00	\$3,133.30	\$7,500.00														
E 101-42153-200 OFFICE SUPPLIES	\$657.38	\$51.39	\$200.00	\$236.57	\$200.00														
E 101-42153-210 OPERATING EXPENSES	\$2,012.76	\$4,810.67	\$2,000.00	\$1,264.08	\$2,000.00														
E 101-42153-212 MEDICAL SUPPLIES & INTERCEPTS	\$13,419.47	\$12,762.94	\$12,000.00	\$17,980.83	\$16,000.00														
E 101-42153-220 REPAIRS & MAINTENANCE SUPPLIES	\$3,784.12	\$7,103.99	\$4,000.00	\$1,799.90	\$4,000.00														
E 101-42153-230 VEHICLE OPERATION	\$3,452.22	\$4,683.83	\$3,000.00	\$2,437.74	\$3,000.00														
E 101-42153-231 VEHICLE MAINTENANCE	\$557.95	\$2,750.77	\$2,500.00	\$2,933.99	\$2,500.00														
E 101-42153-300 PROFESSIONAL SERVICES	\$1,000.00	\$7,371.00	\$7,500.00	\$5,309.00	\$7,500.00														
E 101-42153-301 AUDITING SERVICES	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-304 LEGAL FEES	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-307 CONTRACT FEES	\$1,320.08	\$0.00	\$3,500.00	\$1,320.08	\$3,500.00														
E 101-42153-308 SCHOOLING	\$3,591.89	\$1,861.02	\$6,000.00	\$7,905.93	\$6,000.00														
E 101-42153-309 COMPUTER EXPENSE	\$3,503.57	\$3,706.44	\$1,000.00	\$1,386.70	\$1,000.00														
E 101-42153-311 PERMITS/MEMBERSHIP FEES	\$16.00	\$352.13	\$500.00	\$0.00	\$500.00														
E 101-42153-316 CREDIT/DEBIT SETTLEMENT CHG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-318 MEDICAL TRANINIG SUPPLIES	\$0.00	\$0.00	\$200.00	\$750.00	\$200.00														
E 101-42153-320 TELEPHONE	\$1,134.52	\$848.34	\$500.00	\$668.45	\$500.00														
E 101-42153-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-331 MOTEL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-340 ADVERTISING	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00														
E 101-42153-360 INSURANCE	\$7,879.02	\$391.75	\$950.00	\$1,878.84	\$950.00														
E 101-42153-380 UTILITIES/ELECTRIC	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00														
E 101-42153-383 UTILITIES/HEAT	\$765.43	\$1,370.68	\$1,200.00	\$1,099.58	\$1,200.00														
E 101-42153-417 UNIFORM ALLOWANCE	\$1,137.00	\$530.97	\$2,500.00	\$947.35	\$2,500.00														
E 101-42153-430 MISCELLANEOUS	\$541.50	\$60.00	\$0.00	\$792.06	\$0.00														
E 101-42153-441 BAD DEBT EXPENSE	\$7,975.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00														
E 101-42153-442 INSURANCE WRITE OFF	\$0.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00														
E 101-42153-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-42153-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
Ambulance	\$111,616.99	\$125,752.18	\$179,150.00	\$113,593.42	\$186,000.00														

E 101-42200-124 PENSION PAYMENT	\$24,581.73	\$24,921.33	\$24,000.00	\$29,096.09	\$27,500.00
E 101-42200-150 WORKERS COMP INSURANCE	\$1,524.36	\$2,351.76	\$3,500.00	\$1,879.98	\$6,500.00
E 101-42200-200 OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-210 OPERATING EXPENSES	\$4,931.64	\$3,352.76	\$3,000.00	\$878.76	\$3,000.00
E 101-42200-220 REPAIRS & MAINTENANCE SUPPLIES	\$2,053.44	\$3,240.52	\$3,000.00	\$1,326.96	\$3,000.00
E 101-42200-230 VEHICLE OPERATION	\$1,654.20	\$2,168.22	\$2,000.00	\$1,545.52	\$2,000.00
E 101-42200-231 VEHICLE MAINTENANCE	\$498.33	\$3,424.74	\$3,000.00	\$1,114.56	\$3,000.00
E 101-42200-300 PROFESSIONAL SERVICES	\$0.00	\$250.00	\$250.00	\$660.63	\$250.00
E 101-42200-301 AUDITING SERVICES	\$1,825.00	\$1,595.00	\$1,800.00	\$0.00	\$1,800.00
E 101-42200-305 MEDICAL FEES	\$182.79	\$0.00	\$500.00	\$296.94	\$500.00
E 101-42200-307 CONTRACT FEES	\$0.00	\$654.75	\$1,400.00	\$0.00	\$1,400.00
E 101-42200-308 SCHOOLING	\$437.50	\$2,095.02	\$2,500.00	\$300.00	\$2,500.00
E 101-42200-309 COMPUTER EXPENSE	\$211.68	\$786.90	\$500.00	\$363.57	\$500.00
E 101-42200-320 TELEPHONE	\$469.04	\$260.76	\$0.00	\$183.17	\$0.00
E 101-42200-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-360 INSURANCE	\$3,688.71	\$0.00	\$2,250.00	\$1,961.77	\$2,250.00
E 101-42200-380 UTILITIES/ELECTRIC	\$169.88	\$150.75	\$0.00	\$95.87	\$0.00
E 101-42200-383 UTILITIES/HEAT	\$1,279.90	\$1,989.46	\$1,500.00	\$1,673.20	\$1,500.00
E 101-42200-417 UNIFORM ALLOWANCE	\$1,274.63	\$6,397.55	\$7,500.00	\$10.15	\$7,500.00
E 101-42200-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-441 BAD DEBT EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$36,445.00	\$0.00
E 101-42200-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$3,132.60	\$0.00	\$0.00	\$0.00
Fire	\$44,782.83	\$56,772.12	\$56,700.00	\$77,832.17	\$63,200.00
E 101-42400-210 OPERATING EXPENSES	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
E 101-42400-300 PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-301 AUDITING SERVICES	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-302 BLDG PERMIT SURCHARGE	-\$32.33	\$684.47	\$500.00	\$278.03	\$500.00
E 101-42400-303 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-304 LEGAL FEES	\$0.00	\$0.00	\$1,000.00	\$250.00	\$1,000.00
E 101-42400-307 CONTRACT FEES	\$14,950.50	\$14,211.02	\$10,000.00	\$11,897.67	\$13,000.00
E 101-42400-308 SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-316 CREDIT/DEBIT SETTLEMENT CHG	\$331.40	\$204.64	\$0.00	\$0.00	\$0.00
E 101-42400-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-360 INSURANCE	\$1,275.00	\$0.00	\$500.00	\$500.00	\$500.00
E 101-42400-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building Inspections	\$16,584.57	\$15,100.13	\$12,100.00	\$12,925.70	\$15,100.00
E 101-42500-210 OPERATING EXPENSES	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
E 101-42500-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42500-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42500-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$13,000.00	\$28,756.00	\$0.00
Civil Defense	\$0.00	\$0.00	\$13,500.00	\$28,756.00	\$500.00

E 101-43100-100 WAGES/SALARIES-FULL TIME	\$70,973.35	\$73,291.90	\$76,000.00	\$70,706.10	\$85,000.00														
E 101-43100-101 WAGES/SALARIES-PART TIME	\$7,412.50	\$6,450.00	\$6,500.00	\$9,541.75	\$8,000.00														
E 101-43100-120 PERA	\$4,816.12	\$5,249.97	\$6,000.00	\$5,312.70	\$7,100.00														
E 101-43100-121 SOCIAL SECURITY	\$4,763.39	\$4,946.61	\$5,400.00	\$4,907.70	\$6,000.00														
E 101-43100-122 MEDICARE	\$1,113.95	\$1,157.06	\$1,625.00	\$1,147.70	\$1,625.00														
E 101-43100-130 HEALTH INSURANCE	\$10,011.62	\$14,779.35	\$12,750.00	\$11,943.71	\$9,000.00														
E 101-43100-131 LIFE INSURANCE	\$37.78	\$49.50	\$50.00	\$61.60	\$50.00														
E 101-43100-140 UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-150 WORKERS COMP INSURANCE	\$7,367.74	\$5,098.89	\$5,500.00	\$9,086.57	\$7,400.00														
E 101-43100-200 OFFICE SUPPLIES	\$339.07	\$171.17	\$275.00	\$114.44	\$275.00														
E 101-43100-210 OPERATING EXPENSES	\$9,752.90	\$12,090.85	\$10,000.00	\$11,906.29	\$10,000.00														
E 101-43100-211 SNOW REMOVAL EXPENSE	\$1,484.99	\$3,893.50	\$10,000.00	\$2,997.50	\$10,000.00														
E 101-43100-215 TREE EXPENSES	\$4,525.00	\$7,007.50	\$3,000.00	\$399.99	\$3,000.00														
E 101-43100-216 GRAVEL/ROCK FOR STREETS	\$2,658.73	\$4,844.37	\$3,000.00	\$3,435.37	\$3,000.00														
E 101-43100-217 SPRING CLEAN-UP	\$995.00	\$665.50	\$2,000.00	\$19.98	\$2,000.00														
E 101-43100-218 CHEMICALS/SPRAY	\$842.89	\$696.31	\$1,000.00	\$726.00	\$1,000.00														
E 101-43100-219 COUNTY DITCHES EXP	\$1,330.40	\$482.60	\$1,000.00	\$1,330.40	\$1,000.00														
E 101-43100-220 REPAIRS & MAINTENANCE SUPPLIES	\$4,696.66	\$20,070.04	\$8,000.00	\$12,608.07	\$8,000.00														
E 101-43100-225 LANDSCAPE SUPPLIES	\$0.00	\$298.85	\$1,000.00	\$179.34	\$2,000.00														
E 101-43100-230 VEHICLE OPERATION	\$4,643.73	\$8,729.67	\$8,000.00	\$6,754.09	\$8,000.00														
E 101-43100-231 VEHICLE MAINTENANCE	\$2,643.83	\$365.03	\$2,000.00	\$1,801.73	\$2,000.00														
E 101-43100-232 LAWN MOWER EQUIP MAINT	\$1,069.41	\$3,049.66	\$4,000.00	\$6,045.20	\$4,000.00														
E 101-43100-233 TRACTOR MAINT	\$44.13	\$4,093.28	\$3,000.00	\$546.70	\$3,000.00														
E 101-43100-234 DUMP TRUCK MAINT	\$92.95	\$430.69	\$3,000.00	\$75.99	\$3,000.00														
E 101-43100-235 PICKUP MAINT	\$985.63	\$868.39	\$3,000.00	\$5,429.43	\$5,000.00														
E 101-43100-236 SNOW EQUIP MAINT	\$7,797.12	\$4,050.89	\$5,000.00	\$5,603.88	\$5,000.00														
E 101-43100-237 SWEEPER MAINT	\$937.61	\$1,757.15	\$3,000.00	\$2,675.76	\$3,000.00														
E 101-43100-240 SMALL TOOLS AND MINOR EQUIP	\$0.00	\$282.99	\$300.00	\$25.99	\$300.00														
E 101-43100-300 PROFESSIONAL SERVICES	\$0.00	\$2,445.50	\$0.00	\$0.00	\$0.00														
E 101-43100-301 AUDITING SERVICES	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-303 ENGINEERING FEES	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00														
E 101-43100-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$368.75	\$0.00														
E 101-43100-305 MEDICAL FEES	\$0.00	\$153.00	\$0.00	\$0.00	\$0.00														
E 101-43100-307 CONTRACT FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-308 SCHOOLING	\$567.50	\$140.36	\$1,500.00	\$43.97	\$1,500.00														
E 101-43100-309 COMPUTER EXPENSE	\$364.40	\$1,600.87	\$500.00	\$696.75	\$500.00														
E 101-43100-311 PERMITS/MEMBERSHIP FEES	\$41.25	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-314 REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-320 TELEPHONE	\$2,666.58	\$2,220.11	\$2,000.00	\$1,541.47	\$2,000.00														
E 101-43100-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-331 MOTEL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-340 ADVERTISING	\$135.00	\$0.00	\$100.00	\$0.00	\$100.00														
E 101-43100-360 INSURANCE	\$16,151.31	\$100.00	\$6,000.00	\$3,522.13	\$6,000.00														
E 101-43100-380 UTILITIES/ELECTRIC	\$15,564.98	\$1,089.17	\$12,000.00	\$121.22	\$10,000.00														
E 101-43100-383 UTILITIES/HEAT	\$2,268.96	\$3,582.65	\$1,500.00	\$3,490.57	\$1,500.00														
E 101-43100-384 UTITLITES/GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-390 STREET LIGHTING	\$13,887.89	\$15,602.44	\$13,000.00	\$12,841.22	\$16,000.00														
E 101-43100-417 UNIFORM ALLOWANCE	\$744.51	\$634.78	\$1,000.00	\$989.95	\$1,000.00														
E 101-43100-430 MISCELLANEOUS	\$0.00	\$298.31	\$0.00	\$658.00	\$0.00														
E 101-43100-500 CAPITAL OUTLAY - GASB34	\$117,331.50	\$0.00	\$0.00	\$0.00	\$0.00														
E 101-43100-501 CAPITAL - UNDER THRESHOLD	\$53,223.85	\$121,263.50	\$0.00	\$82,182.92	\$0.00														
Maintenance	\$375,584.23	\$334,002.41	\$223,000.00	\$281,840.93	\$237,350.00														

E 101-43200-210 OPERATING EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43200-240 SMALL TOOLS AND MINOR EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43200-300 PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43200-310 RECYCLE CONTRACT	\$39,981.71	\$35,582.12	\$37,000.00	\$34,938.40	\$37,000.00
E 101-43200-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Garbage	\$39,981.71	\$35,582.12	\$37,000.00	\$34,938.40	\$37,000.00
E 101-44170-305 MEDICAL FEES	\$62,619.15	\$95,269.32	\$95,000.00	\$162,159.60	\$160,000.00
Nursing Home	\$62,619.15	\$95,269.32	\$95,000.00	\$162,159.60	\$160,000.00
E 101-45100-210 OPERATING EXPENSES	\$0.00	\$780.44	\$1,000.00	\$410.51	\$1,000.00
E 101-45100-215 TREE EXPENSES	\$0.00	\$0.00	\$0.00	\$46.50	\$0.00
E 101-45100-216 GRAVEL/ROCK FOR STREETS	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
E 101-45100-218 CHEMICALS/SPRAY	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
E 101-45100-220 REPAIRS & MAINTENANCE SUPPLIES	\$564.58	\$2,760.28	\$55,000.00	\$37,056.88	\$5,000.00
E 101-45100-230 VEHICLE OPERATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-231 VEHICLE MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-300 PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00
E 101-45100-301 AUDITING SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-303 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-340 ADVERTISING	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
E 101-45100-360 INSURANCE	\$3,911.00	\$0.00	\$4,700.00	\$2,881.13	\$4,700.00
E 101-45100-380 UTILITIES/ELECTRIC	\$0.00	\$317.23	\$0.00	\$238.20	\$0.00
E 101-45100-384 UTILILITES/GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-437 L.F. PUMP - EXPENSE	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
E 101-45100-438 BB ASSN IMPROVEMENTS	\$0.00	\$0.00	\$2,500.00	\$740.75	\$2,500.00
E 101-45100-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45100-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$14,655.00	\$0.00
Recreation-Legion Field	\$4,975.58	\$3,857.95	\$66,800.00	\$56,153.97	\$16,800.00
E 101-45150-210 OPERATING EXPENSES	\$0.00	\$219.98	\$0.00	\$0.00	\$0.00
E 101-45150-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45150-380 UTILITIES/ELECTRIC	\$42.59	\$32.94	\$150.00	\$34.13	\$150.00
Skating Rink	\$42.59	\$252.92	\$150.00	\$34.13	\$150.00

E 101-45200-101 WAGES/SALARIES-PART TIME	\$0.00	\$1,848.00	\$8,000.00	\$9,853.64	\$6,000.00
E 101-45200-121 SOCIAL SECURITY	\$0.00	\$114.58	\$500.00	\$610.90	\$400.00
E 101-45200-122 MEDICARE	\$0.00	\$26.80	\$120.00	\$142.89	\$100.00
E 101-45200-150 WORKERS COMP INSURANCE	\$1,016.24	\$892.83	\$900.00	\$1,253.32	\$1,045.00
E 101-45200-210 OPERATING EXPENSES	\$2,323.36	\$3,309.35	\$2,500.00	\$3,843.28	\$2,500.00
E 101-45200-213 LIFEGUARD SUPPLIES & EQUIP	\$0.00	\$0.00	\$500.00	\$575.40	\$500.00
E 101-45200-214 CONCESSION STAND SALE SUPPLIES	\$0.00	\$0.00	\$2,000.00	\$1,950.42	\$0.00
E 101-45200-215 TREE EXPENSES	\$93.35	\$0.00	\$500.00	\$0.00	\$500.00
E 101-45200-218 CHEMICALS/SPRAY	\$0.00	\$0.00	\$500.00	\$538.66	\$500.00
E 101-45200-220 REPAIRS & MAINTENANCE SUPPLIES	\$395.36	\$7,139.86	\$3,000.00	\$2,191.77	\$3,000.00
E 101-45200-300 PROFESSIONAL SERVICES	\$223.00	\$274.00	\$0.00	\$235.50	\$0.00
E 101-45200-301 AUDITING SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-307 CONTRACT FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-308 SCHOOLING	\$0.00	\$590.00	\$1,500.00	\$845.00	\$1,500.00
E 101-45200-311 PERMITS/MEMBERSHIP FEES	\$35.00	\$0.00	\$250.00	\$0.00	\$250.00
E 101-45200-316 CREDIT/DEBIT SETTLEMENT CHG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-320 TELEPHONE	\$0.00	\$0.00	\$0.00	\$145.80	\$0.00
E 101-45200-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-340 ADVERTISING	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
E 101-45200-360 INSURANCE	\$7,265.81	\$0.00	\$3,400.00	\$3,046.13	\$3,400.00
E 101-45200-380 UTILITIES/ELECTRIC	\$1,014.49	\$3,299.55	\$1,250.00	\$3,619.33	\$1,250.00
E 101-45200-384 UTIILTIES/GARBAGE	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00
E 101-45200-430 MISCELLANEOUS	\$800.00	\$385.00	\$0.00	\$70.00	\$0.00
E 101-45200-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parks-St. Olaf Park	\$13,666.61	\$17,879.97	\$25,420.00	\$29,022.04	\$21,445.00
E 101-45300-316 CREDIT/DEBIT SETTLEMENT CHG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45300-430 MISCELLANEOUS	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00
E 101-45300-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summer Rec	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00
E 101-45400-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Senior Citizens Bus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45500-101 WAGES/SALARIES-PART TIME	\$1,326.90	\$1,016.40	\$1,000.00	\$354.75	\$0.00
E 101-45500-121 SOCIAL SECURITY	\$82.04	\$63.02	\$100.00	\$21.99	\$0.00
E 101-45500-122 MEDICARE	\$19.36	\$14.74	\$50.00	\$5.15	\$0.00
E 101-45500-210 OPERATING EXPENSES	\$178.47	\$36.92	\$500.00	\$0.00	\$500.00
E 101-45500-220 REPAIRS & MAINTENANCE SUPPLIES	\$6,757.16	\$7,137.13	\$4,000.00	\$90.21	\$4,000.00
E 101-45500-221 CITY HALL CLEANING	\$0.00	\$0.00	\$0.00	\$24.10	\$1,000.00
E 101-45500-300 PROFESSIONAL SERVICES	\$33.26	\$3.45	\$0.00	\$185.22	\$0.00
E 101-45500-301 AUDITING SERVICES	\$120.00	\$0.00	\$0.00	\$91.96	\$0.00
E 101-45500-320 TELEPHONE	\$678.45	\$272.57	\$600.00	\$8.10	\$600.00
E 101-45500-360 INSURANCE	\$2,811.00	\$0.00	\$3,400.00	\$3,301.75	\$3,400.00
E 101-45500-380 UTILITIES/ELECTRIC	\$4,433.60	\$4,114.91	\$3,000.00	\$19,495.15	\$5,000.00
E 101-45500-383 UTILITIES/HEAT	\$860.36	\$1,420.11	\$1,200.00	\$1,346.50	\$1,200.00
E 101-45500-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45500-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45500-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library	\$17,300.60	\$14,079.25	\$13,850.00	\$24,924.88	\$15,700.00
E 101-46500-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00		\$0.00
E 101-46500-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00		\$0.00
E 101-46500-720 TRANSFERS OUT	\$11,272.00	\$0.00	\$0.00		\$0.00
Economic Development	\$11,272.00	\$0.00	\$0.00		\$0.00

E 101-46600-000 CONTRIBUTIONS TO OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00
E 101-46600-300 PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00
E 101-46600-303 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00
E 101-46600-386 UTILITIES/SOFT WATER	\$0.00	\$0.00	\$0.00	\$0.00
E 101-46600-720 TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00
Historic Preservation	\$0.00	\$0.00	\$0.00	\$0.00
E 101-47000-600 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00
E 101-47000-610 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
E 101-49200-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
E 101-49310-720 TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00

	2021 Actual	2022 Actual	2023 Budget	2023 YTD	2024 Budget									
R 101-00000-31000 GENERAL PROPERTY TAXES	\$425,305.08	\$136,570.50	\$339,555.00	\$357,292.75	\$341,600.00									
R 101-00000-31020 PROPERTY TAXES-FIRE RELIEF	\$0.00	\$0.00	\$0.00	\$6.63	\$0.00		Revenues	2021 Actual	2022 Actual	2023 Budget	2023 YTD	2024 Budget	Change	
R 101-00000-31250 PAYMENT IN LIEU OF TAXES	\$1,142.90	\$0.00	\$7,500.00	\$36,100.00	\$7,500.00		General	\$906,769.11	\$481,135.12	\$825,830.00	\$639,524.44	\$877,895.00	\$52,065.00	
R 101-00000-31810 FRANCHISE TAXES-CABLE TV	\$9,417.19	\$11,484.50	\$7,000.00	\$4,736.56	\$7,500.00		Council	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-00000-31811 FRANCHISE TAXES - ELECTRIC	\$0.00	\$3,549.25	\$7,000.00	\$499.49	\$7,000.00		Administration	\$27,995.00	\$33,314.48	\$10,500.00	\$5,947.81	\$10,500.00	\$0.00	
R 101-00000-31812 FRANCHISE TAXES - GAS	\$1,481.00	\$3,421.73	\$5,000.00	\$2,968.00	\$5,000.00		Police	\$22,814.66	\$30,970.00	\$32,300.00	\$17,274.43	\$28,750.00	(\$3,550.00)	
R 101-00000-31910 PENALTIES AND INTEREST	\$0.00	\$844.70	\$0.00	\$0.00	\$0.00		Ambulance	\$109,643.48	\$58,912.24	\$157,900.00	\$105,097.46	\$159,200.00	\$1,300.00	
R 101-00000-32110 LIQUOR LICENSE	\$3,125.00	\$4,675.00	\$4,675.00	\$3,125.00	\$4,675.00		Fire	\$26,497.66	\$25,943.94	\$31,000.00	\$30,694.49	\$33,500.00	\$2,500.00	
R 101-00000-33410 LOCAL GOVERNMENT AID	\$464,321.50	\$222,279.50	\$454,100.00	\$227,050.00	\$503,620.00		Building Inspections	\$19,857.58	\$13,157.27	\$16,000.00	\$15,139.07	\$21,000.00	\$5,000.00	
R 101-00000-33430 MOBILE HOME HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Maintenance	\$9,006.69	\$1,645.63	\$1,650.00	\$6,081.33	\$2,900.00	\$1,250.00	
R 101-00000-33460 EQUALIZATION AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Garbage	\$189.00	\$921.00	\$0.00	\$189.00	\$0.00	\$0.00	
R 101-00000-33620 OTHER	-\$0.33	\$64,585.81	\$0.00	\$5,951.14	\$0.00		Nursing Home	\$0.00	\$82,837.29	\$95,000.00	\$143,072.11	\$160,000.00	\$65,000.00	
R 101-00000-36100 SPECIAL ASSESSMENTS	\$207.82	\$430.68	\$0.00	\$308.83	\$0.00		Legion Field	\$0.00	\$250.00	\$50,000.00	\$11,793.14	\$0.00	(\$50,000.00)	
R 101-00000-36110 SPECIAL ASSESSMENTS PRINCIPAL	\$0.00	\$27,350.74	\$0.00	\$0.00	\$0.00		St. Olaf	\$5,472.56	\$2,426.99	\$4,100.00	\$4,758.99	\$4,100.00	\$0.00	
R 101-00000-36120 SPECIAL ASSESSMENTS INTEREST	\$48.08	\$4,908.13	\$0.00	\$137.11	\$0.00		Summer Rec	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-00000-36200 MISCELLANEOUS REVENUES	\$18.30	\$0.00	\$0.00	\$100.00	\$0.00		Library	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	
R 101-00000-36210 INTEREST ON INVESTMENTS	\$1,702.57	\$1,034.58	\$1,000.00	\$1,248.93	\$1,000.00		Total Revenues	\$1,128,245.74	\$731,513.96	\$1,224,280.00	\$979,772.27	\$1,297,845.00	\$73,565.00	
R 101-00000-39200 OPERATING TRANSFERS IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									
R 101-00000-39310 GENERAL OBLIGATION BONDS SOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									
General Revenue	\$906,769.11	\$481,135.12	\$825,830.00	\$639,524.44	\$877,895.00		2024 Budget Comparison							
R 101-41100-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		2024 Expenses	\$1,297,845.00						
Mayor & Council Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		2024 Revenues	\$1,297,845.00						
R 101-41400-33160 OTHER-FEDERAL	\$2,306.80	\$0.00	\$0.00	\$0.00	\$0.00		Difference	\$0.00			<-----	This Difference needs to be +/- from		
R 101-41400-36220 RENTS	\$6,815.00	\$5,725.00	\$5,500.00	\$1,125.00	\$5,500.00									Revenue worksheet J2
R 101-41400-36230 CONTRIBUTIONS AND DONATIONS	\$8,184.00	\$105.00	\$2,000.00	\$2,088.00	\$2,000.00									
R 101-41400-36250 REFUNDS AND REIMBURSEMENTS	\$10,689.20	\$27,484.48	\$3,000.00	\$2,734.81	\$3,000.00									
R 101-41400-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									
R 101-41410-33620 OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									
Administration Revenue	\$27,995.00	\$33,314.48	\$10,500.00	\$5,947.81	\$10,500.00									

R 101-42100-32240 ANIMAL LICENSE	\$310.00	\$240.00	\$300.00	\$230.00	\$500.00
R 101-42100-32260 GOLF CART OPERATOR PERMIT	\$260.00	\$380.00	\$400.00	\$330.00	\$650.00
R 101-42100-33610 POLICE STATE AID	\$13,788.85	\$17,528.76	\$18,000.00	\$8,167.07	\$16,000.00
R 101-42100-34210 POLICE SERVICES	\$85.00	\$25.00	\$100.00	\$15.00	\$100.00
R 101-42100-34261 POLICE TRAINING REIMBURSEMENT	\$4,550.00	\$5,074.09	\$6,000.00	\$3,030.59	\$6,000.00
R 101-42100-35100 POLICE FINES	\$3,820.81	\$5,597.15	\$5,000.00	\$2,951.13	\$5,000.00
R 101-42100-36200 MISCELLANEOUS REVENUES	\$0.00	\$2,125.00	\$500.00	\$75.00	\$500.00
R 101-42100-36230 CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	\$2,000.00	\$2,475.64	\$0.00
R 101-42100-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42100-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Revenue	\$22,814.66	\$30,970.00	\$32,300.00	\$17,274.43	\$28,750.00
R 101-42153-33720 OTHER COUNTY AIDS	\$0.00	\$0.00	\$3,700.00	\$0.00	\$3,700.00
R 101-42153-34206 MEDICAL TRAINING REVENUE	\$0.00	\$0.00	\$1,200.00	\$1,625.00	\$2,500.00
R 101-42153-34250 AMBULANCE CHARGES	\$103,847.40	\$54,496.45	\$150,000.00	\$98,059.53	\$150,000.00
R 101-42153-34260 AMB/FIRE SCHOOL REIMBURSEMENTS	\$3,125.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
R 101-42153-36200 MISCELLANEOUS REVENUES	\$0.00	\$455.00	\$0.00	\$65.00	\$0.00
R 101-42153-36210 INTEREST ON INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42153-36230 CONTRIBUTIONS AND DONATIONS	\$1,849.73	\$3,700.00	\$0.00	\$4,448.88	\$0.00
R 101-42153-36250 REFUNDS AND REIMBURSEMENTS	\$821.35	\$260.79	\$0.00	\$899.05	\$0.00
R 101-42153-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance Revenue	\$109,643.48	\$58,912.24	\$157,900.00	\$105,097.46	\$159,200.00
R 101-42200-31020 PROPERTY TAXES-FIRE RELIEF	\$450.00	\$207.29	\$0.00	\$0.00	\$0.00
R 101-42200-33150 FEDERAL GRANTS - DHS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42200-33600 FIRE STATE AID	\$24,132.00	\$24,921.66	\$25,000.00	\$27,096.09	\$27,500.00
R 101-42200-34251 FIRESERVICE CHARGES	\$315.66	\$500.00	\$1,000.00	\$0.00	\$1,000.00
R 101-42200-34260 AMB/FIRE SCHOOL REIMBURSEMENTS	\$1,100.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
R 101-42200-36210 INTEREST ON INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42200-36230 CONTRIBUTIONS AND DONATIONS	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
R 101-42200-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$314.99	\$0.00	\$98.40	\$0.00
R 101-42200-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00
Fire Revenue	\$26,497.66	\$25,943.94	\$31,000.00	\$30,694.49	\$33,500.00

R 101-42400-32200 BUILDING PERMITS	\$18,307.58	\$12,612.27	\$15,000.00	\$12,994.07	\$20,000.00
R 101-42400-32210 RENTAL HOUSING LICENSE	\$1,550.00	\$545.00	\$1,000.00	\$2,145.00	\$1,000.00
R 101-42400-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building Inspections	\$19,857.58	\$13,157.27	\$16,000.00	\$15,139.07	\$21,000.00
R 101-43100-32220 RIGHT-OF-WAY PERMITS	\$400.00	\$100.00	\$400.00	\$0.00	\$400.00
R 101-43100-34300 STREET CHARGES	\$484.50	-\$39.18	\$0.00	\$18.75	\$0.00
R 101-43100-34430 REFUSE COLLECTION CHARGES	\$382.20	\$266.00	\$250.00	\$1,910.00	\$1,500.00
R 101-43100-36110 SPECIAL ASSESSMENTS PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43100-36112 SPECIAL ASSESSMENTS - PD IN FU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43100-36230 CONTRIBUTIONS AND DONATIONS	\$1,892.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43100-36250 REFUNDS AND REIMBURSEMENTS	\$5,847.99	\$735.81	\$1,000.00	\$3,980.68	\$1,000.00
R 101-43100-39110 SALE OF ASSETS	\$0.00	\$583.00	\$0.00	\$171.90	\$0.00
R 101-43100-39312 MNDOT REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance Revenue	\$9,006.69	\$1,645.63	\$1,650.00	\$6,081.33	\$2,900.00
R 101-43200-34430 REFUSE COLLECTION CHARGES	\$189.00	\$921.00	\$0.00	\$189.00	\$0.00
Garbage Revenue	\$189.00	\$921.00	\$0.00	\$189.00	\$0.00
R 101-44170-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$82,837.29	\$95,000.00	\$143,072.11	\$160,000.00
Nursing Home Revenue	\$0.00	\$82,837.29	\$95,000.00	\$143,072.11	\$160,000.00
R 101-45100-31030 PROPERTY TAXES-LEGION FIELD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45100-34790 RECREATION CHARGE-LEGION FIELD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45100-36220 RENTS	\$0.00	\$250.00	\$50,000.00	\$250.00	\$0.00
R 101-45100-36230 CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	\$0.00	\$11,500.00	\$0.00
R 101-45100-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$43.14	\$0.00
Recreation-Legion Field Revenue	\$0.00	\$250.00	\$50,000.00	\$11,793.14	\$0.00
R 101-45200-34780 PARK FEES-ST. OLAF PARK	\$0.00	\$2,286.99	\$2,500.00	\$3,365.00	\$2,500.00
R 101-45200-34785 ST. OLAF LAKE CONCESSION STAND	\$0.00	\$0.00	\$1,500.00	\$1,090.80	\$1,500.00
R 101-45200-36210 INTEREST ON INVESTMENTS	\$2.56	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45200-36230 CONTRIBUTIONS AND DONATIONS	\$5,470.00	\$140.00	\$100.00	\$180.00	\$100.00
R 101-45200-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$123.19	\$0.00
R 101-45200-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parks-St. Olaf Park Revenue	\$5,472.56	\$2,426.99	\$4,100.00	\$4,758.99	\$4,100.00

R 101-45300-34790 RECREATION CHARGE-LEIGION FIELD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summer Rec Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45500-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00
R 101-45500-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Revenue	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00

	2023 Levy	Proposed 2024 Levy	Increase (Decrease) from 2023	Percent Change from 2023	Fund #
General Levy	\$ 339,555	\$ 341,600	\$ 2,045	0.60%	101
Capital Levy	120,000	180,350	\$ 60,350	50.29%	401
Fire Relief	450	450	\$ -	0%	
Total	460,005	522,400	62,395	13.56%	
Debt Levy					
2010 GO Imp Bond	30,000	-	(30,000)	-100.00%	305 TIF
2014 Go Imp Bond	110,000	130,000	20,000	18.18%	314
Total	140,000	130,000	(10,000)		
Total	\$ 600,005	\$ 652,400	\$ 52,395	8.73%	
Tax Capacity	\$ 472,923	\$ 522,100	\$ 49,177	10.40%	
City Tax Rate*	124.96%	124.96%	0.00%		

**The City's Payable 2024 Tax Rate has been estimated based on preliminary tax capacity information provided by Waseca County. The final tax capacity and rate will vary from the rate estimated in this memo.*

Total Debt Levy	\$ 140,000	\$ 130,000	\$ (10,000)	-7.14%
Total Capital Levy	\$ 120,000	\$ 180,350	\$ 60,350	50.29%



RESOLUTION 23-20

A RESOLUTION ADOPTING THE 2024 BUDGET AND TAX LEVY COLLECTABLE IN 2024

BE IT RESOLVED, by the city council of the City of New Richland, Waseca County, Minnesota that the General Fund Budget for the City be set at \$1,297,845.00 and that the following sums of money be levied for the current year, collectible in 2023, upon the taxable property in the City of New Richland, for the following purposes:

General Fund	\$341,600
Capital Fund	\$180,350
Fire Relief	\$450
2014 GO Imp Bond	\$130,000
2024 Adjusted Tax Levy	\$652,400

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the county auditor of Waseca County, MN.

**Adopted by the City Council of the City of New Richland, Minnesota,
this 11th Day of December 2023.**

Attest:

(Mayor)

(City Administrator)



RESOLUTION 23-21

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of New Richland, Minnesota, is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of the City of New Richland and its citizens pursuant to Minnesota Statutes Section 471.17; and

WHEREAS the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
New Richland Fire Department Relief Association	\$85,000.00

WHEREAS all such donations have been contributed

WHEREAS The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF NEW RICHLAND, MINNESOTA, AS FOLLOWS:

1. The donation described above is accepted and shall be used for Fire Department Equipment
2. The City Administrator is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

Passed by the City Council of the City of New Richland, Minnesota on Monday, December 11th, 2023.

(Mayor)

Attest:

City Administrator



RESOLUTION 23-20

To Enact an Amendment to Appendix D Of the City of New Richland Code of Ordinances, Addressing Fee Schedule for The City of New Richland

WHEREAS, The City Council of the City of New Richland has determined that the fee schedule for services of the city needs to be amended to reflect the current needs of the City and the addition of sections to the Code of Ordinances:

NOW THEREFORE, Appendix D of the City of New Richland Code of Ordinances is hereby amended to as follows:

Appendix D **Schedule of Fees and Charges:**

Description		Fees
Licenses and Permits:		
On – Sale Liquor		\$1,250.00
Off – Sale Liquor		\$100.00
Sunday Liquor		\$200.00
Temporary On- Sale		\$25.00
Club Liquor		\$100.00
On – Sale 3.2		\$25.00
Off – Sale 3.2		\$5.00
Wine License		\$350.00
Transfer Fee		\$50.00
Animal License –Lifetime Fee		\$25.00
Lost Animal License Replacement		\$2.00
Animal Impound Release Fee		\$25.00
Rental Property 1 st building		\$25.00
Rental additional buildings same yr/owner		\$20.00
Rental Inspection Fee each 1-4 units		\$50.00
Rental Inspection Fee each 5 or more units		\$20.00
Rental Re-Inspection Fee per unit		\$25.00
VRBO-Short-Term Rental License		\$125.00
Building Permit		\$5.00 Administrative Fee + Fee Schedule Adopted by Resolution
Golf Cart Permit	Calendar Year All or Part	\$10.00
Elevation Benchmark		\$200.00
Zoning Permit		\$35.00

Variance		\$50.00
Conditional Use Permit		\$50.00
Right of Way Permit		\$100.00
Adult Entertainment		\$100.00
Exhibition Permit		\$25.00
Peddler Permit		\$50.00
Building Mover Permit		Bond
Emergency Service Charges		
Police Reports		\$10.00
CPR Training - Ambulance		\$76.00/person
Fire Department Rescue Auto Extrication and all rescues where tools or multiple vehicles and personnel are required		\$1000.00 ~~\$500.00~~
Structure Fire Charge		\$1,500.00 ~~\$1,000.00~~
Fire Service Charge Non Structure Fires		\$1,000.00 ~~\$500.00~~
Provide Landing Zone, Traffic Control, Scene Safety and Cleaning Roads		\$500.00 ~~\$250.00~~
For any Fire Incident over 3 hours in duration		Cost Up To The Actual Cost of Fuel Consumed
Foam Used in Fire Fighting Activity		Cost of Foam Consumed
Ambulance Call Base Rate		\$800.00
Per Loaded Mile		Medicare Approved Rate Plus 10%
Ambulance Call Base Rate Non-Primary Service Area		\$920.00
Per Loaded Mile Non-Primary Service Area		Medicare Approved Rate Plus 10%
No Transport City Limits		\$155.00
No Transport Outside City Limits		\$262.00
Intercept	Added to Other Charges	\$475.00
Lift Assist only		\$72.00
Charges for City Services		
Office Services		
Photo Copies Letter/Legal	B&W	.15 per page
Photo Copies 11X17	B&W	.35 per page
Fax Sending or receiving		\$1.00 per page
NSF Checks		\$20.00
Color Copies		.75 per page
Assessment Services		
TIF District		\$300 set up/\$150 per Year/\$200 modification



Delinquent Charges collected with taxes		\$10.00 per property charge certified
Special Assessments		\$5.00 per parcel
City Hall		
Hall Rent		\$125.00
Hall 3hr max meeting	Business Meeting rate	\$75.00
Water Department		
Residential Water Service Connection Fee		\$100.00
Commercial Water Connection Fee		\$200.00
Meter		Cost plus 10%
Clean Service Line		\$30.00
Shutoff Fee		\$25.00
Between Nov 15 & Mar 15		\$50.00
Turn on Fee		\$25.00
Between Nov 15 & Mar 15		\$50.00
Disconnect Notice Fee	(Resolution 21-01)	\$25.00
Late Payment Fee		5% of past due amount W/Min. \$3.00 per month
Water Rates		\$8.00 base connection fee plus \$10.00 per 1,000 gal. ~~\$7.87 base connection fee plus~~ ~~\$9.63 per 1,000 gal.~~
Bulk Water Sales		\$11.64 per 1000 gal.
Outdoor Water Meter		\$200
Sewer Department		
Sewer Service Connection Fee		\$50.00
Late Payment Fee		5% of past due amount W/Min. \$3.00 per month
Sewer Rates		\$10.00 base connection fee plus \$12.00 per 1,000 gal. of water used
Flat Fee for Sewer Only		\$66.40 per Month
Trash Collection		
Trash Collection Charge		\$18.60 / Account ~~\$17.60 / Account~~
Maintenance Department		
Mowing		\$50.00 per hour 1 hour min.
Sidewalk Snow Removal		\$40.00 per hour
Sweeper		\$80.00 per hour
Tractor		\$80.00 per hour

Dump Truck		\$80.00 per hour
Sanding		Dump Truck Fee plus Sand Cost
Chg For Employee Labor		\$45.00 per hour
Administrative Offenses – Violation of City Code Section:		Penalty for Violation
Section 220	Abandoned Property	\$25.00
Section 230	Trees	\$25.00
Section 300	Animals	\$25.00
Section 310	Exhibitions	\$25.00
Section 330	Peddlers	\$50.00
Section 340	Building Movers	\$50.00
Section 350	Rental Housing	\$50.00
Chapter 4	Alcoholic Beverages	\$25.00
Chapter 5	Nuisances	\$25.00
Section 550.3	Unlawful Disposal	\$100.00
Section 610	Parking	\$25.00
Section 620	Snowmobiles	\$25.00
Section 630	Bicycles	\$25.00
Section 720	Right of Way Management	\$200.00
Section 800	Water	\$25.00
Section 810	Sewer	\$25.00
Chapter 9	Building and Housing	\$50.00
Chapter 10	Zoning	\$50.00
Chapter 11	Adult Uses	\$200.00

Passed by the City Council of the City of New Richland, Minnesota, this 11th Day of December 2023.

(Mayor)

ATTEST:

(City Administrator)

Ambulance Report December 2023

Crew: Those that took the class have to take their National Test and then work at getting runs to get signed off to run as an EMT. Hopefully they will all have it done to start the new year. We are having our Christmas Party on Dec 10th which is the day before the council meeting. We are all working together to try to come up with ways to recruit new people. I am looking into the flyers to send out. There are a lot of rules you have to follow and get flyers made.

We had another bingo and were able to donate toys with this bingo to the toy drive. Our next Bingo will be in February.

Pagers and Radios: I was going through pagers and radios and the battery status on them. I am wondering if I can purchase batteries. The green batteries are \$200 apiece and the price will keep going up. I would like to order at least 2 of these. Also, the batteries on the pagers are \$30 apiece. These have never been changed out since we got the pagers. I would like to order at least 5 or 6 of these.

Director: Nothing new as far as director duties. I will be working on the training for meetings along with Sara Jo until we get a training officer.

Happy Holiday!!

Sarah Sundve
New Richland Ambulance Director



NEW RICHLAND FIRE DEPARTMENT

MONTHLY COUNCIL REPORT

MONTH: Nov YEAR: 2023

FIRE CALLS: 2

MEDICAL CALLS: 0

TOTAL CALLS: 2

TRAINING COMPLETED DURING THE MONTH:

FIT TESTING - OCT
VIRTUAL FIRE ATTACK - NOV

ADDITIONAL INFORMATION:

ISO INSPECTION IN DECEMBER

DONATION OF FUNDS TO CITY

Respectfully Submitted: *Josh Moen*, Fire Chief



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: nrpd@cityofnewrichlandmn.com

Monthly Report

December 11th Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to **171** calls for service for the month of November.

Total Calls through November 2023: **1,121**

Total Calls through November 2022: **1,206**

Most calls requiring additional follow up have been completed. As always, we remind people to get in touch with us if they have any information regarding any incidents that have occurred in the City of New Richland or surrounding areas.

Items Completed in November

- 6 ordinance letters sent out for unregistered vehicles and “junk” violations. One has since been resolved.

Information

- Be mindful of the weather and the city’s parking ordinances when it comes to snow. 610.12- All vehicles must be removed from roadways following two inches of snowfall until city plows have cleared the roads.

Training & Education

- Annual firearms training for low light/inclement weather was completed on November 15th.
- Officer Jandt completed use of force and taser training. He is doing well on FTO with Officer DeRaad.



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdcityofnewrichlandmn.com)

Personnel

- Officer Madden will be signed off FTO at the end of the month.
- Officer Victorino resigned effective December 15th due to scheduling conflicts and family life. We thank him for his time with the department and wish him all the best!

Purchases

- N/A

Squad Maintenance

- Oil change for 260 squad

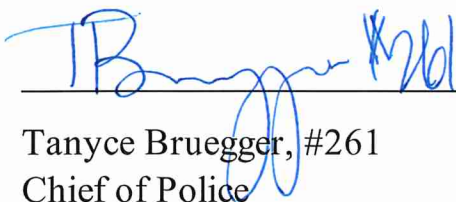
Equipment

- N/A

Upcoming Events / Important Items

- Shop with a cop- Saturday, December 9th

Respectfully Submitted,



Tanyce Bruegger, #261
Chief of Police

New Richland City Council

11 Dec 2023

New Richland Care Center

Operations:

Average census = 34 Current census is 33

State survey was the week of Nov 13. We received 5 deficiencies which have all been corrected. The Fire Marshall survey was also this week. No deficiencies received.

Residents and Staff had active cases of COVID in the first three weeks of November, we are COVID free now with no restrictions.

Financials:

Projects:

25 PTAC units purchased and being installed resident rooms – more than half installed

10 new beds purchased at 2023 prices and free shipping to replace older models – on hold through Direct Supply

Notebooks purchased to replace Desktop computers to improve Point of Care Charting – Installed and working, all nursing staff trained on use.

Fun:

Moment's Hospice held a brief Veteran's Day Memorial with our staff and residents the week of Nov 11th, due to COVID it was done over the intercom.

Residents were excited to return to the dining room the Thanksgiving week after COVID quarantine. Much talk and laughter among them.

Staffing: continue to use agency Staff to cover shifts. Beginning to see some applicants now in December.

Openings:

Laundry

Dietary Aide

Certified Nurse Aides

RN or LPN

12/8 People Service council report

- > all required labs were sent on time
- > 3rd street lift station will be getting parts on Monday dec 11th by MN
- > pump works required work orders were finished for November on time
- > empire-pipe cleaned and televised a good portion of town. Report will
- > soon follow Mn Warn meeting on Wed December 13th.
- > straight river electric - quotes for outside lights.

STRAIGHT RIVER ELECTRIC LLC

Quote Prepared For: City of New Richland

By: Orrie Anthony

Project Description: Water Treatment Facility Outdoor Lighting Retrofit.

We Respectfully Propose the Following:

1. Replace 5 pole top fixtures with 10,000 lumen 80-watt LED fixture. New fixtures will be constructed from aluminum to match pole construction and discourage corrosion from dissimilar metals. Tighten pole anchor bolt nuts (most are loose).
2. Replace 7 "large wall pack" light fixtures with 4,000-7800 lumen 30-60-watt selectable wall packs.
3. Replace 4 "small wall pack" light fixtures with 2,850 lumen 22.8-watt fixtures.
4. Note 1: Additional labor and materials were included for replacement of fixtures on screener building. These fixtures are installed with rigid conduit which may require most conduit and wiring to be completely removed and reinstalled in order to replace fixtures. If this is not necessary, a deduction of \$464.36 will be applied at time of invoicing.
5. Note 2: New wall pack fixtures will not completely cover footprint of existing fixtures. Some repainting of concrete buildings may be required around new fixtures once installed. Straight River Electric will caulk all old anchor holes.

Quoted Price: \$7,022.60

Estimated rebates from Xcel: \$445.00

Rough payoff duration from energy savings: 11 years

Signed: Orrie Anthony – Master Electrician **Date:** 12/07/2023



7149 SW 92nd Ave.
Ellendale, MN
56072

PHONE 507.676.6212
FAX NA
EMAIL straightriverelectric@gmail.com

Pricing good for 30 days from date on this document. All work and installations will be compliant with National Electrical Code. Two year materials and workmanship warranty. All materials installed will be new unless an alternate agreement has been made prior to start of work. Taxes and state inspection fees included.

STRAIGHT RIVER ELECTRIC LLC

Quote Prepared For: City of New Richland

By: Orrie Anthony

Project Description: Water Treatment Facility Outdoor Lighting Retrofit **Lamps Only****

We Respectfully Propose the Following:

1. Replace lamps in 5 pole top fixtures with comparable lumen LED lamp. Tighten pole anchor bolt nuts (most are loose).
2. Replace lamps in 7 large wall pack fixtures with comparable lumen LED lamps.
3. Replace lamps in 4 small wall pack fixtures with comparable lumen LED lamps.

Quoted Price: \$3,265.24

Signed: Orrie Anthony – Master Electrician **Date:** 12/08/23

Pricing good for 30 days from date on this document. All work and installations will be compliant with National Electrical Code. Two year materials and workmanship warranty. All materials installed will be new unless an alternate agreement has been made prior to start of work. Taxes and state inspection fees included.



7149 SW 92nd Ave.
Ellendale, MN
56072

PHONE 507.676.6212
FAX NA
EMAIL straightriverelectric@gmail.com

LED SWIVEL POST TOP

QUICK SEARCH: SC11365



FEATURES:

- Aluminum housing with dark bronze powder coat finish.
- 1-10vdc dimming drivers, which provide 10% continuous dimming
- Universal 120-277 AC voltage (50-60Hz) is standard.
- Power factor > 0.90.
- Easy installation in new construction or retrofit applications.



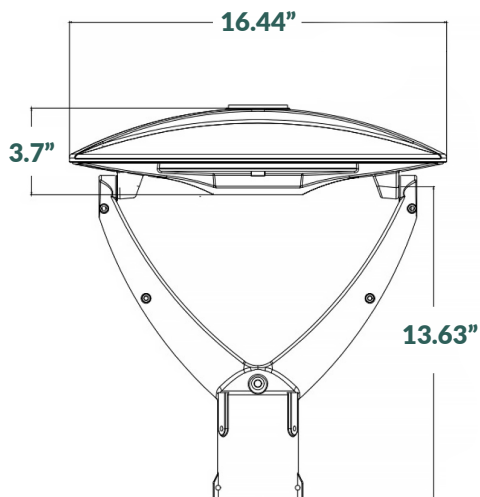
LIGHTING:

- 10,000 lumens
- Color selectable: 3000K Soft White, 4000K Cool White, and 5000K Daylight

APPLICATION:

- Great for parking lots or large walkways and parks. With a clean modern design, this powerful LED technology is designed for outdoor use as an efficient, yet inexpensive replacement for old fashioned metal halide post lights.

DIMENSIONS:



WARRANTY & LISTINGS:

- 5-year warranty
- cULus
- Wet Rated
- DLC
- 50,000 hour rated life
- RoHS

ELECTRICAL:

- Voltage: 120-277 AC Voltage
- Total harmonic distortion < 20%

MECHANICAL:

- Indoor or outdoor fixture: Outdoor
- Operating temp: -30°C to 45°C (-22°F to 113°F)
- Fits on a 2.5 inch diameter post



SPECIFICATION:

Product Code	Wattage	Lumens	Color Temperature	Dimensions	Voltage
7618CLB80-LLED-MCT	80W	10,000 LM	Color Selectable 30K/40K/50K	13.63"(H) x 16.44"(W)	120-277 AC voltage

Project		Catalog #		Type	
Prepared by		Notes		Date	



Lumark AP

WPM Wall Pack B-Series

Wall Mount Luminaire

Product Features



Interactive Menu

- Ordering Information [page 2](#)
- Product Specifications [page 2](#)
- Energy and Performance Data [page 2](#)

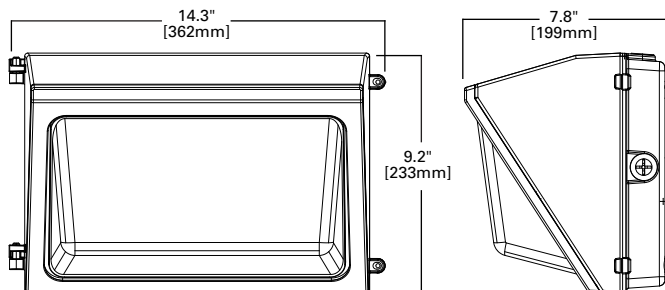
Product Certifications



Quick Facts

- Fixed output and selectable configurations available
- Lumen packages range from 3,500 - 13,400 lumens
- Replaces 70W up to 250W HID equivalent
- Efficacies up to 149 lumens per watt
- Energy and maintenance savings up to 89%
- Heat and impact resistant borosilicate glass lens

Dimensional Details



Ordering Information

Model Number ¹	Lumens / Wattage	Color Temperature	Voltage	Controls
WPMLED07B =Medium LED Wall Pack	3,500 / 30W	4000K / 80CRI	120-277V, 50/60Hz	--
WPMLED10B =Medium LED Wall Pack	4,800 / 40W	4000K / 80CRI	120-277V, 50/60Hz	--
WPMLED15B =Medium LED Wall Pack	7,100 / 60W	4000K / 80CRI	120-277V, 50/60Hz	--
WPMLED20B =Medium LED Wall Pack	9,800 / 80W	4000K / 80CRI	120-277V, 50/60Hz	--
WPMLED25B =Medium LED Wall Pack	12,000 / 100W	4000K / 80CRI	120-277V, 50/60Hz	--
WPMLED15S =Medium LED Wall Pack	Selectable Lumens: 4,000-7,800 / 30-60W	Selectable CCT: 3000,4000,5000K / 80CRI	120-347V, 50/60Hz	Selectable Dusk-to-Dawn via Button-type photocontrol
WPMLED25S =Medium LED Wall Pack	Selectable Lumens: 9,800-13,400 / 70-100W	Selectable CCT: 3000,4000,5000K / 80CRI	120-347V, 50/60Hz	Selectable Dusk-to-Dawn via Button-type photocontrol
NOTES: 1. DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details.				

Product Specifications

Construction

- Die-cast aluminum housing with hinged, removable die-cast aluminum door
- Three 1/2" threaded conduit entry points

Optics

- Impact and heat resistant borosilicate refractive glass lens to withstand IK07

Electrical

- 40°C minimum operating temperature
- 40°C maximum operating temperature
- >.9 power factor
- <20% total harmonic distortion

- Class 2 driver incorporates internal fusing designed to withstand 2kV surge
- 0-10V dimming driver standard

Controls

- Selectable configurations supply internal toggle switches to adjust luminaire CCT and lumens. Selectable luminaires will ship default at 4000K CCT and maximum lumen output. Selectable configurations also provide an integrated button-type photocontrol for dusk-to-dawn operation. The photocontrol is also field-adjustable via toggle switches to either enable, disable, or modify the settings. The photocontrol ships default enabled.

Typical Applications

- Outdoor
- Parking Lots
- Walkways
- Building Areas

Finish

- Bronze

Shipping Data

- 13.1 lbs. (5.9 kgs.)

Energy and Performance Data

Power and Lumens (Fixed SKUs)

 [View WP IES files](#)

Model Number	WPMLED07B	WPMLED10B	WPMLED15B	WPMLED20B	WPMLED25B
Power (Watts)	27.9	37.7	57.4	81.0	102.2
Input Current @ 120V (A)	0.24	0.35	0.52	0.68	0.86
Input Current @ 277V (A)	0.11	0.16	0.24	0.31	0.38
Performance					
Lumens	3,518	4,869	7,456	10,399	12,873
Lumens Per Watt	126	129	130	128	126

Power and Lumens (WPMLED15S Selectable)

Light Engine		Set to 30W	Set to 40W	Set to 60W
Switch setting		2-ON	1-ON	1,2,3-OFF
Power (Watts)		29.2	40.9	59.2
Input Current @ 120V (A)		0.24	0.34	0.50
Input Current @ 277V (A)		0.11	0.16	0.23
Input Current @ 347V (A)		0.09	0.13	0.19
Performance				
3000K	Lumens	3,977	5,409	7,360
	Lumens per Watt	139	135	128
4000K	Lumens	4,122	5,659	7,806
	Lumens per Watt	146	144	138
5000K	Lumens	4,175	5,616	7,535
	Lumens per Watt	143	137	127

Power and Lumens (WPMLED25S Selectable)

Light Engine		Set to 70W	Set to 80W	Set to 90W)	Set to 100W
Switch setting		3-ON	2-ON	1-ON	1,2,3-OFF
Power (Watts)		71.6	81.6	91.9	100.8
Input Current @ 120V (A)		0.60	0.68	0.77	0.84
Input Current @ 277V (A)		0.28	0.31	0.34	0.37
Input Current @ 347V (A)		0.23	0.26	0.28	0.31
Performance					
3000K	Lumens	9,779	10,887	11,968	12,597
	Lumens per Watt	137	134	131	125
4000K	Lumens	10,360	11,469	12,651	13,376
	Lumens per Watt	149	146	143	139
5000K	Lumens	10,083	11,193	12,258	12,829
	Lumens per Watt	141	137	133	128

Lumen Maintenance

Configuration	Ambient Temperature	TM-21 Lumen Maintenance (54,000 Hours)	Theoretical L70 (Hours)
Up to 60W	Up to 40°C	88.7%	>156,000
Up to 100W	Up to 40°C	87.22%	>143,000

Perimashield PRS

WALLPACK

tradeSELECT®

FEATURES

- Non-cutoff refractor illuminates surrounding area to enhance safety and security
- Durable polycarbonate lens and die-cast housing are impact resistant
- Photocontrol for automatic off during daylight hours
- Easy to install by one person
- Environmentally friendly with minimal uplight



RELATED PRODUCTS

Ø [NRG®300L](#) Ø [Sling Wall](#) Ø [Sling Canopy](#)

SPECIFICATIONS

HOUSING

- Rugged die-cast aluminum housing
- Lens is made of UV stabilized Polycarbonate with self-retaining screws

OPTICS

- Prismatic frosted lens is field replaceable
- Type IV Distribution

INSTALLATION

- Capable of mounting on a minimum of 3-3.5" junction box
- Conduit entrances on bottom and sides

ELECTRICAL

- 0-10 Volt dimmable driver
- For use in 120-277V applications

OPTIONS/CONTROLS

- Photocell can be disconnected during installation if not needed

CERTIFICATIONS

- Fixture is IP65 rated
- Listed to UL1598 for use in wet locations

WARRANTY

- 5 year limited warranty
- See [HLI Standard Warranty](#) for additional information

KEY DATA

KEY DATA	
Lumen Range	2841–2898
Wattage Range	22.8
Efficacy Range (LPW)	125–127
Fixture Projected Life (Hours)	>60K
Weights lbs. (kg)	2.75 (1.2)

ORDERING GUIDE

STOCK ORDERING INFORMATION

Catalog Number	Distribution	Wattage	Voltage	Delivered Lumens	LPW	CCT/CRI	Weight lbs. (kg)	Color
PRS-20-5K-PC	Wall	Type IV	22.8	120-277	2898	127	5000K/70	2.75 (1.2)
PRS-20-4K-PC	Wall	Type IV	22.8	120-277	2841	125	4000K/70	2.75 (1.2)

Perimashield PRS

WALLPACK

ELECTRICAL DATA

Nominal Wattage	Input Voltage	Oper. Current (Amps)	System Power (Watts)
20	120	0.19	22.8
	208	0.11	
	240	0.10	
	277	0.08	

PROJECTED LUMEN MAINTENANCE

Ambient Temperature	OPERATING HOURS					
	0	25,000	TM-21-11 36,000	50,000	100,000	L70 (Hours)
25°C / 77°F	1.00	0.95	0.93	0.90	0.81	170,000
40°C / 104°F	0.99	0.94	0.92	0.89	0.80	165,000

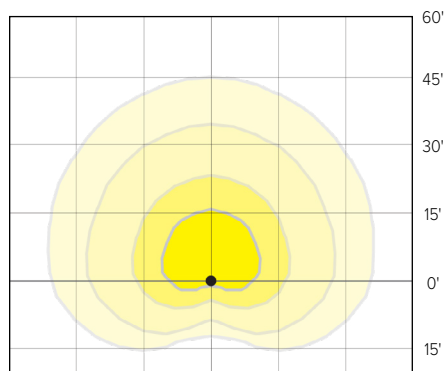
LUMINAIRE AMBIENT TEMPERATURE FACTOR (LATF)

Ambient Temperature		Lumen Multiplier
0°C	32°F	1.03
10°C	50°F	1.01
20°C	68°F	1.00
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.98
50°C	122°F	0.97

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

PHOTOMETRY

PRS-20



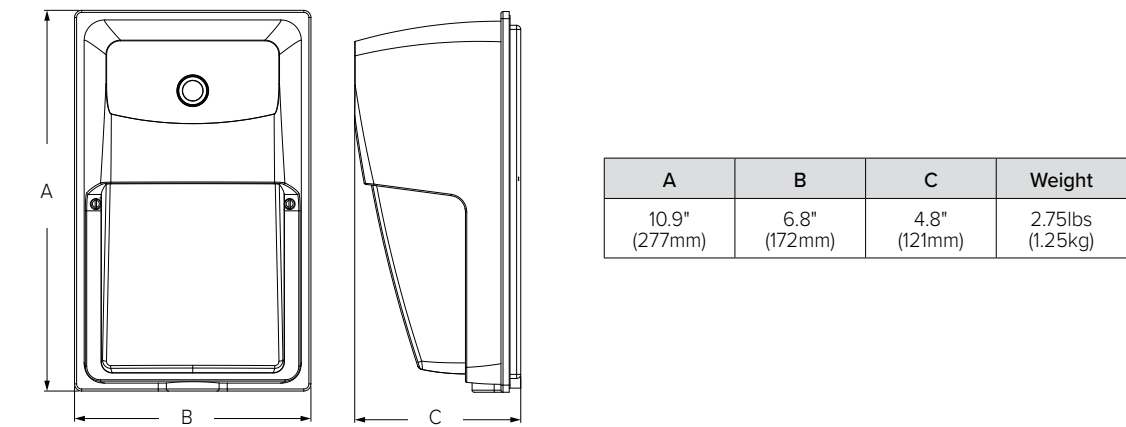
Mounting Height: 10'

DATE:	LOCATION:
TYPE:	PROJECT:
CATALOG #:	

Perimashield PRS

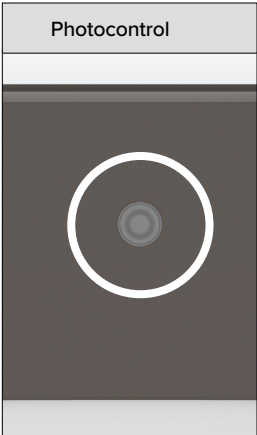
WALLPACK

DIMENSIONS



ADDITIONAL INFORMATION

Accessories and Services



Photocontrol comes standard for energy-saving dusk-to-dawn operation

USE OF TRADEMARKS AND TRADE NAMES

All product and company names, logos and product identifies are trademarks ™ or registered trademarks ® of Hubbell Lighting, Inc. or their respective owners. Use of them does not necessarily imply any affiliation with or endorsement by such respective owners.

City Of New Richland

Date : Dec 11, 2023

To : City board of New Richland

From : Eric Hendrickson Lead Maintenance

Water and Street Report

PROJECTS COMPLETED

- 33 Blue cards were issued to residents this month.
- 7 Shut offs, due to lack of payment of blue cards.
- Weekly maintenance of Legion field, City Park, City Hall, City Shop, Library, Water Plant, and St. Olaf Lake.
- Score board came in on 12/5
- Waldorf welding fixed cracks on the wing 12/4
- Replace some of the lights in Library, might want to think of replacing them with LED.

FUTURE PROJECTS

- Their well will be serving well one.
- Put back bleachers at the Legion Field
- New mower is in, waiting for delivery.
- Skid steer is in, waiting for waiting for delivery.
- Ice rink is ready to put ice on.
- Meeting on Lead and copper through Rural water 12/12
- Eric and Braeden are going to St. Cloud for a meeting on MNWARN on 12/13

SEEKING RECOMMENDATION

Loken for sand and salt \$96 yard delivered (truck 15.7 \$1507.20)

Waseca county \$85 yard not delivered (our truck 7.4 yards \$629)

Western Low Pro 300W salt spreader (Northland Owatonna) \$942 two weeks out

Fisher Low Pro salt spreader (Crysteel) \$1340 two days out

Meyer Low Pro salt spreader (Internet) \$1311 N/A

Born well drilling. Pump for backwash. Waiting for bill



**Next Business Day
Funding**

**Notifications, Alerts &
Payment Reminders**

**Multilingual
Configuration**

**Manage Accounts &
Payments 24/7**

**Dashboard Capabilities
& Reporting**

**Auto & Recurring
Payments**

UtilityConnect™

BETTER PAYMENT EXPERIENCES START WITH AN INNOVATIVE CITIZEN ENGAGEMENT PLATFORM

Nuvei is the leader in delivering innovative, integrated payment solutions designed to address the unique needs of government entities and service providers. Simplifying payments for your city or municipality has never been easier.

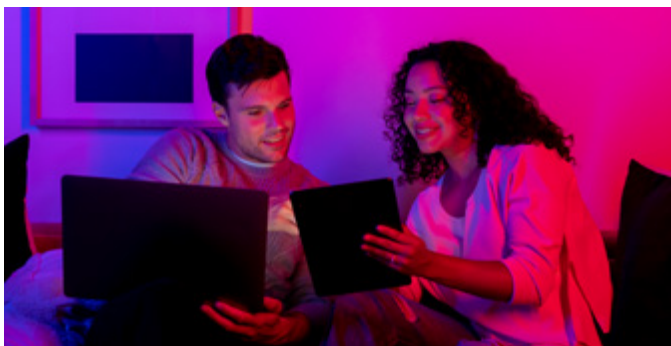
UtilityConnect™ is fully-configurable, providing payment options that are tailored to the needs of government agencies and agency employees, while still delivering a single, exceptional payment experience municipality-wide for those served.

ENHANCE, ENGAGE, EMPOWER

- Nuvei's advanced, centralized citizen engagement and payment platform, UtilityConnect™, provides customer account management capabilities for administrators and customers anywhere, at any time.
- Nuvei's customer engagement solutions deepen relationships with your citizens by offering comprehensive payment options and modern communication tools that your citizens have come to expect.

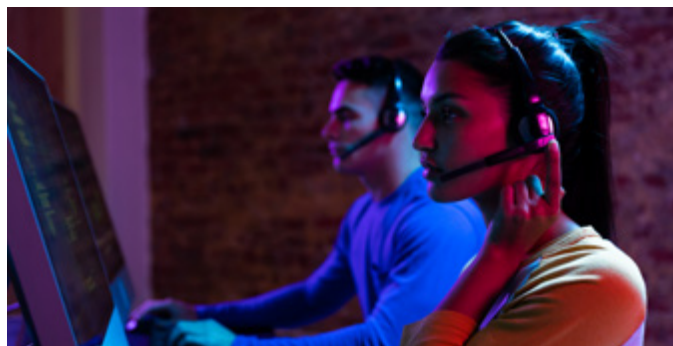
- US-based English/Spanish support:
Mon-Fri 8AM-6PM ET. Avg. < 60 seconds wait time
- Disable access to payment channels from high-risk citizens

UtilityConnect™: Nuvei's innovative municipality-wide citizen engagement and payments platform delivers more



EXCEPTIONAL CUSTOMER EXPERIENCES

Nuvei's exceptional administrator solutions enable immediate connections to citizens, custom and scheduled reporting, and configurable dashboard options.



ON-DEMAND HUMAN EXPERTS

Nuvei's team of bilingual, full-time support and call center representatives provide timely assistance to ensure business continuity and operational excellence.

Benefit from a trusted partner in payments



2,000+
Agencies &
Municipalities
Served



30
States
Served



8M+
Agency Payments
Processed per Year



\$2.5B
Volume Processed
per Year

Testimonial

“We have happier customers. They're happy with our payment solution, and we're happy with it.”

Everett B.

General Manager



Nuvei is designed to accelerate your business. Our future-proof technology allows companies to accept cutting-edge payment options, optimize new revenue streams, and get the most out of their stack—all on one platform.

Learn more at nuvei.com



Banyon Data Systems has partnered with Nuvei to offer fully integrated payments processing, providing you with a state-of-the-art, friction-free solution for billing and payments. As a leader in delivering cost-effective, innovative, integrated payment solutions specifically designed for government entities and service providers, Nuvei simplifies the payment process.

BETTER PAYMENT EXPERIENCES START WITH AN INNOVATIVE CITIZEN ENGAGEMENT PLATFORM

Nuvei's advanced, centralized payments and citizen engagement platform, UtilityConnect™, provides purpose-built solutions tailored to support government agency employees, while delivering an exceptional payment experience municipality-wide for those served.

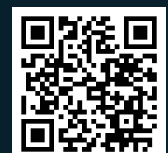
YOU CAN HAVE IT ALL!

Cost Effective	Faster Reconciliation	Citizen Enhancements	Customer Adoption
No Monthly Portal Fees	Next Business Day Funding	Multilingual Communication Preferences	3-Tier Citizen Rollout Plan
No eBilling Fees	Comprehensive Reporting	Bilingual Call Center Support	800% increase in Auto-Pay Enrollments*
No IVR/SMS Fees	99.99% Portal Uptime	Citizen Alerts & Notifications	360% increase in Portal Registered Users*

**Standard rates compared to previous payment provider.*

With over three decades of payments experience in the government industry, Nuvei deeply understands today's needs and tomorrow's opportunities.

Ready to accelerate your payments? Contact me or scan the QR Code to get started.



admin.preprod.payagovcp.com/dashboard

paya

a nuvei company

Company Details

Manage Users

Manage Terminals

Help

Select A Municipality

PayaSalesDemo

Dashboard

Citizen Accounts

Contact Citizens

Portal Notifications

Import Invoices

Reports

Total \$ Processed

The total amount of money processed through Make a Payment, Auto Pay, Text & Pay, Guest Pay, and Blind Pay. [Run report.](#)

\$2.00

Successful Transactions

The total amount of successful transactions that have been processed in the Citizen Portal. [Run report.](#)

2

Open Balance Total

The total amount of money from all open bills in the Citizen Portal. [Run report.](#)

\$13,847.76

Portal Sign Ups

Total number of new Citizen Portal users who signed up within the date range specified by the "Show data from" dropdown. [Run report.](#)

0

Options

[Privacy Policy](#)

[Terms & Conditions](#)

Payments powered by paya

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Software version: 1.0.72-0

Type here to search

85°F Mostly sunny

10:45 AM 8/3/2023

admin.preprod.payagovcp.com/contact-citizens

paya

a nuvei company

Company Details

Manage Users

Manage Terminals

Help

Select A Municipality

PayaSalesDemo

Contact Citizens

Portal Notifications

Import Invoices

Reports

Compose your message

1. [Select the citizen\(s\) you want to contact.](#)

You can select a single citizen or a group to receive a message.

Search Options

Account Number:

Account Type:

First Name:

Last Name:

Billing Address:

Service Address:

Phone Number:

Email Address:

Portal Registrations

☒ All

☐ Registered

☐ Unregistered

Auto Pay Status

☒ All

☐ Enrolled

☐ Unenrolled

Text & Pay Status

☒ All

☐ Enrolled

☐ Unenrolled

eBilling Status

☒ All

☐ Enrolled

☐ Unenrolled

Overdue Bills

☐ Show all accounts with overdue bills

0 Users Selected [Select All Results](#)

	Account #	First Name	Last Name	Email Address	Phone Number
☐	BM-001	Brad	Myers	-	-

Type here to search

85°F Mostly sunny

10:46 AM 8/3/2023

Dashboard

Citizen Accounts

Contact Citizens

Portal Notifications

Import Invoices

Reports

2. Choose delivery method

You can choose to send an email to your selection or contact them based on their notifications preference. A citizen may prefer notification via text, email or both.

Email Only

Citizen Preference

3. Compose your message

Write your message below. You can select the time of delivery or send it now.

Email Header

Email Message

SEND NOW

Send Now

Send Later

Options

Privacy Policy

Payments powered by paya

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admin.preprod.payagovcp.com/contact-citizens

85°F Mostly sunny

10:46 AM 8/3/2023

Dashboard

Citizen Accounts

Contact Citizens

Portal Notifications

Import Invoices

Reports

Create New Notification

Your Current Notifications

Notification: Boil Water Notice (6.21.2023)

English

Spanish

Boil Water Notice (6.21.2023)

Please boil your drinking water for the next 72 hrs. If you have any questions, please contact Customer Service at: [Water Utility](#) or via phone at: (888) 555-1234.

162 of 1000 characters

Start Date:

June, 6/21/23 at 04:57 PM

End Date:

June, 6/29/23 at 06:00 AM

Edit

Delete

Notification: Water Main Break

English

Spanish

Water Main Break

We have been alerted to a water main break at the corner of Main St. & Washington. Repair crews are on the way.

111 of 1000 characters

admin.preprod.payagovcp.com/portal-notifications

85°F Mostly sunny

10:47 AM 8/3/2023

Scheduled Reports

4 Reports

1 Reports

2 Reports

1 Reports

[Terms & Conditions](#)

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Software version: 1.0.72-0

General messages about utilities outages, maintenance, billing, etc. will be here.

Account # MP-111
111 Pine Street
Montego CA 54321

Account History

Show: ☒ All ☐ Bills ☐ Payments ☐ External Payment

View From  To 

Date ↓	Type	Amount	Description	Options
08-03-23	Payment	\$1.00	PayaSalesDemo Payment	 
08-03-23	Payment	\$1.00	PayaSalesDemo Payment	 
07-20-23	Payment	\$1.00	PayaSalesDemo Payment	 
07-20-23	Payment	\$1.00	PayaSalesDemo Payment	 
07-20-23	Payment	\$1.00	PayaSalesDemo Payment	 
07-12-23	Payment	\$1.00	PayaSalesDemo Payment	 
07-12-23	Payment	\$1.00	PayaSalesDemo Payment	 
06-22-23	Payment	\$1.00	PayaSalesDemo Payment	 
06-10-23	Bill	\$305.04	PayaSalesDemo Bill	 



CITIZEN PORTAL SERVICES AGREEMENT

This Citizen Portal Services Agreement ("**Agreement**") is entered into as of the Effective Date by and between the City of New Richland, MN ("**Client**") with its principal place of business at 203 N. Broadway, New Richland, MN 56072 and Paya, Inc., a Delaware corporation with its principal place of business at 303 Perimeter Center N., Suite 600, Atlanta, GA 30346 ("**Paya**").

WHEREAS, Paya provides electronic bill payment services to utilities, municipalities and other businesses and Paya desires to provide, and Client desires to receive, certain related services under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby covenant and agree as follows.

1. **DEFINITIONS.** For the purposes of this Agreement, the following terms and words shall have the meaning ascribed to them herein unless the context clearly indicates otherwise.
 - a. "**Average Bill Amount**" shall mean the total Payment Amounts collected through the Paya system in a given month divided by the number of the Payments for the same month.
 - b. "**Card**" shall mean a credit card or debit card.
 - c. "**Citizen**" shall mean the customers of Client.
 - d. "**Effective Date**" shall be the last date upon which all parties have signed this Agreement.
 - e. "**IVR**" means interactive voice response.
 - f. "**Payment**" shall mean a payment by a Citizen for Client services or Client bills.
 - g. "**Payment Amount**" shall mean the amount of any Payment.
2. **DESCRIPTION OF SERVICES.** Paya shall provide Citizens the opportunity to make Payments by Visa, MasterCard, Discover, American Express, E-Check and other payment methods as deemed appropriate by Paya, including IVR interface, Text and Pay and mobile (the "**Services**"). Payments may be made by secure Internet interface provided at the Paya website or other websites ("**Websites**") as part of Paya's payment services (such payment methods collectively referred to

as the “**System**”). Paya shall perform in a professional manner all Services required to be performed under this Agreement.

3. COMPENSATION.

- a. Paya will charge monthly fees and transactional fees as set forth in Schedule A (“**Paya Service Fee**”).
- b. For each Payment, the Paya Service Fee collected will be used in part to pay the corresponding Credit Card transaction fees or transaction fees associated with Debit Cards or E-Checks (hereinafter called “**Transaction Fees**”) except for the return items (E-Check returns or Credit/Debit Card chargebacks).
- c. A Paya Fee Schedule is attached hereto as Schedule A. The Paya Service Fee is based on the Average Bill Amount, which is calculated on assumptions of the total number of payments, the total Payment Amount collected, and a mix of 60 % debit card and 40% credit cards on all cards used by Citizen to pay their invoice each month. This Schedule may adjust due to changes in the Visa, MasterCard, Discover or other Card regulations, or changes in card fees. An amendment to this Agreement will be executed to reflect any changes in fees.

4. PAYMENT PROCESSING.

- a. **Integration with Client’s Billing System.** At no cost to Client, Paya’s implementation team will deliver all required data file templates such as bill file, balance file, misc. charges and payment file. Client will be responsible to provide Paya with data in these formats and will fully cooperate with Paya during the development of the said interface. During the implementation process, Paya will determine the most efficient integration process via daily data imports, automated file transfer via secure file transfer protocols (SFTP) or application programming interface (API) Integration. The Paya implementation team will work with Client’s billing system technology team to develop and test the data integrations. If Client desires work beyond the scope of Paya’s data file templates, Client and Paya will agree to additional scope of work document with estimated costs provided to Client for approval. The rates charged for this work are included in Schedule A.
- b. **Explicit Citizen Confirmation.** Paya shall confirm the dollar amount of all Payments and electronically obtain Citizen approval of such charges prior to initiating Card or other authorizing transactions. Paya will provide Citizen with electronic confirmation of all transactions.

5. GENERAL CONDITIONS OF SERVICES.

- a. **Service Reports.** Paya shall provide Client with reports summarizing use of the Services by Citizens for each reporting period via the platform reporting tools.
- b. **Citizen Adoption Communication by Client.**

- i. Client will make the Services available to its Citizens by multiple means of Client communication including: a) through bills, invoices and other notices; b) by providing details on Client's website on a mutually agreed upon prominent place on the website; or c) other channels required by Paya and reasonably acceptable to Client.
 - ii. Paya shall provide Client with logos, graphics, and other marketing materials for Client's use in its communications with its Citizens regarding the Services and/or Paya.
 - iii. Both parties agree that Paya will be presented as a credit/debit card, ACH and eCheck payment method option for Client. Client will communicate the Paya payment option to its Citizens wherever Client usually communicates its other payment methods.
 - iv. Both parties agree that Paya will be the leading provider of credit/debit card and e-Check payment services and listed (where applicable) on Client's website, IVR, and communications for Client.
- c. **Client's Responsibilities.** In order for Paya to provide the Services, in addition to the steps described in Section 5(b) above, Client shall reasonably cooperate with Paya, including by:
 - i. Entering into all applicable Card or cash management agreements;
 - ii. Adding the phone number for the IVR payment method to its Website (at the applicable time);
 - iii. Adding the IVR payment and agent assisted payment options as part of Client's general phone system (at the applicable time); and
 - iv. Providing to Paya all file formats required for integration with Client billing system. Client will fully cooperate with Paya and provide the information required to integrate with Client's billing system.

6. TERM AND TERMINATION.

- a. **Term, Renewal, Termination.** The initial term of this Agreement shall be a period of (36) months, commencing on the Effective Date. This Agreement will then automatically renew for successive terms of thirty-six (36) months each, unless either party gives notice of its intent not to renew at least ninety (90) days prior to the expiration of the then-current term, in which case this Agreement shall terminate at the end of then-current term.
- b. **Material Breach.** Either party may terminate this Agreement upon a material breach of this Agreement by the other party, which remains uncured for thirty (30) calendar days after notice.

- c. **Obligations Upon Termination.** Specifically, in addition to and in lieu of any requirements or limitations contained elsewhere in this Agreement, upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all Payments are accounted for, and all refundable transactions have been completed. Upon termination, Paya shall cease all Services being provided hereunder unless otherwise directed by Client in writing or as required by any Visa or MasterCard rules.
7. **INTELLECTUAL PROPERTY.** In order that Client may promote the Services and Paya's role in providing the Services, Paya grants to Client a revocable, non-exclusive, royalty-free, license to use Paya's logo and other service marks (the "**Paya Marks**") for such purpose only. Client does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service mark, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by Paya on the IVR or the Website) or other intellectual property right of Paya ("**Paya Intellectual Property**"). All Paya Marks, Paya Intellectual Property, and the System and all rights therein (other than rights expressly granted herein) and goodwill pertaining thereto belong exclusively to Paya.
8. **WARRANTY DISCLAIMER.** EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, PAYA DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES REGARDING QUALITY, SUITABILITY, MERCHANTABILITY, FITNESS, FOR A PARTICULAR PURPOSE OR OTHERWISE OF ANY SERVICES OR ANY GOODS PROVIDED INCIDENTAL TO THE SERVICES PROVIDED UNDER THIS AGREEMENT.
9. **LIMITATION OF LIABILITY.**
 - a. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY LOST PROFITS, LOST SAVINGS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE PARTY HAS BEEN ADVISED OF OR COULD HAVE FORESEEN THE POSSIBILITY OF SUCH DAMAGES. PAYA'S MAXIMUM AGGREGATE LIABILITY UNDER THIS AGREEMENT SHALL NOT EXCEED THE TOTAL AMOUNT PAID BY CLIENT HEREUNDER IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE DATE THE CAUSE OF ACTION AROSE.
 - b. The limitations of this Section 9 shall not apply in the event of either party's gross negligence, willful misconduct or fraud.
10. **CONFIDENTIALITY.**
 - a. In connection with this Agreement, either party ("**Discloser**") may disclose Confidential Information (as defined below) to the other party ("**Recipient**"). "**Confidential Information**" means all non-public information, in any form, furnished or made available directly or indirectly by the Discloser to the Recipient, which is (i) written information which is marked or identified as confidential; (ii) oral or visual (or other non-tangible format) information identified as confidential at the time of disclosure which is summarized in writing to the Recipient promptly after such disclosure; or (iii) information which a reasonable person under the circumstances would know the Discloser intended to be treated as Confidential Information.

- b. Recipient agrees that, in consideration of being furnished with the Confidential Information, it shall (i) use the same degree of care to protect the Information that it uses to protect the confidentiality of its own confidential information of like kind (but in no event less than reasonable care); (ii) use the Confidential Information solely for the purpose of performing its obligations hereunder; and (iii) not disclose the Confidential Information to any third parties, except to its Representatives if and to the extent they have a bona fide need to know the Confidential Information and are informed of the confidential nature of the Information and agree to be bound by confidentiality obligations no less stringent than those contained in this Agreement. **“Representatives”** means, collectively, the controlled affiliates of Paya or Client, as the case may be, and the respective directors, shareholders, employees, financial advisors, lenders, accountants, attorneys, agents, equity investors or controlling persons of Paya or Client, as the case may be, or their controlled affiliates. Each party will be responsible for any breach of this Agreement by their respective Representatives.
- c. This Agreement does not limit Paya’s rights and obligations under any payment card or EFT agreement between Paya and Client to disclose Client’s Confidential Information in order to perform Paya’s obligations under such agreements.

11. MISCELLANEOUS.

- a. **Notices.** All notices of any type hereunder shall be in writing and shall be given by (i) certified or registered mail, return receipt, (ii) a national overnight carrier, or (iii) hand delivery to an individual authorized to receive mail for the below listed individuals, all to the following individuals at the following locations:

To Client:

City of New Richland, MN
203 N Broadway
New Richland, MN 56072
amartens@cityofnewrichlandmn.com
507.465.3514

To Paya:

Paya, Inc.
Attn: Ben Weiner
303 Perimeter Center N, Suite 600
Atlanta, GA 30346

With a copy to:

Paya, Inc.
Attn: General Counsel
303 Perimeter Center N, Suite 600
Atlanta, GA 30346

Notices shall be declared to have been given or received on the date delivered. Any party hereto, by giving notice in the manner set forth herein, may unilaterally change the name of the person to whom notice is to be given or the address at which the notice is to be received.

- b. **Governing Law.** This Agreement shall be governed by the laws of the state of Delaware, without regard to its conflict of laws principles.
- c. **Amendments; Modifications.** Modifications or changes to this Agreement must be in writing and executed by both parties.
- d. **Waiver.** No waiver of any term, condition or obligation of this Agreement is valid unless made in writing and signed by the party to which such performance is due. No failure or delay by any party at any time to enforce one or more of the terms, conditions or obligations of this Agreement: (i) constitutes waiver of such term, condition or obligation; (ii) precludes such party from requiring performance by the other party at any later time; or (iii) is deemed to be a waiver of any other subsequent term, condition or obligation, whether of like or different nature.
- e. **Severability.** If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement and this Agreement shall be read as if said word, sentence or paragraph did not exist.
- f. **Independent Contractor.** Paya is an independent service provider. Accordingly, nothing in this Agreement shall be deemed to create a partnership, joint venture, association, agency, trust, or employer- employee relationship between the parties.
- g. **Counterparts.** This Agreement may be executed in one or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. Signatures of the parties to this contract transmitted by PDF will be deemed to be their original signatures for all purposes.
- h. **Entire Agreement.** This Agreement represents the entire understanding between the parties hereto with respect to its subject matter and supersedes all other written or oral agreements heretofore made by or on behalf of Paya or Client with respect to the subject matter hereof.

[Remainder of page intentionally left blank – signature page follows]

IN WITNESS WHEREOF, the parties have caused this Citizen Portal Services Agreement to be executed by their duly authorized representatives.

CLIENT:

City of New Richland, MN

By: _____

Printed Name: _____

Title: _____

Date: _____

PAYA:

Paya, Inc.

By: _____

Printed Name: _____

Title: _____

Date: _____

Schedule A
Paya Service Fee Schedule

- 2.75% Convenience Fee (Payor Paid) for each card payment (up to a \$15,000 max payment, no minimum charge)
- \$1.00 Convenience Fee (Payor Paid) per ACH/e-check payment (up to \$15,000 maximum payment)

Miscellaneous Fees

- Chargeback - \$7.00 per chargeback
- Returned Check - \$7.00 per return e-check
- All fees include recurring, one-time payments, all payment channels, and all brands (Visa, MasterCard, and Discover).
- No charge for hosting, licensing, or per minute IVR fees
- No monthly statement charges
- PCI Compliance - \$9.95 billed monthly

Installation, Training and Support

Fees waived for standard installation and support for the initial setup and personalization of Paya's standard service for Web, Mobile, and IVR interfaces. If Client desires work beyond the initial set-up and personalization of Web, mobile, and IVR interfaces, Client and Paya will agree to additional scope of work document with estimated costs provided to Client for approval.

Professional Services (optional): After launch (i.e., the date on which Client launches the Services to the Citizens)

\$155.00 per hour for software development, \$175.00 per hour for project management

We will reimburse client for current providers cancellation fee up to \$550 after implementation.

	2021 Budget	2021 Actual	2022 Budget	2023 Actual	2023 Budget	2023 YTD	2024 Budget
Water Fund Expenses							
E 601-49400-100 WAGES/SALARIES-FULL TIME	\$32,431.00	\$30,906.55	\$29,500.00	\$25,369.47	\$31,000.00	\$29,542.20	\$33,000.00
E 601-49400-120 PERA	\$2,270.00	\$2,112.46	\$2,000.00	\$1,770.83	\$2,500.00	\$2,215.78	\$2,750.00
E 601-49400-121 SOCIAL SECURITY	\$2,011.00	\$1,844.30	\$1,900.00	\$1,573.09	\$2,000.00	\$1,813.34	\$2,250.00
E 601-49400-122 MEDICARE	\$470.00	\$431.20	\$430.00	\$367.95	\$750.00	\$424.09	\$750.00
E 601-49400-129 PERA CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-130 HEALTH INSURANCE	\$8,054.00	\$6,132.25	\$2,100.00	\$0.00	\$5,000.00	\$266.66	\$5,000.00
E 601-49400-131 LIFE INSURANCE	\$25.00	\$13.08	\$20.00	\$0.00	\$20.00	\$0.00	\$20.00
E 601-49400-140 UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-150 WORKERS COMP INSURANCE	\$464.00	\$1,270.30	\$750.00	\$899.07	\$1,100.00	\$1,566.65	\$1,500.00
E 601-49400-200 OFFICE SUPPLIES	\$40.00	\$95.60	\$9,000.00	\$18.68	\$1,000.00	\$108.61	\$500.00
E 601-49400-210 OPERATING EXPENSES	\$3,900.00	\$9,414.49	\$0.00	\$4,511.06	\$7,650.00	\$13,773.62	\$10,000.00
E 601-49400-218 CHEMICALS/SPRAY	\$2,200.00	\$3,057.18	\$0.00	\$3,750.53	\$5,000.00	\$3,403.14	\$5,000.00
E 601-49400-220 REPAIRS & MAINTENANCE SUPPLIES	\$12,000.00	\$23,674.80	\$0.00	\$8,090.59	\$28,000.00	\$21,261.54	\$28,000.00
E 601-49400-222 WATER METERS	\$2,500.00	\$2,709.05	\$3,000.00	\$396.46	\$3,000.00	\$0.00	\$3,000.00
E 601-49400-230 VEHICLE OPERATION	\$300.00	\$0.00	\$300.00	\$0.00	\$1,000.00	\$1,348.74	\$1,500.00
E 601-49400-231 VEHICLE MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
E 601-49400-233 TRACTOR MAINT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-235 PICKUP MAINT	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
E 601-49400-238 GENERATOR EXPENSE	\$650.00	\$595.00	\$750.00	\$694.60	\$1,000.00	\$0.00	\$1,000.00
E 601-49400-240 SMALL TOOLS AND MINOR EQUIP	\$300.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
E 601-49400-300 PROFESSIONAL SERVICES	\$1,326.00	\$4,095.00	\$0.00	\$6,145.75	\$6,000.00	\$5,500.00	\$6,000.00
E 601-49400-301 AUDITING SERVICES	\$230.00	\$1,300.00	\$0.00	\$0.00	\$1,750.00	\$0.00	\$1,500.00
E 601-49400-303 ENGINEERING FEES	\$600.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
E 601-49400-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-307 CONTRACT FEES	\$16,544.00	\$18,364.08	\$0.00	\$16,833.74	\$20,280.00	\$18,517.14	\$22,000.00
E 601-49400-308 SCHOOLING	\$600.00	\$169.00	\$250.00	\$150.00	\$2,000.00	\$225.00	\$2,000.00
E 601-49400-309 COMPUTER EXPENSE	\$1,500.00	\$511.19	\$0.00	\$420.00	\$1,500.00	\$0.00	\$1,500.00
E 601-49400-311 PERMITS/MEMBERSHIP FEES	\$1,000.00	\$593.03	\$0.00	\$677.89	\$1,000.00	\$435.00	\$1,000.00
E 601-49400-316 CREDIT/DEBIT SETTLEMENT CHG	\$1,122.00	\$1,501.07	\$1,200.00	\$1,416.42	\$1,200.00	\$2,025.76	\$1,000.00
E 601-49400-320 TELEPHONE	\$900.00	\$1,238.80	\$1,000.00	\$829.44	\$1,000.00	\$822.25	\$1,000.00
E 601-49400-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-331 MOTEL EXPENSE	\$360.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-340 ADVERTISING	\$900.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00
E 601-49400-360 INSURANCE	\$1,723.00	\$5,618.51	\$3,000.00	\$0.00	\$4,000.00	\$5,527.13	\$4,000.00
E 601-49400-380 UTILITIES/ELECTRIC	\$21,000.00	\$30,467.25	\$30,000.00	\$27,715.96	\$30,000.00	\$21,846.07	\$30,000.00
E 601-49400-383 UTILITIES/HEAT	\$3,900.00	\$2,584.53	\$3,500.00	\$2,536.62	\$3,500.00	\$4,029.10	\$3,500.00
E 601-49400-417 UNIFORM ALLOWANCE	\$600.00	\$0.00	\$250.00	\$107.58	\$1,000.00	\$136.00	\$1,000.00
E 601-49400-420 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-430 MISCELLANEOUS	\$0.00	\$260.21	\$250.00	\$176.32	\$500.00	\$831.28	\$500.00
E 601-49400-440 HWY 30/WATER TOWER PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-441 BAD DEBT EXPENSE	\$0.00	\$36.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-600 PRINCIPAL	\$142,500.00	\$0.00	\$0.00	\$0.00	\$108,000.00	\$0.00	\$116,000.00
E 601-49400-610 INTEREST	\$7,454.00	\$371.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,600.00
E 601-49400-620 FISCAL FEES	\$0.00	\$4,136.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-999 CONTRIBUTED CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Fund Expenses	\$269,874.00	\$153,503.56	\$89,950.00	\$104,452.05	\$276,000.00	\$135,619.10	\$295,120.00

Water Fund Revenue							
R 601-00000-33439 PERA PENSION AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-31000 GENERAL PROPERTY TAXES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-36110 SPECIAL ASSESSMENTS PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-36200 MISCELLANEOUS REVENUES	\$0.00	\$28.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-36210 INTEREST ON INVESTMENTS	\$0.00	\$3,335.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$22,956.86	\$0.00	\$34.98	\$0.00	\$9,622.46	\$0.00
R 601-49400-37100 WATER SALES	\$0.00	\$201,944.76	\$0.00	\$234,384.92	\$276,000.00	\$251,463.16	\$295,120.00
R 601-49400-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00
R 601-49400-39200 OPERATING TRANSFERS IN	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49400-39999 CONTRIBUTION OF CAPITAL ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Fund Revenue	\$0.00	\$278,265.31	\$0.00	\$234,419.90	\$276,000.00	\$261,285.62	\$295,120.00

2024 Budget Comparison			
2024 Water Fund Expenses		\$295,120.00	
2024 Water Fund Revenues		\$295,120.00	
Difference		\$0.00	
Capital Charge/Bill	2022	2023	2024
	\$1	\$2.00	\$2.00
	\$6,000	\$12,000	\$12,000.00

	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD	2024 Budget
Sewer Fund Expenses							
E 602-49450-210 OPERATING EXPENSES	\$3,000.00	\$5,344.06	\$5,000.00	\$18,793.64	\$40,000.00	\$18,003.38	\$40,000.00
E 602-49450-220 REPAIRS & MAINTENANCE SUPPLIES	\$5,200.00	\$22,154.72	\$15,000.00	\$24,355.56	\$55,000.00	\$37,355.04	\$53,000.00
E 602-49450-230 VEHICLE OPERATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-233 TRACTOR MAINT	\$500.00	\$0.00	\$500.00	\$0.00	\$2,000.00	\$0.00	\$0.00
E 602-49450-300 PROFESSIONAL SERVICES	\$21,000.00	\$0.00	\$0.00	\$892.50	\$5,000.00	\$9,375.00	\$20,000.00
E 602-49450-301 AUDITING SERVICES	\$2,122.00	\$1,300.00	\$1,000.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00
E 602-49450-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-307 CONTRACT FEES	\$133,511.00	\$129,354.00	\$138,000.00	\$147,113.00	\$158,000.00	\$157,092.00	\$165,000.00
E 602-49450-308 SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-309 COMPUTER EXPENSE	\$500.00	\$510.37	\$0.00	\$420.00	\$1,000.00	\$0.00	\$1,000.00
E 602-49450-311 PERMITS/MEMBERSHIP FEES	\$2,800.00	\$1,650.00	\$2,000.00	\$1,550.00	\$2,000.00	\$1,450.00	\$2,000.00
E 602-49450-316 CREDIT/DEBIT SETTLEMENT CHG	\$1,200.00	\$1,030.78	\$1,200.00	\$1,416.45	\$1,200.00	\$2,025.73	\$1,200.00
E 602-49450-330 MILEAGE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$459.00	\$0.00
E 602-49450-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-360 INSURANCE	\$2,354.00	\$3,061.00	\$3,500.00	\$0.00	\$3,500.00	\$9,113.75	\$10,000.00
E 602-49450-380 UTILITIES/ELECTRIC	\$22,230.00	\$17,087.24	\$17,500.00	\$17,029.14	\$17,500.00	\$10,909.53	\$15,000.00
E 602-49450-383 UTILITIES/HEAT	\$3,458.00	\$2,264.97	\$3,500.00	\$2,786.33	\$3,500.00	\$2,673.47	\$3,500.00
E 602-49450-384 UTILITIES/GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-420 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-425 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-441 BAD DEBT EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-500 CAPITAL OUTLAY - GASB34	\$0.00	\$0.00	\$0.00	\$83,416.00	\$0.00	\$0.00	\$0.00
E 602-49450-501 CAPITAL - UNDER THRESHOLD	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00	\$0.00	\$0.00
E 602-49450-600 PRINCIPAL	\$113,500.00	\$13,371.00	\$0.00	\$14,000.00	\$14,000.00	\$14,556.50	\$16,000.00
E 602-49450-610 INTEREST	\$14,521.00	\$5,050.98	\$0.00	\$1,298.50	\$2,000.00	\$1,629.00	\$2,000.00
E 602-49450-620 FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Fund Expenses	\$325,896.00	\$202,179.12	\$187,200.00	\$313,071.12	\$330,000.00	\$264,642.40	\$330,000.00

Sewer Fund Revenue							
R 602-49450-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49450-36210 INTEREST ON INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49450-36250 REFUNDS AND REIMBURSEMENTS	\$0.00	\$3,555.00	\$0.00	\$0.00	\$0.00	\$2,947.80	\$0.00
R 602-49450-37100 WATER SALES	\$0.00	\$2,344.59	\$0.00	\$1,003.18	\$0.00	\$1,930.57	\$0.00
R 602-49450-37200 SEWER CHARGES	\$0.00	\$218,692.81	\$0.00	\$259,397.05	\$330,000.00	\$299,195.20	\$330,000.00
R 602-49450-39110 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49450-39200 OPERATING TRANSFERS IN	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49450-39311 PFA LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49450-39999 CONTRIBUTION OF CAPITAL ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Fund Revenue				\$330,000.00	\$304,073.57		\$330,000.00

2024 Budget Comparison	
2024 Sewer Fund Expenses	\$330,000.00
2024 Sewer Fund Revenues	\$330,000.00
Difference	\$0.00

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Capital Charge/Bill	\$0	\$3.00	\$3.00
	\$0	\$18,000	\$18,000

Independence Day

Official holidays commence at the beginning of the first shift of the day on which the holiday is observed and continue for twenty-four hours thereafter.

When a holiday falls on a Sunday, the following Monday will be the “observed” holiday and when a holiday falls on a Saturday, the preceding Friday will be the “observed” holiday for city operations/facilities that are closed on holidays. Police department employees will observe the holiday on the actual day.

Full-time employees will receive pay for official holidays at their normal straight time rates, provided they are on paid status on the last scheduled day prior to the holiday and first scheduled day immediately after the holiday. Any employee on a leave of absence without pay from the city is not eligible for holiday pay.

Premium pay of 1.5 times the regular hourly wage for employees required to work on a holiday will be for hours worked on the “actual” holiday as opposed to the “observed” holiday.

Article XII. LEAVES OF ABSENCE

Depending upon an employee’s situation, more than one form of leave may apply during the same period of time (e.g., the Family and Medical Leave Act is likely to apply during a workers’ compensation absence). An employee will need to meet the requirements of each form of leave separately. Leave requests will be evaluated on a case-by-case basis.

Except as otherwise stated, all paid time off, taken under any of the city’s leave programs, must be taken consecutively, with no intervening unpaid leave. The city will provide employees with time away from work as required by state or federal statutes, if there are requirements for such time off that are not described in the personnel policies.

Section 12.03 Funeral Leave

Employees will be permitted to use up to three (3) consecutive working days, with pay, as funeral leave upon the death of an immediate family member. This paid leave will not be deducted from the employee’s vacation or sick leave balance.

The actual amount of time off, and funeral leave approved, will be determined by the supervisor or city administrator depending on individual circumstances (such as the closeness of the relative, arrangements to be made, distance to the funeral, etc.).

Section 12.04 Annual Leave / Paid Time Off (PTO) & Earned Sick and Safe Time (ESST)

Annual leave (PTO/[ESST](#)) replaces individual sick leave, and vacation leave, plans and combines them into a single benefit program.

Effective January 1, 2024, Minnesota’s earned safe and sick time (ESST) law requires employers to provide paid leave to employees who work in the state. All City regular full-time employees who currently earn PTO will now earn a combination of PTO/ESST hours.

Regular part-time employees working less than 40 hours per week, temporary and seasonal employees will earn only ESST Hours.

Annual leave PTO/ESST leave does not replace city observed holidays, jury duty, military leave, or court leave. Employees accrue annual leave based on length of service with the city. Plan provisions discourage unnecessary utilization by providing cash and savings incentives.

Annual leave PTO/ESST can be used for any reason, subject to existing request and approval procedures. As with all paid time off programs, the city needs to ensure that service to the public and work requirements are not adversely impacted.

ESST hours may be used for the following qualifying reasons, per MN Statute 181.9447, subd. 1:

- **Employee's mental or physical illness or other health condition**
- **Employee's need for medical diagnosis, care, or treatment of an illness, injury, or health condition**
- **Employee's need for preventative medical or health care**
- **Care of a family member with a mental or physical illness or other health condition**
- **Care of a family member who needs medical diagnosis, care or treatment of an illness, injury, or other health condition**
- **Care of a family member preventative medical or health care**
- **Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking of the employee or the employee's family member**
- **Obtain services from a victim services organization due to domestic abuse, sexual assault, or stalking of the employee or employee's family member**
- **Obtain psychological or other counseling due to domestic abuse, sexual assault, or stalking of the employee or employee's family member**
- **Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault, or stalking of the employee or employee's family member**
- **Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault or stalking of the employee or the employee's family member**
- **Closure of the employee's place of business due to weather or public emergency or employee's need to care for a family member whose school or place of care has closed due to weather or public emergency**
- **Employee's inability to work or telework because the employee is prohibited from working by the employer due to health concerns related to transmission of a communicable illness related to a public emergency**
- **Employee's inability to work or telework because the employee is seeking or awaiting the results of a diagnostic test for, or medical diagnosis of, a communicable disease or the employee's employer has requested a test or diagnosis**
- **When it has been determined by the health authorities or a health care professional that the presence of the employee or family member in the community would jeopardize the health of others because of the exposure of the employee or family member to a communicable disease, whether or not the employee or family member has actually contracted the disease**

Definition of family member under ESST as defined in Minnesota Statute 181.9445, subd. 7:

- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Spouse or registered domestic partner
- Sibling, stepsibling or foster sibling
- Biological, adoptive or foster parent; stepparent, or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild or step-grandchild
- Grandparent or step-grandparent
- A child of a sibling of the employee
- A sibling of the parents of the employee
- A child-in-law or sibling-in-law
- Any of the family members listed above of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is equivalent of a family relationship
- Up to one individual annually designated by the employee

(a) Medical Certification

Good attendance is an essential job function for all city employees. If unplanned absences are excessive, a doctor's certification may be required. The physician's certification is to state the nature and duration of the illness or injury and verify that the employee is unable to perform the duties and responsibilities of his/her position.

A statement attesting to the employee's ability to return to work and perform the essential functions of the job and a description of any work restrictions may also be required before the employee returns to work.

(b) Accrual Rates for ~~Annual Leave~~ PTO/ESST

Years of Service	Annual Accrual	Maximum Accrual
0 to 2 Years	15 days	30 days
3 to 6 Years	20 days	40 days
7 to 15 Years	25 days	50 days
16 Years and up	30 days	60 days

Annual leave will not accrue during unpaid leaves.

Employees can carry over any annual leave that does not exceed the stated cap.

(c) Current Sick Leave Balances: Deferred Sick Leave

Upon the final pay period of December 2022, employees hired prior to July 1st, 2022, who have accrued sick leave will retain half of their current sick leave balance to be used as "deferred sick leave" until the balance is exhausted. Deferred sick leave can be used for any doctor certified extended leave that would have been covered under the previous sick leave policy. An extended leave for purposes of this policy is defined as one requiring an employee to be out of work for more than three consecutive days. The remaining half of their current sick leave balance will be placed in their annual leave (PTO) account.

If an employee knows he/she will be out for more than three consecutive days before the absence, he/she will be eligible to use the deferred sick leave bank from the first day. For example, if an employee has a scheduled surgery where he/she knows—in advance—he/she will be out for two weeks, the employee will be able to use hours from the deferred sick leave bank starting on the first day of the absence. If an employee is out and expects to return within three days, he/she will use annual leave.

If the medical condition extends beyond the three days, the deferred sick leave bank will be applied retroactively, and any annual leave used will be restored to the employee's annual leave balance.

Once the deferred sick leave bank is exhausted, employees will use annual leave for all absences covered by the annual leave program. Any deferred sick leave balance remaining when an employee leaves city service will expire. The city does not pay out any hours that may remain in the deferred sick leave bank at termination.

(d) Earned Sick and Safe Time (ESST) Only/Non-PTO

All employees, except council members are entitled to earn sick and safe leave at the rate of one (1) hour for every thirty (30) hours worked, up to a maximum of forty-eight (48) hours accrued yearly. Accrued and unused ours carry over into future years, up to a maximum of (80) hours accrued overall. When the 80-hour overall limit is reached, accrual immediately stops until usage occurs, at which time accrual restarts (until either the yearly or overall limit is reached). When the 48-hour yearly limit is reach, accrual does not restart until the following year. The year starts on January 1 and ends on December 31. All employees begin accruing hours on the first day of work, regardless of whether they are full-time, part-time, seasonal, or temporary workers.

An employee who is exempt from the overtime provisions of the Fair Labor Standards Act is assumed to work 40 hours per week.

(e) Returning to Work After a Medical Absence

After a medical absence, a physician's statement may be required on the employee's first day back to work, indicating the nature of the illness or medical condition and attesting to the employee's ability to return to work and safely perform the essential functions of the job with or without reasonable accommodation.

Any work restrictions must be stated clearly on the return-to-work form. Employees who have been asked to provide such a statement may not be allowed to return to work until they comply with this provision. Sick leave may be denied for any employee required to provide a doctor's statement until such a statement is provided.

The city has the right to obtain a second medical opinion to determine the validity of an employee's workers' compensation or sick leave claim, or to obtain information related to restrictions or an employee's ability to work. The city will arrange and pay for an appropriate medical evaluation when it has been required by the city.

(f) Current Vacation Balances

Unused vacation balances shall be converted to annual leave on an hour for hour basis.

(g) PTO/ESST Separation Payment

Full-time employees will be paid accrued, unused annual leave, earned through the last date of active employment, subject to applicable caps as noted above, (and applicable taxes withheld) following termination of employment. The rate of pay will be the employee's base rate of pay at the employee's termination date. Employees have the option of directing those dollars into a 457 deferred compensation plan (subject to IRS maximum deferral regulations and Minnesota law). In the event of the employee's death, earned, unused annual leave time will be paid to the employee's surviving spouse directly, (if there is not a personal representative of the estate appointed) up to statutory limits.

(h) ESST Only/Non-PTO / Separation of Employment

Employees will not be paid for any unused earned sick and safe time upon termination of employment. If an employee separates from employment and is rehired within 180 days, any earned and unused sick and safe time that the employee had at the time of separation will be reinstated. An employee is entitled to use and accrue Earned Sick and Safe time at the commencement of reemployment.

(i) Unpaid Leave

Unpaid leaves may be approved in accordance with the city personnel policies. Employees must normally use all accrued annual leave prior to taking an unpaid leave.

If the leave qualifies under Parenting Leave or Family and Medical Leave, the employee may retain a balance of forty hours when going on an unpaid leave. Any exceptions to this policy must be approved by the city administrator.

Other Benefits

Benefit accruals, such as vacation and holiday pay benefits, will be suspended at the beginning of the first full month of unpaid leave and will resume upon your return to active employment.

Section 12.05A Military Leave

State and federal laws provide protections and benefits to city employees who are called to military service, whether in the reserves or on active duty. Such employees are entitled to a leave of absence without loss of pay, seniority status, efficiency rating, or benefits for the time the employee is engaged in training or active service not exceeding a total of 15 workdays in any calendar year. City compensation is in addition to the military's pay for these 15 days, as per MN Attorney General's Opinion.

The leave of absence is only in the event the employee returns to employment with the city as required upon being relieved from service or is prevented from returning by physical or mental disability or other cause not the fault of the employee or is required by the proper authority to continue in military or naval service beyond the fifteen-day paid leave of absence. Employees on

extended unpaid military leave will receive fifteen days paid leave of absence in each calendar year, not to exceed five years.

Where possible, notice is to be provided to the city at least ten working days in advance of the requested leave. A training notice, signed orders, or battle assembly schedule are examples of typical written notification to share with the city. If an employee has not yet used his/her fifteen days of paid leave when called to active duty, any unused paid time will be allowed for the active-duty time, prior to the unpaid leave of absence.

Employees returning from military service will be reemployed in the job that they would have attained had they not been absent for military service and with the same seniority, status and pay, as well as other rights and benefits determined by seniority. Unpaid military leave will be considered hours worked for the purpose of vacation leave and sick leave accruals.

Eligibility for continuation of insurance coverage for employees on military leave beyond fifteen days will follow the same procedures as for any employee on an unpaid leave of absence.

Section 12.05 B Military Leave for Family Members

The city will not discharge from employment or take adverse employment action against an employee because an immediate family member is in the military forces of the United States or Minnesota. Nor will the city discharge from employment or take adverse employment action against an employee because they attend departure or homecoming ceremonies for deploying or returning personnel, family training or readiness events or events held as part of official military reintegration programs. Employees may substitute paid leave if they choose to do so.

Unless the leave would unduly disrupt the operations of the city, employees whose immediate family member, as a member of the United States armed forces has been ordered into active service in support of a war or other national emergency, will be granted an unpaid leave of absence, not to exceed one day's duration in any calendar year, to attend a send-off or homecoming ceremony for the mobilized service member.

Section 12.05 C Military Leave for Family Member Injured or Killed in Active Service

Employees will be granted up to ten working days of unpaid leave whose immediate family member (defined as a person's parent, child, grandparents, siblings or spouse) is a member of the United States armed forces who has been injured or killed while engaged in active service. The 10 days may be reduced if an employee elects to use appropriate accrued paid leave.

Section 12.05 D Civil Air Patrol

The city will grant employees an unpaid leave of absence for time spent serving as a member of the Civil Air Patrol upon request and authority of the State or any of its political subdivisions, unless the absence would unduly disrupt the operations of the city. Employees may choose to use vacation or PTO leave while on Civil Air Patrol Leave but are not required to do so.

Section 12.06 Jury Duty

Regular full-time and part-time employees will be granted paid leaves of absence for required jury duty. Such employees will be required to turn over any compensation they receive for jury



City of New Richland Fund Balance Policy

PURPOSE

The purpose of this policy is to establish specific guidelines the City of New Richland will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other governmental aids are received in the second half of the City's fiscal year.

The purpose of this policy is to also establish specific guidelines the City of New Richland will use to classify fund balances into categories based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts of these funds can be spent.

CLASSIFICATION OF FUND BALANCE/PROCEDURES

- **Non-spendable** – This category includes fund balance that cannot be spent because it is either not in spendable form, or is legally or contractually required to be maintained intact. Examples include inventories and pre-paid amounts.
- **Restricted** – Fund balance should be reported as restricted when constraints placed on those resources are either externally imposed by creditors, grantors, contributors, or laws and regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.
- **Committed** – Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
 - The City's highest level of decision making authority (City Council) will annually, or as deemed necessary, commit specific revenue sources for specified purposes by resolution. The formal action must occur prior to the end of the reporting period, however, the amount to be subject to the constraint may be determined in the subsequent period.
 - To remove the constraint on specified use of committed resources, the City Council shall pass a resolution removing the constraint.
- **Assigned** – Fund balances that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General Fund includes amounts that are intended to be used for specific purposes.
 - The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the City Administrator.

- **Unassigned** – Unassigned fund balance represents the residual classification for the General Fund. It includes amounts that have not been assigned to other funds and that have not been restricted, committed or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.
 - i. The City Council has established a General Fund unassigned fund balance of an amount not less than 40% of the next year's budgeted General Fund expenditures with a goal of 50% of total annual General Fund expenditures. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs, because major revenues, including property taxes and other government aids are typically received in the second half of the year.
 - ii. Unrestricted fund balance can be "spent down" if there is an anticipated budget shortfall in excess of 10% of the General Fund balance.
 - iii. If spending unrestricted fund balance in designated circumstances has reduced the amount of unrestricted fund balance to a point below the minimum targeted level noted above, the replenishment will be funded by reserve funds or tax levy increase or user fee increase within the time period established by the City Council on a case by case basis.

STABILIZATION ARRANGEMENTS

Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise.

The City will set aside amounts by resolution as deemed necessary, which can only be expended when certain specific circumstances exist. The resolution will identify and describe the specific circumstances under which a need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely.

MONITORING AND REPORTING

The City Administrator shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the development of the annual budget.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned or unassigned resources are available for use, it is the City's policy to first use committed resources, then assigned, and then use unassigned resources as they are needed.

A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General Fund.

Adopted by the City Council of the City of New Richland, Minnesota, this 11th day of December, 2023.

Chad Neitzel, Mayor

Attest:

Anthony Martens, City Administrator



PO Box 57, 203 N Broadway, New Richland, MN 56072

TEL: (507)465-3514 FAX: (507)465-3375

Web: www.cityofnewrichlandmn.com

City Administrator's Report

December 11th, 2023, City Council Meeting

Completed 2024 Final Budget for presentation to the council

Completed the Truth in Taxation Presentation

Continue working on completing the final requirements for the USDA Grants for Turnout gear and the warning siren. Very complicated due to Federal requirements.

Completed workers compensation audit. No issues.

Completed changes for the Personnel Policy regarding ESST

Updated the cities fund policy for changes in December

Worked with City Attorney on Nuisance Property

Had Conversations with Prairie Senior Cottages about Community Involvement/hospice

Worked with Xcel Energy to schedule install of a new pole light at WWTP

Working with MSRS to setup MN State Deferred Comp plan access for employees

Continue finalizing the insurance information for 2024

Continue working on Draft WWTP Chloride Variance

Addressed increases in Costs for Water Fund / Garbage Fund

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

18th – Drew DeRaad – PD
31st – Alexia McGannon – AMB
1/6 - Kari Gehring – PD Records
1/6 - Mallory Schlinger – St. Olaf Lake
1/8 - Cody Huiras - MAINT

EMPLOYEE ANNIVERSARIES

27th – Laura Beckmann – AMB – 1 YR