New Richland City Council
Regular Meeting Agenda
October 28th, 2024

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 Minutes from the 10/14/24 City Council Meeting

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

1. Hydrology Study – Joe Lewis – Houston Engineering

Public Hearings

Ordinances and Resolutions

1. 24-21: A Resolution Ordering Preparation of Report on Improvement
2. 24-22: A Resolution Receiving Feasibility Report and Calling Hearing on Improvement

Department Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
2. People Service Report – Shell Johnson
3. Street/Maintenance Report – Eric Hendrickson, Maintenance Lead

Unfinished Business

1. Planning and Zoning Report – 10/17/24
2. 2025 Street Improvement Project
    a. Updated PER
    b. Bonding Schedule & Utility Budgets from David Drown & Associates

New Business

1. September 2024 Check Register
2. September 2024 Financials
3. City Administrator Contract
4. MN DOT Sidewalk Improvement Project – Hwy 30

2025 Budget

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Tuesday November 12th, 2024 @ 6:30 pm.

New Richland City Council
Regular Meeting Minutes
October 14th, 2024

Members Present	Staff Present	Others Present
Janda Ferguson	Anthony Martens-City Administrator	Larry Goehring Pam Goehring
e-Jody Wynnemer	Tanyce Bruegger-Chief of Police	Robert Swenson
Ryan Gehrke	Heather Christensen, Assistant City Clerk	Corey Bienfang, Bolton & Menk
Jason Casey		
Brandy Jacobson		

Members Absent
None

The meeting was called to order by Janda Ferguson at 6:30 pm.

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda
- Motion made by Ryan Gehrke and seconded by Jason Casey to approve the agenda. Carried (4 yes, 0 no)

Consent Agenda
- Motion made by Ryan Gehrke and seconded by Jason Casey to approve the consent agenda with corrected times on the work session minutes. Carried (4 yes, 0 no)

Public Comments
- None

Requests and Presentations
1. Feasibility Report – 2025 Street Improvement Project
   - Corey Bienfang from Bolton & Menk presented the Feasibility Report for the 2025 Street Improvement Project to the City Council

Public Hearings
- None

Ordinances and Resolutions (see attached)
1. Motion was made by Ryan Gehrke and seconded by Jason Casey to adopt resolution 24-20, Receiving the Feasibility Report and Calling Hearing on Improvement. Carried (4 yes, 0 no)
2. Motion made by Ryan Gehrke and seconded by Jason Casey to approve the 1st reading of ordinance 24-03, an ordinance creating a storm sewer utility and to set it for its 2nd reading and public hearing for November 12th, 2024, at 6:35 pm. Carried (4 yes, 0 no)
3. Motion made by Jason Casey and seconded by Ryan Gehrke to approve the 1st reading of ordinance 24-04, an ordinance regulating cannabis in the City of New Richland and to set the 2nd reading and public hearing for November 12th, 2024, at 6:35 pm. Carried (4 yes, 0 no)
4. Motion made by Jason Casey and seconded by Ryan Gehrke to approve the 1st reading of ordinance 24-05, an amendment to C1 zoning district, refer it to planning and zoning for review on October 17th, 2024, and to set the 2nd reading and public hearing for November 12th, 2024, at 6:35 pm. Carried (4 yes, 0 no)

New Richland City Council
Regular Meeting Minutes
October 14th, 2024

Ordinances and Resolutions Continued

5. Motion made by Jason Casey and seconded by Ryan Gehrke to approve the 1st reading of ordinance 24-06, an amendment to C3 zoning district, refer it to planning and zoning for review on October 17th, 2024, and to set the 2nd reading and public hearing for November 12th, 2024, at 6:35 pm. Carried (4 yes, 0 no)
6. Motion made by Jason Casey and seconded by Ryan Gehrke to approve the 1st reading of ordinance 24-05, an amendment to Industrial zoning district, refer it to planning and zoning for review on October 17th, 2024, and to set the 2nd reading and public hearing for November 12th, 2024, at 6:35 pm. Carried (4 yes, 0 no)

Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
    - Ambulance report was presented in writing by Ambulance Director Sundve.
    - Motion was made by Jason Casey and seconded by Ryan Gehrke to approve the Ambulance Report. Carried (4 yes, 0 no)

2. Fire Department Report – Josh Moen, Fire Chief
    - Fire Department report was presented in writing by Chief Moen
    - Motion made by Ryan Gehrke and seconded by Jason Casey to approve the Fire Department report. Carried (4 yes, 0 no)

3. Police Department Report – Chief Bruegger
    - Police Department report was presented by Chief Bruegger.
    - Motion made by Jody Wynnemer and seconded by Jason Casey to approve the purchase of new tires for the 270 Squad for up to $2,000. Carried (4 yes, 0 no)
    - Motion made by Jody Wynnemer and seconded by Ryan Gehrke to approve the Police Department report. Carried (4 yes, 0 no)

Unfinished Business

- None

New Business

1. Amended Special Assessment Policy
    a. Motion made by Jason Casey and seconded by Ryan Gehrke to adopt the updated special assessment policy as presented. Carried (4 yes, 0 no)
2. Enterprise Fund Study
    a. Motion made by Ryan Gehrke and seconded by Jason Casey to approve contracting with Shannon Sweeney from David Drown and Associates for a Utility Fund Study and to contract with them as our municipal bond advisor. Carried (4 yes, 0 no)
3. Safety Committee - Regional Safety Group – LMCIT
    a. Motion made by Jason Casey and seconded by Brandy Jacobson to approve contracting with the LMCIT for the City of New Richland to be part of the Regional Safety Committee. Carried (4 yes, 0 no)
4. 2025 Street Project Preliminary Engineering Payments
    a. Motion by Ryan Gehrke and seconded by Jason Casey to approve paying preliminary costs associated with the 2025 Street Improvement Project out of the Capital Reserve funds for streets to be reimbursed by future bond funds. Carried (4 yes, 0 no)

New Richland City Council
Regular Meeting Minutes
October 14th, 2024

Miscellaneous

- Joe Lewis from Houston Engineering will be here to present the Hydrology Study at the October 28th, 2024 City Council Meeting.

Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Ryan Gehrke and seconded by Jason Casey to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

- Motion made by Jason Casey and seconded by Brandy Jacobson to have the City Administrators contract be put on the agenda for the next meeting to discuss adding insurance back into the contract. Carried (4 yes, 0 no)

Adjournment – Motion for adjournment made by Ryan Gehrke and seconded by Brandy Jacobson. Carried (4 yes, 0 no) 7:52 p.m.

Submitted by,

Anthony Martens
City Administrator

HOUSTON engineering, inc.

Maple Grove, MN | HEI No. 11967_0001
September 6, 2024

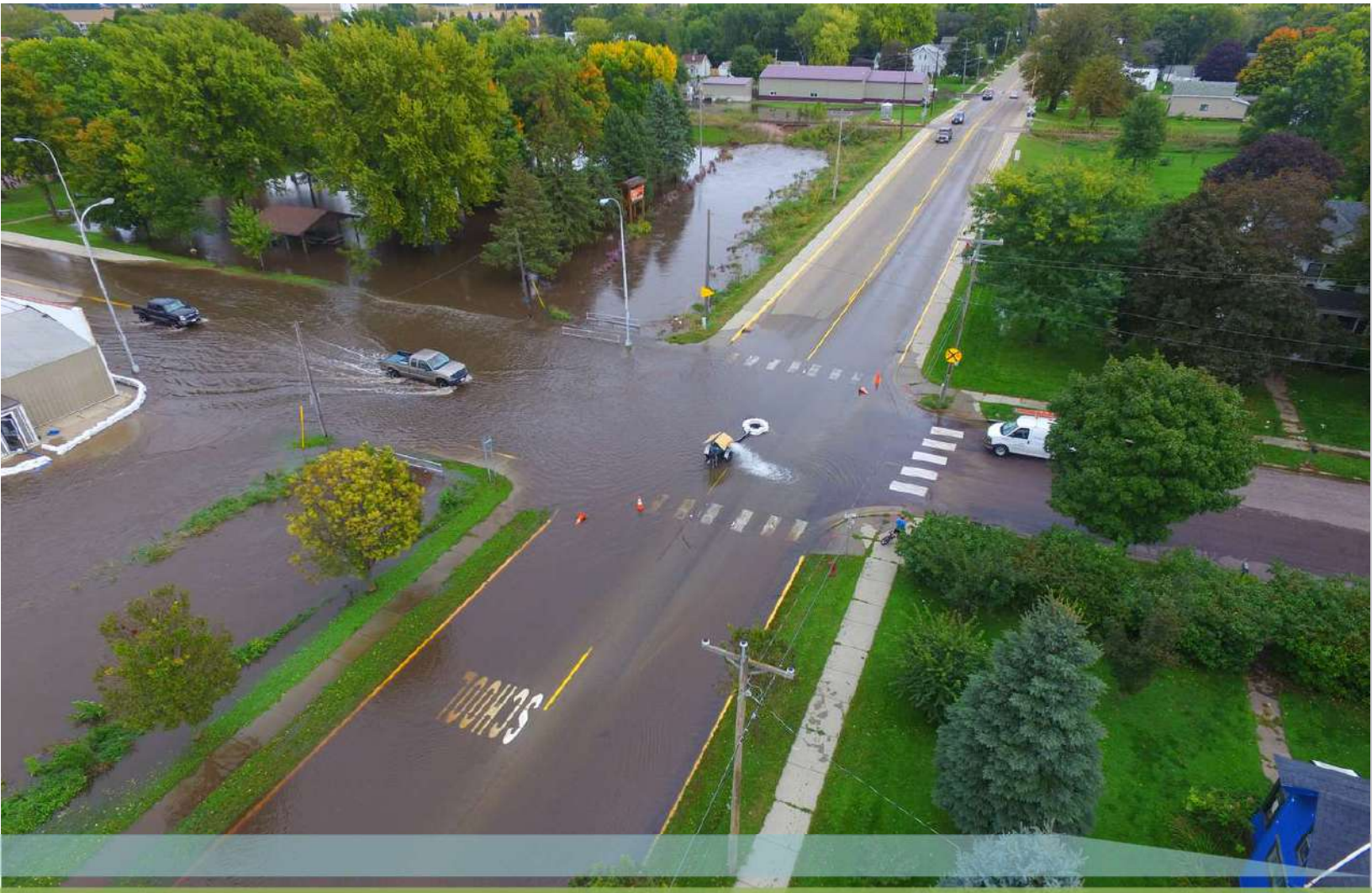


Photo Credit: New Richland Area Sportsmen Club (Dan Houdek)

FLOOD MITIGATION ALTNERATIVES ANALYSIS

City of New Richland Minnesota

FLOOD MITIGATION ALTERNATIVES ANALYSIS

City of New Richland

September 6, 2024

Maple Grove, MN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Engineer under the laws of the State of Minnesota.

Houston Engineering, Inc.
7550 Meridian Cir N, Suite 120
Maple Grove, MN 55369
Phone # 763.493.4522

_____
Joe Lewis
MN License No. 46215

_____
Date

TABLE OF CONTENTS

1 INTRODUCTION 1
1.1 OBJECTIVES 1
2 SUMMARY OF EXISTING CONDITIONS & PAST FLOOD EVENTS 1
3 FLOOD MITIGATION ALTERNATIVES 3
3.1 CAPACITY IMPROVEMENTS 3
3.2 DIVERSION 5
3.3 PROPERTY BUY-OUTS 7
3.4 STRUCTURAL PROTECTION (LEVEES / FLOODWALLS) 7
4 ANALYSIS METHODS 9
4.1 HYDROLOGY 9
4.2 HYDRAULICS 10
4.2.1 MODEL VALIDATION 10
5 EFFECTIVENESS OF ALTERNATIVES 14
5.1 ALTERNATIVE 1 - INCREASE CULVERT CAPACITY 14
5.2 ALTERNATIVE 2 - INCREASE CULVERT AND OPEN CHANNEL CAPACITY 14
5.3 ALTERNATIVE 3 - NORTHERN DIVERSION 14
5.4 ALTERNATIVE 4 - SOUTHERN DIVERSION 15
5.5 ALTERNATIVE 5 - PROPERTY BUY-OUTS 15
5.6 ALTERNATIVE 6 - LEVEES / FLOODWALLS 15
6 PRELIMINARY OPINION OF PROBABLE COSTS 15
7 FUNDING OPPORTUNITIES 16
8 RECOMMENDATIONS 17
8.1 OTHER CONSIDERATIONS 17
EXHIBITS 1

TABLES

Table 1 – USGS Regression Equation Input Values 9
Table 2 – Peak Flows and Precipitation Depths 10
Table 3 – Estimated 2010 and 2016 Flood Elevation and Hydraulic Model Flood Elevation Comparison 11
Table 4 – Opion of Probable Cost Ranges 16

FIGURES

Figure 1 – Location Map 2
Figure 2 – Existing 100-year Floodplain 4
Figure 3 – Existing Culvert Dimensions 6
Figure 4 – Structural Protection 8
Figure 5 – 100-year Floodplain Sensitivity 13

EXHIBITS

Exhibit 1 – Alternative Effectiveness Floodplain Figures 2
Exhibit 2 – Hydraulic Model Results 7
Exhibit 3 – Preliminary Opinion of Probable Cost Details 8

1 INTRODUCTION

The City of New Richland ("City") has experienced multiple significant precipitation events in recent years resulting in flood damages. The source of flooding is from runoff conveyed to the City by County Ditch 47 (CD 47) and Joint County Ditch 6 (JCD 6) public drainage systems from the upstream watershed. **Figure 1** shows the location of the City in relation to the drainage systems and watershed. While various analysis of the watershed has been completed in the past, none focused on evaluating a comprehensive set of flood mitigation alternatives. The City initiated this study to vet a range of permanent alternatives and determine their potential effectiveness and approximate planning level costs. The purpose of this technical memorandum is to summarize the range of flood mitigation alternatives and their effectiveness to aid the City in determining next steps.

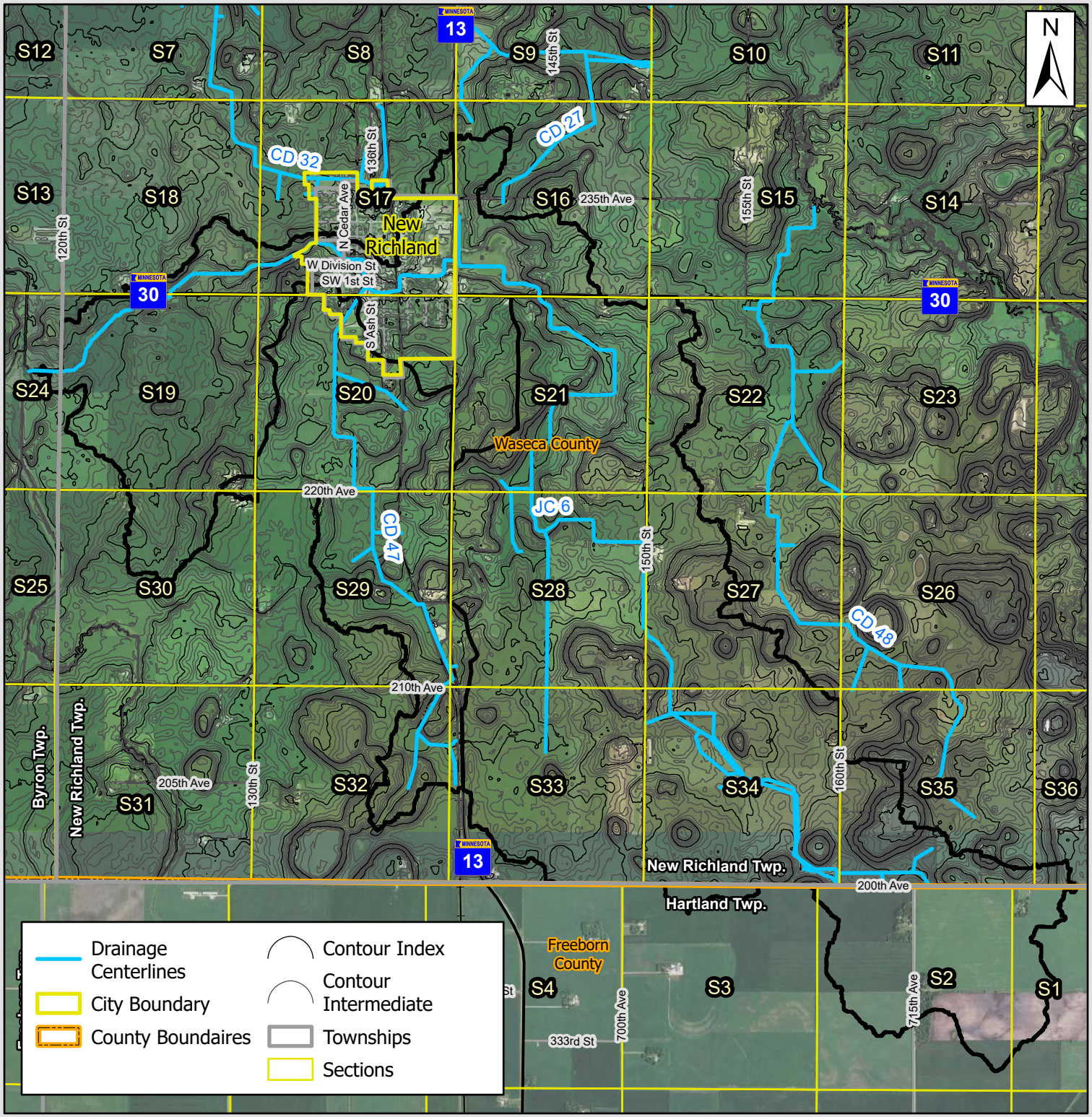
1.1 OBJECTIVES

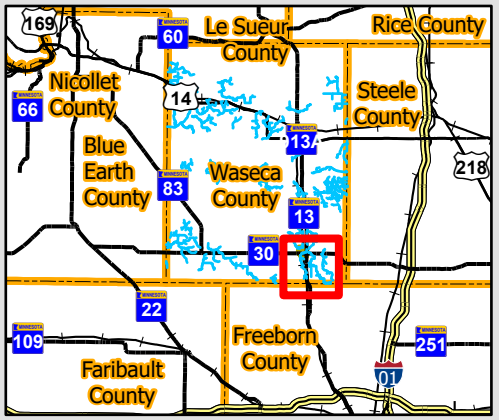
Design criteria has been established for flood mitigation measures to meet general objectives of eliminating or minimizing flood damages to the maximum extent practicable on public and private infrastructure during flood events. The 1% annual exceedance event (i.e., the 100-year flood) is a 7.66-inch rainfall over a 24-hour period and was used to measure effectiveness of alternatives and to establish design flows for several of the alternatives. This design criteria is consistent with 44 CFR §65.10 which identifies requirements of minimum design, operation and maintenance standards to be considered as effectively meeting flood hazard and risk mapping efforts within the FEMA National Flood Insurance Program (NFIP). While the City of New Richland is not enrolled in the NFIP, the design standards in 44 CFR §65.10 are still appropriate to utilize.

2 SUMMARY OF EXISTING CONDITIONS & PAST FLOOD EVENTS

In general, the land adjacent to JCD 6 for 100-200 feet on either side is relatively flat above the constructed channel and can be considered a historical floodplain. Along JCD 6 in the eastern portion of the City, there is a broader depressional area that is also subject to flooding. The existence of the JCD 6 drainage system reduces the flood elevations throughout the City. However, the capacity of the open channel ditch and culvert crossings is significantly less than what is needed to keep flood elevations below structures through the City. Public drainage systems are typically established to remove excess runoff from agricultural areas during smaller precipitation events (2- to 10-year events) rather than extreme events.

Within the past 20 years, multiple events have caused significant damage or required emergency measures to limit damages for multiple businesses and residential structures within the City boundary. The most well-documented event occurred between September 20-22, 2016 where 7.70 inches of precipitation was observed over a 24-hour period which followed several inches of rainfall the preceding day. The Minnesota Department of Natural Resources (MN





0 0.25 0.5 1 Miles

Figure 1 - Location Map

Scale:	Drawn by:	Checked by:	Project No.:	Date:	Sheet:
AS SHOWN	DRO	JL	11967-0001	9/6/2024	

HOUSTON engineering, inc.

DNR) and the National Weather Service (NWS) both developed climatological summaries[1,2] of the event and there are numerous photos posted online by the New Richland Area Sportsmen's Club[3]. Other significant events occurred in 2007[4], 2010[5], 2020 and 2023[6] with the 2010 being the most notable as State Highway 13 overtopped resulting in higher peak flows into town. During other events, flood flows in the City were lower or emergency measures effectively limited flows to the capacity of the State Highway 13 culverts.

Neighbor's Meats, Trapper's Lanes Bowling Alley and the New Richland Care Center were identified by City staff as high value structures that have been heavily impacted. Both Neighbor's Meats and Trapper's Lanes lie very close the JCD 6 open channel ditch (within approximately 50-feet). Location of these properties are shown on **Figure 2** along with a predicted 100-year floodplain. In total, approximately 140 structures are impacted by the estimated 100-year floodplain elevations.

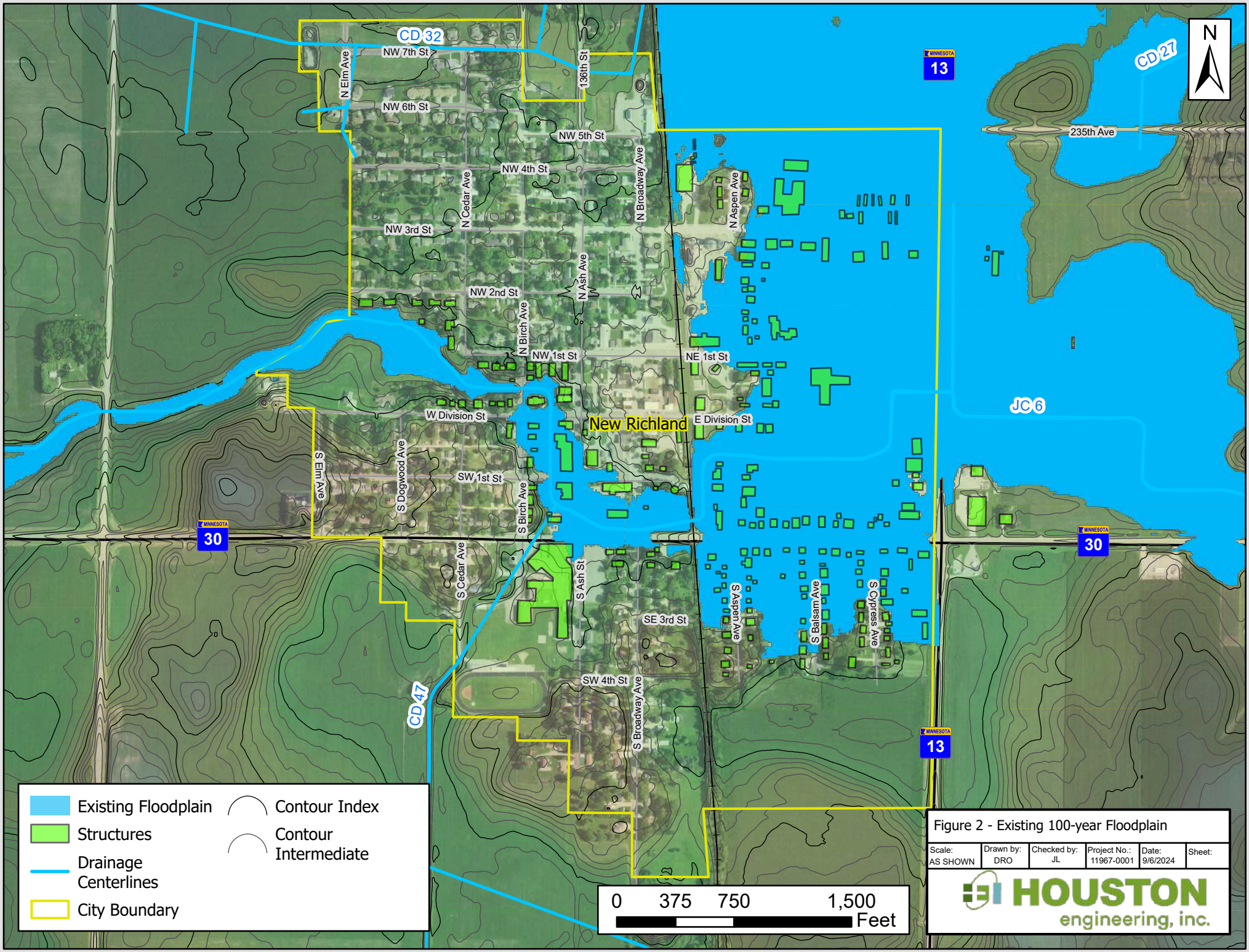
3 FLOOD MITIGATION ALTERNATIVES

Through discussions with City and County staff, the types of alternatives and their general characteristics were defined prior to preliminary analysis. Discussions included potential suitability and feasibility of each alternative type which was used to inform the development of conceptual designs. The alternatives that were selected for evaluation include capacity improvements, diversions, structural protection measures, storage and property buyouts. Alternatives are described in more detail in the following paragraphs.

3.1 CAPACITY IMPROVEMENTS

Increasing the conveyance capacity of the JCD 6 drainage system through the City has the potential to reduce flood elevations. Increasing capacity is achieved by enlarging the open channel size (either the width, side slopes and/or depth) and by replacing existing culverts with larger sizes. The amount of channel enlargement is somewhat restricted by the presence of existing structures as they lie within the expanded footprint of the channel. The alternatives described below consider the modifications to the existing channel and culverts.

[1] DNR 2016 Climatological Event Summary: https://www.dnr.state.mn.us/climate/journal/160921_22_heavy_rain.html
[2] NWS 2016 Climatological Event Summary: https://images.dnr.state.mn.us/natural_resources/climate/journal/NWS_PDF/21Sept2016.pdf
[3] New Richland Area Sportsmen's Club Photos: http://www.newrichlandareasportsmensclub.com/flood-2016.html
[4] DNR Minnesota's Largest Known Rainfall Event Summary: https://www.dnr.state.mn.us/climate/journal/ff070820.html
[5] DNR Heavy Rainfall Summary – 2010: https://www.dnr.state.mn.us/climate/journal/ff100924.html
[6] DNR Major Flooding in Southern Minnesota Summary: https://www.dnr.state.mn.us/climate/journal/southern-minnesota-heavy-rain-and-flooding-may-10-14-2023.html


CD 32
NW 7th St
N Elm Ave
136th St
NW 6th St
NW 5th St
NW 4th St
N Cedar Ave
N Broadway Ave
N Aspen Ave
NW 3rd St
N Ash Ave
NW 2nd St
N Birch Ave
NW 1st St
NE 1st St
W Division St
New Richland
E Division St
S Elm Ave
S Dogwood Ave
SW 1st St
S Birch Ave
S Cedar Ave
S Ash St
SE 3rd St
S Aspen Ave
S Balsam Ave
S Cypress Ave
SW 4th St
S Broadway Ave
CD 47
MINNESOTA 13
MINNESOTA 30
CD 27
235th Ave
JC 6
N
Existing Floodplain
Structures
Drainage Centerlines
City Boundary
Contour Index
Contour Intermediate
0 375 750 1,500 Feet
Figure 2 - Existing 100-year Floodplain
Scale: AS SHOWN
Drawn by: DRO
Checked by: JL
Project No.: 11967-0001
Date: 9/6/2024
Sheet:
HOUSTON engineering, inc.

Alternative 1 – Increase Culvert Capacity

This alternative is aimed at removing or replacing existing culvert crossings with larger sized culverts to reduce flood elevations. Based on discussions with City staff, the permanent removal of any road crossing without replacement is not feasible. Therefore, all 7 existing culverts between CSAH 13 and the western City boundary will be replaced. The current culvert locations are shown in **Figure 3** along with their sizes. Based on the design flow, all structures downstream of CSAH 13 will be replaced with double lines of 10'x5' and 10'x6' box culverts. The most severe restriction from existing culvert crossings is at the railroad embankment which has 2 lines of 72-inch CMPs.

Alternative 2 – Increase Culvert and Open Channel Ditch Capacity

This alternative incorporates the culvert capacity increases in the previous alternative with channel widening to achieve further capacity increases. In some locations, there is limited space to substantially widen the channel without impacting existing structures. For the analysis, the channel top width is increased by approximately 40- to 50-feet, from the current width of 35- to 50-feet. Approximately 8 structures have been identified for removal to implement the channel widening alternative. Deepening of the channel to increase capacity would require widening the channel as well, which would result in the same limitations. This alternative assumes the channel is not deepened.

3.2 DIVERSION

Diverting flood runoff away from the impacted areas can be an effective approach to mitigate flooding. Two diversion alternatives are described below and were analyzed to determine their potential effectiveness.

Alternative 3 - Northern Diversion

In this option, a diversion open channel ditch would be construction along the east side of CSAH 13 and then to the west, to bypass the City on the north side and reconnect to the existing JCD 6 channel west (downstream) of the City. The size of the diversion channel and road crossings were conceptualized using the 100-year design flow and hydraulic calculations. The design flow assumes the entire JCD 6 watershed is directed into the diversion. The approximate alignment is based on an initial review of constructability, is 1.9-miles long and has an overall footprint of approximately 25 acres. The alternative includes installation of 4 new road crossings and a railroad crossing. Recommended size of the crossings is 10'x10' reinforced concrete box culverts based on preliminary hydraulic analysis.

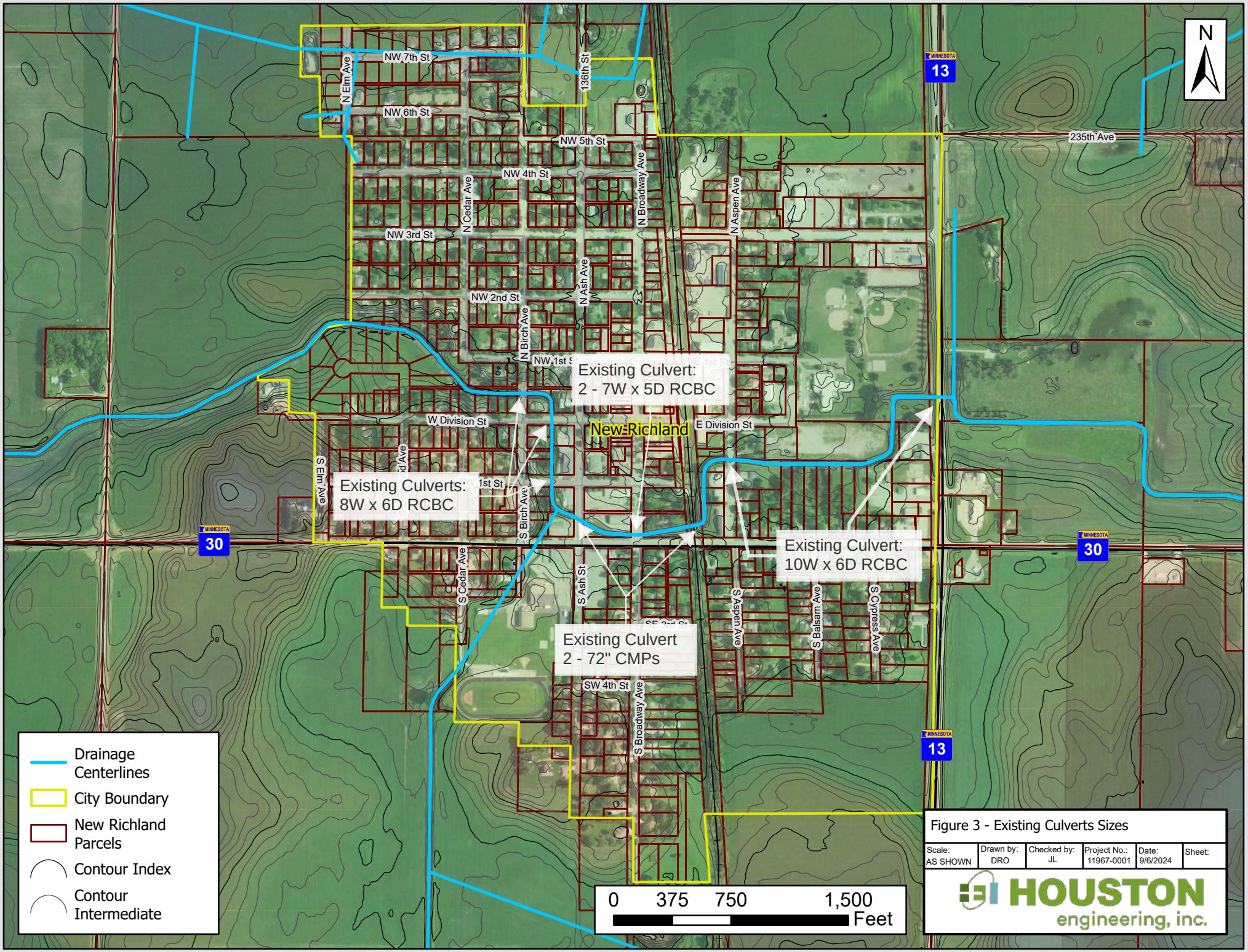


Figure 3 - Existing Culverts Sizes

Scale:	Drawn by:	Checked by:	Project No.:	Date:	Sheet:
AS SHOWN	DRO	JL	11967-0001	9/6/2024	

HOUSTON engineering, inc.

Alternative 4 – Southern Diversion

For the south diversion option, runoff from the CD 47 watershed is diverted west and enters the JCD 6 channel downstream of the City rather than the current outlet location into JCD 6 near the center of the City. The diversion is conceptualized as a sub-surface drain approximately 5,000 feet in length. The alignment passes through higher ground along the western edge of City resulting in an excavation depth of up to 30 feet. To pass the design flow, two lines of 60-inch pipe are necessary based on preliminary hydraulic analysis.

3.3 PROPERTY BUY-OUTS

Removing structures is an effective method to reduce flood damages from future events. Structures would be identified based on their proximity to the ditch and elevation. Consideration can also be given to relocating structures to locations outside of the floodplain, or even elevating structures above the floodplain at their current location. Buyouts are likely better suited at targeted locations where other alternatives cannot effectively reduce flood risk rather than applied at a large scale due to cost and social impacts. Removal of specific properties may be necessary for the implementation of alternatives to increase capacity by culvert replacements and channel widening.

Alternative 5 – Buyouts

A total of 150 structures are within or near the predicted 100-year floodplain including residential, business, detached garages, sheds and other outbuildings. These structures are shown in **Figure 2.** Additional review of these structures and field verification of structure elevations along with further hydraulic analysis is necessary to determine which specific structures warrant removal.

3.4 STRUCTURAL PROTECTION (LEVEES / FLOODWALLS)

Constructing levees or floodwalls can effectively provide flood protection to existing structures. Structural protection can be implemented at targeted locations to protect critical infrastructure and can be used to supplement a diversion or capacity increase alternative. Widespread use of levees or floodwalls will be challenging since there is limited space in some locations implement them.

Alternative 6 – Structural Protection

Approximately 150 structures are currently vulnerable to damages based on the 100-year flood elevations. Similar to the buyout alternative described above, additional review of the existing structures and along with further hydraulic analysis is necessary to determine which specific structures can effectively be protected by structural measures. These structures are shown in **Figure 4**.

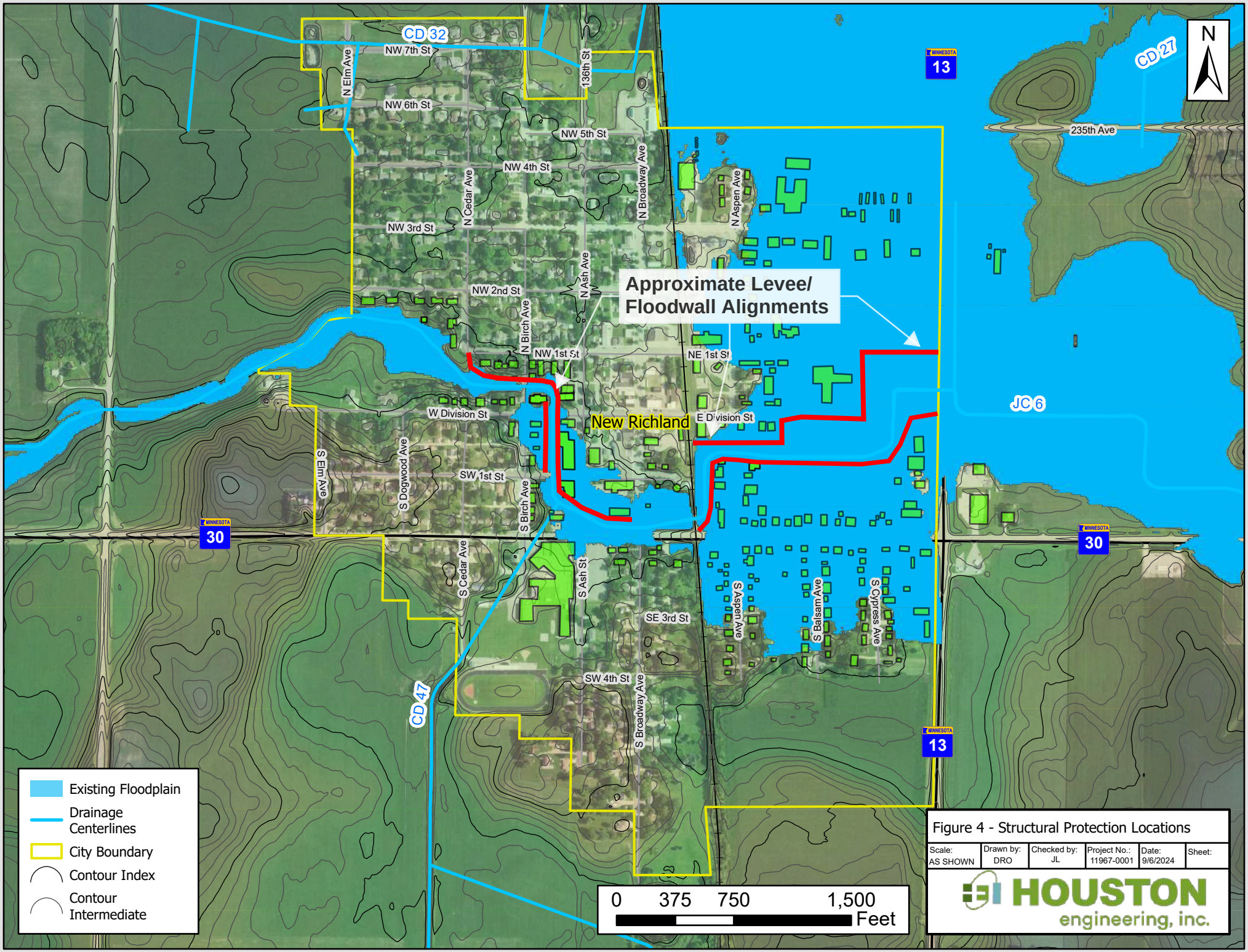


Figure 4 - Structural Protection Locations

Scale:	Drawn by:	Checked by:	Project No.:	Date:	Sheet:
AS SHOWN	DRO	JL	11967-0001	9/6/2024	

HOUSTON engineering, inc.

4 ANALYSIS METHODS

The following paragraphs describe the technical approach used to identify existing flood risk, analyze the effectiveness of alternatives through reductions in flood elevations and the extent of flooded area. While previous hydrologic analyses have been performed of the watershed, none have focused on evaluating traditional flood mitigation measures such as capacity improvements to channel and crossings, levees or floodwalls, or diversions. This analysis incorporates the current hydrologic conditions of the watershed, and hydraulically analyzes the flood mitigation measures to quantify the change in flood extent and elevations through the City. The analysis methods are consistent with the technical requirements within FEMA floodplain mapping standards but are generally less detailed given the preliminary nature of this planning phase.

4.1 HYDROLOGY

The hydrologic analysis incorporated the methodology outlined in the USGS Scientific Investigations Report 2023-5079[7] and peak flow rates were obtained through the StreamStats web application. The City is located within hydrologic Region D, which incorporates input parameters of stream slope, drainage area, and percentage of lakes and ponds in the watershed. The inputs are listed in **Table 1**.

Table 1 – USGS Regression Equation Input Values

Hydrologic Input	Unit	Value
Drainage Area	square miles	10.3
Slope	feet/mile	11
Lake and Pond Area	percentage of drainage area	0

The resulting peak flows for selected events are shown in **Table 2**. Additionally, the corresponding precipitation depths from NOAA Atlas 14[8] are shown in **Table 2**. The precipitation depths are based off of long term observed precipitation records and are useful to compare to amounts during recent flood events. The flood events in 2010 and 2016 the City were due to large rainfall amounts over a relatively short time period. Observed rain gage data near the City shows 7 to 8 inches and 7.7-inches for the 2010 and 2016 events respectively, both occurring in a roughly 24 to 36-hour time period.

[7] Sanocki, C.A., and Sara B Levin, 2023, Techniques for Estimating the Magnitude and Frequency of Peak Flows on Small Streams in Minnesota Based on Data through Water Year 2019: U.S. Geological Survey Scientific Investigations Report 2023-5079.
[8] Atlas 14 Precipitation-Frequency Atlas of the United States, National Oceanic and Atmospheric Administration, 2018.

Table 2 – Peak Flows and Precipitation Depths

Return Frequency	Peak Flow (cfs)	Precipitation Depth (inches)
2-year	178	2.96
5-year	377	3.75
10-year	549	4.49
25-year	805	5.63
50-year	1,030	6.60
100-year	1,270	7.66

4.2 HYDRAULICS

The hydraulic analysis utilized the Hydrologic Engineering Center – River Analysis System (HEC- RAS v6.3.1) hydraulic model. The flooding sources analyzed are JCD 6 which flows through town east to west and CD 47 which receives contributing drainage area south of town and joins JCD 6 in the City just west of Ash Ave S. The model contains cross-section data that defines the channel geometry and riverine characteristics. The cross-sections were created using LiDAR and refined using field survey and drainage system design documents.

Culvert crossings on CD 47 and JCD 6 have been previously surveyed. However, additional survey may be necessary during final design and implementation of flood mitigation projects, specifically elevations of existing building structures and lowest adjacent grades.

4.2.1 MODEL VALIDATION

No surveyed highwater marks were available from past flood events. However, there is some photo documentation of water levels from during the 2010 and 2016 floods. An extensive number of photos from the 2016 flood, which consisted of 7.7-inches of rainfall over a 24-hour period and corresponds well to the 100-year rainfall of 7.66-inches, was used to validate the mapped inundation extents from the modeled 100-year event. The flood photos from the New Richland Area Sportsmen's Club (http://www.newrichlandareasportsmensclub.com/flood-2016.html) were reviewed to identify locations where the vertical elevation of floodwaters could be reliably estimated and then compared to the hydraulic model results. Similarly, several photos were available from the 2010 flood, when 7 to 8-inches of rainfall fell over a 24-36 hour period, and also reviewed to estimate flood elevations. For all estimated flood elevations from the photos, the exact time when the photos were taken in relation to the flood crest is unknown. Notes provided with the 2010 photos do give an approximate height between the photographed water level from the flood crest.

Anecdotal information was also provided by City public works staff. Specifically that there was 15-inches of water above the bottom of the public works garage facility in 2010 and water was a the very bottom of the door (i.e., ground level) in 2016. Additionally, another structure at 315 3rd Street NE had 12- and 24-inches of water above the garage entry elevation. These estimated flood elevations along with the photographed elevations are summarized and compared to hydraulic model results in **Table 3** below.

Table 3 – Estimated 2010 and 2016 Flood Elevation and Hydraulic Model Flood Elevation Comparison

Location	Estimated 2016 Flood Elevation	Estimated 2010 Flood Elevation	Hydraulic Model Result for 100-year event
Upstream of Highway 13	1179.1	-	1183.5
Baseball Field immediately west of Highway 13	1179.0	1182.0	1183.5
Thompson Autobody Shop	1179.0	1180.0	1183.5
City Public Works Garage	1178.0	1179.3	1183.5
Aspen Avenue	1178.0	-	1183.5
Railroad Embankment	1177.9	-	1183.4
Ash Avenue	1176.1	-	1176.8
Broadway Avenue	1176.0	-	1176.8

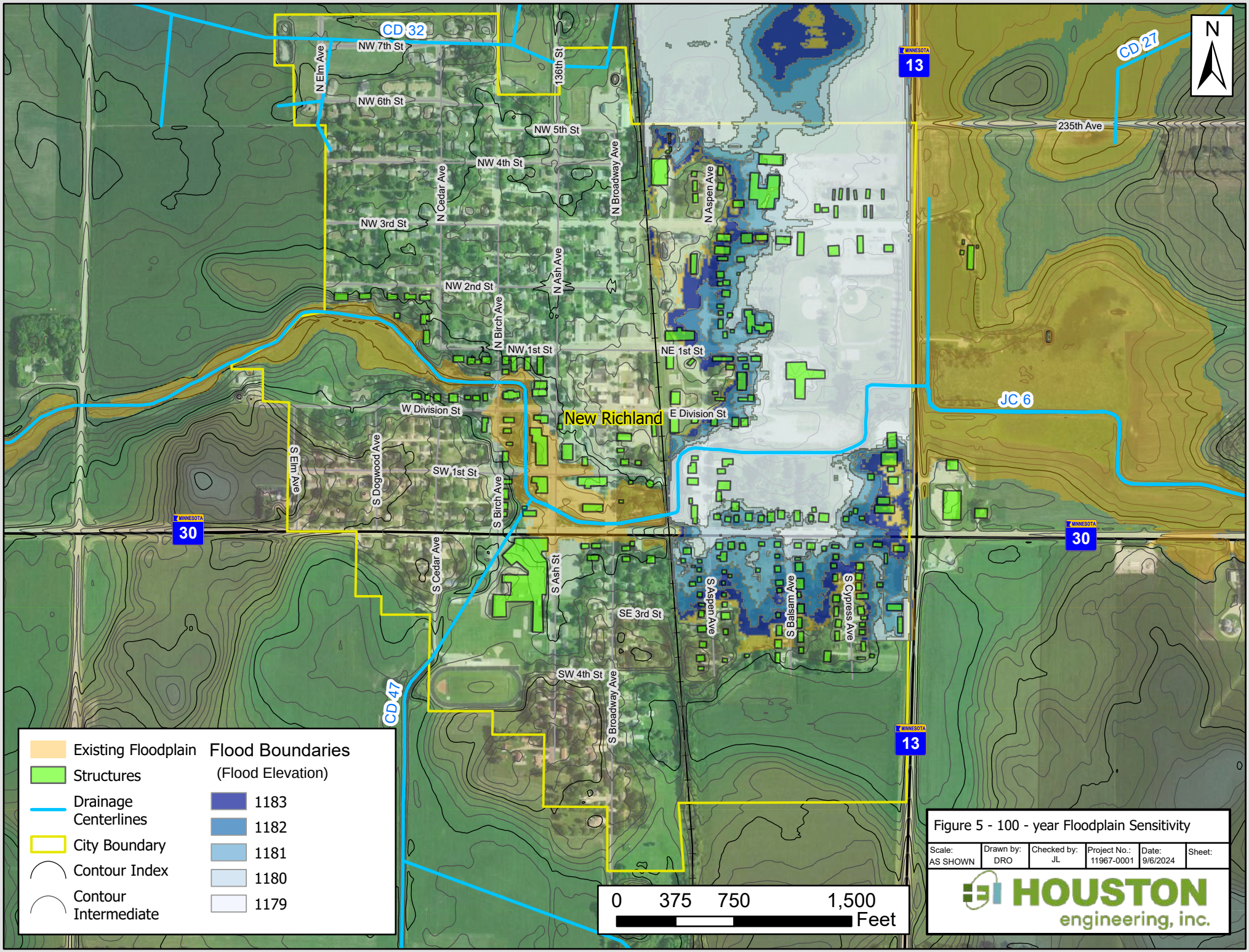
The estimated 2010 and 2016 flood elevations compare relatively well to the hydraulic model results downstream of the railroad crossing (at Ash and Broadway Avenues) but the comparisons show that the hydraulic model is predicting flood elevations several feet above the estimated 2010 and 2016 events upstream of the railroad crossing. There are several potential reasons for the discrepancy including:

1) Estimated flood elevations are based on photographs taken before or after the peak and they underestimate the actual flood elevations during those events
2) Emergency measures at Highway 13 to stop road overtopping during the 2016 event reduced flows and therefore flood elevations downstream of Highway 13.
3) Peak flows during the flood events are below the predicted 100-year flows from the USGS regression equations or the 100-year predicted flows overestimate the peak flow by not fully accounting items such as temporary storage upstream of the City.

Since the hydraulic model will be used to determine effectiveness of flood mitigation alternatives, it is appropriate to consider the potential for the overestimation of existing flood risk as it may inflate the benefits of flood mitigation measures or lead to their overdesign. While the hydraulic model cannot be better calibrated without additional observed data and/or incorporating additional detail into hydrologic and hydraulic analysis, its likely that the true 100-year flood elevations are within the range of estimated 2010/2016 and hydraulic model

elevations. For that reason, flood extents for elevations of 1179, 1180, 1181, 1182 and 1883 for the area between the railroad and Highway 13 were mapped for comparison purposes. The flood extents are shown along with the 100-year model boundary in **Figure 5** show the fluctuation in flooded area and impacted structures across the potential flood elevations.

The observed flood elevations from 2010 and 2016 and several other events demonstrate that the City is subject to a real flood risk. While the hydrologic and hydraulic models should be refined prior to further design efforts, it is still considered valid to utilize for this planning and concept design phase. Furthermore, with the climatic trends over the past several decades many flood mitigation projects consider continued increases in precipitation depths and intensities in their design.


CD 32
NW 7th St
N Elm Ave
136th St
NW 6th St
NW 5th St
NW 4th St
N Cedar Ave
N Broadway Ave
N Aspen Ave
NW 3rd St
N Ash Ave
NW 2nd St
N Birch Ave
NW 1st St
NE 1st St
W Division St
New Richland
E Division St
S Elm Ave
S Dogwood Ave
SW 1st St
S Birch Ave
S Cedar Ave
S Ash St
SE 3rd St
S Aspen Ave
S Balsam Ave
S Cypress Ave
SW 4th St
S Broadway Ave
CD 47
MINNESOTA 13
MINNESOTA 30
CD 27
235th Ave
JC 6
N
Existing Floodplain
Structures
Drainage Centerlines
City Boundary
Contour Index
Contour Intermediate
Flood Boundaries
(Flood Elevation)
1183
1182
1181
1180
1179
0 375 750 1,500
Feet
Figure 5 - 100 - year Floodplain Sensitivity
Scale: AS SHOWN
Drawn by: DRO
Checked by: JL
Project No.: 11967-0001
Date: 9/6/2024
Sheet:
HOUSTON engineering, inc.

5 EFFECTIVENESS OF ALTERNATIVES

The 2-, 5-, 10-, 25-, 50-, and 100-year events have been analyzed to determine the project impacts over a range of events and are presented in the HEC-RAS model. The full HEC-RAS output is detailed in **Exhibit 3** for the analyzed alternatives.

5.1 ALTERNATIVE 1 - INCREASE CULVERT CAPACITY

The hydraulic modeling shows significant reductions in flood elevations with a maximum reduction of 5.7-feet upstream of the railroad embankment. This reduction removes approximately 110 structures from the floodplain and prevents Highway 13 from overtopping during the 100-year event. The resulting inundation is shown in **Exhibit 1 – Figure 1**. This alternative leaves approximately 40 structures in the floodplain, including Trapper's Lanes, Neighbor's Meats and the Care Center. Flows are less restricted by culvert crossings after replacements, but the existing channel does not have sufficient capacity to keep flood elevations within the channel. The existing channel has approximately 10-12-foot bottom widths, 2:1 side slopes and is 6-8 feet deep. While this measure alone does not entirely prevent flooding, if combined with other mitigation strategies, it can become more effective.

5.2 ALTERNATIVE 2 - INCREASE CULVERT AND OPEN CHANNEL CAPACITY

The hydraulic modeling shows significant flood reductions with a maximum reduction of 6.4-feet upstream of the railroad embankment. This reduction removes approximately 110 structures from the floodplain and prevents Highway 13 and Aspen Ave from overtopping. The resulting inundation is shown in **Exhibit 1 – Figure 2**. This alternative leaves approximately 40 structures in the 100-year floodplain, including Trapper's Lanes, Neighbor's Meats and the Care Center. Flooding on the Care center is reduced by approximately 5-feet but not fully mitigated.

The current top width of the ditch is approximately 35 to 50-feet and this alternative widens it to 80 to 85-feet. Due to the proximity of structures to the ditch and the relatively flat topography near the channel it would not be feasible to expand the channel to a size that holds the 100-year flows without requiring removal of many structures. This measure alone may not entirely prevent flooding, if combined with other mitigation strategies, it can become more effective.

5.3 ALTERNATIVE 3 - NORTHERN DIVERSION

The northern diversion alternative routes flood flows from approximately 70% of the watershed around the City. To construct the channel new culverts would need to be added through 3 existing roads and the railroad and approximately 25-acres of land would need to be acquired. The hydraulic modeling shows significant flood reductions with a maximum reduction of 7.1-feet upstream of the railroad embankment. This reduction removes approximately 125 structures from the floodplain but does not fully remove approximately 25 structures from the floodplain including Trapper's Lanes, Neighbor's Meats and the New Richland Care Center. The resulting

inundation for this alternative is shown in **Exhibit 2 – Figure 3**. Flooding on the Care Center is reduced to approximately 1-foot and flooding on Trapper's Lanes is reduced to approximately 1.5-feet. These structures may still require additional temporary or permanent measures to fully mitigate flood risks during the 100-year event. This alternative would prevent Highway 13, Aspen Ave S, and Division St from overtopping.

5.4 ALTERNATIVE 4 - SOUTHERN DIVERSION

The southern diversion routes runoff from the CD 47 drainage system around the southern boundary of the City and reenters the drainage channel south of Highway 30. The CD 47 drainage area is approximately 20% of the total drainage area and results in a slight reduction in peak flows through town (approximately 25%) during the 100-year event. The alternative likely has constructability advantages over other alternatives as it is fully contained within agricultural areas and impacts would be primarily temporary. The hydraulic modeling shows a maximum flood reduction of 0.3-feet near Neighbor's Meats which removes 5 structures from the floodplain. The resulting inundation for this alternative is shown in **Exhibit 2 – Figure 2**. This alternative does not remove the approximately 140 structures, including Trapper's Lanes, Neighbor's Meats or the New Richand Care Center from the floodplain. The diversion reduces peak flows by 25% which is not enough to substantially reduce flood levels.

5.5 ALTERNATIVE 5 - PROPERTY BUY-OUTS

Property buyouts are not considered an efficient means to reduce flood risk due to anticipated high costs and the social impact. Buyouts should be considered at targeted locations to either implement other flood mitigation alternatives or where the other measures cannot be designed to effectively reduce flood risk. This alternative was not analyzed in the hydraulic model.

5.6 ALTERNATIVE 6 - LEVEES / FLOODWALLS

As the primary alternative, structural measures (i.e., floodways and earthen levees) would be necessary for a significant length and height in order to provide adequate flood mitigation leading to a substantial construction cost. This factor paired with the fact that many of the structures requiring protection are very near to the physical location of the potential structural measures, make this alternative challenging to be cost effective and feasible. As with the property buyout alternative, structural measures should be considered at targeted locations to either implement other flood mitigation alternatives or where the other measures cannot be designed to effectively reduce flood risk. This alternative was not analyzed in the hydraulic model.

6 PRELIMINARY OPINION OF PROBABLE COSTS

For the alternatives, an approximate planning-level opinion of probable cost has been developed. The estimate is not based on detailed quantity and unit prices derived from a design process but is based on approximate dimensions of the alternative's components (e.g., length of levee, culvert dimensions, length and width of channel widening, assumed layout, etc.) and

typical costs from comparable projects. The opinion of probable cost is intended to provide information for consideration during decision making and financial planning. The preliminary opinion of probable cost is of a level of detail intended to evaluate the feasibility of alternatives as defined at this time. See **Exhibit 3** for preliminary opinion of probable cost for select alternatives.

Table 4 – Opion of Probable Cost Ranges

Alternative	POPC Anticipated Accuracy Range, Low (-10%)	POPC[1] (Point Estimate)	POPC Anticipated Accuracy Range, High (+20%)
Increase Culvert Capacity	$1.7 Million	$1.9 Million	$2.3 Million
Increase Culvert Capacity and Channel Widening	$4.2 Million	$4.6 Million	$5.6 Million
Northern Diversion	$2.9 Million	$3.2 Million	$3.8 Million
Southern Diversion	$2.4 Million	$2.6 Million	$3.1 Million
Buyouts[2]	$21.0 Million	$23.3 Million	$28.0 Million
Structural Protection		*Not Estimated*	

POPC Notes:

1. Includes 25% contingency.
2. Assumes all structures are removed. Buyout cost based on 100 residential and 29 commercial properties with median values of $175,000 and $200,000 respectively.

- Does not include temporal escalation or O&M costs.
- Permitting is estimated at 2%.
- Planning, Engineering and Design is estimated at 15%.
- Legal and Administrative is estimated at 2%.

7 FUNDING OPPORTUNITIES

There are a number of potential funding opportunities to cover a portion of flood mitigation project costs. The most directly related funding source is the MN DNR's Flood Hazard Mitigation Grant Assistance Program. This program provides assistance to local government units for reducing the risk and extent of flood damages. A local government unit must submit an application the DNR will then review and verify eligibility and determine its funding priority. Once the application has been accepted, the project is included on a list of projects needing funding. Projects are then allocated funds depending on their prioritization and the amount of available funds. The municipality cost of a project has traditionally been capped at 2% of the median household impact for a community.

Another potential option for funding implementation of flood mitigation projects or furthering planning and project design, is the Small Community Planning Grants for Stormwater, Wastewater and Community Resilience or the Implementation Grants for Stormwater Resilience

administered by the Minnesota Pollution Control Agency (MPCA). These grant programs have been more recently developed and the eligibility of the city's flood mitigation project must be evaluated when additional details of the grant requirements are available.

8 RECOMMENDATIONS

The northern diversion appears to be the best value option based on effectiveness, cost and general feasibility. A preliminary alignment for the northern diversion is shown in **Exhibit 1 – Figure 3** shows structures that are removed from the 100-year floodplain. While the alternative is effective at reducing flood elevations, it does not protect all low-lying existing structures. Further evaluation is necessary to determine the most effective and cost efficient option to eliminate flood risks at these locations. These options include construction of levees or floodwalls, flood proofing, buyouts, culvert replacements, or by refinement of the diversion channel design. The cost to address the remaining structures are not included in the cost listed above for the northern diversion alternative and additional contingency is recommended for planning purposes.

8.1 OTHER CONSIDERATIONS

- Downstream Impacts – The recommended northern diversion alternative alters the timing and storage of floodwaters within and downstream of the project. These hydrologic changes have not been quantified to determine if there is an adverse downstream impact that must be mitigated. Further analysis is necessary to determine 1) if there is an impact and 2) what features are necessary to mitigate impacts. Potential features to mitigate impacts include a temporary flood storage basin, acquiring flowage easements for impacted areas or modifying the downstream channel.
- Drainage Law / MS 103E – Since the northern diversion alternative will alter the JCD 6 drainage system which is managed by a joint drainage authority consisting of Waseca and Freeborn county commissioners, a proceeding under MS 103E is likely required, specifically the proceeding under 103E chapter 227 to impound, reroute or divert a drainage system. During the proceeding, an evaluation to determine if the project impairs drainage function is completed and the joint drainage authority considers any drainage impact along with other public and private project benefits. The proceeding is initiated by a benefitting landowner of the drainage system. In this case, the City or County are potential petitioners to the drainage authority.
- Land acquisition needs - The northern diversion alternative is located on privately owned land, and significant landowner cooperation will be required to successfully complete this alternative.

EXHIBITS

EXHIBIT 1 – ALTERNATIVE EFFECTIVENESS FLOODPLAIN FIGURES

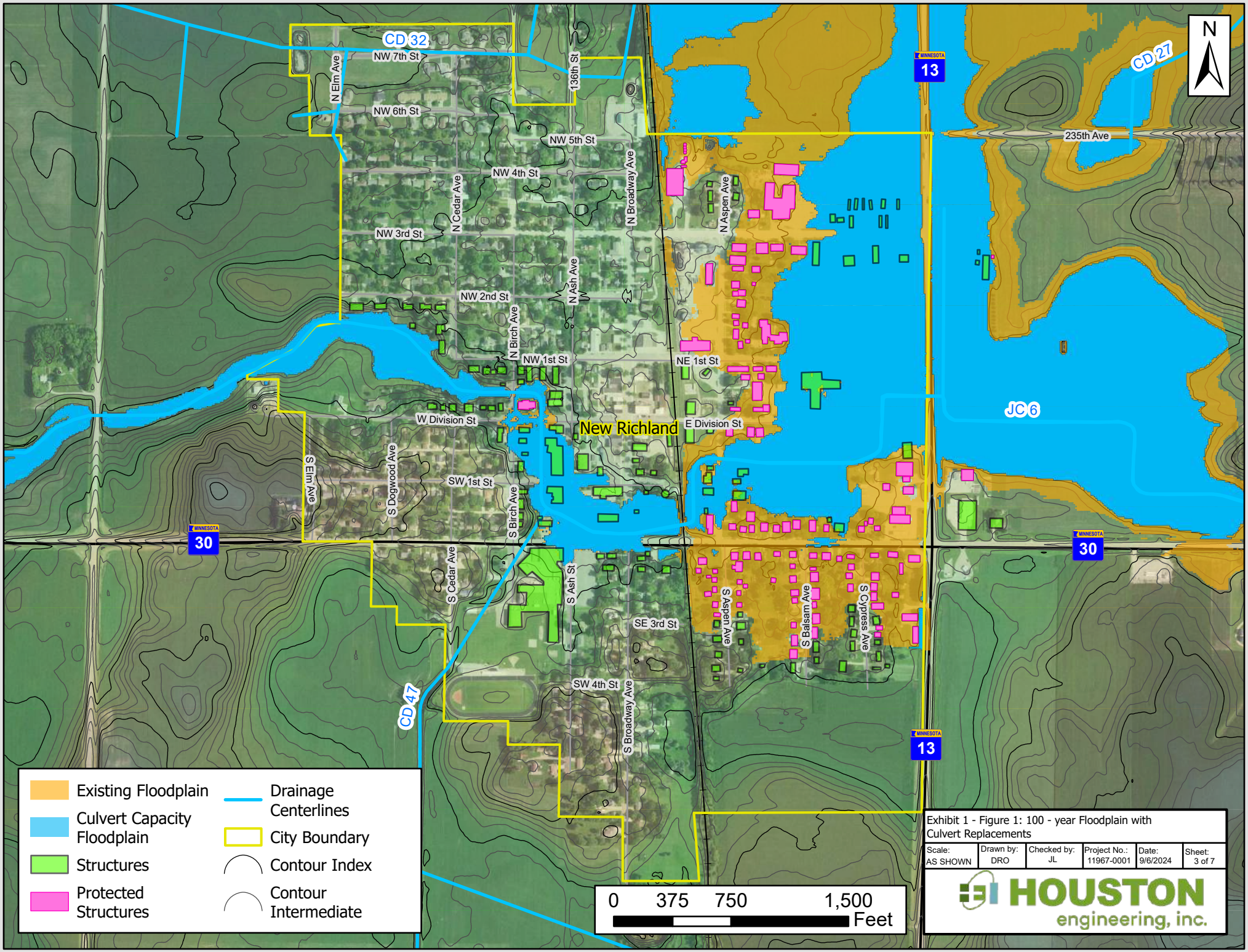
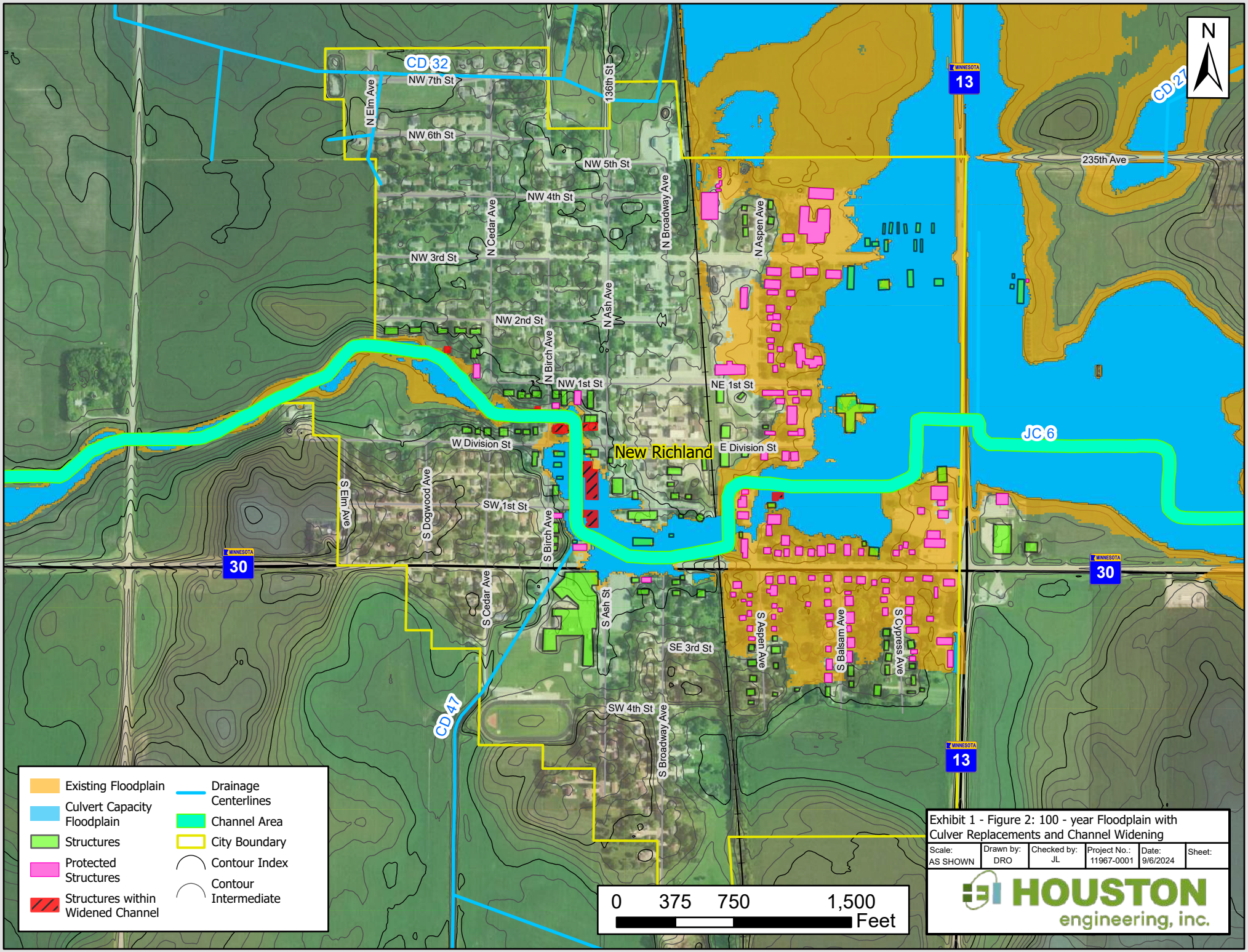
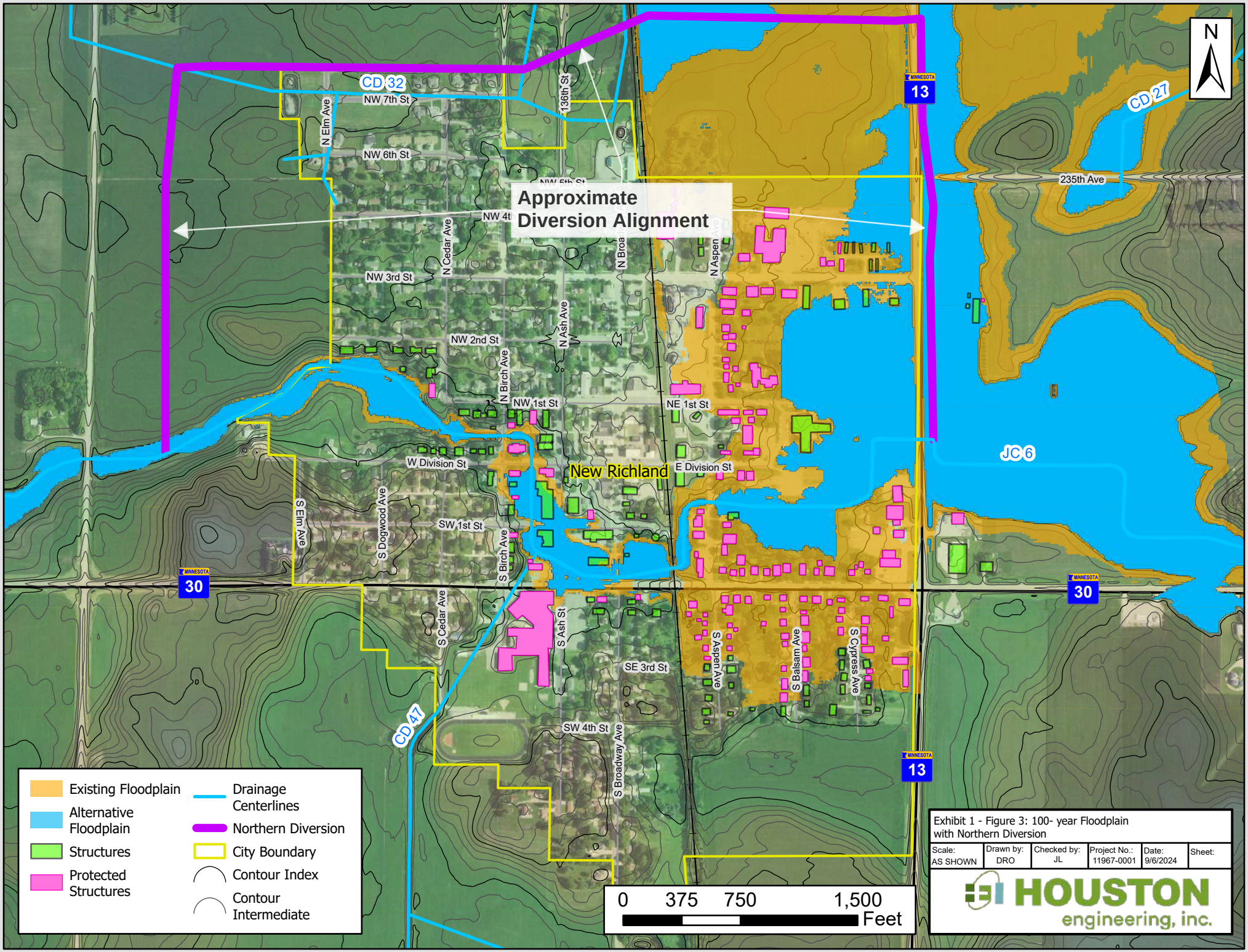


Exhibit 1 - Figure 1: 100 - year Floodplain with Culvert Replacements

Scale:	Drawn by:	Checked by:	Project No.:	Date:	Sheet:
AS SHOWN	DRO	JL	11967-0001	9/6/2024	3 of 7

HOUSTON engineering, inc.


N
CD 32
NW 7th St
N Elm Ave
136th St
NW 6th St
NW 5th St
NW 4th St
N Cedar Ave
N Broadway Ave
N Aspen Ave
NW 3rd St
NW 2nd St
N Ash Ave W
N Birch Ave
NW 1st St
NE 1st St
W Division St
New Richland
E Division St
JC 6
S Elm Ave
S Dogwood Ave
SW 1st St
S Birch Ave
S Cedar Ave
S Ash St
S Aspen Ave
S Balsam Ave
S Cypress Ave
SE 3rd St
SW 4th St
S Broadway Ave
CD 47
CD 27
235th Ave
MINNESOTA 13
MINNESOTA 30
Existing Floodplain
Culvert Capacity Floodplain
Structures
Protected Structures
Structures within Widened Channel
Drainage Centerlines
Channel Area
City Boundary
Contour Index
Contour Intermediate
0 375 750 1,500 Feet
Exhibit 1 - Figure 2: 100 - year Floodplain with Culver Replacements and Channel Widening
Scale: AS SHOWN
Drawn by: DRO
Checked by: JL
Project No.: 11967-0001
Date: 9/6/2024
Sheet:
HOUSTON engineering, inc.


Approximate
Diversion Alignment
New Richland
CD 32
CD 27
CD 47
JC 6
NW 7th St
NW 6th St
NW 4t
NW 3rd St
NW 2nd St
NW 1st St
NE 1st St
W Division St
E Division St
SW 1st St
SE 3rd St
SW 4th St
235th Ave
136th St
N Elm Ave
N Cedar Ave
N Broa
N Aspen
N Ash Ave
N Birch Ave
S Elm Ave
S Dogwood Ave
S Birch Ave
S Cedar Ave
S Ash St
S Aspen Ave
S Balsam Ave
S Cypress Ave
S Broadway Ave
MINNESOTA 13
MINNESOTA 30
N
Existing Floodplain
Alternative Floodplain
Structures
Protected Structures
Drainage Centerlines
Northern Diversion
City Boundary
Contour Index
Contour Intermediate
0 375 750 1,500
Feet
Exhibit 1 - Figure 3: 100- year Floodplain with Northern Diversion
Scale: AS SHOWN
Drawn by: DRO
Checked by: JL
Project No.: 11967-0001
Date: 9/6/2024
Sheet:
HOUSTON engineering, inc.

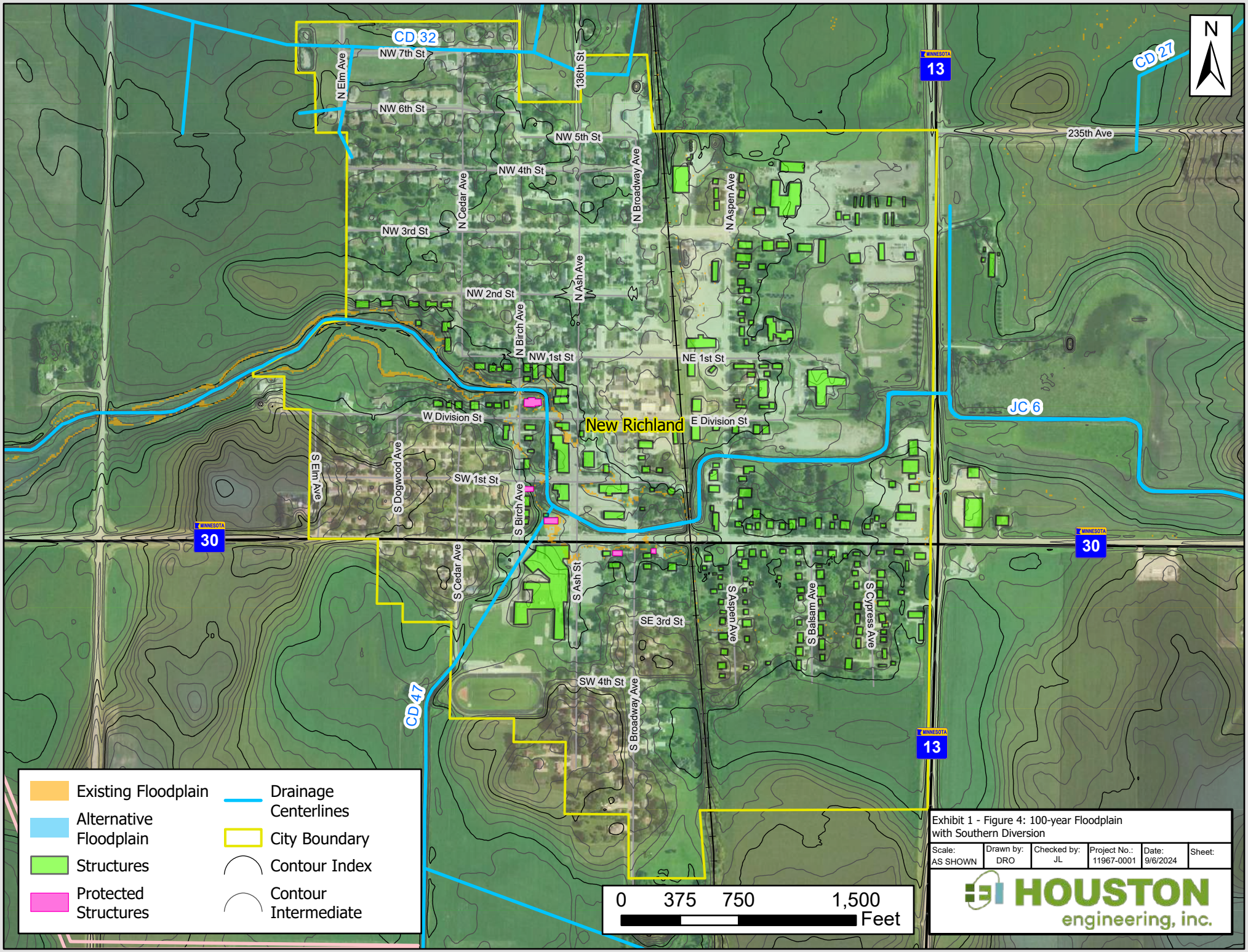
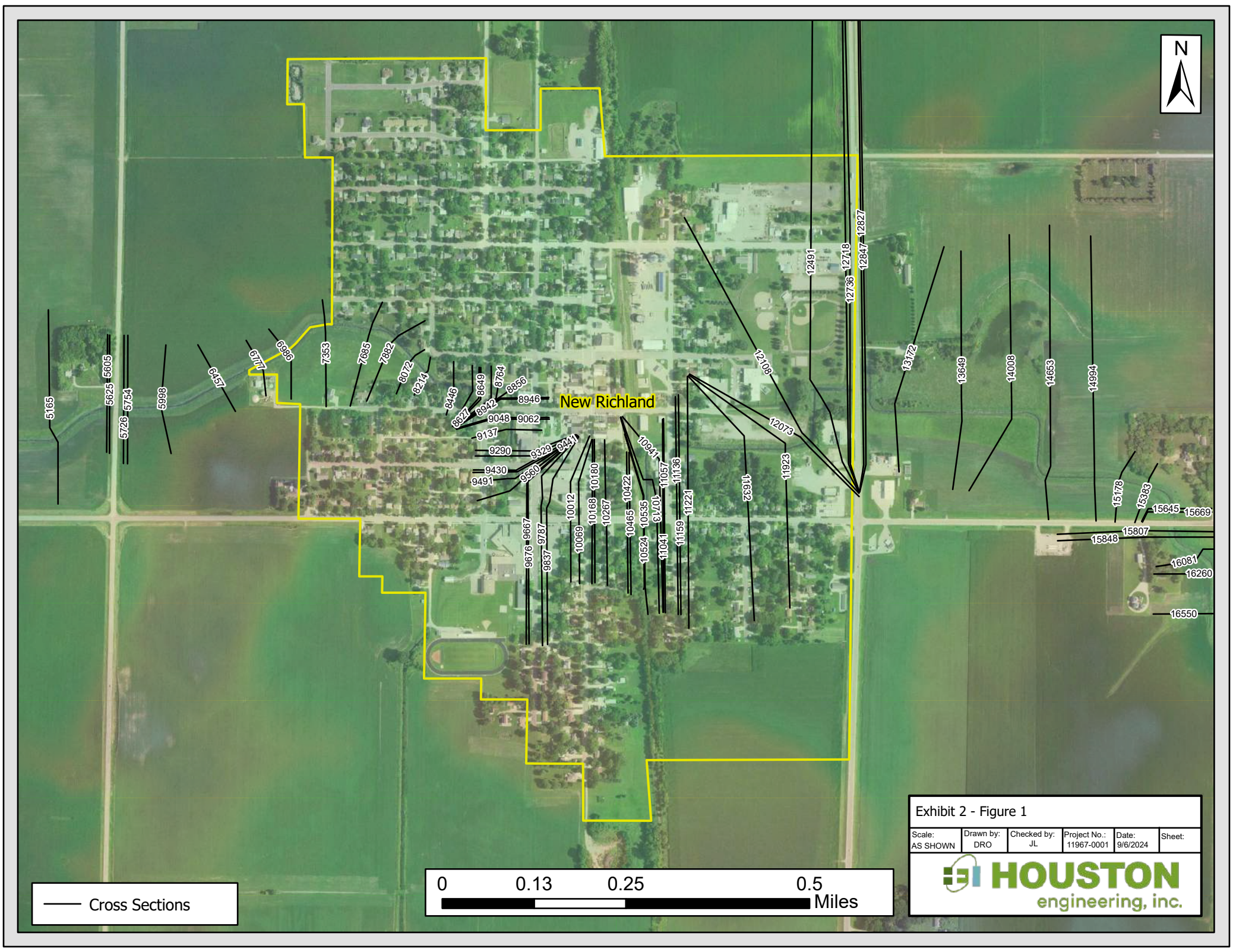


Exhibit 1 - Figure 4: 100-year Floodplain with Southern Diversion

Scale:	Drawn by:	Checked by:	Project No.:	Date:	Sheet:
AS SHOWN	DRO	JL	11967-0001	9/6/2024	

HOUSTON engineering, inc.

EXHIBIT 2 – HYDRAULIC MODEL RESULTS


N
New Richland
5165
5605
5625
5754
5726
5998
6179
6776
6986
7353
7685
7882
8072
8214
8446
8627
8649
8764
8856
8942
8946
9048
9062
9137
9290
9329
9441
9430
9491
9560
9667
9676
9787
9837
10012
10069
10168
10180
10267
10422
10465
10524
10535
10713
10941
11041
11057
11136
11159
11221
11632
11923
12073
12108
12491
12718
12736
12827
12847
13172
13649
14008
14653
14994
15178
15383
15645
15669
15807
15848
16081
16260
16550
0
0.13
0.25
0.5
Miles
Cross Sections
Exhibit 2 - Figure 1
Scale: AS SHOWN
Drawn by: DRO
Checked by: JL
Project No.: 11967-0001
Date: 9/6/2024
Sheet:
HOUSTON engineering, inc.

Cross Section Number	Existing Water Surface Elevation	Post-Project Conditions Water Surface Elevation	Change in Water Surface Elevation
16550	1189.43	1189.44	0.00
16260	1189.43	1189.43	0.00
16081	1189.43	1189.43	0.00
15848	1189.43	1189.43	0.00
15807	1189.38	1189.38	0.00
230th	Culvert	Culvert	Culvert
15669	1183.35	1179.51	-3.83
15645	1183.47	1179.78	-3.70
15383	1183.46	1179.64	-3.82
15178	1183.47	1179.64	-3.82
14994	1183.47	1179.64	-3.82
14653	1183.47	1179.64	-3.82
14008	1183.47	1179.64	-3.82
13649	1183.47	1179.64	-3.82
13172	1183.47	1179.64	-3.82
12847	1183.47	1179.64	-3.82
12827	1183.47	1179.63	-3.84
Highway 13	Culvert	Culvert	Culvert
12736	1183.46	1176.53	-6.94
12718	1183.46	1176.55	-6.91
12491	1183.46	1176.55	-6.91
12108	1183.46	1176.55	-6.91
12073	1183.46	1176.55	-6.91
11923	1183.46	1176.54	-6.93
11632	1183.46	1176.53	-6.93
11221	1183.46	1176.52	-6.94
11159	1183.46	1176.52	-6.94
11136	1183.46	1176.48	-6.98
Aspen Ave S	Culvert	Culvert	Culvert
11057	1183.46	1176.31	-7.15
11041	1183.46	1176.31	-7.14
10941	1183.46	1176.29	-7.17
10713	1183.46	1176.29	-7.17
10535	1183.45	1176.29	-7.17
10524	1183.33	1176.26	-7.07
Railroad	Culvert	Culvert	Culvert

10465	1177.11	1175.88	-1.23
10422	1177.26	1175.89	-1.36
10267	1177.21	1175.89	-1.32
10180	1177.16	1175.88	-1.27
10168	1176.94	1175.87	-1.07
Broadway Ave S	Culvert	Culvert	Culvert
10069	1176.80	1175.77	-1.03
10012	1176.82	1175.77	-1.06
9837	1176.80	1175.77	-1.03
9787	1176.75	1175.76	-0.99
Ash Ave S	Culvert	Culvert	Culvert
9676	1176.74	1175.75	-0.99
9667	1176.75	1175.75	-1.00
9560	1176.70	1175.71	-0.98
9491	1176.67	1175.71	-0.97
9441	1176.62	1175.69	-0.93
9430	1176.56	1175.60	-0.96
1st St SW	Culvert	Culvert	Culvert
9329	1176.46	1175.19	-1.28
9290	1176.50	1175.23	-1.27
9137	1176.44	1175.21	-1.23
9062	1176.31	1175.16	-1.15
9048	1175.93	1174.99	-0.95
Division St W	Culvert	Culvert	Culvert
8946	1175.48	1173.22	-2.26
8942	1175.65	1173.29	-2.36
8856	1175.55	1173.21	-2.34
8764	1175.51	1173.19	-2.33
8707	1175.17	1173.04	-2.13
Birch Ave N	Culvert	Culvert	Culvert
8649	1173.38	1171.82	-1.57
8627	1173.55	1171.83	-1.73
8582	1173.31	1171.73	-1.58
8446	1172.69	1171.33	-1.36
8214	1172.20	1171.06	-1.14
8072	1172.18	1171.04	-1.14
7882	1172.12	1170.98	-1.13
7685	1171.98	1170.93	-1.05
7353	1171.61	1170.82	-0.79
6986	1171.28	1170.73	-0.55
6777	1170.99	1170.68	-0.32

6457	1170.28	1170.58	0.31
5998	1169.44	1169.95	0.51
5754	1168.68	1169.45	0.77
5726	1168.64	1169.29	0.65
130th St	Culvert	Culvert	Culvert
5625	1168.01	1168.40	0.39
5605	1168.13	1168.55	0.42
5165	1167.38	1168.03	0.65
4827	1167.08	1167.88	0.80
4350	1166.77	1167.71	0.94
3975	1166.69	1167.67	0.98
3485	1166.60	1167.60	1.01
3018	1166.60	1167.61	1.01
3001	1165.99	1167.01	1.02
Highway 230	Culvert	Culvert	Culvert
2929	1161.33	1161.54	0.20
2917	1161.37	1161.55	0.18
2439	1160.82	1160.98	0.17
1977	1159.63	1159.77	0.13
1545	1158.73	1158.87	0.13
642	1156.98	1157.12	0.14

EXHIBIT 3 – PRELIMINARY OPINION OF PROBABLE COST DETAILS

Table 4. Capacity Increase

No.	Description	Unit	Unit Price	Estimated Quantity	Estimated Cost
1	MOBILIZATION	LS	$20,000.00	1	$20,000.00
2	WATER CONTROL	LS	$20,000.00	1	$20,000.00
3	BOX CULVERT, 10x10	LF	$1,500.00	660	$990,000.00
4	REMOVE BOX CULVERT	LF	$302.50	660	$200,000.00
5	ROAD CROSSING - PAVED	EACH	$10,000.00	8	$80,000.00
6	REMOVE CMP	LF	$22.46	388	$9,000.00
Construction Subtotal					$1,319,000
Contingencies (25%)					$329,750
				Total Construction Cost	**$1,648,750**
	Permitting (2%)				$26,380
	Engineering (15%)				$197,850
	Legal & Administrative (2%)				$26,380
Non-Construction Cost					$250,610
				Total Estimated Project Cost	**$1,899,360**

1. Does not include temporal escalaction costs or O&M costs.
2. Estimated costs rounded to the nearest thousand.

Table 1. Channel Widening

No.	Description	Unit	Unit Price	Estimated Quantity	Estimated Cost
1	MOBILIZATION	LS	$25,000.00	1	$25,000.00
2	EXCAVATION*	CY	$10.00	110,000	$1,100,000.00
3	WATER CONTROL	LS	$10,000.00	1	$10,000.00
4	HAUL AND DISPOSE OF EXCAVATED MATERIAL	CY	$6.00	110,000	$660,000.00
5	ROAD CROSSING - PAVED	EACH	$10,000.00	11	$110,000.00
Construction Subtotal					$1,905,000
Contingencies (25%)					$476,250
				Total Construction Cost	**$2,381,250**
	Permitting (2%)				$38,100
	Engineering (15%)				$285,750
	Legal & Administrative (2%)				$38,100
Non-Construction Cost					$361,950
				Total Estimated Project Cost	**$2,743,200**

*20% fluff factor on excavation.

1. Does not include temporal escalaction costs or O&M costs.
2. Estimated costs rounded to the nearest thousand.

Table 2. Northern Diversion

No.	Description	Unit	Unit Price	Estimated Quantity	Estimated Cost
1	MOBILIZATION	LS	$20,000.00	1	$20,000.00
2	WATER CONTROL	LS	$20,000.00	1	$20,000.00
3	BOX CULVERT	LF	$1,500.00	288	$432,000.00
5	ROAD CROSSING - PAVED*	EACH	$10,000.00	5	$50,000.00
6	EXCAVATION**	CY	$10.00	80,000	$800,000.00
7	SPOIL MANAGEMENT	CY	$10.00	60,000	$600,000.00
8	HAUL AND DISPOSE OF EXCAVATED MATERIAL	CY	$6.00	20,000	$120,000.00
9	REMOVE CMP	LF	$22.46	144	$3,000.00
10	LAND ACQUISITION	AC	$6,200.00	25	$155,000.00
Construction Subtotal					$2,200,000
Contingencies (25%)					$550,000
				Total Construction Cost	**$2,750,000**
	Permitting (2%)				$44,000
	Engineering (15%)				$330,000
	Legal & Administrative (2%)				$44,000
Non-Construction Cost					$418,000
				Total Estimated Project Cost	**$3,168,000**

*Railroad crossing included in this estimate.

**20% fluff factor on excavation.

1. Does not include temporal escalaction costs or O&M costs.
2. Estimated costs rounded to the nearest thousand.

Table 3. Southern Diversion

No.	Description	Unit	Unit Price	Estimated Quantity	Estimated Cost
1	MOBILIZATION	LS	$25,000.00	1	$25,000.00
2	GRANULAR FILL*	CY	$265.00	0	$0.00
3	WATER CONTROL	LS	$10,000.00	1	$10,000.00
4	TILE, 60" HDPE	LF	$136.00	13,000	$1,768,000.00
5	SPOIL MANAGEMENT & SEEDING	AC	$2,500	0.20	$500.00
6	ROAD CROSSING - PAVED	EACH	$ 10,000.00	1	$10,000.00
Construction Subtotal					$1,813,500
Contingencies (25%)					$453,375
				Total Construction Cost	**$2,266,875**
	Permitting (2%)				$36,270
	Engineering (15%)				$272,025
	Legal & Administrative (2%)				$36,270
Non-Construction Cost					$344,565
				Total Estimated Project Cost	**$2,611,440**

*Potential need for grandular encasement of tile.

1. Does not include temporal escalaction costs or O&M costs.
2. Estimated costs rounded to the nearest thousand.

RESOLUTION 24-21

A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve Ash Ave S from 2nd St SW (Trunk Highway 30) to 4th St SW, Broadway Ave S from 2nd St SW (Trunk Highway 30) to 4th St SW, 4th St SW from Ash Ave S to Broadway Ave S, and 3rd St SE from Broadway Ave S to dead end, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to as the City of New Richland 2025 Street & Utility Improvement Project by Bolton & Menk, Inc. City Engineer for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council of the City of New Richland on this 28th, day of October 2024.

_____
Mayor

Attest:

_____
City Administrator

RESOLUTION 24-22

A RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to the resolution of the council adopted on October 28th, 2024, a report has been prepared by the City Engineer with reference to the 2025 Street & Utility Improvement Project to improve Ash Ave S from 2nd St SW (Trunk Highway 30) to 4th St SW, Broadway Ave S from 2nd St SW (Trunk Highway 30) to 4th St SW, 4th St SW from Ash Ave S to Broadway Ave S, and 3rd St SE from Broadway Ave S to dead end, and this report was received by the council on October 28th, 2024, and;

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOVED by the City Council of New Richland, Minnesota as follows:

The City of New Richland recognizes:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of $3,022,947.18.

2. A public hearing shall be held on such proposed improvement on November 25th, 2024, in the council chambers of the city hall at 6:30 pm and the clerk shall give mailed and published notice of such hearing and improvements as required by law.

Adopted by the City Council of the City of New Richland, Minnesota, this 28th day of October 2024.

_____
Mayor

Attest:

_____
City Administrator

New Richland City Council

28 Oct 2024

New Richland Care Center

Operations:

Average census = 37.8 Current census is 40

Referrals: 24 Accepted 12, admitted 4. Declined 12. Discharged 7.

Projects:

- Lining sewer pipe complete
- AC in the Kitchen complete
- Flagpole installation complete
- Exterior sidewalks to be done soon
- Update to staff lounge to be done soon
- Working through ideas on expanding the nursing home and building independent patio homes

Quality:

- QIIP Fall Reduction
- PIP1 Quality of Life
- PIP2 Fall Reduction

Financials:

Total Operating Income = $20,000

Staffing:

Openings:

Certified Nurse Aides FT/PT positions on days/evenings/overnights. Every other weekend.

RN or LPN FT/PT positions on days/evenings/overnights. Every other weekend.

Other:

Working with NationWide to give staff a Pre-tax option to save even more money. Sounds like there is a minimum of $25 to begin a savings plan. Admin staff working to set up in our payroll system and start the beginning of the year.

Health Insurance open enrollment is 28 Oct.

Date: October 7, 2024

To: City of New Richland

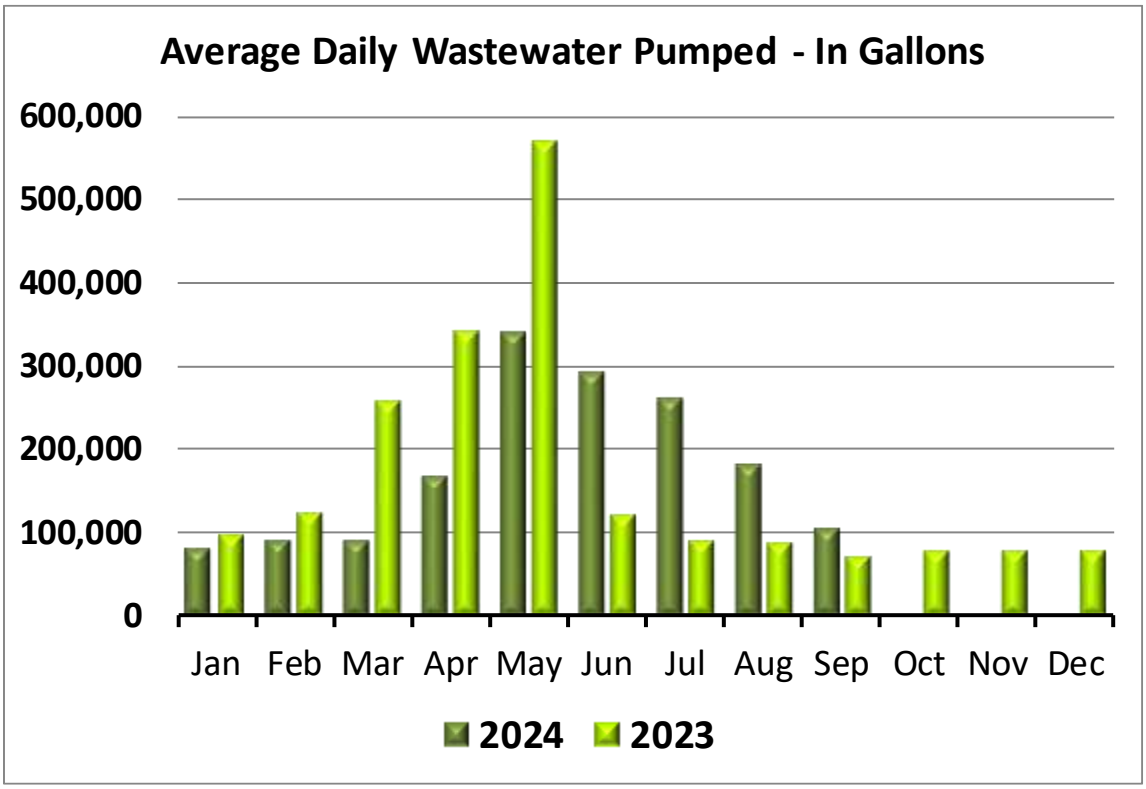
From: Shell Johnson, Operator

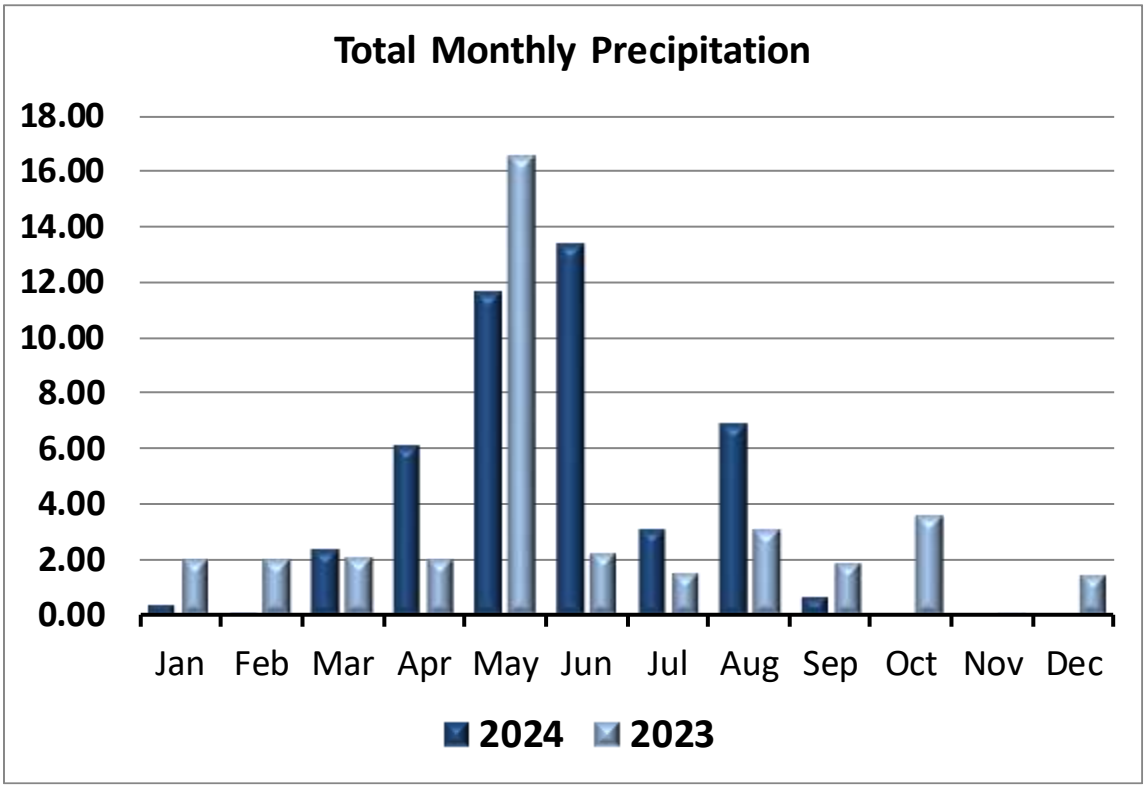
O & M Report: September 2024

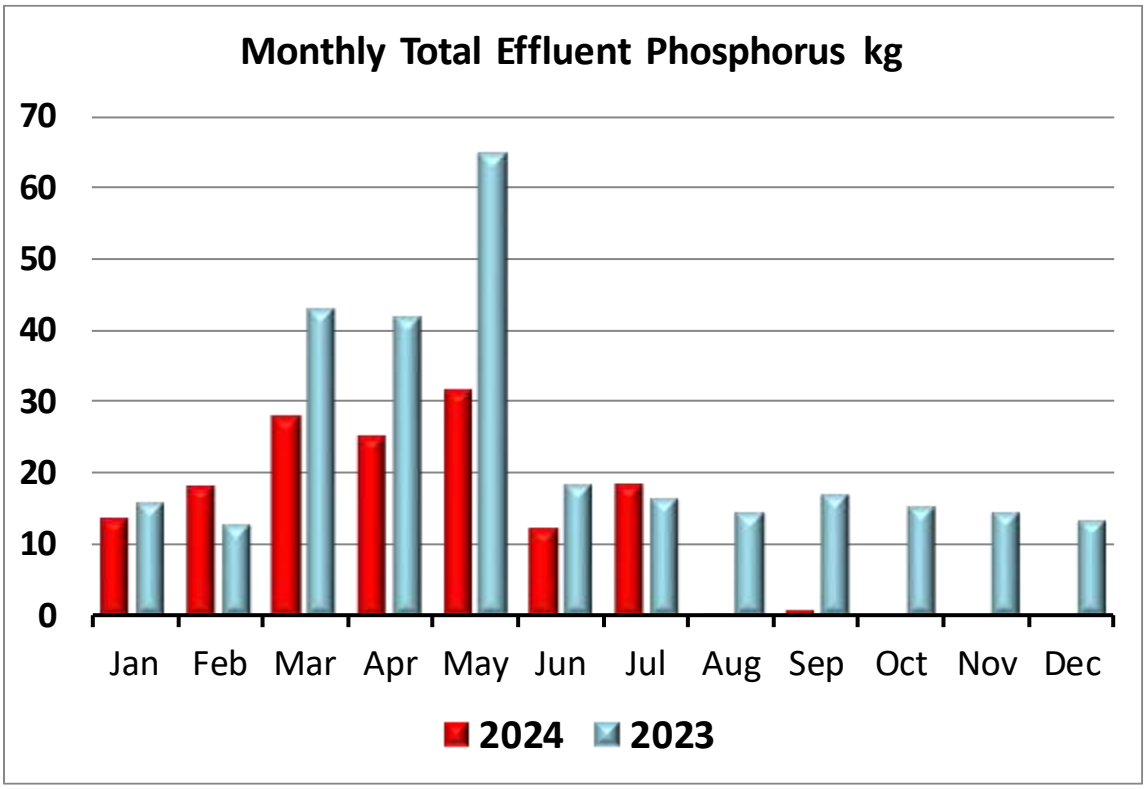
Wastewater Operation & Maintenance

- Sept 9th - Al Brooks fire extinguisher inspection.
- Sept 9th - Straight River- loose wires in control panel, fixed outside light. Generator issue when it turns on and it will shut off chemical feeds.
- Sept 12th - Biosolid Samples taken.
- Oct.2nd - MN Pump Works- Napa lift pump #2 has broken fin, Elm lift looks like green carpet string was wrapped around the impeller which made the pump did not work. It is working now. Main lift at the plant, # 2 10HP pump has a broken shaft and keyway. MN Pump took pump #2 with them for repairs.
- Oct 3rd - Biosolids land applied on the north acreage. 68,400 gallons.

PeopleService INC.
Water & Wastewater Professionals






Monthly Total Effluent Phosphorus kg
70
60
50
40
30
20
10
0
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
2024
2023

PeopleService INC.
Water & Wastewater Professionals

		September-24	August-24	September-23
Water	**Units**			
Wastewater				
CBOD				
CBOD Influent	mg/L	313	208	286
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	4.8	2.2	3.7
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	2.1	1.2	1.4
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	98%	98%	98%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	4,090	907	573
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	3	3	1
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	1.3	2.0	0.4
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	100%	99%	99%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	3.94	2.24	3.81
Phos Effluent	mg/L	1.68	0.32	2.08
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	0.70	0.20	17.02
Phos Effluent kg Per Year	kg	218.55	215.32	48.18
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	3	10	6
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	1.91	1.77	5.60
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	106,000	182,000	72,000
Maximum Daily	gallons	208,000	399,000	97,000
Total Monthly	gallons	3,190,000	5,657,000	2,165,000
Precipitation Monthly Total	inches	0.62	6.88	1.86

Contract True-Ups - Current Contract Year				
Item	**Budgeted Amount**	**Amount Spent**	**% of Budget**	**% of Time**
Maintenance Budget	$7,482.00	$6,678.00	89%	75%
Total	$7,482.00	$6,678.00	89%	75%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
9/3/2024	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	MN pump works does this. on their yearly inspection	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
9/3/2024	Air Compressor	30052 WW New Richland, MN	checked oil both sides, belts look good, blow off works, and regulator holds at 75 psi, which is recommended.	Monthly PM	Check oil, belt tension, relief valves & drain water. See manual.
9/3/2024	NO 3 RAS	30052 WW New Richland, MN	RAS 3 plugged up and quit working, herb and i switched to #2 Pump	Monthly PM	Grease the zirks on the pump if the pump running this month.
9/3/2024	Effluent Sampler	30052 WW New Richland, MN	changed hose and put in a new sled and temp sensor in august.	Monthly PM	Clean, inspect pump hose & check dessicant on unit. See manual
9/3/2024	East Ras Flowmeter	30052 WW New Richland, MN	the percentage works but not the numbers on the digital	Monthly PM	Clean unit & check following: 1. If #'s are visable in totalizer display window 2. Red needle in percent of flow display window actuates. 3. #'s on the totalizer are changing with the flow.
9/3/2024	Eyewash Station	30052 WW New Richland, MN	Run eyewash every monday.	Monthly PM	Inspect eyewash for proper operation. Located at lab sink.
9/3/2024	Gas Detector	30052 WW New Richland, MN	Ran self check 63 days till calibraiton	Monthly PM	Turn on, check batteries and if calibration is due.
9/3/2024	Office Air Conditioner	30052 WW New Richland, MN	cleaned filter , not working the best.	Monthly PM	Clean filter & unit. May need more cleaning during heavy use.
9/3/2024	Lift Station #1 - WWTP	30052 WW New Richland, MN	mn pump does this in the fall	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
9/3/2024	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	MN pump works does this	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
9/3/2024	NO 2 RAS	30052 WW New Richland, MN	greased zhirks, started friday august 30th, ras 3 is plugged somewhere in line.	Monthly PM	Grease the zirks on the pump if the pump running this month.

9/3/2024	Basement Sump Pump	30052 WW New Richland, MN	pulled floats and alarm called out	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
9/3/2024	NO 1 RAS	30052 WW New Richland, MN	Greased zhirks, running good	Monthly PM	Grease the zirks on the pump if the pump running this month.
9/3/2024	Blower NO 2	30052 WW New Richland, MN	not in service this month	Blower Monthly	Check oil level and belt tension, Check filter and clean/replace if needed. inspect units for abnormal wear and leaks.
9/3/2024	Eye Wash Station	30052 WW New Richland, MN	changed out water for winter	Flush Eyewash Station	1.Clean portable eyewash station 2.Rinse with potable water 3. Add entire 40z preservative bottle and fill the station with potable water to the bottom of the cap opening 4. Date inspection tag and apply tamper seal over the cap 5. Change solution every 90 days minimum 6. Follow manufactures instructions for testing the portable eyewash station.
9/3/2024	IBC Boiler	30052 WW New Richland, MN	not in service just yet	Blower Monthly	Check the inlet pressure, the BTU and return temp. Check site tube on the water tank.
9/9/2024	FIRE EXTINGUISHERS	30052 WW New Richland, MN	9/9 Al brooks fire ext inspection 9 total	Fire Extinguisher Monthly	Make sure clear path to extinguisher, gauge is in green, pin is in place. Remove from wall mount and turn upside down several times. Document back of inspection tag with month and initials.
9/10/2024	Alarms	30052 WW New Richland, MN	Floats pulled straight riv r did hav another look at electrical it wasnâ€™t calling out but is niw	Test alarm dialer	1. Test alarm function and verify communications equipment can reach emergency contact personnel for the WWTP at your project. 2. Trip the high level float and clean if necessary in sump pump un basement.
9/10/2024	Emergency Generator	30052 WW New Richland, MN	Ran test 36 min total. Straight river here to fix generator shutting off so2 and ferric pump	Generator Monthly	Check all fluids including fuel. Inspect unit for leaks or abnormal wear. Exercise under load and document hour meter. Please run generator twice a month.

9/10/2024	Emergency Generator	30052 WW New Richland, MN	Ran test. Electrician here to test why it shuts off so2 and ferric when generator runs	Schedule Appointment	Have outside Vendor GSS at 507-524-4940 come in and perform maintenance on generator.
9/10/2024	Influent Sampler	30052 WW New Richland, MN	Will require new hoses for fall and tubing sheet for winter. Checked hoses and sampler temps weekly	Monthly PM	Clean, inspect pump hose
9/23/2024	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	Pump 2 still not working. Waiting for mn pump. Otherwise floats pulled alarm called out and red light came on	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/23/2024	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	Pulled floats alarm called. You have to call back the lift station to acknowledge it	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/23/2024	Blower NO 1	30052 WW New Richland, MN	Blower is running the month of September oilâ€™s fine	Monthly PM	Check belt tension, check motor, air filters ect. See manual Belt Dayco Wedge-Band belt #R5VX630-2
9/24/2024	Anaerobic Digester	30052 WW New Richland, MN	greased the rollers, and the gas vents are working at this time. the can was at roof level, there is alot of debris on the top of the digester, dried scum, debris, etc. not sure exactly what to do about it. calling around to see.	Service Equipment	Grease upper rollers & inspect cover. Check lube kerosene level-clean piping for pressure on relief valve. Schedule this task when another employee is present.

9/25/2024	Final Clarifier NO 2	30052 WW New Richland, MN	cleaned vent, filter flies are really bad this year, greased zhirks, checks oils.	Monthly PM	Grease, clean air vent for gear box skimmer. Give 3-4 shots of grease each zerk.
9/25/2024	Lift Station #1 - WWTP	30052 WW New Richland, MN	MN pump will be here Oct 2nd and oct 3rd. Pump 2 has not been right since the flooding. Electrician did help set Float 3 and 4, with alarm. there was no alarm on them for high water level. As of now. Pump 1 on at 4.2 and off at 1.46 pump 2 at 5.2 pump 3 or 4 at 8 feet and then 9 ft the wet well is 27 feet in depth	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/25/2024	Mechanical Bar Screen	30052 WW New Richland, MN	All grease shirks greased. Changed oil. Using Schaefferâ€™s 167/460 gear lube. Scrubbed rake and trash stainless steel. Shut down in office on control board switch and in prelim. LOTO on knife switch on west wall of office	Service Equipment	Change oil on drive gear box- 15 to 60F Use Shell Valvata J-460 oil 50 to 125F 8 grease Zhirks: 2-RA 2-Upper inside left and right side arms 1-Upper inside sprocket 1- Upper outside sprocket 1-Lower basement inside sprocket 1- lower basement outside srpocket.
9/25/2024	Trickling Filter	30052 WW New Richland, MN	sprayed down, filter flies horrible, checked arms, do notice the cables are starting to rust. Starting to wonder if the main line might have a wad of snails in it, just seeing the flow different these days.	Monthly PM	Make sure the flow on the arm is even. Marathon Electric Cat N- K004 Model YVF56T17D2092E HP- 1 RPM-1725 Belt Size- A33 /9002 2033
9/25/2024	Final Clarifier NO 1	30052 WW New Richland, MN	greased zhirks, cleaned vent, reopened outside louvers, exhaust on, checked oils	Monthly PM	Grease, clean air vent for gear box skimmer. refer to manual, numerous tasks. Give 3-4 shots to each zerk to grease.

9/25/2024	Primary Clarifier	30052 WW New Richland, MN	checked oils, if you add to lower, go slow, or it will go out the dust cover, greased zhirk, chain good	Monthly PM	Check oil levels, add as required Grease all fittings Open drain valve 9 under the worm housing(upper reservoir) and open valves 7 & 8 (lower reservoir) and dra off small quantity of oil to remove any accumulated water. Lubricate drive chain

Wastewater Plant Maintenance Expenditures

Date	Vendor List	Description	Total
9/1 -9/30	Venders (1)	Misc Invoices under $50 (1)	$17
		Total	$17

Wastewater System Maintenance Expenditures

Date	Vendor List	Description	Total
9/1 -9/30	Venders (1)	Misc Invoices under $50 (1)	$12
		Total	$12

Total maintenance dollars spent year-to-date is close to exceeding the budgeted amount listed in the O&M Agreement. Any maintenance money spent over the budgeted amount will be billed to the city at the end of the current agreement year.

Total Expenditures	
W/W Plant Maintenance	$17
W/W System Maintenance	$12
Total For This Month	$29
Total Maintenance Dollars Spent Year-to-Date (January 1, 2024 to End of This Report Month)	$6,678
Annual Maintenance Budget (Jan. 1, 2024 - Dec. 31, 2024)	$7,482
Percent Maintenance Budget Spent Year-to-Date	89%

City of New Richland
Maintenance & Utilities
Council Report

October 2024

PROJECTS COMPLETED

- 13 Blue cards were issued to residents this month.
- 0 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.
- Cleaned some branches around sign interference.
- Sweepers is ready.
- Flushed Hydrants 10/24
- Fixed the window at Library
- Cleaned carpet at the library.

FUTURE PROJECTS

- Maintenance and winterize town, City Hall, Water plant, water tower, city shop, etc.
- Sweed streets
- Burn dumb
- Mulch parks
- Get snow equipment ready.
- Three hydrants Division/Aspen, Division/3rd, and end of South Broadway.

SEEKING RECOMMENDATION

Respectfully Submitted: *Eric Hendrickson*, Maintenance & Utility Supervisor

Planning & Zoning Commission Staff Report

October 17th, 2024

The New Richland Planning and Zoning Commission met on Thursday October 17th, 2024, at 6:30 pm in the New Richland City Council chambers. The following members were in attendance:

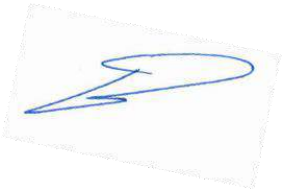
Wayne Billing
Jason Casey, Council Person
Anthony Martens, City Administrator

There not being a quorum, members discussed the following agenda items but took no action:

1. Ordinance 24-05: An Amendment to C1 Downtown Commercial District in relation to Lower-Potency Hemp Edible Sales as an Accessory to retail sales
    a. Review and order staff report to council
2. Ordinance 24-06: Amendment to C3 Highway Commercial District in relation to Lower-Potency Hemp Edible Sales as an Accessory use to retail sales
    a. Review and order staff report to council
3. Ordinance 24-07: Amendment to the Industrial Zone allowing the manufacture and retail sale of cannabinoid and hemp derived products as a conditional use
    a. Review and order staff report to council

Members in attendance see no issues with the ordinances as presented and recommend to the council to hold a public hearing as ordered and adopt the ordinances as presented.

Respectfully submitted,



Anthony Martens, City Administrator

Memo

To: City Council

From: Cory Bienfang, City Engineer

cc: Anthony Martens

Date: 10/28/24

Re: 2025 Street and Utility Improvements Project – Order and Receive Preliminary Engineering Report and Order Improvement Hearing

---

PURPOSE
Consider a resolution 24-21 ordering the preparation of a preliminary engineering report (commonly referred to as a feasibility report) and a resolution 24-22 receiving the preliminary engineering report and ordering the public improvement hearing for the 2025 Street and Utility Improvement Project.

SUMMARY
On May 28th, 2024, the City Council ordered the preparation of a preliminary engineering report for a proposed 2025 Street and Utility Improvement Project. The preliminary engineering report is required by law to ensure that the improvement is necessary and serves the best interest of the public. Both the preliminary engineering report and the public improvement hearing are required steps of the 429 Special Assessment Process.

On October 14th, 2024, the City Council accepted the preliminary engineering report for a proposed 2025 Street and Utility Improvement Project for the improvement of the following project area:

- Ash Ave S – 2nd St SW (Trunk Highway 30) to 4th St SW
- Broadway Ave S – 2nd St SW (Trunk Highway 30) to 4th St SW

Following the meeting, it was recommended to investigate the feasibility of expanding the project area to include the two side streets of 4th St SW and 3rd St SE for a proposed revised project area as follows:

- Ash Ave S – 2nd St SW (Trunk Highway 30) to 4th St SW
- Broadway Ave S – 2nd St SW (Trunk Highway 30) to 4th St SW
- 4th St SW – Ash Ave S to Broadway Ave S
- 3rd St SE – Broadway Ave S to dead end

The addition of these streets is justified with respect to the constructability of the project as any future reconstruction of 3rd or 4th St would require working across and directly adjacent to either the new roadway of Ash St or Broadway St. Additionally, the added cost to the project of approximately $500,000 to include two more blocks of reconstruction, both with known infrastructure deficiencies are good value. Finally, when reviewing the City's adopted special assessment policy, there is observed to be a more balanced application based on both the long and short sides now included within the project.

The improvement of Ash Ave, Broadway Ave, 3rd St, and 4th St referred to as the 2025 Street & Utility Improvement Project are critical segments for improvement with failing sanitary sewer, undersized watermain, old storm sewer infrastructure, deficient pedestrian facilities, and failing roadway pavement.

The scope of the proposed improvement is full reconstruction with the replacement of all underground utilities, new roadway pavement, and construction of continuous pedestrian facilities along one side of the roadway. The improvements are planned to be completed as one project during the summer of 2025.

The total project cost is estimated at just over $3 million, with funding anticipated to include various sources including but not limited to utility enterprise funds, general tax funds, special assessments per the City's Special Assessment Policy for abutting properties, and General Obligation Bonds.

ACTION REQUESTED

Staff recommend that the City Council adopts the attached resolution 24-21 ordering the preparation of the feasibility report and subsequently adopts the attached resolution 24-22 receiving the feasibility report and ordering a public improvement hearing for November 25, 2024, on the 2025 Street and Utility Improvement Project.

2025 Street & Utility Improvements Project

Feasibility Report

City of New Richland
October 24, 2024

Submitted by:
Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
P: 507-625-4171
F: 507-625-4177
BMI Project No. 0M1.130627

Certification

Feasibility Report

For

2025 Street & Utility Improvements Project

City of New Richland, MN
0M1.130627

October 24, 2024

PROFESSIONAL ENGINEER

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: Cory L Bienfang

Typed or Printed Name: Cory Bienfang

Date: 10/24/2024 License Number: 51292

Table of Contents

I. Introduction 1
II. Ash Avenue S – 2nd Street SW (TH 30) to 4th Street SW 1
A. Existing Conditions 1
B. Proposed Improvements 2
III. Broadway Avenue S – 2nd Street SW (TH 30) to 4th Street SW 3
A. Existing Conditions 3
B. Proposed Improvements 4
IV. 4th Street SW – Ash Avenue S to Broadway Avenue S 5
A. Existing Conditions 5
B. Proposed Improvements 6
V. 3rd Street SE – Broadway Avenue S to the East 325' 7
A. Existing Conditions 7
B. Proposed Improvements 8
VI. Project Phasing 9
VII. Required Permits 10
VIII. Preliminary Engineer's Estimate 10
A. Preliminary Engineer's Estimate 10
B. Financing 10
IX. Assessments 10
X. Project Schedule 11
XI. Public Involvement 12
XII. Recommendations 12

Tables

Table 1 - Project Schedule 11

Appendix

Appendix A: Figures

Appendix B: Preliminary Engineer's Estimate

Appendix C: Preliminary Special Assessment Roll

Appendix D: Example Questionnaire Sheet

Appendix E: 2023 Televising Review Pipe Rating Summary

I. Introduction

This report has been prepared at the request of the City of New Richland for street and utility improvements to the following areas:

- Ash Avenue S from 2nd Street SW (TH 30) to 4th Street SW
- Broadway Avenue S from 2nd Street SW (TH 30) to 4th Street SW
- 4th Street SW from Ash Avenue S to Broadway Avenue S
- 3rd Street SE from Broadway Ave S to the east approximately 325'

The report provides an initial analysis of the feasibility, cost-effectiveness and necessity of the proposed improvements. The proposed improvements include the installation of new sanitary sewer, watermain, storm sewer, curb and gutter, street pavement, and additional pedestrian facilities.

The objectives of the proposed improvements are to improve drainage, reconstruct sanitary sewer to limit the amount of rain water entering the sanitary sewer system, upsize watermain to meet fire protection standards, and replace sewer and water services. Estimated costs for the improvements and figures illustrating the proposed improvements are included in the appendix.

II. Ash Avenue S – 2nd Street SW (TH 30) to 4th Street SW

A. Existing Conditions

Ash Avenue S, formerly known as Waseca Street, from 2nd Street SW (TH 30) to 4th Street SW is a local road running north/south in an urban portion of the City of New Richland. The road provides access to the New Richland, Hollandale, Ellendale, and Geneva (NRHEG) High School as well as residential properties further to the south.

There are not any records available for the initial construction of Ash Avenue S. The plat for the project area is dated 1963. Improvements have been made in areas adjacent to Ash Avenue S. In 2003, 2nd Street SW was reconstructed and the project limits tied into the end radii of Ash Avenue S. In 2024 improvements were made to the high school parking lot at the southeast corner of 2nd Street SW and Ash Avenue S. These improvements included geometric changes, storm sewer updates, pavement replacement, and pedestrian improvements.

The right-of-way width on Ash Avenue S is 64'. The existing road section is a 37.5' wide bituminous roadway with curb and gutter on both sides. The roadway surface shows signs of having been seal coated in the past few years, but the pavement exhibits transverse and longitudinal cracking. There is a concrete sidewalk along the west side of Ash Avenue S adjacent to the high school. South of the high school, there are not any pedestrian facilities.

An existing 8" diameter vitrified clay pipe (VCP) sanitary sewer exists along Ash Avenue S. In 2023, televising of this line was completed. The televising showed that this segment of sanitary sewer exhibits cracking, roots, sags, mineral deposits, and protruding taps. A figure showing the pipe ratings and notes from the televising is shown in **Appendix E.**

There are two separate sanitary sewer systems along this segment of Ash Avenue S. The first system starts just north of 4th Street SW and flows north to 2nd Street SW. The second system runs from the southernmost property along Ash Avenue S and continues north to 4th Street SW where it turns east and flows to Broadway Avenue S.

Sanitary service pipes of varying sizes and materials collect sewage from properties throughout the corridor. During heavy rain events, it has been observed that residents along this stretch of Ash Avenue S have had sewage backup into their basements. Currently, investigations are still ongoing to determine what causes the backup. It is possible that the backup is due to the downstream sanitary sewer becoming inundated and backing up into the project area during heavy rain events.

A 4-inch cast iron pipe (CIP) watermain exists along all of Ash Avenue S. South of the school building it connects to a 4" watermain that loops around the school building. There are water services to the properties throughout the corridor that vary in size and material.

There is an existing storm sewer along Ash Avenue S that flows from the intersection of Ash Avenue S and 4th Street SW to 2nd Street SW where it flows out of the project area. The storm sewer system consists of 12"-15" reinforced concrete pipe (RCP) with multiple catch basin leads and roof drain connections coming from the school property.

B. Proposed Improvements

Proposed Improvements can be in **Figures 4-6 of Appendix A**

1. Street Improvements

   Ash Avenue S is proposed to be reconstructed to a 9-ton bituminous pavement section with curb and gutter. The proposed width of the roadway is 40-feet from face-to-face of curb with two 12-foot driving lanes and two 8-foot parking lanes.

   The horizontal and vertical alignment of Ash Avenue S is planned to remain similar to the existing alignment. Curb cuts and concrete aprons will be constructed for all existing driveways. All signage along the project corridor is proposed to be salvaged and reinstalled. The new parking lot improvements are proposed to be protected outside of the right-of-way. The driveway aprons for the parking lot will need to be reconstructed within the right-of-way to tie into the new curb.

   A new sidewalk is proposed to be installed at the back of curb on the west side of Ash Avenue S along the school building. The new sidewalk will have a minimum width of 6 feet. South of the school building, a 5-foot-wide sidewalk with a boulevard is proposed to be extended to the south.

2. Sanitary Sewer Improvements

   Proposed improvements consist of replacing the existing VCP sanitary sewer with new 8" polyvinyl chloride (PVC) pipe throughout Ash Avenue S. All existing manholes will be replaced with new precast concrete manholes. Further analysis will be conducted during final design to determine if the sewer system south of 4th Street SW should be rerouted along Ash Avenue S.

   All sanitary sewer services will be replaced with PVC matching the size of the existing service up to the ROW. Provisions will be included in the contract to provide homeowners with the option to replace their sewer service from the ROW up to their home at the homeowner's expense using the City's contractor. These items will include provisions for plumber hours and basement floor replacement.

3. Watermain Improvements

   Based on the watermain material type, break history, and pipe size; the existing CIP watermain is proposed to be replaced with new 8" PVC watermain. The increased watermain size will provide sufficient flows for fire suppression. New hydrants and gate valves will be installed to increase the operability of the watermain system.

   All water services and curb stops, will be removed and replaced with new polyethylene (PE) services from the watermain to the ROW. To provide water service to affected residents throughout the duration of the new watermain construction, a temporary system will be installed and connected to each house/business.

   In 2024, a water services inventory was conducted throughout all New Richland by Bolton & Menk to identify services that are not in compliance with current Minnesota Department of Health (MDH) standards. Any properties that are out of compliance in the project area will be provided with a means of correcting their water service that is not in compliance beyond the ROW. Like the sewer services, provisions will be included in the contract to provide property owners with an option to replace their service at their expense using the City's contractor.

4. Storm Sewer Improvements

   New storm sewer pipe, catch basins, and manholes are proposed to be extended throughout Ash Avenue S to provide roadway drainage. New pipes will be allowed to be RCP, PVC, corrugated polyethylene (CP), or polypropylene (PP) and will vary in size from 12" to 21". Structures will be installed throughout the roadway and at the intersection with 4th Street SW. The pipe will be designed so that it can continue south along Ash Avenue S for future projects.

   A 6" perforated draintile pipe is proposed to be installed behind the back of curb at the bottom of the street section to collect moisture that is contained within the select granular embankment layer of the roadway base. Sump pump connection points will be provided for each property that will connect to the draintile pipe. See **Figure 7 of Appendix A** for a detail of the sump pump connections.

III. Broadway Avenue S – 2nd Street SW (TH 30) to 4th Street SW

A. Existing Conditions

Broadway Avenue S from 2nd Street SW (TH 30) to 4th Street SW is a local road running north/south in an urban portion of the City of New Richland. The road provides access to residential properties throughout its entire length.

There are not any records available for the initial construction of Broadway Avenue S. The roadway was platted at the same time as Ash Avenue S in 1963. In 2003, 2nd Street SW was reconstructed and improvements were made up to the end radii of Broadway Avenue S.

The right-of-way width along Broadway Avenue S is 70'. The existing road section is a 40' wide bituminous roadway with curb and gutter on both sides. The roadway surface shows signs of having been seal coated in the past few years, but the pavement exhibits transverse and longitudinal cracking.

There is a concrete sidewalk along the east and west side of Broadway Avenue S. The sidewalk continues south of 4th Street SW on the east side and stops about 300 feet north of 4th Street SW on the west side.

An existing 8” diameter VCP sanitary sewer exists along Broadway Avenue S. The sewer main starts on the south end of the roadway and flows north to 2nd Street SW where it turns west and flows out of the project area. In 2023, televising of this line was completed. The televising showed that this segment of sanitary sewer exhibits cracking, roots, sags, mineral deposits, point repairs, open joints, and protruding taps. A figure showing the pipe ratings and notes from the televising is shown in **Appendix E.**

Sanitary service pipes of varying sizes and materials collect sewage from properties throughout the corridor. During heavy rain events, it has been observed that residents along this stretch of Broadway Avenue S have had sewage backup into their basements. Currently, investigations are still ongoing to determine what causes the backup. It is possible that the backup is due to the downstream sanitary sewer becoming inundated and backing up into the project area during heavy rain events.

A CIP watermain exists along Broadway Avenue S. From 2nd Street SW to 4th Street SW the CIP is 6” in diameter, south of 4th Street SW, the CIP is 4” in diameter. There are water services to the properties throughout the corridor that vary in size and material.

There is an existing storm sewer along Broadway Avenue S that flows from just south of the intersection of Ash Avenue S and 4th Street SW to 2nd Street SW where it flows out of the project area. The storm sewer system consists of 12”-18” reinforced concrete pipe (RCP) with catch basin leads near the intersections with 3rd Street SE and 4th Street SW.

B. Proposed Improvements

Proposed Improvements can be in **Figures 4-6 of Appendix A**

1. Street Improvements

   Broadway Avenue S is proposed to be reconstructed to a 9-ton bituminous pavement section with curb and gutter. The proposed width of the roadway is 36-feet from face-to-face of curb with two 11-foot driving lanes and two 7-foot parking lanes. A new 5-foot sidewalk is proposed to be installed on only the west side of the roadway throughout the project limits.

   The horizontal and vertical alignment of Broadway Avenue S is planned to remain similar to the existing alignment. Curb cuts and concrete aprons will be constructed for all existing driveways. All signage along the project corridor is proposed to be salvaged and reinstalled.

2. Sanitary Sewer Improvements

   Proposed improvements consist of replacing the existing VCP sanitary sewer with new 8” PVC pipe throughout Broadway Avenue S. All existing manholes will be replaced with new precast concrete manholes.

   All sanitary sewer services will be replaced with PVC matching the size of the existing service up to the ROW. Provisions will be included in the contract to provide homeowners with the option to replace their sewer service from the ROW up to their home at the homeowner’s expense using the City’s contractor. These items will include provisions for plumber hours and basement floor replacement.

3. Watermain Improvements

   Based on the watermain material type, break history, and pipe size; the existing CIP watermain is proposed to be replaced with new 8" PVC watermain. The increased watermain size will provide sufficient flows for fire suppression. New hydrants and gate valves will be installed to increase the operability of the watermain system.

   All water services and curb stops, will be removed and replaced with new polyethylene (PE) services from the watermain to the ROW. To provide water service to affected residents throughout the duration of the new watermain construction, a temporary system will be installed and connected to each house/business.

   In 2024, a water services inventory was conducted throughout all of New Richland by Bolton & Menk to identify services that are or are not in compliance with current MDH standards. Any properties that are out of compliance in the project area will be provided with a means of correcting their water service that is not in compliance beyond the ROW. Like the sewer services, provisions will be included in the contract to provide property owners with an option to replace their service at their expense using the City's contractor.

4. Storm Sewer Improvements

   New storm sewer pipe, catch basins, and manholes are proposed to be extended throughout Broadway Avenue S to provide roadway drainage. New pipes will be allowed to be RCP, PVC, corrugated polyethylene (CP), or polypropylene (PP) and will vary in size from 12" to 18". Structures will be installed throughout the roadway and at the intersections with 3rd Street SE and 4th Street SW. The pipe will be designed so that it can continue south along Broadway Avenue S for future projects.

   A 6" perforated draintile pipe is proposed to be installed behind the back of curb at the bottom of the street section to collect moisture that is contained within the select granular embankment layer of the roadway base. Sump pump connection points will be provided for each property that will connect to the draintile pipe. See **Figure 7 of Appendix A** for a detail of the sump pump connections.

IV. 4th Street SW – Ash Avenue S to Broadway Avenue S

A. Existing Conditions

4th Street SW from Ash Avenue S to Broadway Avenue S is a local road running east/west in an urban portion of the City of New Richland. The road provides access to residential properties throughout its entire length.

There are not any records available for the initial construction of 4th Street SW. The roadway was platted at the same time as both Ash Avenue S and Broadway Avenue S in 1963.

The right-of-way width along 4th Street SW is 33'. The existing road section is a 31' wide bituminous roadway with curb and gutter on both sides. The roadway surface shows signs of having been seal coated in the past few years, but the pavement exhibits transverse and longitudinal cracking.

There is no existing concrete sidewalk along the north side of 4th Street SW, and only walk for a portion of the south side of 4th Street SW along the property of 401 Ave Avenue S.

An existing 8” diameter VCP sanitary sewer exists along 4th Street SW. The sewer main starts on the west end of the roadway at Ash Avenue S and flows east to Broadway Avenue S where it turns north and flows outside of the project area to 2nd Street SW (TH 30). In 2023, televising of this line was completed. The televising showed that this segment of sanitary sewer exhibits cracking, roots, sags, mineral deposits, point repairs, open joints, and protruding taps. A figure showing the pipe ratings and notes from the televising is shown in **Appendix E.**

Sanitary service pipes of varying sizes and materials collect sewage from properties throughout the corridor. During heavy rain events, it has been observed that residents along this stretch of 4th Street SW have had sewage backup into their basements. Currently, investigations are still ongoing to determine what causes the backup. It is possible that the backup is due to the downstream sanitary sewer becoming inundated and backing up into the project area during heavy rain events.

There is currently no existing watermain along 4th Street SW from Ash Avenue S to Broadway Avenue S. However, there are water services that serve properties on 4th Street SW, currently connecting to the watermains on either Ash Avenue S or Broadway Avenue S.

There is currently no existing storm sewer along 4th Street SW from Ash Avenue S to Broadway Avenue S. The existing storm water on 4th Street SW is collected with storm sewer catch basins at Ash Avenue S and Broadway Avenue S. Each of these storm sewer systems consist of 12”-18” reinforced concrete pipe (RCP), and flow north out of the project area.

B. Proposed Improvements

Proposed Improvements can be in **Figures 4-6 of Appendix A**

1. Street Improvements

   4th Street SW is proposed to be reconstructed to a 9-ton bituminous pavement section with curb and gutter. The proposed width of the roadway is 32-feet from face-to-face of curb. A new 5-foot sidewalk is proposed to be installed on only the north side of the roadway, connecting Ash Avenue S to Broadway Avenue S.

   The horizontal and vertical alignment of 4th Street SW is planned to remain similar to the existing alignment. Curb cuts and concrete aprons will be constructed for all existing driveways. All signage along the project corridor is proposed to be salvaged and reinstalled.

2. Sanitary Sewer Improvements

   Proposed improvements consist of replacing the existing VCP sanitary sewer with new 8” polyvinyl chloride (PVC) pipe on 4th Street SW. Further analysis will be conducted during final design to determine if the sewer system south of 4th Street SW should be rerouted along Ash Avenue S. This would be an improvement that should benefit the flow of the sanitary sewer system considerably. All existing manholes will be replaced with new precast concrete manholes.

   All sanitary sewer services will be replaced with PVC matching the size of the existing service up to the ROW. Provisions will be included in the contract to provide homeowners with the option to replace their sewer service from the ROW up to their home at the homeowner’s expense using the City’s contractor. These items will include provisions for plumber hours and basement floor replacement.

3. Watermain Improvements

   A new 8" PVC watermain is proposed on 4th Street SW to connect and loop the watermain systems running north/south on Ash Avenue S and Broadway Avenue S. The proposed watermain size will provide sufficient flows for fire suppression. New hydrants and gate valves will be installed to increase the operability of the watermain system. Introduction of a watermain system on 4th Street SW will eliminate the need for lengthy private water services on 4th Street SW to serve the residents who currently have water services connected to the watermains on either Ash Avenue S or Broadway Avenue S.

   All water services and curb stops, will be removed and replaced with new polyethylene (PE) services from the watermain to the ROW. To provide water service to affected residents throughout the duration of the new watermain construction, a temporary system will be installed and connected to each house/business.

   In 2024, a water services inventory was conducted throughout all of New Richland by Bolton & Menk to identify services that are or are not in compliance with current MDH standards. Any properties that are out of compliance in the project area will be provided with a means of correcting their water service that is not in compliance beyond the ROW. Like the sewer services, provisions will be included in the contract to provide property owners with an option to replace their service at their expense using the City's contractor.

4. Storm Sewer Improvements

   New storm sewer pipe, catch basins, and manholes are proposed to be replaced on 4th Street SW at the intersections of Ash Avenue S and Broadway Avenue S to provide roadway drainage for 4th Street SW. New pipes will be allowed to be RCP, PVC, corrugated polyethylene (CP), or polypropylene (PP) and will vary in size from 12" to 18".

   A 6" perforated draintile pipe is proposed to be installed behind the back of curb at the bottom of the street section to collect moisture that is contained within the select granular embankment layer of the roadway base. Sump pump connection points will be provided for each property that will connect to the draintile pipe. See **Figure 7 of Appendix A** for a detail of the sump pump connections.

V. 3rd Street SE – Broadway Avenue S to the East 325'

A. Existing Conditions

3rd Street SE from Broadway Avenue S to the east 325' is a local road running east/west in an urban portion of the City of New Richland. The road provides access to residential properties throughout its entire length.

There are not any records available for the initial construction of 3rd Street SE. The roadway was platted at the same time as both Ash Avenue S and Broadway Avenue S in 1963.

The right-of-way width along 3rd Street SE is 60'. The existing road section is a 39' wide bituminous roadway with curb and gutter on both sides. The paved roadway currently terminates into a pervious surface just west of the existing railroad, approximately 325' east of Broadway Avenue S. The roadway surface shows signs of having been seal coated in the past few years, but the pavement exhibits transverse and longitudinal cracking.

There is no existing concrete sidewalk along both the north and south side of 3rd Street SE.

An existing 8” diameter VCP sanitary sewer exists along 3rd Street SE. The sewer main starts on the east end of the roadway, approximately 300’ east of Broadway Avenue S, and flows west to Broadway Avenue S where it turns north and flows outside of the project area to 2nd Street SW (TH 30). In 2023, televising of this line was completed. The televising showed that this segment of sanitary sewer exhibits cracking, roots, sags, mineral deposits, point repairs, open joints, and protruding taps. A figure showing the pipe ratings and notes from the televising is shown in **Appendix E.**

Sanitary service pipes of varying sizes and materials collect sewage from properties throughout the corridor. During heavy rain events, it has been observed that residents along this stretch of 3rd Street SE have had sewage backup into their basements. Currently, investigations are still ongoing to determine what causes the backup. It is possible that the backup is due to the downstream sanitary sewer becoming inundated and backing up into the project area during heavy rain events.

A 6-inch cast iron pipe (CIP) watermain exists along all of 3rd Street SE, which is connected to the existing 6-inch watermain on Broadway Avenue S. The existing watermain on 3rd Street SE dead ends the system with a hydrant approximately 325’ east of Broadway Avenue S. There are water services to the properties throughout the corridor that vary in size and material.

There is currently no existing storm sewer along 3rd Street SE from Broadway Avenue S to the east 325’. The existing storm water on 3rd Street SE is collected with storm sewer catch basins at Broadway Avenue S and conveyed north out of the project area within a storm sewer system consisting of 12”-18” reinforced concrete pipe (RCP).

B. Proposed Improvements

Proposed Improvements can be in **Figures 4-6 of Appendix A**

1. Street Improvements

   3rd Street SE is proposed to be reconstructed to a 9-ton bituminous pavement section with curb and gutter. The proposed width of the roadway is 32-feet from face-to-face of curb. A cul-de-sac has been proposed at the east end of 3rd Street SE to serve as an improvement for terminating the street. A new 5-foot sidewalk is proposed to be installed on only the north side of the roadway, connecting to the proposed walk on Broadway Avenue S.

   The horizontal and vertical alignment of 3rd Street SE is planned to remain similar to the existing alignment. Curb cuts and concrete aprons will be constructed for all existing driveways. All signage along the project corridor is proposed to be salvaged and reinstalled.

2. Sanitary Sewer Improvements

   Proposed improvements consist of replacing the existing VCP sanitary sewer with new 8” polyvinyl chloride (PVC) pipe throughout 3rd Street SE. All existing manholes will be replaced with new precast concrete manholes.

   All sanitary sewer services will be replaced with PVC matching the size of the existing service up to the ROW. Provisions will be included in the contract to provide homeowners with the option to replace their sewer service from the ROW up to their home at the homeowner’s expense using the City’s contractor. These items will include provisions for plumber hours and basement floor replacement.

3. Watermain Improvements

   Based on the watermain material type, break history, and pipe size; the existing CIP watermain is proposed to be replaced with new 8" PVC watermain. The increased watermain size will provide sufficient flows for fire suppression. New hydrants and gate valves will be installed to increase the operability of the watermain system.

   All water services and curb stops, will be removed and replaced with new polyethylene (PE) services from the watermain to the ROW. To provide water service to affected residents throughout the duration of the new watermain construction, a temporary system will be installed and connected to each house/business.

   In 2024, a water services inventory was conducted throughout all of New Richland by Bolton & Menk to identify services that are or are not in compliance with current MDH standards. Any properties that are out of compliance in the project area will be provided with a means of correcting their water service that is not in compliance beyond the ROW. Like the sewer services, provisions will be included in the contract to provide property owners with an option to replace their service at their expense using the City's contractor.

4. Storm Sewer Improvements

   New storm sewer pipe, catch basins, and manholes are proposed to be replaced on 3rd Street SE at the intersection of Broadway Avenue S to provide roadway drainage for 3rd Street SE. New pipes will be allowed to be RCP, PVC, corrugated polyethylene (CP), or polypropylene (PP) and will vary in size from 12" to 18".

   A 6" perforated draintile pipe is proposed to be installed behind the back of curb at the bottom of the street section to collect moisture that is contained within the select granular embankment layer of the roadway base. Sump pump connection points will be provided for each property that will connect to the draintile pipe. See **Figure 7 of Appendix A** for a detail of the sump pump connections.

VI. Project Phasing

Ash Avenue S will need to be constructed during the summer months when school is not in session to avoid impacting the school's operation. Additionally, the Contractor will be required to always maintain access and water service on one of Ash Avenue S or Broadway Avenue S. This will give residents that live both in the project area and south of the project area a means of parking near their property. The watermains along Ash Avenue S and Broadway Avenue S are looped together at 2nd Street SW and at the very south end of Broadway Avenue S. Maintaining one of these watermains all the way from 2nd Street SW to the south end will allow continuous water service for the properties south of the project area.

VII. Required Permits

The proposed improvements are planned to be constructed within the existing ROW along Ash Avenue S, Broadway Avenue S, and 3rd Street SE.

Upon review of the proposed improvements, it was determined that the following permits will likely be required for the project:

1. MPCA – General Storm Water Permit for Construction Activities under the National Pollutant Elimination System (NPDES) program.
2. MDH Watermain Plan Review Approval for reconstruction of watermain.
3. Minnesota Department of Transportation (MnDOT) Miscellaneous Work on Trunk Highway ROW Permit at 2nd Street SW (TH 30) intersections with Ash Avenue S and Broadway Avenue S.
4. Permanent Right-of-Way acquisition along 4th Street for roadway improvements.
5. Permanent Easement acquisition along the north side of 4th Street for proposed walk.

VIII. Preliminary Engineer's Estimate

A. Preliminary Engineer's Estimate

Appendix B contains the estimated costs for individual items and portions of the project. Actual project costs will be determined through the public bidding process. Individual prices for work items are estimated based on similar projects previously completed and are subject to market adjustments. A 10% contingency factor has been included to account for items of work not included in the estimate and for variances in unit prices. Additional overhead (soft) costs such as engineering, administration and legal have also been included in the estimate.

B. Financing

100% of the costs for this project will be paid for by the City of New Richland. The project will be funded through utility enterprise funds, ad valorem (general tax obligation) funds, general obligation bonds, and special assessments per the City's Special Assessment Policy for abutting properties.

IX. Assessments

The City's Assessment Policy was utilized in determining what percentage of each improvement is assessable.

Corner lots shall be assessed as any other lot for improvement or additions made for sanitary sewer, and city water as provided to said property regardless of whether the improvement is accomplished to the "short side" or "long side" of the individual lot to the extent improvements are made for curb, gutter, road resurfacing, or utility mains, the individual corner lots shall be assessed as all other lots are when the "long side" is improved and shall receive no additional assessment when the "short side" is so improved.

Corner lots shall be assessed for the parcel specific costs when the side they are connected on is improved regardless of whether that side constitutes the "short side" or the "long side".

The assessable costs fall into the following categories and are calculated using estimated construction costs, applicable engineering and financial cost to construct each improvement:

- Street: Thirty percent **(30%)** of the cost associated with reconstruction of the street, driveways, and other items associated with surface improvements shall be assessed against benefited property owners on an assessable front footage basis.
- Water: Thirty percent **(30%)** of the cost for water system improvements within the base project area, including watermain pipe, fittings, gate valve and boxes, fire hydrants, services, and removal of existing pipes shall be assessed against benefited property owners on a per parcel basis.
- Sanitary Sewer: Thirty percent **(30%)** of the cost for sanitary sewer system improvements including sanitary sewer pipes, manholes, and services shall be assessed against benefited property owners on a per parcel basis.
- Storm Sewer: The costs for constructing storm sewer improvements will be assessed against the existing storm sewer districts or paid via the stormwater drainage utility fees.

The remaining costs of the street, sanitary sewer, and watermain improvement costs shall be paid by the public.

Appendix C shows both a figure showing adjacent property owners to the project as well as the Preliminary Assessment Roll.

X. Project Schedule

Table 1 - Project Schedule

Task	Date
City Council Authorizes Preparation of Preliminary Engineering Report	5/28/2024
City Council Work Session Preliminary Engineering Report	9/24/2024
Present Preliminary Engineering Report to City Council*	10/14/2024
City Council to Call for Improvement Hearing*	
City Council Orders Preparation of an Amended Preliminary Engineering Report*	10/28/2024
Present Amended Preliminary Engineering Report and Call for Improvement Hearing*	10/28/2024
Mail Neighborhood Info Meeting & Project Questionnaire (Open House #1) Notice	10/29/2024
Mail Notice of Hearing to Affected Property Owners	11/4/2024
Hold Neighborhood Info Meeting (Open House #1)	11/14/2024
Publish Notice of Hearing in NRHEG Star Eagle	11/7/2024 & 11/14/2024
Hold Improvement Hearing*	11/25/2024
City Council to Order Improvement and Authorize Preparation of Plans & Specifications*	
Hold Public Neighborhood Info Meeting (Open House #2)	2/18/2025

City Council Approve Plans & Specifications and Authorizes Advertise for Bids*	3/10/2025
Advertise for Bids in NRHEG Star Eagle and QuestCDN	3/20/2025, 3/27/2025, & 4/3/2025
Open Bids	4/10/2025
Award Bid*	4/28/2025
Preconstruction Meeting	5/12/2025
Hold Neighborhood Info Construction Meeting (Open House #3)	5/14/2025
Begin Construction	5/19/2025
Substantial Completion	10/31/2025
City Council to Declare Costs to be Assessed and Order Preparation of Proposed Assessment Roll*	9/8/2025
City Council to Call for Assessment Hearing*	
Advertise and Mail Notices for Assessment Hearing	9/25/2025
Hold Assessment Hearing*	10/13/2025
City Council to Approve Final Assessment Roll*	
Final Completion	6/26/2026

*City Council Meeting

XI. Public Involvement

The City of New Richland seeks the active participation of all interested and/or affected members of the public in all phases of the project. It is the City's goal to ensure that differing values and concerns from the public are identified and considered.

Public open houses, city council meetings, public hearings, individual contacts, and project newsletters will be used throughout the project to ensure that opportunities for participation are made available to all interested and/or affected members of the public. Additionally, a project questionnaire sheet will be created and sent to all abutting property owners to gain specific feedback along the project corridor. A sample questionnaire sheet is included in **Appendix D.**

XII. Recommendations

Based on the findings presented in this report, the proposed improvements are necessary, cost effective and feasible and can be best accomplished by letting competitive bids for the work. The proposed project will provide necessary street and utility improvements.

Bolton & Menk, Inc. recommends that if these improvements are deemed financially feasible, the City Council pass a resolution to receive this report and call for a public hearing on the improvements. It is also recommended that the Council authorize the preparation of plans and specifications for the proposed improvements.

Assessments will be certified following construction and the required formal assessment hearing process.

Appendix A: Figures

City of New Richland Minnesota

2025 Street & Utility Improvements

City of New Richland, Minnesota

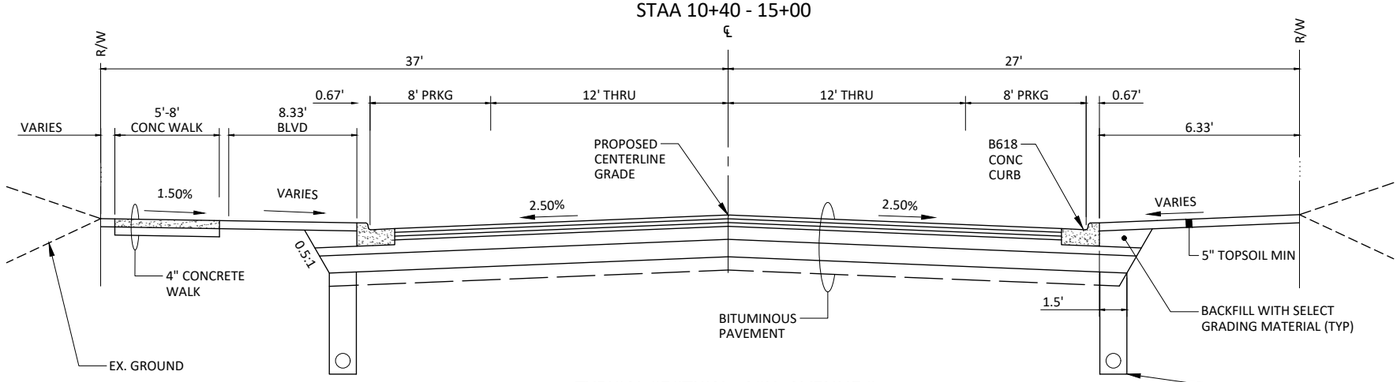
Figure 1: Project Location

October 2024

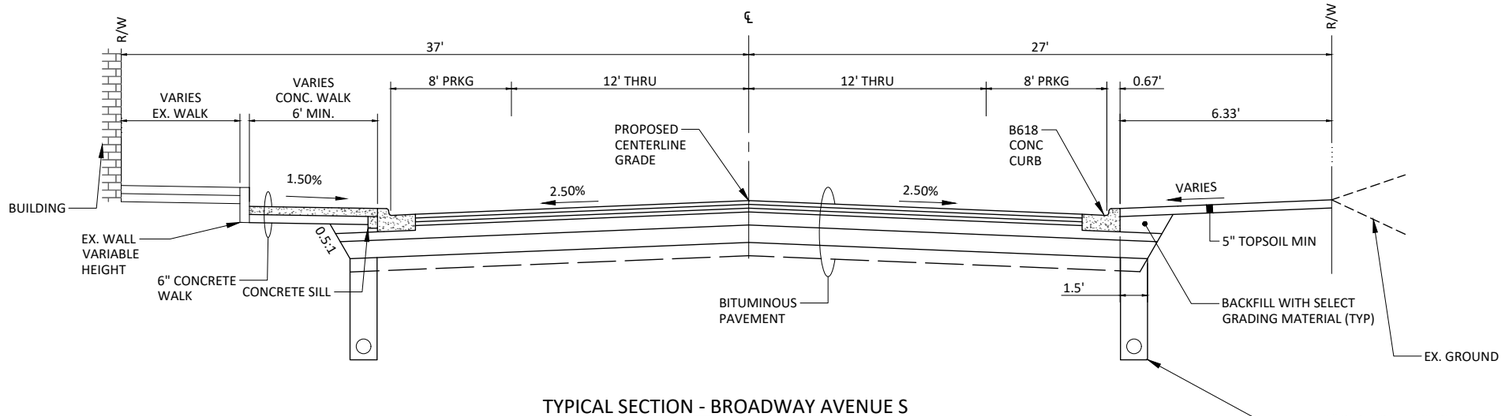
BOLTON & MENK

H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-130627-PROJECT-LOCATION-MAP.dwg 10/23/2024 3:27:21 PM

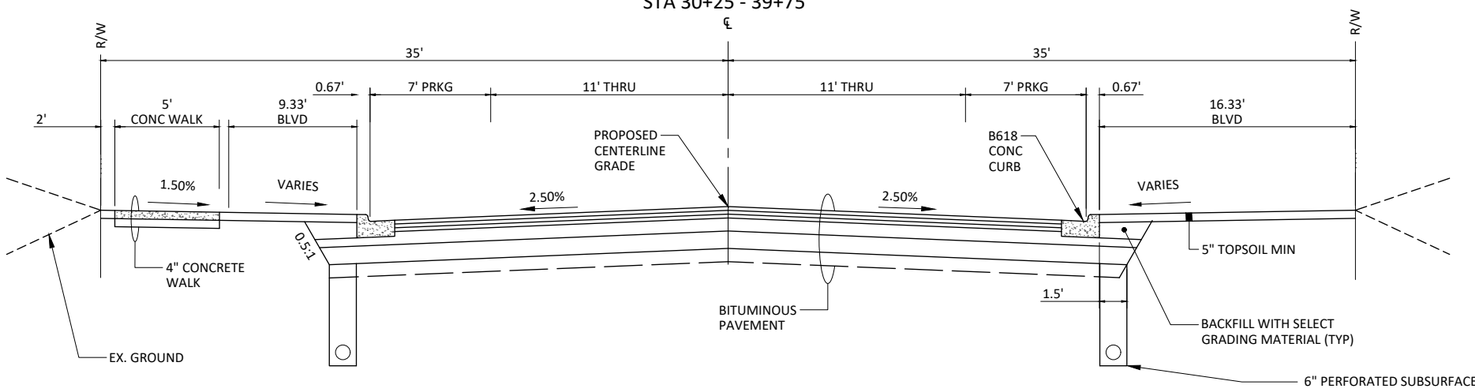
TYPICAL SECTION - ASH AVENUE S
STAA 10+40 - 15+00

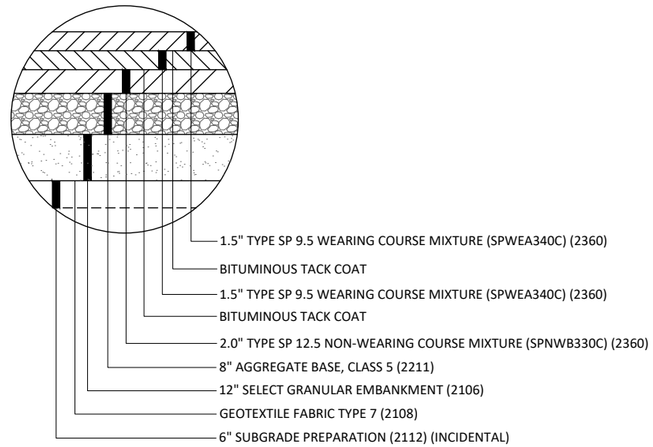


TYPICAL SECTION - ASH AVENUE S
STA 15+00 - 19+25

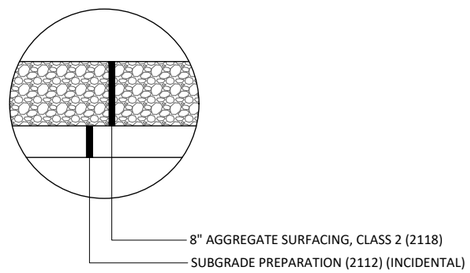


TYPICAL SECTION - BROADWAY AVENUE S
STA 30+25 - 39+75

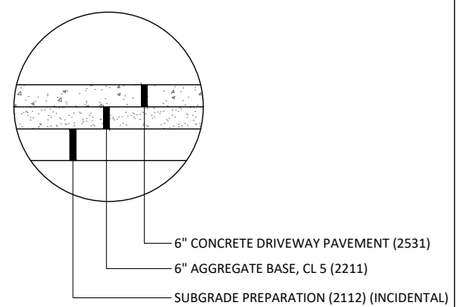




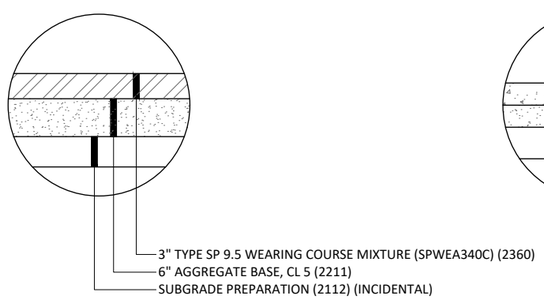
BITUMINOUS PAVEMENT
NOT TO SCALE



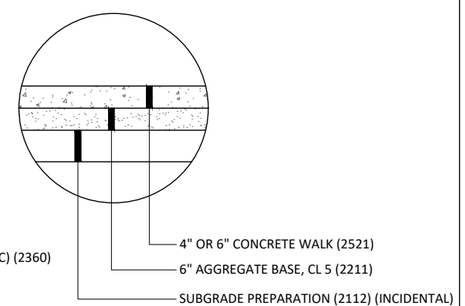
AGGREGATE SURFACING
NOT TO SCALE



CONCRETE DRIVEWAY PAVEMENT
NOT TO SCALE

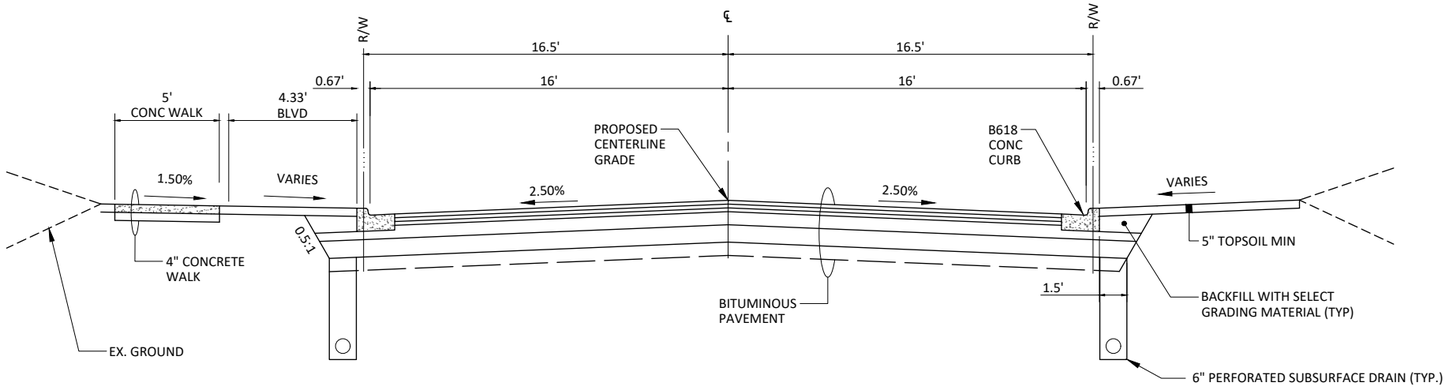


BITUMINOUS DRIVEWAY PAVEMENT
NOT TO SCALE

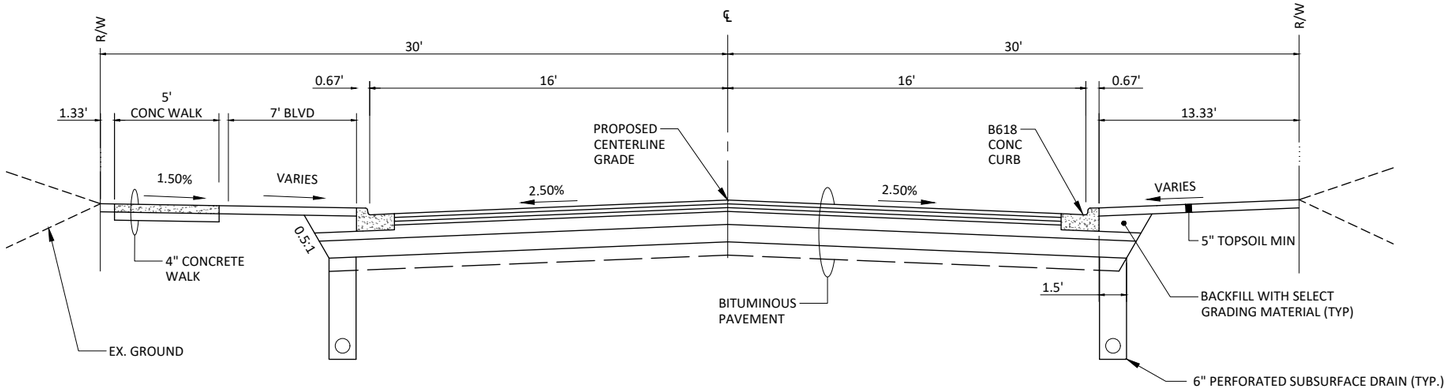


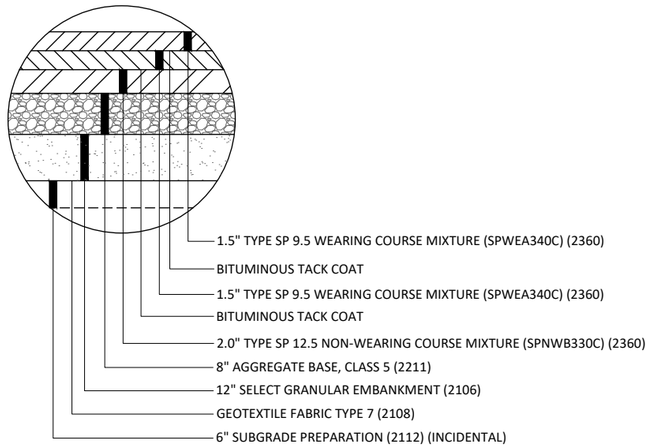
CONCRETE WALK
NOT TO SCALE

TYPICAL SECTION - 4TH STREET SW
STAA 50+75 - 53+75

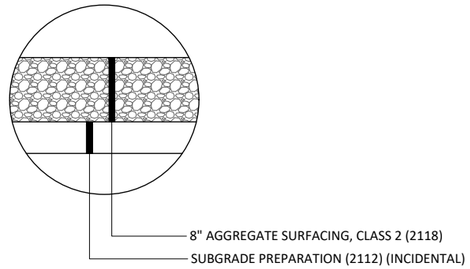


TYPICAL SECTION - 3RD STREET SE
STA 60+75 - 64+00

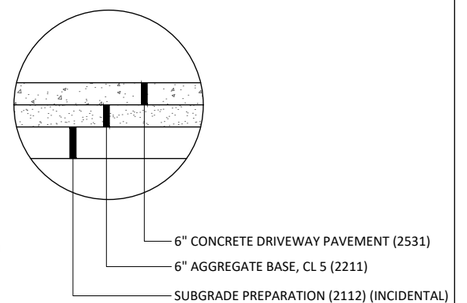




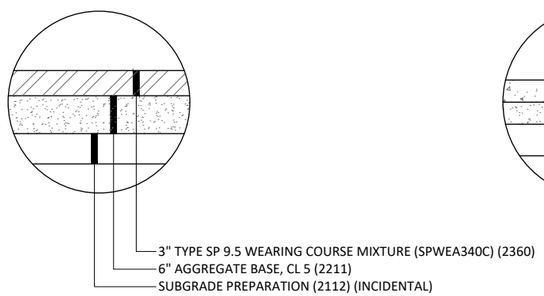
BITUMINOUS PAVEMENT
NOT TO SCALE



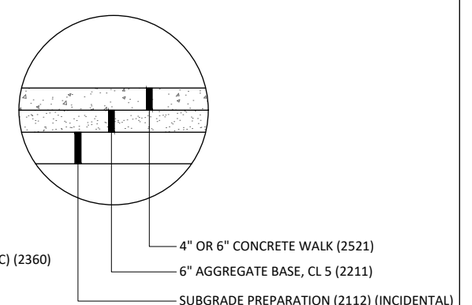
AGGREGATE SURFACING
NOT TO SCALE



CONCRETE DRIVEWAY PAVEMENT
NOT TO SCALE



BITUMINOUS DRIVEWAY PAVEMENT
NOT TO SCALE



CONCRETE WALK
NOT TO SCALE

City of New Richland Minnesota

2025 Street & Utility Improvements

City of New Richland, Minnesota

Figure 4: Proposed Improvements

October 2024

BOLTON & MENK

MONICA E GUSKEY
404 ASH AVE S
15.103.0590

IND SCHOOL DIST 2168
364 ASH AVE S
15.103.0600

5' WALK
8.33' BLVD

8' PAR
8.33' CONC BLVD

15" STM
8" SAN
8" WM
40' F-F
10+00
11+00
12+00
13+00
14+00
15+00
18" STM
21" STM
12" STM
8" WM

IRENE & HECTOR JR GUERRERO
401 ASH AVE S
15.103.0370

4th Street SW

5' WALK + 4.33' BLVD

GARY PALM
123 4TH ST SW
15.103.0380

DALE & ELIZABETH WEEGMAN
355 ASH AVE S
15.103.0420

STADHEIM PROP OF OWATONNA LLC
347 ASH AVE S
15.103.0440

BELINDA A GOLD
341 ASH AVE S
15.103.0460

NRHEG IND SCHOOL DIST #2168
335 ASH AVE S
15.103.0470

Ash Avenue S.

LEGEND

- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED CONCRETE SIDEWALK PAVEMENT
- PROPOSED CONCRETE DRIVEWAY PAVEMENT
- PROPOSED AGGREGATE SURFACING
- PROPOSED CURB AND GUTTER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- PROPOSED SEWER SERVICE
- PROPOSED WATER SEERVICE
- PROPOSED DRAINTILE
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING STORM SEWER

IND SCHOOL DIST 2168
15.103.0605

8' PAR
8.33' CONC BLVD

6' MIN. WALK

18" STM
21" STM
12" STM
8" SAN
40' F-F
14+00
15+00
16+00
17+00
18+00
19+00
6" WM
8" WM

IND SCHOOL DISTRICT 2168
15.103.0510

BELINDA A GOLD
341 ASH AVE S
15.103.0460

NRHEG IND SCHOOL DIST #2168
335 ASH AVE S
15.103.0470

2nd Street SW
(TH 30)

Ash Avenue S.

HORZ. SCALE 0 25 50 FEET

H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-130627-PROPOSED-IMPROVEMENTS.dwg 10/24/2024 10:03:47 AM

City of New Richland Minnesota

2025 Street & Utility Improvements

City of New Richland, Minnesota

Figure 5: Proposed Improvements

October 2024

BOLTON & MENK

ROBERT SWENSON & LORIE DAHLHOFF
506 BROADWAY AVE S
15.103.0360

KELVIN WHITE & MICHELLE WEAR
424 BROADWAY AVE S
15.103.0400

ROGER A & KATHY J YESS
416 BROADWAY AVE S
15.103.0410

RYAN QUADE
410 BROADWAY AVE S
15.103.0430

NORMAN L ECKART
SHARON ECKART
402 BROADWAY AVE S
15.103.0450

WADE CORBETT
334 BROADWAY AVE S
15.103.0480

4th Street SW

ALK + 43' BLVD

12" STM

8" WM

5' WALK
9.33' BLVD

8" WM

8" SAN

30+00

31+00

15" STM

12" STM

36' F-F

15" STM

8" SAN

36' F-F

32+00

8" WM

33+00

5' WALK
9.33' BLVD

8" SAN

34+00

8" WM

35+00

36' F-F

8" SAN

18" STM

18" STM

12" STM

16.33' BLVD

JACK M BUTLER
503 BROADWAY AVE S
15.103.0160

TAMMY J TECHAU
423 BROADWAY AVE S
15.103.0150

ELIJAH BUSHLACK &
SHANA MARIE ANDERSEN
419 BROADWAY AVE S
15.103.0140

MEL.ISSA K BERG
LEONARDO
415 BROADWAY AVE S
15.103.0130

MATTHEW & AMANDA WOODHAM
411 BROADWAY AVE S
15.103.0120

JAMES M STRINGFIELD &
MARY C STRINGFIELD
403 BROADWAY AVE S
15.103.0110

3rd Street SE

NYS ,8"

8" WM

12" STM

5' WALK + 7' BLVD

DELORIS M BARTHOLI
331 BROADWAY AV
15.103.0050

Broadway Avenue S.

LEGEND

- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED CONCRETE SIDEWALK PAVEMENT
- PROPOSED CONCRETE DRIVEWAY PAVEMENT
- PROPOSED AGGREGATE SURFACING
- PROPOSED CURB AND GUTTER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- PROPOSED SEWER SERVICE
- PROPOSED WATER SEERVICE
- PROPOSED DRAINTILE
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING STORM SEWER

NORMAN L ECKART
SHARON ECKART
402 BROADWAY AVE S
15.103.0450

WADE CORBETT
334 BROADWAY AVE S
15.103.0480

CARA L OLSON
328 BROADWAY AVE S
15.103.0490

BRENDA J ROUTH
320 BROADWAY AVE S
15.103.0500

LARRY J MUFF
314 BROADWAY AVE S
15.103.0520

KAILA GARRISON
304 BROADWAY AVE S
15.103.0530

JESSICA WELCH
302 BROADWAY AVE S
15.103.0540

2nd Street SW
(TH 30)

5' WALK
9.33' BLVD

8" WM

8" SAN

35+00

36+00

8" WM

37+00

8" SAN

36' F-F

38+00

8" WM

39+00

8" SAN

18" STM

36' F-F

40+00

12" STM

18" STM

12" STM

16.33' BLVD

16.33' BLVD

JAMES M STRINGFIELD &
MARY C STRINGFIELD
403 BROADWAY AVE S
15.103.0110

DELORIS M BARTHOLMEY
331 BROADWAY AVE S
15.103.0050

MICHAEL S SHURSON
PAMELA A SHURSON
327 BROADWAY AVE S
15.103.0060

JASON T SELTUN
323 BROADWAY AVE S
15.103.0070

GARY W SELTUN &
LINDA W SELTUN
317 BROADWAY AVE S
15.103.0080

BRENDA J JOHNSON
311 BROADWAY AVE S
15.103.0090

EUGENE FROST
303 BROADWAY AVE S
15.103.0100

3rd Street SE

8" SAN

8" WM

12" STM

5' WALK + 7' BLVD

Broadway Avenue S.

HORZ. SCALE 0 25 50 FEET

H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-130627-PROPOSED-IMPROVEMENTS.dwg 10/24/2024 10:04:34 AM

City of New Richland Minnesota

2025 Street & Utility Improvements

City of New Richland, Minnesota

Figure 6: Proposed Improvements

October 2024

BOLTON & MENK

IND SCHOOL DIST 2168
364 ASH AVE S
15.103.0600

GARY PALM
123 4TH ST SW
15.103.0380

JANDA FERGUSON
117 4TH ST SW
15.103.0390

KELVIN WHITE & MICHELLE WEAR
424 BROADWAY AVE S
15.103.0400

419 BROADWAY AVE S
15.103.0140

TAMMY J TECHAU
423 BROADWAY AVE S
15.103.0150

JACK M BUTLER
503 BROADWAY AVE S
15.103.0160

MONICA E GUSKEY
404 ASH AVE S
15.103.0590

IRENE & HECTOR JR GUERRERO
401 ASH AVE S
15.103.0370

ROBERT SWENSON &
LORIE DAHLHOFF
506 BROADWAY AVE S
15.103.0360

Ash Avenue S.

Broadway Avenue S.

4th Street SW

5' WALK
8.33' BLVD

40' F-F

36' F-F

32' F-F

5' WALK + 4.33' BLVD

8" SAN

8" WM

15" STM

12" STM

5' WALK
9.33' BLVD

11+00

10+00

32+00

31+00

LEGEND

- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED CONCRETE SIDEWALK PAVEMENT
- PROPOSED CONCRETE DRIVEWAY PAVEMENT
- PROPOSED AGGREGATE SURFACING
- PROPOSED CURB AND GUTTER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- PROPOSED SEWER SERVICE
- PROPOSED WATER SEERVICE
- PROPOSED DRAINTILE
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING STORM SEWER

CARA L
328 BROAD
15.103

MICHAEL S
PAMELA A
327 BROAD
15.103

DELORIS M BARTHOLMEY
331 BROADWAY AVE S
15.103.0050

SHAWN WEITZEL &
NICOLE HOERLER-WEITZEL
113 3RD ST SE
15.103.0040

PATSY J KOHNHERT BLOCK
119 3RD ST SE
15.103.0030

WADE CORBETT
334 BROADWAY AVE S
15.103.0480

NORMAN L ECKART
SHARON ECKART
402 BROADWAY AVE S
15.103.0450

JAMES M STRINGFIELD &
MARY C STRINGFIELD
403 BROADWAY AVE S
15.103.0110

Broadway Avenue S.

16.33' BLVD

36' F-F

5' WALK + 7' BLVD

13.33' BLVD

18" STM

100' RAILROAD ROW

R25'

36+00

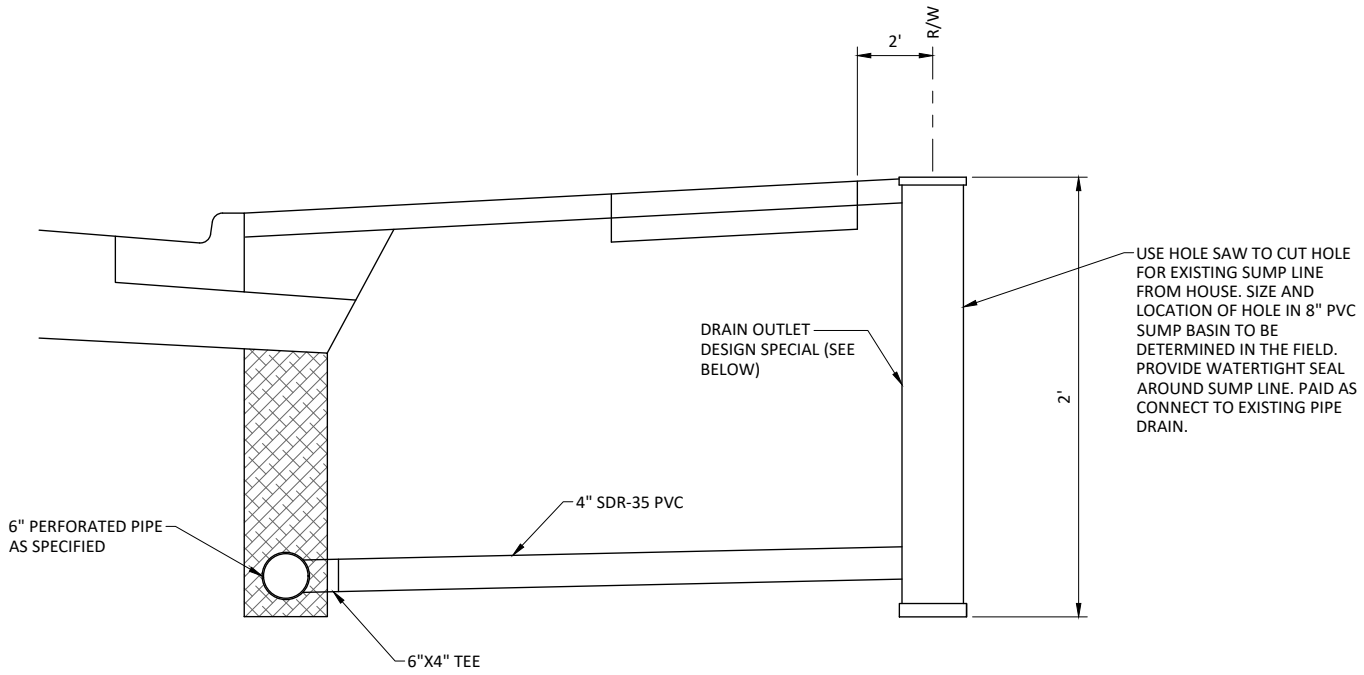
35+00

34+00

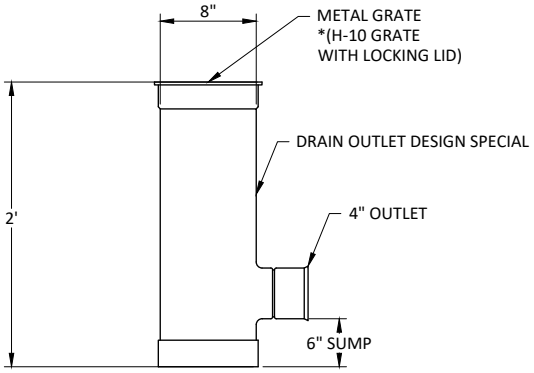
3rd Street SE

0 25 50
HORZ. SCALE FEET

H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-130627-PROPOSED-IMPROVEMENTS.dwg 10/24/2024 10:05:22 AM



NOTES:
1. DRAIN OUTLET DESIGN SPECIAL TO BE NYLOPLAST OR APPROVED EQUAL.
2. BID PRICE FOR DRAIN OUTLET DESIGN SPECIAL INCLUDES 6"X4" TEE, CONNECTION OF NEW 4" PVC TO NYLOPLAST STRUCTURE, 8" NYLOPLAST DRAIN BASIN, AND CASTING. 4" PIPE TO BE PAID SEPARATELY. TO BE INSTALLED WHERE INDICATED ON THE PLANS.
3. BID PRICE FOR CONNECT TO EXISTING PIPE DRAIN SHALL INCLUDE ALL FITTINGS AND/OR PIPE REQUIRED TO CONNECTING EXISTING SUMP LINE INTO DRAIN OUTLET DESIGN SPECIAL. IT SHALL ALSO INCLUDE CUTTING AND SEALING THE HOLE IN THE 8" PVC SURFACE DRAIN.



SUMP LINE INSTALLATION
NOT TO SCALE

Appendix B: Preliminary Engineer's Estimate

2025 STREET & UTILITY IMPROVEMENTS
CITY OF NEW RICHLAND, MINNESOTA
BMI PROJECT NO. 0M1.130627
DATE: 10/24/24
FILENAME: H:\NRIC_CI_MN\0M1130627\2_Preliminary\A_Calculations\2024-10-15 - Updates Including 3rd St & 4th St\[_130627 Preliminary Engineer's Estimate.xlsx]ENG EST

PRELIMINARY ENGINEER'S ESTIMATE

LINE NO.	ITEM NO.	EXT. NO.	ITEM	UNIT	ESTIMATED UNIT PRICE	TOTALS		STREET IMPROVEMENTS		SANITARY SEWER IMPROVEMENTS		WATERMAIN IMPROVEMENTS		STORM SEWER IMPROVEMENTS	
						ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST
1	2021.501	00010	MOBILIZATION	LUMP SUM	$150,000.00	1	$150,000.00	0.52	$78,000.00	0.13	$19,500.00	0.19	$28,500.00	0.16	$24,000.00
2	2101.502	00020	CLEARING	EACH	$250.00	25	$6,250.00	25	$6,250.00		$0.00		$0.00		$0.00
3	2101.502	00030	GRUBBING	EACH	$150.00	25	$3,750.00	25	$3,750.00		$0.00		$0.00		$0.00
4	2104.502	00780	REMOVE MANHOLE (SANITARY)	EACH	$450.00	6	$2,700.00		$0.00	6	$2,700.00		$0.00		$0.00
5	2104.502	00880	REMOVE HYDRANT	EACH	$500.00	4	$2,000.00		$0.00		$0.00	4	$2,000.00		$0.00
6	2104.502	00910	REMOVE DRAINAGE STRUCTURE	EACH	$400.00	16	$6,400.00		$0.00		$0.00		$0.00	16	$6,400.00
7	2104.502	03300	SALVAGE SIGN	EACH	$50.00	20	$1,000.00	20	$1,000.00		$0.00		$0.00		$0.00
8	2104.502	03590	SALVAGE MAIL BOX SUPPORT	EACH	$100.00	31	$3,100.00	31	$3,100.00		$0.00		$0.00		$0.00
9	2104.503	00195	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	$8.00	460	$3,680.00	460	$3,680.00		$0.00		$0.00		$0.00
10	2104.503	00205	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	$4.00	170	$680.00	170	$680.00		$0.00		$0.00		$0.00
11	2104.503	00270	REMOVE WATER MAIN	LIN FT	$6.00	2345	$14,070.00		$0.00		$0.00	2345	$14,070.00		$0.00
12	2104.503	00285	REMOVE SEWER PIPE (STORM)	LIN FT	$10.00	2115	$21,150.00		$0.00		$0.00		$0.00	2115	$21,150.00
13	2104.503	00290	REMOVE SEWER PIPE (SANITARY)	LIN FT	$6.00	2480	$14,880.00		$0.00	2480	$14,880.00		$0.00		$0.00
14	2104.503	00315	REMOVE CURB AND GUTTER	LIN FT	$3.50	5115	$17,902.50	5115	$17,902.50		$0.00		$0.00		$0.00
15	2104.504	00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	$8.00	545	$4,360.00	545	$4,360.00		$0.00		$0.00		$0.00
16	2104.504	00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	$10.00	20	$200.00	20	$200.00		$0.00		$0.00		$0.00
17	2104.504	00120	REMOVE BITUMINOUS PAVEMENT	SQ YD	$4.50	9972	$44,874.00	9972	$44,874.00		$0.00		$0.00		$0.00
18	2104.518	00140	REMOVE CONCRETE WALK	SQ FT	$1.00	15050	$15,050.00	15050	$15,050.00		$0.00		$0.00		$0.00
19	2104.518	00150	REMOVE CONCRETE FLOOR	SQ FT	$40.00	120	$4,800.00		$0.00	60	$2,400.00	60	$2,400.00		$0.00
20	2106.507	00010	EXCAVATION - COMMON	CU YD	$16.00	8970	$143,520.00	8970	$143,520.00		$0.00		$0.00		$0.00
21	2106.507	00040	EXCAVATION - SUBGRADE	CU YD	$13.00	990	$12,870.00	990	$12,870.00		$0.00		$0.00		$0.00
22	2106.507	00080	SELECT GRANULAR EMBANKMENT	CU YD	$23.00	3875	$89,125.00	3875	$89,125.00		$0.00		$0.00		$0.00
23	2106.507	00140	STABILIZING AGGREGATE	CU YD	$35.00	990	$34,650.00	990	$34,650.00		$0.00		$0.00		$0.00
24	2108.504	00037	GEOTEXTILE FABRIC TYPE 7	SQ YD	$2.50	11840	$29,600.00	11840	$29,600.00		$0.00		$0.00		$0.00
25	2118.509	00030	AGGREGATE SURFACING CLASS 2	TON	$50.00	15	$750.00	15	$750.00		$0.00		$0.00		$0.00
26	2123.510	00010	COMMON LABORERS	HOUR	$90.00	25	$2,250.00	6	$540.00	7	$630.00	6	$540.00	6	$540.00
27	2123.510	00080	3.0 CU YD SHOVEL	HOUR	$170.00	10	$1,700.00	2	$340.00	3	$510.00	3	$510.00	2	$340.00
28	2123.510	00130	DOZER	HOUR	$150.00	10	$1,500.00	2	$300.00	2	$300.00	3	$450.00	3	$450.00
29	2123.510	00150	10 CU YD TRUCK	HOUR	$120.00	10	$1,200.00	2	$240.00	2	$240.00	3	$360.00	3	$360.00
30	2123.510	00240	3.0 CU YD FRONT END LOADER	HOUR	$140.00	10	$1,400.00	2	$280.00	2	$280.00	3	$420.00	3	$420.00
31	2123.610	00370	SKID LOADER	HOUR	$120.00	10	$1,200.00	2	$240.00	2	$240.00	3	$360.00	3	$360.00
32	2123.610	00410	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	$160.00	16	$2,560.00	16	$2,560.00		$0.00		$0.00		$0.00
33	2123.610		COMMON LABORERS SPECIAL	HOUR	$120.00	24	$2,880.00		$0.00	12	$1,440.00	12	$1,440.00		$0.00
34	2211.507	00170	AGGREGATE BASE (CV) CLASS 5	CU YD	$35.00	3010	$105,350.00	3010	$105,350.00		$0.00		$0.00		$0.00
35	2301.604		CONCRETE PAVEMENT (SPECIAL)	SQ YD	$150.00	12	$1,800.00		$0.00	6	$900.00	6	$900.00		$0.00
36	2360.504	13330	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C) 3.0" THICK	SQ YD	$50.00	20	$1,000.00	20	$1,000.00		$0.00		$0.00		$0.00
37	2360.509	13300	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C)	TON	$85.00	1685	$143,225.00	1685	$143,225.00		$0.00		$0.00		$0.00
38	2360.509	23205	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3;B)	TON	$75.00	1125	$84,375.00	1125	$84,375.00		$0.00		$0.00		$0.00
39	2411.607	04100	CONCRETE STEPS	EACH	$450.00	10	$4,500.00	10	$4,500.00		$0.00		$0.00		$0.00
40	2451.607	00400	TRENCH STABILIZATION MATERIAL	CU YD	$50.00	330	$16,500.00		$0.00	125	$6,250.00	125	$6,250.00	80	$4,000.00
41	2502.503	01040	4" TP PIPE DRAIN	LIN FT	$20.00	375	$7,500.00		$0.00		$0.00		$0.00	375	$7,500.00
42	2502.503	08060	6" PERF TP PIPE DRAIN	LIN FT	$15.00	5115	$76,725.00		$0.00		$0.00		$0.00	5115	$76,725.00
43	2502.602	00100	DRAIN OUTLET DESIGN SPECIAL	EACH	$500.00	30	$15,000.00		$0.00		$0.00		$0.00	30	$15,000.00
44	2502.602	00170	CONNECT TO EXISTING PIPE DRAIN	EACH	$250.00	15	$3,750.00		$0.00		$0.00		$0.00	15	$3,750.00
45	2502.602	00270	6" TP PIPE DRAIN CLEANOUT	EACH	$250.00	6	$1,500.00		$0.00		$0.00		$0.00	6	$1,500.00
46	2502.602		CONNECT DRAIN TILE TO EXISTING DRAINAGE STRUCTURE	EACH	$750.00	3	$2,250.00		$0.00		$0.00		$0.00	3	$2,250.00
47	2503.503	04040	4" TP PIPE SEWER	LIN FT	$30.00	20	$600.00		$0.00		$0.00		$0.00	20	$600.00
48	2503.503	04080	8" TP PIPE SEWER	LIN FT	$50.00	5	$250.00		$0.00		$0.00		$0.00	5	$250.00
49	2503.503	04100	10" TP PIPE SEWER	LIN FT	$60.00	10	$600.00		$0.00		$0.00		$0.00	10	$600.00
50	2503.503	19125	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	$60.00	200	$12,000.00		$0.00		$0.00		$0.00	200	$12,000.00
51	2503.503	19155	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	$65.00	235	$15,275.00		$0.00		$0.00		$0.00	235	$15,275.00
52	2503.503	19183	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	$70.00	1245	$87,150.00		$0.00		$0.00		$0.00	1245	$87,150.00
53	2503.503	19213	21" RC PIPE SEWER DES 3006 CL III	LIN FT	$80.00	435	$34,800.00		$0.00		$0.00		$0.00	435	$34,800.00
54	2503.602	00300	CONNECT TO EXISTING SANITARY SEWER	EACH	$1,200.00	5	$6,000.00		$0.00	5	$6,000.00		$0.00		$0.00
55	2503.602	00320	CONNECT TO EXISTING STORM SEWER	EACH	$1,200.00	3	$3,600.00		$0.00		$0.00		$0.00	3	$3,600.00
56	2503.602	13403	8"X6" PVC WYE	EACH	$500.00	31	$15,500.00		$0.00	31	$15,500.00		$0.00		$0.00
57	2503.603	21008	8" PVC PIPE SEWER (SDR 35)	LIN FT	$55.00	2480	$136,400.00		$0.00	2480	$136,400.00		$0.00		$0.00
58	2503.603	24004	4" PVC SANITARY SERVICE PIPE (SPECIAL)	LIN FT	$35.00	150	$5,250.00		$0.00	150	$5,250.00		$0.00		$0.00
59	2503.603	24006	6" PVC SANITARY SERVICE PIPE	LIN FT	$40.00	1035	$41,400.00		$0.00	1035	$41,400.00		$0.00		$0.00
60	2504.601	00040	TEMPORARY WATER SERVICE	LUMP SUM	$20,000.00	1	$20,000.00		$0.00		$0.00	1	$20,000.00		$0.00
61	2504.602	00010	CONNECT TO EXISTING WATER MAIN	EACH	$1,500.00	6	$9,000.00		$0.00		$0.00	6	$9,000.00		$0.00
62	2504.602	00020	HYDRANT	EACH	$6,500.00	5	$32,500.00		$0.00		$0.00	5	$32,500.00		$0.00
63	2504.602	00034	ADJUST VALVE BOX	EACH	$350.00	1	$350.00	1	$350.00		$0.00		$0.00		$0.00
64	2504.602	00410	1" CORPORATION STOP	EACH	$350.00	29	$10,150.00		$0.00		$0.00	29	$10,150.00		$0.00
65	2504.602	00804	4" GATE VALVE & BOX	EACH	$2,000.00	3	$6,000.00		$0.00		$0.00	3	$6,000.00		$0.00
66	2504.602	00806	6" GATE VALVE & BOX	EACH	$2,500.00	5	$12,500.00		$0.00		$0.00	5	$12,500.00		$0.00
67	2504.602	00808	8" GATE VALVE & BOX	EACH	$3,500.00	10	$35,000.00		$0.00		$0.00	10	$35,000.00		$0.00
68	2504.602	03100	1" CURB STOP & BOX	EACH	$450.00	29	$13,050.00		$0.00		$0.00	29	$13,050.00		$0.00
69	2504.603	00810	1" TYPE PE PIPE	LIN FT	$32.00	915	$29,280.00		$0.00		$0.00	915	$29,280.00		$0.00
70	2504.603	00810	1" TYPE PE PIPE (SPECIAL)	LIN FT	$40.00	150	$6,000.00		$0.00		$0.00	150	$6,000.00		$0.00
71	2504.603	02004	4" PVC WATERMAIN	LIN FT	$55.00	15	$825.00		$0.00		$0.00	15	$825.00		$0.00
72	2504.603	02006	6" PVC WATERMAIN	LIN FT	$55.00	120	$6,600.00		$0.00		$0.00	120	$6,600.00		$0.00
73	2504.603	02008	8" PVC WATERMAIN	LIN FT	$55.00	2690	$147,950.00		$0.00		$0.00	2690	$147,950.00		$0.00
74	2504.604	01100	4" POLYSTYRENE INSULATION	SQ YD	$45.00	40	$1,800.00		$0.00		$0.00	40	$1,800.00		$0.00
75	2504.608	00015	WATERMAIN FITTINGS	POUND	$13.00	2825	$36,725.00		$0.00		$0.00	2825	$36,725.00		$0.00
76	2506.502	06000	CASTING ASSEMBLY	EACH	$1,000.00	21	$21,000.00		$0.00	5	$5,000.00		$0.00	16	$16,000.00

2025 STREET & UTILITY IMPROVEMENTS
CITY OF NEW RICHLAND, MINNESOTA
BMI PROJECT NO. 0M1.130627
DATE: 10/24/24
FILENAME: H:\NRIC_CI_MN\0M1130627\2_Preliminary\A_Calculations\2024-10-15 - Updates Including 3rd St & 4th St\[_130627 Preliminary Engineer's Estimate.xlsx]ENG EST

PRELIMINARY ENGINEER'S ESTIMATE

LINE NO.	ITEM NO.	EXT. NO.	ITEM	UNIT	ESTIMATED UNIT PRICE	TOTALS		STREET IMPROVEMENTS		SANITARY SEWER IMPROVEMENTS		WATERMAIN IMPROVEMENTS		STORM SEWER IMPROVEMENTS	
						ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST	ESTIMATED QUANTITY	ESTIMATED CONSTRUCTION COST
77	2506.502	06020	ADJUST FRAME AND RING CASTING	EACH	$500.00	5	$2,500.00	5	$2,500.00		$0.00		$0.00		$0.00
78	2506.503	02007	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	LIN FT	$525.00	56	$29,400.00		$0.00	56	$29,400.00		$0.00		$0.00
79	2506.503	02420	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	$550.00	55	$30,250.00		$0.00		$0.00		$0.00	55	$30,250.00
80	2506.602	06200	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	$1,200.00	3	$3,600.00		$0.00		$0.00		$0.00	3	$3,600.00
81	2506.602	06430	CASTING ASSEMBLY SPECIAL 1	EACH	$250.00	4	$1,000.00		$0.00		$0.00	4	$1,000.00		$0.00
82	2506.603	30010	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	LIN FT	$500.00	24	$12,000.00		$0.00		$0.00		$0.00	24	$12,000.00
83	2521.518	00040	4" CONCRETE WALK	SQ FT	$7.00	11100	$77,700.00	11100	$77,700.00		$0.00		$0.00		$0.00
84	2521.518	00060	6" CONCRETE WALK	SQ FT	$11.00	5140	$56,540.00	5140	$56,540.00		$0.00		$0.00		$0.00
85	2521.602	00030	DRILL & GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	$15.00	150	$2,250.00	150	$2,250.00		$0.00		$0.00		$0.00
86	2531.503	02315	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	$19.00	5115	$97,185.00	5115	$97,185.00		$0.00		$0.00		$0.00
87	2531.504	00060	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	$80.00	490	$39,200.00	490	$39,200.00		$0.00		$0.00		$0.00
88	2531.504	00080	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	$95.00	55	$5,225.00	55	$5,225.00		$0.00		$0.00		$0.00
89	2531.603	24020	CONCRETE SILL	LIN FT	$10.00	410	$4,100.00	410	$4,100.00		$0.00		$0.00		$0.00
90	2531.618	00010	TRUNCATED DOMES	SQ FT	$60.00	130	$7,800.00	130	$7,800.00		$0.00		$0.00		$0.00
91	2540.602	00140	INSTALL MAIL BOX SUPPORT	EACH	$150.00	31	$4,650.00	31	$4,650.00		$0.00		$0.00		$0.00
92	2563.601	00010	TRAFFIC CONTROL	LUMP SUM	$10,000.00	1	$10,000.00	0.52	$5,200.00	0.13	$1,300.00	0.19	$1,900.00	0.16	$1,600.00
93	2564.602	01515	INSTALL SIGN	EACH	$250.00	20	$5,000.00	20	$5,000.00		$0.00		$0.00		$0.00
94	2573.501	00025	STABILIZED CONSTRUCTION EXIT	LUMP SUM	$1,000.00	1	$1,000.00	1	$1,000.00		$0.00		$0.00		$0.00
95	2573.501	00030	EROSION CONTROL SUPERVISOR	LUMP SUM	$1,500.00	1	$1,500.00	1	$1,500.00		$0.00		$0.00		$0.00
96	2573.502	00110	STORM DRAIN INLET PROTECTION	EACH	$200.00	31	$6,200.00	31	$6,200.00		$0.00		$0.00		$0.00
97	2573.503	00064	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	$2.75	200	$550.00	200	$550.00		$0.00		$0.00		$0.00
98	2574.507		COMMON TOPSOIL BORROW (LV)	CU YD	$30.00	475	$14,250.00	475	$14,250.00		$0.00		$0.00		$0.00
99	2574.508	00013	FERTILIZER TYPE 1	POUND	$1.50	415	$622.50	415	$622.50		$0.00		$0.00		$0.00
100	2575.504	00320	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	$2.50	5970	$14,925.00	5970	$14,925.00		$0.00		$0.00		$0.00
101	2575.505	00021	SEEDING	ACRE	$500.00	1.3	$650.00	1.3	$650.00		$0.00		$0.00		$0.00
102	2575.523	00020	RAPID STABILIZATION METHOD 3	MGAL	$600.00	8	$4,800.00	8	$4,800.00		$0.00		$0.00		$0.00
103	2575.608	25070	SEED SOUTHERN BOULEVARD	POUND	$2.50	285	$712.50	285	$712.50		$0.00		$0.00		$0.00
104	2582.518	06020	CROSSWALK MULTI-COMPONENT GROUND IN	SQ FT	$15.00	228	$3,420.00	228	$3,420.00		$0.00		$0.00		$0.00
					SUBTOTAL		**$2,290,111.50**		**$1,188,641.50**		**$290,520.00**		**$428,480.00**		**$382,470.00**
				CONTINGENCY	**10%**		**$229,011.15**		**$118,864.15**		**$29,052.00**		**$42,848.00**		**$38,247.00**
				TOTAL ESTIMATED CONSTRUCTION COST			**$2,519,122.65**		**$1,307,505.65**		**$319,572.00**		**$471,328.00**		**$420,717.00**
				ENGINEERING, LEGAL, & ADMINISTRATION	**20%**		**$503,824.53**		**$261,501.13**		**$63,914.40**		**$94,265.60**		**$84,143.40**
				TOTAL ESTIMATED PROJECT COST			**$3,022,947.18**		**$1,569,006.78**		**$383,486.40**		**$565,593.60**		**$504,860.40**

Appendix C: Preliminary Special Assessment Roll

Real People. Real Solutions.

PRELIMINARY SPECIAL ASSESSMENT ROLL
2025 STREET & UTILITY IMPROVEMENTS PROJECT

CITY OF NEW RICHLAND, MINNESOTA
BMI PROJECT NO.: 0M1.130627
DATE: 10/24/2024

PROJECT IMPROVEMENTS

PROJECT ITEM	CITY COST	ASSESSABLE PERCENTAGE	ASSESSED AMOUNT	UNASSESSED CITY COST
STREET IMPROVEMENTS	$ 1,569,006.78	30%	$ 470,702.03	$ 1,098,304.75
SANITARY SEWER IMPROVEMENTS	$ 383,486.40	30%	$ 115,045.92	$ 268,440.48
WATERMAIN IMPROVEMENTS	$ 565,593.60	30%	$ 169,678.08	$ 395,915.52
STORM SEWER IMPROVEMENTS	$ 504,860.40	0%	$ -	$ 504,860.40
TOTALS	$ 3,022,947.18	N/A	$ 755,426.03	$ 2,267,521.15

IMPROVEMENT	TOTAL FRONTAGE / COUNT / AREA	ASSESSMENT RATES
STREET IMPROVEMENTS	4811.6	$ 97.83
SANITARY SEWER IMPROVEMENTS	32	$ 3,595.19
WATERMAIN IMPROVEMENTS	30	$ 5,655.94

PROPERTY OWNER	PARCEL I.D.	ADDRESS	FRONTAGE		STREET				SANITARY SEWER		WATERMAIN		TOTAL PRELIMINARY CITY COSTS	TOTAL PRELIMINARY ASSESSMENT
			FRONT	SIDE	EXCESS FRONTAGE	ADJUSTED FRONTAGE	COST (CITY)	COST (ADJ FRONT)	SEWER SERVICE INSTALLED	COST	WATER SERVICE INSTALLED	COST		
IRENE & HECTOR JR GUERRERO	15.103.0370	401 ASH AVE S	21	100	100	21	$9,782.65	$2,054.36	1	$3,595.19	0	$0.00	$9,782.65	$5,649.55
GARY PALM	15.103.0380	123 4TH ST SW	96	80	80	96	$7,826.12	$9,391.34	1	$3,595.19	1	$5,655.94	$7,826.12	$18,642.47
DALE & ELIZABETH WEEGMAN	15.103.0420	355 ASH AVE S	101.5		0	101.5	$0.00	$9,929.39	1	$3,595.19	1	$5,655.94	$0.00	$19,180.52
STADHEIM PROP OF OWATONNA LLC	15.103.0440	347 ASH AVE S	101.5		0	101.5	$0.00	$9,929.39	1	$3,595.19	1	$5,655.94	$0.00	$19,180.52
BELINDA A GOLD	15.103.0460	341 ASH AVE S	81.6		0	81.6	$0.00	$7,982.64	1	$3,595.19	1	$5,655.94	$0.00	$17,233.77
IND SCHOOL DIST 2168	15.103.0470	335 ASH AVE S	70		0	70	$0.00	$6,847.86	0	$0.00	0	$0.00	$0.00	$6,847.86
MONICA E GUSKEY	15.103.0590	404 ASH AVE S	17		0	17	$0.00	$1,663.05	0	$0.00	0	$0.00	$0.00	$1,663.05
IND SCHOOL DIST 2168	15.103.0600	364 ASH AVE S	142.2		0	142.2	$0.00	$13,910.93	0	$0.00	0	$0.00	$0.00	$13,910.93
IND SCHOOL DIST 2168	15.103.0605		735.8		0	735.8	$0.00	$71,980.75	3	$10,785.56	1	$5,655.94	$0.00	$88,422.25
IND SCHOOL DIST 2168	15.103.0510		390		0	390	$0.00	$38,152.34	0	$0.00	0	$0.00	$0.00	$38,152.34
PATSY J KOHNHERT BLOCK	15.103.0030	119 3RD ST SE	100		0	100	$0.00	$9,782.65	1	$3,595.19	1	$5,655.94	$0.00	$19,033.78
SHAWN WEITZEL & NICOLE HOERLER-WEITZEL	15.103.0040	113 3RD ST SE	52		0	52	$0.00	$5,086.98	1	$3,595.19	1	$5,655.94	$0.00	$14,338.11
DELORIS M BARTHOLMEY	15.103.0050	331 BROADWAY AVE S	158.6	55	55	158.6	$5,380.46	$15,515.28	1	$3,595.19	1	$5,655.94	$5,380.46	$24,766.41
MICHAEL S & PAMELA A SHURSON	15.103.0060	327 BROADWAY AVE S	55		0	55	$0.00	$5,380.46	1	$3,595.18	1	$5,655.94	$0.00	$14,631.58
JASON T SELTUN	15.103.0070	323 BROADWAY AVE S	80		0	80	$0.00	$7,826.12	1	$3,595.18	1	$5,655.94	$0.00	$17,077.24
GARY W & LINDA W SELTUN	15.103.0080	317 BROADWAY AVE S	75		0	75	$0.00	$7,336.99	1	$3,595.18	1	$5,655.94	$0.00	$16,588.11
BRENDA J JOHNSON	15.103.0090	311 BROADWAY AVE S	80		0	80	$0.00	$7,826.12	1	$3,595.18	1	$5,655.94	$0.00	$17,077.24
EUGENE FROST	15.103.0100	303 BROADWAY AVE S		95	95	0	$9,293.52	$0.00	0	$0.00	1	$5,655.94	$9,293.52	$5,655.94
JAMES M & MARY C STRINGFIELD	15.103.0110	403 BROADWAY AVE S	328.3	66	66	328.3	$6,456.55	$32,116.44	1	$3,595.18	1	$5,655.94	$6,456.55	$41,367.56
MATTHEW & AMANDA WOODHAM	15.103.0120	411 BROADWAY AVE S	110		0	110	$0.00	$10,760.92	1	$3,595.18	1	$5,655.94	$0.00	$20,012.04
MELISA K BERG LEONARDO	15.103.0130	415 BROADWAY AVE S	55		0	55	$0.00	$5,380.46	1	$3,595.18	1	$5,655.94	$0.00	$14,631.58
ELIJAH BUSHLACK	15.103.0140	419 BROADWAY AVE S	55		0	55	$0.00	$5,380.46	1	$3,595.18	1	$5,655.94	$0.00	$14,631.58
TAMMY J TECHAU	15.103.0150	423 BROADWAY AVE S	55		0	55	$0.00	$5,380.46	1	$3,595.18	1	$5,655.94	$0.00	$14,631.58
JACK M BUTLER	15.103.0160	503 BROADWAY AVE S	97.5		0	97.5	$0.00	$9,538.08	1	$3,595.18	1	$5,655.94	$0.00	$18,789.20
KALEB A CHRISTENSEN	15.103.0170	511 BROADWAY AVE S	15		0	15	$0.00	$1,467.40	0	$0.00	0	$0.00	$0.00	$1,467.40
ROBERT SWENSON	15.103.0360	506 BROADWAY AVE S	205	72	72	205	$7,043.51	$20,054.43	1	$3,595.18	0	$0.00	$7,043.51	$23,649.61
JANDA FERGUSON	15.103.0390	117 4TH ST SW	75		0	75	$0.00	$7,336.99	1	$3,595.18	1	$5,655.94	$0.00	$16,588.11
KELVIN WHITE	15.103.0400	424 BROADWAY AVE S	150	96	96	150	$9,391.34	$14,673.98	1	$3,595.18	1	$5,655.94	$9,391.34	$23,925.10
ROGER A & KATHY J YESS	15.103.0410	416 BROADWAY AVE S	101.5		0	101.5	$0.00	$9,929.39	1	$3,595.18	1	$5,655.94	$0.00	$19,180.51
RYAN QUADE	15.103.0430	410 BROADWAY AVE S	101.5		0	101.5	$0.00	$9,929.39	1	$3,595.18	1	$5,655.94	$0.00	$19,180.51
NORMAN L & SHARON ECKART	15.103.0450	402 BROADWAY AVE S	81.6		0	81.6	$0.00	$7,982.64	1	$3,595.18	1	$5,655.94	$0.00	$17,233.76
WADE CORBETT	15.103.0480	334 BROADWAY AVE S	70		0	70	$0.00	$6,847.86	1	$3,595.18	1	$5,655.94	$0.00	$16,098.98
CARA L OLSON	15.103.0490	328 BROADWAY AVE S	75		0	75	$0.00	$7,336.99	1	$3,595.18	1	$5,655.94	$0.00	$16,588.11
BRENDA J ROUTH	15.103.0500	320 BROADWAY AVE S	101		0	101	$0.00	$9,880.48	1	$3,595.18	1	$5,655.94	$0.00	$19,131.60
LARRY J MUFF	15.103.0520	314 BROADWAY AVE S	50		0	50	$0.00	$4,891.33	1	$3,595.18	1	$5,655.94	$0.00	$14,142.45
KAILA GARRISON	15.103.0530	304 BROADWAY AVE S	94		0	94	$0.00	$9,195.69	1	$3,595.18	1	$5,655.94	$0.00	$18,446.81
JESSICA WELCH	15.103.0540	302 BROADWAY AVE S		70	70	0	$6,847.86	$0.00	0	$0.00	1	$5,655.94	$6,847.86	$5,655.94
				TOTALS	634	4177.6	$62,022.01	$408,680.04	32	$115,045.86	30	$169,678.20	$62,022.01	$693,404.10

H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-130627-AFFECTED-PROPERTIES.dwg 10/24/2024 10:39:21 AM

Appendix D: Example Questionnaire Sheet

2025 STREET & UTILITY IMPROVEMENTS PROJECT QUESTIONNAIRE

NEW RICHLAND, MN

The City values input from residents and business owners along the project corridor (attached) as you have firsthand knowledge of how the streets and utilities function. Your comments/concerns will assist us during the final design phase of our project. We encourage you to take a few minutes to fill out the following questionnaire:

Please mail to: Cory Bienfang
Bolton & Menk
1960 Premier Drive
Mankato, MN 56001

or Place in Comment Box at upcoming Open House

1. **Have you observed street ponding after a significant rain?**

_____No, I have not observed street ponding after a significant rain.

_____Yes, I have observed street ponding after a significant rain.

If you have observed street ponding after a significant rain, please provide a location.

_____

2. **Have you had any problems with stormwater drainage within your property?**

_____No, I have not had any problems with stormwater drainage within my property.

_____Yes, I have had problems with stormwater drainage within my property.

If you have had problems with stormwater drainage within your property, please explain_____

_____

3. **Have you experienced any problems with your sanitary sewer service?**

_____N/A, we are not connected to City sanitary sewer.

_____No, we have not experienced any problems with our sanitary sewer service.

_____Yes, we have experienced problems with our sanitary sewer service.

If you have had problems with your sanitary sewer service, please explain

_____

_____

Continued on back….

4. **Have you experienced any problems with your water service?**

_____N/A, we are not connected to City watermain.

_____We **DO** / **DO NOT** / **UNSURE** have a lead water service (please circle one).

_____Has your water service ever frozen **YES** / **NO** (please circle one).

_____No, we have not experienced any problems with our water service.

_____Yes, we have experienced problems with our water service.

If you have had problems with your water service, please explain

_____

_____

5. **Are you aware of any encroachments along your property within the City Right-of-Way that include but are not limited to (irrigation, landscaping, retaining walls, permanent mailboxes, underground dog fences, etc.)**

_____No, we are not aware of any encroachments along our property within the City Right-of-Way.

_____Yes, we are aware of encroachments along our property within the City Right-of-Way.

If you are aware of any encroachments along your property, please explain

_____

_____

6. **Please note any additional thoughts or concerns you have about this project**

_____

_____

The following information is optional and will remain confidential but is needed in the event we have a question on any of your responses:

Name:_____

Address:_____

Phone Number:_____

Email Address:_____

Appendix E: 2023 Televising Review Pipe Rating Summary

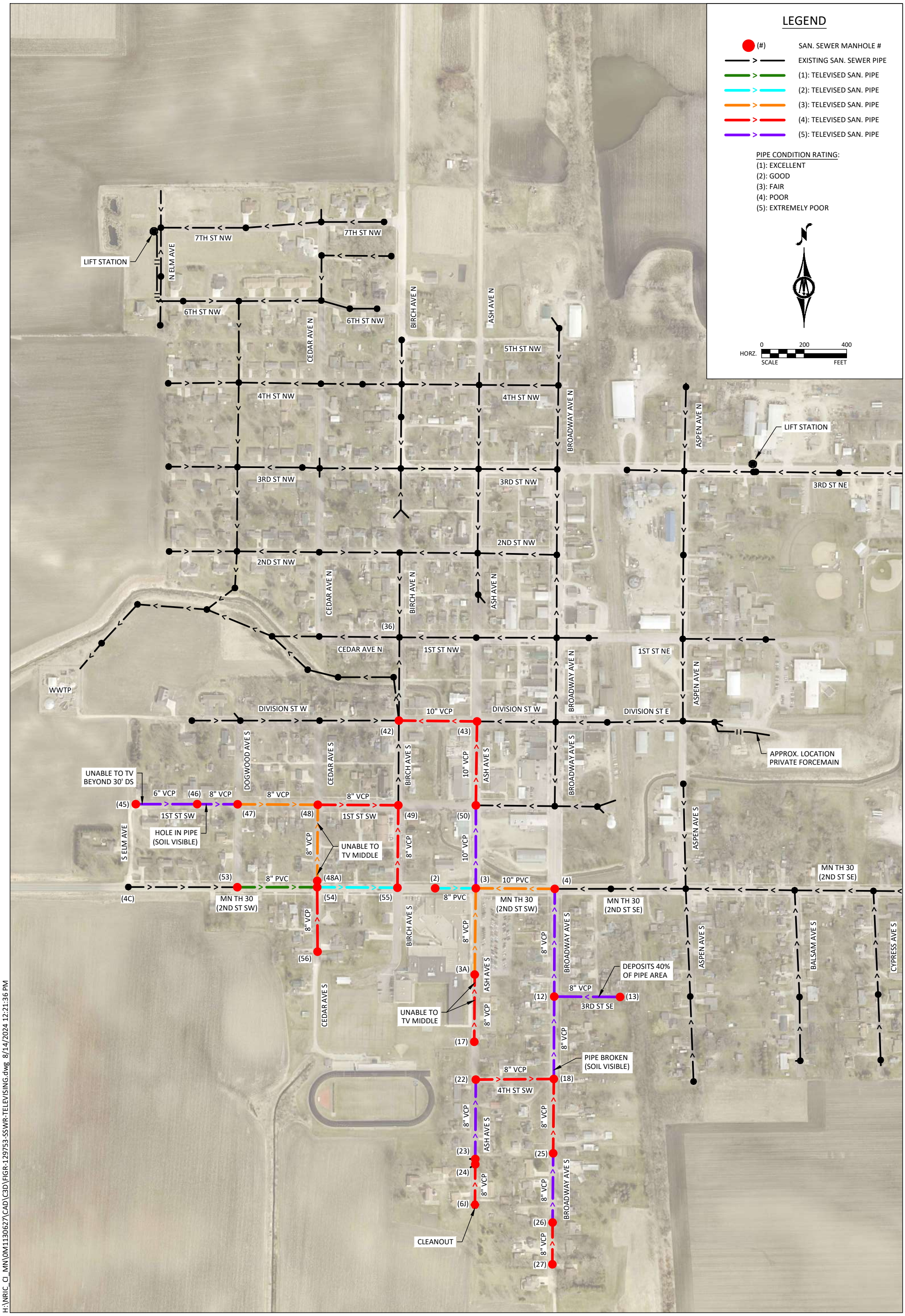
2023 Sanitary Sewer Cleaning & Televising

City of New Richland, Minnesota

Pipe Rating Results

February 2024

BOLTON & MENK



H:\NRIC_CI_MN\0M1130627\CAD\C3D\FIGR-129753-SSWR-TELEVISING.dwg 8/14/2024 12:21:36 PM

DDA
David Drown Associates, Inc.
Public Finance Advisors

Cologne Office:
10555 Orchard Road
Cologne, MN 55322
Phone: (952) 356-2992
shannon@daviddrown.com

October 22, 2024

City of New Richland
Attn: Tony Martens, City Administrator
P.O. Box 57
New Richland, MN 56072

RE: 2025 Street & Utility Reconstruction Project

Honorable Mayor, Council Members, and Administrator Martens:

A project alternative evaluating the reconstruction of additional street segments (and underlying utilities) has been provided by the City Engineer for discussion. I have used the revised cost estimates provided for the purpose of providing information on property tax and utility rate impacts based on those revised estimates.

Based on the information provided, my understanding of the project to be evaluated includes the following cost estimate.

Estimated Project Cost:

Construction & Engineering	$3,022,747.18
Finance & Legal	96,475.00
Capitalized Interest	50,100.00
TOTAL PROJECT COST:	$3,169,322.18

The funding sources to be utilized to finance project costs are summarized below:

G.O. Improvement & Utility Revenue Bonds	**$3,150,000.00**
Construction Fund Earnings	19,322.18
TOTAL FUNDING SOURCES:	$3,169,322.18

Payment and Revenue Requirements:
The City of New Richland will be required to pledge tax levies, special assessments, water revenues, sanitary sewer system revenues, and storm sewer revenues for the repayment of this bond issue. Estimated revenues needed to service this bond issue are projected on the attached preliminary debt service schedules (both a 20-year and 15-year term) with annual payments estimated to be approximately $285,000 over the 15-year term, and $230,000 over the 20-year term. The final revenue requirements will be determined once bids are received for the construction costs and the purchase of the bonds.

Special Assessments – The project financing has been structured assuming that $693,404.10 of special assessments would be certified for collection in the fall of 2025. The term on the assessments would be structured to match the term of the bond issue. It is also assumed that the special assessments will have an interest rate of 5%.

Property Tax Levy:
Assuming that the storm water utility is created and that special assessments and tax levy will support the street reconstruction costs, the 2025 project as proposed would have a projected property tax levy of approximately $90,000 annually starting in collection year 2026 if the bonds are structured over a 15-year term, and approximately $74,000 annually if structured over a 20-year term. I have attached a property tax

impact analysis for both alternatives to provide an estimate of the increase that would be required for properties of various values.

Water Revenues:
As structured the project debt would require $54,000 annually in water utility revenues if structured over a 15-year term, and $45,000 annually if the debt is structured with a 20-year term. It appears that the water utility made the debt service payment on the 2012 PFA (State of Minnesota) loan for sanitary sewer in 2023.

I have assumed that the water utility would continue to contribute $70,000 annually to wastewater debt service through the final payment on the PFA loan in 2031. Under this assumption, I would project that a 5,000 gallon per month water customer that now pays $52.00 per month for water, would be required to pay approximately $55.00 per month to achieve breakeven results if the debt is structured over a 15-year term, and would pay approximately $53.00 per month if the debt is structured over a 20-year term.

Sanitary Sewer Revenues:
As structured the project debt would require $36,000 annually in sanitary sewer utility revenues if structured over a 15-year term, and $30,000 annually if the debt is structured with a 20-year term. As mentioned, I am assuming that the water utility will contribute $70,000 annually toward sanitary debt until the PFA loan is paid off in 2031.

Under those assumptions, I would project that a 5,000 gallon per month sanitary sewer customer that now pays $79.00 per month for wastewater, would be required to pay approximately $105.00 per month to achieve breakeven results if the debt is structured over a 15-year term, and would pay approximately $104.00 per month if the debt is structured over a 20-year term.

Storm Water Revenues:
Staff has indicated that a storm water fee is being considered for implementation in 2025. Assuming that is the case, the project debt allocated to the new storm water enterprise would require $48,000 annually in storm water utility revenues if structured over a 15-year term, and $40,000 annually if the debt is structured with a 20-year term.

Under those assumptions, I would project that an average customer would need to be charged a flat fee of approximately $7.70 per month to achieve breakeven results if the debt is structured over a 15-year term and would pay approximately $6.55 per month if the debt is structured over a 20-year term.

The City does have a significant amount of debt dropping off in 2029 (2014A Bonds – levy supported) and 2031 (2012 PFA Loan – Sewer). While that is a bit far off to structure around as we would be delaying a significant amount of principal for an extended period of time, there will be some relief on levy and sewer rates, or the ability to do additional reconstruction work at that time.

Thank you for your time and consideration.

Sincerely,

Shannon Sweeney
David Drown Associates, Inc.

$3,150,000
General Obligation Improvement & Utility Revenue Bonds, Series 2025A

Uses of Funds		
Street Reconstruction		1,569,006.78
Water/Sanitary Sewer/Storm Reconstruction		1,453,740.40
Other		-
Total Project Costs		**3,022,747.18**
Underwriter's Discount Allowance	1.250%	39,375.00
Unused Underwriter's Discount Allowance		-
Fiscal Fee		22,000.00
Bond Counsel		17,000.00
Printing & Misc		2,000.00
Paying Agent		850.00
Rating Agency		15,250.00
Capitalized Interest		50,100.00
Accrued Interest		-
Rounding		-
		3,169,322.18

Sources of Funds	
Bond Issue	**3,150,000.00**
Construction Fund Earnings	19,322.18
Cash Contribution by EDA for Street	-
	3,169,322.18

Bond Details	
Set Sale Date	3/1/2025
Sale Date	4/1/2025
Dated Date	5/1/2025
Closing Date	5/1/2025
1st Interest Payment	2/1/2025
Proceeds spent by:	12/31/2026
	to Dated Date
Purchase Price	3,110,625.00
Net Interest Cost	1,236,675.00
Net Effective Rate	**4.1315%**
Average Coupon	4.0000%
Yield	TBD
Average Life	9.502
Call Option	2/1/2032
Purchaser	Preliminary - 15 year term
Bond Counsel	Taft
Pay Agent	U.S. Bank, N.A.
Tax Status	**Tax Exempt - Not Bank Qualified**
Continuing Disclosure	TBD
Rebate	Small Issuer Exemption
Statutory Authority	M.S. 429, 444, & 475

Payment Schedule & Cashflow

	Payment Schedule					*Pledged Revenues*					*Account Balances*	
12-Month		Interest		**Payment**	plus 5%	Collection	Tax	Water	Wastewater	Storm Sewer	Special	Surplus	Account
Period ending	Principal	Rate	Interest	**Total**	Coverage	Year	Levy	Revenues	Revenues	Revenues	Assmts	(deficit)	Balance
5/1/2025	-		-	**-**							Capitalized & accrued interest >		50,100
2/1/2026	-	4.00%	94,500	**94,500**	96,720	2025	-	18,182	12,121	16,317	-	(50,100)	-
2/1/2027	155,000	4.00%	126,000	**281,000**	295,050	2026	87,336	54,955	36,637	49,319	66,804	-	-
2/1/2028	160,000	4.00%	119,800	**279,800**	293,790	2027	89,226	53,726	35,818	48,216	66,804	-	-
2/1/2029	170,000	4.00%	113,400	**283,400**	297,570	2028	90,906	54,545	36,364	48,951	66,804	-	-
2/1/2030	180,000	4.00%	106,600	**286,600**	300,930	2029	92,376	55,283	36,855	49,613	66,804	-	-
2/1/2031	180,000	4.00%	99,400	**279,400**	293,370	2030	88,386	53,890	35,927	48,363	66,804	-	-
2/1/2032	190,000	4.00%	92,200	**282,200**	296,310	2031	89,646	54,545	36,364	48,951	66,804	-	-
2/1/2033	200,000	4.00%	84,600	**284,600**	298,830	2032	90,696	55,119	36,746	49,466	66,804	-	-
2/1/2034	205,000	4.00%	76,600	**281,600**	295,680	2033	91,536	53,563	35,708	48,069	66,804	-	-
2/1/2035	215,000	4.00%	68,400	**283,400**	297,570	2034	92,166	54,054	36,036	48,510	66,804	-	-
2/1/2036	225,000	4.00%	59,800	**284,800**	299,040	2035	92,586	54,464	36,309	48,878	66,804	-	-
2/1/2037	235,000	4.00%	50,800	**285,800**	300,090	2036	92,796	54,791	36,527	49,172	66,804	-	-
2/1/2038	245,000	4.00%	41,400	**286,400**	300,720	2037	92,796	55,037	36,691	49,392	66,804	-	-
2/1/2039	255,000	4.00%	31,600	**286,600**	300,930	2038	92,586	55,201	36,800	49,539	66,804	-	-
2/1/2040	265,000	4.00%	21,400	**286,400**	300,720	2039	92,166	55,283	36,855	49,613	66,804	-	-
2/1/2041	270,000	4.00%	10,800	**280,800**	294,840	2040	91,536	53,235	35,490	47,775	66,804	-	-
	3,150,000		1,197,300	**4,347,300**	4,562,160		1,366,738	835,871	557,248	750,141	1,002,062		-

$3,150,000
General Obligation Improvement & Utility Revenue Bonds, Series 2025A

Uses of Funds			
Street Reconstruction		1,569,006.78	
Water/Sanitary/Storm Reconstruction		1,453,740.40	
Other		-	
Total Project Costs		**3,022,747.18**	
Underwriter's Discount Allowance	1.250%	39,375.00	
Unused Underwriter's Discount Allowance		-	
Fiscal Fee		22,000.00	
Bond Counsel		17,000.00	
Printing & Misc		2,000.00	57,100.00
Paying Agent		850.00	
Rating Agency		15,250.00	
Capitalized Interest		50,100.00	
Accrued Interest		-	
Rounding		-	
		3,169,322.18	

Sources of Funds	
Bond Issue	**3,150,000.00**
Construction Fund Earnings	19,322.18
Cash Contribution by EDA for Street	-
	3,169,322.18

Bond Details	
Set Sale Date	3/1/2025
Sale Date	4/1/2025
Dated Date	5/1/2025
Closing Date	5/1/2025
1st Interest Payment	2/1/2025
Proceeds spent by:	12/31/2026
	to Dated Date
Purchase Price	3,110,625.00
Net Interest Cost	1,618,875.00
Net Effective Rate	**4.0997%**
Average Coupon	4.0000%
Yield	TBD
Average Life	12.536
Call Option	2/1/2032
Purchaser	Preliminary - 20 year term
Bond Counsel	Taft
Pay Agent	U.S. Bank, N.A.
Tax Status	**Tax Exempt - Not Bank Qualified**
Continuing Disclosure	TBD
Rebate	Small Issuer Exemption
Statutory Authority	M.S. 429, 444, & 475

Payment Schedule & Cashflow

	Payment Schedule					*Pledged Revenues*						*Account Balances*	
12-Month		Interest		**Payment**	plus 5%	Collection	Tax	Water	Wastewater	Storm Sewer	Special	Surplus	Account
Period ending	Principal	Rate	Interest	**Total**	Coverage	Year	Levy	Revenues	Revenues	Revenues	Assmts	(deficit)	Balance
5/1/2025	-		-	**-**							Capitalized & accrued interest >		50,100
2/1/2026	-	4.00%	94,500	**94,500**	96,720	2025	-	18,182	12,121	16,317	-	(50,100)	-
2/1/2027	105,000	4.00%	126,000	**231,000**	242,550	2026	72,249	44,717	29,812	40,131	55,641	-	-
2/1/2028	110,000	4.00%	121,800	**231,800**	243,390	2027	75,189	43,898	29,266	39,396	55,641	-	-
2/1/2029	115,000	4.00%	117,400	**232,400**	244,020	2028	72,669	45,127	30,085	40,499	55,641	-	-
2/1/2030	120,000	4.00%	112,800	**232,800**	244,440	2029	75,399	44,226	29,484	39,690	55,641	-	-
2/1/2031	125,000	4.00%	108,000	**233,000**	244,650	2030	72,669	45,373	30,248	40,719	55,641	-	-
2/1/2032	130,000	4.00%	103,000	**233,000**	244,650	2031	75,189	44,390	29,593	39,837	55,641	-	-
2/1/2033	135,000	4.00%	97,800	**232,800**	244,440	2032	72,249	45,455	30,303	40,793	55,641	-	-
2/1/2034	140,000	4.00%	92,400	**232,400**	244,020	2033	74,559	44,390	29,593	39,837	55,641	-	-
2/1/2035	145,000	4.00%	86,800	**231,800**	243,390	2034	71,409	45,373	30,248	40,719	55,641	-	-
2/1/2036	150,000	4.00%	81,000	**231,000**	242,550	2035	73,509	44,226	29,484	39,690	55,641	-	-
2/1/2037	155,000	4.00%	75,000	**230,000**	241,500	2036	70,149	45,127	30,085	40,499	55,641	-	-
2/1/2038	160,000	4.00%	68,800	**228,800**	240,240	2037	72,039	43,898	29,266	39,396	55,641	-	-
2/1/2039	170,000	4.00%	62,400	**232,400**	244,020	2038	73,719	44,717	29,812	40,131	55,641	-	-
2/1/2040	175,000	4.00%	55,600	**230,600**	242,130	2039	75,189	43,407	28,938	38,955	55,641	-	-
2/1/2041	180,000	4.00%	48,600	**228,600**	240,030	2040	71,199	44,144	29,429	39,617	55,641	-	-
2/1/2042	190,000	4.00%	41,400	**231,400**	242,970	2041	72,459	44,799	29,866	40,205	55,641	-	-
2/1/2043	200,000	4.00%	33,800	**233,800**	245,490	2042	73,509	45,373	30,248	40,719	55,641	-	-
2/1/2044	205,000	4.00%	25,800	**230,800**	242,340	2043	74,349	43,817	29,211	39,323	55,641	-	-
2/1/2045	215,000	4.00%	17,600	**232,600**	244,230	2044	74,979	44,308	29,539	39,764	55,641	-	-
2/1/2046	225,000	4.00%	9,000	**234,000**	245,700	2045	75,399	44,717	29,812	40,131	55,641	-	-
	3,150,000		1,579,500	**4,729,500**	4,963,470		1,468,089	909,663	606,442	816,365	1,112,811		-

City of New Richland, Minnesota
Tax Impact Analysis - 15 year term on debt

New Debt Service Levy:	**$90,000**	**15 year term**
2024 Tax Levy	$652,424	
Projected Levy	$742,424	
Pay 2024 Net Tax Capacity	705,551	
2024 Tax Rate	92.47%	
Projected Rate	105.23%	

Assessor's Market Value (Homestead Residential Property)	Current City Tax:	Projected City Tax:	Projected Increase:
$ 50,500	$ 115.59	$ 131.53	$ 15.94
$ 76,000	$ 351.39	$ 399.86	$ 48.47
$ 100,000	$ 577.48	$ 657.14	$ 79.66
$ 200,000	$ 1,585.40	$ 1,804.10	$ 218.70

Assessor's Market Value (Commercial/Industrial Property)	Current City Tax:	Projected City Tax:	Projected Increase:
$ 100,000.00	$ 1,387.05	$ 1,578.39	$ 191.34
$ 500,000.00	$ 8,553.49	$ 9,733.42	$ 1,179.93
$ 1,000,000.00	$ 17,800.50	$ 20,256.03	$ 2,455.53

Tax Impact Analysis - 20 year term on debt

New Debt Service Levy:	**$74,000**	**20 year term**
2024 Tax Levy	$652,424	
Projected Levy	$726,424	
Pay 2024 Net Tax Capacity	705,551	
2024 Tax Rate	92.47%	
Projected Rate	102.96%	

Assessor's Market Value (Homestead Residential Property)	Current City Tax:	Projected City Tax:	Projected Increase:
$ 50,500	$ 115.59	$ 128.70	$ 13.11
$ 76,000	$ 351.39	$ 391.24	$ 39.86
$ 100,000	$ 577.48	$ 642.98	$ 65.50
$ 200,000	$ 1,585.40	$ 1,765.22	$ 179.82

Assessor's Market Value (Commercial/Industrial Property)	Current City Tax:	Projected City Tax:	Projected Increase:
$ 100,000.00	$ 1,387.05	$ 1,544.38	$ 157.32
$ 500,000.00	$ 8,553.49	$ 9,523.65	$ 970.16
$ 1,000,000.00	$ 17,800.50	$ 19,819.49	$ 2,018.99

CITY OF NEW RICHLAND

*Check Summary Register©

SEPTEMBER 2024

	Name	Check Date	Check Amt	
10100	**GENERAL CHECKING**			
5162e	ALLIED MEDICAL TRAINING, LLC	9/4/2024	$145.00	BRUEGGER EMR REFRESHER
5163e	ISOLVED	9/10/2024	$5,631.10	August 2024 Amb Payroll
5164e	NATIONWIDE	9/10/2024	$100.00	August Amb Payroll
5165e	PERA	9/11/2024	$3,047.70	9-11-24 Payroll
5166e	ISOLVED	9/11/2024	$16,087.45	9-11-24 Payroll
5167e	NATIONWIDE	9/11/2024	$150.00	9-11-24 Payroll
5168e	MINNESOTA REVENUE	9/10/2024	$874.00	August 2024 Sales Tax
5169e	WEX HEALTH INC	9/11/2024	$8.25	ERIC HENDRICKSON
5170e	POSTMASTER	9/12/2024	$6.35	CERTIFIED MAIL
5171e	WILD BILLS	9/5/2024	$22.65	School Meal
5172e	MCDONALDS	9/5/2024	$9.88	School Meal
5191e	ISOLVED	9/25/2024	$15,117.08	9-25-24 Payroll
5192e	PERA	9/25/2024	$2,827.01	9-25-24 Payroll
5193e	NATIONWIDE	9/25/2024	$150.00	9-25-24 Payroll
5194e	Hach Company	9/9/2024	$755.20	WATER TESTING
5195e	WEX HEALTH INC	9/25/2024	$8.25	ERIC HENDRICKSON
5196e	LENOVO	9/6/2024	$1,776.95	TABLETS FOR COUNCIL MEMBERS
5197e	ISOLVED	9/30/2024	$2,685.48	Council Payroll
5198e	AMPION	10/2/2024	$1,099.83	7/1/24-7/31/24
5203e	Holiday Inn & Suites	9/9/2024	$371.38	CLERKS ACADEMY HOTEL
5204e	Pro-Vision USA	9/16/2024	$102.00	BODY CAMERA MONTHLY
5205e	AMAZON.COM	9/16/2024	$149.98	MONITORS
5206e	POSTMASTER	9/17/2024	$362.25	UTILITY BILL POSTAGE
5207e	AMAZON.COM	9/17/2024	$22.95	LAB SUPPLIES FOR WATER DEPT
5208e	TRIZETTO PROVIDER SOLUTIO	9/20/2024	$42.40	
5209e	AMAZON.COM	9/23/2024	$37.99	OFFICE SUPPLIES
5210e	AMAZON.COM	9/24/2024	$239.99	PRINTER FOR AMBULANCE DEPT
5211e	STATE BANK OF NEW RICHLAN	9/30/2024	$1.00	SERVICE CHARGE
5212e	HEALTH EQUITY	9/10/2024	$3.00	INSURANCE FEE
5217e	AMAZON.COM	9/20/2024	$470.25	PRINTER
5218e	HARBOR FREIGHT TOOLS	9/18/2024	$74.99	WINCH HITCH
5219e	HARBOR FREIGHT TOOLS	9/17/2024	$299.99	9.5K WINCH
5220e	STATE BANK OF NEW RICHLAN	9/27/2024	$156.77	NSF-GENELIN
29538	BCA TRAINING	9/4/2024	$375.00	DMT CERT TRAINING
29539	BUDACH IMPLEMENT	9/4/2024	$22.91	SAW CHAIN
29540	Consolidated Communications	9/4/2024	$58.99	
29541	DELANE NELSON	9/4/2024	$5,868.00	12 STREET LIGHTS
29542	LAW ENFORCEMENT LABOR SE	9/4/2024	$70.50	DERAAD
29543	MADISON ENERGY INVESTMEN	9/4/2024	$10.22	SOLAR
29544	MIDCO	9/4/2024	$668.62	CITY INTERNET
29545	NR FARM &HOME SUPPLY	9/4/2024	$64.95	
29546	ARNOLDS OF MANKATO	9/12/2024	$84.99	BLADE
29547	BLUE CROSS/BLUE SHIELD	9/12/2024	$1,186.16	ERIC HENDRICKSON
29548	DG Minnesota CS 2021, LLC	9/12/2024	$42.63	302644135
29549	EXPERT BILLING LLC	9/12/2024	$435.00	
29550	GOPHER STATE ONE-CALL, INC.	9/12/2024	$12.15	
29551	JOBS PLUS INC	9/12/2024	$187.55	CLEANING
29552	METRO SALES INC	9/12/2024	$156.47	CONTRACT FEES
29553	MN FIRE SERVICE CERT BOARD	9/12/2024	$52.50	RE-CERT FEE, GEHRKE & MORGAN
29554	NEW RICHLAND AUTO REPAIR	9/12/2024	$89.36	OIL CHANGE ON SQUAD
29555	QUILL CORPORATION	9/12/2024	$27.88	
29556	WASECA HARDWARE	9/12/2024	$19.99	
29557	XCEL ENERGY SOLUTION	9/12/2024	$5,991.38	302169077
29558	AIRGAS USA, LLC	9/17/2024	$451.16	Cylinder Rentals

CITY OF NEW RICHLAND

*Check Summary Register©

SEPTEMBER 2024

	Name	Check Date	Check Amt	
29559	ALBERT LEA ELECTRIC CO.	9/17/2024	$128.00	CROSSWALK AT SCHOOL
29560	BOUND TREE MEDICAL , LLC	9/17/2024	$277.63	
29561	CENTRAL FARM SERVICE	9/17/2024	$1,271.72	
29562	DAKOTA SUPPLY GROUP	9/17/2024	$189.27	BRASS PAINT
29563	EMERGENCY AUTOMOTIVE TEC	9/17/2024	$29.13	SHIPPING FEE
29564	L & D AG SERVICE	9/17/2024	$10.79	
29565	NCPERS Group Life Insurance	9/17/2024	$32.00	ERIC H
29566	THOMPSON SANITATION, INC	9/17/2024	$5,927.46	317 CARTS
29567	U.S. BANK EQUIPMENT FINANC	9/17/2024	$165.00	METRO PRINTER PAYMENT
29568	VERIZON WIRELESS	9/17/2024	$394.55	
29569	WAGNER FOODS	9/17/2024	$61.11	
29570	WASTE MANAGEMENT	9/17/2024	$6,515.15	GARBAGE - 165 CART
29571	XCEL ENERGY	9/17/2024	$1,308.39	
29572	ASSURITY	9/25/2024	$340.80	Disability Insurance
29573	DOBBERSTEIN BACKHOE	9/25/2024	$2,881.00	CLEAN STORM RETENTION POND
29574	HyVee	9/25/2024	$29.98	ELECTION
29575	LEAGUE OF MN. CITIES	9/25/2024	$567.00	LMC Membership
29576	PEOPLES SERVICE, INC.	9/25/2024	$13,706.00	WASTEWATER
29577	USABLE LIFE	9/25/2024	$27.00	TANYCE
		Total Checks	$102,575.51	

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
GENERAL FUND							
		Revenues	$1,297,845.00	$616,949.50	$13,822.80	$680,895.50	47.54%
		Expenditures	$1,297,845.00	$806,237.73	$68,266.69	$491,607.27	62.12%
		Gain/(Loss)	$0.00	($189,288.23)	($54,443.89)	$189,288.23	0.00%
GOVERNMENT WIDE							
Active	R 101-00000-31000	GENERAL PR	$341,600.00	$169,450.22	$0.00	$172,149.78	49.60%
Active	R 101-00000-31020	PROPERTY T	$0.00	$214.76	$0.00	($214.76)	0.00%
Active	R 101-00000-31250	PAYMENT IN	$7,500.00	$0.00	$0.00	$7,500.00	0.00%
Active	R 101-00000-31810	FRANCHISE T	$7,500.00	$3,095.00	$267.14	$4,405.00	41.27%
Active	R 101-00000-31811	FRANCHISE T	$7,000.00	$1,785.70	$0.00	$5,214.30	25.51%
Active	R 101-00000-31812	FRANCHISE T	$5,000.00	$4,462.38	$0.00	$537.62	89.25%
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	$3,225.00	$0.00	$1,450.00	68.98%
Active	R 101-00000-33410	LOCAL GOVE	$503,620.00	$270,789.00	$0.00	$232,831.00	53.77%
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	$27,313.67	$0.00	($27,313.67)	0.00%
Active	R 101-00000-36100	SPECIAL ASS	$0.00	$8,930.50	$0.00	($8,930.50)	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	$0.00	$0.00	$0.00	0.00%
Active	R 101-00000-36200	MISCELLANE	$0.00	$247.35	$0.00	($247.35)	0.00%
Active	R 101-00000-36210	INTEREST ON	$1,000.00	$1,695.17	$39.65	($695.17)	169.52%
Active	R 101-00000-36240	LMCIT DIVIDE	$0.00	$2,017.00	$0.00	($2,017.00)	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			$877,895.00	$493,225.75	$306.79	$384,669.25	56.18%
		Total GOVERNMENT WIDE	$877,895.00	$493,225.75	$306.79	$384,669.25	56.18%
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	$6,945.00	$2,430.00	$5,055.00	57.88%
Active	E 101-41100-121	SOCIAL SECURI	$750.00	$430.59	$150.66	$319.41	57.41%
Active	E 101-41100-122	MEDICARE	$185.00	$100.70	$35.22	$84.30	54.43%
Active	E 101-41100-150	WORKERS COM	$85.00	$0.00	$0.00	$85.00	0.00%
Active	E 101-41100-200	OFFICE SUPPLI	$300.00	$555.06	$0.00	($255.06)	185.02%
Active	E 101-41100-210	OPERATING EX	$500.00	$659.89	$0.00	($159.89)	131.98%
Active	E 101-41100-308	SCHOOLING	$250.00	$0.00	$0.00	$250.00	0.00%
Active	E 101-41100-309	COMPUTER EX	$600.00	$96.00	$0.00	$504.00	16.00%
Active	E 101-41100-311	PERMITS/MEMB	$30.00	$0.00	$0.00	$30.00	0.00%
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	$1,776.95	$1,776.95	($1,776.95)	0.00%
Expenditure			$14,700.00	$10,564.19	$4,392.83	$4,135.81	71.87%
		Total MAYOR AND COUNCIL	($14,700.00)	($10,564.19)	($4,392.83)	($4,135.81)	71.87%
CITY HALL							
Active	R 101-41400-33160	OTHER-FEDE	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41400-33620	OTHER	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41400-36220	RENTS	$5,500.00	$2,125.00	$0.00	$3,375.00	38.64%
Active	R 101-41400-36230	CONTRIBUTI	$2,000.00	$2,025.00	$15.00	($25.00)	101.25%
Active	R 101-41400-36250	REFUNDS AN	$3,000.00	$3,461.40	$0.00	($461.40)	115.38%
Active	R 101-41400-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$10,500.00	$7,611.40	$15.00	$2,888.60	72.49%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-41400-100	WAGES/SALARI	$121,000.00	$88,631.84	$9,052.40	$32,368.16	73.25%
Active	E 101-41400-101	WAGES/SALARI	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41400-120	PERA	$9,100.00	$6,647.32	$678.92	$2,452.68	73.05%
Active	E 101-41400-121	SOCIAL SECURI	$7,500.00	$5,400.99	$547.25	$2,099.01	72.01%
Active	E 101-41400-122	MEDICARE	$1,800.00	$1,263.11	$127.98	$536.89	70.17%
Active	E 101-41400-130	HEALTH INSUR	$9,000.00	$5,168.74	$433.39	$3,831.26	57.43%
Active	E 101-41400-131	LIFE INSURANC	$240.00	$53.44	$8.60	$186.56	22.27%
Active	E 101-41400-150	WORKERS COM	$825.00	$0.00	$0.00	$825.00	0.00%
Active	E 101-41400-200	OFFICE SUPPLI	$3,000.00	$2,492.75	$166.00	$507.25	83.09%
Active	E 101-41400-201	ORDINANCE EX	$2,500.00	$660.11	$0.00	$1,839.89	26.40%
Active	E 101-41400-210	OPERATING EX	$8,000.00	$3,177.53	$231.91	$4,822.47	39.72%
Active	E 101-41400-220	REPAIRS & MAI	$3,000.00	$1,777.66	$0.00	$1,222.34	59.26%
Active	E 101-41400-221	CLEANING CON	$2,000.00	$1,666.01	$100.66	$333.99	83.30%
Active	E 101-41400-230	VEHICLE OPER	$50.00	$21.25	$0.00	$28.75	42.50%
Active	E 101-41400-300	PROFESSIONAL	$8,500.00	$9,587.77	$510.40	($1,087.77)	112.80%
Active	E 101-41400-301	AUDITING SERV	$33,000.00	$32,700.00	$0.00	$300.00	99.09%
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	$495.00	$0.00	$4,505.00	9.90%
Active	E 101-41400-307	CONTRACT FEE	$2,000.00	$525.82	$156.47	$1,474.18	26.29%
Active	E 101-41400-308	SCHOOLING	$3,500.00	$2,152.37	$403.91	$1,347.63	61.50%
Active	E 101-41400-309	COMPUTER EX	$4,000.00	$4,614.92	$188.67	($614.92)	115.37%
Active	E 101-41400-311	PERMITS/MEMB	$6,800.00	$3,749.42	$567.00	$3,050.58	55.14%
Active	E 101-41400-314	REIMBURSEME	$0.00	$325.00	$0.00	($325.00)	0.00%
Active	E 101-41400-316	CREDIT/DEBIT S	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41400-320	TELEPHONE	$2,500.00	$1,793.32	$212.50	$706.68	71.73%
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	$312.00	$0.00	$688.00	31.20%
Active	E 101-41400-360	INSURANCE	$10,500.00	$4,869.73	$0.00	$5,630.27	46.38%
Active	E 101-41400-380	UTILITIES/ELEC	$500.00	$352.12	$53.86	$147.88	70.42%
Active	E 101-41400-383	UTILITIES/HEAT	$1,500.00	$590.29	$0.00	$909.71	39.35%
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	$72.24	$0.00	$927.76	7.22%
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			$248,315.00	$179,600.75	$13,439.92	$68,714.25	72.33%
		Total CITY HALL	($237,815.00)	($171,989.35)	($13,424.92)	($65,825.65)	72.32%
ELECTIONS							
Active	R 101-41410-33620	OTHER	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41410-110	OTHER PAY	$1,500.00	$355.00	$0.00	$1,145.00	23.67%
Active	E 101-41410-210	OPERATING EX	$2,000.00	$29.98	$29.98	$1,970.02	1.50%
Active	E 101-41410-330	MILEAGE EXPE	$300.00	$75.04	$0.00	$224.96	25.01%
Active	E 101-41410-340	ADVERTISING	$200.00	$0.00	$0.00	$200.00	0.00%
Expenditure			$4,000.00	$460.02	$29.98	$3,539.98	11.50%
		Total ELECTIONS	($4,000.00)	($460.02)	($29.98)	($3,539.98)	11.50%
POLICE							
Active	R 101-42100-32240	ANIMAL LICE	$500.00	$200.00	$0.00	$300.00	40.00%
Active	R 101-42100-32260	GOLF CART O	$650.00	$350.00	$10.00	$300.00	53.85%
Active	R 101-42100-33610	POLICE STAT	$16,000.00	$0.00	$0.00	$16,000.00	0.00%
Active	R 101-42100-34210	POLICE SERV	$100.00	$0.00	$0.00	$100.00	0.00%
Active	R 101-42100-34261	POLICE TRAI	$6,000.00	$0.00	$0.00	$6,000.00	0.00%
Active	R 101-42100-35100	POLICE FINE	$5,000.00	$9,221.55	$251.19	($4,221.55)	184.43%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	R 101-42100-36200	MISCELLANE	$500.00	$131.00	$0.00	$369.00	26.20%
Active	R 101-42100-36230	CONTRIBUTI	$0.00	$1,750.00	$0.00	($1,750.00)	0.00%
Active	R 101-42100-36250	REFUNDS AN	$0.00	$1,000.00	$0.00	($1,000.00)	0.00%
Active	R 101-42100-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$28,750.00	$12,652.55	$261.19	$16,097.45	44.01%
Active	E 101-42100-100	WAGES/SALARI	$122,000.00	$91,804.87	$9,602.24	$30,195.13	75.25%
Active	E 101-42100-101	WAGES/SALARI	$50,000.00	$34,906.24	$3,568.08	$15,093.76	69.81%
Active	E 101-42100-120	PERA	$26,000.00	$18,439.55	$1,959.11	$7,560.45	70.92%
Active	E 101-42100-121	SOCIAL SECURI	$3,250.00	$2,164.18	$221.21	$1,085.82	66.59%
Active	E 101-42100-122	MEDICARE	$2,800.00	$1,819.34	$189.17	$980.66	64.98%
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	$28.48	$6.80	$46.52	37.97%
Active	E 101-42100-150	WORKERS COM	$14,000.00	$0.00	$0.00	$14,000.00	0.00%
Active	E 101-42100-200	OFFICE SUPPLI	$500.00	$235.16	$0.00	$264.84	47.03%
Active	E 101-42100-210	OPERATING EX	$5,000.00	$8,550.01	$403.45	($3,550.01)	171.00%
Active	E 101-42100-220	REPAIRS & MAI	$500.00	$170.00	$0.00	$330.00	34.00%
Active	E 101-42100-230	VEHICLE OPER	$3,000.00	$3,314.56	$375.51	($314.56)	110.49%
Active	E 101-42100-231	VEHICLE MAINT	$5,000.00	$3,767.52	$89.36	$1,232.48	75.35%
Active	E 101-42100-240	SMALL TOOLS A	$300.00	$304.85	$0.00	($4.85)	101.62%
Active	E 101-42100-300	PROFESSIONAL	$3,750.00	$4,416.67	$0.00	($666.67)	117.78%
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	$4,740.00	$0.00	$3,270.00	59.18%
Active	E 101-42100-305	MEDICAL FEES	$500.00	$96.24	$0.00	$403.76	19.25%
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	$876.57	$0.00	$23.43	97.40%
Active	E 101-42100-308	SCHOOLING	$4,000.00	$3,667.06	$520.00	$332.94	91.68%
Active	E 101-42100-309	COMPUTER EX	$4,000.00	$6,063.64	$180.52	($2,063.64)	151.59%
Active	E 101-42100-311	PERMITS/MEMB	$1,000.00	$626.00	$0.00	$374.00	62.60%
Active	E 101-42100-313	SHARED RECO	$7,000.00	$4,953.59	$0.00	$2,046.41	70.77%
Active	E 101-42100-320	TELEPHONE	$1,500.00	$1,701.60	$194.97	($201.60)	113.44%
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	$7,566.13	$0.00	$1,333.87	85.01%
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	$590.28	$0.00	$409.72	59.03%
Active	E 101-42100-417	UNIFORM ALLO	$3,000.00	$2,383.39	$0.00	$616.61	79.45%
Active	E 101-42100-430	MISCELLANEOU	$1,000.00	$234.35	$0.00	$765.65	23.44%
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	$0.00	$0.00	$0.00	0.00%
Expenditure			$277,585.00	$203,420.28	$17,310.42	$74,164.72	73.28%
		Total POLICE	($248,835.00)	($190,767.73)	($17,049.23)	($58,067.27)	76.66%
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	$2,500.00	$0.00	$0.00	$2,500.00	0.00%
Active	R 101-42153-34250	AMBULANCE	$150,000.00	$38,813.89	$5,702.84	$111,186.11	25.88%
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	$380.00	$0.00	($380.00)	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	$2,519.00	$0.00	($2,519.00)	0.00%
Active	R 101-42153-36250	REFUNDS AN	$0.00	$25.37	$0.00	($25.37)	0.00%
Active	R 101-42153-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$159,200.00	$41,738.26	$5,702.84	$117,461.74	26.22%
Active	E 101-42153-102	WAGES/SALARI	$12,000.00	$9,060.00	$1,030.00	$2,940.00	75.50%
Active	E 101-42153-106	WAGES/SALARI	$1,000.00	$260.00	$0.00	$740.00	26.00%
Active	E 101-42153-110	OTHER PAY	$60,000.00	$32,489.00	$4,056.75	$27,511.00	54.15%
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	$2,592.17	$315.38	$1,207.83	68.22%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-42153-122	MEDICARE	$900.00	$606.25	$73.77	$293.75	67.36%
Active	E 101-42153-150	WORKERS COM	$7,500.00	$0.00	$0.00	$7,500.00	0.00%
Active	E 101-42153-200	OFFICE SUPPLI	$200.00	$51.98	$0.00	$148.02	25.99%
Active	E 101-42153-210	OPERATING EX	$2,000.00	$571.35	$476.60	$1,428.65	28.57%
Active	E 101-42153-212	MEDICAL SUPP	$16,000.00	$6,707.44	$696.24	$9,292.56	41.92%
Active	E 101-42153-220	REPAIRS & MAI	$4,000.00	$961.50	$0.00	$3,038.50	24.04%
Active	E 101-42153-230	VEHICLE OPER	$3,000.00	$1,237.53	$109.64	$1,762.47	41.25%
Active	E 101-42153-231	VEHICLE MAINT	$2,500.00	$894.05	$0.00	$1,605.95	35.76%
Active	E 101-42153-300	PROFESSIONAL	$7,500.00	$3,917.00	$435.00	$3,583.00	52.23%
Active	E 101-42153-301	AUDITING SERV	$0.00	$0.00	$0.00	$0.00	0.00%
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	$1,038.73	$0.00	$4,961.27	17.31%
Active	E 101-42153-309	COMPUTER EX	$1,000.00	$1,456.17	$73.85	($456.17)	145.62%
Active	E 101-42153-311	PERMITS/MEMB	$500.00	$251.29	$0.00	$248.71	50.26%
Active	E 101-42153-314	REIMBURSEME	$0.00	$375.00	$0.00	($375.00)	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	$447.00	$0.00	($247.00)	223.50%
Active	E 101-42153-320	TELEPHONE	$500.00	$473.94	$70.43	$26.06	94.79%
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	$1,884.60	$0.00	($934.60)	198.38%
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	$590.28	$0.00	$609.72	49.19%
Active	E 101-42153-417	UNIFORM ALLO	$2,500.00	$0.00	$0.00	$2,500.00	0.00%
Active	E 101-42153-430	MISCELLANEOU	$0.00	$0.00	$0.00	$0.00	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			$186,000.00	$67,185.36	$7,337.66	$118,814.64	36.12%
		Total AMBULANCE	($26,800.00)	($25,447.10)	($1,634.82)	($1,352.90)	94.95%
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	$27,500.00	$1,000.00	$0.00	$26,500.00	3.64%
Active	R 101-42200-34220	TOWNSHIP FI	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-42200-34251	FIRESERVICE	$1,000.00	$1,905.00	$0.00	($905.00)	190.50%
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	$1,171.95	$0.00	($1,171.95)	0.00%
Active	R 101-42200-36250	REFUNDS AN	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-42200-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$33,500.00	$4,076.95	$0.00	$29,423.05	12.17%
Active	E 101-42200-124	PENSION PAYM	$27,500.00	$1,000.00	$0.00	$26,500.00	3.64%
Active	E 101-42200-150	WORKERS COM	$6,500.00	$0.00	$0.00	$6,500.00	0.00%
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	$1,576.31	$0.00	$1,423.69	52.54%
Active	E 101-42200-220	REPAIRS & MAI	$3,000.00	$497.50	$0.00	$2,502.50	16.58%
Active	E 101-42200-221	CLEANING CON	$0.00	$31.90	$0.00	($31.90)	0.00%
Active	E 101-42200-230	VEHICLE OPER	$2,000.00	$643.16	$51.75	$1,356.84	32.16%
Active	E 101-42200-231	VEHICLE MAINT	$3,000.00	$316.72	$0.00	$2,683.28	10.56%
Active	E 101-42200-300	PROFESSIONAL	$250.00	$250.00	$0.00	$0.00	100.00%
Active	E 101-42200-301	AUDITING SERV	$1,800.00	$1,750.00	$0.00	$50.00	97.22%
Active	E 101-42200-305	MEDICAL FEES	$500.00	$0.00	$0.00	$500.00	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-42200-307	CONTRACT FEE	$1,400.00	$654.75	$0.00	$745.25	46.77%
Active	E 101-42200-308	SCHOOLING	$2,500.00	$1,940.25	$26.25	$559.75	77.61%
Active	E 101-42200-309	COMPUTER EX	$500.00	$1,040.25	$15.72	($540.25)	208.05%
Active	E 101-42200-320	TELEPHONE	$0.00	$149.42	$17.71	($149.42)	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	$2,049.60	$0.00	$200.40	91.09%
Active	E 101-42200-380	UTILITIES/ELEC	$0.00	$123.39	$17.82	($123.39)	0.00%
Active	E 101-42200-383	UTILITIES/HEAT	$1,500.00	$898.16	$0.00	$601.84	59.88%
Active	E 101-42200-417	UNIFORM ALLO	$7,500.00	$10,109.70	$0.00	($2,609.70)	134.80%
Active	E 101-42200-430	MISCELLANEOU	$0.00	$671.95	$0.00	($671.95)	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	$0.00	$0.00	$0.00	0.00%
Active	E 101-42200-501	CAPITAL - UNDE	$0.00	$0.00	$0.00	$0.00	0.00%
Expenditure			$63,200.00	$23,703.06	$129.25	$39,496.94	37.50%
		Total FIRE	($29,700.00)	($19,626.11)	($129.25)	($10,073.89)	66.08%
BLDG INSPECTION							
Active	R 101-42400-32200	BUILDING PE	$20,000.00	$5,311.06	$701.05	$14,688.94	26.56%
Active	R 101-42400-32210	RENTAL HOU	$1,000.00	$1,745.00	$0.00	($745.00)	174.50%
Active	R 101-42400-36250	REFUNDS AN	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$21,000.00	$7,056.06	$701.05	$13,943.94	33.60%
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	$244.12	$0.00	$255.88	48.82%
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	$0.00	$0.00	$1,000.00	0.00%
Active	E 101-42400-307	CONTRACT FEE	$13,000.00	$4,870.54	$0.00	$8,129.46	37.47%
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	$212.69	$0.00	($212.69)	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			$15,100.00	$5,827.35	$0.00	$9,272.65	38.59%
		Total BLDG INSPECTION	$5,900.00	$1,228.71	$701.05	$4,671.29	20.83%
CIVIL DEFENSE							
Active	R 101-42500-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-42500-210	OPERATING EX	$500.00	$1,114.00	$0.00	($614.00)	222.80%
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	$0.00	$0.00	$0.00	$0.00	0.00%
Expenditure			$500.00	$1,114.00	$0.00	($614.00)	222.80%
		Total CIVIL DEFENSE	($500.00)	($1,114.00)	$0.00	$614.00	222.80%
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	$0.00	$0.00	$0.00	0.00%
Active	R 101-43100-34430	REFUSE COL	$1,500.00	$1,228.00	$44.00	$272.00	81.87%
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%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
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	$238.65	$0.00	$761.35	23.87%
Active	R 101-43100-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-43100-39312	MNDOT REIM	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue			$2,900.00	$1,466.65	$44.00	$1,433.35	50.57%
Active	E 101-43100-100	WAGES/SALARI	$85,000.00	$68,962.21	$6,860.65	$16,037.79	81.13%
Active	E 101-43100-101	WAGES/SALARI	$8,000.00	$10,361.20	$1,404.00	($2,361.20)	129.52%
Active	E 101-43100-120	PERA	$7,100.00	$5,172.15	$514.55	$1,927.85	72.85%
Active	E 101-43100-121	SOCIAL SECURI	$6,000.00	$4,850.44	$505.65	$1,149.56	80.84%
Active	E 101-43100-122	MEDICARE	$1,625.00	$1,134.35	$118.25	$490.65	69.81%
Active	E 101-43100-130	HEALTH INSUR	$9,000.00	$6,586.86	$475.73	$2,413.14	73.19%
Active	E 101-43100-131	LIFE INSURANC	$50.00	$48.58	$11.60	$1.42	97.16%
Active	E 101-43100-140	UNEMPLOYMEN	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-43100-150	WORKERS COM	$7,400.00	$0.00	$0.00	$7,400.00	0.00%
Active	E 101-43100-200	OFFICE SUPPLI	$275.00	$193.59	$0.00	$81.41	70.40%
Active	E 101-43100-210	OPERATING EX	$10,000.00	$10,285.77	$443.55	($285.77)	102.86%
Active	E 101-43100-211	SNOW REMOVA	$10,000.00	$1,767.00	$0.00	$8,233.00	17.67%
Active	E 101-43100-215	TREE EXPENSE	$3,000.00	$1,332.66	$22.91	$1,667.34	44.42%
Active	E 101-43100-216	GRAVEL/ROCK	$3,000.00	$1,283.56	$0.00	$1,716.44	42.79%
Active	E 101-43100-217	SPRING CLEAN-	$2,000.00	$1,314.06	$11.25	$685.94	65.70%
Active	E 101-43100-218	CHEMICALS/SP	$1,000.00	$464.84	$0.00	$535.16	46.48%
Active	E 101-43100-219	COUNTY DITCH	$1,000.00	$1,275.20	$460.00	($275.20)	127.52%
Active	E 101-43100-220	REPAIRS & MAI	$8,000.00	$6,026.85	$0.00	$1,973.15	75.34%
Active	E 101-43100-225	LANDSCAPING	$2,000.00	$1,453.45	$0.00	$546.55	72.67%
Active	E 101-43100-230	VEHICLE OPER	$8,000.00	$5,072.42	$644.52	$2,927.58	63.41%
Active	E 101-43100-231	VEHICLE MAINT	$2,000.00	$1,142.34	$0.00	$857.66	57.12%
Active	E 101-43100-232	LAWN MOWER	$4,000.00	$667.64	$84.99	$3,332.36	16.69%
Active	E 101-43100-233	SKID STEER MA	$3,000.00	$494.48	$0.00	$2,505.52	16.48%
Active	E 101-43100-234	DUMP TRUCK M	$3,000.00	$0.00	$0.00	$3,000.00	0.00%
Active	E 101-43100-235	PICKUP MAINT	$5,000.00	$145.80	$0.00	$4,854.20	2.92%
Active	E 101-43100-236	SNOW EQUIP M	$5,000.00	$3,424.47	$0.00	$1,575.53	68.49%
Active	E 101-43100-237	SWEEPER MAIN	$3,000.00	$1,672.82	$38.55	$1,327.18	55.76%
Active	E 101-43100-240	SMALL TOOLS A	$300.00	$124.98	$0.00	$175.02	41.66%
Active	E 101-43100-300	PROFESSIONAL	$0.00	$15,206.49	$2,421.00	($15,206.49)	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	$2,426.50	$0.00	($1,426.50)	242.65%
Active	E 101-43100-304	LEGAL FEES	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-43100-305	MEDICAL FEES	$0.00	$182.00	$0.00	($182.00)	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	$457.01	$0.00	$1,042.99	30.47%
Active	E 101-43100-309	COMPUTER EX	$500.00	$1,033.06	$26.26	($533.06)	206.61%
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	$0.00	$0.00	$0.00	0.00%
Active	E 101-43100-320	TELEPHONE	$2,000.00	$1,103.55	$62.07	$896.45	55.18%
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	$3,580.33	$0.00	$2,419.67	59.67%
Active	E 101-43100-380	UTILITIES/ELEC	$10,000.00	$5,959.22	$5,880.20	$4,040.78	59.59%
Active	E 101-43100-383	UTILITIES/HEAT	$1,500.00	$1,682.18	$0.00	($182.18)	112.15%
Active	E 101-43100-384	UTITLITES/GAR	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-43100-390	STREET LIGHTI	$16,000.00	$10,150.63	$1,308.39	$5,849.37	63.44%
Active	E 101-43100-417	UNIFORM ALLO	$1,000.00	$284.61	$0.00	$715.39	28.46%
Active	E 101-43100-430	MISCELLANEOU	$0.00	$86.52	$0.00	($86.52)	0.00%
Active	E 101-43100-500	CAPITAL OUTLA	$0.00	$5,265.00	$0.00	($5,265.00)	0.00%
Active	E 101-43100-501	CAPITAL - UNDE	$0.00	$0.00	$0.00	$0.00	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

		2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Expenditure		$237,350.00	$182,674.82	$21,294.12	$54,675.18	76.96%
	Total STREETS	($234,450.00)	($181,208.17)	($21,250.12)	($53,241.83)	77.29%
SANITATION						
Active	R 101-43200-34430 REFUSE COL	$0.00	$210.00	$0.00	($210.00)	0.00%
Revenue		$0.00	$210.00	$0.00	($210.00)	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%
Active	E 101-43200-300 PROFESSIONAL	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-43200-310 RECYCLE CONT	$37,000.00	$30,641.74	$2,935.35	$6,358.26	82.82%
Active	E 101-43200-340 ADVERTISING	$0.00	$0.00	$0.00	$0.00	0.00%
Expenditure		$37,000.00	$30,641.74	$2,935.35	$6,358.26	82.82%
	Total SANITATION	($37,000.00)	($30,431.74)	($2,935.35)	($6,568.26)	82.25%
NURSING HOME						
Active	R 101-44170-36250 REFUNDS AN	$160,000.00	$40,751.58	$6,791.93	$119,248.42	25.47%
Revenue		$160,000.00	$40,751.58	$6,791.93	$119,248.42	25.47%
Active	E 101-44170-305 MEDICAL FEES	$160,000.00	$67,919.30	$0.00	$92,080.70	42.45%
Expenditure		$160,000.00	$67,919.30	$0.00	$92,080.70	42.45%
	Total NURSING HOME	$0.00	($27,167.72)	$6,791.93	$27,167.72	0.00%
RECREATION-LEGION FIELD						
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	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-45100-36230 CONTRIBUTI	$0.00	$2,500.00	$0.00	($2,500.00)	0.00%
Active	R 101-45100-36250 REFUNDS AN	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue		$0.00	$2,500.00	$0.00	($2,500.00)	0.00%
Active	E 101-45100-210 OPERATING EX	$1,000.00	$415.00	$0.00	$585.00	41.50%
Active	E 101-45100-215 TREE EXPENSE	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45100-216 GRAVEL/ROCK	$2,000.00	$1,000.00	$0.00	$1,000.00	50.00%
Active	E 101-45100-218 CHEMICALS/SP	$500.00	$0.00	$0.00	$500.00	0.00%
Active	E 101-45100-220 REPAIRS & MAI	$5,000.00	$4,787.60	$0.00	$212.40	95.75%
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	$0.00	$0.00	$0.00	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	$2,975.00	$0.00	$1,725.00	63.30%
Active	E 101-45100-380 UTILITIES/ELEC	$0.00	$205.55	$31.44	($205.55)	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	$380.27	$0.00	$619.73	38.03%
Active	E 101-45100-438 BB ASSN IMPRO	$2,500.00	$2,828.44	$0.00	($328.44)	113.14%
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	$0.00	$0.00	$0.00	0.00%
Expenditure		$16,800.00	$12,591.86	$31.44	$4,208.14	74.95%
	Total RECREATION-LEGION FIELD	($16,800.00)	($10,091.86)	($31.44)	($6,708.14)	60.07%
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	$24.76	$3.17	$125.24	16.51%
Expenditure		$150.00	$24.76	$3.17	$125.24	16.51%
	Total SKATING RINK	($150.00)	($24.76)	($3.17)	($125.24)	16.51%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

		2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
PARKS-ST. OLAF PARK						
Active	R 101-45200-34780 PARK FEES-S	$2,500.00	$3,036.00	$0.00	($536.00)	121.44%
Active	R 101-45200-34785 ST. OLAF LAK	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
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	$1,100.00	$0.00	($1,000.00)	1100.00%
Active	R 101-45200-36250 REFUNDS AN	$0.00	$524.30	$0.00	($524.30)	0.00%
Active	R 101-45200-39110 SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue		$4,100.00	$4,660.30	$0.00	($560.30)	113.67%
Active	E 101-45200-101 WAGES/SALARI	$6,000.00	$2,170.88	$0.00	$3,829.12	36.18%
Active	E 101-45200-121 SOCIAL SECURI	$400.00	$134.59	$0.00	$265.41	33.65%
Active	E 101-45200-122 MEDICARE	$100.00	$31.48	$0.00	$68.52	31.48%
Active	E 101-45200-150 WORKERS COM	$1,045.00	$0.00	$0.00	$1,045.00	0.00%
Active	E 101-45200-210 OPERATING EX	$2,500.00	$1,901.72	$374.98	$598.28	76.07%
Active	E 101-45200-213 LIFEGUARD SU	$500.00	$241.60	$0.00	$258.40	48.32%
Active	E 101-45200-214 CONCESSION S	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45200-215 TREE EXPENSE	$500.00	$69.00	$0.00	$431.00	13.80%
Active	E 101-45200-218 CHEMICALS/SP	$500.00	$0.00	$0.00	$500.00	0.00%
Active	E 101-45200-220 REPAIRS & MAI	$3,000.00	$148.15	$0.00	$2,851.85	4.94%
Active	E 101-45200-300 PROFESSIONAL	$0.00	$0.00	$0.00	$0.00	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	$0.00	$0.00	$1,500.00	0.00%
Active	E 101-45200-311 PERMITS/MEMB	$250.00	$0.00	$0.00	$250.00	0.00%
Active	E 101-45200-314 REIMBURSEME	$0.00	$814.00	$0.00	($814.00)	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	$8.75	$8.75	($8.75)	0.00%
Active	E 101-45200-330 MILEAGE EXPE	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45200-340 ADVERTISING	$100.00	$0.00	$0.00	$100.00	0.00%
Active	E 101-45200-360 INSURANCE	$3,400.00	$3,162.00	$0.00	$238.00	93.00%
Active	E 101-45200-380 UTILITIES/ELEC	$1,250.00	$3,017.14	$393.12	($1,767.14)	241.37%
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	$0.00	$0.00	$0.00	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		$21,445.00	$11,699.31	$776.85	$9,745.69	54.55%
	Total PARKS-ST. OLAF PARK	($17,345.00)	($7,039.01)	($776.85)	($10,305.99)	40.58%
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 101-45500-36230 CONTRIBUTI	$0.00	$1,000.00	$0.00	($1,000.00)	0.00%
Active	R 101-45500-36250 REFUNDS AN	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-45500-39110 SALE OF ASS	$0.00	$0.00	$0.00	$0.00	0.00%
Revenue		$0.00	$1,000.00	$0.00	($1,000.00)	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-45500-101	WAGES/SALARI	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45500-121	SOCIAL SECURI	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45500-122	MEDICARE	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45500-210	OPERATING EX	$500.00	$109.99	$19.99	$390.01	22.00%
Active	E 101-45500-220	REPAIRS & MAI	$4,000.00	$759.99	$0.00	$3,240.01	19.00%
Active	E 101-45500-221	CLEANING CON	$1,000.00	$784.69	$93.78	$215.31	78.47%
Active	E 101-45500-300	PROFESSIONAL	$0.00	$0.00	$0.00	$0.00	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	$0.00	$0.00	$600.00	0.00%
Active	E 101-45500-360	INSURANCE	$3,400.00	$3,442.71	$0.00	($42.71)	101.26%
Active	E 101-45500-380	UTILITIES/ELEC	$5,000.00	$2,981.57	$471.93	$2,018.43	59.63%
Active	E 101-45500-383	UTILITIES/HEAT	$1,200.00	$731.98	$0.00	$468.02	61.00%
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			$15,700.00	$8,810.93	$585.70	$6,889.07	56.12%
		Total LIBRARY	($15,700.00)	($7,810.93)	($585.70)	($7,889.07)	49.75%
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							
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	($189,288.23)	($54,443.89)	$189,288.23	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
WATER UTILITY FUND							
		Revenues	$295,120.00	$212,787.99	$16,835.14	$82,332.01	72.10%
		Expenditures	$295,120.00	$174,209.17	$8,032.80	$120,910.83	59.03%
		Gain/(Loss)	$0.00	$38,578.82	$8,802.34	($38,578.82)	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	$3,160.08	$0.00	($3,160.08)	0.00%
Active	R 601-49400-37100	WATER SALE	$295,120.00	$209,627.91	$16,835.14	$85,492.09	71.03%
Active	R 601-49400-39110	SALE OF ASS	$0.00	$0.00	$0.00	$0.00	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			$295,120.00	$212,787.99	$16,835.14	$82,332.01	72.10%
Active	E 601-49400-100	WAGES/SALARI	$33,000.00	$23,644.11	$2,415.90	$9,355.89	71.65%
Active	E 601-49400-120	PERA	$2,750.00	$1,435.95	$116.54	$1,314.05	52.22%
Active	E 601-49400-121	SOCIAL SECURI	$2,250.00	$1,424.01	$142.28	$825.99	63.29%
Active	E 601-49400-122	MEDICARE	$750.00	$333.08	$33.28	$416.92	44.41%
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	$2,352.69	$296.54	$2,647.31	47.05%
Active	E 601-49400-131	LIFE INSURANC	$20.00	$330.57	$0.00	($310.57)	1652.85%
Active	E 601-49400-140	UNEMPLOYMEN	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 601-49400-150	WORKERS COM	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
Active	E 601-49400-200	OFFICE SUPPLI	$500.00	$425.49	$0.00	$74.51	85.10%
Active	E 601-49400-210	OPERATING EX	$10,000.00	$19,768.40	$959.26	($9,768.40)	197.68%
Active	E 601-49400-218	CHEMICALS/SP	$5,000.00	$2,286.13	$0.00	$2,713.87	45.72%
Active	E 601-49400-220	REPAIRS & MAI	$28,000.00	$51,561.81	$0.00	($23,561.81)	184.15%
Active	E 601-49400-222	WATER METER	$3,000.00	$1,135.26	$0.00	$1,864.74	37.84%
Active	E 601-49400-230	VEHICLE OPER	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
Active	E 601-49400-231	VEHICLE MAINT	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
Active	E 601-49400-233	SKID STEER MA	$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	$1,114.55	$0.00	($114.55)	111.46%
Active	E 601-49400-240	SMALL TOOLS A	$1,000.00	$233.80	$0.00	$766.20	23.38%
Active	E 601-49400-300	PROFESSIONAL	$6,000.00	$13,619.33	$0.00	($7,619.33)	226.99%
Active	E 601-49400-301	AUDITING SERV	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
Active	E 601-49400-303	ENGINEERING F	$2,000.00	$2,426.50	$0.00	($426.50)	121.33%
Active	E 601-49400-304	LEGAL FEES	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 601-49400-307	CONTRACT FEE	$22,000.00	$13,736.94	$0.00	$8,263.06	62.44%
Active	E 601-49400-308	SCHOOLING	$2,000.00	$0.00	$0.00	$2,000.00	0.00%
Active	E 601-49400-309	COMPUTER EX	$1,500.00	$1,186.21	$0.00	$313.79	79.08%
Active	E 601-49400-311	PERMITS/MEMB	$1,000.00	$500.00	$0.00	$500.00	50.00%
Active	E 601-49400-316	CREDIT/DEBIT S	$1,000.00	$1,149.84	$0.00	($149.84)	114.98%
Active	E 601-49400-320	TELEPHONE	$1,000.00	$757.49	$79.68	$242.51	75.75%
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	$5,798.00	$0.00	($1,798.00)	144.95%
Active	E 601-49400-380	UTILITIES/ELEC	$30,000.00	$25,045.97	$3,910.93	$4,954.03	83.49%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Active	E 601-49400-383	UTILITIES/HEAT	$3,500.00	$1,400.62	$0.00	$2,099.38	40.02%
Active	E 601-49400-417	UNIFORM ALLO	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
Active	E 601-49400-420	DEPRECIATION	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 601-49400-430	MISCELLANEOU	$500.00	$2,542.42	$78.39	($2,042.42)	508.48%
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	$116,000.00	$0.00	$0.00	$116,000.00	0.00%
Active	E 601-49400-610	INTEREST	$4,600.00	$0.00	$0.00	$4,600.00	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			$295,120.00	$174,209.17	$8,032.80	$120,910.83	59.03%
		Total WATER UTILITIES	$0.00	$38,578.82	$8,802.34	($38,578.82)	0.00%
		Total WATER UTILITY FUND	$0.00	$38,578.82	$8,802.34	($38,578.82)	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

			2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
SEWER UTILITY FUND							
		Revenues	$330,000.00	$251,962.42	$21,711.30	$78,037.58	76.35%
		Expenditures	$330,000.00	$247,006.31	$16,215.10	$82,993.69	74.85%
		Gain/(Loss)	$0.00	$4,956.11	$5,496.20	($4,956.11)	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	$4,072.96	$0.00	($4,072.96)	0.00%
Active	R 602-49450-37100	WATER SALE	$0.00	$3,153.89	$0.00	($3,153.89)	0.00%
Active	R 602-49450-37200	SEWER CHA	$330,000.00	$244,735.57	$21,711.30	$85,264.43	74.16%
Active	R 602-49450-37250	CONNECTION	$0.00	$0.00	$0.00	$0.00	0.00%
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	$251,962.42	$21,711.30	$78,037.58	76.35%
Active	E 602-49450-210	OPERATING EX	$40,000.00	$6,935.64	$181.13	$33,064.36	17.34%
Active	E 602-49450-220	REPAIRS & MAI	$53,000.00	$17,096.47	$0.00	$35,903.53	32.26%
Active	E 602-49450-230	VEHICLE OPER	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 602-49450-233	SKID STEER MA	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 602-49450-300	PROFESSIONAL	$20,000.00	$39,170.99	$0.00	($19,170.99)	195.85%
Active	E 602-49450-301	AUDITING SERV	$1,300.00	$0.00	$0.00	$1,300.00	0.00%
Active	E 602-49450-303	ENGINEERING F	$0.00	$2,425.50	$0.00	($2,425.50)	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	$165,000.00	$137,157.50	$13,706.00	$27,842.50	83.13%
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	$823.34	$0.00	$176.66	82.33%
Active	E 602-49450-311	PERMITS/MEMB	$2,000.00	$1,550.00	$0.00	$450.00	77.50%
Active	E 602-49450-316	CREDIT/DEBIT S	$1,200.00	$783.54	$0.00	$416.46	65.30%
Active	E 602-49450-330	MILEAGE EXPE	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 602-49450-340	ADVERTISING	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 602-49450-360	INSURANCE	$10,000.00	$9,185.75	$0.00	$814.25	91.86%
Active	E 602-49450-380	UTILITIES/ELEC	$15,000.00	$14,126.69	$2,249.59	$873.31	94.18%
Active	E 602-49450-383	UTILITIES/HEAT	$3,500.00	$1,156.30	$0.00	$2,343.70	33.04%
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	$2,038.09	$78.38	($2,038.09)	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	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 602-49450-600	PRINCIPAL	$16,000.00	$14,000.00	$0.00	$2,000.00	87.50%
Active	E 602-49450-610	INTEREST	$2,000.00	$556.50	$0.00	$1,443.50	27.83%
Active	E 602-49450-620	FISCAL FEES	$0.00	$0.00	$0.00	$0.00	0.00%
Expenditure			$330,000.00	$247,006.31	$16,215.10	$82,993.69	74.85%
		Total SEWER UTILITIES	$0.00	$4,956.11	$5,496.20	($4,956.11)	0.00%
		Total SEWER UTILITY FUND	$0.00	$4,956.11	$5,496.20	($4,956.11)	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: SEPTEMBER 2024

	2024 YTD Budget	2024 YTD Amt	SEPTEMBER MTD Amt	2024 YTD Balance	% of Budget
Report Total	$0.00	($145,753.30)	($40,145.35)	$145,753.30	#Div/0!

EMPLOYMENT AGREEMENT BETWEEN
CITY OF NEW RICHLAND AND ANTHONY MARTENS

THIS AGREEMENT made this 17th day of March 2022, by and between the City of New Richland ("City"), and Anthony Martens ("Martens").
The parties agree as follows:

1. **POSITION.** City agrees to employ Martens as its City Administrator/Clerk/Treasurer. Martens agrees to serve as the City Administrator/Clerk/Treasurer in accordance with Minnesota Statutes, City ordinances, and the Code of Ethics of the International and Minnesota City/County Management Associations, and to perform such other legally permissible and proper duties and functions as the City Council shall from time-to-time assign.

2. **SALARY.** City shall pay Martens a salary of $75,000 per year starting on March 21st, 2022 ("Start Date"). Such salary shall be paid in installments over 26 pay periods during a calendar year. City and Martens agree that an initial performance review will be conducted six (6) months after his Start Date and annually thereafter. Thereafter, Martens' salary will be adjusted for cost-of-living increases when and in the same percentage as adjustments received by all other employees. Additional compensation and other benefits for Martens will be reviewed and adjustments made as the City Council deems appropriate.

3. **PENSION PLAN.** At Martens' choosing, City shall contribute to PERA as required by State law for Martens or in an equal amount to a City authorized deferred compensation plan.

4. **HOLIDAYS.** City shall provide Martens the same holidays as enjoyed by other employees as currently listed in Article X of the New Richland Personnel Policy Manual.

5. **GENERAL INSURANCE.** Martens agrees to waive City Health Insurance Benefits.

6. **ANNUAL LEAVE.** Martens shall be considered to be in his 16th year of service on his initial employment date and shall accrue Annual Leave at a rate appropriate thereto, currently 21 days/year. He shall be immediately eligible to use any and all leave currently accrued or upon accrual.

7. **DUES AND SUBSCRIPTIONS.** City shall budget and pay the professional dues and subscriptions for Martens which the City deems reasonable and necessary for Martens' participation in national, regional, state and local associations necessary and desirable for Martens' continued professional growth and advancement. This shall include the MN City/County Management Association.

8. **PROFESSIONAL DEVELOPMENT.** City shall budget and pay necessary reasonable registration, travel and subsistence expenses of Martens for professional and official travel, meetings and occasions the City deems adequate to continue Martens' professional development. This shall include the MN City/County Management Association Conference.

9. **CIVIC CLUB MEMBERSHIP.** City recognizes the desirability of representation in and before local civic and other organizations. Martens is authorized to become a member of such civic clubs or organizations as deemed appropriate and agreed to by Martens and City and at the City's expense.

10. **GENERAL EXPENSES.** City shall reimburse Martens reasonable miscellaneous job-related expenses with appropriate documentation consistent with City's policies and procedures.

11. **HOURS OF WORK.** It is understood that the position of City Administrator/Clerk Treasurer requires attendance at evening and weekend meetings. It is understood by Martens that this is an exempt position under the Federal Fair Labor Standards Act and that additional compensation and compensatory time shall not be allowed for such additional expenditures of time. It is further understood that Martens may absent himself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings at other than normal working hours.

12. **OUTSIDE EMPLOYMENT.** Martens shall devote his full business time and best efforts to the City and will not engage in any outside occupation, employment or business that could hinder the impartial, objective or efficient performance of his duties or create a real or perceived conflict of interest. Martens will obtain City's permission for any employment outside his responsibilities as City Administrator/Clerk/Treasurer.

13. **AMENDMENTS IN WRITING.** The parties may mutually agree to amend this Agreement at any time in writing.

14. **TERM.** City and Martens agree that he is employed for an indefinite term and that at any time the City may, by a majority vote of the City Council, with or without cause, terminate this Agreement and Martens' services subject only to the payment authorized under Section 15 hereof. Martens will be deemed an "at will" employee.

15. **TERMINATION BENEFITS.** In the event that Martens is terminated by the City during such time that Martens is willing and able to perform the duties of City Administrator/Clerk/Treasurer, then in that event, City agrees to pay Martens at the time of receipt of his last paycheck a lump sum cash payment equal to three (3) months aggregate salary. Payment for any accrued but unused Annual Leave will be paid in accordance with the methods for payment, distribution or transfer of funds that are in effect on Marten's last day of employment. These benefits shall be deemed "Termination Benefits".

    However, in the event Martens is terminated because of malfeasance in office, gross misconduct, conviction of a felony, conviction of an illegal act involving personal gain to Martens, or conviction of a crime of dishonesty, then City shall have no obligation to pay the Termination Benefits.

    If Martens voluntarily resigns his position with City, Martens agrees to give the City thirty (30)

days advance notice, unless such notice is waived by the City. If Martens voluntarily resigns his position with the City, there shall be no Termination Benefits due to Martens and he shall no longer accrue Annual Leave as of the date of notice of resignation.

16. **GENERAL PROVISIONS.** The text herein shall constitute the entire Agreement between parties. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Martens.

    If any provision, or portion thereof, contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, City has caused this agreement to be signed and executed in its behalf by its Mayor, and duly attested by its Deputy Mayor and Martens has signed and executed this agreement the day and year first written above.

Gail Schmidt, Mayor — Date: 3-21-2022

Anthony Martens, City Administrator/Clerk/Treasurer — Date: 3/21/22

Loren Skelton, Deputy Mayor — Date: 3-21-2022

PO Box 57, 203 N Broadway, New Richland, MN 56072 TEL: (507)465-3514 FAX: (507)465-3375
Web: www.newrichlandmn.gov

AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN THE CITY OF NEW RICHLAND AND ANTHONY MARTENS, CITY ADMINISTRATOR

The City Administrator/Clerk/Treasurer Employment Agreement dated March 17th, 2022, is hereby amended on this 28th day of October 2024 pursuant to the following terms and conditions and is otherwise reaffirmed as to each and every other provision contained therein.

Section 5. General Insurance

Adjustment. Employer shall provide Employee the same group hospital, medical, dental, life, and disability insurance benefits as provided to all other non-union employees.

IN WITNESS WHEREOF, the City of New Richland has caused this First Amendment to be signed and executed in its behalf by its Mayor, and duly attested by its Assistant City Clerk, and Anthony Martens has signed and executed this First Amendment Agreement, both in duplicate, effective as of the January 1st, 2025.

_____
Janda Ferguson, Mayor

_____
Anthony Martens, City Administrator

Attest:

_____
Heather Christensen, Assistant City Clerk

Memo

To: City Council

From: Anthony Martens

cc:

Date: 10/25/24

Re: MN DOT Sidewalk Improvement Project

The City of New Richland is aware that the MN DOT is noticing residents of its intention to replace and improve the sidewalks on Hwy 30 within the city limits of New Richland as part of its Americans with Disabilities Act upgrades.

These upgrades have no financial impact to the City of New Richland.

City of New Richland
Office of the City Administrator Minnesota

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

October 28th, 2024

Completed renewal of Property and Casualty Policy for the City of NR

Continue work on the 2025 General Fund budget, Enterprise Budgets

Continued conversations with Houston Engineering regarding Hydrology Study

Continued work on 2025 street improvement project items w / Bolton & Menk

Continued work on Storm Sewer Fund, Storm Sewer Ordinance

Worked through THC Ordinance Items at Planning and Zoning Meeting

Finalized work with American Legal Publishing on Ordinance Recodification

Continued work with David Drown and Associates regarding Utility Study

Prepared EDA Homestake Lot Application Documents

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

EMPLOYEE ANNIVERSARIES

11/4 - Arial Arnold – AMB – 6 YRS