PLAINVIEW

The perfect place to be you

REGULAR CITY COUNCIL MEETING

AGENDA

Tuesday, July 9, 2024, at 6:00 P.M.

Location: Church of Christ 205 1st St. NE Plainview

also streamed on FaceBook Live: https://www.facebook.com/plainviewmn/

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENTS**– *Using the Four Minutes Per Attendee Policy*

The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City business and must adhere to Data Privacy Rules, no employee's names may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes. Council members may ask clarifying questions but is not intended to be a back and forth discussion. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address. We ask that citizens maintain social distancing and that all comments remain respectful.

In an effort to better communicate with your City, we have designated the City Administrator as a conduit to questions related to the City Council Agenda. *We continue to POST this agenda on the City Website, Facebook page and a copy is posted at City Hall and the Post Office.*

Should you have any questions related to the City Council Agenda, PLEASE contact the City Administrator at 507-534-2229.

> *This agenda item is intended to provide an opportunity for citizens to address the City Council. The topics can include any agenda item or general comment they would like to share with the City Council. We do expect that all participants provide a name and address of their residence and expect that all parties remain respectful and adhere to the four-minute period to permit all to participate. This is the only portion of the meeting that public comments are allowed.*

4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT AGENDA**
   - A. City Council Minutes- June 11, 2024, and June 13, 2024
   - B. Bills
   - C. Permits/Licenses/Donations
     - A. Loudspeaker Permit – Tamara Boyd, Benchmark at Wedgewood Park
     - B. Chicken Permit – Shanna Hoffman
     - C. Chicken Permit – Heidi Loftus
     - D. Gambling Permit – Cheese Days Elgin MN – TJ's Tavern
     - E. Loudspeaker Permit – TJ's Tavern
   - D. Department Head Reports and Board Minutes
   - E. Kim's Saloon License Agreement – Corn-on-the-Cob-Days Dance
   - F. TJ's Tavern License Agreement – Corn-on-the-Cob-Days Dance
   - G. Street Closures for Corn on the Cob Days
   - H. Police Department Body Camera Audit
   - I. Suspend Public Consumption Ban for Corn on the Cob Days – Resolution 2024-13
6. **UNFINISHED BUSINESS**
7. **NEW BUSINESS**
   - A. Lot Combination - Resolution 2024-12
   - B. Bolton & Menk Pay Estimate No. 8 and Pay Estimate No. 9
   - C. Public Works Assistant Hire
8. **INFORMATION ONLY DOCUMENTS**
   - A. CDC Water Fluoridation Quality Award 2022
9. **COUNCIL COMMENT**
10. **ADJOURN**

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Minutes	**AGENDA SECTION:** Consent
PREPARED BY: Carol Kujath, City Clerk	**AGENDA NO. 5.A.**
ATTACHMENTS: Draft Minutes	**APPROVED BY: cjk**

RECOMMENDED ACTION:

1. **Motion** to approve Minutes of the June 11, 2024, Regular Meeting Proceedings.
2. **Motion** to approve Minutes of the June 13, 2024, Special Meeting Proceedings.

PLAINVIEW CITY COUNCIL
REGULAR MEETING
Tuesday June 11, 2024, at 6:00 P.M.

1. CALL TO ORDER- Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday June 11, 2024, at 6:00 p.m.

Council Members in attendance: Aaron Luckstein, Holly Reeve, Lindsay Hammer Bartley, Ben Jacobs, and Don Kuschel.

Council Members absent: None.

Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, and Public Works Director Shane Loftus.

Department Heads absent: Library Director Alice Henderson and Fire Chief Mike Lyons.

Guests in attendance: Rob Tullis, Kaden McPherson, Seamus Johnston, Jae Gourley, Chad Gelner, Tim Weaver, and Richard Johnson.

2. PLEDGE OF ALLEGIANCE -

3. PUBLIC COMMENTS – None.

4. **APPROVAL OF AGENDA** – Motion by Kuschel, second by Hammer Bartley to approve the Agenda.
Motion carried unanimously.

5. APPROVAL OF CONSENT AGENDA –Motion by Reeve, second by Kuschel to approve the Consent Agenda.
Motion carried unanimously.

- **A.** City Council Minutes – May 14, 2024
- **B.** Bills
- **C.** Permits/Licenses/Donations
  - **a.** Loudspeaker Permit – Church of Christ – August 25, 2024
  - **b.** Loudspeaker Permit – Tiffany Janikowski – August 16, 2024
  - **c.** Loudspeaker Permit – Plainview Community Theater – July 26, 2024
  - **d.** Lower Potency Cannabinoid Products License – Kwik Trip
- **D.** Department Head Reports and Board Minutes

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS –

A. Police Department – New Hire – Full-Time Police Officer –
The Plainview Police Department has a full-time opening due to a leave of absence. The position was posted, and applications were received. The interview process was completed by Police Department Staff and Council Member Lindsay Hammer Bartley. The decision to fill the position and hire Makenna Huemann has been approved by the personnel committee.

Motion by Kuschel, second by Hammer Bartley to approve the hiring of Makenna Huemann as a Full-Time Police Officer with a starting wage of step 2, $28.92 per hour.
Motion carried unanimously.

B. Generator Installation –
Bolton & Menk solicited quotes for the installation of the new generator equipment for Well No. 2, which included associated site work and perimeter fencing modifications.

The quotes received are as follows:

Company	Total Project Base Bid Price
O'Connor Electric	$ 33,225.00
Key Electric and Automation, Inc.	$ 42,450.00
Albert Lea Electric Co.	$ No Bid

Based on the quotes received, O'Connor Electric is the lowest, responsive, and responsible bidder with a Total Project Base Bid Price of $33,225.00. O'Connor Electric is a reputable contractor and is experienced in this type of work. Bolton & Menk recommends the contract be awarded to O'Connor Electric for the total project base bid of $33,225.00. Upon award of the contract, Bolton & Menk will help facilitate execution of the contract and assist with onsite observation of the construction work. Public Works Director Shane Loftus noted that a larger meter would be needed for this generator. With the larger meter, there will be a one-time gas fee of $16,000.00. This would be an operational cost that would come out of the water fund.

Motion by Reeve, second by Kuschel to approve O'Connor Electric for the installation of the generator at Well No. 2 for $33,225.00.
Motion carried unanimously.

C. Street Closure Request – Plainview Milk Products –
Plainview Milk Products has requested a street closure for 1st Avenue SW between 2nd Street SW eastward to 140 1st Avenue SW for their 125th Anniversary Celebration. This event is June 14, 2024, from 3:00 p.m. to 9:00 p.m. Plainview Milk Products provided a map depicting the location of the street closure.

Motion by Kuschel, second by Hammer Bartley to approve the closure of 1st Avenue SW between 2nd Street SW eastward to 140 1st Avenue SW for Plainview Milk Products' 125th Year Celebration on June 14, 2024, from 3:00 p.m. to 9:00 p.m.
Motion carried unanimously.

9. INFORMATION ONLY DOCUMENTS – None

10. COUNCIL COMMENT

-Hammer Bartley – Thanked the Public Works Department, Admin Staff, and the Plainview Volunteer League for helping with the Spring Clean-Up.
-Luckstein – Thanked the Public Works Department, the Volunteer League, as well as the Volunteer Fire Fighters for the cleanup efforts after the recent storm. City crews go above and beyond donating personal time and assisting the community. Thanked the crews working with the power companies to restore power to ensure the wastewater was flowing so there were not any basement backups. Thanked the Public Works staff for their efforts and working overtime so that the wastewater kept flowing throughout our collection system.
-Luckstein – Gace an update on the Rural Entrepreneurs Ventures (REV) initiative project. Put together a business contact list and put together a tool kit of resources available for entrepreneurs. On June 13, 2024, members of the committee will be participating in a Southern Minnesota strategic doing event. This event involves other REV participating communities and past participants to get together and share what they each have done, what has worked for them, and what challenges they faced.
-Luckstein – Completion of the demonstration project in partnership with Minnesota Department of Transportation (MnDOT) on Highway 42 at 2nd Ave NE/NW. There is a survey to complete as well. People can scan the QR code at the demonstration project to complete the survey. The demonstration project is a cheap way to try something before the City invests in the hard construction. This project was not only for pedestrian crossing but also for traffic calming leading up to the 4-way stop on Highway 42 and Highway 247. Thanked the Public Works Department for working with MnDOT to complete the project.
-Luckstein – Let people know he does not intend to run for reelection. Willing to talk to interested parties that want information on running for the mayor position.

11. ADJOURN –

Motion by Luckstein, second by Kuschel to adjourn the Plainview City Council meeting.
Motion carried unanimously. Meeting adjourned at 6:18 p.m.

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Aaron Luckstein, Mayor Carol Kujath, City Clerk

Plainview City Council
Special Meeting
Thursday June 13, 2024 at 5:30 p.m.

1. **CALL TO ORDER-** Mayor Pro-Tempore Reeve called the Plainview City Council Special Meeting to order on Thursday June 13, 2024 at 5:30 p.m.

   Council Members in attendance: Reeve, Jacobs, and Kuschel.
   Council Members absent: Luckstein and Hammer Bartley.

   Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, and City Clerk Carol Kujath.

   Department Heads Absent: Public Works Director Shane Loftus, Library Director Alice Henderson, Police Chief Jason Timm, and Fire Chief Mike Lyons.

   Guests in attendance: Joe Haas with Hawkins Ash CPAs.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF THE AGENDA -**Motion by Kuschel, second by Jacobs to approve the agenda. Motion carried.

4. **UNFINSHED BUSINESS-** None

5. **NEW BUSINESS**

   A. **2023 Audit Presented by Hawkins Ash CPAs**– Joe Haas from Hawkins Ash CPAs presented the 2023 audit to Council. Haas gave a generalized overview of the audit. All questions by City Council were answered by Haas and Finance Director Axley. Haas complemented the staff on being very well prepared and responsive to questions throughout the auditing process. The City has a clean audit.
   Motion by Jacobs, second by Kuschel to approve Resolution 2024-11, accepting the 2023 Financial Statements with Independent Auditors' Report.
   Motion carried.

6. **ADJOURN-** Motion by Kuschel, second by Jacobs to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:50 p.m.

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Aaron Luckstein, Mayor   Carol Kujath, City Clerk

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Bills	**AGENDA SECTION:** Consent
PREPARED BY: Vicki Axley	**AGENDA NO. 5.B.**
ATTACHMENTS: Bills Report	**APPROVED BY: dt**
RECOMMENDED ACTION: Motion to approve payment of all bills listed in attached report.	

Report Criteria:
[Report].GL Account = {<>} "10121709"

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
106356 ALL FLAGS, LLC								
07/02/2024	870852	1	Invoice	FLAGS/STREETS	06/21/2024	07/02/2024	61.11	101-43100-217
Total 106356 ALL FLAGS, LLC:							61.11	
106957 AMERICAN WATERWORKS								
06/25/2024	24 910 098 R	1	Invoice	BUILDING PERMIT REFUND DEPOSIT-SCOT	06/06/2024	06/26/2024	100.00	101-41500-32210
Total 106957 AMERICAN WATERWORKS:							100.00	
19 APPEL'S SERVICE INC								
06/07/2024	111906	1	Invoice	TIRES/POLICE	04/23/2024	06/10/2024	632.00	101-42100-221
Total 19 APPEL'S SERVICE INC:							632.00	
106617 AT&T MOBILITY								
07/02/2024	2872969810	1	Invoice	PHONES FIRE DEPT	06/11/2024	07/02/2024	76.46	101-42200-321
Total 106617 AT&T MOBILITY:							76.46	
104716 BAKER & TAYLOR								
06/25/2024	L2300462 JU	1	Invoice	BOOKS/LIBRARY	05/31/2024	06/26/2024	1,563.05	211-45500-592
Total 104716 BAKER & TAYLOR:							1,563.05	
329 BECKLEYS OFFICE PRODUCTS								
06/25/2024	104338	1	Invoice	paper shred	06/25/2024	06/26/2024	44.50	101-41500-401
Total 329 BECKLEYS OFFICE PRODUCTS:							44.50	
106463 BOLTON & MENK, INC.								
06/07/2024	0337142	1	Invoice	WELL #2 GENERATOR	05/31/2024	06/10/2024	1,706.50	601-49400-303
06/21/2024	0337705	1	Invoice	ORCHARD HILLS 7TH	05/31/2024	06/21/2024	131.00	101-41500-303
06/21/2024	0337706	1	Invoice	ORCHARD HILLS 8TH	05/31/2024	06/21/2024	131.00	101-41500-303
06/21/2024	0337736	1	Invoice	GENERAL ENGINEERING	05/31/2024	06/21/2024	2,745.00	101-41500-303
06/21/2024	0337750	1	Invoice	2023 STREET PROJECT	05/31/2024	06/21/2024	20,046.00	418-48000-303
Total 106463 BOLTON & MENK, INC.:							24,759.50	
106750 BOWMAN'S DOOR SOLUTIONS								
07/02/2024	WO-5453	1	Invoice	TROUBLE SHOOT LOCK AT PW BUILDING	06/24/2024	07/02/2024	624.00	101-43100-223
Total 106750 BOWMAN'S DOOR SOLUTIONS:							624.00	
106834 CANON FINANCIAL SERVICES, INC.								
06/25/2024	33162794	1	Invoice	COPIER/LIBRARY	06/11/2024	06/26/2024	66.80	211-45500-401
Total 106834 CANON FINANCIAL SERVICES, INC.:							66.80	
106997 CARRIE EVERSMAN LLC								
06/25/2024	JULY 24	1	Invoice	PROPERTY MANAGEMENT-EDA BUILDING	06/18/2024	06/26/2024	300.00	101-46500-401
Total 106997 CARRIE EVERSMAN LLC:							300.00	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
51 CONSTRUCTION MGMT. SERVICES								
07/02/2024	819-244592-	1	Invoice	BUILDING INSPECTION	06/24/2024	07/02/2024	5,077.45	101-41500-316
Total 51 CONSTRUCTION MGMT. SERVICES:							5,077.45	
106422 CORE & MAIN, LP								
06/21/2024	V007998	1	Invoice	PAINT/WATER	06/04/2024	06/21/2024	84.00	601-49400-217
Total 106422 CORE & MAIN, LP:							84.00	
106384 CRESCENT LANDSCAPE SUPPLY, INC.								
06/24/2024	031855	1	Invoice	PLAYGROUND CHIPS	06/12/2024	06/26/2024	1,680.00	225-45200-221
Total 106384 CRESCENT LANDSCAPE SUPPLY, INC.:							1,680.00	
105949 CUSTOM COMMUNICATIONS INC.								
06/21/2024	582169	1	Invoice	FIRE ALARM MONITORING/PW	06/10/2024	06/21/2024	123.11	101-43100-310
06/26/2024	582170	1	Invoice	FIRE ALARM MONITORING/FIRE HALL	06/10/2024	06/26/2024	209.39	101-42200-223
Total 105949 CUSTOM COMMUNICATIONS INC.:							332.50	
106428 DATA SMART COMPUTERS INC.								
06/24/2024	86242	1	Invoice	DATTO BACKUP/ADMIN	06/02/2024	06/26/2024	149.00	101-41500-309
06/24/2024	86243	1	Invoice	MONTHLY SENTINELONE SECURITY/ADMIN	06/02/2024	06/26/2024	212.50	101-41500-309
06/24/2024	86244	1	Invoice	CLOUD BACKUP/ADMIN	06/02/2024	06/26/2024	14.00	101-41500-309
06/24/2024	86245	1	Invoice	MONTHLY SENTINELONE SECURITY SERVI	06/02/2024	06/26/2024	17.00	101-42200-309
06/24/2024	86416	1	Invoice	MICROSOFT 365 LICENSES, EXCHANGE ON	06/02/2024	06/26/2024	220.80	101-41500-309
06/24/2024	86555	1	Invoice	ADMIN IT SUPPORT	06/12/2024	06/26/2024	72.50	101-41500-309
06/24/2024	86658	1	Invoice	REPLACE MONITOR/ADMIN	06/24/2024	06/26/2024	166.08	101-41500-580
Total 106428 DATA SMART COMPUTERS INC.:							851.88	
105564 DEARBORN LIFE INS CO.								
06/21/2024	JULY 2024	1	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	170.93	101-41500-131
06/21/2024	JULY 2024	2	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	353.71	101-42100-131
06/21/2024	JULY 2024	3	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	81.78	101-43100-131
06/21/2024	JULY 2024	4	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	79.20	211-45500-131
06/21/2024	JULY 2024	5	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	35.15	601-49400-131
06/21/2024	JULY 2024	6	Invoice	EMPLOYEE INS.	06/13/2024	06/21/2024	34.17	602-49450-131
Total 105564 DEARBORN LIFE INS CO.:							754.94	
105414 DYNAMIC LIFECYCLE INNOVATIONS								
06/21/2024	INV-2405210	1	Invoice	SPRING CLEAN-UP	06/13/2024	06/21/2024	1,786.55	101-41110-440
Total 105414 DYNAMIC LIFECYCLE INNOVATIONS:							1,786.55	
106798 ELCOR CONSTRUCTION, INC.								
07/02/2024	42933	1	Invoice	5.20.24 BITUMINOUS PATCH	06/14/2024	07/02/2024	10,143.94	601-49400-228
07/02/2024	42934	1	Invoice	5.28.24 BITUMINOUS PATCH AT CITY SHOP	06/14/2024	07/02/2024	1,583.83	101-43100-223
07/02/2024	42936	1	Invoice	CREDIT TAX FROM INVOICE #42933	06/17/2024	07/02/2024	233.92-	601-49400-228
07/02/2024	42936	2	Invoice	CREDIT TAX FROM INVOICE #42934	06/17/2024	07/02/2024	8.33-	101-43100-223
Total 106798 ELCOR CONSTRUCTION, INC.:							11,485.52	
106739 FEILS, ADAM								
06/25/2024	PL23-286 RE	1	Invoice	BUILDING PERMIT REFUND DEPOSIT	06/06/2024	06/26/2024	100.00	101-41500-32210

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106739 FEILS, ADAM:							100.00	
105049 FIRE SAFETY USA, INC.								
07/02/2024	187930	1	Invoice	COATS & PANTS/FIRE DEPT	06/06/2024	07/02/2024	2,907.50	101-42100-417
07/02/2024	187930	2	Invoice	COATS & PANTS/RURAL FIRE DEPT	06/06/2024	07/02/2024	2,907.50	245-42200-417
07/02/2024	188326	1	Invoice	LOW LEVEL STRAINER/RURAL FIRE DEPT	06/18/2024	07/02/2024	740.00	245-42200-221
Total 105049 FIRE SAFETY USA, INC.:							6,555.00	
105806 FLAHERTY & HOOD, P.A.								
06/21/2024	21364	1	Invoice	MAY LABOR LEGAL SERVICES	06/11/2024	06/21/2024	1,642.50	101-41500-304
06/21/2024	21412	1	Invoice	MAY GENERAL LEGAL SERVICES	06/11/2024	06/21/2024	440.00	101-41500-304
Total 105806 FLAHERTY & HOOD, P.A.:							2,082.50	
106594 FLIES, BRIAN								
06/25/2024	6/20/24	1	Invoice	REIMBURSE DOT PHYSICAL	06/20/2024	06/26/2024	85.00	601-49400-310
Total 106594 FLIES, BRIAN:							85.00	
107009 HANSON, CHAD								
06/25/2024	24 819 009 R	1	Invoice	BUILDING PERMIT REFUND DEPOSIT	06/06/2024	06/26/2024	100.00	101-41500-32210
Total 107009 HANSON, CHAD:							100.00	
107005 HARRINGTON, JULIA								
06/11/2024	2024 POOL	1	Invoice	REFUND 2024 POOL MEMBERSHIP PEM/SMI	05/29/2024	06/11/2024	130.00	225-45128-34721
Total 107005 HARRINGTON, JULIA:							130.00	
105971 HAWKINS ASH CPA, LLP								
07/02/2024	3210146	1	Invoice	2023 AUDIT	06/27/2024	07/02/2024	16,250.00	101-41500-301
Total 105971 HAWKINS ASH CPA, LLP:							16,250.00	
106564 HAWKINS, INC.								
07/02/2024	6796352	1	Invoice	Water Supplies	06/27/2024	07/02/2024	537.01	601-49400-217
07/02/2024	6796353	1	Invoice	CHEMICALS POOL	06/27/2024	07/02/2024	2,205.68	225-45128-217
Total 106564 HAWKINS, INC.:							2,742.69	
105808 HBC, INC.								
06/18/2024	105099 JUN	1	Invoice	PHONE&INTERNET/FIRE DEPT.	06/02/2024	06/18/2024	195.84	101-42200-321
06/18/2024	1277099 - 6/	1	Invoice	PHONE & INTERNET/POOL	06/02/2024	06/18/2024	292.69	225-45128-321
06/18/2024	71466 JUNE	1	Invoice	PHONE&INTERN/LIBRARY	06/02/2024	06/18/2024	55.76	211-45500-321
06/18/2024	78487 JUNE	1	Invoice	PHONE INTERNET/ADMIN	06/02/2024	06/18/2024	475.18	101-41500-321
06/18/2024	78487 JUNE	2	Invoice	PHONE INTERNET/POLICE	06/02/2024	06/18/2024	351.85	101-42100-321
06/18/2024	78487 JUNE	3	Invoice	PHONE INTERNET/PUBLIC WORKS	06/02/2024	06/18/2024	315.61	101-43100-321
Total 105808 HBC, INC.:							1,686.93	
106923 HENDERSON LAWN & LANDSCAPE								
07/02/2024	2497	1	Invoice	MOWING & TRIMMING/CEMETERY	06/28/2024	07/02/2024	4,700.00	235-49010-401
Total 106923 HENDERSON LAWN & LANDSCAPE:							4,700.00	

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
116 HIGH PLAINS								
06/25/2024	1139	1	Invoice	FUEL/PARKS	05/31/2024	06/26/2024	10.21	225-45200-212
06/25/2024	3423	1	Invoice	FUEL/PARKS	05/07/2024	06/26/2024	16.17	225-45200-212
06/25/2024	6482	1	Invoice	FUEL/PW	05/17/2024	06/26/2024	98.25	101-43100-212
06/25/2024	6988	1	Invoice	FUEL/PARKS	05/03/2024	06/26/2024	22.27	225-45200-212
06/25/2024	7483	1	Invoice	FUEL/PW	05/20/2024	06/26/2024	71.58	101-43100-212
06/25/2024	7943	1	Invoice	FUEL/PARKS	05/09/2024	06/26/2024	19.32	225-45200-212
06/25/2024	813	1	Invoice	FUEL/PARKS	05/29/2024	06/26/2024	20.05	225-45200-212
06/25/2024	873	1	Invoice	FUEL/PW	05/29/2024	06/26/2024	158.11	101-43100-212
06/25/2024	961	1	Invoice	FUEL/PARKS	05/30/2024	06/26/2024	4.00	225-45200-212
06/25/2024	9942	1	Invoice	FUEL/PW	05/22/2024	06/26/2024	112.22	101-43100-212
Total 116 HIGH PLAINS:							532.18	
107007 HOFSCHULTE, JOE & DEANNA								
06/25/2024	24 910 099 R	1	Invoice	BUILDING PERMIT REFUND DEPOSIT	06/13/2024	06/26/2024	100.00	101-41500-32210
Total 107007 HOFSCHULTE, JOE & DEANNA:							100.00	
105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND								
07/02/2024	AUGUST 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	4,425.00	101-41500-131
07/02/2024	AUGUST 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,475.00	101-42100-131
07/02/2024	AUGUST 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,239.00	101-43100-131
07/02/2024	AUGUST 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	236.00	101-43125-131
07/02/2024	AUGUST 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,475.00	601-49400-131
07/02/2024	AUGUST 202	6	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,475.00	602-49450-131
07/02/2024	AUGUST 202	1	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,682.00	101-41500-131
07/02/2024	AUGUST 202	2	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	15,138.00	101-42100-131
07/02/2024	AUGUST 202	3	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	1,412.88	101-43100-131
07/02/2024	AUGUST 202	4	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	269.12	101-43125-131
07/02/2024	AUGUST 202	5	Invoice	EMPLOYEE HEALTH INSURANCE-AUGUST 2	07/02/2024	07/02/2024	3,364.00	211-45500-131
Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND:							32,191.00	
106906 J & S REPAIR								
06/24/2024	52096	1	Invoice	PARTS/SNOW	06/18/2024	06/26/2024	121.77	101-43125-221
Total 106906 J & S REPAIR:							121.77	
106777 JEFF'S TREE SERVICE								
06/24/2024	6/11/24 5TH	1	Invoice	TREE REMOVAL 5TH ST. SW	06/11/2024	06/26/2024	2,800.00	101-43100-222
06/24/2024	6/11/24 WED	1	Invoice	TRIMMED TREES, CLEAN UP BRANCHES -	06/11/2024	06/26/2024	1,300.00	101-43100-222
Total 106777 JEFF'S TREE SERVICE:							4,100.00	
348 JOHN DEERE FINANCIAL								
06/21/2024	10087080	1	Invoice	MIDWEST MACHINERY CO-BAR & CHAIN OIL	06/12/2024	06/21/2024	433.17	245-42200-221
Total 348 JOHN DEERE FINANCIAL:							433.17	
106520 KENNY SYLVESTER CONSTRUCTION								
06/21/2024	MAY 11-JUN	1	Invoice	CLEANING CITY HALL/COUNCIL	06/21/2024	06/21/2024	600.00	101-41110-401
06/21/2024	MAY 11-JUN	2	Invoice	CLEANING CITY HALL/ADMIN	06/21/2024	06/21/2024	600.00	101-41500-401
Total 106520 KENNY SYLVESTER CONSTRUCTION:							1,200.00	
107004 KLAVETTER, JASMINE								
06/11/2024	2024 POOL	1	Invoice	REFUND 2024 POOL MEMBERSHIP PEM/SMI	06/04/2024	06/11/2024	130.00	225-45128-34721

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 107004 KLAVETTER, JASMINE:							130.00	
107001 KRAUSE, JODY								
06/11/2024	2024 POOL	1	Invoice	REFUND 2024 POOL MEMBERSHIP PEM/SMI	05/29/2024	06/11/2024	130.00	225-45128-34721
Total 107001 KRAUSE, JODY:							130.00	
141 KREOFSKY BUILDING SUPPLIES								
06/18/2024	2405-852480	1	Invoice	MARGIN TROWEL/PW	05/02/2024	06/18/2024	18.49	101-43100-217
06/18/2024	2405-852646	1	Invoice	CAULK/POOL	05/03/2024	06/18/2024	6.49	225-45128-221
06/18/2024	2405-853450	1	Invoice	CAULK/POOL	05/06/2024	06/18/2024	6.49	225-45128-221
06/18/2024	2405-853808	1	Invoice	CARTRIDGE FILTER/PW	05/07/2024	06/18/2024	21.99	101-43100-217
06/18/2024	2405-854071	1	Invoice	SUPER GLUE/POOL	05/08/2024	06/18/2024	3.49	225-45128-221
06/18/2024	2405-854424	1	Invoice	ANT KILLER/PW	05/09/2024	06/18/2024	4.99	101-43100-217
06/18/2024	2405-854694	1	Invoice	WEED N FEED/PARKS	05/09/2024	06/18/2024	79.99	225-45200-217
06/18/2024	2405-855025	1	Invoice	SUPER GLUE/PW	05/10/2024	06/18/2024	5.49	101-43100-217
06/18/2024	2405-855868	1	Invoice	SPRAYER, CLEANER/POOL	05/14/2024	06/18/2024	18.98	225-45128-211
06/18/2024	2405-855945	1	Invoice	COMMAND STRIPS/POOL	05/14/2024	06/18/2024	11.99	225-45128-217
06/18/2024	2405-856818	1	Invoice	PAINT RAGS/POOL	05/16/2024	06/18/2024	3.99	225-45128-211
06/18/2024	2405-856902	1	Invoice	CEMENT KIT/POOL	05/16/2024	06/18/2024	12.99	225-45128-221
06/18/2024	2405-857107	1	Invoice	BUCKETS, DL-2 SCALE/POOL	05/17/2024	06/18/2024	21.47	225-45128-217
06/18/2024	2405-857272	1	Invoice	CLR, SPONGES/PW	05/17/2024	06/18/2024	17.97	101-43100-217
06/18/2024	2405-858111	1	Invoice	SEALANT, BRUSH/POOL	05/21/2024	06/18/2024	20.17	225-45128-221
06/18/2024	2405-860583	1	Invoice	SWIVEL EYE BOLT SNAP/POOL	05/30/2024	06/18/2024	12.49	225-45128-221
Total 141 KREOFSKY BUILDING SUPPLIES:							267.47	
106730 KUJATH, CAROL								
06/25/2024	6/20/24 MILE	1	Invoice	MILEAGE TO WABASHA-ELECTION JUDGE T	06/20/2024	06/26/2024	32.16	101-41410-331
06/07/2024	6/5/24 MILEA	1	Invoice	MILEAGE TO COSTCO FOR SUPPLIES	06/05/2024	06/10/2024	35.11	101-41500-331
Total 106730 KUJATH, CAROL:							67.27	
106329 LAKE CITY RECYCLING & DISPOSAL								
06/21/2024	06/01/2024	1	Invoice	GARBAGE/PARKS	06/01/2024	06/21/2024	72.54	225-45200-384
06/21/2024	06/01/2024	2	Invoice	GARBAGE/PARKS	06/01/2024	06/21/2024	72.54	225-45200-384
06/21/2024	06/01/2024	3	Invoice	GARBAGE/STREETS	06/01/2024	06/21/2024	50.25	101-43100-384
06/21/2024	06/01/2024	4	Invoice	GARBAGE/CEMETERY	06/01/2024	06/21/2024	72.54	235-49010-384
06/21/2024	06/01/2024	5	Invoice	GARBAGE/PW	06/01/2024	06/21/2024	72.54	101-43100-384
06/21/2024	06/01/2024	6	Invoice	GARBAGE/FIRE HALL	06/01/2024	06/21/2024	54.76	101-42200-384
Total 106329 LAKE CITY RECYCLING & DISPOSAL:							395.17	
107006 LE-AST SERVICES								
06/24/2024	1420	1	Invoice	CHECK-UP FROM THE NECK-UP/PD	05/15/2024	06/26/2024	1,208.80	101-42100-310
Total 107006 LE-AST SERVICES:							1,208.80	
106720 LOFFLER COMPANIES INC.								
06/25/2024	36733816	1	Invoice	ADMIN COPIER LEASE	06/06/2024	06/26/2024	161.22	101-41500-401
06/25/2024	4711479	1	Invoice	COPIES/LIBRARY	06/03/2024	06/26/2024	43.44	211-45500-401
07/02/2024	4736654	1	Invoice	COPIER CHARGES/ADMIN	07/01/2024	07/02/2024	88.24	101-41500-401
Total 106720 LOFFLER COMPANIES INC.:							292.90	
106060 LOVEJOY, BRIAN								
07/02/2024	2900414	1	Invoice	FERTILIZER & HANGING BASKETS	06/17/2024	07/02/2024	3,229.00	101-43100-310

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106060 LOVEJOY, BRIAN:							3,229.00	
160 LYONS OIL MINI MART								
06/14/2024	5127710	1	Invoice	FUEL/PW	05/02/2024	06/14/2024	69.16	101-43100-212
06/14/2024	5127714	1	Invoice	FUEL/PW	05/01/2024	06/14/2024	45.79	101-43100-212
06/14/2024	5127720	1	Invoice	FUEL/PW	05/02/2024	06/14/2024	92.50	101-43100-212
06/14/2024	5127753	1	Invoice	FUEL/PARKS	05/03/2024	06/14/2024	21.32	225-45200-212
06/14/2024	5128119	1	Invoice	FUEL/PARKS	05/07/2024	06/14/2024	17.93	225-45200-212
06/14/2024	5128139	1	Invoice	FUEL/PARKS	05/08/2024	06/14/2024	3.67	225-45200-212
06/14/2024	5128142	1	Invoice	FUEL/PARKS	05/08/2024	06/14/2024	31.54	225-45200-212
06/14/2024	5128198	1	Invoice	FUEL/PARKS	05/10/2024	06/14/2024	33.63	225-45200-212
06/14/2024	5128521	1	Invoice	FUEL/PARKS	05/23/2024	06/14/2024	36.81	225-45200-212
06/14/2024	5128584	1	Invoice	FUEL/PW	05/28/2024	06/14/2024	86.12	101-43100-212
06/14/2024	5128587	1	Invoice	FUEL/PARKS	05/28/2024	06/14/2024	51.87	225-45200-212
06/14/2024	5627652	1	Invoice	FUEL/PARKS	05/14/2024	06/14/2024	32.15	225-45200-212
06/14/2024	5627654	1	Invoice	FUEL/PARKS	05/14/2024	06/14/2024	20.89	225-45200-212
06/14/2024	5627675	1	Invoice	FUEL/PARKS	05/15/2024	06/14/2024	10.54	225-45200-212
06/14/2024	5627919	1	Invoice	FUEL/PARKS	05/29/2024	06/14/2024	13.38	225-45200-212
06/14/2024	5627943	1	Invoice	FUEL/PARKS	05/30/2024	06/14/2024	33.88	225-45200-212
06/14/2024	5628140	1	Invoice	CAR WASHES/PD	05/31/2024	06/14/2024	96.57	101-42100-221
06/14/2024	5628408	1	Invoice	FUEL/PARKS	05/17/2024	06/14/2024	35.93	225-45200-212
06/14/2024	5628446	1	Invoice	FUEL/PW	05/20/2024	06/14/2024	75.59	101-43100-212
06/14/2024	5628448	1	Invoice	FUEL/PARKS	05/20/2024	06/14/2024	14.69	225-45200-212
06/14/2024	5628475	1	Invoice	FUEL/PARKS	05/21/2024	06/14/2024	46.51	225-45200-212
06/14/2024	5628477	1	Invoice	FUEL/FIRE DEPT RURAL	05/21/2024	06/14/2024	65.00	245-42200-212
06/14/2024	5628478	1	Invoice	FUEL/FIRE DEPT RURAL	05/21/2024	06/14/2024	81.10	245-42200-212
06/14/2024	STATEMENT	1	Invoice	CREDIT/DISCOUNT MAY 2024	05/31/2024	06/14/2024	5.60-	101-43100-212
06/14/2024	STATEMENT	2	Invoice	CREDIT/DISCOUNT MAY 2024	05/31/2024	06/14/2024	5.44-	225-45200-212
Total 160 LYONS OIL MINI MART:							1,005.53	
171 MEDTOX LABORATORIES INC.								
06/21/2024	0520247991	1	Invoice	NEW EMPLOY SUMMER HELP-DRUG SCREE	05/31/2024	06/21/2024	973.00	225-45128-310
Total 171 MEDTOX LABORATORIES INC.:							973.00	
105998 METERING & TECHNOLOGY SOLUTION								
06/21/2024	5392	1	Invoice	3/4" METER/WATER	06/03/2024	06/21/2024	49,281.57	601-49400-550
Total 105998 METERING & TECHNOLOGY SOLUTION:							49,281.57	
106719 MIDWEST TAPE								
06/25/2024	2000018848	1	Invoice	MOVIES/LIBRARY	05/31/2024	06/26/2024	336.13	211-45500-592
Total 106719 MIDWEST TAPE:							336.13	
190 MINNESOTA RURAL WATER ASSOC								
06/21/2024	6/17/24	1	Invoice	MEMBERSHIP/WATER	06/17/2024	06/21/2024	400.00	601-49400-433
Total 190 MINNESOTA RURAL WATER ASSOC:							400.00	
223 MN ENERGY RESOURCES CORP.								
06/18/2024	0502616026	1	Invoice	GAS UTILITY/POOL	05/30/2024	06/18/2024	2,253.84	225-45128-383
06/18/2024	0503043614	1	Invoice	GAS UTILITY/SEWER	05/30/2024	06/18/2024	4.47	602-49450-383
06/18/2024	0505377887	1	Invoice	GAS UTILITY/COUNCIL	05/30/2024	06/18/2024	2.62	101-41110-383
06/18/2024	0505377887	2	Invoice	GAS UTILITY/ADMIN	05/30/2024	06/18/2024	2.62	101-41500-383
06/18/2024	0505377887	3	Invoice	GAS UTILITY/PD	05/30/2024	06/18/2024	2.62	101-42100-383

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
06/18/2024	050681622 J	1	Invoice	GAS UTILITY/SEWER	06/05/2024	06/18/2024	7.67	602-49450-383
06/13/2024	3413769	1	Invoice	METER FOR WELL #2 GENERATOR	06/12/2024	06/13/2024	15,777.58	601-49400-590
	Total 223 MN ENERGY RESOURCES CORP.:						18,051.42	
106931 OH7 BUILDING LLC								
06/25/2024	PL22-317 RE	1	Invoice	REFUND DEPOSIT/WATER	06/06/2024	06/26/2024	500.00	601-49400-229
06/25/2024	PL22-317 RE	2	Invoice	REFUND DEPOSIT/SEWER	06/06/2024	06/26/2024	500.00	602-49450-229
	Total 106931 OH7 BUILDING LLC:						1,000.00	
106085 ON-SITE COMPUTERS, INC.								
06/21/2024	CW93354	1	Invoice	MICROSOFT 365 BUSINESS AGREEMENT/P	06/03/2024	06/21/2024	98.00	101-42100-309
06/21/2024	CW93515	1	Invoice	CLOUD BACKUP, HUNTRESS, ACRONIS/PD	06/03/2024	06/21/2024	193.87	101-42100-309
06/21/2024	CW93851	1	Invoice	REMOTE SUPPORT-RESET MFA FOR USERS	05/31/2024	06/21/2024	37.95	101-42100-310
	Total 106085 ON-SITE COMPUTERS, INC.:						329.82	
106161 PEOPLE'S ENERGY COOPERATIVE								
06/18/2024	2643900 JU	1	Invoice	ELEC WELL #3	06/06/2024	06/20/2024	290.00	601-49400-381
06/18/2024	2647400 JU	1	Invoice	ELEC SKATING RINK	06/06/2024	06/20/2024	99.00	225-45127-381
06/18/2024	2658900 JU	1	Invoice	ELEC POOL	06/06/2024	06/20/2024	1,172.00	225-45128-381
06/18/2024	2706100 JU	1	Invoice	ELEC NE LIFT STATION	06/06/2024	06/20/2024	234.00	602-49450-381
06/18/2024	2709900 JU	1	Invoice	ELEC WEST BROADWAY	06/06/2024	06/20/2024	11.00	101-42500-381
06/18/2024	2714900 JU	1	Invoice	ELEC STREET LIGHTS	06/06/2024	06/20/2024	3,161.00	101-43100-381
06/18/2024	2738000 JU	1	Invoice	ELEC WELL #2	06/06/2024	06/20/2024	2,283.00	601-49400-381
06/18/2024	2739100 JU	1	Invoice	ELEC PW BUILDING	06/06/2024	06/20/2024	313.00	101-43100-381
06/18/2024	2747700 JU	1	Invoice	ELEC SW SIREN	06/06/2024	06/20/2024	80.00	101-42500-381
06/18/2024	2764400 JU	1	Invoice	ELEC NW LIFT STATION	06/06/2024	06/20/2024	469.00	602-49450-381
06/18/2024	2767800 JU	1	Invoice	ELEC FLAG LIGHT	06/06/2024	06/20/2024	64.00	235-49010-381
06/18/2024	2777600 JU	1	Invoice	ELEC LIBRARY	06/06/2024	06/20/2024	286.00	211-45500-381
06/18/2024	3036800 JU	1	Invoice	ELEC FIRE HALL	06/06/2024	06/20/2024	156.00	101-42200-381
06/18/2024	3038100 JU	1	Invoice	ELEC CITY HALL/COUNCIL	06/06/2024	06/20/2024	130.67	101-41110-381
06/18/2024	3038100 JU	2	Invoice	ELEC CITY HALL/ADMIN	06/06/2024	06/20/2024	130.67	101-41500-381
06/18/2024	3038100 JU	3	Invoice	ELEC CITY HALL/PD	06/06/2024	06/20/2024	130.66	101-42100-381
06/18/2024	3041300 JU	1	Invoice	ELEC WEDGEWOOD PARK	06/06/2024	06/20/2024	72.00	225-45200-381
06/18/2024	3042300 JU	1	Invoice	ELEC WATER TOWER	06/06/2024	06/20/2024	250.00	601-49400-381
06/18/2024	3043900 JU	1	Invoice	ELEC BIKE TRAIL	06/06/2024	06/20/2024	69.00	225-45200-381
06/18/2024	3274000 JU	1	Invoice	ELEC 6TH STREET SW LIGHTS	06/06/2024	06/20/2024	93.61	101-43100-381
06/18/2024	3274100 JU	1	Invoice	ELEC 4TH STREET SW LIGHTS	06/06/2024	06/20/2024	108.91	101-43100-381
06/18/2024	3274200 JU	1	Invoice	ELEC 2ND STREET SW LIGHTS	06/06/2024	06/20/2024	100.37	101-43100-381
06/18/2024	3274300 JU	1	Invoice	ELEC 1ST STREET SW LIGHTS	06/06/2024	06/20/2024	83.12	101-43100-381
06/18/2024	3333200 JU	1	Invoice	ELEC TENNIS COURT ECKSTEIN	06/06/2024	06/20/2024	1,089.00	225-45200-381
	Total 106161 PEOPLE'S ENERGY COOPERATIVE:						10,876.01	
105272 PLAINVIEW LAWN & SNOW								
06/21/2024	9860	1	Invoice	OPEN & CLOSE/D. DOHRN	06/08/2024	06/21/2024	595.00	235-49010-401
	Total 105272 PLAINVIEW LAWN & SNOW:						595.00	
239 PLAINVIEW NEWS								
06/21/2024	78349	1	Invoice	ADVERTISE/REQUEST FOR BIDS ROOF PRO	05/02/2024	06/21/2024	337.50	101-41500-343
06/21/2024	78411	1	Invoice	ADVERTISE/PW ASSISTANT	05/09/2024	06/21/2024	176.00	101-43100-343
06/21/2024	78472	1	Invoice	ADVERTISE/PW ASSISTANT	05/16/2024	06/21/2024	176.00	101-43100-343
06/21/2024	78528	1	Invoice	ADVERTISE/PW ASSISTANT	05/23/2024	06/21/2024	176.00	101-43100-343
06/21/2024	78528	2	Invoice	ADVERTISE/ORDINANCE NO. 2024-03 BUILD	05/23/2024	06/21/2024	42.41	101-41500-343
06/21/2024	78528	3	Invoice	ADVERTISE/PUBLIC HEARING NOTICE 600 C	05/23/2024	06/21/2024	41.71	101-41500-343

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
06/21/2024	78591	1	Invoice	ADVERTISE/ORDINANCE NO. 2024-03 BUILD	05/30/2024	06/21/2024	42.41	101-41500-343
06/21/2024	78591	2	Invoice	ADVERTISE/PUBLIC HEARING NOTICE 600 C	05/30/2024	06/21/2024	41.71	101-41500-343
Total 239 PLAINVIEW NEWS:							1,033.74	
238 PLAINVIEW PARTS HOUSE								
06/26/2024	730583	1	Invoice	LED LIGHT/SNOW	05/01/2024	06/26/2024	6.48	101-43125-221
06/26/2024	730688	1	Invoice	FILTERS/PARKS	05/02/2024	06/26/2024	50.62	225-45200-221
06/26/2024	731255	1	Invoice	OIL, FILTER/SEWER	05/09/2024	06/26/2024	38.15	602-49450-221
06/26/2024	731264	1	Invoice	BATTERY, FILTER, OIL/FIRE DEPT	05/09/2024	06/26/2024	131.72	101-42200-223
06/26/2024	731264	2	Invoice	BATTERY, FILTER, OIL/PW	05/09/2024	06/26/2024	131.72	101-43100-223
06/26/2024	731264	3	Invoice	BATTERY, FILTER, OIL/SEWER	05/09/2024	06/26/2024	131.71	602-49450-223
06/26/2024	731323	1	Invoice	ADAPTER/POOL	05/10/2024	06/26/2024	1.85	225-45128-221
06/26/2024	731333	1	Invoice	O RINGS/POOL	05/10/2024	06/26/2024	2.00	225-45128-221
06/26/2024	731452	1	Invoice	O RINGS/POOL	05/13/2024	06/26/2024	.88	225-45128-221
06/26/2024	731525	1	Invoice	O RINGS/POOL	05/14/2024	06/26/2024	.74	225-45128-221
06/26/2024	732510	1	Invoice	MINIATURE BULBS/PW	05/28/2024	06/26/2024	4.46	101-43100-221
Total 238 PLAINVIEW PARTS HOUSE:							500.33	
240 PLAINVIEW POSTMASTER								
07/02/2024	JULY 2024	1	Invoice	UTILITY BILLING	07/02/2024	07/02/2024	238.93	601-49400-322
07/02/2024	JULY 2024	2	Invoice	UTILITY BILLING	07/02/2024	07/02/2024	238.93	602-49450-322
Total 240 PLAINVIEW POSTMASTER:							477.86	
106994 PULVER MOTOR SERVICE, LLC								
06/21/2024	24-4636534	1	Invoice	TOWING FROM PLAINVIEW TO WABASHA/P	06/04/2024	06/21/2024	118.00	101-42100-436
Total 106994 PULVER MOTOR SERVICE, LLC:							118.00	
105152 PURCHASE POWER								
06/21/2024	0602-5906 6/	1	Invoice	POSTAGE REFILL	06/11/2024	06/21/2024	420.99	101-41500-322
Total 105152 PURCHASE POWER:							420.99	
107010 RONALD R. & MARGARET L. SPARKS ESTATE								
07/01/2024	LOT 2 BLK 2	1	Invoice	CITY PURCHASE CEMETERY PLOTS BACK	05/22/2024	07/01/2024	400.00	235-49010-229
07/01/2024	LOT 2 BLK 2	2	Invoice	ADMIN FEE FOR DEED ADDENDUM	05/22/2024	07/01/2024	15.00-	101-41500-36291
07/01/2024	LOT SO. 1/2	1	Invoice	CITY PURCHASE CEMETERY PLOTS BACK	05/22/2024	07/01/2024	400.00	235-49010-229
07/01/2024	LOT SO. 1/2	2	Invoice	ADMIN FEE FOR DEED ADDENDUM	05/22/2024	07/01/2024	15.00-	101-41500-36291
Total 107010 RONALD R. & MARGARET L. SPARKS ESTATE:							770.00	
107002 ROTT, JOY								
06/11/2024	2024 POOL	1	Invoice	REFUND 2024 POOL MEMBERSHIP PEM/SMI	05/29/2024	06/11/2024	80.00	225-45128-34721
Total 107002 ROTT, JOY:							80.00	
268 SELCO								
06/25/2024	52442	1	Invoice	ILS PACKAGE, PC SUPPORT/LIBRARY	06/04/2024	06/26/2024	431.69	211-45500-418
06/25/2024	52459	1	Invoice	COLIBRI BOOK COVERS/LIBRARY	06/10/2024	06/26/2024	1,001.76	211-45500-201
06/25/2024	52473	1	Invoice	PLASTIC BAGS/LIBRARY	06/14/2024	06/26/2024	125.29	211-45500-201
Total 268 SELCO:							1,558.74	
106770 SZYMANSKI, LOGAN								
06/25/2024	113-0883987	1	Invoice	AMAZON-REIMBURSE UNIFORM BACKPACK	06/10/2024	06/26/2024	59.95	101-42100-417

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
Total 106770 SZYMANSKI, LOGAN:							59.95	
105963 TACTICAL SOLUTIONS								
06/21/2024	10196	1	Invoice	RADAR/POLICE	06/09/2024	06/21/2024	152.00	101-42100-221
Total 105963 TACTICAL SOLUTIONS:							152.00	
289 THATCHER POOLS & SPA								
06/21/2024	125040-1	1	Invoice	SODIUM BICARBONATE/POOL	06/06/2024	06/21/2024	126.00	225-45128-217
Total 289 THATCHER POOLS & SPA:							126.00	
106476 THE DARNING GROUP								
06/13/2024	2024216	1	Invoice	RED CROSS WSI LIFEGUARD TRAINING	06/07/2024	07/09/2024	3,360.00	225-45128-331
Total 106476 THE DARNING GROUP:							3,360.00	
716 THREE RIVERS COMMUNITY ACTION								
06/25/2024	MAY 2024	1	Invoice	TRANSIT BUS FEES	05/31/2024	06/26/2024	267.50	101-41500-317
Total 716 THREE RIVERS COMMUNITY ACTION:							267.50	
104900 TOMS LAWN & CLEANING SERVICE								
06/21/2024	490	1	Invoice	CLEANING/LIBRARY	05/31/2024	06/21/2024	770.00	211-45500-401
Total 104900 TOMS LAWN & CLEANING SERVICE:							770.00	
106775 VALDES LAWN CARE AND SNOW REMOVAL, LLC								
06/21/2024	35575	1	Invoice	MOBILIZATION & BRUSH GRINDING/PW	05/31/2024	06/21/2024	13,465.39	101-43100-310
Total 106775 VALDES LAWN CARE AND SNOW REMOVAL, LLC:							13,465.39	
105461 VISA/TCM BANK N.A.								
06/12/2024	#0165 JUNE	1	Invoice	AMAZON-BOOK/LIBRARY	06/02/2024	06/13/2024	16.19	211-45500-592
06/12/2024	#0165 JUNE	2	Invoice	AMAZON-BOOK/LIBRARY	06/02/2024	06/13/2024	13.99	211-45500-592
06/12/2024	#0165 JUNE	3	Invoice	AMAZON-BOOKS/LIBRARY	06/02/2024	06/13/2024	22.98	211-45500-592
06/12/2024	#0165 JUNE	4	Invoice	AMAZON-BOOKS/LIBRARY	06/02/2024	06/13/2024	115.93	211-45500-592
06/12/2024	#0165 JUNE	5	Invoice	AMAZON-FOLDABLE WAGON-LIBRARY	06/02/2024	06/13/2024	110.49	211-45500-217
06/12/2024	#0165 JUNE	6	Invoice	AMAZON-BOOKS/LIBRARY	06/02/2024	06/13/2024	120.21	211-45500-592
06/12/2024	#0165 JUNE	7	Invoice	AMAZON-BOOKS/LIBRARY	06/02/2024	06/13/2024	28.97	211-45500-592
06/12/2024	#0165 JUNE	8	Invoice	AMAZON-THERMAL RECEIPT ROLLS/LIBRAR	06/02/2024	06/13/2024	67.95	211-45500-201
06/12/2024	#0165 JUNE	9	Invoice	AMAZON-KLEENEX/LIBRARY	06/02/2024	06/13/2024	70.90	211-45500-201
06/12/2024	#0165 JUNE	10	Invoice	AMAZON-COLORED PAPER/LIBRARY	06/02/2024	06/13/2024	23.62	211-45500-201
06/12/2024	#0165 JUNE	11	Invoice	AMAZON-BOOK/LIBRARY	06/02/2024	06/13/2024	10.99	211-45500-592
06/12/2024	#0165 JUNE	12	Invoice	LIBRARY JOURNAL-SUBSCRIPTION/LIBRAR	06/02/2024	06/13/2024	179.00	211-45500-592
06/12/2024	#0165 JUNE	13	Invoice	AMAZON-BOOKS/LIBRARY	06/02/2024	06/13/2024	68.03	211-45500-592
06/13/2024	#6188 JUNE	1	Invoice	AMAZON-EXPANSION PLUG, REPAIR KIT CL	06/02/2024	06/13/2024	144.75	225-45200-223
06/13/2024	#6188 JUNE	2	Invoice	POOLWEB-UMBRELLA TOPS/POOL	06/02/2024	06/13/2024	2,115.18	225-45128-221
06/13/2024	#6188 JUNE	3	Invoice	POOLWEB-UMBRELLA TOPS/POOL	06/02/2024	06/13/2024	1,057.59	225-45128-221
06/13/2024	#6188 JUNE	4	Invoice	POOLWEB-UMBRELLA TOPS/POOL	06/02/2024	06/13/2024	2,115.18	225-45128-221
06/13/2024	#6188 JUNE	5	Invoice	MENARDS-POTHOLE PATCH/PW	06/02/2024	06/13/2024	723.87	101-43100-224
06/13/2024	#6188 JUNE	6	Invoice	AMAZON-IGNITER & GASKET REPLACE KIT,	06/02/2024	06/13/2024	158.70	225-45128-221
06/13/2024	#6188 JUNE	7	Invoice	USPS-CERTIFIED WEED NOTICES	06/02/2024	06/13/2024	53.06	101-41500-322
06/13/2024	#6188 JUNE	8	Invoice	POOLWEB-RETURN UMBRELLA TOPS (WRO	06/02/2024	06/13/2024	1,549.15-	225-45128-221
06/13/2024	#6196 JUNE	1	Invoice	MENARDS-BIT SET, PAPER TOWELS/PW	06/02/2024	06/13/2024	31.03	101-43100-217
06/13/2024	#6196 JUNE	2	Invoice	HOME DEPOT-BIT SETS/PW	06/02/2024	06/13/2024	51.94	101-43100-217
06/13/2024	#6196 JUNE	3	Invoice	ZILLER ELECTRIC-GENERATOR/FIRE DEPT.	06/02/2024	06/13/2024	250.00	101-42200-223

Input Date	Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	GL Account
06/13/2024	#6634 JUNE	1	Invoice	POOLWEB-MN POOL RULES SIGN/POOL	06/02/2024	06/13/2024	88.56	225-45128-221
06/13/2024	#6634 JUNE	2	Invoice	POOLWEB-KNOBS/POOL	06/02/2024	06/13/2024	63.70	225-45128-221
06/13/2024	#6634 JUNE	3	Invoice	ZORO TOOLS-PVC BALL VALVE/POOL	06/02/2024	06/13/2024	19.86	225-45128-221
06/13/2024	#6634 JUNE	4	Invoice	POOLWEB-KNOBS/POOL	06/02/2024	06/13/2024	18.19	225-45128-221
06/12/2024	#6840 JUNE	1	Invoice	ADOBE/C. KUJATH	06/02/2024	06/13/2024	21.46	101-41500-433
06/12/2024	#6931 JUNE	1	Invoice	USPS-CERTIFIED WEED NOTICE	06/02/2024	06/13/2024	9.44	101-41500-322
06/12/2024	#6998 JUNE	1	Invoice	HOSTGATOR.COM-WEEBLY RENEWAL/PD	06/02/2024	06/13/2024	8.99	101-42100-321
06/13/2024	#7228 JUNE	1	Invoice	AMAZON-LIFEGUARD SUITS/POOL	06/02/2024	06/13/2024	1,427.58	225-45128-417
06/13/2024	#7228 JUNE	2	Invoice	AMAZON-LIFEGUARD SUITS/POOL	06/02/2024	06/13/2024	29.95	225-45128-417
06/13/2024	#7228 JUNE	3	Invoice	AMAZON-LIFEGUARD SUITS/POOL	06/02/2024	06/13/2024	289.81	225-45128-417
06/13/2024	#7228 JUNE	4	Invoice	CUSTOMINK-DESK ATTENDANT SHIRTS/PO	06/02/2024	06/13/2024	250.60	225-45128-417
06/13/2024	#7228 JUNE	5	Invoice	AMAZON-POOL SUPPLIES	06/02/2024	06/13/2024	27.86	225-45128-217
06/13/2024	#7228 JUNE	6	Invoice	AMAZON-POOL SUPPLIES	06/02/2024	06/13/2024	45.15	225-45128-217
06/13/2024	#7228 JUNE	7	Invoice	AMAZON-WRISTLET KEYCHAINS/POOL	06/02/2024	06/13/2024	40.52	225-45128-217
06/13/2024	#7228 JUNE	8	Invoice	AMAZON-RETURN LIFEGUARD SUIT/POOL	06/02/2024	06/13/2024	13.99-	225-45128-417
06/12/2024	#7798 JUNE	1	Invoice	APPLE.COM/PD	06/02/2024	06/13/2024	.99	101-42100-321
06/12/2024	#7798 JUNE	2	Invoice	ZAGG-GLASS PRIVACY 360 REPLACEMENT/	06/02/2024	06/13/2024	10.73	101-42100-228
06/12/2024	#7798 JUNE	3	Invoice	FAMILY DOLLAR-CARPET CLEANER/PD	06/02/2024	06/13/2024	8.80	101-42100-437
06/12/2024	#7798 MAY 2	1	Invoice	APPLE.COM/PD	05/02/2024	06/13/2024	.99	101-42100-321
06/12/2024	#7798 MAY 2	2	Invoice	AMAZON-PHONE CAR CHARGERS/PD	05/02/2024	06/13/2024	62.51	101-42100-228
06/12/2024	#7798 MAY 2	3	Invoice	AMAZON-RETURN UNIFORM A. FERGUSON/	05/02/2024	06/13/2024	143.66-	101-42100-417
06/12/2024	#7798 MAY 2	4	Invoice	USPS-POSTAGE/PD	05/02/2024	06/13/2024	5.80	101-42100-322
06/12/2024	#7798 MAY 2	5	Invoice	US FLEET TRACKING-MONTHLY SERVICE/P	05/02/2024	06/13/2024	59.90	101-42100-309
	Total 105461 VISA/TCM BANK N.A.:						8,335.14	
307 WABASHA COUNTY AUDITOR/TREAS.								
06/07/2024	091-030124-	1	Invoice	JUNE 2024 LEGAL SERVICES CONTRACT	06/04/2024	06/10/2024	1,800.00	101-42100-304
	Total 307 WABASHA COUNTY AUDITOR/TREAS.:						1,800.00	
107003 WALTERS, ANA								
06/11/2024	2024 POOL	1	Invoice	REFUND 2024 POOL MEMBERSHIP PEM/SMI	05/30/2024	06/11/2024	130.00	225-45128-34721
	Total 107003 WALTERS, ANA:						130.00	
106269 WATER SYSTEMS COMPANY								
06/21/2024	714324	1	Invoice	WATER/CITY HALL	05/16/2024	06/21/2024	47.00	101-41500-401
	Total 106269 WATER SYSTEMS COMPANY:						47.00	
107011 WEAVER, KYLIE								
07/02/2024	2024 POOL	1	Invoice	REFUND POOL MEMBERSHIP	07/01/2024	07/02/2024	130.00	225-45128-34721
	Total 107011 WEAVER, KYLIE:						130.00	
105600 WEX BANK								
06/07/2024	97417634	1	Invoice	FUEL/POLICE DEPT.	05/31/2024	06/10/2024	1,627.32	101-42100-212
	Total 105600 WEX BANK:						1,627.32	
107008 YOUNG, MARLENE								
06/25/2024	24 910 110 R	1	Invoice	BUILDING PERMIT REFUND DEPOSIT	06/06/2024	06/26/2024	100.00	101-41500-32210
	Total 107008 YOUNG, MARLENE:						100.00	
	Grand Totals:						247,289.55	

Report GL Period Summary

GL Period	Amount

GL Period	Amount
07/24	84,458.33
06/24	162,831.22
Grand Totals:	247,289.55

Vendor number hash:	12234802
Vendor number hash - split:	19213045
Total number of invoices:	197
Total number of transactions:	272

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	247,289.55	.00	247,289.55
Grand Totals:	247,289.55	.00	247,289.55

Report Criteria:
[Report].GL Account = {<>} "10121709"

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Permits/Licenses/Donations	**AGENDA SECTION:** Consent
PREPARED BY: Carol Kujath, City Clerk	**AGENDA NO.** **5.C.**
ATTACHMENTS: None	**APPROVED BY: dt**

RECOMMENDED ACTION:

1. **Motion** to approve Loudspeaker Permit for Tamara Boyd, Benchmark at Wedgewood Park for July 19, 2024, from 12:00 p.m. – 4:00 p.m.
2. **Motion** to approve Chicken Permit for Shanna and Derrick Hoffman.
3. **Motion** to approve Chicken Permit for Heidi Loftus.
4. **Motion** to approve Gambling Permit for Cheese Days Elgin, MN – TJ's Tavern
5. **Motion** to approve Loudspeaker Permit for TJ's Tavern

SUMMARY

1. Tamara Boyd, with Benchmark has applied for a Loudspeaker permit for their Company Group Picnic at Wedgewood Park on July 19, 2024.

2. Shanna and Derrick Hoffman have applied for a Chicken permit located at 110 3rd St SE.

3. Heidi Loftus has applied for a Chicken permit located at 420 7th St SW.

4. Cheese Days Elgin, MN has applied for a Gambling Permit for a Raffle at TJ's Tavern on August 16, 2024.

5. TJ's Tavern has applied for a Loudspeaker Permit for a couple reunions on Saturday August 17, 2024, from 5:00 p.m. – 9:00 p.m. (This would not interfere with Kim's live music for Corn on the Cob Days.)

BUILDING PERMIT REPORT
JULY 2024

Permit Number & Applicant

24 910 152	255 7th Ave SE – New Single-Family Home	**Value:**	$400,000.00
Greg Speedling Contracting		**Total Fee:**	$4,302.96
		Permit Fee:	$684.22
		Plan Check Fee:	$444.74
		State Surcharge:	$ 114.00
		Water Deposit:	$500.00
		Sewer Deposit:	$500.00
		Water Connection:	$1,000.00
		Sewer Connection:	$1,000.00
		Plumbing:	$30.00
		Mechanical:	$30.00
PL24-MISC	435 7th St SW – Concrete	**Value:**	$4,880.00
Tim Schalow		**Total Fee:**	$25.00
		Permit Fee:	$25.00
PL24-MISC	905 W Broadway – Fence	**Value:**	$4,400.00
Preston Merten		**Total Fee:**	$25.00
		Permit Fee:	$25.00
PL24-MISC	720 7th St NW – Fence	**Value:**	$8,000.00
Jacci Clark		**Total Fee:**	$25.00
		Permit Fee:	$25.00
PL24-MISC	615 7th Ave NE – Fence	**Value:**	$1,000.00
Kyle J. Hulberg		**Total Fee:**	$25.00
		Permit Fee:	$25.00
24 910 128	315 7th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 129	350 7th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 130	412 7th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00

BUILDING PERMIT REPORT
JULY 2024

24 910 131	414 7th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 132	417 7th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 133	320 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 134	365 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 135	370 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 136	375 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 137	409 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 138	413 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00
24 910 139	415 8th Ave NE – AC	**Value:**	$4,000.00
K&S Heating & Air		**Total Fee:**	$35.00
(Jerry Martin)		**Permit Fee:**	$34.00
		State Surcharge:	$1.00

BUILDING PERMIT REPORT
JULY 2024

24 910 140 **K&S Heating & Air** **(Jerry Martin)**	417 8th Ave NE – AC	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,000.00 $35.00 $34.00 $1.00
24 910 141 **K&S Heating & Air** **(Jerry Martin)**	418 8th Ave NE – AC	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,000.00 $35.00 $34.00 $1.00
24 910 142 **K&S Heating & Air** **(Jerry Martin)**	419 8th Ave NE – AC	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,000.00 $35.00 $34.00 $1.00
24 910 143 **K&S Heating & Air** **(Jerry Martin)**	421 8th Ave NE – AC	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,000.00 $35.00 $34.00 $1.00
24 910 144 **K&S Heating & Air** **(Jerry Martin)**	425 8th Ave NE – AC	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,000.00 $35.00 $34.00 $1.00
24 910 146 **Options Exteriors** **(Isaiah Hager)**	345 3rd St SW – Reroof	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$11,000.00 $60.00 $59.00 $1.00
24 910 148 **Haley Comfort Systems** **(Keith Todd)**	305 4th St SW – Furnace/AC	**Value:** **Total Fee:** **Permit Fee:**	$6,300.00 $35.00 $34.00 $1.00
24 910 149 **All Craft Exteriors** **(Damon Devlin)**	425 7th St SW – Reside	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$38,100.00 $60.00 $59.00 $1.00
24 910 150 **All Craft Exteriors** **(Dan Dondlinger)**	305 6th St NW – Reroof/Reside	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$38,100.00 $120.00 $118.00 $2.00

BUILDING PERMIT REPORT
JULY 2024

PL24-MISC **Apex Fence** **(Dana Kramer/Miranda Beeman)**	510 6th St SW – Fence	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$4,688.00 $25.00 $25.00
24 910 155 **Larson Siding & Windows** **(Adam Wolf)**	125 1st Ave SE – Windows	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$8,716.00 $60.00 $59.00 $1.00
24 910 157 **Ryan Windows & Siding** **(Doug & Gloria Cavagnetto)**	245 5th St NW – Reroof	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$20,626.00 $60.00 $59.00 $1.00
24 910 158 **McNallan Plumbing** **(Doris Lanning)**	100 4th Ave SW – Water Heater	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$1,405.00 $35.00 $34.00 $1.00
24 910 159 **Hoyer Construction** **(Don Pavelka)**	135 6th St NW – Reside	**Value:** **Total Fee:** **Permit Fee:** **State Surcharge:**	$16,000.00 $60.00 $59.00 $1.00
		Value: **Total Fee:** **Permit Fee:** **Plan Check Fee:** **State Surcharge:** **Refundable Deposit:**	$
		Value: **Total Fee:** **Permit Fee:** **Plan Check Fee:** **State Surcharge:** **Water Deposit:** **Sewer Deposit:** **Water Connection:** **Sewer Connection:** **Plumbing:** **Mechanical:**	$
		Value: **Total Fee:** **Permit Fee:**	$

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM:	Dept. Head Reports & Board Minutes	**AGENDA SECTION:** Consent
PREPARED BY:	David Todd, City Administrator	**AGENDA NO. 5.D.**
ATTACHMENTS: Department Head Reports		**APPROVED BY: dt**
RECOMMENDED ACTION: Motion to accept Department reports.		

MONTHLY REPORT OF FINANCE DIRECTOR
June, 2024

Routine Work/General Items

- Processed bi-weekly payroll and all duties related to payroll, benefits and personnel administration.
- Liability & Work Comp and Unemployment Insurance Claims
- Provide financial information and assistance as needed to department
- Provide software support for financial/utility billing/xpress bill pay systems
- Work with DataSmart – IT/Network Issues
- Journal Entries to record payments, receipts, adjustments
- Code invoices for payment
- Dept. Budget Reports
- Investments Redeemed/Purchased
- Assist in front office as needed
- Monthly Financial Processes-Bank recs, account reconciliations/fund cash balances, cash allocations
- Assist City Administrator
- Finance Issues/Current Development Projects

Activities

- Utility Billing-New & Terminated Services, Customer Inquiries, Monthly Billing Process, Meter Issues
- 2023 Street Project – tracking temporary water hookups for billing
- 2023 Fiscal Year End/Audit Prep. The audit was completed and presented to the City Council on June 13, 2024. The Annual Financial Report was filed with the MN State Auditor on June 14. An unmodified "clean" auditors' opinion was issued on the City's financial statements of the governmental activities, business-type activities, discretely presented component unit, each major fund, and the aggregate remaining fund information. The complete financial statements will be available on the City's website. I also forwarded the audit to S&P Global, MN PFA and the City's municipal financial advisor.
- Process/Paperwork for all seasonal employees that started in early June. This adds about 50 seasonal employees to the bi-weekly payroll.
- Work with pool grant & other pool issues
- Work with DataSmart – PCI compliance for Pool Credit Card System
- Participated in interview/hiring process for open Public Works position.
- Billed PEM for Jan.-June 24 SRO Contract/Hours
- PD new hire paperwork

Projects

- Continued water meter changeout program started in March, 2021–coordinating with Public Works. Project will continue over multiple years. We will be running two software systems for meter reading and billing until the entire city is converted to the new meters. By the end of June, 2024, 635 new meters have been installed.
- Future projects:
    - File/Organize Financial/Personnel Records
    - Review utility billing, disconnect and write-off procedures/policies/clean-up utility billing A/R

Reports

- Monthly Department of Labor Report
- Monthly Sales Tax Report
- Assist Carol with Annual Building Permit report

Training/Meetings

- Dept. head meetings/Council meetings/special meetings
- Meet with City Administrator on current issues
- Meetings with council members and staff regarding current issues
- MNSPECT transition meeting

Other Items of Interest

Submitted by Vicki Axley, Finance Director

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
Council					
101-41110-103	Part-Time Employees	13,300.00	13,300.00	.00	13,300.00
101-41110-121	PERA	165.00	165.00	.00	165.00
101-41110-122	FICA	812.85	813.00	.00	813.00
101-41110-151	Worker s Comp Insurance Prem	73.71	78.00	68.39	9.61
101-41110-201	Office Supplies(paper-pens-et)	.00	100.00	.00	100.00
101-41110-310	Other Professional Services	66.00	200.00	.00	200.00
101-41110-331	Meetings-Conferences (mtgs/mi)	1,379.52	1,500.00	.00	1,500.00
101-41110-343	Advertising	480.00	100.00	.00	100.00
101-41110-362	Property - Casualty Ins (Auto)	6,727.05	7,063.00	6,718.08	344.92
101-41110-381	Electric Utilities	1,792.98	1,800.00	519.67	1,280.33
101-41110-383	Gas Utilities	930.91	1,100.00	394.84	705.16
101-41110-401	Contractual Services	7,200.00	7,200.00	3,600.00	3,600.00
101-41110-433	Dues and Subscriptions	10,996.00	11,000.00	.00	11,000.00
101-41110-437	Miscellaneous	296.82	500.00	.00	500.00
101-41110-440	City Cleanup	6,022.83	7,500.00	1,786.55	5,713.45
Total Council:		50,243.67	52,419.00	13,087.53	39,331.47
Elections					
101-41410-103	Part-Time Employees	.00	9,000.00	2,382.00	6,618.00
101-41410-331	Meetings-Conferences (mtgs/mi)	.00	850.00	416.14	433.86
101-41410-437	Miscellaneous	960.00	3,500.00	1,033.93	2,466.07
Total Elections:		960.00	13,350.00	3,832.07	9,517.93
Administration					
101-41500-101	Full-Time Employees Regular	323,920.71	318,102.00	156,851.31	161,250.69
101-41500-102	Full-Time Employees Overtime	15,028.28	17,500.00	7,643.16	9,856.84
101-41500-120	CENTRAL PENSION FUND	2,995.20	3,000.00	1,497.60	1,502.40
101-41500-121	PERA	24,946.63	24,795.00	12,314.58	12,480.42
101-41500-122	FICA	25,776.71	25,674.00	12,484.38	13,189.62
101-41500-131	Employer Paid Health	78,079.00	74,361.00	37,332.26	37,028.74
101-41500-151	Worker s Comp Insurance Prem	2,707.10	2,843.00	2,492.57	350.43
101-41500-201	Office Supplies	3,376.88	4,500.00	1,573.59	2,926.41
101-41500-211	Operating Supplies - Cleaning	309.03	1,000.00	155.58	844.42
101-41500-217	Other Operating Supplies	1,195.48	1,300.00	319.36	980.64
101-41500-221	Repair/Maint - Equipment	.00	200.00	.00	200.00
101-41500-223	Repair/Maintain - Building	2,339.25	2,500.00	7,449.54	4,949.54-
101-41500-227	Repair/Maintain - Amb Building	678.51	2,000.00	545.38	1,454.62
101-41500-301	Auditing and Acct g Services	30,800.00	32,000.00	16,250.00	15,750.00
101-41500-303	Engineering Fees	28,804.00	40,000.00	16,974.00	23,026.00
101-41500-304	Legal Fees	16,833.65	25,000.00	6,953.75	18,046.25
101-41500-309	Software and Design	21,737.46	23,000.00	13,864.43	9,135.57
101-41500-310	Other Professional Services	28,926.78	30,000.00	5,959.86	24,040.14
101-41500-312	CITY WEBSITE	13,350.00	6,350.00	.00	6,350.00
101-41500-316	Building Inspections	37,074.00	30,000.00	16,861.29	13,138.71
101-41500-317	Dial A Ride Bus	9,630.25	6,000.00	4,332.50	1,667.50
101-41500-321	Communications	5,893.18	6,450.00	2,860.38	3,589.62
101-41500-322	Postage	2,577.30	2,700.00	1,380.96	1,319.04
101-41500-331	Meetings-Conferences (mtgs/mi)	3,147.05	5,000.00	52.27	4,947.73
101-41500-343	Advertising	3,238.57	3,500.00	1,599.40	1,900.60
101-41500-362	Property - Casualty Ins (Auto)	4,876.28	5,120.00	4,869.97	250.03
101-41500-381	Electric Utilities	1,793.03	2,000.00	805.67	1,194.33
101-41500-383	Gas Utilities	930.91	1,200.00	394.87	805.13
101-41500-401	Contractual Services	16,146.77	13,500.00	7,563.39	5,936.61

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
101-41500-417	Uniforms	1,628.64	1,872.00	589.00	1,283.00
101-41500-433	Dues and Subscriptions	2,735.03	2,100.00	1,007.08	1,092.92
101-41500-434	Sales Tax Paid	11.00	20.00	.00	20.00
101-41500-437	Miscellaneous	823.16	500.00	415.92	84.08
101-41500-442	Bank Service Charges	3,177.80	3,500.00	1,241.72	2,258.28
101-41500-443	Credit Card Merchant Fees	2,892.56	3,500.00	1,286.36	2,213.64
101-41500-444	XPRESS Bill Pay Fees	5,742.38	5,600.00	2,490.24	3,109.76
101-41500-560	Furniture & Fixtures	.00	.00	1,268.06	1,268.06-
101-41500-570	Office Equipment & Furnishings	1,299.48	1,000.00	.00	1,000.00
101-41500-580	Computers & Technology	11,037.09	3,000.00	3,330.49	330.49-
Total Administration:		736,459.15	730,687.00	353,010.92	377,676.08
Police					
101-42100-101	Full-Time Employees Regular	630,154.30	685,841.00	330,116.57	355,724.43
101-42100-102	Full-Time Employees Overtime	39,440.09	37,500.00	22,033.28	15,466.72
101-42100-103	Part-Time Employees	7,186.41	8,500.00	293.04	8,206.96
101-42100-120	CENTRAL PENSION FUND	998.40	1,000.00	499.20	500.80
101-42100-121	PERA	107,761.59	120,518.00	59,117.98	61,400.02
101-42100-122	FICA	13,602.52	15,533.00	6,948.92	8,584.08
101-42100-131	Employer Paid Health	172,242.10	184,107.00	90,980.08	93,126.92
101-42100-151	Worker s Comp Insurance Prem	33,585.61	35,265.00	30,918.23	4,346.77
101-42100-201	Office Supplies(paper-pens-et)	2,247.39	3,000.00	403.63	2,596.37
101-42100-212	Motor Fuels-Gas	19,391.74	20,000.00	8,029.66	11,970.34
101-42100-217	Other Operating Supplies	576.61	500.00	119.74-	619.74
101-42100-221	Repair/Maint - Equipment	11,905.74	16,000.00	10,387.36	5,612.64
101-42100-228	Repair/Maintain Other	2,363.60	3,000.00	1,693.91	1,306.09
101-42100-240	Repair/Maint Taser Program	6,279.99	6,500.00	.00	6,500.00
101-42100-304	Legal Fees	21,600.00	21,600.00	10,800.00	10,800.00
101-42100-305	Employee Wellness Program	.00	10,000.00	246.63	9,753.37
101-42100-309	Software and Design	11,566.38	12,000.00	8,483.24	3,516.76
101-42100-310	Other Professional Services	13,294.30	8,000.00	5,292.65	2,707.35
101-42100-318	Animal Control	.00	500.00	.00	500.00
101-42100-319	Forfeitures	.00	1,200.00	.00	1,200.00
101-42100-321	Communications	15,593.83	15,000.00	6,394.09	8,605.91
101-42100-322	Postage	186.00	500.00	30.64	469.36
101-42100-331	Meetings-Conferences (mtgs/mi)	7,092.96	9,000.00	1,552.76	7,447.24
101-42100-343	Advertising	.00	500.00	.00	500.00
101-42100-362	Property - Casualty Ins (Auto)	5,409.07	5,680.00	5,402.62	277.38
101-42100-381	Electric Utilities	1,792.99	2,000.00	662.66	1,337.34
101-42100-383	Gas Utilities	930.88	1,300.00	394.86	905.14
101-42100-406	Safety	.00	1,200.00	273.97	926.03
101-42100-417	Uniforms	18,168.31	12,000.00	2,342.28	9,657.72
101-42100-418	Range/Ammo	9,096.09	10,000.00	1,000.00	9,000.00
101-42100-433	Dues and Subscriptions	2,597.32	3,500.00	1,350.00	2,150.00
101-42100-436	Towing Charges	.00	200.00	368.00	168.00-
101-42100-437	Miscellaneous	2,116.74	3,000.00	564.60	2,435.40
101-42100-438	Police - DARE Prog	1,089.58	2,500.00	.00	2,500.00
101-42100-446	NSF Checks	43.53	500.00	.00	500.00
101-42100-491	Contributions/Donations Expend	.00	.00	500.00	500.00-
101-42100-560	Furniture & Fixtures	.00	1,000.00	.00	1,000.00
101-42100-590	Capital Outlay	45,354.67	7,000.00	152,872.42	145,872.42-
Total Police:		1,203,668.74	1,265,444.00	759,833.54	505,610.46

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
City Fire					
101-42200-103	Part-Time Employees	31,488.04	25,000.00	100.00	24,900.00
101-42200-122	FICA	2,401.19	1,913.00	7.65	1,905.35
101-42200-151	Worker s Comp Insurance Prem	3,109.44	3,265.00	2,862.56	402.44
101-42200-201	Office Supplies(paper-pens-et)	109.99	200.00	109.99	90.01
101-42200-207	Fire Prevention Instruct Supps	808.50	2,000.00	.00	2,000.00
101-42200-211	Operating Supplies - Cleaning	.00	100.00	.00	100.00
101-42200-212	Motor Fuels-Gas	1,152.54	1,500.00	335.69	1,164.31
101-42200-217	Other Operating Supplies	710.46	1,500.00	90.00	1,410.00
101-42200-221	Repair/Maint - Equipment	76,174.95	30,000.00	26,997.63	3,002.37
101-42200-223	Repair/Maintain - Building	1,866.36	10,000.00	1,096.75	8,903.25
101-42200-226	Foam	2,449.12	2,500.00	.00	2,500.00
101-42200-228	Repair/Maintain - Other	.00	1,000.00	.00	1,000.00
101-42200-309	Software and Design	71.39	100.00	70.38	29.62
101-42200-310	Other Professional Services	1,073.75	1,000.00	4,186.06	3,186.06-
101-42200-321	Communications	4,630.80	3,200.00	1,977.44	1,222.56
101-42200-322	Postage	.00	50.00	.00	50.00
101-42200-331	Meetings-Conferences (mtgs/mi)	8,963.77	2,000.00	252.00	1,748.00
101-42200-343	Advertising	127.89	200.00	660.00	460.00-
101-42200-362	Property - Casualty Ins (Auto)	5,934.86	6,232.00	5,927.67	304.33
101-42200-381	Electric Utilities	2,034.00	2,000.00	802.00	1,198.00
101-42200-383	Gas Utilities	5,165.75	8,000.00	1,424.02	6,575.98
101-42200-384	Garbage Service	657.12	700.00	273.80	426.20
101-42200-417	Uniforms/Fire Equip	22,419.30	20,000.00	5,017.42	14,982.58
101-42200-433	Dues and Subscriptions	1,100.00	1,000.00	.00	1,000.00
101-42200-437	Miscellaneous	.00	100.00	.00	100.00
101-42200-602	Other LT Obligation Principal	.00	43,030.00	.00	43,030.00
101-42200-612	Other Long-Term Obligation Int	20,500.00	19,656.00	.00	19,656.00
Total City Fire:		192,949.22	186,246.00	52,191.06	134,054.94
Emergency Management					
101-42500-103	Part-Time Employees	1,226.71	1,276.00	.00	1,276.00
101-42500-122	FICA	93.85	98.00	.00	98.00
101-42500-221	Repair/Maint - Equipment	1,675.80	4,000.00	1,401.25	2,598.75
101-42500-310	Other Professional Services	892.00	900.00	1,112.00	212.00-
101-42500-381	Electric Utilities	988.00	1,000.00	422.00	578.00
Total Emergency Management:		4,876.36	7,274.00	2,935.25	4,338.75
Public Works (GENERAL)					
101-43100-101	Full-Time Employees Regular	123,850.04	127,458.00	66,167.90	61,290.10
101-43100-102	Full-Time Employees Overtime	1,343.11	2,940.00	400.73	2,539.27
101-43100-120	CENTRAL PENSION FUND	838.72	840.00	419.38	420.62
101-43100-121	PERA	9,234.06	9,780.00	4,971.87	4,808.13
101-43100-122	FICA	9,554.87	9,975.00	5,071.21	4,903.79
101-43100-131	Employer Paid Health	31,185.26	33,217.00	16,231.54	16,985.46
101-43100-151	Worker s Comp Insurance Prem	18,415.92	19,337.00	16,953.51	2,383.49
101-43100-201	Office Supplies(paper-pens-et)	320.22	250.00	46.59	203.41
101-43100-211	Operating Supplies - Cleaning	35.96	200.00	38.97	161.03
101-43100-212	Motor Fuels-Gas	10,934.78	8,000.00	3,170.85	4,829.15
101-43100-217	Other Operating Supplies	11,626.76	14,000.00	3,619.84	10,380.16
101-43100-221	Repair/Maint - Equipment	23,765.58	25,000.00	12,237.98	12,762.02
101-43100-222	Tree trimming	6,165.00	18,500.00	4,100.00	14,400.00
101-43100-223	Repair/Maintain - Building	4,357.16	7,500.00	311.72	7,188.28
101-43100-224	Repair/Maintain - Streets	26,105.71	100,000.00	867.21	99,132.79

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
101-43100-225	Repair/Maint - Detention Ponds	.00	20,000.00	.00	20,000.00
101-43100-226	Sidewalk Repairs	58,003.00	55,000.00	.00	55,000.00
101-43100-303	Engineering Fees	13,548.50	15,000.00	.00	15,000.00
101-43100-310	Other Professional Services	22,943.17	30,000.00	17,457.96	12,542.04
101-43100-321	Communications	3,688.76	4,000.00	1,898.34	2,101.66
101-43100-331	Meetings-Conferences (mtgs/mi)	41.47	300.00	4.00	296.00
101-43100-343	Advertising	.00	300.00	528.00	228.00-
101-43100-362	Property - Casualty Ins (Auto)	15,027.13	15,775.00	15,004.64	770.36
101-43100-381	Electric Utilities	46,228.71	43,000.00	19,418.18	23,581.82
101-43100-383	Gas Utilities	4,240.08	6,300.00	1,748.76	4,551.24
101-43100-384	Garbage Service	1,473.48	1,650.00	613.95	1,036.05
101-43100-401	Contractual Services	.00	850.00	.00	850.00
101-43100-406	Safety	928.69	1,000.00	891.00	109.00
101-43100-417	Uniforms	996.92	1,248.00	191.93	1,056.07
101-43100-418	Rentals	.00	1,000.00	.00	1,000.00
101-43100-437	Miscellaneous	.00	200.00	.00	200.00
101-43100-590	Capital Outlay	84,646.86	255,000.00	1,683.00	253,317.00
	Total Public Works (GENERAL):	529,499.92	827,620.00	194,049.06	633,570.94
Ice & Snow Removal					
101-43125-101	Full-Time Employees Regular	23,590.18	24,278.00	12,603.39	11,674.61
101-43125-102	Full-Time Employees Overtime	256.11	560.00	76.33	483.67
101-43125-120	CENTRAL PENSION FUND	159.68	160.00	79.82	80.18
101-43125-121	PERA	1,758.78	1,863.00	947.00	916.00
101-43125-122	FICA	1,820.06	1,900.00	966.06	933.94
101-43125-131	Employer Paid Health	5,778.24	6,092.00	3,009.12	3,082.88
101-43125-212	Motor Fuels-Gas	6,013.00	8,000.00	2,531.00	5,469.00
101-43125-217	Other Operating Supplies	11,735.37	15,000.00	11,623.64	3,376.36
101-43125-221	Repair/Maint - Equipment	7,897.00	7,500.00	13,490.36	5,990.36-
101-43125-310	Other Professional Services	21,817.50	36,750.00	10,205.00	26,545.00
101-43125-343	Advertising	198.00	100.00	.00	100.00
101-43125-437	Miscellaneous	500.00	.00	.00	.00
	Total Ice & Snow Removal:	81,523.92	102,203.00	55,531.72	46,671.28
Economic Development					
101-46500-101	Full-Time Employees Regular	31,708.37	.00	.00	.00
101-46500-102	Full-Time Employees Overtime	657.84	.00	.00	.00
101-46500-121	PERA	2,394.72	.00	.00	.00
101-46500-122	FICA	2,476.05	.00	.00	.00
101-46500-131	Employer Paid Health	9,767.89	.00	.00	.00
101-46500-201	Office Supplies	36.48	.00	.00	.00
101-46500-304	Legal Fees	3,325.00	.00	.00	.00
101-46500-331	Meetings-Conferences (mtgs/mi)	446.67	.00	.00	.00
101-46500-401	Contractual Services	.00	66,030.00	23,362.50	42,667.50
101-46500-433	Dues and Subscriptions	.00	.00	3,500.00	3,500.00-
	Total Economic Development:	50,813.02	66,030.00	26,862.50	39,167.50
Other Finanacing Uses/Contrib					
101-49300-422	Corn on the Cob Activities	3,000.00	3,000.00	3,000.00	.00
101-49300-423	Ye Old Fashioned Christmas	1,000.00	1,000.00	1,000.00	.00
101-49300-424	Sesquicentennial/Garden Club	300.00	300.00	300.00	.00
101-49300-425	Plainview Community Center	27,500.00	12,500.00	12,500.00	.00
101-49300-426	Blue Bell Festival	1,000.00	1,000.00	1,000.00	.00

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
	Total Other Finanacing Uses/Contrib:	32,800.00	17,800.00	17,800.00	.00
Libraries (GENERAL)					
211-45500-101	Full-Time Employees Regular	135,229.05	140,920.00	70,596.71	70,323.29
211-45500-103	Part-Time Employees	21,675.23	28,894.00	12,208.61	16,685.39
211-45500-121	PERA	11,645.29	12,555.00	6,128.94	6,426.06
211-45500-122	FICA	11,931.16	12,991.00	6,266.30	6,724.70
211-45500-131	Employer Paid Health	39,160.78	41,263.00	20,480.12	20,782.88
211-45500-151	Worker s Comp Insurance Prem	679.43	713.00	625.11	87.89
211-45500-201	Office Supplies(paper-pens-et)	2,554.59	3,000.00	4,585.44	1,585.44-
211-45500-217	Other Operating Supplies	402.56	.00	110.49	110.49-
211-45500-221	Repair/Maint - Equipment	2,844.84	4,500.00	744.00	3,756.00
211-45500-223	Repair/Maintain - Building	3,498.49	2,000.00	1,634.95	365.05
211-45500-310	Other Professional Services	.00	100.00	45.00	55.00
211-45500-321	Communications	680.07	700.00	336.40	363.60
211-45500-322	Postage	.00	200.00	202.00	2.00-
211-45500-331	Meetings-Conferences (mtgs/mi)	390.24	500.00	.00	500.00
211-45500-362	Property - Casualty Ins (Auto)	4,760.12	5,500.00	5,231.41	268.59
211-45500-381	Electric Utilities	3,980.00	5,000.00	1,478.00	3,522.00
211-45500-383	Gas Utilities	2,184.25	3,000.00	946.02	2,053.98
211-45500-401	Contractual Services	9,742.85	11,015.00	5,235.85	5,779.15
211-45500-418	Rentals	8,774.43	7,780.00	3,079.66	4,700.34
211-45500-434	Sales Tax Paid	243.00	250.00	156.00	94.00
211-45500-437	Miscellaneous	250.00	500.00	8.19	491.81
211-45500-560	Furniture & Fixtures	.00	.00	2,700.00	2,700.00-
211-45500-590	Capital Outlay	4,268.02	.00	4,407.58	4,407.58-
211-45500-592	Books/Periodicals	33,663.68	35,000.00	18,981.86	16,018.14
	Total Libraries (GENERAL):	298,558.08	316,381.00	166,188.64	150,192.36
Libraries (GENERAL)					
215-45500-700	Tansfers Out	4,351.47	.00	.00	.00
	Total Libraries (GENERAL):	4,351.47	.00	.00	.00
ICE RINK					
225-45127-212	Motor Fuels-Gas	62.79	500.00	.00	500.00
225-45127-217	Other Operating Supplies	1,139.96	1,500.00	.00	1,500.00
225-45127-221	Repair/Maint - Equipment	.00	500.00	.00	500.00
225-45127-223	Repair/Maintain - Building	998.29	1,000.00	.00	1,000.00
225-45127-381	Electric Utilities	1,276.00	1,300.00	491.00	809.00
225-45127-383	Gas Utilities	951.94	1,300.00	332.19	967.81
	Total ICE RINK:	4,428.98	6,100.00	823.19	5,276.81
POOL					
225-45128-103	Part-Time Employees	95,712.76	96,000.00	36,156.01	59,843.99
225-45128-121	PERA	632.78	675.00	552.70	122.30
225-45128-122	FICA	7,322.34	7,497.00	2,765.97	4,731.03
225-45128-142	Unemployment Benefit Payments	.00	7,152.00	.00	7,152.00
225-45128-151	Worker s Comp Insurance Prem	3,637.89	3,800.00	3,331.61	468.39
225-45128-211	Operating Supplies - Cleaning	6.60	100.00	22.97	77.03
225-45128-217	Other Operating Supplies	7,323.49	8,000.00	5,872.63	2,127.37
225-45128-221	Repair/Maint - Equipment	4,008.79	5,000.00	6,711.54	1,711.54-
225-45128-223	Repair/Maintain - Building	1,403.47	5,000.00	973.21	4,026.79

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
225-45128-228	Repair/Maintain - Other	.00	1,000.00	.00	1,000.00
225-45128-259	Merchandise For Resale - Other	8,138.37	7,500.00	1,149.22	6,350.78
225-45128-309	SOFTWARE & DESIGN	3,295.00	3,450.00	3,295.00	155.00
225-45128-310	Other Professional Services	3,248.50	3,000.00	4,019.25	1,019.25-
225-45128-321	Communications	577.62	800.00	459.30	340.70
225-45128-322	Postage	61.45	75.00	6.05	68.95
225-45128-331	Meetings-Conferences (mtgs/mi)	4,367.00	4,000.00	3,660.00	340.00
225-45128-343	Advertising	144.00	300.00	264.00	36.00
225-45128-362	Property - Casualty Ins (Auto)	12,983.34	13,632.00	12,966.29	665.71
225-45128-381	Electric Utilities	7,933.00	7,500.00	1,812.00	5,688.00
225-45128-383	Gas Utilities	7,533.99	5,400.00	2,253.84	3,146.16
225-45128-417	UNIFORMS	2,575.63	3,000.00	2,454.23	545.77
225-45128-433	Dues and Subscriptions	670.00	1,000.00	.00	1,000.00
225-45128-434	Sales Tax Paid	3,996.00	4,000.00	862.00	3,138.00
225-45128-437	Miscellaneous	.00	300.00	.00	300.00
225-45128-443	Credit Card Merchant Fees	1,390.52	2,000.00	588.30	1,411.70
Total POOL:		176,962.54	190,181.00	90,176.12	100,004.88
PARKS					
225-45200-101	Full-Time Employees Regular	61,578.00	64,126.00	30,292.41	33,833.59
225-45200-102	Full-Time Employees Overtime	4,847.68	5,500.00	3,229.31	2,270.69
225-45200-103	Part-Time Employees	15,742.50	16,000.00	5,706.48	10,293.52
225-45200-120	CENTRAL PENSION FUND	998.40	1,000.00	395.52	604.48
225-45200-121	PERA	4,934.79	6,541.00	2,132.94	4,408.06
225-45200-122	FICA	6,270.56	6,285.00	2,991.41	3,293.59
225-45200-131	Employer Paid Health	17,357.82	18,314.00	7,460.60	10,853.40
225-45200-151	Worker s Comp Insurance Prem	2,669.80	2,803.00	2,457.50	345.50
225-45200-212	Motor Fuels-Gas	3,454.59	4,500.00	751.48	3,748.52
225-45200-217	Other Operating Supplies	3,437.36	4,000.00	927.58	3,072.42
225-45200-221	Repair/Maint - Equipment	6,548.94	6,000.00	7,993.87	1,993.87-
225-45200-223	Repair/Maintain - Building	2,686.46	10,000.00	2,102.15	7,897.85
225-45200-228	Repair/Maintain - Other	.00	200.00	.00	200.00
225-45200-229	Refunds	.00	100.00	.00	100.00
225-45200-310	Other Professional Services	1,280.73	2,000.00	232.50	1,767.50
225-45200-331	Meetings-Conferences (mtgs/mi)	.00	100.00	.00	100.00
225-45200-343	Advertising	198.00	250.00	264.00	14.00-
225-45200-362	Property - Casualty Ins (Auto)	17,310.24	18,175.00	17,287.44	887.56
225-45200-381	Electric Utilities	10,512.00	6,500.00	2,929.00	3,571.00
225-45200-384	Garbage Service	1,565.46	1,900.00	725.40	1,174.60
225-45200-417	Uniforms	598.58	600.00	190.96	409.04
225-45200-418	Rentals	.00	1,000.00	.00	1,000.00
225-45200-433	Dues and Subscriptions	25.00	.00	.00	.00
225-45200-434	Sales Tax Paid	87.00	100.00	66.00	34.00
225-45200-590	Capital Outlay	9,756.49	350,000.00	.00	350,000.00
Total PARKS:		171,860.40	525,994.00	88,136.55	437,857.45
AED SMART CABINETS PROJECT					
228-41500-437	Miscellaneous	344.13	.00	.00	.00
228-41500-590	Capital Outlay	14,390.00	.00	.00	.00
Total AED SMART CABINETS PROJECT:		14,734.13	.00	.00	.00
Cemetery					
235-49010-217	Other Operating Supplies	760.84	1,500.00	4.98	1,495.02

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
235-49010-221	Repair/Maint - Equipment	.00	500.00	.00	500.00
235-49010-228	Repair/Maintain - Other	.00	500.00	.00	500.00
235-49010-258	Columbarium Plaques	.00	2,000.00	.00	2,000.00
235-49010-309	Software & Design	1,842.00	1,400.00	.00	1,400.00
235-49010-310	Other Professional Services	1,802.61	2,500.00	1,874.71	625.29
235-49010-362	Property - Casualty Ins (Auto)	3,275.31	3,440.00	3,272.01	167.99
235-49010-381	Electric Utilities	688.00	650.00	307.00	343.00
235-49010-384	Garbage Service	737.10	1,900.00	362.70	1,537.30
235-49010-401	Contractual Services	27,550.00	30,000.00	13,060.00	16,940.00
235-49010-418	Rental	.00	200.00	.00	200.00
235-49010-590	Capital Outlay	5,227.50	42,101.00	4,074.00	38,027.00
Total Cemetery:		41,883.36	86,691.00	22,955.40	63,735.60
RURAL FIRE					
245-42200-103	Part-Time Employees	7,833.04	11,000.00	.00	11,000.00
245-42200-122	FICA	599.22	841.00	.00	841.00
245-42200-151	Worker s Comp Insurance Prem	3,117.43	3,273.00	2,869.57	403.43
245-42200-201	Office Supplies(paper-pens-et)	.00	100.00	.00	100.00
245-42200-212	Motor Fuels-Gas	1,734.29	2,700.00	428.48	2,271.52
245-42200-217	Other Operating Supplies	.00	200.00	.00	200.00
245-42200-221	Repair/Maint - Equipment	13,508.92	10,000.00	2,037.71	7,962.29
245-42200-226	Foam	2,449.13	2,500.00	.00	2,500.00
245-42200-228	Repair/Maintain - Other	.00	500.00	.00	500.00
245-42200-310	Other Professional Services	.00	1,000.00	.00	1,000.00
245-42200-331	Meetings-Conferences (mtgs/mi)	.00	300.00	.00	300.00
245-42200-362	Property - Casualty Ins (Auto)	5,934.86	6,232.00	5,927.67	304.33
245-42200-417	Uniform	.00	2,000.00	.00	2,000.00
245-42200-433	Dues and Subscriptions	995.00	500.00	.00	500.00
245-42200-437	Miscellaneous	.00	100.00	.00	100.00
245-42200-590	Capital Outlay	.00	.00	9,867.00	9,867.00-
Total RURAL FIRE:		36,171.89	41,246.00	21,130.43	20,115.57
Fire Relief					
250-42300-124	Fire Pension Contributions	46,752.51	46,752.00	.00	46,752.00
250-42300-490	Donations - Fire Relief Assoc	20,200.00	21,200.00	.00	21,200.00
Total Fire Relief:		66,952.51	67,952.00	.00	67,952.00
Debt Service					
300-47000-601	Bond Principal Pymt	381,000.00	560,000.00	560,000.00	.00
300-47000-611	Bond Interest Payment	72,551.50	208,526.00	109,267.25	99,258.75
Total Debt Service:		453,551.50	768,526.00	669,267.25	99,258.75
STREET IMPROVEMENT FUND					
325-43100-700	Transfers Out	.00	635,325.00	.00	635,325.00
Total STREET IMPROVEMENT FUND:		.00	635,325.00	.00	635,325.00
CAPITAL IMPROVEMENT FUND					
405-48000-700	Tansfers Out	183,043.24	367,000.00	.00	367,000.00
Total CAPITAL IMPROVEMENT FUND:		183,043.24	367,000.00	.00	367,000.00

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
2023 STREET/UTIL IMPROVE PROJ					
418-48000-303	Engineering Fees	608,038.52	204,629.00	38,619.50	166,009.50
418-48000-310	Other Professional Services	69,368.50	.00	.00	.00
418-48000-352	General Notices and Pub Info	216.00	.00	.00	.00
418-48000-530	Capital-Other Improvements	2,641,766.01	1,500,000.00	.00	1,500,000.00
418-48000-620	Fiscal Agent Fees	750.00	.00	.00	.00
	Total 2023 STREET/UTIL IMPROVE PROJ:	3,320,139.03	1,704,629.00	38,619.50	1,666,009.50
TIF 1-9 LEVAN					
505-46500-310	Other Professional Services	1,000.00	1,000.00	.00	1,000.00
505-46500-439	TIF Payments	18,420.00	20,000.00	12,343.00	7,657.00
	Total TIF 1-9 LEVAN:	19,420.00	21,000.00	12,343.00	8,657.00
TIF DOWNTOWN REDEVELOPMENT					
506-46500-310	Other Professional Services	1,000.00	1,000.00	.00	1,000.00
506-46500-439	TIF Payments	5,330.00	7,000.00	3,229.00	3,771.00
	Total TIF DOWNTOWN REDEVELOPMENT:	6,330.00	8,000.00	3,229.00	4,771.00
Water Utilities (GENERAL)					
601-49400-101	Full-Time Employees Regular	60,713.98	64,646.00	32,325.25	32,320.75
601-49400-102	Full-Time Employees Overtime	1,332.75	5,000.00	2,229.14	2,770.86
601-49400-120	CENTRAL PENSION FUND	998.40	1,000.00	499.20	500.80
601-49400-121	PERA	4,726.85	5,223.00	2,580.33	2,642.67
601-49400-122	FICA	4,821.47	5,328.00	2,631.95	2,696.05
601-49400-131	Employer Paid Health	17,351.66	18,314.00	9,005.90	9,308.10
601-49400-151	Worker s Comp Insurance Prem	1,336.67	1,404.00	1,230.95	173.05
601-49400-201	Office Supplies(paper-pens-et)	424.57	1,000.00	584.32	415.68
601-49400-212	Motor Fuels-Gas	46.94	750.00	82.58	667.42
601-49400-217	Other Operating Supplies	8,806.43	10,000.00	3,501.15	6,498.85
601-49400-221	Repair/Maint -WELLS	9,982.37	30,000.00	2,402.38	27,597.62
601-49400-223	Repair/Maintain - Building	1,875.01	2,000.00	20.47	1,979.53
601-49400-228	Repair-Water Main Repairs	31,201.69	30,000.00	.00	30,000.00
601-49400-229	Refunds	2,500.00	3,000.00	1,500.00	1,500.00
601-49400-303	Engineering Fees	35,675.60	25,000.00	17,094.50	7,905.50
601-49400-309	Software and Design	4,491.49	10,000.00	.00	10,000.00
601-49400-310	Other Professional Services	25,096.97	18,000.00	10,327.50	7,672.50
601-49400-321	Communications	6,451.61	5,000.00	2,846.68	2,153.32
601-49400-322	Postage	3,246.53	2,880.00	1,463.39	1,416.61
601-49400-331	Meetings-Conferences (mtgs/mi)	1,060.78	1,000.00	23.00	977.00
601-49400-343	Advertising	48.00	200.00	.00	200.00
601-49400-362	Property - Casualty Ins (Auto)	6,611.76	6,950.00	6,610.60	339.40
601-49400-381	Electric Utilities	39,803.00	43,000.00	15,622.00	27,378.00
601-49400-401	Contractual Services	.00	1,500.00	.00	1,500.00
601-49400-406	SAFETY	309.95	1,000.00	.00	1,000.00
601-49400-417	Uniforms	548.96	624.00	237.33	386.67
601-49400-420	Depreciation	.00	115,000.00	.00	115,000.00
601-49400-433	Dues and Subscriptions	400.00	1,000.00	400.00	600.00
601-49400-434	Sales Tax Paid	.06-	.00	1.24	1.24-
601-49400-437	Miscellaneous	.00	200.00	.00	200.00
601-49400-550	WA Meter Replacement Program	73,547.56	150,000.00	156,380.87	6,380.87-
601-49400-570	Capital Outlay - Equipment	10,000.00	.00	.00	.00
601-49400-590	Capital Outlay	.00	.00	15,777.58	15,777.58-
601-49400-611	Bond Interest	2,650.88	2,361.00	1,180.76	1,180.24

Account Number	Account Title	2023-23 Prior year Actual	2024-24 Current year Budget	2024-24 Current year Actual	2024-24 Budget Remaining
601-49400-700	Transfers Out	154,910.60	340,608.00	198,448.90	142,159.10
Total Water Utilities (GENERAL):		510,972.42	901,988.00	485,007.97	416,980.03
Sewer (GENERAL)					
602-49450-101	Full-Time Employees Regular	63,637.05	67,332.00	34,188.01	33,143.99
602-49450-102	Full-Time Employees Overtime	5,567.43	5,500.00	4,823.76	676.24
602-49450-120	CENTRAL PENSION FUND	998.40	1,000.00	499.20	500.80
602-49450-121	PERA	5,069.37	5,462.00	2,914.63	2,547.37
602-49450-122	FICA	5,351.46	5,572.00	2,972.89	2,599.11
602-49450-131	Employer Paid Health	17,352.15	18,302.00	9,000.02	9,301.98
602-49450-201	Office Supplies(paper-pens-et)	424.56	1,000.00	584.31	415.69
602-49450-212	Motor Fuels-Gas	69.73	250.00	.00	250.00
602-49450-217	Other Operating Supplies	326.39	2,000.00	139.88	1,860.12
602-49450-221	Repair/Maint - Equipment	6,064.01	20,000.00	1,140.65	18,859.35
602-49450-223	BUILDING REPAIR	108.45	.00	131.71	131.71-
602-49450-229	Refunds	2,500.00	2,000.00	1,500.00	500.00
602-49450-310	Other Professional Services	927.69	1,000.00	63.47	936.53
602-49450-322	Postage	2,846.81	2,880.00	1,443.99	1,436.01
602-49450-331	Meetings-Conferences (mtgs/mi)	1,050.16	1,000.00	.00	1,000.00
602-49450-343	Advertising	144.00	.00	.00	.00
602-49450-362	Property - Casualty Ins (Auto)	4,567.98	4,800.00	4,565.60	234.40
602-49450-381	Electric Utilities	8,278.00	9,500.00	3,573.00	5,927.00
602-49450-383	Gas Utilities	650.99	1,500.00	195.66	1,304.34
602-49450-385	Sewer Plv-Elgin Sewer District	587,047.91	828,665.00	382,697.22	445,967.78
602-49450-417	UNIFORM	600.00	624.00	331.68	292.32
602-49450-420	Depreciation	.00	35,000.00	.00	35,000.00
602-49450-437	Miscellaneous	.00	500.00	.00	500.00
602-49450-700	Transfers Out	207,365.90	340,608.00	297,673.35	42,934.65
Total Sewer (GENERAL):		920,948.44	1,354,495.00	748,439.03	606,055.97
Net Grand Totals:		9,114,101.99-	10,264,581.00-	3,825,449.73-	6,439,131.27-

PLAINVIEW POLICE DEPARTMENT
241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437

Executive Summary

City Council Regular Meeting: July 9th, 2024

AGENDA ITEM: Police Department Report to Council	**AGENDA SECTION:** Consent
PREPARED BY: Jason Timm, Chief of Police	**AGENDA NO. 5.D.**
ATTACHMENTS: June Activity Summary Report	**APPROVED BY: jt**
RECOMMENDED ACTION: Information only	

SUMMARY

**The following is a brief summary of the highlights for the month of June. Day to day operations continue to be busy with changes, updates and planning. **

Meeting/Training

- Attended Chief's association legislative update via zoom.

Misc. Activity

- Has a lot of graffiti vandalism throughout town. We are happy to report that we caught the kids that caused the damage. Charges have been file with the county attorney's office and we will seek restitution to cover city staff time and materials to clean up the damage.
- We sold the 2017 Ford Explorer at auction for $4100.00 dollars.
- We hired Makenna Huemann as a full-time officer. Her start date was July 1st. She will be in training for 8-12 weeks.
- Rampart Audit completed our body cam audit and report. We did very well thanks to the staff's hard work. (See results in council packet)

Citations issued: 20

June Call Activity 2024

9-11 Hang-Ups	0
Alarms	1
All other	8
Animal Complaints	17
Assault	0
Assist Other Department	20
Attempt to Locate	0
ATV Violations	0
Burglary/Open Door	0
Child Abuse/Custody Exchange	0
Civil Matter	0
Contempt/Curfew Violation	2
Damage to Property	5
DANCO Violation	0
Disorderly Conduct	0
Domestics	3
Driving Complaints	2
Driving Under the Influence	4
Drugs All Types	0
Escort	1
Fire Calls	3
Fireworks	3
Found Property	1
Fraud	1
Funeral Assist	2
Gun Permit	0
Harassment/Threats	0
Littering	0
Lost Property	0
Medical Calls	24
Misc. Information	0
Motorist Assists	1
Noise Complaints	5
OFP/HRO Violation	1
Ordinance Violation	4
Parking Complaints/Violations	1
POR Predatory Offender Reg.	0
Public Assists	33
School Bus/Incident & Tobacco	0
Security Check	89
Sex Offense	0
Snow Removal	0
Sudden Death	0
Suspicious Activity	9
Theft Offenses	0
Traffic Crashes/Violations	150
Trespassing	0
Vulnerable Adults	0
Weapons Violation	0

Warrants All	2
Welfare Checks	5
Worthless Checks	0
TOTAL CALLS	**397**

CITY OF PLAINVIEW
PUBLIC WORKS DIRECTOR REPORT

Water

- Water reports were filled out and sent to the MDH (Minnesota Department of Health) for the month of June. We as a city averaged 264,266 gallons per day. The highest being 419,000 gallons and the lowest being 145,000 gallons. We pumped 7,928,000 gallons for the month.
- Water meters were read on the 3rd of the month.
- Water meter replacement is ongoing.
- We had 29 locates for Gopher State One Call.

Sewer

- With all the rain we received multiple calls concerning back ups in basements. After further investigation, all of them were determined to be on the homeowner's side.
- We are currently working with Bolton & Menk to repair an invert in a manhole.

Streets

- We have been filling potholes as they appear. This will continue as needed.
- Elcor is continuing to work on the 2nd Ave street project.

Parks

- We removed all the retaining wall blocks around the park signs and had Creative Curb Appeal replace them with curbing.
- The failing portion of the walking trail has been repaired.
- We placed new engineered wood chips in all the parks.

Trees

- We have been trimming trees that hit our trucks and equipment. This will continue as needed.
- We cleaned up after a couple of wind events.

Buildings

- A start date for the roof repairs has not been established.

Daily Tasks

- We check the wells and record the readings from the day before. We record these readings for the MDH and check our equipment to ensure everything is operating as it should.
- We check the lift stations and record the readings from the day before. We do this for record keeping and to ensure our pumps are working properly.
- We take water samples and test them and record test for the MDH.
- We check for locates, if there are any, we have 48 hours to complete them.

Respectfully,
Shane Loftus
Public Works Director

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Bolton-Menk.com

Real People. Real Solutions.

MEMORANDUM

Date: July 2, 2024

To: David Todd, City Administrator

From: Brian Malm, P.E., City Engineer

Subject: Current Projects Update
City of Plainview
Project No.: 0H1.132979

2nd Avenue NW Reconstruction Project (2023 Street & Utility Improvements)

Utility construction for the project is now complete. Elcor is currently working on street construction between 6th Street and 7th Street. Next week they will begin street construction between 7th Street and 8th Street and will be doing boulevard work to prepare for sod installation between 4th Street and 6th Street. Concrete curb and gutter is tentatively scheduled for the week of July 14th. They are currently projecting to be complete with the project by the end of July. The contract date for substantial completion is mid-August.

As a reminder, project updates are being sent out on a regular basis by e-mail and text. Those interested can sign up to receive updates through the project website, here: https://clients.bolton-menk.com/plainviewstreets/, under the "Updates" tab. Copies of previous updates and informational meeting presentations can also be downloaded from the website.

Orchard Hills 7th and 8th Subdivisions

The deadline for completion of the punch list items has been extended to July 31st. The developers were sent letters by certified mail formally notifying them of items remaining to be completed under the Development Agreements. Any items that are not completed by the deadline will be completed by the City in accordance with the Developer's Default provisions of the Development Agreement.

Well No. 3 Air Entrainment – Water Tower

We are still working to finalize this report based on staff review and input. Following completion we will present the final report to City Council. The final report will include recommendations for possible low interest loan funding through the Public Facilities Authority.

Chapter 600 Code Updates

We've completed the reformat and reorganization of the code and have incorporated input received at the January PC/CC workshop. The final draft has been distributed to the Planning Commission for review and the City Attorney for his review. A public hearing is planned following City Attorney review.

GIS Cemetery Management System

Headstone data gathering and field verification is nearly complete and work has begun entering data into the GIS application.

Miscellaneous

We are continuing to work with staff on the following miscellaneous items:

- Standby generator improvements for Well No. 2. The generator has shipped and is ready for installation. The contractor is awaiting some dry weather to install the concrete pad, hopefully in the next week or two.
- Lead service line inventory, as required by Minnesota Department of Health and EPA, is in progress.

Plainview Public Library
Connecting Our Community With Information, Experiences, and Each Other

Director's Report: July 2024

Temporary Art Displays: The Library Board recently approved a Temporary Art Display Policy to allow local artists to display their work on the art rails at the library. The work of our first artist, Jacci Clark, will be on display from July 1-26 during regular library hours. Her exhibit, *Imagining Heaven*, includes a collection of watercolor paintings that reflect on the recent loss of her husband, Dave, his eternal home, and the embrace of Jesus. Local artists interested in having their own art displayed at the library can find more information on the library's website.

Plainview Area Foundation Grant: Library staff is responsible for stocking the Little Free Libraries (LFLs) at the pool and at city hall. We are able to utilize community donations for English language materials, but do not have reliable access to Spanish language materials. The library has been awarded a $250 grant from the Plainview Area Foundation to purchase books in varying age ranges, reading levels, and genres to place in LFLs.

Home Delivery: Last year, the Library officially launched its home delivery service to ensure access to library materials for local community members who have difficulties visiting the library. It is turning out to be a well-valued service. We have patrons who are utilizing the service on a short-term basis due to specific circumstances and permanently. In the month of June, we averaged 7 deliveries per week. More information and sign-up for home delivery is available on the library website: https://plainview.lib.mn.us/services/outreach/

June Quick Stats:

3331 Items Circulated

35 New Patrons

112 New Items

Respectfully Submitted,

Alice L. Henderson
Director, Plainview Public Library

Plainview Public Library

Connecting Our Community With Information, Experiences, and Each Other

Plainview Public Library Board of Trustees
Tuesday May 28, 2024 7:00 PM

Members Present: Miranda Muller, Youlonda Loechler, Ian McDonald, Chad Gelner, Carla Tentis, Nicholas Ozment, Adam Feils
Members Not Present:
Staff: Alice Henderson
City Council Member: Don Kuschel

The meeting was called to order by Youlonda at 7:00 PM.

A motion was made by Carla and seconded by Miranda to approve the agenda. Motion carried unanimously.

Public Comments: No comments

A motion was made by Ian and seconded by Chad to approve the board minutes from 4/16/2024. Motion carried unanimously.

A motion was made by Chad and seconded by Nick to approve the consent agenda as follows:

- Director's Report
- Programming & Outreach Report
- Acknowledgement of Donations (None)
- SELCO/SELS & Foundation Reports (None)

Unfinished Business

New Business

A. Payment of Bills: A motion was made by Ian and seconded by Adam to approve the Payables by Payee in the amount of $12,778.55. Motion carried unanimously.
B. Capital Improvement Plan Discussion: Discussion of capital improvement plan and updates to the amounts for this year's expenditures.
C. A motion was made by Ian and seconded by Adam to reinvest the matured CD in a new 12-month CD at the best rate. Motion carried unanimously.

Announcements

A. Trustee or Staff Comments (None)
B. Next Regular Meeting is 6/18/2024

Motion to adjourn was made by Chad and seconded by Carla at 7:30 PM. Motion carried unanimously.

Respectfully submitted,
Miranda Muller
Secretary, Plainview Library Board of Trustees

Plainview Fire Relief Association Monthly Report

July 2024

Calls:
-3 Fire Calls
-2 Medical Assists

Training:
-Search and Rescue Training.
-Worked with the new ladder truck at the Public Works Building.
-The Fire Department had their physicals completed by Med Compass.

Other:
-Chicken BBQ at TJ’s on June 27, 2024. This was a Community Event.

Respectfully Submitted by **Mike Lyons, Fire Chief**

Economic Development- July 2024 Update:

Rural Entrepreneurial Ventures (REV): The June meeting was held on Tuesday the 18th. The core team is looking to partner with The Business of Child Care to hold a couple of workshops for anyone who is involved with local daycare and/or is concerned about a shortage in town. Jeff Andrews of SMIF heads the Business of Child Care and will be presenting at the next REV on July 16th at 5:30pm to outline their 90-120 days process that will leave the community with an action plan. Also, SMIF has introduced a grant of up to $20k for communities participating in the REV initiative. The Plainview team is looking at paying CEDA to produce a "Business Toolkit" that will serve as a guide for anyone who is looking to start a business in town. This toolkit will include how to start a business plan, how to register a business with the state, legal process, startup financing options, budgeting, marketing, employee management, succession planning and more. To kickstart this, the team is also wanting to include a radio ad campaign directing anyone who is interested in starting a small business in Plainview to contact Will Giesen with the EDA who can provide them with this toolkit and any additional guidance they need. The grant application is due July 25th and we will know if our application has been approved on or around August 26th.

Ongoing projects:

- County Rd. 4 commercial/light industrial park- waiting to see if the county will be annexing the right away along Co. Rd. 4. If it's annexed, we can start the Greater MN BDPI grant application through DEED to help cover the cost of running water/sewer into the site.
- Working with Ag Partners to remediate their contaminated commercial sites. If Ag Partners decides to wash their hands of the property and wants to sell them to the city, we can look at applying for redevelopment grants through DEED.
- Replacing banners for downtown light poles.
- Continued business visits.
- Continued updates to EDA website.

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM:	Kim's Saloon – License Agreement for Corn on the Cob Days Event	**AGENDA SECTION:** Consent Agenda
PREPARED BY:	Carol Kujath, City Clerk	**AGENDA NO. 5.E.**
ATTACHMENTS: Draft License Agreement, Request Letter		**APPROVED BY: d.t.**
RECOMMENDED ACTION: Motion to approve License Agreement with Walkes Enterprises Inc. dba Kim's Saloon for the 2024 Corn on the Cob Days Street Dance.		

SUMMARY

Kim's Saloon has hosted street dances during Corn on the Cob Days regularly in years past. City Attorney Flaherty has recommended that situations where an outside organization is utilizing City property, that a license agreement be utilized to spell out the terms and responsibilities of all parties involved.

RECOMMENDATION

Staff recommends approval of the License Agreement with Walkes Enterprises Inc. dba Kim's Saloon.

(Top 3 inches reserved for recording data)

<u>LICENSE AGREEMENT (Corn on the Cob Days)</u>

This License Agreement ("License" or "Agreement") is entered into by and between the City of Plainview, a municipal corporation under the laws of the State of Minnesota, 241 West Broadway, Plainview MN 55964 ("City" or "Licensor"), and Walkes Enterprises Inc. dba Kim's Saloon, 45 4th St SW, Plainview MN 55964 ("Licensee"); (collectively the "parties").

RECITALS:

WHEREAS, the Licensee is the owner of the real property located at 45 4th Street & Alley SW in the City of Plainview, Minnesota (the "Property"):

and

WHEREAS, located along the western and norther boundaries of said Property is a city-owned right-of-ways (the "Street & Alley"); and

WHEREAS, the Licensee plans to host a concert and dance during Corn on the Cob Days (the "Event"), which Event encroaches in Licensor's Street & Alley; and

WHEREAS, the Licensee desires a license from Licensor authorizing Licensee's limited use of the Street & Alley for the encroachment of the Event; and

WHEREAS, a sketch/schematic of the location of the Street & Alley depicting the dimensions and location of the proposed Event encroachment is provided in Exhibit A, which is attached hereto and incorporated herein by reference (the "Licensed Premises"); and

WHEREAS, the Licensee has requested that the Licensor permit the encroachment and the Licensor is willing to permit said encroachment as depicted in Exhibit A on certain conditions contained herein.

NOW, THEREFORE, for valuable consideration, it is agreed by and between the parties as follows:

1. Grant of License and Description of Licensed Premises. In consideration of the terms, covenants, and conditions contained herein, the Licensor hereby grants to the Licensee a non-exclusive, terminable license to use the Licensed Premises for the purpose stated above herein, subject to the following conditions:

    a. Licensee shall commence no work authorized by this License related to construction, repair or replacement of the Event until it has obtained all required approvals and permits as required by the City.
    b. Licensee shall take all necessary precautions to protect and preserve the City's Street & Alley during any activities within or use of the Licensed Premises as contemplated in this License.
    c. Licensee shall take all necessary precautions to avoid creating unsafe or unsanitary conditions within the Licensed Premises and shall not hinder the natural free and clear passage through the Street & Alley by Licensor or Licensor's employees or agents.
    d. Licensee shall conduct any work authorized by this License or subsequently approved by the City in a manner so as to ensure the least obstruction to and interference with present and continued use of the Street & Alley and shall return the Street & Alley to its original condition following such authorized work at Licensee's sole cost and expense.
    e. Licensee shall remove daily all dirt or debris from sidewalks, trails, public and private roadway surfaces and curbs and gutters during any work authorized by this License or subsequently approved by the City.
    f. Licensee shall not conduct any work within the Street & Alley outside the Licensed Premises specified in Exhibit A without the express prior written approval of the City.
    g. Licensee shall be responsible for either: 1) removing the Event and all associated costs, or 2) the cost of removal of the Event by the City, should the City or another authorized party need to conduct work in the Street & Alley, and the Event interferes with such work in the judgment of the City.
    h. Any operation, maintenance, repair or alteration to the Event shall not expand the encroachment. Alterations or replacement shall require prior City approval and shall at all times comply with City Code.

2. Term. The term of this Agreement shall be from 8 a.m. Saturday, August 17, 2024, through 10 a.m., Sunday, August 18, 2024, as follows;

    This Agreement shall terminate (a) upon the destruction, demolition or removal of the Event situated on the Property described above, or (b) upon the failure of the Licensee to comply with any material term or condition of this Agreement.

    This License may also be terminated at any time by Licensee by written notice to the City.

    Before the date of any such termination of this License under this Section, Licensee shall remove all of Licensee's Event from the Licensed Premises, at Licensee's sole cost and expense, and shall restore the Licensed Premises to its preexisting condition or better pursuant to the standards and requirements set forth in City Code, as amended, unless otherwise directed by the City in writing. In the event that Licensee fails to remove the Event from the Licensed Premises before the effective termination date of this License, the City or its authorized agents or representatives may perform any work necessary to remove the Event from the Licensed Premises and restore the Licensed Premises to its preexisting condition, and Licensee shall reimburse City for all expenses reasonably incurred by the City in performing such work. If Licensee fails to so reimburse the City as required by this paragraph within 30 days of Licensee's receipt of a billing statement for such charges from the City, the unpaid charges shall constitute a lien against the Property from and after the date they were due and unpaid. The City may take any action it is authorized under law to take to recover such unpaid charges, including certifying such unpaid charges to the county auditor for collection with taxes on the Property.

3. License Fee. As this Event is valuable part of a larger community event, Licensee shall pay a license fee of just $20.00 at the time of execution of this Agreement.

4. Use of Licensed Premises. Subject to the other terms and provisions contained herein, the Licensee shall be permitted to use the Licensed Premises only for the specific purpose hereinabove stated; provided, however, that during the term of this License, the Licensee shall comply with all applicable laws, regulations, conditions, and covenants affecting the Licensed Premises, whether federal, state, local, or contractual in addition to any such requirements as applicable to Licensee's operations. The Licensee shall not intentionally commit or allow to be committed any waste on, destruction of, or damage to, or nuisance on the Licensed Premises. Should the Licensee intentionally commit or allow to be committed any waste on or destruction to the Licensed Premises, the Licensee shall immediately restore the Licensed Premises to the original condition of the Licensed Premises at the inception of this License Agreement or as altered in accordance with plans and specifications as submitted to, and approved by, the City Administrator of the Licensor, or his or her designated representative, or, alternatively, pay to the Licensor the cost of restoring the Licensed Premises, to the condition herein stated, payment to be made within 30 days from the date of written notice given by Licensor to the Licensee of the amount of such costs.

   During the term of this Agreement, Licensee shall keep the Licensed Premises, and its immediate area in a sanitary condition, remove all trash from the Licensed Premises and keep the premises free from refuse or other debris.

5. Fencing. Licensor shall provide for Licensee fencing in the form of the city's chain link baseball fence to create a fully-enclosed and contiguous premises. Licensor shall install and remove fencing.

6. Loud-Speaker. (*$10.00 Loud-Speaker Permit Application)*
   Event may include use of electronic sound-system during the period of the Event, but not later than 1:00 a.m., Sunday August 18, 2024.

7. Temporary Expansion of Premises for Intoxicating Liquor License. As part of this Agreement, Licensee shall be permitted to utilize the fenced-in outdoor areas on the Property and the Street & Alley for the Event, as part of their licensed premises for the purposes of serving intoxicating liquor. Licensee shall comply with liquor rules and statutes as they would in their normal premises. Licensee shall obtain a Certificate of Liability Insurance from their carrier that notes the Street & Alley as insured spaces for both liability and liquor purposes and names the City as certificate holder. In the event the Event encroaches on other private property, those property owners shall also be named as certificate holders for both liability and liquor purposes.

8. Conditions of Licensed Premises "As Is" and Not Warranted. The Licensor does not warrant that the Licensed Premises is suitable for the purposes for which it is permitted to be used under this License. The Licensor shall have no responsibility with regard to any failure of or damage to Licensee's Event within the Licensed Premises. Licensee understands and acknowledges that this License grants Licensee only a terminable license to use the Licensed Premises and does not confer any permanent property rights with respect to the Licensed Premises or the Event to be constructed thereon upon Licensee.

9. Licensor's Right of Entry. The Licensee shall permit or allow the Licensor and the agents and employees of the Licensor to enter upon the Licensed Premises at all reasonable times for the purpose of inspecting them. The City may order the immediate cessation of any project or work that exceeds the scope of this License or otherwise poses a threat to the life, health, safety or welfare of the public. The City may order Licensee to correct any project or work to comply with the scope of this License or other applicable standards, conditions, ordinances or laws. If the Event made by Licensee in the Licensed Premises fall into disrepair at any time during the term of this License, the City may order Licensee to conduct any repairs or perform any maintenance necessary to bring the Event into compliance. Any such order by the City authorized by this Paragraph shall state the violation, the terms of correcting the violation and that failure to correct the violation within the stated time limits shall be cause for immediate revocation of this License. If the violation is not corrected within the stated time limits, the City may immediately revoke this License and/or pursue any and all remedies available to it as provided herein or in law or equity.

10. Alterations to Licensed Premises. The Licensee shall not be permitted to make any additional Event or alterations to the Licensed Premises without the prior written consent of the Licensor, except, however, the Licensee shall, at Licensee's expense, make any additional Event to the Licensed Premises that are needed to maintain the Licensed Premises in their original condition or their condition as altered, if such alteration has been approved in writing by the Licensor.

11. Covenants to Indemnify and Hold Harmless. Licensee shall indemnify, protect, save, hold harmless and insure City, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages, including expenses, reasonable attorneys' fees, and costs of alternative dispute resolution, which may arise out of or be caused by Licensee or their

successors and/or assigns, with respect to Licensee's use of the Street & Alley, and the Licensed Premises. Licensee shall defend City against the foregoing, or litigation in connection with the foregoing, at Licensee's expense, with counsel reasonably acceptable to City. The indemnification provision of this Paragraph shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of City. All indemnification obligations shall survive termination, expiration or cancellation of this License.

12. <u>Waiver and Assumption of Risk</u>. Licensee further knows, understands and acknowledges the risks and hazards associated with using the Licensed Premises, for the purposes permitted herein and the Event thereon and hereby assumes any and all risks and hazards associated therewith. Licensee understands and acknowledges that the primary purposes of the Licensed Premises, and the Street & Alley, notwithstanding this Agreement, are to facilitate and accommodate public utility facilities, and that the Street & Alley, and utility facilities located therein require regular maintenance, repairs or other work. Licensee hereby irrevocably waives any and all claims against the Licensor or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the Licensee as a result of using the Licensed Premises or any of Licensee's activities or Event, and hereby irrevocably releases and discharges the Licensor and any of its officials, employees or agents from any and all such claims of liability related to the Licensed Premises, the Event therein, or the Licensor's maintenance, repair or other work conducted within the Licensed Premises by the Licensee or Licensor or any other third party, except those resulting from the negligence or intentional misconduct of the Licensor.

13. <u>Insurance</u>. The Licensee shall at Licensee's expense maintain in effect bodily injury liability insurance and property damage insurance with limits not less than the maximum liability limits for a municipality as provided in Minnesota Statutes, Section 466.04 or the amount stated in the Licensee's insurance certificate, whichever is greater. The City of Plainview shall be a named insured. In the event the Event encroaches on other private property, those property owners shall also be named as certificate holders for both liability and liquor purposes. The Licensee's insurance policy and certificate shall not be cancelled or its conditions altered in any manner without Ten (10) days prior written notice to the City Administrator. Upon request, the Licensee shall deliver to the City Administrator certificates of all insurance required, signed by an authorized representative and stating that all provisions of the specified requirements are satisfied. If Licensee fails to maintain a policy of insurance as required by the City for the term of this License, the City may immediately revoke this License and require the immediate removal by the Licensee of the Licensee's Event from the Licensed Premises at the Licensee's sole cost and expense, and the Licensee shall restore the Licensed Premises to its preexisting condition or better pursuant to the standards and requirements set forth in City Code.

14. <u>Mechanic's Liens</u>. The Licensee hereby covenants and agrees that the Licensee will not permit or allow any mechanic's or materialman's liens to be placed on the Licensor's interest in the Licensed Premises during the term hereof for labor performed or material

supplied in connection with any work or Event performed or caused to be performed by the Licensee. Notwithstanding the previous sentence, however, in the event any such lien shall be so placed on the Licensor's interest, the Licensee shall take all steps necessary to see that it is removed within thirty (30) days of its being filed; provided, however, that the Licensee may contest any such lien provided the Licensee first provides adequate security protecting the Licensor against such lien.

15. Attorneys' Fees. If any action at law or in equity shall be brought by Licensor on account of any breach of this License Agreement by Licensee or for the recovery of the possession of the Licensed Premises, Licensor shall be entitled to recover from Licensee reasonable attorney's fees, the amount of which shall be fixed by the Court and shall be made a part of any judgment or decree rendered.

16. General Terms.

a. RECITALS. The recitals to this Agreement are made a part hereof and incorporated herein by reference.

b. VOLUNTARY AND KNOWING ACTION. The parties, by executing this Agreement, state that they have carefully read this Agreement and understand fully the contents thereof; that in executing this Agreement they voluntarily accept all terms described in this Agreement without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.

c. AUTHORIZED SIGNATORIES. The parties each represent and warrant to the other that (1) the persons signing this Agreement are authorized signatories for the entities represented, and (2) no further approvals, actions or ratifications are needed for the full enforceability of this Agreement against it; each party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

d. NOTICES. All communications, demands, notices, or objections permitted or required to be given or served under this License Agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified mail, return receipt requested, and addressed to the other party to this License Agreement, to the address set forth in this License Agreement, or if to a party not a party to this License Agreement, to the address designated by a party to this License Agreement in the foregoing manner. Any party may change its address by giving notice in writing, stating its new address, to any other party as provided in the foregoing manner. Commencing on the 10th day after the giving of such notice, such newly designated address shall be such address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this License Agreement.

e. ASSIGNMENT OR TRANSFER OF LICENSE. Licensee shall have no right to assign its interest in this License Agreement without the prior written consent of Licensor.

f. MODIFICATIONS/AMENDMENT. Any alterations, variations, modifications, amendments or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by authorized representative of the City and Licensee.

g. NO PARTNERSHIP, JOINT VENTURE, OR FIDUCIARY RELATIONSHIP CREATED HEREBY. Nothing contained in this License Agreement shall be interpreted as creating a partnership, joint venture, or relationship of principal and agent between the Licensor and the Licensee.

h. CUMULATIVE RIGHTS. Except as otherwise expressly stated herein, no right or remedy herein conferred on or reserved to the Licensor or the Licensee is intended to be exclusive of any other right or remedy hereby provided by law, but each shall be cumulative in, and in addition to, every other right or remedy given herein or hereafter existing at law, in equity, or by statute.

i. RECORDS—AVAILABILITY AND RETENTION. Pursuant to Minn. Stat. § 16C.05, subd. 5, Licensee agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of Licensee and involve transactions relating to this Agreement. Licensee agrees to maintain these records for a period of six years from the date of termination of this Agreement.

j. COMPLIANCE WITH LAWS. Licensee shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, Event, personal property, programs and staff for which Licensee is responsible.

k. GOVERNING LAW. This Agreement shall be deemed to have been made and accepted in Wabasha County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Agreement without regard to its choice of law or conflict of laws principles.

l. DATA PRACTICES. The parties acknowledge that this Agreement is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 et seq.

m. NO WAIVER. Any party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that party's right to assert or rely upon the terms and conditions of this Agreement. Any express waiver of a term of this Agreement shall not be binding and effective unless made in writing and properly executed by the waiving party.

n. SEVERABILITY. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Agreement to the extent of its invalidity or unenforceability, and this Agreement shall be construed and enforced as if the Agreement did not contain that particular provision to the extent of its invalidity or unenforceability.

o. ENTIRE AGREEMENT. These terms and conditions constitute the entire agreement between the parties regarding the subject matter hereof. All discussions and negotiations are deemed merged in this Agreement.

p. HEADINGS AND CAPTIONS. Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement and shall not be used for the interpretation of the validity of the Agreement or any provision hereof.

q. SURVIVABILITY. All covenants, indemnities, guarantees, releases, representations and warranties by any party or parties, and any undischarged obligations of City and Licensee arising prior to the expiration of this Agreement (whether by completion or earlier termination), shall survive such expiration.

[*Signature page to follow*]

IN WITNESS WHEREOF, the parties hereto have hereunto executed this document on the latest date affixed to the signatures hereto.

LICENSEE:

By: ____ Date:___________________________
David Walkes

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me, a notary public in and for the above-named County and State, on this ________ day of _________________, 2024, by David Walkes.

____
Notary Public

CITY OF PLAINVIEW, LICENSOR

By: ____ Date:___________________________

Aaron Luckstein, Its Mayor

By: ____ Date:___________________________

Carol Kujath, Its City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me, a notary public in and for the above-named County and State, on this _____ day of ________________, 2024, by Aaron Luckstein and Carol Kujath, respectively the Mayor and City Clerk, on behalf of the City of Plainview, a municipal corporation of the State of Minnesota, Licensor.

____

Notary Public

EXHIBIT A

Depiction of Licensed Premises

Kim's Saloon & Grill

June 24th, 2024

City of Plainview
City Council Members
241 West Broadway
Plainview, MN 55964

Re: Corn On The Cob Days Street Dance

Dear City Council Members,

For the past Twelve years Kim's Saloon & Grill has been successful hosting the Corn on the Cob Days Street Dance.

I would consent again to host this year's street dance Saturday, August 17th, 2024, for Plainview's "Corn On the Cob Days", provided again this year that 4th Street SW be closed from the corner of 1st Avenue SW to Main Street. The Street (like in years past) would have to be closed from 8:00 AM on Saturday, August 17th, until 10:00 AM, Sunday, August 18th, this will allow for setting up and then removing the band stage, waste receptacles, rent-a-jons, ect.

In summary, I am committed towards helping out the City of Plainview with their "Corn on the Cob Days" festival again this year. If you have any further questions, please do not hesitate to give me a call.

Respectively,

David Walkes
Kim's Saloon & Grill
(507) 534-3707 (b)
(507) 273-2414 ©

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM:	TJ's Tavern On and Off Sale – License Agreement for Corn on the Cob Days Event	**AGENDA SECTION:** New Business
PREPARED BY:	Carol Kujath, City Clerk	**AGENDA NO. 5.F.**
ATTACHMENTS: Draft License Agreement, Request Letter and Map		**APPROVED BY: d.t.**
RECOMMENDED ACTION: Motion to approve License Agreement with TJ's Tavern On & Off Sale.		

SUMMARY

TJ's Tavern On and Off Sale is requesting to hold a dance during the Corn on the Cob Days and is requesting to close the alley from 3rd Street NW to 2nd Street NW.
City Attorney Flaherty has recommended that situations where an outside organization is utilizing City property, that a license agreement be utilized to spell out the terms and responsibilities of all parties involved.

RECOMMENDATION

Staff recommends approval of the License Agreement with TJ's Tavern On and Off Sale.

(Top 3 inches reserved for recording data)

LICENSE AGREEMENT (Corn on the Cob Days)

This License Agreement ("License" or "Agreement") is entered into by and between the City of Plainview, a municipal corporation under the laws of the State of Minnesota, 241 West Broadway, Plainview MN 55964 ("City" or "Licensor"), and TJ's Tavern. dba TJ's Tavern On & Off-Sale, 218 West Broadway, Plainview MN 55964 ("Licensee"); (collectively the "parties").

RECITALS:

WHEREAS, the Licensee is the owner of the real property located at 218 West Broadway & Alley NW in the City of Plainview, Minnesota (the "Property"):

and

WHEREAS, located along the eastern and norther boundaries of said Property is a city-owned right-of-ways (the "Alley"); and

WHEREAS, the Licensee plans to host a concert and dance during Corn on the Cob Days (the "Event"), which Event encroaches in Licensor's Alley; and

WHEREAS, the Licensee desires a license from Licensor authorizing Licensee's limited use of the Alley for the encroachment of the Event; and

WHEREAS, a sketch/schematic of the location of the Alley depicting the dimensions and location of the proposed Event encroachment is provided in Exhibit A, which is attached hereto and incorporated herein by reference (the "Licensed Premises"); and

WHEREAS, the Licensee has requested that the Licensor permit the encroachment and the Licensor is willing to permit said encroachment as depicted in Exhibit A on certain conditions contained herein.

NOW, THEREFORE, for valuable consideration, it is agreed by and between the parties as follows:

1. <u>Grant of License and Description of Licensed Premises</u>. In consideration of the terms, covenants, and conditions contained herein, the Licensor hereby grants to the Licensee a non-exclusive, terminable license to use the Licensed Premises for the purpose stated above herein, subject to the following conditions:

    a. Licensee shall commence no work authorized by this License related to construction, repair or replacement of the Event until it has obtained all required approvals and permits as required by the City.
    b. Licensee shall take all necessary precautions to protect and preserve the City's Alley during any activities within or use of the Licensed Premises as contemplated in this License.
    c. Licensee shall take all necessary precautions to avoid creating unsafe or unsanitary conditions within the Licensed Premises and shall not hinder the natural free and clear passage through the Alley by Licensor or Licensor's employees or agents.
    d. Licensee shall conduct any work authorized by this License or subsequently approved by the City in a manner so as to ensure the least obstruction to and interference with present and continued use of the Alley and shall return the Alley to its original condition following such authorized work at Licensee's sole cost and expense.
    e. Licensee shall remove daily all dirt or debris from sidewalks, trails, public and private roadway surfaces and curbs and gutters during any work authorized by this License or subsequently approved by the City.
    f. Licensee shall not conduct any work within the Alley outside the Licensed Premises specified in Exhibit A without the express prior written approval of the City.
    g. Licensee shall be responsible for either: 1) removing the Event and all associated costs, or 2) the cost of removal of the Event by the City, should the City or another authorized party need to conduct work in the Alley, and the Event interferes with such work in the judgment of the City.
    h. Any operation, maintenance, repair or alteration to the Event shall not expand the encroachment. Alterations or replacement shall require prior City approval and shall at all times comply with City Code.

2. <u>Term</u>. The term of this Agreement shall be from 10 a.m. Friday, August 16, 2024, through 10:00 a.m., Saturday, August 17, 2024, as follows;

    This Agreement shall terminate (a) upon the destruction, demolition or removal of the Event situated on the Property described above, or (b) upon the failure of the Licensee to comply with any material term or condition of this Agreement.

    This License may also be terminated at any time by Licensee by written notice to the City.

    Before the date of any such termination of this License under this Section, Licensee shall remove all of Licensee's Event from the Licensed Premises, at Licensee's sole cost and expense, and shall restore the Licensed Premises to its preexisting condition or better pursuant to the standards and requirements set forth in City Code, as amended, unless otherwise directed by the City in writing. In the event that Licensee fails to remove the Event from the Licensed Premises before the effective termination date of this License, the City or its authorized agents or representatives may perform any work necessary to remove the Event from the Licensed Premises and restore the Licensed Premises to its preexisting condition, and Licensee shall reimburse City for all expenses reasonably incurred by the City in performing such work. If Licensee fails to so reimburse the City as required by this paragraph within 30 days of Licensee's receipt of a billing statement for such charges from the City, the unpaid charges shall constitute a lien against the Property from and after the date they were due and unpaid. The City may take any action it is authorized under law to take to recover such unpaid charges, including certifying such unpaid charges to the county auditor for collection with taxes on the Property.

3. <u>License Fee</u>. As this Event is valuable part of a larger community event, Licensee shall pay a license fee of just <u>$20.00</u> at the time of execution of this Agreement.

4. <u>Use of Licensed Premises</u>. Subject to the other terms and provisions contained herein, the Licensee shall be permitted to use the Licensed Premises only for the specific purpose hereinabove stated; provided, however, that during the term of this License, the Licensee shall comply with all applicable laws, regulations, conditions, and covenants affecting the Licensed Premises, whether federal, state, local, or contractual in addition to any such requirements as applicable to Licensee's operations. The Licensee shall not intentionally commit or allow to be committed any waste on, destruction of, or damage to, or nuisance on the Licensed Premises. Should the Licensee intentionally commit or allow to be committed any waste on or destruction to the Licensed Premises, the Licensee shall immediately restore the Licensed Premises to the original condition of the Licensed Premises at the inception of this License Agreement or as altered in accordance with plans and specifications as submitted to, and approved by, the City Administrator of the Licensor, or his or her designated representative, or, alternatively, pay to the Licensor the cost of restoring the Licensed Premises, to the condition herein stated, payment to be made within 30 days from the date of written notice given by Licensor to the Licensee of the amount of such costs.

   During the term of this Agreement, Licensee shall keep the Licensed Premises, and its immediate area in a sanitary condition, remove all trash from the Licensed Premises and keep the premises free from refuse or other debris.

5. <u>Fencing</u>. Licensor shall provide for Licensee fencing in the form of the city's chain link baseball fence to create a fully-enclosed and contiguous premises. Licensor shall install and remove fencing.

6. <u>Loud-Speaker.</u> <u>(*$10.00 Loud-Speaker Permit Application*)</u>
   Event may include use of electronic sound-system during the period of the Event, but not later than 1:00 am, Saturday August 17, 2024.

7. Temporary Expansion of Premises for Intoxicating Liquor License. As part of this Agreement, Licensee shall be permitted to utilize the fenced-in outdoor areas on the Property and the Alley for the Event, as part of their licensed premises for the purposes of serving intoxicating liquor. Licensee shall comply with liquor rules and statutes as they would in their normal premises. Licensee shall obtain a Certificate of Liability Insurance from their carrier that notes the Alley as insured spaces for both liability and liquor purposes and names the City as certificate holder. In the event the Event encroaches on other private property, those property owners shall also be named as certificate holders for both liability and liquor purposes.

8. Conditions of Licensed Premises "As Is" and Not Warranted. The Licensor does not warrant that the Licensed Premises is suitable for the purposes for which it is permitted to be used under this License. The Licensor shall have no responsibility with regard to any failure of or damage to Licensee's Event within the Licensed Premises. Licensee understands and acknowledges that this License grants Licensee only a terminable license to use the Licensed Premises and does not confer any permanent property rights with respect to the Licensed Premises or the Event to be constructed thereon upon Licensee.

9. Licensor's Right of Entry. The Licensee shall permit or allow the Licensor and the agents and employees of the Licensor to enter upon the Licensed Premises at all reasonable times for the purpose of inspecting them. The City may order the immediate cessation of any project or work that exceeds the scope of this License or otherwise poses a threat to the life, health, safety or welfare of the public. The City may order Licensee to correct any project or work to comply with the scope of this License or other applicable standards, conditions, ordinances or laws. If the Event made by Licensee in the Licensed Premises fall into disrepair at any time during the term of this License, the City may order Licensee to conduct any repairs or perform any maintenance necessary to bring the Event into compliance. Any such order by the City authorized by this Paragraph shall state the violation, the terms of correcting the violation and that failure to correct the violation within the stated time limits shall be cause for immediate revocation of this License. If the violation is not corrected within the stated time limits, the City may immediately revoke this License and/or pursue any and all remedies available to it as provided herein or in law or equity.

10. Alterations to Licensed Premises. The Licensee shall not be permitted to make any additional Event or alterations to the Licensed Premises without the prior written consent of the Licensor, except, however, the Licensee shall, at Licensee's expense, make any additional Event to the Licensed Premises that are needed to maintain the Licensed Premises in their original condition or their condition as altered, if such alteration has been approved in writing by the Licensor.

11. Covenants to Indemnify and Hold Harmless. Licensee shall indemnify, protect, save, hold harmless and insure City, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages, including expenses, reasonable attorneys' fees, and costs of alternative dispute resolution, which may arise out of or be caused by Licensee or their

successors and/or assigns, with respect to Licensee's use of the Alley, and the Licensed Premises. Licensee shall defend City against the foregoing, or litigation in connection with the foregoing, at Licensee's expense, with counsel reasonably acceptable to City. The indemnification provision of this Paragraph shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of City. All indemnification obligations shall survive termination, expiration or cancellation of this License.

12. Waiver and Assumption of Risk. Licensee further knows, understands and acknowledges the risks and hazards associated with using the Licensed Premises, for the purposes permitted herein and the Event thereon and hereby assumes any and all risks and hazards associated therewith. Licensee understands and acknowledges that the primary purposes of the Licensed Premises, and the Alley, notwithstanding this Agreement, are to facilitate and accommodate public utility facilities, and that the Alley, and utility facilities located therein require regular maintenance, repairs or other work. Licensee hereby irrevocably waives any and all claims against the Licensor or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the Licensee as a result of using the Licensed Premises or any of Licensee's activities or Event, and hereby irrevocably releases and discharges the Licensor and any of its officials, employees or agents from any and all such claims of liability related to the Licensed Premises, the Event therein, or the Licensor's maintenance, repair or other work conducted within the Licensed Premises by the Licensee or Licensor or any other third party, except those resulting from the negligence or intentional misconduct of the Licensor.

13. Insurance. The Licensee shall at Licensee's expense maintain in effect bodily injury liability insurance and property damage insurance with limits not less than the maximum liability limits for a municipality as provided in Minnesota Statutes, Section 466.04 or the amount stated in the Licensee's insurance certificate, whichever is greater. The City of Plainview shall be a named insured. In the event the Event encroaches on other private property, those property owners shall also be named as certificate holders for both liability and liquor purposes. The Licensee's insurance policy and certificate shall not be cancelled or its conditions altered in any manner without Ten (10) days prior written notice to the City Administrator. Upon request, the Licensee shall deliver to the City Administrator certificates of all insurance required, signed by an authorized representative and stating that all provisions of the specified requirements are satisfied. If Licensee fails to maintain a policy of insurance as required by the City for the term of this License, the City may immediately revoke this License and require the immediate removal by the Licensee of the Licensee's Event from the Licensed Premises at the Licensee's sole cost and expense, and the Licensee shall restore the Licensed Premises to its preexisting condition or better pursuant to the standards and requirements set forth in City Code.

14. Mechanic's Liens. The Licensee hereby covenants and agrees that the Licensee will not permit or allow any mechanic's or materialman's liens to be placed on the Licensor's interest in the Licensed Premises during the term hereof for labor performed or material

supplied in connection with any work or Event performed or caused to be performed by the Licensee. Notwithstanding the previous sentence, however, in the event any such lien shall be so placed on the Licensor's interest, the Licensee shall take all steps necessary to see that it is removed within thirty (30) days of its being filed; provided, however, that the Licensee may contest any such lien provided the Licensee first provides adequate security protecting the Licensor against such lien.

15. Attorneys' Fees. If any action at law or in equity shall be brought by Licensor on account of any breach of this License Agreement by Licensee or for the recovery of the possession of the Licensed Premises, Licensor shall be entitled to recover from Licensee reasonable attorney's fees, the amount of which shall be fixed by the Court and shall be made a part of any judgment or decree rendered.

16. General Terms.

   a. RECITALS. The recitals to this Agreement are made a part hereof and incorporated herein by reference.

   b. VOLUNTARY AND KNOWING ACTION. The parties, by executing this Agreement, state that they have carefully read this Agreement and understand fully the contents thereof; that in executing this Agreement they voluntarily accept all terms described in this Agreement without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.

   c. AUTHORIZED SIGNATORIES. The parties each represent and warrant to the other that (1) the persons signing this Agreement are authorized signatories for the entities represented, and (2) no further approvals, actions or ratifications are needed for the full enforceability of this Agreement against it; each party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

   d. NOTICES. All communications, demands, notices, or objections permitted or required to be given or served under this License Agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified mail, return receipt requested, and addressed to the other party to this License Agreement, to the address set forth in this License Agreement, or if to a party not a party to this License Agreement, to the address designated by a party to this License Agreement in the foregoing manner. Any party may change its address by giving notice in writing, stating its new address, to any other party as provided in the foregoing manner. Commencing on the 10th day after the giving of such notice, such newly designated address shall be such address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this License Agreement.

e. ASSIGNMENT OR TRANSFER OF LICENSE. Licensee shall have no right to assign its interest in this License Agreement without the prior written consent of Licensor.

f. MODIFICATIONS/AMENDMENT. Any alterations, variations, modifications, amendments or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by authorized representative of the City and Licensee.

g. NO PARTNERSHIP, JOINT VENTURE, OR FIDUCIARY RELATIONSHIP CREATED HEREBY. Nothing contained in this License Agreement shall be interpreted as creating a partnership, joint venture, or relationship of principal and agent between the Licensor and the Licensee.

h. CUMULATIVE RIGHTS. Except as otherwise expressly stated herein, no right or remedy herein conferred on or reserved to the Licensor or the Licensee is intended to be exclusive of any other right or remedy hereby provided by law, but each shall be cumulative in, and in addition to, every other right or remedy given herein or hereafter existing at law, in equity, or by statute.

i. RECORDS—AVAILABILITY AND RETENTION. Pursuant to Minn. Stat. § 16C.05, subd. 5, Licensee agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of Licensee and involve transactions relating to this Agreement. Licensee agrees to maintain these records for a period of six years from the date of termination of this Agreement.

j. COMPLIANCE WITH LAWS. Licensee shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, Event, personal property, programs and staff for which Licensee is responsible.

k. GOVERNING LAW. This Agreement shall be deemed to have been made and accepted in Wabasha County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Agreement without regard to its choice of law or conflict of laws principles.

l. DATA PRACTICES. The parties acknowledge that this Agreement is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 et seq.

m. NO WAIVER. Any party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that party's right to assert or rely upon the terms and conditions of this Agreement. Any express waiver of a term of this Agreement shall not be binding and effective unless made in writing and properly executed by the waiving party.

n. SEVERABILITY. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Agreement to the extent of its invalidity or unenforceability, and this Agreement shall be construed and enforced as if the Agreement did not contain that particular provision to the extent of its invalidity or unenforceability.

o. ENTIRE AGREEMENT. These terms and conditions constitute the entire agreement between the parties regarding the subject matter hereof. All discussions and negotiations are deemed merged in this Agreement.

p. HEADINGS AND CAPTIONS. Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement and shall not be used for the interpretation of the validity of the Agreement or any provision hereof.

q. SURVIVABILITY. All covenants, indemnities, guarantees, releases, representations and warranties by any party or parties, and any undischarged obligations of City and Licensee arising prior to the expiration of this Agreement (whether by completion or earlier termination), shall survive such expiration.

[*Signature page to follow*]

IN WITNESS WHEREOF, the parties hereto have hereunto executed this document on the latest date affixed to the signatures hereto.

LICENSEE:

By: ____ Date:___________________________

Tyler Norton

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me, a notary public in and for the above named County and State, on _________________, 2024, by Tyler Norton.

____

Notary Public

CITY OF PLAINVIEW, LICENSOR

By: ____ Date:___________________________

Aaron Luckstein, Its Mayor

By: ____ Date:___________________________

Carol Kujath, Its City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me, a notary public in and for the above named County and State, on ________________, 2024, by Aaron Luckstein and Carol Kujath, respectively the Mayor and City Clerk, on behalf of the City of Plainview, a municipal corporation of the State of Minnesota, Licensor.

____

Notary Public

EXHIBIT A

Depiction of Licensed Premises


3rd Street NW
2nd Street NW
218 W Broadway
Gopher Lanes

T.J.'s Tavern Street Dance

City of Plainview

241 West Broadway

Plainview, MN

Re: Corn on the Cob "TJ's Street Dance"

Dear Council Members,

We would like to continue the tradition of hosting the Friday Night Street Dance.

We ask that you allow the closure of the alley behind TJ's from 3rd Street NW to 2nd Street NW. We request it be closed from 10am 8-16-24 to 10am 8-17-24. This time would be used to setup everything for the event. And allows for cleanup to be done before 10am the next day.

We've also been asked to host a band for a couple reunions on Saturday night 8-17-24. Their would be no need for any street closure that night, just a loud speaker permit. This band would be from 5pm-9pm so that it doesn't interfere with Kim's live music.

In conclusion we're requesting the alley closure and for two loud speaker permits. If you have any question regarding these matters feel free to contact me.

Sincerely,

Tyler Norton

TJ's Tavern

(507)534-3307 Business #

(507)250-5245 Personal #

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM:	Street Closure for the Parade Route During Corn on the Cob Days	**AGENDA SECTION:** Consent
PREPARED BY:	Carol Kujath, City Clerk	**AGENDA NO. 5.G.**
ATTACHMENTS:	Corn on the Cob Days Special Event Permit from Wabasha County, Parade Route Map	**APPROVED BY: dt**

RECOMMENDED ACTION:
Motion to approve the street closure for the Parade Sunday August 18, 2024, for Corn on the Cob Days.

SUMMARY
See attached.

WABASHA COUNTY
HIGHWAY DEPARTMENT
821 Hiawatha Drive West
Wabasha, Minnesota 55981
Phone: 651-565-3366 Fax: 651-565-4696

Application to Use County Highway Right of Way for Special Events Applicant

Name: Dirk Ranta

Phone: 507-251-9641

Address: PO Box 404

City, State, Zip: Plainview, MN 55964

E-mail:therantas@gmail.com

Sponsoring Organization Name: Plainview Lions Club

Event Name: Corn on the Cob Days Parade

Event Description: Parade for Town festival.
Location: County Highway 247 from 9th St SW to 3rd St SW

Parade Route setup will be on 9th St SW/10th St SW/ 2nd Ave SW and 8th Street SW
Parade will March from 9th St SW to 3rd St SW, then go south on 3rd ST SW ending at 4th Ave SW (Diagram Included)

Proposed Date(s) of Closure: 08/18/2024

Proposed Hour(s) of Closure:3 hours

Will detouring of traffic be necessary? x_ Yes No
Describe the detour route, traffic control, and parking provisions (attach diagram): Plainview Police will assist with Traffic control. Detour would take 10th St NW/HWY 8 North to County Rd 27/550th st to come out on Hwy 42. (Diagram Included)

The undersigned applicant hereby accepts and agrees to fully comply with all conditions required by Wabasha Count

Applicant Signature: 06/24/2024 Date

County Use Only Below This Line

HIGHWAY DEPARTMENT
Additional Conditions: Approval of this permit is contingent on and subject to the City of Plainview approval of event and conditions of approval.

Authorized Highway Dept. Signature: __________ Date 6/25/2024

Copy Distribution: Applicant
County Highway Department
County Sheriff
Local Police Chief (if applicable)

General Conditions for using County Highway Right of Way for Special Events:

1. A legitimate public interest must be served by the use of the right of way.

2. The event shall not be detrimental to the highway or safety of the public.

3. A completed permit shall be submitted a minimum of one month prior to the event to the Wabasha County Highway Department.

4. If the requested County Highway location is within a city, the city shall approve of the event. If the requested County Highway location is within a township, the township shall approve of the event. City or township approval shall be submitted along with the application. Approval can be in the form of a letter on official stationary or by resolution.

5. The Applicant and Sponsoring Organization must notify and coordinate this activity with the local Police Department or Wabasha County Sheriff's Department.

6. All detours and/or lane closures shall conform to the provisions of the Minnesota Manual on Uniform Traffic Control Devices. All signing, notices, and costs of providing for traffic control are the responsibility of the Applicant and Sponsoring Organization. Requests for using Wabasha County traffic control shall be made on the application. Due to County policy, the Sponsoring Organization is responsible for the actual costs incurred by the County for providing traffic control devices, if cost reimbursement is deemed prudent by the Wabasha County Highway Department.

7. No stakes or attachment(s) to pavement will be permitted.

8. Failure to abide by the conditions of the permit will be cause for denial of future applications.

9. The Applicant and Sponsoring Organization will be responsible for all costs involved in or as a result of the event including damages to highway right of way.

10. An approved permit cannot be assigned or transferred to others without the written consent of Wabasha County Highway Department.

11. The Applicant and Sponsoring Organization agree to assume the entire responsibility and liability for all damages or injury to all persons, whether employees or otherwise and to all property, arising out of, resulting from or in any manner connected with the operations of the event.

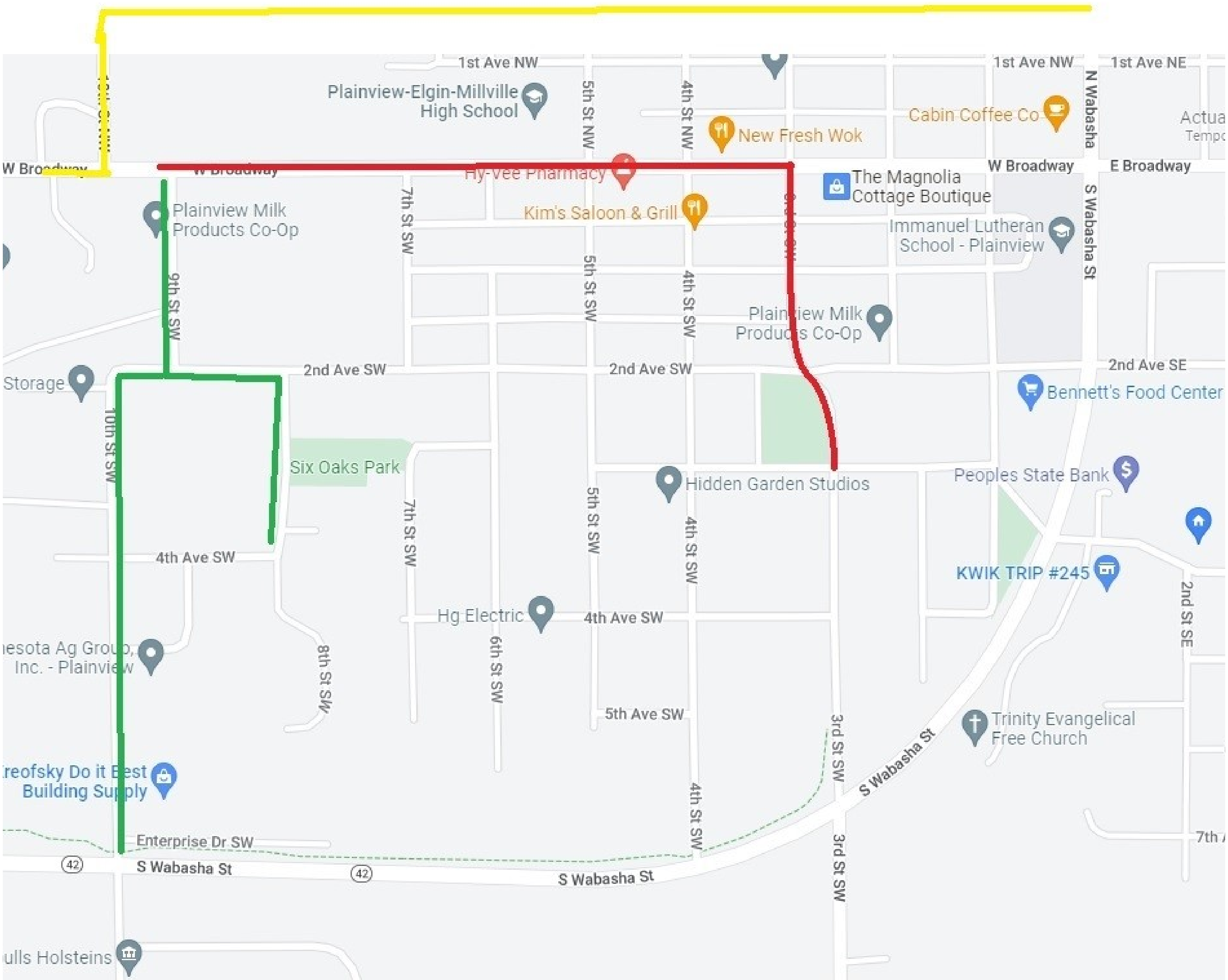
12. The Sponsoring Organization agrees to obtain an insurance policy and have Wabasha County named as an additional insured on the policy. A Certificate of Insurance listing Wabasha County as an additional insured on the Sponsoring Organization's Commercial General Liability policy must be provided to Wabasha County a minimum of 14 days prior to use of the right of way. The certificate must be in place prior the event and provide minimum limits of $1,500,000 per occurrence and aggregate. The Applicant or Sponsoring Organization is responsible for all costs of providing for insurance as stated above.

13. The Applicant and Sponsoring Organization shall hold Wabasha County harmless and indemnify Wabasha County, its agents and employees, from any and all claim demands and causes of action arising from the Applicant's and Sponsoring Organization's use of the County Highway, including any attorney's fees and costs related thereto to the extent permitted by Minnesota Law.

Parade Route

County Hwy 8 go North to County Hwy 27 /550 St to Bypass

Parade Setup



PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437

Executive Summary

City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Body Camera Audit	**AGENDA SECTION:** Consent
PREPARED BY: Jason Timm, Chief of Police	**AGENDA NO. 5.H.**
ATTACHMENTS: BWC Audit Report	**APPROVED BY: jt**
RECOMMENDED ACTION: Motion to accept the BWC Audit Report.	

SUMMARY

State law requires that law enforcement agencies with body cameras undergo an audit every two years. This audit looks at the following as it pertains to body cameras:

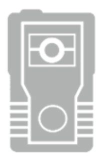
1. Implementation and Authorization
2. Written policy
3. Data Retention
4. Data Destruction
5. Data Access
6. Data Classification
7. Internal Compliance Verification
8. Program and Inventory
9. Physical, Technological and Procedural Safeguards
10. Officer conduct.

This was our first body camera audit, and I am happy to report that the audit concluded that we are "substantially compliant" (last paragraph of report).

The report is attached to the council packet. The report can also be viewed on our web page Plainviewpolice.com as required by law.

IDEPENDENT AUDITOR'S REPORT

Plainview Police Department



JUNE 6TH, 2024

RAMPART AUDIT LLC

Audit Overview and Recommendations

Dear Plainview City Council and Chief Timm:

We have audited the body-worn camera (BWC) program of the Plainview Police Department (PPD) for the two-year period ended 2/14/2024. Minnesota Statute §13.825 mandates that any law enforcement agency operating a portable recording system (PRS)[1] program obtain an independent, biennial audit of its program. This program and its associated data are the responsibility of the Plainview Police Department. Our responsibility is to express an opinion on the operations of this program based on our audit.

On February 26, 2024, Rampart Audit LLC (Rampart) met with Chief Jason Timm, who provided information about PPD's BWC program policies, procedures and operations. Also present was police technical specialist Andrea McGraw, who is involved in the day-to-day operations of the BWC program. As part of the audit, Rampart reviewed those policies, procedures and operations for compliance with Minnesota Statute §626.8473, which sets forth the requirements for creating and implementing a BWC program, and Minnesota Statute §13.825, which governs the operation of BWC programs. In addition, Rampart also conducted a sampling of BWC data to verify PPD's recordkeeping.

The purpose of this report is to provide an overview of this audit, and to provide recommendations to improve the PPD BWC program and enhance compliance with statutory requirements.

PPD BWC Program Implementation and Authorization

Effective August 1, 2016, Minnesota Statute §626.8473 Subd. 2 requires that:

> A local law enforcement agency must provide an opportunity for public comment before it purchases or implements a portable recording system. At a minimum, the agency must accept public comments submitted electronically or by mail, and the governing body with jurisdiction over the budget of the law enforcement agency must provide an opportunity for public comment at a regularly-scheduled meeting.

Chief Timm identified documentation showing that the public notification, comment and meeting requirements had been satisfied prior to the implementation of PPD's BWC program on January 5, 2022. Specifically, Chief Timm identified the following:

1. City of Plainview October 12, 2021, Meeting Minutes
2. Facebook Police Department post December 9, 2021
3. Facebook City of Plainview post December 9, 2021

[1] It should be noted that Minnesota statute uses the broader term "portable recording system" (PRS), which includes body-worn cameras. Because body-worn cameras are the only type of portable recording system employed by PPD, these terms may be used interchangeably in this report.

4. City of Plainview December 14, 2021, Meeting Agenda Posted on Facebook and the city website
5. City of Plainview December 14, 2021, Meeting Notes

Rampart was able to obtain copies of each of the items Chief Timm identified. The October 12, 2021, Plainview City Council Meeting minutes included quotes for the Getac BWC system ultimately implemented by PPD, as well as discussion about the necessity of such systems. We noted that the December 9, 2021, City of Plainview Facebook post was a share of Plainview PD's post on that same date, which described the agency's intent to implement a body-worn camera program and invited the public to submit comments via mail or email, or in person at the December 14, 2021, Plainview City Council Meeting. We noted that the December 14, 2021, Meeting Agenda included an item titled "Police Department Body Worn Camera Public Comment," while the corresponding Meeting Notes described Chief Timm's presentation to the city council, which included the public hearing and public comment requirements prior to implementation.

Copies of these documents have been retained in Rampart's audit files. In our opinion, Plainview Police Department met the public notice and comment requirements prior to the implementation of their BWC program.

In addition, §626.8473 Subd. 3(a) requires that the law enforcement agency establish and enforce a written policy governing the use of its portable recording system, and states "[t]he written policy must be posted on the agency's Web site, if the agency has a Web site."

Rampart verified that there was a working link to PPD's BWC policy on the Police Department page of the City of Plainview's website. In our opinion, Plainview Police Department is compliant with the requirements of §626.8473 Subd. 3(a).

PPD BWC WRITTEN POLICY

As part of this audit, we reviewed PPD's BWC policy, a copy of which is attached to this report as Appendix A.

Minnesota Statute §626.8473 Subd. 3(b) requires a written BWC policy to incorporate the following, at a minimum:

1) The requirements of section 13.825 and other data classifications, access procedures, retention policies, and data safeguards that, at a minimum, meet the requirements of chapter 13 and other applicable law;
2) A prohibition on altering, erasing or destroying any recording made with a peace officer's portable recording system or data and metadata related to the recording prior the expiration of the applicable retention period under section 13.825 Subdivision 3, except that the full, unedited, and unredacted recording of a peace officer using deadly force must be maintained indefinitely;
3) A mandate that a portable recording system be worn at or above the mid-line of the waist in a position that maximizes the recording system's capacity to record video footage of the officer's activities;

4) A mandate that officers assigned a portable recording system wear and operate the system in compliance with the agency's policy adopted under this section while performing law enforcement activities under the command and control of another chief law enforcement officer or federal law enforcement official;
5) A mandate that, notwithstanding any law to the contrary, when an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency must allow the deceased individual's next of kin, the legal representative of the deceased individual's next of kin, and the other parent of the deceased individual's child, upon their request, to inspect all portable recording system data, redacted no more than what is required by law, documenting the incident within five days of the request, with the following exception:
    a) A law enforcement agency may deny a request if the agency determines that there is a compelling reason that inspection would interfere with an active investigation. If the agency denies access, the chief law enforcement officer must provide a prompt, written denial to the individual who requested the data with a short description of the compelling reason access was denied and must provide notice that relief may be sought from the district court pursuant to section 13.82 subdivision 7;
6) A mandate that, when an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency shall release all portable recording system data, redacted no more than required by law, documenting the incident no later than 14 days after the incident, unless the chief law enforcement officer asserts in writing that the public classification would interfere with an ongoing investigation, in which case the data remain classified by section 13.82 subdivision 7;
7) Procedures for testing the portable recording system to ensure adequate functioning;
8) Procedures to address a system malfunction or failure, including requirements for documentation by the officer using the system at the time of a malfunction or failure;
9) Circumstances where recording is mandatory, prohibited, or at the discretion of the officer using the system;
10) Circumstances under which a data subject must be given notice of a recording;
11) Circumstances under which a recording may be ended while an investigation, response, or incident is ongoing;
12) Procedures for the secure storage of portable recording system data and the creation of backup copies of the data; and
13) Procedures to ensure compliance and address violations of the policy, which must include, at a minimum, supervisory or internal audits and reviews, and the employee discipline standards for unauthorized access to data contained in section 13.09.

In our opinion, the PPD BWC policy is compliant with respect to clauses 7 – 11.

Due to their complexity and interrelatedness, clauses 1 and 12 are discussed separately below. Clause 13 is also discussed separately.

Clauses 2 – 6 are newly added as a result of 2023 legislation and will also be discussed separately below.

PPD BWC Data Retention

Plainview Police Department's BWC policy states that: "[a]ll recordings shall be retained for a period consistent with the requirements of the organization's records retention schedule but in no event for a period less than 90 days." PPD's records retention policy also specifies a minimum retention period of 90 days; however, Chief Timm advised Rampart that all BWC recordings are retained for a minimum of six months.

Minn. Stat. §13.825 Subd. 3(b) requires that the following categories of BWC data be retained for a minimum period of one year: 1) any reportable firearms discharge; 2) any use of force by an officer that results in substantial bodily harm; and 3) any incident that results in a formal complaint against an officer. Meanwhile, Subd. 3(c) requires that any portable recording system data documenting a peace officer's use of deadly force must be maintained indefinitely. PPD's records retention schedule addresses each of these categories of data and assigns the statutorily-required retention period.

PPD's records retention schedule also addresses the requirement contained in Minn. Stat. §13.825 Subd. 3(d) that an agency retain BWC recordings for an additional period of up to 180 days when so requested in writing by a data subject.

PPD's BWC policy states that "[m]embers shall not alter, erase, or destroy any BWC recordings before the end of the applicable records retention period." In our opinion, this satisfies the requirements of Clause 2 of the Policy section noted above.

PPD currently employs Getac body-worn cameras, though Chief Timm advised us that the agency is planning to switch to Axon body-worn cameras due to issues with the battery life of the Getac cameras. All BWC data are stored on iCrimeFighter's cloud service.

PPD manages BWC data retention automatically, based on the data classification assigned to each video at the time of upload. If an officer fails to assign a data classification, the default retention period is 90 days.

PPD's BWC policy states that each officer using a BWC "should download, tag or mark the recordings in accordance with procedure and document the existence of the recording in any related case report." Chief Timm advised that PPD utilizes both an automated upload feature as well as physical docking capabilities.

In our opinion, PPD's written BWC policy is compliant with respect to applicable data retention requirements.

PPD BWC Data Destruction

As discussed above, Plainview Police Department's BWC data are stored on iCrimeFighter's cloud-based service, with data retention and deletion schedules managed automatically based on the assigned data classification of each video.

iCrimeFighter is hosted on Amazon Web Services (AWS) GovCloud. AWS describes its GovCloud service as offering "secure cloud solutions that comply with… the DOJ's [Department of Justice] Criminal Justice

Information Systems (CJIS) Security Policy…" as well as providing further detail about specific security protocols available to its customers.

FBI CJIS policy requires that hard drives used for CJIS data storage are sanitized by overwriting at least three times or degaussing prior to being released to unauthorized individuals, while inoperable drives must be destroyed through physical means such as shredding.

In our opinion, PPD's written BWC policy is compliant with respect to the applicable data destruction requirements.

PPD BWC Data Access

Chief Timm advised us that that all requests from the public, media or other law enforcement agencies are made to him in writing, normally via email. PPD's BWC policy states that requests for BWC data shall be processed "in accordance with the MGDPA [Minnesota Government Data Practices Act] and other governing laws." Upon Chief Timm's reviewal and authorization, Administrator McGraw is responsible for completing the request. BWC data is provided to the recipient on DVD.

As discussed in Clauses 5 and 6 of the Policy section of this report, the Minnesota State Legislature in 2023 added specific access requirements related to BWC data that document deadly force incidents, and specified that these requirements must be included in the agency's BWC policy. At the time of our audit, PPD had not revised its BWC policy to address these requirements.

PPD's BWC policy also states that BWC data "may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure." PPD maintains a copy of each such request it receives. In addition, BWC data "shall be made available to prosecutors, courts, and other criminal justice entities as provided by law." Chief Timm indicated that PPD obtains a written acknowledgment of the receiving agency's obligations under §13.825 Subd. 7 and Subd. 8, which include a requirement to maintain BWC data security. The Plainview City Attorney and Wabasha County Attorney also submit email requests for BWC data via email and receive video via DVD.

In our opinion, PPD's written BWC policy is compliant with respect to the applicable data access requirements, with the following exceptions:

1. The BWC policy must state that, notwithstanding any law to the contrary, when an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency must allow the deceased individual's next of kin, the legal representative of the deceased individual's next of kin, and the other parent of the deceased individual's child, upon their request, to inspect all portable recording system data, redacted no more than what is required by law, documenting the incident within five days of the request, unless the agency determines that there is a compelling reason that inspection would interfere with an active investigation. If the agency denies access, the chief law enforcement officer must provide a prompt, written denial to the individual who requested the data with a short description of the compelling reason access was denied and must provide notice that relief may be sought from the district court pursuant to section 13.82 subdivision 7.

2. The BWC policy must state that, when an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency shall release all portable recording system data, redacted no more than required by law, documenting the incident no later than 14 days after the incident, unless the chief law enforcement officer asserts in writing that the public classification would interfere with an ongoing investigation, in which case the data remain classified by section 13.82 subdivision 7.

These requirements were newly added in 2023 by the Minnesota State Legislature. Prior to the issuance of this report, PPD submitted a revised BWC policy that addresses the exceptions noted above. In our opinion, this revised BWC policy is compliant with respect to the applicable data access requirements.

PPD BWC Data Classification

PPD's BWC Policy states that "BWC data is presumptively private," and further states that "BWC recordings are classified as private data about the data subjects unless there is a specific law that provides differently." Active criminal investigation data are classified as confidential. PPD BWC Policy also identifies certain categories of BWC data that are public.

As noted in the preceding section, prior to the issuance of this report, PPD submitted a revised BWC policy that addresses the changes the Minnesota State Legislature made in 2023 regarding BWC data documenting incidents involving the use of deadly force. In our opinion, this revised policy is compliant with respect to the applicable data classification requirements.

PPD BWC Internal Compliance Verification

The PPD BWC Review of Recorded Media section states that BWC recordings may be reviewed "[b]y a supervisor as part of internal audits and reviews as required by Minn. Stat. §626.8473."

Chief Timm advised us that Administrator McGraw conducts a random review of BWC recordings to ensure compliance with policy. Logs are maintained of all such reviews.

PPD's BWC policy states that "[p]rior to going into service, uniformed members will be responsible for making sure that they are equipped with a portable recorder issued by the Department, and that the recorder is in good working order…"

The 2023 legislative changes require that an agency's BWC policy must specify that an officer assigned a BWC must wear and operate the system in compliance with the agency's BWC policy while performing law enforcement activities under the command and control of another chief law enforcement officer or federal law enforcement official. While the wording in PPD's BWC policy appears to be sufficiently broad to cover such scenarios, we recommend adding language to make this requirement explicit.

Prior to the issuance of this report, PPD submitted a revised version of their BWC policy adding the language described in the preceding paragraph. A copy of the revised policy is attached to this report as Appendix B.

Section 403.7 Prohibited Use of Audio/Video Recorders contains language stating that “[m]embers are prohibited from using personally owned recording devices while on-duty without the express consent of the XXX.” Chief Timm advised us that no personally-owned devices are permitted for use as BWCs, and that each officer has an agency-issued cellular phone that could be utilized as a BWC in an emergency. This passage appears to be an artifact of the standard Lexipol policy. We strongly recommend removing it and adding language specifically prohibiting the use of personally-owned devices as BWCs.

PPD’s written BWC policy addresses consequences associated with violations of the policy, to include both disciplinary action and potential criminal penalties.

In our opinion, PPD’s revised policy is compliant with respect to the compliance and disciplinary requirements contained in §626.8473 Subd. 3(b)(8).

PPD BWC Program and Inventory

PPD currently possesses nine (9) Getac body-worn cameras, though, as noted earlier in this report, plans are in place to transition to Axon BWCs in the future.

The PPD BWC policy identifies those circumstances in which officers are expected to activate their body-worn cameras, as well as circumstances in which they are prohibited from activating their body-worn cameras. The policy also provides guidance for those circumstances in which BWC activation is deemed discretionary.

PPD’s BWC policy states that “[u]niformed members should wear the recorder in a conspicuous manner at or above the mid-line of the waist.” This satisfies the requirement described in Clause 3 of the Policy section of this report.

Chief Timm advised us that he is able to determine the number of BWCs deployed by reviewing the schedule and/or payroll data.

As of the audit date, February 6, 2024, PPD maintained approximately 909.16 GB of BWC data.

PPD BWC Physical, Technological and Procedural Safeguards

PPD BWC data are initially recorded to a hard drive in each officer’s BWC. The Getac cameras are capable of wireless uploading, though PPD also maintains a physical docking station as a backup. BWC data are uploaded to iCrimeFighter’s cloud-based storage service. In the event an officer fails to label a video, the default retention period is permanent to avoid the accidental loss of data.

Officers have view-only access to their own data for report writing, trial preparation, data administration, investigatory purposes and other legitimate law enforcement purposes. All BWC data access is logged automatically and available for audit purposes.

Enhanced Surveillance Technology

PPD currently employs BWCs with only standard audio/video recording capabilities. While PPD currently has plans to replace to replace their Getac cameras with Axon body-worn cameras, they have no plans at this time to add enhanced BWC surveillance capabilities, such as thermal or night vision, or to otherwise expand the type or scope of their BWC technology.

If PPD should obtain such enhanced technology in the future, Minnesota Statute §13.825 Subd. 10 requires notice to the Minnesota Bureau of Criminal Apprehension within 10 days. This notice must include a description of the technology and its surveillance capability and intended uses.

Data Sampling

Rampart selected a random sample of 132 calls for service (CFS) from which to review any available BWC recordings. It should be noted that not every call will result in an officer activating his or her BWC. For example, an officer who responds to a driving complaint but is unable to locate the suspect vehicle would be unlikely to activate his or her BWC. It should also be noted that because the audit covers a period of two years, while most BWC data is only required to be retained for 90 days, there is a significant likelihood that the sample population will include calls for which BWC data was created, but which has since been deleted due to the expiration of the retention period. The auditor reviewed the retained BWC videos to verify that this data was accurately documented in PPD records.

Audit Conclusions

In our opinion, the Plainview Police Department's Body-Worn Camera Program is substantially compliant with Minnesota Statutes §13.825 and §626.8473.

Daniel E. Gazelka

Daniel E. Gazelka

Rampart Audit LLC

06/06/2024

APPENDIX A:

Policy 403 Plainview Police Department Law Enforcement Policy Manual Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 1 Portable Audio/Video Recorders 403.1 PURPOSE AND SCOPE This policy provides guidelines for the use of portable audio/video recording devices by members of this department while in the performance of their duties (Minn. Stat. § 626.8473). Portable audio/video recording devices include all recording systems whether body-worn, hand-held, or integrated into portable equipment. This policy does not apply to mobile audio/video recordings, interviews, or interrogations conducted at any Plainview Police Department facility, undercover operations, wiretaps, or eavesdropping (concealed listening devices). 403.1.1 DEFINITIONS Definitions related to this policy include: Portable recording system - A device worn by a member that is capable of both video and audio recording of the member's activities and interactions with others or collecting digital multimedia evidence as part of an investigation and as provided in Minn. Stat. § 13.825. BWC - Body worn camera. 403.2 POLICY The Plainview Police Department may provide members with access to portable recorders for use during the performance of their duties. The use of recorders is intended to enhance the mission of the Department by accurately capturing contacts between members of the Department and the public. 403.3 COORDINATOR The Chief of Police or the authorized designee should designate a coordinator responsible for (Minn. Stat. § 626.8473; Minn. Stat. § 13.825): (a) Establishing procedures for the security, storage, and maintenance of data and recordings. 1. The coordinator should work with the Custodian of Records and the member assigned to coordinate the use, access, and release of protected information to ensure that procedures comply with requirements of the Minnesota Government Data Practices Act (MGDPA) and other applicable laws (Minn. Stat. § 13.01 et seq.) (see the Protected Information and the Records Maintenance and Release policies). 2. The coordinator should work with the Custodian of Records to identify recordings that must be retained for a specific time frame under Minnesota law (e.g., firearm discharges, certain use of force incidents, formal complaints). (b) Establishing procedures for accessing data and recordings. Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 2 1. These procedures should include the process to obtain written authorization for access to non-public data by PPD members and members of other governmental entities and agencies. (c) Establishing procedures for logging or auditing access. (d) Establishing procedures for transferring, downloading, tagging, or marking events. (e) Establishing an inventory of portable recorders including: 1. Total number of devices owned or maintained by the Plainview Police Department. 2. Daily record of the total number deployed and used by members and, if applicable, the precinct or district in which the devices were used. 3. Total amount of recorded audio and video data collected by the devices and maintained by the Plainview Police Department. (f) Preparing the biennial audit required by Minn. Stat. § 13.825, Subd. 9. (g) Notifying the Bureau of Criminal Apprehension (BCA) in a timely manner when new equipment is obtained by the Plainview Police Department that expands the type or scope of surveillance capabilities of the department's portable recorders. (h) Ensuring that this Portable Audio/Video Recorders Policy is posted on the Department website. 403.4 MEMBER PRIVACY EXPECTATION All recordings made by members on any department-issued device at any time or while acting in an official capacity of this department, regardless of ownership of the device, shall remain the property of the Department. Members shall have no expectation of privacy or ownership interest in the content of these recordings. 403.5 MEMBER RESPONSIBILITIES Prior to going into service, uniformed members will be responsible for making sure that they are equipped with a portable recorder issued by the Department, and that the recorder is in good working order (Minn. Stat. § 13.825). If the recorder is not in working order or the member becomes aware of a malfunction at any time, the member shall promptly report the failure to their supervisor and obtain a functioning device as soon as reasonably practicable. Uniformed members should wear the recorder in a conspicuous manner at or above the mid-line of the waist and notify persons that they are being recorded, whenever reasonably practicable (Minn. Stat. § 626.8473). Any member assigned to a non-uniformed position may carry an approved portable recorder at any time the member believes that such a device may be useful. Unless conducting a lawful recording in an authorized undercover capacity, non-uniformed members should wear the recorder in a conspicuous manner when in use or otherwise notify persons that they are being recorded, whenever reasonably practicable. Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 3 When using a portable recorder, the assigned member shall record their name, employee number, and the current date and time at the beginning and the end of the shift or other period of use, regardless of whether any activity was recorded. This procedure is not required when the recording device and related software captures the user's unique identification and the date and time of each recording. Members should document the existence of a recording in any report or other official record of the contact, including any instance where the recorder malfunctioned or the member deactivated the recording (Minn. Stat. § 626.8473). Members should include the reason for deactivation. 403.6 ACTIVATION OF THE AUDIO/VIDEO RECORDER This policy is not intended to describe every possible situation in which the recorder should be used, although there are many situations where its use is appropriate. Members should activate the recorder any time the member believes it would be appropriate or valuable to record an incident. The recorder should be activated in any of the following situations: (a) All enforcement and investigative contacts including stops and field interview (FI) situations (b) Traffic stops including, but not limited to, traffic violations, stranded motorist assistance and all crime interdiction stops (c) Self-initiated activity in which a member would normally notify Dispatch (d) Any other contact that becomes adversarial after the initial contact in a situation that would not otherwise require recording Members should remain sensitive to the dignity of all individuals being recorded and exercise sound discretion to respect privacy by discontinuing recording whenever it reasonably appears to the member that such privacy may outweigh any legitimate law enforcement interest in recording. Requests by members of the public to stop recording should be considered using this same criterion. Recording should resume when privacy is no longer at issue unless the circumstances no longer fit the criteria for recording. At no time is a member expected to jeopardize his/her safety in order to activate a portable recorder or change the recording media. However, the recorder should be activated in situations described above as soon as reasonably practicable. 403.6.1 CESSATION OF RECORDING Once activated, the portable recorder should remain on continuously until the member reasonably believes that his/her direct participation in the incident is complete or the situation no longer fits the criteria for activation. Recording may be stopped during significant periods of inactivity such as report writing or other breaks from direct participation in the incident. Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 4 403.6.2 SURREPTITIOUS RECORDINGS

Minnesota law permits an individual to surreptitiously record any conversation in which one party to the conversation has given his/her permission (Minn. Stat. § 626A.02). Members of the Department may surreptitiously record any conversation during the course of a criminal investigation in which the member reasonably believes that such a recording will be lawful and beneficial to the investigation. Members shall not surreptitiously record another department member without a court order unless lawfully authorized by the Chief of Police or the authorized designee. 403.6.3 EXPLOSIVE DEVICE Many portable recorders, including body-worn cameras and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used where an explosive device may be present. 403.7 PROHIBITED USE OF AUDIO/VIDEO RECORDERS Members are prohibited from using department-issued portable recorders and recording media for personal use and are prohibited from making personal copies of recordings created while on duty or while acting in their official capacity. Members are also prohibited from retaining recordings of activities or information obtained while on-duty, whether the recording was created with department-issued or personally owned recorders. Members shall not duplicate or distribute such recordings, except for authorized legitimate department business purposes. All such recordings shall be retained at the Department. Members are prohibited from using personally owned recording devices while on-duty without the express consent of the XXX. Any member who uses a personally owned recorder for department related activities shall comply with the provisions of this policy, including retention and release requirements and should notify the on-duty supervisor of such use as soon as reasonably practicable. Recordings shall not be used by any member for the purpose of embarrassment, harassment or ridicule. 403.8 RETENTION OF RECORDINGS All recordings shall be retained for a period consistent with the requirements of the organization's records retention schedule but in no event for a period less than 90 days. If an individual captured in a recording submits a written request, the recording shall be retained for an additional time period. The coordinator should be responsible for notifying the individual prior to destruction of the recording (Minn. Stat. § 13.825). Members shall not alter, erase, or destroy any recordings before the end of the applicable records retention period (Minn. Stat. § 626.8473). Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 5 403.8.1 RELEASE OF AUDIO/VIDEO RECORDINGS Requests for the release of audio/video recordings shall be in in accordance of policy 403.8.2 "Access to Recordings. 403.8.2 ACCESS TO RECORDINGS Except as provided by Minn. Stat. § 13.825, Subd. 2, audio/video recordings are considered private or nonpublic data. A. Data subjects. Under Minnesota law, the following are considered data subjects for purposes of administering access to BWC data: (a) Any person or entity whose image or voice is documented in the data. (b) The officer who collected the data. (c) Any other officer whose voice or image is documented in the data, regardless of whether that officer is or can be identified by the recording. B. BWC data is presumptively private. BWC recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result: 1. BWC data pertaining to people is presumed private, as is BWC data pertaining to businesses or other entities. 2. Some BWC data is classified as confidential (see C. below). 3. Some BWC data is classified as public (see D. below). C. Confidential data. BWC data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the "private" classification listed above and the "public" classifications listed below. D. Public data. The following BWC data is public: (a) Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous. (b) Data that documents the use of force by a peace officer that results in substantial bodily harm. (c) Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted. In addition, any data on undercover officers must be redacted.Data that documents the final disposition of a disciplinary action against a public employee. (d) However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under Minn. Stat. § 13.82, subd. 17 (e.g., certain victims, witnesses, and others) should not be released even if it would otherwise fit into one of the public categories listed above. Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 6 E. Access to BWC data by non-employees. Officers shall refer members of the media or public seeking access to BWC data to , who shall process the request in accordance with the MGDPA and other governing laws. In particular: 1. An individual shall be provided with access and allowed to review recorded BWC data about him- or herself and other data subjects in the recording, but access shall not be granted: a. If the data was collected or created as part of an active investigation. b. To portions of the data that the agency would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. § 13.82, subd. 17. 2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction: a. Data on other individuals in the recording who do not consent to the release must be redacted. b. Data that would identify undercover officers must be redacted. c. Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted. F. Access by peace officers and law enforcement employees. No employee may have access to the department's BWC data except for legitimate law enforcement or data administration purposes: (a) Officers may access and view stored BWC video only when there is a business need for doing so, including the need to defend against an allegation of misconduct or substandard performance. Officers may review video footage of an incident in which they were involved prior to preparing a report, giving a statement, or providing testimony about the incident. (b) Agency personnel shall document their reasons for accessing stored BWC data at the time of each access. Agency personnel are prohibited from accessing BWC data for non-business reasons and from sharing the data for non-law enforcement related purposes, including but not limited to uploading BWC data recorded or maintained by this agency to public and social media websites. (c) Employees seeking access to BWC data for non-business reasons may make a request for it in the same manner as any member of the public. G. Other authorized disclosures of data. Officers may display portions of BWC footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. § 13.82, subd. 15, as may be amended from time to time. Officers should generally limit these displays in order to protect against the incidental disclosure of individual identities that are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing the audio but not displaying video. In addition, Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 7 (a) BWC data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure. All written requests shall be made through the requestor's government email. (b) BWC data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.All requests must be in writing and shall be made through the requestor's government email. Any person captured in a recording may have access to the recording. If the individual requests a copy of the recording and does not have the consent of other non-law enforcement individuals captured on the recording, the identity of those individuals must be blurred or obscured sufficiently to render the subject unidentifiable prior to release. The identity of on-duty peace officers may not be obscured unless their identity is protected under Minn. Stat. § 13.82, Subd. 17. 403.9 IDENTIFICATION AND PRESERVATION OF RECORDINGS To assist with identifying and preserving data and recordings, members should download, tag or mark the recordings in accordance with procedure and document the existence of the recording in any related case report. A member should transfer, tag or mark recordings when the member reasonably believes: (a) The recording contains evidence relevant to potential criminal, civil or administrative matters. (b) A complainant, victim or witness has requested non-disclosure. (c) A complainant, victim or witness has not requested non-disclosure but the disclosure of the recording may endanger the person. (d) Disclosure may be an unreasonable violation of someone's privacy. (e) Medical or mental health information is contained. (f) Disclosure may compromise an under-cover officer or confidential informant. (g) The recording or portions of the recording may be protected under the Minnesota Data Practices Act. Any time a member reasonably believes a recorded contact may be beneficial in a non-criminal matter (e.g., a hostile contact), the member should promptly notify a supervisor of the existence of the recording. 403.10 REVIEW OF RECORDED MEDIA FILES When preparing written reports, members should review their recordings as a resource (see the Officer-Involved Shootings and Deaths Policy for guidance in those cases). However, members shall not retain personal copies of recordings. Members should not use the fact that a recording was made as a reason to write a less detailed report. Supervisors are authorized to review relevant recordings any time they are investigating alleged misconduct or reports of meritorious conduct or whenever such recordings would be beneficial in reviewing the member's performance. Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders Copyright Lexipol, LLC 2024/01/25, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 8 Recorded files may also be reviewed: (a) By a supervisor as part of internal audits and reviews as required by Minn. Stat. § 626.8473. (b) Upon approval by a supervisor, by any member of the Department who is participating in an official investigation, such as a personnel complaint, administrative investigation, or criminal investigation. (c) Pursuant to lawful process or by court personnel who are otherwise authorized to review evidence in a related case. (d) By media personnel with permission of the Chief of Police or the authorized designee. (e) In compliance with the Minnesota Data Practices Act request, if permitted or required by the Act, including pursuant to Minn. Stat. § 13.82, Subd. 15, and in accordance with the Records Maintenance and Release Policy. All recordings should be reviewed by the Custodian of Records prior to public release (see the Records Maintenance and Release Policy). Recordings that are clearly offensive to common sensibilities should not be publicly released unless disclosure is required by law or order of the court (Minn. Stat. § 13.82, Subd. 7; Minn. Stat. § 13.825, Subd. 2). 403.11 ACCOUNTABILITY Any member who accesses or releases recordings without authorization may be subject to discipline (per union contract), (see the Standards of Conduct and the Protected Information policies), (Minn. Stat. § 626.8473). 403.12 AGENCY AUDIT / COMPLIANCE The CLEO or designee will review BWC recordings of each recording device/officer randomly on a weekly basis. The CLEO or designee will randomly audit the history of BWC files to insure that no unauthorized downloading or viewing took place. In the event of a violation, the violator will be disciplined in accordance to policy 403.11.

APPENDIX B:

Policy 403 Plainview Police Department Law Enforcement Policy Manual Portable Audio/Video Recorders 403.1 PURPOSE AND SCOPE This policy provides guidelines for the use of portable audio/video recording devices by members of this department while in the performance of their duties (Minn. Stat. § 626.8473). Portable audio/video recording devices include all recording systems whether body-worn, hand-held, or integrated into portable equipment. This policy does not apply to mobile audio/video recordings, interviews, or interrogations conducted at any Plainview Police Department facility, undercover operations, wiretaps, or eavesdropping (concealed listening devices). 403.1.1 DEFINITIONS Definitions related to this policy include: Portable recording system - A device worn by a member that is capable of both video and audio recording of the member's activities and interactions with others or collecting digital multimedia evidence as part of an investigation and as provided in Minn. Stat. § 13.825. BWC - Body worn camera. 403.2 POLICY The Plainview Police Department may provide members with access to portable recorders for use during the performance of their duties. The use of recorders is intended to enhance the mission of the Department by accurately capturing contacts between members of the Department and the public. 403.3 COORDINATOR The Chief of Police or the authorized designee should designate a coordinator responsible for (Minn. Stat. § 626.8473; Minn. Stat. § 13.825): (a) Establishing procedures for the security, storage, and maintenance of data and recordings. 1. The coordinator should work with the Custodian of Records and the member assigned to coordinate the use, access, and release of protected information to ensure that procedures comply with requirements of the Minnesota Government Data Practices Act (MGDPA) and other applicable laws (Minn. Stat. § 13.01 et seq.) (see the Protected Information and the Records Maintenance and Release policies). 2. The coordinator should work with the Custodian of Records to identify recordings that must be retained for a specific time frame under Minnesota law (e.g., firearm discharges, certain use of force incidents, formal complaints). (b) Establishing procedures for accessing data and recordings. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 193 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders 1. These procedures should include the process to obtain written authorization for access to non-public data by PPD members and members of other governmental entities and agencies. (c) Establishing procedures for logging or auditing access. (d) Establishing procedures for transferring, downloading, tagging, or marking events. (e) Establishing an inventory of portable recorders including: 1. Total number of devices owned or maintained by the Plainview Police Department. 2. Daily record of the total number deployed and used by members and, if applicable, the precinct or district in which the devices were used. 3. Total amount of recorded audio and video data collected by the devices and maintained by the Plainview Police Department. (f) Preparing the biennial audit required by Minn. Stat. § 13.825, Subd. 9. (g) Notifying the Bureau of Criminal Apprehension (BCA) in a timely manner when new equipment is obtained by the Plainview Police Department that expands the type or scope of surveillance capabilities of the department's portable recorders. (h) Ensuring that this Portable Audio/Video Recorders Policy is posted on the Department website. 403.4 MEMBER PRIVACY EXPECTATION All recordings made by members on any department-issued device at any time or while acting in an official capacity of this department, regardless of ownership of the device, shall remain the property of the Department. Members shall have no expectation of privacy or ownership interest in the content of these recordings. 403.5 MEMBER

RESPONSIBILITIES All officers assigned a portable recording system shall wear and operate the system in compliance with the Plainview Police Department's policy adopted under 13.825, while performing law enforcement activities under the command and control of another chief law enforcement officer or federal law enforcement official. Prior to going into service, uniformed members will be responsible for making sure that they are equipped with a portable recorder issued by the Department, and that the recorder is in good working order (Minn. Stat. § 13.825). If the recorder is not in working order or the member becomes aware of a malfunction at any time, the member shall promptly report the failure to their supervisor and obtain a functioning device as soon as reasonably practicable. Uniformed members should wear the recorder in a conspicuous manner at or above the mid-line of the waist and notify persons that they are being recorded, whenever reasonably practicable (Minn. Stat. § 626.8473). Any member assigned to a non-uniformed position may carry an approved portable recorder at any time the member believes that such a device may be useful. Unless conducting a lawful recording in an authorized undercover capacity, non-uniformed members should wear the recorder in a Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 194 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders conspicuous manner when in use or otherwise notify persons that they are being recorded, whenever reasonably practicable. When using a portable recorder, the assigned member shall record their name, employee number, and the current date and time at the beginning and the end of the shift or other period of use, regardless of whether any activity was recorded. This procedure is not required when the recording device and related software captures the user's unique identification and the date and time of each recording. Members should document the existence of a recording in any report or other official record of the contact, including any instance where the recorder malfunctioned or the member deactivated the recording (Minn. Stat. § 626.8473). Members should include the reason for deactivation. 403.6 ACTIVATION OF THE AUDIO/VIDEO RECORDER This policy is not intended to describe every possible situation in which the recorder should be used, although there are many situations where its use is appropriate. Members should activate the recorder any time the member believes it would be appropriate or valuable to record an incident. The recorder should be activated in any of the following situations: (a) All enforcement and investigative contacts including stops and field interview (FI) situations (b) Traffic stops including, but not limited to, traffic violations, stranded motorist assistance and all crime interdiction stops (c) Self-initiated activity in which a member would normally notify Dispatch (d) Any other contact that becomes adversarial after the initial contact in a situation that would not otherwise require recording Members should remain sensitive to the dignity of all individuals being recorded and exercise sound discretion to respect privacy by discontinuing recording whenever it reasonably appears to the member that such privacy may outweigh any legitimate law enforcement interest in recording. Requests by members of the public to stop recording should be considered using this same criterion. Recording should resume when privacy is no longer at issue unless the circumstances no longer fit the criteria for recording. At no time is a member expected to jeopardize his/her safety in order to activate a portable recorder or change the recording media. However, the recorder should be activated in situations described above as soon as reasonably practicable. 403.6.1 CESSATION OF RECORDING Once activated, the portable recorder should remain on continuously until the member reasonably believes that his/her direct participation in the incident is complete or the situation no longer fits the criteria for activation. Recording may be stopped during significant periods of inactivity such as report writing or other breaks from direct participation in the incident. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved.

Published with permission by Plainview Police Department Portable Audio/Video Recorders - 195 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders 403.6.2 SURREPTITIOUS RECORDINGS Minnesota law permits an individual to surreptitiously record any conversation in which one party to the conversation has given his/her permission (Minn. Stat. § 626A.02). Members of the Department may surreptitiously record any conversation during the course of a criminal investigation in which the member reasonably believes that such a recording will be lawful and beneficial to the investigation. Members shall not surreptitiously record another department member without a court order unless lawfully authorized by the Chief of Police or the authorized designee. 403.6.3 EXPLOSIVE DEVICE Many portable recorders, including body-worn cameras and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used where an explosive device may be present. 403.7 PROHIBITED USE OF AUDIO/VIDEO RECORDERS Members are prohibited from using department-issued portable recorders and recording media for personal use and are prohibited from making personal copies of recordings created while on duty or while acting in their official capacity. Members are also prohibited from retaining recordings of activities or information obtained while on-duty, whether the recording was created with department-issued or personally owned recorders. Members shall not duplicate or distribute such recordings, except for authorized legitimate department business purposes. All such recordings shall be retained at the Department. Members are prohibited from using personally owned recording devices while on-duty without the express consent of the XXX. Any member who uses a personally owned recorder for department related activities shall comply with the provisions of this policy, including retention and release requirements and should notify the on-duty supervisor of such use as soon as reasonably practicable. Recordings shall not be used by any member for the purpose of embarrassment, harassment or ridicule. 403.8 RETENTION OF RECORDINGS See policy 802 for retention guidlines. 403.8.1 RELEASE OF AUDIO/VIDEO RECORDINGS Requests for the release of audio/video recordings shall be in in accordance of policy 403.8.2 "Access to Recordings. 403.8.2 ACCESS TO RECORDINGS Except as provided by Minn. Stat. § 13.825, Subd. 2, audio/video recordings are considered private or nonpublic data. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 196 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders A. Data subjects. Under Minnesota law, the following are considered data subjects for purposes of administering access to BWC data: (a) Any person or entity whose image or voice is documented in the data. (b) The officer who collected the data. (c) Any other officer whose voice or image is documented in the data, regardless of whether that officer is or can be identified by the recording. B. BWC data is presumptively private. BWC recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result: 1. BWC data pertaining to people is presumed private, as is BWC data pertaining to businesses or other entities. 2. Some BWC data is classified as confidential (see C. below). 3. Some BWC data is classified as public (see D. below). C. Confidential data. BWC data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the "private" classification listed above and the "public" classifications listed below. D. Public data. The following BWC data is public: (a) Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous. (b) Data that documents the use of force by a peace officer that results in substantial bodily harm. (c) Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted. In addition, any data on undercover officers must be redacted.Data that documents the final disposition of a disciplinary action against a public employee. (d) However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under Minn. Stat. § 13.82, subd. 17 (e.g., certain victims, witnesses, and others) should not be released even if it would otherwise fit into one of the public categories listed above. E. Access to BWC data by non-employees. Officers shall refer members of the media or public seeking access to BWC data to [the responsible authority/data practices designee], who shall process the request in accordance with the MGDPA and other governing laws. In particular: 1. An individual shall be provided with access and allowed to review recorded BWC data about him- or herself and other data subjects in the recording, but access shall not be granted: a. If the data was collected or created as part of an active investigation. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 197 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders b. To portions of the data that the agency would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. § 13.82, subd. 17. 2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction: a. Data on other individuals in the recording who do not consent to the release must be redacted. b. Data that would identify undercover officers must be redacted. c. Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted. F. Access by peace officers and law enforcement employees. No employee may have access to the department's BWC data except for legitimate law enforcement or data administration purposes: (a) Officers may access and view stored BWC video only when there is a business need for doing so, including the need to defend against an allegation of misconduct or substandard performance. Officers may review video footage of an incident in which they were involved prior to preparing a report, giving a statement, or providing testimony about the incident. (b) Agency personnel shall document their reasons for accessing stored BWC data in the program audit note file of the specific recording or written log at the time of each access. Agency personnel are prohibited from accessing BWC data for non-business reasons and from sharing the data for non-law enforcement related purposes, including but not limited to uploading BWC data recorded or maintained by this agency to public and social media websites. (c) Employees seeking access to BWC data for non-business reasons may make a request for it in the same manner as any member of the public. G. Other authorized disclosures of data. Officers may display portions of BWC footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. § 13.82, subd. 15, as may be amended from time to time. Officers should generally limit these displays in order to protect against the incidental disclosure of individual identities that are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing the audio but not displaying video. In addition, (a) BWC data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure. All written requests shall be made through the requestor's government email and shall acknowledge their responsibilities under 13.825 Subd 7 and 8 in the email request. (b) BWC data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.All requests must be in writing and shall be made through the requestor's government email. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 198 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders Any person captured in a recording may have access to the recording. If the individual requests a copy of the recording and does not have the consent of other non-law enforcement individuals captured on the recording, the identity of those individuals must be blurred or obscured sufficiently to render the subject unidentifiable prior to release. The identity of on-duty peace officers may not be obscured unless their identity is protected under Minn. Stat. § 13.82, Subd. 17. H. Death Resulting from Force - Release of Public Data Notwithstanding section 13.82, subdivision 7, when an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency must allow the following individuals, upon their request, to inspect all portable recording system data, redacted no more than what is required by law, documenting the incident within five days of the request, subject to paragraphs (c) and (d): (1) the deceased individual's next of kin; (2) the legal representative of the deceased individual's next of kin; and (3) the other parent of the deceased individual's child. (c) A law enforcement agency may deny a request to inspect portable recording system data under paragraph (b) if the agency determines that there is a compelling reason that inspection would interfere with an active investigation. If the agency denies access under this paragraph, the chief law enforcement officer must provide a prompt, written denial to the individual in paragraph (b) who requested the data with a short description of the compelling reason access was denied and must provide notice that relief may be sought from the district court pursuant to section 13.82, subdivision 7. (d) When an individual dies as a result of a use of force by a peace officer, an involved officer's law enforcement agency shall release all portable recording system data, redacted no more than what is required by law, documenting the incident no later than 14 days after the incident, unless the chief law enforcement officer asserts in writing that the public classification would interfere with an ongoing investigation, in which case the data remain classified by section 13.82, subdivision 7. 403.9 IDENTIFICATION AND PRESERVATION OF RECORDINGS To assist with identifying and preserving data and recordings, members should download, tag or mark the recordings in accordance with procedure and document the existence of the recording in any related case report. A member should transfer, tag or mark recordings when the member reasonably believes: (a) The recording contains evidence relevant to potential criminal, civil or administrative matters. (b) A complainant, victim or witness has requested non-disclosure. (c) A complainant, victim or witness has not requested non-disclosure but the disclosure of the recording may endanger the person. (d) Disclosure may be an unreasonable violation of someone’s privacy. Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 199 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders (e) Medical or mental health information is contained. (f) Disclosure may compromise an under-cover officer or confidential informant. (g) The recording or portions of the recording may be protected under the Minnesota Data Practices Act. Any time a member reasonably believes a recorded contact may be beneficial in a non-criminal matter (e.g., a hostile contact), the member should promptly notify a supervisor of the existence of the recording. 403.10 REVIEW OF RECORDED MEDIA FILES When preparing written reports, members should review their recordings as a resource (see the Officer-Involved Shootings and Deaths Policy for guidance in those cases). However, members shall not retain personal copies of recordings. Members should not use the fact that a recording was made as a reason to write a less detailed report. Supervisors are authorized to review relevant recordings any time they are investigating alleged misconduct or reports of meritorious conduct or whenever such recordings would be beneficial in reviewing the member's performance. Recorded files may also be reviewed: (a) By a supervisor as part of internal audits and reviews as required by Minn. Stat. § 626.8473. (b) Upon approval by a supervisor, by any member of the Department who is participating in an official investigation, such as a personnel complaint, administrative investigation, or criminal investigation. (c) Pursuant to lawful process or by court personnel who are otherwise authorized to review evidence in a related case. (d) By media personnel with permission of the Chief of Police or the authorized designee. (e) In compliance with the Minnesota Data Practices Act request, if permitted or required by the Act, including pursuant to Minn. Stat. § 13.82, Subd. 15, and in accordance with the Records Maintenance and Release Policy. All recordings should be reviewed by the Custodian of Records prior to public release (see the Records Maintenance and Release Policy). Recordings that are clearly offensive to common sensibilities should not be publicly released unless disclosure is required by law or order of the court (Minn. Stat. § 13.82, Subd. 7; Minn. Stat. § 13.825, Subd. 2). 403.11 ACCOUNTABILITY Any member who accesses or releases recordings without authorization may be subject to discipline (per union contract), (see the Standards of Conduct and the Protected Information policies), (Minn. Stat. § 626.8473). Copyright Lexipol, LLC 2024/05/08, All Rights Reserved. Published with permission by Plainview Police Department Portable Audio/Video Recorders - 200 Plainview Police Department Law Enforcement Policy Manual Law Enforcement Policy Manual Portable Audio/Video Recorders 403.12 AGENCY AUDIT / COMPLIANCE The CLEO or designee will review BWC recordings of each recording device/officer randomly on a weekly basis. The CLEO or designee will randomly audit the history of BWC files to insure that no unauthorized downloading or viewing took place. In the event of a violation, the violator will be disciplined in accordance to policy 403.11.

PLAINVIEW CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Suspend Public Consumption Ban	**AGENDA SECTION:** Consent
PREPARED BY: Carol Kujath, City Clerk	**AGENDA NO.** **5.I.**
ATTACHMENTS: Resolution 2024-13, Maps, Request Letter	**APPROVED BY:** **dt**
RECOMMENDED ACTION: **Motion** to Approve Resolution 2024-13 Temporarily Suspending the Public Consumption Prohibition during Corn on the Cob Days 2024.	

SUMMARY

Historically, the City of Plainview has temporarily suspended its local ordinance prohibiting consumption of alcohol in public places during certain times and in certain places during the community's Corn on the Cob Days celebration.
Staff requests approval of this resolution again this year.

CITY OF PLAINVIEW, MINNESOTA

RESOLUTION 2024-13

TEMPORARILY SUSPENDING THE PUBLIC CONSUMPTION PROHIBITION DURING CORN ON THE COB DAYS 2024

WHEREAS, Section 513.4 of the city code of the City of Plainview (the "City") bans consumption of alcohol in public places, but also allows for temporary suspension of that ban for special events, such as the annual Corn on the Cob Celebration (the "Celebration");

WHEREAS, the annual Corn on the Cob Celebration will take place between August 14, 2024, and August 18, 2024, and alcohol is served during certain events throughout the Celebration which are sponsored by local Plainview businesses and clubs;

WHEREAS, consumption of alcohol during the Celebration will occasionally occur on certain public spaces and the City Council has determined that public consumption to be in the best interests of the City during certain events held throughout the Celebration and such consumption will not unduly impact the safety and welfare of the general public

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The City hereby suspends the prohibition against consuming alcohol in public found in Plainview Code Section 513.4, but such suspension is limited to the following times and locations:

    a. Friday, August 16, and Saturday, August 17 respectively – Starting at 7 p.m. and continuing until 2 a.m. the following calendar day, and only for the following locations: between 1st Ave SW and 1st Ave NW; between 2nd St SW/NW and 4th St SW/NW; and a corridor from 1st Ave to 3rd Ave adjacent to 3rd St SW, as depicted on Attachment A, which is attached hereto and incorporated herein by reference.

    b. Sunday, August 18 – Starting at 12 p.m. and continuing until 11:59 p.m., and only in the area of Wedgewood Park and the section of 3rd St SW between 2nd and 3rd Ave SW, as depicted on Attachment B, which is attached hereto and incorporated herein by reference.

2. The City Police Department and Public Works Department are hereby directed to post sufficient notice of the time and geographic restrictions listed in this Resolution in a conspicuous and public place.

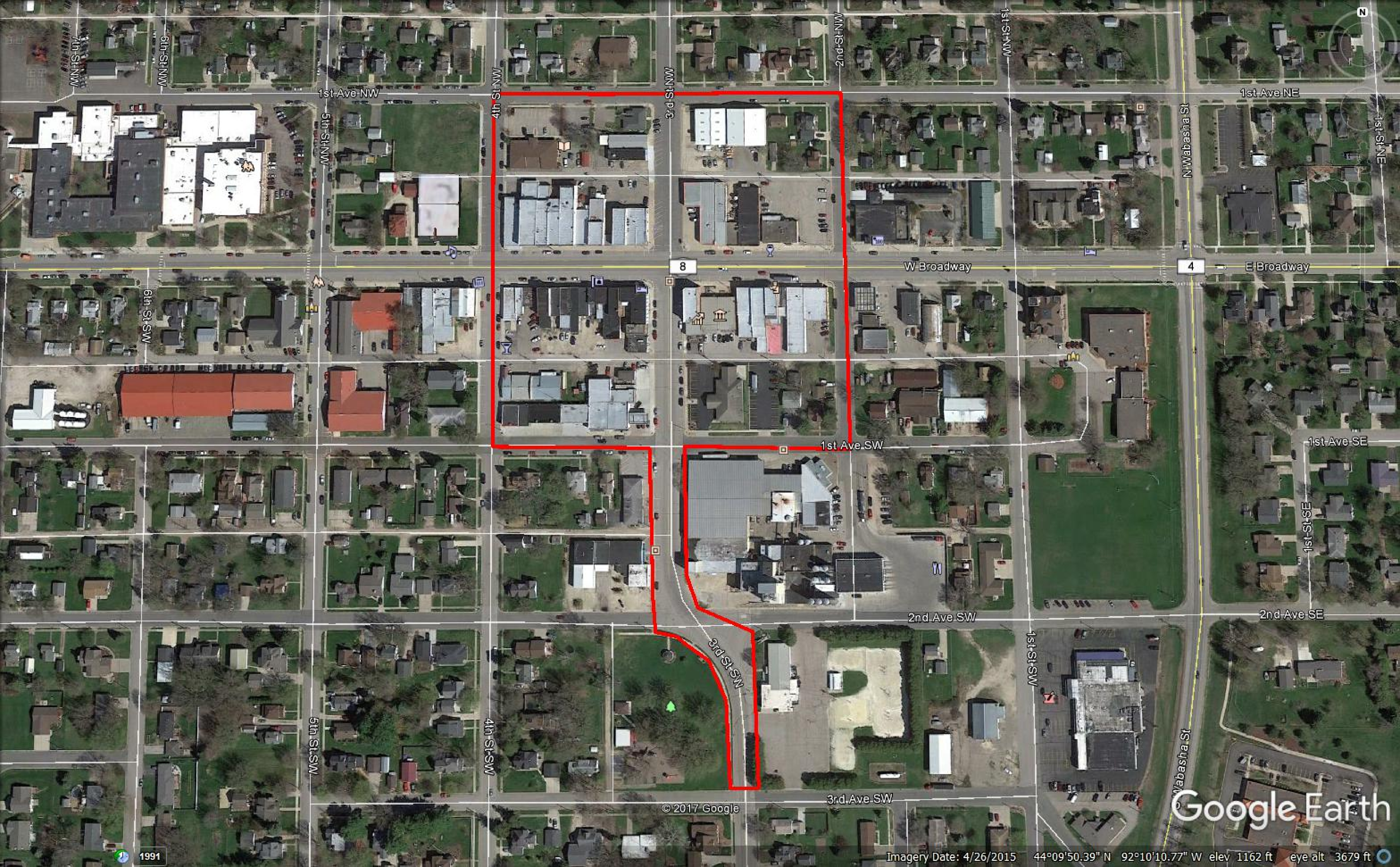
3. All other City code sections and state statutes remain in effect during the entirety of the Corn on the Cob Celebration.

Passed by the City Council of the City of Plainview, Minnesota this 9th day of July 2024.

____
Aaron Luckstein, Mayor

ATTEST:

____
Carol Kujath, City Clerk


1st Ave NW
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8
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1st Ave SW
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3rd St SW
7th St NW
6th St NW
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5th St SW
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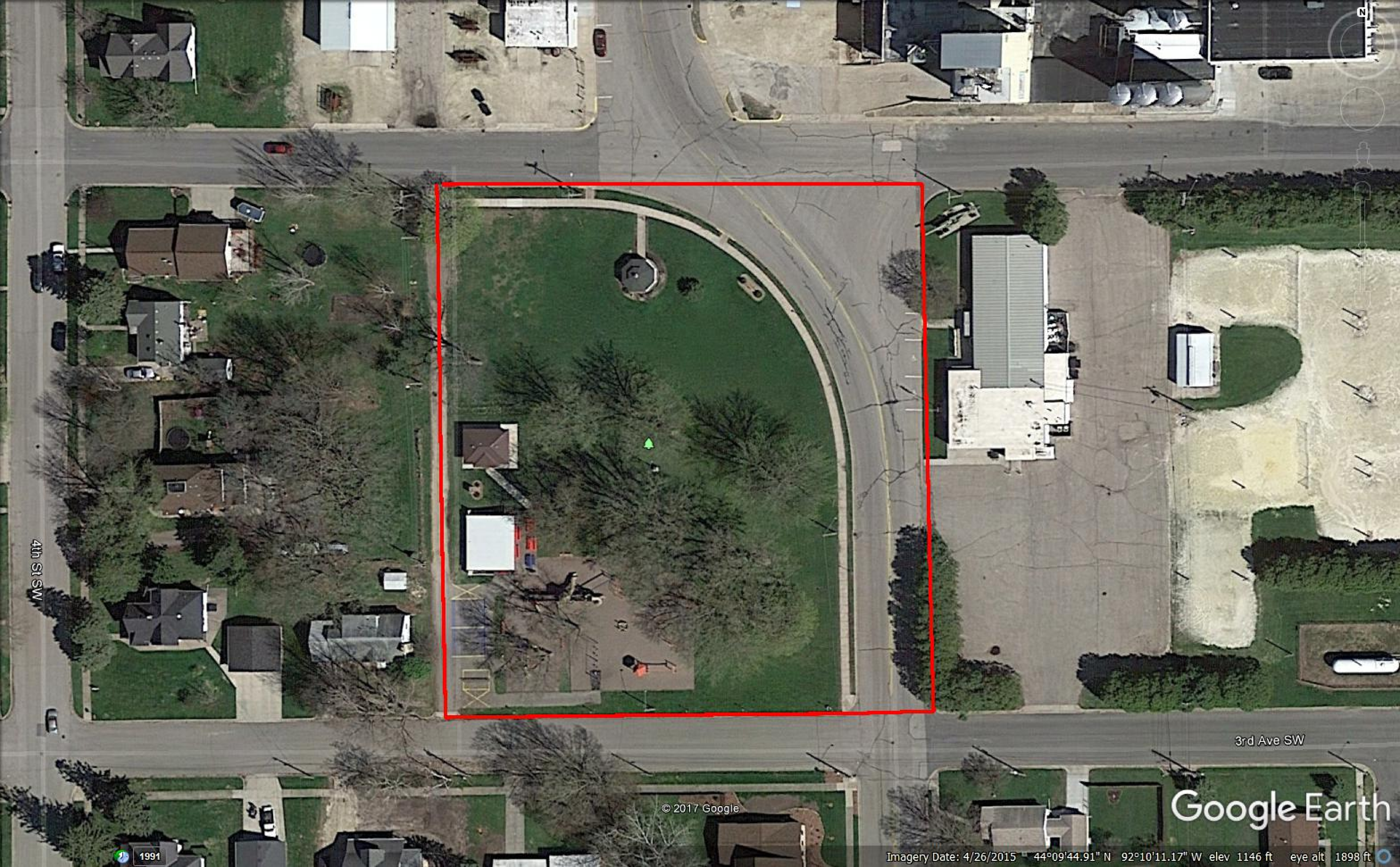
© 2017 Google
Google Earth
1991
Imagery Date: 4/26/2015 44°09'50.39" N 92°10'10.77" W elev 1162 ft eye alt 3679 ft



4th St SW
3rd Ave SW
© 2017 Google
Google Earth
1991
Imagery Date: 4/26/2015 44°09'44.91" N 92°10'11.17" W elev 1146 ft eye alt 1898 ft

June 4th 2024

Dear Plainview City council,

Plainview American post 179 would like to request a temporary suspension of the outside consumption rule for Friday August 16th 2024 from approximately 9:00 am through Sunday August 18th 2024 at 1:00 am. This is the Corn on the Cob weekend and we have several activities in the parking lot. I would also like it to include the surrounding street and Wedgewood park.

Thank you for your consideration

American legion post 179

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM:	Lot Split (Combination) Application	**AGENDA SECTION:** New Business
PREPARED BY:	David Todd, City Administrator	**AGENDA NO. 7.A.**
ATTACHMENTS:	Lot Combination Application, Resolution 2024-12, Color Map.	**APPROVED BY: DT**
RECOMMENDED ACTION: **Motion** to approve the simple lot combination application allowing Gavin James Sawyer to combine his double lot, located at 515 4th Street SW (PID#R26.00463.00 and PID#R26.00464.00), thereby creating one lot to accommodate building an accessory structure. (see attached map).		

SUMMARY

Gavin James Sawyer has applied for a simple lot combination for his property located at 515 4th Street SW. The lot combination seeks to combine his single lots (PID#R26.00463.00 and PID#R26.00464.00) to facilitate creating a single lot in order to accommodate an accessory structure on the newly established single lot. The combination will meet all setback requirements within the R-1 Zoning District as depicted on the map. The result of this lot combination will have no negative impacts on the surrounding development and will satisfy all elements of the City's Comprehensive Plan. Mr. Sawyer will be required to record this transaction with Wabasha County once the application is approved. Staff has no objection to this request/application for a simple lot split (combination) and the required fee has been paid.

Respectfully,

David Todd
City Administrator

CITY OF PLAINVIEW, MN
CITY COUNCIL RESOLUTION 2024-12

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLAINVIEW, MINNESOTA APPROVING A LOT COMBINATION OF PARCEL IDS #R26.00463.00 AND #R26.00464.00, SECTION 17, TOWNSHIP 108, RANGE 011 FOSTER'S ADDITION OF THE CITY

WHEREAS, Gavin James Sawyer ("the Owner") is the fee owner of PID# R26.00463.00 and #R26.00464.00, zoned as Residential land, located at 515 4th Street SW, section 17/township 108/range 011, Foster's Addition in the City of Plainview, Wabasha County, Minnesota; and

WHEREAS Parcel 1 bears a Parcel ID # of R26.00463.00 and Parcel 2 bears Parcel ID # R26.00464.00; and

WHEREAS, The Owner desires to combine the parcels, thereby creating a single parcel of land to build an accessory structure garage depicted on the attached map incorporated herein by reference as Exhibit A; and

WHEREAS, The Owner has submitted an application pursuant to Plainview City Code Section 609.20 requesting that Parcel #R26.00463.00 and Parcel #R26.00464.00 be combined as shown in Exhibit A, and said application is attached hereto and incorporated herein by reference as Exhibit B; and

WHEREAS the application submitted by the Owner contains the information required by Plainview City Code Section 609.20; and

WHEREAS, City Staff has reviewed the submitted application and has determined that the proposed lot combination meets the requirements of the Land Management Ordinance of the City of Plainview; that the lot combination, if approved, will have no adverse effects on adjoining property; and that the lot combination will not result in a lot or portion of a lot which lacks access to a public street or roadway; and

WHEREAS, City Staff recommends approval of the application; and

WHEREAS the City Council reviewed the requested lot combination and City Staff recommendation at its meeting on July 9, 2024; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLAINVIEW, MINNESOTA THAT:

1. The proposed lot combination contained in the application in Exhibit B and depicted on the map in Exhibit A is hereby approved.

2. The City Clerk is directed to notify the applicants, in writing, of the Council's action pursuant to Plainview Code Section 609.20.

3. Pursuant to Plainview Code Section 609.20, the applicants are directed to record this document at the Wabasha County Recorder's Office, pay for the cost of the recording this document, and provided proof of the recording to the City Clerk.

4. In the event the applicant does not record this document as required by Paragraph 3 above within 90 days of the issuance of this Plainview City Council Resolution 2024-12, this Resolution shall be null and void.

Passed by the City Council of the City of Plainview, Minnesota this 9th day of July 2024.

____
Aaron Luckstein/Mayor

ATTEST:

____
Carol Kujath/City Clerk

VOTE:
_____ LUCKSTEIN
_____ REEVE
_____ JACOBS
_____ HAMMER-BARTLEY
_____ KUSCHEL

EXHIBIT A

MAP


26.00462.00
505
515
17
26.00463.00
26.00464.00

EXHIBIT B

APPLICATION

CITY OF PLAINVIEW LOT COMBINATION/REPLAT APPLICATION

1. Owner(s) Information

First Owner Name: Gavin James Sawyer
Address: 515 4th St. SW
Daytime Phone Number: 507-696-7030

Second Owner Name
Address
Daytime Phone Number

2. First Property Legal Description (Lot and Block or Metes and Bounds)

Block:
Lot: 26.00463.00
Addition: fosters

Metes and Bounds (if necessary)
S 60' of Out lot 21

Property ID Number

Second Property Legal Description (Lot and Block or Metes and Bounds)

Block:
Lot: 26.00464.00
Addition: Fosters

Metes and Bounds (if necessary)
N 15' X 145' of out lot 22

Property ID Number

3. Lot Combination Description (Why Lot Combination Is Warranted)

to build a garage

4. Application Information

1) An owner desiring a lot combination shall also submit either a certificate of survey prepared by a registered land surveyor, a plat drawing prepared by a person who prepares plat drawings for attorneys handling real estate closings, or a plat drawing prepared by the owner indicating the specific physical location of lot markers or lot lines.

2) Upon receipt, the completed application and survey/plat drawing shall be submitted to the City Council for review. In deciding whether to approve the request, the City Council shall consider, among other things, the reason for the request, whether the lot after the combination would comply with all the requirements of the Land Management Ordinance concerning minimum size, setbacks etc. and the effect which the lot combinatiion if approved might have on the rights of adjoining property owners. In order to be approved the lot combination must not result in a lot or portion of a lot which lacks access to a public street or roadway.

3) The owner shall also submit an application fee to be established by resolution of the City Council (currently $200.00).

4) If approved, the City Administrator shall issue notice of approval in writing to the property owner. *The property owner shall be required to record this approval with the Wabasha County Recorder and bear any costs associated with doing so*. If denied, the owner shall have the right to a public hearing before the City Council in conformance with the variance appeal procedure set forth in Article XX, Section 1.3.

5. Signatures and Approval Dates

I, the applicant, acknowledge and affirm that the above information is accurate and shall be used shall comply with the plans and specifications here with submitted and with all the ordinances of the City of Plainview.

Applicant Signature and Date
[signature] 6-12-24

Second Applicant Signature and Date (if necessary)

Date Approved by City Council

Date Recorded at County

Note: Ensure that survey or drawing is attached.

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Meeting: July 9, 2024

AGENDA ITEM:	2023 Street & Utility Improvements	**AGENDA SECTION:** New Business
PREPARED BY:	Drew Weber, Bolton & Menk	**AGENDA NO. 7.B.**
ATTACHMENTS:	Estimate No. 8 and Estimate No. 9	**APPROVED BY:**

RECOMMENDED ACTION:
Motion to approve the Pay Estimate No.8 from Bolton & Menk to Elcor Construction in the amount of $113,121.46 and Pay Estimate No 9 from Bolton & Menk to Elcor Construction in the amount of $192, 886.85.

SUMMARY

See Memo(s) from Drew Weber.

BOLTON & MENK

Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Bolton-Menk.com

May 29, 2024

Matt Smith
Elcor Construction
123 Carlton Street SW
Rochester, MN 55902

RE: 2023 Street & Utility Improvements
City of Plainview, MN
Project No.: 0H1.127562

Dear Matt:

Enclosed is Contractor's Estimate No. 8 in the amount of $113,121.46.

Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please process through DocuSign as soon as possible.

If you have any questions, please feel free to call.

Sincerely,

Bolton & Menk, Inc.

DocuSigned by:

751B9A0AEAA5424...

Drew Weber, PE
Project Engineer

Enclosures

Contractor's Application for Payment

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Agency's Project No.:**	079-590-002
Project:	2023 STREET AND UTILITY IMPROVEMENTS		
Contract:			

Application No.: 8 **Application Date:** 5/24/2024

Application Period: **From** 12/27/2023 **to** 5/15/2024

1. Original Contract Price	$	3,859,624.82
2. Net change by Change Orders	$	62,946.00
3. Current Contract Price (Line 1 + Line 2)	$	3,922,570.82
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	2,899,881.55
5. Retainage		
a. 5% X $ 2,869,851.51 Work Completed	$	143,492.58
b. 5% X $ 30,030.04 Stored Materials	$	1,501.50
c. Total Retainage (Line 5.a + Line 5.b)	$	144,994.08
6. Amount eligible to date (Line 4 - Line 5.c)	$	2,754,887.47
7. Less previous payments	$	2,641,766.01
8. Amount due this application	**$**	**113,121.46**

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: ELCOR CONSTRUCTION

Signature: DocuSigned by: B2FE200648644F2... **Date:** May 30, 2024

Name: MATT SMITH **Title:** VICE PRESIDENT

Recommended by Engineer		**Approved by Owner**	
By:	DocuSigned by: 754B9A0AEAA5424...	**By:**	
Name:	DREW WEBER	**Name:**	CAROL KUJATH
Title:	PROJECT ENGINEER	**Title:**	CITY CLERK
Date:	May 29, 2024	**Date:**	

Progress Estimate - Unit Price Work **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 8 **Application Period:** From 12/27/23 to 05/15/24 **Application Date:** 05/24/24

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract												
1	CONSTRUCTION ALLOWANCE	50,000.00	UNIT	1.00	50,000.00	10,797.61	10,797.61	10,447.61	10,447.61		10,447.61	21%	39,552.39
2	LANDSCAPE ALLOWANCE	5,000.00	UNIT	1.00	5,000.00	-	-	-	-		-		5,000.00
3	MOBILIZATION	1.00	L S	187,350.00	187,350.00	0.75	140,512.50	0.75	140,512.50		140,512.50	75%	46,837.50
4	CLEARING	24.00	EACH	1,500.00	36,000.00	25.00	37,500.00	25.00	37,500.00		37,500.00	104%	(1,500.00)
5	GRUBBING	25.00	EACH	425.00	10,625.00	9.00	3,825.00	27.00	11,475.00		11,475.00	108%	(850.00)
6	SALVAGE SIGN	36.00	EACH	40.00	1,440.00	17.00	680.00	17.00	680.00		680.00	47%	760.00
7	SALVAGE MAIL BOX SUPPORT	50.00	EACH	63.00	3,150.00	35.00	2,205.00	35.00	2,205.00		2,205.00	70%	945.00
8	SAWING CONCRETE PAVEMENT (FULL DEPTH)	670.00	L F	5.50	3,685.00	576.00	3,168.00	576.00	3,168.00		3,168.00	86%	517.00
9	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1,017.00	L F	1.80	1,830.60	712.00	1,281.60	712.00	1,281.60		1,281.60	70%	549.00
10	REMOVE CURB AND GUTTER	6,400.00	L F	3.00	19,200.00	4,951.00	14,853.00	4,951.00	14,853.00		14,853.00	77%	4,347.00
11	REMOVE CONCRETE DRIVEWAY PAVEMENT	897.00	S Y	9.00	8,073.00	721.00	6,489.00	721.00	6,489.00		6,489.00	80%	1,584.00
12	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	423.00	S Y	5.00	2,115.00	330.00	1,650.00	330.00	1,650.00		1,650.00	78%	465.00
13	REMOVE BITUMINOUS PAVEMENT	15,021.00	S Y	3.00	45,063.00	15,033.00	45,099.00	15,033.00	45,099.00		45,099.00	100%	(36.00)
14	REMOVE CONCRETE WALK	19,824.00	S F	1.00	19,824.00	14,720.00	14,720.00	14,720.00	14,720.00		14,720.00	74%	5,104.00
15	EXCAVATION - COMMON	8,755.00	C Y	15.00	131,325.00	6,589.00	98,835.00	6,589.00	98,835.00		98,835.00	75%	32,490.00
16	EXCAVATION - SUBGRADE	1,461.00	C Y	19.00	27,759.00	419.00	7,961.00	419.00	7,961.00		7,961.00	29%	19,798.00
17	SELECT GRANULAR EMBANKMENT (CV)	5,854.00	C Y	19.00	111,226.00	-	-	-	-		-		111,226.00
18	STABILIZING AGGREGATE (CV)	1,461.00	C Y	28.00	40,908.00	5,045.00	141,260.00	5,045.00	141,260.00		141,260.00	345%	(100,352.00)
19	EXCAVATION SPECIAL	15.00	HOUR	225.00	3,375.00	13.50	3,037.50	16.50	3,712.50		3,712.50	110%	(337.50)
20	GEOTEXTILE FABRIC TYPE 10	17,535.00	S Y	3.00	52,605.00	13,346.00	40,038.00	13,346.00	40,038.00		40,038.00	76%	12,567.00
21	AGGREGATE SURFACING CLASS 2	86.00	TON	20.00	1,720.00	-	-	-	-		-		1,720.00
22	STREET SWEEPER (WITH PICKUP BROOM)	25.00	HOUR	175.00	4,375.00	-	-	-	-		-		4,375.00
23	AGGREGATE BASE (CV) CLASS 5	3,901.00	C Y	31.00	120,931.00	3,148.00	97,588.00	3,148.00	97,588.00		97,588.00	81%	23,343.00
24	BITUMINOUS MATERIAL TACK COAT	1,492.00	GAL	0.01	14.92	100.00	1.00	100.00	1.00		1.00	7%	13.92
25	BITUMINOUS PATCH SPECIAL 1	117.00	S Y	74.00	8,658.00	117.00	8,658.00	117.00	8,658.00		8,658.00	100%	-
26	BITUMINOUS PATCH SPECIAL 2	231.00	S Y	74.00	17,094.00	85.00	6,290.00	85.00	6,290.00		6,290.00	37%	10,804.00
27	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 1.5" THICK	14,923.00	S Y	10.10	150,722.30	140.00	1,414.00	140.00	1,414.00		1,414.00	1%	149,308.30
28	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C) 2.5" THICK	14,923.00	S Y	15.50	231,306.50	12,093.00	187,441.50	12,093.00	187,441.50		187,441.50	81%	43,865.00
29	6" PERF PVC PIPE DRAIN	7,310.00	L F	19.00	138,890.00	5,505.00	104,595.00	5,505.00	104,595.00		104,595.00	75%	34,295.00
30	6" PVC PIPE DRAIN CLEANOUT	25.00	EACH	350.00	8,750.00	20.00	7,000.00	20.00	7,000.00		7,000.00	80%	1,750.00
31	SUMP PUMP SERVICE	63.00	EACH	900.00	56,700.00	48.00	43,200.00	48.00	43,200.00		43,200.00	76%	13,500.00
32	CONCRETE CURB AND GUTTER DESIGN B418	786.00	L F	26.00	20,436.00	3,280.00	85,280.00	3,280.00	85,280.00		85,280.00	417%	(64,844.00)
33	CONCRETE CURB AND GUTTER DESIGN B618	6,630.00	L F	18.75	124,312.50	2,760.00	51,750.00	2,760.00	51,750.00		51,750.00	42%	72,562.50
34	6" CONCRETE DRIVEWAY PAVEMENT	1,105.00	S Y	64.00	70,720.00	983.00	62,912.00	983.00	62,912.00		62,912.00	89%	7,808.00
35	7" CONCRETE DRIVEWAY PAVEMENT	157.00	S Y	71.00	11,147.00	20.00	1,420.00	20.00	1,420.00		1,420.00	13%	9,727.00
36	8" CONCRETE VALLEY GUTTER	54.00	S Y	86.00	4,644.00	54.00	4,644.00	54.00	4,644.00		4,644.00	100%	-
37	REINSTALL MAIL BOX SUPPORT	50.00	EACH	150.00	7,500.00	35.00	5,250.00	35.00	5,250.00		5,250.00	70%	2,250.00
38	TEMPORARY MAIL BOX BANK	1.00	L S	1,500.00	1,500.00	0.60	900.00	0.60	900.00		900.00	60%	600.00
39	TRAFFIC CONTROL	1.00	L S	15,000.00	15,000.00	0.75	11,250.00	0.75	11,250.00		11,250.00	75%	3,750.00
40	REINSTALL SIGN	36.00	EACH	250.00	9,000.00	16.00	4,000.00	16.00	4,000.00		4,000.00	44%	5,000.00
41	SALVAGE & REINSTALL SIGN SPECIAL	1.00	EACH	300.00	300.00	1.00	300.00	1.00	300.00		300.00	100%	-
42	SALVAGE & REINSTALL FLAG POLE & BASE	1.00	EACH	500.00	500.00	-	-	-	-		-		500.00
43	STABILIZED CONSTRUCTION EXIT	1.00	L S	1.00	1.00	-	-	-	-		-		1.00
44	EROSION CONTROL SUPERVISOR	1.00	L S	2,500.00	2,500.00	-	-	-	-		-		2,500.00
45	STORM DRAIN INLET PROTECTION	57.00	EACH	175.00	9,975.00	20.00	3,500.00	20.00	3,500.00		3,500.00	35%	6,475.00
46	SILT FENCE; TYPE MS	600.00	L F	3.00	1,800.00	488.00	1,464.00	488.00	1,464.00		1,464.00	81%	336.00
47	ROCK DITCH CHECK	58.00	EACH	150.00	8,700.00	-	-	-	-		-		8,700.00

Progress Estimate - Unit Price Work **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 8 **Application Period:** From 12/27/23 to 05/15/24 **Application Date:** **05/24/24**

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
48	COMPOST GRADE 2	449.00	C Y	34.00	15,266.00	81.00	2,754.00	81.00	2,754.00		2,754.00	18%	12,512.00
49	FERTILIZER TYPE 3	588.00	L B	2.00	1,176.00	105.00	210.00	105.00	210.00		210.00	18%	966.00
50	TOPSOIL PREPARATION	6,793.00	S Y	1.00	6,793.00	2,586.00	2,586.00	2,586.00	2,586.00		2,586.00	38%	4,207.00
51	SODDING TYPE LAWN	4,449.00	S Y	13.00	57,837.00	984.00	12,792.00	984.00	12,792.00		12,792.00	22%	45,045.00
52	SODDING TYPE SALT TOLERANT	2,344.00	S Y	14.00	32,816.00	972.00	13,608.00	972.00	13,608.00		13,608.00	41%	19,208.00
53	RAPID STABILIZATION METHOD 3	4,062.00	SY	2.00	8,124.00	1,090.00	2,180.00	1,090.00	2,180.00		2,180.00	27%	5,944.00
54	TURF MAINTENANCE	30.00	DAY	110.00	3,300.00	-	-	-	-		-		3,300.00
55	REMOVE MANHOLE (SANITARY)	9.00	EACH	500.00	4,500.00	6.00	3,000.00	7.00	3,500.00		3,500.00	78%	1,000.00
56	REMOVE SEWER PIPE (SANITARY)	2,976.00	L F	2.00	5,952.00	2,708.30	5,416.60	2,897.30	5,794.60		5,794.60	97%	157.40
57	REMOVE FORCE MAIN	72.00	L F	54.00	3,888.00	-	-	-	-		-		3,888.00
58	AGGREGATE FOUNDATION (SANITARY)	682.00	TON	18.00	12,276.00	68.00	1,224.00	187.00	3,366.00		3,366.00	27%	8,910.00
59	SANITARY SEWER TRACER SYSTEM	1.00	L S	6,341.00	6,341.00	0.50	3,170.50	0.50	3,170.50		3,170.50	50%	3,170.50
60	PROTECT EXISTING FORCEMAIN & WATERMAIN	1.00	L S	19,000.00	19,000.00	-	-	-	-		-		19,000.00
61	CONNECT TO EXISTING SANITARY SEWER	9.00	EACH	600.00	5,400.00	7.00	4,200.00	8.00	4,800.00		4,800.00	89%	600.00
62	CONNECT TO EXISTING FORCE MAIN	1.00	EACH	780.00	780.00	-	-	-	-		-		780.00
63	8"X6" PVC WYE	42.00	EACH	400.00	16,800.00	22.00	8,800.00	24.00	9,600.00		9,600.00	57%	7,200.00
64	10"X6" PVC WYE	27.00	EACH	540.00	14,580.00	27.00	14,580.00	27.00	14,580.00		14,580.00	100%	-
65	CHIMNEY SEAL (SANITARY)	10.00	EACH	305.00	3,050.00	-	-	-	-		-		3,050.00
66	SANITARY SERVICE RISER REINFORCEMENT	14.00	EACH	950.00	13,300.00	4.00	3,800.00	4.00	3,800.00		3,800.00	29%	9,500.00
67	8" PVC PIPE SEWER	1,898.00	L F	65.00	123,370.00	1,179.00	76,635.00	1,368.00	88,920.00		88,920.00	72%	34,450.00
68	10" PVC PIPE SEWER	1,104.00	L F	72.00	79,488.00	1,101.00	79,272.00	1,101.00	79,272.00		79,272.00	100%	216.00
69	6" PVC SANITARY SERVICE PIPE	2,079.00	L F	61.00	126,819.00	1,510.00	92,110.00	1,571.00	95,831.00		95,831.00	76%	30,988.00
70	4" PVC FORCE MAIN	36.00	L F	76.00	2,736.00	-	-	-	-		-		2,736.00
71	4" INSULATION	10.00	S Y	60.00	600.00	9.90	594.00	9.90	594.00		594.00	99%	6.00
72	CASTING ASSEMBLY (SANITARY)	8.00	EACH	1,000.00	8,000.00	7.00	7,000.00	7.00	7,000.00		7,000.00	88%	1,000.00
73	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	10.00	EACH	800.00	8,000.00	-	-	-	-		-		8,000.00
74	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	89.80	L F	919.00	82,526.20	60.00	55,140.00	68.00	62,492.00		62,492.00	76%	20,034.20
75	CONSTRUCT 8" INSIDE DROP	8.50	L F	412.00	3,502.00	8.50	3,502.00	8.50	3,502.00		3,502.00	100%	-
76	REMOVE GATE VALVE AND BOX	10.00	EACH	150.00	1,500.00	6.00	900.00	8.00	1,200.00		1,200.00	80%	300.00
77	REMOVE HYDRANT	6.00	EACH	500.00	3,000.00	4.00	2,000.00	5.00	2,500.00		2,500.00	83%	500.00
78	REMOVE WATER MAIN	2,559.00	L F	8.00	20,472.00	2,229.00	17,832.00	2,357.00	18,856.00		18,856.00	92%	1,616.00
79	TEMPORARY WATER SERVICE	1.00	L S	29,000.00	29,000.00	0.80	23,200.00	0.80	23,200.00		23,200.00	80%	5,800.00
80	WATERMAIN TRACER SYSTEM	1.00	L S	7,200.00	7,200.00	0.50	3,600.00	0.50	3,600.00		3,600.00	50%	3,600.00
81	CONNECT TO EXISTING WATER MAIN	12.00	EACH	800.00	9,600.00	8.00	6,400.00	11.00	8,800.00		8,800.00	92%	800.00
82	HYDRANT (8.5' BURY)	5.00	EACH	7,200.00	36,000.00	4.00	28,800.00	5.00	36,000.00		36,000.00	100%	-
83	HYDRANT (9.0' BURY)	2.00	EACH	7,400.00	14,800.00	1.00	7,400.00	1.00	7,400.00		7,400.00	50%	7,400.00
84	HYDRANT (10.0' BURY)	1.00	EACH	7,900.00	7,900.00	1.00	7,900.00	1.00	7,900.00		7,900.00	100%	-
85	ADJUST VALVE BOX	18.00	EACH	380.00	6,840.00	-	-	-	-		-		6,840.00
86	1" CORPORATION STOP & SADDLE	64.00	EACH	405.00	25,920.00	53.00	21,465.00	54.00	21,870.00		21,870.00	84%	4,050.00
87	6" GATE VALVE AND BOX	9.00	EACH	2,700.00	24,300.00	8.00	21,600.00	9.00	24,300.00		24,300.00	100%	-
88	8" GATE VALVE AND BOX	13.00	EACH	3,500.00	45,500.00	11.00	38,500.00	12.00	42,000.00		42,000.00	92%	3,500.00
89	12" GATE VALVE AND BOX	1.00	EACH	6,000.00	6,000.00	-	-	1.00	6,000.00		6,000.00	100%	-
90	1" CURB STOP AND BOX	64.00	EACH	550.00	35,200.00	54.00	29,700.00	56.00	30,800.00		30,800.00	88%	4,400.00
91	VALVE BOX TOP SECTION & CAP	6.00	EACH	300.00	1,800.00	5.00	1,500.00	5.00	1,500.00		1,500.00	83%	300.00
92	1" TYPE K COPPER PIPE	2,175.00	L F	44.00	95,700.00	1,781.00	78,364.00	1,863.00	81,972.00		81,972.00	86%	13,728.00
93	6" DIP WATERMAIN	40.00	L F	141.00	5,640.00	9.00	1,269.00	9.00	1,269.00		1,269.00	23%	4,371.00
94	6" PVC WATERMAIN	68.00	L F	122.00	8,296.00	44.00	5,368.00	57.00	6,954.00		6,954.00	84%	1,342.00
95	8" PVC WATERMAIN	2,336.00	L F	72.00	168,192.00	2,240.00	161,280.00	2,346.00	168,912.00		168,912.00	100%	(720.00)
96	12" PVC WATERMAIN	40.00	L F	207.00	8,280.00	-	-	9.00	1,863.00		1,863.00	23%	6,417.00
97	4" INSULATION	10.00	S Y	50.00	500.00	6.00	300.00	6.00	300.00		300.00	60%	200.00

Progress Estimate - Unit Price Work **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**)wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 8 **Application Period:** From 12/27/23 to 05/15/24 **Application Date:** **05/24/24**

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
98	WATERMAIN FITTINGS	1,519.00	L B	12.00	18,228.00	1,281.00	15,372.00	2,219.00	26,628.00		26,628.00	146%	(8,400.00)
99	REMOVE PIPE APRON	1.00	EACH	400.00	400.00	1.00	400.00	1.00	400.00		400.00	100%	-
100	REMOVE MANHOLE (STORM)	6.00	EACH	450.00	2,700.00	4.00	1,800.00	5.00	2,250.00		2,250.00	83%	450.00
101	REMOVE CATCH BASIN	19.00	EACH	450.00	8,550.00	12.00	5,400.00	16.00	7,200.00		7,200.00	84%	1,350.00
102	REMOVE SEWER PIPE (STORM)	1,763.00	L F	5.00	8,815.00	1,458.00	7,290.00	1,634.00	8,170.00		8,170.00	93%	645.00
103	15" RC PIPE APRON	1.00	EACH	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00		2,000.00	100%	-
104	15" RC PIPE SEWER DESIGN 3006 CLASS V	20.00	L F	110.00	2,200.00	20.00	2,200.00	20.00	2,200.00		2,200.00	100%	-
105	CONNECT TO EXISTING STORM SEWER	11.00	EACH	550.00	6,050.00	9.00	4,950.00	10.00	5,500.00		5,500.00	91%	550.00
106	10" PVC PIPE SEWER	32.00	LF	69.00	2,208.00	32.00	2,208.00	32.00	2,208.00		2,208.00	100%	-
107	12" PIPE SEWER	929.00	L F	66.00	61,314.00	889.00	58,674.00	995.00	65,670.00		65,670.00	107%	(4,356.00)
108	15" PIPE SEWER	948.00	L F	72.00	68,256.00	796.00	57,312.00	952.00	68,544.00		68,544.00	100%	(288.00)
109	18" PIPE SEWER	712.00	L F	79.00	56,248.00	711.00	56,169.00	711.00	56,169.00		56,169.00	100%	79.00
110	24" PIPE SEWER	152.00	L F	99.00	15,048.00	152.00	15,048.00	152.00	15,048.00		15,048.00	100%	-
111	30" PIPE SEWER	21.00	L F	119.00	2,499.00	16.00	1,904.00	16.00	1,904.00		1,904.00	76%	595.00
112	CASTING ASSEMBLY (STORM)	47.00	EACH	1,000.00	47,000.00	26.00	26,000.00	26.00	26,000.00		26,000.00	55%	21,000.00
113	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	11.00	EACH	800.00	8,800.00	-	-	-	-		-		8,800.00
114	CHIMNEY SEAL (STORM)	47.00	EACH	250.00	11,750.00	26.00	6,500.00	26.00	6,500.00		6,500.00	55%	5,250.00
115	MODIFY DRAINAGE STRUCTURE	2.00	EACH	1,590.00	3,180.00	2.00	3,180.00	2.00	3,180.00		3,180.00	100%	-
116	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	102.70	LF	679.00	69,733.30	83.20	56,492.80	98.20	66,677.80		66,677.80	96%	3,055.50
117	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	2.00	EACH	4,100.00	8,200.00	2.00	8,200.00	2.00	8,200.00		8,200.00	100%	-
118	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	11.40	L F	679.00	7,740.60	9.70	6,586.30	9.70	6,586.30		6,586.30	85%	1,154.30
119	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	44.10	L F	649.00	28,620.90	26.30	17,068.70	35.10	22,779.90		22,779.90	80%	5,841.00
120	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	4.80	L F	1,000.00	4,800.00	-	-	-	-		-		4,800.00
121	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	L F	989.00	4,846.10	3.90	3,857.10	3.90	3,857.10		3,857.10	80%	989.00
122	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	9.80	L F	1,549.00	15,180.20	7.80	12,082.20	7.80	12,082.20		12,082.20	80%	3,098.00
123	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	3.00	L F	748.00	2,244.00	5.60	4,188.80	5.60	4,188.80		4,188.80	187%	(1,944.80)
124	RANDOM RIPRAP CLASS III	15.00	C Y	70.00	1,050.00	-	-	-	-		-		1,050.00
125	SALVAGE MAIL BOX SUPPORT	2.00	EACH	60.00	120.00	-	-	-	-		-		120.00
126	SAWING CONCRETE PAVEMENT (FULL DEPTH)	41.00	L F	5.50	225.50	42.00	231.00	42.00	231.00		231.00	102%	(5.50)
127	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	444.00	L F	1.80	799.20	444.00	799.20	444.00	799.20		799.20	100%	-
128	REMOVE CURB AND GUTTER	668.00	L F	3.00	2,004.00	668.00	2,004.00	668.00	2,004.00		2,004.00	100%	-
129	REMOVE CONCRETE DRIVEWAY PAVEMENT	71.00	S Y	9.00	639.00	71.00	639.00	71.00	639.00		639.00	100%	-
130	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	S Y	9.00	945.00	105.00	945.00	105.00	945.00		945.00	100%	-
131	REMOVE BITUMINOUS PAVEMENT	184.00	S Y	3.00	552.00	184.00	552.00	184.00	552.00		552.00	100%	-
132	REMOVE CONCRETE WALK	176.00	S F	1.00	176.00	176.00	176.00	176.00	176.00		176.00	100%	-
133	EXCAVATION - COMMON	133.00	C Y	15.00	1,995.00	133.00	1,995.00	133.00	1,995.00		1,995.00	100%	-
134	AGGREGATE SURFACING CLASS 2	10.00	TON	20.00	200.00	-	-	-	-		-		200.00
135	BITUMINOUS PATCH SPECIAL 1	181.00	S Y	74.00	13,394.00	181.00	13,394.00	181.00	13,394.00		13,394.00	100%	-
136	BITUMINOUS PATCH SPECIAL 2	52.00	S Y	74.00	3,848.00	52.00	3,848.00	52.00	3,848.00		3,848.00	100%	-
137	4" CONCRETE WALK	31,244.00	S F	7.00	218,708.00	14,139.00	98,973.00	18,674.00	130,718.00		130,718.00	60%	87,990.00
138	6" CONCRETE WALK	2,546.00	S F	11.00	28,006.00	1,116.00	12,276.00	1,375.00	15,125.00		15,125.00	54%	12,881.00
139	DRILL AND GROUT REINF BAR (EPOXY COATED)	473.00	EACH	7.00	3,311.00	209.00	1,463.00	209.00	1,463.00		1,463.00	44%	1,848.00
140	CONCRETE CURB AND GUTTER DESIGN B618	325.00	L F	26.00	8,450.00	325.00	8,450.00	325.00	8,450.00		8,450.00	100%	-
141	CONCRETE CURB DESIGN SPECIAL	160.00	L F	70.00	11,200.00	-	-	-	-		-		11,200.00
142	6" CONCRETE DRIVEWAY PAVEMENT	66.00	S Y	66.00	4,356.00	90.00	5,940.00	90.00	5,940.00		5,940.00	136%	(1,584.00)
143	7" CONCRETE DRIVEWAY PAVEMENT	49.00	S Y	73.00	3,577.00	47.00	3,431.00	47.00	3,431.00		3,431.00	96%	146.00
144	CONCRETE SILL	140.00	L F	7.00	980.00	140.00	980.00	140.00	980.00		980.00	100%	-
145	TRUNCATED DOMES	590.00	S F	60.00	35,400.00	253.00	15,180.00	343.00	20,580.00		20,580.00	58%	14,820.00
146	REINSTALL MAIL BOX SUPPORT	2.00	EACH	150.00	300.00	-	-	-	-		-		300.00
147	TEMPORARY PEDESTRIAN CHANNELIZER	1.00	LS	10,700.00	10,700.00	0.50	5,350.00	0.50	5,350.00		5,350.00	50%	5,350.00

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 8 **Application Period:** From 12/27/23 to 05/15/24 **Application Date:** **05/24/24**

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
148	SILT FENCE; TYPE MS	71.00	L F	3.00	213.00	-	-	-	-		-		213.00
149	COMPOST GRADE 2	23.00	C Y	34.00	782.00	23.00	782.00	23.00	782.00		782.00	100%	-
150	FERTILIZER TYPE 3	29.00	L B	2.00	58.00	14.00	28.00	14.00	28.00		28.00	48%	30.00
151	TOPSOIL PREPARATION	1,730.00	S Y	1.00	1,730.00	646.00	646.00	646.00	646.00		646.00	37%	1,084.00
152	SODDING TYPE LAWN	938.00	S Y	13.00	12,194.00	518.00	6,734.00	518.00	6,734.00		6,734.00	55%	5,460.00
153	SODDING TYPE SALT TOLERANT	792.00	S Y	14.00	11,088.00	128.00	1,792.00	128.00	1,792.00		1,792.00	16%	9,296.00
154	RAPID STABILIZATION METHOD 3	201.00	SY	2.00	402.00	-	-	-	-		-		402.00
SM1	Storm Pipe - Prinsco						6,488.97			3,244.49	3,244.49		(3,244.49)
SM2	Hydrants & DIP - Core & Main						1,808.97			904.48	904.48		(904.48)
SM3	Subdrain - Core & Main						14,659.90			7,329.95	7,329.95		(7,329.95)
SM4	Sanitary Sewer - Core & Main						10,734.19			2,146.84	2,146.84		(2,146.84)
SM5	Watermain - Core & Main						13,059.27			6,529.63	6,529.63		(6,529.63)
SM6	Geotextile Fabric - Ramy						4,616.94			2,308.47	2,308.47		(2,308.47)
SM7	Castings - Ess Brothers						24,211.78			7,566.18	7,566.18		(7,566.18)
		-	-	-	-		-		-		-		-
				Original Contract Totals	**$ 3,859,624.82**		**$ 2,749,792.93**		**$ 2,838,838.11**	**$ 30,030.04**	**$ 2,868,868.15**	**74%**	**$ 990,756.67**
						Change Orders							
CO1-1	MOBILIZATION	1.00	S Y	3,000.00	3,000.00	0.50	1,500.00	0.50	1,500.00		1,500.00	50%	1,500.00
CO1-2	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1,260.00	S Y	1.80	2,268.00	388.00	698.40	388.00	698.40		698.40	31%	1,569.60
CO1-3	REMOVE CURB AND GUTTER	32.00	S Y	3.00	96.00	-	-	-	-		-		96.00
CO1-4	REMOVE BITUMINOUS PAVEMENT	560.00	SY	3.00	1,680.00	-	-	-	-		-		1,680.00
CO1-5	CONCRETE CURB AND GUTTER DESIGN B618	32.00	LS	18.75	600.00	-	-	-	-		-		600.00
CO1-6	TRAFFIC CONTROL	1.00	LF	2,500.00	2,500.00	0.50	1,250.00	0.50	1,250.00		1,250.00	50%	1,250.00
CO1-7	CHIMNEY SEAL (SANITARY)	12.00	LF	305.00	3,660.00	13.00	3,965.00	13.00	3,965.00		3,965.00	108%	(305.00)
CO1-8	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	12.00	SY	800.00	9,600.00	13.00	10,400.00	13.00	10,400.00		10,400.00	108%	(800.00)
CO1-9	ADJUST VALVE BOX	14.00	LF	600.00	8,400.00	15.00	9,000.00	15.00	9,000.00		9,000.00	107%	(600.00)
CO1-10	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	3.00	LS	800.00	2,400.00	4.00	3,200.00	4.00	3,200.00		3,200.00	133%	(800.00)
CO1-11	CHIMNEY SEAL (STORM)	3.00	EACH	250.00	750.00	4.00	1,000.00	4.00	1,000.00		1,000.00	133%	(250.00)
CO1-12	BITUMINOUS PATCH SPECIAL 2	40.00	EACH	74.00	2,960.00	-	-	-	-		-		2,960.00
CO1-13	BITUMINOUS PATCH SPECIAL 3	560.00	EACH	44.70	25,032.00	-	-	-	-		-		25,032.00
				Change Order Totals	**$ 62,946.00**		**$ 31,013.40**		**$ 31,013.40**	**$ -**	**$ 31,013.40**	**49%**	**$ 31,932.60**
						Original Contract and Change Orders							
				Project Totals	**$ 3,922,570.82**		**$ 2,780,806.33**		**$ 2,869,851.51**	**$ 30,030.04**	**$ 2,899,881.55**	**74%**	**$ 1,022,689.27**

Project Cost Estimate Breakdown

Owner: CITY OF PLAINVIEW
Engineer: BOLTON & MENK
Contractor: ELCOR CONSTRUCTION
Project: 2023 STREET AND UTILITY IMPROVEMENTS
Contract:

Owner's Project No.:
Engineer's Project No.: 0H1.127562
Contractor's Project No.:
Agency's Project No.: 079-590-002

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
1	2016.615	CONSTRUCTION ALLOWANCE	50000.00	UNIT	$1.00	$50,000.00			10,447.61	$10,447.61	10,447.61	$10,447.61
2	2016.615	LANDSCAPE ALLOWANCE	5000.00	UNIT	$1.00	$5,000.00						
3	2021.501	MOBILIZATION	1.00	L S	$187,350.00	$187,350.00	0.06	$11,241.00	0.69	$129,271.50	0.75	$140,512.50
4	2101.502	CLEARING	24.00	EACH	$1,500.00	$36,000.00			25.00	$37,500.00	25.00	$37,500.00
5	2101.502	GRUBBING	25.00	EACH	$425.00	$10,625.00			27.00	$11,475.00	27.00	$11,475.00
6	2104.502	SALVAGE SIGN	36.00	EACH	$40.00	$1,440.00			17.00	$680.00	17.00	$680.00
7	2104.502	SALVAGE MAIL BOX SUPPORT	50.00	EACH	$63.00	$3,150.00			35.00	$2,205.00	35.00	$2,205.00
8	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	670.00	L F	$5.50	$3,685.00			576.00	$3,168.00	576.00	$3,168.00
9	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1017.00	L F	$1.80	$1,830.60			712.00	$1,281.60	712.00	$1,281.60
10	2104.503	REMOVE CURB AND GUTTER	6400.00	L F	$3.00	$19,200.00			4,951.00	$14,853.00	4,951.00	$14,853.00
11	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	897.00	S Y	$9.00	$8,073.00			721.00	$6,489.00	721.00	$6,489.00
12	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	423.00	S Y	$5.00	$2,115.00			330.00	$1,650.00	330.00	$1,650.00
13	2104.504	REMOVE BITUMINOUS PAVEMENT	15021.00	S Y	$3.00	$45,063.00			15,033.00	$45,099.00	15,033.00	$45,099.00
14	2104.518	REMOVE CONCRETE WALK	19824.00	S F	$1.00	$19,824.00			14,720.00	$14,720.00	14,720.00	$14,720.00
15	2106.507	EXCAVATION - COMMON	8755.00	C Y	$15.00	$131,325.00			6,589.00	$98,835.00	6,589.00	$98,835.00
16	2106.507	EXCAVATION - SUBGRADE	1461.00	C Y	$19.00	$27,759.00			419.00	$7,961.00	419.00	$7,961.00
17	2106.507	SELECT GRANULAR EMBANKMENT (CV)	5854.00	C Y	$19.00	$111,226.00						
18	2106.507	STABILIZING AGGREGATE (CV)	1461.00	C Y	$28.00	$40,908.00			5,045.00	$141,260.00	5,045.00	$141,260.00
19	2106.607	EXCAVATION SPECIAL	15.00	HOUR	$225.00	$3,375.00			16.50	$3,712.50	16.50	$3,712.50
20	2108.504	GEOTEXTILE FABRIC TYPE 10	17535.00	S Y	$3.00	$52,605.00			13,346.00	$40,038.00	13,346.00	$40,038.00
21	2118.509	AGGREGATE SURFACING CLASS 2	86.00	TON	$20.00	$1,720.00						
22	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	25.00	HOUR	$175.00	$4,375.00						
23	2211.507	AGGREGATE BASE (CV) CLASS 5	3901.00	C Y	$31.00	$120,931.00			3,148.00	$97,588.00	3,148.00	$97,588.00
24	2357.506	BITUMINOUS MATERIAL TACK COAT	1492.00	GAL	$0.01	$14.92			100.00	$1.00	100.00	$1.00
25	2231.604	BITUMINOUS PATCH SPECIAL 1	117.00	S Y	$74.00	$8,658.00			117.00	$8,658.00	117.00	$8,658.00
26	2231.604	BITUMINOUS PATCH SPECIAL 2	231.00	S Y	$74.00	$17,094.00			85.00	$6,290.00	85.00	$6,290.00
27	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 1.5" THICK	14923.00	S Y	$10.10	$150,722.30			140.00	$1,414.00	140.00	$1,414.00
28	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C) 2.5" THICK	14923.00	S Y	$15.50	$231,306.50			12,093.00	$187,441.50	12,093.00	$187,441.50
29	2502.503	6" PERF PVC PIPE DRAIN	7310.00	L F	$19.00	$138,890.00			5,505.00	$104,595.00	5,505.00	$104,595.00
30	2502.602	6" PVC PIPE DRAIN CLEANOUT	25.00	EACH	$350.00	$8,750.00			20.00	$7,000.00	20.00	$7,000.00
31	2502.602	SUMP PUMP SERVICE	63.00	EACH	$900.00	$56,700.00			48.00	$43,200.00	48.00	$43,200.00
32	2531.503	CONCRETE CURB AND GUTTER DESIGN B418	786.00	L F	$26.00	$20,436.00			3,280.00	$85,280.00	3,280.00	$85,280.00
33	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	6630.00	L F	$18.75	$124,312.50			2,760.00	$51,750.00	2,760.00	$51,750.00
34	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	1105.00	S Y	$64.00	$70,720.00			983.00	$62,912.00	983.00	$62,912.00
35	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	157.00	S Y	$71.00	$11,147.00			20.00	$1,420.00	20.00	$1,420.00
36	2531.604	8" CONCRETE VALLEY GUTTER	54.00	S Y	$86.00	$4,644.00			54.00	$4,644.00	54.00	$4,644.00
37	2540.602	REINSTALL MAIL BOX SUPPORT	50.00	EACH	$150.00	$7,500.00			35.00	$5,250.00	35.00	$5,250.00
38	2540.602	TEMPORARY MAIL BOX BANK	1.00	L S	$1,500.00	$1,500.00			0.60	$900.00	0.60	$900.00
39	2563.601	TRAFFIC CONTROL	1.00	L S	$15,000.00	$15,000.00	0.06	$900.00	0.69	$10,350.00	0.75	$11,250.00
40	2564.602	REINSTALL SIGN	36.00	EACH	$250.00	$9,000.00			16.00	$4,000.00	16.00	$4,000.00
41	2564.602	SALVAGE & REINSTALL SIGN SPECIAL	1.00	EACH	$300.00	$300.00			1.00	$300.00	1.00	$300.00
42	2564.602	SALVAGE & REINSTALL FLAG POLE & BASE	1.00	EACH	$500.00	$500.00						
43	2573.501	STABILIZED CONSTRUCTION EXIT	1.00	L S	$1.00	$1.00						

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
44	2573.501	EROSION CONTROL SUPERVISOR	1.00	L S	$2,500.00	$2,500.00						
45	2573.502	STORM DRAIN INLET PROTECTION	57.00	EACH	$175.00	$9,975.00			20.00	$3,500.00	20.00	$3,500.00
46	2573.503	SILT FENCE; TYPE MS	600.00	L F	$3.00	$1,800.00			488.00	$1,464.00	488.00	$1,464.00
47	2573.602	ROCK DITCH CHECK	58.00	EACH	$150.00	$8,700.00						
48	2574.507	COMPOST GRADE 2	449.00	C Y	$34.00	$15,266.00			81.00	$2,754.00	81.00	$2,754.00
49	2574.508	FERTILIZER TYPE 3	588.00	L B	$2.00	$1,176.00			105.00	$210.00	105.00	$210.00
50	2574.604	TOPSOIL PREPARATION	6793.00	S Y	$1.00	$6,793.00			2,586.00	$2,586.00	2,586.00	$2,586.00
51	2575.504	SODDING TYPE LAWN	4449.00	S Y	$13.00	$57,837.00			984.00	$12,792.00	984.00	$12,792.00
52	2575.504	SODDING TYPE SALT TOLERANT	2344.00	S Y	$14.00	$32,816.00			972.00	$13,608.00	972.00	$13,608.00
53	2575.504	RAPID STABILIZATION METHOD 3	4062.00	SY	$2.00	$8,124.00			1,090.00	$2,180.00	1,090.00	$2,180.00
54	2575.611	TURF MAINTENANCE	30.00	DAY	$110.00	$3,300.00						
55	2104.502	REMOVE MANHOLE (SANITARY)	9.00	EACH	$500.00	$4,500.00			7.00	$3,500.00	7.00	$3,500.00
56	2104.503	REMOVE SEWER PIPE (SANITARY)	2976.00	L F	$2.00	$5,952.00			2,897.30	$5,794.60	2,897.30	$5,794.60
57	2104.503	REMOVE FORCE MAIN	72.00	L F	$54.00	$3,888.00						
58	2451.609	AGGREGATE FOUNDATION (SANITARY)	682.00	TON	$18.00	$12,276.00			187.00	$3,366.00	187.00	$3,366.00
59	2503.601	SANITARY SEWER TRACER SYSTEM	1.00	L S	$6,341.00	$6,341.00			0.50	$3,170.50	0.50	$3,170.50
60	2503.601	PROTECT EXISTING FORCEMAIN & WATERMAIN	1.00	L S	$19,000.00	$19,000.00						
61	2503.602	CONNECT TO EXISTING SANITARY SEWER	9.00	EACH	$600.00	$5,400.00			8.00	$4,800.00	8.00	$4,800.00
62	2503.602	CONNECT TO EXISTING FORCE MAIN	1.00	EACH	$780.00	$780.00						
63	2503.602	8"X6" PVC WYE	42.00	EACH	$400.00	$16,800.00			24.00	$9,600.00	24.00	$9,600.00
64	2503.602	10"X6" PVC WYE	27.00	EACH	$540.00	$14,580.00			27.00	$14,580.00	27.00	$14,580.00
65	2503.602	CHIMNEY SEAL (SANITARY)	10.00	EACH	$305.00	$3,050.00						
66	2503.602	SANITARY SERVICE RISER REINFORCEMENT	14.00	EACH	$950.00	$13,300.00			4.00	$3,800.00	4.00	$3,800.00
67	2503.603	8" PVC PIPE SEWER	1898.00	L F	$65.00	$123,370.00			1,368.00	$88,920.00	1,368.00	$88,920.00
68	2503.603	10" PVC PIPE SEWER	1104.00	L F	$72.00	$79,488.00			1,101.00	$79,272.00	1,101.00	$79,272.00
69	2503.603	6" PVC SANITARY SERVICE PIPE	2079.00	L F	$61.00	$126,819.00			1,571.00	$95,831.00	1,571.00	$95,831.00
70	2503.603	4" PVC FORCE MAIN	36.00	L F	$76.00	$2,736.00						
71	2503.604	4" INSULATION	10.00	S Y	$60.00	$600.00			9.90	$594.00	9.90	$594.00
72	2506.502	CASTING ASSEMBLY (SANITARY)	8.00	EACH	$1,000.00	$8,000.00			7.00	$7,000.00	7.00	$7,000.00
73	2506.502	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	10.00	EACH	$800.00	$8,000.00						
74	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	89.80	L F	$919.00	$82,526.20			68.00	$62,492.00	68.00	$62,492.00
75	2506.603	CONSTRUCT 8" INSIDE DROP	8.50	L F	$412.00	$3,502.00			8.50	$3,502.00	8.50	$3,502.00
76	2104.502	REMOVE GATE VALVE AND BOX	10.00	EACH	$150.00	$1,500.00			8.00	$1,200.00	8.00	$1,200.00
77	2104.502	REMOVE HYDRANT	6.00	EACH	$500.00	$3,000.00			5.00	$2,500.00	5.00	$2,500.00
78	2104.503	REMOVE WATER MAIN	2559.00	L F	$8.00	$20,472.00			2,357.00	$18,856.00	2,357.00	$18,856.00
79	2504.601	TEMPORARY WATER SERVICE	1.00	L S	$29,000.00	$29,000.00			0.80	$23,200.00	0.80	$23,200.00
80	2504.601	WATERMAIN TRACER SYSTEM	1.00	L S	$7,200.00	$7,200.00			0.50	$3,600.00	0.50	$3,600.00
81	2504.602	CONNECT TO EXISTING WATER MAIN	12.00	EACH	$800.00	$9,600.00			11.00	$8,800.00	11.00	$8,800.00
82	2504.602	HYDRANT (8.5' BURY)	5.00	EACH	$7,200.00	$36,000.00			5.00	$36,000.00	5.00	$36,000.00
83	2504.602	HYDRANT (9.0' BURY)	2.00	EACH	$7,400.00	$14,800.00			1.00	$7,400.00	1.00	$7,400.00
84	2504.602	HYDRANT (10.0' BURY)	1.00	EACH	$7,900.00	$7,900.00			1.00	$7,900.00	1.00	$7,900.00
85	2504.602	ADJUST VALVE BOX	18.00	EACH	$380.00	$6,840.00						
86	2504.602	1" CORPORATION STOP & SADDLE	64.00	EACH	$405.00	$25,920.00			54.00	$21,870.00	54.00	$21,870.00

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
87	2504.602	6" GATE VALVE AND BOX	9.00	EACH	$2,700.00	$24,300.00			9.00	$24,300.00	9.00	$24,300.00
88	2504.602	8" GATE VALVE AND BOX	13.00	EACH	$3,500.00	$45,500.00			12.00	$42,000.00	12.00	$42,000.00
89	2504.602	12" GATE VALVE AND BOX	1.00	EACH	$6,000.00	$6,000.00			1.00	$6,000.00	1.00	$6,000.00
90	2504.602	1" CURB STOP AND BOX	64.00	EACH	$550.00	$35,200.00			56.00	$30,800.00	56.00	$30,800.00
91	2504.602	VALVE BOX TOP SECTION & CAP	6.00	EACH	$300.00	$1,800.00			5.00	$1,500.00	5.00	$1,500.00
92	2504.603	1" TYPE K COPPER PIPE	2175.00	L F	$44.00	$95,700.00			1,863.00	$81,972.00	1,863.00	$81,972.00
93	2504.603	6" DIP WATERMAIN	40.00	L F	$141.00	$5,640.00			9.00	$1,269.00	9.00	$1,269.00
94	2504.603	6" PVC WATERMAIN	68.00	L F	$122.00	$8,296.00			57.00	$6,954.00	57.00	$6,954.00
95	2504.603	8" PVC WATERMAIN	2336.00	L F	$72.00	$168,192.00			2,346.00	$168,912.00	2,346.00	$168,912.00
96	2504.603	12" PVC WATERMAIN	40.00	L F	$207.00	$8,280.00			9.00	$1,863.00	9.00	$1,863.00
97	2504.604	4" INSULATION	10.00	S Y	$50.00	$500.00			6.00	$300.00	6.00	$300.00
98	2504.608	WATERMAIN FITTINGS	1519.00	L B	$12.00	$18,228.00			2,219.00	$26,628.00	2,219.00	$26,628.00
99	2104.502	REMOVE PIPE APRON	1.00	EACH	$400.00	$400.00			1.00	$400.00	1.00	$400.00
100	2104.502	REMOVE MANHOLE (STORM)	6.00	EACH	$450.00	$2,700.00			5.00	$2,250.00	5.00	$2,250.00
101	2104.502	REMOVE CATCH BASIN	19.00	EACH	$450.00	$8,550.00			16.00	$7,200.00	16.00	$7,200.00
102	2104.503	REMOVE SEWER PIPE (STORM)	1763.00	L F	$5.00	$8,815.00			1,634.00	$8,170.00	1,634.00	$8,170.00
103	2501.502	15" RC PIPE APRON	1.00	EACH	$2,000.00	$2,000.00			1.00	$2,000.00	1.00	$2,000.00
104	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	20.00	L F	$110.00	$2,200.00			20.00	$2,200.00	20.00	$2,200.00
105	2503.602	CONNECT TO EXISTING STORM SEWER	11.00	EACH	$550.00	$6,050.00			10.00	$5,500.00	10.00	$5,500.00
106	2503.603	10" PVC PIPE SEWER	32.00	LF	$69.00	$2,208.00			32.00	$2,208.00	32.00	$2,208.00
107	2503.603	12" PIPE SEWER	929.00	L F	$66.00	$61,314.00			995.00	$65,670.00	995.00	$65,670.00
108	2503.603	15" PIPE SEWER	948.00	L F	$72.00	$68,256.00			952.00	$68,544.00	952.00	$68,544.00
109	2503.603	18" PIPE SEWER	712.00	L F	$79.00	$56,248.00			711.00	$56,169.00	711.00	$56,169.00
110	2503.603	24" PIPE SEWER	152.00	L F	$99.00	$15,048.00			152.00	$15,048.00	152.00	$15,048.00
111	2503.603	30" PIPE SEWER	21.00	L F	$119.00	$2,499.00			16.00	$1,904.00	16.00	$1,904.00
112	2506.502	CASTING ASSEMBLY (STORM)	47.00	EACH	$1,000.00	$47,000.00			26.00	$26,000.00	26.00	$26,000.00
113	2506.502	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	11.00	EACH	$800.00	$8,800.00						
114	2506.502	CHIMNEY SEAL (STORM)	47.00	EACH	$250.00	$11,750.00			26.00	$6,500.00	26.00	$6,500.00
115	2506.502	MODIFY DRAINAGE STRUCTURE	2.00	EACH	$1,590.00	$3,180.00			2.00	$3,180.00	2.00	$3,180.00
116	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	102.70	LF	$679.00	$69,733.30			98.20	$66,677.80	98.20	$66,677.80
117	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	2.00	EACH	$4,100.00	$8,200.00			2.00	$8,200.00	2.00	$8,200.00
118	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	11.40	L F	$679.00	$7,740.60			9.70	$6,586.30	9.70	$6,586.30
119	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	44.10	L F	$649.00	$28,620.90			35.10	$22,779.90	35.10	$22,779.90
120	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	4.80	L F	$1,000.00	$4,800.00						
121	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	L F	$989.00	$4,846.10			3.90	$3,857.10	3.90	$3,857.10
122	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	9.80	L F	$1,549.00	$15,180.20			7.80	$12,082.20	7.80	$12,082.20
123	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	3.00	L F	$748.00	$2,244.00			5.60	$4,188.80	5.60	$4,188.80
124	2511.507	RANDOM RIPRAP CLASS III	15.00	C Y	$70.00	$1,050.00						
125	2104.502	SALVAGE MAIL BOX SUPPORT	2.00	EACH	$60.00	$120.00						
126	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	41.00	L F	$5.50	$225.50	42.00	$231.00			42.00	$231.00
127	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	444.00	L F	$1.80	$799.20	444.00	$799.20			444.00	$799.20
128	2104.503	REMOVE CURB AND GUTTER	668.00	L F	$3.00	$2,004.00	668.00	$2,004.00			668.00	$2,004.00
129	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	71.00	S Y	$9.00	$639.00	71.00	$639.00			71.00	$639.00

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
130	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	S Y	$9.00	$945.00	105.00	$945.00			105.00	$945.00
131	2104.504	REMOVE BITUMINOUS PAVEMENT	184.00	S Y	$3.00	$552.00	184.00	$552.00			184.00	$552.00
132	2104.518	REMOVE CONCRETE WALK	176.00	S F	$1.00	$176.00	176.00	$176.00			176.00	$176.00
133	2106.507	EXCAVATION - COMMON	133.00	C Y	$15.00	$1,995.00	133.00	$1,995.00			133.00	$1,995.00
134	2118.509	AGGREGATE SURFACING CLASS 2	10.00	TON	$20.00	$200.00						
135	2231.604	BITUMINOUS PATCH SPECIAL 1	181.00	S Y	$74.00	$13,394.00	181.00	$13,394.00			181.00	$13,394.00
136	2231.604	BITUMINOUS PATCH SPECIAL 2	52.00	S Y	$74.00	$3,848.00	52.00	$3,848.00			52.00	$3,848.00
137	2521.518	4" CONCRETE WALK	31244.00	S F	$7.00	$218,708.00	18,674.00	$130,718.00			18,674.00	$130,718.00
138	2521.518	6" CONCRETE WALK	2546.00	S F	$11.00	$28,006.00	1,375.00	$15,125.00			1,375.00	$15,125.00
139	2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	473.00	EACH	$7.00	$3,311.00	209.00	$1,463.00			209.00	$1,463.00
140	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	325.00	L F	$26.00	$8,450.00	325.00	$8,450.00			325.00	$8,450.00
141	2531.503	CONCRETE CURB DESIGN SPECIAL	160.00	L F	$70.00	$11,200.00						
142	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	66.00	S Y	$66.00	$4,356.00	90.00	$5,940.00			90.00	$5,940.00
143	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	49.00	S Y	$73.00	$3,577.00	47.00	$3,431.00			47.00	$3,431.00
144	2531.603	CONCRETE SILL	140.00	L F	$7.00	$980.00	140.00	$980.00			140.00	$980.00
145	2531.618	TRUNCATED DOMES	590.00	S F	$60.00	$35,400.00	343.00	$20,580.00			343.00	$20,580.00
146	2540.602	REINSTALL MAIL BOX SUPPORT	2.00	EACH	$150.00	$300.00						
147	2563.601	TEMPORARY PEDESTRIAN CHANNELIZER	1.00	LS	$10,700.00	$10,700.00	0.50	$5,350.00			0.50	$5,350.00
148	2573.503	SILT FENCE; TYPE MS	71.00	L F	$3.00	$213.00						
149	2574.507	COMPOST GRADE 2	23.00	C Y	$34.00	$782.00	23.00	$782.00			23.00	$782.00
150	2574.508	FERTILIZER TYPE 3	29.00	L B	$2.00	$58.00	14.00	$28.00			14.00	$28.00
151	2574.604	TOPSOIL PREPARATION	1730.00	S Y	$1.00	$1,730.00	646.00	$646.00			646.00	$646.00
152	2575.504	SODDING TYPE LAWN	938.00	S Y	$13.00	$12,194.00	518.00	$6,734.00			518.00	$6,734.00
153	2575.504	SODDING TYPE SALT TOLERANT	792.00	S Y	$14.00	$11,088.00	128.00	$1,792.00			128.00	$1,792.00
154	2575.504	RAPID STABILIZATION METHOD 3	201.00	SY	$2.00	$402.00						
CO1-1		MOBILIZATION	1.00	LS	$3,000.00	$3,000.00			0.50	$1,500.00	0.50	$1,500.00
CO1-2		SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1260.00	LF	$1.80	$2,268.00			388.00	$698.40	388.00	$698.40
CO1-3		REMOVE CURB AND GUTTER	32.00	LF	$3.00	$96.00						
CO1-4		REMOVE BITUMINOUS PAVEMENT	560.00	SY	$3.00	$1,680.00						
CO1-5		CONCRETE CURB AND GUTTER DESIGN B618	32.00	LF	$18.75	$600.00						
CO1-6		TRAFFIC CONTROL	1.00	LS	$2,500.00	$2,500.00			0.50	$1,250.00	0.50	$1,250.00
CO1-7		CHIMNEY SEAL (SANITARY)	12.00	EACH	$305.00	$3,660.00			13.00	$3,965.00	13.00	$3,965.00
CO1-8		ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	12.00	EACH	$800.00	$9,600.00			13.00	$10,400.00	13.00	$10,400.00
CO1-9		ADJUST VALVE BOX	14.00	EACH	$600.00	$8,400.00			15.00	$9,000.00	15.00	$9,000.00
CO1-10		ADJUST FRAME AND RING CASTING SPECIAL (STORM)	3.00	EACH	$800.00	$2,400.00			4.00	$3,200.00	4.00	$3,200.00
CO1-11		CHIMNEY SEAL (STORM)	3.00	EACH	$250.00	$750.00			4.00	$1,000.00	4.00	$1,000.00
CO1-12		BITUMINOUS PATCH SPECIAL 2	40.00	SY	$74.00	$2,960.00						
CO1-13		BITUMINOUS PATCH SPECIAL 3	560.00	SY	$44.70	$25,032.00						
SM1		Storm Pipe - Prinsco								$3,244.49		$3,244.49
SM2		Hydrants & DIP - Core & Main								$904.48		$904.48
SM3		Subdrain - Core & Main								$7,329.95		$7,329.95
SM4		Sanitary Sewer - Core & Main								$2,146.84		$2,146.84
SM5		Watermain - Core & Main								$6,529.63		$6,529.63

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
SM6		Geotextile Fabric - Ramy								$2,308.47		$2,308.47
SM7		Castings - Ess Brothers								$7,566.18		$7,566.18
						TOTALS		**$238,743.20**		**$2,661,138.35**		**$2,899,881.55**

Total Work Completed			$238,743.20		$2,661,138.35		$2,899,881.55
Retainage	5%		$11,937.16		$133,056.92		$144,994.08
Previous Payments			$188,811.74		$2,452,954.27		$2,641,766.01
Total Amount Due			**$37,994.30**		**$75,127.16**		**$113,121.46**

Stored Materials Summary **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Application No.: 8 **Application Period:** **From** 12/27/23 **to** 05/15/24 **Application Date:** 05/24/24

A	B	C	D	E	F	G	H	I	J	K	L	M
							Materials Stored		Incorporated in Work			
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored ($)	Amount Stored this Period ($)	Amount Stored to Date (G+H) ($)	Amount Previously Incorporated in the Work ($)	Amount Incorporated in the Work this Period ($)	Total Amount Incorporated in the Work (J+K) ($)	Materials Remaining in Storage (I-L) ($)
								-			-	-
STORM PIPE	T002294		Storm Pipe - Prinsco	On-Site	3	64,889.72		64,889.72	58,400.75	3,244.48	61,645.23	3,244.49
CORE & MAIN 2	T320028		Hydrants & DIP - Core & Main	On-Site	3	18,089.69		18,089.69	16,280.72	904.49	17,185.21	904.48
CORE & MAIN 3	T271038		Subdrain - Core & Main	On-Site	3	73,299.50		73,299.50	58,639.60	7,329.95	65,969.55	7,329.95
CORE & MAIN 4	T341282		Sanitary Sewer - Core & Main	On-Site	3	42,936.77		42,936.77	32,202.58	8,587.35	40,789.93	2,146.84
CORE & MAIN 5	T341435		Watermain - Core & Main	On-Site	3	130,592.68		130,592.68	117,533.41	6,529.64	124,063.05	6,529.63
GEO FABRIC	OP-95841-06		Geotextile Fabric - Ramy	On-Site	3	23,084.69		23,084.69	18,467.75	2,308.47	20,776.22	2,308.47
CASTINGS	DD5914		Castings - Ess Brothers	On-Site	3	30,264.72		30,264.72	6,052.94	16,645.60	22,698.54	7,566.18
								-			-	-
								-			-	-
								-			-	-
								-			-	-
								-			-	-
								-			-	-
					Totals	**$ 383,157.77**	**$ -**	**$ 383,157.77**	**$ 307,577.75**	**$ 45,549.98**	**$ 353,127.73**	**$ 30,030.04**

DocuSign

Certificate Of Completion

Envelope Id: F7327A90B9BA4A64BB7037FD74B4D7CF
Subject: Complete with DocuSign: 127562 Pay App No. 8 05-29-2024.pdf
Source Envelope:

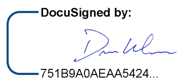
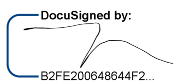
Status: Delivered

Document Pages: 12	Signatures: 3	Envelope Originator:
Certificate Pages: 5	Initials: 0	Heather Hanson
AutoNav: Enabled		1960 Premier Drive
EnvelopeId Stamping: Enabled		MANKATO, MN 56001
Time Zone: (UTC-06:00) Central Time (US & Canada)		Heather.hanson@bolton-menk.com
		IP Address: 47.44.85.122

Record Tracking

Status: Original 5/29/2024 7:07:58 PM	Holder: Heather Hanson Heather.hanson@bolton-menk.com	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Drew Weber drew.weber@bolton-menk.com Project Manager Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 5/29/2024 10:26:19 PM ID: e76f86e4-be38-4fb9-9d5c-4759c2165150	 Signature Adoption: Uploaded Signature Image Using IP Address: 63.137.120.66	Sent: 5/29/2024 7:10:51 PM Viewed: 5/29/2024 10:26:20 PM Signed: 5/29/2024 10:27:43 PM
Matt Smith matt@elcorconstruction.com VP 10-14-2020 Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 5/30/2024 8:33:24 AM ID: 38a180d3-8b4f-4e76-b33d-0633d98aaa27	 Signature Adoption: Drawn on Device Using IP Address: 70.35.101.169 Signed using mobile	Sent: 5/29/2024 10:27:45 PM Viewed: 5/30/2024 8:33:24 AM Signed: 5/30/2024 8:35:13 AM
Carol Kujath c.kujath@plainviewmn.com City Clerk Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 11/13/2020 8:54:13 AM ID: d608cc66-7d7c-471d-9508-fb4b18594743		Sent: 6/12/2024 8:30:06 AM Viewed: 6/12/2024 9:35:47 AM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Brian Malm brian.malm@bolton-menk.com Principal Engineer Bolton & Menk, Inc. Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 3/3/2020 4:43:38 PM ID: 27e36b48-064b-401d-8352-dcca02a4639e	COPIED	Sent: 5/29/2024 7:10:52 PM Viewed: 5/29/2024 8:25:41 PM
Sawyer Hander sawyer.hander@bolton-menk.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 5/29/2024 7:10:52 PM
Shane Loftus s.loftus@plainviewmn.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 12/20/2022 8:32:13 AM ID: 569fa919-f640-4e9e-a2dd-e376e6aac880	COPIED	Sent: 6/12/2024 8:30:07 AM
Vicki Axley v.axley@plainviewmn.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 6/12/2024 8:30:07 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/29/2024 7:10:52 PM
Certified Delivered	Security Checked	6/12/2024 9:35:47 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Bolton & Menk:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: docusign@bolton-menk.com

To advise Bolton & Menk of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@bolton-menk.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Bolton & Menk

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@bolton-menk.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. If any fees are incurred you will be billed for them at that time.

To withdraw your consent with Bolton & Menk

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to docusign@bolton-menk.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions will take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Bolton & Menk as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Bolton & Menk during the course of your relationship with Bolton & Menk.

BOLTON & MENK
Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Bolton-Menk.com

July 2, 2024

Matt Smith
Elcor Construction
123 Carlton Street SW
Rochester, MN 55902

RE: 2023 Street & Utility Improvements
City of Plainview, MN
Project No.: 0H1.127562

Dear Matt:

Enclosed is Contractor's Estimate No. 9 in the amount of $192,886.85.

Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please process through DocuSign as soon as possible.

If you have any questions, please feel free to call.

Sincerely,

Bolton & Menk, Inc.

Drew Weber, PE
Project Engineer

Enclosures

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Contractor's Application for Payment

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Agency's Project No.:**	079-590-002
Project:	2023 STREET AND UTILITY IMPROVEMENTS		
Contract:			

Application No.: 9 **Application Date:** 7/2/2024

Application Period: **From** 5/16/2024 **to** 6/15/2024

1. Original Contract Price		$ 3,859,624.82
2. Net change by Change Orders		$ 62,946.00
3. Current Contract Price (Line 1 + Line 2)		$ 3,922,570.82
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		$ 3,102,920.34
5. Retainage		
a. 5% X	$ 3,092,048.19 Work Completed	$ 154,602.41
b. 5% X	$ 10,872.15 Stored Materials	$ 543.61
c. Total Retainage (Line 5.a + Line 5.b)		$ 155,146.02
6. Amount eligible to date (Line 4 - Line 5.c)		$ 2,947,774.32
7. Less previous payments		$ 2,754,887.47
8. Amount due this application		**$ 192,886.85**

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: ELCOR CONSTRUCTION

Signature: **Date:**

Name: MATT SMITH **Title:** VICE PRESIDENT

Recommended by Engineer		**Approved by Owner**	
By:		**By:**	
Name:	DREW WEBER	**Name:**	CAROL KUJATH
Title:	PROJECT ENGINEER	**Title:**	CITY CLERK
Date:		**Date:**	

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**)wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 9 **Application Period:** From 05/16/24 to 06/15/24 **Application Date:** **07/02/24**

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
						Original Contract							
1	CONSTRUCTION ALLOWANCE	50,000.00	UNIT	1.00	50,000.00	10,447.61	10,447.61	10,447.61	10,447.61		10,447.61	21%	39,552.39
2	LANDSCAPE ALLOWANCE	5,000.00	UNIT	1.00	5,000.00	-	-	-	-		-		5,000.00
3	MOBILIZATION	1.00	L S	187,350.00	187,350.00	0.75	140,512.50	0.75	140,512.50		140,512.50	75%	46,837.50
4	CLEARING	24.00	EACH	1,500.00	36,000.00	25.00	37,500.00	26.00	39,000.00		39,000.00	108%	(3,000.00)
5	GRUBBING	25.00	EACH	425.00	10,625.00	27.00	11,475.00	27.00	11,475.00		11,475.00	108%	(850.00)
6	SALVAGE SIGN	36.00	EACH	40.00	1,440.00	17.00	680.00	19.00	760.00		760.00	53%	680.00
7	SALVAGE MAIL BOX SUPPORT	50.00	EACH	63.00	3,150.00	35.00	2,205.00	35.00	2,205.00		2,205.00	70%	945.00
8	SAWING CONCRETE PAVEMENT (FULL DEPTH)	670.00	L F	5.50	3,685.00	576.00	3,168.00	683.00	3,756.50		3,756.50	102%	(71.50)
9	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1,017.00	L F	1.80	1,830.60	712.00	1,281.60	1,043.00	1,877.40		1,877.40	103%	(46.80)
10	REMOVE CURB AND GUTTER	6,400.00	L F	3.00	19,200.00	4,951.00	14,853.00	6,400.00	19,200.00		19,200.00	100%	-
11	REMOVE CONCRETE DRIVEWAY PAVEMENT	897.00	S Y	9.00	8,073.00	721.00	6,489.00	897.00	8,073.00		8,073.00	100%	-
12	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	423.00	S Y	5.00	2,115.00	330.00	1,650.00	330.00	1,650.00		1,650.00	78%	465.00
13	REMOVE BITUMINOUS PAVEMENT	15,021.00	S Y	3.00	45,063.00	15,033.00	45,099.00	15,033.00	45,099.00		45,099.00	100%	(36.00)
14	REMOVE CONCRETE WALK	19,824.00	S F	1.00	19,824.00	14,720.00	14,720.00	19,855.00	19,855.00		19,855.00	100%	(31.00)
15	EXCAVATION - COMMON	8,755.00	C Y	15.00	131,325.00	6,589.00	98,835.00	6,589.00	98,835.00		98,835.00	75%	32,490.00
16	EXCAVATION - SUBGRADE	1,461.00	C Y	19.00	27,759.00	419.00	7,961.00	444.00	8,436.00		8,436.00	30%	19,323.00
17	SELECT GRANULAR EMBANKMENT (CV)	5,854.00	C Y	19.00	111,226.00	-	-	-	-		-		111,226.00
18	STABILIZING AGGREGATE (CV)	1,461.00	C Y	28.00	40,908.00	5,045.00	141,260.00	5,294.29	148,240.12		148,240.12	362%	(107,332.12)
19	EXCAVATION SPECIAL	15.00	HOUR	225.00	3,375.00	16.50	3,712.50	17.50	3,937.50		3,937.50	117%	(562.50)
20	GEOTEXTILE FABRIC TYPE 10	17,535.00	S Y	3.00	52,605.00	13,346.00	40,038.00	14,430.00	43,290.00		43,290.00	82%	9,315.00
21	AGGREGATE SURFACING CLASS 2	86.00	TON	20.00	1,720.00	-	-	-	-		-		1,720.00
22	STREET SWEEPER (WITH PICKUP BROOM)	25.00	HOUR	175.00	4,375.00	-	-	-	-		-		4,375.00
23	AGGREGATE BASE (CV) CLASS 5	3,901.00	C Y	31.00	120,931.00	3,148.00	97,588.00	3,389.00	105,059.00		105,059.00	87%	15,872.00
24	BITUMINOUS MATERIAL TACK COAT	1,492.00	GAL	0.01	14.92	100.00	1.00	100.00	1.00		1.00	7%	13.92
25	BITUMINOUS PATCH SPECIAL 1	117.00	S Y	74.00	8,658.00	117.00	8,658.00	117.00	8,658.00		8,658.00	100%	-
26	BITUMINOUS PATCH SPECIAL 2	231.00	S Y	74.00	17,094.00	85.00	6,290.00	85.00	6,290.00		6,290.00	37%	10,804.00
27	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 1.5" THICK	14,923.00	S Y	10.10	150,722.30	140.00	1,414.00	140.00	1,414.00		1,414.00	1%	149,308.30
28	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C) 2.5" THICK	14,923.00	S Y	15.50	231,306.50	12,093.00	187,441.50	12,093.00	187,441.50		187,441.50	81%	43,865.00
29	6" PERF PVC PIPE DRAIN	7,310.00	L F	19.00	138,890.00	5,505.00	104,595.00	5,942.00	112,898.00		112,898.00	81%	25,992.00
30	6" PVC PIPE DRAIN CLEANOUT	25.00	EACH	350.00	8,750.00	20.00	7,000.00	20.00	7,000.00		7,000.00	80%	1,750.00
31	SUMP PUMP SERVICE	63.00	EACH	900.00	56,700.00	48.00	43,200.00	50.00	45,000.00		45,000.00	79%	11,700.00
32	CONCRETE CURB AND GUTTER DESIGN B418	786.00	L F	26.00	20,436.00	3,280.00	85,280.00	3,280.00	85,280.00		85,280.00	417%	(64,844.00)
33	CONCRETE CURB AND GUTTER DESIGN B618	6,630.00	L F	18.75	124,312.50	2,760.00	51,750.00	2,760.00	51,750.00		51,750.00	42%	72,562.50
34	6" CONCRETE DRIVEWAY PAVEMENT	1,105.00	S Y	64.00	70,720.00	983.00	62,912.00	983.00	62,912.00		62,912.00	89%	7,808.00
35	7" CONCRETE DRIVEWAY PAVEMENT	157.00	S Y	71.00	11,147.00	20.00	1,420.00	20.00	1,420.00		1,420.00	13%	9,727.00
36	8" CONCRETE VALLEY GUTTER	54.00	S Y	86.00	4,644.00	54.00	4,644.00	54.00	4,644.00		4,644.00	100%	-
37	REINSTALL MAIL BOX SUPPORT	50.00	EACH	150.00	7,500.00	35.00	5,250.00	35.00	5,250.00		5,250.00	70%	2,250.00
38	TEMPORARY MAIL BOX BANK	1.00	L S	1,500.00	1,500.00	0.60	900.00	1.00	1,500.00		1,500.00	100%	-
39	TRAFFIC CONTROL	1.00	L S	15,000.00	15,000.00	0.75	11,250.00	0.75	11,250.00		11,250.00	75%	3,750.00
40	REINSTALL SIGN	36.00	EACH	250.00	9,000.00	16.00	4,000.00	18.00	4,500.00		4,500.00	50%	4,500.00
41	SALVAGE & REINSTALL SIGN SPECIAL	1.00	EACH	300.00	300.00	1.00	300.00	1.00	300.00		300.00	100%	-
42	SALVAGE & REINSTALL FLAG POLE & BASE	1.00	EACH	500.00	500.00	-	-	-	-		-		500.00
43	STABILIZED CONSTRUCTION EXIT	1.00	L S	1.00	1.00	-	-	1.00	1.00		1.00	100%	-
44	EROSION CONTROL SUPERVISOR	1.00	L S	2,500.00	2,500.00	-	-	-	-		-		2,500.00
45	STORM DRAIN INLET PROTECTION	57.00	EACH	175.00	9,975.00	20.00	3,500.00	20.00	3,500.00		3,500.00	35%	6,475.00
46	SILT FENCE; TYPE MS	600.00	L F	3.00	1,800.00	488.00	1,464.00	488.00	1,464.00		1,464.00	81%	336.00
47	ROCK DITCH CHECK	58.00	EACH	150.00	8,700.00	-	-	12.00	1,800.00		1,800.00	21%	6,900.00

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**)wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 9 **Application Period:** From 05/16/24 to 06/15/24 **Application Date:** 07/02/24

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
48	COMPOST GRADE 2	449.00	C Y	34.00	15,266.00	81.00	2,754.00	81.00	2,754.00		2,754.00	18%	12,512.00
49	FERTILIZER TYPE 3	588.00	L B	2.00	1,176.00	105.00	210.00	105.00	210.00		210.00	18%	966.00
50	TOPSOIL PREPARATION	6,793.00	S Y	1.00	6,793.00	2,586.00	2,586.00	2,586.00	2,586.00		2,586.00	38%	4,207.00
51	SODDING TYPE LAWN	4,449.00	S Y	13.00	57,837.00	984.00	12,792.00	984.00	12,792.00		12,792.00	22%	45,045.00
52	SODDING TYPE SALT TOLERANT	2,344.00	S Y	14.00	32,816.00	972.00	13,608.00	972.00	13,608.00		13,608.00	41%	19,208.00
53	RAPID STABILIZATION METHOD 3	4,062.00	SY	2.00	8,124.00	1,090.00	2,180.00	1,090.00	2,180.00		2,180.00	27%	5,944.00
54	TURF MAINTENANCE	30.00	DAY	110.00	3,300.00	-	-	-	-		-		3,300.00
55	REMOVE MANHOLE (SANITARY)	9.00	EACH	500.00	4,500.00	7.00	3,500.00	9.00	4,500.00		4,500.00	100%	-
56	REMOVE SEWER PIPE (SANITARY)	2,976.00	L F	2.00	5,952.00	2,897.30	5,794.60	3,386.00	6,772.00		6,772.00	114%	(820.00)
57	REMOVE FORCE MAIN	72.00	L F	54.00	3,888.00	-	-	11.00	594.00		594.00	15%	3,294.00
58	AGGREGATE FOUNDATION (SANITARY)	682.00	TON	18.00	12,276.00	187.00	3,366.00	202.00	3,636.00		3,636.00	30%	8,640.00
59	SANITARY SEWER TRACER SYSTEM	1.00	L S	6,341.00	6,341.00	0.50	3,170.50	0.50	3,170.50		3,170.50	50%	3,170.50
60	PROTECT EXISTING FORCEMAIN & WATERMAIN	1.00	L S	19,000.00	19,000.00	-	-	0.50	9,500.00		9,500.00	50%	9,500.00
61	CONNECT TO EXISTING SANITARY SEWER	9.00	EACH	600.00	5,400.00	8.00	4,800.00	9.00	5,400.00		5,400.00	100%	-
62	CONNECT TO EXISTING FORCE MAIN	1.00	EACH	780.00	780.00	-	-	1.00	780.00		780.00	100%	-
63	8"X6" PVC WYE	42.00	EACH	400.00	16,800.00	24.00	9,600.00	38.00	15,200.00		15,200.00	90%	1,600.00
64	10"X6" PVC WYE	27.00	EACH	540.00	14,580.00	27.00	14,580.00	27.00	14,580.00		14,580.00	100%	-
65	CHIMNEY SEAL (SANITARY)	10.00	EACH	305.00	3,050.00	-	-	-	-		-		3,050.00
66	SANITARY SERVICE RISER REINFORCEMENT	14.00	EACH	950.00	13,300.00	4.00	3,800.00	4.00	3,800.00		3,800.00	29%	9,500.00
67	8" PVC PIPE SEWER	1,898.00	L F	65.00	123,370.00	1,368.00	88,920.00	1,883.00	122,395.00		122,395.00	99%	975.00
68	10" PVC PIPE SEWER	1,104.00	L F	72.00	79,488.00	1,101.00	79,272.00	1,101.00	79,272.00		79,272.00	100%	216.00
69	6" PVC SANITARY SERVICE PIPE	2,079.00	L F	61.00	126,819.00	1,571.00	95,831.00	1,888.00	115,168.00		115,168.00	91%	11,651.00
70	4" PVC FORCE MAIN	36.00	L F	76.00	2,736.00	-	-	36.00	2,736.00		2,736.00	100%	-
71	4" INSULATION	10.00	S Y	60.00	600.00	9.90	594.00	9.90	594.00		594.00	99%	6.00
72	CASTING ASSEMBLY (SANITARY)	8.00	EACH	1,000.00	8,000.00	7.00	7,000.00	7.00	7,000.00		7,000.00	88%	1,000.00
73	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	10.00	EACH	800.00	8,000.00	-	-	-	-		-		8,000.00
74	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	89.80	L F	919.00	82,526.20	68.00	62,492.00	86.80	79,769.20		79,769.20	97%	2,757.00
75	CONSTRUCT 8" INSIDE DROP	8.50	L F	412.00	3,502.00	8.50	3,502.00	8.50	3,502.00		3,502.00	100%	-
76	REMOVE GATE VALVE AND BOX	10.00	EACH	150.00	1,500.00	8.00	1,200.00	9.00	1,350.00		1,350.00	90%	150.00
77	REMOVE HYDRANT	6.00	EACH	500.00	3,000.00	5.00	2,500.00	6.00	3,000.00		3,000.00	100%	-
78	REMOVE WATER MAIN	2,559.00	L F	8.00	20,472.00	2,357.00	18,856.00	2,377.00	19,016.00		19,016.00	93%	1,456.00
79	TEMPORARY WATER SERVICE	1.00	L S	29,000.00	29,000.00	0.80	23,200.00	0.80	23,200.00		23,200.00	80%	5,800.00
80	WATERMAIN TRACER SYSTEM	1.00	L S	7,200.00	7,200.00	0.50	3,600.00	0.50	3,600.00		3,600.00	50%	3,600.00
81	CONNECT TO EXISTING WATER MAIN	12.00	EACH	800.00	9,600.00	11.00	8,800.00	13.00	10,400.00		10,400.00	108%	(800.00)
82	HYDRANT (8.5' BURY)	5.00	EACH	7,200.00	36,000.00	5.00	36,000.00	6.00	43,200.00		43,200.00	120%	(7,200.00)
83	HYDRANT (9.0' BURY)	2.00	EACH	7,400.00	14,800.00	1.00	7,400.00	1.00	7,400.00		7,400.00	50%	7,400.00
84	HYDRANT (10.0' BURY)	1.00	EACH	7,900.00	7,900.00	1.00	7,900.00	1.00	7,900.00		7,900.00	100%	-
85	ADJUST VALVE BOX	18.00	EACH	380.00	6,840.00	-	-	-	-		-		6,840.00
86	1" CORPORATION STOP & SADDLE	64.00	EACH	405.00	25,920.00	54.00	21,870.00	63.28	25,628.40		25,628.40	99%	291.60
87	6" GATE VALVE AND BOX	9.00	EACH	2,700.00	24,300.00	9.00	24,300.00	10.00	27,000.00		27,000.00	111%	(2,700.00)
88	8" GATE VALVE AND BOX	13.00	EACH	3,500.00	45,500.00	12.00	42,000.00	12.00	42,000.00		42,000.00	92%	3,500.00
89	12" GATE VALVE AND BOX	1.00	EACH	6,000.00	6,000.00	1.00	6,000.00	1.00	6,000.00		6,000.00	100%	-
90	1" CURB STOP AND BOX	64.00	EACH	550.00	35,200.00	56.00	30,800.00	66.00	36,300.00		36,300.00	103%	(1,100.00)
91	VALVE BOX TOP SECTION & CAP	6.00	EACH	300.00	1,800.00	5.00	1,500.00	6.00	1,800.00		1,800.00	100%	-
92	1" TYPE K COPPER PIPE	2,175.00	L F	44.00	95,700.00	1,863.00	81,972.00	2,175.00	95,700.00		95,700.00	100%	-
93	6" DIP WATERMAIN	40.00	L F	141.00	5,640.00	9.00	1,269.00	22.00	3,102.00		3,102.00	55%	2,538.00
94	6" PVC WATERMAIN	68.00	L F	122.00	8,296.00	57.00	6,954.00	57.00	6,954.00		6,954.00	84%	1,342.00
95	8" PVC WATERMAIN	2,336.00	L F	72.00	168,192.00	2,346.00	168,912.00	2,346.00	168,912.00		168,912.00	100%	(720.00)
96	12" PVC WATERMAIN	40.00	L F	207.00	8,280.00	9.00	1,863.00	16.85	3,487.95		3,487.95	42%	4,792.05
97	4" INSULATION	10.00	S Y	50.00	500.00	6.00	300.00	6.00	300.00		300.00	60%	200.00

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 9 **Application Period:** From 05/16/24 to 06/15/24 **Application Date:** **07/02/24**

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
98	WATERMAIN FITTINGS	1,519.00	L B	12.00	18,228.00	2,219.00	26,628.00	2,405.00	28,860.00		28,860.00	158%	(10,632.00)
99	REMOVE PIPE APRON	1.00	EACH	400.00	400.00	1.00	400.00	1.00	400.00		400.00	100%	-
100	REMOVE MANHOLE (STORM)	6.00	EACH	450.00	2,700.00	5.00	2,250.00	6.00	2,700.00		2,700.00	100%	-
101	REMOVE CATCH BASIN	19.00	EACH	450.00	8,550.00	16.00	7,200.00	19.00	8,550.00		8,550.00	100%	-
102	REMOVE SEWER PIPE (STORM)	1,763.00	L F	5.00	8,815.00	1,634.00	8,170.00	1,634.00	8,170.00		8,170.00	93%	645.00
103	15" RC PIPE APRON	1.00	EACH	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00		2,000.00	100%	-
104	15" RC PIPE SEWER DESIGN 3006 CLASS V	20.00	L F	110.00	2,200.00	20.00	2,200.00	20.00	2,200.00		2,200.00	100%	-
105	CONNECT TO EXISTING STORM SEWER	11.00	EACH	550.00	6,050.00	10.00	5,500.00	12.00	6,600.00		6,600.00	109%	(550.00)
106	10" PVC PIPE SEWER	32.00	LF	69.00	2,208.00	32.00	2,208.00	32.00	2,208.00		2,208.00	100%	-
107	12" PIPE SEWER	929.00	L F	66.00	61,314.00	995.00	65,670.00	995.00	65,670.00		65,670.00	107%	(4,356.00)
108	15" PIPE SEWER	948.00	L F	72.00	68,256.00	952.00	68,544.00	952.00	68,544.00		68,544.00	100%	(288.00)
109	18" PIPE SEWER	712.00	L F	79.00	56,248.00	711.00	56,169.00	711.00	56,169.00		56,169.00	100%	79.00
110	24" PIPE SEWER	152.00	L F	99.00	15,048.00	152.00	15,048.00	152.00	15,048.00		15,048.00	100%	-
111	30" PIPE SEWER	21.00	L F	119.00	2,499.00	16.00	1,904.00	16.00	1,904.00		1,904.00	76%	595.00
112	CASTING ASSEMBLY (STORM)	47.00	EACH	1,000.00	47,000.00	26.00	26,000.00	26.00	26,000.00		26,000.00	55%	21,000.00
113	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	11.00	EACH	800.00	8,800.00	-	-	-	-		-		8,800.00
114	CHIMNEY SEAL (STORM)	47.00	EACH	250.00	11,750.00	26.00	6,500.00	26.00	6,500.00		6,500.00	55%	5,250.00
115	MODIFY DRAINAGE STRUCTURE	2.00	EACH	1,590.00	3,180.00	2.00	3,180.00	2.00	3,180.00		3,180.00	100%	-
116	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	102.70	LF	679.00	69,733.30	98.20	66,677.80	98.20	66,677.80		66,677.80	96%	3,055.50
117	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	2.00	EACH	4,100.00	8,200.00	2.00	8,200.00	2.00	8,200.00		8,200.00	100%	-
118	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	11.40	L F	679.00	7,740.60	9.70	6,586.30	9.70	6,586.30		6,586.30	85%	1,154.30
119	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	44.10	L F	649.00	28,620.90	35.10	22,779.90	35.10	22,779.90		22,779.90	80%	5,841.00
120	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	4.80	L F	1,000.00	4,800.00	-	-	-	-		-		4,800.00
121	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	L F	989.00	4,846.10	3.90	3,857.10	3.90	3,857.10		3,857.10	80%	989.00
122	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	9.80	L F	1,549.00	15,180.20	7.80	12,082.20	7.80	12,082.20		12,082.20	80%	3,098.00
123	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	3.00	L F	748.00	2,244.00	5.60	4,188.80	5.60	4,188.80		4,188.80	187%	(1,944.80)
124	RANDOM RIPRAP CLASS III	15.00	C Y	70.00	1,050.00	-	-	-	-		-		1,050.00
125	SALVAGE MAIL BOX SUPPORT	2.00	EACH	60.00	120.00	-	-	-	-		-		120.00
126	SAWING CONCRETE PAVEMENT (FULL DEPTH)	41.00	L F	5.50	225.50	42.00	231.00	42.00	231.00		231.00	102%	(5.50)
127	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	444.00	L F	1.80	799.20	444.00	799.20	444.00	799.20		799.20	100%	-
128	REMOVE CURB AND GUTTER	668.00	L F	3.00	2,004.00	668.00	2,004.00	668.00	2,004.00		2,004.00	100%	-
129	REMOVE CONCRETE DRIVEWAY PAVEMENT	71.00	S Y	9.00	639.00	71.00	639.00	71.00	639.00		639.00	100%	-
130	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	S Y	9.00	945.00	105.00	945.00	105.00	945.00		945.00	100%	-
131	REMOVE BITUMINOUS PAVEMENT	184.00	S Y	3.00	552.00	184.00	552.00	184.00	552.00		552.00	100%	-
132	REMOVE CONCRETE WALK	176.00	S F	1.00	176.00	176.00	176.00	176.00	176.00		176.00	100%	-
133	EXCAVATION - COMMON	133.00	C Y	15.00	1,995.00	133.00	1,995.00	133.00	1,995.00		1,995.00	100%	-
134	AGGREGATE SURFACING CLASS 2	10.00	TON	20.00	200.00	-	-	-	-		-		200.00
135	BITUMINOUS PATCH SPECIAL 1	181.00	S Y	74.00	13,394.00	181.00	13,394.00	181.00	13,394.00		13,394.00	100%	-
136	BITUMINOUS PATCH SPECIAL 2	52.00	S Y	74.00	3,848.00	52.00	3,848.00	52.00	3,848.00		3,848.00	100%	-
137	4" CONCRETE WALK	31,244.00	S F	7.00	218,708.00	18,674.00	130,718.00	19,006.00	133,042.00		133,042.00	61%	85,666.00
138	6" CONCRETE WALK	2,546.00	S F	11.00	28,006.00	1,375.00	15,125.00	1,523.00	16,753.00		16,753.00	60%	11,253.00
139	DRILL AND GROUT REINF BAR (EPOXY COATED)	473.00	EACH	7.00	3,311.00	209.00	1,463.00	209.00	1,463.00		1,463.00	44%	1,848.00
140	CONCRETE CURB AND GUTTER DESIGN B618	325.00	L F	26.00	8,450.00	325.00	8,450.00	325.00	8,450.00		8,450.00	100%	-
141	CONCRETE CURB DESIGN SPECIAL	160.00	L F	70.00	11,200.00	-	-	149.00	10,430.00		10,430.00	93%	770.00
142	6" CONCRETE DRIVEWAY PAVEMENT	66.00	S Y	66.00	4,356.00	90.00	5,940.00	90.00	5,940.00		5,940.00	136%	(1,584.00)
143	7" CONCRETE DRIVEWAY PAVEMENT	49.00	S Y	73.00	3,577.00	47.00	3,431.00	47.00	3,431.00		3,431.00	96%	146.00
144	CONCRETE SILL	140.00	L F	7.00	980.00	140.00	980.00	140.00	980.00		980.00	100%	-
145	TRUNCATED DOMES	590.00	S F	60.00	35,400.00	343.00	20,580.00	361.00	21,660.00		21,660.00	61%	13,740.00
146	REINSTALL MAIL BOX SUPPORT	2.00	EACH	150.00	300.00	-	-	-	-		-		300.00
147	TEMPORARY PEDESTRIAN CHANNELIZER	1.00	LS	10,700.00	10,700.00	0.50	5,350.00	0.50	5,350.00		5,350.00	50%	5,350.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	CITY OF PLAINVIEW	**)wner's Project No.:**	
Engineer:	BOLTON & MENK	**gineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**ractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**gency's Project No.:**	079-590-002
Contract:			

Application No.: 9 **Application Period:** From 05/16/24 to 06/15/24 **Application Date:** 07/02/24

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
148	SILT FENCE; TYPE MS	71.00	L F	3.00	213.00	-	-	-	-		-		213.00
149	COMPOST GRADE 2	23.00	C Y	34.00	782.00	23.00	782.00	23.00	782.00		782.00	100%	-
150	FERTILIZER TYPE 3	29.00	L B	2.00	58.00	14.00	28.00	14.00	28.00		28.00	48%	30.00
151	TOPSOIL PREPARATION	1,730.00	S Y	1.00	1,730.00	646.00	646.00	646.00	646.00		646.00	37%	1,084.00
152	SODDING TYPE LAWN	938.00	S Y	13.00	12,194.00	518.00	6,734.00	518.00	6,734.00		6,734.00	55%	5,460.00
153	SODDING TYPE SALT TOLERANT	792.00	S Y	14.00	11,088.00	128.00	1,792.00	128.00	1,792.00		1,792.00	16%	9,296.00
154	RAPID STABILIZATION METHOD 3	201.00	SY	2.00	402.00	-	-	-	-		-		402.00
SM1	Storm Pipe - Prinsco						3,244.49			-	-		-
SM2	Hydrants & DIP - Core & Main						904.48			-	-		-
SM3	Subdrain - Core & Main						7,329.95			3,664.98	3,664.98		(3,664.98)
SM4	Sanitary Sewer - Core & Main						2,146.84			-	-		-
SM5	Watermain - Core & Main						6,529.63			-	-		-
SM6	Geotextile Fabric - Ramy						2,308.47			1,154.23	1,154.23		(1,154.23)
SM7	Castings - Ess Brothers						7,566.18			6,052.94	6,052.94		(6,052.94)
		-	-	-	-		-		-		-		-
				Original Contract Totals	**$ 3,859,624.82**		**$ 2,868,868.15**		**$ 3,035,870.48**	**$ 10,872.15**	**$ 3,046,742.63**	**79%**	**$ 812,882.19**
						Change Orders							
CO1-1	MOBILIZATION	1.00	S Y	3,000.00	3,000.00	0.50	1,500.00	1.00	3,000.00		3,000.00	100%	-
CO1-2	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1,260.00	S Y	1.80	2,268.00	388.00	698.40	731.00	1,315.80		1,315.80	58%	952.20
CO1-3	REMOVE CURB AND GUTTER	32.00	S Y	3.00	96.00	-	-	58.00	174.00		174.00	181%	(78.00)
CO1-4	REMOVE BITUMINOUS PAVEMENT	560.00	SY	3.00	1,680.00	-	-	572.00	1,716.00		1,716.00	102%	(36.00)
CO1-5	CONCRETE CURB AND GUTTER DESIGN B618	32.00	LS	18.75	600.00	-	-	58.00	1,087.50		1,087.50	181%	(487.50)
CO1-6	TRAFFIC CONTROL	1.00	LF	2,500.00	2,500.00	0.50	1,250.00	0.50	1,250.00		1,250.00	50%	1,250.00
CO1-7	CHIMNEY SEAL (SANITARY)	12.00	LF	305.00	3,660.00	13.00	3,965.00	13.00	3,965.00		3,965.00	108%	(305.00)
CO1-8	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	12.00	SY	800.00	9,600.00	13.00	10,400.00	13.00	10,400.00		10,400.00	108%	(800.00)
CO1-9	ADJUST VALVE BOX	14.00	LF	600.00	8,400.00	15.00	9,000.00	15.00	9,000.00		9,000.00	107%	(600.00)
CO1-10	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	3.00	LS	800.00	2,400.00	4.00	3,200.00	4.00	3,200.00		3,200.00	133%	(800.00)
CO1-11	CHIMNEY SEAL (STORM)	3.00	EACH	250.00	750.00	4.00	1,000.00	4.00	1,000.00		1,000.00	133%	(250.00)
CO1-12	BITUMINOUS PATCH SPECIAL 2	40.00	EACH	74.00	2,960.00	-	-	-	-		-		2,960.00
CO1-13	BITUMINOUS PATCH SPECIAL 3	560.00	EACH	44.70	25,032.00	-	-	448.98	20,069.41		20,069.41	80%	4,962.59
				Change Order Totals	**$ 62,946.00**		**$ 31,013.40**		**$ 56,177.71**	**$ -**	**$ 56,177.71**	**89%**	**$ 6,768.29**
						Original Contract and Change Orders							
				Project Totals	**$ 3,922,570.82**		**$ 2,899,881.55**		**$ 3,092,048.19**	**$ 10,872.15**	**$ 3,102,920.34**	**79%**	**$ 819,650.48**

Project Cost Estimate Breakdown

Owner: CITY OF PLAINVIEW
Engineer: BOLTON & MENK
Contractor: ELCOR CONSTRUCTION
Project: 2023 STREET AND UTILITY IMPROVEMENTS
Contract:

Owner's Project No.:
Engineer's Project No.: 0H1.127562
Contractor's Project No.:
Agency's Project No.: 079-590-002

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
1	2016.615	CONSTRUCTION ALLOWANCE	50000.00	UNIT	$1.00	$50,000.00			10,447.61	$10,447.61	10,447.61	$10,447.61
2	2016.615	LANDSCAPE ALLOWANCE	5000.00	UNIT	$1.00	$5,000.00						
3	2021.501	MOBILIZATION	1.00	L S	$187,350.00	$187,350.00	0.06	$11,241.00	0.69	$129,271.50	0.75	$140,512.50
4	2101.502	CLEARING	24.00	EACH	$1,500.00	$36,000.00			26.00	$39,000.00	26.00	$39,000.00
5	2101.502	GRUBBING	25.00	EACH	$425.00	$10,625.00			27.00	$11,475.00	27.00	$11,475.00
6	2104.502	SALVAGE SIGN	36.00	EACH	$40.00	$1,440.00			19.00	$760.00	19.00	$760.00
7	2104.502	SALVAGE MAIL BOX SUPPORT	50.00	EACH	$63.00	$3,150.00			35.00	$2,205.00	35.00	$2,205.00
8	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	670.00	L F	$5.50	$3,685.00			683.00	$3,756.50	683.00	$3,756.50
9	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1017.00	L F	$1.80	$1,830.60			1,043.00	$1,877.40	1,043.00	$1,877.40
10	2104.503	REMOVE CURB AND GUTTER	6400.00	L F	$3.00	$19,200.00			6,400.00	$19,200.00	6,400.00	$19,200.00
11	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	897.00	S Y	$9.00	$8,073.00			897.00	$8,073.00	897.00	$8,073.00
12	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	423.00	S Y	$5.00	$2,115.00			330.00	$1,650.00	330.00	$1,650.00
13	2104.504	REMOVE BITUMINOUS PAVEMENT	15021.00	S Y	$3.00	$45,063.00			15,033.00	$45,099.00	15,033.00	$45,099.00
14	2104.518	REMOVE CONCRETE WALK	19824.00	S F	$1.00	$19,824.00			19,855.00	$19,855.00	19,855.00	$19,855.00
15	2106.507	EXCAVATION - COMMON	8755.00	C Y	$15.00	$131,325.00			6,589.00	$98,835.00	6,589.00	$98,835.00
16	2106.507	EXCAVATION - SUBGRADE	1461.00	C Y	$19.00	$27,759.00			444.00	$8,436.00	444.00	$8,436.00
17	2106.507	SELECT GRANULAR EMBANKMENT (CV)	5854.00	C Y	$19.00	$111,226.00						
18	2106.507	STABILIZING AGGREGATE (CV)	1461.00	C Y	$28.00	$40,908.00			5,294.29	$148,240.12	5,294.29	$148,240.12
19	2106.607	EXCAVATION SPECIAL	15.00	HOUR	$225.00	$3,375.00			17.50	$3,937.50	17.50	$3,937.50
20	2108.504	GEOTEXTILE FABRIC TYPE 10	17535.00	S Y	$3.00	$52,605.00			14,430.00	$43,290.00	14,430.00	$43,290.00
21	2118.509	AGGREGATE SURFACING CLASS 2	86.00	TON	$20.00	$1,720.00						
22	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	25.00	HOUR	$175.00	$4,375.00						
23	2211.507	AGGREGATE BASE (CV) CLASS 5	3901.00	C Y	$31.00	$120,931.00			3,389.00	$105,059.00	3,389.00	$105,059.00
24	2357.506	BITUMINOUS MATERIAL TACK COAT	1492.00	GAL	$0.01	$14.92			100.00	$1.00	100.00	$1.00
25	2231.604	BITUMINOUS PATCH SPECIAL 1	117.00	S Y	$74.00	$8,658.00			117.00	$8,658.00	117.00	$8,658.00
26	2231.604	BITUMINOUS PATCH SPECIAL 2	231.00	S Y	$74.00	$17,094.00			85.00	$6,290.00	85.00	$6,290.00
27	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 1.5" THICK	14923.00	S Y	$10.10	$150,722.30			140.00	$1,414.00	140.00	$1,414.00
28	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C) 2.5" THICK	14923.00	S Y	$15.50	$231,306.50			12,093.00	$187,441.50	12,093.00	$187,441.50
29	2502.503	6" PERF PVC PIPE DRAIN	7310.00	L F	$19.00	$138,890.00			5,942.00	$112,898.00	5,942.00	$112,898.00
30	2502.602	6" PVC PIPE DRAIN CLEANOUT	25.00	EACH	$350.00	$8,750.00			20.00	$7,000.00	20.00	$7,000.00
31	2502.602	SUMP PUMP SERVICE	63.00	EACH	$900.00	$56,700.00			50.00	$45,000.00	50.00	$45,000.00
32	2531.503	CONCRETE CURB AND GUTTER DESIGN B418	786.00	L F	$26.00	$20,436.00			3,280.00	$85,280.00	3,280.00	$85,280.00
33	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	6630.00	L F	$18.75	$124,312.50			2,760.00	$51,750.00	2,760.00	$51,750.00
34	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	1105.00	S Y	$64.00	$70,720.00			983.00	$62,912.00	983.00	$62,912.00
35	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	157.00	S Y	$71.00	$11,147.00			20.00	$1,420.00	20.00	$1,420.00
36	2531.604	8" CONCRETE VALLEY GUTTER	54.00	S Y	$86.00	$4,644.00			54.00	$4,644.00	54.00	$4,644.00
37	2540.602	REINSTALL MAIL BOX SUPPORT	50.00	EACH	$150.00	$7,500.00			35.00	$5,250.00	35.00	$5,250.00
38	2540.602	TEMPORARY MAIL BOX BANK	1.00	L S	$1,500.00	$1,500.00			1.00	$1,500.00	1.00	$1,500.00
39	2563.601	TRAFFIC CONTROL	1.00	L S	$15,000.00	$15,000.00	0.06	$900.00	0.69	$10,350.00	0.75	$11,250.00
40	2564.602	REINSTALL SIGN	36.00	EACH	$250.00	$9,000.00			18.00	$4,500.00	18.00	$4,500.00
41	2564.602	SALVAGE & REINSTALL SIGN SPECIAL	1.00	EACH	$300.00	$300.00			1.00	$300.00	1.00	$300.00
42	2564.602	SALVAGE & REINSTALL FLAG POLE & BASE	1.00	EACH	$500.00	$500.00						
43	2573.501	STABILIZED CONSTRUCTION EXIT	1.00	L S	$1.00	$1.00			1.00	$1.00	1.00	$1.00

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
44	2573.501	EROSION CONTROL SUPERVISOR	1.00	L S	$2,500.00	$2,500.00						
45	2573.502	STORM DRAIN INLET PROTECTION	57.00	EACH	$175.00	$9,975.00			20.00	$3,500.00	20.00	$3,500.00
46	2573.503	SILT FENCE; TYPE MS	600.00	L F	$3.00	$1,800.00			488.00	$1,464.00	488.00	$1,464.00
47	2573.602	ROCK DITCH CHECK	58.00	EACH	$150.00	$8,700.00			12.00	$1,800.00	12.00	$1,800.00
48	2574.507	COMPOST GRADE 2	449.00	C Y	$34.00	$15,266.00			81.00	$2,754.00	81.00	$2,754.00
49	2574.508	FERTILIZER TYPE 3	588.00	L B	$2.00	$1,176.00			105.00	$210.00	105.00	$210.00
50	2574.604	TOPSOIL PREPARATION	6793.00	S Y	$1.00	$6,793.00			2,586.00	$2,586.00	2,586.00	$2,586.00
51	2575.504	SODDING TYPE LAWN	4449.00	S Y	$13.00	$57,837.00			984.00	$12,792.00	984.00	$12,792.00
52	2575.504	SODDING TYPE SALT TOLERANT	2344.00	S Y	$14.00	$32,816.00			972.00	$13,608.00	972.00	$13,608.00
53	2575.504	RAPID STABILIZATION METHOD 3	4062.00	SY	$2.00	$8,124.00			1,090.00	$2,180.00	1,090.00	$2,180.00
54	2575.611	TURF MAINTENANCE	30.00	DAY	$110.00	$3,300.00						
55	2104.502	REMOVE MANHOLE (SANITARY)	9.00	EACH	$500.00	$4,500.00			9.00	$4,500.00	9.00	$4,500.00
56	2104.503	REMOVE SEWER PIPE (SANITARY)	2976.00	L F	$2.00	$5,952.00			3,386.00	$6,772.00	3,386.00	$6,772.00
57	2104.503	REMOVE FORCE MAIN	72.00	L F	$54.00	$3,888.00			11.00	$594.00	11.00	$594.00
58	2451.609	AGGREGATE FOUNDATION (SANITARY)	682.00	TON	$18.00	$12,276.00			202.00	$3,636.00	202.00	$3,636.00
59	2503.601	SANITARY SEWER TRACER SYSTEM	1.00	L S	$6,341.00	$6,341.00			0.50	$3,170.50	0.50	$3,170.50
60	2503.601	PROTECT EXISTING FORCEMAIN & WATERMAIN	1.00	L S	$19,000.00	$19,000.00			0.50	$9,500.00	0.50	$9,500.00
61	2503.602	CONNECT TO EXISTING SANITARY SEWER	9.00	EACH	$600.00	$5,400.00			9.00	$5,400.00	9.00	$5,400.00
62	2503.602	CONNECT TO EXISTING FORCE MAIN	1.00	EACH	$780.00	$780.00			1.00	$780.00	1.00	$780.00
63	2503.602	8"X6" PVC WYE	42.00	EACH	$400.00	$16,800.00			38.00	$15,200.00	38.00	$15,200.00
64	2503.602	10"X6" PVC WYE	27.00	EACH	$540.00	$14,580.00			27.00	$14,580.00	27.00	$14,580.00
65	2503.602	CHIMNEY SEAL (SANITARY)	10.00	EACH	$305.00	$3,050.00						
66	2503.602	SANITARY SERVICE RISER REINFORCEMENT	14.00	EACH	$950.00	$13,300.00			4.00	$3,800.00	4.00	$3,800.00
67	2503.603	8" PVC PIPE SEWER	1898.00	L F	$65.00	$123,370.00			1,883.00	$122,395.00	1,883.00	$122,395.00
68	2503.603	10" PVC PIPE SEWER	1104.00	L F	$72.00	$79,488.00			1,101.00	$79,272.00	1,101.00	$79,272.00
69	2503.603	6" PVC SANITARY SERVICE PIPE	2079.00	L F	$61.00	$126,819.00			1,888.00	$115,168.00	1,888.00	$115,168.00
70	2503.603	4" PVC FORCE MAIN	36.00	L F	$76.00	$2,736.00			36.00	$2,736.00	36.00	$2,736.00
71	2503.604	4" INSULATION	10.00	S Y	$60.00	$600.00			9.90	$594.00	9.90	$594.00
72	2506.502	CASTING ASSEMBLY (SANITARY)	8.00	EACH	$1,000.00	$8,000.00			7.00	$7,000.00	7.00	$7,000.00
73	2506.502	ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	10.00	EACH	$800.00	$8,000.00						
74	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	89.80	L F	$919.00	$82,526.20			86.80	$79,769.20	86.80	$79,769.20
75	2506.603	CONSTRUCT 8" INSIDE DROP	8.50	L F	$412.00	$3,502.00			8.50	$3,502.00	8.50	$3,502.00
76	2104.502	REMOVE GATE VALVE AND BOX	10.00	EACH	$150.00	$1,500.00			9.00	$1,350.00	9.00	$1,350.00
77	2104.502	REMOVE HYDRANT	6.00	EACH	$500.00	$3,000.00			6.00	$3,000.00	6.00	$3,000.00
78	2104.503	REMOVE WATER MAIN	2559.00	L F	$8.00	$20,472.00			2,377.00	$19,016.00	2,377.00	$19,016.00
79	2504.601	TEMPORARY WATER SERVICE	1.00	L S	$29,000.00	$29,000.00			0.80	$23,200.00	0.80	$23,200.00
80	2504.601	WATERMAIN TRACER SYSTEM	1.00	L S	$7,200.00	$7,200.00			0.50	$3,600.00	0.50	$3,600.00
81	2504.602	CONNECT TO EXISTING WATER MAIN	12.00	EACH	$800.00	$9,600.00			13.00	$10,400.00	13.00	$10,400.00
82	2504.602	HYDRANT (8.5' BURY)	5.00	EACH	$7,200.00	$36,000.00			6.00	$43,200.00	6.00	$43,200.00
83	2504.602	HYDRANT (9.0' BURY)	2.00	EACH	$7,400.00	$14,800.00			1.00	$7,400.00	1.00	$7,400.00
84	2504.602	HYDRANT (10.0' BURY)	1.00	EACH	$7,900.00	$7,900.00			1.00	$7,900.00	1.00	$7,900.00
85	2504.602	ADJUST VALVE BOX	18.00	EACH	$380.00	$6,840.00						
86	2504.602	1" CORPORATION STOP & SADDLE	64.00	EACH	$405.00	$25,920.00			63.28	$25,628.40	63.28	$25,628.40

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
87	2504.602	6" GATE VALVE AND BOX	9.00	EACH	$2,700.00	$24,300.00			10.00	$27,000.00	10.00	$27,000.00
88	2504.602	8" GATE VALVE AND BOX	13.00	EACH	$3,500.00	$45,500.00			12.00	$42,000.00	12.00	$42,000.00
89	2504.602	12" GATE VALVE AND BOX	1.00	EACH	$6,000.00	$6,000.00			1.00	$6,000.00	1.00	$6,000.00
90	2504.602	1" CURB STOP AND BOX	64.00	EACH	$550.00	$35,200.00			66.00	$36,300.00	66.00	$36,300.00
91	2504.602	VALVE BOX TOP SECTION & CAP	6.00	EACH	$300.00	$1,800.00			6.00	$1,800.00	6.00	$1,800.00
92	2504.603	1" TYPE K COPPER PIPE	2175.00	L F	$44.00	$95,700.00			2,175.00	$95,700.00	2,175.00	$95,700.00
93	2504.603	6" DIP WATERMAIN	40.00	L F	$141.00	$5,640.00			22.00	$3,102.00	22.00	$3,102.00
94	2504.603	6" PVC WATERMAIN	68.00	L F	$122.00	$8,296.00			57.00	$6,954.00	57.00	$6,954.00
95	2504.603	8" PVC WATERMAIN	2336.00	L F	$72.00	$168,192.00			2,346.00	$168,912.00	2,346.00	$168,912.00
96	2504.603	12" PVC WATERMAIN	40.00	L F	$207.00	$8,280.00			16.85	$3,487.95	16.85	$3,487.95
97	2504.604	4" INSULATION	10.00	S Y	$50.00	$500.00			6.00	$300.00	6.00	$300.00
98	2504.608	WATERMAIN FITTINGS	1519.00	L B	$12.00	$18,228.00			2,405.00	$28,860.00	2,405.00	$28,860.00
99	2104.502	REMOVE PIPE APRON	1.00	EACH	$400.00	$400.00			1.00	$400.00	1.00	$400.00
100	2104.502	REMOVE MANHOLE (STORM)	6.00	EACH	$450.00	$2,700.00			6.00	$2,700.00	6.00	$2,700.00
101	2104.502	REMOVE CATCH BASIN	19.00	EACH	$450.00	$8,550.00			19.00	$8,550.00	19.00	$8,550.00
102	2104.503	REMOVE SEWER PIPE (STORM)	1763.00	L F	$5.00	$8,815.00			1,634.00	$8,170.00	1,634.00	$8,170.00
103	2501.502	15" RC PIPE APRON	1.00	EACH	$2,000.00	$2,000.00			1.00	$2,000.00	1.00	$2,000.00
104	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	20.00	L F	$110.00	$2,200.00			20.00	$2,200.00	20.00	$2,200.00
105	2503.602	CONNECT TO EXISTING STORM SEWER	11.00	EACH	$550.00	$6,050.00			12.00	$6,600.00	12.00	$6,600.00
106	2503.603	10" PVC PIPE SEWER	32.00	LF	$69.00	$2,208.00			32.00	$2,208.00	32.00	$2,208.00
107	2503.603	12" PIPE SEWER	929.00	L F	$66.00	$61,314.00			995.00	$65,670.00	995.00	$65,670.00
108	2503.603	15" PIPE SEWER	948.00	L F	$72.00	$68,256.00			952.00	$68,544.00	952.00	$68,544.00
109	2503.603	18" PIPE SEWER	712.00	L F	$79.00	$56,248.00			711.00	$56,169.00	711.00	$56,169.00
110	2503.603	24" PIPE SEWER	152.00	L F	$99.00	$15,048.00			152.00	$15,048.00	152.00	$15,048.00
111	2503.603	30" PIPE SEWER	21.00	L F	$119.00	$2,499.00			16.00	$1,904.00	16.00	$1,904.00
112	2506.502	CASTING ASSEMBLY (STORM)	47.00	EACH	$1,000.00	$47,000.00			26.00	$26,000.00	26.00	$26,000.00
113	2506.502	ADJUST FRAME AND RING CASTING SPECIAL (STORM)	11.00	EACH	$800.00	$8,800.00						
114	2506.502	CHIMNEY SEAL (STORM)	47.00	EACH	$250.00	$11,750.00			26.00	$6,500.00	26.00	$6,500.00
115	2506.502	MODIFY DRAINAGE STRUCTURE	2.00	EACH	$1,590.00	$3,180.00			2.00	$3,180.00	2.00	$3,180.00
116	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	102.70	LF	$679.00	$69,733.30			98.20	$66,677.80	98.20	$66,677.80
117	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	2.00	EACH	$4,100.00	$8,200.00			2.00	$8,200.00	2.00	$8,200.00
118	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	11.40	L F	$679.00	$7,740.60			9.70	$6,586.30	9.70	$6,586.30
119	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	44.10	L F	$649.00	$28,620.90			35.10	$22,779.90	35.10	$22,779.90
120	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	4.80	L F	$1,000.00	$4,800.00						
121	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	L F	$989.00	$4,846.10			3.90	$3,857.10	3.90	$3,857.10
122	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	9.80	L F	$1,549.00	$15,180.20			7.80	$12,082.20	7.80	$12,082.20
123	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	3.00	L F	$748.00	$2,244.00			5.60	$4,188.80	5.60	$4,188.80
124	2511.507	RANDOM RIPRAP CLASS III	15.00	C Y	$70.00	$1,050.00						
125	2104.502	SALVAGE MAIL BOX SUPPORT	2.00	EACH	$60.00	$120.00						
126	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	41.00	L F	$5.50	$225.50	42.00	$231.00			42.00	$231.00
127	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	444.00	L F	$1.80	$799.20	444.00	$799.20			444.00	$799.20
128	2104.503	REMOVE CURB AND GUTTER	668.00	L F	$3.00	$2,004.00	668.00	$2,004.00			668.00	$2,004.00
129	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	71.00	S Y	$9.00	$639.00	71.00	$639.00			71.00	$639.00

Project Cost Estimate Breakdown

Owner: CITY OF PLAINVIEW
Engineer: BOLTON & MENK
Contractor: ELCOR CONSTRUCTION
Project: 2023 STREET AND UTILITY IMPROVEMENTS
Contract:

Owner's Project No.:
Engineer's Project No.: 0H1.127562
Contractor's Project No.:
Agency's Project No.: 079-590-002

Item No.	MnDOT Number	Description	As Bid				SAP 079-590-002 PARTICIPATING		LOCAL PROJECT		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Cost
130	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	S Y	$9.00	$945.00	105.00	$945.00			105.00	$945.00
131	2104.504	REMOVE BITUMINOUS PAVEMENT	184.00	S Y	$3.00	$552.00	184.00	$552.00			184.00	$552.00
132	2104.518	REMOVE CONCRETE WALK	176.00	S F	$1.00	$176.00	176.00	$176.00			176.00	$176.00
133	2106.507	EXCAVATION - COMMON	133.00	C Y	$15.00	$1,995.00	133.00	$1,995.00			133.00	$1,995.00
134	2118.509	AGGREGATE SURFACING CLASS 2	10.00	TON	$20.00	$200.00						
135	2231.604	BITUMINOUS PATCH SPECIAL 1	181.00	S Y	$74.00	$13,394.00	181.00	$13,394.00			181.00	$13,394.00
136	2231.604	BITUMINOUS PATCH SPECIAL 2	52.00	S Y	$74.00	$3,848.00	52.00	$3,848.00			52.00	$3,848.00
137	2521.518	4" CONCRETE WALK	31244.00	S F	$7.00	$218,708.00	19,006.00	$133,042.00			19,006.00	$133,042.00
138	2521.518	6" CONCRETE WALK	2546.00	S F	$11.00	$28,006.00	1,523.00	$16,753.00			1,523.00	$16,753.00
139	2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	473.00	EACH	$7.00	$3,311.00	209.00	$1,463.00			209.00	$1,463.00
140	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	325.00	L F	$26.00	$8,450.00	325.00	$8,450.00			325.00	$8,450.00
141	2531.503	CONCRETE CURB DESIGN SPECIAL	160.00	L F	$70.00	$11,200.00	149.00	$10,430.00			149.00	$10,430.00
142	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	66.00	S Y	$66.00	$4,356.00	90.00	$5,940.00			90.00	$5,940.00
143	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	49.00	S Y	$73.00	$3,577.00	47.00	$3,431.00			47.00	$3,431.00
144	2531.603	CONCRETE SILL	140.00	L F	$7.00	$980.00	140.00	$980.00			140.00	$980.00
145	2531.618	TRUNCATED DOMES	590.00	S F	$60.00	$35,400.00	361.00	$21,660.00			361.00	$21,660.00
146	2540.602	REINSTALL MAIL BOX SUPPORT	2.00	EACH	$150.00	$300.00						
147	2563.601	TEMPORARY PEDESTRIAN CHANNELIZER	1.00	LS	$10,700.00	$10,700.00	0.50	$5,350.00			0.50	$5,350.00
148	2573.503	SILT FENCE; TYPE MS	71.00	L F	$3.00	$213.00						
149	2574.507	COMPOST GRADE 2	23.00	C Y	$34.00	$782.00	23.00	$782.00			23.00	$782.00
150	2574.508	FERTILIZER TYPE 3	29.00	L B	$2.00	$58.00	14.00	$28.00			14.00	$28.00
151	2574.604	TOPSOIL PREPARATION	1730.00	S Y	$1.00	$1,730.00	646.00	$646.00			646.00	$646.00
152	2575.504	SODDING TYPE LAWN	938.00	S Y	$13.00	$12,194.00	518.00	$6,734.00			518.00	$6,734.00
153	2575.504	SODDING TYPE SALT TOLERANT	792.00	S Y	$14.00	$11,088.00	128.00	$1,792.00			128.00	$1,792.00
154	2575.504	RAPID STABILIZATION METHOD 3	201.00	SY	$2.00	$402.00						
CO1-1		MOBILIZATION	1.00	LS	$3,000.00	$3,000.00			1.00	$3,000.00	1.00	$3,000.00
CO1-2		SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1260.00	LF	$1.80	$2,268.00			731.00	$1,315.80	731.00	$1,315.80
CO1-3		REMOVE CURB AND GUTTER	32.00	LF	$3.00	$96.00			58.00	$174.00	58.00	$174.00
CO1-4		REMOVE BITUMINOUS PAVEMENT	560.00	SY	$3.00	$1,680.00			572.00	$1,716.00	572.00	$1,716.00
CO1-5		CONCRETE CURB AND GUTTER DESIGN B618	32.00	LF	$18.75	$600.00			58.00	$1,087.50	58.00	$1,087.50
CO1-6		TRAFFIC CONTROL	1.00	LS	$2,500.00	$2,500.00			0.50	$1,250.00	0.50	$1,250.00
CO1-7		CHIMNEY SEAL (SANITARY)	12.00	EACH	$305.00	$3,660.00			13.00	$3,965.00	13.00	$3,965.00
CO1-8		ADJUST FRAME AND RING CASTING SPECIAL (SANITARY)	12.00	EACH	$800.00	$9,600.00			13.00	$10,400.00	13.00	$10,400.00
CO1-9		ADJUST VALVE BOX	14.00	EACH	$600.00	$8,400.00			15.00	$9,000.00	15.00	$9,000.00
CO1-10		ADJUST FRAME AND RING CASTING SPECIAL (STORM)	3.00	EACH	$800.00	$2,400.00			4.00	$3,200.00	4.00	$3,200.00
CO1-11		CHIMNEY SEAL (STORM)	3.00	EACH	$250.00	$750.00			4.00	$1,000.00	4.00	$1,000.00
CO1-12		BITUMINOUS PATCH SPECIAL 2	40.00	SY	$74.00	$2,960.00						
CO1-13		BITUMINOUS PATCH SPECIAL 3	560.00	SY	$44.70	$25,032.00			448.98	$20,069.41	448.98	$20,069.41
SM1		Storm Pipe - Prinsco										
SM2		Hydrants & DIP - Core & Main										
SM3		Subdrain - Core & Main								$3,664.98		$3,664.98
SM4		Sanitary Sewer - Core & Main										
SM5		Watermain - Core & Main										

Project Cost Estimate Breakdown

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Item No.	MnDOT Number	Description	As Bid Approximate Quantity	As Bid Units	As Bid Unit Price	As Bid AMOUNT	SAP 079-590-002 PARTICIPATING Quantity	SAP 079-590-002 PARTICIPATING Value	LOCAL PROJECT Quantity	LOCAL PROJECT Value	TOTAL PROJECT Quantity	TOTAL PROJECT Cost
SM6		Geotextile Fabric - Ramy								$1,154.23		$1,154.23
SM7		Castings - Ess Brothers								$6,052.94		$6,052.94
						TOTALS		**$254,205.20**		**$2,848,715.14**		**$3,102,920.34**

Total Work Completed			$254,205.20		$2,848,715.14		$3,102,920.34
Retainage	5%		$12,710.26		$142,435.76		$155,146.02
Previous Payments			$226,806.04		$2,528,081.43		$2,754,887.47
Total Amount Due			**$14,688.90**		**$178,197.95**		**$192,886.85**

Stored Materials Summary | **Contractor's Application for Payment**

Owner:	CITY OF PLAINVIEW	**Owner's Project No.:**	
Engineer:	BOLTON & MENK	**Engineer's Project No.:**	0H1.127562
Contractor:	ELCOR CONSTRUCTION	**Contractor's Project No.:**	
Project:	2023 STREET AND UTILITY IMPROVEMENTS	**Agency's Project No.:**	079-590-002
Contract:			

Application No.: 9 **Application Period:** **From** 05/16/24 **to** 06/15/24 **Application Date:** 07/02/24

A	B	C	D	E	F	G	H	I	J	K	L	M
						Materials Stored			Incorporated in Work			
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored ($)	Amount Stored this Period ($)	Amount Stored to Date (G+H) ($)	Amount Previously Incorporated in the Work ($)	Amount Incorporated in the Work this Period ($)	Total Amount Incorporated in the Work (J+K) ($)	Materials Remaining in Storage (I-L) ($)
								-			-	-
STORM PIPE	T002294		Storm Pipe - Prinsco	On-Site	3	64,889.72		64,889.72	61,645.23	3,244.49	64,889.72	-
CORE & MAIN 2	T320028		Hydrants & DIP - Core & Main	On-Site	3	18,089.69		18,089.69	17,185.21	904.48	18,089.69	-
CORE & MAIN 3	T271038		Subdrain - Core & Main	On-Site	3	73,299.50		73,299.50	65,969.55	3,664.97	69,634.52	3,664.98
CORE & MAIN 4	T341282		Sanitary Sewer - Core & Main	On-Site	3	42,936.77		42,936.77	40,789.93	2,146.84	42,936.77	-
CORE & MAIN 5	T341435		Watermain - Core & Main	On-Site	3	130,592.68		130,592.68	124,063.05	6,529.63	130,592.68	-
GEO FABRIC	OP-95841-06		Geotextile Fabric - Ramy	On-Site	3	23,084.69		23,084.69	20,776.22	1,154.24	21,930.46	1,154.23
CASTINGS	DD5914		Castings - Ess Brothers	On-Site	3	30,264.72		30,264.72	22,698.54	1,513.24	24,211.78	6,052.94
								-			-	-
								-			-	-
								-			-	-
								-			-	-
								-			-	-
								-			-	-
					Totals	**$ 383,157.77**	**$ -**	**$ 383,157.77**	**$ 353,127.73**	**$ 19,157.89**	**$ 372,285.62**	**$ 10,872.15**

PLAINVIEW
CITY COUNCIL ACTION

Executive Summary
City Council Regular Meeting: July 9, 2024

AGENDA ITEM: Public Works Assistant Hire	**AGENDA SECTION:** New Business
PREPARED BY: Shane Loftus, PW Director	**AGENDA NO.** 7.C.
ATTACHMENTS:	**APPROVED BY:** sl
RECOMMENDED ACTION: Motion to hire Derrick Hoffman to the Public Works Assistant position at Step 2 for $24.37 per hour.	

SUMMARY

The City received 13 applications for the Public Works Assistant position. Of those applicants, three finalists were brought in for interviews. Staff recommends the hire of Derrick Hoffman. Derrick currently works for the City of Lake City. He has experience in snow removal, equipment operating, a license in applying pesticides and fertilizers, some sewer and water, and is willing to learn about the operations of the pool. Derrick will be a great addition to the team.

Respectfully submitted,
Shane Loftus
Public Works Director

DEPARTMENT OF HEALTH

Protecting, Maintaining and Improving the Health of All Minnesotans

June 3, 2024

Water Superintendent
Plainview Public Works Department
241 West Broadway
Plainview, MN 55964-1253

Dear Minnesota Public Water System Team,

Congratulations! The Minnesota Department of Health (MDH) Oral Health and Drinking Water Protection Programs are pleased to present you with the **Centers for Disease Control and Prevention (CDC) Water Fluoridation Quality Award 2022.**

This award is presented to your Public Water System in recognition of significant contributions towards maintaining the optimal level of fluoride in drinking water for 12 consecutive months in a calendar year. By consistently monitoring and adjusting the fluoride levels in our water, you have played a crucial role in promoting dental health and preventing tooth decay among our residents. Water fluoridation has long been recognized as one of the most effective public health measures, and your commitment to upholding this standard is exemplary. Your efforts not only benefit current generations but also contribute to the long-term oral health of future generations.

We want to thank your team for their unwavering dedication and hard work. Included in this envelope is a template press release that provides you with an opportunity to highlight the excellent work being done by your program. For an electronic copy, please contact Ndekela Sakala, Community Oral Health and Equity Coordinator: ndekela.sakala@state.mn.us or 651-201- 5424. If you have questions about the award or would like further information, please get in touch with Maria Spitael, Community Water Fluoridation Engineer: maria.spitael@state.mn.us or 651-201-4710.

Once again, congratulations on this significant achievement!

Sincerely,

Prasida Khanal

Prasida Khanal, MPH BDS
State Oral Health Director
Oral Health Program
Minnesota Department of Health

Sandeep R Burman, PG
Manager
Drinking Water Protection Section
Minnesota Department of Health