



**REGULAR CITY COUNCIL MEETING  
AGENDA**

**Tuesday, July 13, 2021, at 6:00 P.M.**

**Location: Church of Christ 205 1<sup>st</sup> St. NE Plainview**

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

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC HEARING**

A. Amendment to City Ordinances to Allow Special District Zoning

**4. PUBLIC COMMENTS – *Using the Four Minutes Per Attendee Policy***

While the City Council welcomes and encourages participation from community members, we ask 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.*

**5. APPROVAL OF AGENDA**

**6. APPROVAL OF CONSENT AGENDA**

A. City Council Minutes- June 8, 2021 and June 24, 2021

B. Bills

C. Permits/Licenses/Donations

A. Loudspeaker Permits (3) – Plainview Library (Meg Curtiss), American Legion Post 179

B. Robin Deming – Heidi Hoekstra Memorial Barbeque Contest - Gambling (Cash Raffle) License During Corn on the Cob Days

C. Chicken Permit – Amber Gallie

D. Department Head Reports and Board Minutes

E. Tom Wiener Resignation from Planning & Zoning Commission

F. Council Appointments

**7. UNFINISHED BUSINESS**

**8. NEW BUSINESS**

A. Terminating Local Emergency Resolution 2021-21

B. Special District Zoning

C. Bolton & Menk – Pay Estimate No. 9 – Alcon Excavating

D. Bolton & Menk – Pay Estimate No. 5 – Rochester Sand & Gravel

E. TJ's Tavern License Agreement for Corn-on-the-Cob-Days

F. Update on Improving the Development Process in Plainview

**9. INFORMATION ONLY DOCUMENTS**

A. Life Saving Award – Officer Eric Rahman & Officer Aaron Stoning

**10. COUNCIL COMMENT**

**11. ADJOURN**

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                                                                                      |                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| <b>AGENDA ITEM:</b> Minutes                                                                                                                          | <b>AGENDA SECTION:</b> Consent |
| <b>PREPARED BY:</b> Carol Kujath, City Clerk                                                                                                         | <b>AGENDA NO. 5.A.</b>         |
| <b>ATTACHMENTS:</b> Draft Minutes                                                                                                                    | <b>APPROVED BY:</b> cjk        |
| <b>RECOMMENDED ACTION:</b><br><b>1. Motion</b> to approve Minutes of the June 8, 2021 Regular Meeting and June 24, 2021 Special Meeting Proceedings. |                                |

# **REGULAR PLAINVIEW CITY COUNCIL MEETING**

**Tuesday June 8, 2021 at 6:00 P.M.**

**1. CALL TO ORDER-** Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday June 8, 2021 at 6:00 p.m.

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

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

Department Heads absent: Fire Chief Ed Jacobs.

Guests in attendance: Brian Malm, Les Conway, Jim Pettis, Kit Sackreiter, Greg Schumacher, Tim Scanlon, Richard Zabel, Craig Britton, Tony Montgomery, Eric Bennett, Jim Walkes, and Richard Johnson.

## **2. PLEDGE OF ALLEGIANCE-**

## **3. PUBLIC COMMENTS –**

- Les Conway with WSE/Massey- Expressed concerns with Orchard Hills 7<sup>th</sup> Addition Development Agreement. Would like to be added to the June 24, 2021 Special Meeting agenda.
- Tony Montgomery - Disagrees with adding Special District language to the 600 codes, before the council goes through the 600 codes.

## **4. APPROVAL OF AGENDA-** Administrator Todd stated there was a request by the Engineer of Pleasant Acres to strike item 7.A. from the agenda at this time. Mayor Luckstein added 7.L. Hillcrest 2020 Street Project.

Motion by Luckstein, second, by Jacobs to approve the amended agenda without item 7.A. and adding 7.L. Hillcrest 2020 Street Project. Motion carried unanimously.

## **5. APPROVAL OF CONSENT AGENDA-** Motion by Hammer Bartley, second by Jacobs to approve the Consent Agenda. Motion carried unanimously.

- A.** City Council Minutes – May 11, 2021
- B.** Bills
- C.** Permits/Licenses/Donations-
  - A.** Chicken Permit – Brandon Bauman
  - B.** Loudspeaker Permit – Plainview Library (Meg Curtiss)
  - C.** Loudspeaker Permit – Kim’s Saloon & Grill
  - D.** 2am License Permit – William Allen American Legion Post 179
- D.** Department Head Reports and Board Minutes
- E.** Quarry Contract – Brush and Compost Leases – Morath and Edwards

## **6. UNFINISHED BUSINESS – None**

## **7. NEW BUSINESS**

**A. Pleasant Acres Addition Preliminary Plat Denial – Resolution 2021-15** –Strike from Agenda.

**B. Greenwood Prairie Classic Iron Club – Corn on the Cobs Days Tractor Push** –Jim Pettis with the Greenwood Prairie Classic Iron Club presented the council with the idea of “Taking on City Hall” in a friendly competition during the Corn-on-the-Cob-Days event. This competition would include tractor pushing, 3-team relay race, and harvesting of crops. There would be a traveling trophy for the winners. Pettis would like the City to put out a formal challenge in July. This would be posted in the paper, on the website and the Facebook page.

Motion by Luckstein, second by Jacobs to discuss and approve the Greenwood Prairie Classic Iron Club Corn-on-the-Cob-Days request to have a tractor pushing competition. Motion carried unanimously.

**C. Plainview Engagement Coordination – Sidewalk Plan and SHIP Grant** – The City was awarded a grant through Wabasha County SHIP to institute a Healthy Living Walkability Plan in the amount of \$16,500. This is an expansion of the Sidewalk Plan proposal from Bolton and Menk, accepted by Council. The grant will support the original cost of the proposal from Bolton and Menk, however, the scope of the project, reporting requirements, and public outreach will exceed the original proposal for just the sidewalk plan. There is a need for further assistance from Bolton and Menk to ensure the caveats of the grant are met. Bolton and Menk has submitted an addendum to their original proposal for additional work that will satisfy the project. The proposal addendum is for \$10,800 for the additional work. The City originally approved \$16,500 for the sidewalk plan and the SHIP grant is a matching grant, the additional work proposed will be less than the original amount approved with a much better project in the end. The funds would come out of the sidewalk budget for Public Works.

Motion by Jacobs, second by Hammer Bartley to approve the proposal from Bolton and Menk for additional work on the Sidewalk Plan-SHIP Grant. Motion carried unanimously.

**D. Trailhead Park Proposal** - Beau Hebert with the Parks & Trails Commission, along with Tim Scanlon with the American Legion, and Kit Sackreiter with the Boy Scouts presented a redesign of the Trailhead Park which would include a name change to “National Services Memorial Park”. The Parks and Trails Commission finds merit with the project and recommends the City coordinate with Representatives of the Peace Corp, American Legion, and Boy Scouts based on the favorable reaction from the stakeholders contacted, to proceed with the next phase(s) of the project, to include a public hearing to gather city-wide input as well as allowing the City Attorney to negotiate a cooperative service and maintenance agreement.

Motion by Jacobs, second by Hammer Bartley to approve moving forward with the next phase of the Trailhead Park project.

**E. Brush Pile Chipping** – Loftus explained to the Council that each year we hire out to have the brush pile chipped and hauled. Last year local farmers were interested in the chips for bedding for livestock. However, the chips were too large. This year in the request for chipping with a smaller screen the City received 2 quotes:

| <u>Company:</u> | <u>Grinder/Equipment:</u> | <u>Mobilization:</u> |
|-----------------|---------------------------|----------------------|
| YTS             | \$650.00 per hour         | \$1,500.00           |
| Valdes          | \$450.00 per hour         | \$1,500.00           |

Motion Jacobs, second by Hammer Bartley, to approve the hiring of Valdes Lawn/Snow/Landscape to chip the brush pile for a rate of \$450.00 per hour. Motion carried unanimously.

**F. Sale of Bucket Truck** – Public Works purchased a 2016 Bucket Truck and is looking to sell the 1992 Bucket Truck. The 1992 Bucket Truck would go on auction “as is”.

Motion by Hammer Bartley, second by Jacobs to approve the sale of the 1992 Bucket Truck.



Motion carried unanimously.

- G. Toolcat Purchase** – Loftus explained how the City had originally agreed to rent a Toolcat for \$500 a month to keep under warranty. Unfortunately, the sales rep from Sanco no longer works there and Sanco is only willing to do a one (1) year rental agreement at the \$500. After one year the rental price would increase to \$1,299 a month. \$35,000 was budgeted in the CIP for the purchase of a Toolcat.

Motion by Jacobs, second by Hammer Bartley to approve the purchase of a Toolcat for \$33,984.80. Motion carried unanimously.

- H. Sale of Toolcat Sander** – When the City quit outsourcing the snow removal, the City purchased a sander for the Toolcat to help be more efficient. The City has since purchased a Ventrac with a sander, so the Toolcat sander is no longer needed. Loftus requested to sell the Toolcat sander.

Motion by Jacobs, second by Hammer Bartley to approve the sale of the Toolcat sander on auction. Motion carried unanimously.

- I. Bituminous Crack Seal and Seal Coat 2021 – Resolution 2021-17** – Quotes were solicited and received for the City's annual street maintenance work, which includes crack sealing and seal coating.

Crack Sealing:

| <u>Company:</u>                      | <u>Amount:</u> |
|--------------------------------------|----------------|
| Fahrner Asphalt Sealers, LLC         | \$11,948.00    |
| Engineer's Estimate/Budgeted Amount: | \$19,000.00    |

Seal Coating:

|                                      |             |
|--------------------------------------|-------------|
| Person Brothers, Inc.                | \$47,705.00 |
| Fahrner Asphalt Sealers, LLC         | \$50,995.00 |
| Engineer's Estimate/Budgeted Amount: | \$77,000.00 |

Motion by Jacobs, second by Hammer Bartley to approve Resolution 2021-17 accepting the Crack Sealing bid of \$11,948 to Fahrner Asphalt Sealers, LLC, and the Seal Coating bid of \$47,705 from Pearson Brothers, Inc. for 2021. Motion carried unanimously.

- J. Council Seat Vacancy – Resolution 2021-16** Council member Adam Daschner submitted his resignation from city council on May 5, 2021. Council accepted Dashner's resignation and declared a vacancy on City Council. Council elected to solicit letters of interest from the community from people who would be interested in serving on the Council to fill the open seat that expires January 3, 2023. The City received two letters of interest for the open seat: Dave Walkes and Andrea Kieffer. Both candidates submitted answers to a prepared set of questions that provide detail into what they believed are issues facing the City of Plainview, their experience and history, along with why they wished to serve on the City Council.

Motion by Hammer Bartley, second by Jacobs to approve Resolution 2021-16 appointing Andrea Kieffer to fill the Council vacancy. Motion carried unanimously.

- K. Kim's Saloon License Agreement for Corn-on-the-Cob-Days** – Kim's Saloon has hosted street dances during the Corn-on-the-Cob-Days regularly for the last several years. Having a license agreement in place helps spell out the terms and responsibilities of all parties involved.

Motion by Jacobs, second by Hammer Bartley to approve the license agreement with Walkes Enterprises Inc, dba Kim's Saloon. Motion carried unanimously.

- L. 2020 Hillcrest Street Project** – Brian Malm updated the council on the 2020 Hillcrest Street Project, realizing the frustration that citizens are expressing and stated there are several punch list items that still need to be completed. Malm explained how projects like this have a substantial completion date and a final completion date. The contract final completion date for this street project is June 18, 2021. No motion was made.

## **9. INFORMATION ONLY DOCUMENTS**

## **10. COUNCIL COMMENT**

- Luckstein – Asked Administrator Todd and Engineer Malm to expand on the Orchard Hill's 7<sup>th</sup> Development Agreement on timing, and cost of construction.
- Todd – Explained how the City was in agreement with a lot of aspects of the Development Agreement however there was a significant difference in the cost of construction.
- Malm – Discussed the following: Not comfortable with Conway's cost estimate, a 40%-50% reduction in cost of construction fee, and the wanting to modify security into partial line of credit and partial bond, which was quite a divergence from the original development agreement, along with the City's level of risk.
- Luckstein – Would like to hear from the City's attorney, Mike Flaherty. Stated timeliness is important. Need to look at making the process for the development agreement better, and evaluate the 600 Code
- Malm – Explained what the Special District is and noted that it will be brought before council at the July council meeting for consideration.
- Todd – Wanted to recognize Plainview Police Officer Ian Henderson for going above and beyond the call of duty with a motorist assist.
- Luckstein – Talked about the stakeholder meeting with councilmember Reeve in regard to improving the planning and zoning development process. Develop a check list or development plan, identify risks associated with development projects, update 600 codes, and develop a training program/documents for council members and staff. Will come back to council in July.
- Jacobs – Fantastic to see people out and about. Expressed how important it is to support local businesses.
- Hammer Bartley – Happy to see the swimming pool open. Heard great feedback on the online registration this year.

## **11. ADJOURN –**

Motion by Luckstein, second by Jacobs to adjourn the Plainview City Council meeting. Motion carried unanimously. Meeting adjourned at 7:45 pm.

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Aaron Luckstein, Mayor

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Carol Kujath, City Clerk

**Plainview City Council  
Special Meeting  
Thursday June 24, 2021, at 5:30 p.m.**

1. **CALL TO ORDER-** Mayor Luckstein called the Plainview City Council Special Meeting to order on Thursday June 24, 2021, at 5:30 p.m.

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

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

Department Heads Absent: Fire Chief Ed Jacobs.

Guests in attendance: Monica Hauser, Ron Krueger, Tim Boardman, Heather Speer, and Spencer Larson.

2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF THE AGENDA** -Motion by Reeve, second by Hammer Bartley to approve the agenda. Motion carried unanimously.
4. **UNFINISHED BUSINESS-** None
5. **NEW BUSINESS**
  - A. **Plainview Elgin Sanitary Sewer District Board Appointment-** On April 21, 2021, the Plainview Elgin Sanitary Sewer District accepted the resignation of Chairman LaVerne Boyd. The City of Plainview requested letters of interest to fill this vacancy. The City received three (3) letters of interest from the following residents: Don Kuschel, Spencer Larson, and Steven Schouweiler. A joint meeting between the Cities of Plainview and Elgin is required to fill this vacancy. Elgin City Council members, Tim Boardman, Heather Speer, and Ron Krueger, were present and held a meeting to approve appointing a new member to the Plainview Elgin Sanitary Sewer District Board, filling the vacated spot.  
Plainview City Council member Luckstein made a motion to approve Resolution 2021-18, appointing Don Kuschel to the Plainview Elgin Sanitary Sewer Board.  
Vote died for lack of a second.  
Motion by Plainview Council member Hammer Bartley, second by Kieffer to approve Resolution 2021-18 appointing Spencer Larson to the Plainview Elgin Sanitary Sewer District Board.  
Aye: Hammer Bartley, Reeve and Kieffer.  
Nay: Luckstein  
Motion passes 3-1

Elgin City Council made a motion and unanimously approved Spencer Larson as the new member to the Plainview Elgin Sanitary Sewer District Board. The Elgin City Council then adjourned their meeting.

- B. **2020 Audit Presented by Hawkins/Ash** – Monica Hauser from Hawkins Ash CPA’s presented the 2020 audit to Council. Hauser gave a generalized overview of the audit. All questions by council were answered by Hauser and Finance Director Axley. Hauser complemented the staff on being very well prepared and responsive to questions throughout the auditing process.  
Motion by Reeve, second by Hammer Bartley to approve Resolution 2021-19, accepting the 2020 Financial Statements with Independent Auditors’ Report.  
Motion carried unanimously.
- C. **Orchard Hills 7<sup>th</sup> Addition Development Agreement** – The final version of the Development Agreement for Orchard Hills 7<sup>th</sup> Addition was brought before council. The City Attorney, City Engineer, and City Administrator have been working with the developer’s engineer over the past several weeks to finalize the agreement. Administrator Todd spoke with Pete Meyer and Brian Malm, on June 24, 2021 (today) and both are agreeable with this final version of the Development Agreement.  
Motion by Hammer Bartley, second by Reeve to approve Resolution 2021-20 entering into a Development Agreement between Pete Meyer and the City of Plainview for Orchard Hills 7<sup>th</sup> Addition.  
Motion carried unanimously.
6. **ADJOURN-** Motion by Luckstein, second by Kieffer to adjourn the meeting.  
Motion carried unanimously. Meeting adjourned at 5:55 p.m.

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Aaron Luckstein, Mayor

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Carol Kujath, City Clerk

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                                     |                                   |
|-----------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>AGENDA ITEM:</b> Bills                                                                           | <b>AGENDA SECTION:</b><br>Consent |
| <b>PREPARED BY:</b> Vicki Axley                                                                     | <b>AGENDA NO. 6.B.</b>            |
| <b>ATTACHMENTS:</b> Bills Report                                                                    | <b>APPROVED BY: DT</b>            |
| <b>RECOMMENDED ACTION:</b> <b>Motion</b> to approve payment of all bills listed in attached report. |                                   |

## Report Criteria:

[Report].GL Account = {&lt;&gt;} "10121709"

| Input Date                                     | Invoice     | Seq | Type    | Description                          | Invoice Date | Due Date   | Total Cost | GL Account    |
|------------------------------------------------|-------------|-----|---------|--------------------------------------|--------------|------------|------------|---------------|
| <b>263 1 SOURCE</b>                            |             |     |         |                                      |              |            |            |               |
| 06/15/2021                                     | 266134-0    | 1   | Invoice | TONER-6027 PRINTER,DRUM-6515 PRINTER | 06/04/2021   | 06/17/2021 | 698.26     | 101-42100-201 |
| 06/15/2021                                     | 266134-1    | 1   | Invoice | XEROX IMAGING DRUM/PD                | 06/07/2021   | 06/17/2021 | 108.40     | 101-42100-201 |
| Total 263 1 SOURCE:                            |             |     |         |                                      |              |            | 806.66     |               |
| <b>416 AFLAC</b>                               |             |     |         |                                      |              |            |            |               |
| 06/16/2021                                     | 118810      | 1   | Invoice | EMPLOYEE INS.                        | 06/12/2021   | 06/17/2021 | 151.06     | 101-21705     |
| Total 416 AFLAC:                               |             |     |         |                                      |              |            | 151.06     |               |
| <b>105988 AG PARTNERS</b>                      |             |     |         |                                      |              |            |            |               |
| 06/22/2021                                     | 400558      | 1   | Invoice | GLOVES/POOL                          | 06/17/2021   | 06/24/2021 | 29.95      | 225-45128-211 |
| Total 105988 AG PARTNERS:                      |             |     |         |                                      |              |            | 29.95      |               |
| <b>106632 ALL-AMERICAN CO-OP</b>               |             |     |         |                                      |              |            |            |               |
| 06/28/2021                                     | 699307      | 1   | Invoice | SUPPLIES PW                          | 06/28/2021   | 07/02/2021 | 65.28      | 101-43100-217 |
| Total 106632 ALL-AMERICAN CO-OP:               |             |     |         |                                      |              |            | 65.28      |               |
| <b>19 APPEL'S SERVICE INC</b>                  |             |     |         |                                      |              |            |            |               |
| 06/04/2021                                     | 082119      | 1   | Invoice | TIRES/PW                             | 05/20/2021   | 06/04/2021 | 953.24     | 101-43100-221 |
| Total 19 APPEL'S SERVICE INC:                  |             |     |         |                                      |              |            | 953.24     |               |
| <b>106617 AT&amp;T MOBILITY</b>                |             |     |         |                                      |              |            |            |               |
| 06/17/2021                                     | 2872918546  | 1   | Invoice | PHONES POLICE                        | 05/25/2021   | 06/17/2021 | 723.92     | 101-42100-321 |
| 07/07/2021                                     | 2872918546  | 1   | Invoice | PHONES POLICE                        | 06/25/2021   | 07/08/2021 | 498.02     | 101-42100-321 |
| Total 106617 AT&T MOBILITY:                    |             |     |         |                                      |              |            | 1,221.94   |               |
| <b>106772 BADGER METER</b>                     |             |     |         |                                      |              |            |            |               |
| 06/15/2021                                     | 80075069    | 1   | Invoice | MONTHLY FEE-ORION CELLULAR           | 05/28/2021   | 06/17/2021 | 98.79      | 601-49400-321 |
| Total 106772 BADGER METER:                     |             |     |         |                                      |              |            | 98.79      |               |
| <b>104716 BAKER &amp; TAYLOR</b>               |             |     |         |                                      |              |            |            |               |
| 06/16/2021                                     | L2300462 JU | 1   | Invoice | BOOKS/LIBRARY                        | 05/31/2021   | 06/17/2021 | 1,813.73   | 211-45500-592 |
| Total 104716 BAKER & TAYLOR:                   |             |     |         |                                      |              |            | 1,813.73   |               |
| <b>329 BECKLEYS OFFICE PRODUCTS</b>            |             |     |         |                                      |              |            |            |               |
| 06/28/2021                                     | JUNE 28, 20 | 1   | Invoice | paper shred                          | 06/28/2021   | 07/02/2021 | 36.50      | 101-41500-401 |
| Total 329 BECKLEYS OFFICE PRODUCTS:            |             |     |         |                                      |              |            | 36.50      |               |
| <b>31 BENNETT &amp; SONS SAND &amp; GRAVEL</b> |             |     |         |                                      |              |            |            |               |
| 06/22/2021                                     | 37189       | 1   | Invoice | 48 YDS FILL SAND PICKED UP FOR WATER | 02/26/2021   | 06/24/2021 | 610.32     | 601-49400-228 |
| Total 31 BENNETT & SONS SAND & GRAVEL:         |             |     |         |                                      |              |            | 610.32     |               |
| <b>154 BENNETT'S FOOD CENTER</b>               |             |     |         |                                      |              |            |            |               |
| 06/22/2021                                     | 00033917    | 1   | Invoice | SNACKS/POOL                          | 06/14/2021   | 06/24/2021 | 202.35     | 225-45128-259 |
| 06/22/2021                                     | 00033951    | 1   | Invoice | SNACKS/POOL                          | 06/15/2021   | 06/24/2021 | 42.58      | 225-45128-259 |

| Input Date                             | Invoice    | Seq | Type    | Description                       | Invoice Date | Due Date   | Total Cost | GL Account    |
|----------------------------------------|------------|-----|---------|-----------------------------------|--------------|------------|------------|---------------|
| 06/22/2021                             | 00034055   | 1   | Invoice | SNACKS/POOL                       | 06/18/2021   | 06/24/2021 | 383.40     | 225-45128-259 |
| 06/22/2021                             | 00034065   | 1   | Invoice | SNACKS/POOL                       | 06/18/2021   | 06/24/2021 | 675.70     | 225-45128-259 |
| 07/01/2021                             | 00034438   | 1   | Invoice | SNACKS/POOL                       | 06/30/2021   | 07/02/2021 | 144.39     | 225-45128-259 |
| 07/08/2021                             | 00034503   | 1   | Invoice | SNACKS/POOL                       | 07/01/2021   | 07/08/2021 | 396.19     | 225-45128-259 |
| 07/08/2021                             | 00034504   | 1   | Invoice | FACIAL TISSUE, BAND-AIDS/POOL     | 07/01/2021   | 07/08/2021 | 11.04      | 225-45128-217 |
| 07/08/2021                             | 00034663   | 1   | Invoice | SNACKS/POOL                       | 07/05/2021   | 07/08/2021 | 145.47     | 225-45128-259 |
| 06/04/2021                             | 00130217   | 1   | Invoice | SNACKS/POOL                       | 06/03/2021   | 06/04/2021 | 957.01     | 225-45128-259 |
| 06/15/2021                             | 00130803   | 1   | Invoice | SNACKS/POOL                       | 06/08/2021   | 06/17/2021 | 198.30     | 225-45128-259 |
| 06/22/2021                             | 00130916   | 1   | Invoice | SNACKS/POOL                       | 06/09/2021   | 06/24/2021 | 172.17     | 225-45128-259 |
| 06/22/2021                             | 00130920   | 1   | Invoice | SNACKS/POOL                       | 06/09/2021   | 06/24/2021 | 19.50      | 225-45128-259 |
| 06/22/2021                             | 00131172   | 1   | Invoice | SNACKS/POOL                       | 06/11/2021   | 06/24/2021 | 291.96     | 225-45128-259 |
| 06/22/2021                             | 00131173   | 1   | Invoice | SNACKS/POOL                       | 06/11/2021   | 06/24/2021 | 468.73     | 225-45128-259 |
| 06/23/2021                             | 00132721   | 1   | Invoice | SNACKS/POOL                       | 06/22/2021   | 06/24/2021 | 332.37     | 225-45128-259 |
| 07/08/2021                             | 00134036   | 1   | Invoice | SNACKS/POOL                       | 07/02/2021   | 07/08/2021 | 348.02     | 225-45128-259 |
| 06/22/2021                             | 00505556   | 1   | Invoice | SNACKS/POOL                       | 06/17/2021   | 06/24/2021 | 34.50      | 225-45128-259 |
| 06/22/2021                             | 00505570   | 1   | Invoice | SWIM DIAPERS/POOL                 | 06/17/2021   | 06/24/2021 | 49.95      | 225-45128-259 |
| 06/28/2021                             | 00509246   | 1   | Invoice | SNACKS/POOL                       | 06/25/2021   | 07/02/2021 | 125.80     | 225-45128-259 |
| 06/16/2021                             | 6/10/2021  | 1   | Invoice | MHFA CLASS:FOOD/LIBRARY           | 06/10/2021   | 06/17/2021 | 79.88      | 211-45500-437 |
| Total 154 BENNETT'S FOOD CENTER:       |            |     |         |                                   |              |            | 5,079.31   |               |
| <b>106463 BOLTON &amp; MENK, INC.</b>  |            |     |         |                                   |              |            |            |               |
| 06/10/2021                             | 0270028    | 1   | Invoice | SIDEWALK PLAN                     | 05/31/2021   | 06/11/2021 | 646.00     | 101-43100-303 |
| 06/10/2021                             | 0270029    | 1   | Invoice | 2019 TAP LIGHTING/SURFACE PROJECT | 05/31/2021   | 06/11/2021 | 791.50     | 416-48000-303 |
| 06/10/2021                             | 0270041    | 1   | Invoice | 2020 STREET PROJECT               | 05/31/2021   | 06/11/2021 | 10,820.00  | 417-48000-303 |
| 06/10/2021                             | 0270044    | 1   | Invoice | GENERAL ENGINEERING/ADMIN         | 05/31/2021   | 06/11/2021 | 9,375.00   | 101-41500-303 |
| Total 106463 BOLTON & MENK, INC.:      |            |     |         |                                   |              |            | 21,632.50  |               |
| <b>106219 BRAUN, DAVID</b>             |            |     |         |                                   |              |            |            |               |
| 06/15/2021                             | 542214     | 1   | Invoice | REPAIR/POOL                       | 05/27/2021   | 06/17/2021 | 52.00      | 225-45128-310 |
| Total 106219 BRAUN, DAVID:             |            |     |         |                                   |              |            | 52.00      |               |
| <b>104828 CENTER POINT LARGE PRINT</b> |            |     |         |                                   |              |            |            |               |
| 06/16/2021                             | 1856213    | 1   | Invoice | LG PRT BOOKS/LIBRARY              | 05/19/2021   | 06/17/2021 | 23.24      | 211-45500-592 |
| Total 104828 CENTER POINT LARGE PRINT: |            |     |         |                                   |              |            | 23.24      |               |
| <b>106449 CINTAS CORPORATION</b>       |            |     |         |                                   |              |            |            |               |
| 07/01/2021                             | 4085781879 | 1   | Invoice | MATS & SCRAPER/PW                 | 06/01/2021   | 07/02/2021 | 17.24      | 101-43100-310 |
| 07/01/2021                             | 4085781939 | 1   | Invoice | MOPS&TOWELS/CITYHALL              | 06/01/2021   | 07/02/2021 | 17.41      | 101-41500-310 |
| 07/01/2021                             | 4086558695 | 1   | Invoice | MATS & SCRAPER/PW                 | 06/08/2021   | 07/02/2021 | 15.71      | 101-43100-310 |
| 07/01/2021                             | 4087244043 | 1   | Invoice | MATS & SCRAPER/PW                 | 06/15/2021   | 07/02/2021 | 15.71      | 101-43100-310 |
| 07/01/2021                             | 4087895435 | 1   | Invoice | MATS & SCRAPER/PW                 | 06/22/2021   | 07/02/2021 | 15.71      | 101-43100-310 |
| 07/01/2021                             | 4088534625 | 1   | Invoice | MATS & SCRAPER/PW                 | 06/29/2021   | 07/02/2021 | 15.71      | 101-43100-310 |
| 07/01/2021                             | 4088534697 | 1   | Invoice | MOPS&TOWELS/CITYHALL              | 06/29/2021   | 07/02/2021 | 17.41      | 101-41500-310 |
| Total 106449 CINTAS CORPORATION:       |            |     |         |                                   |              |            | 114.90     |               |
| <b>51 CONSTRUCTION MGMT. SERVICES</b>  |            |     |         |                                   |              |            |            |               |
| 07/08/2021                             | JUNE 2021  | 1   | Invoice | BUILDING INSPECTION               | 06/30/2021   | 07/08/2021 | 1,831.72   | 101-41500-316 |
| Total 51 CONSTRUCTION MGMT. SERVICES:  |            |     |         |                                   |              |            | 1,831.72   |               |
| <b>106422 CORE &amp; MAIN, LP</b>      |            |     |         |                                   |              |            |            |               |
| 06/25/2021                             | P056226    | 1   | Invoice | SUPPLIES/WATER                    | 06/11/2021   | 07/02/2021 | 354.00     | 601-49400-228 |

| Input Date                                   | Invoice     | Seq | Type    | Description                         | Invoice Date | Due Date   | Total Cost | GL Account      |
|----------------------------------------------|-------------|-----|---------|-------------------------------------|--------------|------------|------------|-----------------|
| Total 106422 CORE & MAIN, LP:                |             |     |         |                                     |              |            | 354.00     |                 |
| <b>105949 CUSTOM COMMUNICATIONS INC.</b>     |             |     |         |                                     |              |            |            |                 |
| 06/15/2021                                   | 491007      | 1   | Invoice | FIRE ALARM MONITORING/PW            | 06/08/2021   | 06/17/2021 | 103.50     | 101-43100-223   |
| Total 105949 CUSTOM COMMUNICATIONS INC.:     |             |     |         |                                     |              |            | 103.50     |                 |
| <b>62 DALCO</b>                              |             |     |         |                                     |              |            |            |                 |
| 07/08/2021                                   | 3797570     | 1   | Invoice | SUPPLIES/PARKS                      | 06/25/2021   | 07/08/2021 | 113.32     | 225-45200-217   |
| Total 62 DALCO:                              |             |     |         |                                     |              |            | 113.32     |                 |
| <b>106778 DALE JECH CONSTRUCTION LLC</b>     |             |     |         |                                     |              |            |            |                 |
| 06/30/2021                                   | PL20-107 RE | 1   | Invoice | REFUND DEPOSIT/WATER                | 06/30/2021   | 07/02/2021 | 500.00     | 601-49400-229   |
| 06/30/2021                                   | PL20-107 RE | 2   | Invoice | REFUND DEPOSIT/SEWER                | 06/30/2021   | 07/02/2021 | 500.00     | 602-49450-229   |
| 06/30/2021                                   | PL21-48 REF | 1   | Invoice | REFUND DEPOSIT                      | 06/30/2021   | 07/02/2021 | 100.00     | 101-41500-32210 |
| Total 106778 DALE JECH CONSTRUCTION LLC:     |             |     |         |                                     |              |            | 1,100.00   |                 |
| <b>106428 DATA SMART COMPUTERS INC.</b>      |             |     |         |                                     |              |            |            |                 |
| 06/15/2021                                   | 69704       | 1   | Invoice | DATTO BACKUP                        | 06/01/2021   | 06/17/2021 | 149.00     | 101-41500-309   |
| 06/15/2021                                   | 69705       | 1   | Invoice | ADMIN ANTI-VIRUS MONTHLY            | 06/01/2021   | 06/17/2021 | 72.00      | 101-41500-309   |
| 06/24/2021                                   | 69801       | 1   | Invoice | ANTI-VIRUS WITH REMOTE CONTROL/FIRE | 06/01/2021   | 06/24/2021 | 6.49       | 101-42200-309   |
| 06/15/2021                                   | 69825       | 1   | Invoice | TABLET-MY REC SOFTWARE/POOL         | 06/02/2021   | 06/17/2021 | 259.69     | 225-45128-309   |
| 06/15/2021                                   | 69879       | 1   | Invoice | MICROSOFT 365 LICENSES              | 06/02/2021   | 06/17/2021 | 180.50     | 101-41500-309   |
| 06/17/2021                                   | 69926       | 1   | Invoice | ADMIN LABOR                         | 06/12/2021   | 06/17/2021 | 62.50      | 101-41500-310   |
| 06/17/2021                                   | 69931       | 1   | Invoice | ADMIN LABOR                         | 06/12/2021   | 06/17/2021 | 62.50      | 101-41500-310   |
| Total 106428 DATA SMART COMPUTERS INC.:      |             |     |         |                                     |              |            | 792.68     |                 |
| <b>105564 DEARBORN LIFE INS CO.</b>          |             |     |         |                                     |              |            |            |                 |
| 06/24/2021                                   | JULY 2021   | 1   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 131.51     | 101-41500-131   |
| 06/24/2021                                   | JULY 2021   | 2   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 326.26     | 101-42100-131   |
| 06/24/2021                                   | JULY 2021   | 3   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 73.88      | 101-43100-131   |
| 06/24/2021                                   | JULY 2021   | 4   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 69.11      | 211-45500-131   |
| 06/24/2021                                   | JULY 2021   | 5   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 31.01      | 225-45200-131   |
| 06/24/2021                                   | JULY 2021   | 6   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 30.13      | 601-49400-131   |
| 06/24/2021                                   | JULY 2021   | 7   | Invoice | EMPLOYEE LIFE INS.                  | 06/24/2021   | 06/24/2021 | 30.90      | 602-49450-131   |
| Total 105564 DEARBORN LIFE INS CO.:          |             |     |         |                                     |              |            | 692.80     |                 |
| <b>106773 EDWARDS, DAVID &amp; ELIZABETH</b> |             |     |         |                                     |              |            |            |                 |
| 06/11/2021                                   | 2021 BRUSH  | 1   | Invoice | BRUSH & COMPOST LEASE               | 06/10/2021   | 06/11/2021 | 925.00     | 101-43100-310   |
| Total 106773 EDWARDS, DAVID & ELIZABETH:     |             |     |         |                                     |              |            | 925.00     |                 |
| <b>105806 FLAHERTY &amp; HOOD, P.A.</b>      |             |     |         |                                     |              |            |            |                 |
| 06/15/2021                                   | 16215       | 1   | Invoice | MAY ADMIN LEGAL FEES                | 06/01/2021   | 06/17/2021 | 900.00     | 101-41500-304   |
| Total 105806 FLAHERTY & HOOD, P.A.:          |             |     |         |                                     |              |            | 900.00     |                 |
| <b>104 GOPHER STATE ONE CALL</b>             |             |     |         |                                     |              |            |            |                 |
| 07/07/2021                                   | 1060679     | 1   | Invoice | LOCATES/WATER                       | 06/30/2021   | 07/08/2021 | 56.03      | 601-49400-310   |
| 07/07/2021                                   | 1060679     | 2   | Invoice | LOCATES/SEWER                       | 06/30/2021   | 07/08/2021 | 56.02      | 602-49450-310   |
| Total 104 GOPHER STATE ONE CALL:             |             |     |         |                                     |              |            | 112.05     |                 |



| Input Date                     | Invoice     | Seq | Type    | Description                    | Invoice Date | Due Date   | Total Cost | GL Account    |
|--------------------------------|-------------|-----|---------|--------------------------------|--------------|------------|------------|---------------|
| <b>418 HACH COMPANY</b>        |             |     |         |                                |              |            |            |               |
| 06/22/2021                     | 12497098    | 1   | Invoice | ARSENIC FREE FLOURIDE RGT      | 06/11/2021   | 06/24/2021 | 566.15     | 601-49400-217 |
| Total 418 HACH COMPANY:        |             |     |         |                                |              |            | 566.15     |               |
| <b>106564 HAWKINS, INC.</b>    |             |     |         |                                |              |            |            |               |
| 06/15/2021                     | 4952372     | 1   | Invoice | Water Supplies                 | 06/03/2021   | 06/17/2021 | 464.29     | 601-49400-217 |
| 06/22/2021                     | 4960952     | 1   | Invoice | CHEMICALS POOL                 | 06/14/2021   | 06/24/2021 | 1,298.15   | 225-45128-217 |
| 06/22/2021                     | 4960956     | 1   | Invoice | CHEMICALS/WATER                | 06/14/2021   | 06/24/2021 | 51.77      | 601-49400-217 |
| 06/22/2021                     | 4960957     | 1   | Invoice | CHEMICALS/WATER                | 06/14/2021   | 06/24/2021 | 120.79     | 601-49400-217 |
| Total 106564 HAWKINS, INC.:    |             |     |         |                                |              |            | 1,935.00   |               |
| <b>105808 HBC, INC.</b>        |             |     |         |                                |              |            |            |               |
| 06/11/2021                     | 105099 JUN  | 1   | Invoice | PHONE&INTERNET/FIRE DEPT.      | 06/02/2021   | 06/11/2021 | 176.20     | 101-42200-321 |
| 06/11/2021                     | 1277099 JU  | 1   | Invoice | PHONE & INTERNET/POOL          | 06/02/2021   | 06/11/2021 | 218.32     | 225-45128-321 |
| 06/11/2021                     | 71466 JUNE  | 1   | Invoice | PHONE&INTERN/LIBRARY           | 06/02/2021   | 06/11/2021 | 55.21      | 211-45500-321 |
| 07/07/2021                     | 78487 JULY  | 1   | Invoice | PHONE INTERNET/ADMIN           | 07/02/2021   | 07/14/2021 | 517.31     | 101-41500-321 |
| 07/07/2021                     | 78487 JULY  | 2   | Invoice | PHONE INTERNET/POLICE          | 07/02/2021   | 07/14/2021 | 297.60     | 101-42100-321 |
| 07/07/2021                     | 78487 JULY  | 3   | Invoice | PHONE INTERNET/PUBLIC WORKS    | 07/02/2021   | 07/14/2021 | 283.36     | 101-43100-321 |
| 06/11/2021                     | 78487 JUNE  | 1   | Invoice | PHONE INTERNET/ADMIN           | 06/02/2021   | 06/11/2021 | 523.38     | 101-41500-321 |
| 06/11/2021                     | 78487 JUNE  | 2   | Invoice | PHONE INTERNET/POLICE          | 06/02/2021   | 06/11/2021 | 301.23     | 101-42100-321 |
| 06/11/2021                     | 78487 JUNE  | 3   | Invoice | PHONE INTERNET/PUBLIC WORKS    | 06/02/2021   | 06/11/2021 | 286.39     | 101-43100-321 |
| Total 105808 HBC, INC.:        |             |     |         |                                |              |            | 2,659.00   |               |
| <b>104372 HENDERSON, ALICE</b> |             |     |         |                                |              |            |            |               |
| 06/16/2021                     | BENNETT'S   | 1   | Invoice | MHFA CLASS:FOOD                | 06/11/2021   | 06/17/2021 | 15.02      | 211-45500-437 |
| 06/16/2021                     | MA'S 268615 | 1   | Invoice | MHFA CLASS:FOOD                | 06/11/2021   | 06/17/2021 | 280.00     | 211-45500-437 |
| Total 104372 HENDERSON, ALICE: |             |     |         |                                |              |            | 295.02     |               |
| <b>105970 HG ELECTRIC, LLC</b> |             |     |         |                                |              |            |            |               |
| 06/11/2021                     | C747        | 1   | Invoice | CHANGE 3 LIGHTS TO LED/LIBRARY | 05/18/2021   | 06/11/2021 | 322.00     | 211-45500-223 |
| Total 105970 HG ELECTRIC, LLC: |             |     |         |                                |              |            | 322.00     |               |
| <b>116 HIGH PLAINS</b>         |             |     |         |                                |              |            |            |               |
| 06/17/2021                     | 05/31/21    | 1   | Invoice | FUEL/FIRE DEPT                 | 05/31/2021   | 06/17/2021 | 28.28      | 245-42200-212 |
| 06/17/2021                     | 05/31/21    | 2   | Invoice | FUEL/FIRE DEPT                 | 05/31/2021   | 06/17/2021 | 28.29      | 101-42200-212 |
| 06/17/2021                     | 178727      | 1   | Invoice | FUEL/PW                        | 05/03/2021   | 06/17/2021 | 41.39      | 101-43100-212 |
| 06/17/2021                     | 178782      | 1   | Invoice | FUEL/PARKS                     | 05/04/2021   | 06/17/2021 | 15.39      | 225-45200-212 |
| 06/17/2021                     | 178813      | 1   | Invoice | FUEL/PW                        | 05/05/2021   | 06/17/2021 | 63.89      | 101-43100-212 |
| 06/17/2021                     | 178913      | 1   | Invoice | FUEL/PARKS                     | 05/07/2021   | 06/17/2021 | 3.38       | 225-45200-212 |
| 06/17/2021                     | 179044      | 1   | Invoice | FUEL/PARKS                     | 05/11/2021   | 06/17/2021 | 16.02      | 225-45200-212 |
| 06/17/2021                     | 179177      | 1   | Invoice | FUEL/PARKS                     | 05/14/2021   | 06/17/2021 | 12.08      | 225-45200-212 |
| 06/17/2021                     | 179261      | 1   | Invoice | FUEL/PARKS                     | 05/17/2021   | 06/17/2021 | 30.09      | 225-45200-212 |
| 06/17/2021                     | 179284      | 1   | Invoice | FUEL/PARKS                     | 05/18/2021   | 06/17/2021 | 22.99      | 225-45200-212 |
| 06/17/2021                     | 179419      | 1   | Invoice | FUEL/PW                        | 05/21/2021   | 06/17/2021 | 109.02     | 101-43100-212 |
| 06/17/2021                     | 179420      | 1   | Invoice | FUEL/PW                        | 05/21/2021   | 06/17/2021 | 6.86       | 101-43100-212 |
| 06/17/2021                     | 179504      | 1   | Invoice | FUEL/PW                        | 05/24/2021   | 06/17/2021 | 61.20      | 101-43100-212 |
| 06/17/2021                     | 179522      | 1   | Invoice | FUEL/PARKS                     | 05/24/2021   | 06/17/2021 | 8.03       | 225-45200-212 |
| 06/17/2021                     | 179523      | 1   | Invoice | FUEL/PARKS                     | 05/24/2021   | 06/17/2021 | 28.22      | 225-45200-212 |
| 06/17/2021                     | 179579      | 1   | Invoice | FUEL/PW                        | 05/25/2021   | 06/17/2021 | 63.39      | 101-43100-212 |
| 06/17/2021                     | 179620      | 1   | Invoice | FUEL/PARKS                     | 05/26/2021   | 06/17/2021 | 15.95      | 225-45200-212 |
| 06/17/2021                     | 179621      | 1   | Invoice | FUEL/PARKS                     | 05/26/2021   | 06/17/2021 | 31.20      | 225-45200-212 |
| 06/17/2021                     | 179698      | 1   | Invoice | FUEL/PARKS                     | 05/28/2021   | 06/17/2021 | 11.91      | 225-45200-212 |

| Input Date                                        | Invoice     | Seq | Type    | Description                           | Invoice Date | Due Date   | Total Cost | GL Account    |
|---------------------------------------------------|-------------|-----|---------|---------------------------------------|--------------|------------|------------|---------------|
| Total 116 HIGH PLAINS:                            |             |     |         |                                       |              |            | 597.58     |               |
| <b>105641 HORIZON COMMERCIAL POOL SUPPLY</b>      |             |     |         |                                       |              |            |            |               |
| 06/15/2021                                        | 210524088   | 1   | Invoice | TEST KIT FAS-DPD 60ML, STENNER #5 PUM | 05/24/2021   | 06/17/2021 | 277.80     | 225-45128-217 |
| 07/08/2021                                        | 210616082   | 1   | Invoice | ORP SENSOR CABLE/POOL                 | 06/16/2021   | 07/08/2021 | 343.87     | 225-45128-221 |
| Total 105641 HORIZON COMMERCIAL POOL SUPPLY:      |             |     |         |                                       |              |            | 621.67     |               |
| <b>105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND</b> |             |     |         |                                       |              |            |            |               |
| 07/01/2021                                        | AUGUST 202  | 1   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 3,975.00   | 101-41500-131 |
| 07/01/2021                                        | AUGUST 202  | 2   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,325.00   | 101-42100-131 |
| 07/01/2021                                        | AUGUST 202  | 3   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,113.00   | 101-43100-131 |
| 07/01/2021                                        | AUGUST 202  | 4   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 212.00     | 101-43125-131 |
| 07/01/2021                                        | AUGUST 202  | 5   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,325.00   | 225-45200-131 |
| 07/01/2021                                        | AUGUST 202  | 6   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,325.00   | 601-49400-131 |
| 07/01/2021                                        | AUGUST 202  | 7   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,325.00   | 602-49450-131 |
| 07/01/2021                                        | AUGUST 202  | 1   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,527.00   | 101-41500-131 |
| 07/01/2021                                        | AUGUST 202  | 2   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 12,216.00  | 101-42100-131 |
| 07/01/2021                                        | AUGUST 202  | 3   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 1,282.68   | 101-43100-131 |
| 07/01/2021                                        | AUGUST 202  | 4   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 244.32     | 101-43125-131 |
| 07/01/2021                                        | AUGUST 202  | 5   | Invoice | EMPLOYEE HEALTH INSURANCE-AUG. 2021   | 07/01/2021   | 07/02/2021 | 3,054.00   | 211-45500-131 |
| 06/04/2021                                        | JULY 2021 M | 1   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 3,975.00   | 101-41500-131 |
| 06/04/2021                                        | JULY 2021 M | 2   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,325.00   | 101-42100-131 |
| 06/04/2021                                        | JULY 2021 M | 3   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,113.00   | 101-43100-131 |
| 06/04/2021                                        | JULY 2021 M | 4   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 212.00     | 101-43125-131 |
| 06/04/2021                                        | JULY 2021 M | 5   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,325.00   | 225-45200-131 |
| 06/04/2021                                        | JULY 2021 M | 6   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,325.00   | 601-49400-131 |
| 06/04/2021                                        | JULY 2021 M | 7   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,325.00   | 602-49450-131 |
| 06/04/2021                                        | JULY 2021 N | 1   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,527.00   | 101-41500-131 |
| 06/04/2021                                        | JULY 2021 N | 2   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 12,216.00  | 101-42100-131 |
| 06/04/2021                                        | JULY 2021 N | 3   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 1,282.68   | 101-43100-131 |
| 06/04/2021                                        | JULY 2021 N | 4   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 244.32     | 101-43125-131 |
| 06/04/2021                                        | JULY 2021 N | 5   | Invoice | EMPLOYEE HEALTH INSURANCE-JULY 2021   | 06/03/2021   | 06/04/2021 | 3,054.00   | 211-45500-131 |
| Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND: |             |     |         |                                       |              |            | 57,848.00  |               |
| <b>105374 INDIAN CREEK LAWN &amp; SERVICES</b>    |             |     |         |                                       |              |            |            |               |
| 07/07/2021                                        | 2930        | 1   | Invoice | MOW & TRIM/CEMETERY                   | 06/30/2021   | 07/08/2021 | 3,850.00   | 235-49010-401 |
| Total 105374 INDIAN CREEK LAWN & SERVICES:        |             |     |         |                                       |              |            | 3,850.00   |               |
| <b>106777 JEFF'S TREE SERVICE</b>                 |             |     |         |                                       |              |            |            |               |
| 06/28/2021                                        | 6-28-2021   | 1   | Invoice | TAKE DOWN & CLEAN UP TREES/4TH ST NE  | 06/28/2021   | 07/02/2021 | 4,575.00   | 101-43100-222 |
| Total 106777 JEFF'S TREE SERVICE:                 |             |     |         |                                       |              |            | 4,575.00   |               |
| <b>348 JOHN DEERE FINANCIAL</b>                   |             |     |         |                                       |              |            |            |               |
| 06/22/2021                                        | IP11783     | 1   | Invoice | PARTS/PW                              | 06/17/2021   | 06/24/2021 | 3.30       | 101-43100-217 |
| Total 348 JOHN DEERE FINANCIAL:                   |             |     |         |                                       |              |            | 3.30       |               |
| <b>106520 KENNY SYLVESTER CONSTRUCTION</b>        |             |     |         |                                       |              |            |            |               |
| 07/07/2021                                        | JUNE 11-JUL | 1   | Invoice | CLEANING CITY HALL/ADMIN JUNE-JULY 20 | 07/06/2021   | 07/07/2021 | 600.00     | 101-41500-401 |
| 07/07/2021                                        | JUNE 11-JUL | 2   | Invoice | CLEANING CITY HALL/COUNCIL JUNE-JULY  | 07/06/2021   | 07/07/2021 | 600.00     | 101-41110-401 |
| 06/09/2021                                        | MAY 11 - JU | 1   | Invoice | CLEANING CITY HALL/COUNCIL MAY-JUNE 2 | 06/08/2021   | 06/09/2021 | 600.00     | 101-41110-401 |
| 06/09/2021                                        | MAY 11 - JU | 2   | Invoice | CLEANING CITY HALL/ADMIN MAY-JUNE 202 | 06/08/2021   | 06/09/2021 | 600.00     | 101-41500-401 |

| Input Date                                       | Invoice      | Seq | Type    | Description                    | Invoice Date | Due Date   | Total Cost | GL Account    |
|--------------------------------------------------|--------------|-----|---------|--------------------------------|--------------|------------|------------|---------------|
| Total 106520 KENNY SYLVESTER CONSTRUCTION:       |              |     |         |                                |              |            | 2,400.00   |               |
| <b>141 KREOFKY BUILDING SUPPLIES</b>             |              |     |         |                                |              |            |            |               |
| 07/08/2021                                       | 2106-408637  | 1   | Invoice | POSTAGE/FIRE DEPT              | 06/03/2021   | 07/08/2021 | 8.55       | 101-42200-322 |
| 07/08/2021                                       | 2106-550881  | 1   | Invoice | 5 GAL KEROSENE CAN/POOL        | 06/01/2021   | 07/08/2021 | 24.99      | 225-45128-217 |
| 07/08/2021                                       | 2106-551326  | 1   | Invoice | AIR FILTER/FIRE DEPT.          | 06/02/2021   | 07/08/2021 | 89.94      | 101-42200-223 |
| 07/08/2021                                       | 2106-553933  | 1   | Invoice | S HOOK, TURNBUCKLE HOOK/WATER  | 06/10/2021   | 07/08/2021 | 12.56      | 601-49400-217 |
| 07/08/2021                                       | 2106-554257  | 1   | Invoice | CYLINDER KEY BLK/PARK          | 06/11/2021   | 07/08/2021 | 2.29       | 225-45200-217 |
| 07/08/2021                                       | 2106-554960  | 1   | Invoice | FLEX PUTTY KNIFE/PW            | 06/14/2021   | 07/08/2021 | 8.29       | 101-43100-217 |
| 07/08/2021                                       | 2106-555002  | 1   | Invoice | DURACEL 9V/SEWER               | 06/14/2021   | 07/08/2021 | 7.97       | 602-49450-217 |
| 07/08/2021                                       | 2106-556777  | 1   | Invoice | 3V BATTERY/PW                  | 06/18/2021   | 07/08/2021 | 3.49       | 101-43100-217 |
| 07/08/2021                                       | 2106-557621  | 1   | Invoice | LIGHT BULBS/AMBULANCE BUILDING | 06/22/2021   | 07/08/2021 | 24.38      | 101-41500-227 |
| 07/08/2021                                       | 2106-557677  | 1   | Invoice | TERRO ANT KILLER/POOL          | 06/22/2021   | 07/08/2021 | 6.99       | 225-45128-217 |
| 07/08/2021                                       | 2106-560169  | 1   | Invoice | CLEANING SUPPLIES/CEMETERY     | 06/29/2021   | 07/08/2021 | 277.26     | 235-49010-217 |
| 07/08/2021                                       | 2106-560253  | 1   | Invoice | KRAZY GLUE GEL/PW              | 06/29/2021   | 07/08/2021 | 2.99       | 101-43100-217 |
| 07/08/2021                                       | 2106-560286  | 1   | Invoice | CYLINDER KEY BLK/PD            | 06/29/2021   | 07/08/2021 | 4.58       | 101-42100-228 |
| Total 141 KREOFKY BUILDING SUPPLIES:             |              |     |         |                                |              |            | 474.28     |               |
| <b>106329 LAKE CITY RECYCLING &amp; DISPOSAL</b> |              |     |         |                                |              |            |            |               |
| 06/15/2021                                       | 98270        | 1   | Invoice | GARBAGE/PARKS                  | 06/01/2021   | 06/17/2021 | 72.54      | 225-45200-384 |
| 06/15/2021                                       | 98270        | 2   | Invoice | GARBAGE/PARKS                  | 06/01/2021   | 06/17/2021 | 72.54      | 225-45200-384 |
| 06/15/2021                                       | 98270        | 3   | Invoice | GARBAGE/CEMETERY               | 06/01/2021   | 06/17/2021 | 145.08     | 235-49010-384 |
| 06/15/2021                                       | 98270        | 4   | Invoice | GARBAGE/STREETS                | 06/01/2021   | 06/17/2021 | 50.25      | 101-43100-384 |
| 06/15/2021                                       | 98270        | 5   | Invoice | GARBAGE/PW                     | 06/01/2021   | 06/17/2021 | 72.54      | 101-43100-384 |
| 06/15/2021                                       | 98270        | 6   | Invoice | GARBAGE/FIRE HALL              | 06/01/2021   | 06/17/2021 | 54.76      | 101-42200-384 |
| 07/07/2021                                       | 98921        | 1   | Invoice | GARBAGE/PARKS                  | 07/01/2021   | 07/08/2021 | 72.54      | 225-45200-384 |
| 07/07/2021                                       | 98921        | 2   | Invoice | GARBAGE/PARKS                  | 07/01/2021   | 07/08/2021 | 72.54      | 225-45200-384 |
| 07/07/2021                                       | 98921        | 3   | Invoice | GARBAGE/CEMETERY               | 07/01/2021   | 07/08/2021 | 145.08     | 235-49010-384 |
| 07/07/2021                                       | 98921        | 4   | Invoice | GARBAGE/STREETS                | 07/01/2021   | 07/08/2021 | 50.25      | 101-43100-384 |
| 07/07/2021                                       | 98921        | 5   | Invoice | GARBAGE/PW                     | 07/01/2021   | 07/08/2021 | 72.54      | 101-43100-384 |
| 07/07/2021                                       | 98921        | 6   | Invoice | GARBAGE/FIRE HALL              | 07/01/2021   | 07/08/2021 | 54.76      | 101-42200-384 |
| Total 106329 LAKE CITY RECYCLING & DISPOSAL:     |              |     |         |                                |              |            | 935.42     |               |
| <b>106720 LOFFLER COMPANIES INC.</b>             |              |     |         |                                |              |            |            |               |
| 06/15/2021                                       | 29468149     | 1   | Invoice | COPIERS AGREEMENT/ADMIN        | 06/07/2021   | 06/17/2021 | 161.22     | 101-41500-401 |
| 06/15/2021                                       | 3737257      | 1   | Invoice | COPIER CHARGES/ADMIN           | 06/01/2021   | 06/17/2021 | 68.61      | 101-41500-401 |
| Total 106720 LOFFLER COMPANIES INC.:             |              |     |         |                                |              |            | 229.83     |               |
| <b>106060 LOVEJOY, BRIAN</b>                     |              |     |         |                                |              |            |            |               |
| 06/28/2021                                       | 2800483      | 1   | Invoice | 17-4-17 FERTILIZER             | 06/28/2021   | 07/02/2021 | 140.00     | 101-43100-217 |
| Total 106060 LOVEJOY, BRIAN:                     |              |     |         |                                |              |            | 140.00     |               |
| <b>160 LYONS OIL MINI MART</b>                   |              |     |         |                                |              |            |            |               |
| 06/15/2021                                       | 05273179     | 1   | Invoice | FUEL/PARKS                     | 05/20/2021   | 06/15/2021 | 35.00      | 225-45200-212 |
| 06/15/2021                                       | 5/31/21 STAT | 1   | Invoice | CREDIT/DISCOUNT FOR MAY 2021   | 05/31/2021   | 06/15/2021 | 7.27-      | 101-43100-212 |
| 06/15/2021                                       | 5/31/21 STAT | 2   | Invoice | CREDIT/DISCOUNT FOR MAY 2021   | 05/31/2021   | 06/15/2021 | 3.28-      | 225-45200-212 |
| 07/08/2021                                       | 5243717      | 1   | Invoice | FUEL/PARKS                     | 06/24/2021   | 07/08/2021 | 38.93      | 225-45200-212 |
| 07/08/2021                                       | 5243788      | 1   | Invoice | FUEL/PW                        | 06/28/2021   | 07/08/2021 | 95.19      | 101-43100-212 |
| 07/08/2021                                       | 5244759      | 1   | Invoice | FUEL/PW                        | 06/22/2021   | 07/08/2021 | 53.94      | 101-43100-212 |
| 06/15/2021                                       | 5271227      | 1   | Invoice | FUEL/PW                        | 05/10/2021   | 06/15/2021 | 84.73      | 101-43100-212 |
| 06/15/2021                                       | 5271231      | 1   | Invoice | FUEL/PARKS                     | 05/10/2021   | 06/15/2021 | 62.63      | 225-45200-212 |
| 06/15/2021                                       | 5271260      | 1   | Invoice | FUEL/PARKS                     | 05/11/2021   | 06/15/2021 | 14.50      | 225-45200-212 |
| 06/15/2021                                       | 5271346      | 1   | Invoice | FUEL/PW                        | 05/28/2021   | 06/15/2021 | 68.02      | 101-43100-212 |

| Input Date                                       | Invoice      | Seq | Type    | Description                              | Invoice Date | Due Date   | Total Cost | GL Account    |
|--------------------------------------------------|--------------|-----|---------|------------------------------------------|--------------|------------|------------|---------------|
| 07/08/2021                                       | 5271527      | 1   | Invoice | FUEL/PARKS                               | 06/16/2021   | 07/08/2021 | 28.59      | 225-45200-212 |
| 06/15/2021                                       | 5271722      | 1   | Invoice | FUEL/PARKS                               | 05/13/2021   | 06/15/2021 | 14.38      | 225-45200-212 |
| 06/15/2021                                       | 5271736      | 1   | Invoice | FUEL/PARKS                               | 05/14/2021   | 06/15/2021 | 29.20      | 225-45200-212 |
| 06/15/2021                                       | 5273104      | 1   | Invoice | FUEL/PARKS                               | 05/17/2021   | 06/15/2021 | 14.38      | 225-45200-212 |
| 06/15/2021                                       | 5273129      | 1   | Invoice | FUEL/PW                                  | 05/28/2021   | 06/15/2021 | 94.13      | 101-43100-212 |
| 06/15/2021                                       | 5273168      | 1   | Invoice | FUEL/PW                                  | 05/20/2021   | 06/15/2021 | 86.90      | 101-43100-212 |
| 06/15/2021                                       | 5273821      | 1   | Invoice | FUEL/PW                                  | 05/04/2021   | 06/15/2021 | 39.92      | 101-43100-212 |
| 06/15/2021                                       | 5273834      | 1   | Invoice | FUEL/PW                                  | 05/05/2021   | 06/15/2021 | 51.55      | 101-43100-212 |
| 06/15/2021                                       | 5273866      | 1   | Invoice | FUEL/PARKS                               | 05/06/2021   | 06/15/2021 | 27.41      | 225-45200-212 |
| 07/08/2021                                       | 5742316      | 1   | Invoice | FUEL/PARKS                               | 06/29/2021   | 07/08/2021 | 38.02      | 225-45200-212 |
| 07/08/2021                                       | 5742336      | 1   | Invoice | FUEL/PARKS                               | 06/30/2021   | 07/08/2021 | 29.15      | 225-45200-212 |
| 07/08/2021                                       | 5742366      | 1   | Invoice | CAR WASHES/PD                            | 06/30/2021   | 07/08/2021 | 75.10      | 101-42100-221 |
| 07/08/2021                                       | 5743202      | 1   | Invoice | FUEL/PW                                  | 06/10/2021   | 07/08/2021 | 63.59      | 101-43100-212 |
| 07/08/2021                                       | 5743272      | 1   | Invoice | FUEL/PARKS                               | 06/14/2021   | 07/08/2021 | 8.53       | 225-45200-212 |
| 07/08/2021                                       | 5743273      | 1   | Invoice | FUEL/PARKS                               | 06/14/2021   | 07/08/2021 | 26.24      | 225-45200-212 |
| 07/08/2021                                       | 5770919      | 1   | Invoice | FUEL/PARKS                               | 06/07/2021   | 07/08/2021 | 11.38      | 225-45200-212 |
| 07/08/2021                                       | 5770929      | 1   | Invoice | FUEL/PARKS                               | 06/07/2021   | 07/08/2021 | 29.65      | 225-45200-212 |
| 07/08/2021                                       | 6/30/21 STAT | 1   | Invoice | CREDIT/DISCOUNT FOR JUNE 2021            | 06/30/2021   | 07/08/2021 | 3.44       | 225-45200-212 |
| 07/08/2021                                       | 6/30/21 STAT | 2   | Invoice | CREDIT/DISCOUNT FOR JUNE 2021            | 06/30/2021   | 07/08/2021 | 3.59       | 101-43100-212 |
| Total 160 LYONS OIL MINI MART:                   |              |     |         |                                          |              |            | 1,103.48   |               |
| <b>106690 McGRAW, ANDREA</b>                     |              |     |         |                                          |              |            |            |               |
| 07/01/2021                                       | 2209781711   | 1   | Invoice | SHOES-UNIFORM/PD                         | 07/01/2021   | 07/02/2021 | 29.70      | 101-42100-417 |
| 07/01/2021                                       | 2209781711   | 2   | Invoice | SHOES-UNIFORM/PD                         | 07/01/2021   | 07/02/2021 | 56.99      | 101-42100-417 |
| Total 106690 McGRAW, ANDREA:                     |              |     |         |                                          |              |            | 86.69      |               |
| <b>171 MEDTOX LABORATORIES INC.</b>              |              |     |         |                                          |              |            |            |               |
| 06/15/2021                                       | 0520217991   | 1   | Invoice | NEW EMPLOY SUMMER HELP-DRUG SCREE        | 05/31/2021   | 06/17/2021 | 556.00     | 225-45128-310 |
| 06/15/2021                                       | 0520217991   | 2   | Invoice | NEW EMPLOY SUMMER HELP-DRUG SCREE        | 05/31/2021   | 06/17/2021 | 34.75      | 225-45200-310 |
| Total 171 MEDTOX LABORATORIES INC.:              |              |     |         |                                          |              |            | 590.75     |               |
| <b>105998 METERING &amp; TECHNOLOGY SOLUTION</b> |              |     |         |                                          |              |            |            |               |
| 07/08/2021                                       | 19793        | 1   | Invoice | RUBBER METER GASKET/WATER                | 06/28/2021   | 07/08/2021 | 107.01     | 601-49400-590 |
| Total 105998 METERING & TECHNOLOGY SOLUTION:     |              |     |         |                                          |              |            | 107.01     |               |
| <b>173 METRO SALES INC.</b>                      |              |     |         |                                          |              |            |            |               |
| 06/16/2021                                       | 1829585      | 1   | Invoice | COPIER USAGE/LIBRARY                     | 06/07/2021   | 06/17/2021 | 106.82     | 211-45500-201 |
| Total 173 METRO SALES INC.:                      |              |     |         |                                          |              |            | 106.82     |               |
| <b>175 MICHAEL'S TIRE &amp; AUTO</b>             |              |     |         |                                          |              |            |            |               |
| 06/11/2021                                       | 129807       | 1   | Invoice | RURAL FIRE REPAIRS: F72, MULE, F73, F74, | 05/28/2021   | 06/11/2021 | 1,317.72   | 245-42200-221 |
| 06/11/2021                                       | 129809       | 1   | Invoice | CITY FIRE REPAIR: F71                    | 05/28/2021   | 06/11/2021 | 76.00      | 101-42200-221 |
| Total 175 MICHAEL'S TIRE & AUTO:                 |              |     |         |                                          |              |            | 1,393.72   |               |
| <b>106719 MIDWEST TAPE</b>                       |              |     |         |                                          |              |            |            |               |
| 06/16/2021                                       | 2000018848   | 1   | Invoice | BOOKS/LIBRARY                            | 06/01/2021   | 06/17/2021 | 269.92     | 211-45500-592 |
| Total 106719 MIDWEST TAPE:                       |              |     |         |                                          |              |            | 269.92     |               |
| <b>223 MN ENERGY RESOURCES CORP.</b>             |              |     |         |                                          |              |            |            |               |
| 07/07/2021                                       | 0502616026   | 1   | Invoice | GAS UTILITY/POOL                         | 06/29/2021   | 07/08/2021 | 2,203.71   | 225-45128-383 |
| 07/07/2021                                       | 0503043614   | 1   | Invoice | GAS UTILITY/SEWER                        | 06/24/2021   | 07/08/2021 | 22.48      | 602-49450-383 |

| Input Date                                   | Invoice     | Seq | Type    | Description                          | Invoice Date | Due Date   | Total Cost | GL Account    |
|----------------------------------------------|-------------|-----|---------|--------------------------------------|--------------|------------|------------|---------------|
| 06/11/2021                                   | 0503043614  | 1   | Invoice | GAS UTILITY/SEWER                    | 05/24/2021   | 06/11/2021 | 22.65      | 602-49450-383 |
| 07/07/2021                                   | 0503078391  | 1   | Invoice | GAS UTILITY/FIRE HALL                | 06/24/2021   | 07/08/2021 | 64.82      | 101-42200-383 |
| 06/11/2021                                   | 0503078391  | 1   | Invoice | GAS UTILITY/FIRE HALL                | 05/24/2021   | 06/11/2021 | 157.85     | 101-42200-383 |
| 07/07/2021                                   | 0503494971  | 1   | Invoice | GAS UTILITY/ICE RINK                 | 06/28/2021   | 07/08/2021 | 19.86      | 225-45127-383 |
| 06/11/2021                                   | 0503494971  | 1   | Invoice | GAS UTILITY/ICE RINK                 | 05/26/2021   | 06/11/2021 | 21.60      | 225-45127-383 |
| 07/07/2021                                   | 0505377887  | 1   | Invoice | GAS UTILITY/COUNCIL                  | 06/24/2021   | 07/08/2021 | 30.03      | 101-41110-383 |
| 07/07/2021                                   | 0505377887  | 2   | Invoice | GAS UTILITY/ADMIN                    | 06/24/2021   | 07/08/2021 | 30.03      | 101-41500-383 |
| 07/07/2021                                   | 0505377887  | 3   | Invoice | GAS UTILITY/PD                       | 06/24/2021   | 07/08/2021 | 30.03      | 101-42100-383 |
| 06/11/2021                                   | 0505377887  | 1   | Invoice | GAS UTILITY/COUNCIL                  | 05/24/2021   | 06/11/2021 | 40.84      | 101-41110-383 |
| 06/11/2021                                   | 0505377887  | 2   | Invoice | GAS UTILITY/ADMIN                    | 05/24/2021   | 06/11/2021 | 40.85      | 101-41500-383 |
| 06/11/2021                                   | 0505377887  | 3   | Invoice | GAS UTILITY/PD                       | 05/24/2021   | 06/11/2021 | 40.85      | 101-42100-383 |
| 07/07/2021                                   | 0506816622  | 1   | Invoice | GAS UTILITY/SEWER                    | 06/28/2021   | 07/08/2021 | 14.42      | 602-49450-383 |
| 06/11/2021                                   | 0506816622  | 1   | Invoice | GAS UTILITY/SEWER                    | 05/27/2021   | 06/11/2021 | 15.68      | 602-49450-383 |
| 07/07/2021                                   | 0506912263  | 1   | Invoice | GAS UTILITY/PUBLIC WORKS             | 06/24/2021   | 07/08/2021 | 54.63      | 101-43100-383 |
| 06/11/2021                                   | 0506912263  | 1   | Invoice | GAS UTILITY/PUBLIC WORKS             | 05/24/2021   | 06/11/2021 | 88.54      | 101-43100-383 |
| 07/07/2021                                   | 0507609025  | 1   | Invoice | GAS UTILITY/LIBRARY                  | 06/24/2021   | 07/08/2021 | 47.57      | 211-45500-383 |
| 06/11/2021                                   | 0507609025  | 1   | Invoice | GAS UTILITY/LIBRARY                  | 05/24/2021   | 06/11/2021 | 71.58      | 211-45500-383 |
| Total 223 MN ENERGY RESOURCES CORP.:         |             |     |         |                                      |              |            | 3,018.02   |               |
| <b>105220 MN PUBLIC FACILITIES AUTHORITY</b> |             |     |         |                                      |              |            |            |               |
| 07/08/2021                                   | AUGUST 202  | 1   | Invoice | MPFA-05-0047-R-FY06 INTEREST PAYMENT | 07/08/2021   | 07/08/2021 | 854.75     | 601-49400-611 |
| 07/08/2021                                   | AUGUST 202  | 2   | Invoice | MPFA-05-0047-R-FY06 PRINCIPAL        | 07/08/2021   | 07/08/2021 | 65,000.00  | 601-49400-601 |
| 07/08/2021                                   | AUGUST 202  | 3   | Invoice | MPFA-11-0036-R-FY12 INTEREST PAYMENT | 07/08/2021   | 07/08/2021 | 1,595.50   | 601-49400-611 |
| 07/08/2021                                   | AUGUST 202  | 4   | Invoice | MPFA-11-0036-R-FY12 PRINCIPAL        | 07/08/2021   | 07/08/2021 | 14,000.00  | 601-49400-601 |
| Total 105220 MN PUBLIC FACILITIES AUTHORITY: |             |     |         |                                      |              |            | 81,450.25  |               |
| <b>482 MORATH, MICHAEL &amp; JEANETTE</b>    |             |     |         |                                      |              |            |            |               |
| 06/11/2021                                   | 2021 BRUSH  | 1   | Invoice | BRUSH & COMPOST                      | 06/10/2021   | 06/11/2021 | 1,700.00   | 101-43100-310 |
| Total 482 MORATH, MICHAEL & JEANETTE:        |             |     |         |                                      |              |            | 1,700.00   |               |
| <b>106478 NIELSENS PEST CONTROL</b>          |             |     |         |                                      |              |            |            |               |
| 06/11/2021                                   | PLAINVIEW   | 1   | Invoice | PEST CONTROL/LIBRARY 2021            | 04/27/2021   | 06/11/2021 | 100.00     | 211-45500-223 |
| Total 106478 NIELSENS PEST CONTROL:          |             |     |         |                                      |              |            | 100.00     |               |
| <b>202 OLMSTED MEDICAL CENTER</b>            |             |     |         |                                      |              |            |            |               |
| 06/15/2021                                   | 05/29/21    | 1   | Invoice | NEW EMPLOY SUMMER HELP-DRUG SCREE    | 05/29/2021   | 06/17/2021 | 592.00     | 225-45128-310 |
| 06/15/2021                                   | 05/29/21    | 2   | Invoice | NEW EMPLOY SUMMER HELP-DRUG SCREE    | 05/29/2021   | 06/17/2021 | 37.00      | 225-45200-310 |
| Total 202 OLMSTED MEDICAL CENTER:            |             |     |         |                                      |              |            | 629.00     |               |
| <b>106161 PEOPLE'S ENERGY COOPERATIVE</b>    |             |     |         |                                      |              |            |            |               |
| 06/10/2021                                   | 03274000 JU | 1   | Invoice | ELEC 6TH ST SW LIGHTS                | 06/03/2021   | 06/11/2021 | 59.66      | 101-43100-381 |
| 06/10/2021                                   | 2643900 JU  | 1   | Invoice | ELEC WELL #3                         | 06/03/2021   | 06/11/2021 | 1,184.00   | 601-49400-381 |
| 06/10/2021                                   | 2647400 JU  | 1   | Invoice | ELEC SKATING RINK                    | 06/03/2021   | 06/11/2021 | 64.00      | 225-45128-381 |
| 06/10/2021                                   | 2658900 JU  | 1   | Invoice | ELEC POOL                            | 06/03/2021   | 06/11/2021 | 483.00     | 225-45128-381 |
| 06/10/2021                                   | 2706100 JU  | 1   | Invoice | ELEC NE LIFT STATION                 | 06/03/2021   | 06/11/2021 | 236.00     | 602-49450-381 |
| 06/10/2021                                   | 2709900 JU  | 1   | Invoice | ELEC WEST BROADWAY                   | 06/03/2021   | 06/11/2021 | 10.00      | 101-42500-381 |
| 06/10/2021                                   | 2714900 JU  | 1   | Invoice | ELEC STREET LIGHTS                   | 06/03/2021   | 06/11/2021 | 2,684.00   | 101-43100-381 |
| 06/10/2021                                   | 2738000 JU  | 1   | Invoice | ELEC WELL #2                         | 06/03/2021   | 06/11/2021 | 1,627.00   | 601-49400-381 |
| 06/10/2021                                   | 2739100 JU  | 1   | Invoice | ELEC PW                              | 06/03/2021   | 06/11/2021 | 255.00     | 101-43100-381 |
| 06/10/2021                                   | 2747700 JU  | 1   | Invoice | ELEC SW SIREN                        | 06/03/2021   | 06/11/2021 | 49.00      | 101-42500-381 |
| 06/10/2021                                   | 2764400 JU  | 1   | Invoice | ELEC NW LIFT STATION                 | 06/03/2021   | 06/11/2021 | 339.00     | 602-49450-381 |
| 06/10/2021                                   | 2767800 JU  | 1   | Invoice | ELEC CEMETERY FLAG LIGHT             | 06/03/2021   | 06/11/2021 | 31.00      | 235-49010-381 |
| 06/10/2021                                   | 2777600 JU  | 1   | Invoice | ELEC LIBRARY                         | 06/03/2021   | 06/11/2021 | 286.00     | 211-45500-381 |

| Input Date                                | Invoice     | Seq | Type    | Description                           | Invoice Date | Due Date   | Total Cost | GL Account      |
|-------------------------------------------|-------------|-----|---------|---------------------------------------|--------------|------------|------------|-----------------|
| 06/10/2021                                | 3036800 JU  | 1   | Invoice | ELEC FIRE HALL                        | 06/03/2021   | 06/11/2021 | 203.00     | 101-42200-381   |
| 06/10/2021                                | 3038100 JU  | 1   | Invoice | ELEC CITY HALL/COUNCIL                | 06/03/2021   | 06/11/2021 | 120.34     | 101-41110-381   |
| 06/10/2021                                | 3038100 JU  | 2   | Invoice | ELEC CITY HALL/ADMIN                  | 06/03/2021   | 06/11/2021 | 120.33     | 101-41500-381   |
| 06/10/2021                                | 3038100 JU  | 3   | Invoice | ELEC CITY HALL/PD                     | 06/03/2021   | 06/11/2021 | 120.33     | 101-42100-381   |
| 06/10/2021                                | 3041300 JU  | 1   | Invoice | ELEC WEDGEWOOD PARK                   | 06/03/2021   | 06/11/2021 | 38.00      | 225-45200-381   |
| 06/10/2021                                | 3042300 JU  | 1   | Invoice | ELEC WATER TOWER                      | 06/03/2021   | 06/11/2021 | 238.00     | 601-49400-381   |
| 06/10/2021                                | 3043900 JU  | 1   | Invoice | ELEC BIKE TRAIL                       | 06/03/2021   | 06/11/2021 | 40.00      | 225-45200-381   |
| 06/10/2021                                | 3274100 JU  | 1   | Invoice | ELEC 4TH ST SW LIGHTS                 | 06/03/2021   | 06/11/2021 | 73.16      | 101-43100-381   |
| 06/10/2021                                | 3274200 JU  | 1   | Invoice | ELEC 2ND ST SW LIGHTS                 | 06/03/2021   | 06/11/2021 | 56.23      | 101-43100-381   |
| 06/10/2021                                | 3274300 JU  | 1   | Invoice | ELEC 1ST ST SW LIGHTS                 | 06/03/2021   | 06/11/2021 | 50.92      | 101-43100-381   |
| Total 106161 PEOPLE'S ENERGY COOPERATIVE: |             |     |         |                                       |              |            | 8,367.97   |                 |
| <b>105004 PK MEYER BUILDERS, INC.</b>     |             |     |         |                                       |              |            |            |                 |
| 06/30/2021                                | PL21-61 REF | 1   | Invoice | REFUND DEPOSIT                        | 06/30/2021   | 07/02/2021 | 100.00     | 101-41500-32210 |
| Total 105004 PK MEYER BUILDERS, INC.:     |             |     |         |                                       |              |            | 100.00     |                 |
| <b>76 PLAINVIEW EDA</b>                   |             |     |         |                                       |              |            |            |                 |
| 07/08/2021                                | AUG 21      | 1   | Invoice | AUGUST 2021 CONTRIBUTION              | 07/08/2021   | 07/08/2021 | 3,750.00   | 101-46500-491   |
| 06/22/2021                                | JULY 21     | 1   | Invoice | JULY 2021 CONTRIBUTION                | 06/21/2021   | 06/24/2021 | 3,750.00   | 101-46500-491   |
| Total 76 PLAINVIEW EDA:                   |             |     |         |                                       |              |            | 7,500.00   |                 |
| <b>105272 PLAINVIEW LAWN &amp; SNOW</b>   |             |     |         |                                       |              |            |            |                 |
| 06/29/2021                                | 9202        | 1   | Invoice | OPEN & CLOSE/Y. WALLUM                | 06/26/2021   | 07/02/2021 | 275.00     | 235-49010-401   |
| 06/29/2021                                | 9203        | 1   | Invoice | OPEN & CLOSE/P. DEAL                  | 06/25/2021   | 07/02/2021 | 270.00     | 235-49010-401   |
| Total 105272 PLAINVIEW LAWN & SNOW:       |             |     |         |                                       |              |            | 545.00     |                 |
| <b>239 PLAINVIEW NEWS</b>                 |             |     |         |                                       |              |            |            |                 |
| 06/15/2021                                | 68130       | 1   | Invoice | ADVERTISE/NOTICE OF PUBLIC HEARING P  | 05/06/2021   | 06/17/2021 | 94.80      | 101-41500-343   |
| 06/15/2021                                | 68130       | 2   | Invoice | ADVERTISE/SPRING CLEAN UP             | 05/06/2021   | 06/17/2021 | 118.50     | 101-41500-343   |
| 06/15/2021                                | 68238       | 1   | Invoice | ADVERTISE/PESSD BOARD POSITION        | 05/18/2021   | 06/17/2021 | 106.68     | 101-41500-343   |
| 06/15/2021                                | 68316       | 1   | Invoice | ADVERTISE/OPEN POSITION: CITY COUNCIL | 05/25/2021   | 06/17/2021 | 142.24     | 101-41500-343   |
| 06/15/2021                                | 68316       | 2   | Invoice | ADVERTISE/PLEASANT ACRES NOTICE       | 05/25/2021   | 06/17/2021 | 177.80     | 101-41500-343   |
| Total 239 PLAINVIEW NEWS:                 |             |     |         |                                       |              |            | 640.02     |                 |
| <b>238 PLAINVIEW PARTS HOUSE</b>          |             |     |         |                                       |              |            |            |                 |
| 06/10/2021                                | 655420      | 1   | Invoice | BATTERY CABLE LUG/PARKS               | 05/14/2021   | 06/11/2021 | 1.40       | 225-45200-221   |
| 06/10/2021                                | 655715      | 1   | Invoice | OIL, FILTER-GMC/PW                    | 05/18/2021   | 06/11/2021 | 43.39      | 101-43100-221   |
| 06/10/2021                                | 655784      | 1   | Invoice | FLAPDISC/PW                           | 05/19/2021   | 06/11/2021 | 10.59      | 101-43100-217   |
| 06/10/2021                                | 655902      | 1   | Invoice | GARAGE DOOR LUBRICANT/AMBULANCE B     | 05/20/2021   | 06/11/2021 | 6.59       | 101-41500-227   |
| 06/15/2021                                | 657506      | 1   | Invoice | ACP PRO FORMULA REFG/PD               | 06/10/2021   | 06/17/2021 | 40.10      | 101-42100-228   |
| 07/01/2021                                | 658419      | 1   | Invoice | BATTERY, REAR WIPER BLADE/PD          | 06/22/2021   | 07/02/2021 | 141.90     | 101-42100-221   |
| Total 238 PLAINVIEW PARTS HOUSE:          |             |     |         |                                       |              |            | 243.97     |                 |
| <b>240 PLAINVIEW POSTMASTER</b>           |             |     |         |                                       |              |            |            |                 |
| 07/02/2021                                | JULY 2021   | 1   | Invoice | UTILITY BILLING                       | 07/02/2021   | 07/02/2021 | 182.69     | 601-49400-201   |
| 07/02/2021                                | JULY 2021   | 2   | Invoice | UTILITY BILLING                       | 07/02/2021   | 07/02/2021 | 182.68     | 602-49450-201   |
| Total 240 PLAINVIEW POSTMASTER:           |             |     |         |                                       |              |            | 365.37     |                 |
| <b>395 PRAXAIR DISTRIBUTION INC.</b>      |             |     |         |                                       |              |            |            |                 |
| 06/22/2021                                | 38352094    | 1   | Invoice | OXYGEN/PUB WORKS                      | 05/31/2021   | 06/24/2021 | 133.83     | 101-43100-418   |

| Input Date                             | Invoice    | Seq | Type    | Description                          | Invoice Date | Due Date   | Total Cost | GL Account    |
|----------------------------------------|------------|-----|---------|--------------------------------------|--------------|------------|------------|---------------|
| Total 395 PRAXAIR DISTRIBUTION INC.:   |            |     |         |                                      |              |            | 133.83     |               |
| <b>105152 PURCHASE POWER</b>           |            |     |         |                                      |              |            |            |               |
| 06/24/2021                             | 6-11-21    | 1   | Invoice | POSTAGE                              | 06/11/2021   | 06/24/2021 | 8.52       | 101-41500-322 |
| Total 105152 PURCHASE POWER:           |            |     |         |                                      |              |            | 8.52       |               |
| <b>741 QUILL CORPORATION</b>           |            |     |         |                                      |              |            |            |               |
| 06/17/2021                             | 6/7/21     | 1   | Invoice | TAPE, WHITE OUT/ADMIN                | 06/07/2021   | 06/17/2021 | 55.59      | 101-41500-201 |
| 06/17/2021                             | 96426450   | 1   | Invoice | COLORED PAPER/POOL                   | 06/16/2021   | 06/17/2021 | 42.48      | 225-45128-217 |
| 06/17/2021                             | 96426450   | 2   | Invoice | COUNCIL NAME PLATE-A. KIEFFER        | 06/16/2021   | 06/17/2021 | 9.49       | 101-41110-437 |
| 06/29/2021                             | 96508936   | 1   | Invoice | STAPLES, PAPER/ADMIN                 | 06/22/2021   | 07/02/2021 | 61.71      | 101-41500-201 |
| 06/29/2021                             | 96508936   | 2   | Invoice | PAPER/FIRE DEPT                      | 06/22/2021   | 07/02/2021 | 136.51     | 101-42200-201 |
| Total 741 QUILL CORPORATION:           |            |     |         |                                      |              |            | 305.78     |               |
| <b>105845 RAHMAN HEATING, AC &amp;</b> |            |     |         |                                      |              |            |            |               |
| 06/22/2021                             | I-11228-3  | 1   | Invoice | POOL HEATERS/POOL                    | 06/16/2021   | 06/24/2021 | 26,750.00  | 225-45128-590 |
| 06/28/2021                             | I-11974-7  | 1   | Invoice | MONTHLY COMFORT CLUB/PW              | 06/23/2020   | 07/02/2021 | 49.00      | 101-43100-223 |
| 06/28/2021                             | I-11974-7  | 2   | Invoice | MONTHLY COMFORT CLUB/CITY HALL       | 06/23/2020   | 07/02/2021 | 28.00      | 101-41500-223 |
| 06/28/2021                             | I-11974-7  | 3   | Invoice | MONTHLY COMFORT/POOL                 | 06/23/2020   | 07/02/2021 | 28.00      | 225-45128-223 |
| 06/28/2021                             | I-11974-7  | 4   | Invoice | MONTHLY COMFORT/EASTWOOD PARK        | 06/23/2020   | 07/02/2021 | 7.00       | 225-45200-223 |
| 06/28/2021                             | I-11974-7  | 5   | Invoice | MONTHLY COMFORT CLUB/FIRE HALL       | 06/23/2020   | 07/02/2021 | 42.00      | 101-42200-223 |
| 06/28/2021                             | I-11974-7  | 6   | Invoice | MONTHLY COMFORT CLUB/AMBULANCE BU    | 06/23/2020   | 07/02/2021 | 35.00      | 101-41500-227 |
| 06/28/2021                             | I-11974-7  | 7   | Invoice | MONTHLY COMFORT CLUB/LIBRARY         | 06/23/2020   | 07/02/2021 | 42.00      | 211-45500-223 |
| Total 105845 RAHMAN HEATING, AC &:     |            |     |         |                                      |              |            | 26,981.00  |               |
| <b>106657 REINDERS</b>                 |            |     |         |                                      |              |            |            |               |
| 07/07/2021                             | 3173102-00 | 1   | Invoice | LAWN SEED/PW                         | 07/06/2021   | 07/08/2021 | 78.50      | 101-43100-217 |
| Total 106657 REINDERS:                 |            |     |         |                                      |              |            | 78.50      |               |
| <b>258 ROCHESTER SAND &amp; GRAVEL</b> |            |     |         |                                      |              |            |            |               |
| 06/29/2021                             | 4900023526 | 1   | Invoice | PLAINVIEW 2020 MILL & OVERLAY        | 06/15/2020   | 07/02/2021 | 1,216.43   | 601-49400-228 |
| 06/29/2021                             | 4900023549 | 1   | Invoice | PLAINVIEW 2020 MILL & OVERLAY        | 06/16/2020   | 07/02/2021 | 314.75     | 601-49400-228 |
| 06/29/2021                             | 4900023903 | 1   | Invoice | PLAINVIEW 2020 MILL & OVERLAY        | 07/31/2020   | 07/02/2021 | 3,818.09   | 601-49400-228 |
| 06/29/2021                             | 4900024529 | 1   | Invoice | PLAINVIEW 2020 MILL & OVERLAY        | 09/30/2020   | 07/02/2021 | 579.17     | 601-49400-228 |
| 06/29/2021                             | 4900024809 | 1   | Invoice | PLAINVIEW WALK PATH/REPAIRS FROM BRI | 10/31/2020   | 07/02/2021 | 6,705.68   | 225-45200-590 |
| Total 258 ROCHESTER SAND & GRAVEL:     |            |     |         |                                      |              |            | 12,634.12  |               |
| <b>268 SELCO</b>                       |            |     |         |                                      |              |            |            |               |
| 06/16/2021                             | 49035      | 1   | Invoice | BASIC TECH FEES/PC SUPPORT           | 06/07/2021   | 06/17/2021 | 861.32     | 211-45500-418 |
| Total 268 SELCO:                       |            |     |         |                                      |              |            | 861.32     |               |
| <b>104639 SOMA CONSTRUCTION INC.</b>   |            |     |         |                                      |              |            |            |               |
| 06/15/2021                             | 19766      | 1   | Invoice | TOPSOIL                              | 06/01/2021   | 06/17/2021 | 455.50     | 101-43100-222 |
| 06/15/2021                             | 19766      | 2   | Invoice | TOPSOIL/CEMETERY                     | 06/01/2021   | 06/17/2021 | 455.50     | 235-49010-590 |
| Total 104639 SOMA CONSTRUCTION INC.:   |            |     |         |                                      |              |            | 911.00     |               |
| <b>284 STREICHER'S</b>                 |            |     |         |                                      |              |            |            |               |
| 06/15/2021                             | I1506449   | 1   | Invoice | UNIFORM/A. STONING                   | 06/02/2021   | 06/17/2021 | 149.98     | 101-42100-417 |

| Input Date                                           | Invoice    | Seq | Type    | Description                             | Invoice Date | Due Date   | Total Cost | GL Account    |
|------------------------------------------------------|------------|-----|---------|-----------------------------------------|--------------|------------|------------|---------------|
| Total 284 STREICHER'S:                               |            |     |         |                                         |              |            | 149.98     |               |
| <b>106396 STROUT, CHRIS</b>                          |            |     |         |                                         |              |            |            |               |
| 07/08/2021                                           | 7/6/21     | 1   | Invoice | REFUND 1/2 PAID TICKET - CITATION ISSUE | 07/06/2021   | 07/08/2021 | 50.00      | 101-42100-437 |
| Total 106396 STROUT, CHRIS:                          |            |     |         |                                         |              |            | 50.00      |               |
| <b>106770 SZYMANSKI, LOGAN</b>                       |            |     |         |                                         |              |            |            |               |
| 06/25/2021                                           | 6/21/21    | 1   | Invoice | PREMIUM WASH (PURPLE) WINDSHIELD FL     | 06/21/2021   | 07/02/2021 | 4.50       | 101-42100-228 |
| Total 106770 SZYMANSKI, LOGAN:                       |            |     |         |                                         |              |            | 4.50       |               |
| <b>106774 THE HEART AND MIND CONNECTION</b>          |            |     |         |                                         |              |            |            |               |
| 06/15/2021                                           | 612210     | 1   | Invoice | MENTAL HEALTH FIRST AID TRAINING        | 06/03/2021   | 06/17/2021 | 1,500.00   | 211-45500-437 |
| Total 106774 THE HEART AND MIND CONNECTION:          |            |     |         |                                         |              |            | 1,500.00   |               |
| <b>716 THREE RIVERS COMMUNITY ACTION</b>             |            |     |         |                                         |              |            |            |               |
| 07/01/2021                                           | JUNE 2021  | 1   | Invoice | JUNE TRANSIT BUS FEES                   | 06/30/2021   | 07/02/2021 | 243.25     | 101-41500-317 |
| Total 716 THREE RIVERS COMMUNITY ACTION:             |            |     |         |                                         |              |            | 243.25     |               |
| <b>106707 TOM HEFFERNAN FORD</b>                     |            |     |         |                                         |              |            |            |               |
| 07/01/2021                                           | 56459      | 1   | Invoice | 2017 EXPLORER-CABIN AIR FILTER/PD       | 06/11/2021   | 07/02/2021 | 89.95      | 101-42100-221 |
| Total 106707 TOM HEFFERNAN FORD:                     |            |     |         |                                         |              |            | 89.95      |               |
| <b>104900 TOMS LAWN &amp; CLEANING SERVICE</b>       |            |     |         |                                         |              |            |            |               |
| 06/10/2021                                           | 5570       | 1   | Invoice | MAY CLEANING/LIBRARY                    | 05/31/2021   | 06/11/2021 | 760.00     | 211-45500-401 |
| Total 104900 TOMS LAWN & CLEANING SERVICE:           |            |     |         |                                         |              |            | 760.00     |               |
| <b>106776 TRI-STATE BOBCAT</b>                       |            |     |         |                                         |              |            |            |               |
| 06/25/2021                                           | S31457     | 1   | Invoice | 2021 BOBCAT 5600 - #AHG819836/PW        | 06/24/2021   | 07/02/2021 | 33,984.80  | 101-43100-590 |
| Total 106776 TRI-STATE BOBCAT:                       |            |     |         |                                         |              |            | 33,984.80  |               |
| <b>105796 US BANK EQUIPMENT FINANCE</b>              |            |     |         |                                         |              |            |            |               |
| 06/11/2021                                           | 444711873  | 1   | Invoice | COPIER/LIBRARY                          | 05/28/2021   | 06/11/2021 | 92.55      | 211-45500-201 |
| 07/08/2021                                           | 446951956  | 1   | Invoice | COPIER/LIBRARY                          | 06/28/2021   | 07/08/2021 | 92.55      | 211-45500-201 |
| Total 105796 US BANK EQUIPMENT FINANCE:              |            |     |         |                                         |              |            | 185.10     |               |
| <b>105973 USA BLUEBOOK</b>                           |            |     |         |                                         |              |            |            |               |
| 07/08/2021                                           | 650387     | 1   | Invoice | VINYL GLOVES/POOL                       | 07/01/2021   | 07/08/2021 | 78.24      | 225-45128-211 |
| Total 105973 USA BLUEBOOK:                           |            |     |         |                                         |              |            | 78.24      |               |
| <b>106775 VALDES LAWN CARE AND SNOW REMOVAL, LLC</b> |            |     |         |                                         |              |            |            |               |
| 06/24/2021                                           | 28135      | 1   | Invoice | MOBILIZATION & BRUSH GRINDING/PW        | 06/17/2021   | 06/24/2021 | 8,500.00   | 101-43100-310 |
| Total 106775 VALDES LAWN CARE AND SNOW REMOVAL, LLC: |            |     |         |                                         |              |            | 8,500.00   |               |
| <b>105461 VISA/TCM BANK N.A.</b>                     |            |     |         |                                         |              |            |            |               |
| 06/10/2021                                           | #0165 JUNE | 1   | Invoice | OVERDRIVE/LIBRARY                       | 06/02/2021   | 06/11/2021 | 67.48      | 211-45500-592 |
| 06/10/2021                                           | #0165 JUNE | 2   | Invoice | AMAZON-BOOK/LIBRARY                     | 06/02/2021   | 06/11/2021 | 25.00      | 211-45500-592 |
| 06/10/2021                                           | #0165 JUNE | 3   | Invoice | APPRECIATION AT WORK/LIBRARY            | 06/02/2021   | 06/11/2021 | 125.00     | 211-45500-592 |



| Input Date                                    | Invoice     | Seq | Type    | Description                            | Invoice Date | Due Date   | Total Cost | GL Account      |
|-----------------------------------------------|-------------|-----|---------|----------------------------------------|--------------|------------|------------|-----------------|
| 06/10/2021                                    | #0165 JUNE  | 4   | Invoice | AMAZON-PENS, BATTERIES, POSTCARDS/LI   | 06/02/2021   | 06/11/2021 | 55.62      | 211-45500-592   |
| 06/10/2021                                    | #6154 JUNE  | 1   | Invoice | VIKING ELECTRIC-BEAM ANGLE BALLAST/A   | 06/02/2021   | 06/11/2021 | 802.37     | 101-41500-227   |
| 06/10/2021                                    | #6154 JUNE  | 2   | Invoice | VIKING ELECTRIC-REFUND TAX/AMBULANC    | 06/02/2021   | 06/11/2021 | 60.29-     | 101-41500-227   |
| 06/10/2021                                    | #6154 JUNE  | 3   | Invoice | VIKING ELECTRIC-LED LIGHT FIXTURE/LIBR | 06/02/2021   | 06/11/2021 | 11.48      | 211-45500-223   |
| 06/10/2021                                    | #6154 JUNE  | 4   | Invoice | MENARDS-RETAINING WALL BLOCK/PARKS     | 06/02/2021   | 06/11/2021 | 7.68       | 225-45200-217   |
| 06/10/2021                                    | #6154 JUNE  | 5   | Invoice | MENARDS-SUPPLIES/PW                    | 06/02/2021   | 06/11/2021 | 41.76      | 101-43100-217   |
| 06/10/2021                                    | #6154 JUNE  | 6   | Invoice | FAMILY DOLLAR-CLEANING SUPPLIES/POO    | 06/02/2021   | 06/11/2021 | 26.31      | 225-45128-211   |
| 06/10/2021                                    | #6196 JUNE  | 1   | Invoice | UNDER ARMOUR-UNIFORM/S. LARSON         | 06/02/2021   | 06/11/2021 | 164.96     | 602-49450-417   |
| 06/10/2021                                    | #6451 JUNE  | 1   | Invoice | RED CROSS-LIFEGUARD TRAINING/POOL      | 06/02/2021   | 06/11/2021 | 300.00     | 225-45128-331   |
| 06/10/2021                                    | #6451 JUNE  | 2   | Invoice | MYREC-CARD READERS, CASH DRAWER, N     | 06/02/2021   | 06/11/2021 | 278.24     | 225-45128-217   |
| 06/10/2021                                    | #6451 JUNE  | 3   | Invoice | AMAZON-WHISTLES, CPR VALVES/POOL       | 06/02/2021   | 06/11/2021 | 34.32      | 225-45128-217   |
| 06/10/2021                                    | #6451 JUNE  | 4   | Invoice | CUSTOMINK-LIFEGUARD SHIRTS/POOL        | 06/02/2021   | 06/11/2021 | 88.95      | 225-45128-417   |
| 06/10/2021                                    | #6451 JUNE  | 5   | Invoice | CUSTOMINK-LIFEGUARD SHIRTS/POOL        | 06/02/2021   | 06/11/2021 | 157.41     | 225-45128-417   |
| 06/15/2021                                    | #6592 JUNE  | 1   | Invoice | MICROSOFT-LICENSES ON RHINO TABS/PD    | 06/02/2021   | 06/15/2021 | 8.86       | 101-42100-309   |
| 06/15/2021                                    | #6592 JUNE  | 2   | Invoice | WE THE PEOPLE HOLSTERS-UNIFORM B.MI    | 06/02/2021   | 06/15/2021 | 50.50      | 101-42100-417   |
| 06/15/2021                                    | #6592 JUNE  | 3   | Invoice | USPS-RETURN SQUAD PRINTER BATTERY T    | 06/02/2021   | 06/15/2021 | 7.95       | 101-42100-437   |
| 06/15/2021                                    | #6592 JUNE  | 4   | Invoice | DANA SAFETY SUPPLY-CREDIT FOR EMERG    | 06/02/2021   | 06/15/2021 | .78-       | 101-42100-590   |
| 06/15/2021                                    | #6592 JUNE  | 5   | Invoice | KEY FOB MALL-2013 FORD EXPLORER/PD     | 06/02/2021   | 06/15/2021 | 18.35      | 101-42100-228   |
| 06/15/2021                                    | #6592 JUNE  | 6   | Invoice | TEAM FAN SHOP-UNIFORM B.MILLER/PD      | 06/02/2021   | 06/15/2021 | 66.55      | 101-42100-417   |
| 06/15/2021                                    | #6592 JUNE  | 7   | Invoice | AMAZON-CAR CODE TAPE/PD                | 06/02/2021   | 06/15/2021 | 13.05      | 101-42100-228   |
| 06/15/2021                                    | #6592 JUNE  | 8   | Invoice | ROCHESTER FORD-REPLACED LOCK SWIT      | 06/02/2021   | 06/15/2021 | 37.05      | 101-42100-228   |
| 06/15/2021                                    | #6592 JUNE  | 9   | Invoice | HOSTGATOR-WEEBLY CLOUD PRO/PD          | 06/02/2021   | 06/15/2021 | 8.99       | 101-42100-321   |
| 06/15/2021                                    | #6592 JUNE  | 10  | Invoice | APPLE.COM/PD                           | 06/02/2021   | 06/15/2021 | .99        | 101-42100-321   |
| 06/10/2021                                    | #6840 JUNE  | 1   | Invoice | ADOBE/C. KUJATH                        | 06/02/2021   | 06/11/2021 | 16.10      | 101-41500-433   |
| 06/10/2021                                    | #6840 JUNE  | 2   | Invoice | USPS-POSTAGE FOR RETURNED SWIMSUIT     | 06/02/2021   | 06/11/2021 | 12.60      | 225-45128-417   |
| 06/10/2021                                    | #6840 JUNE  | 3   | Invoice | MN DEPT OF LABOR - JAN-MARCH 2021      | 06/02/2021   | 06/11/2021 | 146.00     | 101-41500-316   |
| 06/15/2021                                    | #6998 JUNE  | 1   | Invoice | APPLE.COM/PD                           | 06/02/2021   | 06/15/2021 | .99        | 101-42100-321   |
| 06/15/2021                                    | #6998 JUNE  | 2   | Invoice | DULUTH TRADING-UNIFORM J.TIMM/PD       | 06/02/2021   | 06/15/2021 | 84.95      | 101-42100-417   |
| 06/15/2021                                    | #6998 JUNE  | 3   | Invoice | GALLS-UNIFORM J.TIMM/PD                | 06/02/2021   | 06/15/2021 | 179.94     | 101-42100-417   |
| 06/15/2021                                    | #6998 JUNE  | 4   | Invoice | USPS-SENT BACK SHIRTS FOR PATCHES A.   | 06/02/2021   | 06/15/2021 | 8.55       | 101-42100-437   |
| 06/15/2021                                    | #6998 JUNE  | 5   | Invoice | SAM RENEWAL SUPPORT/PD                 | 06/02/2021   | 06/15/2021 | 999.00     | 101-42100-433   |
| 06/15/2021                                    | #6998 JUNE  | 6   | Invoice | BCA TRAINING-I. HENDERSON/PD           | 06/02/2021   | 06/15/2021 | 375.00     | 101-42100-331   |
| 06/15/2021                                    | #6998 JUNE  | 7   | Invoice | AMAZON-RHINO TAB STAND/PD              | 06/02/2021   | 06/15/2021 | 25.69      | 101-42100-438   |
| 06/15/2021                                    | #6998 JUNE  | 8   | Invoice | USPS-PUCK/PD                           | 06/02/2021   | 06/15/2021 | 7.95       | 101-42100-437   |
| 06/15/2021                                    | #6998 JUNE  | 9   | Invoice | AMAZON CREDIT-RETURNED 5X1 HDMI SWI    | 06/02/2021   | 06/15/2021 | 53.68-     | 101-42100-201   |
| 06/15/2021                                    | #6998 JUNE  | 10  | Invoice | CONNECTTEAM-BASIC YEARLY/PD            | 06/02/2021   | 06/15/2021 | 468.00     | 101-42100-433   |
| 06/15/2021                                    | #6998 JUNE  | 11  | Invoice | CONNECTTEAM-CREDIT 40% DISCOUNT/PD     | 06/02/2021   | 06/15/2021 | 187.00-    | 101-42100-433   |
| Total 105461 VISA/TCM BANK N.A.:              |             |     |         |                                        |              |            | 4,421.89   |                 |
| <b>106067 W.A. KREOFKY CONSTRUCTION, INC.</b> |             |     |         |                                        |              |            |            |                 |
| 06/28/2021                                    | 21019       | 1   | Invoice | CONCRETE, REBAR, SAW CUTTING AT CEM    | 06/22/2021   | 07/02/2021 | 5,170.00   | 235-49010-590   |
| 06/30/2021                                    | PL20-14 REF | 1   | Invoice | REFUND DEPOSIT                         | 06/30/2021   | 07/02/2021 | 100.00     | 101-41500-32210 |
| Total 106067 W.A. KREOFKY CONSTRUCTION, INC.: |             |     |         |                                        |              |            | 5,270.00   |                 |
| <b>307 WABASHA COUNTY AUDITOR/TREAS.</b>      |             |     |         |                                        |              |            |            |                 |
| 06/29/2021                                    | 11272       | 1   | Invoice | AVM MAINTENANCE                        | 06/21/2021   | 07/02/2021 | 385.00     | 101-41410-437   |
| 07/07/2021                                    | JULY 2021   | 1   | Invoice | JULY 2021 LEGAL SERVICES CONTRACT      | 07/02/2021   | 07/08/2021 | 1,800.00   | 101-42100-304   |
| Total 307 WABASHA COUNTY AUDITOR/TREAS.:      |             |     |         |                                        |              |            | 2,185.00   |                 |
| <b>104731 WABASHA COUNTY SHERIFFS OFFICE</b>  |             |     |         |                                        |              |            |            |                 |
| 06/25/2021                                    | 2021-WCSO-  | 1   | Invoice | CIS MAINTENANCE-LICENSE RENEWAL/PD     | 06/11/2021   | 07/02/2021 | 2,133.31   | 101-42100-309   |
| Total 104731 WABASHA COUNTY SHERIFFS OFFICE:  |             |     |         |                                        |              |            | 2,133.31   |                 |

| Input Date                           | Invoice  | Seq | Type    | Description                           | Invoice Date | Due Date   | Total Cost | GL Account    |
|--------------------------------------|----------|-----|---------|---------------------------------------|--------------|------------|------------|---------------|
| <b>310 WABASHA IMPLEMENT COMPANY</b> |          |     |         |                                       |              |            |            |               |
| 06/28/2021                           | 19892    | 1   | Invoice | 6PK 1 GAL ULTRA, 3300 95073LINE/PARKS | 06/09/2021   | 07/02/2021 | 80.48      | 225-45200-217 |
| Total 310 WABASHA IMPLEMENT COMPANY: |          |     |         |                                       |              |            | 80.48      |               |
| <b>105600 WEX BANK</b>               |          |     |         |                                       |              |            |            |               |
| 07/07/2021                           | 72604806 | 1   | Invoice | FUEL/POLICE DEPT.                     | 06/30/2021   | 07/08/2021 | 1,846.96   | 101-42100-212 |
| Total 105600 WEX BANK:               |          |     |         |                                       |              |            | 1,846.96   |               |
| Grand Totals:                        |          |     |         |                                       |              |            | 328,782.26 |               |

## Report GL Period Summary

| GL Period     | Amount     |
|---------------|------------|
| 07/21         | 133,262.78 |
| 06/21         | 195,519.48 |
| Grand Totals: | 328,782.26 |

Vendor number hash: 12224459  
Vendor number hash - split: 21637062  
Total number of invoices: 252  
Total number of transactions: 356

| Terms Description | Invoice Amount | Discount Amount | Net Invoice Amount |
|-------------------|----------------|-----------------|--------------------|
| Open Terms        | 328,782.26     | .00             | 328,782.26         |
| Grand Totals:     | 328,782.26     | .00             | 328,782.26         |

## Report Criteria:

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

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Special Meeting: July 13, 2021

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| <b>AGENDA ITEM:</b> Permits/Licenses/Donations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>AGENDA SECTION:</b> Consent |
| <b>PREPARED BY:</b> Carol Kujath, City Clerk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>AGENDA NO. 6.C.</b>         |
| <b>ATTACHMENTS:</b> None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>APPROVED BY:</b> d.t.       |
| <b>RECOMMENDED ACTION:</b><br><br><b>1. Motion</b> to approve Loudspeaker Permit Application from Plainview Public Library (Meg Curtiss) for July 22, 2021 and July 29, 2021, and August 5, 2021 at Eastwood Park.<br><br><b>2. Motion</b> to approve Loudspeaker Permit Application from American Legion Post 179 for August 18 – 22, 2021 during Corn on the Cob Days.<br><br><b>3. Motion</b> to approve Gambling License Permit Application from Robin Deming in the name of the Heidi Hoekstra Memorial Barbeque Contest.<br><br><b>4. Motion</b> to approve Chicken Permit Application from Amber Gallie. |                                |

### SUMMARY

**Loudspeaker Permit:** Plainview Library (Meg Curtiss) and American Legion Post 179 have applied for loudspeaker permits. All paperwork and fees have been collected.

**Gambling License Permit:** Robin Deming in the name of Heidi Hoekstra has applied for a Gambling License permit This will be for a cash raffle, during the Corn on the Cob Days. All paperwork and fees have been collected.

**Chick Permit:** Amber Gallie applied for a Chicken Permit. She has completed all the necessary paperwork and included the \$45 permit fee.

# BUILDING PERMIT REPORT

July 2021

## Permit Number & Applicant

|                                                                                       |                                                     |                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PL21-37</b><br><b>PK Meyer Builders</b>                                            | 615 7 <sup>th</sup> Ave NE – New Single-Family Home | <b>Value:</b> \$155,000.00<br><b>Total Fee:</b> \$3,996.66<br><b>Permit Fee:</b> \$520.77<br><b>Plan Check Fee:</b> \$338.46<br><b>State Surcharge:</b> \$77.50<br><b>Water Deposit:</b> \$500.00<br><b>Sewer Deposit:</b> \$500.00<br><b>Water Connection:</b> \$1,000.00<br><b>Sewer Connection:</b> \$1,000.00<br><b>Plumbing:</b> \$30.00<br><b>Mechanical:</b> \$30.00 |
| <b>PL21-48</b><br><b>Dale Jech Construction</b>                                       | 620 2 <sup>nd</sup> St SE – Basement Finish         | <b>Value:</b> \$13,000.00<br><b>Total Fee:</b> \$253.85<br><b>Permit Fee:</b> \$89.30<br><b>Plan Check Fee:</b> \$58.05<br><b>State Surcharge:</b> \$6.50<br><b>Refundable Deposit:</b> \$100.00                                                                                                                                                                            |
| <b>PL21-55</b><br><b>Doug Holst</b>                                                   | 325 3 <sup>rd</sup> Ave SW – Building Addition      | <b>Value:</b> \$39,000.00<br><b>Total Fee:</b> \$471.05<br><b>Permit Fee:</b> \$213.06<br><b>Plan Check Fee:</b> \$138.49<br><b>State Surcharge:</b> \$19.50<br><b>Refundable Deposit:</b> \$100.00                                                                                                                                                                         |
| <b>PL21-61</b><br><b>PK Meyer Builders</b>                                            | 525 7 <sup>th</sup> Ave NE - Deck                   | <b>Value:</b> \$2,000.00<br><b>Total Fee:</b> \$146.71<br><b>Permit Fee:</b> \$27.70<br><b>Plan Check Fee:</b> \$18.01<br><b>State Surcharge:</b> \$1.00<br><b>Refundable Deposit:</b> \$100.00                                                                                                                                                                             |
| <b>PL21-62</b><br><b>Jarred Sell</b>                                                  | 800 2 <sup>nd</sup> Ave SW – Building Remodel       | <b>Value:</b> \$4,000.00<br><b>Total Fee:</b> \$166.19<br><b>Permit Fee:</b> \$38.90<br><b>Plan Check Fee:</b> \$25.29<br><b>State Surcharge:</b> \$2.00<br><b>Refundable Deposit:</b> \$100.00                                                                                                                                                                             |
| <b>PL21-29</b><br><b>Kraus-Anderson Construction</b><br><b>(PEM Community School)</b> | 500 W. Broadway – Building Remodel                  | <b>Value:</b> \$1,160,000.00<br><b>Total Fee:</b> \$3,916.33<br><b>Permit Fee:</b> \$2,771.90<br><b>Plan Check Fee:</b> \$450.43<br><b>State Surcharge:</b> \$465.00<br><b>Mechanical:</b> \$30.00<br><b>Refundable Deposit:</b> \$100.00                                                                                                                                   |

# BUILDING PERMIT REPORT

July 2021

|                                                                          |                                                   |                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PL21-69</b><br><b>Luis Perez/Homes of<br/>Harmony</b>                 | 320 7 <sup>th</sup> Ave NE – Manufactured<br>Home | <b>Value:</b> \$10,000.00<br><b>Total Fee:</b> \$245.00<br><b>Permit Fee:</b> \$84.00<br><b>State Surcharge:</b> \$1.00<br><b>Plumbing:</b> \$30.00<br><b>Mechanical:</b> \$30.00<br><b>Refundable Deposit:</b> \$100.00 |
| <b>PL21-71</b><br><b>Kenny Sylvester</b>                                 | 210 2 <sup>nd</sup> Ave NE - Reroof               | <b>Value:</b> \$None-given<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                  |
| <b>PL21-72</b><br><b>Shanna Hoffman</b>                                  | 110 3 <sup>rd</sup> St SE - Reside                | <b>Value:</b> \$16,000.00<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                   |
| <b>PL21-74</b><br><b>Haley Comfort Systems<br/>(Shalena Williamson)</b>  | 415 6 <sup>th</sup> St NW – Furnace, A/C          | <b>Value:</b> \$3,900.00<br><b>Total Fee:</b> \$30.00<br><b>Permit Fee:</b> \$29.00<br><b>State Surcharge:</b> \$1.00                                                                                                    |
| <b>PL21-75</b><br><b>Haley Comfort Systems<br/>(Abigail Harrington)</b>  | 225 3 <sup>rd</sup> Ave NE - Boiler               | <b>Value:</b> \$3,900.00<br><b>Total Fee:</b> \$30.00<br><b>Permit Fee:</b> \$29.00<br><b>State Surcharge:</b> \$1.00                                                                                                    |
| <b>PL21-76</b><br><b>All Craft Exteriors<br/>(Aaron Haley)</b>           | 300 5 <sup>th</sup> St SW - Reroof                | <b>Value:</b> \$None-given<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                  |
| <b>PL21-MISC</b><br><b>Cody Hyland</b>                                   | 125 5 <sup>th</sup> St NW - Concrete              | <b>Value:</b> \$1,500.00<br><b>Total Fee:</b> \$20.00<br><b>Permit Fee:</b> \$20.00                                                                                                                                      |
| <b>PL21-78</b><br><b>Ryan Windows &amp; Siding<br/>(Mike Gostonczik)</b> | 270 4 <sup>th</sup> Ave SE - Reroof               | <b>Value:</b> \$18,240.58<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                   |

# BUILDING PERMIT REPORT

July 2021

|                                                                                      |                                                      |                                                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PL21-73</b><br><b>PK Meyer Builders</b><br><b>(Aaron Nelson)</b>                  | 230 7 <sup>th</sup> Ave SE – Basement Bath<br>Finish | <b>Value:</b> \$None-given<br><b>Total Fee:</b> \$186.08<br><b>Permit Fee:</b> \$15.50<br><b>Plan Check Fee:</b> 10.08<br><b>State Surcharge:</b> \$0.50<br><b>Plumbing Fee:</b> \$30.00<br><b>Mechanical Fee:</b> \$30.00<br><b>Refundable Deposit:</b> \$100.00 |
| <b>PL21-70</b><br><b>PK Meyer Builders</b><br><b>(Bill Tice)</b>                     | 605 7 <sup>th</sup> Ave NE – Deck                    | <b>Value:</b> \$3,000.00<br><b>Total Fee:</b> \$156.45<br><b>Permit Fee:</b> \$33.30<br><b>Plan Check Fee:</b> \$21.65<br><b>State Surcharge:</b> \$1.50<br><b>Refundable Deposit:</b> \$100.00                                                                   |
| <b>PL21-77</b><br><b>Mark Stimets Home</b><br><b>Building</b><br><b>(Ben Jacobs)</b> | 515 1 <sup>st</sup> Ave NE – Building<br>Remodel     | <b>Value:</b> \$5,000.00<br><b>Total Fee:</b> \$235.93<br><b>Permit Fee:</b> \$44.50<br><b>Plumbing Fee:</b> \$30.00<br><b>Mechanical Fee:</b> \$30.00<br><b>Plan Check Fee:</b> \$28.93<br><b>State Surcharge:</b> \$2.50                                        |
| <b>PL21-79</b><br><b>Haley Comfort Systems</b><br><b>(Kim's Saloon)</b>              | 45 4 <sup>th</sup> St SW – Furnace/AC                | <b>Value:</b> \$3,000.00<br><b>Total Fee:</b> \$30.00<br><b>Permit Fee:</b> \$29.00<br><b>State Surcharge:</b> \$1.00                                                                                                                                             |
| <b>PL21-80</b><br><b>Haley Comfort Systems</b><br><b>(Greg Neumann)</b>              | 225 5 <sup>th</sup> Ave SE – AC                      | <b>Value:</b> \$2,500.00<br><b>Total Fee:</b> \$30.00<br><b>Permit Fee:</b> \$29.00<br><b>State Surcharge:</b> \$1.00                                                                                                                                             |
| <b>PL21-81</b><br><b>Lisa Krier</b>                                                  | 380 2 <sup>nd</sup> St SW - Reside                   | <b>Value:</b> \$3,000.00<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                                                             |
| <b>PL21-86</b><br><b>All Craft Exteriors</b><br><b>(Mike Standinger)</b>             | 610 2 <sup>nd</sup> St SE – Reroof                   | <b>Value:</b> \$9,000.00<br><b>Total Fee:</b> \$55.00<br><b>Permit Fee:</b> \$54.00<br><b>State Surcharge:</b> \$1.00                                                                                                                                             |

**BUILDING PERMIT REPORT**

**July 2021**

|                         |                                      |                    |             |
|-------------------------|--------------------------------------|--------------------|-------------|
| <b>PL21-MISC</b>        | 510 5 <sup>th</sup> St NE – Concrete | <b>Value:</b>      | \$12,000.00 |
| <b>TS Concrete Inc.</b> |                                      | <b>Total Fee:</b>  | \$20.00     |
| <b>(Jeff Nielsen)</b>   |                                      | <b>Permit Fee:</b> | \$20.00     |

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|                         |                                       |                    |            |
|-------------------------|---------------------------------------|--------------------|------------|
| <b>PL21-MISC</b>        | 240 7 <sup>th</sup> Ave SE – Concrete | <b>Value:</b>      | \$3,000.00 |
| <b>TS Concrete Inc.</b> |                                       | <b>Total Fee:</b>  | \$20.00    |
| <b>(Kim Lyons)</b>      |                                       | <b>Permit Fee:</b> | \$20.00    |

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|              |  |                         |    |
|--------------|--|-------------------------|----|
| <b>PL21-</b> |  | <b>Value:</b>           | \$ |
|              |  | <b>Total Fee:</b>       | \$ |
|              |  | <b>Permit Fee:</b>      | \$ |
|              |  | <b>State Surcharge:</b> | \$ |

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## **MONTHLY REPORT OF FINANCE DIRECTOR**

**June, 2021**

### **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 departments
- Provide software support for financial/utility billing system
- 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
- Bank recs and account reconciliations/fund cash balances and cash allocations
- Provide assistance/information to Judith Jordan/EDA
- Assist City Administrator

### **Activities**

- Utility Billing-New & Terminated Services, Customer Inquiries, Monthly Billing Process, Meter Issues
- 2020 Audit – Field Work was April 26-28, continued work to help prepare final audit which was presented to council on June 24.
- Working with Ind. Sewer customer regarding contract/billing for industrial sewer, researching history, etc.

### **Projects**

- Continue software setup and training/testing and meter installations for water meter changeout program starting in March, 2021—coordinating with Public Works. They will install the meters in the homes, and I will install in our financial system & the meter reading software and then monitor the systems. Project will continue over a 4-year period. We will be running two software systems for meter reading and billing until the entire city is converted to the new meters.
- East Winds, 2020 Street Project, Orchard Hills
- Future projects:
  - File/Organize Financial/Personnel Records
  - Update Chart of Accounts
  - Review utility billing, disconnect and write-off procedures/policies/clean-up utility billing A/R
  - Review bank accounts/rates at People's State Bank/Foresight
  - Review credit card provider/process-Look for new provider

### **Reports**

- Monthly Department of Labor Report
- Monthly Sales Tax 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
- LMC Webinar – American Rescue Plan Funding process
- Mike Bubany-financial planning, future development projects,
- Council orientation-new council member

### **Other Items of Interest**

***Submitted by Vicki Axley, Finance Director***



| Account Number        | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|-----------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| <b>Council</b>        |                                |                                 |                                   |                                   |                                |
| 101-41110-103         | Part-Time Employees            | 13,300.00                       | 13,300.00                         | 1,041.66                          | 12,258.34                      |
| 101-41110-122         | FICA                           | 1,017.45                        | 1,017.00                          | 79.69                             | 937.31                         |
| 101-41110-151         | Worker s Comp Insurance Prem   | 64.45                           | 84.00                             | 57.18                             | 26.82                          |
| 101-41110-201         | Office Supplies(paper-pens-et) | 181.18                          | 500.00                            | 12.61                             | 487.39                         |
| 101-41110-221         | Repair/Maint - Equipment       | 125.00                          | .00                               | .00                               | .00                            |
| 101-41110-303         | Engineering Fees               | 1,912.50                        | 3,000.00                          | .00                               | 3,000.00                       |
| 101-41110-310         | Other Professional Services    | .00                             | 4,000.00                          | .00                               | 4,000.00                       |
| 101-41110-322         | Postage                        | 105.24                          | 100.00                            | .00                               | 100.00                         |
| 101-41110-331         | Meetings-Conferences (mtgs/mi) | 700.00                          | 5,000.00                          | .00                               | 5,000.00                       |
| 101-41110-362         | Property - Casualty Ins (Auto) | 7,381.76                        | 7,600.00                          | 7,893.71                          | 293.71-                        |
| 101-41110-381         | Electric Utilities             | 1,416.70                        | 1,725.00                          | 676.34                            | 1,048.66                       |
| 101-41110-383         | Gas Utilities                  | 722.10                          | 1,000.00                          | 360.79                            | 639.21                         |
| 101-41110-401         | Contractual Services           | 4,800.00                        | 7,200.00                          | 3,600.00                          | 3,600.00                       |
| 101-41110-433         | Dues and Subscriptions         | 3,825.00                        | 10,000.00                         | .00                               | 10,000.00                      |
| 101-41110-437         | Miscellaneous                  | 665.08                          | 100.00                            | 307.24                            | 207.24-                        |
| 101-41110-440         | City Cleanup                   | 1,297.01                        | 6,600.00                          | 3,097.63                          | 3,502.37                       |
| Total Council:        |                                | 37,513.47                       | 61,226.00                         | 17,126.85                         | 44,099.15                      |
| <b>Elections</b>      |                                |                                 |                                   |                                   |                                |
| 101-41410-103         | Part-Time Employees            | 6,621.00                        | .00                               | .00                               | .00                            |
| 101-41410-309         | Software and Design            | .00                             | 500.00                            | .00                               | 500.00                         |
| 101-41410-331         | Meetings-Conferences (mtgs/mi) | 822.09                          | .00                               | .00                               | .00                            |
| 101-41410-437         | Miscellaneous                  | 3,815.05                        | 1,000.00                          | 840.00                            | 160.00                         |
| Total Elections:      |                                | 11,258.14                       | 1,500.00                          | 840.00                            | 660.00                         |
| <b>Administration</b> |                                |                                 |                                   |                                   |                                |
| 101-41500-101         | Full-Time Employees Regular    | 239,732.75                      | 313,081.00                        | 132,848.85                        | 180,232.15                     |
| 101-41500-102         | Full-Time Employees Overtime   | 20,786.58                       | 5,000.00                          | 6,030.93                          | 1,030.93-                      |
| 101-41500-103         | Part-Time Employees            | 87,799.17                       | .00                               | .00                               | .00                            |
| 101-41500-120         | CENTRAL PENSION FUND           | .00                             | 2,995.20                          | 1,497.60                          | 1,497.60                       |
| 101-41500-121         | PERA                           | 22,043.52                       | 23,893.00                         | 10,389.74                         | 13,503.26                      |
| 101-41500-122         | FICA                           | 26,795.96                       | 24,391.00                         | 10,478.97                         | 13,912.03                      |
| 101-41500-131         | Employer Paid Health           | 50,507.95                       | 81,553.20                         | 33,621.06                         | 47,932.14                      |
| 101-41500-151         | Worker s Comp Insurance Prem   | 3,157.12                        | 3,315.00                          | 2,256.72                          | 1,058.28                       |
| 101-41500-201         | Office Supplies(paper-pens-et) | 7,831.95                        | 6,000.00                          | 1,463.77                          | 4,536.23                       |
| 101-41500-211         | Operating Supplies - Cleaning  | 1,008.80                        | 1,075.00                          | 320.82                            | 754.18                         |
| 101-41500-217         | Other Operating Supplies       | 1,023.17                        | 1,000.00                          | 689.49                            | 310.51                         |
| 101-41500-221         | Repair/Maint - Equipment       | 1,573.27                        | 500.00                            | .00                               | 500.00                         |
| 101-41500-223         | Repair/Maintain - Building     | 2,572.34                        | 2,500.00                          | 1,073.27                          | 1,426.73                       |
| 101-41500-227         | Repair/Maintain - Amb Building | 167.80                          | 2,500.00                          | 3,037.71                          | 537.71-                        |
| 101-41500-301         | Auditing and Acct g Services   | 27,200.00                       | 28,000.00                         | .00                               | 28,000.00                      |
| 101-41500-303         | Engineering Fees               | 7,181.00                        | 7,500.00                          | 23,567.50                         | 16,067.50-                     |
| 101-41500-304         | Legal Fees                     | 32,591.77                       | 40,000.00                         | 7,441.76                          | 32,558.24                      |
| 101-41500-309         | Software and Design            | 24,040.67                       | 12,500.00                         | 8,151.21                          | 4,348.79                       |
| 101-41500-310         | Other Professional Services    | 7,659.76                        | 9,000.00                          | 2,311.55                          | 6,688.45                       |
| 101-41500-312         | CITY WEBSITE                   | .00                             | 2,650.00                          | 2,650.00                          | .00                            |
| 101-41500-316         | Building Inspections           | 27,120.19                       | 22,000.00                         | 8,268.55                          | 13,731.45                      |
| 101-41500-317         | Dial A Ride Bus                | 4,569.25                        | 8,000.00                          | 2,271.50                          | 5,728.50                       |
| 101-41500-321         | Communications                 | 5,576.10                        | 6,500.00                          | 3,003.42                          | 3,496.58                       |
| 101-41500-322         | Postage                        | 522.70                          | 500.00                            | 488.74                            | 11.26                          |
| 101-41500-331         | Meetings-Conferences (mtgs/mi) | 2,521.95                        | 6,500.00                          | 890.00                            | 5,610.00                       |
| 101-41500-343         | Advertising                    | 2,922.00                        | 2,500.00                          | 2,172.06                          | 327.94                         |
| 101-41500-362         | Property - Casualty Ins (Auto) | 3,916.56                        | 5,500.00                          | 5,712.56                          | 212.56-                        |

| Account Number        | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|-----------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 101-41500-381         | Electric Utilities             | 1,416.69                        | 2,070.00                          | 676.34                            | 1,393.66                       |
| 101-41500-383         | Gas Utilities                  | 722.10                          | 1,200.00                          | 360.81                            | 839.19                         |
| 101-41500-401         | Contractual Services           | 15,684.08                       | 12,315.00                         | 5,809.85                          | 6,505.15                       |
| 101-41500-406         | Safety                         | .00                             | 500.00                            | .00                               | 500.00                         |
| 101-41500-417         | Uniforms                       | 1,223.48                        | 1,800.00                          | 128.68                            | 1,671.32                       |
| 101-41500-433         | Dues and Subscriptions         | 600.50                          | 1,500.00                          | 1,160.40                          | 339.60                         |
| 101-41500-434         | Sales Tax Paid                 | 3.00                            | 15.00                             | 3.00                              | 12.00                          |
| 101-41500-437         | Miscellaneous                  | 406.57                          | 500.00                            | .00                               | 500.00                         |
| 101-41500-442         | Bank Service Charges           | 3,599.26                        | 4,000.00                          | 754.62                            | 3,245.38                       |
| 101-41500-443         | Credit Card Merchant Fees      | 1,932.56                        | 1,800.00                          | 501.87                            | 1,298.13                       |
| 101-41500-444         | XPRESS Bill Pay Fees           | 4,703.12                        | 4,500.00                          | 1,716.57                          | 2,783.43                       |
| 101-41500-570         | Office Equipment & Furnishings | .00                             | 10,000.00                         | .00                               | 10,000.00                      |
| 101-41500-580         | Computers & Technology         | 26,405.94                       | 52,500.00                         | .00                               | 52,500.00                      |
| 101-41500-590         | Capital Outlay                 | .00                             | 70,655.00                         | 77,631.00                         | 6,976.00-                      |
| 101-41500-705         | Tansfers Out-CARES Act Funds   | 191,730.26                      | .00                               | .00                               | .00                            |
| Total Administration: |                                | 859,249.89                      | 782,308.40                        | 359,380.92                        | 422,927.48                     |
| <b>Police</b>         |                                |                                 |                                   |                                   |                                |
| 101-42100-101         | Full-Time Employees Regular    | 472,149.07                      | 491,956.00                        | 255,505.23                        | 236,450.77                     |
| 101-42100-102         | Full-Time Employees Overtime   | 20,029.29                       | 18,000.00                         | 10,866.72                         | 7,133.28                       |
| 101-42100-103         | Part-Time Employees            | 57,607.06                       | 50,000.00                         | 15,142.05                         | 34,857.95                      |
| 101-42100-120         | CENTRAL PENSION FUND           | .00                             | 998.40                            | 499.20                            | 499.20                         |
| 101-42100-121         | PERA                           | 75,669.20                       | 88,750.00                         | 45,792.06                         | 42,957.94                      |
| 101-42100-122         | FICA                           | 12,948.14                       | 11,220.00                         | 6,519.80                          | 4,700.20                       |
| 101-42100-131         | Employer Paid Health           | 80,325.21                       | 130,459.60                        | 76,154.37                         | 54,305.23                      |
| 101-42100-151         | Worker s Comp Insurance Prem   | 21,587.75                       | 33,500.00                         | 22,805.41                         | 10,694.59                      |
| 101-42100-201         | Office Supplies(paper-pens-et) | 2,215.39                        | 3,000.00                          | 2,103.43                          | 896.57                         |
| 101-42100-212         | Motor Fuels-Gas                | 13,093.64                       | 13,000.00                         | 6,779.15                          | 6,220.85                       |
| 101-42100-217         | Other Operating Supplies       | 117.50                          | .00                               | 76.64                             | 76.64-                         |
| 101-42100-221         | Repair/Maint - Equipment       | 17,860.63                       | 16,000.00                         | 3,742.40                          | 12,257.60                      |
| 101-42100-228         | Repair/Maintain Other          | 1,031.25                        | 3,000.00                          | 179.05                            | 2,820.95                       |
| 101-42100-304         | Legal Fees                     | 23,400.00                       | 21,600.00                         | 10,800.00                         | 10,800.00                      |
| 101-42100-309         | Software and Design            | 3,239.70                        | 5,000.00                          | 3,871.44                          | 1,128.56                       |
| 101-42100-310         | Other Professional Services    | 9,601.70                        | 5,000.00                          | .00                               | 5,000.00                       |
| 101-42100-313         | Task Force                     | 7,649.09                        | .00                               | .00                               | .00                            |
| 101-42100-318         | Animal Control                 | 586.54                          | 1,000.00                          | .00                               | 1,000.00                       |
| 101-42100-319         | Forfeitures                    | 1,216.69                        | 1,200.00                          | .00                               | 1,200.00                       |
| 101-42100-321         | Communications                 | 10,835.56                       | 14,000.00                         | 6,203.89                          | 7,796.11                       |
| 101-42100-331         | Meetings-Conferences (mtgs/mi) | 2,240.79                        | 7,500.00                          | 486.15                            | 7,013.85                       |
| 101-42100-343         | Advertising                    | 350.00                          | .00                               | 100.00                            | 100.00-                        |
| 101-42100-362         | Property - Casualty Ins (Auto) | 5,727.23                        | 5,899.00                          | 6,126.98                          | 227.98-                        |
| 101-42100-381         | Electric Utilities             | 1,416.61                        | 1,970.00                          | 676.32                            | 1,293.68                       |
| 101-42100-383         | Gas Utilities                  | 722.04                          | 1,000.00                          | 360.82                            | 639.18                         |
| 101-42100-406         | Safety                         | 1,429.98                        | 1,000.00                          | .00                               | 1,000.00                       |
| 101-42100-417         | Uniforms                       | 17,931.68                       | 9,000.00                          | 4,886.67                          | 4,113.33                       |
| 101-42100-418         | Range/Ammo                     | 6,241.96                        | 6,000.00                          | 3,398.80                          | 2,601.20                       |
| 101-42100-433         | Dues and Subscriptions         | 1,797.59                        | 1,000.00                          | 2,362.24                          | 1,362.24-                      |
| 101-42100-436         | Towing Charges                 | .00                             | 200.00                            | 193.28                            | 6.72                           |
| 101-42100-437         | Miscellaneous                  | 4,088.38                        | 3,000.00                          | 293.93-                           | 3,293.93                       |
| 101-42100-438         | Police - DARE Prog             | 1,411.23                        | 5,000.00                          | 789.00                            | 4,211.00                       |
| 101-42100-446         | NSF Checks                     | 795.88                          | 1,000.00                          | .00                               | 1,000.00                       |
| 101-42100-491         | Contributions/Donations Expend | 1,000.00                        | .00                               | .00                               | .00                            |
| 101-42100-560         | Furniture & Fixtures           | 294.20                          | 1,000.00                          | .00                               | 1,000.00                       |
| 101-42100-590         | Capital Outlay                 | 125,309.50                      | 16,800.00                         | 8,562.27                          | 8,237.73                       |

| Account Number                | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|-------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| Total Police:                 |                                | 1,001,920.48                    | 968,053.00                        | 494,689.44                        | 473,363.56                     |
| <b>City Fire</b>              |                                |                                 |                                   |                                   |                                |
| 101-42200-103                 | Part-Time Employees            | 14,843.61                       | 20,000.00                         | .00                               | 20,000.00                      |
| 101-42200-122                 | FICA                           | 1,135.57                        | 1,530.00                          | .00                               | 1,530.00                       |
| 101-42200-151                 | Worker s Comp Insurance Prem   | 3,837.84                        | 4,030.00                          | 2,743.45                          | 1,286.55                       |
| 101-42200-201                 | Office Supplies(paper-pens-et) | 146.94                          | 600.00                            | 166.51                            | 433.49                         |
| 101-42200-207                 | Fire Prevention Instruct Supps | 1,210.00                        | 2,000.00                          | .00                               | 2,000.00                       |
| 101-42200-211                 | Operating Supplies - Cleaning  | 20.52                           | 200.00                            | .00                               | 200.00                         |
| 101-42200-212                 | Motor Fuels-Gas                | 703.35                          | 1,000.00                          | 28.29                             | 971.71                         |
| 101-42200-217                 | Other Operating Supplies       | 2,425.34                        | 200.00                            | 1.20                              | 198.80                         |
| 101-42200-221                 | Repair/Maint - Equipment       | 13,474.05                       | 20,000.00                         | 10,113.11                         | 9,886.89                       |
| 101-42200-223                 | Repair/Maintain - Building     | 1,797.05                        | 8,000.00                          | 3,332.54                          | 4,667.46                       |
| 101-42200-226                 | Foam                           | 937.50                          | 2,000.00                          | 625.00                            | 1,375.00                       |
| 101-42200-228                 | Repair/Maintain - Other        | .00                             | 1,500.00                          | .00                               | 1,500.00                       |
| 101-42200-309                 | Software and Design            | 6.49                            | .00                               | 31.96                             | 31.96-                         |
| 101-42200-310                 | Other Professional Services    | 327.00                          | 1,000.00                          | 250.00                            | 750.00                         |
| 101-42200-315                 | Jaws of Life                   | .00                             | 500.00                            | .00                               | 500.00                         |
| 101-42200-321                 | Communications                 | 2,897.20                        | 2,000.00                          | 1,639.52                          | 360.48                         |
| 101-42200-322                 | Postage                        | 84.20                           | 100.00                            | .00                               | 100.00                         |
| 101-42200-331                 | Meetings-Conferences (mtgs/mi) | 510.00                          | 2,000.00                          | .00                               | 2,000.00                       |
| 101-42200-343                 | Advertising                    | 405.60                          | 500.00                            | .00                               | 500.00                         |
| 101-42200-362                 | Property - Casualty Ins (Auto) | 6,283.41                        | 6,475.00                          | 6,725.23                          | 250.23-                        |
| 101-42200-381                 | Electric Utilities             | 2,173.00                        | 2,875.00                          | 1,239.00                          | 1,636.00                       |
| 101-42200-383                 | Gas Utilities                  | 2,925.87                        | 4,000.00                          | 1,788.77                          | 2,211.23                       |
| 101-42200-384                 | Garbage Service                | 611.39                          | 658.00                            | 328.56                            | 329.44                         |
| 101-42200-401                 | Contractual Services           | .00                             | 1,500.00                          | .00                               | 1,500.00                       |
| 101-42200-417                 | Uniforms/Fire Equip            | 1,428.35                        | 10,000.00                         | .00                               | 10,000.00                      |
| 101-42200-433                 | Dues and Subscriptions         | 1,355.00                        | 1,000.00                          | 280.00                            | 720.00                         |
| 101-42200-437                 | Miscellaneous                  | .00                             | 300.00                            | .00                               | 300.00                         |
| 101-42200-520                 | Capital Outlay-Bldg & Structur | 78,850.00                       | .00                               | .00                               | .00                            |
| Total City Fire:              |                                | 138,389.28                      | 93,968.00                         | 29,293.14                         | 64,674.86                      |
| <b>Emergency Management</b>   |                                |                                 |                                   |                                   |                                |
| 101-42500-103                 | Part-Time Employees            | 1,122.61                        | 1,135.00                          | .00                               | 1,135.00                       |
| 101-42500-122                 | FICA                           | 85.88                           | 87.00                             | .00                               | 87.00                          |
| 101-42500-221                 | Repair/Maint - Equipment       | .00                             | 6,000.00                          | .00                               | 6,000.00                       |
| 101-42500-310                 | Other Professional Services    | 660.00                          | 660.00                            | 660.00                            | .00                            |
| 101-42500-381                 | Electric Utilities             | 522.00                          | 800.00                            | 353.00                            | 447.00                         |
| Total Emergency Management:   |                                | 2,390.49                        | 8,682.00                          | 1,013.00                          | 7,669.00                       |
| <b>Public Works (GENERAL)</b> |                                |                                 |                                   |                                   |                                |
| 101-43100-101                 | Full-Time Employees Regular    | 109,287.63                      | 115,061.00                        | 58,517.98                         | 56,543.02                      |
| 101-43100-102                 | Full-Time Employees Overtime   | 2,569.60                        | 5,000.00                          | 1,511.49                          | 3,488.51                       |
| 101-43100-120                 | CENTRAL PENSION FUND           | .00                             | 838.65                            | 419.35                            | 419.30                         |
| 101-43100-121                 | PERA                           | 8,323.60                        | 8,919.26                          | 4,477.96                          | 4,441.30                       |
| 101-43100-122                 | FICA                           | 8,576.18                        | 12,986.00                         | 4,511.10                          | 8,474.90                       |
| 101-43100-131                 | Employer Paid Health           | 24,959.52                       | 28,292.35                         | 14,766.96                         | 13,525.39                      |
| 101-43100-151                 | Worker s Comp Insurance Prem   | 17,115.67                       | 23,184.00                         | 15,782.71                         | 7,401.29                       |
| 101-43100-201                 | Office Supplies(paper-pens-et) | 694.03                          | 500.00                            | .00                               | 500.00                         |
| 101-43100-211                 | Operating Supplies - Cleaning  | 7.92                            | 100.00                            | .00                               | 100.00                         |
| 101-43100-212                 | Motor Fuels-Gas                | 5,491.35                        | 6,000.00                          | 2,824.50                          | 3,175.50                       |
| 101-43100-217                 | Other Operating Supplies       | 12,646.83                       | 16,275.00                         | 9,441.46                          | 6,833.54                       |

| Account Number                        | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|---------------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 101-43100-221                         | Repair/Maint - Equipment       | 16,805.50                       | 25,000.00                         | 5,651.95                          | 19,348.05                      |
| 101-43100-222                         | Tree trimming                  | 16,620.25                       | 20,000.00                         | 11,130.50                         | 8,869.50                       |
| 101-43100-223                         | Repair/Maintain - Building     | 5,300.08                        | 7,500.00                          | 741.23                            | 6,758.77                       |
| 101-43100-224                         | Repair/Maintain - Streets      | 23,041.69                       | 100,000.00                        | .00                               | 100,000.00                     |
| 101-43100-225                         | Repair/Maint - Detention Ponds | .00                             | 20,000.00                         | .00                               | 20,000.00                      |
| 101-43100-226                         | Sidewalk Repairs               | 47,933.55                       | 60,000.00                         | 1,312.00                          | 58,688.00                      |
| 101-43100-303                         | Engineering Fees               | .00                             | 30,000.00                         | 646.00                            | 29,354.00                      |
| 101-43100-310                         | Other Professional Services    | 16,935.26                       | 30,000.00                         | 16,287.94                         | 13,712.06                      |
| 101-43100-321                         | Communications                 | 3,142.92                        | 5,000.00                          | 1,661.04                          | 3,338.96                       |
| 101-43100-322                         | Postage                        | 182.30                          | 100.00                            | .00                               | 100.00                         |
| 101-43100-331                         | Meetings-Conferences (mtgs/mi) | 110.60                          | 400.00                            | .00                               | 400.00                         |
| 101-43100-343                         | Advertising                    | .00                             | 300.00                            | .00                               | 300.00                         |
| 101-43100-362                         | Property - Casualty Ins (Auto) | 15,908.97                       | 16,386.00                         | 17,019.25                         | 633.25-                        |
| 101-43100-381                         | Electric Utilities             | 31,581.59                       | 39,799.00                         | 19,568.62                         | 20,230.38                      |
| 101-43100-383                         | Gas Utilities                  | 3,166.23                        | 5,000.00                          | 1,608.81                          | 3,391.19                       |
| 101-43100-384                         | Garbage Service                | 1,489.79                        | 2,340.00                          | 736.74                            | 1,603.26                       |
| 101-43100-401                         | Contractual Services           | 232.28                          | 850.00                            | .00                               | 850.00                         |
| 101-43100-406                         | Safety                         | 619.99                          | 1,000.00                          | 583.16                            | 416.84                         |
| 101-43100-417                         | Uniforms                       | 954.06                          | 600.00                            | 159.99                            | 440.01                         |
| 101-43100-418                         | Rentals                        | 354.55                          | 1,000.00                          | 133.83                            | 866.17                         |
| 101-43100-437                         | Miscellaneous                  | 206.83                          | 500.00                            | .00                               | 500.00                         |
| 101-43100-590                         | Capital Outlay                 | 169,248.83                      | 74,500.00                         | 73,901.63                         | 598.37                         |
| Total Public Works (GENERAL):         |                                | 543,507.60                      | 657,431.26                        | 263,396.20                        | 394,035.06                     |
| <b>Ice &amp; Snow Removal</b>         |                                |                                 |                                   |                                   |                                |
| 101-43125-101                         | Full-Time Employees Regular    | 20,816.29                       | 21,803.00                         | 11,146.30                         | 10,656.70                      |
| 101-43125-102                         | Full-Time Employees Overtime   | 489.53                          | 1,000.00                          | 287.89                            | 712.11                         |
| 101-43125-120                         | CENTRAL PENSION FUND           | .00                             | 159.75                            | 79.85                             | 79.90                          |
| 101-43125-121                         | PERA                           | 1,585.35                        | 1,688.26                          | 852.94                            | 835.32                         |
| 101-43125-122                         | FICA                           | 1,633.52                        | 1,722.03                          | 859.18                            | 862.85                         |
| 101-43125-131                         | Employer Paid Health           | 4,629.96                        | 5,316.25                          | 2,728.32                          | 2,587.93                       |
| 101-43125-212                         | Motor Fuels-Gas                | 3,946.96                        | 8,000.00                          | 2,423.73                          | 5,576.27                       |
| 101-43125-217                         | Other Operating Supplies       | 8,145.90                        | 14,000.00                         | 7,431.92                          | 6,568.08                       |
| 101-43125-221                         | Repair/Maint - Equipment       | 1,233.25                        | 8,000.00                          | 5,130.21                          | 2,869.79                       |
| 101-43125-310                         | Other Professional Services    | 30,050.00                       | 40,000.00                         | 11,327.75                         | 28,672.25                      |
| 101-43125-343                         | Advertising                    | 93.60                           | .00                               | .00                               | .00                            |
| 101-43125-437                         | Miscellaneous                  | 678.00                          | .00                               | .00                               | .00                            |
| 101-43125-590                         | Capital Outlay                 | 108,500.00                      | .00                               | .00                               | .00                            |
| Total Ice & Snow Removal:             |                                | 181,802.36                      | 101,689.29                        | 42,268.09                         | 59,421.20                      |
| <b>Economic Development</b>           |                                |                                 |                                   |                                   |                                |
| 101-46500-491                         | EDA Contributions              | 48,500.00                       | 45,000.00                         | 26,250.00                         | 18,750.00                      |
| Total Economic Development:           |                                | 48,500.00                       | 45,000.00                         | 26,250.00                         | 18,750.00                      |
| <b>One-Meeting Community Planning</b> |                                |                                 |                                   |                                   |                                |
| 101-46700-437                         | Miscellaneous Expenses         | .00                             | .00                               | 11,937.00                         | 11,937.00-                     |
| Total One-Meeting Community Planning: |                                | .00                             | .00                               | 11,937.00                         | 11,937.00-                     |
| <b>Other Finanacing Uses/Contrib</b>  |                                |                                 |                                   |                                   |                                |
| 101-49300-422                         | Corn on the Cob Activities     | 3,000.00                        | 3,000.00                          | 300.00                            | 2,700.00                       |
| 101-49300-423                         | Ye Old Fashioned Christmas     | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| 101-49300-424                         | Sesquicentennial/Garden Club   | 300.00                          | 300.00                            | .00                               | 300.00                         |

| Account Number                       | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|--------------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 101-49300-425                        | Plainview Community Center     | 12,500.00                       | 12,500.00                         | 12,500.00                         | .00                            |
| 101-49300-426                        | Blue Bell Festival             | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| Total Other Finanacing Uses/Contrib: |                                | 15,800.00                       | 17,800.00                         | 12,800.00                         | 5,000.00                       |
| <b>Libraries (GENERAL)</b>           |                                |                                 |                                   |                                   |                                |
| 211-45500-101                        | Full-Time Employees Regular    | 69,223.25                       | 68,890.00                         | 49,798.41                         | 19,091.59                      |
| 211-45500-102                        | Full-Time Employees Overtime   | 387.60                          | .00                               | .00                               | .00                            |
| 211-45500-103                        | Part-Time Employees            | 55,492.81                       | 63,766.00                         | 12,981.26                         | 50,784.74                      |
| 211-45500-121                        | PERA                           | 9,270.21                        | 9,949.00                          | 4,620.58                          | 5,328.42                       |
| 211-45500-122                        | FICA                           | 9,795.23                        | 10,148.00                         | 4,748.81                          | 5,399.19                       |
| 211-45500-131                        | Employer Paid Health           | 12,568.89                       | 37,108.00                         | 18,677.39                         | 18,430.61                      |
| 211-45500-151                        | Worker s Comp Insurance Prem   | 784.52                          | 800.00                            | 544.61                            | 255.39                         |
| 211-45500-201                        | Office Supplies(paper-pens-et) | 6,515.57                        | 4,000.00                          | 1,503.53                          | 2,496.47                       |
| 211-45500-221                        | Repair/Maint - Equipment       | 1,615.73                        | 4,000.00                          | 4,153.59                          | 153.59-                        |
| 211-45500-223                        | Repair/Maintain - Building     | 4,134.42                        | 3,000.00                          | 1,137.04                          | 1,862.96                       |
| 211-45500-310                        | Other Professional Services    | 77.75                           | 75.00                             | .00                               | 75.00                          |
| 211-45500-321                        | Communications                 | 588.13                          | 750.00                            | 327.97                            | 422.03                         |
| 211-45500-322                        | Postage                        | 105.24                          | .00                               | .00                               | .00                            |
| 211-45500-331                        | Meetings-Conferences (mtgs/mi) | 1,446.50                        | 500.00                            | .00                               | 500.00                         |
| 211-45500-362                        | Property - Casualty Ins (Auto) | 5,090.87                        | 5,000.00                          | 5,193.23                          | 193.23-                        |
| 211-45500-381                        | Electric Utilities             | 3,063.00                        | 4,000.00                          | 1,776.00                          | 2,224.00                       |
| 211-45500-383                        | Gas Utilities                  | 1,621.06                        | 2,000.00                          | 781.29                            | 1,218.71                       |
| 211-45500-401                        | Contractual Services           | 8,440.00                        | 9,000.00                          | 3,800.00                          | 5,200.00                       |
| 211-45500-418                        | Rentals                        | 11,594.01                       | 13,000.00                         | 5,347.92                          | 7,652.08                       |
| 211-45500-434                        | Sales Tax Paid                 | 131.00                          | 160.00                            | 53.00                             | 107.00                         |
| 211-45500-437                        | Miscellaneous                  | 594.02                          | 1,500.00                          | 3,246.93                          | 1,746.93-                      |
| 211-45500-590                        | Capital Outlay                 | 50,393.01                       | .00                               | 1,539.60-                         | 1,539.60                       |
| 211-45500-592                        | Books/Periodicals              | 25,566.06                       | 30,000.00                         | 15,035.75                         | 14,964.25                      |
| Total Libraries (GENERAL):           |                                | 278,498.88                      | 267,646.00                        | 132,187.71                        | 135,458.29                     |
| <b>Libraries (GENERAL)</b>           |                                |                                 |                                   |                                   |                                |
| 215-45500-223                        | Repair/Maintain - Building     | 20,651.84                       | .00                               | .00                               | .00                            |
| Total Libraries (GENERAL):           |                                | 20,651.84                       | .00                               | .00                               | .00                            |
| <b>ICE RINK</b>                      |                                |                                 |                                   |                                   |                                |
| 225-45127-212                        | Motor Fuels-Gas                | 23.39                           | 100.00                            | 121.56                            | 21.56-                         |
| 225-45127-217                        | Other Operating Supplies       | 496.17                          | 1,500.00                          | 1,259.00                          | 241.00                         |
| 225-45127-221                        | Repair/Maint - Equipment       | 11.36                           | 500.00                            | 13.15                             | 486.85                         |
| 225-45127-223                        | Repair/Maintain - Building     | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| 225-45127-381                        | Electric Utilities             | 577.00                          | 400.00                            | 441.00                            | 41.00-                         |
| 225-45127-383                        | Gas Utilities                  | 358.08                          | 800.00                            | 206.05                            | 593.95                         |
| 225-45127-437                        | Miscellaneous                  | .00                             | .00                               | 500.00                            | 500.00-                        |
| Total ICE RINK:                      |                                | 1,466.00                        | 4,300.00                          | 2,540.76                          | 1,759.24                       |
| <b>POOL</b>                          |                                |                                 |                                   |                                   |                                |
| 225-45128-103                        | Part-Time Employees            | 5,000.00                        | 70,000.00                         | 27,213.49                         | 42,786.51                      |
| 225-45128-121                        | PERA                           | 375.00                          | 578.00                            | 496.12                            | 81.88                          |
| 225-45128-122                        | FICA                           | 382.50                          | 5,215.00                          | 2,081.81                          | 3,133.19                       |
| 225-45128-151                        | Worker s Comp Insurance Prem   | 3,447.26                        | 4,288.00                          | 2,919.09                          | 1,368.91                       |
| 225-45128-211                        | Operating Supplies - Cleaning  | .00                             | 300.00                            | 56.26                             | 243.74                         |
| 225-45128-217                        | Other Operating Supplies       | 4.30                            | 6,000.00                          | 4,421.30                          | 1,578.70                       |
| 225-45128-221                        | Repair/Maint - Equipment       | 1,574.49                        | 4,015.00                          | 1,515.79                          | 2,499.21                       |

| Account Number | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|----------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 225-45128-223  | Repair/Maintain - Building     | 252.00                          | 750.00                            | 443.47                            | 306.53                         |
| 225-45128-228  | Repair/Maintain - Other        | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| 225-45128-259  | Merchandise For Resale - Other | .00                             | 7,000.00                          | 3,954.32                          | 3,045.68                       |
| 225-45128-309  | SOFTWARE & DESIGN              | .00                             | .00                               | 3,254.69                          | 3,254.69-                      |
| 225-45128-310  | Other Professional Services    | .00                             | 2,800.00                          | 1,737.00                          | 1,063.00                       |
| 225-45128-321  | Communications                 | 597.51                          | 500.00                            | 382.57                            | 117.43                         |
| 225-45128-322  | Postage                        | 84.20                           | 100.00                            | .00                               | 100.00                         |
| 225-45128-331  | Meetings-Conferences (mtgs/mi) | 550.00                          | 2,000.00                          | 300.00                            | 1,700.00                       |
| 225-45128-343  | Advertising                    | 93.60                           | 200.00                            | 190.80                            | 9.20                           |
| 225-45128-362  | Property - Casualty Ins (Auto) | 13,745.35                       | 14,158.00                         | 14,705.15                         | 547.15-                        |
| 225-45128-381  | Electric Utilities             | 782.00                          | 7,084.00                          | 940.00                            | 6,144.00                       |
| 225-45128-383  | Gas Utilities                  | .00                             | 4,895.00                          | .00                               | 4,895.00                       |
| 225-45128-417  | UNIFORMS                       | .00                             | 4,000.00                          | 1,683.26                          | 2,316.74                       |
| 225-45128-418  | Rentals                        | .00                             | 150.00                            | .00                               | 150.00                         |
| 225-45128-433  | Dues and Subscriptions         | 670.00                          | 1,350.00                          | .00                               | 1,350.00                       |
| 225-45128-434  | Sales Tax Paid                 | 9.00                            | 3,500.00                          | 399.00                            | 3,101.00                       |
| 225-45128-437  | Miscellaneous                  | .00                             | 300.00                            | .00                               | 300.00                         |
| 225-45128-443  | Credit Card Merchant Fees      | .00                             | .00                               | 718.50                            | 718.50-                        |
| 225-45128-590  | Capital Outlay                 | 26,750.00                       | .00                               | 26,750.00                         | 26,750.00-                     |
| Total POOL:    |                                | 54,317.21                       | 140,183.00                        | 94,162.62                         | 46,020.38                      |
| <b>PARKS</b>   |                                |                                 |                                   |                                   |                                |
| 225-45200-101  | Full-Time Employees Regular    | 52,083.75                       | 55,503.34                         | 28,196.31                         | 27,307.03                      |
| 225-45200-102  | Full-Time Employees Overtime   | 3,012.02                        | 5,000.00                          | 2,653.30                          | 2,346.70                       |
| 225-45200-103  | Part-Time Employees            | 14,001.64                       | 16,785.00                         | 3,617.83                          | 13,167.17                      |
| 225-45200-120  | CENTRAL PENSION FUND           | .00                             | 998.40                            | 499.20                            | 499.20                         |
| 225-45200-121  | PERA                           | 4,154.32                        | 4,537.75                          | 2,282.87                          | 2,254.88                       |
| 225-45200-122  | FICA                           | 5,355.12                        | 5,912.56                          | 2,623.36                          | 3,289.20                       |
| 225-45200-131  | Employer Paid Health           | 13,026.62                       | 14,637.00                         | 8,045.05                          | 6,591.95                       |
| 225-45200-151  | Worker s Comp Insurance Prem   | 2,217.66                        | 2,838.00                          | 1,932.00                          | 906.00                         |
| 225-45200-201  | Office Supplies(paper-pens-et) | .00                             | 100.00                            | .00                               | 100.00                         |
| 225-45200-212  | Motor Fuels-Gas                | 2,877.42                        | 3,500.00                          | 697.79                            | 2,802.21                       |
| 225-45200-217  | Other Operating Supplies       | 8,322.63                        | 5,275.00                          | 883.78                            | 4,391.22                       |
| 225-45200-221  | Repair/Maint - Equipment       | 3,071.55                        | 6,535.00                          | 652.17                            | 5,882.83                       |
| 225-45200-223  | Repair/Maintain - Building     | 112.37                          | 5,000.00                          | 4,369.55                          | 630.45                         |
| 225-45200-228  | Repair/Maintain - Other        | 332.49                          | 500.00                            | .00                               | 500.00                         |
| 225-45200-229  | Refunds                        | 60.00                           | .00                               | .00                               | .00                            |
| 225-45200-303  | Engineering Fees               | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| 225-45200-310  | Other Professional Services    | 1,482.25                        | 2,000.00                          | 215.25                            | 1,784.75                       |
| 225-45200-321  | Communications                 | 659.34                          | 600.00                            | 168.70                            | 431.30                         |
| 225-45200-331  | Meetings-Conferences (mtgs/mi) | 25.00                           | 100.00                            | .00                               | 100.00                         |
| 225-45200-343  | Advertising                    | 187.20                          | 250.00                            | 71.10                             | 178.90                         |
| 225-45200-362  | Property - Casualty Ins (Auto) | 18,328.41                       | 18,878.00                         | 19,607.56                         | 729.56-                        |
| 225-45200-381  | Electric Utilities             | 1,406.40                        | 3,500.00                          | 478.00                            | 3,022.00                       |
| 225-45200-383  | Gas Utilities                  | 224.41                          | 185.00                            | 105.98                            | 79.02                          |
| 225-45200-384  | Garbage Service                | 1,745.79                        | 1,800.00                          | 870.48                            | 929.52                         |
| 225-45200-406  | Safety                         | .00                             | 200.00                            | .00                               | 200.00                         |
| 225-45200-417  | Uniforms                       | 600.00                          | 600.00                            | 165.00                            | 435.00                         |
| 225-45200-418  | Rentals                        | 30.00                           | 2,000.00                          | .00                               | 2,000.00                       |
| 225-45200-434  | Sales Tax Paid                 | 16.00                           | 100.00                            | 30.00                             | 70.00                          |
| 225-45200-520  | Capital Outlay-Bldg & Structur | .00                             | 73,668.00                         | .00                               | 73,668.00                      |
| 225-45200-590  | Capital Outlay                 | 26,465.64                       | .00                               | 6,705.68                          | 6,705.68-                      |
| Total PARKS:   |                                | 159,798.03                      | 232,003.05                        | 84,870.96                         | 147,132.09                     |

| Account Number                   | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|----------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| <b>Cemetery</b>                  |                                |                                 |                                   |                                   |                                |
| 235-49010-217                    | Other Operating Supplies       | 1,094.15                        | 2,500.00                          | .00                               | 2,500.00                       |
| 235-49010-221                    | Repair/Maint - Equipment       | .00                             | 500.00                            | .00                               | 500.00                         |
| 235-49010-228                    | Repair/Maintain - Other        | 4.98                            | 500.00                            | 19.56                             | 480.44                         |
| 235-49010-309                    | Software & Design              | 640.00                          | .00                               | .00                               | .00                            |
| 235-49010-310                    | Other Professional Services    | 1,905.89                        | 2,500.00                          | .00                               | 2,500.00                       |
| 235-49010-362                    | Property - Casualty Ins (Auto) | 3,403.25                        | 3,573.00                          | 3,711.08                          | 138.08-                        |
| 235-49010-381                    | Electric Utilities             | 307.70                          | 402.00                            | 202.00                            | 200.00                         |
| 235-49010-384                    | Garbage Service                | 1,730.79                        | 1,800.00                          | 870.48                            | 929.52                         |
| 235-49010-401                    | Contractual Services           | 30,330.00                       | 32,000.00                         | 8,730.00                          | 23,270.00                      |
| 235-49010-590                    | Capital Outlay                 | .00                             | .00                               | 6,681.00                          | 6,681.00-                      |
| Total Cemetery:                  |                                | 39,416.76                       | 43,775.00                         | 20,214.12                         | 23,560.88                      |
| <b>Cemetery Perpetual Care</b>   |                                |                                 |                                   |                                   |                                |
| 240-49015-590                    | Capital Outlay                 | 8,041.55                        | .00                               | 23,075.00                         | 23,075.00-                     |
| Total Cemetery Perpetual Care:   |                                | 8,041.55                        | .00                               | 23,075.00                         | 23,075.00-                     |
| <b>RURAL FIRE</b>                |                                |                                 |                                   |                                   |                                |
| 245-42200-103                    | Part-Time Employees            | 6,593.60                        | 10,000.00                         | .00                               | 10,000.00                      |
| 245-42200-122                    | FICA                           | 504.41                          | 765.00                            | .00                               | 765.00                         |
| 245-42200-151                    | Worker s Comp Insurance Prem   | 3,849.93                        | 4,042.00                          | 2,751.63                          | 1,290.37                       |
| 245-42200-201                    | Office Supplies(paper-pens-et) | 146.94                          | 150.00                            | .00                               | 150.00                         |
| 245-42200-212                    | Motor Fuels-Gas                | 760.40                          | 1,500.00                          | 539.28                            | 960.72                         |
| 245-42200-217                    | Other Operating Supplies       | 198.12                          | 200.00                            | 31.96                             | 168.04                         |
| 245-42200-221                    | Repair/Maint - Equipment       | 9,306.83                        | 10,000.00                         | 6,709.17                          | 3,290.83                       |
| 245-42200-226                    | Foam                           | 937.50                          | 2,000.00                          | 625.00                            | 1,375.00                       |
| 245-42200-228                    | Repair/Maintain - Other        | .00                             | 500.00                            | .00                               | 500.00                         |
| 245-42200-310                    | Other Professional Services    | 700.00                          | 1,000.00                          | .00                               | 1,000.00                       |
| 245-42200-315                    | Jaws of Life                   | .00                             | 500.00                            | .00                               | 500.00                         |
| 245-42200-331                    | Meetings-Conferences (mtgs/mi) | .00                             | 300.00                            | .00                               | 300.00                         |
| 245-42200-362                    | Property - Casualty Ins (Auto) | 6,283.41                        | 6,472.00                          | 6,722.11                          | 250.11-                        |
| 245-42200-401                    | Contractual Services           | .00                             | 1,500.00                          | .00                               | 1,500.00                       |
| 245-42200-417                    | Uniform                        | 1,428.35                        | 300.00                            | .00                               | 300.00                         |
| 245-42200-433                    | Dues and Subscriptions         | 990.00                          | 850.00                            | .00                               | 850.00                         |
| 245-42200-437                    | Miscellaneous                  | .00                             | 300.00                            | .00                               | 300.00                         |
| 245-42200-580                    | Computers & Technology         | 3,806.15                        | .00                               | .00                               | .00                            |
| 245-42200-700                    | Transfers Out                  | 23,800.41                       | .00                               | .00                               | .00                            |
| Total RURAL FIRE:                |                                | 59,306.05                       | 40,379.00                         | 17,379.15                         | 22,999.85                      |
| <b>RURAL FIRE EQUIPMENT FUND</b> |                                |                                 |                                   |                                   |                                |
| 246-42200-590                    | Capital Outlay                 | 236,946.62                      | .00                               | .00                               | .00                            |
| Total RURAL FIRE EQUIPMENT FUND: |                                | 236,946.62                      | .00                               | .00                               | .00                            |
| <b>Fire Relief</b>               |                                |                                 |                                   |                                   |                                |
| 250-42300-124                    | Fire Pension Contributions     | 39,135.13                       | 36,195.00                         | .00                               | 36,195.00                      |
| 250-42300-490                    | Donations - Fire Relief Assoc  | 13,200.00                       | 16,200.00                         | .00                               | 16,200.00                      |
| Total Fire Relief:               |                                | 52,335.13                       | 52,395.00                         | .00                               | 52,395.00                      |
| <b>Debt Service</b>              |                                |                                 |                                   |                                   |                                |
| 300-47000-601                    | Bond Principal Pymt            | 1,044,000.00                    | 78,000.00                         | 78,000.00                         | .00                            |
| 300-47000-611                    | Bond Interest Payment          | 67,886.63                       | 41,230.00                         | 21,200.00                         | 20,030.00                      |

| Account Number                       | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|--------------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 300-47000-620                        | Fiscal Agent Fees              | .00                             | 1,000.00                          | .00                               | 1,000.00                       |
| Total Debt Service:                  |                                | 1,111,886.63                    | 120,230.00                        | 99,200.00                         | 21,030.00                      |
| <b>STORM WATER PROJECTS</b>          |                                |                                 |                                   |                                   |                                |
| 404-41500-310                        | Other Professional Services    | 20,795.03                       | .00                               | .00                               | .00                            |
| Total STORM WATER PROJECTS:          |                                | 20,795.03                       | .00                               | .00                               | .00                            |
| <b>CAPITAL IMPROVEMENT FUND</b>      |                                |                                 |                                   |                                   |                                |
| 405-48000-700                        | Tansfers Out                   | 524,383.00                      | 298,123.00                        | .00                               | 298,123.00                     |
| Total CAPITAL IMPROVEMENT FUND:      |                                | 524,383.00                      | 298,123.00                        | .00                               | 298,123.00                     |
| <b>2019 DOWNTOWN PROJECT</b>         |                                |                                 |                                   |                                   |                                |
| 416-48000-303                        | Engineering Fees               | 130,588.31                      | .00                               | 1,322.75                          | 1,322.75-                      |
| 416-48000-310                        | Other Professional Services    | 275.05                          | .00                               | .00                               | .00                            |
| 416-48000-437                        | Miscellaneous                  | 199,087.50                      | .00                               | .00                               | .00                            |
| 416-48000-530                        | Capital-Other Improvements     | 620,114.50                      | .00                               | .00                               | .00                            |
| Total 2019 DOWNTOWN PROJECT:         |                                | 950,065.36                      | .00                               | 1,322.75                          | 1,322.75-                      |
| <b>2020 STREET/UTIL IMPROVE PROJ</b> |                                |                                 |                                   |                                   |                                |
| 417-48000-303                        | Engineering Fees               | 525,378.45                      | .00                               | 23,733.00                         | 23,733.00-                     |
| 417-48000-352                        | General Notices and Pub Info   | 489.46                          | .00                               | .00                               | .00                            |
| 417-48000-530                        | Capital-Other Improvements     | 2,236,774.62                    | .00                               | 2,100.93                          | 2,100.93-                      |
| Total 2020 STREET/UTIL IMPROVE PROJ: |                                | 2,762,642.53                    | .00                               | 25,833.93                         | 25,833.93-                     |
| <b>TIF 1-9 LEVAN</b>                 |                                |                                 |                                   |                                   |                                |
| 505-46500-310                        | Other Professional Services    | 1,000.00                        | .00                               | .00                               | .00                            |
| 505-46500-439                        | TIF Payments                   | 61,638.38                       | .00                               | 146.00                            | 146.00-                        |
| Total TIF 1-9 LEVAN:                 |                                | 62,638.38                       | .00                               | 146.00                            | 146.00-                        |
| <b>TIF DOWNTOWN REDEVELOPMENT</b>    |                                |                                 |                                   |                                   |                                |
| 506-46500-310                        | Other Professional Services    | 1,000.00                        | .00                               | .00                               | .00                            |
| 506-46500-439                        | TIF Payments                   | 7,063.00                        | 7,500.00                          | 3,374.00                          | 4,126.00                       |
| Total TIF DOWNTOWN REDEVELOPMENT:    |                                | 8,063.00                        | 7,500.00                          | 3,374.00                          | 4,126.00                       |
| <b>Water Utilities (GENERAL)</b>     |                                |                                 |                                   |                                   |                                |
| 601-49400-101                        | Full-Time Employees Regular    | 50,656.07                       | 53,663.79                         | 27,218.72                         | 26,445.07                      |
| 601-49400-102                        | Full-Time Employees Overtime   | 1,556.17                        | 6,500.00                          | 1,962.15                          | 4,537.85                       |
| 601-49400-120                        | CENTRAL PENSION FUND           | .00                             | 998.40                            | 499.20                            | 499.20                         |
| 601-49400-121                        | PERA                           | 3,942.83                        | 4,512.29                          | 2,175.45                          | 2,336.84                       |
| 601-49400-122                        | FICA                           | 4,021.68                        | 4,602.53                          | 2,218.96                          | 2,383.57                       |
| 601-49400-131                        | Employer Paid Health           | 14,280.27                       | 14,637.00                         | 8,070.78                          | 6,566.22                       |
| 601-49400-151                        | Worker s Comp Insurance Prem   | 1,226.47                        | 1,575.00                          | 1,072.20                          | 502.80                         |
| 601-49400-201                        | Office Supplies(paper-pens-et) | 4,166.74                        | 3,500.00                          | 1,815.33                          | 1,684.67                       |
| 601-49400-212                        | Motor Fuels-Gas                | 125.14                          | 750.00                            | 42.27                             | 707.73                         |
| 601-49400-217                        | Other Operating Supplies       | 9,112.85                        | 10,000.00                         | 3,058.68                          | 6,941.32                       |
| 601-49400-221                        | Repair/Maint -WELLS            | 2,980.26                        | 30,000.00                         | 23,159.13                         | 6,840.87                       |
| 601-49400-223                        | Repair/Maintain - Building     | 1,094.18                        | 500.00                            | 99.80                             | 400.20                         |
| 601-49400-228                        | Repair-Water Main Repairs      | 13,173.51                       | 30,000.00                         | 25,981.93                         | 4,018.07                       |
| 601-49400-229                        | Refunds                        | 1,307.68                        | 500.00                            | 1,530.00                          | 1,030.00-                      |



| Account Number                   | Account Title                  | 2020-20<br>Prior year<br>Actual | 2021-21<br>Current year<br>Budget | 2021-21<br>Current year<br>Actual | 2021-21<br>Budget<br>Remaining |
|----------------------------------|--------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|
| 601-49400-303                    | Engineering Fees               | .00                             | 10,000.00                         | .00                               | 10,000.00                      |
| 601-49400-309                    | Software and Design            | 3,389.92                        | 5,000.00                          | 750.00                            | 4,250.00                       |
| 601-49400-310                    | Other Professional Services    | 17,861.70                       | 17,000.00                         | 9,279.01                          | 7,720.99                       |
| 601-49400-321                    | Communications                 | .00                             | .00                               | 98.79                             | 98.79-                         |
| 601-49400-322                    | Postage                        | 492.60                          | 100.00                            | .00                               | 100.00                         |
| 601-49400-331                    | Meetings-Conferences (mtgs/mi) | .00                             | 1,500.00                          | 744.18                            | 755.82                         |
| 601-49400-343                    | Advertising                    | 327.50                          | 400.00                            | .00                               | 400.00                         |
| 601-49400-362                    | Property - Casualty Ins (Auto) | 6,999.95                        | 7,210.00                          | 7,488.64                          | 278.64-                        |
| 601-49400-381                    | Electric Utilities             | 34,628.60                       | 43,700.00                         | 19,780.00                         | 23,920.00                      |
| 601-49400-401                    | Contractual Services           | 3,595.01                        | 1,500.00                          | 926.10                            | 573.90                         |
| 601-49400-406                    | SAFETY                         | 94.19                           | 1,200.00                          | .00                               | 1,200.00                       |
| 601-49400-417                    | Uniforms                       | 596.60                          | 600.00                            | 119.97                            | 480.03                         |
| 601-49400-420                    | Depreciation                   | .00                             | 90,000.00                         | .00                               | 90,000.00                      |
| 601-49400-433                    | Dues and Subscriptions         | 378.00                          | 1,500.00                          | .00                               | 1,500.00                       |
| 601-49400-434                    | Sales Tax Paid                 | .35                             | 250.00                            | .67-                              | 250.67                         |
| 601-49400-437                    | Miscellaneous                  | .50                             | 200.00                            | .00                               | 200.00                         |
| 601-49400-550                    | WA Meter Replacement Program   | .00                             | 85,000.00                         | 93,573.85                         | 8,573.85-                      |
| 601-49400-580                    | Computers & Technology         | 4,066.72                        | 4,500.00                          | .00                               | 4,500.00                       |
| 601-49400-590                    | Capital Outlay                 | .00                             | .00                               | 5,000.00                          | 5,000.00-                      |
| 601-49400-601                    | Debt Srv Bond Principal        | 77,000.00                       | 194,000.00                        | 115,000.00                        | 79,000.00                      |
| 601-49400-611                    | Bond Interest                  | 6,827.46                        | 33,031.00                         | 19,479.50                         | 13,551.50                      |
| 601-49400-700                    | Transfers Out                  | 436,154.47                      | 50,000.00                         | .00                               | 50,000.00                      |
| Total Water Utilities (GENERAL): |                                | 700,057.42                      | 708,430.01                        | 371,143.97                        | 337,286.04                     |
| <b>Sewer (GENERAL)</b>           |                                |                                 |                                   |                                   |                                |
| 602-49450-101                    | Full-Time Employees Regular    | 55,305.46                       | 57,342.89                         | 29,376.63                         | 27,966.26                      |
| 602-49450-102                    | Full-Time Employees Overtime   | 4,910.49                        | 6,500.00                          | 3,496.70                          | 3,003.30                       |
| 602-49450-120                    | CENTRAL PENSION FUND           | .00                             | 998.40                            | 499.20                            | 499.20                         |
| 602-49450-121                    | PERA                           | 4,472.16                        | 4,788.22                          | 2,452.37                          | 2,335.85                       |
| 602-49450-122                    | FICA                           | 4,561.69                        | 4,883.99                          | 2,501.43                          | 2,382.56                       |
| 602-49450-131                    | Employer Paid Health           | 24,422.94                       | 14,637.00                         | 8,077.36                          | 6,559.64                       |
| 602-49450-201                    | Office Supplies(paper-pens-et) | 2,737.32                        | 3,000.00                          | 1,094.23                          | 1,905.77                       |
| 602-49450-212                    | Motor Fuels-Gas                | .00                             | 250.00                            | .00                               | 250.00                         |
| 602-49450-217                    | Other Operating Supplies       | 601.72                          | 6,500.00                          | 683.62                            | 5,816.38                       |
| 602-49450-221                    | Repair/Maint - Equipment       | 18,954.38                       | 16,000.00                         | 1,369.28                          | 14,630.72                      |
| 602-49450-223                    | BUILDING REPAIR                | .00                             | .00                               | 74.85                             | 74.85-                         |
| 602-49450-228                    | Repair/Maintain - Other        | 64,844.61                       | 25,000.00                         | .00                               | 25,000.00                      |
| 602-49450-229                    | Refunds                        | 1,000.00                        | 500.00                            | 1,500.00                          | 1,000.00-                      |
| 602-49450-303                    | Engineering Fees               | .00                             | 4,000.00                          | .00                               | 4,000.00                       |
| 602-49450-310                    | Other Professional Services    | 473.85                          | 750.00                            | 165.39                            | 584.61                         |
| 602-49450-322                    | Postage                        | 84.19                           | 100.00                            | .00                               | 100.00                         |
| 602-49450-331                    | Meetings-Conferences (mtgs/mi) | 567.63                          | 1,500.00                          | .00                               | 1,500.00                       |
| 602-49450-362                    | Property - Casualty Ins (Auto) | 4,836.33                        | 4,981.00                          | 5,173.50                          | 192.50-                        |
| 602-49450-381                    | Electric Utilities             | 5,743.25                        | 9,660.00                          | 3,987.00                          | 5,673.00                       |
| 602-49450-383                    | Gas Utilities                  | 457.37                          | 950.00                            | 191.36                            | 758.64                         |
| 602-49450-385                    | Sewer Plv-Elgin Sewer District | 780,574.14                      | 787,000.00                        | 197,689.31                        | 589,310.69                     |
| 602-49450-417                    | UNIFORM                        | 240.87                          | 600.00                            | 364.96                            | 235.04                         |
| 602-49450-420                    | Depreciation                   | .00                             | 14,000.00                         | .00                               | 14,000.00                      |
| 602-49450-437                    | Miscellaneous                  | .00                             | 500.00                            | .00                               | 500.00                         |
| 602-49450-601                    | Debt Srv Bond Principal        | 44,000.00                       | 115,000.00                        | 115,000.00                        | .00                            |
| 602-49450-611                    | Bond Interest                  | 1,210.00                        | 28,130.00                         | 17,029.25                         | 11,100.75                      |
| 602-49450-700                    | Transfers Out                  | 436,154.46                      | 50,000.00                         | .00                               | 50,000.00                      |
| Total Sewer (GENERAL):           |                                | 1,456,152.86                    | 1,157,571.50                      | 390,726.44                        | 766,845.06                     |
| Net Grand Totals:                |                                | 11,347,793.99-                  | 5,810,193.51-                     | 2,525,172.05-                     | 3,285,021.46-                  |

| Account Number | Account Title | 2020-20              | 2021-21                | 2021-21                | 2021-21             |
|----------------|---------------|----------------------|------------------------|------------------------|---------------------|
|                |               | Prior year<br>Actual | Current year<br>Budget | Current year<br>Actual | Budget<br>Remaining |
|                |               |                      |                        |                        |                     |



## 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 Meeting: June 13, 2021

|                                                  |                                   |
|--------------------------------------------------|-----------------------------------|
| <b>AGENDA ITEM:</b> Department Head Report       | <b>AGENDA SECTION:</b><br>Consent |
| <b>PREPARED BY:</b> Jason Timm, Chief of Police  | <b>AGENDA NO.</b> 6.D.            |
| <b>ATTACHMENTS:</b> June Activity Summary Report | <b>APPROVED BY:</b> jt            |
| <b>RECOMMENDED ACTION:</b> Information only      |                                   |

#### SUMMARY

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

#### Meeting/Training

- Weekly on-line training for continuing Ed. Credits on PATROL.
- Completed Annual Less-Lethal training/certification.
- Department meeting – updates and patrol orders.
- SGT. Miller attended a 1-day background investigation class.
- Attended region 10 chiefs meeting.

#### Misc. Activity

- Updated a number of local ordinances fine amounts with the court system. We had several that were below the written city ordinance amount.
- Continue to work on city ordinance enforcement updates and wording.
- Calls-per-service have increased again this past month.
- We have increased our patrols through and around the parks. The city has seen less littering and damage.
- Planning for Corn on the Cob Days.
- Working on a plan and activities for National Night Out that is scheduled for August 3<sup>rd</sup>.

**The following are the June calls per service as it compares to 1 year ago.**

| <b>June Call Activity</b>     | <b>2021</b> | <b>2020</b> |
|-------------------------------|-------------|-------------|
| 9-11 Hang-Ups                 | 0           | 2           |
| Alarms                        | 3           | 1           |
| All other                     | 3           | 3           |
| Animal Complaints             | 7           | 12          |
| Assault                       | 0           | 0           |
| Assist Other Department       | 32          | 26          |
| Attempt to Locate             | 3           | 0           |
| ATV Violations                | 0           | 2           |
| Burglary/Open Door            | 2           | 1           |
| Child Custody Exchange        | 0           | 0           |
| Civil Matter                  | 1           | 2           |
| Curfew Violation              | 1           | 1           |
| Damage to Property            | 4           | 5           |
| DANCO Violation               | 0           | 0           |
| Disorderly Conduct            | 4           | 1           |
| Domestics                     | 0           | 2           |
| Driving Complaints            | 10          | 10          |
| Driving Under the Influence   | 0           | 0           |
| Drugs All Types               | 0           | 0           |
| Escort                        | 1           | 0           |
| Fire Calls                    | 0           | 4           |
| Fireworks                     | 0           | 3           |
| Found Property                | 10          | 0           |
| Fraud                         | 3           | 0           |
| Funeral Assist                | 3           | 2           |
| Gun Permit                    | 3           | 2           |
| Harassment/Threats            | 7           | 3           |
| Littering                     | 3           | 3           |
| Lost Property                 | 0           | 2           |
| Medical Calls                 | 22          | 17          |
| Misc. Information             | 1           | 1           |
| Motorist Assists              | 5           | 4           |
| Noise Complaints              | 1           | 3           |
| OFP/HRO Violation             | 4           | 1           |
| Ordinance Violation           | 0           | 1           |
| Parking Complaints/Violations | 3           | 2           |
| Permit                        | 12          | 18          |
| POR                           | 0           | 0           |
| Public Assists                | 31          | 13          |
| School Bus & Incident Report  | 0           | 0           |
| Security Check                | 122         | 1           |
| Sex Offense                   | 0           | 0           |
| Snow Removal                  | 0           | 0           |
| Sudden Death                  | 0           | 0           |
| Suspicious Activity           | 14          | 12          |
| Theft Offenses                | 3           | 1           |
| Traffic Crashes/Violations    | 190         | 109         |
| Trespassing                   | 0           | 0           |

|                    |            |            |
|--------------------|------------|------------|
| Vulnerable Adults  | 0          | 0          |
| Weapons Violation  | 0          | 0          |
| Warrants All       | 1          | 0          |
| Welfare Checks     | 4          | 1          |
| Worthless Checks   | 0          | 0          |
| <b>TOTAL CALLS</b> | <b>514</b> | <b>224</b> |

# **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 averaged 402,900 gallons per day. The highest being 628,000 gallons and the lowest being 264,000 gallons. We pumped 12,087,000 gallons for the month.
- Meters were read on the 1<sup>st</sup> of the month.
- As part of the Gopher One call before you dig, we had 85 locates.
- Meter replacement is ongoing.
- We flushed all the hydrants in town. This helps exercise the moving parts and ensure they are all working properly. We found one hydrant that had to be taken out of service until repaired. The Fire Chief was notified.

## **Sewer**

- Roto Rooter has completed cleaning and televising the rest of our sanitary sewers. This was a project they started last year.
- We had a storm sewer back up due to being plugged with debris. It has been cleaned out.
- We have completed our spring sewer flushing.

## **Streets**

- We are working with the Chippewa Concrete and Bolton & Menk to finish punch list items on the TAP project.
- We are working with Alcon and Bolton & Menk to finish punch list items on the 2020 street project.
- Street sweeping has begun for Corn on the Cob weekend.
- Crack sealing is to begin in July.
- Chip sealing is to begin in July.

## **Parks**

- We are continuing our efforts with the Police Dept. to catch vandals at our parks. Thanks to the PD upping their patrol around the parks, vandalism has decreased significantly.

## **Pool**

- The pool has been full given the hot weather.
- Swimming lessons have begun.

## **Trees**

- We are continuing our efforts to rid the City properties of infested ash trees. This will continue as needed.
- We have been trimming trees that hit our trucks and equipment. This will continue as needed.
- Valdes Lawn has chipped the brush pile. Local farmers came to haul out the byproduct for bedding. We left a pile at the shop for the residents to take. It will remain there until it starts to decompose.

# **CITY OF PLAINVIEW PUBLIC WORKS DIRECTOR REPORT**



## **Cemetery**

- We prepped the columbarium site for concrete pad and walkway. WAK poured the pad and walkway.
- We have completed the dirt work/seeding around the columbarium concrete pad and walkway.

## **Daily Task**

- We check the wells and write down the readings from the day before. We do this for record keeping and also this is a good way to track if anything is out of the ordinary.
- We check the lift stations and write down the reading from the day before. We do this for record keeping and also this is a way to ensure our pumps are working correctly.
- We take water samples and test them.
- We check for locates, if there are any, we have 48 hours to complete them.
- We check parks and pick up any garbage.
- We water flowers.

**Respectfully,  
Shane Loftus  
Public Works Director**



**BOLTON  
& MENK**

Real People. Real Solutions.

2900 43rd Street NW  
Suite 100  
Rochester, MN 55901

Ph: (507) 208-4332  
Fax: (507) 208-4155  
Bolton-Menk.com

## **MEMORANDUM**

**Date:** July 7, 2021  
**To:** David Todd, City Administrator  
**From:** Brian Malm, P.E., City Engineer  
**Subject:** Current Projects Update  
City of Plainview  
Project No.: 0H1.123353

### **2020 Improvement Project**

Alcon Construction has completed all of the punch list items for the project. Although the punch list has been completed, we recommend that final payment be held until it can be verified that the grass seeding that was done is growing and can be accepted in accordance with the project specifications. Alcon has committed to watering the seeding areas until they are accepted. Since the work was completed after the contract final completion date, liquidated damages in the amount of \$10,650 have been deducted from the current pay estimate, in accordance with the contract. Also, retainage on the pay estimate has been reduced to what is allowed under the contract, which is 1% of the work completed plus 250% of the estimated cost of the seeding work that is being monitored.

### **Orchard Hills 7<sup>th</sup> Subdivision**

The development agreement for this project was approved by the City Council. All that remains to move forward with construction of the improvements is signature by the developer and submittal of the required financial security and cash deposit. Construction plans have been approved and a pre-construction meeting was held on 6/28 in anticipation of finalization of the development agreement.

### **Marshman Addition**

We are continuing to work with the developer and his engineer on completing the public improvements required under the development agreement. The storm sewer improvements have been installed.

### **Walkability Plan**

The public input process for the Walkability/Pedestrian Plan has started. A newsletter, survey, and GIS based comment mapping tool is available on the project website located here:

<https://www.plainviewda.org/plainview-walks/>. Public input is being taken through July 16<sup>th</sup>.

Following public input, a focus group will be convened, and the draft plan will be developed. The draft plan will be presented on August 3<sup>rd</sup> at National Night Out. Additional public comment will be taken for 30 days, and a final plan will be presented to City Council for approval.



Name: Current Project Update

Date: 7/7/21

Page: 2

### **2021 Street Maintenance Project**

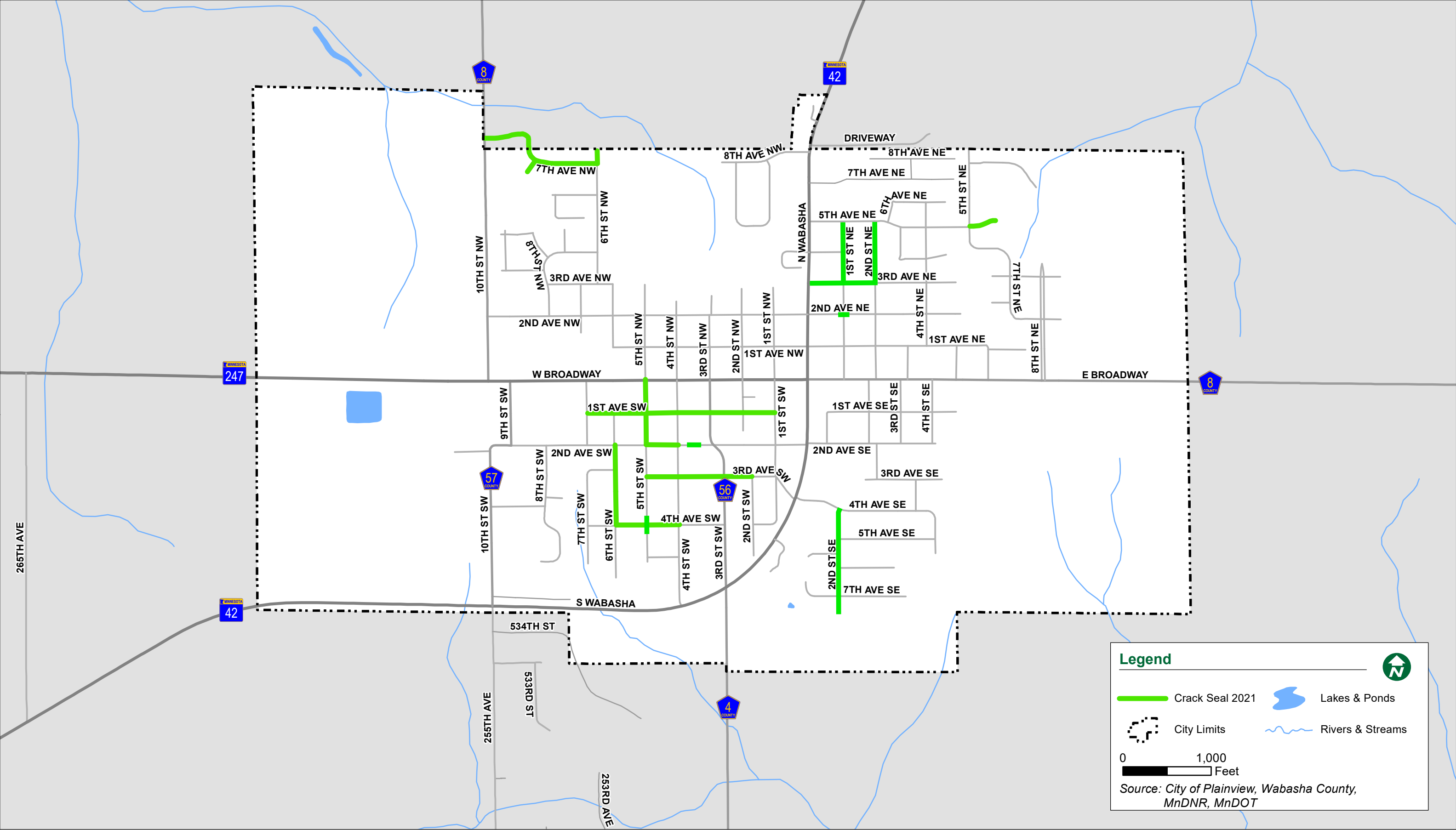
Fahrner Asphalt Sealers is planning to begin crack sealing the week of July 19<sup>th</sup>, although that will likely shift depending on weather/rain affecting other project locations on their schedule. Pearson Brothers has hauled seal coating aggregate to a stockpile location near town and is planning to begin seal coating work next week on Tuesday, weather dependent. Maps showing the planned crack sealing and chip sealing areas are attached.

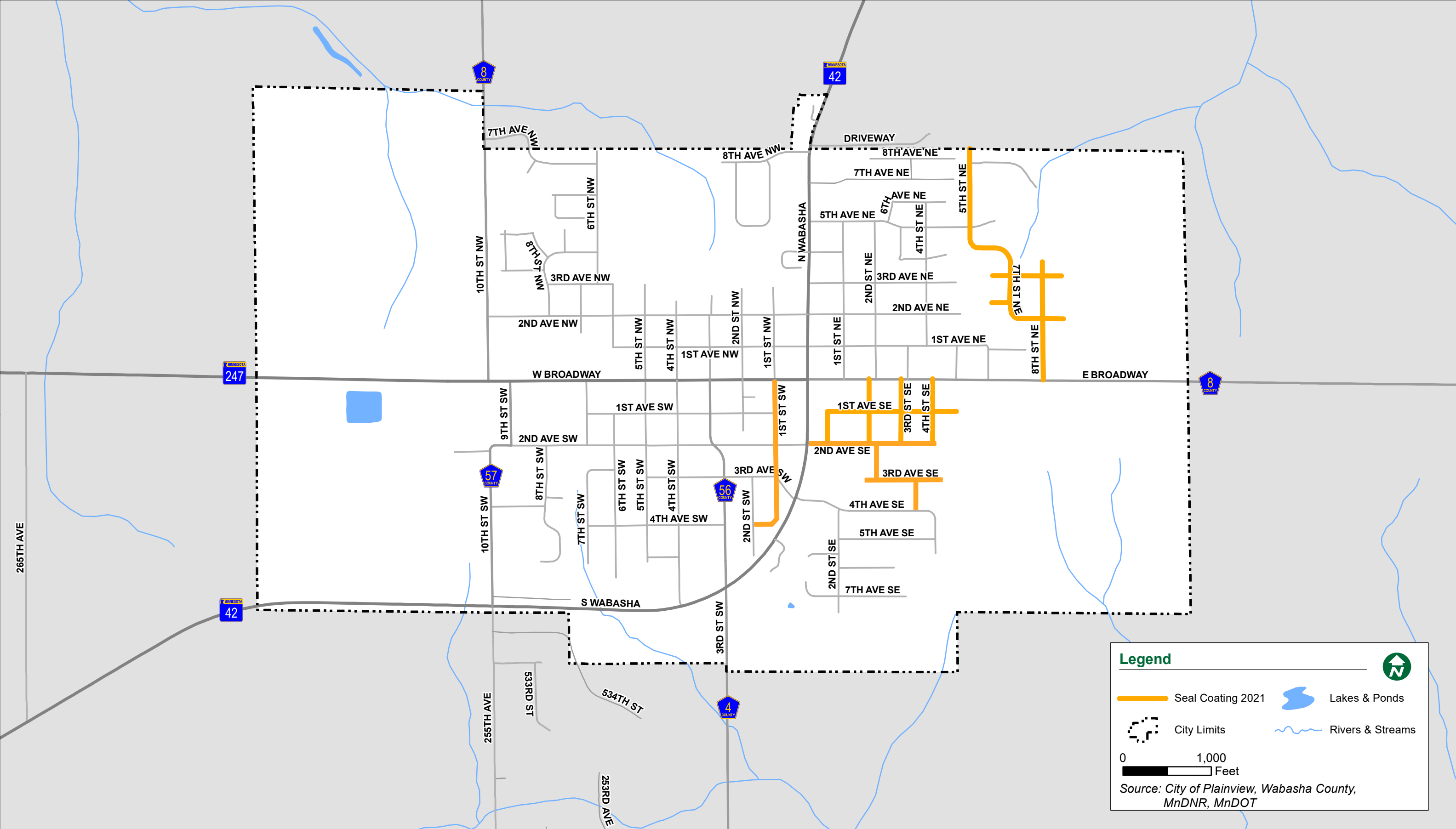
### **Skyview (former PADCO) Property Development/Special District Code Revision**

The proposed language for a City Code revision to allow special districts to accommodate mixed use development in the City of Plainview was reviewed by the Planning Commission at their 7/6 meeting. The Planning Commission recommended approval and the language is included in the Council packet for Council review.

### **Montgomery Property Development**

No new activity on this project since our last report.





# Plainview Public Library

345 1st Ave NW, Plainview, MN 55964 • 507-534-3425

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## Director's Report: July 2021

**Mental Health First Aid Training:** As a part of our SMIF Small Town Grant, the library was offered a Mental Health First Aid class on June 12. We had an excellent turn-out of 20 attendees with a diverse set of ages, backgrounds, and motivations for participating. Follow-up feedback has been positive, and some participants have indicated that they are starting to think about what additional steps they could take to open up conversations about mental health in the community.

## Material Circulation:

|                | Overall Circulation | Service Days | Average Circulation per Service Day |
|----------------|---------------------|--------------|-------------------------------------|
| June 2021      | 3355 Items          | 22           | 153 Items                           |
| May 2021       | 2329 Items          | 24           | 97 Items                            |
| April 2021     | 2675 Items          | 26           | 103 Items                           |
| March 2021     | 2777 Items          | 27           | 103 Items                           |
| February 2021  | 2507 Items          | 24           | 104 Items                           |
| January 2021   | 2405 Items          | 23           | 105 Items                           |
| December 2020  | 2353 Items          | 23           | 102 Items                           |
| November 2020  | 2234 Items          | 21           | 106 Items                           |
| October 2020   | 2742 Items          | 27           | 102 Items                           |
| September 2020 | 2787 Items          | 24           | 116 Items                           |
| August 2020    | 2534 Items          | 21           | 121 Items                           |
| July 2020      | 2678 Items          | 22           | 122 Items                           |

If you have any questions, concerns, or ideas, please feel free to contact me.

Respectfully Submitted,  
Alice L. Henderson

## **Plainview Public Library Board of Trustees**

Tuesday May 18, 2021 7:00 PM

**Members Present:** Miranda Muller, Missy McRay, Amy Appel, Adam Feils, Youlonda Loechler

**Staff:** Alice Henderson

**City Council Member:** Lindsay Hammer-Bartley

The meeting was called to order by Youlonda at 7:00 PM. The meeting was held online due to COVID-19.

A motion was made by Missy and seconded by Amy to approve the agenda. Motion carried unanimously via roll call vote.

A motion was made by Missy and seconded by Miranda to approve the consent agenda as follows:

- Board Minutes 4/20/2021
- Director's Report
- Programming & Outreach Report
- Acknowledgement of Donations
  - Anonymous
  - Plainview Mayo Clinic
  - Bob & Sue Tangen

### **Payment of Bills**

A motion was made by Youlonda and seconded by Amy to approve the Payables by Payee in the amount of \$4,327.64. Motion carried unanimously via roll call vote.

### **Unfinished Business**

None

### **New Business**

- A. Vision and Mission Statements: A motion was made by Youlonda and seconded by Missy to approve the vision and mission statements as written. Motion carried unanimously via roll call vote.

### **Additional Discussion**

- The Library received a \$700.00 grant from the Plainview Area Foundation. While the grant did not have a specific use, funds will be used towards programming and outreach.
- The library mask policy has aligned with the state mandate and will not require masks.
- Patrons really like the curbside pickup option, so that will continue for those that would like to use it.

Next meeting is set for June 15, 2021.

Motion to adjourn was made by Amy and seconded by Missy at 7:14 PM. Motion carried unanimously via roll call vote.

Respectfully submitted,  
Miranda Muller

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                                                             |                                                              |                        |         |
|-----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|------------------------|---------|
| <b>AGENDA ITEM:</b>                                                                                                         | Tom Wiener Resignation from the Planning & Zoning Commission | <b>AGENDA SECTION:</b> | Consent |
| <b>PREPARED BY:</b>                                                                                                         | Carol Kujath, City Clerk                                     | <b>AGENDA NO.</b>      | 5.E.    |
| <b>ATTACHMENTS:</b>                                                                                                         | None                                                         | <b>APPROVED BY:</b>    | dt      |
| <b>RECOMMENDED ACTION:</b><br><b>Motion</b> to approve the resignation of Planning & Zoning Commission Chairman Tom Wiener. |                                                              |                        |         |

### SUMMARY

Mr. Todd.

It has been an honor to serve as the Chair for the Planning Commission; however, it has become apparent to me that my involvement in the Planning Commission is becoming harder to manage any perceived, or real, conflicts of interest while I am also pursuing an active development in Plainview. Please accept my resignation effective immediately. Would you please inform the rest of the Commissioners as you see appropriate.

I apologize for the short notice and for any burden this adds to you. In the event that there is a future opening on the Commission, and I'm not actively working on a development in Plainview, please don't hesitate to contact me for a future term if you found my service helpful for great community of Plainview.

Sincerely,

*Tom Wiener,*

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                         |                                  |                        |         |
|-----------------------------------------------------------------------------------------|----------------------------------|------------------------|---------|
| <b>AGENDA ITEM:</b>                                                                     | Amended 2021 Council Assignments | <b>AGENDA SECTION:</b> | Consent |
| <b>PREPARED BY:</b>                                                                     | Aaron Luckstein                  | <b>AGENDA NO.</b>      | 6.F.    |
| <b>ATTACHMENTS:</b>                                                                     | None                             | <b>APPROVED BY:</b>    | al      |
| <b>RECOMMENDED ACTION:</b><br><b>Motion</b> to approve the proposed council assignments |                                  |                        |         |

### SUMMARY

The Mayor has the authority to assign council members to serve on City boards, commissions, and committees; serve as liaisons to Department Heads; and fulfill the Mayor Pro Tempore role. The resignation of Council member Daschner and the addition of Council member Kieffer required an update to our 2021 council assignments. I am requesting council approval for the following appointments:

#### Boards, Commissions, and Committees:

Planning and Zoning Commission – Ben Jacobs and Holly Reeve (New)

Parks and Trails Commission – Ben Jacobs

Economic Development Authority – Aaron Luckstein and Andrea Kieffer (New)

Library Board – Lindsay Hammer Bartley

Personnel Committee – Lindsay Hammer Bartley and Holly Reeve

Finance Committee – Aaron Luckstein and Andrea Kieffer (New)

#### Liaison roles:

Library – Lindsay Hammer Bartley

Public Works – Ben Jacobs

Police – Andrea Kieffer (New)

Finance – Aaron Luckstein

Fire Department – Holly Reeve

Mayor Pro-tempore – Holly Reeve (New)

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: **July 13<sup>th</sup>, 2021**

|                                                                                                                                                                                                                         |                                                          |                        |              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|------------------------|--------------|
| <b>AGENDA ITEM:</b>                                                                                                                                                                                                     | Terminating the Period of Mayor Declared Local Emergency | <b>AGENDA SECTION:</b> | New Business |
| <b>PREPARED BY:</b>                                                                                                                                                                                                     | David Todd, City Administrator                           | <b>AGENDA NO.</b>      | 8.A.         |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                                     | Resolution 2021-21                                       | <b>APPROVED BY:</b>    | DT           |
| <b>RECOMMENDED ACTION:</b><br><b>Motion</b> to approve resolution 2021-21 terminating the mayor declared local emergency for the City of Plainview and ending the city's moratorium on utility shut offs and late fees. |                                                          |                        |              |

### SUMMARY

Governor Tim Walz enacted a state of emergency for the State of Minnesota due to the COVID 19 pandemic on March 13<sup>th</sup>, 2020. The City of Plainview enacted a local state of emergency on April 1<sup>st</sup>, 2020, to protect the health, safety, and welfare of the community and to allow staff to enter contracts and allocate funds for the safe operation of local government during the pandemic.

Governor Tim Walz, through careful consideration while implementing vaccination efforts to comply with Federal Government mandate to reach a 70% vaccination rate statewide, has declared an end to the Peacetime Emergency declaration commencing at 12:00 (midnight) on July 1<sup>st</sup>, 2021.

In conjunction with the Governor's Decree, the City of Plainview seeks to terminate the Mayor's Decree of a State of Local Emergency, enacted to insure the health, safety, and welfare of the Plainview Community. With this termination of the local state of emergency, the City will end the moratorium on utility late fees and shut offs as well as the provisional authority of the City Administrator and staff to enter contracts and allocate money during the pandemic under Minnesota Statute 12.37. The City of Plainview and the State of Minnesota reserve the authority to declare a new state of emergency should the threat to public health and safety re-emerge



due to a resurgence of COVID 19 constituting a local emergency.

Respectfully Submitted,

David Todd

**CITY OF PLAINVIEW, MINNESOTA**

**RESOLUTION 2021-21**

**A RESOLUTION TERMINATING THE PERIOD OF A MAYOR-DECLARED  
LOCAL EMERGENCY**

**WHEREAS** Governor Walz declared a Peacetime Emergency due to COVID 19 for the State of Minnesota on March 13<sup>th</sup>, 2020; and

**WHEREAS** the Mayor of the City of Plainview, Minnesota by Mayoral Declaration No. 2020-01 declared that a local emergency is in effect in the City on April 1, 2020; and

**WHEREAS** the City Council of the City of Plainview agreed with the mayor's determination and further found that the local emergency would last for more than three days and that immediate action to respond to the local emergency was needed in order to protect the health, safety and welfare of the city and the community; and

**WHEREAS** Governor Walz, through careful consideration while implementing vaccination efforts to comply with the Federal Government mandate to reach 70% vaccinations for the state has declared an end to the Peacetime Emergency commencing at midnight (12:00 AM) July 1<sup>st</sup>, 2021; and

**WHEREAS** The City of Plainview and the State of Minnesota reserves the authority to declare a new Peacetime Emergency should the threat to public health and safety reemerge due to a resurgence of COVID 19 constituting a local emergency.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLAINVIEW CITY COUNCIL**  
as follows:

1. The Mayor's Declaration of a local emergency is hereby terminated pending further action by the City Council.
2. Provisional authority of City staff to enter into agreements and contracts necessary for the procurement of materials, equipment, and services required to respond to the local emergency, and to the extent allowed and for the purposes contained under Minn. Stat. §12.37 is hereby rescinded.
3. The Mayor and City Council hereby end the moratorium on utility shut offs and late fees enacted due to the termination of the emergency declaration.

Adopted this 13<sup>th</sup> day of July 2021.

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Aaron Luckstein, Mayor

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Carol Kujath, City Clerk

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: **July 13<sup>th</sup>, 2021**

|                                                                                                                                                            |                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| <b>AGENDA ITEM:</b> Special District Ordinance                                                                                                             | <b>AGENDA SECTION:</b><br>New Business |
| <b>PREPARED BY:</b> David Todd, City Administrator                                                                                                         | <b>AGENDA NO.</b> 8.B.                 |
| <b>ATTACHMENTS:</b> Special District Ordinance, Bolton and Menk Staff Report, Ordinance with Attachments                                                   | <b>APPROVED BY:</b> DT                 |
| <b>RECOMMENDED ACTION:</b><br><b>Motion to</b> Adopt and Publish the Special District Ordinance for the City of Plainview's Planning and Development Code. |                                        |

### SUMMARY

The city has received a request from Skyview Development in connection with a concept plan for a development along the Hwy 42 corridor, between CR 4 and 225<sup>th</sup> Ave on the south side of State Hwy 42 in Plainview. The proposal from the applicant was for a "Special District Code" that would allow mixed use developments to be built in that location currently zoned as Residential 1 (R-1).

City Council requested that staff investigate and provide information and a recommendation for or against adding a "Special Use District" to our City Code at their regularly scheduled Council meeting on June 8<sup>th</sup>.

Staff from Bolton and Menk researched and put together a report for the Planning Commission to review. A public hearing was conducted at the July 6<sup>th</sup> regular meeting of the P&Z Commission. No public input was provided. Planning Commission, with a vote of 3-1, approved to recommend to City Council to adopt the Special District into our Planning and Development Code.

Staff believes that the addition of the Special District would be a useful tool for developers to increase their ability to develop properties in Plainview, especially regarding the proposed developments along the State Highway 42 corridor on the south side of city. Additionally, the Special District would make the development

process more efficient as it will allow the developers to present a plan for development to both the P&Z Commission and the City Council and reduce the use of conditional use permits in certain developments. This will reduce staff time spent on administration and oversight of CUPs, make the process of development more efficient, and in this case, allow development to be more in line with the city's Comprehensive Plan.

Respectfully Submitted,

David Todd  
City Administrator



## MEMORANDUM

**Date:** July 7, 2021  
**To:** City of Plainview City Council  
**From:** Harry Davis, AICP  
Brian Malm, P.E.  
**Subject:** Special District Code Proposal  
City of Plainview

**Meeting Date:** July 13, 2021

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### **Request:**

**Applicants:** WSE/Massey Engineering & Surveying; Tom Weiner  
City Council (in support of reviewing and researching the request)

### **Request:**

The proposal by the applicant is a “Special District” code that would allow mixed-use developments to be built. Some sample language and examples in other cities, all provided by the applicant, are attached to this report.

### **Background:**

This proposal was recently reviewed by Planning Commission and City Council in connection with a concept plan for the “PADCO” property, now known as the Skyview Development, on the south side of Highway 42, between CR 4 and 225<sup>th</sup> Ave, across Highway 42 from 6<sup>th</sup> St SW. The concept plan included a mix of residential types, live-work units, and commercial space. Planning Commission and City Council were generally in favor of the proposed development and the latter have asked staff to review the applicant’s proposed Special Districts code, provide any other options or text amendments for consideration, and make a recommendation. Planning Commission reviewed a preliminary version of the code amendment at the June 1<sup>st</sup> meeting and recommended staff move forward with the public process of amending the code. An extended background regarding this project is attached to this report.

### **Public Comment:**

No public comment was received at the time of writing this report.

### **Neighborhood Notification:**

The Planning Commission held a public hearing on July 6<sup>th</sup> where this report will be presented to the public. The Planning Commission public hearing notice was published on the city’s website. A public hearing will be held at City Council during their July 13<sup>th</sup> regular meeting. A notice for the City Council hearing was published on July 1<sup>st</sup> in the newspaper at least 10 days before the hearing.

### **2040 Comprehensive Plan:**

The Future Land Use Map has a designation for Mixed Use Residential and Commercial in a Planned Development Area. One goal of the comprehensive plan is to create a mixed-use zoning district for the properties near the intersection of 255<sup>th</sup> Avenue and Highway 42. One of the land use goals in the comprehensive plan is to “encourage land uses, densities and regulations that promote efficient development patterns and relatively low municipal, state, and utility costs”. A sub-goal under the goal

above is to require coordination between growth and utility capacities (sewer, water, etc.). Under the housing goals in the comprehensive plan, there are various goals that address supporting a “variety of housing types and densities”, “encourage a range of housing ... [fitting community] character”, and “maintain and enhance the quality of Plainview’s homes and neighborhoods”.

**Staff Findings:**

Staff has reviewed the proposed ordinance language and made edits with assistance from the City Attorney to ensure the ordinance, and future developments constructed under said ordinance, will be in-line with comprehensive plan goals. These goals include mixed-use or higher density residential, compact and efficient development patterns, and fitting new developments to the existing community character. The edits also include a clearer list of submittal requirements that accurately and comprehensively describe and depict the proposed development for the benefit of staff, Planning Commission, City Council, and the public.

**July 6, 2021 Planning Commission:**

At the July 6, 2021 Planning Commission, this proposal was forwarded by a vote of three to one, with Commissioners Jacobs, Walkes, and Reeves supporting the code amendment. Commissioner Durgin dissented, stating that Plainview does not need to be like Rochester.

**Recommendation:**

Staff recommends the Planning Commission forward staff’s proposed ordinance language to City Council recommending approval.

**Attachments:**

- Extended Background, Review, and/or Findings
- Ordinance
- Comprehensive Plan Exhibit
  - o Mixed-use Zoning District Goal
- Special Districts Code as Proposed by Applicant
- Examples
  - o Special District Code
    - City of Rochester
    - Olmsted County
    - Rochester Township
  - o Built Projects
    - Oronoco
      - Cedar Woodlands
      - Riverwood Hills
    - Rochester
      - Harvestview II

## EXTENDED BACKGROUND, REVIEW, AND/OR FINDINGS

### **Background:**

#### Introduction:

Staff understands that the request comes from a lack of by-right multi-family land uses in the city's existing range of zoning districts. The existing Transitional zoning district does not provide flexibility to allow phased development and places multi-family as conditional uses. This can be difficult in a situation where a phased development intends to develop multi-family at a later stage, but adjacent property owners and neighborhoods change owners or character. A difference in opinion may jeopardize finishing the final stage of an expensive project due to potential disapproval at Planning Commission or City Council. An immediate result of this would be a vacant property, which may be an eye-sore for the community, and a loss of money and time for a developer.

Staff believes that the city should allow different types of residential development, including multi-family, and facilitate a system that provides certainty for the developer, city, and public. The comprehensive plan does provide some support to the applicant's desire for a zoning district that allows different residential uses, but the plan primarily encourages the creation of a mixed-use zoning district capable of permitting commercial and residential together on one property and in one district. The applicant is proposing a special district code, which is similar in some aspects to a Planned Unit Development (PUD, which is not allowed in Plainview) but as a zoning district (commonly known in other cities and states as a Planned Zoning District, PZD). This approach would give more certainty by-right as a zoning district instead of a conditional use permit (CUP) commonly associated with PUD. This approach also provides a lot of flexibility to the developer, but this flexibility should be paired with requirements for meeting city goals and objectives regarding land use. Some alternatives to a special zoning district include:

- Creating and adopting a Planned Unit Development code and inserting this land use in appropriate zoning districts.
- Creating and adopting a new zoning district that permits multi-family development, perhaps as a part of a mixed-use zoning district.

Staff previously prepared a description of three options for the Planning Commission to discuss and consider:

#### Planned Unit Developments

PUDs are a specialized zoning designation that allows developers and cities to use unusual or progressive projects that provide benefits to the developer, city, and neighbors. Minnesota allowed jurisdictions to use PUDs since the early 1970s. The original intent was for developers and cities to pair PUDs with special or unique projects that need leeway above what is allowed in existing zoning districts. These special projects usually included a mix of residential, retail, and office, but have included other elements like transit-oriented development.

Typically, PUDs are utilized through the CUP process, where as long as the PUD and CUP requirements (sometimes they are one and the same, sometimes they differ) are met, and the applicant has made a reasonable case that the new development will not be a problem to "health, safety, and welfare", then the city has little to no options to prevent the development. On the other side, if the developer wishes to add more units, change a residential type, add more retail, etc. then they will need to amend the CUP. Amending a CUP sometimes requires the developer to go back to at least one public hearing for approval, which can be just as time consuming and gives the same amount of certainty as the original proposal

process. With the PUD (and any CUP), a record is needed, so the final conditions, plans, minutes, resolution, etc. need to be saved for both the initial construction and any alterations or amendments completed in the future. This has become less of an issue now with digital files, but it still requires city staff to either remember which properties have a CUP, or manage a map/record system to accurately attribute a CUP to a specific property.

In the current climate of development, some cities worry about PUDs being overused. A developer may not be able to build a type of unit or plat a certain-sized lot within the current code, but under PUDs, they can maximize the density of a property or plat lots smaller in width and area than would normally be allowed. While this may not be an issue in some communities, others are starting to look at adopting new zoning districts or new performance standards to keep up with current building trends.

### Mixed-Use Zoning District

A zoning district that allows both residential and commercial/office uses is not a new concept in contemporary planning theory. Cities of varying sizes have adopted zoning codes that allow mixed uses. These districts can be as specific or broad as desired, with requirements that are applied only when certain criteria are met. For example, the zoning can require a larger side setback and shorter building height for multi-family when proposed next to single-family. The process for approving developments within the new zoning district, whether it is applying performance standards or subdivision code, is the same as it is within existing zoning districts. When a district is adopted, the language goes directly into the ordinance, so the need for remembering which properties have a special development permit and maintaining a record of such permits is reduced. Although the zoning district may not offer as much flexibility as a developer needs to make a development work, it does provide certainty in the process for the city, applicant, and public.

### Special Districts

Special Districts operate similarly to what are known as Planned Zoning Districts (PZDs), where the applicant provides information on how the Special District meets city requirements, a concept plan, and information about setbacks, building heights, uses, and other elements typically found in a zoning district. PZDs are in some ways similar to PUDs. A Special District may also include performance standards for building design, parking lots, landscaping, and restrictions for signs.

The Special District language as proposed by the applicant establishes an overlay district which supersedes the underlying zoning district wherever there is a conflict. When the Special District does not address a situation or requirement, the underlying zoning remains in effect.



## ORDINANCE NO. 2021-03

### AN ORDINANCE AMENDING PLAINVIEW CITY CODE, ADDING SECTION 611.7 RELATING TO THE CREATION OF SPECIAL DISTRICTS

**THE CITY COUNCIL OF THE CITY OF PLAINVIEW DOES ORDAIN** (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. Plainview City Code, Section 611.7 is hereby created, to read as follows:

**611.7 Special Districts.** In order to permit a more flexible means of new land development and redevelopment, the City Plainview finds that regulations are necessary to permit the creation of Special Districts. Such Regulations shall promote the public health, safety and general welfare and shall be substantially in accord with and promote the purpose and policies of the Comprehensive Plan

**611.7.1 Purposes.** The purpose of Special Districts is to establish modifications to or to supplement existing zoning regulations to accomplish a special public purpose that is supported by the goals and Policies of the Comprehensive Plan, including land uses as found in the future land use plan. Specifically, these purposes and conditions supporting the establishment of a Special District are:

1. Areas may exist where there is a desire and need to establish regulatory authority or the administration of land use control at the city level of government.
2. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

**611.7.2 Conditions.** Application Additionally, to ensure new development constructed under this provision is of high-quality construction, complimentary to existing neighborhood and City character, and compliant with the goals, policies, and future land use map in the Comprehensive Plan, the following conditions must be met by developments proposed under this provision:

1. Provide for the establishment of Special Districts in appropriate settings and situations, to create or maintain a development pattern that complies with the City's Comprehensive Plan.
2. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

3. Provide for variations to the strict application of the land use regulations in this Ordinance to improve site design and operation, while incorporating design elements (e.g., construction materials, landscaping, lighting, etc.) that exceed the City's standards to offset the effect of any variations.
4. Provide a more creative and efficient approach to land use within the City, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the City.
5. Preserve and enhance natural features and open spaces for public and private use.
6. Maintain or improve the efficiency of public streets and utilities.
7. Ensure the establishment of appropriate transitions between differing land uses.

**611.7.3 Overlay District.** The effect of a Special District designation shall be to establish land use regulations within a specific described area, which are unique to that area, and which are adopted by the City of Plainview. The effect of a special district designation shall be as an overlay district.

**611.7.4 Underlying Zoning District Regulations.** The regulations established in special legislation shall supersede the regulations of the underlying zoning district and other performance standards, when applicable. To the extent they are not inconsistent with the special district regulations, the underlying zoning district requirements and other typical performance standards shall remain in effect.

**611.7.5 Procedures for Establishment.** A Special District designation shall be established by ordinance in accordance with the following procedure:

1. A Special District application may be submitted by a petition of a landowner, Planning Commission, or City Council.
2. A landowner must have a pre-application meeting with the City's planner, engineer, and other impacted departments, utilities, and jurisdictions prior to submittal.
3. The Planning Commission or City Council shall conduct one public hearing on the Special District application pursuant to Minn. Stat. § 462.357, subd. 3, as may be amended from time to time.
4. Notifications for Special Districts shall be sent to all owners within the area proposed for rezoning and all owners owning land wholly or partially within 350 feet of the exterior boundaries of the area proposed for rezoning.
5. The proposal must be submitted at least 30 days prior to the public hearing.

6. Either before or after the public hearing required under this section, the Planning Commission shall deliver a written report or resolution recommending to the City Council approval or denial of the Special District application. The report or resolution shall make factual findings relevant to the criteria under Sections 611.7.1 and 611.7.2 of this ordinance.
7. The Council shall adopt findings and act upon any application under this section within 60 days from when the City receives a completed application unless an extension is granted by written notice to the applicant.

**611.7.6 Application Criteria.** petition for establishment of a Special District shall be accompanied by:

1. Two (2) copies of the proposed ordinance language
2. A summary letter or booklet of the intent and effect of the proposed special district, with any information required by the City's planner or engineer.
3. A scaled and clear concept plan showing the exterior of buildings proposed in the development that will not strictly limit future development.
4. A list of proposed permitted and conditional land uses in the proposed special district.
5. Information on the density and intensity of residential units, retail, office, and other land uses.
6. Information regarding parkland dedication or fees in-lieu when this provision is used in conjunction with the subdivision ordinance.
7. Information regarding proposed performance standards as determined by the City Planer or City Engineer, which shall include, but not be limited to, landscaping, buffering, parking, exterior building design, lighting, and drainage.
8. A map indicating the boundary of the district and the boundary of the underlying zoning districts.
9. An application fee as required by ordinance shall accompany the petition.

SECTION 2. That this ordinance shall take effect from and after its passage and publication.

Passed by the City Council of the City of Plainview, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Aaron Luckstein, Mayor

Attest:

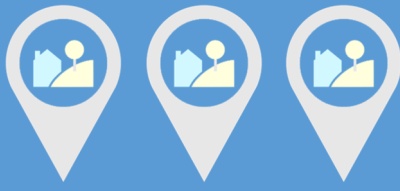
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Carol Kujath, City Clerk

VOTE:      \_\_\_\_ LUCKSTEIN \_\_\_\_ KIEFFER \_\_\_\_ REEVE \_\_\_\_ JACOBS  
             \_\_\_\_ HAMMER-BARTLEY

*Published:*

Date: \_\_\_\_\_



# Land Use

## II. LAND USE

## Special Districts Code Proposal

### A. Land Use Goals and Objectives

### Exhibit - Plainview Comprehensive Plan

#### 1. Goals

- a) Promote redevelopment of property with existing infrastructure and public services.

1. Identify and rehabilitate existing residential, commercial and industrial structures.



- b) Provide for a constructive mix of uses while protecting against incompatible and conflicting land activity impacts.

1. Update the zoning code and map to be consistent with the Land Use Plan, when applicable.
2. Protect the fringe area around the city's industrial uses to avoid potentially incompatible uses such as housing.
3. Research and develop a mixed-use zoning district consisting of compatible residential or commercial land uses with standards that assure neighborhood compatibility to promote small-town living as shown along Highway 42.



- c) Protect historic preservation and natural areas, including wetlands, wildlife habitats, karst features, and groundwater resources.

1. Amend the Subdivision Code and Zoning Ordinance to require a review of the Wabasha county soil survey, and incorporate and incentivize conservation, environmental, and history preservation values when evaluating development proposals and city land use decisions.
2. Design open space corridors, where possible, into new city developments to accommodate natural surface drainage and provide for open space.



- d) Encourage land uses, densities and regulations that promote efficient development patterns and relatively low municipal, state, and utility costs.

1. Review the Cluster Development section of the Zoning Ordinance to determine if this section allows for enough flexibility in residential, commercial, and industrial development.
2. Encourage the use of available development capacity in the sewage treatment plant gravity service area and in existing lift station service areas to minimize the number of lift stations and to minimize housing sprawl.
3. Coordinate the pace of city growth with the capacities of the wastewater treatment plant and the city water system by encouraging contiguous growth.



# Special Districts Code Proposal

## Section ----- SPECIAL DISTRICTS      Exhibit - Applicant's Special District Language

In order to permit a more flexible means of new land development and redevelopment, the City Plainview finds that regulations are necessary to permit the creation of Special Districts. Such Regulations shall promote the public health, safety and general welfare and shall be substantially in accord with and promote the purpose and policies of the Comprehensive Plan.

Purposes: The purpose of Special Districts is to establish modifications to or to supplement existing zoning regulations to accomplish a special public purpose that is supported by the goals and Policies of the Comprehensive Plan. Specifically, these purposes and conditions supporting the establishment of a Special District are:

- A. Areas may exist where there is a desire and need to establish regulatory authority for the administration of land use control at the city level of government.
- B. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

Effect: The effect of a Special District designation shall be to establish land use regulations within a specific described area, which are unique to that area, and which are adopted by the City of Plainview. The effect of a special district designation shall be as an overlay district. The regulations established in special legislation shall supersede the regulations of the underlying zoning district. To the extent they are not inconsistent with the special district regulations, the underlying zoning district requirements shall remain in effect.

Procedure for Establishment: A Special District designation shall be established by resolution in accordance with the following procedure:

- A. A Special District proposal may be initiated by a petition of a land owner, City Planning and Zoning Commission, or City Council;
- B. The Planning Commission shall conduct a public hearing on the Special District, after giving public notice in accordance Minnesota Statutes;
- C. The City Council of Plainview shall conduct a public hearing in accordance with Minnesota Statutes. The Council shall adopt findings and act upon the proposal within 60 days of the hearing.
- D. Submission Criteria: The petition for establishment of a Special District shall be accompanied by two (2) copies of the proposed ordinance language, a summary

of the intent and effect of the proposed modification, and a map indicating the boundary of the district and the boundary of the underlying zoning districts. An application fee as required by ordinance shall accompany the petition.

# Special Districts Code Proposal

## Exhibit - City of Rochester Special District Language

### 62.900 SPECIAL DISTRICTS

In order to permit a more flexible means of new land development and redevelopment, the City of Rochester finds that regulations are necessary to permit the creation of special districts. Such regulations shall promote the public health, safety and general welfare and shall be substantially in accord with and promote the purposes and policies of the Comprehensive Plan.

62.901 **Purposes:** The purpose of Special Districts is to establish modifications to or to supplement existing zoning regulations to accomplish a special public purpose that is supported by the goals and policies of the Comprehensive Plan and support pedestrian, bicycle, and transit friendly design. Specifically, these purposes and conditions supporting the establishment of a special district are:

A. The existence of a special and substantial public interest in protecting the existing physical character of an area or unique geological, ecological, archeological, historic, or other social characteristics of an area; or

B. The existence of a special and substantial public interest in protecting areas surrounding an individual building, group of buildings or other man-made features and their environs.

62.902 **Effect:** The effect of a special district designation shall be as an overlay district. The regulations established in special district legislation shall supersede the regulations of the underlying zoning district. To the extent they are not inconsistent with the special district regulations, the underlying zoning district requirements shall remain in effect.

62.903 **Submission Criteria:** The petition for establishment of a Special District shall be accompanied by two (2) copies of the proposed ordinance language, a summary of the intent and effect of the proposed modification, and a map indicating the boundary of the district and the boundary of the underlying zoning districts. An application fee as required in Paragraph 60.175 shall accompany the petition.

62.904 **Procedure:** An application for a Special District shall be processed under the Type III Review Procedure, with a Phase II Hearing Process utilized.

62.905 **Notifications:** Notifications for Comprehensive Special Districts shall be sent to all owners within the area proposed for rezoning and all owners owning land wholly or partially within 350 feet of the exterior boundaries of the area proposed for rezoning. For Single Purpose Special Districts, notifications shall be sent to all owners of land within the defined area of the proposed Single Purpose Special District.

62.906 **Statement of Intent:** The ordinance establishing a particular Special District shall contain a statement of intent setting forth the nature of the special and substantial public interest involved and the objectives to be promoted by special regulations or procedures within the district. The statement of intent shall also contain a statement ensuring the special district complies with the purposes outlined in Section 62.901.

### 62.910 COMPREHENSIVE SPECIAL DISTRICT

A comprehensive Special District may be initiated in the following manner:



**Section 8.10 SPECIAL DISTRICTS:** Exhibit - Olmsted County Special District Language

The purpose of the Special District is to permit the creation of special zoning districts in order to promote the public health, safety, and general welfare by allowing for a more flexible method of administration of land use regulations. The purposes and the conditions creating the desirability of such regulations are determined to be as stated in this section:

- A. Areas may exist where there is a desire and need to establish regulatory authority for the administration of land use control at the township level of government.
- B. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.
  - 1. **Compliance with Comprehensive Plan:** Special Districts and the regulations established therein shall be in accord with and shall promote the purposes and policies set forth in the Comprehensive Plan.
  - 2. **Effect:** The effect of a special district designation shall be to establish land use regulations within a specific described area, which are unique to that area, and which are adopted by the Olmsted County Board.
  - 3. **Procedure for establishment:** A special district designation shall be established by resolution in accordance with the following procedure:
    - a) A Special District proposal may be initiated by motion of the County Board, the Planning Commission, or a Township;
    - b) The Planning Commission shall conduct a public hearing on the proposed Special District, after giving public notice in accordance with Minnesota Statutes;
    - c) Within 90 days of the public hearing, the Commission shall, by motion, recommend in favor of or against establishment of a Special District, with or without modification;
    - d) The Board shall conduct a public hearing in accordance with Minnesota Statutes. The Board shall adopt findings and act upon the proposal within 60 days of the hearing.

**Section 8.11 High Forest Special District (HF - Special District)**

The purpose of this special district is to provide for zoning regulations which recognize the administration of High Forest Township zoning regulations and to avoid duplication of land use regulations. Therefore the following agreement shall be the zoning regulations applicable for this zoning district. These regulations shall remain in effect

## Exhibit - Rochester Township Special District Language

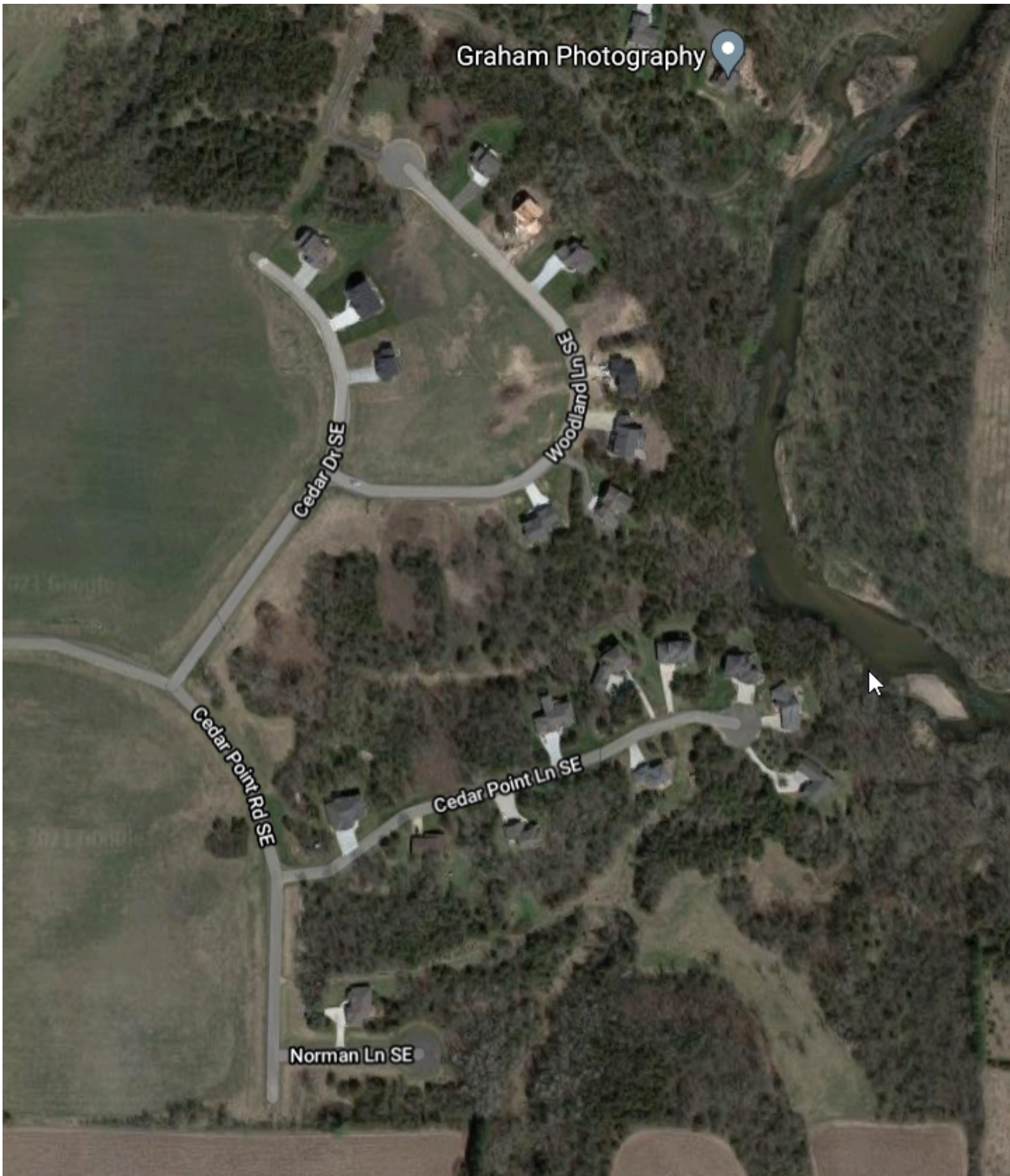
### Section 8.10 **SPECIAL DISTRICTS: OTHER THAN RESIDENTIAL-SUBURBAN SUBDIVISION AREAS**

The purpose of the Special District is to permit the creation of special zoning districts in order to promote the public health, safety, and general welfare by allowing for a more flexible method of administration of land use regulations. The purposes and the conditions creating the desirability of such regulations are determined to be as stated in this section:

- A. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.
  - 1. **Compliance with Rochester Township Land Use Plan:** Special Districts and the regulations established therein shall be in accord with and shall promote the purposes and policies set forth in the Land Use Plan.
  - 2. **Effect:** The effect of a special district designation shall be to establish land use regulations within a specific described area, which are unique to that area, and which are adopted by the Rochester Town Board
  - 3. **Procedure for establishment:** A special district designation shall be established by resolution in accordance with the following procedure:
    - a) A Special District proposal may be initiated by motion of the Town Board, or the Planning and Zoning Commission.
    - b) The Commission shall conduct a public hearing on the proposed Special District, after giving public notice in accordance with Minnesota Statutes;
    - c) Within 90 days of the public hearing, the Commission shall, by motion, recommend in favor of or against establishment of a Special District, with or without modification;
    - d) The Townboard shall conduct a public hearing in accordance with Minnesota Statutes. The Board shall adopt findings and act upon the proposal within 60 days of the hearing.

# Special Districts Code Proposal

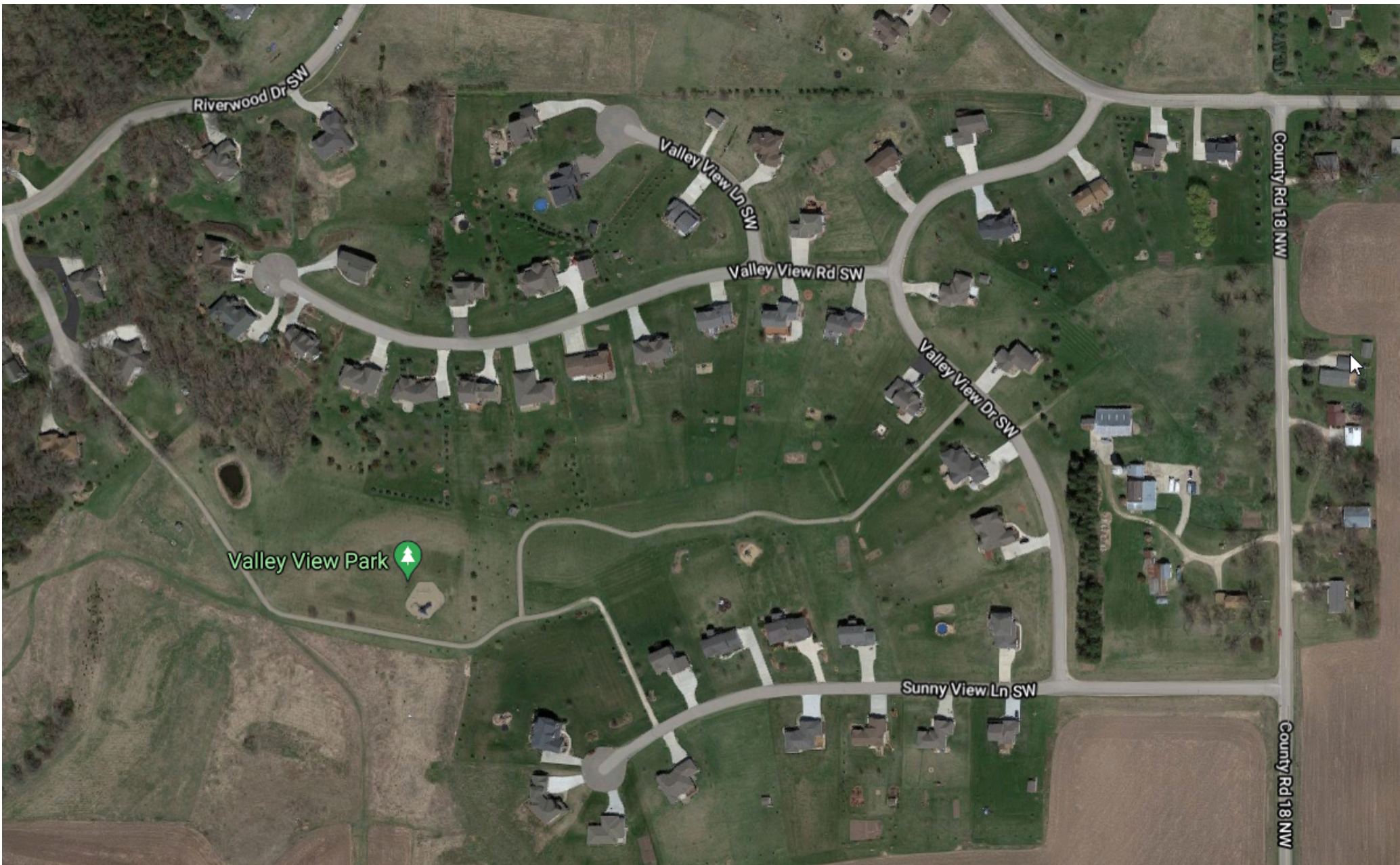
## Exhibit - Cedar Woodlands in Oronoco





# Special Districts Code Proposal

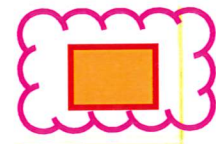
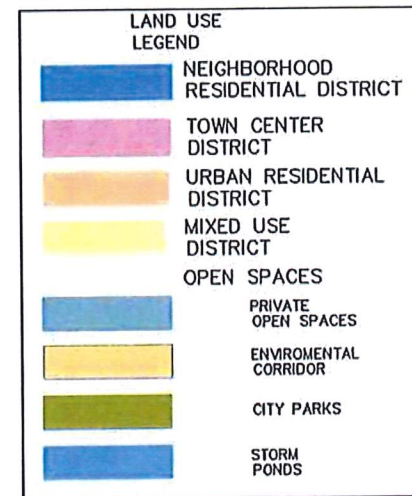
## Exhibit - Riverwood Hills in Oronoco



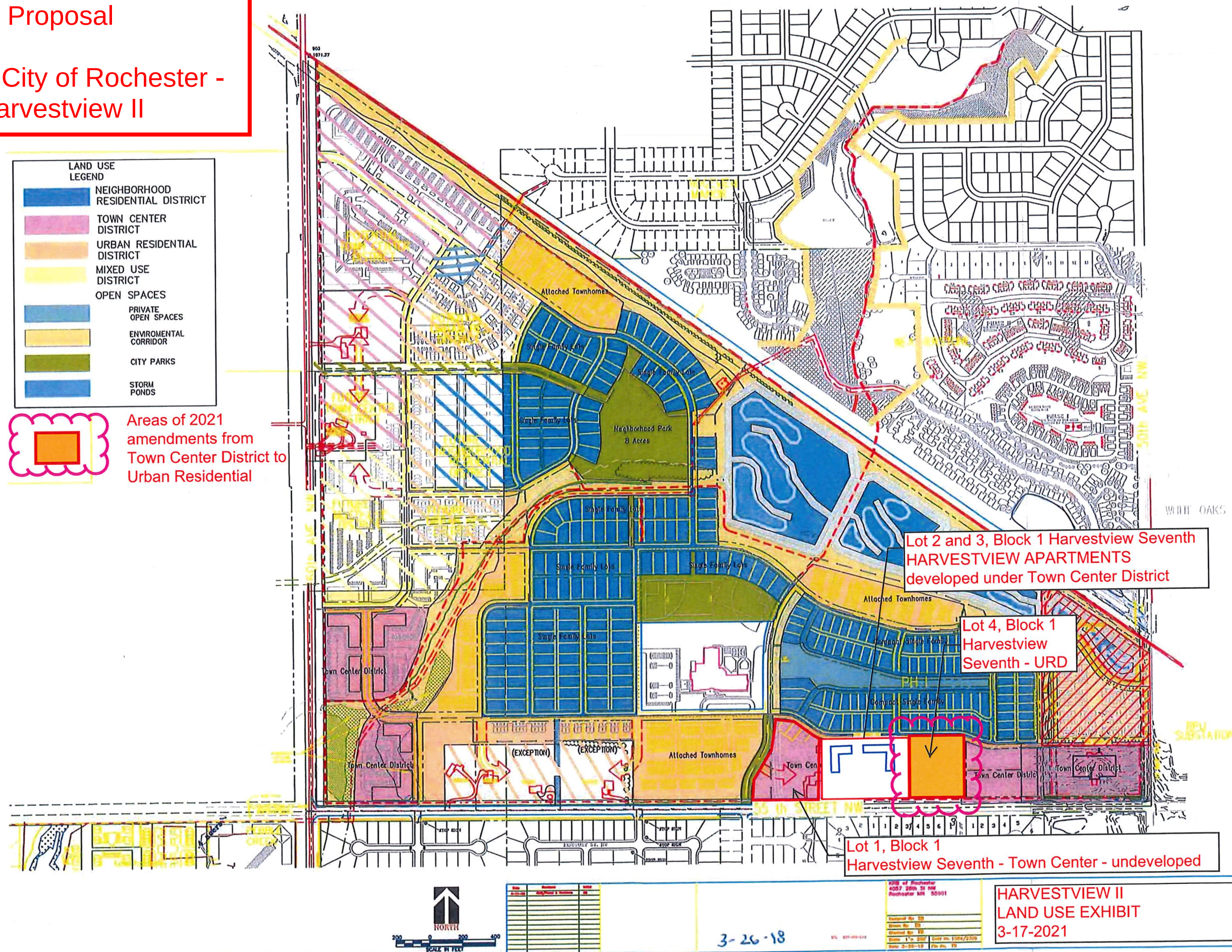


# Special Districts Code Proposal

## Exhibit - City of Rochester - Harvestview II



Areas of 2021  
amendments from  
Town Center District to  
Urban Residential





ORDINANCE NO. 3691

AN ORDINANCE CREATING AND ENACTING CHAPTER 64Q, AND AMENDING AND REENACTING SECTION 60.327 OF THE ROCHESTER CODE OF ORDINANCES, RELATING TO THE ESTABLISHMENT OF THE HARVESTVIEW II SPECIAL DISTRICT.

THE COMMON COUNCIL OF THE CITY OF ROCHESTER DO ORDAIN:

Section 1. Chapter 64Q of the Rochester Code of Ordinances is hereby created and enacted to read as follows:

**64Q. HARVESTVIEW II SPECIAL DISTRICT**

64Q.050. **PURPOSE.** The purpose of this Special District is to provide for zoning regulations that will be administrated in the Harvestview II Special District, as required in Section 62.900 of the Rochester Code of Ordinances (City of Rochester Zoning Ordinance and Land Development Manual). The following is the special regulations of the Harvestview II Special District.

64Q.100. **BOUNDARIES OF THE LAND.** This ordinance shall apply to the following described property located within the City of Rochester, County of Olmsted, State of Minnesota:

That part of Section 7, Township 107 North, Range 14 West, Olmsted County, Minnesota, described as follows:

Commencing at the southeast corner of said Section 7; thence North 89 degrees 44 minutes 40 seconds West, assumed bearing, along the south line thereof, 656.00 feet to the southwest corner of the East Half of the Southeast Quarter of the Southeast Quarter of said Section 7 for the point of beginning; thence North 00 degrees 15 minutes 39 seconds West, along the west line of said East Half of the Southeast Quarter of the Southeast Quarter, 897.87 feet; thence North 74 degrees 13 minutes 55 seconds West, 2049.61 feet to the west line of the East Half of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, along said west line, 1065.54 feet; thence North 40 degrees 49 minutes 14 seconds West, 34.82 feet; thence North 00 degrees 20 minutes 24 seconds West, 45.65 feet; thence North 49 degrees 10 minutes 46 seconds East, 29.72 feet to the west line of the East Half of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, along said west line, 143.04 feet to the southerly line of the Douglas Trail (formerly the WISCONSIN, MINNESOTA & PACIFIC RAILROAD COMPANY); thence North 54 degrees 55 minutes 28 seconds West, along said southerly line,

1601.48 feet to the west line of the East Half of the Northwest Quarter of said Section 7; thence South 00 degrees 14 minutes 09 seconds East, 1021.89 feet to the northeast corner of the Northwest Quarter of the Southwest Quarter of said Section 7; South 00 degrees 14 minutes 09 seconds East, along the east line of the Northwest Quarter of the Southwest Quarter of said Section 7, a distance of 1319.64 feet to the northeast corner of the Southwest Quarter of the Southwest Quarter of said Section 7; thence North 89 degrees 51 minutes 06 seconds West, along the north line of said Quarter Quarter, 1189.15 feet to the northwest corner thereof; thence South 00 degrees 19 minutes 07 seconds East, along the west line thereof, 1318.02 feet to the southwest corner thereof; thence South 89 degrees 46 minutes 23 seconds East, along the south line thereof, 704.24 feet to the west line of the east 483.00 feet of said Quarter Quarter Section; thence North 00 degrees 14 minutes 09 seconds West, along said west line, 396.00 feet; thence South 89 degrees 46 minutes 23 seconds East, 483.02 feet to the west line of the Southeast Quarter of the Southwest Quarter; thence South 89 degrees 46 minutes 23 seconds East, 330.11 feet; thence North 00 degrees 14 minutes 09 seconds West, 19.00 feet; thence South 89 degrees 46 minutes 23 seconds East, 450.00 feet; thence South 00 degrees 14 minutes 09 seconds East, 415.00 feet to the south line of the Southwest Quarter of said Section 7; thence South 89 degrees 46 minutes 23 seconds East, along said south line, 531.78 feet to the southwest corner of the Southeast Quarter of said Section 7; thence South 89 degrees 44 minutes 40 seconds East, along the south line thereof, 370.00 feet; thence North 00 degrees 26 minutes 47 seconds West, 408.03 feet; thence South 89 degrees 44 minutes 40 seconds East, 400.00 feet; thence South 00 degrees 15 minutes 20 seconds West, 110.00 feet; thence North 89 degrees 44 minutes 40 seconds West, 30.00 feet; thence South 00 degrees 15 minutes 20 seconds West, 298.00 feet to the south line of said Southeast Quarter; thence South 89 degrees 44 minutes 40 seconds East along said south line, 1233.00 feet to the point of beginning.

Excepting there from the following described property.

Commencing at the southwest corner of the Southeast Quarter of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, assumed bearing, along the west line of said Southeast Quarter, 568.84 feet for the point of beginning; thence South 90 degrees 00 minutes 00 seconds West, 504.16 feet; thence North 00 degrees 00 minutes 00 seconds East, 553.42 feet; thence North 90 degrees 00 minutes 00 seconds East, 841.27 feet; thence southerly 219.71 feet along a non-tangential curve, concave easterly, central angle of 19 degrees 31 minutes 03 seconds, radius of 645.00 feet and the chord of said curve bears South 09 degrees 45 minutes 31 seconds West, 218.65 feet; thence South 00 degrees 00 minutes 00 seconds East, tangent to said curve, 337.93 feet;

thence South 90 degrees 00 minutes 00 seconds West, 300.04 feet to the point of beginning.

Containing 159.70 acres more or less.

64Q .200. **LEGISLATIVE INTENT AND FINDINGS.** Subdivision 1. Harvestview II provides a compelling alternative to single-use zones by offering a dramatically different mixed-use and environmentally, socially, economically, and aesthetically advanced development design.

Subd. 2. This Special District is established to foster the development of a comprehensively planned, mixed income, pedestrian-oriented neighborhoods. This is accomplished by promoting a variety of land uses, housing types, and densities, and by requiring skillful architectural and landscape design in creating buildings and open spaces. The sites unique location, with the Douglas Trail along the north boundary and adjacent to major streets on the other three sides, makes this an ideal place to create a district that avoids the negative impacts of suburban sprawl with an efficient, compact, mixed-use land plan.

Subd. 3. This type of development is consistent with the goals and policies of the City's Land Use Plan and Housing Plan, which encourages creating mixed-use, and higher density residential neighborhoods (at the intersections of major streets).

64Q.210. **ESTABLISHMENT OF HARVESTVIEW II SPECIAL DISTRICT.** Subdivision 1. Pursuant to Section 62.900 of the Rochester Code of Ordinances, the Rochester Common Council hereby creates a special zoning district to be known as the Harvestview II Special District ("Special District"). The Special District shall be an overlay-zoning district designed to encourage the attractive and innovative development of the Site. As a part of this Special District, the property will be divided into four different districts (see Exhibit B). The regulations and guidelines set forth in this Special District shall prevail over the regulations of the noted underlying zoning district.

Subd. 2. The determination of the need for the creation of this Special District is based upon the following findings or Land Use Principles:

- A. This Special District is established to foster the development of a comprehensively planned, pedestrian-oriented neighborhood. This is accomplished by promoting a variety of land uses, housing types, and densities, and by requiring skillful architectural and landscape design in creating buildings and open spaces. The Site's unique location, adjacent to the Douglas Trail and three major streets, makes this an ideal place to create a neighborhood that avoids the negative impacts of suburban sprawl with an efficient, mixed-use land plan.



- B. The location of Harvestview II fits within the City's Urban Service Area. Harvestview II is located west of 50<sup>th</sup> Avenue NW (arterial) and north of 55<sup>th</sup> Street NW (collector) and east of County Road #3 (60<sup>th</sup> Avenue N.W.) (future expressway). 50<sup>th</sup> Avenue NW and 55<sup>th</sup> Street have recently upgraded or are in the process of being upgraded to handle a greater capacity of traffic. A future signal is planned at the intersection of 55<sup>th</sup> Street and 50<sup>th</sup> Avenue NW. All perimeter streets will have bicycle/pedestrian trails adjacent to them. The Douglas Trail is also adjacent to the development and is located along its north boundary.
- C. A mix of uses within the development creates opportunities for people to walk and interact. That combined with strong urban and landscape design creates a sense of place. The size and shape of Harvestview II plus the location of the town centers ensures that all destinations are within an easy walk and that the development functions as a mixed-use neighborhood.
- D. A range of housing types serves people with different income levels and housing needs while contributing to the vitality of the streetscape.
- E. Harvestview II provides open space and connections to open space to meet the physical and emotional needs of residents and residents of nearby neighborhoods. The storm water management and the drainage systems are incorporated as amenities and are an integral part of the development.
- F. Harvestview II uses landscaping to accentuate the natural and built environment, establish visual connectivity and community identity and provides environmental and public health benefits.
- G. The quantity, location and design of parking in Harvestview II reinforces the pedestrian-friendly nature of the community and encourages use of alternative modes of transportation while still accommodating vehicular traffic. The higher density is supportive of mass transit.

64Q.220. **UNDERLYING DEVELOPMENT STANDARDS.** Except where otherwise specified, standards for the development of this district will be based upon the following:

- A. Neighborhood Residential District - Section 62.220 – R-1 Low Density Residential District.

- B. Urban Residential District – Section 62.240 – R-3 Medium Density Residential District.
- C. Town Center District – Section 62.300 – B-1 Restricted Commercial District.
- D. Mixed Use District – Section 62.330 – B-5 Residential Commercial District.

64Q.225 **DEFINITIONS**

- A. Zero Lot Line: A lot designed for either one dwelling unit of an attached one-family dwelling unit or a detached one-family dwelling unit with one side yard reduced or eliminated.
- B. Townhouse: An arrangement of single family dwellings separate or joined by common walls on not more than two sides with the uppermost story being a portion of the same dwelling located directly beneath at the grade or first floor level and having exclusive individual ownership and occupant rights of each dwelling unit including but not limited to the land area directly beneath the dwelling.
- C. Rowhouse Style Townhouse: An attached dwelling joined to at least three others in a row by common walls on not more than two sides. Rowhouses are generally urban housing types, usually on their own lots.

64Q.230. **SUBDISTRICT REGULATIONS.** Subdivision 1. There are four subdistricts established in this Special District, including a "neighborhood residential district," an "urban residential district," a "town center district," and a "mixed use district." The following regulations apply within the subdistricts established in this special district.

Subd. 2. The following regulations apply within the area identified as "Neighborhood Residential District" ("NRD") on the Harvestview II General Development Plan. The NRD consists of three land uses: "single-family," "compact single family" and "zero lot line."

- A. Single Family
  - (1) Unless otherwise specified in this special district, the regulations of the R-1 District shall apply within the NRD.
  - (2) Permitted uses shall include all Type I uses permitted in the R-1 District.
  - (3) Lot Development Standards.

- (a) Minimum lot size shall be 50 feet wide by 100 feet deep.
- (b) Five-foot minimum side yard setback.
- (c) Side street yard setback shall be 11'-0".
- (d) The only exemption from the front, and rear setback standards would be eaves and other items as allowed by the Zoning Ordinance and Land Development Manual.
- (e) Lots without alleys or rear-loaded garages, the driveway curb cuts will be no greater than 12' width for a 2 car garage and 16' width for a 3 car garage.
- (f) Fifteen-foot front yard setback. A minimum of 50% of the house shall be built to the front setback. Covered porches and garage sidewalls may be counted in percentage. Garages shall be setback a minimum of 20', unless side-loaded, then the minimum setback is 15'.
- (g) A maximum of 10% of the homes on a block, the garages shall be even with the front of the house and a maximum of 10% of the homes on a block may have garages that protrude beyond the front of the house. The remainder of the garages shall be behind the front of the house a minimum of 5'-0". Garage setbacks of 8'-0" to 12'-0" (or greater) behind the front of the house is preferable. Front flush and front protruding garage style homes shall be interspaced throughout each block and never two in a row.
- (h) Lots that have an alley will not be permitted a curb cut to the public street in their front or side yard
- (i) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
- (j) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.

B. Compact Single Family & Zero Lot Line

- (1) The "compact single-family" and "Zero Lot line" areas shall conform to R-2 zoning with the following exemptions:

- (a) Unless otherwise specified in this special district, the regulations of the R-2 District shall apply within the NRD.
- (b) Permitted uses shall include all Type I uses permitted in the R-2 District.
- (c) Lot development standards:
  - (1) Minimum lot size shall be 35' wide by 90' deep.
  - (2) Fifteen-foot front yard setback. A minimum of 50% of the house shall be built to the front setback. Covered porches and garage sidewalls may be counted in percentage.
  - (3) A maximum of 10% of the homes on a block, the garages shall be even with the front of the house and a maximum of 10% of the homes on a block may have garages that protrude beyond the front of the house. The remainder of the garages shall be behind the front of the house a minimum of 5'-0". Garage setbacks of 6' to 8' (or greater) behind the front of the house are preferable. Front flush and front protruding garage style homes shall be interspaced throughout each block and never two in a row.
  - (4) Five-foot minimum side yard setback.
  - (5) Side street yard setback shall be 11'-0".
  - (6) Lots without alleys or rear-loaded garages, driveway curb cuts will be no greater than 12' width for a 2 car garage and 16' width for a 3 car garage.
  - (7) Lots that have an alley will not be permitted a curb cut to the public street in their front or side yard.
  - (8) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
  - (9) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.
- (d) Architectural Standards. A building must incorporate architectural styles, building materials and colors used in surrounding buildings. Blocks within the NRD shall provide for an adequate mix of architectural styles, as

shown with residential character intent images relevant to the block, consistent with the overall architectural standards of the special district.

Subd. 3. Urban Residential District (URD). The following regulations apply within the area identified as "Urban Residential District " on the Harvestview II General Development Plan. The URD consists of three land uses: "Townhomes", "Rowhouse-Style Townhomes" and "Multi-Family". Residential uses shall include rowhouse style townhomes, townhomes, multi-family buildings (apartments or condos) units, and senior housing.

A. Townhomes

- (1) The "Townhome" area shall conform to R-2 zoning with the following modifications:
  - (a) Fifteen-foot front yard setback. A minimum of 50% of the house shall be built to the front setback. Covered porches and garage sidewalks may be counted. Garages shall be setback a minimum of 20', unless side loaded, then the minimum setback is 15'.
  - (b) Five-foot minimum side yard setback.
  - (c) Side street yard setback shall be 11'-0".
  - (d) Front yard setback on private streets shall be measured from face of curb for both "access roadways" and "limited access roadways."
  - (e) Class "A" exposure setback shall be 20'.
  - (f) Lots without alleys or rear-loaded garages, driveway curb cuts will be no greater than 12' width for a 2 car garage and 16' width for a 3 car garage.
  - (g) Lots that have an alley will not be permitted a curb cut to the public street in their front or side yard.
  - (h) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
  - (i) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.

B. Rowhouse Style Townhomes

- (1) The "Rowhouse Style Townhomes" shall conform to R-3 zoning with the following modifications:

- (a) Front yard setbacks shall be 15'. A minimum of 50% of the buildings shall be built to the front setback.
- (b) Private patios, enclosed with fence/columns are allowed in the front yard setback.
- (c) Side street yard setback shall be 12'-0".
- (d) Class "A" exposure setback shall be 20'.
- (e) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
- (f) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.

C. Multi-Family

- (1) The "Multi-Family" area shall conform to R-3 zoning with the following modifications:
  - (a) Front yard setback shall be 15'-0". A minimum of 50% of the buildings shall be built to the front setback. Steps, eaves, decks, and fence hedges for courtyards are permitted to encroach within the setback.
  - (b) Rear yard setback shall be 20'-0" minimum.
  - (c) Side yard setback shall be 10'-0" minimum.
  - (d) Side street yard setback shall be 12'-0'.
  - (e) Maximum of five stories.
  - (f) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
  - (g) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.

Subd. 4. Town Center District. The "Town Center" permitted uses and appearance control standards shall comply with Section 62.310 for the B-1 Zoning District, unless regulated in this Special District.

- A. Site Development Plan and Site Plan Review: A site development plan for uses in the Town Center shall be prepared and submitted

for review in accordance with the standard requirements of the existing Zoning Ordinance and Land Development Manual for the City of Rochester. The City Planning Commission will conduct a site plan review without a public hearing for uses within the Town Center to determine whether the plans are consistent with the overall architectural standards and character of this Special District. Proposed uses in the Town Center shall be reviewed in terms of the extent to which they comply with standards of this district established for architecture, signage, parking and landscaping.

- B. Except for drive-in facilities and convenience retail (with fuel sales), a minimum of 50% of the building front shall be within five feet of the street right of way.
- C. Convenience, retail and drinking and entertainment uses shall be exempt from the hours of operation requirements of the B-1 Zoning District.
- D. Stacking requirements for drive-in facilities shall be reduced to five in-bound and one out-bound space per lane.
- E. Parking shall be on the side or to the rear of the retail uses. Besides on-street parking, no parking in front of the retail uses shall be allowed. On street parking in front or on the side of the lot shall count toward fulfilling the parking requirements.
- F. Except for restaurants, drive-in facilities and convenience retail (with fuel sales), a minimum two-story façade is required.
- G. Office, personal service, and residential uses are also allowed on the upper levels. One off-street parking stall per residential unit is required and must be reserved.
- H. Underground parking and parking structures (maximum five stories) shall be allowed.
- I. Permitted uses shall include the following:
  - (1) All Type I uses permitted in the B-1 District with the exception of the following uses:
    - (a) Manufactured Home Park
    - (b) Sales & Storage Lots
    - (c) Parking Facility (as a principle use)
    - (d) Sand or Gravel Excavation
    - (e) Auto Center
    - (f) Trade Shops

(g) Use of Storage Containers

- (2) Additional uses permitted in the Town Center shall be as follows:
- (a) Residential – condos, and/or apartments at grade, or above retail/commercial.
  - (b) Congregate Housing.
  - (c) Convenience Stores.
  - (d) Day Care facilities.
  - (e) Drinking and Entertainment.
  - (f) Bed and Breakfast.
  - (g) Car washes accessory to a convenience retail use or automotive maintenance service.
  - (h) Veterinary Services.
  - (i) Emergency Services.
  - (j) Temporary uses – art fairs, farmer's market, flea markets, neighborhood gatherings.

J. Limitation on permitted uses:

- (1) Not more than one convenience retail use that includes sales of automotive fuels may be permitted in each Town Center District.
- (2) With the exception of transit accommodation, restaurant uses and grocery stores, individual businesses shall not exceed 20,000 square of floor area on the ground floor.

K. Lot Development Standards

- (1) Facilities for refuse disposal and recycling shall be enclosed by solid fence or walls, and landscaping shall be installed around the perimeter (except in underground parking).
- (2) Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
- (3) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including areas within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not impaired.
- (4) Bicycle-locking stands are required in each Town Center area. One stand, which holds a minimum of six bicycles,



shall be provided for every 20,000 square feet of gross leaseable space. These stands must harmonize with the architectural of the retail area.

- (5) Street trees are required along the public streets of all mixed-use buildings at a minimum spacing of 35' on center. These trees shall be planted in tree grates or planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".
- (6) Over-story trees will be required along all private streets and the rear of the buildings (facing parking lot) at a minimum spacing of 40' intervals. These trees shall be planted in open turf areas or in planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".

#### L. Parking

- (1) Parking requirements for the Town Center District, shall use business center parking standards of the Rochester Zoning Ordinance and Land Development Manual only when the building has multiple uses in it or there is multiple buildings using one parking lot. Otherwise, parking requirements for the use as listed in the B-1 zoning district applies.
- (2) In commercial or office uses, which have shop fronts adjacent to sidewalks and streets, on-street parking directly in front of the lot shall count toward fulfilling the parking requirement.
- (3) Parking lot screening:
  - (a) All parking areas containing more than six spaces (if not screened by the building from public roads and not including angle or perpendicular parking adjacent to public or private roads) must be screened with a hedgerow, or a 36" high berm, or a low wall (42" minimum height). These landscaped areas must be a minimum of 3'-0" wide. Where angle or perpendicular parking is adjacent to these areas, then the minimum width shall be 5'-0". Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'-0".
  - (b) Parking lots for apartments/multi-family units will not be required to be screened with a hedgerow. A landscaped area of trees and shrubs shall be

provided to draw attention away from the parking area.

(4) Parking Lot Landscaping:

- (a) Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).
- (b) Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation. Planting areas must be distributed throughout the parking areas. They must have a minimum width of at least eight feet and be at least 100 square feet in area.
- (c) Each 100 square feet of required landscape area must contain at least one canopy tree or two understory trees (minimum size for canopy trees in 1-1/2" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.

M. Signs

- (1) Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on sidewalks and vehicles on streets. The following sign types satisfy these requirements:
  - (a) Pedestrian-oriented blade and window signs.
  - (b) Marquee signs and signs on over-head weather protection.
  - (c) Appropriately sized neon signs.
- (2) Type B sign standards shall be used with the following modifications:

- (a) Free standing sign – maximum height 15'.
- (b) Projecting sign – maximum area – 20 square feet, maximum height – 12 feet.
- (c) Graphics sign – maximum area of 10% of wall.
- (d) Auxiliary sign – maximum height – 6'.
- (e) Advertising signs (billboards) will be prohibited.
- (f) All wall signage should be uniform in size.

N. Architectural Standards.

(1) Standards for all uses:

- (a) Each building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
- (b) Mechanical equipment, electrical and communication transformers, cabinets and service areas shall be located out of public view where feasible or screened from public view with fences, walls or landscaping.
- (c) Dwellings and parking shall not occupy more than five floors above ground of any structure.

(2) Standards for Convenience Retail Uses

- (a) Convenience retail uses shall locate automotive fuel service and drive-in service areas away from residences and toward the perimeter streets on the General Development Plan (60<sup>th</sup> Avenue NW and 55<sup>th</sup> Street NW).
- (b) Light from lighting fixtures and signage, and sound from sound-producing equipment shall be deflected away from residences. Music from sound producing equipment shall be prohibited on the exterior of the building.
- (c) Foundation landscaping (4' minimum planting bed width) and windows shall be provided along all building sides that are open to view from public streets.
- (d) Perimeter landscaping at least five feet in depth shall be provided along public and private roads between sidewalks and driveway or parking areas. Landscape berming is strongly encouraged.
- (e) Pedestrians must be able to safely access the building from public sidewalks on visually prominent crosswalks within drive areas to the building's front door.

- (3) Standards for Other Uses: Uses shall meet the intent of similar character represented in Exhibit "F" and shall be reviewed in accordance with the standards of this special district in addition to the following standards:
  - (a) All sides of the building façade shall be designed to provide architectural and visual interest.
    - (1) A minimum of 50% of the building along a street right of way at ground level must be clear or lightly tinted windows, doors, or other treatment that are sufficiently transparent to provide pedestrian views into the building.
    - (2) Awnings, covered walkway, open colonnades, or similar weather protection must be provided by at least 50% of the commercial (retail & service) uses that front the right of way.
    - (3) Doorways, windows and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and movement, and to encourage interest at the street level.
    - (4) Except for drive-in-facilities, a minimum two-story façade is required.
    - (5) Except for drive-in-facilities, a minimum of 50% of the building front shall be within five feet of the right of way.
    - (6) Exterior materials shall include brick, architecturally treated concrete, stone, tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials.
    - (7) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including area within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not permitted.

Subd. 5. Mixed Use District:

- A. The "Mixed Use District" permitted uses and appearance control standards shall comply with Section 62.330 for the B-5 Zoning District, unless regulated in this Special District.
- B. Site Development Plan and Site Plan Review: A site development plan for uses in the Mixed Use District shall be prepared and submitted for review in accordance with the standard requirements of the existing Zoning Ordinance and Land Development Manual for the City of Rochester. The City Planning Commission will conduct a site plan review without a public hearing for uses within the Mixed Use District to determine whether the plans are consistent with the overall architectural standards and character of this Special District. Proposed uses in the Mixed Use District shall be reviewed in terms of the extent to which they comply with standards of this district established for architecture, signage, parking and landscaping.
- C. A minimum of 50% of the building front shall be within five feet of the street right of way.
- D. Parking shall be on the side or to the rear of the uses. Besides on-street parking, no off-street parking in front of the uses shall be allowed. On street parking in front or on the side of the lot shall count toward fulfilling the parking requirements.
- E. Except for restaurants, a minimum two-story façade is required.
- F. Office and residential uses are also allowed on the upper levels. One off-street parking stall per residential unit is required and must be reserved.
- G. Underground parking and parking structures (maximum five stories) shall be allowed.
- H. Maximum size for a restaurant use is 6,000 square feet.
- I. Alcohol sales are permitted.
- J. The height allowed for a two-story building shall be 35 feet.
- K. Lot Development Standards

- (1) Facilities for refuse disposal and recycling shall be enclosed by solid fence or walls, and landscaping shall be installed around the perimeter (except in underground parking).
- (2) Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
- (3) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including areas within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not impaired.
- (4) Street trees are required along the public streets of all mixed-use buildings at a minimum spacing of 35' on center. These trees shall be planted in tree grates or planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".
- (5) Over-story trees will be required along all private streets and the rear of the buildings (facing parking lot) at a minimum spacing of 40' intervals. These trees shall be planted in open turf areas or in planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".

L. Parking requirements for the Mixed Use District shall use standards of the Rochester Zoning Ordinance and Land Development Manual for the use as listed in the B-5 zoning district standards.

- (1) Parking lot screening:
  - (a) All parking areas containing more than six spaces (if not screened by the building from public roads and not including angle or perpendicular parking adjacent to public or private roads) must be screened with a hedgerow, or a 36" high berm, or a low wall (42" minimum height). These landscaped areas must be a minimum of 3'-0" wide. Where

angle or perpendicular parking is adjacent to these areas, then the minimum width shall be 5'-0". Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'-0".

(2) Parking Lot Landscaping:

- (a) Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).
- (b) Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation. Planting areas must be distributed throughout the parking areas. They must have a minimum width of at least eight feet and be at least 100 square feet in area.
- (c) Each 100 square feet of required landscape area must contain at least one canopy tree or two understory trees (minimum size for canopy trees in 1-1/2" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.

M. Signs

- (1) Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on sidewalks and vehicles on streets. The following sign types satisfy these requirements:

- (a) Pedestrian-oriented blade and window signs.
  - (b) Marquee signs and signs on over-head weather protection.
  - (c) Appropriately sized neon signs.
- (2) Type A sign standards shall be used with the following modification:
- (a) Signs can be internally lit.

N. Architectural Standards.

- (1) Standards for all uses:
- (a) Each building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
  - (b) Mechanical equipment, electrical and communication transformers, cabinets and service areas shall be located out of public view where feasible or screened from public view with fences, walls or landscaping.
  - (c) Dwellings and parking shall not occupy more than five floors above ground of any structure.
  - (d) All sides of the building façade shall be designed to provide architectural and visual interest.
- (1) A minimum of 50% of the building along a street right of way at ground level must be clear or lightly tinted windows, doors, or other treatment that are sufficiently transparent to provide pedestrian views into the building.
  - (2) Awnings, covered walkway, open colonnades, or similar weather protection must be provided by at least 25% of the commercial (retail & service) uses that front the right of way.
  - (3) Doorways, windows and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and movement, and to encourage interest at the street level.



- (4) Exterior materials shall include brick, architecturally treated concrete, stone, tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials.
- (5) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including area within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not permitted.

**64Q.250 GENERAL DEVELOPMENT STANDARDS**

Public street section for HarvestView II shall follow the cross-sections shown in Exhibits "D" and "E".

**64Q.300. BOUNDARIES**

The regulations established herein shall apply to the land described in Section 64.100 and shall be designated "SD" on the zoning map.

**64Q.400 EXHIBITS**

The following documents shall be submitted with the Special District application and included as exhibits of this Ordinance:

- A. Harvestview II General Development Plan, Exhibit A.
- B. Special District Boundary Plan, Exhibit B
- C. Land Use Plan, Exhibit C.
- D. Neighborhood Street Standards, Exhibit D.
- E. Neighborhood Street Sections, Exhibit E
- F. Character Intent Images, Exhibit F.
- G. Preliminary Storm Water Management Plan, Exhibit G

## **64Q.500 GENERAL DEVELOPMENT PLAN AND GUIDE FOR DEVELOPMENT**

The Harvestview II General Development Plan, following Special District approval and a rezoning of the area to Special District, together with the attached Exhibits A, B, C, D, E & F are, in combination, recognized as the guide for the development of the Special District.

### **64Q.600. EFFECTS OF REGULATIONS**

The General Development Plan and Final Plats together with the conditions and restrictions imposed, if any, shall govern the use and development of the land.

### **64Q.700. EXTENSION OF SPECIAL DISTRICT**

The Special District may be extended by amendment to include the property on the west side. An amendment to the Special District may be initiated by the owner of contiguous undeveloped property or by the City of Rochester. The amendment must support the intent of this Special District. A petition to extend said district shall be accompanied by a General Development Plan application and additional submittals consistent with this Chapter.

### **64Q. 800. DEVELOPMENT PROCEDURES**

Subdivision 1. Except as herein described, development procedures for property within the Special District shall be consistent with the requirements of the Rochester Code of Ordinances. Additional plans and information shall be submitted, as necessary, for development within the Special District, as outlined below. If determined necessary by the Zoning Administrator, additional plans or information necessary for development approvals shall also be submitted.

Subd. 2. Final Plat Application. Final plat applications within the Special District shall include plans and information consistent with the requirements of the Rochester Code of Ordinances and shall be submitted at least three weeks prior to the City Council meeting at which they will be considered. If requested by the Zoning Administrator, additional information needed in order to judge the nature and propriety of the proposal shall also be submitted.

Subd. 3. Zoning Certificate and Building Permit. Applications for building permits and zoning certificates within the Special District shall include submission of a Harvestview II Architectural Review Committee document. This document must verify a review of sitting and plans for compliance with this Special District's intent, as outlined in the covenants submitted with the final plat.

64Q.900. **RESCINDING APPROVAL.**

After six years from the date of approval of the Special District, the Council may, following a public hearing, rescind approval of this Special District upon finding that no progress has been made in the construction of the development.

Section 2. Section 60.327 of the Rochester Code of Ordinance is amended and reenacted to read as follows:

60.237 SPECIAL DISTRICTS: Existing Special Districts approved by Ordinance numbers 3443, 3404, 2726, 2516, 2247, 3385, 3468, 3497, 3503, 3520, 3534, 3604, 3615 and 3691 are recognized as separate zoning districts and the plans and procedures established for each Special District will continue in force. When a Special District Ordinance does not specify the procedure or criteria to amend an approved site development plan, the proposed amendment will be reviewed under Section 64.148. When a Special District Ordinance requires a specific site/development plan review process, but does not specify the criteria by which to review the site/development plan, the development will be reviewed under Section 61.148. When a Special District Ordinance requires a two-phase review, the development will be reviewed under Section 61.146 and either Section 62.708 (1) (for preliminary plans) or Section 62.708 (2) (for final plans).

Section 3. This Ordinance shall become effective on and after the date of its publication.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF  
ROCHESTER, MINNESOTA, THIS 7th DAY OF MARCH, 2005.

ATTEST: Valori Langseth  
Deputy CITY CLERK

Dennis L. Hanson  
PRESIDENT OF SAID COMMON COUNCIL

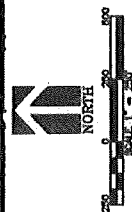
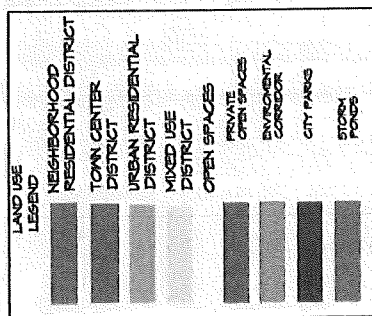
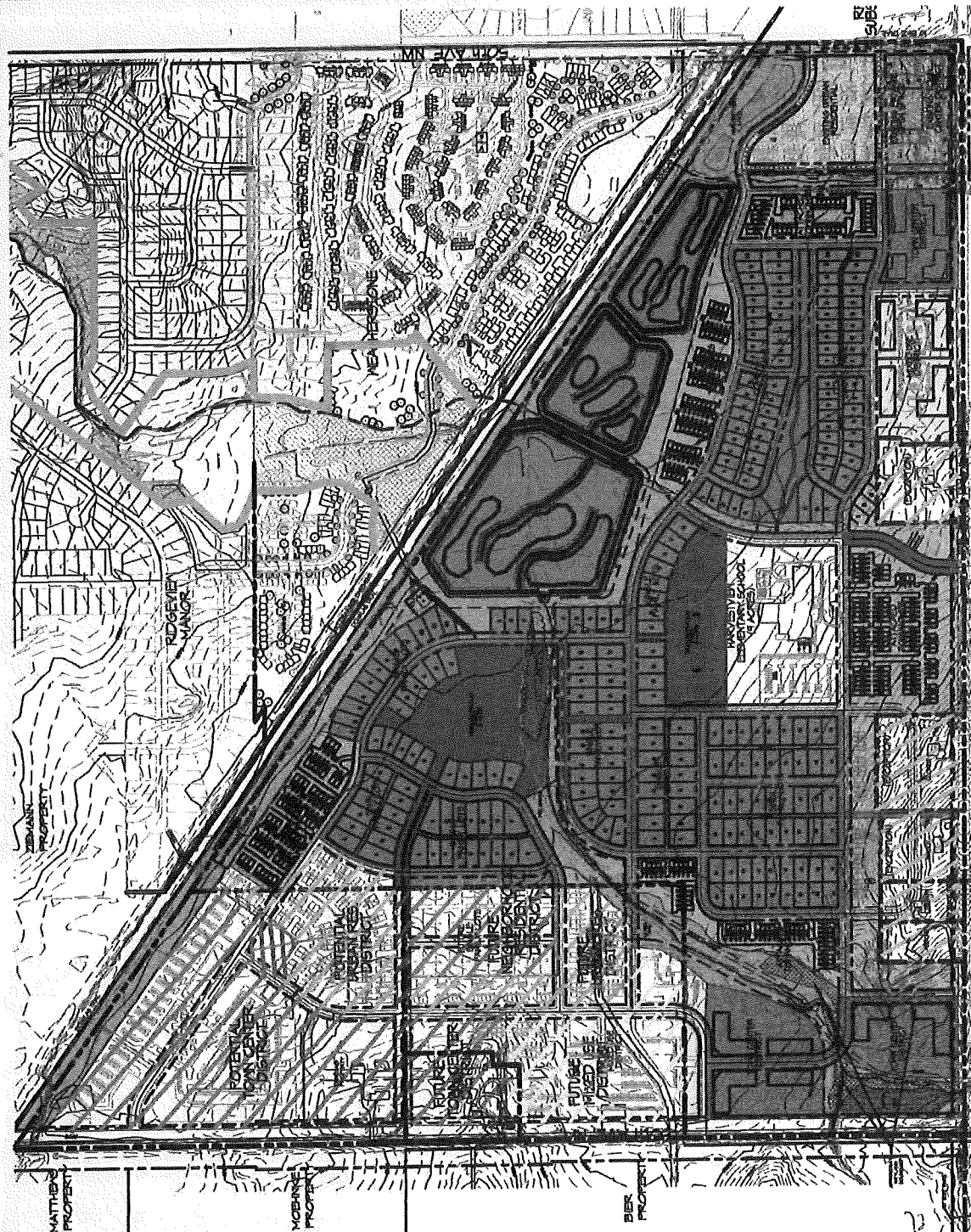
APPROVED THIS 8th DAY OF MARCH, 2005.

Walter F. Breda  
MAYOR OF SAID CITY

(Seal of the City of  
Rochester, Minnesota)  
Ord05/66Q.Harvestview11







HARVESTVIEW II  
LAND USE EXHIBIT  
ROCHESTER, MN

709 CO. RD. 3 N.W.  
STON, MN 55620

**Construction Engineering Material Testing**



McGraw-Hill

Lead Surveying  
Urban-Lead Planning  
Consulting -- Civil  
Engineering

100

[illegible][illegible]

CONFIDENTIAL

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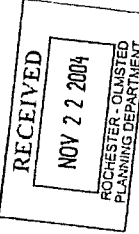




# NEIGHBORHOOD STREETS LEGEND

- SECTION A 80' ROW 2-12' STREETS, MEDIAN ISLAND (PARKING 2 SIDES)
- SECTION B 70' ROW 1-12' 4-18' STREET (PARKING 1 SIDE)
- SECTION C 66' ROW 40' ROAD (PARKING 2 SIDES)
- SECTION D 60' ROW 28' ROAD (PARKING 1 SIDE)
- SECTION E 50' ROW 28' ROAD (PARKING 1 SIDE)
- SECTION F 60' ROW 30' ROAD (PARKING 1 SIDE)
- SECTION G 60' ROW 36' ROAD (PARKING 2 SIDES)
- SECTION H 38' ROW 14' ROAD ONEWAY (PARKING 1 SIDE)
- SECTION I 46' ROW 14' ROAD ONEWAY (PARKING 1 SIDE)
- SECTION J 46' ROW 20' ROAD (NO PARKING)
- SECTION K 60' ROW 32' ROAD (ONE SIDE PARKING)
- FUTURE ROAD
- ALLEY 18' ROW 18' ROAD
- FUTURE 10' HIKES/BIKE TRAIL

\* INDICATES LOCATIONS OF PROPOSED  
CORNER NECKDOWNS AND MID BLOCK  
CHOKERS.



## HARVESTVIEW II

### NEIGHBORHOOD STREET STANDARDS

ROCHESTER, MN

SECTION C: 100' ROW 2-12' STREETS, MEDIAN ISLAND (PARKING 2 SIDES)

SECTION D: 70' ROW 1-12' 4-18' STREET (PARKING 1 SIDE)

SECTION E: 66' ROW 40' ROAD (PARKING 2 SIDES)

SECTION F: 60' ROW 28' ROAD (PARKING 1 SIDE)

SECTION G: 50' ROW 28' ROAD (PARKING 1 SIDE)

SECTION H: 60' ROW 30' ROAD (PARKING 1 SIDE)

SECTION I: 60' ROW 36' ROAD (PARKING 2 SIDES)

SECTION J: 38' ROW 14' ROAD ONEWAY (PARKING 1 SIDE)

SECTION K: 46' ROW 14' ROAD ONEWAY (PARKING 1 SIDE)

SECTION L: 46' ROW 20' ROAD (NO PARKING)

SECTION M: 60' ROW 32' ROAD (ONE SIDE PARKING)

--- FUTURE ROAD

--- ALLEY 18' ROW 18' ROAD

--- FUTURE 10' HIKES/BIKE TRAIL

RECEIVED  
NOV 22 2004  
ROCHESTER - OLSTED  
PLANNING DEPARTMENT

EXHIBIT "D"

MEGHE

MEGHE & ASSOCIATES, INC.

1000 E. 10TH AVE. SUITE 200  
ROCHESTER, MN 55904

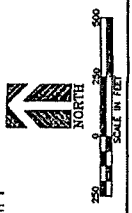
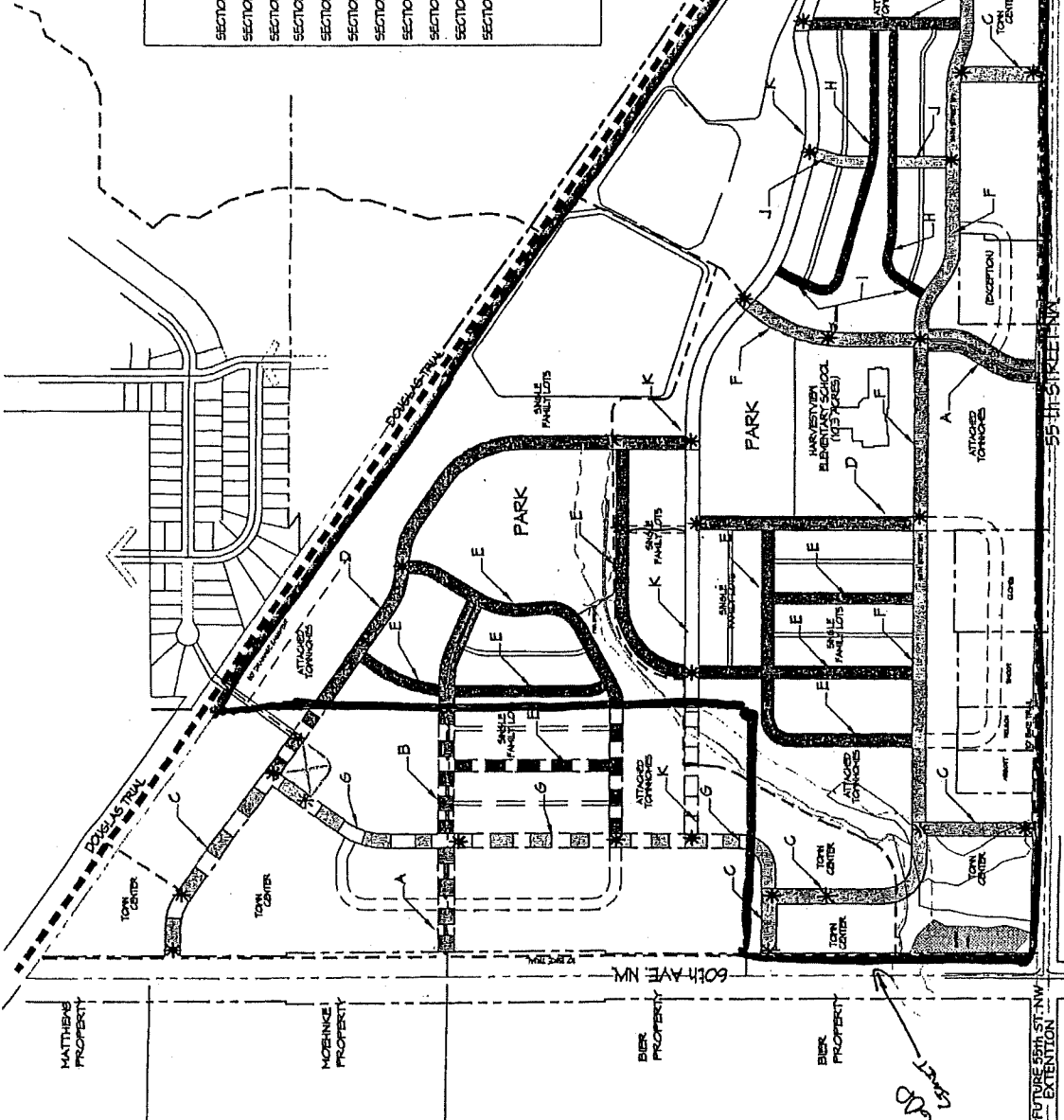
Phone: 763.333.3333  
Fax: 763.333.3334  
Web: www.meghe.com

Project No. 04-001

Client: City of Rochester

Scale: 1" = 100'

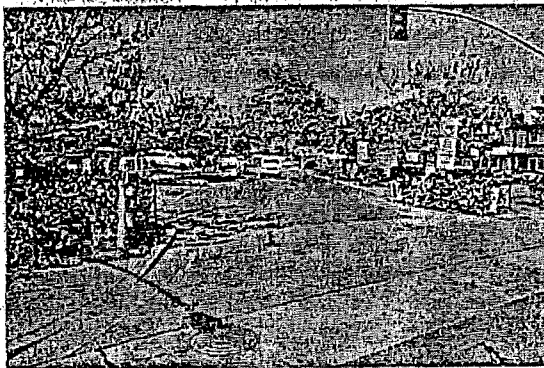
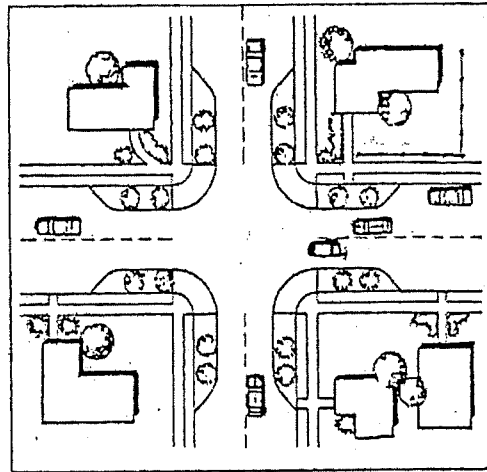
Date: 10/20/04





# NECKDOWNS

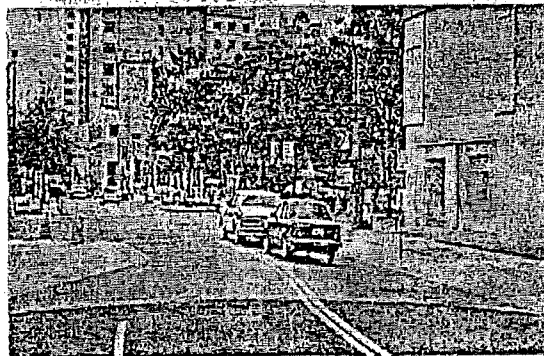
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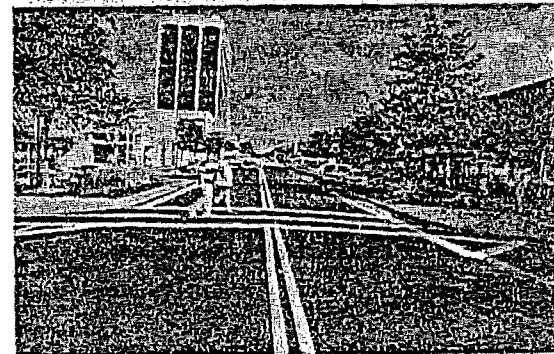
Eugene, OR



Cambridge, MA



Jacksonville, FL



Sarasota, FL

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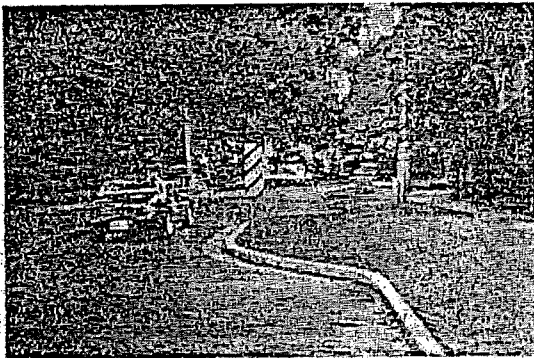
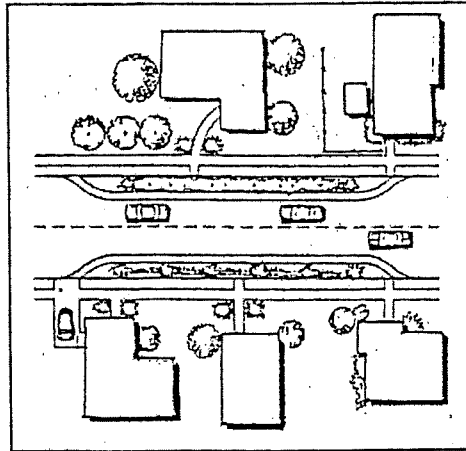
NOV 23 2004

ROCHESTER - OLMSTED  
PLANNING DEPARTMENT

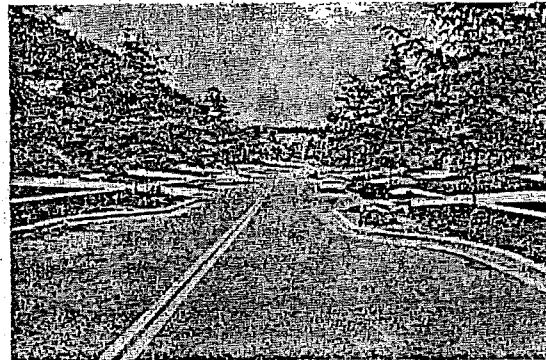
REVISED

## CHOKERS

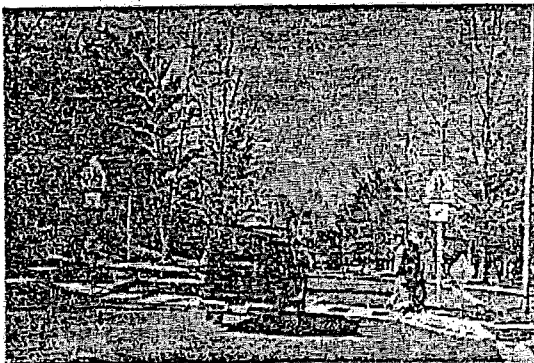
(pinch points, midblock narrowings, midblock yield points, constrictions)



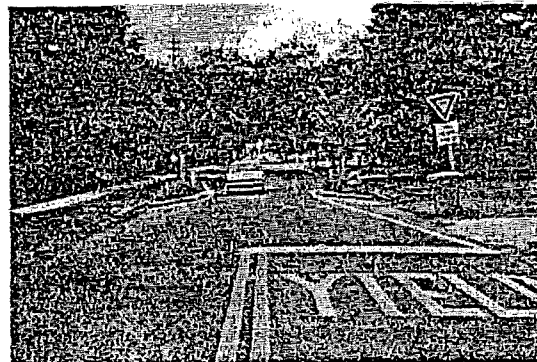
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Montgomery County, MD



Howard County, MD



Sarasota, FL

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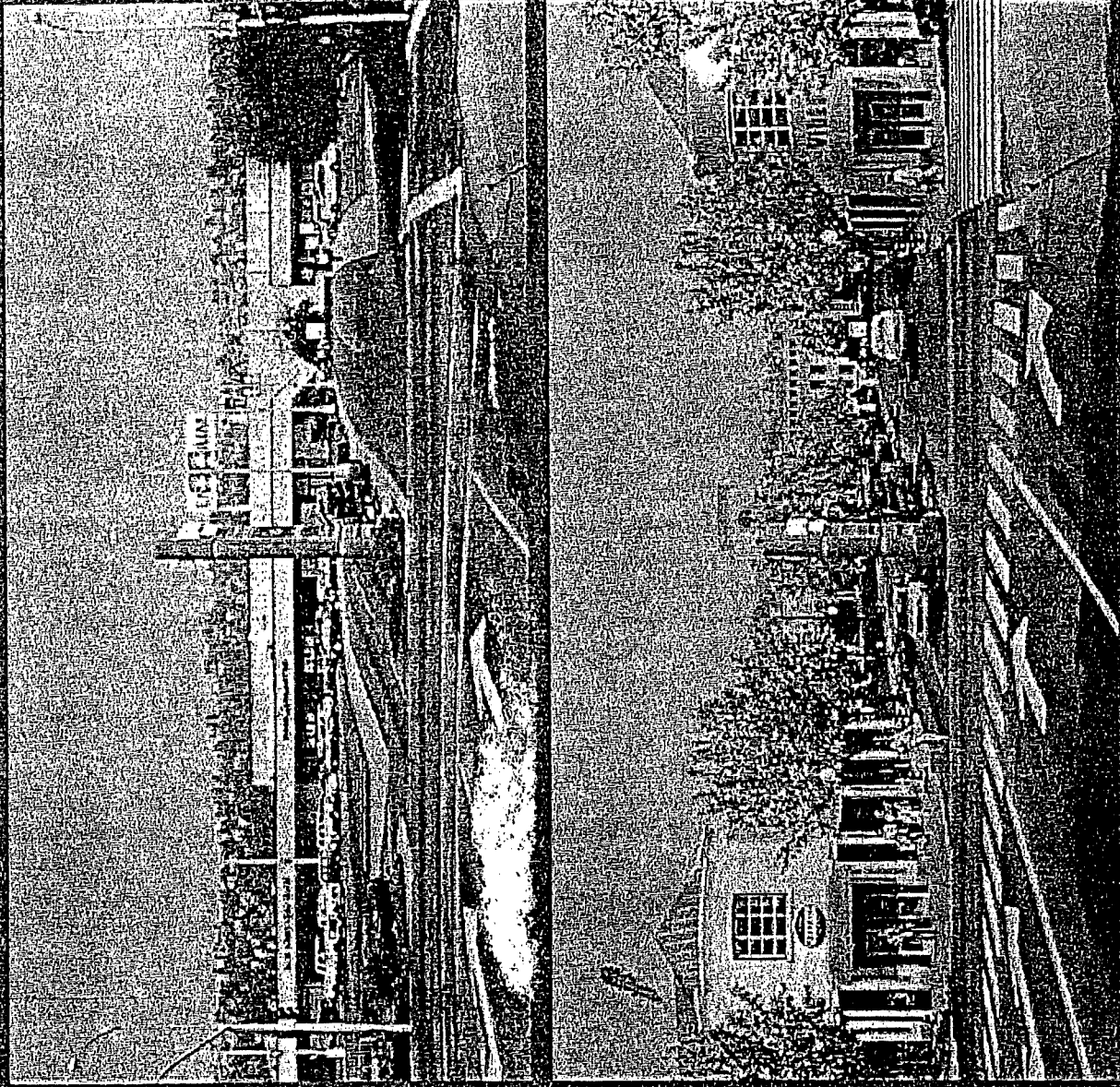
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ROCHESTER • OLMSTED  
PLANNING DEPARTMENT

# TRADITIONAL CENTER LOOK

# NEW TOWN CENTER LOOK

Shopping center development options



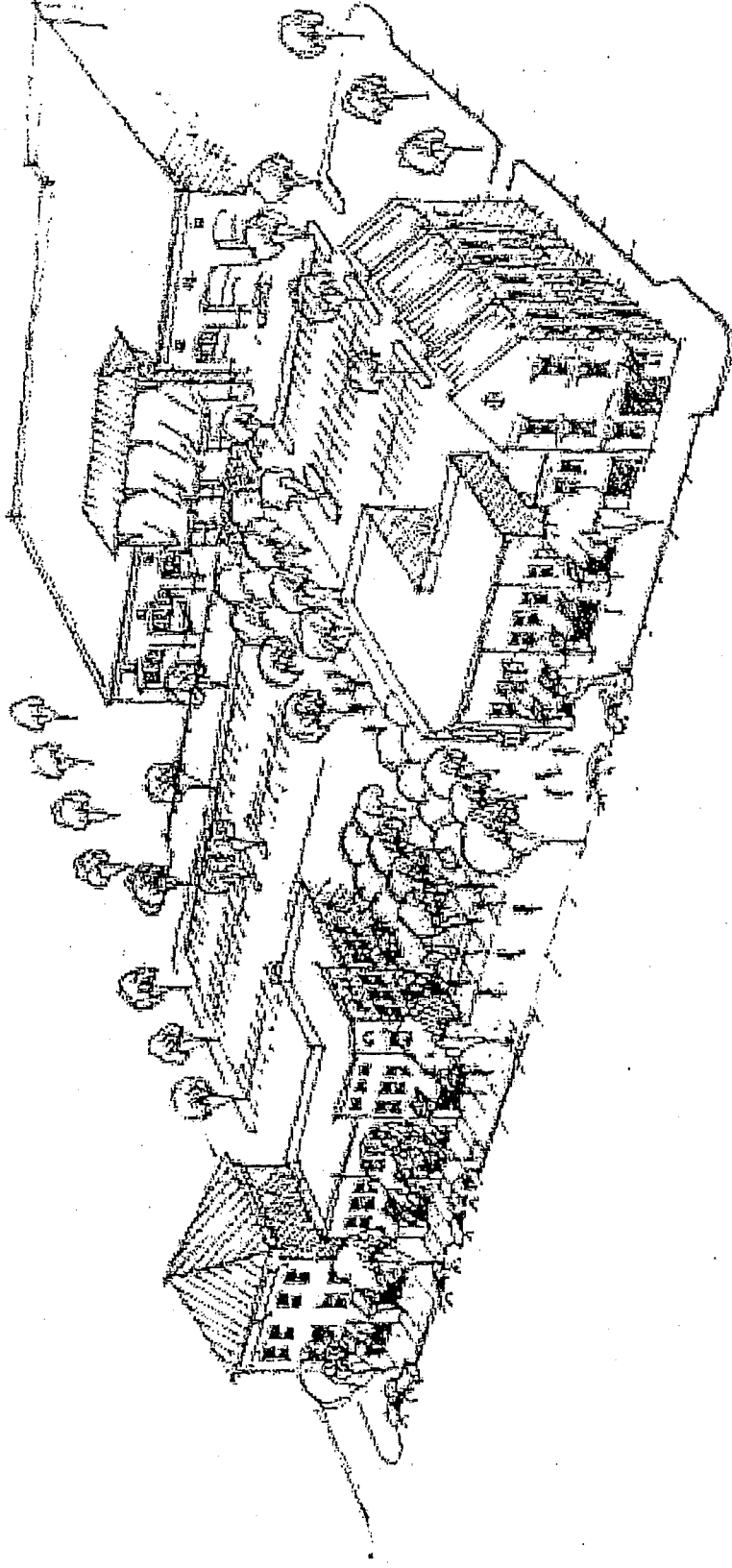
Mixed-use architecture, zebra striped crosswalks, street trees, street lamps

TOWN CENTER CHARACTER INTENT IMAGES

EXHIBIT "F"

# Neighborhood Center

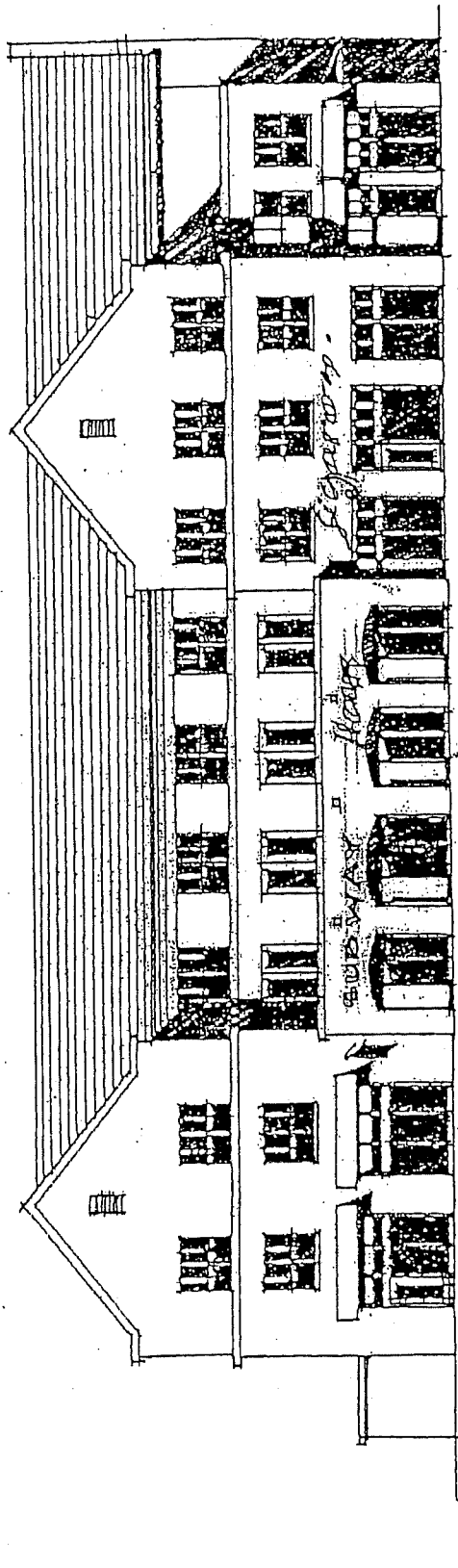
## NEIGHBORHOOD CENTER



A conventional shopping center redesigned as a pedestrian-scale neighborhood center

David Malushizky-The Lawrence Group

704.505.1000



Mixed Use

EXHIBIT "F"

TOWN CENTER  
VILLAGE CENTER INTENT IMAGES





Fall 2003

## Featured Project:

### At the Park, Multifamily Housing, St. Louis Park, MN

**Products Used:**

36,000 Sioux City Charleston Tudor Utilities, 10,000 closures

**Contractor:**

Weiss Builders, St. Paul, MN

**Architect:**

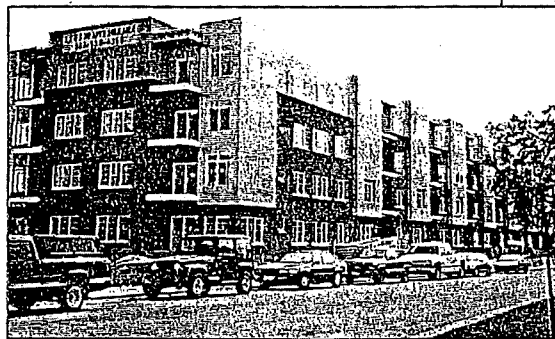
Walsh-Bishop Assoc.,  
Minneapolis, MN

**Mason Contractor:**

Crosstown Masonry, Inc.,  
Ham Lake, MN

**Brock White Sales Rep.:**

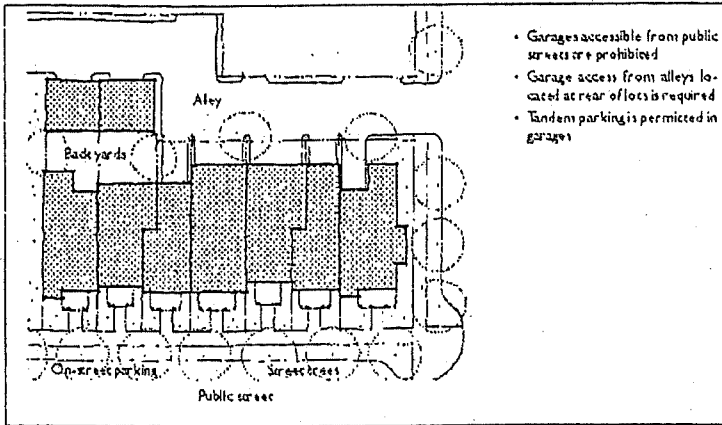
Greg Johnson, Brock White  
Company-Eagan



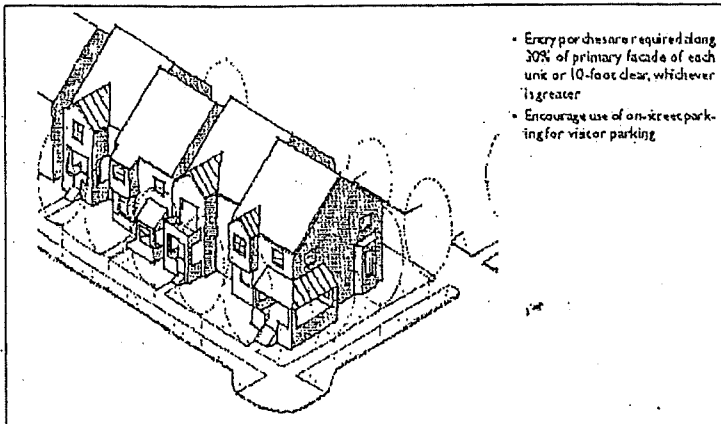
MULTI-FAMILY CHARACTER

EXHIBIT 11

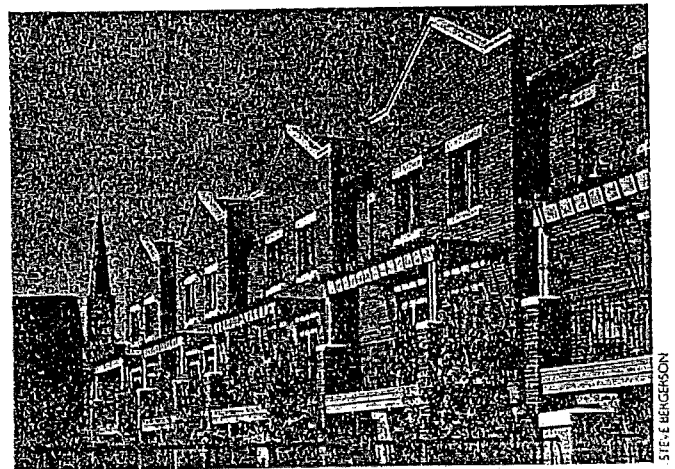
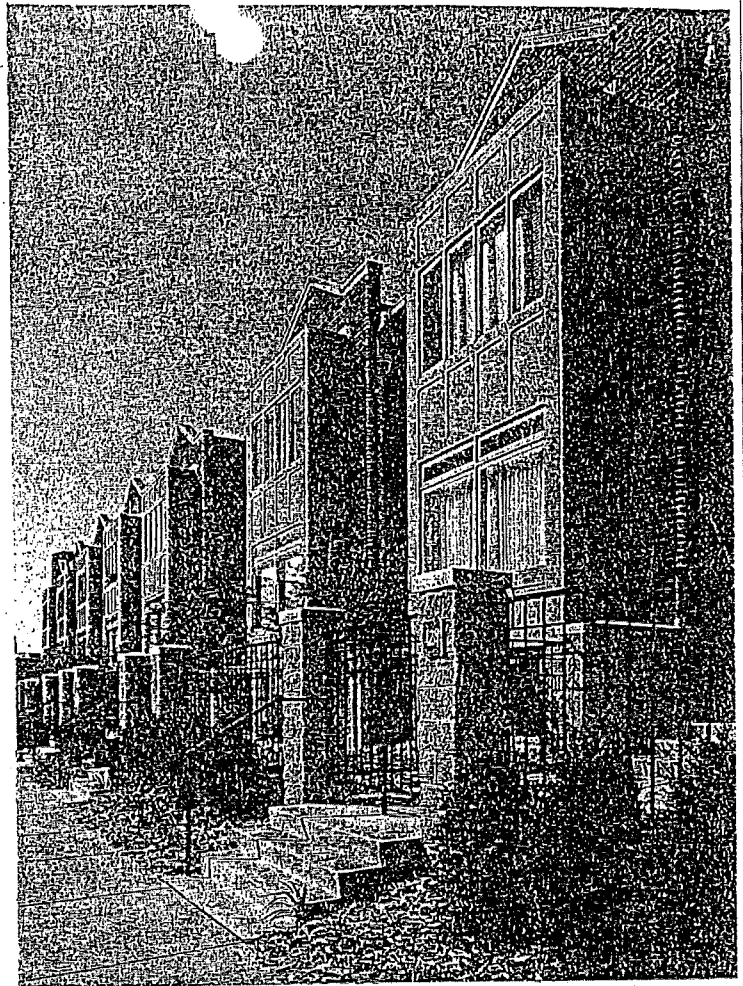
# Townhouse/Rowhouse



Plan

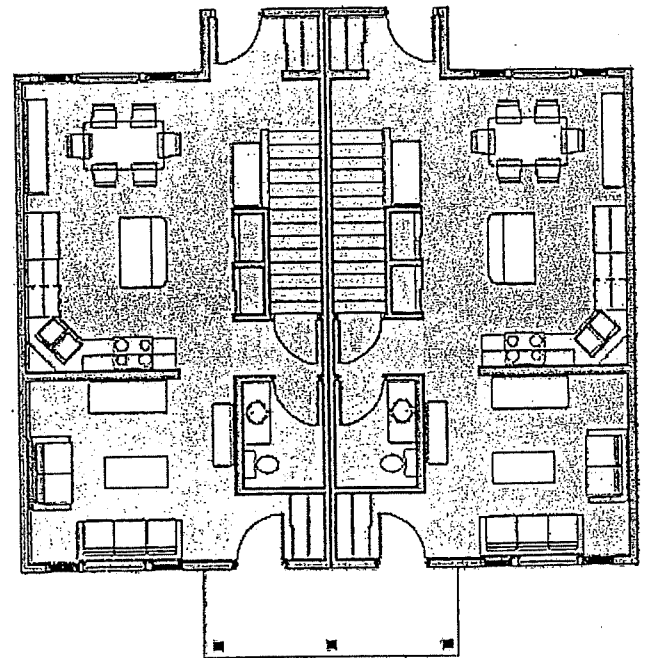
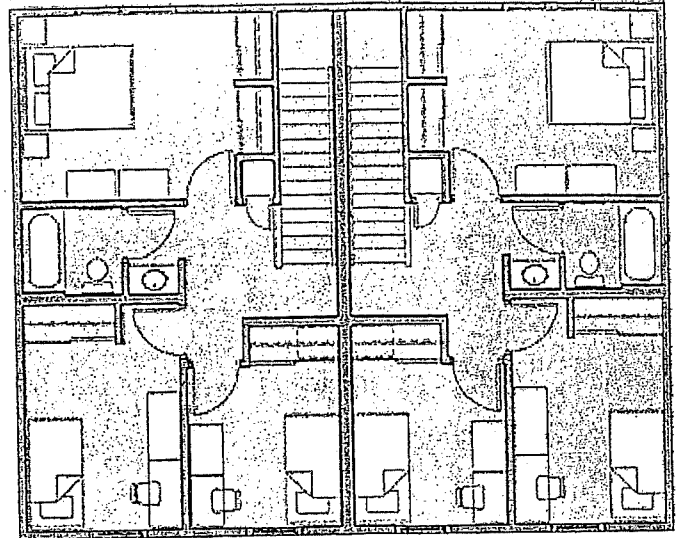
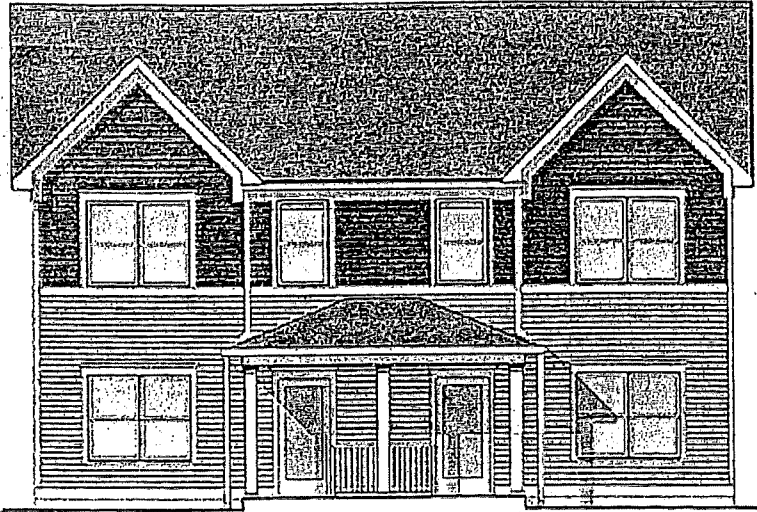


Axonometric



URBAN RESIDENTIAL DISTRICT:  
ROWHOUSE TOWNHOME

EXHIBIT "C"



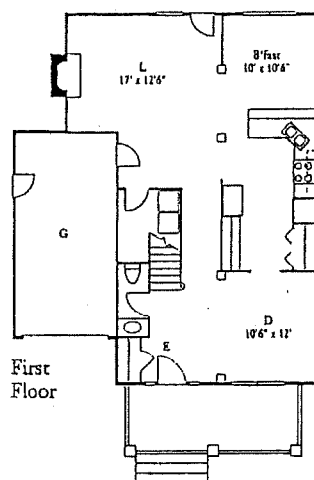
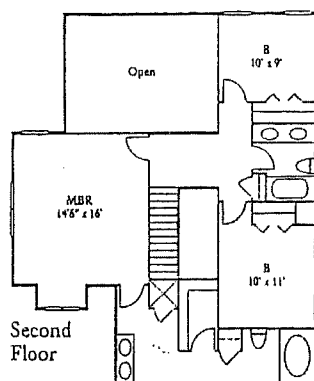
TOWN HOUSE CHARACTER INTENT IMAGES

EXHIBIT "F"

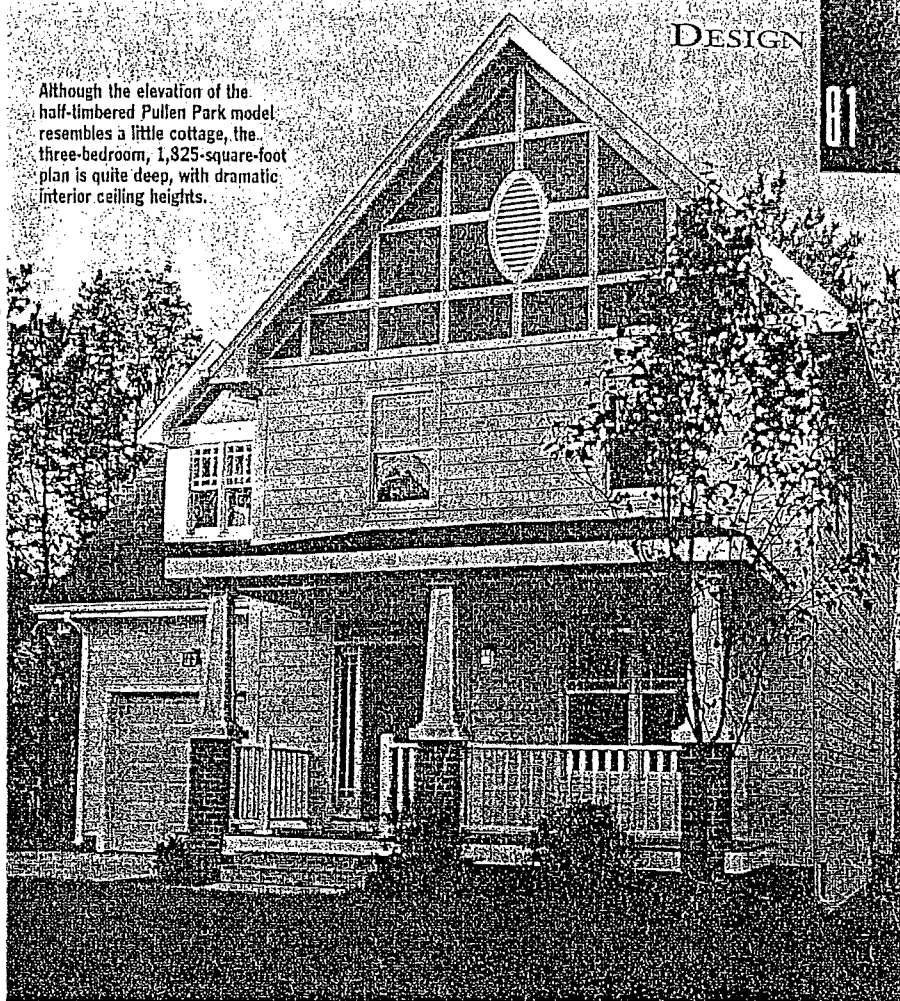




Preservation Homes' best seller is the 1,960-square-foot Five Points classic bungalow, named after an old Raleigh, N.C., neighborhood.



Although the elevation of the half-timbered Pullen Park model resembles a little cottage, the three-bedroom, 1,325-square-foot plan is quite deep, with dramatic interior ceiling heights.





CLARKE





65th STREET NW

MATTHEW PROPERTY

MOORE PROPERTY

BIER PROPERTY

CHAYCE

MAITE C

STOCK STORAGE PROPERTY 1

SUBSTRATE

CONSTRUCTION OF BIOSWALE AND SHALLOW MARSH FOR STORM WATER STORAGE

WATER RETENTION AREA WITH BERM

WET MEADOW LAND CREATION

NATURALIZED

PERMANENT COMMUNITY

PERMANENT COMMUNITY

PERMANENT COMMUNITY

PERMANENT COMMUNITY

PERMANENT COMMUNITY

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REVISED

NOV 23 2004

ROCHESTER - OLMS  
PLANNING DEPARTMENT



MOORE & BETH, INC.  
1175 1st Ave. N.E.  
Rochester, MN 55904  
Phone: (507) 253-1175  
Fax: (507) 253-1176

HARVESTVIEW II  
STORM WATER MANAGEMENT PLAN  
ROCHESTER, MN

EXHIBIT "G"



NOTE:  
BIOSWALE (SUBSURFACE DRAINAGE  
WITH GRAVEL FLOW) IS NEEDED  
IN MOST HOUSING AREAS.

ORDINANCE NO. 3771

AN ORDINANCE AMENDING AND REENACTING SECTION 64Q.100, AND SUBDIVISIONS 3, 4 AND 5 OF SECTION 64Q.230 OF THE ROCHESTER CODE OF ORDINANCES, RELATING TO THE HARVESTVIEW II SPECIAL DISTRICT.

THE COMMON COUNCIL OF THE CITY OF ROCHESTER DO ORDAIN:

Section 1. Section 64Q.100 of the Rochester Code of Ordinances is hereby amended and reenacted to read as follows:

64Q.100. **BOUNDARIES OF THE LAND.** This ordinance shall apply to the following described property located within the City of Rochester, County of Olmsted, State of Minnesota:

That part of Section 7, Township 107 North, Range 14 West, Olmsted County, Minnesota, described as follows:

Commencing at the southeast corner of said Section 7; thence North 89 degrees 44 minutes 40 seconds West, assumed bearing, along the south line thereof, 656.00 feet to the southwest corner of the East Half of the Southeast Quarter of the Southeast Quarter of said Section 7 for the point of beginning; thence North 00 degrees 15 minutes 39 seconds West, along the west line of said East Half of the Southeast Quarter of the Southeast Quarter, 897.87 feet; thence North 74 degrees 13 minutes 55 seconds West, 2049.61 feet to the west line of the East Half of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, along said west line, 1065.54 feet; thence North 40 degrees 49 minutes 14 seconds West, 34.82 feet; thence North 00 degrees 20 minutes 24 seconds West, 45.65 feet; thence North 49 degrees 10 minutes 46 seconds East, 29.72 feet to the west line of the East Half of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, along said west line, 143.04 feet to the southerly line of the Douglas Trail (formerly the WISCONSIN, MINNESOTA & PACIFIC RAILROAD COMPANY); thence North 54 degrees 55 minutes 28 seconds West, along said southerly line, 1601.48 feet to the west line of the East Half of the Northwest Quarter of said Section 7; thence South 00 degrees 14 minutes 09 seconds East, 1021.89 feet to the northeast corner of the Northwest Quarter of the Southwest Quarter of said Section 7; South 00 degrees 14 minutes 09 seconds East, along the east line of the Northwest Quarter of the Southwest Quarter of said Section 7, a distance of 1319.64 feet to the northeast corner of the Southwest Quarter of the Southwest Quarter of said Section 7; thence North 89 degrees 51 minutes 06 seconds West, along the north line of said Quarter Quarter, 1189.15 feet to the northwest

corner thereof; thence South 00 degrees 19 minutes 07 seconds East, along the west line thereof, 1318.02 feet to the southwest corner thereof; thence South 89 degrees 46 minutes 23 seconds East, along the south line thereof, 704.24 feet to the west line of the east 483.00 feet of said Quarter Quarter Section; thence North 00 degrees 14 minutes 09 seconds West, along said west line, 396.00 feet; thence South 89 degrees 46 minutes 23 seconds East, 483.02 feet to the west line of the Southeast Quarter of the Southwest Quarter; thence South 89 degrees 46 minutes 23 seconds East, 330.11 feet; thence North 00 degrees 14 minutes 09 seconds West, 19.00 feet; thence South 89 degrees 46 minutes 23 seconds East, 450.00 feet; thence South 00 degrees 14 minutes 09 seconds East, 415.00 feet to the south line of the Southwest Quarter of said Section 7; thence South 89 degrees 46 minutes 23 seconds East, along said south line, 531.78 feet to the southwest corner of the Southeast Quarter of said Section 7; thence South 89 degrees 44 minutes 40 seconds East, along the south line thereof, 370.00 feet; thence North 00 degrees 26 minutes 47 seconds West, 408.03 feet; thence South 89 degrees 44 minutes 40 seconds East, 400.00 feet; thence South 00 degrees 15 minutes 20 seconds West, 110.00 feet; thence North 89 degrees 44 minutes 40 seconds West, 30.00 feet; thence South 00 degrees 15 minutes 20 seconds West, 298.00 feet to the south line of said Southeast Quarter; thence South 89 degrees 44 minutes 40 seconds East along said south line, 1233.00 feet to the point of beginning.

Excepting there from the following described property.

Commencing at the southwest corner of the Southeast Quarter of said Section 7; thence North 00 degrees 20 minutes 24 seconds West, assumed bearing, along the west line of said Southeast Quarter, 568.84 feet for the point of beginning; thence South 90 degrees 00 minutes 00 seconds West, 504.16 feet; thence North 00 degrees 00 minutes 00 seconds East, 553.42 feet; thence North 90 degrees 00 minutes 00 seconds East, 841.27 feet; thence southerly 219.71 feet along a non-tangential curve, concave easterly, central angle of 19 degrees 31 minutes 03 seconds, radius of 645.00 feet and the chord of said curve bears South 09 degrees 45 minutes 31 seconds West, 218.65 feet; thence South 00 degrees 00 minutes 00 seconds East, tangent to said curve, 337.93 feet; thence South 90 degrees 00 minutes 00 seconds West, 300.04 feet to the point of beginning.

TOGETHER with Lot 1, Block 2, HARVESTVIEW FIRST REPLAT, Rochester, Minnesota.

Containing 163.90 acres more or less.

Section 2. Subdivisions 3, 4 and 5 of Section 64Q .230 of the Rochester Code of Ordinances is hereby amended and reenacted to read as follows:

Subd. 3. Urban Residential District (URD). The following regulations apply within the area identified as "Urban Residential District " on the Harvestview II General Development Plan. The URD consists of three land uses: "Townhomes", "Rowhouse-Style Townhomes" and "Multi-Family". Residential uses shall include rowhouse style townhomes, townhomes, multi-family buildings (apartments or condos) units, and senior housing.

A. Townhomes

(1) The "Townhome" area shall conform to R-2 zoning with the following modifications:

- (a) Fifteen-foot front yard setback. A minimum of 50% of the house shall be built to the front setback. Covered porches and garage sidewalks may be counted. Garages shall be setback a minimum of 20', unless side loaded, then the minimum setback is 15'.
- (b) Five-foot minimum side yard setback.
- (c) Side street yard setback shall be 11'-0".
- (d) Front yard setback on private streets shall be measured from face of curb for both "access roadways" and "limited access roadways."
- (e) Class "A" exposure setback shall be 20'.
- (f) Lots without alleys or rear-loaded garages, driveway curb cuts will be no greater than 12' width for a 2 car garage and 16' width for a 3 car garage.
- (g) Lots that have an alley will not be permitted a curb cut to the public street in their front or side yard.
- (h) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
- (i) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.



B. Rowhouse Style Townhomes

- (1) The "Rowhouse Style Townhomes" shall conform to R-3 zoning with the following modifications:
  - (a) Front yard setbacks shall be 15'. A minimum of 50% of the buildings shall be built to the front setback.
  - (b) Private patios, enclosed with fence/columns are allowed in the front yard setback.
  - (c) Side street yard setback shall be 12'-0".
  - (d) Class "A" exposure setback shall be 20'.
  - (e) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
  - (f) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree species that shall be a minimum of 1" caliper spaced approximately 15' on center.

C. Multi-Family

- (1) The "Multi-Family" area shall conform to R-3 zoning with the following modifications:
  - (a) Front yard setback shall be 15'-0". A minimum of 50% of the buildings shall be built to the front setback. Steps, eaves, decks, and fence hedges for courtyards are permitted to encroach within the setback.
  - (b) Rear yard setback shall be 20'-0" minimum.
  - (c) Side yard setback shall be 10'-0" minimum.
  - (d) Side street yard setback shall be 12'-0'.
  - (e) Maximum of five stories.
  - (f) Street trees of a minimum 1-1/2" caliper size are required at approximate 35' intervals in all grass boulevard areas of public streets.
  - (g) Trees and landscaping (shrubs, perennials, groundcover or turf) are required in all street median islands. Median street trees shall be a minimum of 1-1/2" caliper spaced approximately 35' on center or ornamental tree

species that shall be a minimum of 1" caliper spaced approximately 16" on center.

Subd. 4. Town Center District. The "Town Center" permitted uses and appearance control standards shall comply with Section 62.310 for the B-1 Zoning District, unless regulated in this Special District.

- A. Site Development Plan and Site Plan Review: A site development plan for uses in the Town Center shall be prepared and submitted for review in accordance with the standard requirements of the existing Zoning Ordinance and Land Development Manual for the City of Rochester. The City Planning Commission will conduct a site plan review without a public hearing for uses within the Town Center to determine whether the plans are consistent with the overall architectural standards and character of this Special District. Proposed uses in the Town Center shall be reviewed in terms of the extent to which they comply with standards of this district established for architecture, signage, parking and landscaping.
- B. Except for drive-in facilities, convenience retail (with fuel sales) and medical facilities, a minimum of 50% of the building's front façade shall be within 11 feet of the street right of way. Where necessary to accommodate spread footings and overhangs, the building setback may be increased only to the extent necessary.
- C. Convenience, retail and drinking and entertainment uses shall be exempt from the hours of operation requirements of the B-1 Zoning District.
- D. Stacking requirements for drive-in facilities shall be reduced to five in-bound and one out-bound space per lane.
- E. Parking shall be on the side or to the rear of the retail uses. Besides on-street parking, no parking in front of the retail uses shall be allowed. On street parking in front or on the side of the lot shall count toward fulfilling the parking requirements.
- F. Except for restaurants, drive-in facilities and convenience retail (with fuel sales), a minimum two-story façade is required.

- G. Office, personal service, and residential uses are also allowed on the upper levels. One off-street parking stall per residential unit is required and must be reserved.
- H. Underground parking and parking structures (maximum five stories) shall be allowed.
- I. Permitted uses shall include the following:
  - (1) All Type I uses permitted in the B-1 District with the exception of the following uses:
    - (a) Manufactured Home Park
    - (b) Sales & Storage Lots
    - (c) Parking Facility (as a principle use)
    - (d) Sand or Gravel Excavation
    - (e) Auto Center
    - (f) Trade Shops
    - (g) Use of Storage Containers
  - (2) Additional uses permitted in the Town Center shall be as follows:
    - (a) Residential – condos, and/or apartments at grade, or above retail/commercial.
    - (b) Congregate Housing.
    - (c) Convenience Stores.
    - (d) Day Care facilities.
    - (e) Drinking and Entertainment.
    - (f) Bed and Breakfast.
    - (g) Car washes accessory to a convenience retail use or automotive maintenance service.
    - (h) Veterinary Services.
    - (i) Emergency Services.
    - (j) Temporary uses – art fairs, farmer's market, flea markets, neighborhood gatherings.
- J. Limitation on permitted uses:
  - (1) Not more than one convenience retail use that includes sales of automotive fuels may be permitted in each Town Center District.
  - (2) With the exception of transient accommodations (hotels), grocery stores and medical facilities, individual businesses shall not exceed 20,000 square of floor area on the ground floor.

K. Lot Development Standards

- (1) Facilities for refuse disposal and recycling shall be enclosed by solid fence or walls, and landscaping shall be installed around the perimeter (except in underground parking).
- (2) Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
- (3) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including areas within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not impaired.
- (4) Bicycle-locking stands are required in each Town Center area. One stand, which holds a minimum of six bicycles, shall be provided for every 20,000 square feet of gross leaseable space. These stands must harmonize with the architectural of the retail area.
- (5) Street trees are required along the public streets of all mixed-use buildings at a minimum spacing of 35' on center. These trees shall be planted in tree grates or planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".
- (6) Over-story trees will be required along all private streets and the rear of the buildings (facing parking lot) at a minimum spacing of 40' intervals. These trees shall be planted in open turf areas or in planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".

L. Parking

- (1) Parking requirements for the Town Center District, shall use business center parking standards of the Rochester Zoning Ordinance and Land Development Manual only when the building has multiple uses in it or there are multiple buildings using one parking lot. Otherwise, parking requirements for the use as listed in the B-1 zoning district apply.
- (2) In commercial or office uses, which have shop fronts adjacent to sidewalks and streets, on-street parking directly in front of the lot shall count toward fulfilling the parking requirement.
- (3) Parking lot screening:
  - (a) All parking areas containing more than six spaces (if not screened by the building from public roads and not including angle or perpendicular parking adjacent to public or private roads) must be screened with a hedgerow, or a 36" high berm, or a low wall (42" minimum height). These landscaped areas must be a minimum of 3'-0" wide. Where angle or perpendicular parking is adjacent to these areas, then the minimum width shall be 5'-0". Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'-0".
  - (b) Parking lots for apartments/multi-family units will not be required to be screened with a hedgerow. A landscaped area of trees and shrubs shall be provided to draw attention away from the parking area.
- (4) Parking Lot Landscaping:
  - (a) Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).

- (b) Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation. Planting areas must be distributed throughout the parking areas. They must have a minimum width of at least eight feet and be at least 100 square feet in area.
- (c) Each 100 square feet of required landscape area must contain at least one canopy tree or two understory trees (minimum size for canopy trees in 1-1/2" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.

M. Signs

- (1) Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on sidewalks and vehicles on streets. The following sign types satisfy these requirements:
  - (a) Pedestrian-oriented blade and window signs.
  - (b) Marquee signs and signs on over-head weather protection.
  - (c) Appropriately sized neon signs.
- (2) Type B sign standards shall be used with the following modifications:
  - (a) Free standing sign – maximum height 15'.
  - (b) Projecting sign – maximum area – 20 square feet, maximum height – 12 feet.
  - (c) Graphics sign – maximum area of 10% of wall.
  - (d) Auxiliary sign – maximum height – 6'.

- (e) Advertising signs (billboards) will be prohibited.
- (f) All wall signage should be uniform in size.

N. Architectural Standards.

(1) Standards for all uses:

- (a) Floor Area Ratio (F.A.R.) of 1.0 shall be allowed with a maximum building height of five stories with a landscape area of 20%.
- (b) Each building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
- (c) Mechanical equipment, electrical and communication transformers, cabinets and service areas shall be located out of public view where feasible or screened from public view with fences, walls or landscaping.
- (d) Dwellings and parking shall not occupy more than five floors above ground of any structure.

(2) Standards for Convenience Retail Uses

- (a) Convenience retail uses shall locate automotive fuel service and drive-in service areas away from residences and toward the perimeter streets on the General Development Plan (60<sup>th</sup> Avenue NW and 55<sup>th</sup> Street NW).
- (b) Light from lighting fixtures and signage, and sound from sound-producing equipment shall be deflected away from residences. Music from sound producing equipment shall be prohibited on the exterior of the building.
- (c) Foundation landscaping (4' minimum planting bed width) and windows shall be provided along all building sides that are open to view from public streets.
- (d) Perimeter landscaping at least five feet in depth shall be provided along public and

private roads between sidewalks and driveway or parking areas. Landscape berming is strongly encouraged.

- (e) Pedestrians must be able to safely access the building from public sidewalks on visually prominent crosswalks within drive areas to the building's front door.
- (3) Standards for Other Uses: Uses shall meet the intent of similar character represented in Exhibit "F" and shall be reviewed in accordance with the standards of this special district in addition to the following standards:
- (a) All sides of the building façade shall be designed to provide architectural and visual interest.
    - (1) A minimum of 50% of the building along a street right of way at ground level must be clear or lightly tinted windows, doors, or other treatment that are sufficiently transparent to provide pedestrian views into the building.
    - (2) Awnings, covered walkway, open colonnades, or similar weather protection must be provided by at least 50% of the commercial (retail & service) uses that front the right of way.
    - (3) Doorways, windows and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and movement, and to encourage interest at the street level.
    - (4) Except for drive-in-facilities, a minimum two-story façade is required.
    - (5) Exterior materials shall include brick, architecturally treated concrete, stone, tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials.
    - (6) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas



shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including area within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not permitted.

Subd. 5. Mixed Use District:

- A. The "Mixed Use District" permitted uses and appearance control standards shall comply with Section 62.330 for the B-5 Zoning District, unless regulated in this Special District.
- B. Site Development Plan and Site Plan Review: A site development plan for uses in the Mixed Use District shall be prepared and submitted for review in accordance with the standard requirements of the existing Zoning Ordinance and Land Development Manual for the City of Rochester. The City Planning Commission will conduct a site plan review without a public hearing for uses within the Mixed Use District to determine whether the plans are consistent with the overall architectural standards and character of this Special District. Proposed uses in the Mixed Use District shall be reviewed in terms of the extent to which they comply with standards of this district established for architecture, signage, parking and landscaping.
- C. A minimum of 50% of the building's front façade shall be within 11 feet of the street right of way. Where necessary to accommodate spread footings and overhangs, the building setback may be increased only to the extent necessary.
- D. Parking shall be on the side or to the rear of the uses. Besides on-street parking, no off-street parking in front of the uses shall be allowed. On street parking in front or on the side of the lot shall count toward fulfilling the parking requirements.

- E. Except for restaurants, a minimum two-story façade is required.
- F. Office and residential uses are also allowed on the upper levels. One off-street parking stall per residential unit is required and must be reserved.
- G. Underground parking and parking structures (maximum five stories) shall be allowed.
- H. Maximum size for a restaurant use is 6,000 square feet.
- I. Alcohol sales are permitted.
- J. The height allowed for a two-story building shall be 35 feet.
- K. Lot Development Standards
  - (1) Facilities for refuse disposal and recycling shall be enclosed by solid fence or walls, and landscaping shall be installed around the perimeter (except in underground parking).
  - (2) Utility boxes and water backflow prevention devices shall be located so they are visually unobtrusive and screened with landscaping as allowed.
  - (3) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including areas within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not impaired.
  - (4) Street trees are required along the public streets of all mixed-use buildings at a minimum

spacing of 35' on center. These trees shall be planted in tree grates or planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".

- (5) Over-story trees will be required along all private streets and the rear of the buildings (facing parking lot) at a minimum spacing of 40' intervals. These trees shall be planted in open turf areas or in planting beds with a minimum size of 30 square feet and a minimum dimension of 5'-0".

L. Parking requirements for the Mixed Use District shall use standards of the Rochester Zoning Ordinance and Land Development Manual for the use as listed in the B-5 zoning district standards.

(1) Parking lot screening:

- (a) All parking areas containing more than six spaces (if not screened by the building from public roads and not including angle or perpendicular parking adjacent to public or private roads) must be screened with a hedgerow, or a 36" high berm, or a low wall (42" minimum height). These landscaped areas must be a minimum of 3'-0" wide. Where angle or perpendicular parking is adjacent to these areas, then the minimum width shall be 5'-0". Hedgerows shall be planted at a maximum of 4'-0" on center and shall reach a minimum height of 36" and a maximum height of 6'-0".

(2) Parking Lot Landscaping:

- (a) Parking areas containing more than 15 spaces and containing more than two contiguous or parallel rows of parking shall have internal landscaping within the parking area equal to at least five percent of paved area of the lot (including drive aisles plus driveways).

- (b) Paved areas do not include sidewalks, patios, or other paved areas not associated with vehicle parking or circulation. Planting areas must be distributed throughout the parking areas. They must have a minimum width of at least eight feet and be at least 100 square feet in area.
- (c) Each 100 square feet of required landscape area must contain at least one canopy tree or two understory trees (minimum size for canopy trees in 1-1/2" caliper and minimum size for understory tree is one inch caliper). The landscape islands shall not be used for snow storage and any planting must be maintained in a healthy condition and appearance. These areas may contain external standard lighting fixtures.

M. Signs

- (1) Signs should add interest to the street level environment. They can only unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signage shall be appropriate for the scale, character and use of the project and surrounding area. Signs should be oriented and scaled for both pedestrians on sidewalks and vehicles on streets. The following sign types satisfy these requirements:
  - (a) Pedestrian-oriented blade and window signs.
  - (b) Marquee signs and signs on over-head weather protection.
  - (c) Appropriately sized neon signs.
- (2) Type A sign standards shall be used with the following modification:
  - (a) Signs can be internally lit.

N. Architectural Standards.

(1) Standards for all uses:

- (a) Each building shall avoid long, monotonous-uninterrupted walls or roof planes. The façade of a building should be divided into distinct modules, no longer than 150 feet.
- (b) Mechanical equipment, electrical and communication transformers, cabinets and service areas shall be located out of public view where feasible or screened from public view with fences, walls or landscaping.
- (c) Dwellings and parking shall not occupy more than five floors above ground of any structure.
- (d) All sides of the building façade shall be designed to provide architectural and visual interest.

(1) A minimum of 50% of the building along a street right of way at ground level must be clear or lightly tinted windows, doors, or other treatment that are sufficiently transparent to provide pedestrian views into the building.

(2) Awnings, covered walkway, open colonnades, or similar weather protection must be provided by at least 25% of the commercial (retail & service) uses that front the right of way.

(3) Doorways, windows and other openings in the façade of a building shall be proportioned to reflect pedestrian scale and

movement, and to encourage interest at the street level.

- (4) Exterior materials shall include brick, architecturally treated concrete, stone, tile, stucco, stucco-like panels and other cultured stone, and similar high quality architectural materials.
- (5) Buildings shall be oriented to face the street with entrances and display windows at the street level. Extended awnings, canopies or large umbrellas shall be permitted and located to provide shade. A revocable permit will be required by the City whenever a canopy or awning extends into the public right of way. Restaurants shall be permitted to operate outdoor cafes on sidewalks, including area within the public right of way and in courtyards provided that pedestrian circulation and access to store entrances are not permitted.

Section 3. . This Ordinance shall become effective on and after the date of its publication.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF  
ROCHESTER, MINNESOTA, THIS 5th DAY OF JUNE, 2006.

ATTEST: Tadley K. Spencer  
CITY CLERK

Thomas L. Hanson  
PRESIDENT OF SAID COMMON COUNCIL

APPROVED THIS 6th DAY OF JUNE, 2006.

Severin F. Brade  
MAYOR OF SAID CITY

(Seal of the City of  
Rochester, Minnesota)

Ord05/64Q.100 et seq

ORDINANCE NO. 3901

AN ORDINANCE AMENDING AND REENACTING SECTION 64Q.400 OF THE ROCHESTER CODE OF ORDINANCES, RELATING TO THE EXHIBITS FOR THE HARVESTVIEW II SPECIAL DISTRICT.

THE COMMON COUNCIL OF THE CITY OF ROCHESTER DO ORDAIN:

Section 1. Section 64Q.400 of the Rochester Code of Ordinances is hereby amended and reenacted to read as follows:

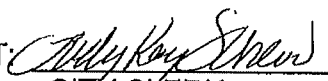
64Q.400 **EXHIBITS**

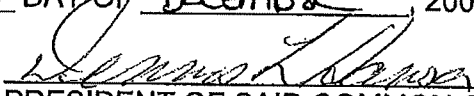
The following documents shall be submitted with the Special District application and included as exhibits of this Ordinance:

- A. Harvestview II General Development Plan, Exhibit A.
- B. Special District Boundary Plan, Exhibit B
- C. Land Use Plan, Exhibit C.
- D. Neighborhood Street Standards, Exhibit D.
- E. Neighborhood Street Sections, Exhibit E
- F. Character Intent Images, Exhibit F.
- G. Preliminary Storm Water Management Plan, Exhibit G

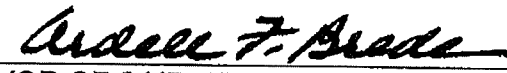
Section 2. This Ordinance shall become effective on and after the date of its publication.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF  
ROCHESTER, MINNESOTA, THIS 15<sup>th</sup> DAY OF DECEMBER, 2008.

ATTEST:   
CITY CLERK

  
PRESIDENT OF SAID COMMON COUNCIL

APPROVED THIS 16<sup>th</sup> DAY OF DECEMBER, 2008.

  
MAYOR OF SAID CITY

(Seal of the City of  
Rochester, Minnesota)  
Ord05/64Q.400





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PLANNING DEPARTMENT

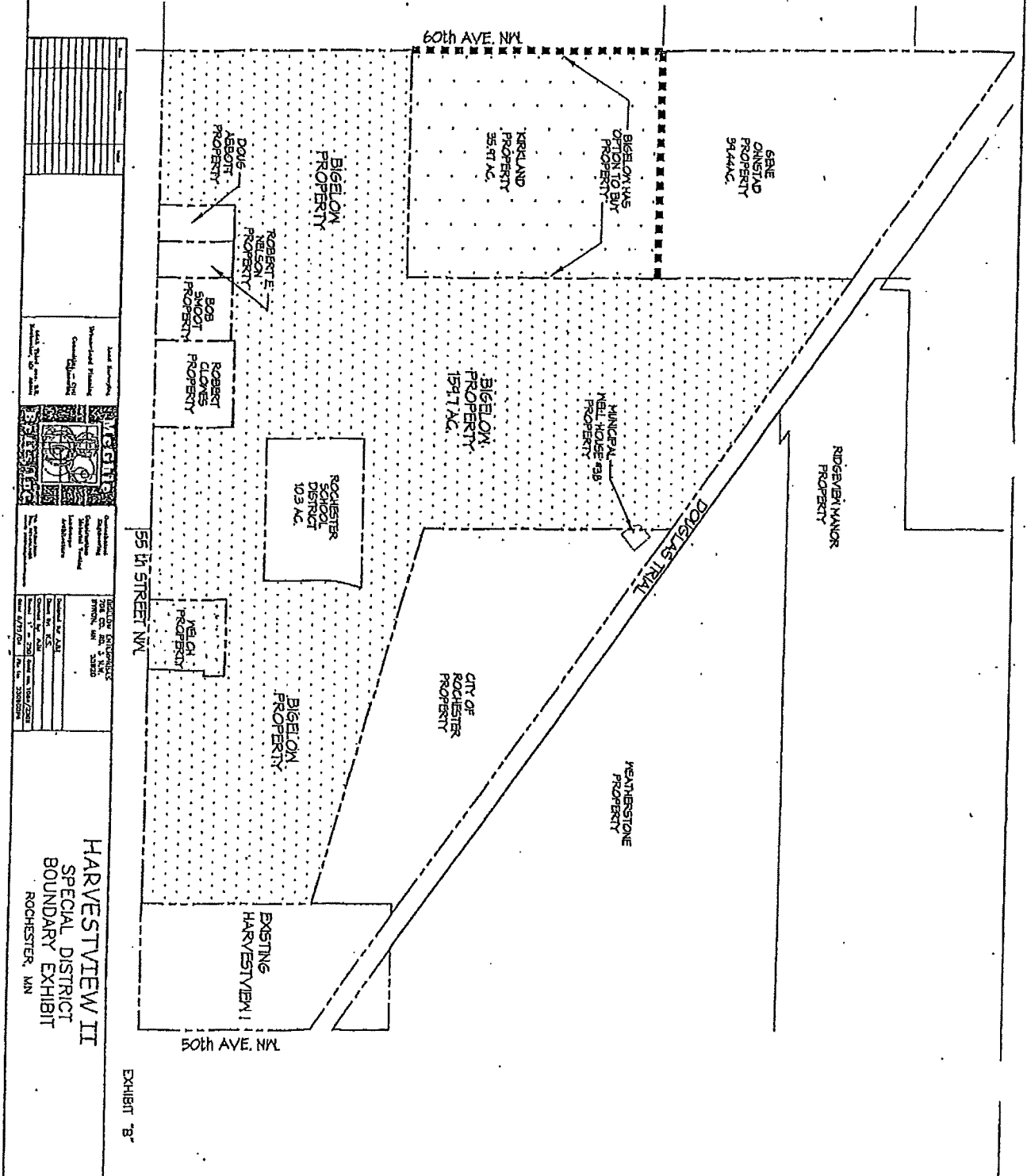
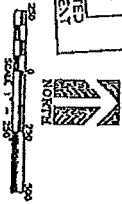
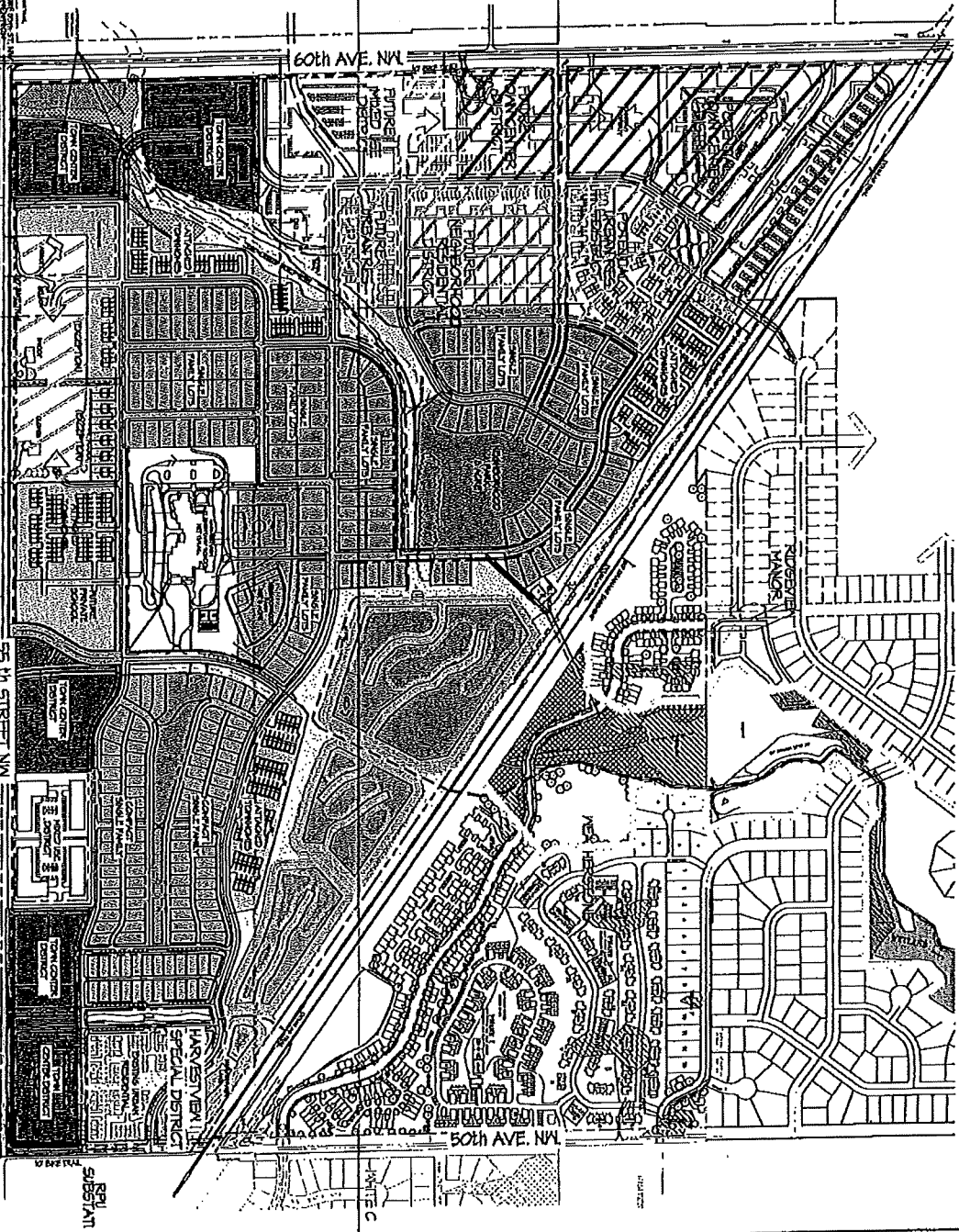
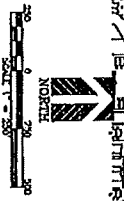


EXHIBIT "B"

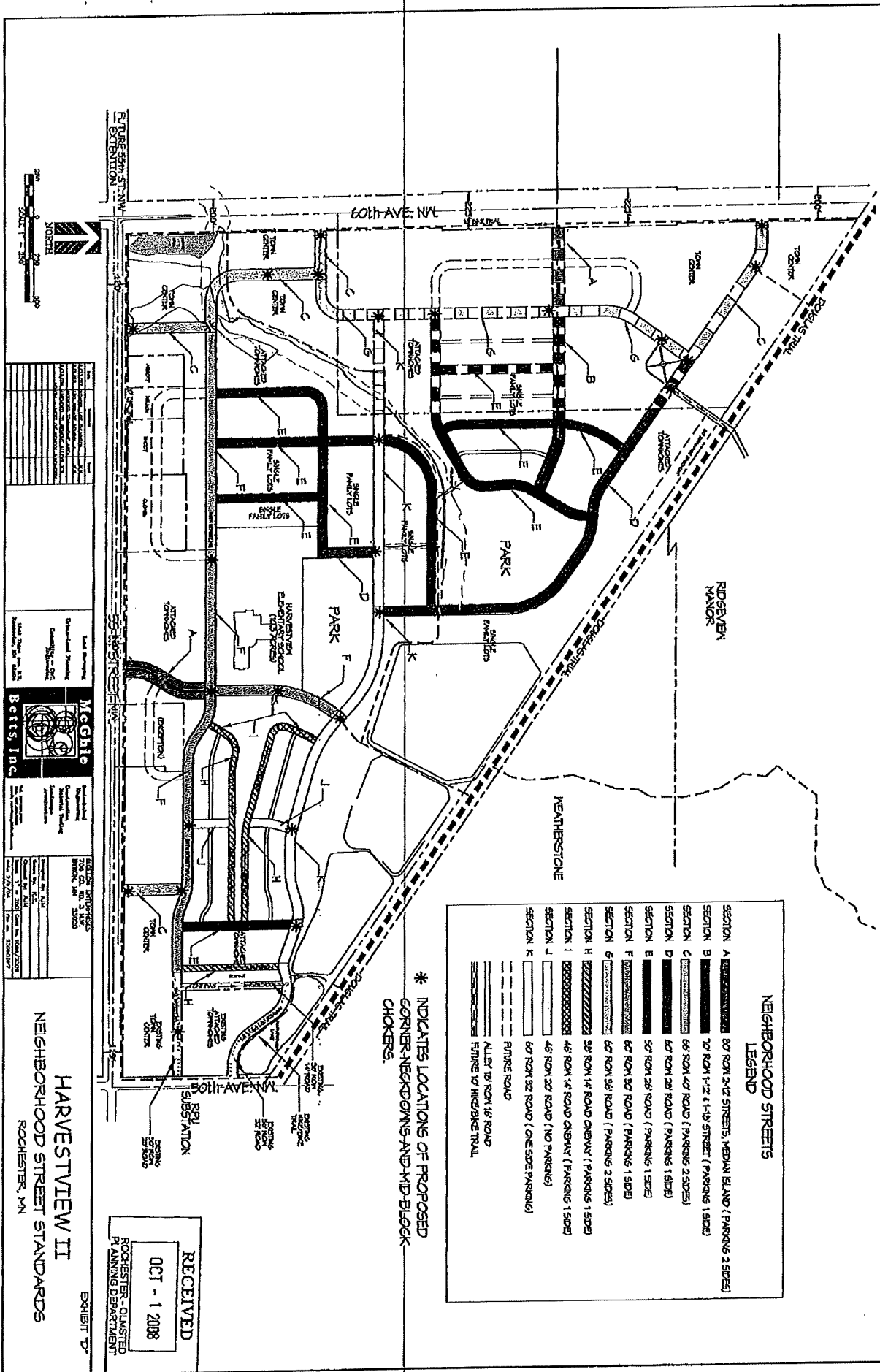
| LAND USE                          |             |
|-----------------------------------|-------------|
| LEGEND                            |             |
| NEIGHBORHOOD RESIDENTIAL DISTRICT | 26,125 AC.  |
| TOWN CENTER DISTRICT              | 27,151 AC.  |
| URBAN RESIDENTIAL DISTRICT        | 36,125 AC.  |
| MIXED USE DISTRICT                | 729 AC.     |
| OPEN SPACES                       | 14,024 AC.  |
| PRIVATE OPEN SPACES               | 10,125 AC.  |
| DIAGONAL CORRIDOR                 | 26,125 AC.  |
| CITY PARKS                        | 414 AC.     |
| STREET PARKS                      | 1,051 AC.   |
| TOTAL                             | 160,771 AC. |

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PLANNING DEPARTMENT



|                                                                                                                                                                  |                                                                                                                              |                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PROJECT: HARVESTVIEW II<br>LOCATION: HARVESTVIEW II<br>SCALE: 1" = 200'<br>DATE: OCT 1, 2008<br>DRAWN BY: [blank]<br>CHECKED BY: [blank]<br>APPROVED BY: [blank] | <b>McGraw Hill</b><br>Planning & Design<br>1221 17th Street, N.W.<br>Atlanta, GA 30339<br>404.525.8800<br>www.mcgrawhill.com | 60th Ave. N.W.<br>55th Street N.W.<br>50th Ave. N.W.<br>45th Ave. N.W.<br>40th Ave. N.W.<br>35th Ave. N.W.<br>30th Ave. N.W.<br>25th Ave. N.W.<br>20th Ave. N.W.<br>15th Ave. N.W.<br>10th Ave. N.W.<br>5th Ave. N.W.<br>1st Ave. N.W. |
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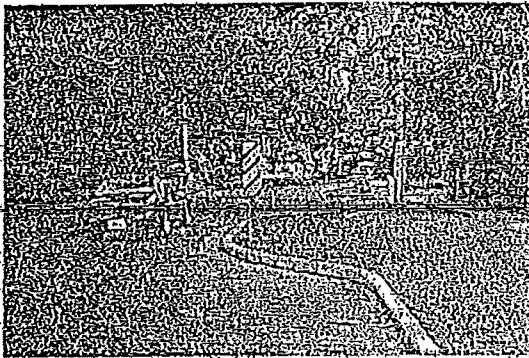
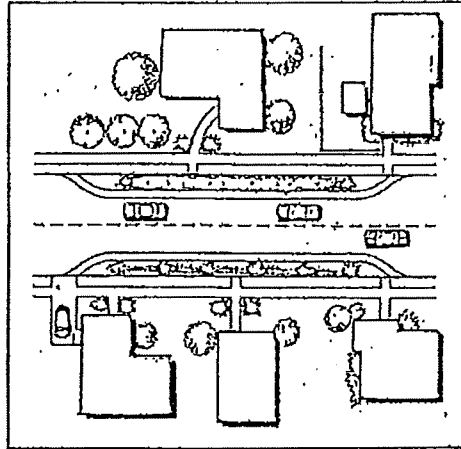
HARVESTVIEW II  
LAND USE EXHIBIT  
ROCHESTER, MN



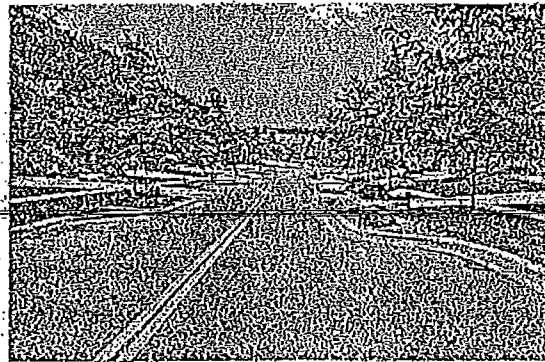


## CHOKERS

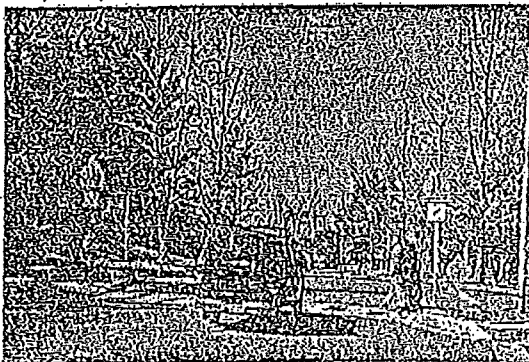
(pinch points, midblock narrowings, midblock yield points, constrictions)



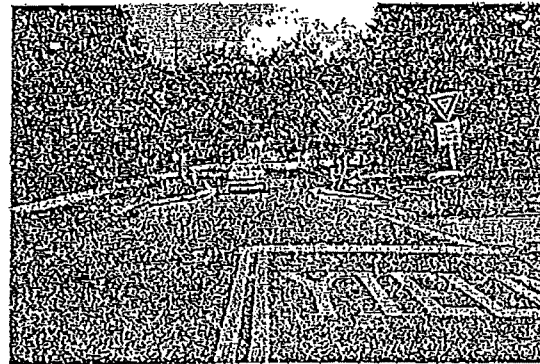
Winter Park, FL



Montgomery County, MD



Howard County, MD



Sarasota, FL

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ROCHESTER - OLMSTED  
PLANNING DEPARTMENT

## ORDINANCE NO. 2021-03

### AN ORDINANCE AMENDING PLAINVIEW CITY CODE, ADDING SECTION 611.7 RELATING TO THE CREATION OF SPECIAL DISTRICTS

**THE CITY COUNCIL OF THE CITY OF PLAINVIEW DOES ORDAIN** (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. Plainview City Code, Section 611.7 is hereby created, to read as follows:

**611.7 Special Districts.** In order to permit a more flexible means of new land development and redevelopment, the City Plainview finds that regulations are necessary to permit the creation of Special Districts. Such Regulations shall promote the public health, safety and general welfare and shall be substantially in accord with and promote the purpose and policies of the Comprehensive Plan

**611.7.1 Purposes.** The purpose of Special Districts is to establish modifications to or to supplement existing zoning regulations to accomplish a special public purpose that is supported by the goals and Policies of the Comprehensive Plan, including land uses as found in the future land use plan. Specifically, these purposes and conditions supporting the establishment of a Special District are:

1. Areas may exist where there is a desire and need to establish regulatory authority or the administration of land use control at the city level of government.
2. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

**611.7.2 Conditions.** Application Additionally, to ensure new development constructed under this provision is of high-quality construction, complimentary to existing neighborhood and City character, and compliant with the goals, policies, and future land use map in the Comprehensive Plan, the following conditions must be met by developments proposed under this provision:

1. Provide for the establishment of Special Districts in appropriate settings and situations, to create or maintain a development pattern that complies with the City's Comprehensive Plan.
2. Areas may exist where substantial public interests require that existing regulations be modified or supplemented to accomplish a special purpose.

3. Provide for variations to the strict application of the land use regulations in this Ordinance to improve site design and operation, while incorporating design elements (e.g., construction materials, landscaping, lighting, etc.) that exceed the City's standards to offset the effect of any variations.
4. Provide a more creative and efficient approach to land use within the City, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the City.
5. Preserve and enhance natural features and open spaces for public and private use.
6. Maintain or improve the efficiency of public streets and utilities.
7. Ensure the establishment of appropriate transitions between differing land uses.

**611.7.3 Overlay District.** The effect of a Special District designation shall be to establish land use regulations within a specific described area, which are unique to that area, and which are adopted by the City of Plainview. The effect of a special district designation shall be as an overlay district.

**611.7.4 Underlying Zoning District Regulations.** The regulations established in special legislation shall supersede the regulations of the underlying zoning district and other performance standards, when applicable. To the extent they are not inconsistent with the special district regulations, the underlying zoning district requirements and other typical performance standards shall remain in effect.

**611.7.5 Procedures for Establishment.** A Special District designation shall be established by ordinance in accordance with the following procedure:

1. A Special District application may be submitted by a petition of a landowner, Planning Commission, or City Council.
2. A landowner must have a pre-application meeting with the City's planner, engineer, and other impacted departments, utilities, and jurisdictions prior to submittal.
3. The Planning Commission or City Council shall conduct one public hearing on the Special District application pursuant to Minn. Stat. § 462.357, subd. 3, as may be amended from time to time.
4. Notifications for Special Districts shall be sent to all owners within the area proposed for rezoning and all owners owning land wholly or partially within 350 feet of the exterior boundaries of the area proposed for rezoning.
5. The proposal must be submitted at least 30 days prior to the public hearing.



6. Either before or after the public hearing required under this section, the Planning Commission shall deliver a written report or resolution recommending to the City Council approval or denial of the Special District application. The report or resolution shall make factual findings relevant to the criteria under Sections 611.7.1 and 611.7.2 of this ordinance.
7. The Council shall adopt findings and act upon any application under this section within 60 days from when the City receives a completed application unless an extension is granted by written notice to the applicant.

**611.7.6 Application Criteria.** petition for establishment of a Special District shall be accompanied by:

1. Two (2) copies of the proposed ordinance language
2. A summary letter or booklet of the intent and effect of the proposed special district, with any information required by the City's planner or engineer.
3. A scaled and clear concept plan showing the exterior of buildings proposed in the development that will not strictly limit future development.
4. A list of proposed permitted and conditional land uses in the proposed special district.
5. Information on the density and intensity of residential units, retail, office, and other land uses.
6. Information regarding parkland dedication or fees in-lieu when this provision is used in conjunction with the subdivision ordinance.
7. Information regarding proposed performance standards as determined by the City Planer or City Engineer, which shall include, but not be limited to, landscaping, buffering, parking, exterior building design, lighting, and drainage.
8. A map indicating the boundary of the district and the boundary of the underlying zoning districts.
9. An application fee as required by ordinance shall accompany the petition.

SECTION 2. That this ordinance shall take effect from and after its passage and publication.

Passed by the City Council of the City of Plainview, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Aaron Luckstein, Mayor

Attest:

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Carol Kujath, City Clerk

VOTE:     \_\_\_ LUCKSTEIN \_\_\_ KIEFFER \_\_\_ REEVE \_\_\_ JACOBS  
          \_\_\_ HAMMER-BARTLEY

*Published:*

Date: \_\_\_\_\_

## **NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City of Plainview City Council will conduct a public hearing on July 13, 2021 at 6:00 p.m. in the Church of Christ which is located at 205 1st Street NE in the city of Plainview, MN.

The purpose of this public hearing is to consider an amendment to city ordinances to allow Special Districts. Special Districts will be used to permit mixed-use and higher-density residential development where appropriate and when consistent with the comprehensive plan.

Any comments on this matter can be made at the public hearing or can be forwarded, in writing, to the City Clerk, prior to the hearing. The draft language for this ordinance will be available for review at City Hall.

**CITY OF PLAINVIEW PLANNING COMMISSION**  
**JULY 6, 2021**  
**MEETING MINUTES**

The July 6, 2021 meeting for the Plainview Planning Commission was called to order at 6:00 PM by City Administrator David Todd.

Members present: Ben Jacobs, Roger Durgin, Jim Walkes and Holly Reeve.

Members absent: Ann Liebenow-Anttila.

Staff members present: City Administrator David Todd, City Clerk Carol Kujath, Deputy City Clerk Kayla Hall, Public Works Director Shane Loftus.

Guests in attendance: Jane Kansier with Bolton and Menk Engineering, Kenneth Bush with WSE Massey, and Bill Tointon with WSE Massey.

Motion by Walkes, second by Jacobs to approve the agenda. Motion carried.

Motion by Jacobs, second by Walkes to approve the Consent Agenda. Durgin had questions about the draft minutes. Questions were answered. Reeve asked about the procedure/process of the meeting. Todd answered Reeve's questions. The June 1, 2021 minutes were approved 3-1 without any corrections or amendments.

Aye: Jacobs, Reeve, Walkes

Nay: Durgin

Motion carried.

Amendment to City Ordinances to Allow Special District Zoning:

Jane Kansier from Bolton & Menk gave a brief overview of what a Special District Zone does and does not do, and how it can benefit the City of Plainview.

City Administrator Todd asked for a motion to open the public hearing. Motion by Jacobs, second by Walkes to open the public hearing at 6:16 p.m. to hear testimony regarding the proposed Amendment to City Ordinances to allow Special District Zoning in the City of Plainview.

Bill Tointon – WSE Consultant Engineers and Planners – Is in full support of adding the Special District Zoning language to Plainview's City Code. This language would allow for a more flexible and predictable way for a development to occur. This master plan would show the City and citizens how a larger site would be developed. The Special District Zoning has been used in many different communities.

Kenneth Bush – Skyview Developments – WSE – Pleasant Acres does not meet the City's Comprehensive Plan. Private property rights are very important. Asking for Special District Zoning as the City Codes are not up to date with current development standards. Need to evaluate the community as a whole.

Motion by Jacobs, second by Walkes to close the public hearing. Motion carried.  
Public hearing closed at 6:20 pm.

Motion by Jacobs, second by Walkes to recommend the City Council approve the Amendment to City Ordinances to allow Special District Zoning in the City of Plainview.

Jacobs stated this is just a tool for anyone that is looking to develop, not a tool for every developer, and should not be used by every developer, however it is good to have options. It is still something that will need to be reviewed by Planning Commission and by City Council. But a good tool to have.

Aye: Jacobs, Walkes, and Reeve

Nay: Durgin

Motion carried 3-1.

Resignation: Tom Wiener was asked to step down from the Planning Commission due to conflict of interest. Tom Wiener gave his letter of resignation for the Planning Commission effective June 30, 2021. Tom indicated he just wants what's best for Plainview. Tom is willing to be on the Planning Commission in the future.

With this resignation there are now two (2) open seats on the Planning Commission.

*City Code 207.1: Membership. The City Planning Commission shall consist of seven (7) members. The City Council may select up to two (2) members of the Planning Commission from its own membership. The members shall be appointed and may be removed by the Council.*

Administrator Todd will serve as the Chair for the Planning Commission until the open seats are filled and a Chair can be appointed.

Appointment to Planning Commission: Holly Reeve has been appointed to the Planning Commission to replace the vacated seat of Adam Daschner.

Motion made by Jacobs to adjourn. Second by Walkes. Motion carried. 6:24 pm.

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Planning and Zoning Commissioner

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City Clerk

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Date

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Meeting: July 13, 2021

|                                                                                                                                       |                                     |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>AGENDA ITEM:</b> 2020 Street & Utility Improvements                                                                                | <b>AGENDA SECTION:</b> New Business |
| <b>PREPARED BY:</b> Brian Malm, Bolton & Menk                                                                                         | <b>AGENDA NO.</b> 8.C.              |
| <b>ATTACHMENTS:</b> Estimate No. 9                                                                                                    | <b>APPROVED BY:</b>                 |
| <b>RECOMMENDED ACTION:</b><br><b>Motion</b> to approve the Pay Estimate No.9 to Alcon Excavating, Inc. in the amount of \$280,845.97. |                                     |

### SUMMARY

See Memo from Brian Malm.



Real People. Real Solutions.

2900 43rd Street NW  
Suite 100  
Rochester, MN 55901

Ph: (507) 208-4332  
Fax: (507) 208-4155  
Bolton-Menk.com

July 7, 2021

Ross Badger  
Alcon Excavating, Inc.  
2258 Marion Road SE  
Rochester, MN 55904

RE: 2020 Street & Utility Improvements  
City of Plainview  
Project No.: H19.119930

Dear Mr. Badger:

Enclosed is Contractor's Estimate No. 9 in the amount of \$280,845.97.

This amount due includes a deduction for liquidated damages, according to the Contract, in the amount of \$10,650 for failure to meet completion dates as follows; 4 days for failure to meet substantial completion (4 days x \$2,100/day = \$8,400), and 9 days for failure to meet final completion (9 days x \$250/day = \$2,250).

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:  
  
34000096AD454F2...  
**Brian Malm, P.E.**  
City Engineer

Enclosures

cc: Carol Kujath, City Clerk, City of Plainview

|                                                                                  |  |                                                                                                                                            |  |                                                                     |  |
|----------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------|--|
| <b>CONTRACTOR'S PAY REQUEST</b><br><b>2020 STREET &amp; UTILITY IMPROVEMENTS</b> |  |  <b>BOLTON &amp; MENK</b><br>Real People. Real Solutions. |  | <b>DISTRIBUTION:</b><br>CONTRACTOR (1)<br>OWNER (1)<br>ENGINEER (1) |  |
| <b>CITY OF PLAINVIEW</b><br><b>BMI PROJECT NO. H19.119930</b>                    |  |                                                                                                                                            |  |                                                                     |  |
| TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS                                     |  | \$2,127,250.01                                                                                                                             |  |                                                                     |  |
| TOTAL, COMPLETED WORK TO DATE                                                    |  | \$1,958,833.32                                                                                                                             |  |                                                                     |  |
| TOTAL, STORED MATERIALS TO DATE                                                  |  | \$0.00                                                                                                                                     |  |                                                                     |  |
| DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED                            |  | \$0.00                                                                                                                                     |  |                                                                     |  |
| TOTAL, COMPLETED WORK & STORED MATERIALS                                         |  | \$1,958,833.32                                                                                                                             |  |                                                                     |  |
| RETAINED PERCENTAGE ( 1.9% )                                                     |  | \$37,657.33                                                                                                                                |  |                                                                     |  |
| TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS) - LIQUIDATED DAMAGES              |  | -\$10,650.00                                                                                                                               |  |                                                                     |  |
| NET AMOUNT DUE TO CONTRACTOR TO DATE                                             |  | \$1,910,525.99                                                                                                                             |  |                                                                     |  |
| TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES                                          |  | \$1,629,680.02                                                                                                                             |  |                                                                     |  |
| PAY CONTRACTOR AS ESTIMATE NO. <span style="color: red;">9</span>                |  | \$280,845.97                                                                                                                               |  |                                                                     |  |

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

**Contractor:** ALCON EXCAVATING, INC.  
 2258 MARION ROAD SE  
 ROCHESTER, MN 55904

By \_\_\_\_\_ Title \_\_\_\_\_  
Ross Badger

Date \_\_\_\_\_

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 2900 43RD STREET NW, STE 100, ROCHESTER, MN 55901

DocuSigned by:  
 By  \_\_\_\_\_, CONSULTING ENGINEER  
34000096AD454F2... Brian Malm, PE

Date July 8, 2021

APPROVED FOR PAYMENT:

OWNER:

By: \_\_\_\_\_ City Clerk \_\_\_\_\_ Date \_\_\_\_\_  
Carol Kujath



**Pay Request No.:****9****2020 STREET & UTILITY IMPROVEMENTS****CITY OF PLAINVIEW****BMI PROJECT NO. H19.119930****WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021**

| ITEM NO. | ITEM                                                     | UNIT PRICE   | AS BID             |                  | PREVIOUS ESTIMATE  |                  | COMPLETED TO DATE  |                  |           |       |              |
|----------|----------------------------------------------------------|--------------|--------------------|------------------|--------------------|------------------|--------------------|------------------|-----------|-------|--------------|
|          |                                                          |              | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT |           |       |              |
| 1        | MOBILIZATION                                             | \$266,189.60 | 1.00               | L S              | \$266,189.60       | 0.85             | L S                | \$226,261.16     | 1.00      | L S   | \$266,189.60 |
| 2        | CLEARING                                                 | \$303.00     | 26.00              | TREE             | \$7,878.00         | 32.00            | TREE               | \$9,696.00       | 32.00     | TREE  | \$9,696.00   |
| 3        | GRUBBING                                                 | \$76.00      | 26.00              | TREE             | \$1,976.00         | 6.00             | TREE               | \$456.00         | 32.00     | TREE  | \$2,432.00   |
| 4        | CLEARING                                                 | \$20.00      | 2.00               | SHRUB            | \$40.00            | 2.00             | SHRUB              | \$40.00          | 2.00      | SHRUB | \$40.00      |
| 5        | GRUBBING                                                 | \$11.00      | 2.00               | SHRUB            | \$22.00            | 2.00             | SHRUB              | \$22.00          | 2.00      | SHRUB | \$22.00      |
| 6        | SALVAGE MAIL BOX SUPPORT                                 | \$38.00      | 23.00              | EACH             | \$874.00           | 24.00            | EACH               | \$912.00         | 24.00     | EACH  | \$912.00     |
| 7        | SAWING BITUMINOUS PAVEMENT (FULL DEPTH)                  | \$1.78       | 1,118.00           | L F              | \$1,990.04         | 840.00           | L F                | \$1,495.20       | 1,084.00  | L F   | \$1,929.52   |
| 8        | SAWING CONCRETE PAVEMENT (FULL DEPTH)                    | \$4.80       | 826.00             | LF               | \$3,964.80         | 795.00           | LF                 | \$3,816.00       | 795.00    | LF    | \$3,816.00   |
| 9        | REMOVE CURB AND GUTTER                                   | \$5.70       | 5,121.00           | L F              | \$29,189.70        | 4,916.00         | L F                | \$28,021.20      | 5,104.00  | L F   | \$29,092.80  |
| 10       | REMOVE TWO-RAIL FENCE                                    | \$14.50      | 50.00              | L F              | \$725.00           | 50.00            | L F                | \$725.00         | 50.00     | L F   | \$725.00     |
| 11       | SALVAGE POST & ROPE FENCE                                | \$18.00      | 10.00              | L F              | \$180.00           | 10.00            | L F                | \$180.00         | 10.00     | L F   | \$180.00     |
| 12       | REMOVE CONCRETE DRIVEWAY PAVEMENT                        | \$5.25       | 1,196.00           | S Y              | \$6,279.00         | 1,243.00         | S Y                | \$6,525.75       | 1,243.00  | S Y   | \$6,525.75   |
| 13       | REMOVE BITUMINOUS DRIVEWAY PAVEMENT                      | \$3.60       | 57.00              | S Y              | \$205.20           | 50.00            | S Y                | \$180.00         | 50.00     | S Y   | \$180.00     |
| 14       | REMOVE BITUMINOUS PAVEMENT                               | \$2.22       | 10,674.00          | S Y              | \$23,696.28        | 11,396.00        | S Y                | \$25,299.12      | 11,396.00 | S Y   | \$25,299.12  |
| 15       | REMOVE CONCRETE WALK                                     | \$1.00       | 6,150.00           | S F              | \$6,150.00         | 6,110.00         | S F                | \$6,110.00       | 6,110.00  | S F   | \$6,110.00   |
| 16       | SALVAGE CONCRETE PAVERS                                  | \$2.50       | 275.00             | S F              | \$687.50           | 150.00           | S F                | \$375.00         | 150.00    | S F   | \$375.00     |
| 17       | GEOTEXTILE FABRIC TYPE 5                                 | \$1.06       | 9,549.00           | S Y              | \$10,121.94        | 9,477.00         | S Y                | \$10,045.62      | 9,477.00  | S Y   | \$10,045.62  |
| 18       | COMMON EXCAVATION (P)                                    | \$10.20      | 9,043.00           | C Y              | \$92,238.60        | 9,043.00         | C Y                | \$92,238.60      | 9,043.00  | C Y   | \$92,238.60  |
| 19       | SUBGRADE EXCAVATION (EV)                                 | \$12.30      | 845.00             | C Y              | \$10,393.50        | 167.00           | C Y                | \$2,054.10       | 167.00    | C Y   | \$2,054.10   |
| 20       | SELECT GRANULAR BORROW (CV) (P)                          | \$18.10      | 3,877.00           | C Y              | \$70,173.70        | 3,857.00         | C Y                | \$69,811.70      | 3,857.00  | C Y   | \$69,811.70  |
| 21       | STABILIZING AGGREGATE (CV)                               | \$15.30      | 845.00             | C Y              | \$12,928.50        | 298.00           | C Y                | \$4,559.40       | 298.00    | C Y   | \$4,559.40   |
| 22       | AGGREGATE SURFACING CLASS 2                              | \$18.00      | 256.00             | TON              | \$4,608.00         | 0.00             | TON                | \$0.00           | 0.00      | TON   | \$0.00       |
| 23       | STREET SWEEPER (WITH PICKUP BROOM)                       | \$125.00     | 32.00              | TON              | \$4,000.00         | 15.00            | TON                | \$1,875.00       | 15.00     | TON   | \$1,875.00   |
| 24       | EXPLORATORY EXCAVATION                                   | \$125.00     | 10.00              | TON              | \$1,250.00         | 2.00             | TON                | \$250.00         | 2.00      | TON   | \$250.00     |
| 25       | AGGREGATE BASE (CV) CLASS 5 (P)                          | \$22.45      | 2,875.00           | C Y              | \$64,543.75        | 2,663.00         | C Y                | \$59,784.35      | 2,663.00  | C Y   | \$59,784.35  |
| 26       | BITUMINOUS PATCH SPECIAL 1                               | \$44.00      | 758.00             | S Y              | \$33,352.00        | 593.00           | S Y                | \$26,092.00      | 706.00    | S Y   | \$31,064.00  |
| 27       | BITUMINOUS PATCH SPECIAL 2                               | \$30.00      | 73.00              | S Y              | \$2,190.00         | 0.00             | S Y                | \$0.00           | 42.00     | S Y   | \$1,260.00   |
| 28       | BITUMINOUS PATCH SPECIAL 3                               | \$40.00      | 143.00             | S Y              | \$5,720.00         | 127.00           | S Y                | \$5,080.00       | 127.00    | S Y   | \$5,080.00   |
| 29       | BITUMINOUS PATCH SPECIAL 4                               | \$40.00      | 257.00             | S Y              | \$10,280.00        | 180.00           | S Y                | \$7,200.00       | 180.00    | S Y   | \$7,200.00   |
| 30       | MILL BITUMINOUS SURFACE                                  | \$4.05       | 1,652.00           | S Y              | \$6,690.60         | 0.00             | S Y                | \$0.00           | 2,275.00  | S Y   | \$9,213.75   |
| 31       | BITUMINOUS MATERIAL FOR TACK COAT                        | \$0.01       | 503.00             | GAL              | \$5.03             | 0.00             | GAL                | \$0.00           | 1,025.00  | GAL   | \$10.25      |
| 32       | TYPE SP 9.5 WEARING COURSE MIXTURE (3;C) 1.5" THICK (P)  | \$8.00       | 10,049.00          | S Y              | \$80,392.00        | 0.00             | S Y                | \$0.00           | 10,946.00 | S Y   | \$87,568.00  |
| 33       | TYPE SP 9.5 WEARING COURSE MIXTURE (3;B) 2" THICK (P)    | \$11.64      | 1,723.00           | S Y              | \$20,055.72        | 0.00             | S Y                | \$0.00           | 2,275.00  | S Y   | \$26,481.00  |
| 34       | TYPE SP 12.5 WEARING COURSE MIXTURE (3;C) 2.5" THICK (P) | \$13.40      | 10,049.00          | S Y              | \$134,656.60       | 10,946.00        | S Y                | \$146,676.40     | 10,946.00 | S Y   | \$146,676.40 |
| 35       | 4" CONCRETE WALK                                         | \$4.55       | 6,164.00           | S F              | \$28,046.20        | 5,716.00         | S F                | \$26,007.80      | 5,716.00  | S F   | \$26,007.80  |
| 36       | 6" CONCRETE WALK                                         | \$6.45       | 346.00             | S F              | \$2,231.70         | 297.00           | S F                | \$1,915.65       | 346.00    | S F   | \$2,231.70   |
| 37       | CONCRETE CURB AND GUTTER DESIGN B618                     | \$13.40      | 4,959.00           | L F              | \$66,450.60        | 4,915.00         | L F                | \$65,861.00      | 4,970.00  | L F   | \$66,598.00  |
| 38       | CONCRETE CURB AND GUTTER DESIGN D418                     | \$30.35      | 44.00              | L F              | \$1,335.40         | 44.00            | L F                | \$1,335.40       | 44.00     | L F   | \$1,335.40   |
| 39       | 6" CONCRETE DRIVEWAY PAVEMENT                            | \$54.60      | 1,311.00           | S Y              | \$71,580.60        | 1,334.00         | S Y                | \$72,836.40      | 1,334.00  | S Y   | \$72,836.40  |
| 40       | 7" CONCRETE VALLEY GUTTER                                | \$68.75      | 107.00             | S Y              | \$7,356.25         | 0.00             | S Y                | \$0.00           | 104.00    | S Y   | \$7,150.00   |
| 41       | TRUNCATED DOMES                                          | \$52.60      | 96.00              | S F              | \$5,049.60         | 84.00            | S F                | \$4,418.40       | 84.00     | S F   | \$4,418.40   |
| 42       | REINSTALL CONCRETE PAVERS                                | \$10.50      | 275.00             | S F              | \$2,887.50         | 72.00            | S F                | \$756.00         | 72.00     | S F   | \$756.00     |
| 43       | REINSTALL POST & ROPE FENCE                              | \$57.82      | 10.00              | L F              | \$578.20           | 0.00             | L F                | \$0.00           | 10.00     | L F   | \$578.20     |
| 44       | INSTALL TWO-RAIL WOOD FENCE                              | \$23.12      | 50.00              | L F              | \$1,156.00         | 0.00             | L F                | \$0.00           | 0.00      | L F   | \$0.00       |
| 45       | INSTALL MAIL BOX SUPPORT                                 | \$100.00     | 23.00              | EACH             | \$2,300.00         | 24.00            | EACH               | \$2,400.00       | 24.00     | EACH  | \$2,400.00   |
| 46       | TEMPORARY MAIL BOX BANK                                  | \$900.00     | 1.00               | L S              | \$900.00           | 1.00             | L S                | \$900.00         | 1.00      | L S   | \$900.00     |
| 47       | TRAFFIC CONTROL                                          | \$6,575.00   | 1.00               | L S              | \$6,575.00         | 0.90             | L S                | \$5,917.50       | 1.00      | L S   | \$6,575.00   |
| 48       | STABILIZED CONSTRUCTION EXIT                             | \$1,323.00   | 1.00               | L S              | \$1,323.00         | 1.00             | L S                | \$1,323.00       | 1.00      | L S   | \$1,323.00   |
| 49       | EROSION CONTROL SUPERVISOR                               | \$1,445.00   | 1.00               | L S              | \$1,445.00         | 1.00             | L S                | \$1,445.00       | 1.00      | L S   | \$1,445.00   |
| 50       | AMENDED TOPSOIL BORROW (LV)                              | \$28.85      | 2,350.00           | C Y              | \$67,797.50        | 1,022.00         | C Y                | \$29,484.70      | 1,130.00  | C Y   | \$32,600.50  |

**Pay Request No.:****9****2020 STREET & UTILITY IMPROVEMENTS**

Real People. Real Solutions.

**CITY OF PLAINVIEW****BMI PROJECT NO. H19.119930****WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021**

| ITEM NO. | ITEM                                                   | UNIT PRICE | AS BID             |                  | PREVIOUS ESTIMATE  |                  | COMPLETED TO DATE  |                  |
|----------|--------------------------------------------------------|------------|--------------------|------------------|--------------------|------------------|--------------------|------------------|
|          |                                                        |            | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT |
| 51       | SEED, FERTILIZE, & HYDROMULCH                          | \$1.50     | 7,926.00 SY        | \$11,889.00      | 6,023.00 SY        | \$9,034.50       | 6,023.00 SY        | \$9,034.50       |
| 52       | SEED, FERTILIZE, & EROSION CONTROL BLANKETS CATEGORY 3 | \$2.00     | 2,141.00 S Y       | \$4,282.00       | 2,156.00 S Y       | \$4,312.00       | 2,156.00 S Y       | \$4,312.00       |
| 53       | REINSTALL ROCK SWALE                                   | \$64.25    | 9.00 S Y           | \$578.25         | 0.00 S Y           | \$0.00           | 0.00 S Y           | \$0.00           |
| 54       | LANDSCAPING ALLOWANCE                                  | \$1.00     | 15,000.00 UNIT     | \$15,000.00      | 0.00 UNIT          | \$0.00           | 6,045.18 UNIT      | \$6,045.18       |
| 55       | CONSTRUCTION ALLOWANCE                                 | \$1.00     | 50,000.00 UNIT     | \$50,000.00      | 0.00 UNIT          | \$0.00           | 300.00 UNIT        | \$300.00         |
| 56       | REMOVE MANHOLE (SANITARY)                              | \$360.00   | 9.00 EACH          | \$3,240.00       | 9.00 EACH          | \$3,240.00       | 9.00 EACH          | \$3,240.00       |
| 57       | REMOVE SEWER PIPE (SANITARY)                           | \$4.50     | 2,141.00 L F       | \$9,634.50       | 2,141.00 L F       | \$9,634.50       | 2,141.00 L F       | \$9,634.50       |
| 58       | AGGREGATE FOUNDATION                                   | \$15.00    | 723.00 TON         | \$10,845.00      | 0.00 TON           | \$0.00           | 0.00 TON           | \$0.00           |
| 59       | CONNECT TO EXISTING SANITARY SEWER                     | \$355.00   | 6.00 EACH          | \$2,130.00       | 5.00 EACH          | \$1,775.00       | 5.00 EACH          | \$1,775.00       |
| 60       | CONNECT TO EXISTING MANHOLE (SANITARY)                 | \$500.00   | 1.00 EACH          | \$500.00         | 1.00 EACH          | \$500.00         | 1.00 EACH          | \$500.00         |
| 61       | 8"X6" PVC WYE                                          | \$290.00   | 40.00 EACH         | \$11,600.00      | 38.00 EACH         | \$11,020.00      | 38.00 EACH         | \$11,020.00      |
| 62       | LATERAL CONNECTION LINER                               | \$3,745.00 | 3.00 EACH          | \$11,235.00      | 3.00 EACH          | \$11,235.00      | 3.00 EACH          | \$11,235.00      |
| 63       | LATERAL REINSTATEMENT-ANY SIZE                         | \$177.00   | 3.00 EACH          | \$531.00         | 3.00 EACH          | \$531.00         | 3.00 EACH          | \$531.00         |
| 64       | TRIM PROTRUDING TAP-ANY SIZE/MATERIAL                  | \$10.20    | 3.00 EACH          | \$30.60          | 0.00 EACH          | \$0.00           | 0.00 EACH          | \$0.00           |
| 65       | 8" PVC PIPE SEWER                                      | \$42.00    | 2,235.00 L F       | \$93,870.00      | 2,162.00 L F       | \$90,804.00      | 2,162.00 L F       | \$90,804.00      |
| 66       | 6" PVC SANITARY SERVICE PIPE                           | \$19.50    | 1,575.00 L F       | \$30,712.50      | 1,230.00 L F       | \$23,985.00      | 1,230.00 L F       | \$23,985.00      |
| 67       | 8" CIPP LINING                                         | \$67.25    | 201.00 L F         | \$13,517.25      | 195.00 L F         | \$13,113.75      | 195.00 L F         | \$13,113.75      |
| 68       | CASTING ASSEMBLY (SANITARY)                            | \$600.00   | 11.00 EACH         | \$6,600.00       | 10.00 EACH         | \$6,000.00       | 11.00 EACH         | \$6,600.00       |
| 69       | ADJUST FRAME AND RING CASTING                          | \$479.00   | 11.00 EACH         | \$5,269.00       | 0.00 EACH          | \$0.00           | 11.00 EACH         | \$5,269.00       |
| 70       | CONSTRUCT MANHOLE DESIGN 4007                          | \$392.00   | 94.20 L F          | \$36,926.40      | 84.20 L F          | \$33,006.40      | 94.20 L F          | \$36,926.40      |
| 71       | SANITARY SEWER I&I BARRIER                             | \$170.00   | 11.00 EACH         | \$1,870.00       | 0.00 EACH          | \$0.00           | 11.00 EACH         | \$1,870.00       |
| 72       | SANITARY SEWER TRACER WIRE SYSTEM (HILLCREST 2ND ADDI  | \$2,660.00 | 1.00 EACH          | \$2,660.00       | 0.50 EACH          | \$1,330.00       | 1.00 EACH          | \$2,660.00       |
| 73       | SANITARY SEWER TRACER WIRE SYSTEM (2ND STREET SW)      | \$2,500.00 | 1.00 EACH          | \$2,500.00       | 0.50 EACH          | \$1,250.00       | 1.00 EACH          | \$2,500.00       |
| 74       | REMOVE GATE VALVE AND BOX                              | \$180.00   | 6.00 EACH          | \$1,080.00       | 6.00 EACH          | \$1,080.00       | 6.00 EACH          | \$1,080.00       |
| 75       | REMOVE HYDRANT                                         | \$360.00   | 3.00 EACH          | \$1,080.00       | 4.00 EACH          | \$1,440.00       | 4.00 EACH          | \$1,440.00       |
| 76       | REMOVE WATERMAIN                                       | \$7.00     | 1,933.00 L F       | \$13,531.00      | 1,180.00 L F       | \$8,260.00       | 1,180.00 L F       | \$8,260.00       |
| 77       | ABANDON WATERMAIN                                      | \$1.98     | 842.00 L F         | \$1,667.16       | 1,208.00 L F       | \$2,391.84       | 1,208.00 L F       | \$2,391.84       |
| 78       | TEMPORARY WATER SERVICE (HILLCREST 2ND ADDITION)       | \$3,000.00 | 1.00 EACH          | \$3,000.00       | 1.00 EACH          | \$3,000.00       | 1.00 EACH          | \$3,000.00       |
| 79       | TEMPORARY WATER SERVICE (2ND STREET SW)                | \$3,000.00 | 1.00 EACH          | \$3,000.00       | 1.00 EACH          | \$3,000.00       | 1.00 EACH          | \$3,000.00       |
| 80       | TEMPORARY WATER SERVICE CONNECTION AT CURB STOP        | \$285.00   | 5.00 EACH          | \$1,425.00       | 1.00 EACH          | \$285.00         | 1.00 EACH          | \$285.00         |
| 81       | CONNECT TO EXISTING WATER MAIN                         | \$1,245.00 | 8.00 EACH          | \$9,960.00       | 9.00 EACH          | \$11,205.00      | 9.00 EACH          | \$11,205.00      |
| 82       | HYDRANT, 9 FT BURY                                     | \$4,625.00 | 1.00 EACH          | \$4,625.00       | 2.00 EACH          | \$9,250.00       | 2.00 EACH          | \$9,250.00       |
| 83       | HYDRANT, 8 FT BURY                                     | \$4,210.00 | 3.00 EACH          | \$12,630.00      | 3.00 EACH          | \$12,630.00      | 3.00 EACH          | \$12,630.00      |
| 84       | ADJUST VALVE BOX                                       | \$180.00   | 11.00 EACH         | \$1,980.00       | 0.00 EACH          | \$0.00           | 9.00 EACH          | \$1,620.00       |
| 85       | 1" CORPORATION STOP                                    | \$288.00   | 44.00 EACH         | \$12,672.00      | 42.00 EACH         | \$12,096.00      | 42.00 EACH         | \$12,096.00      |
| 86       | 1-1/2" CORPORATION STOP                                | \$337.00   | 1.00 EACH          | \$337.00         | 1.00 EACH          | \$337.00         | 1.00 EACH          | \$337.00         |
| 87       | 6" GATE VALVE AND BOX                                  | \$1,308.00 | 4.00 EACH          | \$5,232.00       | 6.00 EACH          | \$7,848.00       | 6.00 EACH          | \$7,848.00       |
| 88       | 8" GATE VALVE AND BOX                                  | \$1,785.00 | 8.00 EACH          | \$14,280.00      | 9.00 EACH          | \$16,065.00      | 9.00 EACH          | \$16,065.00      |
| 89       | 1" CURB STOP AND BOX                                   | \$317.00   | 44.00 EACH         | \$13,948.00      | 42.00 EACH         | \$13,314.00      | 42.00 EACH         | \$13,314.00      |
| 90       | 1-1/2" CURB STOP AND BOX                               | \$510.00   | 1.00 EACH          | \$510.00         | 1.00 EACH          | \$510.00         | 1.00 EACH          | \$510.00         |
| 91       | VALVE BOX TOP SECTION & CAP                            | \$174.00   | 9.00 EACH          | \$1,566.00       | 6.00 EACH          | \$1,044.00       | 6.00 EACH          | \$1,044.00       |
| 92       | 1" TYPE K COPPER PIPE                                  | \$20.88    | 1,609.00 L F       | \$33,595.92      | 1,189.00 L F       | \$24,826.32      | 1,189.00 L F       | \$24,826.32      |
| 93       | 1 1/2" TYPE K COPPER PIPE                              | \$38.00    | 20.00 L F          | \$760.00         | 22.00 L F          | \$836.00         | 22.00 L F          | \$836.00         |
| 94       | 6" PVC WATERMAIN                                       | \$23.00    | 90.00 L F          | \$2,070.00       | 64.00 L F          | \$1,472.00       | 64.00 L F          | \$1,472.00       |
| 95       | 8" PVC WATERMAIN                                       | \$30.00    | 2,531.00 L F       | \$75,930.00      | 2,459.00 L F       | \$73,770.00      | 2,459.00 L F       | \$73,770.00      |
| 96       | 8" PVC WATERMAIN (TRENCHLESS)                          | \$75.45    | 190.00 L F         | \$14,335.50      | 190.00 L F         | \$14,335.50      | 190.00 L F         | \$14,335.50      |
| 97       | 2" INSULATION                                          | \$55.00    | 11.00 S Y          | \$605.00         | 11.00 S Y          | \$605.00         | 11.00 S Y          | \$605.00         |
| 98       | WATERMAIN FITTINGS                                     | \$1.00     | 1,691.00 L B       | \$1,691.00       | 1,478.00 L B       | \$1,478.00       | 1,478.00 L B       | \$1,478.00       |
| 99       | EXCAVATE AND INSULATE WATERMAIN (4" INSULATION)        | \$24.10    | 290.00 L F         | \$6,989.00       | 0.00 L F           | \$0.00           | 0.00 L F           | \$0.00           |
| 100      | WATERMAIN TRACER WIRE SYSTEM (HILLCREST 2ND ADDITION)  | \$3,615.00 | 1.00 EACH          | \$3,615.00       | 0.50 EACH          | \$1,807.50       | 1.00 EACH          | \$3,615.00       |
| 101      | WATERMAIN TRACER WIRE SYSTEM (2ND STREET SW)           | \$2,707.00 | 1.00 EACH          | \$2,707.00       | 0.50 EACH          | \$1,353.50       | 1.00 EACH          | \$2,707.00       |

**Pay Request No.:****9****2020 STREET & UTILITY IMPROVEMENTS**

Real People. Real Solutions.

**CITY OF PLAINVIEW****BMI PROJECT NO. H19.119930****WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021**

| ITEM NO. | ITEM                                              | UNIT PRICE | AS BID             |                  | PREVIOUS ESTIMATE  |                  | COMPLETED TO DATE  |                  |
|----------|---------------------------------------------------|------------|--------------------|------------------|--------------------|------------------|--------------------|------------------|
|          |                                                   |            | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT |
| 102      | REMOVE CONCRETE APRON                             | \$300.00   | 1.00 EACH          | \$300.00         | 0.00 EACH          | \$0.00           | 0.00 EACH          | \$0.00           |
| 103      | REMOVE METAL APRON                                | \$120.00   | 2.00 EACH          | \$240.00         | 2.00 EACH          | \$240.00         | 2.00 EACH          | \$240.00         |
| 104      | REMOVE MANHOLE (STORM)                            | \$412.00   | 6.00 EACH          | \$2,472.00       | 6.00 EACH          | \$2,472.00       | 6.00 EACH          | \$2,472.00       |
| 105      | REMOVE CATCH BASIN                                | \$275.00   | 9.00 EACH          | \$2,475.00       | 9.00 EACH          | \$2,475.00       | 9.00 EACH          | \$2,475.00       |
| 106      | ABANDON PIPE SEWER (STORM)                        | \$18.05    | 435.00 EACH        | \$7,851.75       | 398.00 EACH        | \$7,183.90       | 398.00 EACH        | \$7,183.90       |
| 107      | REMOVE SEWER PIPE (STORM)                         | \$11.75    | 969.00 L F         | \$11,385.75      | 1,006.00 L F       | \$11,820.50      | 1,006.00 L F       | \$11,820.50      |
| 108      | 12" RC PIPE APRON                                 | \$1,000.00 | 1.00 EACH          | \$1,000.00       | 1.00 EACH          | \$1,000.00       | 1.00 EACH          | \$1,000.00       |
| 109      | 15" RC PIPE APRON                                 | \$940.00   | 2.00 EACH          | \$1,880.00       | 2.00 EACH          | \$1,880.00       | 2.00 EACH          | \$1,880.00       |
| 110      | 30" RC PIPE APRON                                 | \$1,775.00 | 1.00 EACH          | \$1,775.00       | 1.00 EACH          | \$1,775.00       | 1.00 EACH          | \$1,775.00       |
| 111      | 6" PERF PVC PIPE DRAIN                            | \$11.85    | 4,957.00 L F       | \$58,740.45      | 4,799.00 L F       | \$56,868.15      | 4,799.00 L F       | \$56,868.15      |
| 112      | 6" PVC PIPE DRAIN CLEANOUT                        | \$235.00   | 23.00 EACH         | \$5,405.00       | 23.00 EACH         | \$5,405.00       | 23.00 EACH         | \$5,405.00       |
| 113      | SUMP PUMP SERVICE                                 | \$540.00   | 46.00 EACH         | \$24,840.00      | 43.00 EACH         | \$23,220.00      | 43.00 EACH         | \$23,220.00      |
| 114      | CONNECT TO EXISTING STORM SEWER                   | \$288.00   | 4.00 EACH          | \$1,152.00       | 4.00 EACH          | \$1,152.00       | 4.00 EACH          | \$1,152.00       |
| 115      | CONNECT INTO EXISTING DRAINAGE STRUCTURE          | \$720.00   | 1.00 EACH          | \$720.00         | 1.00 EACH          | \$720.00         | 1.00 EACH          | \$720.00         |
| 116      | 8" PIPE SEWER                                     | \$32.60    | 16.00 L F          | \$521.60         | 13.00 L F          | \$423.80         | 13.00 L F          | \$423.80         |
| 117      | 12" PIPE SEWER                                    | \$33.50    | 680.00 L F         | \$22,780.00      | 673.00 L F         | \$22,545.50      | 673.00 L F         | \$22,545.50      |
| 118      | 15" PIPE SEWER                                    | \$37.70    | 321.00 L F         | \$12,101.70      | 324.00 L F         | \$12,214.80      | 324.00 L F         | \$12,214.80      |
| 119      | 18" PIPE SEWER                                    | \$53.25    | 38.00 L F          | \$2,023.50       | 29.00 L F          | \$1,544.25       | 29.00 L F          | \$1,544.25       |
| 120      | 24" PIPE SEWER                                    | \$62.25    | 63.00 L F          | \$3,921.75       | 61.00 L F          | \$3,797.25       | 61.00 L F          | \$3,797.25       |
| 121      | 30" PIPE SEWER                                    | \$69.00    | 498.00 L F         | \$34,362.00      | 498.00 L F         | \$34,362.00      | 498.00 L F         | \$34,362.00      |
| 122      | CASTING ASSEMBLY (STORM)                          | \$655.00   | 27.00 EACH         | \$17,685.00      | 20.00 EACH         | \$13,100.00      | 27.00 EACH         | \$17,685.00      |
| 123      | ADJUST FRAME AND RING CASTING (STORM)             | \$360.00   | 27.00 EACH         | \$9,720.00       | 0.00 EACH          | \$0.00           | 27.00 EACH         | \$9,720.00       |
| 124      | CONSTRUCT DRAINAGE STRUCTURE DESIGN H             | \$745.00   | 7.00 L F           | \$5,215.00       | 5.01 L F           | \$3,732.45       | 7.00 L F           | \$5,215.00       |
| 125      | CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020       | \$615.00   | 21.70 L F          | \$13,345.50      | 20.91 L F          | \$12,859.65      | 21.70 L F          | \$13,345.50      |
| 126      | CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020       | \$721.00   | 5.10 L F           | \$3,677.10       | 4.10 L F           | \$2,956.10       | 5.10 L F           | \$3,677.10       |
| 127      | CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020       | \$754.00   | 21.20 L F          | \$15,984.80      | 11.29 L F          | \$8,512.66       | 21.20 L F          | \$15,984.80      |
| 128      | CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (R-1) | \$530.00   | 50.30 L F          | \$26,659.00      | 50.30 L F          | \$26,659.00      | 50.30 L F          | \$26,659.00      |
| 129      | STORM SEWER EXTERNAL SEAL                         | \$300.00   | 27.00 EACH         | \$8,100.00       | 19.00 EACH         | \$5,700.00       | 27.00 EACH         | \$8,100.00       |
| 130      | RECONSTRUCT DRAINAGE STRUCTURE                    | \$560.00   | 2.00 L F           | \$1,120.00       | 0.00 L F           | \$0.00           | 2.00 L F           | \$1,120.00       |
| 131      | RANDOM RIPRAP CLASS III                           | \$48.00    | 39.00 TON          | \$1,872.00       | 39.00 TON          | \$1,872.00       | 39.00 TON          | \$1,872.00       |
| 132      | TURF REINFORCEMENT MAT - TYPE SCOUR STOP          | \$8.10     | 80.00 S F          | \$648.00         | 80.00 S F          | \$648.00         | 80.00 S F          | \$648.00         |
| 133      | STORM DRAIN INLET PROTECTION                      | \$131.00   | 30.00 EACH         | \$3,930.00       | 11.00 EACH         | \$1,441.00       | 25.00 EACH         | \$3,275.00       |
| 134      | SILT FENCE; TYPE MS                               | \$2.00     | 421.00 L F         | \$842.00         | 453.00 L F         | \$906.00         | 453.00 L F         | \$906.00         |
| 135      | ROCK CHECK                                        | \$135.00   | 32.00 EACH         | \$4,320.00       | 0.00 EACH          | \$0.00           | 0.00 EACH          | \$0.00           |
| 136      | REMOVE CATCH BASIN                                | \$360.00   | 5.00 EACH          | \$1,800.00       | 5.00 EACH          | \$1,800.00       | 5.00 EACH          | \$1,800.00       |
| 137      | REMOVE CATCH BASIN GRATE CASTING                  | \$79.00    | 11.00 EACH         | \$869.00         | 12.00 EACH         | \$948.00         | 12.00 EACH         | \$948.00         |
| 138      | SAWING CONCRETE PAVEMENT (FULL DEPTH)             | \$4.80     | 67.00 L F          | \$321.60         | 67.00 L F          | \$321.60         | 67.00 L F          | \$321.60         |
| 139      | SAWING BITUMINOUS PAVEMENT (FULL DEPTH)           | \$1.76     | 335.00 L F         | \$589.60         | 252.00 L F         | \$443.52         | 252.00 L F         | \$443.52         |
| 140      | REMOVE CATCH BASIN                                | \$360.00   | 11.00 L F          | \$3,960.00       | 7.00 L F           | \$2,520.00       | 7.00 L F           | \$2,520.00       |
| 141      | REMOVE CURB AND GUTTER                            | \$18.80    | 236.00 L F         | \$4,436.80       | 186.00 L F         | \$3,496.80       | 238.00 L F         | \$4,474.40       |
| 142      | REMOVE CONCRETE DRIVEWAY PAVEMENT                 | \$19.10    | 13.00 S Y          | \$248.30         | 5.00 S Y           | \$95.50          | 5.00 S Y           | \$95.50          |
| 143      | REMOVE BITUMINOUS PAVEMENT                        | \$25.00    | 125.00 S Y         | \$3,125.00       | 75.00 S Y          | \$1,875.00       | 75.00 S Y          | \$1,875.00       |
| 144      | REMOVE CONCRETE WALK                              | \$1.80     | 60.00 S F          | \$108.00         | 0.00 S F           | \$0.00           | 0.00 S F           | \$0.00           |
| 145      | REMOVE CONCRETE PAVEMENT DRIVEWAY                 | \$7.20     | 13.00 S Y          | \$93.60          | 0.00 S Y           | \$0.00           | 0.00 S Y           | \$0.00           |
| 146      | BITUMINOUS PATCH SPECIAL 1                        | \$43.00    | 125.00 S Y         | \$5,375.00       | 75.00 S Y          | \$3,225.00       | 75.00 S Y          | \$3,225.00       |
| 147      | CONNECT TO EXISTING STORM SEWER                   | \$765.00   | 15.00 EACH         | \$11,475.00      | 7.00 EACH          | \$5,355.00       | 7.00 EACH          | \$5,355.00       |
| 148      | CASTING ASSEMBLY (STORM)                          | \$932.00   | 11.00 EACH         | \$10,252.00      | 13.00 EACH         | \$12,116.00      | 13.00 EACH         | \$12,116.00      |
| 149      | CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (R-1) | \$1,828.00 | 5.00 EACH          | \$9,140.00       | 5.00 EACH          | \$9,140.00       | 5.00 EACH          | \$9,140.00       |
| 150      | REPAIR CATCH BASIN                                | \$378.00   | 11.00 L F          | \$4,158.00       | 7.00 L F           | \$2,646.00       | 7.00 L F           | \$2,646.00       |
| 151      | 6" CONCRETE WALK                                  | \$6.45     | 60.00 S F          | \$387.00         | 0.00 S F           | \$0.00           | 0.00 S F           | \$0.00           |
| 152      | CONCRETE CURB AND GUTTER DESIGN SPECIAL           | \$32.36    | 236.00 L F         | \$7,636.96       | 186.00 L F         | \$6,018.96       | 240.00 L F         | \$7,766.40       |

Pay Request No.:

2020 STREET & UTILITY IMPROVEMENTS

9



CITY OF PLAINVIEW  
BMI PROJECT NO. H19.119930  
WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021

| ITEM NO. | ITEM                          | UNIT PRICE | AS BID             |                  | PREVIOUS ESTIMATE  |                  | COMPLETED TO DATE  |                  |
|----------|-------------------------------|------------|--------------------|------------------|--------------------|------------------|--------------------|------------------|
|          |                               |            | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT | ESTIMATED QUANTITY | ESTIMATED AMOUNT |
| 153      | 6" CONCRETE DRIVEWAY PAVEMENT | \$55.60    | 13.00 S Y          | \$722.80         | 5.00 S Y           | \$278.00         | 5.00 S Y           | \$278.00         |
| 154      | AMENDED TOPSOIL BORROW (LV)   | \$43.44    | 54.00 C Y          | \$2,345.76       | 0.00 C Y           | \$0.00           | 0.00 C Y           | \$0.00           |
| 155      | SEED, FERTILIZE, & HYDROMULCH | \$2.00     | 119.00 SY          | \$238.00         | 147.00 SY          | \$294.00         | 147.00 SY          | \$294.00         |
|          |                               |            |                    |                  |                    |                  | 0                  | 0                |
|          |                               |            |                    |                  |                    |                  |                    |                  |
|          | TOTAL AMOUNT:                 |            |                    | \$2,127,250.01   |                    | \$1,715,452.65   |                    | \$1,958,833.32   |

RETAINAGE SUMMARY

Pay Request No:  
2020 STREET & UTILITY IMPROVEMENTS  
CITY OF PLAINVIEW  
BMI PROJECT NO. H19.119930

WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021

| SUMMARY OF RETAINAGE:                                  |                                                 | CALCULATION:              | ESTIMATED COST | AMOUNT RETAINED |
|--------------------------------------------------------|-------------------------------------------------|---------------------------|----------------|-----------------|
| PERCENT RETAINAGE (1% of work substantially completed) |                                                 |                           |                | \$ 19,588.33    |
| ITEM NO.                                               | PUNCHLIST DESCRIPTION:                          |                           |                | Cost x 250%     |
| 1                                                      | SEED,FERTILIZE & HYDROMULCH (40% UNESTABLISHED) | 6023 SY x 40% x \$3.00/SY | \$ 7,227.60    | \$ 18,069.00    |
|                                                        |                                                 |                           |                |                 |
|                                                        |                                                 |                           |                |                 |
|                                                        |                                                 |                           |                |                 |
|                                                        |                                                 |                           |                |                 |
| PUNCH LIST SUBTOTAL:                                   |                                                 |                           | \$             | 18,069.00       |
| RETAINAGE TOTAL:                                       |                                                 |                           | \$             | 37,657.33       |

Total Amount Retained includes 1% of work completed and 250% of value of remaining punch list items.  
See most recent punch list for additional detail. List above may not include all repairs on the current punch list.

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Meeting: July 13, 2021

|                                                                                                                                       |                                     |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>AGENDA ITEM:</b> 2020 Mill & Overlay Street Improvements                                                                           | <b>AGENDA SECTION:</b> New Business |
| <b>PREPARED BY:</b> Brian Malm, Bolton & Menk                                                                                         | <b>AGENDA NO.</b> 8.D.              |
| <b>ATTACHMENTS:</b> Estimate No. 5                                                                                                    | <b>APPROVED BY:</b>                 |
| <b>RECOMMENDED ACTION:</b><br><b>Motion</b> to approve the Pay Estimate No.5 to Rochester Sand & Gravel. in the amount of \$9,076.31. |                                     |

### SUMMARY

See Memo from Brian Malm.



Real People. Real Solutions.

2900 43rd Street NW  
Suite 100  
Rochester, MN 55901

Ph: (507) 208-4332  
Fax: (507) 208-4155  
Bolton-Menk.com

July 2, 2021

Bob Mahon  
Rochester Sand & Gravel  
4105 East River Road NE  
Rochester, MN 55901

RE: 2020 Mill & Overlay Street Improvements  
City of Plainview  
Project No.: H19.119930-1

Dear Mr. Mahon:

Enclosed is Contractor's Estimate No. 5 in the amount of \$9,076.31.

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:  
  
34000096AD454F2...  
**Brian Malm, P.E.**  
City Engineer

Enclosures

cc: Carol Kujath, City Clerk, City of Plainview

|                                                                                       |  |                                                                                                                                                                                                                                                                |              |                                                                     |  |
|---------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------------------------------------------------|--|
| <b>CONTRACTOR'S PAY REQUEST</b><br><b>2020 MILL &amp; OVERLAY STREET IMPROVEMENTS</b> |  |  <div style="display: inline-block; vertical-align: middle;"> <b>BOLTON<br/>&amp; MENK</b><br/>       Real People. Real Solutions.     </div> |              | <b>DISTRIBUTION:</b><br>CONTRACTOR (1)<br>OWNER (1)<br>ENGINEER (1) |  |
| <b>CITY OF PLAINVIEW</b><br><b>BMI PROJECT NO. H19.119930-1</b>                       |  |                                                                                                                                                                                                                                                                |              |                                                                     |  |
| TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS                                          |  |                                                                                                                                                                                                                                                                | \$663,870.07 |                                                                     |  |
| TOTAL, COMPLETED WORK TO DATE                                                         |  |                                                                                                                                                                                                                                                                | \$624,511.97 |                                                                     |  |
| TOTAL, STORED MATERIALS TO DATE                                                       |  |                                                                                                                                                                                                                                                                | \$0.00       |                                                                     |  |
| DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED                                 |  |                                                                                                                                                                                                                                                                | \$0.00       |                                                                     |  |
| TOTAL, COMPLETED WORK & STORED MATERIALS                                              |  |                                                                                                                                                                                                                                                                | \$624,511.97 |                                                                     |  |
| RETAINED PERCENTAGE ( 1.0% )                                                          |  |                                                                                                                                                                                                                                                                | \$6,245.12   |                                                                     |  |
| TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)                                        |  |                                                                                                                                                                                                                                                                | \$0.00       |                                                                     |  |
| NET AMOUNT DUE TO CONTRACTOR TO DATE                                                  |  |                                                                                                                                                                                                                                                                | \$618,266.85 |                                                                     |  |
| TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES                                               |  |                                                                                                                                                                                                                                                                | \$609,190.54 |                                                                     |  |
| PAY CONTRACTOR AS ESTIMATE NO. <span style="color: red;">5</span>                     |  |                                                                                                                                                                                                                                                                | \$9,076.31   |                                                                     |  |

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

**Contractor:**

ROCHESTER SAND & GRAVEL  
405 EAST RIVER ROAD NE  
ROCHESTER, MN 55906

By \_\_\_\_\_

Name

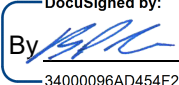
Title

Date \_\_\_\_\_

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 2900 43RD STREET NW, STE 100, ROCHESTER, MN 55901

DocuSigned by:

By  \_\_\_\_\_, CONSULTING ENGINEER

34000096AD454F2... Brian Malm, PE

Date July 6, 2021

APPROVED FOR PAYMENT:

OWNER:

By \_\_\_\_\_

Carol Kujath

City Clerk

Date \_\_\_\_\_



**Pay Request No.:****5****2020 MILL & OVERLAY STREET IMPROVEMENTS**

Real People. Real Solutions.

**CITY OF PLAINVIEW****BMI PROJECT NO. H19.119930-1****WORK COMPLETED THROUGH THURSDAY, JULY 01, 2021**

| ITEM NO. | ITEM                                              | UNIT PRICE  | AS BID             |                     | PREVIOUS ESTIMATE  |                     | COMPLETED TO DATE  |                     |
|----------|---------------------------------------------------|-------------|--------------------|---------------------|--------------------|---------------------|--------------------|---------------------|
|          |                                                   |             | ESTIMATED QUANTITY | ESTIMATED AMOUNT    | ESTIMATED QUANTITY | ESTIMATED AMOUNT    | ESTIMATED QUANTITY | ESTIMATED AMOUNT    |
| 1        | MOBILIZATION                                      | \$57,569.00 | 1.00 L S           | \$57,569.00         | 1.00 L S           | \$57,569.00         | 1.00 L S           | \$57,569.00         |
| 2        | SAWING BITUMINOUS PAVEMENT (FULL DEPTH)           | \$3.00      | 7,276.00 L F       | \$21,828.00         | 4,993.00 L F       | \$14,979.00         | 5,394.00 L F       | \$16,182.00         |
| 3        | REMOVE CURB AND GUTTER                            | \$20.00     | 309.00 L F         | \$6,180.00          | 573.00 L F         | \$11,460.00         | 573.00 L F         | \$11,460.00         |
| 4        | SUBGRADE EXCAVATION                               | \$35.00     | 50.00 C Y          | \$1,750.00          | 0.00 C Y           | \$0.00              | 0.00 C Y           | \$0.00              |
| 5        | STABILIZING AGGREGATE                             | \$35.00     | 50.00 C Y          | \$1,750.00          | 0.00 C Y           | \$0.00              | 0.00 C Y           | \$0.00              |
| 6        | SITE GRADING                                      | \$2,500.00  | 1.00 L S           | \$2,500.00          | 1.00 L S           | \$2,500.00          | 1.00 L S           | \$2,500.00          |
| 7        | BITUMINOUS PATCH SPECIAL 1                        | \$45.00     | 1,541.00 S Y       | \$69,345.00         | 0.00 S Y           | \$0.00              | 65.00 S Y          | \$2,925.00          |
| 8        | BITUMINOUS PATCH SPECIAL 2                        | \$30.00     | 1,437.00 S Y       | \$43,110.00         | 2,617.00 S Y       | \$78,510.00         | 2,758.00 S Y       | \$82,740.00         |
| 9        | MILL BITUMINOUS SURFACE                           | \$2.41      | 26,067.00 S Y      | \$62,821.47         | 26,067.00 S Y      | \$62,821.47         | 26,067.00 S Y      | \$62,821.47         |
| 10       | BITUMINOUS MATERIAL FOR TACK COAT                 | \$0.01      | 2,710.00 GAL       | \$27.10             | 2,570.00 GAL       | \$25.70             | 2,570.00 GAL       | \$25.70             |
| 11       | TYPE SP 9.5 BITUMINOUS MIXTURE FOR LEVELING (2,B) | \$74.50     | 60.00 TON          | \$4,470.00          | 60.00 TON          | \$4,470.00          | 60.00 TON          | \$4,470.00          |
| 12       | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)          | \$74.50     | 3,173.00 TON       | \$236,388.50        | 3,159.00 TON       | \$235,345.50        | 3,159.00 TON       | \$235,345.50        |
| 13       | TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING (2,B) | \$74.50     | 45.00 TON          | \$3,352.50          | 45.00 TON          | \$3,352.50          | 45.00 TON          | \$3,352.50          |
| 14       | ADJUST VALVE BOX                                  | \$220.00    | 23.00 EACH         | \$5,060.00          | 1.00 EACH          | \$220.00            | 1.00 EACH          | \$220.00            |
| 15       | CASTING ASSEMBLY (SANITARY)                       | \$810.00    | 1.00 EACH          | \$810.00            | 0.00 EACH          | \$0.00              | 1.00 EACH          | \$810.00            |
| 16       | ADJUST FRAME AND RING CASTING (SANITARY)          | \$840.00    | 12.00 EACH         | \$10,080.00         | 12.00 EACH         | \$10,080.00         | 12.00 EACH         | \$10,080.00         |
| 17       | ADJUST FRAME AND RING CASTING (STORM)             | \$860.00    | 15.00 EACH         | \$12,900.00         | 15.00 EACH         | \$12,900.00         | 15.00 EACH         | \$12,900.00         |
| 18       | ADJUST FRAME AND RING CASTING (CLEAN-OUT)         | \$715.00    | 7.00 EACH          | \$5,005.00          | 7.00 EACH          | \$5,005.00          | 7.00 EACH          | \$5,005.00          |
| 19       | REPAIR CATCH BASINS                               | \$800.00    | 3.00 EACH          | \$2,400.00          | 7.00 EACH          | \$5,600.00          | 7.00 EACH          | \$5,600.00          |
| 20       | REPAIR MANHOLES (SANITARY)                        | \$800.00    | 16.00 EACH         | \$12,800.00         | 17.00 EACH         | \$13,600.00         | 17.00 EACH         | \$13,600.00         |
| 21       | REPAIR MANHOLES (STORM)                           | \$1,042.00  | 2.00 EACH          | \$2,084.00          | 3.00 EACH          | \$3,126.00          | 3.00 EACH          | \$3,126.00          |
| 22       | REPAIR DRAINAGE STRUCTURE                         | \$650.00    | 20.00 L F          | \$13,000.00         | 2.00 L F           | \$1,300.00          | 2.00 L F           | \$1,300.00          |
| 23       | SANITARY SEWER I&I BARRIER                        | \$345.00    | 16.00 EACH         | \$5,520.00          | 16.00 EACH         | \$5,520.00          | 16.00 EACH         | \$5,520.00          |
| 24       | STORM SEWER EXTERNAL SEAL                         | \$535.00    | 5.00 EACH          | \$2,675.00          | 11.00 EACH         | \$5,885.00          | 11.00 EACH         | \$5,885.00          |
| 25       | CONCRETE CURB & GUTTER                            | \$47.00     | 309.00 L F         | \$14,523.00         | 671.00 L F         | \$31,537.00         | 671.00 L F         | \$31,537.00         |
| 26       | TRAFFIC CONTROL                                   | \$16,000.00 | 1.00 L S           | \$16,000.00         | 1.00 L S           | \$16,000.00         | 1.00 L S           | \$16,000.00         |
| 27       | AMENDED TOPSOIL BORROW (LV)                       | \$25.00     | 101.00 C Y         | \$2,525.00          | 0.00 C Y           | \$0.00              | 0.00 C Y           | \$0.00              |
| 28       | SEED, FERTILIZE, & HYDROMULCH                     | \$6.50      | 343.00 SY          | \$2,229.50          | 351.00 SY          | \$2,281.50          | 351.00 SY          | \$2,281.50          |
| 29       | SEED, FERTILIZE, & BLANKET                        | \$7.50      | 90.00 SY           | \$675.00            | 0.00 SY            | \$0.00              | 0.00 SY            | \$0.00              |
| 30       | CONSTRUCTION ALLOWANCE                            | \$1.00      | 10,000.00 UNIT     | \$10,000.00         | 0.00 UNIT          | \$0.00              | 0.00 UNIT          | \$0.00              |
| CO1-1    | 6" CONCRETE DRIVEWAY PAVEMENT                     | \$131.00    | 80.00 SY           | \$10,480.00         | 55.30 SY           | \$7,244.30          | 55.30 SY           | \$7,244.30          |
| CO1-2    | 7" CONCRETE VALLEY GUTTER                         | \$36.00     | 667.00 LF          | \$24,012.00         | 667.00 LF          | \$24,012.00         | 667.00 LF          | \$24,012.00         |
|          | <b>TOTAL AMOUNT:</b>                              |             |                    | <b>\$663,870.07</b> |                    | <b>\$615,343.97</b> |                    | <b>\$624,511.97</b> |

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                                |                                                                                |                        |              |
|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|------------------------|--------------|
| <b>AGENDA ITEM:</b>                                                                            | TJ's Tavern On and Off Sale – License Agreement for Corn on the Cob Days Event | <b>AGENDA SECTION:</b> | New Business |
| <b>PREPARED BY:</b>                                                                            | Carol Kujath, City Clerk                                                       | <b>AGENDA NO.</b>      | 8.D.         |
| <b>ATTACHMENTS:</b>                                                                            | Draft License Agreement                                                        | <b>APPROVED BY:</b>    | d.t.         |
| <b>RECOMMENDED ACTION:</b> 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 3<sup>rd</sup> Street NW to 2<sup>nd</sup> Street NW and well as 2<sup>nd</sup> Street NW from the alley entrance to Broadway.

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 NE 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 “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 Licensors 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 Licensors or Licensors'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 p.m. Friday, August 20, 2021, through 1:00 a.m., Saturday, August 22, 2021, 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. Event may include use of electronic sound-system during the period of the Event, but not later than 1:00 am, Sunday August 22, 2021.

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. 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 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 Licenser 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 Licenser 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 Licenser's maintenance, repair or other work conducted within the Licensed Premises by the Licensee or Licenser or any other third party, except those resulting from the negligence or intentional misconduct of the Licenser.
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 Licenser'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: \_\_\_\_\_  
Tyler Norton

Date: \_\_\_\_\_

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 \_\_\_\_\_, 2021, by Tyler Norton.

\_\_\_\_\_  
Notary Public

**CITY OF PLAINVIEW, LICENSOR**

By: \_\_\_\_\_  
Aaron Luckstein, Its Mayor

Date: \_\_\_\_\_

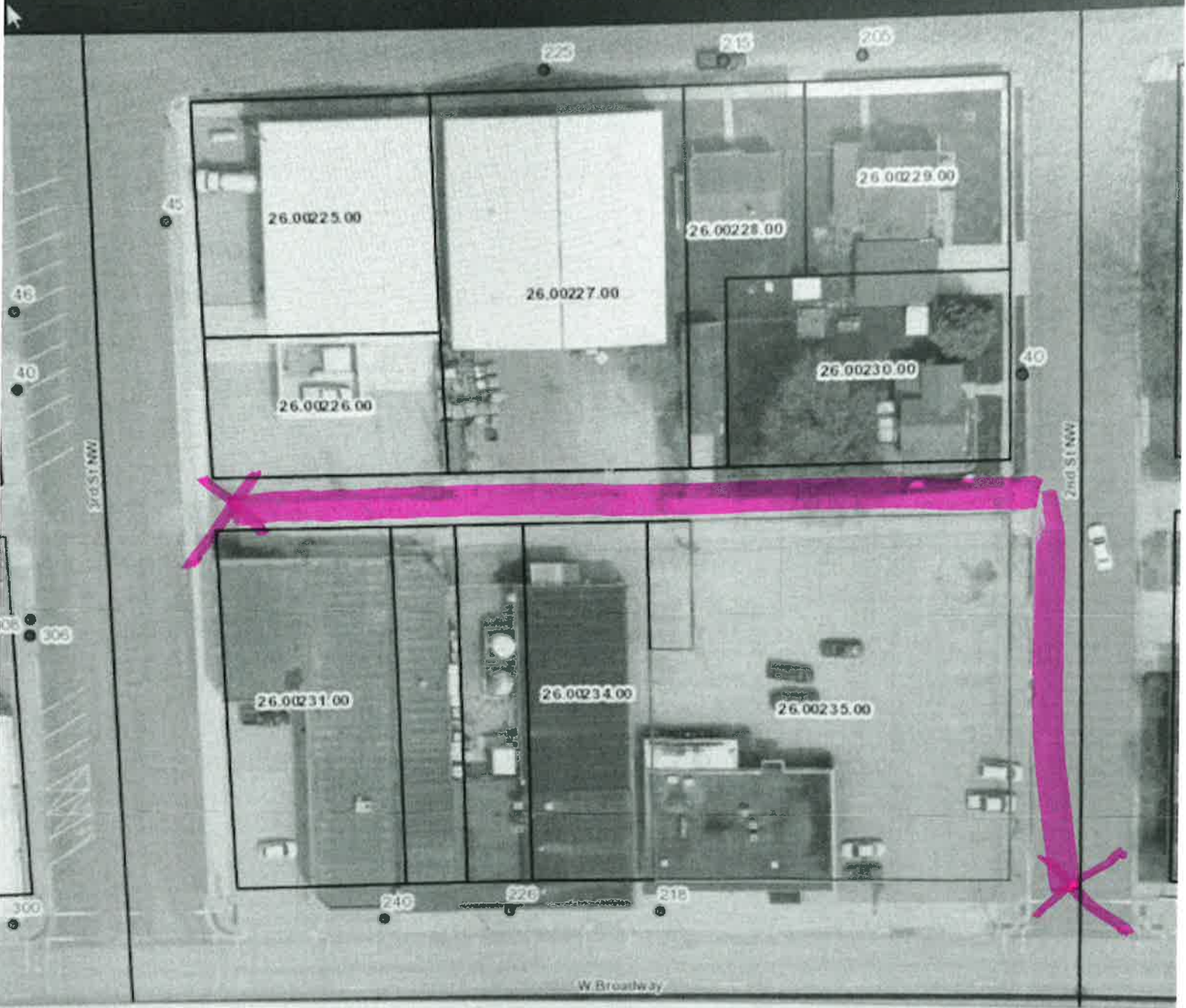
By: \_\_\_\_\_  
Carol Kujath, Its City Clerk

Date: \_\_\_\_\_

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 \_\_\_\_\_, 2021, 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



Alternate IDn/a  
Class 958 - MUNICIPAL PUB SERV  
Acreage n/a

Owner Address LLC, LEVAN NORTON PROPERTIES  
445 W BROADWAY STE 1  
PLAINVIEW, MN 55964

11 CENTERVILLE (PLAINVIEW CITY) S 90' OF E 17' OF LOT 8 & ALL LOTS 9 & 10 BLK 10 (WWW)  
[illegible documents]

## **T.J.'s Tavern "Fireman's Dance"**

July 7<sup>th</sup> 2021

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

Re: Corn On The Cob "Fireman's Dance"

Dear Council Members,

Even though it is no longer city owned, we would like to continue the tradition of hosting the Fireman's Dance at the Liquor Store. We hope to help generate money for the Plainview Fire Department.

We ask permission to have the alley behind T.J.'s Tavern from 3<sup>rd</sup> Street NW to 2<sup>nd</sup> Street NW closed, as well as 2<sup>nd</sup> Street NW from the alley entrance to Broadway closed. We ask that they be closed from 10 a.m. Friday August 20<sup>th</sup>, to 10 a.m. Saturday August 21<sup>st</sup>. This time will be used to setup fencing, stage, rent-a-jons, etc. As well as removal and cleanup the following morning August 21<sup>st</sup>.

In conclusion we hope to have everything run just as it has in the past when it was a city owned liquor store. If you have any questions regarding this matter, please feel free to contact me.

Sincerely,



Tyler Norton  
T.J.'s Tavern  
(507)534-3307-business #  
(507)250-5245-personal #



## APPLICATION FOR LOUDSPEAKER PERMIT CITY OF PLAINVIEW<sup>1</sup>

Application for such license shall be made to the City Clerk, and shall show:

1. The name and address of the applicant

*T.J's Tavern*

*218 W Broadway, Plainview, MN 55964*

2. Address where speaker will be used

*218 W Broadway, Plainview, MN 55964*

3. A description of the type of equipment proposed to be used

*Speakers for band*

4. The proposed date and hours of use

*August 20, 2021 8:00 p.m. - 1:00 a.m.*

5. Reason for request

*Fireman's Dance*

Signed

Date

*7-8-21*

1. Certificate of Insurance must be attached to application and must be kept in effect for the license period as per City Ordinance and State Law. (Liability and Worker's Compensation)

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<sup>1</sup> Revised 11/07/01

# PLAINVIEW

## CITY COUNCIL ACTION



### Executive Summary

City Council Regular Meeting: July 13, 2021

|                                                                                                                                                                                                                                                                              |                                                          |                        |              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|------------------------|--------------|
| <b>AGENDA ITEM:</b>                                                                                                                                                                                                                                                          | Update on improving the development process in Plainview | <b>AGENDA SECTION:</b> | New Business |
| <b>PREPARED BY:</b>                                                                                                                                                                                                                                                          | Aaron Luckstein                                          | <b>AGENDA NO.</b>      | 8.F.         |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                                                                                          | None                                                     | <b>APPROVED BY:</b>    | a.l.         |
| <b>RECOMMENDED ACTION:</b><br><b>Informational update</b> on the development improvement process project. And, <b>Motion</b> to discuss and authorize the City Administrator to actively discuss options #3 and #4 for Action item #5 with the EDA Board and report council. |                                                          |                        |              |

### SUMMARY

Councilmember Reeve and myself met with stakeholders on June 1, 2021 to discuss the ongoing concerns related to the development process. The ultimate goal of the project is to establish a planning, zoning, and development process that is:

1. easy to understand to all parties,
2. complies with state and local requirements,
3. provides continuity with competency,
4. creates efficiency,
5. promotes fiscal responsibility for all parties, and
6. establishes a clear stepped process with reasonable timelines

Attendees were: Tom Weiner, Kenneth Bush, Brad Jech (also represented Tony Montgomery), Greg Speedling (PADCO), John Coons (EDA), Brian Malm, David Todd, and Shane Loftus. Invitations were also sent to Kevin Meyer, Pete Meyer and Lucas Marshman.

In addition to set the goals, the group identified the action items needed to achieve those goals. The action items are:



| Action Items                                                                                                                         | Goal achieved    | Responsible party                    |
|--------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------|
| 1. Create a development package that includes a stepped process checklist with references to City code, expected timeline, and fees. | 1, 4, 6          | City (Brian and David)               |
| 2. City and developers meet to establish a shared understanding of risk                                                              | 3, 4, 5, 6       | City (Brian, David, and Council Rep) |
| 3. Update or rewrite 600 codes                                                                                                       | 1, 2, 3, 4, 5, 6 | City                                 |
| 4. Develop a leadership training and packet                                                                                          | 3, 4, 6          | City                                 |
| 5. Develop a clear assignment of roles and responsibilities and contact list                                                         | 3, 4             | City                                 |

Brian and David have already started working on Action Item #1. This will be based on existing codes, processes, and fees so all parties understand the current process. That information will be the basis for the discussion associated with action item #2 and any proposed changes that should be considered as part of the 600 code update. More action items may come out of the discussions such as updating the current development agreement template. The goal is to have action items #1 and 2 complete yet this summer/fall. The timeline for remaining items are to be determined. We are seeking council input on how to prioritize and fund the 600 code update or rewrite in comparison to other projects (walkability study, employee handbook rewrite, records file management, transition to e-files, standardize employee performance reviews, assist Police Chief with 700 code update).

Following the meeting, David, Holly and I researched and evaluated options for action #5 because that could impact items #3 and 4. We evaluated four primary options: 1) keep all responsibilities as is but prioritize development proposals for the City Administrator. Planning services would continue to be contracted out; 2) Shift more development related responsibilities to the City Clerk to help balance the responsibilities between the Administrator and Clerk. Planning services would continue to be contracted out; 3) Expand the EDA Director position to take on lead role for managing development proposals. EDA Director would coordinate with the City Administrator, for taking items to Planning and Zoning and Council and hosting public hearings. Planning services would remain contract out, 4) replace the retiring EDA Director with a full-time Community Development Director position. The position would complete the EDA responsibilities, act as point of contact for development proposals, provide basic planning services, act as a project manager for non-engineering related projects, and the overall expert on the implementation of the 600 codes. All four options were also discussed with the EDA since options 3 and 4 impacted them. They did not have any glaring concerns and were open to discussing further.

Options 1 and 2 don't fully address the ongoing problems and simply shift the negative impact to other work areas. In high turnover rate of the City Administrator position makes it challenging to achieve the continuity with competency goal.

Given the upcoming retirement of EDA Director and the EDA's ongoing evaluation of how best to refill that role, we believe now is a good time to discuss the possibility of expanding the role of that position. We are seeking a motion to allow David to actively discuss options #3 and 4 with the EDA Board and report back to council.



## 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 Meeting: July 13, 2021

|                                                                                                 |                                            |
|-------------------------------------------------------------------------------------------------|--------------------------------------------|
| <b>AGENDA ITEM:</b> Life Saving Award                                                           | <b>AGENDA SECTION:</b><br>Information Only |
| <b>PREPARED BY:</b> Jason Timm, Chief of Police                                                 | <b>AGENDA NO.</b> 9.A.                     |
| <b>ATTACHMENTS:</b>                                                                             | <b>APPROVED BY:</b>                        |
| <b>RECOMMENDED ACTION:</b> Recognize Officers Eric Rahman and Aaron Stoning lifesaving actions. |                                            |

### SUMMARY

On the evening of June 5<sup>th</sup>, 2021 Officers Eric Rahman and Aaron Stoning were dispatched to an unresponsive female. Both Officers responded within minutes and laid the victim down and started compressions. After a couple minutes of life saving techniques, the victim regained consciousness and was speaking with the officers when she was transported to the hospital to get checked out and she was released from the hospital shortly after.

At the request of the family and current practice of the police department, I am honored to recognize and award Officers Eric Rahman and Aaron Stoning the Life Saving Award.