

**CITY OF HASTINGS
CITY COUNCIL AGENDA**

Tuesday, February 21, 2023

7:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. DETERMINATION OF QUORUM**

Proclamation: Declaring to Drive Out Hunger During MN FoodShare for Hastings Family Service

Presentation: Highway 61 Corridor Study – Bryant Ficek (Mn/DOT)

- V. APPROVAL OF MINUTES**
Approve Minutes of the City Council workshop and regular meeting on February 6, 2023.
- VI. COMMENTS FROM THE AUDIENCE**
Comments from the audience may include remarks about items listed on the Consent Agenda.
- VII. COUNCIL ITEMS TO BE CONSIDERED**

VIII. CONSENT AGENDA

The items on the Consent Agenda are items of routine nature or no perceived controversy to be acted upon by the City Council in a single motion. There will be no discussion on these items unless a Councilmember so requests, in which event the items will be removed from the Consent Agenda to the appropriate Department for discussion.

- 1. Pay Bills as Audited
- 2. Resolution: Approve Temporary One-Day Gambling and One-Day Liquor Permit for Hastings Family Service
- 3. 1st Reading: Ordinance Amendment - Chapter 33 – Criminal History Background Investigations
- 4. Resolution: Accept Donation for 2023 Annual Safety Camp from Dakota Electric Association
- 5. Resolution: Accept Donation for 2023 Rec+Art+Police Program from Country Financial
- 6. Resolution: Accept Donation for Health and Wellness from the Hastings Fire Relief Association
- 7. Resolution: Approve Plans & Authorize Advertisement for Bids – 2023 Mill & Overlay Program
- 8. Approve 2023 Pavement Management Projects & Authorize South Metro Joint Powers Agreement
- 9. Resolution: Approve Final Payment – 2022 Neighborhood Infrastructure Improvements (Danner, Inc. \$141,682.40)
- 10. Appoint Arts and Culture Commissioners: Barb Hollenbeck, Steven Read, Kirk Skeba, and Deirdre McGill (one-year terms) and Joe Becker, Jeannie Tribe, Sherry Humphrey, and Ryan McCoy (two-year terms)
- 11. Grant Contract Agreement with State of Minnesota Environment and Natural Resources Trust Fund (Lake Rebecca Park)
- 12. Declare Surplus Property and Authorize for Public Sale – Police Department
- 13. Approve Fire Department Submission of Staffing for Adequate Fire and Emergency

Response (SAFER) Grant

14. [Accept SMEAD Manufacturing Company Sponsorship for 2023 Performance in the Park](#)
15. [Strategic Initiatives Final Report, 2021 - 2023](#)

IX. AWARDING OF CONTRACTS AND PUBLIC HEARING

These are formal proceedings that give the public the opportunity to express their concern, ask questions, provide additional information, or support on a particular matter. Once the public hearing is closed, no further testimony is typically allowed and the Council will deliberate amongst itself and with staff and/or applicant on potential action by the Council.

1. [2023 Street Reconstruction Project](#)
 - a. Public Hearing
 - b. Resolution: Adopting Street Reconstruction Plan and Approving Issuance of GO Street Reconstruction Bonds

X. REPORTS FROM CITY STAFF

These items are intended primarily for Council discussion and action. It is up to the discretion of the Mayor as to what, if any, public comment will be heard on these agenda items.

A. Public Works

B. Parks and Recreation

C. Community Development

1. [Home Occupation Renewals](#)
 - a. Resolution: Dan Rother (1505 Brooke Ct)
 - b. Resolution: Larry and Shelly Sukow (3121 Riverwood Dr)
 - c. Resolution: Pat Moseng (413 18th St E)
 - d. Resolution: Mitch and Darcy Shemon, (3923 Martin Ln)

D. Public Safety

E. Administration

1. [Strategic Priorities](#)

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

XIII. REPORTS FROM CITY COMMITTEES, OFFICERS, COUNCILMEMBERS

XIV. ADJOURNMENT

Next Regular City Council Meeting: Monday, March 6, 2023 7:00 p.m.



Proclamation
Declaring to Drive Out Hunger during MN FoodShare for
Hastings Family Service

WHEREAS, MN FoodShare has coordinated a March campaign for 42 years to restock food shelves throughout the state of MN; and

WHEREAS, every day in Minnesota over 9,000 people visit a food shelf to get help meeting their daily food needs; and

WHEREAS, Hastings Family Service serves an average of 240 families each month through many different food programs; and

WHEREAS, 50% of those served by the Market Food Shelf at Hastings Family Service are children; and

WHEREAS, the generosity of our community makes it possible for Hastings Family Service to provide help and hope to our neighbors who need assistance with food, housing, clothing or transportation; and

WHEREAS, all gifts of money and food throughout the month of March are proportionately matched by MN FoodShare,

THEREFORE, BE IT RESOLVED, that I, Mayor Mary Fasbender of the City of Hastings do hereby declare the Hastings Community will work together to **Drive Out Hunger** during MN FoodShare and restock the Market Food Shelf at Hastings Family Service.

Mary D. Fasbender, Mayor

**Hastings, Minnesota
City Council Workshop
February 6, 2023**

The City Council of the City of Hastings, Minnesota met in a workshop on Monday, February 6, 2023 at 5:00 p.m. in the Volunteer Room at the Hastings City Hall, 101 East 4th Street, Hastings, Minnesota.

Members Present: Mayor Fasbender, Councilmembers Folch, Fox, Haus, Leifeld, Pemble
Members Absent: Lund
Staff Present: City Administrator Dan Wietecha
City Attorney Kori Land
Assistant City Administrator Kelly Murtaugh
Community Development Director John Hinzman

Mayor Fasbender called the workshop to order at 5:03 pm., welcoming Council members and City Attorney Kori Land. Land continued the Elected Officials 101 training that was started in January. Land is presenting to the Council on municipal planning and rental licensing. Land provided an overview of municipal planning by reviewing the statutory foundations and goals for municipal planning. She then reviewed the guides for municipal planning: comprehensive plan and land use map, zoning map and zoning ordinance, subdivision regulations. She then discussed various uses of property like, permitted use, conditional use permit, and interim use permits. Land then presented on circumstances for variance. Land reviewed Council role in findings of fact in planning-related applications. She then presented on adding reasonable conditions to a permit or variance as well as violations of planning approvals.

Land reviewed the purpose of the rental license and the owner's responsibility in maintaining a rental license, with Council discussion on a rental license program. Council agreed that staff meet first to discuss how a rental license program might be implemented, and then bring back to Council for further discussion.

Council thanked Kori for her presentations.

The workshop adjourned at 6:40 pm.

Mary D. Fasbender, Mayor

Kelly Murtaugh, City Clerk

Hastings, Minnesota
City Council Meeting Minutes
February 6, 2023

The City Council of the City of Hastings, Minnesota met in a regular meeting on Monday, February 6, 2023 at 7:00 p.m. in the Council Chambers at the Hastings City Hall, 101 East 4th Street, Hastings, Minnesota.

Members Present: Mayor Fasbender, Councilmembers Folch, Fox, Haus, Leifeld, and Pemble

Members Absent: Councilmember Lund

Staff Present: City Administrator Dan Wietecha
Assistant City Administrator Kelly Murtaugh
City Attorney Korine Land
Community Development Director John Hinzman

Proclamation: Black History Month

Approval of Minutes

Mayor Fasbender asked if there were any additions or corrections to the minutes of the regular City Council meeting and Council Workshop on January 17, 2023.

Minutes were approved as presented.

Comments from the Audience

County Commissioner Mike Slavik, 1590 Hwy 55, responded to comments in the January 17, 2023 meeting about the dissolution of the Dakota Broadband Board. He expressed concern over comments about the county moving hastily to leave the DBB. He indicated that there had been concerns raised about the operations of the board over a period of 18 months which were not addressed. Dakota County is not intending to impede economic development, but needs agreements with the cities where county fiber will be utilized for economic development. This is similar to agreements that were utilized prior to the board being created.

Consent Agenda

Councilmember Fox motioned to approve the Consent Agenda withdrawing Bird Rides, Inc. from #7 and moving items #8 & #9 to section X. Reports from City Staff, C. Community Development, seconded by Councilmember Pemble.

6 Ayes, 0 Nays

1. Pay Bills as Audited
2. Accept Sponsorship for Movies in the Park from Ardent Mills
3. Resolution No. 02-01-23: Accept Donation for the 2023 Summer Programming at Levee Park from Dakota Electric Association
4. Resolution No. 02-02-23: Accept Donation for Memorial Benches from The Lindberg and Millner Families
5. Resolution No. 02-03-23: Approve Massage Therapist License Renewal for Christine Meshak
6. Declare Abandoned/Surplus Property and Authorize for Public Sale & Recycling
7. Approve Micromobility License Applications from Skinny Labs, Inc. dba Spin and Bird Rides, Inc.

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<http://www.hastingsmn.gov/city-government/city-council/city-council-agendas-and-minutes>

8. Approve Sidewalk Café License Renewals
9. Approve Parklet License Renewals
10. Authorize Signature: Organizational Services Agreement with Blue Peak Consulting for the Hastings Fire Department
11. Resolution No. 02-04-23: Accept Feasibility & Assessments Report and Order Public Hearings for Project Scope and Assessments – 2023 Neighborhood Infrastructure Improvements
12. Approve WSB & Associates, Inc. Professional Services Agreement for ArcGIS Online and ArcGIS Pro Migration and Implementation
13. Appoint Parks and Recreation Commissioners: Wendy Loomis, Dwight Smith, and Ceil Strauss
14. Authorize Signature for Engagement of Environmental Attorney Peder Larson of Larkin, Hoffman, Daly, and Lindgren Ltd.
15. 2023 Budget Amendments: Facilities Maintenance

Resolution No. 02-05-23: Award Contract: City Hall HVAC Project

Hinzman provided an overview of the contract asking Council to consider awarding the contract for the City Hall HVAC project to Burnn Boiler and Mechanical LLC. Hinzman indicated the City was appropriated two million dollars as a part of a larger City Hall project from State General Obligation Bonds. Hinzman shared that four bids were received, one of which was disqualified due to the bid being materially different than the project specifications. If approved, the contractor would immediately order the necessary parts and equipment to begin working soon after the heating season.

No Council discussion.

Councilmember Pemble motioned to approve as presented, seconded by Councilmember Haus.
6 Ayes, 0 Nays.

Approve Sidewalk Café License Renewals and Parklet License Renewals

The renewals were pulled from the Consent Agenda for this meeting. Hinzman provided an overview of the two types of license renewals for consideration.

Council discussion on any reports of concerns raised about parklets. Hinzman reported that there have been a few concerns raised about the loss of parking spots. Council discussion on the lack of parking is a good sign as to the level of activity in the City.

Councilmember Leifeld motioned to approve as presented, seconded by Councilmember Haus.
5 Ayes, 0 Nays, 1 Abstain – Fox.

Announcements

- Councilmember Pemble shared the upcoming meeting date for the Red Rock Corridor Commission meeting on February 8.
- Councilmember Fox welcomed the new Dakota 911 Executive Director, Heidi Hieserich.
- Councilmember Folch expressed appreciation to Commissioner Slavik for his comments about the Dakota Broadband Board. Folch restated her concerns about the dissolution of the Dakota Broadband Board and the county response to the recommendations of the technical advisory group. The Board will continue to meet for now as technical details are worked out.

- We will highlight many of the exciting and important work being done with the annual State of the City on Wednesday, February 8. This year the event will be a State of the Community with presentations by both the City and the School. Please join us in person or online.
- Hastings Rivertown Lions Club is hosting a “Super Breakfast” on Saturday, February 11 at Resurrection Methodist Church. The breakfast is free will donations with all proceeds to be donated to support the health and wellness programs of our Fire & EMS Department. Thank you to the Lions for their support.
- Happy birthday to Councilmember Leifeld later this month.
- City offices will be closed Monday, February 20 in observation of Presidents Day.
- Experience snowshoeing on Sunday February 26, at Jaycee Park. A park naturalist will lead participants through floodplain forest and prairie. Snowshoes and instruction provided. Pre-registration required on City website. Thank you to partner Dakota County Parks.

Meetings

- HEDRA Meeting on Thursday, February 9, 2023 at 6:00 p.m.
- Planning Commission Meeting on Monday, February 13, 2023 at 7:00 p.m.
- Administration Committee Meeting on Monday, February 13, 2023 at 7:00 p.m.
- Parks and Recreation Commission Meeting on Tuesday, February 14, 2023 at 7:00 p.m.
- City Council Workshop on Tuesday, February 21, 2023 at 5:30 p.m.
- City Council Regular Meeting on Tuesday, February 21, 2023 at 7:00 p.m.
- Heritage Preservation Commission Meeting on Tuesday, February 21, 2023 at 7:00 p.m.

Councilmember Pemble motioned to adjourn the meeting at 7:32 PM, seconded by Councilmember Leifeld. Ayes 6; Nays 0.

Kelly Murtaugh, City Clerk

Mary D. Fasbender, Mayor



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: Connie Lang – Accountant

Date: 02/16/2023

Item: Disbursements

Council Action Requested:

Staff requests:

Council review of January 2023 CenterPoint, Xcel, Wex, Health Insurance payments.

Council review of weekly routine disbursements issued 02/14/2023.

Council approval of routine disbursements, capital purchases and employee reimbursements to be issued 02/22/2023.

Background Information:

Disbursements for routine items are made weekly. Disbursements for capital purchases and employee reimbursements are made twice a month, subsequent to Council approval.

Financial Impact:

January 2023 Centerpoint Payments	\$	11,889.30
January 2023 Xcel Payments	\$	42,727.18
January 2023 Wex Admin Fee Pymt	\$	286.00
January 2023 Health Ins Pymts	\$	168,661.46
Disbursement Checks & EFT on 02/14/2023	\$	400,733.16
Disbursement Checks, Hedra & EFT to be issued on 02/22/2023	\$	273,862.17

Advisory Commission Discussion: N/A

Council Committee Discussion: N/A

Attachments: • Disbursement Reports

CENTERPOINT ENERGY
January 2023 Payments

Dept.	Account	Amount
Police	101-140-1403-6345	71.23
City Hall	101-140-1404-6345	3,373.29
City Storage	101-140-1407-6345	340.05
Alt Learning Ctr	101-401-4143-6345	183.82
Parks	200-401-4440-6345	217.66
Jt Maint	200-401-4447-6345	624.17
Pool	201-401-4240-6345	73.92
Fire	213-210-2100-6345	1,026.71
Le Duc	220-450-4160-6345	484.97
Hudson Bldg	404-500-6008-6345	0.00
Water	600-300-3300-6345	677.79
Water	600-300-3302-6345	170.57
Garage	601-300-3400-6345	499.61
Arena	615-401-4103-6345	4,145.51
		11,889.30

XCEL AUTOMATIC PAYMENTS
Jan 2023 Payments

Xcel Acct #	Amount	Date Paid	Account #
51-6960208-0	2,198.45	11-Jan	101-140-1404-6343
51-8110141-1	156.17	12-Jan	101-140-1407-6343
51-6960219-3	69.67	10-Jan	101-201-2016-6343
51-6960210-4	183.47	11-Jan	101-300-3100-6343
51-6960210-4	917.33	11-Jan	101-301-3200-6343
51-0011278454-9	148.45	11-Jan	101-302-3201-6343
51-0263715-0	730.38	13-Jan	101-302-3201-6343
51-6960218-2	15,923.12	23-Jan	101-302-3201-6343
51-6960215-9	1,699.78	8-Nov	200-401-4440-6343
51-0010048093-4	17.76	11-Jan	200-401-4440-6343
51-0011082067-5	408.45	11-Jan	200-401-4440-6343
51-6960220-6	925.93	10-Jan	200-401-4447-6343
51-6960214-8	1,156.59	10-Jan	213-210-2100-6343
51-7216831-9	612.34	11-Jan	220-450-4160-6343
51-6960216-0	11,311.89	30-Dec	600-300-3300-6343
51-6960210-4	733.87	11-Jan	600-300-3300-6343
51-6960216-0	3,866.38	29-Sep	600-300-3302-6343
51-6960217-1	<u>1,667.15</u>	10-Jan	601-300-3400-6343

42,727.18

WEX ADMIN FEES

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Jan-23

	Department	Amount	Account
Wex Admin Fees - HAS,HRA,FSA	Ambulance	39.74	101-105-1051-6131
Wex Admin Fees - HAS,HRA,FSA	Administration	8.25	101-107-1071-6131
Wex Admin Fees - HAS,HRA,FSA	Building Safety	11.00	101-120-1201-6131
Wex Admin Fees - HAS,HRA,FSA	Aquatic	0.00	101-140-1401-6131
Wex Admin Fees - HAS,HRA,FSA	Cable	0.41	101-150-1501-6131
Wex Admin Fees - HAS,HRA,FSA	City Clerk	10.59	101-160-1601-6131
Wex Admin Fees - HAS,HRA,FSA	Fire	9.76	101-201-2010-6131
Wex Admin Fees - HAS,HRA,FSA	Code Enforcement	2.75	101-230-2301-6131
Wex Admin Fees - HAS,HRA,FSA	Economic Dev.	4.81	101-230-2302-6131
Wex Admin Fees - HAS,HRA,FSA	Engineering	6.46	101-300-3100-6131
Wex Admin Fees - HAS,HRA,FSA	Finance	16.50	101-301-3200-6131
Wex Admin Fees - HAS,HRA,FSA	IT	5.50	200-401-4440-6131
Wex Admin Fees - HAS,HRA,FSA	LeDuc	0.41	201-401-4240-6131
Wex Admin Fees - HAS,HRA,FSA	Wastewater	8.39	205-420-4201-6131
Wex Admin Fees - HAS,HRA,FSA	Parks	27.50	210-170-1702-6131
Wex Admin Fees - HAS,HRA,FSA	Historical	0.69	213-210-2100-6131
Wex Admin Fees - HAS,HRA,FSA	Hydro	1.10	213-220-2200-6131
Wex Admin Fees - HAS,HRA,FSA	Arena	5.50	220-450-4160-6131
Wex Admin Fees - HAS,HRA,FSA	Maintenance	2.34	407-180-6003-6131
Wex Admin Fees - HAS,HRA,FSA	Planning	2.75	600-300-3300-6131
Wex Admin Fees - HAS,HRA,FSA	Police	90.75	601-300-3400-6131
Wex Admin Fees - HAS,HRA,FSA	Storm Water	7.70	603-300-3600-6131
Wex Admin Fees - HAS,HRA,FSA	Streets	11.28	615-401-4103-6131
Wex Admin Fees - HAS,HRA,FSA	Water	11.83	620-300-3500-6131
	Department Totals		
	C1053-WO	286.00	

**Health Insurance
Jan-23**

VIII-01

Account	Account #	Dolair Amount
Employee Paid Health Ins	101-000-0000-2185	13,766.18
COBRA Paid Insurance - Employee Paid	101-000-0000-2185	5,980.08
Employer Paid Health Ins. - Administration	101-105-1051-6131	723.81
Employer Paid Health Ins. - Communications	101-107-1061-6131	1,378.53
Employer Paid Health Ins. - City Clerk	101-107-1071-6131	2,329.83
Employer Paid Health Ins. - Finance	101-120-1201-6131	3,872.43
Employer Paid Health Ins. - Maintenance	101-140-1401-6131	1,695.27
Employer Paid Health Ins. - Planning	101-150-1501-6131	992.67
Employer Paid Health Ins. - IT	101-160-1601-6131	3,777.41
Employer Paid Health Ins. - Police	101-201-2010-6131	34,956.82
Employer Paid Health Ins. -Building Safety	101-230-2301-6131	4,762.55
Employer Paid Health Ins.-Code Enforcement	101-230-2302-6131	1,621.80
Employer Paid Health Ins. - Engineering	101-300-3100-6131	2,249.73
Employer Paid Health Ins. - Streets	101-301-3200-6131	3,778.75
Parks - Employee Paid Health Ins	200-000-0000-2185	2,085.18
Employer Paid Health Ins. - Parks	200-401-4440-6131	11,067.70
Cable - Employee Paid Health Ins	205-000-0000-2185	104.26
Employer Paid Health Ins. - Cable	205-420-4201-6131	243.27
Employer Paid Health Ins. --Heritage	210-170-1702-6131	180.95
Fire - Employee Paid Health Ins	213-000-0000-2185	4,747.64
Employer Paid Health Ins. - Fire	213-210-2100-6131	4,003.05
Employer Paid Health Ins. - Ambulance	213-220-2200-6131	16,025.32
LeDuc - Employee Paid Health Ins	220-000-0000-2185	128.22
Employer Paid Health Ins. - Leduc	220-450-4160-6131	299.16
Ecpn Dev. - Employee Paid Health Ins	407-000-0000-2185	578.33
Employer Paid Health Ins. - Econ. Dev.	407-180-6003-6131	2,073.24
Water - Employee Paid Health Ins	600-000-0000-2185	501.03
Employer Paid Health Ins. - Water	600-300-3300-6131	4,924.89
Wastewater - Employee Paid Health Ins	601-000-0000-2185	422.34
Employer Paid Health Ins. - Wastewater	601-300-3400-6131	3,554.34
Storm Water - Employee Paid Health Ins	603-000-0000-2185	699.74
Employer Paid Health Ins. - Storm Water	603-300-3600-6131	3,483.21
Arena - Employee Paid Health Ins	615-000-0000-2185	695.06
Employer Paid Health Ins. - Arena	615-401-4103-6131	2,424.81
Hydro - Employee Paid Health Ins	620-000-0000-2185	70.14
Employer Paid Health Ins. - Hydro	620-300-3500-6131	452.25
Employer Paid Health Ins. - Retirees	701-600-6002-6131	28,011.47

Total Paid 168,661.46

PACKET: 08637 AR - Refund

VENDOR SET: ***** CHECK LISTING *****

VIII-01

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	I-000202302022030	PODGORSKI, TANNY REFUNDS	R	2/14/2023		140.70	206015	140.70

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	140.70	140.70
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	140.70	140.70

PACKET: 08637 AR - Refund

VENDOR SET:

**** CHECK LISTING ****

VIII-01

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	140.70	140.70
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	140.70	140.70

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	2/2023	140.70CR
ALL		140.70CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 08649 Regular Payments
VENDOR SET: 1
FUND : 101 GENERAL
DEPARTMENT: N/A NON-DEPARTMENTAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN
VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -1	MISCELLANEOUS VENDOR					
	SOUTH CENTRAL SERV	I-2022 BUDGET	101-240-2020-5361	LOCAL GRANTS RETURN OF 2022 BUDGET FUNDS	206009	9,990.08
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	9,990.08
1 -002236	TOSHIBA AMERICA BUSINES					
		I-5023482115	101-105-1051-6206	DUPLICATING & LEASE/CH (1ST/2ND FLOOR)	206011	377.77
1 -48688	METRO AREA MNGR ASSN.					
		I-1440	101-105-1051-6323	CONFERENCE & LUNCHEON	205997	25.00
				DEPARTMENT 105 ADMINISTRATION	TOTAL:	402.77
1 -002011	MINNESOTA OCCUPATIONAL					
		I-418615	101-107-1052-6312	TESTING SERVI DRUG SCREEN	205998	204.00
		I-419655	101-107-1052-6312	TESTING SERVI TRAINING CLASSES	205998	132.00
				DEPARTMENT 107 CITY CLERK	TOTAL:	336.00
1 -12037	DAKOTA COUNTY TREAS-AUD					
		I-5500076-5500078	101-140-1401-6212	MOTOR FUEL & DEC 2022 FUEL	205987	30.08
1 -16343	ECOLAB PEST ELIMINATION					
		I-8854116	101-140-1403-6310	MAINTENANCE C P.D. PEST CONTROL	205988	90.28
1 -76750	TERRYS HARDWARE, INC.					
		I-323410	101-140-1401-6217	OTHER GENERAL F.C. MISC. HARDWARE AND PARTS	206010	18.37
		I-323443	101-140-1403-6217	OTHER GENERAL P.D. MISC. PARTS	206010	47.85
				DEPARTMENT 140 FACILITY MANAGEMENT	TOTAL:	186.58
1 -002213	RECYCLE TECHNOLOGIES IN					
		I-230562	101-160-1601-6353	REPAIRS & MAI RECYCLED OLD OCE COPIER	206006	196.15
				DEPARTMENT 160 I.T.	TOTAL:	196.15
1 -000836	DAKOTA COUNTY FINANCIAL					
		I-5500079	101-201-2010-6354	REPAIRS & MAI DEC 2022 FLEET PARTS	205986	378.35
		I-5500080	101-201-2010-6354	REPAIRS & MAI DEC 2022 FLEET LABOR	205986	1,830.53
		I-5500081	101-201-2010-6354	REPAIRS & MAI DEC 2022 FLEET GEOTAB TELEMATI	205986	331.50
1 -001232	ADVANCED GRAPHIX					
		I-210880	101-201-2010-6540	MOTOR VEHICLE DECALS FOR SQUAD H2208/1411	205981	887.80

PACKET: 08649 Regular Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: 201 POLICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1	-001380	FIELD TRAINING SOLUTION				
		I-9533	101-201-2010-6323	CONFERENCE & FTO TRAINING FOR WALSER	205989	295.00
		I-9543	101-201-2010-6323	CONFERENCE & FTO TRAINING - SGT. KLINE	205989	95.00
1	-002078	GUARDIAN FLEET SAFETY,				
		I-23-0105	101-201-2010-6540	MOTOR VEHICLE H2208/1411 SQUAD BUILD	205990	15,848.11
1	-002236	TOSHIBA AMERICA BUSINES				
		I-5023482115	101-201-2010-6206	DUPLICATING & LEASE/PD (1ST/2ND FLOOR)	206011	246.98
1	-002283	HOLIDAY STATIONSTORES L				
		I-081501022300	101-201-2010-6354	REPAIRS & MAI JAN 2023 CAR WASHES FOR PD	205992	74.00
1	-12037	DAKOTA COUNTY TREAS-AUD				
		I-5500076-5500078	101-201-2010-6212	MOTOR FUEL & DEC 2022 FUEL	205987	4,119.77
1	-75647	SECRETARY OF STATE - NO				
		I-02/06	101-201-2010-6311	EXPERT & CONS NOTARY FEE- S.T.	206008	120.00
				DEPARTMENT 201 POLICE	TOTAL:	24,227.04
=====						
1	-12037	DAKOTA COUNTY TREAS-AUD				
		I-5500076-5500078	101-230-2301-6212	MOTOR FUEL & DEC 2022 FUEL	205987	158.02
				DEPARTMENT 230 BUILDING & INSPECTIONS	TOTAL:	158.02
=====						
1	-002236	TOSHIBA AMERICA BUSINES				
		I-5023482115	101-300-3100-6206	DUPLICATING & LEASE/PW-ENGINEERING	206011	40.63
				DEPARTMENT 300 PUBLIC WORKS	TOTAL:	40.63
=====						
1	-001480	HOMETOWN ACE HARDWARE				
		I-15050	101-301-3200-6353	REPAIRS & MAI LP PROPANE	205993	19.79
1	-002236	TOSHIBA AMERICA BUSINES				
		I-5023482115	101-301-3200-6206	DUPLICATING & LEASE/PW-STREETS	206011	40.60
1	-12037	DAKOTA COUNTY TREAS-AUD				
		I-5500076-5500078	101-301-3200-6212	MOTOR FUEL & DEC 2022 FUEL	205987	11,098.11
1	-30354	HOSE, INC.				
		I-00101933	101-301-3200-6353	REPAIRS & MAI RUBBER REMNANT	205994	134.10
1	-45400	LITTLE FALLS MACHINE IN				
		I-366873	101-301-3200-6353	REPAIRS & MAI SCREW SET, PLOW MARKER	205996	209.51

PACKET: 08649 Regular Payments

VENDOR SET: 1

FUND : 101 GENERAL

DEPARTMENT: 301 PUBLIC WORKS STREETS

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1 -56342	COMPASS MINERALS AMERIC					
		I-1127106	101-301-3200-6216	CHEMICALS & C SALT	205985	20,725.70
1 -76750	TERRYS HARDWARE, INC.					
		I-323224	101-301-3200-6353	REPAIRS & MAI LUBE, BOLTS, NUTS/HEXS	206010	82.44
1 -88735	WERNER IMPLEMENT CO INC					
		I-24194	101-301-3200-6353	REPAIRS & MAI BRACKET, END	206014	232.00
DEPARTMENT 301 PUBLIC WORKS STREETS						TOTAL: 32,542.25

1 -34104	HASTINGS SCHOOL DISTRIC					
		I-2785	101-401-4143-6361	RENTAL-BUILDI FEB 2023 SENIOR CTR/TILDEN	205991	2,500.00
DEPARTMENT 401 PARKS & RECREATION						TOTAL: 2,500.00

FUND 101 GENERAL						TOTAL: 70,579.52

PACKET: 08649 Regular Payments
 VENDOR SET: 1
 FUND : 200 PARKS
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -88620	WEBBER RECREATIONAL DES						
		I-1219	200-401-4440-5815	DONATIONS	MEMORIAL BENCHES	206013	16,730.00
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	16,730.00
1 -001177	MN DEPT OF PUBLIC SAFET						
		I-M-128035	200-401-4440-6319	OTHER PROFESS	HAZ MAT INVENTORY FEE	206000	25.00
1 -001480	HOMETOWN ACE HARDWARE						
		I-15127	200-401-4440-6356	UPKEEP OF GRO	TRAPS & INSULATION FOR WALLIN	205993	56.14
		I-15169	200-401-4440-6217	OTHER GENERAL	SHOP SUPPLIES	205993	140.97
1 -002020	COMPAS, INC.						
		I-2-7-2023	200-401-4445-6319	OTHER PROFESS	SUMMER KICK OFF ENTERTAINMENT	205984	1,225.00
1 -002229	RIVERVIEW PROMOTIONS						
		I-1451	200-401-4440-6356	UPKEEP OF GRO	SAFETY VESTS	206007	435.71
1 -002236	TOSHIBA AMERICA BUSINES						
		I-5023482115	200-401-4447-6206	DUPLICATING &	LEASE/PARKS	206011	117.59
1 -002237	KIDSDANCE /TOTAL ENTERT						
		I-8250	200-401-4440-6494	DONATIONS	EVENT-8/23/23	205995	500.00
1 -76750	TERRYS HARDWARE, INC.						
		I-323504	200-401-4440-6240	SMALL TOOLS &	RATCHET WRENCH	206010	199.00
				DEPARTMENT 401	PARKS & RECREATION	TOTAL:	2,699.41
				FUND	200 PARKS	TOTAL:	19,429.41

PACKET: 08649 Regular Payments
VENDOR SET: 1
FUND : 213 FIRE & AMBULANCE
DEPARTMENT: 210 FIRE
BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1 -001745	NAPA AUTO PARTS					
		C-2845-518773	213-210-2100-6221	EQUIPMENT PAR CR FOR BATTERY CORE RETURN	206001	36.00-
		I-2845-549020	213-210-2100-6217	OTHER GENERAL FUSES AND BULBS	206001	13.97
		I-2845-551489	213-210-2100-6221	EQUIPMENT PAR HP BELT	206001	13.82
		I-2845-584428	213-210-2100-6221	EQUIPMENT PAR ROCKER SWITCH FOR ENGINE 2	206001	23.15
		I-2845-584496	213-210-2100-6217	OTHER GENERAL STEP DRILL BIT SET	206001	59.99
1 -002236	TOSHIBA AMERICA BUSINES					
		I-5023482115	213-210-2100-6206	DUPLICATING & LEASE/FIRE	206011	177.70
1 -002350	RAVEN COUNSELING LLC					
		I-1-3-2023	213-210-2100-6311	EXPERT & CONS MH CHECK IN	206004	120.00
1 -12037	DAKOTA COUNTY TREAS-AUD					
		I-5500076-5500078	213-210-2100-6212	MOTOR FUEL & DEC 2022 FUEL	205987	1,536.34
1 -76750	TERRYS HARDWARE, INC.					
		I-323426	213-210-2100-6217	OTHER GENERAL SHOP SUPPLIES	206010	13.99
				DEPARTMENT 210 FIRE	TOTAL:	1,922.96

1 -06366	BOUND TREE MEDICAL LLC					
		I-84842331	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	205982	791.16
		I-84848984	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	205982	396.98
1 -12037	DAKOTA COUNTY TREAS-AUD					
		I-5500076-5500078	213-220-2200-6212	MOTOR FUEL & DEC 2022 FUEL	205987	1,963.81
				DEPARTMENT 220 AMBULANCE	TOTAL:	3,151.95

			FUND 213	FIRE & AMBULANCE	TOTAL:	5,074.91

PACKET: 08649 Regular Payments

VENDOR SET: 1

FUND : 600 WATER

DEPARTMENT: 300 PUBLIC WORKS

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -001480	HOMETOWN ACE HARDWARE	I-15055	600-300-3300-6358	REPAIRS & MAI BATTERIES	205993	16.19
1 -002236	TOSHIBA AMERICA BUSINES	I-5023482115	600-300-3300-6206	DUPLICATING & LEASE/PW-WATER	206011	40.63
1 -12037	DAKOTA COUNTY TREAS-AUD	I-5500076-5500078	600-300-3300-6212	MOTOR FUEL & DEC 2022 FUEL	205987	770.67
1 -43361	MN AWWA	I-200006904	600-300-3300-6323	CONFERENCE & SE SPRING OPERATOR SCHOOL	205999	170.00
1 -76750	TERRYS HARDWARE, INC.	I-322788	600-300-3300-6353	REPAIRS & MAI ALUM DUCT, CLAMPS	206010	17.57
1 -84072	VALLEY SALES OF HASTING	I-63709	600-300-3300-6354	REPAIRS & MAI SENSOR	206012	71.63
					DEPARTMENT 300 PUBLIC WORKS	TOTAL: 1,086.69
					FUND 600 WATER	TOTAL: 1,086.69

PACKET: 08649 Regular Payments

VENDOR SET: 1

FUND : 601 WASTEWATER

DEPARTMENT: 300 PUBLIC WORKS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -002236	TOSHIBA AMERICA BUSINES					
		I-5023482115	601-300-3400-6206	DUPLICATING & LEASE/PW-SEWER	206011	40.63
1 -70400	RDO CONSTRUCTION EQUIPM					
		I-W6295601	601-300-3400-6353	REPAIRS & MAI GLENDALE HTS - GENERATOR REPAI	206005	2,883.34
					DEPARTMENT 300 PUBLIC WORKS	TOTAL: 2,923.97
					FUND 601 WASTEWATER	TOTAL: 2,923.97

PACKET: 08649 Regular Payments
 VENDOR SET: 1
 FUND : 615 ARENA
 DEPARTMENT: 401 PARKS & RECREATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1 -000280	CINTAS CORPORATION NO 2					
		I-5144185709	615-401-4103-6219	MEDICAL & FIR RESTOCK FIRST AID CABINET	205983	139.14
1 -001458	PARAMOUNT MKTG OF MTONK					
		I-82142	615-401-4103-6216	CHEMICALS & C 189 BAG SOFTENER SALT	206002	979.68
1 -001517	QUALITY PROPANE OF MN					
		I-2714073	615-401-4103-6212	MOTOR FUEL & PROPANE	206003	161.49
DEPARTMENT 401 PARKS & RECREATION					TOTAL:	1,280.31

					TOTAL:	1,280.31
FUND 615 ARENA					TOTAL:	1,280.31
REPORT GRAND TOTAL:						100,374.81

** G/L ACCOUNT TOTALS **

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YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2022-2023	101-140-1401-6212	MOTOR FUEL & OIL	30.08	400	217.15-	Y			
	101-160-1601-6353	REPAIRS & MAINT-EQUIPMENT	196.15	7,000	4,486.14				
	101-201-2010-6212	MOTOR FUEL & OIL	4,119.77	40,000	11,633.09-	Y			
	101-201-2010-6354	REPAIRS & MAINT-VEHICLES	2,540.38	45,000	12,562.05-	Y			
	101-201-2010-6540	MOTOR VEHICLES	16,735.91	97,000	279.25				
	101-230-2301-6212	MOTOR FUEL & OIL	158.02	2,100	605.04-	Y			
	101-240-2020-5361	LOCAL GRANTS & *NON-EXPENS	9,990.08	10,000-	19,990.08-				
	101-301-3200-6212	MOTOR FUEL & OIL	11,098.11	50,000	15,495.20-	Y			
	213-210-2100-6212	MOTOR FUEL & OIL	1,536.34	15,000	2,086.36-	Y			
	213-210-2100-6217	OTHER GENERAL SUPPLIES	13.97	8,200	902.04-	Y			
	213-210-2100-6221	EQUIPMENT PARTS	13.82	13,500	5,569.17				
	213-220-2200-6212	MOTOR FUEL & OIL	1,963.81	32,000	10,771.68				
	600-300-3300-6212	MOTOR FUEL & OIL	770.67	18,000	1,499.55				
	601-300-3400-6353	REPAIRS & MAINT-EQUIPMENT	2,883.34	30,500	2,844.51-	Y			
	615-401-4103-6216	CHEMICALS & CHEMICAL PRODU	979.68	3,750	1,552.37				
	** 2022-2023 YEAR TOTALS **		53,030.13						
2023-2024	101-105-1051-6206	DUPLICATING & COPYING SUPP	377.77	10,000	9,268.38				
	101-105-1051-6323	CONFERENCE & SCHOOLS	25.00	3,950	2,325.00				
	101-107-1052-6312	TESTING SERVICES	336.00	16,200	15,864.00				
	101-140-1401-6217	OTHER GENERAL SUPPLIES	18.37	2,000	1,712.11				
	101-140-1403-6217	OTHER GENERAL SUPPLIES	47.85	0	47.85-	Y			
	101-140-1403-6310	MAINTENANCE CONTRACTS	90.28	1,800	1,709.72				
	101-201-2010-6206	DUPLICATING & COPYING SUPP	246.98	8,500	7,982.61				
	101-201-2010-6311	EXPERT & CONSULTANT	120.00	61,605	44,986.80				
	101-201-2010-6323	CONFERENCE & SCHOOLS	390.00	20,830	17,440.00				
	101-201-2010-6354	REPAIRS & MAINT-VEHICLES	74.00	49,036	48,908.50				
	101-300-3100-6206	DUPLICATING & COPYING SUPP	40.63	1,100	1,019.69				
	101-301-3200-6206	DUPLICATING & COPYING SUPP	40.60	1,100	1,019.74				
	101-301-3200-6216	CHEMICALS & CHEMICAL PRODU	20,725.70	60,000	5,039.08				
	101-301-3200-6353	REPAIRS & MAINT-EQUIPMENT	677.84	55,000	44,764.67				
	101-401-4143-6361	RENTAL-BUILDINGS	2,500.00	30,000	25,000.00				
	200-401-4440-5815	DONATIONS *NON-EXPENS	16,730.00	0	15,130.00-				
	200-401-4440-6217	OTHER GENERAL SUPPLIES	140.97	2,000	1,797.98				
	200-401-4440-6240	SMALL TOOLS & EQUIPMENT	199.00	4,500	3,824.50				
	200-401-4440-6319	OTHER PROFESSIONAL FEES	25.00	16,500	16,475.00				
	200-401-4440-6356	UPKEEP OF GROUNDS	491.85	40,000	38,374.58				
	200-401-4440-6494	DONATIONS	500.00	0	1,000.00-	Y			
	200-401-4445-6319	OTHER PROFESSIONAL FEES	1,225.00	10,000	5,895.00				
	200-401-4447-6206	DUPLICATING & COPYING SUPP	117.59	800	543.20				
	213-210-2100-6206	DUPLICATING & COPYING SUPP	177.70	3,000	2,653.37				
	213-210-2100-6217	OTHER GENERAL SUPPLIES	73.98	7,500	7,217.49				
	213-210-2100-6221	EQUIPMENT PARTS	12.85-	13,500	12,708.72				
	213-210-2100-6311	EXPERT & CONSULTANT	120.00	76,325	69,649.82				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
	213-220-2200-6219	MEDICAL & FIRST AID	1,188.14	62,000	57,841.51			
	600-300-3300-6206	DUPLICATING & COPYING SUPP	40.63	700	619.69			
	600-300-3300-6323	CONFERENCE & SCHOOLS	170.00	3,500	3,055.00			
	600-300-3300-6353	REPAIRS & MAINT-EQUIPMENT	17.57	20,000	19,982.43			
	600-300-3300-6354	REPAIRS & MAINT-VEHICLES	71.63	2,500	2,411.28			
	600-300-3300-6358	REPAIRS & MAINT-METERS	16.19	15,000	14,224.07			
	601-300-3400-6206	DUPLICATING & COPYING SUPP	40.63	700	619.69			
	615-401-4103-6212	MOTOR FUEL & OIL	161.49	3,000	2,838.51			
	615-401-4103-6219	MEDICAL & FIRST AID	139.14	250	110.86			
**	2023-2024 YEAR TOTALS	**	47,344.68					

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** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	9,990.08
101-105	ADMINISTRATION	402.77
101-107	CITY CLERK	336.00
101-140	FACILITY MANAGEMENT	186.58
101-160	I.T.	196.15
101-201	POLICE	24,227.04
101-230	BUILDING & INSPECTIONS	158.02
101-300	PUBLIC WORKS	40.63
101-301	PUBLIC WORKS STREETS	32,542.25
101-401	PARKS & RECREATION	2,500.00

101 TOTAL	GENERAL	70,579.52
200	NON-DEPARTMENTAL	16,730.00
200-401	PARKS & RECREATION	2,699.41

200 TOTAL	PARKS	19,429.41
213-210	FIRE	1,922.96
213-220	AMBULANCE	3,151.95

213 TOTAL	FIRE & AMBULANCE	5,074.91

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
600-300	PUBLIC WORKS	1,086.69

600 TOTAL	WATER	1,086.69
601-300	PUBLIC WORKS	2,923.97

601 TOTAL	WASTEWATER	2,923.97
615-401	PARKS & RECREATION	1,280.31

615 TOTAL	ARENA	1,280.31

	** TOTAL **	100,374.81

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NO ERRORS

** END OF REPORT **

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT

1	-002216	VISION SERVICE PLAN INS				
		I-FEB 2023	101-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	214.41
		I-FEB 2023	101-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	6.10
1	-002344	METROPOLITAN LIFE INSUR				
		I-FEB 2023	101-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	3,184.50
		I-FEB 2023	101-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	85.50
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	3,490.51

1	-001021	INNOVATIVE OFFICE SOLUT				
		I-IN4085836	101-105-1051-6201	OFFICE SUPPLI OFFICE SUPPLIES	000000	195.39
1	-001387	SUN LIFE ASSUANCE COMPA				
		I-MAR 2023	101-105-1051-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	22.10
1	-26730	GRAPHIC DESIGN				
		I-3108	101-105-1051-6201	OFFICE SUPPLI SCHLEI - NOTARY STAMP	000000	29.30
				DEPARTMENT 105 ADMINISTRATION	TOTAL:	246.79

1	-001387	SUN LIFE ASSUANCE COMPA				
		I-MAR 2023	101-107-1061-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	14.19
		I-MAR 2023	101-107-1071-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	48.17
1	-002142	GOODHIRE				
		I-CIT10830020	101-107-1052-6307	PERSONNEL/LAB STANDARD EMP CHECK	000000	76.00
				DEPARTMENT 107 CITY CLERK	TOTAL:	138.36

1	-001387	SUN LIFE ASSUANCE COMPA				
		I-MAR 2023	101-120-1201-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	67.40
				DEPARTMENT 120 FINANCE	TOTAL:	67.40

1	-001686	CAMPBELL KNUTSON, P.A.				
		I-JAN 23	101-130-1301-6304	LEGAL FEES JAN 2023 LEGAL FEES	000000	10,638.69
				DEPARTMENT 130 LEGAL	TOTAL:	10,638.69

1	-001387	SUN LIFE ASSUANCE COMPA				
		I-MAR 2023	101-140-1401-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	12.89
1	-002362	DALCO				

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: 140 FACILITY MANAGEMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002362	DALCO		continued			
		I-4039938	101-140-1403-6211	CLEANING SUPP P.D. SUPPLIES	000000	502.00
		I-4039938	101-140-1404-6211	CLEANING SUPP C.H. SUPPLIES	000000	501.41
1 -20690	FERGUSON ENTERPRISES IN					
		I-9870133	101-140-1404-6353	REPAIRS & MAI C.H. PLUMBING PARTS	000000	172.29
			DEPARTMENT 140	FACILITY MANAGEMENT	TOTAL:	1,188.59

1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	101-150-1501-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	19.89
			DEPARTMENT 150	COMMUNITY DEVELOPMENT	TOTAL:	19.89

1 -001345	EVERBRIDGE, INC.					
		I-M74132	101-160-1061-6310	MAINTENANCE C NIXLE SUBSCRIPTION	000000	7,725.00
1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	101-160-1601-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	53.91
			DEPARTMENT 160	I.T.	TOTAL:	7,778.91

		I-MAR 2023	101-201-2010-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	654.86
1 -001916	MARIE RIDGEWAY LICSW LL					
		I-2082	101-201-2010-6311	EXPERT & CONS EMPLOYEE CONSULTS	000000	1,560.00
1 -002330	DAKOTA 911					
		I-HA2023-03	101-201-2010-6313	DISPATCH CONT DCC FEE/2023 MAR	000000	29,679.33
			DEPARTMENT 201	POLICE	TOTAL:	31,894.19

1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	101-230-2301-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	84.95
		I-MAR 2023	101-230-2302-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	15.22
			DEPARTMENT 230	BUILDING & INSPECTIONS	TOTAL:	100.17

		I-MAR 2023	101-300-3100-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	44.70
1 -001453	FOCUS ENGINEERING, INC.					
		I-JAN 23	101-300-3100-6311	EXPERT & CONS PW EXPERT & CONSULTANT	000000	9,750.00
		I-JAN 23	101-300-3100-6311	EXPERT & CONS TH 316 STUDY	000000	1,800.00
		I-JAN 23	101-300-3100-6311	EXPERT & CONS 2023-1 NEIGHBORHOOD IMPROVE	000000	2,250.00
	PROJ: 99 -483-300		2023 IMPROVEMENTS	2023 Improvements		
			DEPARTMENT 300	PUBLIC WORKS	TOTAL:	13,844.70

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 101 GENERAL

DEPARTMENT: 301 PUBLIC WORKS STREETS

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
1 -001037	PRECISE MOBILE RESOURCE					
		I-200-1041031	101-301-3200-6310	MAINTENANCE C DATA PLAN	000000	150.00
1 -001178	SAFE-FAST, INC.					
		I-INV271597	101-301-3200-6224	STREET MAINTA BLADE	000000	309.25
1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	101-301-3200-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	67.31
1 -001453	FOCUS ENGINEERING, INC.					
		I-JAN 23	101-301-3200-6311	EXPERT & CONS STREETS	000000	1,500.00
1 -001915	MINNESOTA PAVING & MATE					
		I-1750976	101-301-3200-6224	STREET MAINTA COLD MIX 20 TON	000000	3,000.00
1 -002362	DALCO					
		I-4039938	101-301-3200-6211	CLEANING SUPP C.H. SUPPLIES	000000	411.00
1 -04048	MINNESOTA AG GROUP - HA					
		I-IH89559	101-301-3200-6353	REPAIRS & MAI FITTING	000000	87.00
1 -06385	BOYER FORD TRUCKS/DBA A					
		I-007P48574	101-301-3200-6353	REPAIRS & MAI SADDLE CLOS	000000	13.52
1 -22317	FORCE AMERICA					
		I-001-1702173	101-301-3200-6353	REPAIRS & MAI JOYSTICK, DUAL AXIS, DUAL REP	000000	427.69
					TOTAL:	5,965.77
					DEPARTMENT 301 PUBLIC WORKS STREETS	
					TOTAL:	75,373.97
					FUND 101 GENERAL	

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 205 CABLE TV
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002216	VISION SERVICE PLAN INS					
	I-FEB 2023		205-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	3.11
1 -002344	METROPOLITAN LIFE INSUR					
	I-FEB 2023		205-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	18.40
						21.51
DEPARTMENT NON-DEPARTMENTAL TOTAL:						

1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		205-420-4201-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	2.50
						2.50
DEPARTMENT 420 CABLE TOTAL:						

FUND 205 CABLE TV TOTAL:						24.01

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 210 HERITAGE PRESERVATION

DEPARTMENT: 170 HERITAGE PRESERVATION

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
1 -001387	SUN LIFE ASSUANCE COMPA						
		I-MAR 2023	210-170-1702-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	4.77	
					DEPARTMENT 170	HERITAGE PRESERVATION TOTAL:	4.77
					FUND 210	HERITAGE PRESERVATION TOTAL:	4.77

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 213 FIRE & AMBULANCE
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN
VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002216	VISION SERVICE PLAN INS					
	I-FEB 2023		213-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	70.50
1 -002344	METROPOLITAN LIFE INSUR					
	I-FEB 2023		213-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	738.71
						809.21
DEPARTMENT						
NON-DEPARTMENTAL						
TOTAL:						

1 -000357	IMAGE TREND, INC.					
	I-140570		213-210-2100-6311	EXPERT & CONS MONTHLY FEE	000000	675.00
	I-140572		213-210-2100-6311	EXPERT & CONS PHASE 2	000000	289.83
1 -001277	ROSENBAUER MINNESOTA, L					
	I-57486		213-210-2100-6354	REPAIRS & MAI REPAIR TO AERIAL TRUCK/ACCIDEN	000000	14,546.00
1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		213-210-2100-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	65.18
1 -002330	DAKOTA 911					
	I-HA2023-03		213-210-2100-6313	DISPATCH CONT DCC FEE/2023 MAR	000000	14,839.67
						30,415.68
DEPARTMENT 210						
FIRE						
TOTAL:						

1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		213-220-2200-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	261.40
1 -001869	McKESSON MEDICAL-SURGIC					
	I-20266701		213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	388.54
	I-20267543		213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	216.53
	I-20274512		213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	281.80
	I-20276650		213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	281.80
1 -62700	LINDE GAS & EQUIPMENT I					
	I-33885688		213-220-2200-6216	CHEMICALS & C OXYGEN	000000	196.15
						1,626.22
DEPARTMENT 220						
AMBULANCE						
TOTAL:						

FUND						
213						
FIRE & AMBULANCE						
TOTAL:						32,851.11

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 220 LEDUC HISTORIC ESTATE

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002344	METROPOLITAN LIFE INSUR					
		I-FEB 2023	220-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	6.42
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	6.42

1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	220-450-4160-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	2.28
				DEPARTMENT 450 LEDUC	TOTAL:	2.28

			FUND 220	LEDOC HISTORIC ESTATE	TOTAL:	8.70

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 221 POLICE RESERVE S.R.

DEPARTMENT: 201 POLICE RESERVES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
1 -001944	GUARDIAN SUPPLY LLC	I-14544	221-201-2021-6218	CLOTHING & BA RESERVE OFFICER WORK PANTS	000000	69.99			
					DEPARTMENT 201	POLICE RESERVES	TOTAL:	69.99	
					FUND	221	POLICE RESERVE S.R.	TOTAL:	69.99

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 401 PARKS CAPITAL PROJECTS

DEPARTMENT: 401 PARKS & RECREATION

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT		
1 -001962	ISG	I-89378	401-401-4115-6590	CONTRACTORS & LAKE ISABEL REDEVELOPMENT PROJ	000000	342.50		
1 -002046	MINNESOTA DIRT WORKS IN	I-#1	401-401-4115-6590	CONTRACTORS & LAKE ISABEL REDEVELOP. PRO-#1	000000	14,174.00		
					DEPARTMENT 401	PARKS & RECREATION	TOTAL:	14,516.50
					FUND 401	PARKS CAPITAL PROJECTS	TOTAL:	14,516.50

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 407 HEDRA
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002344	METROPOLITAN LIFE INSUR					
		I-FEB 2023	407-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	42.75
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL: 42.75

1 -001387	SUN LIFE ASSUANCE COMPA					
		I-MAR 2023	407-180-6003-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	35.77
				DEPARTMENT 180	ECONOMIC DEVELOPMENT	TOTAL: 35.77

			FUND	407 HEDRA	TOTAL:	78.52

PACKET: 08650 EFT Payments
VENDOR SET: 1
FUND : 600 WATER
DEPARTMENT: N/A NON-DEPARTMENTAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN
VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
1 -002216	VISION SERVICE PLAN INS	I-FEB 2023	600-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	9.36
1 -002344	METROPOLITAN LIFE INSUR	I-FEB 2023	600-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	70.15
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL: 79.51
1 -001387	SUN LIFE ASSUANCE COMPA	I-MAR 2023	600-300-3300-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	71.26
1 -001453	FOCUS ENGINEERING, INC.	I-JAN 23	600-300-3300-6311	EXPERT & CONS WATER FUND	000000	480.00
		I-JAN 23	600-300-3300-6311	EXPERT & CONS PFAS	000000	2,310.00
	PROJ: 206-PFA	PFAs		PFA		
1 -001682	CORE & MAIN LP	I-S295697	600-300-3300-6590	CONTRACTORS & SENSUS ANNUAL/ANNALYTIC FEES	000000	21,289.00
1 -002199	COMPUTERSHARE TRUST CO.	I-2183501	600-300-3300-6620	FISCAL AGENT ADMIN CHARGES	000000	750.00
1 -002363	LARKIN HOFFMAN DALY & L	I-RETAINER	600-300-3300-6311	EXPERT & CONS RETAINER FOR PFAS PUBLIC FUNDS	000000	2,500.00
	PROJ: 206-PFA	PFAs		PFA		
1 -26336	GOPHER STATE ONE-CALL I	I-3010454	600-300-3300-6318	SERVICE FOR L LOCATE TICKETS-JANUARY	000000	55.35
1 -26730	GRAPHIC DESIGN	I-QB47037	600-300-3300-6202	PRINTED FORMS UTILITY BILLING STATEMENTS	000000	298.67
		I-QB47037	600-300-3300-6322	POSTAGE UTILITY BILLING STATEMENTS	000000	1,436.72
				DEPARTMENT 300	PUBLIC WORKS	TOTAL: 29,191.00
				FUND	600 WATER	TOTAL: 29,270.51

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 601 WASTEWATER
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
1 -002216	VISION SERVICE PLAN INS	I-FEB 2023	601-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	8.00	
1 -002344	METROPOLITAN LIFE INSUR	I-FEB 2023	601-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	57.43	
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	65.43
1 -001387	SUN LIFE ASSUANCE COMPA	I-MAR 2023	601-300-3400-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	50.81	
1 -001453	FOCUS ENGINEERING, INC.	I-JAN 23	601-300-3400-6311	EXPERT & CONS WASTEWATER FUND	000000	240.00	
1 -04048	MINNESOTA AG GROUP - HA	I-IH89110	601-300-3400-6353	REPAIRS & MAI BATTERY	000000	229.20	
1 -26730	GRAPHIC DESIGN	I-QB47037	601-300-3400-6202	PRINTED FORMS UTILITY BILLING STATEMENTS	000000	298.67	
1 -48768	MCES	I-0001151460	601-300-3400-6366	METRO WASTE C WASTEWATER SRVS-MARCH 2023	000000	138,272.63	
				DEPARTMENT 300	PUBLIC WORKS	TOTAL:	139,091.31
				FUND	601 WASTEWATER	TOTAL:	139,156.74

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 603 STORM WATER UTILITY
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002216	VISION SERVICE PLAN INS					
	I-FEB 2023		603-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	6.78
1 -002344	METROPOLITAN LIFE INSUR					
	I-FEB 2023		603-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	138.76
						145.54
DEPARTMENT NON-DEPARTMENTAL TOTAL:						

1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		603-300-3600-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	54.37
1 -001453	FOCUS ENGINEERING, INC.					
	I-JAN 23		603-300-3600-6311	EXPERT & CONS STORMWATER FUND	000000	90.00
1 -26730	GRAPHIC DESIGN					
	I-QB47037		603-300-3600-6202	PRINTED FORMS UTILITY BILLING STATEMENTS	000000	298.66
						443.03
DEPARTMENT 300 PUBLIC WORKS TOTAL:						

						588.57
FUND 603 STORM WATER UTILITY TOTAL:						

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 615 ARENA
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002216	VISION SERVICE PLAN INS					
	I-FEB 2023		615-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	13.04
1 -002344	METROPOLITAN LIFE INSUR					
	I-FEB 2023		615-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	208.19
						221.23
DEPARTMENT NON-DEPARTMENTAL TOTAL:						

1 -000766	WATSON COMPANY					
	I-131605		615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	750.73
	I-131803		615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	1,164.60
1 -001314	HUEBSCH LAUNDRY CO.					
	I-20198808		615-401-4103-6350	REPAIRS & MAI ENTRY RUG SERVICE	000000	38.63
	I-20201978		615-401-4103-6350	REPAIRS & MAI ENTRY RUG SERVICE	000000	38.63
1 -001365	OVERHEAD DOOR CO.					
	I-129224		615-401-4103-6350	REPAIRS & MAI REPLACED BROKEN SPRINGS	000000	1,861.44
1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		615-401-4103-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	32.82
1 -75794	SYSCO, MINNESOTA					
	I-447472212		615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	1,474.56
DEPARTMENT 401 PARKS & RECREATION TOTAL:						5,361.41

FUND 615 ARENA TOTAL:						5,582.64

PACKET: 08650 EFT Payments
 VENDOR SET: 1
 FUND : 620 HYDRO ELECTRIC
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -002216	VISION SERVICE PLAN INS					
	I-FEB 2023		620-000-0000-2193	VISION INSURA FEB 2023 VISION INS. PREMIUM	000000	1.22
1 -002344	METROPOLITAN LIFE INSUR					
	I-FEB 2023		620-000-0000-2192	DENTAL INSURA DENTAL PREMIUM FEB 2023	000000	6.71
						7.93
DEPARTMENT NON-DEPARTMENTAL TOTAL:						

1 -000953	AVANT ENERGY, INC.					
	I-16122		620-300-3500-6311	EXPERT & CONS ANNUAL SUBSCRIPTION	000000	566.70
1 -001178	SAFE-FAST, INC.					
	I-INV271598		620-300-3500-6353	REPAIRS & MAI SORBENT PADS	000000	144.42
1 -001387	SUN LIFE ASSUANCE COMPA					
	I-MAR 2023		620-300-3500-6134	EMPLOYER PAID MAR 2023 LTD PREMIUM	000000	5.95
						717.07
DEPARTMENT 300 PUBLIC WORKS TOTAL:						

						725.00
FUND 620 HYDRO ELECTRIC TOTAL:						

PACKET: 08650 EFT Payments

VENDOR SET: 1

FUND : 807 ESCROW - DEV/ENG/TIF-HRA

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1	-001453 FOCUS ENGINEERING, INC.					
		I-JAN 23	807-300-1675-2022	CONFLUENCE GR CONFLUENCE - CIVIL SITE	000000	180.00
		I-JAN 23	807-150-1682-2024	Villas at Ple VILLAS AT PLEASANT	000000	60.00
		I-JAN 23	807-150-1683-2024	HERITAGE RIDG HERITAGE RIDGE2ND ADDITION	000000	90.00
		I-JAN 23	807-300-1715-2022	Heritage Ridg HERITAGE RIDGE 3RD ADDITION	000000	300.00
			DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	630.00

			FUND	807 ESCROW - DEV/ENG/TIF-HRA	TOTAL:	630.00
					REPORT GRAND TOTAL:	300,217.65

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2022-2023	213-210-2100-6354	REPAIRS & MAINT-VEHICLES	14,546.00	74,500	564.97		
	** 2022-2023 YEAR TOTALS **		14,546.00				
2023-2024	101-000-0000-2192	DENTAL INSURANCE WITHHOLDI	3,270.00				
	101-000-0000-2193	VISION INSURANCE WITHHOLDI	220.51				
	101-105-1051-6134	EMPLOYER PAID-DISABILITY (22.10	543	498.80		
	101-105-1051-6201	OFFICE SUPPLIES	224.69	6,400	6,175.31		
	101-107-1052-6307	PERSONNEL/LABOR CONSULTANT	76.00	0	76.00-	Y	
	101-107-1061-6134	EMPLOYER PAID-DISABILITY (14.19	0	28.38-	Y	
	101-107-1071-6134	EMPLOYER PAID-DISABILITY (48.17	696	599.66		
	101-120-1201-6134	EMPLOYER PAID-DISABILITY (67.40	1,208	1,073.20		
	101-130-1301-6304	LEGAL FEES	10,638.69	151,941	141,302.31		
	101-140-1401-6134	EMPLOYER PAID-DISABILITY (12.89	217	191.22		
	101-140-1403-6211	CLEANING SUPPLIES	502.00	2,000	1,498.00		
	101-140-1404-6211	CLEANING SUPPLIES	501.41	2,000	1,498.59		
	101-140-1404-6353	REPAIRS & MAINT-EQUIPMENT	172.29	18,000	16,612.07		
	101-150-1501-6134	EMPLOYER PAID-DISABILITY (19.89	323	283.22		
	101-160-1061-6310	MAINTENANCE CONTRACT - COM	7,725.00	7,325	3,383.83-	Y	
	101-160-1601-6134	EMPLOYER PAID DISABILITY (53.91	801	693.18		
	101-201-2010-6134	EMPLOYER PAID-DISABILITY (654.86	9,677	8,369.20		
	101-201-2010-6311	EXPERT & CONSULTANT	1,560.00	61,605	44,986.80		
	101-201-2010-6313	DISPATCH CONTRACT-COUNTY	29,679.33	436,165	376,807.04		
	101-230-2301-6134	EMPLOYER PAID-DISABILITY (84.95	1,003	833.10		
	101-230-2302-6134	EMPLOYER PAID-DISABILITY (15.22	250	219.56		
	101-300-3100-6134	EMPLOYER PAID-DISABILITY (44.70	1,080	991.57		
	101-300-3100-6311	EXPERT & CONSULTANT	13,800.00	67,850	52,055.00		
	101-301-3200-6134	EMPLOYER PAID-DISABILITY (67.31	1,119	984.31		
	101-301-3200-6211	CLEANING SUPPLIES	411.00	950	539.00		
	101-301-3200-6224	STREET MAINTENANCE MATERIA	3,309.25	80,000	76,690.75		
	101-301-3200-6310	MAINTENANCE CONTRACTS	150.00	20,000	19,850.00		
	101-301-3200-6311	EXPERT & CONSULTANT	1,500.00	24,000	22,496.10		
	101-301-3200-6353	REPAIRS & MAINT-EQUIPMENT	528.21	55,000	44,764.67		
	200-000-0000-2192	DENTAL INSURANCE W/H	624.57				
	200-000-0000-2193	VISION INSURANCE WITHHELD	12.20				
	200-401-4440-6134	EMPLOYER PAID-DISABILITY (157.07	2,114	1,799.86		
	200-401-4440-6219	MEDICAL & FIRST AID	276.36	400	123.64		
	200-401-4440-6353	REPAIRS & MAINT-EQUIPMENT	266.42	23,000	20,179.55		
	205-000-0000-2192	DENTAL INSURANCE W/H	18.40				
	205-000-0000-2193	VISION INSURANCE WITHHELD	3.11				
	205-420-4201-6134	EMPLOYER PAID-DISABILITY (2.50	0	5.00-	Y	
	210-170-1702-6134	EMPLOYER PAID-DISABILITY (4.77	75	65.43		
	213-000-0000-2192	DENTAL INSURANCE WITHHOLDI	738.71				
	213-000-0000-2193	VISION INSURANCE WITHHELD	70.50				
	213-210-2100-6134	EMPLOYER PAID-DISABILITY (65.18	1,047	916.64		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
213-210-2100-6311	EXPERT & CONSULTANT	964.83	76,325	69,649.82				
213-210-2100-6313	DISPATCH CONTRACT-COUNTY	14,839.67	309,450	279,770.66				
213-220-2200-6134	EMPLOYER PAID-DISABILITY (261.40	4,383	3,860.20				
213-220-2200-6216	CHEMICALS & CHEMICAL PRODU	196.15	0	2,856.00-	Y			
213-220-2200-6219	MEDICAL & FIRST AID	1,168.67	62,000	57,841.51				
220-000-0000-2192	DENTAL INSURANCE W/H	6.42						
220-450-4160-6134	EMPLOYER PAID-DISABILITY I	2.28	38	33.44				
221-201-2021-6218	CLOTHING & BADGES	69.99	3,850	3,780.01				
401-401-4115-6590	CONTRACTORS & CONSTRUCTION	14,516.50	0	14,516.50-	Y			
407-000-0000-2192	DENTAL INSURANCE W/H	42.75						
407-180-6003-6134	EMPLOYER PAID-DISABILITY (35.77	583	511.46				
600-000-0000-2192	DENTAL INSURANCE W/H	70.15						
600-000-0000-2193	VISION INSURANCE WITHHELD	9.36						
600-300-3300-6134	EMPLOYER PAID-DISABILITY (71.26	1,372	1,231.80				
600-300-3300-6202	PRINTED FORMS & PAPER	298.67	3,000	2,701.33				
600-300-3300-6311	EXPERT & CONSULTANT	5,290.00	33,750	28,460.00				
600-300-3300-6318	SERVICE FOR LOCATES	55.35	4,000	3,894.65				
600-300-3300-6322	POSTAGE	1,436.72	18,900	17,257.94				
600-300-3300-6590	CONTRACTORS & CONSTRUCTION	21,289.00	200,000	178,711.00				
600-300-3300-6620	FISCAL AGENT FEES	750.00	450	300.00-	Y			
601-000-0000-2192	DENTAL INSURANCE W/H	57.43						
601-000-0000-2193	VISION INSURANCE WITHHELD	8.00						
601-300-3400-6134	EMPLOYER PAID-DISABILITY (50.81	1,021	920.54				
601-300-3400-6202	PRINTED FORMS & PAPER	298.67	3,000	2,701.33				
601-300-3400-6311	EXPERT & CONSULTANT	240.00	43,750	43,510.00				
601-300-3400-6353	REPAIRS & MAINT-EQUIPMENT	229.20	32,200	31,609.30				
601-300-3400-6366	METRO WASTE CONTROL COMMIS	138,272.63	1,270,143	993,597.74				
603-000-0000-2192	DENTAL INSURANCE W/H	138.76						
603-000-0000-2193	VISION INSURANCE WITHHELD	6.78						
603-300-3600-6134	EMPLOYER PAID-DISABILITY I	54.37	957	848.67				
603-300-3600-6202	PRINTED FORMS & PAPER	298.66	3,000	2,701.34				
603-300-3600-6311	EXPERT & CONSULTANT	90.00	30,000	29,910.00				
615-000-0000-2192	DENTAL INSURANCE W/H	208.19						
615-000-0000-2193	VISION INSURANCE WITHHELD	13.04						
615-401-4103-6134	EMPLOYER PAID-DISABILITY (32.82	572	506.36				
615-401-4103-6254	COST OF MERCHANDISE	3,389.89	28,000	13,188.51				
615-401-4103-6350	REPAIRS & MAINT-BUILDING	1,938.70	5,000	3,061.30				
620-000-0000-2192	DENTAL INSURANCE W/H	6.71						
620-000-0000-2193	VISION INSURANCE WITHHELD	1.22						
620-300-3500-6134	EMPLOYER PAID-DISABILITY (5.95	146	135.47				
620-300-3500-6311	EXPERT & CONSULTANT	566.70	7,500	6,933.30				
620-300-3500-6353	REPAIRS & MAINT-EQUIPMENT	144.42	425,000	424,806.41				
807-150-1682-2024	Villas at Pleasant	60.00						
807-150-1683-2024	HERITAGE RIDGE PLAT	90.00						
807-300-1675-2022	CONFLUENCE GRADING INSP	180.00						

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** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET OVER
	807-300-1715-2022	Heritage Ridge 3rd Add. Co	300.00					
** 2023-2024 YEAR TOTALS **			285,671.65					

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** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	3,490.51
101-105	ADMINISTRATION	246.79
101-107	CITY CLERK	138.36
101-120	FINANCE	67.40
101-130	LEGAL	10,638.69
101-140	FACILITY MANAGEMENT	1,188.59
101-150	COMMUNITY DEVELOPMENT	19.89
101-160	I.T.	7,778.91
101-201	POLICE	31,894.19
101-230	BUILDING & INSPECTIONS	100.17
101-300	PUBLIC WORKS	13,844.70
101-301	PUBLIC WORKS STREETS	5,965.77

101 TOTAL	GENERAL	75,373.97
200	NON-DEPARTMENTAL	636.77
200-401	PARKS & RECREATION	699.85

200 TOTAL	PARKS	1,336.62
205	NON-DEPARTMENTAL	21.51
205-420	CABLE	2.50

205 TOTAL	CABLE TV	24.01
210-170	HERITAGE PRESERVATION	4.77

210 TOTAL	HERITAGE PRESERVATION	4.77

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
213	NON-DEPARTMENTAL	809.21
213-210	FIRE	30,415.68
213-220	AMBULANCE	1,626.22

213 TOTAL	FIRE & AMBULANCE	32,851.11
220	NON-DEPARTMENTAL	6.42
220-450	LEDUC	2.28

220 TOTAL	LEDUC HISTORIC ESTATE	8.70
221-201	POLICE RESERVES	69.99

221 TOTAL	POLICE RESERVE S.R.	69.99
401-401	PARKS & RECREATION	14,516.50

401 TOTAL	PARKS CAPITAL PROJECTS	14,516.50
407	NON-DEPARTMENTAL	42.75
407-180	ECONOMIC DEVELOPMENT	35.77

407 TOTAL	HEDRA	78.52
600	NON-DEPARTMENTAL	79.51
600-300	PUBLIC WORKS	29,191.00

600 TOTAL	WATER	29,270.51
601	NON-DEPARTMENTAL	65.43
601-300	PUBLIC WORKS	139,091.31

601 TOTAL	WASTEWATER	139,156.74
603	NON-DEPARTMENTAL	145.54
603-300	PUBLIC WORKS	443.03

603 TOTAL	STORM WATER UTILITY	588.57

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** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
615	NON-DEPARTMENTAL	221.23
615-401	PARKS & RECREATION	5,361.41

615 TOTAL	ARENA	5,582.64
620	NON-DEPARTMENTAL	7.93
620-300	PUBLIC WORKS	717.07

620 TOTAL	HYDRO ELECTRIC	725.00
807	NON-DEPARTMENTAL	630.00

807 TOTAL	ESCROW - DEV/ENG/TIF-HRA	630.00

** TOTAL **		300,217.65

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*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
206 PFAs	PFA PFA	4,810.00
** PROJECT 206 TOTAL **		4,810.00
99 2023 IMPROVEMENTS	483-300 2023 Improvements	2,250.00
** PROJECT 99 TOTAL **		2,250.00

NO ERRORS

** END OF REPORT **

PACKET: 08658 Regular Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: N/A NON-DEPARTMENTAL
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1 -00001	CITY OF HASTINGS					
		I-2022	101-000-0000-1011	PETTY CASH TO REPLENISH PETTY CASH	000000	20.00
1 -001555	TAPROOT LLC / THE ONION					
		I-2-14-2023	101-107-1071-5211	LIQUOR LICENS REIMBURSE-2ND HALF LIQUOR LIC	000000	1,750.00
				DEPARTMENT NON-DEPARTMENTAL	TOTAL:	1,770.00

1 -001214	HASTINGS AREA CHAMBER &					
		I-02-06-23	101-102-1021-6450	MISCELLANEOUS STATE OF THE COMMUNITY LUNCH	000000	475.00
1 -44646	LEAGUE OF MN CITIES					
		I-375320	101-102-1021-6323	CONFERENCE & 2023 ELECTED LEADERS INSTITUTE	000000	350.00
				DEPARTMENT 102 COUNCIL & MAYOR	TOTAL:	825.00

1 -002060	THE JOURNAL					
		I-50782	101-107-1071-6333	LEGAL NOTICES PUBLIC NOTICES	000000	564.20
				DEPARTMENT 107 CITY CLERK	TOTAL:	564.20

1 -001480	HOMETOWN ACE HARDWARE					
		I-15103	101-140-1401-6217	OTHER GENERAL F.C. HOLE CUTTER	000000	32.39
		I-15181	101-140-1404-6353	REPAIRS & MAI C.H. WATER HEATER RELIEF VALVE	000000	18.44
1 -16343	ECOLAB PEST ELIMINATION					
		I-8854114	101-140-1404-6310	MAINTENANCE C C.H. PEST CONTROL	000000	143.84
		I-8854117	101-140-1406-6310	MAINTENANCE C F.D. PEST CONTROL	000000	76.04
1 -85335	VIKING AUTOMATIC SPRINK					
		I-1025-F262226	101-140-1404-6353	REPAIRS & MAI C.H. MAIN WATER FLOW SWITCH	000000	1,786.00
				DEPARTMENT 140 FACILITY MANAGEMENT	TOTAL:	2,056.71

1 -000328	OFFICE OF MN.IT SERVICE					
		I-DV23010447	101-160-1601-6308	DP/COMPUTER/I WAN USAGE JAN 23	000000	515.15
1 -002309	BAYCOM INC					
		I-EQUIPINV_042036	101-160-1601-6217	OTHER GENERAL EXTERNAL ANTENNA-FIRE MODEM	000000	149.00
				DEPARTMENT 160 I.T.	TOTAL:	664.15

1 -000836	DAKOTA COUNTY FINANCIAL					
		I-19002	101-201-2010-6313	DISPATCH CONT 2023 CJN PARTNER FEE/RMS FEE	000000	62,677.07

PACKET: 08658 Regular Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: 201 POLICE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT

1	-002010 ST. CROIX COLLISION & R					
		I-5576	101-201-2010-6354	REPAIRS & MAI REPAIRS TO SQUAD 1440	000000	3,986.55
1	-09330 CITY OF INVER GROVE HEI					
		I-2023 K9 TRAINING	101-201-2010-6323	CONFERENCE & K9 TRAINING - OFC. VOMASTEK	000000	780.00
				DEPARTMENT 201 POLICE	TOTAL:	67,443.62

1	-001656 NAPA AUTO PARTS					
		I-2845-584738	101-301-3200-6212	MOTOR FUEL & OIL FILTERS	000000	50.34
1	-001672 SPIN CITY LAUNDROMAT, L					
		I-951656	101-301-3200-6217	OTHER GENERAL LAUNDRER RAGS	000000	25.00
1	-002119 TACONIC MAINTENANCE					
		I-13834	101-301-3200-6216	CHEMICALS & C SALT TREATMENT	000000	3,360.00
1	-45400 LITTLE FALLS MACHINE IN					
		I-367034	101-301-3200-6353	REPAIRS & MAI MOTOR, SPINNER HUB, FITTINGS	000000	692.88
1	-88735 WERNER IMPLEMENT CO INC					
		I-24625	101-301-3200-6353	REPAIRS & MAI BEARING	000000	29.50
				DEPARTMENT 301 PUBLIC WORKS STREETS	TOTAL:	4,157.72

			FUND 101 GENERAL		TOTAL:	77,481.40

PACKET: 08658 Regular Payments
 VENDOR SET: 1
 FUND : 200 PARKS
 DEPARTMENT: 401 PARKS & RECREATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -000280	CINTAS CORPORATION NO 2	I-5145240068	200-401-4447-6219	MEDICAL & FIR FIRST AID SUPPLIES FOR JMF	000000	141.64
1 -000760	WILDSIDE GRAPHIX	I-2855	200-401-4440-6226	STREET SIGN/S NAME PLATES	000000	120.00
1 -001480	HOMETOWN ACE HARDWARE	I-15210	200-401-4440-6356	UPKEEP OF GRO PAINTING SUPPLIES FOR SHELTERS	000000	83.73
1 -001712	NAPA AUTO PARTS	I-2845-584685	200-401-4440-6354	REPAIRS & MAI DEF FOR TRUCKS	000000	70.64
		I-2845-584871	200-401-4440-6353	REPAIRS & MAI FERRIS MOWER SUPPLIES	000000	31.35
1 -001947	MINNE HA HA MAGAZINE LL	I-230606-01	200-401-4445-6319	OTHER PROFESS CARICATURE DRAWING	000000	450.00
		I-230711-01	200-401-4445-6319	OTHER PROFESS PARTY IN THE PARK ENTERTAIN.	000000	500.00
1 -002296	HASTINGS FIRE & SAFETY	I-2369	200-401-4440-6353	REPAIRS & MAI PARKS - FIRE EXTINGUISHERS	000000	204.00
1 -76750	TERRYS HARDWARE, INC.	I-323534	200-401-4447-6216	CHEMICALs & C ACETYLENE	000000	129.99
		I-323534	200-401-4440-6217	OTHER GENERAL CUT OFF DISC AND FLAP DISC	000000	27.30
		I-323586	200-401-4440-6217	OTHER GENERAL WELDING GLOVES	000000	23.49
DEPARTMENT 401 PARKS & RECREATION					TOTAL:	1,782.14
FUND 200 PARKS					TOTAL:	1,782.14

PACKET: 08658 Regular Payments
 VENDOR SET: 1
 FUND : 213 FIRE & AMBULANCE
 DEPARTMENT: 210 FIRE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1 -02977	ASPEN MILLS					
		I-308675	213-210-2100-6218	CLOTHING & BA UNIFORMS	000000	122.85
1 -76750	TERRYS HARDWARE, INC.					
		I-323537	213-210-2100-6217	OTHER GENERAL TOOL HOLDER/UTILITY HOOK	000000	14.47
		I-323622	213-210-2100-6217	OTHER GENERAL SHOP SUPPLIES	000000	26.01
				DEPARTMENT 210 FIRE	TOTAL:	163.33

1 -002038	HENRY SCHEIN, INC.					
		I-33771619	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	291.35
1 -06366	BOUND TREE MEDICAL LLC					
		I-84850982	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	48.99
		I-84857458	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	111.18
				DEPARTMENT 220 AMBULANCE	TOTAL:	451.52

			FUND 213	FIRE & AMBULANCE	TOTAL:	614.85

PACKET: 08658 Regular Payments

VENDOR SET: 1

FUND : 405 TIF 3 GUARDIAN ANGELS

DEPARTMENT: 500 EDA/HRA

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1	-001897 CB GUARDIAN ANGELS LIM					
		I-TIF3-2022-2	405-500-6004-6319	OTHER PROFESS 2ND HALF 2022 TIF SETTLEMENT	000000	1,562.19
				DEPARTMENT 500 EDA/HRA	TOTAL:	1,562.19

			FUND	405 TIF 3 GUARDIAN ANGELS	TOTAL:	1,562.19

PACKET: 08658 Regular Payments

VENDOR SET: 1

FUND : 600 WATER

DEPARTMENT: 300 PUBLIC WORKS

BANK: GEN

BUDGET TO USE: CB-CURRENT BUDGET

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -09306	CITY OF BLOOMINGTON					
		I-21829	600-300-3300-6312	TESTING SERVI BACT SAMPLING-JAN 2023	000000	286.00
				DEPARTMENT 300 PUBLIC WORKS	TOTAL:	286.00
				FUND 600 WATER	TOTAL:	286.00

PACKET: 08658 Regular Payments
 VENDOR SET: 1
 FUND : 615 ARENA
 DEPARTMENT: 401 PARKS & RECREATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -001885	SUNBELT RENTALS, INC					
		I-135660224-0001	615-401-4103-6350	REPAIRS & MAI SPACE HEATER RENTAL	000000	300.00
1 -20108	FARMER BROS CO.					
		I-96320570	615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	766.22
		I-96320638	615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	237.00
1 -29380	HILLYARD INC					
		I-605024847	615-401-4103-6211	CLEANING SUPP CLEANING SUPPLIES	000000	195.64
1 -76750	TERRYS HARDWARE, INC.					
		I-323597	615-401-4103-6217	OTHER GENERAL LIGHT FIXTURE BALLAST	000000	49.94
DEPARTMENT 401 PARKS & RECREATION					TOTAL:	1,548.80
FUND 615 ARENA					TOTAL:	1,548.80

PACKET: 08658 Regular Payments

VENDOR SET: 1

FUND : 705 INSURANCE FUND

DEPARTMENT: 600 MISCELLANEOUS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
1 -44647	LEAGUE OF MN CITIES INS	I-20296	705-600-6004-6340	INSURANCE WOR WC CLAIM# 00481901	000000	574.91
			DEPARTMENT 600	MISCELLANEOUS	TOTAL:	574.91
			FUND	705 INSURANCE FUND	TOTAL:	574.91
				REPORT GRAND TOTAL:		83,850.29

** G/L ACCOUNT TOTALS **

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YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2022-2023	101-000-0000-1011	PETTY CASH	20.00				
	405-500-6004-6319	OTHER PROFESSIONAL FEES	1,562.19	0	14,526.56-		Y
	** 2022-2023 YEAR TOTALS **		1,582.19				
2023-2024	101-102-1021-6323	CONFERENCE & SCHOOLS	350.00	3,220	2,870.00		
	101-102-1021-6450	MISCELLANEOUS	475.00	21,000	20,525.00		
	101-107-1071-5211	LIQUOR LICENSE *NON-EXPENS	1,750.00	87,500-	87,971.25-		
	101-107-1071-6333	LEGAL NOTICES PUBLISHING	564.20	0	564.20-		Y
	101-140-1401-6217	OTHER GENERAL SUPPLIES	32.39	2,000	1,618.37		
	101-140-1404-6310	MAINTENANCE CONTRACTS	143.84	13,000	12,070.49		
	101-140-1404-6353	REPAIRS & MAINT-EQUIPMENT	1,804.44	18,000	14,574.89		
	101-140-1406-6310	MAINTENANCE CONTRACTS	76.04	680	603.96		
	101-160-1601-6217	OTHER GENERAL SUPPLIES	149.00	1,000	333.10		
	101-160-1601-6308	DP/COMPUTER/INTERNET FEES	515.15	3,000	2,149.95		
	101-201-2010-6313	DISPATCH CONTRACT-COUNTY	62,677.07	436,165	279,208.38		
	101-201-2010-6323	CONFERENCE & SCHOOLS	780.00	20,830	16,613.66		
	101-201-2010-6354	REPAIRS & MAINT-VEHICLES	3,986.55	49,036	44,921.95		
	101-301-3200-6212	MOTOR FUEL & OIL	50.34	55,000	54,872.41		
	101-301-3200-6216	CHEMICALS & CHEMICAL PRODU	3,360.00	60,000	1,679.08		
	101-301-3200-6217	OTHER GENERAL SUPPLIES	25.00	1,500	1,475.00		
	101-301-3200-6353	REPAIRS & MAINT-EQUIPMENT	722.38	55,000	44,002.69		
	200-401-4440-6217	OTHER GENERAL SUPPLIES	50.79	2,000	1,747.19		
	200-401-4440-6226	STREET SIGN/SIGN REPAIR MA	120.00	5,000	4,605.00		
	200-401-4440-6353	REPAIRS & MAINT-EQUIPMENT	235.35	23,000	17,344.22		
	200-401-4440-6354	REPAIRS & MAINT-VEHICLES	70.64	5,000	3,391.29		
	200-401-4440-6356	UPKEEP OF GROUNDS	83.73	40,000	38,290.85		
	200-401-4445-6319	OTHER PROFESSIONAL FEES	950.00	10,000	4,945.00		
	200-401-4447-6216	CHEMICALS & CHEMICAL PRODU	129.99	0	129.99-		Y
	200-401-4447-6219	MEDICAL & FIRST AID	141.64	0	141.64-		Y
	213-210-2100-6217	OTHER GENERAL SUPPLIES	40.48	7,500	7,177.01		
	213-210-2100-6218	CLOTHING & BADGES	122.85	45,000	43,328.60		
	213-220-2200-6219	MEDICAL & FIRST AID	451.52	62,000	55,983.76		
	600-300-3300-6312	TESTING SERVICES	286.00	3,000	2,714.00		
	615-401-4103-6211	CLEANING SUPPLIES	195.64	3,600	2,981.18		
	615-401-4103-6217	OTHER GENERAL SUPPLIES	49.94	5,000	4,941.99		
	615-401-4103-6254	COST OF MERCHANDISE	1,003.22	28,000	10,317.63		
	615-401-4103-6350	REPAIRS & MAINT-BUILDING	300.00	5,000	2,761.30		
	705-600-6004-6340	INSURANCE WORKERS COMP	574.91	0	124,739.02-		Y
	** 2023-2024 YEAR TOTALS **		82,268.10				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	1,770.00
101-102	COUNCIL & MAYOR	825.00
101-107	CITY CLERK	564.20
101-140	FACILITY MANAGEMENT	2,056.71
101-160	I.T.	664.15
101-201	POLICE	67,443.62
101-301	PUBLIC WORKS STREETS	4,157.72

101 TOTAL	GENERAL	77,481.40
200-401	PARKS & RECREATION	1,782.14

200 TOTAL	PARKS	1,782.14
213-210	FIRE	163.33
213-220	AMBULANCE	451.52

213 TOTAL	FIRE & AMBULANCE	614.85
405-500	EDA/HRA	1,562.19

405 TOTAL	TIF 3 GUARDIAN ANGELS	1,562.19
600-300	PUBLIC WORKS	286.00

600 TOTAL	WATER	286.00
615-401	PARKS & RECREATION	1,548.80

615 TOTAL	ARENA	1,548.80
705-600	MISCELLANEOUS	574.91

705 TOTAL	INSURANCE FUND	574.91

** TOTAL **		83,850.29

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NO ERRORS

** END OF REPORT **

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 101 GENERAL
 DEPARTMENT: 105 ADMINISTRATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
1 -53395	NINE EAGLES PROMOTIONS					
		I-9780	101-105-1051-6201	OFFICE SUPPLI NAME TAGS FOR COUNCIL	000000	22.00
				DEPARTMENT 105 ADMINISTRATION	TOTAL:	22.00
1 -000823	REINDERS INC.					
		I-3224132-00	101-140-1403-6217	OTHER GENERAL PD ICE MELT	000000	155.00
		I-3224132-00	101-140-1404-6217	OTHER GENERAL CH ICE MELT	000000	155.50
		I-3224132-00	101-140-1406-6217	OTHER GENERAL FD ICE MELT	000000	155.00
1 -002362	DALCO					
		I-4043369	101-140-1404-6211	CLEANING SUPP C.H. JANITORIAL SUPPLIES	000000	249.40
1 -26725	W.W. GRAINGER, INC.					
		I-9603170045	101-140-1404-6353	REPAIRS & MAI C.H. AHU BELTS	000000	71.82
		I-9603433773	101-140-1404-6353	REPAIRS & MAI C.H. FILTERS	000000	160.92
		I-9603433773	101-140-1401-6217	OTHER GENERAL F.C. GREASE	000000	61.35
				DEPARTMENT 140 FACILITY MANAGEMENT	TOTAL:	1,008.99
1 -12690	DELL DIRECT SALES L.P.					
		I-10651330760	101-160-1601-6217	OTHER GENERAL LAPTOP BAG	000000	25.19
				DEPARTMENT 160 I.T.	TOTAL:	25.19
1 -000689	LOGIS/LOCAL GOVERNMENT					
		I-53142	101-201-2010-6313	DISPATCH CONT PD - APPL SUP	000000	3,338.00
1 -001487	ENTERPRISE FM TRUST					
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 19 FORD EDGE 2367V4	000000	442.97
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 22 CHEV EQUI 256D97	000000	409.04
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 22 CHEV EQUI 256D9D	000000	398.71
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 22 CHEV BLAZER 256D9Q	000000	520.24
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 22 CHEV BLAZER 256D9T	000000	541.29
		I-FBN4672805	101-201-2010-6364	RENTAL-OTHER PD 22 CHEV EQUI 256NDB	000000	398.71
1 -002364	RYAN HAEDT					
		I-3695197	101-201-2010-6203	SAFETY BOOTS HEADT - SAFETY BOOTS	000000	200.00
		I-480079	101-201-2010-6323	CONFERENCE & HEADT - GAS FOR TRAINING	000000	46.34
1 -76135	AXON ENTERPRISE					
		I-INUS135402	101-201-2010-6364	RENTAL-OTHER 2023 FLEET 2 SQUAD CAMERA'S	000000	20,124.00
				DEPARTMENT 201 POLICE	TOTAL:	26,419.30

PACKET: 08659 EFT Payments
VENDOR SET: 1
FUND : 101 GENERAL
DEPARTMENT: 230 BUILDING & INSPECTIONS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN
VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -001354	JERRY BACKLUND					
		I-3724	101-230-2301-6240	SMALL TOOLS & ICE CLEATS FOR PPE	000000	37.48
1 -002085	KLETSCHKA INSPECTIONS,					
		I-JAN 2023	101-230-2301-6311	EXPERT & CONS JAN 23 ELECTRICAL INSPECTIONS	000000	3,164.00
				DEPARTMENT 230 BUILDING & INSPECTIONS	TOTAL:	3,201.48

1 -002017	HASTINGS GOLF COURSE					
		I-01-31-2023	101-300-3100-6450	MISCELLANEOUS PW RETIREMENT PARTY	000000	158.55
1 -002217	SCHUETTE, BO					
		I-114-85308240649813	101-300-3100-6203	SAFETY BOOTS SCHUETTE SAFETY BOOTS	000000	200.00
1 -002362	DALCO					
		I-4042290	101-300-3100-6217	OTHER GENERAL P.W. PLUNGERS	000000	89.87
1 -53395	NINE EAGLES PROMOTIONS					
		I-9886	101-300-3100-6218	CLOTHING & BA WORK CLOTHING	000000	242.92
1 -73168	SHERWIN-WILLIAMS					
		I-5212-8 2023	101-300-3100-6353	REPAIRS & MAI P.W. INTERIOR WALL PAINT	000000	39.68
				DEPARTMENT 300 PUBLIC WORKS	TOTAL:	731.02

1 -00355	ACE TRAILER SALES					
		I-452102	101-301-3200-6353	REPAIRS & MAI GREASE SEALS	000000	39.60
				DEPARTMENT 301 PUBLIC WORKS STREETS	TOTAL:	39.60

1 -12074	DAKOTA ELECTRIC ASSN					
		I-1527043 - FEB 23	101-302-3201-6343	LIGHT & POWER ELECTRIC	000000	3,019.16
				DEPARTMENT 302 PUBLIC WORKS STR. LIGHTS	TOTAL:	3,019.16

			FUND	101 GENERAL	TOTAL:	34,466.74

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 200 PARKS
 DEPARTMENT: 401 PARKS & RECREATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1	-001487	ENTERPRISE FM TRUST				
		I-FBN4672805	200-401-4440-6364	RENTAL-OTHER PKS 22 FORD F-35 26C7PP	000000	753.40
		I-FBN4672805	200-401-4440-6364	RENTAL-OTHER PKS 22 FORD F-35 26C7PQ	000000	753.40
1	-24760	GERLACH OUTDOOR POWER E				
		I-245810	200-401-4440-6353	REPAIRS & MAI BEARING KIT FOR FERRIS MOWERS	000000	462.38
		I-245861	200-401-4440-6353	REPAIRS & MAI BEARINGS FOR ZERO TURNS	000000	80.60
1	-29600	H & L MESABI				
		I-11459	200-401-4440-6353	REPAIRS & MAI PLOW CUTTING EDGES	000000	2,057.00
			DEPARTMENT 401	PARKS & RECREATION	TOTAL:	4,106.78

			FUND	200 PARKS	TOTAL:	4,106.78

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 213 FIRE & AMBULANCE
 DEPARTMENT: 210 FIRE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -000689	LOGIS/LOCAL GOVERNMENT					
		I-53142	213-210-2100-6313	DISPATCH CONT FD - APPL SUP	000000	330.00
1 -001925	TROPHIES PLUS					
		I-2766	213-210-2100-6218	CLOTHING & BA ACCOUNTABILITY TAGS	000000	250.00
				DEPARTMENT 210 FIRE	TOTAL:	580.00

1 -08726	CENTURY COLLEGE					
		I-00766172	213-220-2200-6323	CONFERENCE & 25 BLS PROVIDER CARDS	000000	162.50
1 -98312	ZOLL MEDICAL CORP					
		I-3660282	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	567.43
		I-3663277	213-220-2200-6219	MEDICAL & FIR MEDICAL SUPPLIES	000000	838.80
				DEPARTMENT 220 AMBULANCE	TOTAL:	1,568.73

			FUND 213	FIRE & AMBULANCE	TOTAL:	2,148.73

PACKET: 08659 EFT Payments

VENDOR SET: 1

FUND : 221 POLICE RESERVE S.R.

DEPARTMENT: 201 POLICE RESERVES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT			
1 -001944	GUARDIAN SUPPLY LLC	I-14582	221-201-2021-6218	CLOTHING & BA PATCH SEWING	000000	20.00			
					DEPARTMENT 201	POLICE RESERVES	TOTAL:	20.00	
					FUND	221	POLICE RESERVE S.R.	TOTAL:	20.00

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 482 2022 IMPROVEMENTS
 DEPARTMENT: 300 PUBLIC WORKS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1	-001657 DANNER INC.					
		I-6 (FINAL)	482-300-3629-6311	EXPERT & CONS 2022-1 FINAL PAY EST #6	000000	141,682.40
	PROJ: 92 -482-300	2022 IMPROVEMENTS		2022 IMPROVEMENTS		
				DEPARTMENT 300 PUBLIC WORKS	TOTAL:	141,682.40

			FUND 482	2022 IMPROVEMENTS	TOTAL:	141,682.40

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 483 2023 IMPROVEMENTS
 DEPARTMENT: 300 PUBLIC WORKS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1	-001107 MSA PROFESSIONAL SERVIC					
		I-R09174064.0-3	483-300-3630-6311	EXPERT & CONS 2024 FIELD WORK-TOPO, CAD	000000	1,569.50
	PROJ: 99 -483-300	2023 IMPROVEMENTS		2023 Improvements		
			DEPARTMENT 300	PUBLIC WORKS	TOTAL:	1,569.50

			FUND	483 2023 IMPROVEMENTS	TOTAL:	1,569.50

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 600 WATER
 DEPARTMENT: 300 PUBLIC WORKS
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT	
1 -001178	SAFE-FAST, INC.						
		I-INV271961	600-300-3300-6218	CLOTHING & BA KIEFFER SWEATSHIRT	000000	60.95	
1 -001487	ENTERPRISE FM TRUST						
		I-FBN4672805	600-300-3300-6364	RENTAL-OTHER PW 22 FORD F-35 26C6D6	000000	668.06	
1 -39225	NATALIE JUDGE						
		I-JAN 23	600-300-3300-6217	OTHER GENERAL MISC SUPPLIES	000000	70.49	
1 -73168	SHERWIN-WILLIAMS						
		I-5108-8	600-300-3302-6216	CHEMICALS & C PAINT	000000	41.99	
					DEPARTMENT 300 PUBLIC WORKS	TOTAL:	841.49
					FUND 600 WATER	TOTAL:	841.49

PACKET: 08659 EFT Payments

VENDOR SET: 1

FUND : 601 WASTEWATER

DEPARTMENT: 300 PUBLIC WORKS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
1 -001487	ENTERPRISE FM TRUST					
		I-FBN4672805	601-300-3400-6364	RENTAL-OTHER PW 22 FORD F-35 26C79N	000000	676.08
				DEPARTMENT 300 PUBLIC WORKS	TOTAL:	676.08
				FUND 601 WASTEWATER	TOTAL:	676.08

PACKET: 08659 EFT Payments
 VENDOR SET: 1
 FUND : 615 ARENA
 DEPARTMENT: 401 PARKS & RECREATION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: GEN

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	EFT #	AMOUNT
=====						
1 -000766	WATSON COMPANY					
		I-131996	615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	704.95
1 -68006	R & R SPECIALTIES, INC.					
		I-78191-IN	615-401-4103-6353	REPAIRS & MAI BLADE SHARPENING	000000	132.50
1 -75794	SYSCO, MINNESOTA					
		I-447483381	615-401-4103-6254	COST OF MERCH CONCESSION SUPPLIES	000000	1,162.71
DEPARTMENT 401 PARKS & RECREATION					TOTAL:	2,000.16
=====						
					TOTAL:	2,000.16
					REPORT GRAND TOTAL:	187,511.88

** G/L ACCOUNT TOTALS **

VIII-01

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2022-2023	482-300-3629-6311	EXPERT & CONSULTANT	141,682.40	0	3,473,158.59-	Y			
	** 2022-2023 YEAR TOTALS **		141,682.40						
2023-2024	101-105-1051-6201	OFFICE SUPPLIES	22.00	6,400	6,153.31				
	101-140-1401-6217	OTHER GENERAL SUPPLIES	61.35	2,000	1,618.37				
	101-140-1403-6217	OTHER GENERAL SUPPLIES	155.00	0	202.85-	Y			
	101-140-1404-6211	CLEANING SUPPLIES	249.40	2,000	1,249.19				
	101-140-1404-6217	OTHER GENERAL SUPPLIES	155.50	2,200	2,044.50				
	101-140-1404-6353	REPAIRS & MAINT-EQUIPMENT	232.74	18,000	14,574.89				
	101-140-1406-6217	OTHER GENERAL SUPPLIES	155.00	0	155.00-	Y			
	101-160-1601-6217	OTHER GENERAL SUPPLIES	25.19	1,000	333.10				
	101-201-2010-6203	SAFETY BOOTS	200.00	2,400	2,200.00				
	101-201-2010-6313	DISPATCH CONTRACT-COUNTY	3,338.00	436,165	279,208.38				
	101-201-2010-6323	CONFERENCE & SCHOOLS	46.34	20,830	16,613.66				
	101-201-2010-6364	RENTAL-OTHER EQUIPMENT-LEA	22,834.96	27,904	40,237.34-	Y			
	101-230-2301-6240	SMALL TOOLS & EQUIPMENT	37.48	250	78.15-	Y			
	101-230-2301-6311	EXPERT & CONSULTANT	3,164.00	22,500	19,336.00				
	101-300-3100-6203	SAFETY BOOTS	200.00	600	400.00				
	101-300-3100-6217	OTHER GENERAL SUPPLIES	89.87	0	89.87-	Y			
	101-300-3100-6218	CLOTHING & BADGES	242.92	975	732.08				
	101-300-3100-6353	REPAIRS & MAINT-EQUIPMENT	39.68	1,000	844.69				
	101-300-3100-6450	MISCELLANEOUS	158.55	250	91.45				
	101-301-3200-6353	REPAIRS & MAINT-EQUIPMENT	39.60	55,000	44,002.69				
	101-302-3201-6343	LIGHT & POWER	3,019.16	231,800	211,978.89				
	200-401-4440-6353	REPAIRS & MAINT-EQUIPMENT	2,599.98	23,000	17,344.22				
	200-401-4440-6364	RENTAL-OTHER EQUIPMENT-LEA	1,506.80	6,500	3,486.40				
	213-210-2100-6218	CLOTHING & BADGES	250.00	45,000	43,328.60				
	213-210-2100-6313	DISPATCH CONTRACT-COUNTY	330.00	309,450	279,440.66				
	213-220-2200-6219	MEDICAL & FIRST AID	1,406.23	62,000	55,983.76				
	213-220-2200-6323	CONFERENCE & SCHOOLS	162.50	11,750	11,195.50				
	221-201-2021-6218	CLOTHING & BADGES	20.00	3,850	3,760.01				
	483-300-3630-6311	EXPERT & CONSULTANT	1,569.50	0	1,569.50-	Y			
	600-300-3300-6217	OTHER GENERAL SUPPLIES	70.49	4,000	3,752.28				
	600-300-3300-6218	CLOTHING & BADGES	60.95	650	420.42				
	600-300-3300-6364	RENTAL-OTHER EQUIP-LEASES	668.06	0	1,336.12-	Y			
	600-300-3302-6216	CHEMICALS & CHEMICAL PRODU	41.99	78,750	71,268.22				
	601-300-3400-6364	RENTAL-OTHER EQUIP-LEASES	676.08	0	1,352.16-	Y			
	615-401-4103-6254	COST OF MERCHANDISE	1,867.66	28,000	10,317.63				
	615-401-4103-6353	REPAIRS & MAINT-EQUIPMENT	132.50	23,000	21,337.16				
	** 2023-2024 YEAR TOTALS **		45,829.48						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-105	ADMINISTRATION	22.00
101-140	FACILITY MANAGEMENT	1,008.99
101-160	I.T.	25.19
101-201	POLICE	26,419.30
101-230	BUILDING & INSPECTIONS	3,201.48
101-300	PUBLIC WORKS	731.02
101-301	PUBLIC WORKS STREETS	39.60
101-302	PUBLIC WORKS STR. LIGHTS	3,019.16

101 TOTAL	GENERAL	34,466.74
200-401	PARKS & RECREATION	4,106.78

200 TOTAL	PARKS	4,106.78
213-210	FIRE	580.00
213-220	AMBULANCE	1,568.73

213 TOTAL	FIRE & AMBULANCE	2,148.73
221-201	POLICE RESERVES	20.00

221 TOTAL	POLICE RESERVE S.R.	20.00
482-300	PUBLIC WORKS	141,682.40

482 TOTAL	2022 IMPROVEMENTS	141,682.40
483-300	PUBLIC WORKS	1,569.50

483 TOTAL	2023 IMPROVEMENTS	1,569.50
600-300	PUBLIC WORKS	841.49

600 TOTAL	WATER	841.49

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** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
601-300	PUBLIC WORKS	676.08

601 TOTAL	WASTEWATER	676.08
615-401	PARKS & RECREATION	2,000.16

615 TOTAL	ARENA	2,000.16

** TOTAL **		187,511.88

VIII-01

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
92 2022 IMPROVEMENTS	482-300 2022 IMPROVEMENTS	141,682.40
** PROJECT 92 TOTAL **		141,682.40
99 2023 IMPROVEMENTS	483-300 2023 Improvements	1,569.50
** PROJECT 99 TOTAL **		1,569.50

NO ERRORS

** END OF REPORT **

PACKET: 08660 Regular Payments

VENDOR SET: 1

FUND : 407 HEDRA

DEPARTMENT: 180 ECONOMIC DEVELOPMENT

BANK: EDA

BUDGET TO USE: CB-CURRENT BUDGET

VIII-01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
1	-001056 STANTEC CONSULTING SERV					
		I-2037532	407-180-1502-6311	EXPERT & CONS WOOD SEALING	000000	2,500.00
				DEPARTMENT 180 ECONOMIC DEVELOPMENT	TOTAL:	2,500.00

				FUND 407 HEDRA	TOTAL:	2,500.00
					REPORT GRAND TOTAL:	2,500.00

** G/L ACCOUNT TOTALS **

VIII-01

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2023-2024	407-180-1502-6311	EXPERT & CONSULTANT	2,500.00	60,000	57,500.00		
** 2023-2024 YEAR TOTALS **			2,500.00				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
407-180	ECONOMIC DEVELOPMENT	2,500.00

407 TOTAL	HEDRA	2,500.00

** TOTAL **		2,500.00

NO ERRORS

** END OF REPORT **



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Emily King, Deputy City Clerk
Date: February 21, 2023
Item: One-Day Temporary Gambling Permit and Temporary On-Sale Liquor License for Hastings Family Service

Council Action Requested:

Approve the attached resolution allowing the one-day temporary gambling permit and one-day temporary liquor license for the Hastings Family Service.

Background Information:

Hastings Family Service submitted an application for a one-day temporary gambling permit and temporary liquor license to hold a fundraising raffle as a part of their Hastings Tastings Event on March 27, 2023.

Financial Impact:

The associated fee has been paid.

Advisory Commission Discussion:

N/A

Council Committee Discussion:

N/A

Attachments:

- Resolution

**CITY OF HASTINGS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. 02 - - 23
RESOLUTION APPROVING THE APPLICATION BY
THE HASTINGS FAMILY SERVICE FOR A
TEMPORARY ONE-DAY GAMBLING PERMIT AND TEMPORARY ONE-DAY
LIQUOR LICENSE**

WHEREAS, the Hastings Family Service has presented an application to the City of Hastings for a one-day temporary gambling permit and one-day temporary liquor license on March 27, 2023 to be held at St Elizabeth Ann Seton Church, 2035 15th Street West, Hastings; and;

WHEREAS, the Minnesota Alcohol and Gambling Enforcement Division requires a resolution be passed to approve this request; and

WHEREAS, an application for a one-day temporary gambling permit and one-day temporary liquor license has been presented;

WHEREAS, the required fee of \$25.00 for each has been paid.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hastings that the Mayor and City Clerk are authorized and directed to sign this resolution and forward to the appropriate agency, showing the approval of this application.

ATTEST:

Mary D. Fasbender, Mayor

Kelly Murtaugh, City Clerk

*City Council Memorandum*

To: Mayor Fasbender & City Councilmembers
From: Assistant City Administrator Kelly Murtaugh
Date: February 21, 2023
Item: Approve First Reading of the Proposed Amendment to City Code Regarding Backgrounds

Council Action Requested:

Approve the first reading for the purposes of considering a proposed amendment to City Code Chapters 33 regarding backgrounds.

Background information:

Our current City Code designates the Police Department as the only entity that can conduct backgrounds. In 2021, the City of Hastings began using a third-party vendor to conduct background checks on its over 100 seasonal employees. Background investigations for regular employees were still conducted solely by the Police Department investigators. With only two investigators, these background investigations were only part of the already heavy workload. Recently, in coordination with the Police Department and Human Resources, it was decided to use the third-party vendor for the majority of backgrounds when hiring regular full- and part-time staff. Some positions continue to require the depth of background investigation that must be conducted by the Police Department.

This decision reduced staff time in investigations and has shortened the background process, enabling the City to be more competitive in the hiring timeline when competing for highly sought-after candidates. Amending ordinance language to allow for a designee to conduct backgrounds in addition to the Police Department enhances efficiency and does not create any adverse impact to hiring.

Financial Impact:

N/A

Committee Discussion:

N/A

Attachments:

- Ordinance Amendment

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY OF HASTINGS, MINNESOTA
AMENDING HASTINGS CITY CODE CHAPTER 33 – CRIMINAL HISTORY
BACKGROUND INVESTIGATIONS

The City Council of the City of Hastings, Dakota County, Minnesota, does hereby ordain as follows:

SECTION 1. AMENDMENT. The Code of the City of Hastings, County of Dakota, State of Minnesota, Chapter 33 Criminal History Background Investigations

33.01 General Provisions

Criminal History Background Investigations. The Police Department or its designee is required to conduct criminal history background investigations on applicants for licenses and positions with the City as employees or volunteers. For employment positions, this section applied only to applicants who are finalists for all regular full or part-time, seasonal, or temporary status positions. Before the investigation is undertaken, the applicant must authorize the Police Department or its designee in writing to undertake the investigation and to release the information to the City Council, the City Administrator, and other appropriate City Staff to conduct and review the criminal history investigation. Except in the case of exceptions set forth in M.S. §364.09, as may be amended from time to time, if the City rejects an application for employment due partly or solely to the applicant’s prior conviction of a crime, the City will notify the applicant in writing of the following:

- A. the ground and reasons for denial;
- B. the applicant and grievance procedures set forth in M.S. §364.06, as may be amended from time to time;
- C. the earliest date the applicant may reapply for employment; and
- D. that all competent evidence of rehabilitation will be considered upon re-application.

SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this _____ day of _____, 2022.

Mary Fasbender, Mayor

Attest:

Kelly Murtaugh, City Clerk

Published in the Hastings Journal on _____.



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Paige Marschall Bigler, Recreation Program Specialist
Date: February 21, 2023
Item: Accept a Donation from Dakota Electric Association

Council Action Requested: Council is asked to accept a donation in the amount of \$500.00, made to the Parks and Recreation Department and has designated that this donation be used for the 2023 Annual Safety Camp.

Background Information: Dakota Electric Association has made this donation to be used towards the 2023 Annual Safety Camp.

Financial Impact:

Increase the Parks and Recreation donation account by \$500.00

Advisory Commission Discussion:

N/A

Council Committee Discussion:

N/A

Attachments:

- Resolution

**CITY OF HASTINGS
DAKOTA COUNTY, MINNESOTA**

VIII-04

RESOLUTION NO. 02 - - 23

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION OF A
DONATION TO THE PARKS AND RECREATION DEPARTMENT**

WHEREAS, Dakota Electric Association has presented to the City Parks & Recreation Department a donation of \$500.00 and has designated that this donation be used for the 2023 Annual Safety Camp; and

WHEREAS, the City Council is appreciative of the donation and commends Dakota Electric Association for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Hastings, Minnesota;

1. That the donation is accepted and acknowledged with gratitude; and
2. That the donation will be appropriated for the 2023 Annual Safety Camp; and

Adopted this 21st day of February, 2023

Mary D. Fasbender, Mayor

ATTEST:

Kelly Murtaugh, City Clerk



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Paige Marschall Bigler, Recreation Program Specialist
Date: February 21, 2023
Item: Accept a Donation from Country Financial

Council Action Requested: Council is asked to accept a donation in the amount of \$750.00, made to the Parks and Recreation Department and has designated that this donation be used for 2023 Summer Programming at Levee Park.

Background Information: Country Financial has made this donation to be used towards 2023 Summer Programming at Levee Park.

Financial Impact:

Increase the Parks and Recreation donation account by \$500.00

Advisory Commission Discussion:

N/A

Council Committee Discussion:

N/A

Attachments:

- Resolution

**CITY OF HASTINGS
DAKOTA COUNTY, MINNESOTA**

VIII-05

RESOLUTION NO. 02 - - 23

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION OF A
DONATION TO THE PARKS AND RECREATION DEPARTMENT**

WHEREAS, Country Financial has presented to the City Parks & Recreation Department a donation of \$750.00 and has designated that this donation be used for 2023 Summer Programming at Levee Park; and

WHEREAS, the City Council is appreciative of the donation and commends Country Financial for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Hastings, Minnesota;

1. That the donation is accepted and acknowledged with gratitude; and
2. That the donation will be appropriated for Summer Programming; and

Adopted this 21st day of February, 2023

Mary D. Fasbender, Mayor

ATTEST:

Kelly Murtaugh, City Clerk



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: John Townsend, Fire Chief

Date: February 15, 2023

Item: Accept Donation from Hastings Fire Department Relief Association

Council Action Requested:

Council is asked to accept a donation from the Hastings Fire Department Relief Association in the amount of \$500.00 for Hastings firefighter health and wellness.

Background Information:

Hastings Fire Department Relief Association is donating \$500.00. They are donating these funds to be utilized for firefighter health and wellness. The departments health and wellness include both physical and mental health programs.

The City of Hastings is appreciative to the Hastings Fire Department Relief Association for their generous contribution.

Financial Impact: N/A

Advisory Commission Discussion: N/A

Council Committee Discussion: N/A

Attachments: None

**CITY OF HASTINGS
DAKOTA COUNTY, MINNESOTA**

VIII-06

RESOLUTION 2- -23

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION OF
DONATIONS TO THE HASTINGS FIRE DEPARTMENT**

WHEREAS, the Hastings Fire Department Relief Association made a \$500.00 donation to be designated to the fire department; and

WHEREAS, the City Council is appreciative of the donation and commends the Hastings Fire Department Relief Association for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Hastings, Minnesota; That the donation is accepted and acknowledged with gratitude; and

Adopted this 20th day of February, 2023.

Mary Fasbender, Mayor

Attest:

Kelly Murtaugh, City Clerk



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: John Caven – Assistant City Engineer

Date: February 13, 2023

Item: Approve Plans and Authorize Advertisement for Bids – 2023 Mill & Overlay Program

Council Action Requested:

The council is requested to adopt the enclosed resolution approving the 2023 Mill & Overlay Program and authorize advertisement for bid.

Background Information:

A mill and overlay is a street maintenance technique that extends the life of a pavement by removing the top layer of pavement by milling off the surface. After the top layer is removed, a new layer of bituminous pavement is put back in its place. The ideal street to mill and overlay contains the following characteristics:

- Age: 20-25 years old
- Pavement Condition Index (PCI) Rating: 55-70 on a scale of 0-100, 100 being a brand new road in perfect condition.
- Cross Section: 4" minimum pavement thickness
- Surface: Cracks becoming wider and more abundant. Potholes becoming more prevalent. Surface may appear better than the actual road condition dictates. Annual maintenance costs begin to spike.
- Base: Generally in good condition.

The project proposes to mill the top 2" of pavement for 2.2 miles on Spiral Blvd from Enterprise Ave to CR91, Glacier Way from 31st St through first cul-de-sac, 13th St from Tierney Dr to General Sieben Dr, 14th St from west end to General Sieben Dr, O'Connell Dr from 14th St to 15th St, Sunset Dr from O'Connell Dr to west end, Tierney Dr from South Frontage Rd to General Sieben Dr, Unnamed Rd from Hwy 55 to South Frontage Rd, Valley Ln from Westview Dr through culd-de-sac, Carleton Ln from 15th St to Carleton Dr, and Hilltop Ln from Westview Dr to east end.

The majority of the streets within the project were built in the mid to late 1990s, with the remaining built in the early 2000s. PCI ratings are within the targeted PCI rating or fall narrowly below the targeted range for a mill and overlay however they remain a good candidate for a mill and overlay since most of the dilapidation can be attributed to surface stripping and potholing. The base remains in decent condition.

The project also includes replacing the adjacent sidewalk pedestrian ramps to include truncated domes to meet ADA standards, spot replacement of curb and gutter, spot replacement of rings and castings on catch basins and manholes, and spot replacement of problematic top box sections on gate valves. Centerline striping will be replaced consistent with the existing layout.

The timeline for this project is to begin construction as early as May 8th and be wrapped up by no later than June 23rd. The entire process should take approximately 3-5 weeks.

Financial Impact:

Spiral Blvd is a State Aid Street. The City's Municipal State Aid for Local Transportation account via MnDOT and not the general fund has a budget of \$250,000. The remaining streets are residential non-State Aid streets and has a budget of \$450,000. Project estimate is generally within project budgets.

Attachments:

- Project Map
- Photos of Present Condition

RESOLUTION No. _____

**RESOLUTION APPROVING PLANS AND AUTHORIZING ADVERTISEMENT FOR
BIDS FOR 2023 MILL & OVERLAY IMPROVEMENTS**

WHEREAS, the City contracts for a mill and overlay project as part of its pavement maintenance and preservation plan;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS; that

1. Plans and specifications for the 2023 Mill & Overlay Program prepared by the Hastings City Engineer are hereby approved as presented, and;
2. The City Engineer shall prepare and cause to be inserted on the Quest Construction Data Network web site, and on the City of Hastings official web site an advertisement for bids for the construction of the approved 2023 Mill & Overlay Program in accordance with such approved plans and specifications. The advertisement shall be published for three weeks, shall specify the work to be done, shall state that bids will be opened at 10:00 AM, Thursday, March 23, 2023 using online bidding through QuestCDN.com, and that no bids will be considered unless accompanied by a bid bond for 5% of the amount of each bid.

**ADOPTED BY THE CITY COUNCIL OF HASTINGS, MINNESOTA, THIS 21ST DAY
OF FEBRUARY, 2023.**

Ayes:

Nays:

Mary Fasbender, Mayor

ATTEST: _____
Kelly Murtaugh, City Clerk

SEAL



VIII-07

CSAH 42

Hwy 55

Hwy 61

15th St

Westview Dr

General Sieben Dr

CSAH 46

Spiral Blvd

CR91

31st St

Glacier Way


Hwy 61

Hwy 316

Proposed 2023 Mill and Overlay Program

 Local Street

- 13th St: Tierney Dr to General Sieben Dr
- 14th St: West End to General Sieben Dr
- Carleton Ln: 15th St to Carleton Dr
- Glacier Way: 31st St through first Cul-de-sac
- Hilltop Ln: Westview Dr to East End
- O'Connell Dr: 14th St to 15th St
- Sunset Dr: West End to O'Connell Dr
- Tierney Dr: South Frontage Rd to General Sieben Dr
- Unnamed Rd: Hwy 55 to South Frontage Rd
- Valley Ln: Westview Dr through Cul-de-sac

 Municipal State Aid Street

- Spiral Blvd: Enterprise Ave to CR91



Revised: December 30, 2022



Glacier Way – looking east from 31st St



Spiral Blvd – looking east from 31st St



O'Connell Dr – looking north from Sunset Dr



Sunset Dr – looking west from O'Connell Dr



13th St – looking west from General Sieben Dr



14th St – looking east from midblock



Tierney Dr – looking north from 14th St



Tierney Dr – looking north from midblock cul-de-sac



Hilltop Ln – looking east from Westview Dr



Valley Ln – looking west from midblock



Unnamed Rd – looking north from South Frontage Rd



Carleton Ln – looking south from 15th St



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: John Caven – Assistant City Engineer

Date: February 13, 2023

Item: Approve 2023 Pavement Management Projects in accordance with the South Metro Joint Powers Agreement

Council Action Requested:

The council is requested to approve the 2023 Traffic Marking Program, 2023 Crack Seal Program, 2023 Seal Coat Program in accordance with the South Metro Joint Powers Agreement.

Background Information:

Annually, the City of Burnsville administers a Joint Powers Agreement (JPA) for select pavement management projects. In 2022, 21 cities, counties, and townships, representing Dakota County and Scott County joined their seal coating, crack sealing, traffic marking, fog seal, and screening quantities in effort to a gain more favorable bid price. For the nominal cost of administering the agreement, Burnsville provided the representing cities, counties, and townships the preparation of bid documents, conducted bidding services, and made recommendations for award of contract. Represented cities, counties and townships were responsible for providing their individual estimation of quantities, project maps, coordination with the contractor on timing of the project, inspection of work, approval of quantities, and processes pay estimates.

Engineering staff reviewed the five available pavement management projects and compared the specifications, timelines, and unit costs to see if our existing programs could be effectively rolled into the JPA. After careful study, it was determined the traffic marking program, crack seal program and seal coat program could successfully join the JPA without adversely compromising product quality and timing while benefiting from the lower unit costs. Consequently, by joining the JPA more faded traffic markings, for example, can be refreshed on an annual basis. The City has been a part of the JPA in since 2011.

Traffic Marking Program

The program consists of re-painting up to 8 miles of faded centerline, fog lines, directional arrows, symbols, crosswalks and stop bars with appropriate yellow or white paint. The mainline striping adheres to the adopted 2007 Traffic Marking Policy and 2017 Crosswalk Policy but adds those existing streets commonly striped that contain high traffic volumes, unique geometry, or close proximity to schools.

Crack Seal Program

The program consists of crack sealing up to 10 miles of streets and one parking lot. Cracks greater than or equal to a quarter inch will be routed and sealed.

Seal Coat Program

The program consists of chip sealing 1.8 miles of roadway over the 2022-1 Infrastructure Improvement project area. The striping will be restored back to its current pattern.

Financial Impact:

In 2023, a similar number of cities and counties (21) are anticipated in joining the JPA. Unit prices will likely increase 5-10% due to inflation. Maintaining participation in the JPA with its large bid quantities will help buffer the imminent rise in costs.

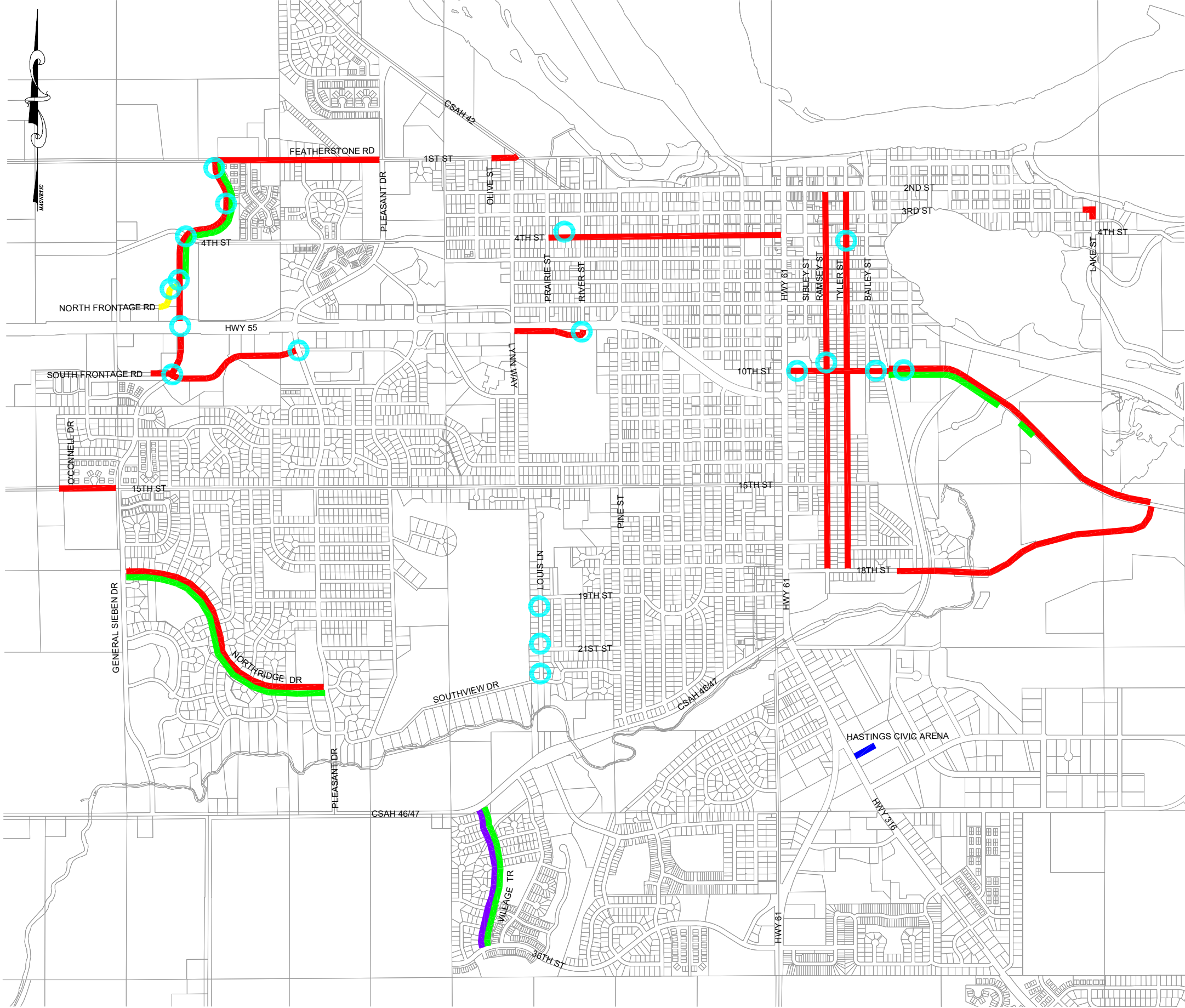
The cost estimate for the Traffic Marking Program remains below the budget amount of \$16,500. The cost estimate for the Crack Seal Program remains below the budget amount of \$15,000. These two programs will be paid out of the Street Marking Budget and Upkeep to Grounds budget respectively. The Seal Coat Program estimates to be \$78,000 paid by the 2022-1 Infrastructure Improvement project funds. Costs estimates include the 1.5% project administration fee paid to Burnsville for administering the bid process.

Attachments:

2023 Traffic Marking Plan

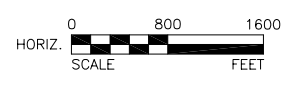
2023 Crack Seal Plan

2023 Seal Coat Plan



- █ CENTERLINE
- █ FOG LINES
- █ CENTERLINE AFTER CHIP SEAL THROUGH JPA VIII-08
- █ CENTERLINE AFTER SKIM PATCH BY OTHERS (SKIM PATCH TO BE COMPLETED IN JUNE OR JULY)
- █ CENTERLINE AFTER SANDBLASTING BY OTHERS (SANDBLASTED TO BE COMPLETED AS EARLY AS POSSIBLE)
- "HANDWORK" (IE. ARROWS, HATCHING)

- NOTES:
- 1) \$16,000 is maximum budget. Contact City prior to exceeding budget.
 - a) Order of Preference
 - 1) Village Trail (CSAH 46 to 36th St)
 - 2) Hastings Civic Arena
 - 3) 4th St (Prairie St to Hwy 61) and 15th St (General Sbn Dr to west end)
 - 4) General Sieben Dr
 - 5) Crosswalks & Stop Bars
 - 6) Long Lines
 - 7) Arrows
 - 2) Paint fog lines only as marked on plans.
 - 3) Timing Conflicts
 - a) Chip Seal (JPA). Village Trail (CSAH 46-36th St)
 - b) Hastings Civic Arena. Sandblast old striping by others. Timing: TBD
 - c) North Frontage Rd. Skim patching by others. Timing: June/July
 - 4) Crosswalks are to be painted 12" (parallel lines) or 2'x3' (blocks). Match existing size.
 - 5) Direct all questions to John Caven
 - a) 651.480.2369
 - b) jcaven@hastings mn.gov



REV.	BY	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JOHN CAVEN, P.E.
 LIC. NO. 47540 DATE 2/10/23

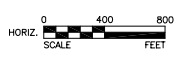
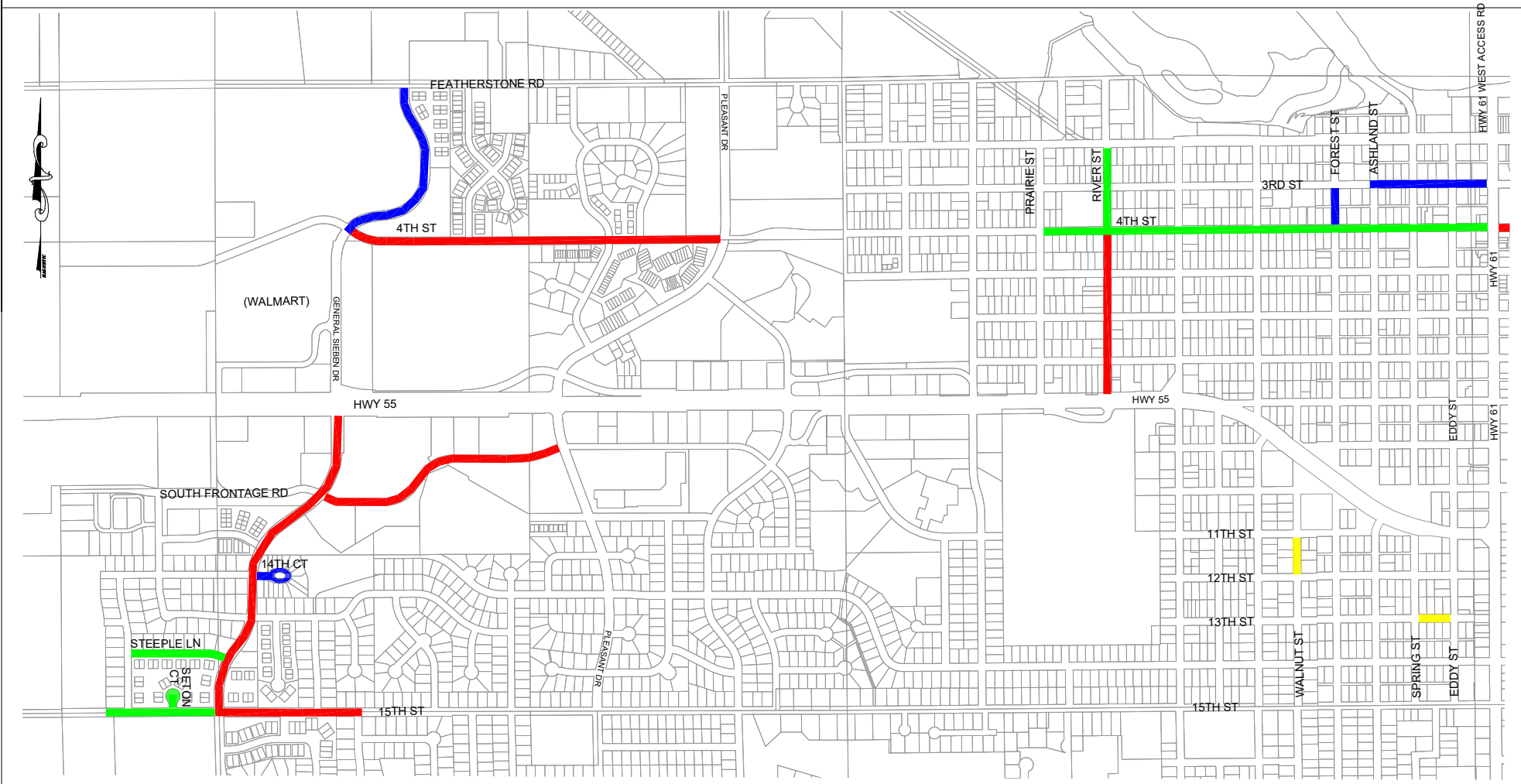
DESIGNED: JRC
 DRAWN: JRC
 CHECKED: JRC

City of Hastings
 101 4th Street East
 Hastings, MN 55033

Notes:

- 1) \$14,700 is maximum budget. No payment will be made for crack seal applied over this budget amount.
- 2) The entire Area 1 must be crack sealed before proceeding to Area 2. Area 2 before Area 3, etc.
- 3) If budget runs out in the middle of an Area please document location and inform the City.
- 4) Contractor may start anywhere within a given Area. MNDOT 3725.
- 5) Rout & Seal new cracks. If sealed in past, then clean & seal is acceptable.
- 6) Any questions please call John Caven, City of Hastings 651.480.2369.

	AREA 1 TYP: 1ST TIME CRACK SEAL. SEAL COAT NOT APPLIED.
	AREA 2 TYP: 2ND TIME CRACK SEAL. SOME NEW CRACKS.
	AREA 3 TYP: 2ND TIME CRACK SEAL. SOME NEW CRACKS.
	AREA 4 TYP: 2ND/3RD TIME CRACK SEAL. MOSTLY CLEAN & SEAL.
	AREA 5 TYP: 2ND/3RD TIME CRACK SEAL. MOSTLY CLEAN & SEAL.



REV.	BY	DATE

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
John Caven
 JOHN CAVEN, P.E.
 LIC. NO. 47540 DATE 2/6/23

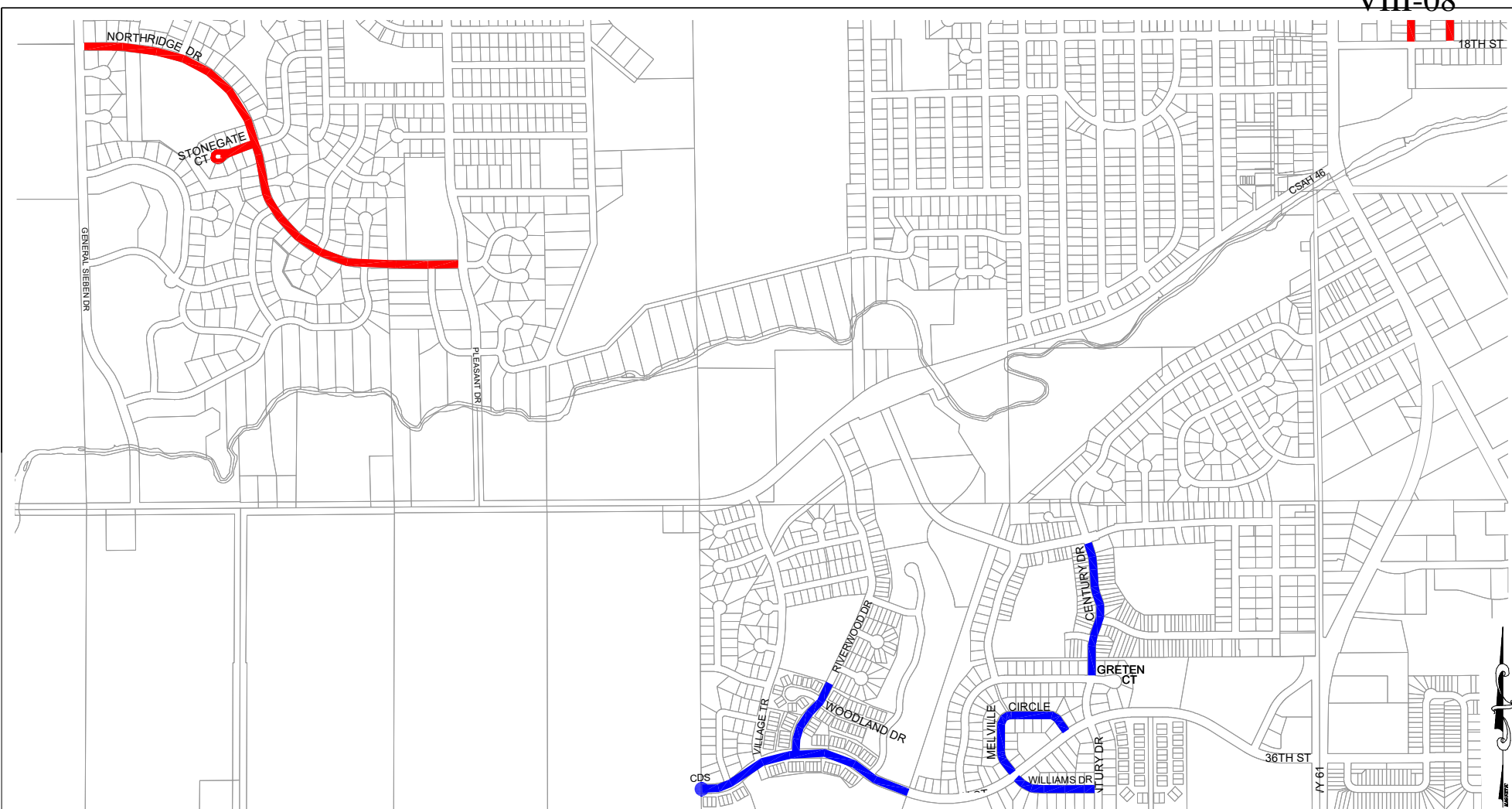
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JRC
SWAN
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CHECKED
JRC



City of Hastings
 101 4th Street East
 Hastings, MN 55033

2023 CRACK SEAL PROGRAM

SHEET
 1
 OF
 3



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- █ AREA 5 TYP: 2ND/3RD TIME CRACK SEAL. MOSTLY CLEAN & SEAL.



REV.	BY	DATE

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John Caven
 JOHN CAVEN, P.E.
 LIC. NO. 47540 DATE 2/6/23

DESIGNED
JRC
SWAN
JRC
CHECKED
JRC



City of Hastings
 101 4th Street East
 Hastings, MN 55033

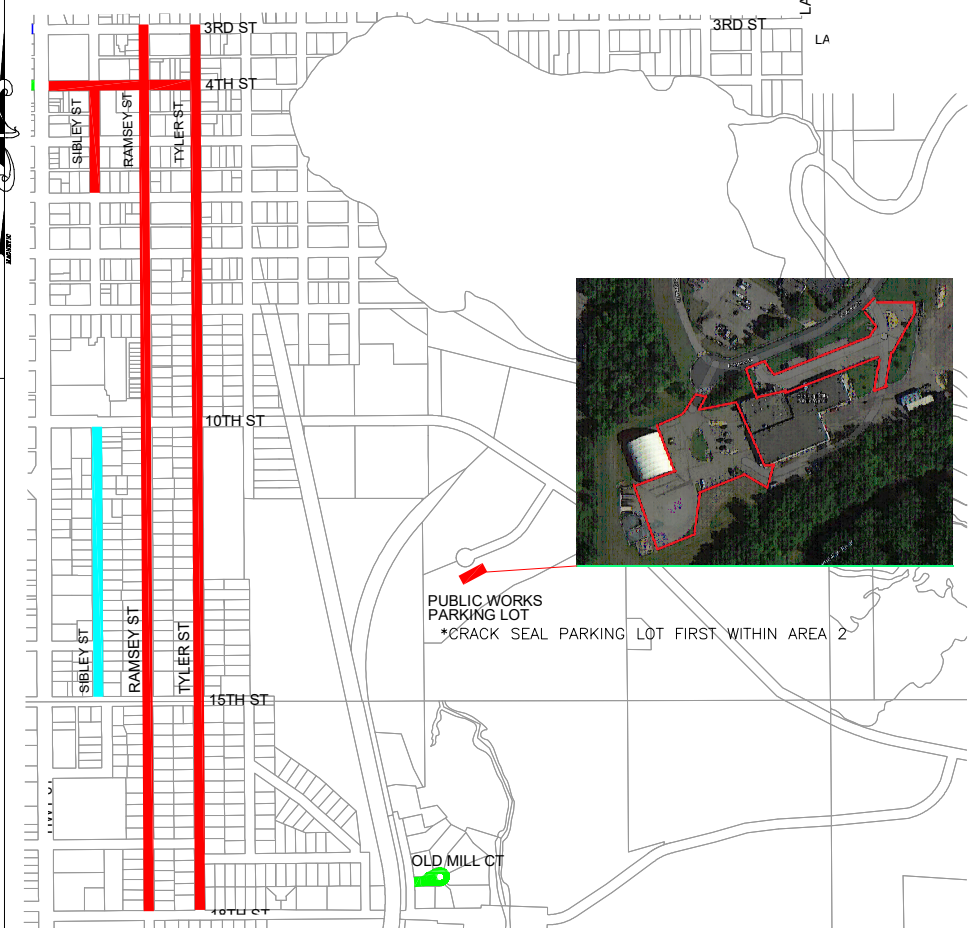
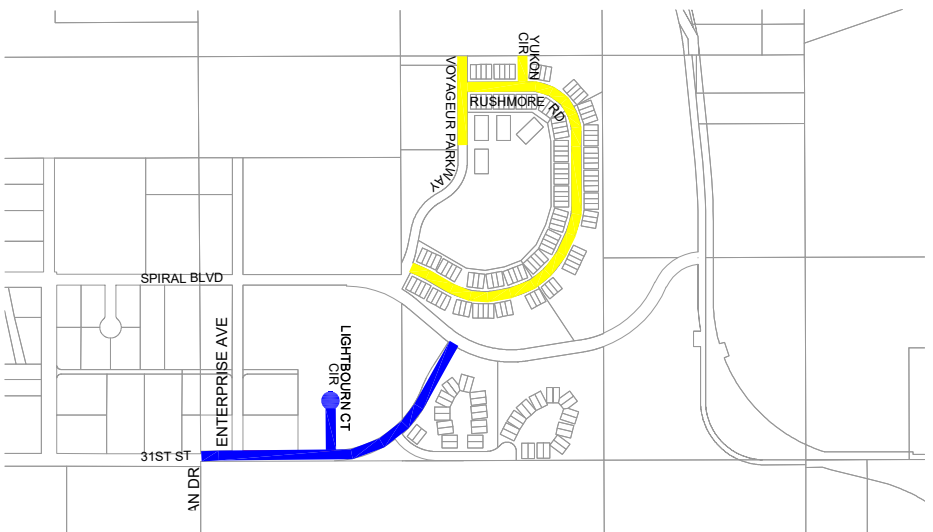
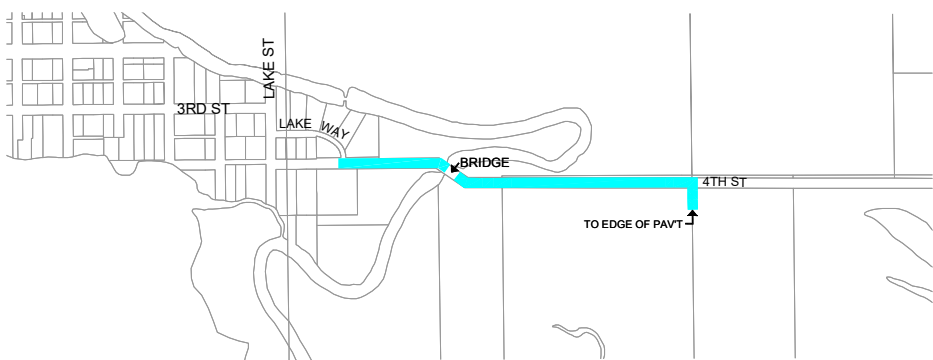
2023 CRACK SEAL PROGRAM

SHEET
 2
 OF
 3

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REV.	BY	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
John Caven
 JOHN CAVEN, P.E.
 LIC. NO. 47540 DATE 2/6/23

DESIGNED	JRC
DRAWN	SWAB
CHECKED	JRC



City of Hastings
 101 4th Street East
 Hastings, MN 55033

2023 CRACK SEAL PROGRAM

VIII-08



2023 Seal Coat Program



- 5th St: State St through cul-de-sac
- 11th St: Ramsey St to Tyler St
- 13th St: Westview Dr to east end
- Ash St: 2nd St to 5th St
- Hillside St: Westview Dr to 13th St
- Lilac Ct: 13th St through cul-de-sac
- Park Ct: Park Ln through cul-de-sac
- Park Ln: Bahls Dr to 14th St
- Regency Ct: Riverwood Dr through cul-de-sac
- Riverwood Ct: Riverwood Dr through cul-de-sac

- Riverwood Dr: CSAH 46 to Woodland Dr
- Sherman Way: Village Tr to Riverwood Dr
- Teal Ct: Teal Way through cul-de-sac
- Teal Way: Village Tr to Riverwood Dr
- Union Ct: Village Tr through cul-de-sac
- Villa Ct: Village Tr through cul-de-sac
- Village Tr: CSAH 46 to 36th St
- Western Ct: Village Tr through cul-de-sac
- Westpointe Dr: Fallbrooke Dr to pavement change
- Winter Ct: Village Tr through cul-de-sac





City Council Memorandum

To: Mayor Fasbender & City Council Members
From: Ryan Stempki – Public Works Director/City Engineer
Date: February 9, 2022
Item: Approve Final Payment – 2022 Neighborhood Infrastructure Improvements

COUNCIL ACTION REQUESTED

Council is requested to adopt the attached resolution approving final payment to Danner Inc. on City Project 2022-1, the 2022 Neighborhood Infrastructure Improvements.

BACKGROUND INFORMATION

All project work was completed in the fall, including punch list items per the Contract Documents. The 1-Year Warranty Period will extend to November 8, 2023.

FINANCIAL IMPACT

There were no change orders on the project and the original contract amount was \$3,376,500.17. The final total construction cost for the project was \$3,366,742.83, which is approximately 0.3% under the contract amount.

The project in general was delivered within the original budgeted amount for 2022.

STAFF RECOMMENDATION

Staff is recommending that the City Council adopt the attached resolution approving final payment for the project.

ATTACHMENTS

- Resolution accepting work and ordering final payment for Project 2022-1, the 2022 Neighborhood Infrastructure Improvements.

CITY OF HASTINGS

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

VIII-09

**RESOLUTION ACCEPTING WORK AND ORDERING FINAL PAYMENT
FOR PROJECT 2022-1, THE 2022 NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS**

WHEREAS, pursuant to a written contract signed with the City of Hastings on April 20, 2022, Danner Inc. has satisfactorily completed City Project 2022-1, the 2022 Neighborhood Infrastructure Improvements.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS; that the Clerk and Mayor are hereby directed to issue a proper order for the final payment of \$141,682.40 on the above said project for such contracts, taking the contractor receipt in full.

ADOPTED BY THE CITY COUNCIL OF HASTINGS, MINNESOTA, THIS 21st DAY OF FEBRUARY, 2023.

Ayes:

Nays:

ATTEST:

Kelly Murtaugh, City Clerk

Mary D. Fasbender, Mayor

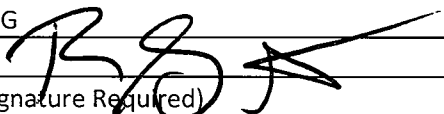
SEAL



City of Hastings
Pay Voucher

VIII-09

Vendor #: 1657
 Vendor name: DANNER, INC.
 Remittance Address: 843 HARDMAN AVE SO.
SO ST PAUL, MN 55075

Date: 12/13/2022
 Department: ENG
 Ordered by: ENG
 Authorized by: 
 (Signature Required)

Invoice #	Project #	Inv Date	Description (40 Characters)	Invoice Sub Total	Invoice Grand Total	Account #
6 (FINAL)	92	11/30	2022-1 FINAL PAY EST #6	141,682.40	141,682.40	482-300-3629-6311
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Voucher Total:					141,682.40	

Signed: _____

City Administrator (over \$5,000)

IN BUDGET:	YES	<input checked="" type="checkbox"/>
	NO	<input type="checkbox"/>

Request For Payment

VIII-09

Date: 11/30/2022

Project: 2022 Neighborhood Infrastructure Improvements

Contractor: Danner Inc

Request Number: 6 (FINAL)

Payment Period: 11/1/2022 - 11/30/2022

ITEM NO.	DESCRIPTION	UNIT	ORIGINAL BID			COMPLETED					
			Quantity	Unit Price	Amount	Total To Date		Previous Completed		This Pay Period	
						Quantity	Amount	Quantity	Amount	Pay Estimate #6 Quantity	Amount
1	CLEARING	TREE	8	\$ 700.00	\$ 5,600.00	9	\$ 6,300.00	7	\$ 4,900.00	2	\$ 1,400.00
2	GRUBBING	TREE	8	\$ 150.00	\$ 1,200.00	9	\$ 1,350.00	7	\$ 1,050.00	2	\$ 300.00
3	REMOVE EXISTING GATE VALVE	EA	11	\$ 600.00	\$ 6,600.00	11	\$ 6,600.00	11	\$ 6,600.00		\$ -
4	REMOVE EXISTING HYDRANT & GATE VALVE	EA	8	\$ 1,200.00	\$ 9,600.00	8	\$ 9,600.00	8	\$ 9,600.00		\$ -
5	REMOVE EXISTING STORM SEWER STRUCTURE (ALL DEPTHS & SIZES)	EA	28	\$ 1,000.00	\$ 28,000.00	31	\$ 31,000.00	31	\$ 31,000.00		\$ -
6	REMOVE EXISTING SANITARY MANHOLE	EA	6	\$ 600.00	\$ 3,600.00	6	\$ 3,600.00	6	\$ 3,600.00		\$ -
7	REMOVE EXISTING CONCRETE PEDESTRIAN RAMP	EA	16	\$ 150.00	\$ 2,400.00	16	\$ 2,400.00	16	\$ 2,400.00		\$ -
8	SALVAGE AND REINSTALL MAILBOX	EA	38	\$ 175.00	\$ 6,650.00	38	\$ 6,650.00	15	\$ 2,625.00	23	\$ 4,025.00
9	SALVAGE AND REINSTALL CATCH BASIN	EA	1	\$ 1,500.00	\$ 1,500.00	2	\$ 3,000.00	2	\$ 3,000.00		\$ -
10	SAWCUT EXISTING BITUMINOUS PAVEMENT	LF	1240	\$ 4.00	\$ 4,960.00	1240	\$ 4,960.00	1240	\$ 4,960.00		\$ -
11	SAWCUT EXISTING CONCRETE PAVEMENT	LF	1430	\$ 6.00	\$ 8,580.00	1430	\$ 8,580.00	1430	\$ 8,580.00		\$ -
12	REMOVE CONCRETE CURB & GUTTER	LF	6925	\$ 2.75	\$ 19,043.75	6925	\$ 19,043.75	6925	\$ 19,043.75		\$ -
13	REMOVE EXISTING STORM SEWER PIPE (ALL DEPTHS & SIZES)	LF	366	\$ 10.00	\$ 3,660.00	301	\$ 3,010.00	301	\$ 3,010.00		\$ -
14	REMOVE EXISTING SANITARY SEWER PIPE (ALL DEPTHS & SIZES)	LF	100	\$ 10.00	\$ 1,000.00	100	\$ 1,000.00	100	\$ 1,000.00		\$ -
15	SAND FILL AND ABANDON SANITARY SEWER SERVICES	LF	401	\$ 6.00	\$ 2,406.00	401	\$ 2,406.00	401	\$ 2,406.00		\$ -
16	REMOVE EXISTING WATER MAIN (ALL DEPTHS & SIZES)	LF	600	\$ 7.00	\$ 4,200.00	600	\$ 4,200.00	600	\$ 4,200.00		\$ -
17	SALVAGE & REINSTALL FENCE	LF	15	\$ 55.00	\$ 825.00		\$ -		\$ -		\$ -
18	REMOVE CONCRETE SIDEWALK	SY	135	\$ 9.00	\$ 1,215.00	173	\$ 1,557.00	173	\$ 1,557.00		\$ -
19	REMOVE CONCRETE DRIVEWAY	SY	1715	\$ 6.00	\$ 10,290.00	1618	\$ 9,708.00	1618	\$ 9,708.00		\$ -
20	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	532	\$ 5.00	\$ 2,660.00	333	\$ 1,665.00	333	\$ 1,665.00		\$ -
21	REMOVE BITUMINOUS PAVEMENT	SY	12998	\$ 5.00	\$ 64,990.00	12998	\$ 64,990.00	12998	\$ 64,990.00		\$ -
22	SALVAGE RETAINING WALL	SF	10	\$ 30.00	\$ 300.00	40	\$ 1,200.00	40	\$ 1,200.00		\$ -
23	SUBGRADE PREPARATION OF RECLAIMED SURFACE	SY	22720	\$ 1.50	\$ 34,080.00	22720	\$ 34,080.00	22720	\$ 34,080.00		\$ -
24	COMMON EXCAVATION (EV)	CY	7618	\$ 17.40	\$ 132,553.20	7618	\$ 132,553.20	7618	\$ 132,553.20		\$ -
25	COMMON EXCAVATION SIDEWALK (EV)	CY	300	\$ 15.40	\$ 4,620.00	300	\$ 4,620.00	300	\$ 4,620.00		\$ -
26	HAUL EXCESS RECLAIM MATERIAL (LV)	CY	1940	\$ 9.60	\$ 18,624.00	1940	\$ 18,624.00	1940	\$ 18,624.00		\$ -
27	SUBGRADE CORRECTION (EV)	CY	2195	\$ 14.40	\$ 31,608.00	2435	\$ 35,064.00	2435	\$ 35,064.00		\$ -
28	SALVAGE & PLACE RECLAIMED BASE MATERIAL (CV)	CY	2600	\$ 9.60	\$ 24,960.00	2600	\$ 24,960.00	2600	\$ 24,960.00		\$ -
29	CRUSHED ROCK BORROW MATERIAL (LV)	CY	1175	\$ 9.00	\$ 10,575.00	931	\$ 8,379.00	931	\$ 8,379.00		\$ -
30	GRANULAR PIPE BEDDING (LV)	CY	300	\$ 14.70	\$ 4,410.00		\$ -		\$ -		\$ -
31	SALVAGE AGGREGATE FROM STOCKPILE (MILLINGS)	CY	100	\$ 9.60	\$ 960.00		\$ -		\$ -		\$ -
32	AGGREGATE BASE CLASS 5 (STREET)	TON	10514	\$ 7.00	\$ 73,598.00	12620	\$ 88,340.00	12620	\$ 88,340.00		\$ -
33	AGGREGATE BASE CLASS 5 (TRAIL OR WALK)	TON	270	\$ 7.00	\$ 1,890.00	270	\$ 1,890.00	270	\$ 1,890.00		\$ -
34	BIT JOINT SAWING AND SEALING	LF	12225	\$ 3.50	\$ 42,787.50		\$ -		\$ -		\$ -
35	JOINT ADHESIVE	LF	27315	\$ 0.67	\$ 18,301.05	27931	\$ 18,713.77	27315	\$ 18,301.05	616	\$ 412.72
36	FULL DEPTH PAVEMENT RECLAMATION - 8-10 INCHES	SY	41120	\$ 1.17	\$ 48,110.40	41120	\$ 48,110.40	41120	\$ 48,110.40		\$ -
37	BITUMINOUS MATERIAL FOR TACK COAT	GAL	5307	\$ 0.35	\$ 1,857.45	3650	\$ 1,277.50	3280	\$ 1,148.00	370	\$ 129.50
38	BITUMINOUS DRIVEWAY SPWEB240B/SPNW230B	SY	542	\$ 36.00	\$ 19,512.00	329	\$ 11,844.00	299	\$ 10,764.00	30	\$ 1,080.00
39	BITUMINOUS WEAR COURSE MIX SPWEB340C (STREET)	TON	6594	\$ 74.12	\$ 488,747.28	6205	\$ 459,914.60	6197	\$ 459,321.64	8	\$ 592.96
40	BITUMINOUS NON WEAR COURSE MIX SPNWB330C (STREET)	TON	6594	\$ 74.12	\$ 488,747.28	7030	\$ 521,063.60	7030	\$ 521,063.60		\$ -

ITEM NO.	DESCRIPTION	UNIT	ORIGINAL BID			COMPLETED					
			Quantity	Unit Price	Amount	Total To Date		Previous Completed		This Pay Period	
						Quantity	Amount	Quantity	Amount	Pay Estimate #6 Quantity	Amount
41	BITUMINOUS WEAR COURSE MIX: SPWEB340B (TRAIL)	TON	55	\$ 152.00	\$ 8,360.00	37	\$ 5,624.00	30	\$ 4,560.00	7	\$ 1,064.00
42	INSTALL MODULAR BLOCK RETAINING WALL	SF	10	\$ 30.00	\$ 300.00	40	\$ 1,200.00	40	\$ 1,200.00		\$ -
43	15" RCP APRON CL III W/TRASHGUARD	EA	1	\$ 2,425.00	\$ 2,425.00	1	\$ 2,425.00	1	\$ 2,425.00		\$ -
44	21" RCP APRON CL III W/TRASHGUARD	EA	1	\$ 3,067.00	\$ 3,067.00	1	\$ 3,067.00	1	\$ 3,067.00		\$ -
45	15" RCP DES 3006 CL III	LF	988	\$ 66.00	\$ 65,208.00	1012	\$ 66,792.00	1012	\$ 66,792.00		\$ -
46	18" RCP DES 3006 CL III	LF	28	\$ 200.00	\$ 5,600.00	28	\$ 5,600.00	28	\$ 5,600.00		\$ -
47	21" RCP DES 3006 CL III	LF	75	\$ 114.00	\$ 8,550.00	75	\$ 8,550.00	75	\$ 8,550.00		\$ -
48	24" RCP DES 3006 CL III	LF	64	\$ 124.00	\$ 7,936.00	64	\$ 7,936.00	64	\$ 7,936.00		\$ -
49	CONNECT TO EXISTING STORM SEWER STRUCTURE	EA	2	\$ 1,600.00	\$ 3,200.00	2	\$ 3,200.00	2	\$ 3,200.00		\$ -
50	CONNECT TO EXISTING STORM SEWER	EA	37	\$ 300.00	\$ 11,100.00	37	\$ 11,100.00	37	\$ 11,100.00		\$ -
51	CONST DRAINAGE STRUCTURE 24" X 36"	EA	37	\$ 3,286.00	\$ 121,582.00	37	\$ 121,582.00	37	\$ 121,582.00		\$ -
52	CONST DRAINAGE STRUCTURE 4020 48" DIA	EA	11	\$ 3,987.00	\$ 43,857.00	11	\$ 43,857.00	11	\$ 43,857.00		\$ -
53	REPLACE EXISTING STORM SEWER CASTING	EA	2	\$ 1,227.00	\$ 2,454.00	2	\$ 2,454.00	2	\$ 2,454.00		\$ -
54	ADJUST FRAME RING AND CASTING (SPECIAL)	EA	44	\$ 1,227.00	\$ 53,988.00	44	\$ 53,988.00	44	\$ 53,988.00		\$ -
55	HYDRODYNAMIC SEPARATOR	EA	2	\$ 12,983.00	\$ 25,966.00	2	\$ 25,966.00	2	\$ 25,966.00		\$ -
56	SUMP DRAINAGE STRUCTURE WITH BAFFLE DEVICE (SPECIAL)	EA	4	\$ 10,925.00	\$ 43,700.00	4	\$ 43,700.00	3	\$ 32,775.00	1	\$ 10,925.00
57	CONSTRUCT MH OR CB RISER	LF	2	\$ 800.00	\$ 1,600.00		\$ -		\$ -		\$ -
58	GEOTEXTILE FILTER MATERIAL TYPE IV	SY	20	\$ 4.00	\$ 80.00	20	\$ 80.00	20	\$ 80.00		\$ -
59	RIP-RAP (ALL SIZES)	TON	30	\$ 40.00	\$ 1,200.00	30	\$ 1,200.00	30	\$ 1,200.00		\$ -
60	CONCRETE STEPS - VERTICAL SURFACE ONLY	SF	5	\$ 310.00	\$ 1,550.00	20	\$ 6,200.00	20	\$ 6,200.00		\$ -
61	4" CONCRETE SIDEWALK	SF	7125	\$ 5.50	\$ 39,187.50	7815	\$ 42,982.50	7609	\$ 41,849.50	206	\$ 1,133.00
62	6" CONCRETE SIDEWALK	SF	1650	\$ 7.50	\$ 12,375.00	1063	\$ 7,972.50	1063	\$ 7,972.50		\$ -
63	B618 CONCRETE CURB & GUTTER	LF	7235	\$ 17.75	\$ 128,421.25	7164	\$ 127,161.00	7164	\$ 127,161.00		\$ -
64	REMOVE & REPLACE EXISTING CURB & GUTTER (ALL TYPES & SIZES)	LF	2575	\$ 33.50	\$ 86,262.50	3787	\$ 126,864.50	3787	\$ 126,864.50		\$ -
65	6" CONCRETE DRIVEWAY PAVEMENT	SY	1715	\$ 64.00	\$ 109,760.00	1715	\$ 109,760.00	1696	\$ 108,544.00	19	\$ 1,216.00
66	CONCRETE PEDESTRIAN RAMP	EA	22	\$ 1,280.00	\$ 28,160.00	25	\$ 32,000.00	25	\$ 32,000.00		\$ -
67	TRAFFIC CONTROL	LS	1	\$ 28,500.00	\$ 28,500.00	1	\$ 28,500.00	1	\$ 28,500.00		\$ -
68	CONIFEROUS TREE 6' HT B & B	TREE	1	\$ 1,000.00	\$ 1,000.00		\$ -		\$ -		\$ -
69	DECIDUOUS TREE 2' CAL B & B	TREE	1	\$ 1,000.00	\$ 1,000.00		\$ -		\$ -		\$ -
70	ROCK CONSTRUCTION EXIT	EA	15	\$ 500.00	\$ 7,500.00	4	\$ 2,000.00	4	\$ 2,000.00		\$ -
71	STORM DRAIN INLET PROTECTION	EA	82	\$ 250.00	\$ 20,500.00	82	\$ 20,500.00	82	\$ 20,500.00		\$ -
72	EROSION & SEDIMENT CONTROL	LS	1	\$ 20,000.00	\$ 20,000.00	1	\$ 20,000.00	1	\$ 15,000.00	0.25	\$ 5,000.00
73	LOAM TOPSOIL BORROW (LV)	CY	1430	\$ 15.00	\$ 21,450.00	1430	\$ 21,450.00	1430	\$ 21,450.00		\$ -
74	EROSION CONTROL BLANKETS CATEGORY 4	SY	250	\$ 3.25	\$ 812.50		\$ -		\$ -		\$ -
75	SEEDING, BLOWN COMPOST	SY	14120	\$ 4.25	\$ 60,010.00	12120	\$ 51,510.00	7060	\$ 30,005.00	5060	\$ 21,505.00
76	4" SOLID LINE PAINT	LF	4150	\$ 0.35	\$ 1,452.50	4150	\$ 1,452.50	4150	\$ 1,452.50		\$ -
77	4" BROKEN LINE PAINT	LF	500	\$ 1.00	\$ 500.00	500	\$ 500.00	500	\$ 500.00		\$ -
78	TEMPORARY BYPASS PUMPING	LS	1	\$ 6,000.00	\$ 6,000.00		\$ -		\$ -		\$ -
79	CONNECT TO EXISTING SANITARY SEWER STRUCTURE	EA	1	\$ 2,500.00	\$ 2,500.00	4	\$ 10,000.00	4	\$ 10,000.00		\$ -
80	CONNECT TO EXISTING SANITARY SEWER	EA	3	\$ 1,500.00	\$ 4,500.00		\$ -		\$ -		\$ -

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ITEM NO.	DESCRIPTION	UNIT	ORIGINAL BID			COMPLETED					
			Quantity	Unit Price	Amount	Total To Date		Previous Completed		This Pay Period	
						Quantity	Amount	Quantity	Amount	Pay Estimate #6 Quantity	Amount
81	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	35	\$ 90.00	\$ 3,150.00	35	\$ 3,150.00	35	\$ 3,150.00		\$ -
82	BULKHEAD EXISTING SAN SEWER	EA	2	\$ 200.00	\$ 400.00	2	\$ 400.00	2	\$ 400.00		\$ -
83	4" ON 8" PVC WYE	EA	33	\$ 200.00	\$ 6,600.00	34	\$ 6,800.00	34	\$ 6,800.00		\$ -
84	LINING SEWER PIPE 8"	LF	1660	\$ 34.00	\$ 56,440.00	1660	\$ 56,440.00	1660	\$ 56,440.00		\$ -
85	4" PVC SDR 26 (FOR SERVICES)	LF	1230	\$ 40.00	\$ 49,200.00	1294	\$ 51,760.00	1294	\$ 51,760.00		\$ -
86	8" PVC SDR 35 0'-10'	LF	1240	\$ 32.45	\$ 40,238.00	1240	\$ 40,238.00	1240	\$ 40,238.00		\$ -
87	8" PVC SDR 35 10'-12'	LF	415	\$ 34.45	\$ 14,296.75	415	\$ 14,296.75	415	\$ 14,296.75		\$ -
88	8" PVC SDR 35 15'-17'	LF	319	\$ 37.00	\$ 11,803.00	339	\$ 12,543.00	339	\$ 12,543.00		\$ -
89	8" DIP SANITARY SEWER (ALL DEPTHS)	LF	10	\$ 150.00	\$ 1,500.00	10	\$ 1,500.00	10	\$ 1,500.00		\$ -
90	CONSTRUCT 8" INSIDE DROP	LF	7	\$ 715.00	\$ 5,005.00	7	\$ 5,005.00	7	\$ 5,005.00		\$ -
91	TELEWISE SANITARY SEWER	LF	3634	\$ 1.89	\$ 6,868.26	3634	\$ 6,868.26		\$ -	3634	\$ 6,868.26
92	REPLACE EXISTING SANITARY SEWER CASTING	EA	23	\$ 806.00	\$ 18,538.00	2	\$ 1,612.00	2	\$ 1,612.00		\$ -
93	48" DIA. SSMH	EA	6	\$ 3,325.00	\$ 19,950.00	6	\$ 19,950.00	6	\$ 19,950.00		\$ -
94	EXTRA DEPTH MH 10'+	LF	3	\$ 337.00	\$ 1,011.00	3	\$ 1,011.00	3	\$ 1,011.00		\$ -
95	CONNECT TO EXISTING WATERMAIN	EA	9	\$ 1,600.00	\$ 14,400.00	9	\$ 14,400.00	9	\$ 14,400.00		\$ -
96	CONNECT TO EXISTING WATER SERVICE	EA	39	\$ 90.00	\$ 3,510.00	39	\$ 3,510.00	39	\$ 3,510.00		\$ -
97	RELOCATE HYDRANT	EA	2	\$ 3,000.00	\$ 6,000.00	3	\$ 9,000.00	3	\$ 9,000.00		\$ -
98	1" CORP STOP	EA	39	\$ 375.00	\$ 14,625.00	41	\$ 15,375.00	41	\$ 15,375.00		\$ -
99	1" CURB STOP AND BOX	EA	39	\$ 432.00	\$ 16,848.00	41	\$ 17,712.00	41	\$ 17,712.00		\$ -
100	HYDRANT 7.5' BURY W/GATE VALVE	EA	9	\$ 7,700.00	\$ 69,300.00	9	\$ 69,300.00	9	\$ 69,300.00		\$ -
101	REPLACE EXISTING GATE VALVE BOX	EA	14	\$ 1,063.00	\$ 14,882.00	17	\$ 18,071.00	17	\$ 18,071.00		\$ -
102	CURB STOP COVER CASTING	EA	2	\$ 200.00	\$ 400.00	13	\$ 2,600.00	13	\$ 2,600.00		\$ -
103	ADJUST GATE VALVE SPECIAL - BOLT REPLACEMENT	EA	35	\$ 825.00	\$ 28,875.00	35	\$ 28,875.00	35	\$ 28,875.00		\$ -
104	ADJUST EXISTING GATE VALVE BOX	EA	23	\$ 600.00	\$ 13,800.00	23	\$ 13,800.00	23	\$ 13,800.00		\$ -
111	6" GATE VALVE & BOX	EA	2	\$ 2,410.00	\$ 4,820.00	2	\$ 4,820.00	2	\$ 4,820.00		\$ -
112	8" GATE VALVE & BOX	EA	10	\$ 3,155.00	\$ 31,550.00	10	\$ 31,550.00	10	\$ 31,550.00		\$ -
113	CURB STOP BOX REPAIR/EXTENSION	EA	3	\$ 150.00	\$ 450.00		\$ -		\$ -		\$ -
114	CONSTRUCT TEMPORARY WATERMAIN & SERVICES	LF	3325	\$ 6.00	\$ 19,950.00	3408	\$ 20,448.00	3325	\$ 19,950.00	83	\$ 498.00
115	CURB STOP EXTRA DEPTH	LF	5	\$ 350.00	\$ 1,750.00		\$ -		\$ -		\$ -
116	1" TYPE K COPPER W/FITTINGS	LF	1535	\$ 45.00	\$ 69,075.00	1564	\$ 70,380.00	1564	\$ 70,380.00		\$ -
117	6" C-900 PVC W/FITTINGS	LF	206	\$ 65.00	\$ 13,390.00	206	\$ 13,390.00	206	\$ 13,390.00		\$ -
118	8" C-900 PVC W/FITTINGS	LF	3070	\$ 62.00	\$ 190,340.00	3105	\$ 192,510.00	3105	\$ 192,510.00		\$ -
119	2" INSULATION 4X8' SHEET	SY	20	\$ 35.00	\$ 700.00		\$ -		\$ -		\$ -

SUBTOTALS:	\$ 3,376,500.17	\$3,366,742.83	\$3,310,593.39	\$56,149.44
	ORIGINAL BID	TOTAL TO DATE	PREVIOUS COMPLETED	CURRENT PERIOD

PROJECTS:

2022-1 Neighborhood Infrastructure Improvements

	This Period	Total to Date
	\$56,149.44	\$3,366,742.83

CITY OF HASTINGS
2022 Neighborhood Infrastructure Improvements
Payment Summary

VIII-09

Pay Estimate Number	Period	Retainage*	Payment
1	6/1/2022 - 6/30/2022		\$194,799.00
2	7/1/2022 - 7/31/2022		\$685,366.66
3	8/1/2022 - 8/31/2022		\$719,768.56
4	9/1/2022 - 9/30/2022	\$52,784.65	\$1,002,908.26
5	10/1/2022 - 10/31/2022	\$32,748.31	\$622,217.95
6 (Current/Final)	11/1/2022 - 11/30/2022	-\$85,532.96	\$141,682.40
TOTALS TO DATE:		\$0.00	\$3,366,742.83

*A 5% retainage is withheld on all payments after total amount completed to date exceeds 50% of original bid

Total Completed to Date:	\$3,366,742.83
Less Previous Payment:	\$3,225,060.43
Less Retainage:	\$0.00
Total Amount Due:	\$141,682.40

Application for Payment Number: 6 (FINAL)

Contractor: Danner Inc.


 Contractor

2/9/23
 Date


 Engineer

2/9/23
 Date

Approved by Owner

Date

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

WANDA FRANZ; TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

WANDA FRANZ; TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 3rd day of January, 2020.



[Handwritten signature of Kenneth D. Whittington]

Kenneth D. Whittington, President

[Handwritten signature of Kyle P. McDonald]

Kyle P. McDonald, Assistant Secretary

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)

On this 3rd day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2023
Commission #: 11003620



[Handwritten signature of Bethany J. Alred]

Notary Public

GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
13th day of December, 2022.



[Handwritten signature of Kyle P. McDonald]

Kyle P. McDonald, Assistant Secretary



AIA[®] Document G707[™] – 1994 Instructions

VIII-09

Consent of Surety to Final Payment

GENERAL INFORMATION

Purpose. AIA Document G707[™] is intended for use as a companion to AIA Document G706[™], Contractor's Affidavit of Payment of Debts and Claims, on construction projects where the Contractor is required to furnish a bond. By obtaining the Surety's approval of final payment to the Contractor and its agreement that final payment will not relieve the Surety of any of its obligations, the Owner may preserve its rights under the bond.

Related Documents. This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201 and its related family of documents. As noted above, this is a companion document to AIA Document G706.

Use of Current Documents. Prior to using any AIA Contract Document, users should consult www.aia.org or a local AIA component to verify the most recent edition.

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CHANGES FROM THE PREVIOUS EDITION

Changes in the location of various items of information were made, without revision to the substance of the document.

COMPLETING G707-1994

General. The bond form is the usual source of required information such as the contract date and the names and addresses of the Surety, Owner, Contractor and Project.

Architect's Project No. This information is typically supplied by the Architect and entered on the form by the Contractor.

Contract For. This refers to the scope of the contract, such as "General Construction" or "Mechanical Work."

EXECUTING THE DOCUMENT

AIA Document G707 requires both the Surety's seal and the signature of the Surety's authorized representative.

AIA[®] Document G707[™] – 1994

VIII-09

Consent of Surety to Final Payment

PROJECT: <i>(Name and address)</i> Project No. 2022-1: 2022 Neighborhood Infrastructure Improvements, Hastings, Minnesota	ARCHITECT'S PROJECT NUMBER:	OWNER <input type="checkbox"/>
TO OWNER: <i>(Name and address)</i> City of Hastings 101 East 4th Street Hastings, MN 55033	CONTRACT FOR:	ARCHITECT <input type="checkbox"/>
	CONTRACT DATED: 4/18/2022	CONTRACTOR <input type="checkbox"/>
		SURETY <input type="checkbox"/>
		OTHER <input type="checkbox"/>

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety.)

Granite Re, Inc.
14001 Quailbrook Drive
Oklahoma City, OK 73134

on bond of
(Insert name and address of Contractor.)

Danner, Inc.
843 Hardman Ave. S.
South Saint Paul, MN 55075

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve
the Surety of any of its obligations to
(Insert name and address of Owner.)

City of Hastings
101 East 4th Street
Hastings, MN 55033

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: December 13th 2022
(Insert in writing the month followed by the numeric date and year.)

Granite Re, Inc.

(Surety)

(Signature of authorized representative)

Attest:
(Seal)

Nicholas Hochban, Attorney-in-fact

(Printed name and title)

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-730-632-288
Submitted Date and Time:	9-Feb-2023 10:48:47 AM
Legal Name:	DANNER INC
Federal Employer ID:	41-1236413
User Who Submitted:	KELLYRIG
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	926961664
Minnesota ID:	6531764
Project Owner:	CITY OF HASTINGS
Project Number:	2022-1
Project Begin Date:	01-Jul-2022
Project End Date:	31-Oct-2022
Project Location:	VARIOUS LOCATIONS
Project Amount:	\$3,366,742.83

Subcontractor Summary

Name	ID	Affidavit Number
MCNAMARA CONTRACTING INC.	1525665	1259360256
MIDWEST CONCRETE SPECIALTIES INC.	4715615	1149997056
INSITUFORM TECHNOLOGIES USA LLC.	3560426	842551296
THE FATHERSOLANUS CASEY MISSION LLC.	7771576	867078144
FAHRNER ASPHALT SEALERS LLC.	8753003	1577816064

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-700-689-824
Submitted Date and Time:	21-Dec-2022 3:11:14 PM
Legal Name:	MCNAMARA CONTRACTING INC
Federal Employer ID:	41-1709106
User Who Submitted:	mjtubbs
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1259360256
Minnesota ID:	1525665
Project Owner:	CITY OF HASTINGS
Project Number:	22045
Project Begin Date:	27-Jul-2022
Project End Date:	21-Oct-2022
Project Location:	HASTINGS NEIGHBOHOOD
Project Amount:	\$1,001,091.33
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-030-791-584
Submitted Date and Time:	13-Dec-2022 10:07:38 AM
Legal Name:	MIDWEST CONCRETE SPECIALTIES INC
Federal Employer ID:	41-1963899
User Who Submitted:	bbalfe
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1149997056
Minnesota ID:	4715615
Project Owner:	CITY OF HASTINGS
Project Number:	22845
Project Begin Date:	11-Jul-2022
Project End Date:	29-Oct-2022
Project Location:	HASTINGS
Project Amount:	\$405,226.00
Subcontractors:	No Subcontractors

Important Messages

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Please [print this page](#) for your records using the print or save functionality built into your browser.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-984-001-952
Submitted Date and Time: 13-Dec-2022 2:39:10 PM
Legal Name: INSITUFORM TECHNOLOGIES USA LLC
Federal Employer ID: 43-1319597
User Who Submitted: MN-ITU
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 842551296
Minnesota ID: 3560426
Project Owner: CITY OF HASTINGS
Project Number: 102975 SUB#S74, JOB #838
Project Begin Date: 25-Aug-2022
Project End Date: 30-Nov-2022
Project Location: 2022 NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS
Project Amount: \$58,913.20

Subcontractor Summary

Name	ID	Affidavit Number
FATHER SOLANUS MISSION LLC DBA PIPE SERVICES	7771576	867078144

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-488-623-008
Submitted Date and Time:	5-Oct-2022 11:30:47 AM
Legal Name:	THE FATHER SOLANUS CASEY MISSION LLC
Federal Employer ID:	87-2855970
User Who Submitted:	thefather2021
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	867078144
Minnesota ID:	7771576
Project Owner:	CITY OF HASTINGS
Project Number:	102975
Project Begin Date:	25-Aug-2022
Project End Date:	25-Aug-2022
Project Location:	CITY OF HASTINGS
Project Amount:	\$5,077.39
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-944-139-680
Submitted Date and Time:	9-Dec-2022 2:45:45 PM
Legal Name:	FAHRNER ASPHALT SEALERS LLC
Federal Employer ID:	11-3804531
User Who Submitted:	8753003
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1577816064
Minnesota ID:	8753003
Project Owner:	CITY OF HASTINGS
Project Number:	2022-1
Project Begin Date:	09-Sep-2022
Project End Date:	07-Nov-2022
Project Location:	HASTINGS
Project Amount:	\$20,375.84
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: December 12, 2022

The undersigned hereby acknowledges receipt of the sum of \$1,001,091.33

CHECK ONLY ONE,

- 1) _____ as partial payment, upon receipt of cleared funds, for labor, skill and material furnished
- 2) _____ as payment, upon receipt of cleared funds, for labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback)
- 3) X as full and final payment, upon receipt of cleared funds, for all labor, skill and material furnished to the following described real property: (legal description, street address or project name)

**McNamara Job #22045, Danner Job #838, City of Hastings
2022 Hastings Neighborhood Infrastructure**

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's lien's against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT;

NOTE: If this instrument is executed by a corporation, it must be signed by an officer and if executed by a partnership, it must be signed by a partner.

BY: McNamara Contracting, Inc.

Michael Tuttle

TITLE:

Secretary



DANNER, INC.

843 Hardman Avenue South • South St. Paul, MN 55075
Phone: (651) 450-0830 • Fax: (651) 450-9076

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

December 13, 2022

Undersigned Hereby Acknowledges Receipt of the Sum of **\$380,519.31.**

Check Only One

- 1. As partial payment for labor, skill and material furnished
- 2. As payment for all labor, skill and material furnished or to be furnished (except the sum of **(\$23,288.40)** retainage or holdback
- 3. As full and final Payment for all labor, skill and material furnished or to be Furnished.

To the following described real property: (legal description, street address or project name);

**2022 Neighborhood Infrastructure Improvements
City of Hastings**

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to say real property (only for the amount paid if box 1 is checked, except for retainage shown if box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, **except:**

Midwest Concrete Specialists Inc.

Baib Balge AIR
 Name Title

Note: If this instrument is executed by a corporation, It must be signed by an officer, and if executed By a partnership, it must be signed by a partner.

MATERIAL HANDLING SPECIALIST
An Equal Opportunity Employer



DANNER, INC.

843 Hardman Avenue South • South St. Paul, MN 55075
Phone: (651) 450-0830 • Fax: (651) 450-9076

RECEIPT AND WAIVER OF MECHANICS LIEN RIGHTS

December 13, 2022

Undersigned Hereby Acknowledges ~~XXXX~~ * of the Sum of \$58,913.20. * Upon receipt & deposit of

Check Only One

- 1. As partial payment for labor, skill and material furnished
- 2. As payment for all labor, skill and material furnished or to be furnished (except the sum of (\$) retainage or holdback
- 3. As full and final Payment for all labor, skill and material furnished or to be Furnished.

To the following described real property: (legal description, street address or project name);

**2022 Neighborhood Infrastructure Improvements
City of Hastings**

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to say real property (only for the amount paid if box 1 is checked, except for retainage shown if box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, **except:**

Insituform Technologies USA, LLC.

Mark Reeves

Project Manager

Name

Title

Note: If this instrument is executed by a corporation,
It must be signed by an officer, and if executed
By a partnership, it must be signed by a partner.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-050-665-056
Submitted Date and Time:	9-Feb-2023 8:55:01 AM
Legal Name:	WENNER HOLDINGS LLC
Federal Employer ID:	26-4635343
User Who Submitted:	Emple
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	620728320
Minnesota ID:	9957283
Project Owner:	CITY OF HASTINGS
Project Number:	2022-1
Project Begin Date:	10-Jan-2023
Project End Date:	11-Jan-2023
Project Location:	HASTINGS
Project Amount:	\$3,564.00
Subcontractors:	No Subcontractors

Important Messages

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City Council Memorandum

To: Mayor Fasbender & City Councilmembers

From: City Administrator Dan Wietecha

Date: February 21, 2023

Item: Appoint Arts & Culture Commissioners

Council Action Requested:

The City Council is asked to approve the appointments of the following to the Arts & Culture Commission:

Barb Hollenbeck

Jeannie Tribe

Steven Read

Sherry Humphrey

Deirdre McGill, student

Ryan McCoy

Joe Becker

Kirk Skeba

Background information:

Prior Arts Task Force members who met eligibility requirements were recommended for commission appointments without interview. Candidates for the Arts & Culture Commission were interviewed February 8, 2023 by an interview panel which included Councilmember Tina Folch, former Arts Task Force Chair Barb Hollenbeck, City Administrator Dan Wietecha, and Assistant City Administrator Kelly Murtaugh.

Since the Commission is new, initial commissioner appointments are to be set at either one- or two-year terms. The interview panel recommended Hollenbeck, Read, Skeba, and McGinn for one-year terms. Becker, Tribe, Humphrey, and McCoy were recommended for two-year terms. The recommendations from the interview panel provide experience with and understanding of the broad spectrum of arts and culture to help carry out the goals of the Commission.

Financial Impact:

N/A

Committee Discussion:

N/A

Attachments:

N/A



To: Mayor Fasbender & City Councilmembers
From: Chris Jenkins, Parks & Recreation Director
Date: February 21, 2023
Item: ENTRF Agreement – Lake Rebecca Project

Council Action Requested: Approve the attached ENTRF Agreement to fund the Lake Rebecca Restoration Project for \$1,000,000.00.

Background Information: Lake Rebecca Park and the surrounding areas are in need of ecological help to enhance habitat and help enhance the passive recreation areas. To that end, the City applied for an LCCMR grant to complete this effort, and we have been awarded a \$1m grant for that purpose.

Along with applying for the grant, the City also negotiated a land donation of a 14.13-acre parcel of land previously owned by Flint Hills Resources to include into this restoration project.

The grant award allocates \$100,000.00 for Project Management Services, \$100,000.00 for planning and engineering purposes and \$800,000.00 for the work product, and all work must be completed by June 2025.

Once fully executed, staff will begin the processes to engage with consultants and stakeholders to develop the planning and bidding documents, and kick this project off.

Staff recommend approving this grant agreement, which has been reviewed and approved by the City Attorney.

Financial Impact: \$1,000,000.00 in positive grant funding to support planning and work product.

Advisory Commission Discussion: None

Council Committee Discussion: None

Attachments:

- Grant Agreement and Attachments

STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT
Environment and Natural Resources Trust Fund

VIII-11

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources ("State") and City of Hastings, Parks & Recreation, 920 10th Street West, Hastings, MN, 55033 ("Grantee").

Recitals

1. Under [Minn. Stat. §84.026](#) the Department of Natural Resources is empowered to enter into grant agreements.
2. Under M.L. 2022, Chp. 94, Sec. 2, Subd. 08d, Hastings Lake Rebecca Park Area, \$1,000,000 is from the trust fund to the commissioner of natural resources for an agreement with the city of Hastings to develop an ecological-based master plan for Lake Rebecca Park and to enhance habitat quality and construct passive recreational facilities consistent with the master plan. No funds for implementation may be spent until the master plan is complete.
3. The State awards to the Grantee for the purpose of conducting the program entitled Hastings Lake Rebecca Park Area in the manner described in the Grantee's approved Work Plan.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement and Minn. Stat. Ch. 116P. Pursuant to [Minn.Stat. §16B.98, Subd.1](#), the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 **Effective date:** September 6, 2022

Per Minnesota Statutes Section 16B.98, subdivision 7, no payments will be made to the Grantee until this grant contract agreement is fully executed

1.2 **Expiration Date:** June 30, 2025

The appropriation is available until June 30, 2025 by which time the project must be completed and final products delivered. For acquisition of real property, the appropriation is available for an additional fiscal year if a binding contract for acquisition of the real property is entered into before the expiration date of the appropriation. If a project receives a federal award, the period of the appropriation is extended to equal the federal award period to a maximum trust fund appropriation length of six years.

1.3 **Survival of Terms**

The following clauses survive the expiration or cancellation of this grant contract agreement: 10 Liability; 11 State Audits; 12 Government Data Practices and Intellectual Property; 15 Acknowledgment and Endorsement; 16 Governing Law, Jurisdiction, and Venue; 18 Data Disclosure; 23 Monitoring; and 26 Program Requirements.

1.4 **Incur Expenses**

Notwithstanding Minnesota Statutes, section 16A.41, expenditures made on or after September 6, 2022, or the date the Work Plan is approved, whichever is later, are eligible for reimbursement unless otherwise provided in [M.L. 2022, Chapter 94](#).

2 Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 See Attachment A, approved work plan, which is incorporated and made a part of this agreement. If applicable, the Grantee shall provide the State's Authorized Representative a copy of the revised work plan and the corresponding ENRTF approval letter within one week of any ENRTF approved changes to the work plan.
- 2.2 The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. §16B.97, subd 4 (a)(1), Minn. Stat. Ch.116P, and [M.L. 2022, Chapter 94](#).
- 2.3 The Grantee agrees to complete the program in accordance with the approved budget to the extent practicable and within the program period specified in the grant contract agreement. Any material change in the grant contract agreement shall require an amendment by the State (see Section 8.2).
- 2.4 The Grantee shall be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this agreement.

2.5 The Grantee is responsible for maintaining an adequate conflict of interest policy. Throughout the term of this agreement, the Grantee shall monitor and report any actual, potential, or perceived conflicts of interest to the State's Authorized Representative.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement.

4 Consideration and Payment

Consideration for all services performed by Grantee pursuant to this grant contract agreement shall be paid by the State as follows:

4.1 Consideration.

4.1.1 Compensation

Compensation in an amount not to exceed \$1,000,000 based on the following computation: See Attachment A for project budget.

4.1.2 Matching requirements

Grantee certifies that the following matching requirement for the grant will be met by GRANTEE. The total project cost is \$1,000,000. Grantee agrees to match at least \$0 of this project cost.

4.1.3 Total Obligation

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed One Million Dollars and No Cents dollars.

4.1.4 Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this Agreement, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee.

4.2 Payment

4.2.1 Payment

The State shall disburse funds to the Grantee pursuant to this agreement on a reimbursement basis. The Grantee shall submit payment requests with required expenditure documentation, as defined in the current Reimbursement Manual, to the State for review and approval. The Grantee shall submit payment requests on a regular basis (i.e. quarterly).

If necessary, advance payments on grants shall be negotiated between the State and Grantee on a case by case basis. In order to make advance payments, the Grantee must prepare and submit a written justification to the State for approval that details the specific need to utilize advance payments. A copy of the signed justification must be maintained in the grant file. All advance payments on grants over \$50,000 must be reconciled within 12 months of issuance or within 60 days of the end of the grant period.

4.2.2 Retainage

The final reimbursement will be paid out when the State determines that the Grantee has satisfactorily fulfilled all the terms of this agreement, unless otherwise excluded by the State in writing.

5 Use of Funds

5.1 The Grantee shall use the proceeds of this agreement only for the eligible direct expenditures of the program as described in the approved work plan.

5.2 The Grantee may provide portions of the proceeds of this agreement to the State. Work done by the State must be so specified in the approved work plan. A letter shall be submitted to the State's Authorized Representative and include: work to be accomplished; the specific area of the work plan authorizing the work; the portion of the proceeds to be used by the State; and the name, title, address, phone number and e-mail address for the State's staff member assigned to accomplish the work. The State will have the opportunity to review the letter and approve the work prior to accepting the funds. The Grantee's proceeds available under clause 4, Consideration and Payment, of this agreement shall be reduced by the amount provided for State use. In return, the State agrees to report back to the Grantee as to how appropriation funds were spent once the work is completed.

6 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. The Grantee will be bound to the most recent Reimbursement Manual, as provided by the State each state fiscal year.

7 Authorized Representative

The State's Authorized Representative is Katherine Sherman-Hoehn, Grants Manager, (651) 259-5533, katherine.sherman-hoehn@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Chris Jenkins, 920 10th Street West, Hastings, MN, 55033, cjenkins@hastingsmn.gov, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

8 Assignment Amendments, Waiver, and Grant Contract Agreement Complete

8.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

8.2 Amendments

Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract agreement, or their successors in office.

8.3 Waiver

If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.

8.4 Grant Contract Agreement Complete

This grant contract agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

9 Subcontractors, Contracting, and Bidding Requirements

9.1 The Grantee agrees that if it subcontracts any portion of this project to another entity, the agreement with the subcontractor will contain all applicable provisions of the agreement with the State. The Grantee will refer to the Subcontractors section in the current Reimbursement Manual, as provided by the State.

9.2 Per [Minn. Stat. §471.345](#), grantees that are Municipalities as defined in Subd. 1 must follow the law.

9.2.1 The Grantee must maintain support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.

9.2.2 For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minnesota Statute 177.41](#) through [177.44](#). Consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

9.2.3 The grantee must not contract with vendors who are suspended or debarred in MN: [Link to Suspend/Debarred Vendor Report \(http://www.mmd.admin.state.mn.us/debarredreport.asp\)](#)

9.3 Nongovernmental Organizations

Must follow the below requirements or submit a copy of their organization's contracting policies via Attachment B for review and possible approval by the State's Authorized Representative. If the thresholds change during the life of the grant, the Grantee must follow the most current Reimbursement Manual

guidelines.

- 9.3.1 Any services and/or materials that are expected to cost \$100,000 or more must undergo formal public notice and solicitation process.
- 9.3.2 Any services and/or materials that are expected to cost between \$25,000 and \$99,999 must be based on three (3) verbal quotes or bids.
- 9.3.3 Any services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
- 9.3.4 The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
 - Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)
- 9.3.5 The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. See Attachment C: Conflict of Interest Disclosure
- 9.3.6 The Grantee must maintain support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- 9.3.7 Notwithstanding 1- 3 above, the State may waive bidding process requirements when it is determined there is only one legitimate or practical source for such materials or services and that grantee has established a fair and reasonable price.
- 9.3.8 For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.
- 9.3.9 The grantee must not contract with vendors who are suspended or debarred in MN: [Link to Suspend/Debarred Vendor Report \(http://www.mmd.admin.state.mn.us/debarredreport.asp\)](#)

10 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

11 State Audits

Under [Minn. Stat. §16B.98, Subd.8](#), the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

12 Government Data Practices and Intellectual Property Rights

12.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law

12.2 Intellectual Property Rights (if applicable)

The Grantee will comply with Minnesota Statutes, Chapter 116P.10.

13 Criminal Background Checks

A recipient of an appropriation that is receiving funding to conduct children's services, as defined in Minnesota Statutes, section 299C.61, subdivision 7, must certify to the Legislative-Citizen Commission on Minnesota Resources, as part of the required work plan, that it performs criminal background checks for background check crimes, as defined in Minnesota Statutes, section 299C.61, subdivision 2, on all employees, contractors, and volunteers that have or may have access to a child to whom the recipient provides children's services using the appropriation.

14 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

15 Acknowledgment and Endorsement**15.1 Acknowledgment**

The Grantee must acknowledge financial support from the Minnesota Environment and Natural Resources Trust Fund in project publications, signage and other public communication and outreach related to work completed using the appropriation. Acknowledgment may occur, as appropriate, through use of the fund logo or inclusion of language attributing support from the trust fund.

15.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

16 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17 Termination

The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

18 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

19 Use of Funds as Match to Other Grants or Programs

The Grantee must inform the State's Authorized Representative whenever the grant funds will be used as match or for reimbursement for any other grant or program.

- a. The Grantee must inform the State's Authorized Representative or their grant specialist of the following information: grant program, grant name, the amount of grant or match funds to be used, location where funds were or will be used, activity the funds will support, and current landowner (if applicable).
- a. The Grantee must also inform the State's Authorized Representative before work begins if the new grant or program will add any encumbrances to state land where grant or match funds will be spent.

20 American Disabilities Act

The Grantee must comply with the 2010 American Disabilities Act Standards for Accessible Design.

21 Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any ~~VTEF~~ activity receiving Federal financial assistance. Including but not limited to:

- a. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- b. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- c. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- d. Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- e. Any other applicable non-discrimination law(s).

22 Reporting Requirements

The Grantee is bound to reporting requirements in [Minn. Stat. §116P](#), [M.L. 2022, Chapter 94](#), Attachment A, as well as Attachments D and E (if applicable).

23 Monitoring

The State shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant contract agreement, including a final inspection upon program completion. At least one monitoring visit per grant period on all state grants of over \$50,000 will be conducted and at least annual monitoring visits on grants of over \$250,000.

Following closure of the program, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

24 Invasive Species Prevention

Grantees must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. This applies to all activities performed on all lands under this grant contract agreement and is not limited to lands under DNR control or public waters. Duties are listed under Sections II and III (p. 5-8) of Operational Order 113 which may be found here: [Link to Operational Order 113](#) (http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf)

25 Pollinator Best Management Practices

Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minnesota Statutes, section 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: [Link to Specific Pollinator Best Management Practices for DNR Grants and Contracts](#) (http://files.dnr.state.mn.us/natural_resources/npc/bmp_contract_language.pdf).

26 Program Requirements

The grantee must comply with the most current versions of Attachments C, D, and E as attached and incorporated into this grant contract agreement.

Attachments

X A. Current Work Plan with ENRTF Approval Letter

B. Non-governmental Organization Subcontracting (if applicable)

X C. Conflict of Interest Disclosure

X D. Reimbursement Manual

E. Land Acquisition Reporting Procedures (if applicable)

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1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. 16A.15.

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

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By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative



Environment and Natural Resources Trust Fund

M.L. 2022 Work Plan and Reporting

General Information

Date: February 6, 2023

ID Number: 2022-065

Staff Lead: Mike Campana

Project Title: Hastings Lake Rebecca Park Area

Project Budget: \$1,000,000

Project Manager Information

Name: Chris Jenkins

Organization: City of Hastings - Parks & Recreation

Office Telephone: (651) 480-6176

Email: cjenkins@hastingsmn.gov

Web Address: www.hastingsmn.gov

Project Reporting

Reporting Status: Update Revisions Needed & Amendment Approved

Date of Last Action: February 6, 2023

Next Due Date: March 1, 2023

Reporting Schedule: March 1 / September 1 of each year.

Project Completion: June 30, 2025

Legal Information

Legal Citation: M.L. 2022, Chp. 94, Sec. 2, Subd. 08d

Appropriation Language: \$1,000,000 the second year is from the trust fund to the commissioner of natural resources for an agreement with the city of Hastings to develop an ecological-based master plan for Lake Rebecca Park and to enhance habitat quality and construct passive recreational facilities consistent with the master plan. No funds for implementation may be spent until the master plan is complete.

Appropriation End Date: June 30, 2025

Project Summary: Lake Rebecca Park Area Redevelopment & Restoration

Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.

This park area sits between the Mississippi River to the north and west, and Lake Rebecca to the south and is targeted to remain as natural and open space for the community and visitors. Major issues observed include: consistent high water events leaves much of this park unusable for any type of recreation, boat launch parking lot for the lake unusable during high water events, and in poor condition, much of the park area is also very thick with brush inhibiting passive recreation/exploration in the area, lack of access, habitat types are also degraded, and would benefit from enhancement.

This area needs an ecological master plan to be completed, as well as the investigative/research processes to gather current ecological information. Without this vision the area has an uncertain future. There are however some important elements/outcomes that are currently known, and those have been included in this proposal.

The City of Hastings Comprehensive Plan outlines the city's philosophy which includes 1) Enhancing the health of the ecosystem in Hastings, 2) Preserve and enhance biological diversity of native habitats, 3) Provide an appropriate balance between resource preservation, recreational use, and development.

What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.

Development of a vision, planning documents, and project implementation that meet the city's philosophy as outlined in the Comprehensive Plan. Some known outcomes to currently known issues follow below.

Propose to raise and reconstruct the boat launch at Lake Rebecca so that it is useable during most high water events, this is a safe boating area during high water and is an excellent, well managed fishery. Propose to identify select areas for leisure recreation opportunities and raise those areas so they can be used during high water for years to come. Propose to remove brush and some canopy trees and install walking trails and interpretive trails that introduce users to the unique habitats in the area. Propose to enhance habitat, install native grasses, flowers, etc. to increase wildlife/pollinator habitat.

What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?

First and foremost, a well constructed ecological based park master plan including recreational uses and purpose. Increased native plant and animal habitat and populations, increased habitat for pollinators, protecting shore land and wetland areas from repeated high water intrusion, increased passive recreation and interpretation opportunities, encourage user engagement with the natural resources of this area. Blend these enhancements into enhancements being completed by the USACOE, City of Hastings and our partners.

Project Location

What is the best scale for describing where your work will take place?

Region(s): Metro

What is the best scale to describe the area impacted by your work?

Region(s): Metro

When will the work impact occur?

During the Project and In the Future

Activities and Milestones

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Activity 1: Master Planning

Activity Budget: \$100,000

Activity Description:

Conduct a master planning effort which balances ecological diversity and health with intended recreational and educational uses. This will include researching current conditions, development of planned outcomes and public engagement efforts that ultimately guide the future of this park area.

Activity Milestones:

Description	Approximate Completion Date
Kickoff	January 31, 2023
Ecological survey and research	July 31, 2023
Public Engagement	August 31, 2023
Plan completion and adoption	September 30, 2023

Activity 2: Lake Rebecca Park Area Enhancements

Activity Budget: \$799,999

Activity Description:

Implementation of master plan and work plan priorities. Removal of undesirable shrubs, grasses, trees, etc. Planting of desirable, beneficial shrubs, trees, plants, grasses, etc. to enhance the habitat. Implementation of passive/developed recreation facility enhancements to include parking, boat launch, trails and perhaps an outdoor classroom to encourage engagement with the habitat restoration phases.

Activity Milestones:

Description	Approximate Completion Date
Develop working plan consistent with Master Plan	January 31, 2024
Removal of undesirable shrubs, grasses, trees, etc.	November 30, 2024
Planting of desirable, beneficial shrubs, grasses, trees.	June 30, 2025
Implement passive/developed recreation facility enhancements	June 30, 2025

Activity 3: Acquire adjacent private parcel

Activity Budget: \$1

Activity Description:

The City of Hastings has been working to acquire a private parcel of land adjacent to Lake Rebecca. The parcel is currently owned by Flint Hills Resources. Acquisition is in progress, and the closing on this property is scheduled for August 25th, 2022. This parcel will be in public ownership prior to any planning or work phases of this project.

Activity Milestones:

Description	Approximate Completion Date
Real Estate Closing	August 31, 2022

Activity 4: Project Management

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Activity Budget: \$100,000

Activity Description:

Project manage the entire project.

Activity Milestones:

Description	Approximate Completion Date
Develop RFP	January 31, 2023
Release RFP	February 28, 2023
Select Project Manager	March 31, 2023

Dissemination

Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENTRF Acknowledgement Requirements and Guidelines.

Developed planning documents will be hosted on the City of Hastings website. Environment and Natural Resources Trust Fund will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the ENTRF Acknowledgment Guidelines. Public outreach about planning phase(s) will occur through City social media, local news paper, local media, etc. Public participation with the planning phase(s) will be solicited as necessary for the plan development and review processes.

Long-Term Implementation and Funding

Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?

Implementation through thoughtful planning processes, project design, construction and implementation. Master planning and full scale project design will be completed as a part of this grant funded effort. Continued efforts to maintain and enhance habitat and recreation opportunities will continue beyond project completion through inclusion in the City of Hastings Comprehensive Plan, Capital Improvement Project Plan, and through continued partnerships with partners like Hastings Environmental Protectors, Friends of The Mississippi River, USACOE, DNR Fisheries and others.

Budget Summary

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Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount	\$ Amount Spent	\$ Amount Remaining
Personnel										
							Sub Total	-	-	-
Contracts and Services										
Master Planning & Engineer Consulting Team (unknown)	Professional or Technical Service Contract	Develop overall master plan for park areas identified.				2		\$100,000	-	\$100,000
Work Contractors	Professional or Technical Service Contract	Habitat enhancement, passive/developed rec facility enhancements				12		\$800,000	-	\$800,000
Project Management Consultant (Unknown)	Professional or Technical Service Contract	Will act as the overall project manager.				2		\$100,000	-	\$100,000
							Sub Total	\$1,000,000	-	\$1,000,000
Equipment, Tools, and Supplies										
							Sub Total	-	-	-
Capital Expenditures										
							Sub Total	-	-	-
Acquisitions and Stewardship										
							Sub Total	-	-	-

Travel In Minnesota										VIII-11
							Sub Total	-	-	-
Travel Outside Minnesota										
							Sub Total	-	-	-
Printing and Publication										
							Sub Total	-	-	-
Other Expenses										
							Sub Total	-	-	-
							Grand Total	\$1,000,000	-	\$1,000,000

Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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Non ENRTF Funds

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Category	Specific Source	Use	Status	\$ Amount	\$ Amount Spent	\$ Amount Remaining
State						
			State Sub Total	-	-	-
Non-State						
In-Kind	Land donation from Flint Hills Resources 14 acres	Donated land will be included in the plan and park area as natural and open space lands to be used and enjoyed by residents and visitors.	Pending	\$100,000	-	\$100,000
			Non State Sub Total	\$100,000	-	\$100,000
			Funds Total	\$100,000	-	\$100,000

Parcel List

Name	County	Site Significance	Activity	Acres	Miles	Estimated Cost	Type of Landowner	Easement or Title Holder	Status of Work
190210060010	Dakota	Wetlands, river bottom forest, lake	Restoration	146	-	\$700,000	Public	USACOE and City of Hastings	Has Not Begun
190210070011	Dakota	Lowlands adjacent to wetlands.	Restoration	14.13	-	\$100,000	Public	City of Hastings	Has Not Begun
Totals				160.13	0	\$800,000			

1. Provide a statement confirming that all restoration activities completed with these funds will occur on land permanently protected by a conservation easement or public ownership.

The land addressed in this proposal is either a current City of Hastings owned park, park lands on long term lease with the US Army Corps of Engineers and one parcel that is currently being considered for donation to the City by Flint Hills Resources. All lands within the project area will remain public lands.

2. Summarize the components and expected outcomes of restoration and management plans for the parcels to be restored by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation.

Lands restored would be identified through the proposed master planning and ecological master planning process. As a part of those plans, prescriptive restorations would be identified and ultimately adopted by the City of Hastings as part of the project. Those long term plans would be carried out through partnerships the City has annually with organizations like Friends of The Mississippi River, and will be documented in the City's Capital Improvement Plans.

3. Describe how restoration efforts will utilize and follow the Board of Soil and Water Resources "Native Vegetation Establishment and Enhancement Guidelines" in order to ensure ecological integrity and pollinator enhancement.

The City will direct the ecological planning firm to ensure all requirements are met, and will require a report from the planning firm to ensure all requirements are met or exceeded. Pre and post project evaluations will be completed.

4. Describe how the long-term maintenance and management needs of the parcel being restored with these funds will be met and financed into the future.

Hastings partners annually with Friends of The Mississippi River for ecological restoration and enhancement services, and has continually been very successful. This area will have a Natural Resource Management Plan as part of the overall planning process, and together with FMR the City will ensure prescriptive maintenance is completed as scheduled. The City contributes funds annually through our budget process to support FMR and FMR often leverages those funds for grant opportunities, increasing the amount of work that can be completed. This is a very successful model.

5. Describe how consideration will be given to contracting with Conservation Corps of Minnesota for any restoration activities.

CCM will certainly be included when contractors are sought to provide bids on work to be performed.

6. Provide a statement indicating that evaluations will be completed on parcels where activities were implemented both 1) initially after activity completion and 2) three years later as a follow-up. Evaluations should analyze improvements to the parcel and whether goals have been met, identify any problems with the implementation, and identify any findings that can be used to improve implementation of future restoration efforts at the site or elsewhere.

Evaluations will be completed pre project, post project and intermittently for years to follow after project completion to ensure the project has long term benefit and the landscapes are retaining their desired outcomes.

Attachments

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Required Attachments

Map

File: [c7239978-afa.pdf](#)

Alternate Text for Map

Aerial view of Lake Rebecca Park and surrounding areas....

Board Resolution or Letter

Title	File
Authorization to submit proposal	b99c06cc-e50.pdf

Optional Attachments

Support Letter or Other

Title	File
2019 Aerial_High Water	97150dd5-8e4.pdf
2016 Aerial_Normal Water	179a9cf7-4d5.pdf
2040 Comp Plan_Natural and Open Spaces	d144df10-2b2.pdf
May 2022 Boat Launch	2181cb61-fb0.pdf
May 2022 Bridge, Pier and Day Use	8f58dbd4-011.pdf
May 2022 Day Use	0c5c20b7-7e0.pdf
Background Check Certification Form	202e9e19-71a.pdf

Difference between Proposal and Work Plan

Describe changes from Proposal to Work Plan Stage

Revised total project budget to meet appropriation amount, added a parcel to the project that is in the process of being donated to the City of Hastings from Flint Hills Resources, adjusted activities based on appropriation and need to complete a full planning process first.

Additional Acknowledgements and Conditions:

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The following are acknowledgements and conditions beyond those already included in the above workplan:

Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?

N/A

Do you agree travel expenses must follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?

N/A

Does your project have potential for royalties, copyrights, patents, or sale of products and assets?

No

Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?

N/A

Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?

N/A

Does your project include original, hypothesis-driven research?

No

Does the organization have a fiscal agent for this project?

No

Work Plan Amendments

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Amendment ID	Request Type	Changes made on the following pages	Explanation & justification for Amendment Request (word limit 75)	Date Submitted	Approved	Date of LCCMR Action
1	Amendment Request	<ul style="list-style-type: none"> • Activities and Milestones • Budget - Professional / Technical Contracts • Acquisition and Restoration - Parcel List 	<p>This project will need a project manager to be most effective. The revised work plan allocates funding to hire a project manager to reduce the burden on city staff throughout this process. Planning for and completing restoration work will still be the targeted priority, and adjusting the budget to hire a consultant for project management will have minimal impact on the work completed.</p>	February 3, 2023	Yes	February 6, 2023

Status Update March 1, 2023

Date Submitted:

Date Approved:

Overall Update

N/A

Activity 1

N/A

Activity 2

N/A

Activity 3

N/A

Activity 4

N/A

Dissemination

N/A



ENRTF/OHF Pass-Through Grant Agreement Attachment C: Conflict of Interest Disclosure

Conflict of Interest:

As referenced in the Minnesota Department of Administrations Office of Grants Management's Policy 08-01, a conflict of interest, actual, potential, or perceived, occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper or illegal act results from it.

Actual Conflict of Interest:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples included but not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

Potential Conflict of Interest:

A potential conflict of interest may exist if one party has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. Examples included but not limited to:

- One party has a relationship, affiliation, or other interest that could create an inappropriate influence if one party is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. For example, when one party serves in a volunteer capacity for another party, it has the potential to, but does not necessarily create a conflict of interest, depending on the nature of the relationship between the two parties.

A disclosed potential conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

Individual Conflict of Interest:

A conflict of interest that may benefit an individual employee is any situation in which their judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to an immediate family member, business, or organization with which they are involved.

A employee uses their status or position to obtain special advantage, benefit, or access to the grantee or grant applicant's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence

Organizational Conflict of Interest:

A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties

- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

Particular attention should be paid to any proposed grant contract agreement requirements that provide for the rendering of planning, consultation, evaluation, or similar activities that may inform decisions on future grant awards.

This section to be completed by Grantee's Authorized Representative:

I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement will report any actual, potential and perceived conflicts of interests by individual employees or are organization as a whole to the State's Authorized Representative.

Authorized Representative Signature: _____



Office of Management and Budget (OMBS)

Pass-Through Grants Reimbursement Manual

**Environment and Natural Resources Trust Fund (ENRTF)
Outdoor Heritage Fund (OHF)
Fiscal Year 2023 (July 1, 2022- June 30, 2023)**

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Changes In This Version

The Fiscal Year 2023 manual contains these changes from previous versions:

- Project Reimbursement section: time to submit pre-closing documentation changed from ten to fifteen business days, to reflect current practice.
- Expedited Reimbursement documentation section: clarified what details grantees should supply for Personnel expenses.

Introduction

The Grants Unit within the DNR Office of Management and Budget Services (OMBS) provides contract management services related to ENRTF and OHF pass-through grant projects. Contract management ensures oversight of reimbursement for project deliverables and meets the requirements of all state laws and policies including the Department of Administration's Office of Grants Management (OGM) procedures. Contract management helps recipients with financial compliance and ensures project consistency with appropriation law, state statute, grants policies, and approved work/accomplishment plans.

This manual was developed to help grantees administer their pass-through appropriation(s) and to provide instruction on how to obtain reimbursements for eligible project expenses. However, it will not be able to address all issues and potential problems that may arise during the completion of the project. **For questions regarding the grant agreement and amendments or reimbursement requests, please contact the State's Authorized Representative or your assigned Grants Specialist.** Contact information is at the end of this manual; it can also be found in the contract agreement and on the DNR pass-through grants [website](#).

For questions regarding your ENRTF work plan, please contact Legislative-Citizen Commission on Minnesota Resources ([LCCMR](#)) staff.

For questions regarding your OHF accomplishment plan, please contact Lessard-Sams Outdoor Heritage Council ([LSOHC](#)) staff.

Internal Controls

- The grantee is responsible for establishing and maintaining adequate financial internal control systems that follow generally accepted accounting and auditing principles.
- Grantees must establish a separate, non-interest bearing account for ENRTF/OHF funds.
- Any accounting issues not addressed in this manual are subject to state agency standards as interpreted by their internal auditors. All projects are subject to final audit.

Monitoring

- OGM [Policy Number 08-10](#) requires one monitoring visit during the course of the grant period on projects valued at over \$50,000.
- All projects valued at over \$250,000 require annual monitoring visits.

- Monitoring will take place either at the grantee's office location, the DNR Central Office, or via phone. Grantees will be given adequate notice prior to monitoring.
- The focus of the visit will be financial controls, grants management and associated documentation and procedures.

State Accounting System (SWIFT) Requirements

The DNR processes project reimbursement payments through a system managed by Minnesota Management and Budget (MMB). The preferred method of payment is through the use of an electronic funds transfer (EFT) directly into the grantee's designated bank account. Electronic transfer reimbursements provide timely payments and prevent the loss of checks either in the mail or by misdirection. In order to set up the electronic transfer payment process, please contact MMB at 651-201-8106.

The grantee will also need to request a User ID to access the SWIFT e-Supplier portal to view payment information:

- Go to [Minnesota Supplier Portal](https://supplier.systems.state.mn.us/psc/fmssupap/SUPPLIER/ERP/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL) (https://supplier.systems.state.mn.us/psc/fmssupap/SUPPLIER/ERP/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL)
 - Click on the 'Register for an Account' link.
 - Click the 'Register as a Supplier' button in the New Supplier section.
 - Complete the online form.
 - An email will be sent with the new User ID and password.
- Questions regarding this process can be sent to efthelpline.mmb@state.mn.us.

Project Reimbursement

Pass-through grants are reimbursement based. The grantee must pay for project expenses prior to seeking reimbursement. Eligible expenses are then reimbursed under the terms of the agreement with the State of Minnesota.

Advance Payment

The DNR will only provide advance payment with prior approval as outlined in session law and the grantee's agreement.

- LCCMR and/or LSOHC will need to approve all advances for the project through the work/accomplishment plan.
- This does not apply to land acquisitions, where the Grants Unit can transfer funds to the grantee one business day prior to the closing date through an EFT.
- All pre-closing documentation must be submitted at least **15 business days** in advance of the closing date in order to allow the Grants Unit to review the paperwork, notify the grantee of any missing or incomplete land acquisition documentation, and process the request. Grant specialists may allow exceptions to this, or require additional time, depending on the circumstances of individual closings.

Reimbursement Timeframe

Grantees should expect to be reimbursed within 30 days of the DNR receiving a complete reimbursement request.

- If documentation to process the request is missing, or the request has discrepancies or incorrect information, the 30-day clock does not start until all necessary information has been submitted to the DNR.
- The timeframe does not apply to reimbursement requests that are not submitted on at least a quarterly basis.
- If work/accomplishment plan updates or progress reports are past due to either the LSOHC or the LCCMR, the DNR will withhold reimbursement payments for that project until the grantee is in compliance.

Frequency of Submission

Grantees must submit reimbursement requests at least annually while grant work is being done and expenses have been incurred. If the grantee has not yet incurred costs, no reimbursement request is required.

Final Reimbursement

- The final reimbursement will be paid out when the State determines that the Grantee has satisfactorily fulfilled all the terms of their grant agreement, unless otherwise excluded by the State in writing.
 - The State must complete a financial reconciliation on all grants over \$50,000 prior to approving the final reimbursement request. If a final reimbursement request is also the first request, this may delay payment.
 - The final report must be approved by the LCCMR or the LSOHC prior to payment of the final reimbursement request unless the grantee receives prior approval from the DNR in coordination with LCCMR/LSOHC staff to waive that requirement.

Reimbursement Payment Request Documents

The reimbursement payment request is comprised of four sections.

Project Reimbursement Payment Request Form

This form must be completed and signed by an individual who is authorized by the organization to submit payment requests. It is required for all payment requests, including land or conservation easement acquisitions.

Reimbursement Spreadsheet

The Reimbursement Spreadsheet provides information on the starting budget amounts, total reimbursements to date, current requested reimbursement amount, and the remaining balance of funds available.

- Each funding source has a different spreadsheet. Only use the ENRTF spreadsheet for LCCMR projects, and the OHF spreadsheet for all LSOHC projects.

- Line items (categories) on the spreadsheet must match the line items from the approved work /accomplishment plan budget.
- Only approved budget items (expenses) will be eligible for reimbursement.
- Please note the [guidance on allowable expenses documents](#) on the LCCMR's website and the [budget line item definitions](#) on the LSOHC's website.

Project Activity Summary Spreadsheet

The Project Activity Summary Spreadsheet provides a detailed summary of all expenses on the reimbursement payment request. The spreadsheet highlights the transaction date, description of the charges, the amount requested, and the approved budget categories for each expense.

Reimbursement Documentation

Each reimbursement payment request must include back-up documentation for all expenses. This documentation may include receipts, invoices, and time (payroll) records. The documentation should show that the expenses were allowable costs and happened within the time period of the payment request. Specific documentation is required for land acquisitions. Land acquisition reporting requirements are listed in the grant agreement, in Attachment E.

- All invoices must explicitly state the date(s) that the services were performed. The date must fall within the period of the reimbursement payment request.
- Documentation for salary expenses includes time or payroll records for the payment request period. All employees working on a project should track number of hours worked on the project.
 - Timesheet elements include the period worked (date range of work performed), name of the employee, rate of pay, hours worked, and benefit rate. The original time records must be available for review if requested.
 - All vacation (paid time off), sick, and holiday benefits are eligible for reimbursement on a proportional level. Please contact your assigned Grants Specialist for more information.
- The following information must be added to (or written on) the copies of receipts, invoices, time records or other documentation:
 - Budget line item the expense is being posted to, such as personnel, equipment, travel, etc.
 - Check number or payment number that was used to pay for the receipt, invoice, or payroll. This number should match up with payment documentation such as a bank statement or other proof of payment.
 - If the documentation has non-project expenses on it, be sure to circle the expenses being posted to the project along with budget item.

Expedited Reimbursement Documentation

Grantees with a history of clean reimbursement requests and no findings on their most recent monitoring do not have to send in receipts for equipment, supplies, and travel with their payment requests. Grantees must continue to keep all receipts in your folders, for review at annual monitoring.

Grantees only send in invoices/receipts/other proof of expenses in these categories with payment requests:

- Contracts and Professional Services
- Land Acquisition
- Capital Equipment
- Expenses over the bidding threshold in all categories.

Grantees may send in condensed expenditure data on the personnel line: total amount requested, number of employees, pay rate, and number of hours.

To access this policy, grantees must have:

- no findings in their most recent monitoring, and
- no questioned costs over their last four reimbursement requests, in a span at least six months.

Once grantees meet this standard, their grant specialist lets them know that they can stop sending in receipts. If a grantee has questioned costs or findings, the grant specialist may require full receipts on future payment requests.

Submission of Reimbursement Payment Requests

Please send one copy of the reimbursement request to your designated Grants Specialist, via e-mail. Starting in Fiscal Year 2021 we will only accept electronic submissions for all grant reimbursements. Where possible, please ensure electronic documentation is in an accessible format.

Documents to Be Kept on File

The grantee must maintain all project agreements, correspondence, and the records pertaining to project expenses requested for reimbursement in a separate project file. Project records are required for monitoring/audit purposes and must be readily available for review.

Retention Period

All records related to the project must be retained for a minimum of six (6) years from the grant agreement end date, or the receipt and approval of all final reports, whichever is later. For OHF grants that have restoration and enhancement end dates, grantees may contact their grant specialist to discuss the possibility of a close-out amendment to set the end date for purposes of retention.

Proof of Payment

The State requires proof of payment documentation to ensure that funds are being provided on a reimbursement basis.

The grantee must maintain proof of payment documentation and make it available when requested by the State. Proof of payment documentation may include:

- a copy of a bank statement with small photocopies of cleared checks
- an electronic bank statement
- a copy of cancelled check(s), or other certified financial records
- employee original time records and payroll documentation.

The State may conduct a proof of payment review during grant monitoring or for any reimbursement request submitted by the grantee throughout the grant period if necessary. No additional reimbursement requests for that project will be processed until the proof of payment for the request being reviewed is submitted and approved.

Background Checks

All ENRTF grantees that conduct a project that provides children's services, as defined in Minnesota Statutes Sec 299C.61 Subd.7, must perform criminal background checks for background check crimes, as defined in Minnesota Statutes, section 299C.61, Subd. 2, on all employees, contractors, and volunteers who have or may have access to a child to whom children's services are provided. Grantees should keep this documentation in the project file, for review at annual monitoring.

Vendors and Subcontractors

Subcontractors include other organizations and/or businesses that perform services identified in the work/accomplishment plan. Vendors provide supplies or materials to the project. Both must be selected based on contracting/purchasing procedures. Transparency, fiscal control, and accountability are key reasons why the State requires grantees to be thorough in the solicitation and selection of subcontractors and vendors.

Each executed subcontract must include the amount of the subcontract, the length of the subcontract, and all elements of the grantee's contract with the State.

Contracting and Bidding for Municipalities

Municipalities as defined in Minnesota statute 471.345, subdivision 1 must follow the [Uniform Municipal Contracting Law](#).

Contracting and Bidding for Non-Governmental Organizations

Non-governmental organizations may either:

- submit a copy of their contracting policies for review to the State's Authorized Representative, through the use of Attachment B (Non-Governmental Organization Subcontracting) to their grant agreement;
- or follow the contracting policies/procedures below.

Contracting and Bidding Thresholds and Process

- Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
- Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.
- Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
- Grantees must use a Request for Proposal (RFP)/Request for Quote (RFQ) process to competitively select professional and technical services.

- The advertisement for bid processes must allow for fair competition among potential qualified bidders.

Debarment

Grantee must not contract with vendors/subcontractors who are on the on [State's debarment list](http://www.mmd.admin.state.mn.us/debarredreport.asp): <http://www.mmd.admin.state.mn.us/debarredreport.asp>.

Targeted Vendors

Grantees must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through the entities below when possible. Please contact your grant specialist for assistance the first time you go through this process:

- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)

Conflict of Interest

The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees or board members engaged in the selection, award and administration of contracts. This written standard may be requested during monitoring.

Single/Sole Source

The State may waive bidding process requirements when it is determined there is only one legitimate or practical source for such materials or services and that grantee has established a fair and reasonable price. Single and sole source grants or contracts are used when only one entity is reasonably able to meet a grant's intended purpose and objectives, due to their geographic location, specialized knowledge, relationships or specialized equipment.

To seek a single/sole source waiver, the grantee must complete a [Grant Single Source Justification Form](#), available on the pass-through grants website, and submit it to the State's Authorized Representative for signature and approval. If approved, the Grantee must keep the executed copy on file.

Supporting Documentation

The grantee must maintain support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.

Grantees must retain, in the project file:

- copies of the executed subcontract agreements
- a copy of the bid tabulation (if applicable),
- written documentation that describes the rationale for selection of the subcontractor, and
- documentation of the contract/bid approval if required by grantee internal controls (such as meeting minutes.)

This documentation may be reviewed during the monitoring visit or when requested by the State.

Prevailing Wage

For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minnesota Statute 177.41](#) through [177.44](#). Consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

Grantees must retain documentation in the project file either of the prevailing wage forms, or a notice from the Department of Labor and Industry that the project is not subject to prevailing wage.

Cost Category-Specific Requirements

Equipment

Records for grantee-owned equipment used on a project must include the time actually used for the project and the computation used to arrive at the charged use rate. Use rates are subject to review by DNR.

Capital Equipment

Capital equipment purchased with grant funds must be:

- listed in the approved work/accomplishment plan prior to purchase
- tagged, maintained in an up-to-date directory, and available for review.

Land Acquisitions

- Any project that is subject to the land acquisition reporting requirements of Attachment E (Land Acquisition and Reporting Procedures) will be held to the most current version of Attachment E.
- The Grants Unit can transfer funds to the grantee one business day prior to the closing date through an EFT.
- All pre-closing documentation must be submitted at least ten business days in advance of the closing date in order to allow the Grants Unit to review the paperwork, notify the grantee of any missing or incomplete land acquisition documentation, and process the request.

Fourth Year Land Acquisition

In order to be reimbursed for land acquisitions that occur in the fourth fiscal year, the grantee will notify the State that a binding purchase agreement has occurred before the end of the third fiscal year.

- Notify your grant specialist that you intend to have a binding agreement in place by June 30 of the third year.
- Provide proof of that agreement no later than July 15 of the fourth year.

- Failure to do so may significantly affect payment. In that case, notify your grant specialist as soon as possible of the binding agreement.

Use of Funds

For all acquisitions that require DNR services, the grantee must submit a Use of Funds letter, as outlined in their grant agreement, to pay for the DNR's services. Funding must be available in the "DNR Land Acquisition Costs" (OHF) or the "Other DNR acquisition, reporting, and management" (ENRTF) budget line item in the approved work/accomplishment plan to pay for these costs.

Please see Attachment E of the grant agreement for step-by-step land acquisition procedures and requirements.

Materials and Services

Materials and services are eligible expenses when they are purchased by the grantee to achieve outcomes/activities stated in the work/accomplishment plan and reflected in the approved budget. Typical examples of material/service purchases include hardware, paint, lumber, sand/gravel, concrete, landscape materials, and signs.

In order to request reimbursement for materials and services, the grantee must have an invoice from the vendor. The invoice and the copy sent in with the reimbursement payment request must be legible and include the following items:

- Name and address of the vendor;
- Date the item or service was purchased;
- Date the service was performed;
- Quantity of item(s) purchased or hours worked;
- Description of item(s) or services purchased;
- Unit price/Prorate;
- Total amount of the line item.
- Please also add the following information to the invoices:
 - The activity number that the expense is being posted to.
 - If a portion of an expense is being posted to more than one activity or budget line items, please include that information on the invoice (ENRTF only).
 - The budget line item (or category) the expense is being posted to. Examples include expenses identified as "travel", "personnel", "equipment", etc.

Travel

Travel must be included in the approved work/accomplishment plan and budget in order to be eligible for reimbursement. Out of state travel is an ineligible expense for both ENRTF and OHF projects unless explicitly approved in the work/accomplishment plan.

Travel expenses must follow Commissioner's Plan guidelines in order to be eligible for reimbursement. The [Commissioner's Plan Website](#) includes mileage and meal reimbursement rates and guidelines in Chapter 15 – Expense Reimbursement. Information on travel expenses can

also be found on the [Travel Reimbursement and Documentation Guide](#) available on the DNR Pass-Through grant website.

Contact Information

Minnesota Department of Natural Resources
Office of Management and Budget Services, Grants Unit
500 Lafayette Road St. Paul, MN 55155-4010
[Pass-Through Grants Website](#)

Katherine Sherman-Hoehn, Grants Manager (State Authorized Representative)
Phone: (651- 259-5533
[E-mail: katherine.sherman-hoehn@state.mn.us](mailto:katherine.sherman-hoehn@state.mn.us)

Karen Mueller, Grants Specialist Senior
Phone: 651- 259-5559
[E-mail: karen.cibuzar-mueller@state.mn.us](mailto:karen.cibuzar-mueller@state.mn.us)

Mandy Skypala, Grants Specialist Coordinator
Phone: 651-259-5543
[E-mail: madeleine.skypala@state.mn.us](mailto:madeleine.skypala@state.mn.us)

Jason Tidemann, Grants Specialist Coordinator
Phone: 651- 259-5534
[E-mail: jason.tidemann@state.mn.us](mailto:jason.tidemann@state.mn.us)

Monica Weber, Grants Specialist Sr.
Phone: (651) 259-5370
[email: monica.weber@state.mn.us](mailto:monica.weber@state.mn.us)

APPENDIX

Reimbursement Request Checklist

The checklist contains the items that must be included with the reimbursement request. Please use the checklist to ensure that the payment request is complete.

For all projects, the Grantee must submit the following:

1. **___ Section 1: Project Reimbursement Payment Request Form**
This document must be dated and signed by an appropriate representative for the grantee. Please complete the form and include the name of the project, the SWIFT purchase order number (300000XXXX), the sequence of the request (for example, the first request would be #1), and the period of time the request covers.
2. **___ Section 2: Reimbursement Spreadsheet**
The Reimbursement Spreadsheet will need to be customized to include the budget items and outcomes/activities from Attachment A, the approved work/accomplishment plan. This will help track budget line items to ensure funding is being expended by budget categories.
3. **___ Section 3: Project Activity Summary Spreadsheet**
The Project Activity Summary Spreadsheet should include the date range of reimbursable activity, the transaction date, the approved budget category for each charge and the amount requested, along with a brief description of the reimbursable items.
4. **___ Section 4: Reimbursement Documentation**
Submit copies of receipts, invoices, and time records (payroll). This information is necessary to determine if the expenses are eligible for reimbursement. Please write the activity number, budget item title and payment information (such as check number, bank statement) on the receipt/invoice document submitted. This information is needed to determine what part of the project the expenses are being directed to.
5. **___ Section 5: Acquisition Documents (if applicable)**
Specific documentation is required for land acquisitions. Please see your grant agreement to view your land acquisition reporting requirements.

***City Council Memorandum***

To: Mayor Fasbender & City Council Members

From: David D. Wilske, Chief of Police

Date: February 20th, 2023

Item: Surplus Property

Council Action Requested:

Declare vehicle(s) as surplus property and authorize for public sale.

Background Information:

The City of Hastings currently has one retired police squad car that have been removed from service. This vehicle is no longer needed for City use, however still has value. The vehicle has been assigned to the marked fleet since purchased. Upon declaration of the vehicle as excess/surplus property, it will be made available for public sale via a commercially available online auction service.

- 2015 Ford Police Interceptor Sedan HA1504 1FAHP2MK9FG163676

Financial Impact:

Positive budgetary impact

Advisory Commission Discussion:

None

Council Committee Discussion:

None

Attachments:

None



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: John Townsend, Fire Chief

Date: February 15, 2023

Item: Approve Fire Department Submitting for Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application

Council Action Requested:

Approve fire department submitting for SAFER grant application.

Background Information:

FEMA has opened up the SAFER grant process. This grant opportunity opened February 13, 2023 with a deadline of March 17, 2023. This grant provides funding for additional new firefighter positions for a period of 36 months. There are no matching dollars during the 36-month period. At the end of the grant funding, for these positions, they become the responsibility of the City.

The department would request funding for two additional full-time firefighters.

Two additional full-time firefighters would move us forward from the four hires in 2023. These hires will be working a power truck schedule increasing our staffing for 12 hours each day to 7 on-duty staff. The additional two staff will allow for these staff to increase to 7 on shift for the full 24-hour shift. This will increase each of the three shifts from five to seven staff on each of our 24-hour shifts. This increase in full-time staff would allow the department to staff more appropriately for an effective response force. This increase in staff will also have an impact on decreasing overtime to our full-time staff.

Financial Impact:

Estimated costs covered by grant for the initial 36 months:

Year	Cost/FTE	Cost for 2
2024	\$142,158.	\$284,317.
2024	\$147,538.	\$295,077.
2025	\$153,192.	\$306,384.

City Costs after the 36-month grant period:

2026* 159,138. \$318,276

Advisory Commission Discussion: N/A

Council Committee Discussion: N/A

Council Workshop: Discussed department needs and operations at council workshops in previous years budget cycle.

Attachments: None



City Council Memorandum

To: Mayor Fasbender & City Council Members

From: Paige Marschall Bigler, Recreation Programming Specialist

Date: February 21, 2023

Item: Accepting Sponsorship

Council Action Requested: Accept SMEAD Manufacturing Sponsorship of \$1,000.00 for a Performance in the Park in 2023 at the Rotary Pavilion in Levee Park.

Background Information: The City of Hastings organizes and implements a wide variety of family friendly programming each year. The City has routinely supplemented annual budget allocations through our Sponsorship Program. SMEAD Manufacturing Company has offered their sponsorship for one of the 2023 Performance in The Park shows. Staff are supportive of this sponsorship and recommend acceptance.

Financial Impact: We will continue to include sponsorships as a revenue item as part of the budget process to offset programming costs; specifically costs for Performances in the Park.

Advisory Commission Discussion:

None

Council Committee Discussion:

None

Attachments:

- Performances in the Park Mutual Agreement & Sponsorship Form



City of Hastings Parks and Recreation
 920 West 10th Street
 Hastings, MN 55033
 Direct (651)-480-6182 Fax (651)-437-5396
www.hastingsmn.gov

2023 VIII-14
 Performances in the Park
 Sponsorship

SPONSOR NAME: SMEAD Manufacturing Company

This informational form is accompanied by a Mutual Sponsorship Agreement

SPONSOR INFORMATION:

Contact Name:	Business Phone:
Email:	Address:
Type of Sponsorship: <i>Partnering sponsor</i>	

2023 Performances in the Park Description: The goals of the 2023 Performances in the Park Series is to provide a sense of community pride and cohesiveness, to invite the community and visitors to utilize the outdoor facility, and create community connections between individuals. The 2023 Performances in the Park will consist of 4 separate Performances from June through September. Performances take place on Tuesday of each month at 6:00 p.m. Each will be held at the Rotary Pavilion located at 20 Ramsey Street, Hastings, MN 55033. The Performances are free of charge to attendees. The entertainers were chosen with the intent of attracting a variety of ages and demographics, while providing a family friendly atmosphere.

2023 Performances in the Park

June 27 th 6:00 p.m.	Circus Science Spectacular
July 25 th 6:00 p.m.	Madagascar Jr.- Live Theater
August 22 6:00 p.m.	Comic Stunt Juggler
September 12 th 6:00 p.m.	To Be Determined

Promotional materials to follow in Spring 2023. Performances subject to change.

SMEAD Manufacturing Company – Community Outreach Package \$1,000.00

- Recognition of sponsorship through Hastings City Council
- Acknowledgement on 2023 Calendar of Events promotional poster
- Recognition in City of Hastings Summer Newsletter
- Acknowledgement in articles and interviews with local media
- SMEAD Sponsorship acknowledgement on City of Hastings Facebook postings
- SMEAD listed on City of Hastings Programs and Events Webpage

\$1,000.00 SPONSORSHIP PAYMENT to City of Hastings: Cash Check # _____ Credit Card

Credit Card Payment: Call the Parks and Recreation Department, 651-480-6182 with payment for processing or in person at our Parks Office: 920 10th Street West, Hastings MN 55033

Check Payment: Submit to City of Hastings, Parks and Recreation Department, 920 10th Street West, Hastings

OFFICE USE ONLY:

Date Received: ____/____/2023

Time Received: ____: ____

Received: In-person

Drop Box

Mail

Email

Received By: _____



City of Hastings – Parks and Recreation Department
2023 Performances in the Park Sponsorship
Mutual Agreement
Sponsorship Request: \$1,000.00

Enter into a \$1,000 sponsorship paid by *SMEAD Manufacturing Company* for the 2023 Performances in the Park Series; paid no later than April 1, 2023. Made payable to the *City of Hastings* and submitted to: Hastings Parks and Recreation, 920 West 10th Street, Hastings, MN 55033

SMEAD Manufacturing Company Sponsorship Benefits for 2023 Performances in the Park

- Recognition of sponsorship commitment through Hastings City Council. The Parks and Recreation Department will submit recognition to Hastings City Council.
- Sponsorship acknowledgement on the City of Hastings Facebook Event postings for Performances in the Park June – September 2023. The Parks and Recreation Department will develop postings throughout the promotional timeframe.
- *SMEAD* listed as sponsor on City of Hastings Rotary Pavilion, Programs and Events Webpage. Webpage: www.hastingsmn.gov/programsandevents design by *City of Hastings*.
- *SMEAD* acknowledged on 2023 Calendar of Events promotional posters. Posters designed and printed through a local vendor and distributed by *The City of Hastings*.
- *SMEAD* acknowledged in articles and interviews with local media outlets. Interviews and articles provided by *The City of Hastings*.
- *SMEAD* recognized in the City of Hastings Spring Newsletter as sponsor of Performances in the Park.

Point of Contact:

City of Hastings, Parks and Recreation Department
Paige Marschall Bigler, Recreation Programming Specialist
Phone: 651-480-6182 E-mail: pmarschall@hastingsmn.gov

Agreement

The *City of Hastings Parks and Recreation Department*, and *SMEAD Manufacturing Company* agree to the terms and the sponsor partnership as outlined above.

City of Hastings Representative

Date

SMEAD Representative

Date



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: City Administrator Dan Wietecha
Date: February 21, 2023
Item: Strategic Initiatives – final report

Council Action Requested:

No action necessary. Final Report is presented for review, discussion, and feedback.

Background Information:

Over several months during spring and summer 2021, the City Council and Management Team developed a set of Strategic Initiatives in order to maintain focus and progress, drive accomplishment, and ensure regular tracking and reporting. The Strategic Initiatives were approved by the City Council on September 7, 2021.

1. The approved plan includes eight Strategic Initiatives. These are the primary goals of the plan, and we have reported their progress quarterly.
2. It also includes a Future Topics section (which we have affectionately nicknamed the “parking lot”) to ensure other good ideas (and potential future Initiatives) are not forgotten. Where there has been progress in these areas, we have also reported it.
3. And the plan included an Additional Initiatives & Efforts section in recognition of other significant projects planned the City. These need to be balanced in terms of time and budget with decisions about other Initiatives. Their progress status is also reported.

The attached final report consolidates the progress reported over the past year-and-half.

I expect that we will begin a new cycle of strategic initiatives this spring. In the meantime, the Management Team has developed a “Ninety Day World” action plan to focus on key priorities and reporting over the next three months. This will help avoid a gap between the City Council’s two cycles, identify the degree of operational detail for initiatives, and ensure that all departments are working toward and reporting priorities.

Financial Impact:

n.a.

Committee Discussion:

n.a.

Attachments:

- City of Hastings Strategic Priorities 2021-2023 Executive Summary
- Executive Summary Appendix Feb 16, 2023

CITY OF HASTINGS STRATEGIC PRIORITIES

2021-2023 EXECUTIVE SUMMARY

1. PEOPLE, PROCESSES, INFRASTRUCTURE & FINANCE



DEVELOPED A MULTI-YEAR FINANCIAL MODEL TO IMPROVE PLANNING AND LONG-TERM STABILITY FOR THE CITY AND USED THE NEW MODEL TO PLAN THE 2023 BUDGET.



ENHANCED DIVERSITY, EQUITY AND INCLUSION IN CITY PROCESSES AND OPERATIONS AND CONTINUED TO IMPROVE HASTINGS AS A WELCOMING COMMUNITY FOR ALL.



DEVELOPED A NEW COMPENSATION AND CLASSIFICATION SYSTEM TO ENSURE MARKET WAGES AND EQUITABLE PAY.



2. COMMUNITY IMAGE & PUBLIC ENGAGEMENT



DEVELOPED A STRATEGIC COMMUNICATIONS PLAN TO SHARE HASTINGS' STORY WITH MULTIPLE AND DIVERSE AUDIENCES.



RESEARCHED NEW FUNDING STREAMS AND LEVERAGED PARTNERSHIPS WITH THE TOURISM BUREAU/CHAMBER OF COMMERCE, DOWNTOWN BUSINESS ASSOCIATION AND OTHER PARTNERS TO GROW TOURISM IN HASTINGS.



ELEVATED ARTS AND CULTURE IN HASTINGS THROUGH EXPANDED LEVEE PARK PROGRAMMING AND FORMATION OF AN ARTS AND CULTURE COMMISSION.

3. PARKS & PUBLIC SPACES



IMPROVED BEAUTIFICATION AND MAINTENANCE OF PARKS AND PUBLIC SPACES VIA A 5-YEAR PLAN, ADDITIONAL MAINTENANCE POSITIONS AND ESTABLISHMENT OF A TRAIL HUB WITH DAKOTA COUNTY.



ENGAGED WITH MNDOT AND THE COMMUNITY TO DEVELOP TRANSPORTATION CONCEPTS TO IMPROVE THE HIGHWAY 61 CORRIDOR IN ALIGNMENT WITH THE CITY'S VERMILLION STREET CORRIDOR PLAN. LAUNCHED A FACADE IMPROVEMENT GRANT PROGRAM.



PURSUED AND RECEIVED FUNDING FOR LAKE REBECCA AND LAKE ISABEL PARKS' PROJECTS TO REDESIGN THESE ASSETS FOR RESIDENTS AND VISITORS.



4. HOUSING & ECONOMIC DEVELOPMENT



EXPLORED THE FEASIBILITY OF A SPECIAL TAXING DISTRICT AS A MECHANISM FOR ENHANCED SERVICES IN THE DOWNTOWN AREA. DELIBERATIONS ARE UNDERWAY BY BUSINESS OWNERS.



ADDED 200 JOBS IN THE CITY THROUGH INDUSTRIAL PARK BUSINESS EXPANSIONS AND A NEW BIG BOX RETAILER.



EXPANDED LIFECYCLE HOUSING THROUGHOUT THE CITY, THROUGH THE APPROVAL OF 9 DEVELOPMENTS WITH A TOTAL OF 500 HOUSING UNITS.

SEE SUMMARY APPENDIX AND QUARTERLY REPORTS AT WWW.HASTINGSMN.GOV/STRATEGICPLANNING



**CITY OF HASTINGS STRATEGIC PRIORITIES
2021-2023**

Adopted by the Hastings City Council on September 6, 2021

**EXECUTIVE SUMMARY APPENDIX
FEBRUARY 16, 2023**

VISIT [HASTINGSMN.GOV/STRATEGICPLANNING](https://www.hastingsmn.gov/strategicplanning) FOR PRIORITIES & QUARTERLY REPORTS

2021-2023	EXECUTIVE	SUMMARY
Strategic Priority	Initiative	Accomplishments
People, Processes, Infrastructure, and Finance	1.1 Multi-Year Financial Model	<ul style="list-style-type: none"> ✓ Analyzed preliminary budget ✓ Identified looming construction-related debt and advised council ✓ Identified inflationary assumptions and capital expenditures ✓ Continued to project revenue estimates ✓ Updated model with the final budget ✓ “Draft” model completed ✓ Finance Committee met 3/24 about options for Parks & Trails financial planning ✓ Presented overview at CC workshop 4/18. ✓ Using in development of 2023 Budget. ✓ Updated CIP/CEP through 2027. ✓ Used in development of 2023 Budget.
	1.2 Diversity, Equity, and Inclusion	<ul style="list-style-type: none"> ✓ Expanded job posting distribution to target diverse organizations for police positions. ✓ Encouraged Council and management attendance at YMCA diversity sessions on story development ✓ Organized and promoted events related to downtown mural about Hastings diversity ✓ Several attended THRIVE’s “Creating a better story for Hastings” DEI sessions ✓ Expanded outreach to people who are not often heard from via online resources <ul style="list-style-type: none"> ○ Online resources (such as presentations, design summary, assessment information, project maps, online communications forms) during COVID to reach more residents ○ Encouraging 1-on-1 meetings via phone, Zoom, or in person with City Staff to make comments and questions available and convenient to all ✓ Started using School District’s Peach Jar online tool to reach families. ✓ Hastings PD participated in the Polar Plunge with the Hastings Sharks ✓ The PD/IDEA participated in statewide events to showcase their successful partnership; and the Communications Coordinator published and promoted a story on the collaboration. ✓ The PD collaborated with Froth & Cork to host a Coffee with a Cop conversation with neighbors who they don’t always hear from. ✓ The Community Engagement Officer and police focused on helping the homeless population. ✓ The PD, Communications and United Way have partnered on programming and outreach to people struggling with mental health, addiction and to warn of the dangers of fentanyl in Hastings. ✓ The Community Engagement Officer, Recreation Coordinator and HPAAC partnered to develop a new Art+Parks+Police series of events in city parks, to engage with youth. ✓ New firefighter recruitment materials were developed to feature and attract people of color and female applicants. ✓ Members of the management team will attend GARE sessions on DEI in April. ✓ Developed proclamations related to Black History Month and International Women’s Month. ✓ Featured social media posts on Hastings’ Black History and LeDuc presentation by James Curry. ✓ Submitted application to Dakota County for embedded social worker. ✓ Approve CIF funding for BR4R project. ✓ IDEA, Dakota County Social Services, 360 Communities, Ally Supportive, and

		<p>Hastings Ministerial Association involved in Police Chief interviews. VIII-15</p> <ul style="list-style-type: none"> ✓ City proclamation recognizing Pride Month. ✓ Pride Parade designated as special event. ✓ Assisted with funding and promotion of Drawn to the River, live painting public art event. ✓ Planned and promoted new Rec + Art + Police event that reaches teens, tweens and diverse populations through diverse programming. ✓ Administered employee engagement survey and initiated follow-up strategies to improve engagement and belonging among employees. ✓ Updated Employee Handbook, ensured inclusive language throughout. ✓ Hearing Assist equipment in Council Chambers. ✓ CIF funding for BR4R project. Charette held 9/23. Presenting to City Council in Nov. ✓ Comp & Class Study ensures compliance with pay equity. ✓ 2023 Budget includes employee engagement survey. ✓ Demoing new self-paced, online “Advancing Racial Equity in Government” seminar from GARE. ✓ BR4R “Breaking the Silence: Remembering Brown’s Chapel AME” 10/23 ✓ LMC “Exploring Race Equity” seminar 11/1 ✓ Panel Discussion “Homelessness in Hastings” 11/16 ✓ Embedded Social Worker starting 12/7 ✓ Opened interest forms for new Arts & Culture Commission
Community Image and Public Engagement	2.1 Strategic Communications Plan	<ul style="list-style-type: none"> ✓ Identified 15 key stakeholders from various audiences to interview about the City’s story ✓ Developed reporting plan, documents for communicating the City Council’s Strategic Priorities ✓ Continued stakeholder meetings ✓ Expanded Rivertown News to a quarterly newsletter ✓ Met with 8 key stakeholders this quarter on listening sessions. ✓ Drafted summary findings for 4/18 work session ✓ Developed new weekly e-newsletter format to incorporate timely news and Council action. ✓ Refined internal communications processes for Council and Staff; discussed new approaches for employee communications ✓ Revised the City’s social media policy to follow the League of Minnesota Cities ✓ Refocused the State of the City and repurposed departmental interviews across social media for greater visibility ✓ Secured news features on Hastings housing boom in Finance and Commerce, Pioneer Press, and local media. Planned and aired interviews with John Hinzman on housing development and produced an HCTV video on housing and economic development in Hastings. ✓ Reviewed metrics and analytics for social channels, Google my Business, Website, news announcements and new City Update e-letter. Established benchmarks and goals. ✓ Participated in a table top lockdown exercise with PD, Fire, ISD 200, Dakota County Sheriff’s to plan for communications in case of an emergency at one of the schools and in the community. ✓ Revised plans and content strategies for reaching tourists, related to the Levee Park event series (see tourism update section). ✓ Helped launch new Rec + Art + Police program with communications targeting teens, tweens and diverse populations. ✓ Developed talking points and press releases for 2023 Budget and PFAS news. ✓ Developed key messages for key audiences ✓ Reviewed web, social media and e-newsletter analytics and developed report

		<ul style="list-style-type: none"> ✓ Attended MAGC conference and developed plan for enhanced social media strategies for 2023. ✓ Built external communications strategies for reaching target audiences. ✓ Developed strategies for reaching underrepresented populations. ✓ Developed strategies for improving the user experience for website visitors, to be implemented with the next web redesign. ✓ Developed a web governance strategy for web maintenance.
	<p>2.2 Tourism Funding</p>	<ul style="list-style-type: none"> ✓ Applied for and received funding for a \$5,000 grant from Explore Mn to increase online marketing for winter and spring tourism campaigns. ✓ Reviewed metrics from Fall marketing campaign; currently developing Choose Your Winter in Hastings campaign ✓ Updated the annual Visitor Guide in September ✓ Initiated conversations with O'Rourke Media Group to update printed trail maps, including an expanded trail map that includes the Point Douglas Trail and connection to the Greenway Trails that will highlight the top 10 trail attractions. ✓ Regularly review the U of M tourism study and use the suggested target markets and other ideas for marketing plans ✓ Regularly update tourism attractions and events up-to-date with Explore MN to take advantage of their robust email distribution list. ✓ Will send two chamber staff to the Explore Minnesota Annual Conference in March. ✓ The "Choose Your Winter in Hastings" online campaign had a great reach with 364,000 impressions; however, the committee was hoping for a higher click through rate. We believe this is because the campaign was focused on multiple winter activities which made it hard to be specific with an audience. Will continue to use Explore MN grant dollars for spring campaign focused on bike trails and car shows using keywords. ✓ Chamber staff attended the Explore MN Conference in February. The Tourism Industry is still struggling to recover with an estimated \$12 billion loss since 2019. ✓ Experimented with using City advertising dollars on brand-building ads that showcase the riverfront offerings, including large kiosk boards and social media campaigns under the theme, "Plan your riverfront experience." Attendance has been up at all Levee Park summer events, and social media reach and engagement has grown by double and often triple digits. ✓ Updated all events via Explore MN and used their email distribution lists, which is ongoing. ✓ Presented annual marketing and lodging update to the City Council in October. ✓ Our visitors guide at the Minneapolis Airport & Mall of America attracts a lot of attention based on the calls we receive. ✓ The new bike trail map has been wildly popular! We have distributed over 500 in less than 3 weeks. ✓ The board of advisors are proactively reaching out to Dakota County Parks to keep communication open so we can actively promote the bison in Spring Lake Park and the Greenway Trail connection once those both open. ✓ Rolled out Bird Scooters and promoted scooters as a new way to explore the city. ✓ Collaborated on events with the Chamber, DBA, Carpenter Nature Center and DNR related to tourism, such as an ice exploration event, ice fishing adventures, and the show the love ice sculpture and valentine events. All brought visitors to Hastings. the Ice fishing events were full with 160 and 145 participants in Jan and Feb. ✓ New Community Investment Fund may help fund tourism-related initiatives. ✓ Chamber Tourism Board study of visitor demographics, PACER program.

		<ul style="list-style-type: none"> ✓ Chamber Tourism Board presented annual update to City Council 9/19 ✓ Levee Park Programming: 31 programs, over 8,300 attendees, increased marketing ✓ Big Belly trash/recycle bins ordered for downtown with frames for poster ads ✓ CIF project: partnered with DBA for new holiday lights ✓ Launched Restaurant Week promotions
<p>Parks and Public Spaces</p>	<p>3.1 Parks and Public Space Beautification</p>	<ul style="list-style-type: none"> ✓ 1st maintenance season with team approach. ✓ Budgeted for Louis Lane Ponding Basin – FMR grant, pollinator friendly ✓ Budgeted and hired a Parkskeeper ✓ Posted for additional seasonal maintenance staff. ✓ Received donation from Tecla Karpen Estate to protect and enhance natural habitats. ✓ Launched Community Investment Fund that could help pay for park and public beautification projects. ✓ Green Corps member to help Forester. ✓ Approved plans to purchase Big Belly trash containers for the downtown and Levee Park areas to alleviate already full garbage bins. Containers will allow for custom marketing that could be used for educational trail and/or promotional opportunities. ✓ Identified high-use / high-profile and underutilized locations. ✓ Installed new dumpster/porta-potty enclosure at Jaycee Park. ✓ Parks Commission working on Parks Five-Year Plan. ✓ 2023 Budget includes many park improvements across entire City. ✓ Parks Commission working on Parks Five-Year Plan. ✓ Parks Commission reviewing underutilized spaces. ✓ Partner with Dakota County for MRRT and VRGT
	<p>3.2 Vermillion Street Corridor Plan</p>	<ul style="list-style-type: none"> ✓ Conversations with various property owners near 5th and Vermillion of future acquisition for redevelopment. ✓ MNDOT hiring HR Green ✓ Scope of study increased to be more comprehensive and technically sound ✓ HEDRA Block 28 acquisitions, focus on redevelopment for that area ✓ Façade grant program includes Vermillion ✓ Private projects – Jersey Mikes, Schlomkas, Pool & Spa - continued investment ✓ Two properties purchased by HEDRA near Vermillion and 5th for redevelopment. ✓ MN DOT beginning TH 61 planning for reconstruction ✓ \$50,000 in façade grants have been fully expended for 2022. ✓ Hwy 61 Study – open house, surveys, follow-up meetings, DBA meeting, door knocking to gather business comments along 61, pop-up tent schedule at Rivertown Days. ✓ MNDOT presentation to City Council 7/5/22. ✓ MNDOT open houses with Chamber and with public 8/24/22. ✓ MNDOT online survey. ✓ HEDRA Façade Grant Program: \$44K to 11 projects, leveraged \$76K private investment ✓ MNDOT and City outreach to businesses in corridor. ✓ Produced video with HCTV highlighting façade improvement grant project results.
	<p>3.3 Lake Rebecca/Lake Isabel Parks Renovations</p>	<ul style="list-style-type: none"> ✓ Submitted for and received DNR Outdoor Recreation Grant (\$240k) for Lake Isabel Park Redevelopment. ✓ Hired ISG Inc. to complete Design and Engineering for Lake Isabel Park Redevelopment. 90% of plans just submitted to staff for review. ✓ Submitted grant application to LCCMR for \$2m for Lake Rebecca Park redevelopment/restoration.

		<ul style="list-style-type: none"> ✓ Held Corps of Engineers habitat management meeting in November to discuss invasive species. ✓ Lake Isabel Grant-Received preliminary approval; awaiting final approval by National Park Service ✓ New playground equipment ordered for Lake Isabel ✓ Design completed for Lake Isabel ✓ Secured \$240K grant for Lake Isabel Park Redevelopment ✓ LCCMR awarded \$1M to Lake Rebecca Park. ✓ Working on 13 step LCCMR work plan. ✓ Re-bid Lake Isabel Park. ✓ 14-acre land donation from Flint Hills. ✓ LCCMR approved action plan. ✓ Budget amendment and contract approved by City Council 7/18. ✓ Contractor Preconstruction meeting 8/29. ✓ Contractor coordinating undergrounding of powerlines. ✓ Lake Isabel Park construction started 10/19/2022, completion by 6/30/2023
Housing and Economic Development	4.1 Downtown Special Service District	<ul style="list-style-type: none"> ✓ Met with DBA to determine potential activities for special service district Met with City staff to determine costs and implications of services ✓ Met with downtown businesses. ✓ Estimated initial cost per property. ✓ Costs provided to Downtown Property owners to determine next steps. ✓ Continue to meet with downtown businesses. ✓ Awaiting further questions or petition to begin consideration from business\property owners.
*Future Topics		
People, Process, Infrastructure and Finance	Continue to Improve environmental sustainability of City operations.	<ul style="list-style-type: none"> ✓ Approved idle reduction feature on new fire engine 8/16 ✓ Purchased a hybrid squad, electric Zamboni ✓ Explored battery powered small equipment for parks and PW ✓ Installed solar lights at dog park ✓ Exploring federal funding ✓ Held House Capital Investment Committee tour to request funding for rooftop solar panels on the arena. ✓ The Governor including the Hastings Civic Area improvements in the bonding bill. Additional Senate presentations were made in the first quarter. If funded, these would ensure a sustainable coolant option for the arena and solar heating options. ✓ Initial discussions for private vendor installation of electric vehicle charging stations at several public parking lots ✓ Contact with 2 companies for EV charging stations to install in 2023. ✓ Partner delaying potential EV stations until next year. ✓ HPD hybrid vehicle coming in Oct. ✓ HFD new engine has diesel idle reduction. ✓ Held an annual office cleanup day and diverted the following amounts from the landfill by bringing them to the Recycling Zone in Eagan: 756 lbs. of electronics, 52 fluorescent light bulbs, and 61 lbs. of batteries.
	Prepare for likely health advisory due to PFAS.	<ul style="list-style-type: none"> ✓ MDH presentation to City Council 9/6/22. ✓ Press release. ✓ Multiple meetings with co-trustees of 3M Settlement. ✓ MPCA hired Wood to analyze potential connection between Hastings water supply and contamination. ✓ Meetings with state legislators. ✓ MPCA hired Wood for Phase One environmental review, completion due 1/6/23 ✓ Meetings with state legislators ✓ WSB to provide quotes as consulting engineer

<p>Community Image and Public Engagement</p>	<p>Develop an internal communication strategy focused on council-staff communication.</p>	<ul style="list-style-type: none"> ✓ Developed internal communications strategies for improved council/staff communications, including scheduling a series of Council workshops, expanding Council emails related to important topics, and more. ✓ Departmental work sessions with the City Council to gain deeper knowledge ✓ Developed 3-plus Thursday weekly emails to keep Council abreast of important topics ✓ Expanded meetings with the Mayor and City Administrator ✓ City Administrator meeting with Councilmembers prior to each meeting. ✓ Started bi-weekly employee newsletter, <i>The Bridge</i>
	<p>Incorporate elements of the HPAAC Arts & Culture Plan into City goals and initiatives.</p>	<ul style="list-style-type: none"> ✓ Sculpture project approved 9/7, installation 9/22 ✓ Star Tribune article featured public art in Hastings on 9/26 ✓ Renewed Arts Task Force and appointed 8 members in Jan 2022. ✓ An Arts Task Force has been formed and met multiple times. A Facebook post was shared about their collaboration with BR4R. ✓ The Parks, Police and HPAAC collaborated to developed a series of events in local parks this summer to reach youth. ✓ Task Force recommendations presented to CC 6/20/22. Referred to Planning Committee. ✓ 2023 Budget includes public art project. ✓ 2022 Planning Committee meetings 7/13, 8/23, and 9/28. ✓ Recommendation for 2-year commission to City Council 10/17/22. ✓ City Council approved 2-year Arts & Culture Commission on 12/5/22. ✓ A call for new Commission members was promoted.
	<p>Install new welcome sign on Hwy 55</p>	<ul style="list-style-type: none"> ✓ Removed old sign by the library ✓ Engaged MnDOT to confirm the City is allowed one monument sign, and they can help facilitate a limited use permit for this. ✓ 2023 Budget includes new welcome sign.
<p>Parks and Public Spaces</p>	<p>Hastings as a trail hub.</p>	<ul style="list-style-type: none"> ✓ Dakota County RFP for planning Vermillion Greenway ✓ Partner with Dakota County on MRRT and VRRG trail corridors to transfer ownership. ✓ Parks Commission discussion about wayfinding signs. ✓ 2023 Budget includes trail reconstruction by Roadside Park. ✓ Dakota County planning trail alongside Ravenna Road project.
<p>Housing and Economic Development</p>	<p>Stimulate job creation in Hastings.</p>	<ul style="list-style-type: none"> ✓ Quality One expansion ✓ Fleet Farm to open and provide jobs ✓ Smaller retail and new businesses ✓ Sale of three industrial park lots ✓ Expansion of Quality One Woodwork ✓ Fleet Farm purchase of former Target ✓ Sponsored MN DEED Assistance Grants for the potential expansion of Intek Plastics. ✓ Conversion of former Target Building into Fleet Farm. Addition of 150 jobs. ✓ Intek Plastics to create 46 jobs. ✓ HEDRA approved hiring Rokos Advisors for Industrial Park marketing. 7/14/22
	<p>Complete a full housing inventory analysis to guide development strategy.</p>	<ul style="list-style-type: none"> ✓ Housing continues to happen, develop ✓ CC workshop w/ <u>CDA held 12/20</u> ✓ Housing Needs Report Completed in 2020












	Impact Studies	✓ Identified as a new initiative 10/2022
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*Denotes ideas put forward by City Council members as important, but not yet added to the strategic initiatives. As initiatives are completed, additional initiatives will move up as priority initiatives, based on Council approval. See Page 16 of the City of Hastings **Statement of Strategic Direction** at www.hastingsmn.gov/strategicplanning.

Additional City Initiatives and Efforts








The initiatives presented above should not be read in a vacuum. In many areas, the City is already undertaking aspects of the initiatives. Looking forward 6 to 18 months, the City already has many initiatives that support each of the four Strategic Priorities of this report. And these need to be balanced in terms of time and budget with decisions about new initiatives.

PEOPLE, PROCESSES, INFRASTRUCTURE, and FINANCE



	Accounting Software – Current software is outdated, not user friendly, and has limited functionality in remote-work environment. 2021 Budget includes funds to hire consultant to assist with vetting needs and options. With budget amendment for new system, this could be implemented in Oct 2022.
	Multi-Family Utility Billing – In summer/fall 2021, Finance Department will be updating process for calculating utility bills on multi-family accounts.
	2021 Audit – Annual independent financial audit monopolizes Finance Department time for several weeks in February, April, and June 2022.
	Update Personnel Policy – The last significant amendment to the City’s Employee Handbook was in 2012. It needs to be updated to reflect policy and law changes since then as well as ensuring it meets operations needs now and going forward.
	Employee Engagement Survey – The City will be conducting a survey to gauge employee satisfaction, performance, and perspective about the City as an organization. Information will provide insights into areas for organization improvement and baseline data for future comparison.
	Compensation & Classification Study – The City last conducted a comprehensive compensation and classification study of all positions in 1999-2000. There have been periodic updates since then with the last significant review in 2006-2007. Updating the study now would help with recruiting and retaining employees as well as maintaining internal consistency. Hiring a consultant is estimated at \$15-20K; implementation may be phased in over a couple years.
	Union Contracts – 5 collective bargaining agreements expire at the end of the year. Negotiation for renewal contracts begins in late summer.
	Photocopier/Printer Lease – Current lease expires at the end of the year and replacements need to be decided by end of September. IT staff has asked for input from all departments before soliciting quotes.
	City Hall Boilers – At 30+ years, the boilers have exceeded their lifespan and are requiring more frequent repair. Replacing them with high-efficiency model is anticipated in 2022. This will be part of the City Hall Dome Project (see Parks and Public Spaces priority).
	LeDuc Security Cameras – DCHS has requested security cameras. MNHS requires a study prior to approving camera installation. Staff has solicited quotes for study anticipating cost will be covered by a grant.
	Fire Department Study – The City has issued an RFP for a consultant to review staffing model, workload, service calls and their impact on Department performance.



	Ice Arena Refrigeration System – The CIP anticipates a \$1.8M project in the next couple years to upgrade the refrigeration system from R-22 to an ammonia-based system. We have requested state bonding support for this project.
	Police Hiring – Two long-tenured officers are retiring in Oct/Nov 2021. The hiring process for these positions can easily take three months.
	Plan for 2022 Neighborhood Project – Design and engineering work for the 2022 Neighborhood Project actually begins in the summer of 2021, so it is ready to bid early in 2022.

COMMUNITY IMAGE and PUBLIC ENGAGEMENT









	Administrative Citations – City Council has approved the concept of administrative citations as a streamlined mechanism for responding to property maintenance and similar code violations. This would require changes to the City Charter and City Code. We are presently seeking individuals to serve on the Charter Commission to start the process.
	State of the City – All City departments, particularly Communications, have considerable time in preparing this annual presentation in February.
	National Night Out – During National Night Out in August.
	Fire Department Open House – During National Fire Prevention Week in October.
	Machinery Hill – During Rivertown Days in July.
	Police Week – During National Police Week in May.
	Party in the Park – During National Parks & Recreation Month in July.

PARKS and PUBLIC SPACES





	Mural – Contract with the artists and HFS has been extended for the mural to be painted in mid-August to early September. Communications is planning a press release and other publicity.
	City Hall Dome Project – The City has hired architects from Miller Dunwiddie for repair/renovation of the City Hall dome, as well as HVAC and climate control systems. Updated cost estimates and construction documents are anticipated in fall 2021, with construction planned for 2022. This project has \$2M in state bonding support.
	No Wake Ordinance – Washington and Dakota County Sheriff Departments are studying appropriate river speeds over the summer and expect to make recommendations to their respective boards in fall 2021.
	Flint Hills Land Donation – The Parks Department is working with Flint Hills Pine Bend on a land donation and conservation easement to add to open space of the Lake Rebecca and River Flats Parks area.

	EAB 2021 Implementation – Approximately 49 boulevard trees have been identified for removal and an additional 90+ for mandatory treatment. The City adopted a hardship relief program to offset removal costs for eligible residents.
	EAB 2022 Survey – During winter 2021-2022, Forestry staff will continue inventory of boulevard trees and identify additional ash trees for removal or treatment. This will be the second of a four-year survey.

HOUSING and ECONOMIC DEVELOPMENT

	Review Zoning and Development Code - Review changes to ensure consistency with the Comprehensive Plan and development standards of the market. Money approved for Zoning Code update to be completed in 2023
	Shoreland and Critical Areas Ordinance - Adopt changes to the Shoreland and Critical Areas Ordinance consistent with MN DNR regulations. To be completed by Spring of 2023.
	Architectural Assessment of Downtown Buildings - Hire a consultant to complete an inventory of the architectural and structural conditions of historic downtown buildings. Assessment not completed but Façade Improvement Grant initiated in 2022 and will continue in 2023
	Review Existing Incentive Programs - Review HEDRA loan, and land incentive programs to ensure they meet current needs. To be completed by the end of 2022.
	Business Retention and Expansion (BR&E) Visits - Conduct at least 12 visits annually and provide survey report to HEDRA. Ongoing.
	Business Drop-in Visits - Complete at least 100 unique business cop ins per year and provide semi-annual updates to HEDRA. Ongoing.
	Blight Identification - Proactively identify and pursue code enforcement violations. Review Revolving Loan Fund to better target towards properties.
	Improvements to Development Process - Meet with at least six commercial residential developers that have completed projects in the last three years to determine any necessary improvements.

Descriptions

	Completed
	In Progress
	Behind Schedule
	Delayed, Not Started



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Chris Eitemiller, Finance Manager
Date: February 21, 2023
Item: Hold Public Hearing for 2023 Street Reconstruction Project, Adopt 2023-27 Street Reconstruction Plan and Approve Issuance of General Obligation Street Reconstruction Bonds

Council Action Requested:

Adopt 2023-2027 Street Reconstruction Plan and Approve Issuance of General Obligation Street Reconstruction Bonds, Series 2023A.

Background Information:

The City is proposing to finance a portion of the 2023 Street and Utility Infrastructure Project through the issuance of General Obligation Street Reconstruction Bonds, pursuant to Minnesota Statutes, Section 475.521.

As part of the issuing process, the City is required to approve a street reconstruction plan. Because this street project cannot meet a threshold of assessing adjoining properties at least 20% of the project's cost, a public hearing must be held.

The notice calling for a public hearing was published on February 9, 2023. Prior to adopting the street reconstruction plan, or approving issuance of the proposed general obligation street reconstruction bonds, time must be provided to allow the public to respond.

Financial Impact:

None

Advisory Commission Discussion:

N/A

Council Committee Discussion:

N/A

Attachments:

Resolution calling for adopting the street construction plan and approving issuance of General Obligation Street Reconstruction Bonds.

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF HASTINGS, MINNESOTA

HELD: FEBRUARY 21, 2023

Pursuant to due call, a regular or special meeting of the City Council of the City of Hastings, Dakota and Washington Counties, Minnesota, was duly held at the city hall on February 21, 2023, at 7:00 p.m., for the purpose, in part, of adopting a street reconstruction plan and authorizing issuance of street reconstruction bonds.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN AND
APPROVING THE ISSUANCE OF GENERAL OBLIGATION STREET
RECONSTRUCTION BONDS

WHEREAS, the City of Hastings, Minnesota (the "City"), has determined that it is in the best interest of the City to authorize the issuance and sale of general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act"), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Clerk's office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds for street reconstruction under the circumstances and within the limitations set forth in the Act. The Act provides that a street reconstruction plan may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstruction bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has prepared a five-year (2023 to 2027) street reconstruction plan, which describes the streets to be reconstructed, the estimated costs and any planned reconstruction of other streets in the City, including the issuance of general obligation street reconstruction bonds under the Act (the "Plan"), to determine the funding strategy for street reconstruction projects; and

WHEREAS, on February 21, 2023, the City Council held a public hearing on the adoption of the Plan and the issuance of not to exceed \$3,500,000 general obligation street reconstruction bonds (the "Bonds") under the Plan for street reconstruction

improvements to those streets described in the Plan (the "Street Reconstruction Projects") after publication of the notice of public hearing not less than 10 days nor more than 28 days prior to the date thereof in the City's official newspaper; and

WHEREAS, all parties who appeared at the public hearing were given an opportunity to express their views with respect to the proposal to adopt the Plan and to undertake and finance the Street Reconstruction Projects by the issuance of Bonds and any written comments submitted prior to the public hearing were considered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hastings, Minnesota, as follows:

A. City Policies and Goals. The financing of the Street Reconstruction Projects and the issuance and sale of the Bonds would further the policies and goals of the City as set forth in the Plan, hereby adopted by the City Council in connection with the issuance of the Bonds.

B. Public Hearing Notice. The City Council hereby ratifies the actions of the City Clerk in causing the publication of the Notice of Public Hearing to be published in the City's official newspaper as required by law.

C. Adoption of Street Reconstruction Plan. Based on information received at the public hearing, such written comments (if any) and such other facts and circumstances as the City Council deems relevant, it is hereby found, determined and declared that:

1. the Street Reconstruction Projects proposed in the Plan will allow the City to upgrade its transportation infrastructure to accommodate anticipated and existing residential and commercial development; and
2. the Plan is hereby approved and adopted in the form presently on file with the City.

D. Authorization and Approval of Bonds. The City is hereby authorized to issue the Bonds, the proceeds of which will be used, together with any additional funds of the City which might be required, to finance certain costs of the Street Reconstruction Projects and to pay costs of issuance of the Bonds.

E. Execution of Documents. The Mayor and City Clerk are authorized and directed to execute such other documents and instruments as may be required to give effect to the transactions herein contemplated.

F. Voter Referendum Contingency. Pursuant to the Act, a petition requesting a vote on the question of issuing the Bonds, signed by voters equal to five percent of the votes cast in the last municipal general election, may be filed within thirty days of the public hearing. Upon receipt of such petition within the prescribed time period, the City may issue the Bonds only after obtaining the approval of a majority of the voters voting on the question of the issuance of the Bonds. The authorizations and approvals contained

herein are subject to and contingent upon not receiving such a petition, or, in the event such a petition is filed, the approving vote of a majority of the voters voting on the question of the issuance of the Bonds.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTIES OF DAKOTA AND WASHINGTON
CITY OF HASTINGS

I, the undersigned, being the duly qualified and acting City Clerk of the City of Hastings, Minnesota, do hereby certify that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to adopting a street reconstruction plan and the issuance of general obligation street reconstruction bonds.

WITNESS my hand on _____, 2023.

City Clerk

BY ORDER OF THE CITY COUNCIL
OF THE CITY OF HASTINGS,
MINNESOTA

/s/ Kelly Murtaugh, City Clerk

CITY OF HASTINGS, MN
2023 to 2027 STREET RECONSTRUCTION PLAN

DRAFT AS OF FEBRUARY 21, 2023

City of Hastings, MN
2023 to 2027 Street Reconstruction Plan

I. Introduction

The City of Hastings (the “City”) historically has conducted street maintenance and reconstruction as part of its annual operational budget or as part of a street improvement or capital improvement project. The maintenance and reconstruction have included seal coating, mill and overlay, complete reconstruction, and other such items incidental to the maintenance of city streets. The City finds that it does not always have the resources for reconstructing streets as quickly as required, due to increased need for major reconstruction projects.

Due to this fact, the City plans to in the future finance a portion of its street reconstruction through the issuance of General Obligation Street Reconstruction Bonds.

II. Statutory Authority and Requirements

Minnesota Statutes, Section 475.58, Subdivision 3b (the “Act”) authorizes Minnesota cities to adopt a Street Reconstruction Plan. The Plan must cover at least a five-year period and set forth the streets to be reconstructed, the estimated costs, and any planned reconstruction of other streets in the municipality over the next five years.

Street Reconstruction Bonds can be used to finance the reconstruction and bituminous overlay of existing city streets. Eligible improvements may include turn lanes, bicycle lanes, sidewalks, paths, and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, bicycle lanes, sidewalks, paths, and other safety improvements, realignments, intersection modifications, and the local share of state and county road projects, street reconstruction does not include the portion of project cost allocable to widening a street or adding curbs and gutters where none previously existed. Street Reconstruction Bonds are subject to the debt limit.

The Act sets forth specific requirements for the issuance of Street Reconstruction Bonds, which are as follows:

- The projects financed under this authority must be described in a street reconstruction plan, as described above.
- The city must publish notice of and hold a public hearing on the proposed plan and the related issuance of bonds. The notice must be published at least ten days but not more than 28 days prior to the hearing date.
- The Plan must be approved by a vote of a two-thirds majority of the members of the governing body present at the meeting following a public hearing.

- The issuance of bonds is subject to a reverse referendum. An election is required if voters equal to 5% of the votes cast in the last municipal general election file a petition with the city clerk within 30 days of the public hearing. If the city decides not to undertake an election, it may not propose the issuance of Street Reconstruction Bonds for the same purpose and in the same amount for a period of 365 days from the date of receipt of the petition. If the question of issuing the bonds is submitted and not approved by the voters, the provisions of section 475.58, subdivision 1a, shall apply (no resubmission for same purpose/amount for 180 days).

III. History and Existing Street Reconstruction Bonds

At the time of the approval of the Plan, there were no Street Reconstruction Bonds (issued under Chapter 475) outstanding.

IV. Net Debt Limits

Minnesota Statutes Section 475.53, Subd. 1 states that no municipality, except a school district or a city of the first class, shall incur or be subject to a net debt in excess of three percent of the market value of taxable property in the municipality.

Bonds issued under the authority granted by this Street Reconstruction Plan are subject to the net debt limit restriction described above. The net debt capacity for the City at time of approval of the Original Plan is shown below under Statutory Debt Limit.

Statutory Debt Limit

Minnesota Statutes, Section 475.53 states that a city or county may not incur or be subject to a net debt in excess of three percent (3%) of its estimated market value. Net debt is, with limited exceptions, debt paid solely from ad valorem taxes.

At time of approval of the proposed Plan the City's Statutory Debt Limit is as follows:

Computation of Legal Debt Margin as of February 21, 2023:

2021/2022 Estimated Market Value	\$2,230,059,000
Multiplied by 3%	<u>x 0.03</u>
Statutory Debt Limit	<u>\$69,601,770</u>
Outstanding debt applicable to the debt limit	
\$2,675,000 G.O. Bonds, Series 2013B	\$95,000
\$3,200,000 G.O. Bonds, Series 2014A	150,000
\$2,755,000 G.O. Bonds, Series 2015A	675,000
\$3,295,000 G.O. Bonds, Series 2016B	910,000
\$3,820,000 G.O. Bonds, Series 2018A	635,000
\$5,815,000 G.O. Bonds, Series 2022A	<u>975,000</u>
Less outstanding debt applicable to the debt limit	<u>\$3,440,000</u>
Legal Debt Margin	\$66,161,770

The Plan provides for the issuance of a not to exceed amount of \$3,500,000 in General Obligation Street Reconstruction Bonds between January 1, 2023 and December 31, 2027. This amount includes estimated cost of issuance of bonds, capitalized interest and rounding. The proposed bond issuance is within the current City's Legal Debt Margin, as of the date of adoption of the Plan.

V. Proposed Street Reconstruction and Cost Estimate

The Plan is detailed in Table A. The City reserves the right to adjust the amount of annual spending between years provided the overall not to exceed amount in the Plan is not increased.

TABLE A

IX-01(a,b)

CITY OF HASTINGS 2023-2027 STREET RECONSTRUCTION PLAN	AMOUNTS
January 1, 2023 through December 31, 2023	
Pleasant Drive from 15th Street West to CSAH 46/47, Old Bridge Lane from Northridge Drive to Pleasant Drive, Southview Drive from Pleasant Drive to Westview Drive, Southview Place, Ridgewood Court, and 18th Court.	\$ 3,350,000
TOTAL 2023	\$ 3,350,000
January 1, 2024 through December 31, 2024	
TOTAL 2024	\$ -
January 1, 2025 through December 31, 2025	
TOTAL 2025	\$ -
January 1, 2027 through December 31, 2027	
TOTAL 2027	\$ -
GRAND TOTAL (1/1/2023 THROUGH 12/31/2027)	
	\$3,350,000
Bond Issuance Costs, Capitalized Interest, and Rounding	\$150,000
GRAND TOTAL	\$3,500,000



X-C-01(a-d)

City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Justin Fortney, City Planner
Date: February 21, 2023
Item: Resolution – Renewal – Four Home Occupation Licenses

Council Action Requested:

Review and act on the attached resolutions approving Type II Home Occupation License renewals, for the following locations:

1. 1505 Brooke Court
2. 413 18th St East
3. 3121 Riverwood Drive
4. 3923 Martin Lane

Background Information:

A Type II Home Occupation License is required when an applicant has outside employees working at the home, more than one vehicle visits the home at a time, or when a garage or shed is used for the business. Home occupation licenses must be renewed every 5-years.

The subject home occupations have been operating for over five-years without any known adverse effects. The applicants have all confirmed that their operations have not changed or become more intense since last approved or renewed. Their operations include the following uses and Type II Home Occupation requirements:

- 1) Dan Rother Photography, 1505 Brooke Ct.
Photography studio with outside employees and more that one customer visiting at a time.
- 2) Patrick Moseng, Moseng Locksmithing Co., 413 18th St E
Key and locksmithing in a detached garage.
- 3) Larry and Shelly Sukow, 3121 Riverwood Dr.
Creation of lawn art and décor in the garage.
- 4) Mitch and Darcy Shemon, Backyard Party Rentals, 3923 Martin Ln.
Trailers with party tents and the like stored in the garage for delivery.

Notification and Complaints

Notifications of the renewals were sent to property owners within 350-feet of the subject properties. Staff has not received any comments or complaints from the operation of the subject home occupations since they began.

Financial Impact:

N\A

Advisory Commission Discussion:

The Planning Commission reviewed the original requests and recommended approval. Renewals do not require Planning Commission review unless they have increased intensity or substantially modified their operations.

Council Committee Discussion:

None

Attachments:

- Resolutions of renewal for the four subject properties

HASTINGS CITY COUNCIL

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS RENEWING THE TYPE II HOME OCCUPATION PERMIT FOR DAN ROTHER AT 1505 BROOKE COURT

Council member _____ introduced the following Resolution and moved its adoption:

WHEREAS, Dan Rother has petitioned to renew a Type II Home Occupation Permit to operate a photography studio at 1505 Brooke Court, legally described as Lot 14, Block 2, HIGHLAND HILLS 5TH ADD, Dakota County, Minnesota; and

WHEREAS, on December 6, 2004, the City Council of the City of Hastings adopted Resolution No. 12-05-04 approving a provisional Type II Home Occupation permit; and

WHEREAS, on November 7, 2005, the City Council of the City of Hastings adopted Resolution No. 11-05-05 approving a full Type II Home Occupation permit; and

WHEREAS, the Type II Home Occupation permit has expired; and

WHEREAS, review was conducted before the City Council of the City of Hastings, as required by state law, city charter and city ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

That the City Council hereby approves the Type II Home Occupation license request of Dan Rother Photography, as presented to the City Council subject to the following conditions:

- 1) That the business be operated in compliance with the information provided by the applicant. The applicant shall provide the Planning Department notice of changes that expand the business (i.e. additional outside employees, use of

garage/shed in operation of business, etc.) to determine if the business is
operating within the confines of the code. X-C-01(a-d)

- 2) That the business will be operated in compliance with the Home Occupation regulations as established by the Hastings City Council.
- 3) That this permit shall expire on February 21, 2028. At such time, the applicant will need to apply for a renewal.

Council member _____ moved a second to this resolution and upon being put to a vote adopted by _____ present.

Ayes: _____

Nays: _____

Absent: _____

ATTEST:

Mary Fasbender
Mayor

(City Seal)

Kelly Murtaugh
City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 21st day of February, 2023, as disclosed by the records of the City of Hastings on file and of record in the office.

Kelly Murtaugh, City Clerk

This instrument drafted by:
City of Hastings (JJF)
101 4th St. East
Hastings, MN 55033

(SEAL)

HASTINGS CITY COUNCIL

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS RENEWING THE TYPE II HOME OCCUPATION LICENSE FOR LARRY AND SHELLY SUKOW 3121 RIVERWOOD DR

Council member _____ introduced the following Resolution and moved its adoption:

WHEREAS, Larry And Shelly Sukow have petitioned to renew a Type II Home Occupation license to operate a lawn décor creation operation at their home, generally located at 3121 Riverwood Drive, legally described as Lot 2, Block 6, Riverwood 2nd Addition, Dakota County, Minnesota; and

WHEREAS, on July 16, 2012, the City Council of the City of Hastings adopted a resolution approving a provisional Type II Home Occupation permit; and

WHEREAS, on July 15, 2013, the City Council of the City of Hastings adopted a resolution approving a full Type II Home Occupation permit; and

WHEREAS, the Type II Home Occupation permit has expired; and

WHEREAS, review was conducted before the City Council of the City of Hastings, as required by state law, city charter and city ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

That the City Council hereby approves the Type II Home Occupation license request of Larry and Shelly Sukow, as presented to the City Council subject to the following conditions:

- X-C-01(a-d)
- 1) That the business be operated in compliance with the information provided by the applicant. The applicant shall provide the Planning Department notice of changes that expand the business (i.e. additional outside employees, use of garage/shed in operation of business, etc.) to determine if the business is operating within the confines of the code.
 - 2) That the business will be operated in compliance with the Home Occupation regulations as established by the Hastings City Council.
 - 3) That this permit shall expire on February 21, 2028. At such time, the applicant will need to apply for a renewal.

Council member _____ moved a second to this resolution and upon being put to a vote adopted by _____ present.

Ayes: _____

Nays: _____

Absent: _____

ATTEST:

Mary Fasbender
Mayor

(City Seal)

Kelly Murtaugh
City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 21st day of February, 2023, as disclosed by the records of the City of Hastings on file and of record in the office.

Kelly Murtaugh, City Clerk

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City of Hastings (JJF)
101 4th St. East
Hastings, MN 55033

(SEAL)

HASTINGS CITY COUNCIL

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS RENEWING THE TYPE II HOME OCCUPATION LICENSE FOR PATRICK MOSENG, MOSENG LOCKSMITHING CO
413 18TH ST E**

Council member _____ introduced the following Resolution and moved its adoption:

WHEREAS, Patrick Moseng petitioned to renew a Type II Home Occupation license to operate a key and locksmithing operation at his home, generally located at 413 18th Street East, legally described as the east 66-feet of the west 198-feet, of Lot 7, Block 1, Leducs 4th Addition, Dakota County, Minnesota; and

WHEREAS, on August 21, 2006, the City Council of the City of Hastings adopted a resolution approving a provisional Type II Home Occupation permit; and

WHEREAS, on November 19, 2007, the City Council of the City of Hastings adopted a resolution approving a full Type II Home Occupation License; and

WHEREAS, on December 17, 2012, the City Council of the City of Hastings adopted a resolution renewing the Type II Home Occupation License for five years; and

WHEREAS, the Type II Home Occupation License has expired; and

WHEREAS, review was conducted before the City Council of the City of Hastings, as required by state law, city charter and city ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

That the City Council hereby approves the renewal of the Type II Home Occupation license request of Patrick Moseng, as presented to the City Council subject to the following conditions:

- X-C-01(a-d)
- 1) That the business be operated in compliance with the information provided by the applicant. The applicant shall provide the Planning Department notice of changes that expand the business (i.e. additional outside employees, use of garage/shed in operation of business, etc.) to determine if the business is operating within the confines of the code.
 - 2) That the business will be operated in compliance with the Home Occupation regulations as established by the Hastings City Council.
 - 3) That this permit shall expire on February 21, 2028. At such time, the applicant will need to apply for a renewal.

Council member _____ moved a second to this resolution and upon being put to a vote adopted by _____ present.

Ayes: _____

Nays: _____

Absent: _____

ATTEST:

Mary Fasbender
Mayor

(City Seal)

Kelly Murtaugh
City Clerk

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Kelly Murtaugh, City Clerk

This instrument drafted by:
City of Hastings (JJF)
101 4th St. East
Hastings, MN 55033

(SEAL)

HASTINGS CITY COUNCIL

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS RENEWING THE TYPE II HOME OCCUPATION LICENSE FOR MITCH AND DARCY SHEMON AT 3923 MARTIN LANE

Council member _____ introduced the following Resolution and moved its adoption:

WHEREAS, Mitch and Darcy Shemon have petitioned to renew a Type II Home Occupation license to operate a party tent rental operation at their home, generally located at 3923 Martin Lane, legally described as Lot 20, Block 3, South Pines 4th Addition, Dakota County, Minnesota; and

WHEREAS, on March 6, 2017, the City Council of the City of Hastings adopted a resolution approving a provisional Type II Home Occupation permit; and

WHEREAS, on March 19, 2018, the City Council of the City of Hastings adopted a resolution approving a full Type II Home Occupation License; and

WHEREAS, the Type II Home Occupation License has expired; and

WHEREAS, review was conducted before the City Council of the City of Hastings, as required by state law, city charter and city ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

That the City Council hereby approves the Type II Home Occupation license request of Mitch and Darcy Shemon, as presented to the City Council subject to the following conditions:

- 1) That the business be operated in compliance with the information provided by the applicant. The applicant shall provide the Planning Department notice of changes that expand the business (i.e. additional outside employees, use of garage/shed in operation of business, etc.) to determine if the business is operating within the confines of the code.
- 2) That the business will be operated in compliance with the Home Occupation regulations as established by the Hastings City Council.
- 3) That this permit shall expire on February 21, 2028. At such time, the applicant will need to apply for a renewal.

Council member _____ moved a second to this resolution and upon being put to a vote adopted by _____ present.

Ayes: _____

Nays: _____

Absent: _____

ATTEST:

Mary Fasbender
Mayor

(City Seal)

Kelly Murtaugh
City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 21st day of February, 2023, as disclosed by the records of the City of Hastings on file and of record in the office.

Kelly Murtaugh, City Clerk

This instrument drafted by:
City of Hastings (JJF)
101 4th St. East
Hastings, MN 55033

(SEAL)



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: City Administrator Dan Wietecha
Date: February 21, 2023
Item: Strategic Priorities

Council Action Requested:

Select an overall approach for the next round of strategic planning. Based on that, I will bring 1-2 specific proposals to an upcoming meeting.

Background Information:

Over the last year-plus, we have used a set of Strategic Initiatives as agreed priorities in order to maintain focus and progress, drive accomplishment, and ensure regular tracking and reporting.

When the City Council approved the Strategic Initiatives in September 2021, they were expected as a guide for the next year to year-and-half. As a matter of practical effect, we are wrapping up that cycle and should begin planning the priorities of the next cycle. As a matter of timing, this matches well with the November election and two new Councilmembers in January.

In January 2023, the City Council had general consensus that we should develop an updated set of Strategic Initiatives this spring. The Council had several recommendations: not meeting by Zoom, preferring a day-long retreat, and keeping “down time” brief if the work is done over a series of meetings.

Since then, I have discussed options with several consultants that the City has done some work in the past. These provide a range of approaches to the Strategic Initiatives. As outlined, in the attached “Options for Approaching Strategic Planning,” the approach may be project-focused, comprehensive, or some blend in-between.

I believe the main questions are 1) What or how much does the City Council want to get out of the process? and 2) How much time are the City Council and staff able to invest in the process?

In the meantime, the Management Team has developed a “Ninety Day World” action plan to focus on key priorities and reporting over the next three months. This will help avoid a gap

between the City Council's two cycles, identify the degree of operational detail for initiatives, and ensure that all departments are working toward and reporting priorities.

Financial Impact:

Undetermined

Committee Discussion:

City Council discussion 1/3/2023

Attachment:

Options for Approaching Strategic Planning

Options for Approaching Strategic Priorities

	<u>In House</u>	<u>Project Focused</u>	<u>Blended</u>	<u>Comprehensive</u>
Description:	Sessions facilitated by City staff, likely myself. Expect this approach would be "Project Focused."	Outside facilitator with approach that brainstorms potential projects and key issues then narrows to a manageable list of priorities for next 1-3 years.	Outside facilitator with approach in between Project Focused and Comprehensive. For example, identifying what makes Hastings distinctive instead of going through a mission/vision exercise.	Outside facilitator with multi step approach including mission/vision and SWOT analysis to identify priorities across several timeframes (1-4, 5-9, and 10+ years).
Pros:	<ul style="list-style-type: none"> • Little/no direct budget impact. • Staff more familiar with City and topics than an outside facilitator. 	<ul style="list-style-type: none"> • Anticipate quicker process than other options. • Priorities will be highly implementable and readily measured. 	<ul style="list-style-type: none"> • Potential to have the "best of both worlds." 	<ul style="list-style-type: none"> • Identified priorities may have greater buy-in than in other options. • May include listening sessions for community input. • May include governance and team building exercise.
Cons:	<ul style="list-style-type: none"> • Limited staff bandwidth. • Limited capacity to both facilitate and participate in the retreat. • Philosophical question of overstepping City Administrator's role. 	<ul style="list-style-type: none"> • Facilitator not budgeted, but likely less cost than other options. • May be viewed more as goal setting than as strategic planning. 	<ul style="list-style-type: none"> • Facilitator not budgeted. • People may be dissatisfied with a "compromise" approach. 	<ul style="list-style-type: none"> • Facilitator not budgeted. • Takes longer than other options, potentially multiple meetings.