



Mayor:	Ryan Voss
Precinct 1 Councilor:	Sue Olson
Precinct 2 Councilor:	Arnold Brinkmann
Precinct 3 Councilor:	Paul Lemke
Precinct 4 Councilor:	Cory Neid
At-Large Councilor:	Allen Robeck

GLENCOE CITY COUNCIL MEETING AGENDA

August 15, 2022 – 7:00pm

City Center Ballroom

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Administering Oath of Office – Arnold Brinkmann, Precinct 2

2. CONSENT AGENDA

- A. Approve minutes of the regular meeting of August 1, 2022

3. PUBLIC COMMENT (agenda items only)

4. PUBLIC HEARINGS

5. BIDS AND QUOTES - none

6. REQUESTS TO BE HEARD

- A. Appoint School Resource Officer Position – Police Chief
- B. Review of City Code 710.03 – Dangerous Instrumentalities – City Attorney
- C. Planning and Industrial Commission Recommendations
 - 1. 2023 Housing Study Update Funding
 - 2. 2023 Oscar Olson Park Space Needs Study
 - 3. 2023 Zoning Ordinance and Land Use Plan Update
 - 4. Request of Funding for the Southwest Initiative Foundation – City Administrator
 - 5. Resolution 2022-20 Resolution requestion Legislative Special Session – Assistant City Administrator

7. ITEMS FOR DISCUSSION

- A. Oak Leaf Park Campground – proposed use of sales proceeds

8. ROUTINE BUSINESS

- A. Project Updates
- B. Economic Development
- C. Public Input
- D. Reports
- E. City Bills

9. ADJOURNMENT

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Separate Agenda Items**



GLENCOE CITY COUNCIL MEETING MINUTES
August 1, 2022 – 7:00pm

Attendees: Ryan Voss, Sue Olson, Allen Robeck, Cory Neid, Paul Lemke

City Staff: City Administrator Mark Larson, Finance Director Todd Trippel, Public Works Director Mark Lemen, Public Works Director Jamie Voigt, Deputy City Clerk Kelly Hayes, Police Chief Tony Padilla, City Attorney Mark Ostlund, Assistant City Administrator Jon Jerabek

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Meeting was called to order by Mayor Voss with all members present.

2. CONSENT AGENDA

- A. Approve minutes of the regular meeting of July 18, 2022
- B. Special Event Application: Budweiser Clydesdales
- C. Approve 3.2% Off Sale Liquor license for Casey's on 10th and LaZacatecana

Motion: Neid, seconded by Lemke to approve the consent agenda. Vote 4 – 0. Motion carried.

3. PUBLIC COMMENT (agenda items only) - none

4. PUBLIC HEARINGS - none

5. BIDS AND QUOTES - none

6. REQUESTS TO BE HEARD

- A. Third Reading of Ordinance 613 – regulating Streets and Sidewalks for MS4 – City Attorney

Motion: Neid, seconded by Olson to approve the Third Reading of Ordinance 613 – regulating Streets and Sidewalks for MS4. All in favor, motion carried.

- B. Third Reading of Ordinance 614 – regulating Land Use Control for MS4 – City Attorney

Motion: Lemke, seconded by Neid to approve Third Reading of Ordinance 614 – regulating Land Use Control for MS4. All in favor, motion carried.

- C. Third Reading of Ordinance 615 – regulating General Regulations for MS4 – City Attorney

Motion: Neid, seconded by Lemke to approve Third Reading of Ordinance 615 – regulating Land Use Control for MS4. All in favor, motion carried.

- D. Appoint City Council Precinct 2 Councilor

Three applications were submitted for the Precinct 2 Commissioner: Arnold Brinkmann, Purple Hayes, and Mark Hueser.

Motion: Lemke, seconded by Olson to appoint Arnold Brinkmann. Vote was 2 to 2 with Neid and Robeck against. Mayor Voss broke the tie with a vote for Brinkmann. Motion carries.

7. ITEMS FOR DISCUSSION

- A. Bit 49 Update

Bit 49 used the MPCA equipment for testing the noise. It was shown that the decibel levels to be slightly over the Minnesota's requirement. Bit 49 will be putting up a fence/barrier to assist with the noise. Attorney Ostlund recommended to set a deadline for 2 to 3 months.

8. ROUTINE BUSINESS

- A. Project Updates

Crack filling started today. Seal coating to begin in a week. Information will be put on the City's website when MNDot is working on the Highway 22 project. Robeck asked if the utility boring was going to be done when Mueller's comes into town for blacktopping. Larson doesn't anticipate it being an issue in the City's project area. In discussions with the owner of the creamery.

B. Economic Development

C. Public Input

Robeck asked if the City Council should be confirming the new Light & Power chairperson. Larson said that the City Council appoints members, however, the Light and Power Board is it's own entity and they decide who the officers are.

D. Reports

E. City Bills

Motion: Neid, seconded by Olson to approve paying the City bills. All in favor, motion carried.

9. ADJOURNMENT

Motion: Robeck, seconded by Neid to adjourn at 7:28pm. All in favor, motion carried.

Ryan Voss, Mayor

Date

Mark D. Larson, City Administrator

Date

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City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6A** – School Resource Officer Position

Item 6A – On July 18, 2022, the Glencoe City Council approved the establishment of the School Resource Officer (SRO) position through a contractual relationship with the GSL School District. The GSL School Board unanimously approved the contract with the City Council at their regular board meeting on August 8, 2022.

The City opened up the position, both internally and externally, after the July 18, 2022 City Council meeting and had 4 applications for the position.

Attached is Chief Padilla's recommendation to appoint Vanessa Hayden as the SRO for the GSL School District. Ms. Hayden is POST licensed and previously was the SRO in the Gibbon, Fairfax, and Winthrop School District (GFW). Her appointment is contingent upon completion of a successful background investigation, psychological evaluation, and physical evaluation.

It is anticipated that Ms. Hayden, will be able to assume the position of SRO by Mid-September 2022.

Glencoe Police Department

Memo

To: Glencoe City Council

From: Tony Padilla- Chief of Police

cc:

Date: August 12, 2022

Re: Approval to hire School Resource Officer

I would like to recommend Vanessa Hayden for the full time School Resource Officer (SRO) position with the Glencoe Police Department, pending completion of a successful background investigation, psychological evaluation, and physical evaluation.

The hiring process consisted of an interview panel made of from members from the Glencoe Silver Lake (GSL) High School, City of Glencoe, and the Glencoe Police Department. At the conclusion of the interview Vanessa Hayden was selected to meet at GSL for a meet and greet with more members or the GSL system, GPD members and City Staff. At the conclusion of the meet and greet Vanessa Hayden was selected by the committee to be the next SRO.

Vanessa has completed a Bachelor of Science in Criminal Justice from St Cloud State University, and has completed Law Enforcement Skills Training at Alexandria Technical and Community College.

Vanessa is currently working as a child protection specialist for McLeod County. Vanessa previously worked as an SRO for Gibbon, Fairfax and Winthrop (GFW) school district. Vanessa has attended the National Association of School Resource Officers (NASRO) basic course. While employed as the SRO, Vanessa's summers were divided between Gibbon, Fairfax, and Winthrop for police officers duties.

Vanessa's background makes her a great fit for the SRO position

7/27/2022

From: Vanessa Hayden
457 1st Street, PO Box 1023, Gaylord, MN 55334

To: Glencoe Police Department
911 Greeley Avenue, Glencoe, MN 55336

Glencoe Police Department:

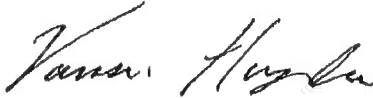
This letter of intent is to inform you that I am interested in the School Resource Officer position within the Glencoe Police Department.

I have enclosed a resume that will show my qualifications that are required to perform the duties of a competent School Resource Officer. The combination of my seven years as a McLeod County Child Protection Investigator and three years as a School Resource Officer for GFW Schools I know I have the necessary skills to be an exceptional School Resource Officer for the Glencoe Police Department.

As a McLeod County Child Protection Investigator, I have built strong relationships across many law enforcement agencies across the county, the County and City attorney offices, hospitals, and several other agencies that will benefit the Glencoe Police Department and Glencoe School District.

Thank you for your consideration. I look forward to hearing from you in the future.

Sincerely,

A handwritten signature in cursive script that reads "Vanessa Hayden". The signature is written in dark ink and is positioned above the printed name.

Vanessa Hayden

Vanessa Hayden

Address: 457 1st Street P.O. Box 1023 Gaylord, MN 55334

Cell: 763.234.0635

E-mail: vanessa.a.hayden@gmail.com

Education

St. Cloud State University

4-year Bachelors of Criminal Justice

Alexandria Technical College

Skills program

Delano High School

High School Diploma

Work History

McLeod County Child Protection

October 2015 to present

Child Protection Specialist

- Investigate and assess alleged child abuse, neglect, and criminal sexual conduct.
- Visit clients in their residence to assess suitability of living conditions and capabilities of caretakers.
- Interview victims and interrogate suspects.
- Make difficult decisions to remove client from unsuitable living conditions according to legal guidelines.
- Prepare court reports and testify in court.
- Conduct child forensic interviews using CornerHouse Protocol.
- Investigate child crimes jointly with law enforcement agencies.

Winthrop Police Department

June 2012 to February 2016

School Resource Officer

- Provide safety and police services to the school, staff, and students.
- Investigate allegations of criminal activity on school grounds.
- Establish and maintain a close partnership with school administration.
- Enforce laws at the federal, state, and local levels.
- Develop and implement educational programs to students.
- Perform patrol duties including responding to calls, report writing, arrests, collect evidence, and testify in court.
- Received a commendation for recognition of efforts and commitment to the safety of GFW students and area youth.

McLeod County Sheriff's Office

March 2010 to June 2012

911 Dispatcher

- Quickly and accurately obtain appropriate information.
- Handled emergency situations by using sound judgement and good verbal skills.
- Assist the public with emergency situations while coordinating emergency personal response using telephone, radio, and computer.

Training

- CornerHouse Basic Forensic Interview Training
- CornerHouse Advanced Forensic Interview Training
- National Association of School Resource Officer (NASRO) Basic Training

Police Officer
Supplemental Questionnaire

Application Deadline: August 1, 2022 or until position is successfully filled

Applicant Name: Vanessa Hayden

The following supplemental information will be used as a scored evaluation of your knowledge, skills and experience, including eligibility for Veteran's Preference Points. Choices you make must correspond to the information you have provided in your application and all additional documents and information you have included with your application, including a resume if attached. You may be asked to demonstrate your knowledge and skills in a work sample or during the interview process for this position. By completing this supplemental questionnaire, you are attesting that the information you have provided is true and accurate.

By my signature below, I attest that this information is correct and accurate and I understand any misstatement or falsification of information may eliminate me from consideration or could result in dismissal after hire.

DATED: 7/27/22

SIGNATURE: Vanessa Hayden

FAILURE TO COMPLETE THIS SUPPLEMENTAL QUESTIONNAIRE WILL RESULT IN DISQUALIFICATION FOR CONSIDERATION FOR THIS POSITION.

Which best describes your current MN P.O.S.T License Status?	YES	NO
Are you eligible to be licensed on or before August 1, 2022		X
Are you currently licensed		X
Are you currently in an inactive status	X	
Which of the following best describes your years of full-time employment experience directly related to P.O.S.T licensed law enforcement?	YES	NO
1. No Experience		X
2. Less than 1 year full-time experience		X
3. 1-3 years' full-time experience	X	
4. 3-5 years' full-time experience		X
5. More than 5 years' full-time experience		X
6. Do you have any School Resource Officer Experience	X	
What is your education level?	YES	NO
1. Associates Degree in Law Enforcement		X
2. Baccalaureate Degree in Law Enforcement	X	
3. Master's Degree		X
Are you a certified instructor in any of the following areas?	YES	NO
1. Firearms Instructor		X
2. Defensive Tactics Instructor		X
3. Field Training Officer		X
4. Taser		X
5. Chemical Instructor		X
6. Any other type of certified instructor:		X

**This Page is Blank to
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City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6B** – City Code 710.03

Item 6B - City Attorney Mark Ostlund reviewed the need to update City Code 710.03 regarding loaded Firearms within the City limits of the City of Glencoe. See attached Ordinance Number 616. It is recommended to approve the first reading of the Ordinance on Monday night. Further, the City Council should set a public hearing for September 6, 2022, prior to the second reading.

ORDINANCE NO. 616

**AN ORDINANCE AMENDING SECTION 710 OF CHAPTER 7 OF THE GLENCOE CITY CODE
REGULATING THE STORAGE OF FIREARMS**

Findings and Purpose:

WHEREAS, The purpose of this section is to protect the public safety, health and welfare of the citizens of the City of Glencoe and to prevent and abate unnecessary injury or death.

WHEREAS, It is the intent of the City of Glencoe by the adoption of this Section to regulate firearms in compliance with Minnesota State law.

The City Council of Glencoe, Minnesota ordains:

Section 1: Section 710 of Chapter 7 of the Glencoe Municipal Code is hereby amended as follows:

710.03. No person except a police officer in the performance of his duty shall, within the City of Glencoe, carry any gun, pistol, or firearm, of any description, unless it is dismounted or broken apart or carried in a case in such manner that it cannot be discharged. This subdivision shall not prevent the carrying of a hand gun within the City under a permit subject to the restrictions imposed by law.

710.11. It shall be unlawful for any parent or guardian of any person under the age of 18 years knowingly to permit such person to violate any provision of this Chapter.

Section 2. Repeal. Anything contrary language to the proposed amendment is hereby repealed upon the effective date of this ordinance.

Section 3. Effective Date. This ordinance becomes effective from and after its passage and publication.

City of Glencoe

Office of the City Attorney

Mark W. Ostlund, City Attorney
16670 Franklin Trail Suite: 210, Prior Lake, MN 55372 – 952-447-2131 – mwo@priorlakelaw.com

MEMORANDUM

TO: City Administrator; Chief of Police
FROM: Mark W. Ostlund, City Attorney
DATE: 8/2/2022
SUBJECT: City Code 710.03

Relevant State Law:

Minn Stat 471.633 states that “The legislature preempts all authority of a home rule charter or statutory city including a city of the first class, county, town, municipal corporation, or other governmental subdivision, or any of their instrumentalities, to regulate firearms, ammunition, or their respective components to the complete exclusion of any order, ordinance or regulation by them except that:

- (a) a governmental subdivision may regulate the discharge of firearms; and
- (b) a governmental subdivision may adopt regulations identical to state law.

Local regulation inconsistent with this section is void.”

Relevant City Ordinance:

710.03 All firearms whatsoever shall be unloaded at all times within the City of Glencoe. In addition to being unloaded all such firearms shall be encased in a gun case, holster, gun box, gun bag or other completely enclosed container. Any firearm in a holster shall be strapped or fastened to the holster and not available to immediate removable without the loosening or unfastening of a securing strap or clip.

Rules on overbreadth of city ordinance and statutory conflicts:

As a general rule, an ordinance is overbroad on its face “if it prohibits constitutionally protected activity, in addition to activity that may be prohibited without offending constitutional rights.” *State v. Machholz*, 574 N.W.2d 415, 419 (Minn.1998). Further, an ordinance “should

only be overturned as facially overbroad when the ordinance's overbreadth is substantial." *Id.* When determine whether an ordinance conflicts with a statute, a reviewing court examines the following principles:

- (a) As a general rule, conflicts which would render an ordinance invalid exist only when both the ordinance and the statute contain express or implied terms that are irreconcilable with each other;
- (b) More specifically, it has been said that conflict exists where the ordinance permits what the statute forbids;
- (c) Conversely, a conflict exists where the ordinance forbids what the statute expressly permits;
- (d) It is generally said that no conflict exists where the ordinance, though different, is merely additional and complementary to or in aid and furtherance of the statute.

Id.; *Northern States Power Co. v. City of Granite Falls*, 463 N.W.2d 541, 544-45 (Minn. App. 1990) (quoting *Mangold*, 274 Minn, at 352, 143 N.W.2d at 816-17), *reviewdenied* *7 (Minn. Jan. 14 & 24, 1991). Application of Hoffman, 430 N.W.2d 210 (Minn. Ct. App. 1988) (local law enforcement agency's private criteria for reviewing application for handgun carrying permit as preempted by statute).

Any city ordinance violating a state statute is subject to an intermediate scrutiny test unless the ordinance strikes at the core of the second amendment. *Barris v. Stroud Township*, 257 A.3d 209 (Pa. Commw. Ct. 2021) (if the core Second Amendment right is burdened, then strict scrutiny applies; otherwise, intermediate scrutiny applies; scope of township ordinance imposed burden on right to maintain proficiency in firearm use, and thus triggered Second Amendment scrutiny; ordinance outright prevented individuals such as landowner from target practicing on their residential property unless they lived in two specific zoning districts, regardless of characteristics of their residential property)

Analysis

The Courts have been clear that despite generally having broad authority to enact ordinances, the following specified entities and "any of their instrumentalities" are prohibited from regulating firearms (under section 471.633): (1) any home rule charter or statutory city (including a city of the first class), (2) any county, (3) any town, (4) any kind of municipal corporation, and (5) any "other governmental subdivision." *State v. Eide*, 898 N.W.2d 290, 294 (Minn. Ct. App. 2017).

However, this does not mean a city cannot adopt ordinances that mirror state statute. Minnesota statutes allow for the transportation of firearms in a motor vehicle if the gun is unloaded and either: 1) in a gun case made to contain the firearm, and the case fully encloses the firearm by being zipped, snapped, buckled, tied or otherwise fastened, without any portion of the gun exposed; or 2) in the closed trunk. Minn stat. 97B.045 subd 1, also see Minn stat 624.714 and Minn. Stat. 624.7181 for transport of firearms in public places. The exception being at a gun range (Minn. Stat. 97B.045 Subd 3). Further, State law prohibits the negligent storage of firearms and prohibits the storage of load firearms in an area a child is likely to gain access. Minn stat 609.666. Beyond this Minnesota State law does not say much about whether a firearm must be unloaded and stored in a case.

I think I understand what the City was attempting to accomplish with this ordinance, however, I believe the language in the ordinance extends far beyond what is permitted by state statute by directly conflicting with the exception carved out in Minn. Stat. 97B.045 Subd 3 concerning the transport of firearms at gun ranges and regulating firearm storage in childless homes. I think Minnesota's open and carry laws, gun transport laws, and negligent storage of firearm law get at what the City appears to be attempting to accomplish and adopting the same/similar language would more or less achieve what they are going for.

I have enclosed a copy of a Waconia ordinance which I think does a better job of minding state law.

710 DANGEROUS INSTRUMENTALITIES

710.01 Definitions

- a. "Fire Arms" shall mean any form of shot gun, rifle, pistol or combination thereof designed to shoot a bullet, pellet, slug or projectile by an explosion of gun powder in any form, and whether such instrument be specifically designed or manufactured for such purposes, or designed for some other purpose but put to such a use.
- b. "Cross bows and bows" shall mean any instrumentality designed to fire a missile, dart, projectile, arrow or a similar device by the use of tension upon a string, spring, wire, cable or tether, and shall include hand bows, foot bows, crossbows, gun bows or any other similar device whether or not the same were designed and manufactured for such a purpose or designed for some other purpose but put to such a use.
- c. "Pellet guns and BB guns" shall mean any form of a gun or similar device designed to shoot a pellet, BB, buckshot or other projectile by the use of compressed gas, tension or springs whether such device was designed and manufactured for such purpose or designed for some other purpose but put to such use.
- d. "Swords, knives and similar devices". Any instrument including swords, knives, daggers, hunting knives, spears, cleavers, hatches, stilettos, razor blades, razors and other devices designed for stabbing, cutting, cleaving or chopping whether or not designed or manufactured for that purpose or designed for some other purpose but put to such a use.
- e. "Dangerous instrumentalities" shall be defined as any instrument or device designed to throw, hurl, shoot, project or toss any stone, missile, projectile, marble or other object including but not limited to: sling shots, sling bows, spear throws or other devices that are manufactured and designed for that purpose or designed for some other purpose but put to such a use.

710.02 It shall be unlawful for any person within the city limits of the City of Glencoe to discharge, fire or shoot any firearm, BB gun or pellet gun. It shall be unlawful to shoot a crossbow or bow except at a city-authorized archery target range. Discharge or use of any of the above said prohibited instruments shall also be prohibited notwithstanding that the discharge or use occurred outside the City limits of the City of Glencoe, if such items are shot into the city, causing any object discharged or used to pass through or into the City whether or not they actually strike or alight there.

710.03 All firearms whatsoever shall be unloaded at all times within the City of Glencoe. In addition to being unloaded all such firearms shall be encased in a gun case, holster, gun box, gun bag or other completely enclosed container. Any firearm in a holster shall be strapped or fastened to the holster and not available to immediate removable without the loosening or unfastening of a securing strap or clip.

- 710.04 All bows or cross bows may be uncased, but the bow cannot be armed with a bolt or arrow at all times within the City except at a city-authorized archery target range. It shall not be deemed a violation of this ordinance to target shoot hand bows within the City of Glencoe provided such target shooting is under conditions and circumstances as not to endanger any person or property and conducted in a safe and reasonable manner.
- 710.05 It shall be unlawful for any person to shoot or discharge any pellet gun or BB gun within the City of Glencoe. All pellet guns and BB guns shall be unloaded and uncocked at all times. In the case of pellet guns such guns, shall not contain any compressed gas, gas cylinders, or devices used as a propellant while in the City.
- 710.06 All swords and knives and other described items of this category shall be used in the City of Glencoe only for a lawful and reasonable purpose for which type were intended. At all other times such items shall be sheathed, stored in a safe place, and not exposed to public view.
- 710.07 It shall be unlawful to discharge, use or set off in any fashion any dangerous instrumentality within the City of Glencoe, including such use or discharges as causes any projectile to be thrown, hurled or passed into the City whether or not the same lands there except bows or cross bows at city-authorized archery target range. Any dangerous instrumentality to be transported in public, or in any motor vehicle, shall be encased as to prevent its use. Any dangerous instrumentality which is strung or capable of use, not stored or contained in a form of container to prevent its immediate use, shall be considered a violation of this ordinance.
- 710.08 Any item described in Section 710.01 shall at all times and places be stored in a safe and reasonable manner so as to not be available to children, incompetents or other persons not of other sufficient mental capacity to handle such items.
- 710.09 This ordinance shall not be construed to authorize or permit the ownership and possession of any otherwise unlawful items including but not limited to: switch blade knives, spring bladed stilettos, zip guns, machine guns or other fully automatic firearms, sawed-off shotguns or other illegal devices prohibited by federal law, state statute or local ordinance.
- 710.10 Any violation of this ordinance shall constitute a misdemeanor and be punishable accordingly. (See Uniform Misdemeanor Violation penalties in General Regulations Section and also appropriate state statute.)

(Source: Ordinance No. 360 adopted April 17, 1989. Ordinance No. 590 amended Sections 710.02, 710.04, 710.07 adopted October 5, 2015.)

WACONIA

Section 810

CHAPTER 810

USE OF WEAPONS

Section

810.01	Restrictions
810.02	Air Rifles, Air Pistols, Pellet Guns and Slingshots
810.03	Bow and Arrow
810.04	Offense by Parents and Guardians

810.01 Restrictions.

No person except a police officer in the performance of his duty shall, within the City of Waconia, discharge any gun, pistol, or firearm of any description or carry any such weapon unless it is dismounted or broken apart or carried in a case in such manner that it cannot be discharged. This subdivision shall not prevent the carrying of a hand gun within the City under a permit subject to the restrictions imposed by law.

810.02 Air Rifles, Air Pistols, Pellet Guns and Slingshots.

No person shall use or discharge any air rifle, air pistol, pellet gun or slingshot within the City of Waconia.

810.03 Bow and Arrows.

No person shall use or discharge any bow and arrow or similar devise within the City of Waconia, except in an archery range designated by the City of Waconia or within ten (10) feet of a DNR protected waterway where state rules shall apply.

810.04 Offense by Parents and Guardians.

It shall be unlawful for any parent or guardian of any person under the age of 18 years knowingly to permit such person to violate any provision of this Chapter.

**This Page is Blank to
Separate Agenda Items**



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6C1** – Planning Commission Recommendations

Item 6C1 - It is recommended by the Planning and Industrial Commission that the City Council include the funding for an updated Housing Study in the 2023 City Budget. We are estimating the cost at \$5,000 to \$7,000. Without an updated Housing Study, it will be difficult to interest developers and finance those developments.

It is anticipated that to save costs, the City of Glencoe will work with the previous contractor, AdMark Resources, from Sartell, MN.



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6C2** – Planning Commission Recommendations

Item 6C2 - It is imperative that Planning Commission, Park Board and Comprehensive Plan Implementation group work together to prepare a comprehensive park plan for Oscar Olson Park that looks at a methodical approach to the many proposed improvements. All of the improvements, and more, are achievable, but we cannot approach this without thinking about a **whole** park buildout and the avoidance of future conflicts. It is recommended that the Planning and Industrial Commission recommend that the City Council include Park Planning for Oscar Olson Park in the 2023 Budget. The estimated cost is approximately \$5,000 - \$6,000.



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6C3** – Planning Commission Recommendations

Item 6C3 - The Comprehensive Plan provided recommendation on new zoning districts and an updated Land Use Plan.

To include the new zoning districts, the Planning and Industrial Commission is **requesting the support and funding** by the City Council in 2023, and authorize the Planning Commission to work with City Attorney Mark Ostlund on a review and update of the current Zoning, Land Use Ordinance and Land Use Plan. That code and plan was originally adopted in 1975. It is projected that the Planning Commission, in 2023, will prepare and recommend adoption a new Zoning Code for to replace Chapter 505 of the City Codified Ordinances.

A **Preliminary** Land Use Plan was also included in the 2022 Comprehensive Plan. It is proposed that the Planning Commission will need to work with City Engineer, SEH, and City Attorney Ostlund on the creation and approval of a **New** Land Use Plan.

**This Page is Blank to
Separate Agenda Items**



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6D** – Southwest Initiative Fund Request for Funding

Item 6D – Attached is a request for funding by the Southwest Initiative Fund for a \$500 donation to the initiative Fund.

The Southwest Initiative Fund has awarded grants directly impacting McLeod County of \$869,400 during the past fiscal year. The City of Glencoe received funding for Economic Development training opportunities for the Assistant City Administrator last year for attendance at the DEED Conference of \$125 and a grant of \$675 for the 2nd of a 4 part series Economic Development Training Course. The Initiative Fund has indicated another grant of \$675 for the 3rd Economic Development Training Course in 2023.

The Southwest Initiative Fund is going to be a partner/investor in the Glencoe Hotel Project.

It is recommended to approve a budget amount of \$500 for the Southwest Initiative Foundation in the 2023 General Fund Budget.

July 22, 2022

Dear Mark & City Council:

In addition to these important business investments, **\$869,400** has been awarded in grants directly impacting McLeod County this past fiscal year alone. And that impacts each and every one of your residents.

Darryl Robinson opened Crow River Comprehensive Hitting with help from SWIF's Microenterprise Loan Program and Business Finance Program. This unique small business will create opportunities not only for Darryl, but also the community of Lester Prairie.

Since inception, **\$6,825,804** has been deployed in McLeod County through our loan programs.

Counties and cities partner with Southwest Initiative Foundation by investing in economic development work.

As Southwest Initiative Foundation plans for our next fiscal year, we are asking for your partnership in supporting our local communities, specifically in the work we do for our regional and local economy. Financial support fuels our mission to connect people, invest in ideas and build communities, and we thank you in advance for partnering with us.

Small businesses and entrepreneurs are the backbone of our economy in southwest Minnesota. They provide more than necessary goods and services and jobs for other community members; they are a source of pride and help make our communities feel like home. We believe one of the best ways to invest in our communities is to invest in the people behind these businesses. Our Business Finance Program and Microenterprise Loan Program supports the retention, expansion, transition, creation and attraction of businesses. In addition, our microloan program provides customized technical assistance for the length of the loan to help clients improve their skills in financial management, operations, marketing and more. We invest in your communities because we believe in building a stronger southwest Minnesota.

As you build your budget for 2023, **we are asking for your consideration by including \$500 -** for Southwest Initiative Foundation's economic development work. With your partnership, we can invest in businesses and workforce development efforts in your community. We are grateful for your consideration.

Kindest regards,



Tiffany Barnard
Southwest Initiative Foundation
320-583-0094



**SOUTHWEST INITIATIVE
FOUNDATION**



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Separate Agenda Items**



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 6E** – Resolution 2022-20 Requesting Special Session

Item 6E – Assistant City Administrator Jerabek will review the request of the Coalition of Greater MN Cities for a Resolution requesting a Legislative Special Session.

RESOLUTION 2022-020

RESOLUTION URGING GOVERNOR WALZ TO CALL A SPECIAL SESSION AND THE LEGISLATURE TO PASS A BONDING AND TAX BILL

WHEREAS, the people of Minnesota have critical infrastructure needs, including the replacement and upgrade of aging drinking water systems, sewage treatment, roads, and bridges that cannot be delayed, and

WHEREAS, without additional funding through a bonding bill, cities will have to drastically raise water rates or taxes on residents and business to pay for necessary infrastructure projects made even more expensive due to inflation, and

WHEREAS, the Minnesota Legislature failed to pass a bonding bill in the 2022 legislative session, and

WHEREAS, Local Government Aid (LGA) is an essential aid program to Minnesota cities, helping to restrain local property taxes, and

WHEREAS, the LGA appropriation has not kept up with city needs and inflation, making it more difficult for cities to provide the public safety, core infrastructure, libraries, and other services without imposing significant property tax increases or service cuts, and

WHEREAS, the Legislature failed to pass a tax bill in the 2022 legislative session that would have increased the LGA appropriation, and

WHEREAS, the state of Minnesota has a multi-billion-dollar budget surplus, and

WHEREAS, additional funds are required to match millions of dollars in available federal funds;

BE IT RESOLVED that the City Council of Glencoe, Minnesota urges through this Resolution to Governor Walz to declare a special session and to its lawmakers to work in a bipartisan way to pass a bonding bill and a tax bill that includes an LGA increase; and

BE IT FURTHER RESOLVED that this resolution be transmitted to Representative Glenn Gruenhagen, Senator Scott Newman, Speaker of the House Melissa Hortman, Senate Majority Leader Jeremy Miller, House Minority Leader Kurt Daudt, Senate Minority Leader Melissa López Franzen, and Governor Tim Walz.

Adopted and approved this 15th day of August, 2022.

Ryan Voss, Mayor

ATTEST:

Mark D. Larson, City Administrator

**This Page is Blank to
Separate Agenda Items**

GLENCOE



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 12, 2022

Re: **Item 7A** - Oak Leaf Park Campground

Item 7A - In 2016, the City of Glencoe constructed a Campground at Oakleaf Park with fifteen (15) RV campsites with Electricity and Water. One (1) of the RV Campsites is dedicated for the camp host. There are 4 tent sites, with electricity, also available for rental.

Assistant City Administrator Jerabek has generated yearly sales reports for the Campground in Oakleaf Park, these are attached. The first full summer was in 2017, in which the City of Glencoe saw net sales of \$20,210.00. After the first year of business, the City Council determined that the Campground would repay the Park improvement fund \$10,000 per year until the \$100,000 upfronted for the Campground would be repaid. Currently, the Campground has repaid \$50,000 to the Park Improvement Fund.

In July of 2020, the City completed an additional five (5) campsites at the Campground and revenues have steadily increase every year. In 2021, the net sales at the campground were \$45,422. Of the revenues in 2021, \$10,000 was returned to the Park Improvement fund.

For 2022, year to date, the net sales are \$32,515. Reservations for 2023 will open on November 1, 2022, and based upon historical data, the net sales for 2022 with pre-sales for 2023 will exceed the total of \$45,433 in 2021.

If this trend continues, it is the recommendation of the administration that any net sales in excess of \$10,000 per year, generated by the Oak Leaf Park Campground, will be placed in the Park Improvement Fund for all Park improvement projects throughout the entire park system in the City of Glencoe. Based upon the short history of the Campground, this will be approximately \$35,000 per year. This will begin at the end of the 2022 fiscal year. A 2022 book transfer from the General Fund to the Park Improvement fund will presented for approval by the City Council in March of 2023. This should provide a steady funding source for the Park Improvement Fund for years to come.

Oak Leaf Campground Yearly Sales Report

2016 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	19	\$1,225.00	\$1,225.00	\$36.75	\$84.28	\$1,346.03

2017 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	312	\$19,225.00	\$19,148.00	\$574.51	\$1,317.02	\$21,039.53
Tent Sites	22	\$1,062.00	\$1,062.00	\$31.86	\$73.07	\$1,166.93
			\$20,210.00			

2018 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	389	\$26,895.00	\$26,295.50	\$789.63	\$1,807.29	\$28,892.42
Tent Sites	29	\$1,000.00	\$972.00	\$29.16	\$66.91	\$1,068.07
			\$27,267.50			

2019 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	337	\$21,780.00	\$21,323.50	\$640.34	\$1,466.81	\$23,430.65
Tent Sites	32	\$1,100.00	\$1,100.00	\$33.00	\$75.72	\$1,208.72
			\$22,423.50			

2020 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	395	\$28,780.00	\$27,567.00	\$827.77	\$2,033.31	\$30,428.05
Tent Sites	26	\$1,255.00	\$1,152.00	\$34.56	\$85.02	\$1,271.58
			\$28,719.00			

2021 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	558	\$44,530.00	\$42,422.00	\$1,273.54	\$3,129.42	\$46,824.96
Tent Sites	72	\$3,120.00	\$3,000.00	\$90.00	\$221.46	\$3,311.46
			\$45,422.00			

2022 Sales Report

<u>Category Name</u>	<u>Item Quantity</u>	<u>Gross Sales</u>	<u>Net Sales</u>	<u>Hotel and Lodging Tax</u>	<u>Minnesota Sales Tax</u>	<u>Total</u>
RV Campsite with Electric and Water	390	\$31,057.00	\$30,199.00	\$905.98	\$2,227.94	\$33,332.92
Tent Sites	53	\$2,400.00	\$2,316.00	\$69.48	\$170.92	\$2,556.40
			\$32,515.00			

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Separate Agenda Items**

GLENCOE

SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: City Council

Date: 08/08/2022

From: Jon VanDamme

Re: Monthly Sales Summary – Glencoe Wine & Spirits

	<u>Monthly (July) Sales</u>	<u>Year-to-date Sales (1/1-7/31)</u>
2022	\$250,211.11 (GP 25.5%)	\$1,479,456.75
2021	\$256,102.85	\$1,508,614.47
	-2.30%	-1.93%

July was down slightly from last year, but still a very strong month. Sales weren't helped by how the days fell, and we were closed on the 4th this year compared to last. We had strong weekly sales comparisons for every week except the 4th of July week. Customer counts were down 543 transactions from last year. Average transaction size was up: \$29.36 compared to \$28.25 last year. Inflation is impacting some trends.

- Beer sales were down -4.3%, with some fluctuation in sub-categories - Domestic -4.8%, Imports +8.4%, Malt bev +4.6%, Craft +3.9%, and Seltzers -27.2%. Seltzers are probably leveling off into what they will stay at by percentage of beer sales.
- Liquor sales were up +5.0%. Nice growth in Bourbon (+25.7%), Irish (+15.7%), Pre-mix (+96.6%), and Tequila (+32.9%). Most of the other categories were down – Rum (-14.2%) and Brandy (-14.8%) were the most notable. Price increases in liquor are starting to affect shopping patterns.
- Wine sales were down -6.4%. Core categories of Cab, Bubbly, Pinot Grigio, Pinot Noir, and Sauvignon Blanc showed good increases, but some other core categories were down – Chardonnay, Minnesota, Moscato, and Red Blends.
- July promotions included the Fourth of July sale along with some Facebook posts, and in-store specials. A few notes of things to come: we are researching a new register system, and we should have a decision soon; we are looking at options for a different ice vendor, as Arctic Glacier has continued to have significant price increases and service lapses.
- YTD Quantity Sold – Product Count (1/1-7/31)

2022	102,444	(-5.6%)
2021	108,532	

**This Page is Blank to
Separate Agenda Items**

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

7/1/2022 - 7/31/2022

8/1/2022 4:31:45 PM

Page 1

Description 1	Avg Cost	Price 1	Description 2	GP %	SaleQty	Ext Cost	Class Desc	Ext Disc	Sales	Gross Profit	Item #	GP %	Min Qty	Manufacturer	On Order	QoH	Size	Ptd Qty	Style	YTD Qty	Color	PY Qty
Dept Desc: BEER - 10			Dept Desc: BEER - 10																			
Subtotal 526			9065.00			107513.71	176.48		140363.61	32856.52	23.4					6534.00	80.00		80.00	47495.00	82620.00	
Dept Desc: LIQUOR - 20			Dept Desc: LIQUOR - 20																			
Subtotal 702			5653.00			48716.40	101.29		67185.91	18471.26	27.5					17226.00	78.00		78.00	33878.00	54143.00	
Dept Desc: MISC 7.375% TAX			Dept Desc: MISC 7.375% TAX																			
Subtotal 102			805.00			2778.71	0.00		3767.27	988.68	26.2					1398.00	6.00		6.00	4880.00	9151.00	
Dept Desc: MISC BEER			Dept Desc: MISC BEER																			
Subtotal 1			1.00			0.00	0.00		14.99	14.99	100.0					0.00	0.00		0.00	27.00	40.00	
Dept Desc: MISC LIQUOR			Dept Desc: MISC LIQUOR																			
Subtotal 1			2.00			0.00	0.00		5.68	5.68	100.0					0.00	0.00		0.00	8.00	14.00	
Dept Desc: MISC NONTAX			Dept Desc: MISC NONTAX																			
Subtotal 3			533.00			1437.70	0.00		2199.46	761.76	34.6					94.00	4.00		4.00	1191.00	2.00	
Dept Desc: MISC WINE			Dept Desc: MISC WINE																			
Subtotal 1			1.00			0.00	0.00		10.99	10.99	100.0					0.00	0.00		0.00	3.00	4.00	
Dept Desc: WINE - 30			Dept Desc: WINE - 30																			
Subtotal 433			1253.00			9469.14	142.38		14458.60	4989.60	34.5					9116.00	21.00		21.00	7868.00	15230.00	
Total 1769			17313.00			169915.66	420.15		228006.51	58099.48	25.5					34368.00	189.00		189.00	95450.00	161204.0	

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

7/1/2021 - 7/31/2021

8/1/2022 4:31:30 PM

Page 1

Description 1		Description 2		Class Desc		Item #		Manufacturer		Size		Style		Color	
Avg Cost	Price 1	GP %	SaleQty	Ext Cost	Ext Disc	Sales	Gross Profit	GP %	Min Qty	On Order	QoH	PRD Qty	MfD Qty	YTD Qty	PY Qty
Dept Desc: BEER - 10		Dept Desc: BEER - 10													
Subtotal 562		10359.00		117318.34	243.15	146756.84	29446.94	20.1			5448.00	74.00	74.00	43674.00	89649.00
Dept Desc: LIQUOR - 20		Dept Desc: LIQUOR - 20													
Subtotal 669		5191.00		47279.42	118.57	63975.91	16697.52	26.1			15387.00	75.00	75.00	30912.00	56508.00
Dept Desc: MISC 7.375% TAX		Dept Desc: MISC 7.375% TAX													
Subtotal 97		968.00		3343.85	4.32	4479.05	1135.33	25.3			1160.00	5.00	5.00	4680.00	9320.00
Dept Desc: MISC BEER		Dept Desc: MISC BEER													
Subtotal 1		3.00		0.00	0.00	13.37	13.37	100.0			0.00	0.00	0.00	27.00	40.00
Dept Desc: MISC LIQUOR		Dept Desc: MISC LIQUOR													
Subtotal 1		3.00		0.00	0.00	28.98	28.98	100.0			0.00	0.00	0.00	8.00	14.00
Dept Desc: MISC NONTAX		Dept Desc: MISC NONTAX													
Subtotal 2		698.00		1772.10	0.25	2724.77	952.67	35.0			0.00	0.00	0.00	864.00	3830.00
Dept Desc: MISC WINE		Dept Desc: MISC WINE													
Subtotal 1		2.00		0.00	0.00	21.98	21.98	100.0			0.00	0.00	0.00	3.00	4.00
Dept Desc: WINE - 30		Dept Desc: WINE - 30													
Subtotal 460		1370.00		10554.20	181.81	15454.02	4899.88	31.7			8666.00	16.00	16.00	7419.00	16657.00
Total 1793		18594.00		180267.91	548.10	233454.92	53196.67	22.8			30661.00	170.00	170.00	87587.00	175022.0

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

1/1/2022 - 7/31/2022

8/1/2022 4:32:06 PM

Page 1

Description 1		Description 2		Class Desc		Item #		Manufacturer		Size		Style		Color	
Avg Cost	Price 1	GP %	SaleQty	Ext Cost	Ext Disc	Sales	Gross Profit	GP %	Min Qty	On Order	QoH	PID Qty	MID Qty	YTD Qty	PY Qty
Dept Desc: BEER - 10															
Subtotal 710	Dept Desc: BEER - 10	49019.00	590934.96	1413.27	765180.02	174278.93	22.8			6728.00	80.00	80.00	49099.00	89143.00	
Dept Desc: LIQUOR - 20															
Subtotal 1140	Dept Desc: LIQUOR - 20	36241.00	316171.88	1153.85	432964.60	116799.63	27.0			20671.00	81.00	81.00	36322.00	59843.00	
Dept Desc: MISC 7.375% TAX															
Subtotal 126	Dept Desc: MISC 7.375% TAX	5000.00	16856.32	3.89	22115.21	5259.95	23.8			1452.00	7.00	7.00	5007.00	9581.00	
Dept Desc: MISC BEER															
Subtotal 1	Dept Desc: MISC BEER	27.00	0.00	0.40	252.73	252.73	100.0			0.00	0.00	0.00	27.00	40.00	
Dept Desc: MISC LIQUOR															
Subtotal 1	Dept Desc: MISC LIQUOR	8.00	0.00	0.00	97.45	97.45	100.0			0.00	0.00	0.00	8.00	14.00	
Dept Desc: MISC NONTAX															
Subtotal 5	Dept Desc: MISC NONTAX	2051.00	5029.75	0.00	8346.83	3317.08	39.7			94.00	4.00	4.00	2055.00	3832.00	
Dept Desc: MISC WINE															
Subtotal 1	Dept Desc: MISC WINE	3.00	0.00	0.00	19.97	19.97	100.0			0.00	0.00	0.00	3.00	4.00	
Dept Desc: WINE - 30															
Subtotal 925	Dept Desc: WINE - 30	10095.00	79521.29	2158.07	118797.52	39276.73	33.1			13849.00	21.00	21.00	10116.00	20345.00	
Total 2909		102444.0	1008514.20	4729.48	1347774.33	339302.47	25.2			42794.00	193.00	193.00	102637.0	182802.0	

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

1/1/2021 - 7/31/2021

8/1/2022 4:32:20 PM

Page 1

Description 1		Description 2		Class Desc		Item #		Manufacturer		Size		Style		Color	
Avg Cost	Price 1	GP %	SaleQty	Ext Cost	Ext Disc	Sales	Gross Profit	GP %	Min Qty	On Order	QoH	Ptd Qty	Mtd Qty	YTD Qty	PY Qty
Dept Desc: BEER - 10															
Subtotal 740	Dept Desc: BEER - 10		55509.00	639367.37	1709.61	794898.78	155571.65	19.6			5559.00	77.00	77.00	444826.00	92707.00
Dept Desc: LIQUOR - 20															
Subtotal 1062	Dept Desc: LIQUOR - 20		34151.00	310714.45	806.42	420036.52	109327.89	26.0			17625.00	77.00	77.00	33059.00	61127.00
Dept Desc: MISC 7.375% TAX															
Subtotal 126	Dept Desc: MISC 7.375% TAX		5533.00	19262.44	28.30	24555.01	5293.14	21.6			1284.00	7.00	7.00	4813.00	9670.00
Dept Desc: MISC BEER															
Subtotal 1	Dept Desc: MISC BEER		6.00	0.00	0.00	60.32	60.32	100.0			0.00	0.00	0.00	27.00	40.00
Dept Desc: MISC LIQUOR															
Subtotal 1	Dept Desc: MISC LIQUOR		6.00	0.00	0.00	54.46	54.46	100.0			0.00	0.00	0.00	8.00	14.00
Dept Desc: MISC NONTAX															
Subtotal 2	Dept Desc: MISC NONTAX		2326.00	5736.50	4.43	8184.51	2448.01	29.9			0.00	0.00	0.00	864.00	3830.00
Dept Desc: MISC WINE															
Subtotal 1	Dept Desc: MISC WINE		3.00	0.00	0.00	38.47	38.47	100.0			0.00	0.00	0.00	3.00	4.00
Dept Desc: WINE - 30															
Subtotal 904	Dept Desc: WINE - 30		10998.00	84761.23	1853.14	126531.94	41771.38	33.0			12270.00	17.00	17.00	9249.00	21028.00
Total 2837			108532.0	1059841.99	4401.90	1374360.01	314565.32	22.9			36738.00	178.00	178.00	92849.00	188420.0

**This Page is Blank to
Separate Agenda Items**

CITY OF GLENCOE BILLS

AUGUST 15, 2022

**** PREPAID PAYROLL & WIRE TRANSFER BILLS ****

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-18-22	\$66,995.89
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$19,360.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$47,717.16
	TOTAL PREPAID BILLS ----->	<u><u>\$134,073.05</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 15, 2022 PREPAID BILLS

Date: 08/05/2022

Time: 1:24 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR STORE: MERCH FOR RESALE	173702	05/20/2022	<u>757.05</u>
				Vendor Total:	757.05
ARCTIC GLACIER USA, INC	0495	LIQUOR STORE: MERCH FOR RESALE	173703	05/20/2022	<u>303.35</u>
				Vendor Total:	303.35
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	173710	05/20/2022	<u>2,052.69</u>
				Vendor Total:	2,052.69
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	173704	05/20/2022	<u>14,986.94</u>
				Vendor Total:	14,986.94
GITCH GEAR LLC	0988	LIQUOR STORE: MERCH FOR RESALE	173705	05/20/2022	<u>234.00</u>
				Vendor Total:	234.00
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	173711	05/20/2022	<u>5,570.53</u>
				Vendor Total:	5,570.53
LOCHER BROS., INCORPORATED	0503	LIQUOR STORE: MERCH FOR RESALE	173706	05/20/2022	<u>13,662.04</u>
				Vendor Total:	13,662.04
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	173707	05/20/2022	<u>799.75</u>
				Vendor Total:	799.75
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	173713	05/20/2022	<u>126.00</u>
				Vendor Total:	126.00
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUMS	173714	05/20/2022	<u>16.00</u>
				Vendor Total:	16.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	173715	05/20/2022	<u>1,161.08</u>
				Vendor Total:	1,161.08
PPLSI	0485	MULT DEPTS: INS PREMIUMS	173712	05/20/2022	<u>112.60</u>
				Vendor Total:	112.60
SMALL LOT MN	2258	LIQUOR STORE: MERCH FOR RESALE	173716	05/20/2022	<u>972.54</u>
				Vendor Total:	972.54
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	173717	05/20/2022	<u>4,067.20</u>
				Vendor Total:	4,067.20
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	173708	05/20/2022	<u>5,084.80</u>
				Vendor Total:	5,084.80
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR STORE: MERCH FOR RESALE	173709	05/20/2022	<u>392.95</u>
				Vendor Total:	392.95
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	173718	05/20/2022	<u>1,821.50</u>
				Vendor Total:	1,821.50
WRS IMPORTS	1241	LIQUOR STORE: MERCH FOR RESALE	173719	05/20/2022	<u>454.00</u>
				Vendor Total:	454.00
				Grand Total:	52,575.02
				Less Credit Memos:	0.00
				Net Total:	52,575.02
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	52,575.02
Total Invoices:	18				

CITY OF GLENCOE BILLS

AUGUST 15, 2022

** REGULAR BILLS **

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
A.H. HERMEL COMPANY	AQUATIC CENTER, ADMIN.: MERCHANDISE FOR RESALE	\$4,326.13
ADVANTAGE SIGN & GRAPHICS	WWTP:WWTP PLAQUE	\$2,175.00
ALPHA WIRELESS	MULTIPLE DEPTS.:ANNUAL MAINTENANCE AGREEMENT	\$2,448.00
AMKA SAFETY	REIMB.:TAPE AND BOLLARDS	\$4,193.12
AQUA LOGIC INC.	AQUATIC CENTER:REPAIR POOL FEATURE	\$2,809.00
ARNOLD'S OF GLENCOE	PARK: REPAIRS	\$37.59
AUTO VALUE GLENCOE	PARK: OIL	\$109.90
MARTELS, MICHAEL	WATER:WORK SHOES	\$124.99
BEST POOL SYSTEMS	AQUATIC CENTER:TEMP SENSOR	\$187.37
BORDER STATE INDUSTRIES INC.	LIQUOR STORE: LED LIGHTS	\$292.56
BRADLEY SECURITY	STREET:NEW DOOR LOCK	\$434.00
BUMPS RESTAURANT	WATER: STROBEL RETIREMENT	\$950.22
CARGILL	WATER: SALT	\$5,262.52
CENTERPOINT ENERGY	MULT. DEPTS: NATURAL GAS	\$6,377.84
CINTAS	AQUATIC CENTER: SAFETY KIT SUPPLIES	\$623.65
CLIFTONLARSONALLEN	ADMIN.:AUDITING FEES	\$4,410.00
COMMERCIAL ASPHALT CO.	STREET:BLACKTOP	\$466.49
CORE & MAIN	WATER:SHEARGUARD	\$424.16
ELECTRONICS SERVICING	CITY CENTER:VIDEO EQUIPMENT REPAIR	\$295.90
FERGUSON WATERWORKS	WATER:PAINT	\$225.92
FRANKLIN PRINTING INC.	ADMIN:WATER: OFFICE SUPPLIES	\$309.84
G&B ENVIRONMENTAL, INC.	WWTP:FILTERS	\$596.84
GALLS, LLC	POLICE:UNIFORMS	\$123.98
GILLETTE PEPSI	AQUATIC CENTER: POP	\$212.00
GLENCOE CO-OP ASS'N.	MULTIPLE DEPTS.: MOTOR FUELS	\$9,310.14
GLENCOE FIRE RELIEF ASSOC.	FIRE:2ND HALF PENSION CONTRIBUTIONS	\$20,468.50
GLENCOE FLEET SUPPLY	MULTIPLE DEPTS.:HARDWARE,FLASHLIGHT,TUBING,SPRAYER	\$768.54
GOLDEN TONGUE CONSULTANTS	POLICE: INTERPRETING	\$160.00
GOPHER STATE ONE CALL	MULTIPLE DEPTS.: LOCATE CALLS	\$189.00
GREAT NORTHERN ENVIRON.	WWTP:MAINT. SERVICE VISIT	\$1,350.00
GRIEBEL, ELIZABETH	AQUATIC CENTER:REIMB. SUPPLIES	\$11.81
HAYES, KELLY	ADMIN.:REIMB. OFFICE SUPPLIES	\$24.82
HAWKINS, INC.	AQUATIC CENTER: CHEMICALS	\$1,785.03
HUEMOELLER, GONTAREK	ADMIN:WATER: LEGAL FEES	\$11,200.50
INTERSTATE BATTERY	WATER: BATTERIES	\$71.76
JOHN DEERE FINANCIAL	CEMETERY: BLADE	\$69.35
JOHNSON CONTROLS FIRE	WATER: SERVICE CALL	\$305.00
KDUZ KARP	MULTIPLE DEPTS: ADVERTISING	\$1,155.00
KONE INC.	MULTIPLE DEPTS:, EMERGENCY MONITORING	\$1,020.51
KRANZ LAWN & POWER	PARK: BLADES AND BELTS	\$361.00
KWIK TRIP INC.	POLICE: MOTOR FUELS	\$2,975.49
LEEDSTONE	WWTP: ACID RINSE	\$524.53
LITZAU EXCAVATING, INC.	WATER:WWTP: BROKEN WATER MAIN REPAIR	\$14,447.00
LIGHT & POWER COMMISSION	MULTIPLE DEPTS.: ELECTRICITY	\$31,309.76
LOCATORS & SUPPLIES, INC.	WATER: BATTERY, SPRING	\$15.64
MCLEOD COOPERATIVE POWER	ADMIN:AIRPORT: ELECTRICITY	\$502.95
MCLEOD COUNTY	WATER:WWTP: AERIAL PHOTOGRAPHY	\$5,168.56
MCLEOD PUBLISHING GROUP INC.	ADMIN:PRINTING	\$235.01
METRO SALES INC.	ADMIN: COPIER LEASE	\$307.61
MID-AMERICAN RESEARCH CHEM.	PARK: WEED KILLER	\$747.00
MILLER MANUFACTURING CO.	TAX INC. #17: TIF NOTE PAYMENT	\$30,000.00
MINI BIFF	PARK: SANITATION: WASTE REMOVAL	\$193.80

MN. DEPT. OF LABOR & INDUSTRY	ADMIN: BOILER	\$30.00
MNSPECT	CODE ENFORC.: INSPECTIONS	\$8,393.83
MP ASPHALT MAINTENANCE	STREET: SEAL COAT	\$25,500.00
MVTL, INC.	WATER, WWTP: LAB TESTING	\$493.40
MYGUY, INC.	PARK: PRESSURE WASHER CHEMICAL	\$589.00
NEO ELECTRICAL SOLUTIONS	AIRPORT:REPAIR DAMAGED WIND CONE	\$10,600.00
NORTH CENTRAL LABORATORIES	WWTP: LAB SUPPLIES	\$3,072.82
NUVERA	MULTIPLE DEPTS.: COMPUTER SERVICES	\$4,725.38
OFFICE OF MNIT SERVICE	POLICE: COMPUTER SERVICES	\$120.92
OXYGEN SERVICE COMPANY	STREET: WELDING SUPPLIES	\$14.88
PIONEERLAND LIBRARY SYSTEMS	REIMB: COPIES AND BOOK FINES	\$46.00
PLUNKETT'S PEST CONTROL	MULTIPLE DEPTS: PEST CONTROL	\$284.07
RUNNINGS	WWTP: UNIFORMS	\$109.98
SAM'S TIRE SERVICE	STREET: TIRE REPAIR	\$197.00
STAR GROUP, LLC	MULTIPLE DEPTS.: BELT, HOSE, FILTER,	\$216.64
TOTAL REGISTER SYSTEMS	LIQUOR STORE: ANNUAL SOFTWARE SUPPORT	\$1,068.38
TRI COUNTY WATER COND.	STREET, REIMB.: BOTTLED WATER	\$52.50
TWIN CITIES & WESTERN RR	STORM WATER: UTILITY CROSSING	\$250.00
UNHINGED PIZZA	AQUATIC CENTER: POOL PIZZA	\$1,705.00
VAN IWAARDEN ASSOCIATES	ADMIN: GASB 75 VALUATION	\$1,900.00
VIVID IMAGE, INC.	ADMIN, CITY CENTER: WEBSITE HOSTING	\$960.00
WM. MUELLER & SONS, INC.	STREET: BLACKTOP	\$2,253.76
	TOTAL REGULAR BILLS ----->	<u><u>\$234,678.89</u></u>

CITY OF GLENCOE
DEPARTMENT SUPERVISOR
MONTHLY SUMMARY REPORT
(Due by 10th of each month)

Department: Streets/Parks/Airport/Cemetery

Supervisor Name: Jamie Voigt

Month: July 2022

Week of 7/4/22

Pool
Mowing/Weed whip Route
Mowing/Weed whip Oak Leaf
Catch Basin clear tops
Alley maintenance
Mosquito spraying (1)
Blacktop patching
DNR pond add water
Water trees central storm
Cemetery Cremation (1)
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/11/22

Detail breakroom, bathrooms
Pool
Mowing Route/Push route
Airport mowing
Fire Extinguisher/Ladder inspections
Alley maintenance
Blacktop patching
DNR pond add water
Spray weeds downtown/seal coat, crack fill streets
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/18/22

Detail breakroom, bathrooms
Pool
Mowing route/Push route
Mowing Oak Leaf
Mosquito spraying (1)
Spray weeds Oak Leaf
City Center stone cleaning
Alley maintenance
Spray weeds seal coat, crack fill streets
Water trees central storm
Cemetery Mark (1)
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/25/22

Detail breakroom/bathrooms/shop/trucks

Pool

Mowing Route/Push route

Mosquito spraying (1)

Man hole/water shut off/patching seal coat streets

City Center stone cleaning

Alley maintenance

Spray weeds 212 path

Spray thistles ponds

Water trees central storm

Garbage route/bathrooms/shelters

Equipment maintenance/repairs

Signature: _____

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and cursive, appearing to be "James H. [unclear]".

August 2022

August 2022							September 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	4	5	6	7	8	9	10
14	8	9	10	11	12	13	11	12	13	14	15	16	17
21	15	16	17	18	19	20	18	19	20	21	22	23	24
28	22	23	24	25	26	27	25	26	27	28	29	30	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 31	Aug 1	2	3	4	5	6
	7:00pm City Council Meeting (City Hall)		6:00pm Fire Relief (Fire Hall)			
7	8	9	10	11	12	13
	3:30pm City Council Workshop (City Hall)	8:30am Department Head (City Hall) 9:00am Safety Committee (City Hall West Conf)		7:00pm Planning Commission (City Hall)		
14	15	16	17	18	19	20
	7:00pm City Council (City Hall)	8:30am Department Head (City Hall)		5:00pm Airport Commission (City Hall)		
21	22	23	24	25	26	27
	7:00pm Library Board (Library) 7:00pm Light & Power (Light Plant)		12:00pm Economic Development Comm Meeting (City Hall) 6:30pm Park Board (City Hall)			
28	29	30	31	Sep 1	2	3

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Separate Agenda Items**



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: City Council

Date: 08/08/2022

From: Jon VanDamme

Re: Monthly Sales Summary – Glencoe Wine & Spirits

	<u>Monthly (July) Sales</u>	<u>Year-to-date Sales (1/1-7/31)</u>
2022	\$250,211.11 (GP 25.5%)	\$1,479,456.75
2021	\$256,102.85	\$1,508,614.47
	-2.30%	-1.93%

July was down slightly from last year, but still a very strong month. Sales weren't helped by how the days fell, and we were closed on the 4th this year compared to last. We had strong weekly sales comparisons for every week except the 4th of July week. Customer counts were down 543 transactions from last year. Average transaction size was up: \$29.36 compared to \$28.25 last year. Inflation is impacting some trends.

- Beer sales were down -4.3%, with some fluctuation in sub-categories - Domestic -4.8%, Imports +8.4%, Malt bev +4.6%, Craft +3.9%, and Seltzers -27.2%. Seltzers are probably leveling off into what they will stay at by percentage of beer sales.
- Liquor sales were up +5.0%. Nice growth in Bourbon (+25.7%), Irish (+15.7%), Pre-mix (+96.6%), and Tequila (+32.9%). Most of the other categories were down – Rum (-14.2%) and Brandy (-14.8%) were the most notable. Price increases in liquor are starting to affect shopping patterns.
- Wine sales were down -6.4%. Core categories of Cab, Bubbly, Pinot Grigio, Pinot Noir, and Sauvignon Blanc showed good increases, but some other core categories were down – Chardonnay, Minnesota, Moscato, and Red Blends.
- July promotions included the Fourth of July sale along with some Facebook posts, and in-store specials. A few notes of things to come: we are researching a new register system, and we should have a decision soon; we are looking at options for a different ice vendor, as Arctic Glacier has continued to have significant price increases and service lapses.
- YTD Quantity Sold – Product Count (1/1-7/31)

2022	102,444	(-5.6%)
2021	108,532	

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

7/1/2022 - 7/31/2022

8/1/2022 4:31:46 PM

Page 1

Description 1	Avg Cost	Price 1	Description 2	GP %	SaleQty	Ext Cost	Class Desc	Ext Disc	Sales	Gross Profit	Item #	GP %	Min Qty	Manufacturer	On Order	QOH	Size	PID Qty	Style	MTD Qty	Color	YTD Qty	PY Qty
Dept Desc: BEER - 10			Dept Desc: BEER - 10																				
Subtotal 526			9065.00			107513.71	176.48		140363.61	32856.52		23.4				6534.00	80.00		80.00	47495.00	82620.00		
Dept Desc: LIQUOR - 20			Dept Desc: LIQUOR - 20																				
Subtotal 702			5653.00			48716.40	101.29		67185.91	18471.26		27.5				17226.00	78.00		78.00	33878.00	54143.00		
Dept Desc: MISC 7.375% TAX			Dept Desc: MISC 7.375% TAX																				
Subtotal 102			805.00			2778.71	0.00		3767.27	988.68		26.2				1398.00	6.00		6.00	4880.00	9151.00		
Dept Desc: MISC BEER			Dept Desc: MISC BEER																				
Subtotal 1			1.00			0.00	0.00		14.99	14.99		100.0				0.00	0.00		0.00	0.00	27.00	40.00	
Dept Desc: MISC LIQUOR			Dept Desc: MISC LIQUOR																				
Subtotal 1			2.00			0.00	0.00		5.68	5.68		100.0				0.00	0.00		0.00	0.00	8.00	14.00	
Dept Desc: MISC NONTAX			Dept Desc: MISC NONTAX																				
Subtotal 3			533.00			1437.70	0.00		2199.46	761.76		34.6				94.00	4.00		4.00	1191.00	2.00		
Dept Desc: MISC WINE			Dept Desc: MISC WINE																				
Subtotal 1			1.00			0.00	0.00		10.99	10.99		100.0				0.00	0.00		0.00	0.00	3.00	4.00	
Dept Desc: WINE - 30			Dept Desc: WINE - 30																				
Subtotal 433			1253.00			9469.14	142.38		14458.60	4989.60		34.5				9116.00	21.00		21.00	7968.00	15230.00		
Total 1769			17313.00			169915.66	420.15		228006.51	58099.48		25.5				34368.00	189.00		189.00	95450.00	161204.0		

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

7/1/2021 - 7/31/2021

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Page 1

Description 1	Avg Cost	Price 1	Description 2	GP %	SaleQty	Ext Cost	Class Desc	Ext Disc	Sales	Gross Profit	Item #	GP %	Min Qty	Manufacturer	On Order	QoH	Size	PTD Qty	Style	MMD Qty	YTD Qty	Color	PY Qty
Dept Desc: BEER - 10			Dept Desc: BEER - 10																				
Subtotal 562			10359.00			117318.34	243.15		146756.84	29446.94	20.1					5448.00	74.00		74.00	43674.00	89649.00		
Dept Desc: LIQUOR - 20			Dept Desc: LIQUOR - 20																				
Subtotal 669			5191.00			47279.42	118.57		63975.91	16697.52	26.1					15387.00	75.00		75.00	30912.00	55508.00		
Dept Desc: MISC 7.375% TAX			Dept Desc: MISC 7.375% TAX																				
Subtotal 97			968.00			3343.85	4.32		4479.05	1135.33	25.3					1160.00	5.00		5.00	4680.00	9320.00		
Dept Desc: MISC BEER			Dept Desc: MISC BEER																				
Subtotal 1			3.00			0.00	0.00		13.37	13.37	100.0					0.00	0.00		0.00	0.00	27.00	40.00	
Dept Desc: MISC LIQUOR			Dept Desc: MISC LIQUOR																				
Subtotal 1			3.00			0.00	0.00		28.98	28.98	100.0					0.00	0.00		0.00	0.00	8.00	14.00	
Dept Desc: MISC NONTAX			Dept Desc: MISC NONTAX																				
Subtotal 2			698.00			1772.10	0.25		2724.77	952.67	35.0					0.00	0.00		0.00	0.00	864.00	3830.00	
Dept Desc: MISC WINE			Dept Desc: MISC WINE																				
Subtotal 1			2.00			0.00	0.00		21.98	21.98	100.0					0.00	0.00		0.00	0.00	3.00	4.00	
Dept Desc: WINE - 30			Dept Desc: WINE - 30																				
Subtotal 460			1370.00			10554.20	181.81		15454.02	4899.88	31.7					8666.00	16.00		16.00	7419.00	16657.00		
Total 1793			18594.00			180267.91	548.10		233454.92	53196.67	22.8					30661.00	170.00		170.00	87587.00	175022.0		

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

1/1/2022 - 7/31/2022

8/1/2022 4:32:06 PM

Page 1

Description 1 Avg Cost	Price 1	Description 2 GP % SaleQty	Ext Cost	Class Desc Ext Disc	Sales	Gross Profit	Item # GP %	Manufacturer Min Qty On Order	Size QoH Ptd Qty	Style Mtd Qty	Color Ytd Qty	PY Qty
Dept Desc: BEER - 10												
Subtotal 710	Dept Desc: BEER - 10	49019.00	590934.96	1413.27	765180.02	174278.93	22.8		6728.00	80.00	80.00	49099.00 89143.00
Dept Desc: LIQUOR - 20												
Subtotal 1140	Dept Desc: LIQUOR - 20	36241.00	316171.88	1153.85	432964.60	116799.63	27.0		20671.00	81.00	81.00	36322.00 59843.00
Dept Desc: MISC 7.375% TAX												
Subtotal 126	Dept Desc: MISC 7.375% TAX	5000.00	16856.32	3.89	22115.21	5259.95	23.8		1452.00	7.00	7.00	5007.00 9581.00
Dept Desc: MISC BEER												
Subtotal 1	Dept Desc: MISC BEER	27.00	0.00	0.40	252.73	252.73	100.0		0.00	0.00	0.00	27.00 40.00
Dept Desc: MISC LIQUOR												
Subtotal 1	Dept Desc: MISC LIQUOR	8.00	0.00	0.00	97.45	97.45	100.0		0.00	0.00	0.00	8.00 14.00
Dept Desc: MISC NONTAX												
Subtotal 5	Dept Desc: MISC NONTAX	2051.00	5029.75	0.00	8346.83	3317.08	39.7		94.00	4.00	4.00	2055.00 3832.00
Dept Desc: MISC WINE												
Subtotal 1	Dept Desc: MISC WINE	3.00	0.00	0.00	19.97	19.97	100.0		0.00	0.00	0.00	3.00 4.00
Dept Desc: WINE - 30												
Subtotal 925	Dept Desc: WINE - 30	10095.00	79521.29	2158.07	118797.52	39276.73	33.1		13849.00	21.00	21.00	10116.00 20345.00
Total 2909		102444.0	1008514.20	4729.48	1347774.33	339302.47	25.2		42794.00	193.00	193.00	102637.0 182802.0

Sales Item Report

Glencoe Municipal Liquor

1/1/2021 - 7/31/2021

Sorts: Department Description, Description 1

8/1/2022 4:32:20 PM

Page 1

Description 1	Avg Cost	Price 1	Description 2	GP %	SaleQty	Ext Cost	Class Desc	Ext Disc	Sales	Gross Profit	Item #	GP %	Min Qty	Manufacturer	QoH	Size	Ptd Qty	Mtd Qty	Ytd Qty	Color	PY Qty
Dept Desc: BEER - 10																					
Subtotal 740			Dept Desc: BEER - 10		55509.00	639367.37		1709.61	794898.78	155571.65		19.6			5559.00	77.00	77.00	77.00	44826.00	92707.00	
Dept Desc: LIQUOR - 20																					
Subtotal 1062			Dept Desc: LIQUOR - 20		34451.00	310714.45		806.42	420036.52	109327.89		26.0			17625.00	77.00	77.00	77.00	33059.00	61127.00	
Dept Desc: MISC 7.375% TAX																					
Subtotal 126			Dept Desc: MISC 7.375% TAX		5533.00	19262.44		28.30	24555.01	5293.14		21.6			1284.00	7.00	7.00	7.00	4813.00	9670.00	
Dept Desc: MISC BEER																					
Subtotal 1			Dept Desc: MISC BEER		6.00	0.00		0.00	60.32	60.32		100.0			0.00	0.00	0.00	0.00	27.00	40.00	
Dept Desc: MISC LIQUOR																					
Subtotal 1			Dept Desc: MISC LIQUOR		6.00	0.00		0.00	54.46	54.46		100.0			0.00	0.00	0.00	0.00	8.00	14.00	
Dept Desc: MISC NONTAX																					
Subtotal 2			Dept Desc: MISC NONTAX		2326.00	5736.50		4.43	8184.51	2448.01		29.9			0.00	0.00	0.00	0.00	864.00	3830.00	
Dept Desc: MISC WINE																					
Subtotal 1			Dept Desc: MISC WINE		3.00	0.00		0.00	38.47	38.47		100.0			0.00	0.00	0.00	0.00	3.00	4.00	
Dept Desc: WINE - 30																					
Subtotal 904			Dept Desc: WINE - 30		10998.00	84761.23		1853.14	126531.94	41771.38		33.0			12270.00	17.00	17.00	17.00	9249.00	21028.00	
Total 2837					108532.0	1059841.99		4401.90	1374360.01	314565.32		22.9			36738.00	178.00	178.00	178.00	92849.00	188420.0	

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Separate Agenda Items**

CITY OF GLENCOE BILLS

AUGUST 15, 2022

** PREPAID PAYROLL & WIRE TRANSFER BILLS **

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-18-22	\$66,995.89
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$19,360.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$47,717.16
	TOTAL PREPAID BILLS ----->	<u>\$134,073.05</u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 15, 2022 PREPAID BILLS

Date: 08/05/2022

Time: 1:24 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR STORE: MERCH FOR RESALE	173702	05/20/2022	757.05
				Vendor Total:	757.05
ARCTIC GLACIER USA, INC	0495	LIQUOR STORE: MERCH FOR RESALE	173703	05/20/2022	303.35
				Vendor Total:	303.35
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	173710	05/20/2022	2,052.69
				Vendor Total:	2,052.69
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	173704	05/20/2022	14,986.94
				Vendor Total:	14,986.94
GITCH GEAR LLC	0988	LIQUOR STORE: MERCH FOR RESALE	173705	05/20/2022	234.00
				Vendor Total:	234.00
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	173711	05/20/2022	5,570.53
				Vendor Total:	5,570.53
LOCHER BROS., INCORPORATED	0503	LIQUOR STORE: MERCH FOR RESALE	173706	05/20/2022	13,662.04
				Vendor Total:	13,662.04
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	173707	05/20/2022	799.75
				Vendor Total:	799.75
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	173713	05/20/2022	126.00
				Vendor Total:	126.00
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUMS	173714	05/20/2022	16.00
				Vendor Total:	16.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	173715	05/20/2022	1,161.08
				Vendor Total:	1,161.08
PPLSI	0485	MULT DEPTS: INS PREMIUMS	173712	05/20/2022	112.60
				Vendor Total:	112.60
SMALL LOT MN	2258	LIQUOR STORE: MERCH FOR RESALE	173716	05/20/2022	972.54
				Vendor Total:	972.54
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	173717	05/20/2022	4,067.20
				Vendor Total:	4,067.20
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	173708	05/20/2022	5,084.80
				Vendor Total:	5,084.80
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR STORE: MERCH FOR RESALE	173709	05/20/2022	392.95
				Vendor Total:	392.95
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	173718	05/20/2022	1,821.50
				Vendor Total:	1,821.50
WRS IMPORTS	1241	LIQUOR STORE: MERCH FOR RESALE	173719	05/20/2022	454.00
				Vendor Total:	454.00
				Grand Total:	52,575.02
				Less Credit Memos:	0.00
				Net Total:	52,575.02
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	52,575.02
Total Invoices:		18			

CITY OF GLENCOE BILLS

AUGUST 15, 2022

** REGULAR BILLS **

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
A.H. HERMEL COMPANY	AQUATIC CENTER, ADMIN.: MERCHANDISE FOR RESALE	\$4,326.13
ADVANTAGE SIGN & GRAPHICS	WWTP:WWTP PLAQUE	\$2,175.00
ALPHA WIRELESS	MULTIPLE DEPTS.:ANNUAL MAINTENANCE AGREEMENT	\$2,448.00
AMKA SAFETY	REIMB.:TAPE AND BOLLARDS	\$4,193.12
AQUA LOGIC INC.	AQUATIC CENTER:REPAIR POOL FEATURE	\$2,809.00
ARNOLD'S OF GLENCOE	PARK: REPAIRS	\$37.59
AUTO VALUE GLENCOE	PARK: OIL	\$109.90
MARTELS, MICHAEL	WATER:WORK SHOES	\$124.99
BEST POOL SYSTEMS	AQUATIC CENTER:TEMP SENSOR	\$187.37
BORDER STATE INDUSTRIES INC.	LIQUOR STORE: LED LIGHTS	\$292.56
BRADLEY SECURITY	STREET:NEW DOOR LOCK	\$434.00
BUMPS RESTAURANT	WATER: STROBEL RETIREMENT	\$950.22
CARGILL	WATER: SALT	\$5,262.52
CENTERPOINT ENERGY	MULT. DEPTS: NATURAL GAS	\$6,377.84
CINTAS	AQUATIC CENTER: SAFETY KIT SUPPLIES	\$623.65
CLIFTONLARSONALLEN	ADMIN.:AUDITING FEES	\$4,410.00
COMMERCIAL ASPHALT CO.	STREET:BLACKTOP	\$466.49
CORE & MAIN	WATER:SHEARGUARD	\$424.16
ELECTRONICS SERVICING	CITY CENTER:VIDEO EQUIPMENT REPAIR	\$295.90
FERGUSON WATERWORKS	WATER:PAINT	\$225.92
FRANKLIN PRINTING INC.	ADMIN:WATER: OFFICE SUPPLIES	\$309.84
G&B ENVIRONMENTAL, INC.	WWTP:FILTERS	\$596.84
GALLS, LLC	POLICE:UNIFORMS	\$123.98
GILLETTE PEPSI	AQUATIC CENTER: POP	\$212.00
GLENCOE CO-OP ASS'N.	MULTIPLE DEPTS.: MOTOR FUELS	\$9,310.14
GLENCOE FIRE RELIEF ASSOC.	FIRE:2ND HALF PENSION CONTRIBUTIONS	\$20,468.50
GLENCOE FLEET SUPPLY	MULTIPLE DEPTS.:HARDWARE,FLASHLIGHT,TUBING,SPRAYER	\$768.54
GOLDEN TONGUE CONSULTANTS	POLICE: INTERPRETING	\$160.00
GOPHER STATE ONE CALL	MULTIPLE DEPTS.: LOCATE CALLS	\$189.00
GREAT NORTHERN ENVIRON.	WWTP:MAINT. SERVICE VISIT	\$1,350.00
GRIEBEL, ELIZABETH	AQUATIC CENTER:REIMB. SUPPLIES	\$11.81
HAYES, KELLY	ADMIN.:REIMB. OFFICE SUPPLIES	\$24.82
HAWKINS, INC.	AQUATIC CENTER: CHEMICALS	\$1,785.03
HUEMOELLER, GONTAREK	ADMIN:WATER: LEGAL FEES	\$11,200.50
INTERSTATE BATTERY	WATER: BATTERIES	\$71.76
JOHN DEERE FINANCIAL	CEMETERY: BLADE	\$69.35
JOHNSON CONTROLS FIRE	WATER: SERVICE CALL	\$305.00
KDUZ KARP	MULTIPLE DEPTS: ADVERTISING	\$1,155.00
KONE INC.	MULTIPLE DEPTS:, EMERGENCY MONITORING	\$1,020.51
KRANZ LAWN & POWER	PARK: BLADES AND BELTS	\$361.00
KWIK TRIP INC.	POLICE: MOTOR FUELS	\$2,975.49
LEEDSTONE	WWTP: ACID RINSE	\$524.53
LITZAU EXCAVATING, INC.	WATER:WWTP: BROKEN WATER MAIN REPAIR	\$14,447.00
LIGHT & POWER COMMISSION	MULTIPLE DEPTS.: ELECTRICITY	\$31,309.76
LOCATORS & SUPPLIES, INC.	WATER: BATTERY, SPRING	\$15.64
MCLEOD COOPERATIVE POWER	ADMIN:AIRPORT: ELECTRICITY	\$502.95
MCLEOD COUNTY	WATER:WWTP: AERIAL PHOTOGRAPHY	\$5,168.56
MCLEOD PUBLISHING GROUP INC.	ADMIN:PRINTING	\$235.01
METRO SALES INC.	ADMIN: COPIER LEASE	\$307.61
MID-AMERICAN RESEARCH CHEM.	PARK: WEED KILLER	\$747.00
MILLER MANUFACTURING CO.	TAX INC. #17: TIF NOTE PAYMENT	\$30,000.00
MINI BIFF	PARK: SANITATION: WASTE REMOVAL	\$193.80

MN. DEPT. OF LABOR & INDUSTRY	ADMIN: BOILER	\$30.00
MNSPECT	CODE ENFORC.: INSPECTIONS	\$8,393.83
MP ASPHALT MAINTENANCE	STREET: SEAL COAT	\$25,500.00
MVTL, INC.	WATER, WWTP: LAB TESTING	\$493.40
MYGUY, INC.	PARK: PRESSURE WASHER CHEMICAL	\$589.00
NEO ELECTRICAL SOLUTIONS	AIRPORT:REPAIR DAMAGED WIND CONE	\$10,600.00
NORTH CENTRAL LABORATORIES	WWTP: LAB SUPPLIES	\$3,072.82
NUVERA	MULTIPLE DEPTS.: COMPUTER SERVICES	\$4,725.38
OFFICE OF MNIT SERVICE	POLICE: COMPUTER SERVICES	\$120.92
OXYGEN SERVICE COMPANY	STREET: WELDING SUPPLIES	\$14.88
PIONEERLAND LIBRARY SYSTEMS	REIMB: COPIES AND BOOK FINES	\$46.00
PLUNKETT'S PEST CONTROL	MULTIPLE DEPTS: PEST CONTROL	\$284.07
RUNNINGS	WWTP: UNIFORMS	\$109.98
SAM'S TIRE SERVICE	STREET: TIRE REPAIR	\$197.00
STAR GROUP, LLC	MULTIPLE DEPTS.: BELT, HOSE, FILTER,	\$216.64
TOTAL REGISTER SYSTEMS	LIQUOR STORE: ANNUAL SOFTWARE SUPPORT	\$1,068.38
TRI COUNTY WATER COND.	STREET, REIMB.: BOTTLED WATER	\$52.50
TWIN CITIES & WESTERN RR	STORM WATER: UTILITY CROSSING	\$250.00
UNHINGED PIZZA	AQUATIC CENTER: POOL PIZZA	\$1,705.00
VAN IWAARDEN ASSOCIATES	ADMIN: GASB 75 VALUATION	\$1,900.00
VIVID IMAGE, INC.	ADMIN, CITY CENTER: WEBSITE HOSTING	\$960.00
WM. MUELLER & SONS, INC.	STREET: BLACKTOP	\$2,253.76
	TOTAL REGULAR BILLS ----->	<u><u>\$234,678.89</u></u>

CITY OF GLENCOE
DEPARTMENT SUPERVISOR
MONTHLY SUMMARY REPORT
(Due by 10th of each month)

Department: Streets/Parks/Airport/Cemetery

Supervisor Name: Jamie Voigt

Month: July 2022

Week of 7/4/22

Pool
Mowing/Weed whip Route
Mowing/Weed whip Oak Leaf
Catch Basin clear tops
Alley maintenance
Mosquito spraying (1)
Blacktop patching
DNR pond add water
Water trees central storm
Cemetery Cremation (1)
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/11/22

Detail breakroom, bathrooms
Pool
Mowing Route/Push route
Airport mowing
Fire Extinguisher/Ladder inspections
Alley maintenance
Blacktop patching
DNR pond add water
Spray weeds downtown/seal coat, crack fill streets
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/18/22

Detail breakroom, bathrooms
Pool
Mowing route/Push route
Mowing Oak Leaf
Mosquito spraying (1)
Spray weeds Oak Leaf
City Center stone cleaning
Alley maintenance
Spray weeds seal coat, crack fill streets
Water trees central storm
Cemetery Mark (1)
Garbage route/bathrooms/shelters
Equipment maintenance/repairs

Week of 7/25/22

Detail breakroom/bathrooms/shop/trucks

Pool

Mowing Route/Push route

Mosquito spraying (1)

Man hole/water shut off/patching seal coat streets

City Center stone cleaning

Alley maintenance

Spray weeds 212 path

Spray thistles ponds

Water trees central storm

Garbage route/bathrooms/shelters

Equipment maintenance/repairs

Signature: _____

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and cursive, with a large initial 'P' and a long, sweeping underline.

August 2022

August 2022							September 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	4	5	6	7	8	9	10
14	8	9	10	11	12	13	11	12	13	14	15	16	17
21	15	16	17	18	19	20	18	19	20	21	22	23	24
28	22	23	24	25	26	27	25	26	27	28	29	30	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 31	Aug 1	2	3	4	5	6
	7:00pm City Council Meeting (City Hall)		6:00pm Fire Relief (Fire Hall)			
7	8	9	10	11	12	13
	3:30pm City Council Workshop (City Hall)	8:30am Department Head (City Hall) 9:00am Safety Committee (City Hall West Conf)		7:00pm Planning Commission (City Hall)		
14	15	16	17	18	19	20
	7:00pm City Council (City Hall)	8:30am Department Head (City Hall)		5:00pm Airport Commission (City Hall)		
21	22	23	24	25	26	27
	7:00pm Library Board (Library) 7:00pm Light & Power (Light Plant)		12:00pm Economic Development Comm Meeting (City Hall) 6:30pm Park Board (City Hall)			
28	29	30	31	Sep 1	2	3

**This Page is Blank to
Separate Agenda Items**