



Mayor: Ryan Voss
Precinct 1 Councilor: Sue Olson
Precinct 2 Councilor: Mark Hueser
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Luz Duvall

GLENCOE CITY COUNCIL MEETING AGENDA
Monday, February 6, 2023 – 7:00pm
City Center Ballroom

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Presentation of Lifesaving Awards – Police Chief Padilla
 - B. Approve City Council Meeting Minutes of January 17, 2023
 - C. Approve Liquor Licenses
- 3. PUBLIC COMMENT (agenda items only)**
- 4. PUBLIC HEARINGS**
 - A. Set MS4 Public Hearing for March 6, 2023, at 7:05 PM – Mark Lemen, Public Works
- 5. BIDS AND QUOTES**
- 6. REQUEST TO BE HEARD**
 - A. Limited Use Permit for Buffalo Highlands Trail – City Administrator
 - B. Redevelopment Tax Increment Financing Request of Ryan Voss, RDV Companies to make Improvements to Former Bus Garage Property – Terry Schneider, Project Developers
 1. Set Public Hearing on Tax Increment District for March 6, 2023, at 7:10 PM
 - C. Commission and Board Member Appointment
 1. Member to the Airport Commission – Airport Commission Recommendation
 2. Member to the Library Board – Library Board Recommendation
 - D. Pay Equity Implementation Report – City Administrator
- 7. ITEMS FOR DISCUSSION**
 - A. Housing Study update
- 8. ROUTINE BUSINESS**
 - A. Project Updates
 - B. Economic Development
 - C. Public Input
 - D. Reports
 - E. Close Meeting to review Offer to purchase Real Estate – Economart Lot – City Attorney Ostlund
 - F. City Bills
- 9. ADJOURNMENT**

Attendees: Ryan Voss, Sue Olson, Cory Neid, Paul Lemke, Luz Duvall, Mark Hueser

City Staff: City Administrator Mark Larson, City Attorney Mark Ostlund, Public Works Director Mark Lemen, Deputy City Clerk Kelly Hayes, Police Chief Tony Padilla, Public Works Director Jamie Voigt

Others: Rich Glennie, Katie Becker, Tara Becker, Jan Heins, Annette Zimmerman, Rich Streufert, Brad Karg, Michelle Peterson, Marco Arandia, Dave and Lori Fillbrandt, Lowell Anderson, Brian Baumann, Wendy & Scott Scheidt, Al Robeck

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Voss called to order the City Council meeting of January 17, 2023 at 7:00pm with all members present.

A. "Mayor for a Day" Essay Recognition

The League of MN Cities held an essay contest for 3rd and 4th grade students called "Mayor for a Day". Ten students from Glencoe Silver Lake Schools entered essays. Mayor Voss handed out certificates along with Glencoe Bucks. The students were: Marsadies Albrecht, Emilia Roskamp, Claire Doering, Liam Robinson, Brynn Magnuson, Kaden Strobel, Emma Fillbrandt, Ella Baumann, Jolynn Becker, Sophia Arandia

2. CONSENT AGENDA

A. Approve Minutes of January 3, 2023 City Council Meeting

Motion: Neid, seconded by Luz Duvall to approve the consent agenda. All in favor, motion carried.

3. PUBLIC COMMENT (agenda items only) - none

4. PUBLIC HEARINGS

A. Public Hearing on 2023 Public Improvement Project – Brody Bratsch, SEH

Mayor Voss opened the public hearing at 7:06pm. Justin Black from SEH presented the 2023 Public Improvement Project. Resident Scott Scheidt questioned what the cost would be for his property. The approximate cost to the Scheidt property is \$15k. Black is going to get back to Scheidt regarding a few other questions.

Motion: Neid, seconded by Lemke to close the public hearing at 7:38pm. All in favor, motion carried.

1. Resolution 2023-001 Ordering Improvement and Preparation of Plans

Motion: Lemke, seconded by Neid to approve Resolution 2023-001 Ordering Improvement and Preparation of Plans, with McLeod, Oak Leaf, Dogwood/Fir/Elm as alternatives. Vote 4 – 1 with Duvall against, motion carried.

2. Supplemental Letter Agreement on 1-year or 5-year Plan

Motion: Lemke, seconded by Neid to approve the Supplemental Letter Agreement with SEH for the 5-year plan. All in favor, motion carried.

5. BIDS AND QUOTES

A. Presentation of General Engineering Contract – Justin Black, SEH

Motion: Lemke, seconded by Olson to approve the Supplemental Letter Agreement for 2023. All in favor, motion carried.

6. REQUEST TO BE HEARD

A. Police Department Collective Bargaining Agreement (CBA)

Motion: Hueser, seconded by Olson to approve the Police Department Collective Bargaining Agreement. All in favor, motion carried.

B. City Center Fee Schedule – Assistant City Administrator Jon Jerabek

Motion: Neid, seconded by Lemke to adopt the City Center Fee Schedule. All in favor, motion carried.

C. Appoint Bob Scheidt to the Planning Commission – City Administrator Mark Larson

Motion: Olson, seconded by Duvall to appoint Bob Scheidt to the Planning Commission. Vote 4 – 1 with Neid against. Motion carried.

7. ITEMS FOR DISCUSSION

8. ROUTINE BUSINESS

A. Project Updates

- New water meters have arrived. Door hangers and letters have been sent to property owners. Please contact the water department to schedule installation.
- Police Department having issues with the roof. The insurance company has been contacted and some things are covered and some things are not covered.

B. Economic Development

C. Public Input

D. Reports

E. City Bills

Motion: Lemke, seconded by Hueser to approve paying for the bills. All in favor, motion carried.

9. ADJOURNMENT

Motion: Neid, seconded by Olson to adjourn at 8:47pm. All in favor, motion carried.

Ryan Voss, Mayor

Mark Larson, City Administrator



City of Glencoe
1107 11th St E, Suite 107
Glencoe, MN 55336

Phone: 320/864-5586
Website: www.glencoe.mn.us
Email: info@ci.glencoe.mn.us

TO: Glencoe City Council
FROM: Kelly Hayes, Deputy Clerk
DATE: February 6, 2023
RE: Liquor Licenses

The following establishments have completed an application for a liquor license. The Glencoe Police Department has completed the background checks and all applicants are eligible for the license.

- | | |
|--------------------------|--|
| ▪ Glencoe VFW Post 5102 | On-Sale Club, Sunday |
| ▪ Glencoe Country Club | On-Sale Club, Sunday |
| ▪ Happy Hour Inn | On-Sale Liquor, Sunday |
| ▪ Main Street Sports Bar | On-Sale Liquor, Sunday |
| ▪ Lazy Loon Brewing Co | Off-Sale Brewers Tap Room, Off-Sale Brew Pub |
| ▪ Pla-Mor Ballroom | On-Sale Beer/Wine |
| ▪ Speedway | 3.2 Off-Sale |

RECOMMENDATION:

To approve the liquor licenses for the applicants listed above.

Mayor: Ryan Voss **City Administrator:** Mark Larson
Council Members: Allen Robeck, At-Large – Sue Olson, Precinct 1 – Arnie Brinkmann, Precinct 2
Paul Lemke, Precinct 3 – Cory Neid, Precinct 4

Glencoe Police Department

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: January 24, 2023
Re: Presentation of Lifesaving Awards

Glencoe Police Department is requesting to present lifesaving awards at the February 6, 2023 Council Meeting to Officer Brianna Korson, Detective Andrew Fiebelkorn, and Deputy Angie Malz for actions taken on November 10, 2022 at Seneca Housing which resulted in saving the life of Jose Garcia.



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: February 3, 2023

Re: **Item 4A** – Public Hearings

Item 4A – It is recommended to set a public hearing for March 6, 2023 at 7:05 PM to review the MS4 – Municipal Separate Storm Sewer System activities.



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

To: Mayor and City Council
From: Mark Lemen, City of Glencoe, Public Works Director
Date: February 1, 2023

REF: Annual Public Hearing of Municipal Separate Storm Sewer System (MS4) – **Monday, March 6, 2023.**

This public hearing is mandated by federal regulations under the Clean Water Act and administered by the Minnesota Pollution Control Agency (MPCA).

The following topics will be discussed and then the **Public** will have an opportunity to comment or ask questions.

- Environmental harm
- Defining MS4
- Public process
- MS4 general permit
- Reducing storm water
- Simple steps to better water quality

Documentation of this public hearing and comments will be implemented in the 2023 MS4 Annual Report, due by June 1, 2024 to the MPCA.

Mayor: Ryan Voss **City Administrator:** Mark Larson
Council Members: Luz Duvall – Mark Hueser – Susan Olson -- Cory Neid – Paul Lemke

Public Meeting on Storm Water Program

The City of Glencoe will hold a public meeting on its Storm Water Pollution Prevention Program (SWPPP) at **7:05, Monday, March 6, 2023**, at City Center Council Chambers. The public meeting will be held as part of the regularly scheduled City Council Meeting and will also be broadcast on the local cable access channel.

The SWPPP is part of the City's permit that was prepared to meet the requirements of a federally mandated storm water permit program that is administered by the Minnesota Pollution Control Agency (MPCA). The overall goal of the program is to reduce the amount of sediment and pollution that enters surface waters.

The public meeting will include a presentation of the best management practices (BMP) that make up the City's SWPPP. The City will consider all comments and may make reasonable adjustments to the SWPPP, if needed.

Dated: February 1, 2023

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

/s/ Mark Larson
City Administrator



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: February 3, 2023

Re: **Item 6A – Limit Use Permit with MNDOT for Trail**

Item 6A – It is recommended to approve a request to extend the Limited Use Permit that the City of Glencoe has with MNDOT for the Buffalo Highlands Trail from Morningside Avenue to CSAH #1 on the south side of Highway 212. The original permit has expired.

June 6, 2022

Mayor Ryan Voss
Glencoe City Center
1107 11th Street East
Glencoe, MN 55336

Subject: Limited Use Permit on State Highway Right of Way
C.S. 4310 (T.H. 212)
Permittee: City/County County of McLeod
LUP # 4310-0008
Limited Use Permit for: City of Glencoe
Expiration Date: 10/15/2032

Dear Mayor Voss:

The Limited Use Permit by and between the State of Minnesota, Department of Transportation ("MnDOT") and City of Glencoe for the trail known as the Buffalo Highlands Trail Project is scheduled for review and possible ten (10) year extension of the term. Such LUP does not have a natural expiration date; however, MnDOT is updating its Limited Use Permit form, which new form includes an expiration date.

If the City of Glencoe desires to continue the use of the permitted area of MnDOT Right of Way MnDOT may consider a ten (10) year renewal of the LUP upon request of the Permittee provided:

1. The renewal term commences immediately upon the expiration of LUP # 4310-0004.
2. The Facility is compliant with the ADA and any repairs will be completed within nine (9) months of the commencement of the renewal term.
3. The Permittee has complied with all the conditions, provisions, and obligations of the existing LUP. It is the City of Glencoe's responsibility to ensure the trails are operated and maintained in compliance with the terms and conditions of the LUP.
4. Not later than October 15, 2022, the City of Glencoe delivers to MnDOT a written request to renew the LUP; and
5. Permittee agrees to execute a new LUP, in the form substantially the same as the attached LUP #4310-0008 and provides a certified copy of the resolution authorizing the renewal term.

If MnDOT does not receive a written request to renew the Limited Use Permit as provided above, the LUP will expire on October 15, 2022, and shall be null and void and of no further force and effect, and the improvements must be removed.

If you have any questions or concerns, please contact me at: 320-214-6355 or ryan.jaeger@state.mn.us

Sincerely,
Ryan Jaeger
Land Management – MnDOT District 8 Willmar

Enclosures: Limited Use Permit # 4310-0008

c: Dist RW Supervisor, Pat Jaeger
Maintenance Engineer/Area Permit Office, Corey Kack

EXHIBIT B

CITY OF GLENCOE

RESOLUTION

IT IS RESOLVED that the City of Glencoe enter into Limited Use Permit No. 4310-0008 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the City of Glencoe upon, along and adjacent to Trunk Highway No. 212 and the limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED by the City of Glencoe, Minnesota that the Mayor and the City Council are authorized to execute the Limited Use Permit.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the City Council of the City of Glencoe, Minnesota at an authorized meeting held on the _____ day of _____, 2022, as shown by the minutes of the meeting in my possession.

| | |
|--|--|
| <p>Subscribed and sworn to before me this _____ day of _____, 2022</p> <p>Notary Public _____</p> <p>My Commission Expires _____</p> <div style="text-align: center; transform: rotate(-45deg); opacity: 0.5;">NOTARY STAMP</div> | <p>_____ (Signature)</p> <p>_____ (Type or Print Name)</p> <p>_____ (Title)</p> <p>_____ (Signature)</p> <p>_____ (Type or Print Name)</p> <p>_____ (Title)</p> |
|--|--|

C.S. 4310 (T.H. 212)
LUP # 4310-0008

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

**LIMITED USE PERMIT FOR
NONMOTORIZED RECREATIONAL TRAIL**

C.S. 4310 T.H. 212
County of McLeod
LUP # 4310-0004

In accordance with Minnesota Statutes Section 161.434 and 23 C.F.R. 652 also published as the Federal-Aid Policy Guide, a Limited Use Permit is hereby granted to City of Glencoe, Permittee. This permit is for the purpose of constructing, maintaining and operating a nonmotorized recreational trail known as the Buffalo Highlands Trail Project, (hereinafter called trail), within the right of way of Trunk Highway No(s). 212 as shown in red on Exhibit "A", which is attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to the attached resolution. In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. The construction, maintenance, supervision and operation of the trail shall be at no expense or cost to the Minnesota Department of Transportation. This permit shall not allow the construction of any permanent buildings, structures, other obstructions, or any use not specifically listed and shown on the attached Exhibit "A".
2. Before construction of any kind, the plans for such construction shall be concurred to in writing by the Minnesota Department of Transportation, through the District Engineer. Concurrence in writing by the Minnesota Department of Transportation will be required for any changes in the plan. All design will be done by the Permittee and with the concurrence of the Minnesota Department of Transportation prior to letting. Approval of the design will not relieve the Permittee of the responsibility for the proper execution of the work or the consequence of any act, neglect, omission, or misconduct in execution or non-execution of the work of the Permittee or its contractor.
3. No obstructions of any manner or advertising device(s) in any manner, form or size shall be constructed, placed or permitted to be constructed or placed upon State of Minnesota right of way. The Permittee shall provide all necessary regulatory signing and enforcement relating to the safe and proper utilization of the trail and ancillary facilities. Signing is to be in accordance with the *Minnesota Manual of Uniform Traffic Control Devices* and construction and maintenance shall be in accordance with the *Minnesota Bicycle Transportation Planning and Design Guidelines*.

4. Any and all maintenance, operation, and repair of the trail shall be provided by the Permittee with concurrence from the Minnesota Department of Transportation; this includes, but is not limited to the patching and repair, the plowing and removal of snow, and the installation and removal of signs at no expense to the Minnesota Department of Transportation. The Permittee shall obtain all necessary permits from Mn/DOT to perform maintenance and repairs when working on the state right of way.
5. No commercial activity or activities shall be allowed to operate upon said State of Minnesota right of way.
6. This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which exist at present or may be permitted by the Minnesota Department of Transportation in the future.
7. The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no cost or expense to the Minnesota Department of Transportation and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation or related activities.
8. Any crossings of the trail over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.
9. The Permittee shall construct the trail at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation District Engineer that the construction geometrics and procedures result in a trail that is compatible with the safe and efficient operation of the highway facility. The Permittee shall conduct its operations in accordance with the requirements of the "*Minnesota Field Manual on Temporary Traffic Control Layouts*".
10. Upon completion of the construction of the trail, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated to a condition that is satisfactory to the Minnesota Department of Transportation's District Engineer.
11. This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee. No reassignment of this permit is allowed directly or indirectly.
12. Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264.

13. This permit shall be subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 90 days written notice of such intent. Upon said notice of cancellation the trail shall be removed within 90 days by the Permittee. Upon cancellation of said permit, or any portion thereof, the Permittee will be required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation District Engineer.
14. The removal of the trail and the return and restoration of the area shall be at no cost to the Minnesota Department of Transportation and at the sole expense of the Permittee. If the Permittee desires to abandon the trail in the future, the Permittee will remove and recondition the state right of way according to Mn/DOT requirements. The area will be reconditioned in a manner that is satisfactory to the Minnesota Department of Transportation's District Engineer, at no cost or expense to the State of Minnesota.
15. The Permittee, for itself, its heirs, personal representatives, its successors, and assigns, agrees to abide by the provisions of *Title VI Appendix C of the Civil Rights Act of 1964*, which provides in part that no person in the United States, shall on the grounds of race, color or national origin, be excluded from, or denied use of any of the trail, in areas where the general public is allowed.
16. The State of Minnesota, through its Commissioner of Transportation, shall retain the right to limit and /or restrict the parking of vehicles and assemblage of trail users on the highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and trail users.
17. The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the state's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole cost or expense of the Permittee.
18. The Permittee shall assume all liability for and, to hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from liability claims for damages because of bodily injury, death, property damage, sickness, disease, or loss and expense arising from the operations of the trail or from the use of the portion of highway right of way over which this permit is granted.
19. The Permittee shall assume all liability for and, to hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns from claims arising or resulting from the temporary or permanent termination of trail user rights on any portion of State of Minnesota right of way over which this permit is granted.

20. The Permittee shall assume all liability for and, to hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees from claims resulting from temporary or permanent changes in drainage patterns resulting in flood damage.
21. The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers' mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under agreement or any amendment or supplement thereto; agrees to assume all liability for and, to indemnify and hold harmless the State of Minnesota from such liens and claims.

**MINNESOTA DEPARTMENT
OF TRANSPORTATION**

RECOMMENDED FOR APPROVAL

By: Jon A. Huseby
District Engineer

Date 6-1-11

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: M. J. Johnson
6 Director, Office of Land Management

Date 6/14/11

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

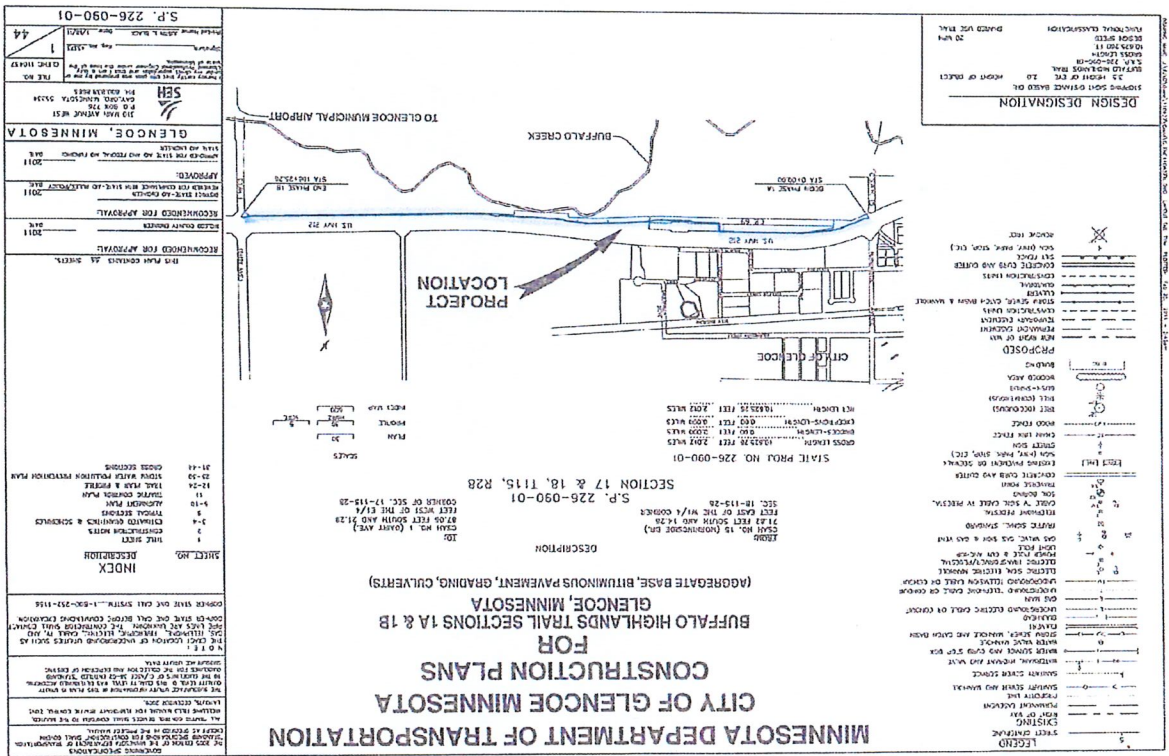
CITY OF GLENCOE

By: Randall Wilson

Its MAYOR

And W.D.J.

Its CITY ADMINISTRATOR



RESOLUTION NO. (2011-08)

RESOLUTION PROVIDING A LIMITED USE PERMIT TO THE CITY OF
GLENCOE FOR THE PURPOSE OF CONSTRUCTING, MAINTAINING AND
OPERATING A NON-MOTORIZED RECREATIONAL TRAIL KNOWN AS THE
BUFFALO HIGHLANDS TRAIL PROJECT

WHEREAS, the City of Glencoe has proposed the construction of Phase One of the Buffalo Highlands Trail in 2011; and

WHEREAS, the trail will be in the right of way of Trunk Highway 212; and

WHEREAS, the State of Minnesota has required a Limited Use Permit #4310-004 for the construction of said trail in the right of way of trunk Highway 212.

NOW THEREFORE, BE IT RESOLVED by the City of Glencoe, Minnesota:

- 1) That the Mayor and City Administrator are hereby authorized to execute LUP #4310-0004
- 2) That the City Administrator will forward LUP #4310-0004 to the State of Minnesota for their execution of the agreement.

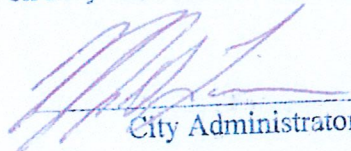
Randal Wilson
Randal Wilson
Mayor

ATTEST;

Mark D. Larson
Mark D. Larson
City Administrator

STATE OF MINNESOTA)
) SS
COUNTY OF MCLEOD)

I, Mark D. Larson, being the duly appointed qualified and acting City Administrator of the City of Glencoe, McLeod County, Minnesota do hereby certify that the attached instrument is a true and correct copy of the Resolution adopted by the City Council of the City of Glencoe, at a regular meeting of said Council held in the Council Chambers of the City Hall in the City of Glencoe, on May 16, 2011 at 7:05 o'clock P.M.



City Administrator

Dated: June 6, 2011.



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: February 3, 2023

Re: **Item 6B** – Redevelopment Tax Increment District

Item 6B – It is recommended to set a public hearing for the development of a Redevelopment Tax Increment District for the redevelopment of the former School District Bus Garages on 12th Street



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

To: City Council

Date: February 6, 2023

From: Jon Jerabek, Assistant City Administrator

Re: Bus Garage Redevelopment and TIF Request

Ryan Voss of RDV Companies is proposing a redevelopment of the Bus Garage site at 1203 12th St E. They are requesting a Tax Increment Financing (TIF) District be established to assist with the funding of the project. They have provided a project narrative, sales projections, investment costs, and drawings. The funding sources are listed below.

| | |
|-----------------------------------|--------------------|
| Bank Note – Security Bank & Trust | \$ 800,000 |
| TIF NOTE – Security Bank & Trust | \$ 200,000 |
| Equity – RDV Companies | <u>\$ 100,000</u> |
| Total | \$1,100,000 |

Included in the packet is a TIF schedule provided by Shannon Sweeney, David Drown Associates. Based on the projections, the \$200,000 request would take just over 10 years. If approved, the City would set it up as a PAYGO TIF District where the taxes are paid and then reimbursed by the City to the developer. In this case, the payment would go to the developer to repay the TIF note.

At the request of RDV Companies, the EDC reviewed the TIF request at its regular meeting on January 25, 2023. The EDC unanimously voted to recommend that the City Council authorize Shannon Sweeney (David Drown Associates) to draft a TIF Redevelopment District and to authorize the City Attorney to draft a development agreement.

Shannon Sweeney has provided a proposal for creating the Redevelopment TIF District at a cost of \$6,000. This cost would be repaid by the tax increments prior to any increment being returned to the developer.

Terry Schneider, Project Developers, will be presenting and representing RDV Companies at the City Council Meeting.

There is no recommendation from City Staff on this request.

Mayor: Ryan Voss **City Administrator:** Mark D. Larson
Council Members: Luz Duvall – Paul Lemke – Cory Neid – Mark Hueser – Sue Olson



Minnesota House Research Department

Please note, Minnesota House Research Department staff are best contacted by email (which can be found in the [staff directory](#)).



Redevelopment TIF Districts

Duration Limit

How long can increments be collected from a district?

The law permits increments from a redevelopment district to be collected for 25 years after the receipt of the first increment. [Minn. Stat. § 469.176](#), subd. 1b(5). Since the first year of increment is not counted, 26 years of increment may be collected in total. The authority may, in the TIF plan, elect to waive up to the first four years of increment. [Minn. Stat. § 469.175](#), subd. 1b. This allows the authority to avoid using the duration limit for the early years of the district in which only a small amount of increment may be received.

Geographic Areas that Qualify

Where may a redevelopment district be created?

Traditionally, redevelopment districts have been considered mechanisms to aid the development of "blighted areas"—sites occupied by dilapidated or rundown buildings or obsolete uses. The classic examples were inner city slums. Minnesota law provides four types of sites that qualify as redevelopment districts:

1. Areas that meet the statutory blight test
2. Vacant or underused rail facilities
3. Vacant or underused tank farms
4. Qualified disaster areas ([Minn. Stat. § 469.174](#), subd. 10)

What areas qualify under the blight test?

To qualify under the blight test:

- 70 percent of the area of the district must be occupied by buildings, streets, utilities, or other similar structures, and
- More than 50 percent of the buildings must be structurally substandard

What determines whether a parcel is "occupied" by buildings or other improvements?

The law requires that 15 percent of the area of the district contain buildings, streets, utilities, paved or gravel parking lots, or similar structures. [Minn. Stat. § 469.174](#), subd. 10(e).

How are "structurally substandard" buildings defined?

The meaning of "structurally substandard" is crucial, since it is the litmus test of blight. The statute defines "structurally substandard" in two ways. First, it contains a positive, but very general, definition. Secondly, it excludes some buildings that meet some more specific or quantifiable standards.

The positive definition provides improvements are structurally substandard if they contain:

defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors, which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance. [Minn. Stat. § 469.174](#), subd. 10(b).

The bottom line is whether the relevant factors justify substantial renovation or clearance. Aside from being convoluted, this definition obviously involves a number of fairly subjective elements. Since the definition is applied by the development authority, it initially (and probably ultimately in most cases) becomes a matter of judgment for the authority as to whether a particular building's condition "justifies" renovation or clearance. Because of this subjectivity and the perception that the definition was being applied expansively, the legislature imposed a number of specific exclusions.

What buildings are specifically excluded from being structurally substandard?

A building is not structurally substandard, if it is in compliance with the building code for new buildings or could be brought into compliance for less than 15 percent of the cost of building a new building of the same type. [Minn. Stat. § 469.174](#), subd. 10(c). The *Walser* case confirmed that satisfying this 15 percent test is not itself sufficient to deem a property to be substandard. *Walser Auto Sales v. City of Richfield*, 635 N.W.2d 391, 402 (Minn. App. 2001). The 2003 Legislature confirmed this by specifying that it was a necessary, but not a sufficient, condition to determine that a building was substandard. Laws 2003, ch. 127, art. 10, § 3, codified at Minn. Stat. § 469.174, subd. 10(c).

Must the authority conduct an interior inspection of a building before determining it is structurally substandard?

Yes, an interior inspection must be conducted, unless the authority cannot gain access. The legislature added this requirement after a program evaluation by the Legislative Auditor that found that some development authorities based blight findings on "windshield surveys." Office of the Legislative Auditor, *Tax Increment Financing* 55 (Jan. 1986). In other words, the staff of the authority simply drove by the site and concluded, based on this "drive-by," that the buildings were structurally substandard.

The statute requires the authority to undertake its "best efforts" to gain access. The *Walser* court held that sending two letters requesting access without follow-up personal contact, such as phone calls, was not sufficient. *Walser Auto Sales v. City of Richfield*, 635 N.W.2d 391, 400-401 (Minn. App. 2001).

If a developed area does not meet the blight test, are there other options for using TIF for redevelopment?

Yes, the law allows use of renewal and renovation districts for developed areas with lesser levels of deterioration and blight. These districts are similar to redevelopment districts, except that they have a 15-year, rather than 25-year, duration limit. [Click here](#) for information on the differences between the blight tests for the two types of districts.

What rail facilities qualify?

Rail facilities include rail yards, storage facilities, and vacated rights-of-way. To qualify facilities must be vacant, unused, underused, inappropriately used, or infrequently used. [Minn. Stat. § 469.174](#), subd. 10(a)(2).

What tank facilities qualify?

To qualify, a tank farm or similar facility must:

- Have or had a capacity of more than 1,000,000 gallons.
- Be located adjacent to rail facilities.
- Be unused, underused, inappropriately used, or infrequently used.
- [Minn. Stat. § 469.174](#), subd. 10(a)(3).

May an area qualify as a redevelopment district if parts qualify under the separate tests?

Yes, a district may qualify by having one part satisfy the blight test, while another area qualifies as a rail facility or tank facility.

How are the qualifying tests applied to noncontiguous redevelopment districts?

The law allows TIF districts to consist of noncontiguous areas. [Minn. Stat. § 469.174](#), subd. 9. If a redevelopment district contains noncontiguous areas, each area of the district must independently satisfy one of the standards (blight, rail facility, or tank facility). [Minn. Stat. § 469.174](#), subd. 10(f).

How are noncontiguous areas defined?

The statute does not explicitly define what constitutes a noncontiguous area. It is generally thought that to be contiguous, parcels must touch one another or abut each other. The Minnesota Court of Appeals has held that parcels separated by a public highway are contiguous for purposes of the statutory requirement. *Reiling v. City of Eagan*, 664 N.W.2d 403 (2003). Similar issues may arise with regard to parts of districts divided by streams and rivers. The courts may look at whether such barriers (highways and other public rights of way) divide the area of the district into two areas with separate characteristics as to their ease of development. Properties separated by a large freeway without easy access to the separate parts of the district could support treating the areas as noncontiguous, despite the court's ruling in *Reiling*.

Are there restrictions on where blight or other conditions are located in the district?

The statute requires that the qualifying "conditions" (substandard buildings, rail facilities, or tank farms) be "reasonably distributed throughout the district[.]" [Minn. Stat. § 469.174](#), subd. 10(a). The legislature imposed this requirement to prevent authorities from "gerrymandering" districts to use redevelopment district powers for an area that is not blighted. In the *Walser* case, the Court of Appeals held that the substandard buildings (i.e., the blight) were not reasonably distributed throughout the district. It found that they were concentrated in the northern portion of the district that was largely residential and not in the southern, commercial portion of the district. The court concluded that the city's determination was "quasi-judicial" and, thus, subject to review for not being supported by "substantial evidence" or being "arbitrary and capricious." *Walser Auto Sales v. City of Richfield*, 635 N.W.2d 391, 401 (Minn. App. 2001).

What are "qualified disaster areas"?

A qualified disaster area must meet a three-part test that closely parallels the blight test. [Minn. Stat. § 469.174](#), subd. 10(b). In essence, the law allows areas to be treated as blighted, if many of the buildings in the area were substantially damaged by the disaster. The three requirements are:

- 70 percent of area of the district must be occupied by buildings, streets, or other similar structures, immediately before the disaster. This is the same as the occupancy or first part of the blight test.
- The area was subject to a governmentally declared disaster within 18 months before certification of the district is requested. Four types of disasters qualify:
 1. A major disaster declared by the president of the United States
 2. A natural disaster determined by the U.S. Secretary of Agriculture
 3. A disaster determined by the administrator of the Small Business Administration
 4. A local disaster (tornado, flood, etc.) declared by the city or county
- At least 50 percent of the buildings or structures suffered "substantial damage" as a result of the disaster. This parallels the blight test, which requires 50 percent of the buildings to be structurally substandard.

What special rules apply to qualified disaster area districts?

The law provides that the original tax capacity for a qualified disaster area district is the land value, not the current tax capacity for the district. This feature is intended to allow these districts to generate increment to cover part of the reconstruction costs. The most recent assessment will generally include the full value of the buildings (i.e., it would not reflect the damage caused by the disaster). Absent a "write-down" of the original value, reconstruction following a disaster would not generate much or any increment, since it would largely restore the pre-existing value.

Permitted Uses of Increments

What are the permitted uses of redevelopment district increments?

90 percent of the increments from a redevelopment district must be spent for blight correction – i.e., fixing the conditions that allowed designation of the district. The statute contains a list of qualifying expenditures:

- Site acquisition of blighted sites or sites requiring pollution cleanup
- Acquisition of an adjacent parcel or parcels to assemble a site large enough to redevelop
- Cleanup of hazardous substances, pollution, or contaminants
- Site preparation, such as clearing the land and installation of utilities, roads, sidewalks
- Providing parking facilities for the site. [Minn. Stat. § 469.176](#), subd. 4j.

The law explicitly provides that this is not an exhaustive list. Administrative expenses of the authority that are allocated to these activities also meet the 90 percent test.

How does the blight correction requirement apply to rail and tank facilities?

It is not clear how this requirement applies to redevelopment districts that qualify because of rail or tank facilities. The best guess is that expenditures may be used to convert the property to another land use pattern – e.g., site acquisition, removal of the rail or tank facilities, installation of utilities and other infrastructure to permit the new use.

Data on Use of Districts

How many redevelopment districts are active?

Redevelopment districts are the most common type of district, accounting for almost one-half (48 percent) of TIF districts in 2015. See [TIF Districts by Type](#) for a breakdown on TIF districts.

July 2017

Project Narrative

Preliminary's – Architectural, engineering, survey, permitting-Feb-March

Purchase property – March \$ 339,000

Demo – Floors in most of building.

Utilities – Install new water and sewer to street connection in #101 unit. Install new water and sewer into new units from west to east. Install new electrical meters to north side of building

Exterior remodel – Install new pitched steel roof over existing flat roof areas. Install framing over building exterior and new wall steel panels as per drawings. Install new overhead doors and service doors to south elevation. April-May

Interior remodel – Remodel Unit A and #101 for rental in May. Prepare unit #1 for sale as is with refurbished interior finish and restroom – May

Complete #101 – Install totally finished unit to be used as a model. This includes options of in-floor heat, restroom, LED lighting, floor drains and custom cabinets/workbench – June

Driveway – remove and replace driveway on ½ of property from west end of building through Unit #105. Balance completed as units are sold

Firewall & Insulation – Building will require a floor to roof deck masonry firewall at unit #105. Insulation will be installed over existing roof deck as on west half of building prior to cold weather. Anticipating firewall and insulation to be completed in Sept/Oct.

Unit completion – Units will be completed from west to east, and improvements are made ala-cart at point of sale. New floors and separation wall installed at that time. Buyers will be able to select the following:

- In floor or hanging heaters
- A/C
- Floor drains
- Cabinets
- Restroom completed
- Interior finishes
- Electrical

Owners can construct/finish units by themselves or others.

Unit Information – Owners will be part of an association that will pay a monthly fee for grounds maintenance/building upkeep. Each unit will have its own utilities-water, sewer, electric and gas services. A garbage container will be provided for the building.

Bus Garage Project

[illegible]

Bus Garage Project

| Investment | | Total | 1st Year | 2nd Year | | | |
|--------------------------------|--|--------------|--------------|------------|--|--|--|
| Roof - Steel & all materials | | \$ 315,000 | \$ 300,000 | \$ 15,000 | | | |
| Firewall materials(7,000+3000) | | \$ 10,000 | \$ 10,000 | | | | |
| Driveway 7600 sq ft - Asphalt | | \$ 33,000 | \$ 32,000 | \$ 1,000 | | | |
| New floors | | \$ 101,000 | \$ 60,000 | \$ 41,000 | | | |
| Demo floor | | \$ 10,000 | \$ 4,000 | \$ 6,000 | | | |
| New OH doors | | \$ 62,000 | \$ 62,000 | | | | |
| Construction labor | | \$ 40,000 | \$ 35,000 | \$ 5,000 | | | |
| Wac/Sac meters | | \$ 11,000 | \$ 6,000 | \$ 5,000 | | | |
| New water/sewer | | \$ 2,000 | \$ 2,000 | | | | |
| Survey & Appraisal | | \$ 5,000 | \$ 5,000 | | | | |
| Legal set up fees | | \$ 6,000 | \$ 6,000 | | | | |
| Electrical rough in | | \$ 60,000 | \$ 35,000 | \$ 25,000 | | | |
| Water/Sewer Exterior Inside | | \$ 18,000 | \$ 9,000 | \$ 9,000 | | | |
| Permit allowance | | \$ 10,000 | \$ 10,000 | | | | |
| Wash walls | | \$ 2,000 | \$ 2,000 | | | | |
| Marketing-Website | | \$ 3,000 | \$ 3,000 | | | | |
| Insurance risk allowance | | \$ 5,000 | \$ 3,000 | \$ 2,000 | | | |
| Misc. unforeseen | | \$ 10,000 | \$ 5,000 | \$ 5,000 | | | |
| Electric meters (12) | | \$ 6,000 | \$ 6,000 | | | | |
| Architect (5500) | | \$ 6,000 | \$ 6,000 | | | | |
| Insulation | | \$ 23,000 | \$ 23,000 | | | | |
| Gutters | | \$ 3,000 | \$ 3,000 | | | | |
| Land price | | \$ 339,000 | \$ 339,000 | | | | |
| | | \$ 1,080,000 | \$ 966,000 | \$ 114,000 | | | |
| Interest | | \$ 70,000 | \$ 35,000 | 35,000 | | | |
| | | \$ 1,150,000 | \$ 1,001,000 | \$ 149,000 | | | |



SECURITY

BANK & TRUST CO.

February 2, 2023

To Whom it may concern:

RE: Ryan Voss Construction, Inc / Ryan Voss

Ryan Voss Construction, Inc and Ryan Voss have been **APPROVED** for mortgage financing by **Security Bank and Trust Company**, for the purchase of 1203 12th St, Glencoe, MN and renovations to that property. The loan commitment is for \$1,000,000. If we can be of further assistance, please contact us at (320) 864-2015.

Sincerely,

Mary Stoltenburg

Mary Stoltenburg
NMLSR ID #689964
SB&TC NMLSR ID #415819

LOCATIONS

Brownton

128 4th Ave N
Brownton, MN 55312
320-328-5222

Chaska

1575 White Oak Dr
Chaska, MN 55318
952-448-2265

Cologne

1110 Village Pkwy
Cologne, MN 55322
952-466-2014

Corporate

2202 11th St E
Glencoe, MN 55336
320-864-3107

Glencoe

735 11th St E
Glencoe, MN 55336
320-864-3171

Hamburg

591 Park Ave
Hamburg, MN 55339
952-467-2992

Mayer

317 Ash Ave N
Mayer, MN 55360
952-657-2309

New Auburn

7422 7th Ave
New Auburn, MN 55366
320-864-6470

New Germany

270 Broadway St E
New Germany, MN 55367
952-353-2221

Plato

8 Third St SW
Plato, MN 55370
320-238-2208

Waconia

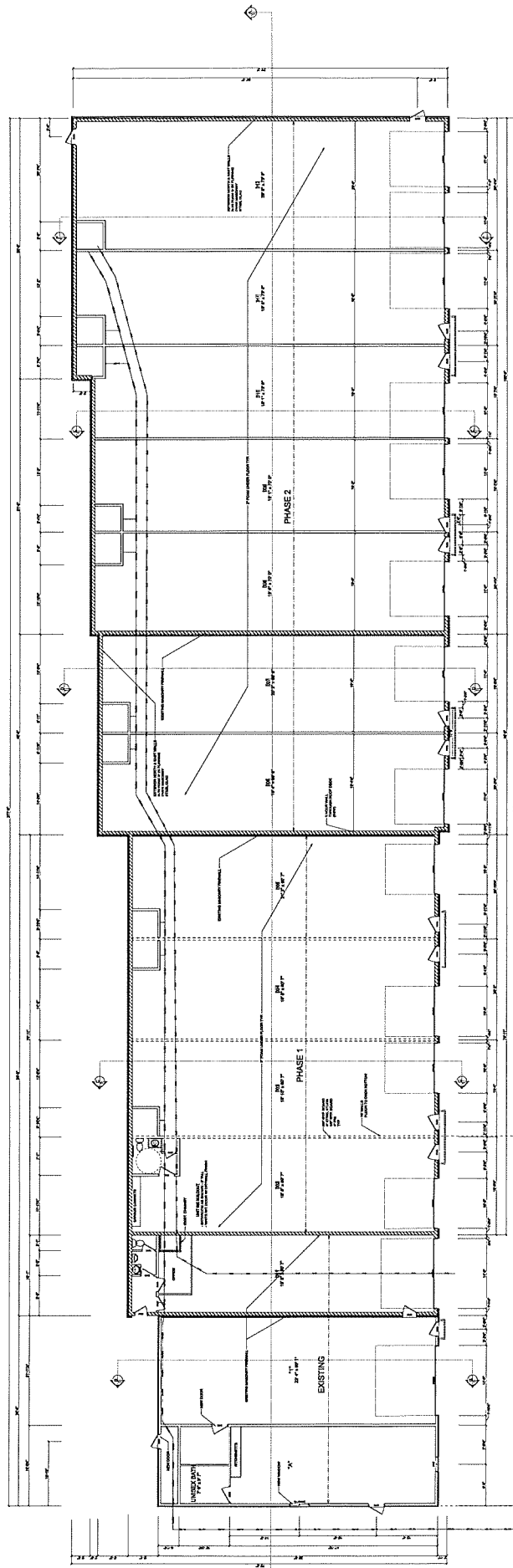
539 S Elm St
Waconia, MN 55387
952-442-5161

Waconia In-Store

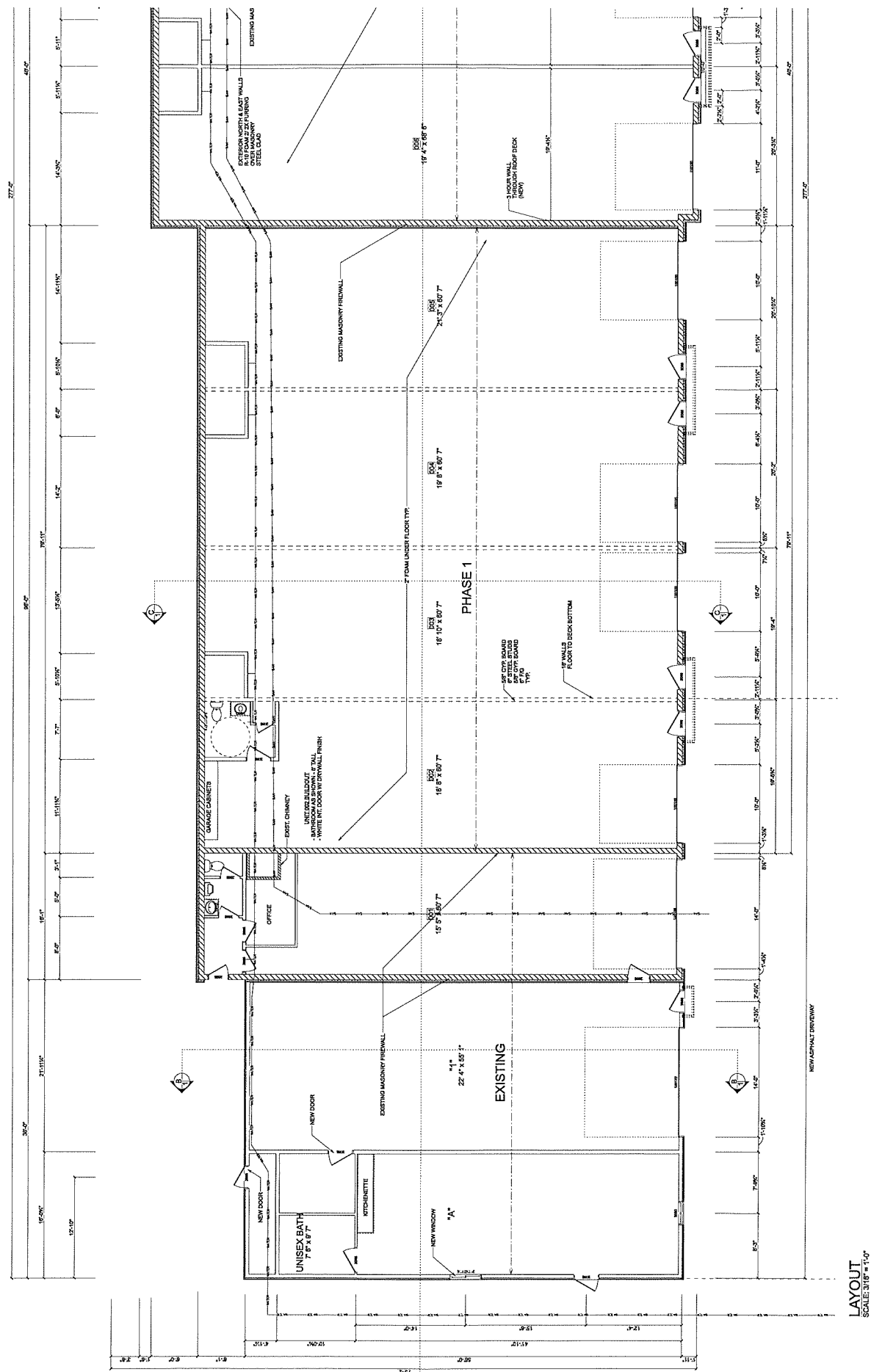
835 Marketplace Dr
Waconia, MN 55387
952-442-5955

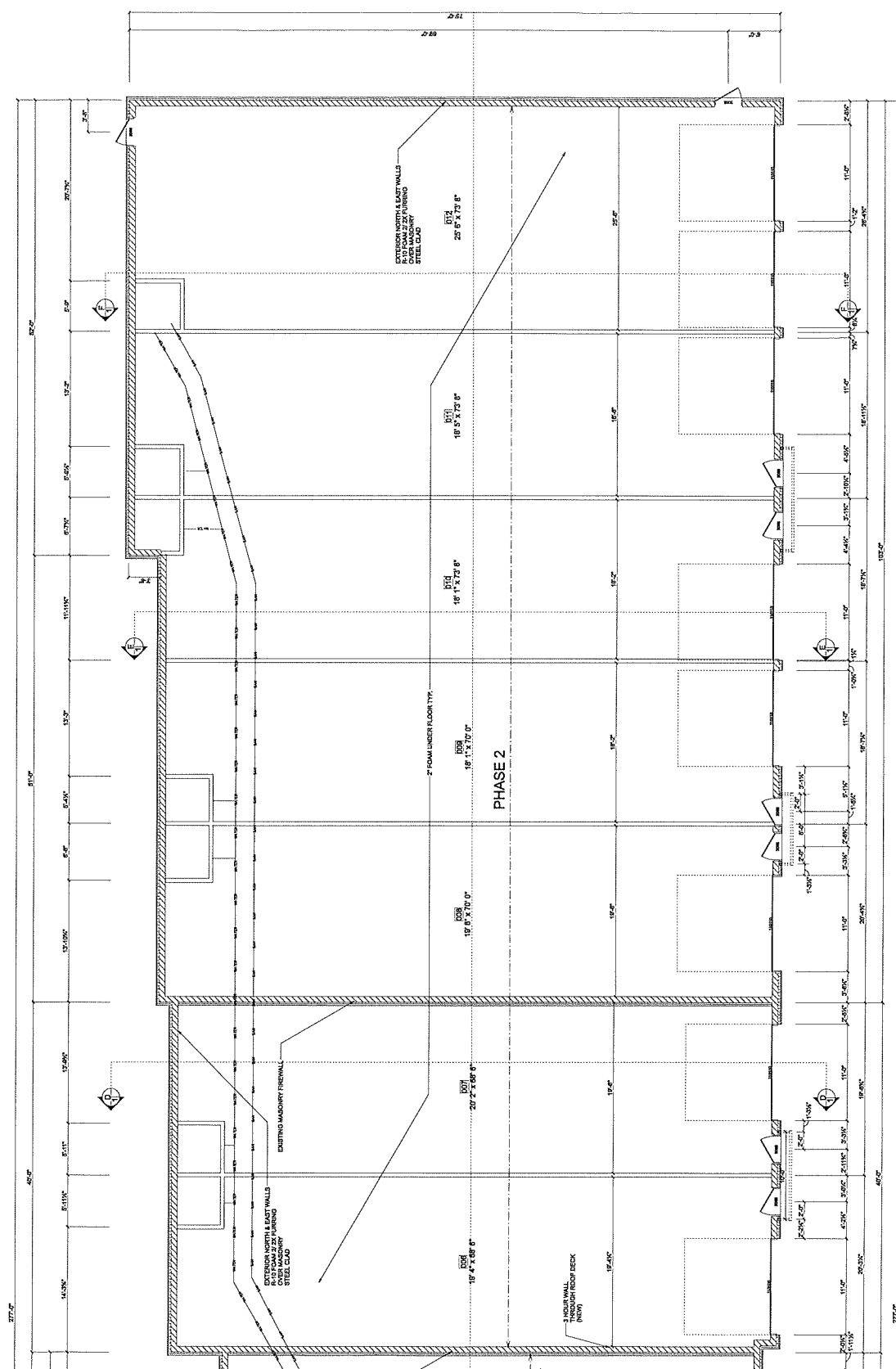
Winsted

110 First St N
Winsted, MN 55395
320-485-3831

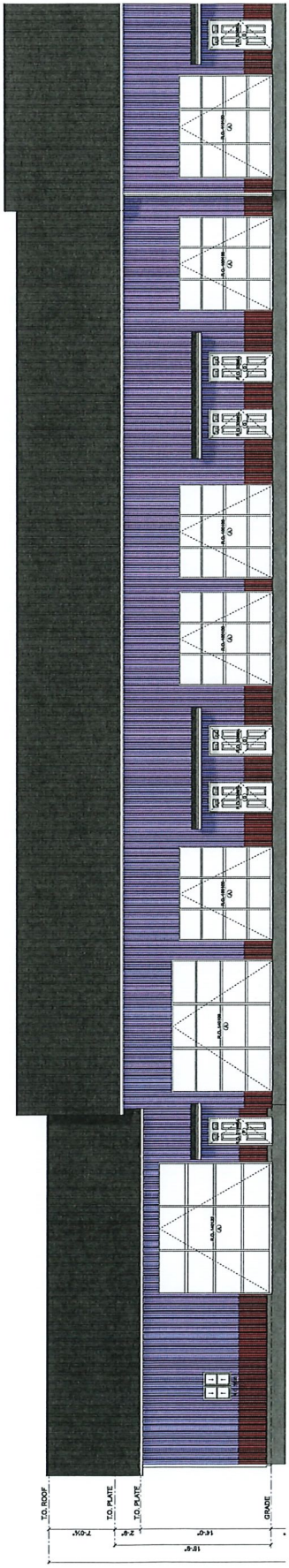


LAYOUT

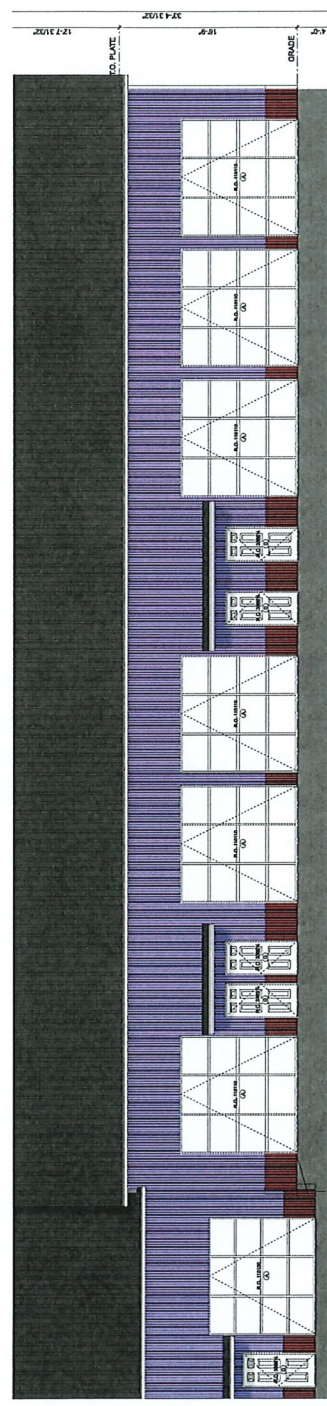




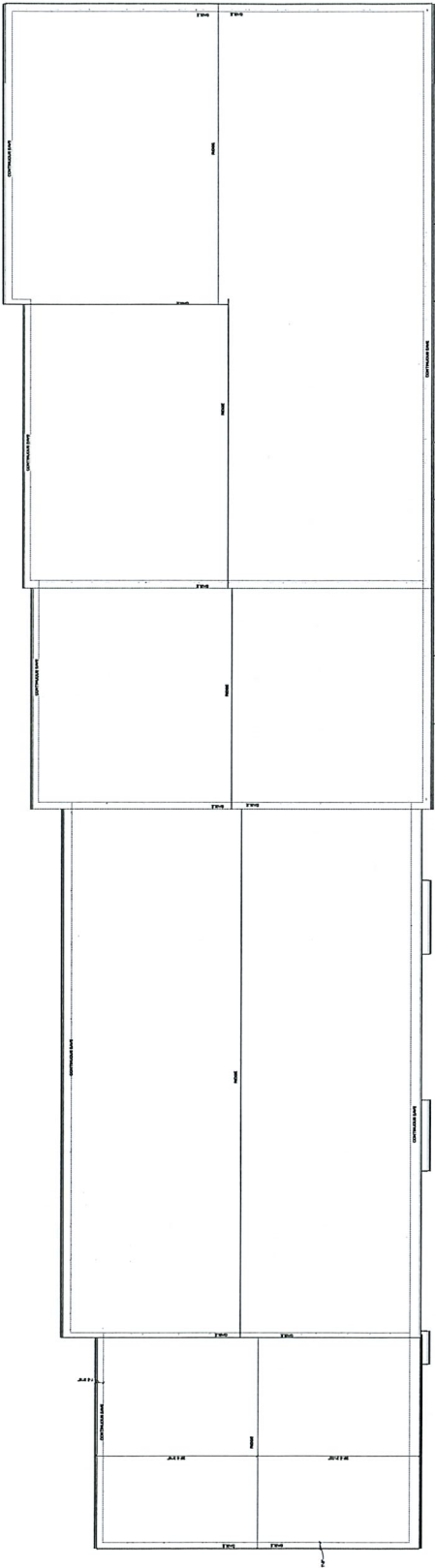
LAYOUT
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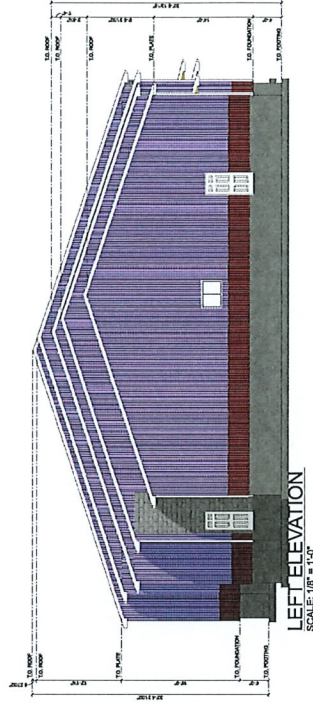
FRONT ELEVATION
SCALE 3/16" = 1'-0"



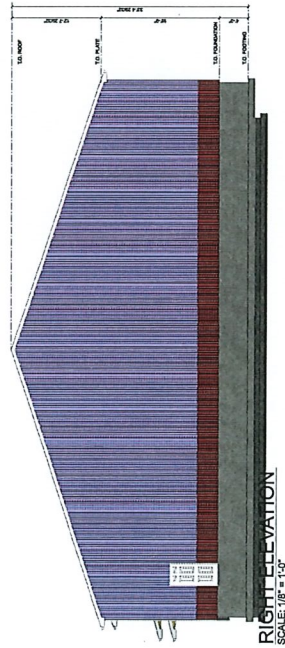
FRONT ELEVATION
SCALE 3/16" = 1'-0"



TOP ELEVATION
SCALE: 1" = 10'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"

Ins St S 00/00/0000 R 00/00/0000

| *---Values/Acres--- | * * NET Tax Capacities-* | * Tax/Credits/SpAsmts-* | S |
|---------------------|--------------------------|-------------------------|-----|
| EMV Land 18900 | NJZ TOT 827 | TOT GR 1350.00 | [] |
| EMV Bldg 63800 | NON-HSTD 827 | GT LEV 1205.86 | [] |
| Total EMV 82700 | REG TOT 827 | MV TAX 144.14 | [] |
| | 1.000% 827 | NET TX 1350.00 | [] |
| | NJZ RMV 82700 | NET+SA 1350.00 | [] |
| | TOT TMV 82700 | | [] |

New Series Classification 201 RESIDENTIAL
 Homestead 0 NON-HOMESTEAD
 Choice & Pct 000

CERTIFIED PROPERTY TAX
 F2=LP F3=Ext F5=Land F9=Stat F10=S-Ext F12=Pre F16=Note F17=MP Rec# 1 of 1

Bill No.

Parcel No.

Name Tax/Credits/SpAsmts Detail

2022

R 22.050.3160*01

STEVENS SEMINARY

Rate 145.8260 MvR .17429

MP#

Code

Description

NET

Amount

TaxCapAmt

ExcCrdAmt

81

NET TAX

1350.00

Class I

MISC INFORMATION

S Authority

Amount

S Authority

Amount

☐ TOWNSHIP/CITY

590.25

☐ SCHOOL

268.46

☐ WATERSHED

15.08

☐ HUTCHINSON HRA☐ HUTCHINSON EDA☐ MID-MN DEVELOPMENT

1.72

☐ COUNTY

474.49

☐ STATE GENERAL TAX

New Series

☐ TAX INCREMENT

Classification 201

RESIDENTIAL

Homestead

0

NON-HOMESTEAD

Choice & Pct

000

F3=Exit F12=Return

CERTIFIED PROPERTY TAX Rec# 1 of 1

Ins St S 00/00/0000 R 00/00/0000

| *-----Values/Acres-----* | * NET Tax Capacities-* | * Tax/Credits/SpAsmts-* | S |
|--------------------------|------------------------|-------------------------|-----|
| EMV Land 18900 | NJZ TOT 1241 | TOT GR 1954.00 | [] |
| EMV Bldg 63800 | NON-HSTD 1241 | GT LEV 1809.86 | [] |
| Total EMV 82700 | REG TOT 1241 | MV TAX 144.14 | [] |
| | 1.500% 1241 | NET TX 1954.00 | [] |
| | NJZ RMV 82700 | NET+SA 1954.00 | [] |
| | TOT TMV 82700 | | [] |

New Series Classification 233 COMM LAND & BLDGS

Homestead 0 NON-HOMESTEAD

CERTIFIED PROPERTY TAX Choice & Pct 000

F2=LP F3=Ext F5=Land F9=Stat F10=S-Ext F12=Pre F16=Note F17=MP Rec# 1 of 1

Bill No.

Parcel No.

Name Tax/Credits/SpAsmts Detail

2022

R 22.050.3160*01

STEVENS SEMINARY

MP#

Rate 145.8260 MvR .17429

| Code | Description |
|---------|------------------|
| 82 | NET TAX + SPASMT |
| Class I | MISC INFORMATION |

| NET Amount | TaxCapAmt | ExcCrdAmt |
|---------------|-----------|-----------|
| 1954.00 | | |

S Authority

Amount

S Authority

Amount

☐ TOWNSHIP/CITY

885.73

☐ SCHOOL

330.70

☐ WATERSHED

22.62

☐ HUTCHINSON HRA☐ HUTCHINSON EDA☐ MID-MN DEVELOPMENT

2.58

☐ COUNTY

712.37

☐ STATE GENERAL TAX

New Series

☐ TAX INCREMENT

Classification 233

COMM LAND & BLDGS

Homestead

0

NON-HOMESTEAD

Choice & Pct 000

F3=Exit F12=Return

CERTIFIED PROPERTY TAX Rec# 1 of 1

City of Glencoe, Minnesota

Tax Increment Projection - Bus Garage Redevelopment Project

Valuations & Projected Increases

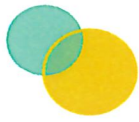
| Original Values | Market Value | Tax Capacity |
|---|--------------|--------------|
| | 300,800 | 5,266 |
| Increased Value: 13 units @ \$82,700 emv/unit | 1,075,100 | 20,752 |

Tax Rate Assumptions:

| | 2022 Rate |
|-----------------|-----------|
| City of Glencoe | 71.37% |
| McLeod County | 57.39% |
| School District | 15.03% |
| Other | 2.04% |
| | 145.83% |

Projected Tax Increment

| Payable Year | Original Tax Capacity | Projected Tax Capacity | Net Captured Tax Capacity | Less Fiscal Disparities | Retained Net Captured Tax Capacity | Projected Tax Rate* | Gross Tax Increment | 10.00% Admin. Retainage | State Auditor's Deduction | TOTAL NET REVENUES |
|--------------|-----------------------|------------------------|---------------------------|-------------------------|------------------------------------|---------------------|---------------------|-------------------------|---------------------------|--------------------|
| 2023 | 5,266 | 5,266 | - | - | - | 145.83% | - | - | - | - |
| 2024 | 5,266 | 5,266 | - | - | - | 145.83% | 7,452 | 745 | 27 | 6,680 |
| 2025 | 5,266 | 10,376 | 5,110 | - | 5,110 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2026 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2027 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2028 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2029 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2030 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2031 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2032 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2033 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2034 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2035 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2036 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2037 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2038 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2039 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2040 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2041 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2042 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2043 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2044 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2045 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2046 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2047 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2048 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2049 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| 2050 | 5,266 | 20,752 | 15,486 | - | 15,486 | 145.83% | 22,583 | 2,258 | 81 | 20,243 |
| | | | | | | | 572,017 | 57,202 | 2,059 | 512,756 |

**DDA****David Drown Associates, Inc.
Public Finance Advisors**

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

February 2, 2023

City of Glencoe
Attn: Jon Jerabek, Assistant City Administrator
1107 11th Street E
Glencoe, MN 55336

RE: Proposed Redevelopment TIF District – Bus Garage Redevelopment Project

Honorable Mayor, Councilmembers, Administrator Larson, & Assistant Administrator Jerabek:

Thank you for the opportunity to submit this proposal for the creation of a redevelopment Tax Increment Financing District for the Bus Garage Redevelopment Project. David Drown Associates, Inc. prides itself on the quality of work that we do in serving the economic development needs of our clients. David Drown Associates, Inc. has been in business for over 20 years and we are involved in all aspects of serving communities in the areas of public finance.

Background:

A complete list of services that we provide would include the following:

Services we provide:

- | | |
|---------------------------------------|---------------------------------------|
| - Debt Structuring | - Tax Increment Financing (TIF) |
| - Municipal Bond Sales | - TIF Reporting |
| - Continuing Disclosure | - Development Negotiation |
| - Debt Capacity Analysis | - Grant Applications & Loan Packaging |
| - Capital Improvements Planning | - Tax Abatement |
| - Financial Studies & Impact Analysis | |

David Drown Associates, Inc. serves approximately 200 units of government in Minnesota and serves as the financial advisor for several of Minnesota Rural Water's financing programs. Each of our associates has a significant level of experience in managing the development process including; debt/subsidy structuring, TIF District creation, utilization of tax abatement, structuring of special assessments, and the creation of policy documents to assist in the implementation of each of these tools.

Understanding of work to be performed:

The City of Glencoe intends to create a redevelopment tax increment financing district for the purpose of financially assisting a developer in the implementation of a project to redevelop the former bus garage.

As a part of this process we will prepare a tax increment plan for the new redevelopment TIF District and publish notice for the public hearing that is required prior to adoption of the TIF Plan. Once a tax increment plan is adopted, we would file all necessary documents with the County and State to have the tax increment district certified, and would provide the City with an electronic version of the transcript. The Transcript would also provide a sample of the first tax increment report that will need to be filed for the tax increment financing district.

Primary service provider:

If selected by the City of Glencoe to be the service provider, I (Shannon Sweeney) would be the primary contact to the City. I have had the opportunity to work on numerous municipal, industrial development, redevelopment, housing, and related projects. I serve municipal clients throughout the State in the areas of municipal finance and economic development related activities such as tax increment financing and the utilization of tax abatement. I have personally created and administered dozens of tax increment financing districts including numerous

redevelopment tax increment districts. My references are from communities that have successfully implemented projects that are similar in nature to that proposed by the City of Glencoe.

Compensation:

David Drown Associates, Inc. fee for the creation of a redevelopment TIF District would be \$6,000.00. This fee does not include the cost of publishing the public hearing notice, the inspection of the existing facility to determine if it is substandard, or legal expense in drafting a development agreement.

Time Line:

The notification process required by Minnesota Statute for the creation of a tax increment district can take up to approximately 60 days to complete depending on meeting schedules. We are available to begin this process immediately, and will work through the process efficiently

Professional References for Shannon Sweeney:

City of St. Peter - 227 South Front St., St. Peter, MN 56082

Todd Prafke, City Administrator

Phone: (507) 934-0663

E-mail: toddp@saintpetermn.gov

City of Jackson – 80 West Ashley Street, Jackson, MN 56143

Matt Skaret, City Administrator

Phone: (507) 847-4423

E-mail: mskaret@cityofjacksonmn.com

City of Redwood Falls – City of Redwood Falls, MN 56283

Keith Muetzel, City Administrator

Phone: (507) 616-7400

E-mail: kmuetzel@ci.redwood-falls.mn.us

Please feel free to contact me if I can be of any additional assistance in providing information regarding our company. Your time and consideration are appreciated.

Sincerely,



Shannon Sweeney, Associate
David Drown Associates, Inc.



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: February 3, 2023

Re: **Item 6C** – Appoint Members to Airport Commission and Library Board

Item 6C1 – It is recommended by the Airport Commission to appoint Randy Schumacher to the open position on the Commission.

Item 6C2 – It is recommended by the Library Board to appoint Nicole Kruger to the open position on the Library Board.

GLENCOE

SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336

Website: www.glencoe.mn.org Phone: (320) 864-5586 Email: info@ci.glencoe.mn.us

NAME RANDY SCHUMACHER

TODAY'S DATE 12/12/22

ADDRESS 8363 Co. Rd. 2, Glencoe MN

TELEPHONE 320-212-9659

EMAIL brw8363@gmail.com

EMPLOYER SELF

YEARS AS GLENCOE RESIDENT 30 years

OCCUPATION CARPENTER

I am interested in serving on the following City Board or Commission (descriptions on next page):

☒ AIRPORT COMMISSION

☐ LIGHT & POWER COMMISSION

☐ CEMETERY BOARD

☐ PARK BOARD

☐ CHARTER COMMISSION

☐ PLANNING & INDUSTRIAL COMMISSION

☐ LIBRARY BOARD

Why you are interested in serving on this board/commission: TO continue the growth of the airport in a responsible way.

Describe any prior/current experience that may relate to serving on this board/commission: —

List other municipal boards/commissions you have served on:

1. — Served from — to —

2. — Served from — to —

3. — Served from — to —

Randy Schumacher
Signature of Applicant

12/12/22
Date

GLENCOE

SMALL CITY  BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336

Website: www.glencoe.mn.org Phone: (320) 864-5586 Email: info@ci.glencoe.mn.us

| | | | |
|---------------------------|------------------------------|--------------|--|
| NAME | <u>Nicole Kruger</u> | TODAY'S DATE | <u>12/5/2022</u> |
| ADDRESS | <u>1624 Greeley Avenue N</u> | TELEPHONE | <u>612-965-9977</u> |
| EMAIL | <u>Nlueth20@gmail.com</u> | EMPLOYER | <u>CorTrust Bank</u> |
| YEARS AS GLENCOE RESIDENT | <u>4</u> | OCCUPATION | <u>Customer Service Representative</u> |

I am interested in serving on the following City Board or Commission (descriptions on next page):

☐ AIRPORT COMMISSION

☐ LIGHT & POWER COMMISSION

☐ CEMETERY BOARD

☐ PARK BOARD

☐ CHARTER COMMISSION

☐ PLANNING & INDUSTRIAL COMMISSION

☒ LIBRARY BOARD

☐ CITY COUNCIL (temporary)

Why you are interested in serving on this board/commission: To put it plainly, I love books. Reading has always been a source of joy for me, and utilizing the library has been essential for me to be able to continue that enjoyment. My family and I have made Glencoe our home and I would love to see the library grow and flourish in the years to come.

Describe any prior/current experience that may relate to serving on this board/commission: I've never served on any town boards or commission's but my husband is a very active member of the Glencoe Fire Department and I would enjoy being more involved in the community as well.

List other municipal boards/commissions you have served on:

| | | |
|----------|-------------------|----------|
| 1. _____ | Served from _____ | to _____ |
| 2. _____ | Served from _____ | to _____ |
| 3. _____ | Served from _____ | to _____ |

Nicole Kruger

Signature of Applicant

12/5/2022

Date



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: February 3, 2023

Re: **Item 6D – Pay Equity Implementation Report**

Item 6D – Every Four years the City has to submit a Pay Equity Report to the State of MN. I have attached the report that was due on January 31, 2023. The City of Glencoe is in compliance with the Pay Equity Statute.

It is recommended to approve the report.

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Glencoe
1107 11th Street East
Suite 107
Glencoe, MN 55336

Jurisdiction Type: City

Contact: Mark D. Larson

Phone: (320) 864-5586

E-Mail: mlarson@ci.glencoe.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Designed Own

Description:

Modified Hays system in 1987

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

City Offices Bulletin Board

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Glencoe City Council

(governing body)

Ryan Voss

(chief elected official)

Mayor

(title)

Part C: Total Payroll

\$2471099.00

is the annual payroll for the calendar year just ended December 31.

- [X] Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 1/31/2023

Compliance Report

Jurisdiction: Glencoe
1107 11th Street East
Suite 107
Glencoe, MN 55336

Report Year: 2023
Case: 1 - 2023 Data (Submitted)

Contact: Mark D. Larson

Phone: (320) 864-5586

E-Mail: mlarson@ci.glencoe.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

| | Male Classes | Female Classes | Balanced Classes | All Job Classes |
|-----------------------------------|--------------|----------------|------------------|-----------------|
| # Job Classes | 13 | 3 | 2 | 18 |
| # Employees | 21 | 3 | 9 | 33 |
| Avg. Max Monthly Pay per employee | 5882.52 | 4744.00 | | 5667.36 |

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0 *

| | Male Classes | Female Classes |
|---|--------------|----------------|
| a. # At or above Predicted Pay | 9 | 3 |
| b. # Below Predicted Pay | 4 | 0 |
| c. TOTAL | 13 | 3 |
| d. % Below Predicted Pay (b divided by c = d) | 30.77 | 0.00 |

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

| | |
|------------------------------|--------------------|
| Degrees of Freedom (DF) = 22 | Value of T = 0.000 |
|------------------------------|--------------------|

a. Avg. diff. in pay from predicted pay for male jobs = 0

b. Avg. diff. in pay from predicted pay for female jobs = 0

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 3.00

B. Avg. # of years to max salary for female jobs = 3.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2023 Data

Glencoe

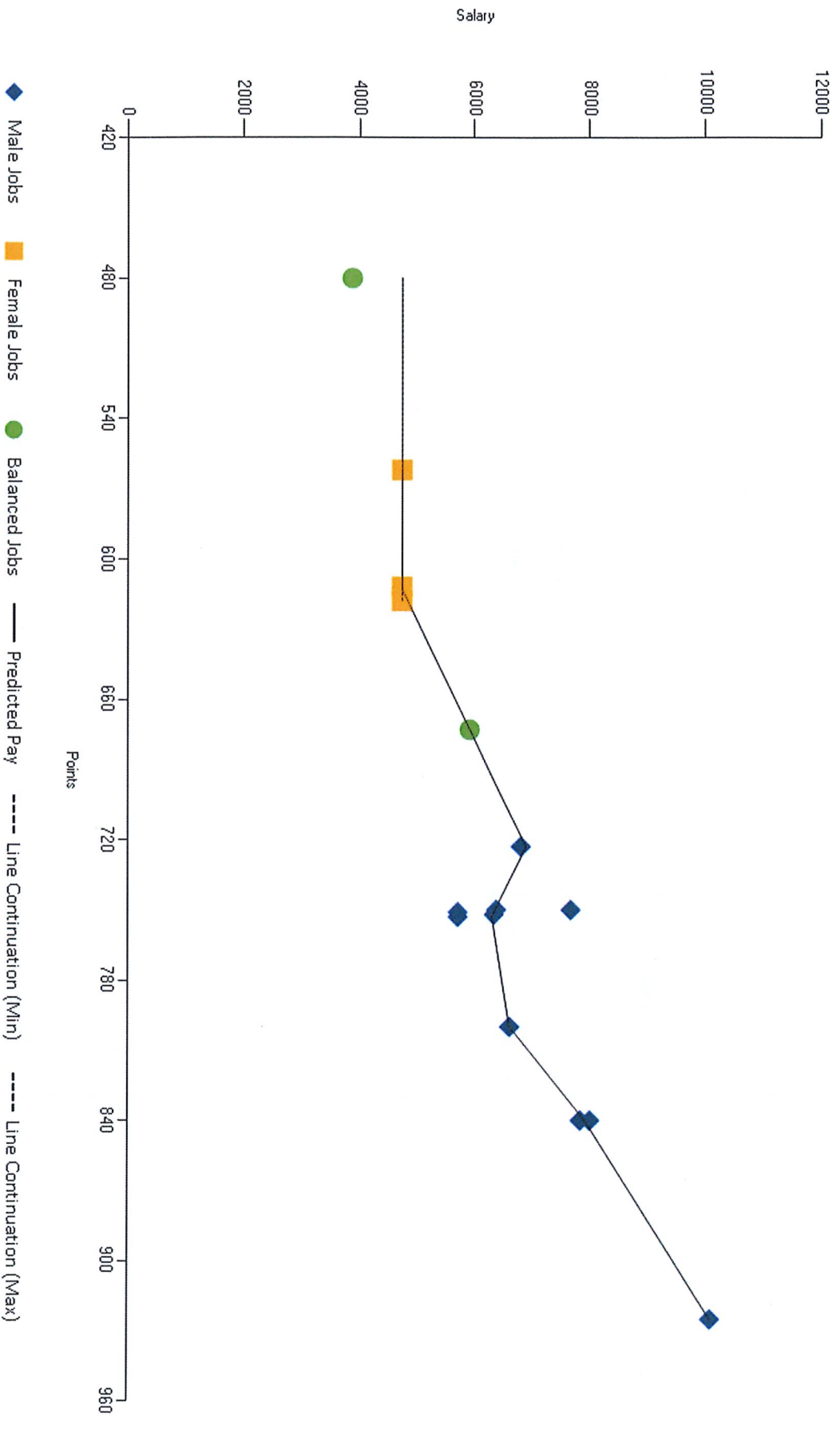
LGID: 326

| Job Nbr | Class Title | Nbr Males | Nbr Females | Non-Binary | Class Type | Jobs Points | Min Mo Salary | Max Mo Salary | Yrs to Max Salary | Yrs of Service | Exceptional Service Pay |
|---------|--------------------------------|-----------|-------------|------------|------------|-------------|---------------|---------------|-------------------|----------------|-------------------------|
| 1 | Custodian | 1 | 1 | 0 | B | 480 | 3105.00 | 3881.00 | 3.00 | 12.00 | |
| 3 | Police Secretary | 0 | 1 | 0 | F | 562 | 3795.00 | 4744.00 | 3.00 | 4.00 | |
| 4 | Finance Assistant | 0 | 1 | 0 | F | 612 | 3795.00 | 4744.00 | 3.00 | 14.00 | |
| 5 | Street and Park Maintenance | 6 | 0 | 0 | M | 612 | 3795.00 | 4744.00 | 3.00 | 5.00 | |
| 6 | Water Operator | 2 | 0 | 0 | M | 612 | 3795.00 | 4744.00 | 3.00 | 3.00 | |
| 7 | Waste water Operator | 3 | 0 | 0 | M | 613 | 3795.00 | 4744.00 | 3.00 | 2.00 | |
| 8 | Deputy City Clerk | 0 | 1 | 0 | F | 618 | 3795.00 | 4744.00 | 3.00 | 2.00 | |
| 10 | Police Officer | 4 | 3 | 0 | B | 673 | 4871.00 | 5928.00 | 3.00 | 7.30 | |
| 12 | Police Captain | 1 | 0 | 0 | M | 723 | 5460.00 | 6826.00 | 3.00 | 9.00 | |
| 14 | Finance Director | 1 | 0 | 0 | M | 750 | 6151.00 | 7689.00 | 3.00 | 34.00 | |
| 2 | OFF Sale Manager | 1 | 0 | 0 | M | 750 | 5117.00 | 6403.00 | 3.00 | 5.00 | |
| 15 | Waste Water Superintendent | 1 | 0 | 0 | M | 751 | 4579.00 | 5723.00 | 3.00 | 20.00 | |
| 16 | PW Director - Streets and Park | 1 | 0 | 0 | M | 752 | 5088.00 | 6359.00 | 3.00 | 10.00 | |
| 17 | Water Superintendent | 1 | 0 | 0 | M | 753 | 4579.00 | 5723.00 | 3.00 | 23.00 | |
| 21 | Assistant City Admin/Events | 1 | 0 | 0 | M | 800 | 5307.00 | 6633.00 | 3.00 | 2.00 | |
| 18 | Public Works Director WTP/WWTP | 1 | 0 | 0 | M | 840 | 6419.00 | 8024.00 | 3.00 | 10.00 | |
| 19 | Police Chief | 1 | 0 | 0 | M | 840 | 6286.00 | 7857.00 | 3.00 | 10.00 | |
| 20 | City Administrator | 1 | 0 | 0 | M | 925 | 8090.00 | 10112.00 | 3.00 | 33.00 | |

Job Number Count: 18

Predicted Pay Report for: Glencoe

Case: 2023 Data



Predicted Pay Report for: Glencoe

Case: 2023 Data

| Job Nbr | Job Title | Nbr Males | Nbr Females | Non-Binary | Total Nbr | Job Type | Job Points | Max Mo Salary | Predicted Pay | Pay Difference |
|---------|--------------------------------|-----------|-------------|------------|-----------|----------|------------|---------------|---------------|----------------|
| 1 | Custodian | 1 | 1 | 0 | 2 | Balanced | 480 | 3881.0000 | 4744.0000 | -863.0000 |
| 3 | Police Secretary | 0 | 1 | 0 | 1 | Female | 562 | 4744.0000 | 4744.0000 | 0.0000 |
| 4 | Finance Assistant | 0 | 1 | 0 | 1 | Female | 612 | 4744.0000 | 4744.0000 | 0.0000 |
| 5 | Street and Park Maintenance | 6 | 0 | 0 | 6 | Male | 612 | 4744.0000 | 4744.0000 | 0.0000 |
| 6 | Water Operator | 2 | 0 | 0 | 2 | Male | 612 | 4744.0000 | 4744.0000 | 0.0000 |
| 7 | Waste water Operator | 3 | 0 | 0 | 3 | Male | 613 | 4744.0000 | 4744.0000 | 0.0000 |
| 8 | Deputy City Clerk | 0 | 1 | 0 | 1 | Female | 618 | 4744.0000 | 4744.0000 | 0.0000 |
| 10 | Police Officer | 4 | 3 | 0 | 7 | Balanced | 673 | 5928.0000 | 5885.7854 | 42.2146 |
| 12 | Police Captain | 1 | 0 | 0 | 1 | Male | 723 | 6826.0000 | 6915.9457 | -89.9457 |
| 14 | Finance Director | 1 | 0 | 0 | 1 | Male | 750 | 7689.0000 | 6385.0453 | 1303.9547 |
| 2 | OFF Sale Manager | 1 | 0 | 0 | 1 | Male | 750 | 6403.0000 | 6385.0453 | 17.9547 |
| 15 | Waste Water Superintendent | 1 | 0 | 0 | 1 | Male | 751 | 5723.0000 | 6365.3499 | -642.3499 |
| 16 | PW Director - Streets and Park | 1 | 0 | 0 | 1 | Male | 752 | 6359.0000 | 6345.6545 | 13.3455 |
| 17 | Water Superintendent | 1 | 0 | 0 | 1 | Male | 753 | 5723.0000 | 6325.9591 | -602.9591 |
| 21 | Assistant City Admin/Events | 1 | 0 | 0 | 1 | Male | 800 | 6633.0000 | 6633.0000 | 0.0000 |
| 18 | Public Works Director WTP/WWTP | 1 | 0 | 0 | 1 | Male | 840 | 8024.0000 | 7940.5000 | 83.5000 |
| 19 | Police Chief | 1 | 0 | 0 | 1 | Male | 840 | 7857.0000 | 7940.5000 | -83.5000 |
| 20 | City Administrator | 1 | 0 | 0 | 1 | Male | 925 | 10112.0000 | 10112.0000 | 0.0000 |

Job Number Count: 18

Park Board Minutes
January 25, 2023

Members Present: Amanda Ortloff, Jim Eiden, Jerrod Fisher, Matt Roberts, Mike Long

Members Absent:

Others Present: Jamie Voigt, Luz Duvall, Jon Jerabek

Adopt Minutes:

Motion by Jim, seconded by Amanda to approve the minutes from December 14, 2022. All present voted aye. Motion carried.

National Fitness Campaign:

The National Fitness Campaign (NFC) reached out to Glencoe to gauge interest on teaming up to do a project. The project is building an outdoor gym that includes 7 different stations for full body workouts. It would be for all adults of all ages and all fitness abilities. There is also an element of the outdoor gym that includes public art. Normally this comes at a price tag of around \$25,000 but that fee is waived for 2023-2024. The NFC would prefer a location such as Oscar Olson because of all the amenities already available at Oak Leaf Park. With the traffic volume that goes by Oscar Olson it could be a good use of the art feature or gaining additional sponsorships for the project. The estimated cost of this project is \$155,000 with a grant of approximately \$30,000 to \$50,000 and then the possibility of the waived art fee if the project is completed in 2023-2024. There is also the option on the opposite side of the outdoor gym to have an empty sport court area to hold outdoor fitness classes. This would come at a price of an additional \$35,000 to \$55,000.

Dog Park:

No updates. The Oscar Olson Park planning is expected back by the end of January.

Ice Rink:

The ice isn't great this season as they were not able to get down as much of a base layer as they had hoped. Staff will continue to look into options about fencing and material base layers.

Other:

Naming of Parks – The City Attorney met with the City Administrator on this. Jamie will bring an update to the next meeting.

Park Board Terms – Sue Olson has termed out. Jerrod Fisher and Amanda Ortloff re-appointed for 3-year terms. Currently 1 opening on board.

New Council Liaison – Introductions done between board and new council liaison; Luz Duvall.

Jamie's Report:

Bench Donation – Jamie looked at the benches at GRHS and doesn't think they will uphold to the elements for placement along the trails. Park board members and staff will continue to look into options for benches. The board still likes the idea of having uniform benches.

Bathrooms – Still on the list to complete this spring.

Seasonal Staff – Working on rehabbing the picnic tables.

Adjournment:

Motion by Matt, second by Jerrod to adjourn the January 25, 2023, park board meeting. All present voted aye. Motion carried.

Next Meeting Date:

Next meeting date is Wednesday, February 22, 2022.



SMALL CITY & BIG FUTURE

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

To: City Council

Date: 02/08/2023

From: Jon VanDamme

Re: Monthly Sales Summary – Glencoe Wine & Spirits

| | <u>Monthly (January) Sales</u> | <u>Year-to-date Sales (1/1-1/31)</u> |
|-------------|--------------------------------|--------------------------------------|
| 2023 | \$171,818.47 (GP 26.0%) | \$171,818.47 |
| <u>2022</u> | <u>\$165,715.18</u> | <u>\$165,715.18</u> |
| | +3.68% | +3.68% |

January was up from last year, but mostly due to inflation of costs/prices. From what I am hearing, it is still a good growth percentage by comparison to other stores. Customer count was down 75 transactions and item count was down 293 items for the month. Average transaction size was up from \$27.55 last year to \$28.92.

- Beer sales were up +2.7%, driven by price increases - Domestic +4.0%, Imports +23.2%, Malt bev +22.1%, Craft -7.6%, and Seltzers -40.8%. Imports and Malt Bev are again the best growth categories with increased item counts in both. Seltzers continue to trend down, losing share to pre-mix and Malt Bev.
- Liquor sales were up +6.4%. People seem to be bouncing from categories, but it doesn't seem to be following innovation, other than in pre-mix cocktails. Some highlights: Canadian (+23.3%), Pre-mix (+131.2%), Rum (+24.1%), Other Whiskey (+4.7%). Pre-mix is accounting for about half of the total Liquor category increase by dollars.
- Wine sales were down -4.1%, which is following recent trends for us and others Moscatos were down (-16.1%), but include all sweet wines (Moscatto, Sweet Red, and Fruit wines) and we show an increase of about 2%. That is the only real highlight, most other categories were down or flat.
- January promotions included some in-store feature pricing to promote football games as well as general cold weather. We promoted a few no-alcohol or low alcohol items for the month and saw pretty good results, considering they are lower volume items anyway - we will watch if the trend continues and/or expands.
- YTD Quantity Sold – Product Count (1/1-1/31)

| | | |
|-------------|---------------|----------|
| 2023 | 11,194 | (-2.55%) |
| <u>2022</u> | <u>11,487</u> | |

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description

1/1/2023 - 1/31/2023

2/1/2023 2:30:48 PM

Page 1

| Description 1 | Price 1 | Description 2 | Ext Cost | Class Desc | Sales | Gross Profit | Item # | GP % | Min Qty | Manufacturer | QoH | Size | Style | Color |
|----------------------------|---------|----------------------------|----------|------------|-----------|--------------|-----------|----------|---------|--------------|----------|---------|---------|-------------------|
| Avg Cost | | GP % SaleQty | | Ext Disc | | | | | | On Order | | PID Qty | MMD Qty | YTD Qty PY Qty |
| Dept Desc: BEER - 10 | | | | | | | | | | | | | | |
| Subtotal 444 | | Dept Desc: BEER - 10 | 4867.00 | | 62018.75 | 93.05 | 80322.59 | 18305.12 | 22.8 | | 5964.00 | 275.00 | 30.00 | 4897.00 79402.00 |
| Dept Desc: LIQUOR - 20 | | | | | | | | | | | | | | |
| Subtotal 661 | | Dept Desc: LIQUOR - 20 | 4379.00 | | 41666.14 | 166.97 | 57911.83 | 16247.16 | 28.1 | | 16282.00 | 303.00 | 30.00 | 4409.00 56737.00 |
| Dept Desc: MISC 7.375% TAX | | | | | | | | | | | | | | |
| Subtotal 93 | | Dept Desc: MISC 7.375% TAX | 655.00 | | 2142.96 | 20.37 | 2942.41 | 799.72 | 27.2 | | 1328.00 | 28.00 | 4.00 | 659.00 8389.00 |
| Dept Desc: MISC LIQUOR | | | | | | | | | | | | | | |
| Subtotal 1 | | Dept Desc: MISC LIQUOR | 1.00 | 0.00 | | 0.00 | 12.99 | 12.99 | 100.0 | | 0.00 | 0.00 | 0.00 | 1.00 13.00 |
| Dept Desc: MISC NONTAX | | | | | | | | | | | | | | |
| Subtotal 2 | | Dept Desc: MISC NONTAX | 94.00 | | 203.50 | 0.00 | 332.66 | 129.16 | 38.8 | | 55.00 | 6.00 | 1.00 | 95.00 2446.00 |
| Dept Desc: MISC WINE | | | | | | | | | | | | | | |
| Subtotal 1 | | Dept Desc: MISC WINE | -2.00 | 0.00 | | 0.00 | -26.50 | -26.50 | 0.0 | | 0.00 | 0.00 | 0.00 | -2.00 5.00 |
| Dept Desc: WINE - 30 | | | | | | | | | | | | | | |
| Subtotal 425 | | Dept Desc: WINE - 30 | 1200.00 | | 9723.00 | 75.63 | 14982.37 | 5259.45 | 35.1 | | 8353.00 | 57.00 | 15.00 | 1215.00 14465.00 |
| Total 1627 | | | 11194.00 | | 115754.35 | 356.02 | 156478.35 | 40727.10 | 26.0 | | 31982.00 | 669.00 | 80.00 | 11274.00 161457.0 |

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

1/1/2022 - 1/31/2022

2/1/2023 9:21:54 AM

Page 1

| Description 1 | Price 1 | Description 2 | Ext Cost | Class Desc | Sales | Gross Profit | Item # | GP % | Manufacturer | Size | Style | Color |
|----------------------------|----------------------------|---------------|-----------|------------|-----------|--------------|--------|---------|--------------|--------|---------|------------------------|
| Avg Cost | | GP % SaleQty | | Ext Disc | | | | Min Qty | On Order | QoH | PUd Qty | MTD Qty YTD Qty PY Qty |
| Dept Desc: BEER - 10 | | | | | | | | | | | | |
| Subtotal 502 | Dept Desc: BEER - 10 | 5180.00 | 64850.59 | 101.47 | 78184.75 | 13335.30 | 17.1 | | 5159.00 | 226.00 | 1.00 | 4346.00 76547.00 |
| Dept Desc: LIQUOR - 20 | | | | | | | | | | | | |
| Subtotal 588 | Dept Desc: LIQUOR - 20 | 4291.00 | 40777.05 | 153.85 | 54442.46 | 13666.19 | 25.1 | | 14057.00 | 234.00 | 4.00 | 3494.00 52975.00 |
| Dept Desc: MISC 7.375% TAX | | | | | | | | | | | | |
| Subtotal 84 | Dept Desc: MISC 7.375% TAX | 604.00 | 1785.85 | 0.00 | 2309.97 | 524.41 | 22.7 | | 1159.00 | 22.00 | 0.00 | 580.00 8117.00 |
| Dept Desc: MISC BEER | | | | | | | | | | | | |
| Subtotal 1 | Dept Desc: MISC BEER | 3.00 | 0.00 | 0.00 | 26.67 | 26.67 | 100.0 | | 0.00 | 0.00 | 0.00 | 0.00 32.00 |
| Dept Desc: MISC LIQUOR | | | | | | | | | | | | |
| Subtotal 1 | Dept Desc: MISC LIQUOR | 0.00 | 0.00 | 0.00 | 5.31 | 5.31 | 100.0 | | 0.00 | 0.00 | 0.00 | 1.00 13.00 |
| Dept Desc: MISC NONTAX | | | | | | | | | | | | |
| Subtotal 3 | Dept Desc: MISC NONTAX | 104.00 | 208.45 | 0.00 | 312.14 | 103.69 | 33.2 | | 0.00 | 0.00 | 0.00 | 0.00 868.00 |
| Dept Desc: MISC WINE | | | | | | | | | | | | |
| Subtotal 1 | Dept Desc: MISC WINE | 1.00 | 0.00 | 0.00 | 4.99 | 4.99 | 100.0 | | 0.00 | 0.00 | 0.00 | -2.00 5.00 |
| Dept Desc: WINE - 30 | | | | | | | | | | | | |
| Subtotal 427 | Dept Desc: WINE - 30 | 1304.00 | 10500.35 | 127.90 | 15618.06 | 5117.76 | 32.8 | | 8221.00 | 28.00 | 0.00 | 846.00 14439.00 |
| Total 1607 | | 11487.00 | 118122.29 | 383.22 | 150904.35 | 32784.32 | 21.7 | | 28596.00 | 510.00 | 5.00 | 9265.00 152996.0 |

CITY OF GLENCOE BILLS

FEBRUARY 6, 2023

** PREPAID PAYROLL & WIRE TRANSFER BILLS **

| VENDOR | DEPARTMENT: DESCRIPTION | TOTAL |
|---------------------------|--|---------------------|
| CITY OF GLENCOE EMPLOYEES | MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 11-2-22 | \$66,546.20 |
| WIRE TRANSFER | MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS | \$41,809.90 |
| WIRE TRANSFER | MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE | \$48,204.90 |
| | TOTAL PREPAID BILLS -----> | <u>\$156,561.00</u> |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 6, 2023 - PREPAID BILLS

Date: 02/03/2023

Time: 2:39 pm

Page: 1

City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|-------------------------------|------------|--------------------------------|-----------|-----------------------------|--------------|
| BREAKTHRU BEVERAGE | 0513 | LIQUOR STORE: MERCH FOR RESALE | 175576 | 11/04/2022 | 7,049.09 |
| BREAKTHRU BEVERAGE | 0513 | LIQUOR STORE: MERCH FOR RESALE | 175583 | 11/10/2022 | 3,673.25 |
| | | | | Vendor Total: | 10,722.34 |
| INDIAN ISLAND WINERY | 1512 | LIQUOR STORE: MERCH FOR RESALE | 175577 | 11/04/2022 | 292.80 |
| | | | | Vendor Total: | 292.80 |
| JOHNSON BROS - ST PAUL | 0504 | LIQUOR STORE: MERCH FOR RESALE | 175578 | 11/04/2022 | 1,856.77 |
| JOHNSON BROS - ST PAUL | 0504 | LIQUOR STORE: MERCH FOR RESALE | 175584 | 11/10/2022 | 1,816.65 |
| | | | | Vendor Total: | 3,673.42 |
| MINNESOTA PUBLIC EMPLOYEE | 1439 | POLICE: UNION DUES | 175579 | 11/04/2022 | 144.00 |
| | | | | Vendor Total: | 144.00 |
| PHILLIPS WINE & SPIRITS, INC. | 1010 | LIQUOR STORE: MERCH FOR RESALE | 175580 | 11/04/2022 | 1,356.75 |
| PHILLIPS WINE & SPIRITS, INC. | 1010 | LIQUOR STORE: MERCH FOR RESALE | 175585 | 11/10/2022 | 1,486.60 |
| | | | | Vendor Total: | 2,843.35 |
| ROLLING FORKS VINEYARDS | 0135 | LIQUOR STORE: MERCH FOR RESALE | 175581 | 11/04/2022 | 540.00 |
| | | | | Vendor Total: | 540.00 |
| SMALL LOT MN | 2258 | LIQUOR STORE: MERCH FOR RESALE | 175586 | 11/10/2022 | 448.45 |
| | | | | Vendor Total: | 448.45 |
| SOUTHERN GLAZER'S OF MN | 1429 | LIQUOR STORE: MERCH FOR RESALE | 175582 | 11/04/2022 | 2,617.06 |
| SOUTHERN GLAZER'S OF MN | 1429 | LIQUOR STORE: MERCH FOR RESALE | 175587 | 11/10/2022 | 6,825.78 |
| | | | | Vendor Total: | 9,442.84 |
| VINOCOPIA, INC. | 1353 | LIQUOR STORE: MERCH FOR RESALE | 175588 | 11/10/2022 | 409.83 |
| | | | | Vendor Total: | 409.83 |
| | | | | Grand Total: | 28,517.03 |
| | | | | Less Credit Memos: | 0.00 |
| | | | | Net Total: | 28,517.03 |
| | | | | Less Hand Check Total: | 0.00 |
| | | | | Outstanding Invoice Total : | 28,517.03 |
| Total Invoices: | 13 | | | | |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 6, 2023 - 2022 REG BILLS

Date: 02/03/2023

Time: 2:12 pm

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City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|------------------------------|------------|--|-----------|---------------|--------------|
| ARNOLD'S OF GLENCOE, INC. | 1449 | PARK: FILTERS | 0 | 00/00/0000 | 42.18 |
| | | | | Vendor Total: | 42.18 |
| AUTO VALUE GLENCOE | 0214 | STREET: LUBRICANTS | 0 | 00/00/0000 | 94.95 |
| | | | | Vendor Total: | 94.95 |
| CARD SERVICES | 0330 | ADMIN, WWTP: SUPPLIES, OPERATING SUPPLIES | 0 | 00/00/0000 | 371.15 |
| | | | | Vendor Total: | 371.15 |
| CENGAGE LEARNING INC-GALE | 1828 | LIBRARY: BOOKS | 0 | 00/00/0000 | 99.71 |
| | | | | Vendor Total: | 99.71 |
| CENTERPOINT ENERGY | 0204 | MULT DEPTS: NATURAL GAS | 0 | 00/00/0000 | 24,991.23 |
| | | | | Vendor Total: | 24,991.23 |
| CLAREY'S SAFETY EQUIPMENT IN | 0333 | FIRE: BATTERY POWERED PPV BLOWER | 0 | 00/00/0000 | 4,600.00 |
| | | | | Vendor Total: | 4,600.00 |
| CREEKSIDE SOILS | 0938 | SANITATION: COMPOST SITE CLEAN OUT SERVICE | 0 | 00/00/0000 | 9,059.53 |
| | | | | Vendor Total: | 9,059.53 |
| FIRE SAFETY USA, INC. | 1114 | FIRE: SURVIVOR LIGHTS | 0 | 00/00/0000 | 470.00 |
| | | | | Vendor Total: | 470.00 |
| FLEET SERVICES DIVISION | 2144 | POLICE: SQUAD CAR LEASES | 0 | 00/00/0000 | 3,809.11 |
| | | | | Vendor Total: | 3,809.11 |
| FOSTER MECHANICAL, INC. | 0647 | ADMIN: INSULATE PIPE/DUCT | 0 | 00/00/0000 | 192.03 |
| | | | | Vendor Total: | 192.03 |
| FRANKLIN PRINTING INC. | 0085 | COUNCIL: OFFICE SUPPLIES | 0 | 00/00/0000 | 4.93 |
| | | | | Vendor Total: | 4.93 |
| GACC TOURISM | 0168 | REIMB: LODGING TAX | 0 | 00/00/0000 | 508.44 |
| | | | | Vendor Total: | 508.44 |
| GLENCOE CO-OP ASSN. | 1842 | FIRE: FUEL | 0 | 00/00/0000 | 622.66 |
| | | | | Vendor Total: | 622.66 |
| GLENCOE REGIONAL HEALTH | 0099 | FIRE: EMPLOYEE TESTING | 0 | 00/00/0000 | 772.90 |
| | | | | Vendor Total: | 772.90 |
| H & L MESABI | 0731 | STREET: PLOW BLADES, HARDWARE | 0 | 00/00/0000 | 3,508.04 |
| | | | | Vendor Total: | 3,508.04 |
| HUEMOELLER, GONTAREK & | 1800 | ADMIN, TAX INC #18, WATER: LEGAL SERVICES | 0 | 00/00/0000 | 12,234.37 |
| | | | | Vendor Total: | 12,234.37 |
| HY-VEE ACCOUNTS RECEIVABLE | 1996 | WWTP: OPERATING SUPPLIES | 0 | 00/00/0000 | 49.92 |
| | | | | Vendor Total: | 49.92 |
| K & M DIESEL | 0768 | FIRE: DOT INSPECTIONIS & MAINTENANCE | 0 | 00/00/0000 | 998.45 |
| | | | | Vendor Total: | 998.45 |
| KEN'S EXCAVATION | 0144 | WWTP: I & I PROGRAM | 0 | 00/00/0000 | 21,888.00 |
| | | | | Vendor Total: | 21,888.00 |
| LARAWAY ROOFING, INC. | 0755 | POLICE: ROOF REPAIR | 0 | 00/00/0000 | 908.00 |
| | | | | Vendor Total: | 908.00 |
| LITZAU EXCAVATING | 0380 | STREET, WWTP: I & I PROGRAM, SNOW HAULING | 0 | 00/00/0000 | 4,113.75 |
| | | | | Vendor Total: | 4,113.75 |
| MACQUEEN EMERGENCY | 0159 | FIRE: SCBA FLOW TEST | 0 | 00/00/0000 | 1,945.00 |
| | | | | Vendor Total: | 1,945.00 |
| MCLEOD COOP. POWER ASS'N. | 0201 | ADMIN, AIRPORT: ELECTRICITY | 0 | 00/00/0000 | 808.70 |
| | | | | Vendor Total: | 808.70 |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 6, 2023 - 2022 REG BILLS

Date: 02/03/2023

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City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|-----------------------------|------------|---|-----------|-----------------------------|--------------|
| MCLEOD PUBLISHING, INC. | 0339 | ADMIN, CITY CENTER, LIQUOR STORE:ADVERTISING & PUBLISHING | 0 | 00/00/0000 | 706.48 |
| | | | | Vendor Total: | 706.48 |
| METRO SALES, INC | 1066 | LIBRARY: OFFICE EQUIPMENT LEASE | 0 | 00/00/0000 | 163.66 |
| | | | | Vendor Total: | 163.66 |
| MVTL , INC. | 0353 | WWTP: LAB TESTING | 0 | 00/00/0000 | 123.20 |
| | | | | Vendor Total: | 123.20 |
| OFFICE OF MN. IT SERVICES | 1423 | POLICE: INTERNET SERVICE | 0 | 00/00/0000 | 120.92 |
| | | | | Vendor Total: | 120.92 |
| POWERPLAN | 1171 | STREET: EQUIPMENT REPAIR PARTS | 0 | 00/00/0000 | 1,807.55 |
| | | | | Vendor Total: | 1,807.55 |
| PREMIUM WATERS, INC. | 1081 | MULT DEPTS: WATER | 0 | 00/00/0000 | 281.75 |
| | | | | Vendor Total: | 281.75 |
| SAM'S TIRE SERVICE INC. | 0250 | FIRE: DOT INSPECTIONS, MAINTENANCE | 0 | 00/00/0000 | 1,281.25 |
| | | | | Vendor Total: | 1,281.25 |
| SCHNEIDER EXCAVATING & GRAC | 1146 | AIRPORT: 2022 DRAINTILE INSTALLATION | 0 | 00/00/0000 | 34,071.68 |
| | | | | Vendor Total: | 34,071.68 |
| SEH | 1757 | ADMIN, STREET, '21 ST IMPROVE, WATER: ENGINEERING SERVICES | 0 | 00/00/0000 | 41,948.05 |
| | | | | Vendor Total: | 41,948.05 |
| STAR GROUP, L.L.C. | 0972 | FIRE: FILTERS, LUBRICANTS | 0 | 00/00/0000 | 394.83 |
| | | | | Vendor Total: | 394.83 |
| STORM TRUCKING, LLC | 1687 | STREET: SNOW HAULING | 0 | 00/00/0000 | 403.75 |
| | | | | Vendor Total: | 403.75 |
| | | | | Grand Total: | 173,396.17 |
| | | | | Less Credit Memos: | 0.00 |
| | | | | Net Total: | 173,396.17 |
| | | | | Less Hand Check Total: | 0.00 |
| | | | | Outstanding Invoice Total : | 173,396.17 |
| Total Invoices: | 34 | | | | |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 6, 2023 - 2023 REG BILLS

Date: 02/03/2023

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City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|-------------------------------|------------|---|-----------|---------------|--------------|
| AEM MECHANICAL SVCS, INC. | 1453 | CITY CENTER: ICE MACHINE REPAIR | 0 | 00/00/0000 | 658.03 |
| | | | | Vendor Total: | 658.03 |
| AHLBORN EQUIPMENT INC. | 0303 | STREET, PARK: SAFETY CLOTHING & EQUIPMENT, SUPPLIES | 0 | 00/00/0000 | 907.46 |
| | | | | Vendor Total: | 907.46 |
| AXON ENTERPRISE, INC | 0439 | POLICE: BODY CAM TECH SUPPORT, SOFTWARE LICENSES | 0 | 00/00/0000 | 8,500.80 |
| | | | | Vendor Total: | 8,500.80 |
| BRAUN INTERTEC CORPORATION | 0796 | STREET: GEO TECHNICAL EVALUATION | 0 | 00/00/0000 | 3,013.00 |
| | | | | Vendor Total: | 3,013.00 |
| CARGILL, INC | 1636 | WATER: SALT | 0 | 00/00/0000 | 5,142.36 |
| | | | | Vendor Total: | 5,142.36 |
| CENTER POINT LARGE PRINT | 1349 | LIBRARY: BOOKS | 0 | 00/00/0000 | 146.22 |
| | | | | Vendor Total: | 146.22 |
| CENTRAL HYDRAULICS | 1913 | STREET: EQUIPMENT REPAIR PARTS | 0 | 00/00/0000 | 95.57 |
| | | | | Vendor Total: | 95.57 |
| CENTURYLINK | 1394 | MULT DEPTS: PHONE BILL | 0 | 00/00/0000 | 812.98 |
| | | | | Vendor Total: | 812.98 |
| COHRS FARMS | 0276 | WWTP: TREE LINE REMOVED FROM AIRPORT | 0 | 00/00/0000 | 4,900.00 |
| | | | | Vendor Total: | 4,900.00 |
| CONTROLOGIX SERVICES, LLC | 1993 | ADMIN: MECH. SYSTEM REMOTE ACCESS CONTROL REPAIRS | 0 | 00/00/0000 | 1,261.75 |
| | | | | Vendor Total: | 1,261.75 |
| DEMCO, INC. | 0676 | LIBRARY: SUPPLIES | 0 | 00/00/0000 | 93.12 |
| | | | | Vendor Total: | 93.12 |
| DORDING, RYAN | 2108 | FIRE: REIMB FOR TOWELS TO DRY TRUCKS | 0 | 00/00/0000 | 43.49 |
| | | | | Vendor Total: | 43.49 |
| EGGERSGLUESS, BRAD | 0869 | ADMIN: MONTHLY CELL PHONE REIMB | 0 | 00/00/0000 | 50.00 |
| | | | | Vendor Total: | 50.00 |
| FOSTER MECHANICAL, INC. | 0647 | ADMIN: HVAC COIL REPAIR | 0 | 00/00/0000 | 915.00 |
| | | | | Vendor Total: | 915.00 |
| FRANKLIN PRINTING INC. | 0085 | ADMIN, LIQUOR STORE: ENVELOPES, OFFICE SUPPLIES | 0 | 00/00/0000 | 1,197.50 |
| | | | | Vendor Total: | 1,197.50 |
| FREITAG, BENTON | 0659 | CABLE TV: COUNCIL MEETING RECORDINGS | 0 | 00/00/0000 | 50.00 |
| | | | | Vendor Total: | 50.00 |
| GILLETTE PEPSI COMPANIES, INC | 0496 | AQUATIC CENTER: WARMING HOUSE POP FOR RESALE | 0 | 00/00/0000 | 274.00 |
| | | | | Vendor Total: | 274.00 |
| GLENCOE FIRE RELIEF ASS'N. | 0455 | REIMB: FIRE RELIEF DONATION REIMBURSEMENT | 0 | 00/00/0000 | 300.00 |
| | | | | Vendor Total: | 300.00 |
| GOPHER STATE ONE CALL | 0482 | WATER, WWTP, STORM WATER: LOCATE TICKETS | 0 | 00/00/0000 | 54.05 |
| | | | | Vendor Total: | 54.05 |
| GUARDIAN FLEET SAFETY | 0907 | POLICE: ARMREST PRINTER MOUNT | 0 | 00/00/0000 | 271.88 |
| | | | | Vendor Total: | 271.88 |
| H & L MESABI | 0731 | STREET: PLOW BLADES | 0 | 00/00/0000 | 745.00 |
| | | | | Vendor Total: | 745.00 |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|-------------------------------|------------|---|-----------|---------------|--------------|
| HAWKINS, INC. | 1133 | AQUATIC CENTER, WATER, WWTP: CHEMICALS | 0 | 00/00/0000 | 9,113.50 |
| | | | | Vendor Total: | 9,113.50 |
| HAZEL RAE PHOTOGRAPHY | 0374 | POLICE: DEPARTMENT PHOTOS | 0 | 00/00/0000 | 157.00 |
| | | | | Vendor Total: | 157.00 |
| HILLYARD HUTCHINSON | 0122 | CITY CENTER:CLEANING SUPPLIES, LINEN WASHING SUPPLIES | 0 | 00/00/0000 | 1,415.69 |
| | | | | Vendor Total: | 1,415.69 |
| JERABEK, JON | 1994 | CITY CENTER: MONTHLY CELL PHONE REIMB | 0 | 00/00/0000 | 50.00 |
| | | | | Vendor Total: | 50.00 |
| JOHNSON CONTROLS FIRE | 0874 | MULT DEPTS: ANNUAL FIRE EXT & EMERGENCY LIGHT INSPECTIONS | 0 | 00/00/0000 | 2,455.66 |
| | | | | Vendor Total: | 2,455.66 |
| KDUZ - KARP - KGLB | 2248 | CITY CENTER, LIQUOR STORE: ADVERTISING | 0 | 00/00/0000 | 806.00 |
| | | | | Vendor Total: | 806.00 |
| LEAGUE OF MN CITIES | 1323 | ADMIN, POLICE: TRAINING REGISTRATIONS | 0 | 00/00/0000 | 1,025.00 |
| | | | | Vendor Total: | 1,025.00 |
| LEEDSTONE | 1541 | WWTP: CLEANING SUPPLIES | 0 | 00/00/0000 | 355.94 |
| | | | | Vendor Total: | 355.94 |
| METRO SALES, INC | 1066 | ADMIN, POLICE, LIBRARY: OFFICE EQUIPMENT LEASE | 0 | 00/00/0000 | 731.05 |
| | | | | Vendor Total: | 731.05 |
| MINI BIFF | 0177 | PARK, SANITATION: WASTE REMOVAL | 0 | 00/00/0000 | 308.11 |
| | | | | Vendor Total: | 308.11 |
| MN DEPT. OF EMPLOYMENT & | 0559 | REIMB: DEED LOAN PRINCIPAL & INTEREST PAYMENT | 0 | 00/00/0000 | 6,889.32 |
| | | | | Vendor Total: | 6,889.32 |
| MN DNR ECO-WATERS-RES | 2012 | WATER: PERMIT | 0 | 00/00/0000 | 1,181.14 |
| | | | | Vendor Total: | 1,181.14 |
| MN PUBLIC FACILITIES AUTHORIT | 0905 | WWTP: LOAN INTEREST PAYMENT | 0 | 00/00/0000 | 60,310.30 |
| | | | | Vendor Total: | 60,310.30 |
| MN. STATE FIRE CHIEFS ASSOC. | 0191 | FIRE: CONFERENCE FEES | 0 | 00/00/0000 | 570.00 |
| | | | | Vendor Total: | 570.00 |
| MORRIS ELECTRONICS INC | 1372 | POLICE: IT SERVICE | 0 | 00/00/0000 | 369.31 |
| | | | | Vendor Total: | 369.31 |
| MVTL , INC. | 0353 | WATER, WWTP: LAB TESTING | 0 | 00/00/0000 | 180.20 |
| | | | | Vendor Total: | 180.20 |
| NAC BUILDING SOLUTIONS | 1502 | WWTP: BOILER TUNE-UP | 0 | 00/00/0000 | 1,501.50 |
| | | | | Vendor Total: | 1,501.50 |
| NORTH CENTRAL LABORATORIES | 0631 | WWTP: LAB SUPPLIES | 0 | 00/00/0000 | 1,376.59 |
| | | | | Vendor Total: | 1,376.59 |
| OEM SERVICE CO, LLC | 0937 | WWTP: EQUIPMENT REPAIR | 0 | 00/00/0000 | 1,521.90 |
| | | | | Vendor Total: | 1,521.90 |
| PITNEY BOWES BANK INC | 0271 | ADMIN: POSTAGE | 0 | 00/00/0000 | 53.36 |
| | | | | Vendor Total: | 53.36 |
| PLUNKETT'S PEST CONTROL, INC | 0446 | ADMIN, POLICE, WWTP, LIQUOR STORE: PEST CONTROL | 0 | 00/00/0000 | 278.02 |
| | | | | Vendor Total: | 278.02 |
| REVIER WELDING | 1509 | STREET, PARK: EQUIPMENT REPAIR | 0 | 00/00/0000 | 1,308.24 |

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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City of Glencoe

| Vendor Name | Vendor No. | Invoice Description | Check No. | Check Date | Check Amount |
|----------------------------|------------|--|-----------|-----------------------------|-------------------|
| | | | | Vendor Total: | <u>1,308.24</u> |
| RUNNING'S SUPPLY, INC. | 1616 | WWTP: UNIFORMS | 0 | 00/00/0000 | <u>59.98</u> |
| | | | | Vendor Total: | <u>59.98</u> |
| SAMMONS, JAMES | 0868 | CITY CENTER: DAMAGE DEPOSIT REFUND | 0 | 00/00/0000 | <u>200.00</u> |
| | | | | Vendor Total: | <u>200.00</u> |
| SCHMITT, STEVE | 1696 | WATER: UNIFORM ALLOWANCE | 0 | 00/00/0000 | <u>178.89</u> |
| | | | | Vendor Total: | <u>178.89</u> |
| SHRED-N-GO, INC | 0032 | FINANCE, POLICE: PAPER SHREDDING SERVICE | 0 | 00/00/0000 | <u>79.08</u> |
| | | | | Vendor Total: | <u>79.08</u> |
| ST CLOUD STATE UNIVERSITY | 0117 | ADMIN: MCFOA ANNUAL CONFERENCE FEES | 0 | 00/00/0000 | <u>305.00</u> |
| | | | | Vendor Total: | <u>305.00</u> |
| STORM TRUCKING, LLC | 1687 | STREET: SNOW HAULING | 0 | 00/00/0000 | <u>2,098.75</u> |
| | | | | Vendor Total: | <u>2,098.75</u> |
| SUN LIFE | 0926 | MULT DEPTS: INS PREMIUMS | 0 | 00/00/0000 | <u>3,096.86</u> |
| | | | | Vendor Total: | <u>3,096.86</u> |
| TWIN CITIES & WESTERN R.R. | 0590 | REIMB: PARKING LOT LEASE | 0 | 00/00/0000 | <u>5,000.00</u> |
| | | | | Vendor Total: | <u>5,000.00</u> |
| VERIZON WIRELESS | 1110 | POLICE: SQUAD CAR PHONES | 0 | 00/00/0000 | <u>200.05</u> |
| | | | | Vendor Total: | <u>200.05</u> |
| VOSS, RYAN | 2217 | ADMIN: MONTHLY CELL PHONE REIMB | 0 | 00/00/0000 | <u>50.00</u> |
| | | | | Vendor Total: | <u>50.00</u> |
| | | | | Grand Total: | <u>132,658.65</u> |
| | | | | Less Credit Memos: | <u>0.00</u> |
| Total Invoices: | 53 | | | Net Total: | <u>132,658.65</u> |
| | | | | Less Hand Check Total: | <u>0.00</u> |
| | | | | Outstanding Invoice Total : | <u>132,658.65</u> |

BUILDING PERMITS - JANUARY 2023

| PROPERTY ADDRESS | PERMIT TYPE |
|--------------------------------------|---|
| 1319 CHANDLER AVE, GLENCOE, MN 55336 | Plumbing (Residential) |
| 1011 HENNEPIN AVE, GLENCOE, MN 55336 | Repair/Remodel/Alteration (Commercial) |
| 2121 E 11TH ST, GLENCOE, MN 55336 | Mechanical (Commercial) |
| 330 EDGEWOOD DR, GLENCOE, MN 55336 | Re-Window/Exterior Door (Residential) |
| 207 7TH ST E, GLENCOE, MN 55336 | Mechanical Replacement - Single Appliance (Residential) |
| 1131 N NEWTON AVE, GLENCOE, MN 55336 | Mechanical Replacement - Single Appliance (Residential) |
| 1320 E 14TH ST, GLENCOE, MN 55336 | Basement Finish (Residential) |
| 1303 UNION AVE, GLENCOE, MN 55336 | New Structure - Building (Commercial) |
| 1306 16TH ST E, GLENCOE, MN 55336 | Plumbing (Residential) |
| 602 FIR CIR N, GLENCOE, MN 55336 | Re-Window/Exterior Door (Residential) |

February 2023

| February 2023 | | | | | | | March 2023 | | | | | | |
|---------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | | 26 | 27 | 28 | 29 | 30 | 31 | |

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