

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – **5:00 PM**  
**Monday August 22, 2022**  
Madison Municipal Building

**1. CALL THE REGULAR MEETING TO ORDER**

Mayor Thole will call the meeting to order.

**2. APPROVE AGENDA**

Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order. (Council)

**3. APPROVE MINUTES**

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A copy of the August 8, 2022 regular meeting minutes are enclosed. A MOTION is in order. (Council)

**4. PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS (public/mayor/council)**

Members of the audience wishing to address the Council with regard to an agenda item, presentation of a petition, utility customer hearing, or a general communication should be recognized at this time. A MOTION may be in order (Public/Council)

**5. CONSENT AGENDA**

- |   |         |
|---|---------|
| A. Heat Share Agreement – Approve               | Page 3  |
| B. Ehlers Potential Refunding – Receive         | Page 9  |
| C. Revenue/Expense Report – July 2022 – Receive | Page 11 |
| D. Mobile 311 – July 2022 – Receive             | Page 16 |

A MOTION may be in order to accept the reports and/or authorize the actions requested. (Council)

**6. UNFINISHED AND NEW BUSINESS**

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- A. City Council Checklist. A DISCUSSION may be in order. (Manager, Council)

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- B. 5:00 PM Public Hearing - USDA Community Facilities Grant Proposal. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- C. Farmers Mutual DEED Pay Request. A DISCUSSION and MOTION may be in order. (Manager, Council)

Handout

- D. Public Works Committee. A DISCUSSION and MOTION may be in order. (Manager, Council)

- E. Presentation of Tyler Tech Software Contract – Cody Gunstenson. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT (Manager)**

- LQP-YB Meeting – August 24, 2022
- SW MN Manager Meeting – August 31, 2022
- Parks Streets Position Update

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**8. MAYOR/COUNCIL REPORTS (Mayor/Council)**

**9. AUDITING CLAIM**

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A copy of the Schedule Payment Report of bills submitted August 8, 2022 through August 22, 2022 is attached for approval for Check No. 63245 through Check No. 63279 and debit card purchases. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
AUGUST 8, 2022**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Greg Thole on Monday, August 8, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole, Maynard Meyer, Tim Volk (arrived at 5:12 p.m.), Paul Zahrbock and Adam Conroy. Also present was: City Clerk Christine Enderson.

**AGENDA**

Upon motion by Zahrbock, seconded by Meyer and carried, the Agenda was approved as amended. Additions include adding land in the Rural Service District. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Meyer, seconded by Zahrbock and carried, the July 25, 2022, regular meeting minutes were approved as presented.

**PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS**

Glenda Kennedy was present to voice her concern about the recent presentation on development of Square Park. Council responded that the development of Square Park is not final, however, additional housing is a need in the community.

(Councilmember Tim Volk arrived at 5:12 p.m.)

**CONSENT AGENDA**

Upon motion by Zahrbock, seconded by Conroy and carried, the Consent Agenda was approved as presented.

**CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist.

**WESTERN MN PRAIRIE WATERS**

Melissa Streich, Communications Coordinator for Western MN Prairie Waters Tourism, updated Council on projects and activities they have been working on. They recently distributed a new Western MN Prairie Waters publication and the Explore MN Tourism site is updated quarterly with the area's amenities. An update was provided for the Shop Local Campaign, workforce recruitment, Work Here project, and the site selector that is a statewide site for developers to view vacant buildings and parcels.

Upon motion by Volk, seconded by Zahrbock and carried, Council approved the 2023 Western MN Prairie Waters membership fee in the amount of \$3,858.

**DEMOLITION AGREEMENT**

Upon motion by Zahrbock, seconded by Meyer and carried, Council approved a Demolition Agreement between the City of Madison and Josh Beninga for the demolition of a building located on a parcel at 214 8<sup>th</sup> Avenue. Two quotes were received

### **ESTABLISH PUBLIC HEARING – USDA COMMUNITY FACILITIES GRANT**

Upon motion by Conroy, seconded by Zahrbock and carried, Council set a public hearing regarding the USDA Community Facilities Grant at approximately 5:00 p.m. at City Hall on Monday, August 22, 2022.

### **RURAL SERVICE DISTRICT**

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 22-30** titled “Resolution Including Additional Land in the Rural Service District” was adopted. This resolution would provide for Ziegler, LLC, Parcel ID# 26-0205-010 consisting of 15.95 acres to be added to the Rural Service District as provided for and subject to the provisions in Ordinance No. 383. A complete copy of Resolution 22-30 is contained in City Clerk’s Book #10.

### **CITY MANAGER’S REPORT**

**Wellness Event:** There is a city wellness event being held at the Happy Hour on Thursday, Aug. 11<sup>th</sup> at 5 p.m.

**Swimming Pool:** Revenue has exceeded the 2022 budget. Attendance is up in June with 108 individuals and July is up to 157. The last day open will be Saturday, August 20<sup>th</sup>.

**Streets/Parks Position Timeline:** There were 8 applications received, and 5 candidates will be interviewed on Friday, August 12<sup>th</sup>.

**308 6<sup>th</sup> Ave:** The roof was looked at by the City Hall contractor and was quoted an estimate of \$45,000 to repair.

### **MAYOR/COUNCIL REPORTS**

**EDA:** Currently working on development agreements, public hearing to be held on September 19<sup>th</sup> at 5:00 PM at EDA meeting.

### **DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between July 26 and August 8, 2022. These disbursements include United Prairie Check Nos. 63169-63233. Debit card purchases made between July 26- August 8, 2022, were also approved as listed.

There being no further business, upon motion by Conroy, seconded by Zahrbock and carried, meeting adjourned at 5:46 pm.

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Greg Thole - Mayor

**ATTEST:**

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Christine Enderson – City Clerk



DOING  
THE MOST  
GOOD®

NORTHERN DIVISION HEADQUARTERS

2445 Prior Avenue North  
Roseville, MN 55113  
p: 651-746-3400  
SalvationArmyNorth.org

Brian Peddle, *General*  
Commissioner F. Bradford Bailey, *Territorial Commander*  
Lt. Colonel Dan Jennings, *Divisional Commander*

July 28, 2022

Madison Public Utilities  
Christine Enderson  
City Clerk  
404 - 6th Ave  
Madison, MN 56256

Greetings from The Salvation Army's HeatShare Program staff. The cost of our bill inserts has decreased!

I would like to thank everyone who has continued to be an active participant of the HeatShare Program. HeatShare is celebrating its 39<sup>th</sup> year thanks to the commitment of utilities such as yours. Since 1982, HeatShare and many of the municipal electric and gas utilities of Minnesota have worked closely together. For those who are not currently active participants, it is our hope that you will join us this next HeatShare season. Hopefully, we can count on all our community partners to be a part of our HeatShare network.

HeatShare provides emergency assistance with heating and utility bills. It is a voluntary, nongovernmental program of The Salvation Army HeatShare program helps warm the lives of the elderly, disabled and others who have nowhere else to turn. It is a one-time, last resort for many who have no other resources available to see them through a tough time.

This program is a positive way for you to reach out to customers in need; especially with energy costs rising year after year. Additionally, there are many households who have limited resources to turn to; particularly after the state programs are closed or unavailable.

Your support of this program would aid those in your community in receiving the help that they need if you could contribute in at least one of the following ways (please check all applicable boxes):

- ☒ By purchasing and distributing bill inserts to your customers to raise donations.
- ☒ Utilizing your website to advertise the HeatShare Program (a suggested example attached).
- ☒ By adding information about the HeatShare Program to your utility newsletter (a suggested example attached)

If you do not wish to aid us in our outreach efforts to promote and raise funds for the HeatShare Program to benefit your customers, please check the box below:

☐ We do not wish to participate in the HeatShare Program

Enclosed you will find a copy of The Salvation Army's HeatShare Agreement. If you wish to participate in the program, please present this to your governing authorities to review and sign. A self-addressed stamped envelope is enclosed so you can conveniently return the signed agreement and order form back to us. Once received, a fully executed agreement will be returned to you.

It is my hope that in the upcoming year I will be able to reach out and make personal contact with many of you. In the meantime, if you have any questions about the HeatShare Program or this agreement, please contact me at 651-746-3542. Our program continues to be a success in Minnesota, thanks to individuals and organizations like you.

Thank you for your support.

Sincerely,

Ana Gonzalez  
Divisional HeatShare Coordinator  
The Salvation Army Divisional Headquarters

Enclosures



## HEATSHARE PROGRAM BILL INSERT ORDER FORM

Madison Public Utilities  
404 - 6th Ave  
Madison, MN 56256

NUMBER OF NEW BILL INSERTS YOU WOULD LIKE TO ORDER: 1,000  
@ .15 EACH  
TOTAL COST: \$ 150.00

PLEASE MAKE YOUR CHECK OUT TO: "THE SALVATION ARMY HEATSHARE PROGRAM" AND INCLUDE IT WITH THE ORDER FORM IN THE ENCLOSED ENVELOPE.

THANK YOU FOR SUPPORTING THE SALVATION ARMY'S HEATSHARE PROGRAM IN YOUR COMMUNITY.

## **Utility Website or Newsletter Sample**

### **What is HeatShare?**

HeatShare is a voluntary nongovernmental program of The Salvation Army that has been in existence since 1982. When you give to HeatShare, you are helping warm the lives of the elderly, people with disabilities, and others who have nowhere else to turn. HeatShare provides financial assistance on a year-round basis and is used for natural gas, oil, propane, wood, and electricity.

### **Who does HeatShare help?**

- Seniors 65 years or older with low income and no alternate source of help.
- People with disabilities who are limited in their ability to maintain income to adequately cover energy costs.
- People who have an unexpected crisis and as a result cannot pay for household energy bills.

### **How can I support my neighbor?**

You can give the gift of heat by sending a tax-deductible donation to:

The Salvation Army

HeatShare Program

2445 Prior Ave N

Roseville, MN 55113

*\*Please make checks payable to HeatShare*

[www.heatshare.org](http://www.heatshare.org)

1-800-842-7279

# **THE SALVATION ARMY HEATSHARE PROGRAM AGREEMENT**

**COMES NOW, Madison Public Utilities**, in joint partnership with The Salvation Army, an Illinois Corporation (The Salvation Army), submits its joint customer contribution fund program plan as follows:

## **PROGRAM NAME:**

HeatShare (A voluntary non-governmental program of The Salvation Army) which has been in existence since 1982.

## **PURPOSE:**

The purpose of this energy related program, shall be to advance the common good and general welfare of the people by soliciting voluntary contributions from customers and employees to assist needy Minnesotans with energy related problems, including but not limited to residential heating bills, repairs on home heating equipment, and shut offs; and to provide assistance in reducing the cost of utilities for qualified low-income elderly, disabled, and others with special needs who have difficulty paying their energy related expenses.

## **CUSTOMER NOTIFICATION:**

Customers will be notified through Madison Public Utilities. Notifications will be made via bill inserts and/or newsletter. In addition, press releases and media notification will be utilized when appropriate and beneficial to HeatShare and Madison Public Utilities.

## **TRANSFER/DISTRIBUTION OF FUNDS:**

Madison Public Utilities will transfer funds to The Salvation Army on a regular basis in amounts equal to contributions received and processed prior to such date. Funds will be allocated by each Salvation Army unit corresponding to Madison Public Utilities in direct proportion to donations received from their area. On an exceptional basis, The Salvation Army, will have at their discretion, the authority to adjust the distribution of funds where they deem fit. A minimum of 85% of the funds will be used in the distribution of funds as per the guidelines on attachment A-1.

## **IMPLEMENTATION:**

Implementation is to be scheduled within the effective dates of this agreement by one or more of the following:

- Insertion of HeatShare bill insert into at least one monthly bill,
- Advertisement of HeatShare program on website,
- Utility newsletter.

## **ADDITIONAL:**

Madison Public Utilities proposes at this time to absorb the expense of solicitation through paying of bill inserts, any promotional costs deemed necessary, and the cost of collection and transmittal of contributions.

## **EFFECTIVE DATE:**

This plan becomes effective this October 1, 2022, and stays effective until September 30, 2023, or until Madison Public Utilities or The Salvation Army terminates this agreement by giving a 90-day written notice to the other party.



**NOTICE:**

The Salvation Army will follow the operational guidelines on (A-1) attached hereto. Notices shall be deemed given upon personal delivery, or when deposited in the United States mail, postage prepaid and addressed as follows:

**If to Madison Public Utilities:**

Attn: Christine Enderson  
Title: City Clerk  
Address: 404 - 6th Ave  
Madison, MN 56256  
Phone: 320-598-7373

**If to The Salvation Army:**

Attn: Ana Gonzalez  
Title: Divisional HeatShare Coordinator  
Address: 2445 Prior Avenue N  
Roseville, MN 55113  
Phone: 651-746-3542

**WHEREFORE,** Madison Public Utilities, requests that its proposed joint customer contribution fund program be approved as submitted.

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Attest: \_\_\_\_\_  
Title: \_\_\_\_\_  
Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2022

The Salvation Army, an Illinois Corporation

By: \_\_\_\_\_  
Title: Divisional Commander  
Attest: \_\_\_\_\_  
Title: Divisional HeatShare Coordinator  
Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2022

## THE SALVATION ARMY HEATSHARE PROGRAM GUIDELINES

### TO QUALIFY FOR ASSISTANCE FROM THE HEATSHARE PROGRAM:

1. Applicants must have a past due bill or final (disconnect) notice and;
2. Applicants must be income eligible as per Attachment A-1 and;
3. Applicants must have applied for assistance previously from other available public agencies and;
4. Applicants must reside in the designated areas where funds are raised for the program.
5. Applicants must be:
  - a. 65 years of age or older, or disabled/handicapped, such that financial assistance from the HeatShare program would relieve a substantial need or
  - b. Circumstances have arisen which deplete an individuals or families immediate cash resources. For example, an illness, major repair bill or sudden lay off, may leave a family, usually able to cope with insufficient cash resources to meet heating needs even though normally they have sufficient income to do so.
  - c. After initial assistance has been received, if an underlying problem exists (such as a client paying more rent than their income will allow) attempts must be made to remedy the situation before further assistance will be given.
  - d. Households who request assistance in consecutive years will be asked to participate in activities to strengthen the self-sufficiency of the family.
6. Assistance is available only once per year at a maximum of \$400 for those living outside of the Twin Cities area, and \$500 for those living within the Twin Cities Area.
7. Types of assistance granted will be for natural gas, electric, fuel oil, and propane.

**Note:** These are guidelines and on occasion, due to extenuating circumstances, clients may be given special considerations.

### 2022-2023 ANNUAL NET INCOME GUIDELINES

The income guidelines below are based on 50% of State Median Income.

Household	Annual Income	Monthly Income
1	\$33,918	\$2,826.50
2	\$44,355	\$3,696.25
3	\$54,791	\$4,565.92
4	\$65,228	\$5,435.67
5	\$75,664	\$6,305.33
6	\$86,101	\$7,175.08
7	\$88,058	\$7,338.17
8	\$90,014	\$7,501.17
9	\$91,971	\$7,664.25
10	\$93,928	\$7,827.33
11	\$95,885	\$7,990.42
12	\$97,842	\$8,153.50
13	\$99,799	\$8,316.58
14*	\$101,755	\$8,479.58

August 12, 2022

Val Halvorson, City Manager  
City of Madison, Minnesota  
404 6th Ave N  
Madison, MN 56256-1237

RE: Potential Refunding of Existing Bonds

As your Municipal Advisor one of the services we provide is to monitor your outstanding bond issues and alert you to any potential refunding opportunities. An updated status report for your outstanding debt is attached. It includes general information about your existing debt and a brief comment regarding potential savings based on current market conditions. We will continue to monitor your issues on an ongoing basis and will contact you if we identify refunding opportunities that merit consideration.

If you have any questions about this information, please contact me.

Sincerely,

Ehlers



Todd Hagen  
Senior Municipal Advisor/ Vice President



Rebecca Kurtz  
Senior Municipal Advisor/ Vice President

### Status Report on Refunding of Existing Bond Issues

Original Bond Amount	Title	Last Maturity	Call Date	Callable Amount	Callable Rates		Status
					Low	High	
\$1,074,997	Clean Water State Revolving Fund Loan (MN PFA), 2015	08/20/2045	-	-	-	-	These bonds are not callable.
\$6,710,000	General Obligation Refunding Bonds, Series 2015A	01/01/2045	01/01/2023	\$5,510,000	3.000%	4.000%	As of August 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,485,000	General Obligation Refunding and Water Revenue Bonds, Series 2016A	02/01/2032	02/01/2025	\$530,000	2.250%	3.000%	As of August 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$6,395,000	General Obligation Water and Sewer Improvement Refunding Bonds, Series 2021A	01/01/2047	01/01/2030	\$4,545,000	1.050%	2.000%	As of August 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.

# REVENUE & EXPENSE REPORT

## CALENDAR 7/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	423,743.52	1,170,429.07	1,686,664.27	516,235.20
	TOTAL EXPENSES	107,996.63	1,092,765.36	1,686,664.27	593,898.91
	GENERAL TOTAL	315,746.89	77,663.71	.00	77,663.71-
	TOTAL REVENUE	7,673.39	70,385.36	112,500.00	42,114.64
	TOTAL EXPENSES	1,157.17	62,845.11	120,350.00	57,504.89
	AMBULANCE TOTAL	6,516.22	7,540.25	7,850.00-	15,390.25-
	TOTAL REVENUE	1,227.47	67,126.83	6,092.00	61,034.83-
	TOTAL EXPENSES	541.54	1,636.96	.00	1,636.96-
	SCDP GRANT REVOLVING LOAN TOTA	685.93	65,489.87	6,092.00	59,397.87-
	TOTAL REVENUE	.00	473.51	12,066.00	11,592.49
	TOTAL EXPENSES	.00	23,903.91	.00	23,903.91-
	SCDP GRANT 2017 ADMIN TOTAL	.00	23,430.40-	12,066.00	35,496.40
	TOTAL REVENUE	19,500.00	45,738.99	90,700.00	44,961.01
	TOTAL EXPENSES	532.50	26,242.45	92,391.00	66,148.55
	EDA TOTAL	18,967.50	19,496.54	1,691.00-	21,187.54-
	TOTAL REVENUE	35.78	99.68	1,000.00	900.32
	TOTAL EXPENSES	.00	.00	200.00	200.00
	EDA REVOLVING LOAN FUND TOTAL	35.78	99.68	800.00	700.32
	TOTAL EXPENSES	.00	.00	.00	.00

# REVENUE & EXPENSE REPORT

## CALENDAR 7/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	EDA DOWNPAYMENT LOAN TOTAL	.00	.00	.00	.00
	TOTAL REVENUE	.00	.00	20,000.00	20,000.00
	TOTAL EXPENSES	.00	.00	.00	.00
	SEWR SYSTEM REPLACEMENT TOTAL	.00	.00	20,000.00	20,000.00
	TOTAL REVENUE	.00	.00	.00	.00
	TOTAL EXPENSES	.00	.00	.00	.00
	2009 GO TEMP IMPROVE DEBT TOTA	.00	.00	.00	.00
	TOTAL REVENUE	.00	63,370.93	339,500.00	276,129.07
	TOTAL EXPENSES	.00	63,423.75	324,438.00	261,014.25
	INFRA. REPLACE. DEBT SERV TOTA	.00	52.82-	15,062.00	15,114.82
	TOTAL REVENUE	.00	124,646.26	399,949.00	275,302.74
	TOTAL EXPENSES	.00	104,800.00	374,405.00	269,605.00
	2015 GO REFUNDING DS TOTAL	.00	19,846.26	25,544.00	5,697.74
	TOTAL REVENUE	.00	.00	145,014.00	145,014.00
	TOTAL EXPENSES	.00	143,487.50	143,489.00	1.50
	2016 GO REF/WT REV DS TOTAL	.00	143,487.50-	1,525.00	145,012.50
	TOTAL REVENUE	.00	.00	.00	.00
	TOTAL EXPENSES	.00	.00	.00	.00
	FTTP PROJECT FUND TOTAL	.00	.00	.00	.00

# REVENUE & EXPENSE REPORT

## CALENDAR 7/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	.00	.00	.00	.00
	TOTAL EXPENSES	1,387.50	51,485.00	.00	51,485.00-
		-----	-----	-----	-----
	UTIL EXT PROJECT FUND TOTAL	1,387.50-	51,485.00-	.00	51,485.00
	TOTAL EXPENSES	.00	.00	.00	.00
		-----	-----	-----	-----
	2009 GO TEMP IMPROVE PROJ TOTA	.00	.00	.00	.00
	TOTAL REVENUE	.00	20,665.00	20,000.00	665.00-
	TOTAL EXPENSES	19,323.69	32,468.45	66,000.00	33,531.55
		-----	-----	-----	-----
	CULTURE & REC CAP. FUND TOTAL	19,323.69-	11,803.45-	46,000.00-	34,196.55-
	TOTAL REVENUE	.00	.00	80,000.00	80,000.00
	TOTAL EXPENSES	.00	.00	12,000.00	12,000.00
		-----	-----	-----	-----
	BLDG & EQUIP CAP. FUND TOTAL	.00	.00	68,000.00	68,000.00
	TOTAL REVENUE	.00	.00	80,000.00	80,000.00
	TOTAL EXPENSES	.00	23,255.00	75,000.00	51,745.00
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	STREETS CAPITAL FUND TOTAL	.00	23,255.00-	5,000.00	28,255.00
	TOTAL REVENUE	58,422.47	354,585.39	620,250.00	265,664.61
	TOTAL EXPENSES	38,357.84	305,963.25	796,288.87	490,325.62
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	WATER TOTAL	20,064.63	48,622.14	176,038.87-	224,661.01-
	TOTAL REVENUE	43,436.25	278,980.47	480,000.00	201,019.53
	TOTAL EXPENSES	43,440.37	343,966.58	701,168.35	357,201.77
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# REVENUE & EXPENSE REPORT

## CALENDAR 7/2022, FISCAL 7/2022

PCT OF FISCAL YTD 58.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	SEWER TOTAL	4.12-	64,986.11-	221,168.35-	156,182.24-
	TOTAL REVENUE	23,410.89	162,130.18	284,950.00	122,819.82
	TOTAL EXPENSES	18,917.00	126,073.67	264,358.94	138,285.27
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	SANITATION TOTAL	4,493.89	36,056.51	20,591.06	15,465.45-
	TOTAL REVENUE	131,900.66	865,521.18	1,533,000.00	667,478.82
	TOTAL EXPENSES	107,971.31	761,159.26	1,418,575.36	657,416.10
		-----	-----	-----	-----
	ELECTRIC UTILITY TOTAL	23,929.35	104,361.92	114,424.64	10,062.72
	TOTAL REVENUE	12,630.63	88,252.82	151,650.00	63,397.18
	TOTAL EXPENSES	8,497.65	63,664.82	236,954.52	173,289.70
		-----	-----	-----	-----
	STORM SEWER TOTAL	4,132.98	24,588.00	85,304.52-	109,892.52-
	TOTAL REVENUE	43,611.06	268,876.46	473,000.00	204,123.54
	TOTAL EXPENSES	38,182.31	259,798.27	475,311.81	215,513.54
		-----	-----	-----	-----
	LIQUOR TOTAL	5,428.75	9,078.19	2,311.81-	11,390.00-
	TOTAL REVENUE	1,619.12	134,923.17	174,120.00	39,196.83
	TOTAL EXPENSES	7,861.87	145,716.37	214,362.00	68,645.63
		-----	-----	-----	-----
	EASTVIEW APARTMENTS TOTAL	6,242.75-	10,793.20-	40,242.00-	29,448.80-
	TOTAL REVENUE	64,191.62	86,560.19	134,000.00	47,439.81
	TOTAL EXPENSES	.00	.00	125,000.00	125,000.00
		-----	-----	-----	-----
	RESERVE TOTAL	64,191.62	86,560.19	9,000.00	77,560.19-



**REVENUE & EXPENSE REPORT**  
**CALENDAR 7/2022, FISCAL 7/2022****PCT OF FISCAL YTD 58.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	REVENUE & EXPENSE FUND SUMMARY	437,235.48	170,109.78	282,501.85-	452,611.63-

# JULY 2022 311 MONTHLY COUNCIL REPORT

Status	Address Number	Street Name	Work Type	Date Flagged	Flagged By	Modified Date	Last Modified By	Description	Comments
New Request	0	Softball Fields	Building Maintenance	7/29/2022 1:54:51 PM	todd.erp@ci.madison.mn.us	7/29/2022 1:55:32 PM	todd.erp@ci.madison.mn.us	Remove old score boards	
New Request	1	sr Ave And Hwy 40	Dead Animal	7/29/2022 10:12:50 AM	todd.erp@ci.madison.mn.us	7/29/2022 10:12:50 AM	todd.erp@ci.madison.mn.us		Dead squirrel on road
New Request	621	4th Ave	Tree Inspections	7/28/2022 3:20:26 PM	todd.erp@ci.madison.mn.us	7/28/2022 3:23:57 PM	todd.erp@ci.madison.mn.us	Tree branch hanging over street on east side of house in boulevard.	Need to remove with bucket truck
Complete	4	th St/eastern Ave	Street Light Out - Electric	7/27/2022 4:04:38 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:04:39 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	8	th St/1st Ave	Street Light Out - Electric	7/27/2022 4:04:04 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:04:05 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Faith Lutheran Church/8th St	Street Light Out - Electric	7/27/2022 4:03:26 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:03:27 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	5	th Ave And 8th St Alley	Street Light Out - Electric	7/27/2022 4:02:46 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:02:47 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Evergreen Ave/park view Lane	Street Light Out - Electric	7/27/2022 4:02:04 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:02:05 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Park Ave/highway 40	Street Light Out - Electric	7/27/2022 4:01:38 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:01:39 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light

Complete	0	John Deere	Street Light Out - Electric	7/27/2022 4:01:14 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:01:15 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	204	Park Ave	Street Light Out - Electric	7/27/2022 4:00:37 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:00:38 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Park Ave/3rd St	Street Light Out - Electric	7/27/2022 4:00:09 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 4:00:10 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Clint Bonn	Street Light Out - Electric	7/27/2022 3:59:44 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 3:59:45 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	524	Pleasant Dr	Street Light Out - Electric	7/27/2022 3:59:15 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 3:59:16 PM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light
Complete	506	Park Ave	Street Light Out - Electric	7/27/2022 3:58:51 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 3:58:52 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Park Ave/pleasant Drive	Street Light Out - Electric	7/27/2022 3:58:22 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 3:58:23 PM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	0	Park Ave Apts	Street Light Out - Electric	7/27/2022 3:57:50 PM	chase.mortenson@ci.madison.mn.us	7/27/2022 3:57:51 PM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light
New Request	316	5th Street	Tree Inspections	7/25/2022 10:59:20 AM	todd.erp@ci.madison.mn.us	7/25/2022 11:03:26 AM	todd.erp@ci.madison.mn.us		
Complete	0	Napa Parking Lot	Street Light Out - Electric	7/22/2022 10:26:34 AM	chase.mortenson@ci.madison.mn.us	7/22/2022 10:26:35 AM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light 3

Complete	0	Napa Parking Lot	Street Light Out - Electric	7/22/2022 10:26:08 AM	chase.mortenson@ci.madison.mn.us	7/22/2022 10:26:09 AM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light 2
Complete	0	Napa Parking Lot	Street Light Out - Electric	7/22/2022 10:25:12 AM	chase.mortenson@ci.madison.mn.us	7/22/2022 10:25:13 AM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light 1
Notice Sent	814	6th Ave	Junk Vehicle/Blight	7/22/2022 9:31:18 AM	christine.enderson@ci.madison.mn.us	7/29/2022 3:34:13 PM	christine.enderson@ci.madison.mn.us	7/22/22 Received a complaint on condition of property: junk around yard (old bathtub, bikes, wood, garbage can tipped, etc). Please inspect so letter can be sent. CE	7/29/22 roll of vinyl flooring, old tub, scrap trim and other blight in yard by driveway. 7/29/22 notice sent. followup on 8/8/22. CE
Follow-Up Inspection Needed	409	W 3rd St.	High Grass	7/19/2022 11:07:15 AM	todd.erp@ci.madison.mn.us	7/28/2022 1:46:04 PM	madison@ci.madison.mn.us	7/19/22 TE tall weeds around garage and house	7/19/22 notice sent. CE Followup on 7/26
Follow up complete - Monitor	221	4th Ave	High Grass	7/19/2022 11:03:23 AM	todd.erp@ci.madison.mn.us	7/28/2022 1:47:05 PM	madison@ci.madison.mn.us	7/19/22 TE weed overgrowth between properties. South of driveway up to south property.	7/19/22 CE notice sent. follow up on 7/26 7/25/22 homeowner called and said she is working on it. 7/28/22 followup needed. CE
Complete	107	6th St	Street Light Out - Electric	7/18/2022 11:20:12 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 11:20:13 AM	chase.mortenson@ci.madison.mn.us		St light
Complete	7	th St W And 1st Ave	Street Light Out - Electric	7/18/2022 11:17:15 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 11:17:16 AM	chase.mortenson@ci.madison.mn.us	Replaced to led	St light
Complete	319	3rd St	Street Light Out - Electric	7/18/2022 10:53:07 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 10:53:08 AM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light

Complete	520	3rd Ave	Street Light Out - Electric	7/18/2022 10:26:33 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 10:26:34 AM	chase.mortenson@ci.madison.mn.us	Replaced to led light	St light
Complete	205	4th Ave	Street Light Out - Electric	7/18/2022 10:15:11 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 10:15:12 AM	chase.mortenson@ci.madison.mn.us	Replaced with led light	Led light
Complete	413	3rd St	Street Light Out - Electric	7/18/2022 9:54:48 AM	chase.mortenson@ci.madison.mn.us	7/18/2022 9:54:49 AM	chase.mortenson@ci.madison.mn.us	Replaced with led light	Led light
Complete	818	5th Street	Trimming	7/11/2022 1:06:25 PM	todd.erp@ci.madison.mn.us	7/11/2022 1:09:17 PM	todd.erp@ci.madison.mn.us	7/11/21 widow maker hanging over sidewalk. Large branch that could come down at any time. Unsafe conditions. Chase Alex and Todd cut and haul away	
Follow-Up Inspection Needed	810	1st Ave	High Grass	7/11/2022 12:36:20 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:54:31 AM	christine.enderson@ci.madison.mn.us	7/11/22 High Grass; Tall weeds around house and fence. CE	7/11/22 notice sent. CE 7/28/22 followup inspection needed
Follow-Up Inspection Needed	616	3rd Ave	High Grass	7/11/2022 12:35:36 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:55:06 AM	christine.enderson@ci.madison.mn.us	7/11/22 Tall weed patch from the house to the property line; needs trimming. CE	7/11/22 notice sent. CE 7/28/22 followup needed
Follow-Up Inspection Needed	715	3rd Ave	High Grass	7/11/2022 12:34:39 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:55:29 AM	christine.enderson@ci.madison.mn.us	7/11/22 High Grass/Needs trimming	7/11/22 notice sent 7/28/22 followup inspection needed
Follow-Up Inspection Needed	304	4th Ave	High Grass	7/11/2022 12:33:59 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:55:50 AM	christine.enderson@ci.madison.mn.us	7/11/22 High Grass	7/11/22 notice sent 7/28/22 followup inspection needed

Follow-Up Inspection Needed	610	8th Ave	High Grass	7/11/2022 12:32:52 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:56:39 AM	christine.enderson@ci.madison.mn.us	7/11/22 Overgrown garden/weeds in the back yard. CE	7/11/22 notice sent 7/18/22 homeowner called and said she's been ill, she will talk to her son to take care of it. 7/28/22 followup needed
Follow-Up Inspection Needed	104	9th Ave	High Grass	7/11/2022 12:32:12 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:57:36 AM	christine.enderson@ci.madison.mn.us	7/11/22 Needs trimming around fence, items in the yard and electric pole. CE	7/11/22 notice sent 7/28/22 followup needed
Follow-Up Inspection Needed	214	9th Ave	High Grass	7/11/2022 12:31:26 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:57:54 AM	christine.enderson@ci.madison.mn.us	7/11/22 High Grass CE	7/11/22 notice sent 7/28/22 followup needed
Follow-Up Inspection Needed	220	9th Ave	High Grass	7/11/2022 12:30:55 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:58:12 AM	christine.enderson@ci.madison.mn.us	7/11/22 Weeds in empty lot need trimming. CE	7/11/22 notice sent 7/28/22 followup needed
Follow-Up Inspection Needed	410	7th Ave	High Grass	7/11/2022 12:29:35 PM	christine.enderson@ci.madison.mn.us	7/28/2022 9:58:29 AM	christine.enderson@ci.madison.mn.us	7/11/22 High Grass	7/11/22 notice sent 7/28/22 followup needed
Complete		Baseball Field Restrooms and concession stand	Repairs	7/7/2022 12:07:19 PM	todd.erp@ci.madison.mn.us	7/7/2022 12:07:20 PM	todd.erp@ci.madison.mn.us	After we received the ok to play on the field, we needed to get the ball field back into shape. Sprayed, Weeded, cleaned up debris, cleaned restrooms, dugouts (removed cement block). Replaced deadbolt to the storage shed as it broke and could not get in. (Summer Help) Line dept. set poles for batting cage and installed netting.	

Complete		Pool	Building Maintenance	7/7/2022 12:01:16 PM	todd.erp@ci.madison.mn.us	7/7/2022 12:01:17 PM	todd.erp@ci.madison.mn.us	Heater for slide failed and could not be repaired. Pillatzkis' Ordered a size bigger as they could not get the same one. After installing, they found that we could not get enough gas to the furnace. They removed and ordered a smaller one than original. It is now installed and working.	
Complete		Pool	Building Maintenance	7/7/2022 11:57:15 AM	todd.erp@ci.madison.mn.us	7/8/2022 9:04:45 AM	todd.erp@ci.madison.mn.us	Ladder step broken at deep end of pool. Ordered replacement step. will install when received. 7/8/22 received part on the 7th. Installed on the 8th	
Complete	622	W 5th St	Trimming	7/7/2022 10:23:36 AM	todd.erp@ci.madison.mn.us	7/7/2022 10:25:18 AM	todd.erp@ci.madison.mn.us	7/7/22 tree branch hanging over street. Removed Was low enough to hit vehicles	
Complete	720	3rd St W	Street Light Out - Electric	7/1/2022 11:48:34 AM	chase.mortenson@ci.madison.mn.us	7/1/2022 11:48:35 AM	chase.mortenson@ci.madison.mn.us	Replaced with new led light	New led light
Complete	6	th St W & 6th Ave	Street Light Out - Electric	7/1/2022 10:41:08 AM	chase.mortenson@ci.madison.mn.us	7/1/2022 10:41:09 AM	chase.mortenson@ci.madison.mn.us	Replaced with led light	New led light
New Request		no address	Spraying	6/28/2022 2:10:33 PM	todd.erp@ci.madison.mn.us	7/28/2022 1:50:42 PM	madison@ci.madison.mn.us	Todd mosquito sprayed the city and golf course on 6/27/22. Block party on 6/29/22	

Follow up complete - Monitor	622	5th St	Junk Vehicle/Blight	6/27/2022 11:31:42 AM	todd.erp@ci.madison.mn.us	7/28/2022 9:59:19 AM	christine.enderson@ci.madison.mn.us	6/27/22 TE compliant was received about vehicle with flat tire. Inoperable. Expired license.  7/6/2022 exterior structure concerns	6/28/22 Notice sent for junk vehicle violation. Follow up on 7/8. CE  7/8/22 vehicle has not moved. Expired license. Cannot tell if tire is still flat but appears to be. Cannot get close enough  7/8/22 Was notified that tenant is working on selling truck.
Follow-Up Inspection Needed	409	9th Ave	High Grass	6/22/2022 3:15:52 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:02:11 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Follow-Up Inspection Needed	520	Pleasant Drive	High Grass	6/22/2022 2:44:40 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:02:25 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Initial Inspection Complete	415	Central Ave	High Grass	6/22/2022 2:44:03 PM	christine.enderson@ci.madison.mn.us	7/28/2022 3:03:42 PM	todd.erp@ci.madison.mn.us	high grass	7/7/22 Called homeowner. Blight needs cleaning up then he will mow.  7/14/22 Followup inspection needed. CE  7/28/22 city cleaned up majority of blight. Homeowner has not attempted to clean the small debris or stuff to be saved. Grass/weeds not in compliance. Need to mow and clean up blight
Follow up complete - Monitor	520	Central Ave	High Grass	6/22/2022 2:43:32 PM	christine.enderson@ci.madison.mn.us	7/28/2022 3:09:38 PM	todd.erp@ci.madison.mn.us	high grass	7/28/22 followup. 7/28/22 Property has been mowed recently.



Follow-Up Inspection Needed	521	1st Ave	High Grass	6/22/2022 2:42:10 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:02:38 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Follow-Up Inspection Needed	717	1st Ave	High Grass	6/22/2022 2:41:13 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:02:49 AM	christine.enderson@ci.madison.mn.us	high grass	followup
Follow-Up Inspection Needed	215	2nd St	High Grass	6/22/2022 2:40:29 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:03:00 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Follow-Up Inspection Needed	622	3rd Ave	High Grass	6/22/2022 2:38:33 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:03:09 AM	christine.enderson@ci.madison.mn.us	high grass	followup
Follow up complete - Monitor	224	3rd Ave	High Grass	6/22/2022 2:37:31 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:03:25 AM	christine.enderson@ci.madison.mn.us	high grass	6/22/2022 monitor
Initial Inspection Complete	413	3rd St W	High Grass	6/22/2022 2:34:57 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:03:36 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Follow-Up Inspection Needed	503	2nd St	High Grass	6/22/2022 2:32:44 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:03:50 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup
Follow-Up Inspection Needed	804	4th Ave	High Grass	6/22/2022 2:08:44 PM	christine.enderson@ci.madison.mn.us	7/28/2022 10:04:03 AM	christine.enderson@ci.madison.mn.us	high grass	7/28 followup

Follow up complete - Monitor	508	6th Ave	Junk Vehicle/Blight	6/15/2022 9:09:34 AM	christine.enderson@ci.madison.mn.us	7/28/2022 10:04:47 AM	christine.enderson@ci.madison.mn.us	<p>6/8 Property owner said he was leaving lumber by the alley for the city to take. CE called Olson Sanitation and they advised to put it in the blue can if it fits, otherwise he'll need a dumpster. Please advise how much lumber. Property owner already paid for time and services.</p> <p>7/8/22 TE added pictures of pile. City cannot take to compost site. Lumber is not allowed. Lumber can throw in blue garbage container and they can haul brush to compost site.</p>	
Follow up complete - Monitor	301	3rd ave	High Grass	6/2/2022 9:38:11 AM	christine.enderson@ci.madison.mn.us	7/28/2022 10:05:35 AM	christine.enderson@ci.madison.mn.us	high grass	<p>6/2/22 notice sent. High grass. CE did see them mowing with a manual push trimmer.</p> <p>6/22/2022 compliant</p> <p>7/19/22 TE high grass and blight</p> <p>7/19/22 Called property owner to check in when he will be mowing. He has no mower, no money, but hoping to figure something out by end of day Wednesday, 7/20/22. City can send contractor on 7/21/22 if not mowed. CE</p> <p>7/20/22 property was mowed CE</p>

Follow-Up Inspection Complete	302	5th St E	Junk Vehicle/Bligh t	5/31/2022 1:29:58 PM	todd.erp@ci .madison.m n.us	7/28/2022 3:06:34 PM	todd.erp@ci .madison.m n.us	5/31/22 TE vehicles with expired license. Complaint stated accumulation of blight. Hard to see with the tall grass.	5/31/22 VH called property owner and requested lawn to be mowed by Thursday, 6/2. CE sent letter regarding blight and vehicles on 6/3/22, to be remedied by 6/10/22. 7/8/22 yard needs mowing/trimming. junk car is still in driveway 7/8/22 contractor mowed/trimmed property 7/10/22 to continue progress; followup inspection needed- update work item with current pictures, if needed. CE 7/28/22 TE looks to have been mowed recent. (Progress). Needs trimming and removal of blight. Vehicle still has expired license. Inoperable vehicle. Has not moved and has broken rear window.
Follow up complete - Monitor	503	8th Ave	Junk Vehicle/Bligh t	4/7/2022 12:59:34 PM	todd.erp@ci .madison.m n.us	7/11/2022 9:33:33 AM	christine.en derson@ci. madison.mn .us	4/7/22 TE blight all over yard	4/12/22 notice sent. followup 5/9/22 CE 6/1/22 - followup required. 6/8 - progress made. Need trimming around fence. Camper parked on grass. 6/16 progress notice sent. follow up on 6/27. CE 6/27 - PO called and said weeds have been trimmed. Trailer/camper are parked on blocks

Follow-Up Inspection Needed	409	8th Ave	Junk Vehicle/Bligh t	4/7/2022 12:56:58 PM	todd.erp@ci .madison.m n.us	7/11/2022 9:35:19 AM	christine.en derson@ci. madison.mn .us	4/7/22 TE vehicles with expired license blight in yard	<p>4/12/2022 notice sent. followup 5/9/22 ce</p> <p>6/1/22 - followup required.</p> <p>6/8 Remedied some but car inoperable and expired tabs. Bus expired tabs</p> <p>6/14/22 TE bus and car tabs expired. Car is inoperable. Junk around rear of house</p> <p>6/24/22 citation to be delivered by sheriff. Follow up on 6/30/22. \$50 daily fine if not remedied. CE</p> <p>6/29/22 TE and VH visited with PO.</p> <p>Progress was being made - junk/blight being removed from property. Battery needs to be charged on bus for it to move.</p>
Follow up complete - Monitor	520	8th Ave	Junk Vehicle/Bligh t	4/7/2022 11:51:18 AM	todd.erp@ci .madison.m n.us	7/11/2022 9:35:56 AM	christine.en derson@ci. madison.mn .us	4/7/22 TE scrap steel siding and lawnmower hood laying next to garage	<p>4/12/22 notice sent. followup 5/9/22 ce</p> <p>6/1/22 - followup required.</p> <p>6/8 - scrap steel still there, just appears neater. Lawnmower hood is gone. Seen chickens on property- owner has no permit</p> <p>6/15 sent chicken permit app. followup scheduled for 6/24</p> <p>6/24 - chickens are gone</p>

Follow-Up Inspection Needed	224	2nd Street	Junk Vehicle/Blight	4/7/2022 9:24:35 AM	todd.erp@ci.madison.mn.us	7/11/2022 9:36:46 AM	christine.enderson@ci.madison.mn.us	4/7/22 TE inoperable vehicle. Expired license flat tires. Pallets, mattress and other blight around house.	4/8/22 notice sent. follow up on 5/9/22 ce 6/1/22 - followup required. 6/8 progress made. Inoperable vehicle and trailer are gone. New trailer parked in the grass on east side of the house. Some junk/blight on east side of house 6/16 Progress notice sent. Follow up 6/27. CE 7/11/22 followup inspection needed CE
Follow-Up Inspection Needed	604	2nd Ave	Junk Vehicle/Blight	4/7/2022 9:12:34 AM	todd.erp@ci.madison.mn.us	7/11/2022 9:37:49 AM	christine.enderson@ci.madison.mn.us	4/7/22 TE owner has started siding house last year. Garbage a blight in yard by garage and east of house.	4/8/22 notice sent. followup on 5/9/22 ce 6/1/22 - followup required. 6/8 garbage piled up south of house and east of garage. Citation needed 6/24/22 Citation delivered by sheriff. Followup on 6/30. \$50 daily fine until remedied. CE Sheriff delivered on 6/26. 7/10/22 Followup inspection needed CE
Follow up complete - Monitor	422	1st Ave	Junk Vehicle/Blight	4/6/2022 3:31:11 PM	todd.erp@ci.madison.mn.us	7/11/2022 9:39:10 AM	christine.enderson@ci.madison.mn.us	4/6/22 TE plastic chairs stacked in yard. Stuff piled between garage and alley. Possibly for city wide cleanup. Trailer parked on grass. Tires stacked behind garage	4/8/22 notice sent. followup 5/9/22. ce 6/1/22 - followup required. 6/8 no progress. talked to property owner, she will take care of trailer, tires, and fence. monitor

Follow-Up Inspection Complete	318	Western Ave	Junk Vehicle/Bligh ht	4/6/2022 3:24:40 PM	todd.erp@ci .madison.m n.us	7/11/2022 10:23:51 AM	christine.en derson@ci. madison.mn .us	4/6/22 TE blight in back yard encroaching the alley	<p>4/8/22 notice sent. followup on 5/9/22 ce 6/1/22 - followup required.</p> <p>7/8/22 - TE received complaint of weeds in yard. Worried about spreading to neighbors. Yard seems to be unmanaged with overgrowth of weeds.</p> <p>7/8/22 called PO, left message to call back CE</p> <p>7/11/22 CE talked to PO over the phone. He is taking care of the weeds today. Followup on 7/12/22 after noon.CE</p>
Follow-Up Inspection Needed	422	7th Ave	Junk Vehicle/Bligh ht	11/22/202 1 11:09:01 AM	christine.en derson@ci. madison.mn .us	7/11/2022 9:43:13 AM	christine.en derson@ci. madison.mn .us	<p>11/22/2021 - City Hall received a complaint via mail expressing numerous concerns and ordinance violations such as empty garbage cans all over property, broken items everywhere, camper parked on the yard, unkept shrubs. Please inspect.</p>	<p>11/22/21 TE garbage cans laying in yard. Misc. debris front and side of garage. Camper parked on grass. Small trailer parked behind garage on grass.</p> <p>11/24/21 CE Notice sent. Followup required on 12/6/21.</p> <p>12/6/21 - Followup inspection required. CE</p> <p>2/18/22 TE garbage cans have been removed. Trailer, camper and scrap still has not. Snow covered yard hard to determine any other progress.</p> <p>3/3/22 CE per VH, resend first letter to extend date of remedy to spring. 5/16/22. Letter sent. Follow up scheduled for 5/17/22.</p> <p>7/10/22 followup inspection needed. CE</p>

# CITY COUNCIL CHECKLIST

8/19/2022

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Recreation Facility	5/2/2017	EDA	CM, Conroy	On hold - will require additional community engagement	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	2023 Construction - 8/11/22 Updated utility meeting 90%	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	approved 6 applications - 2 on hold - 4 agreements signed	ongoing
Downtown Open Space-Block 48	10/27/2014	Conroy	CM Parks Board	EDA 2nd meeting with architect held 6/6/22	ongoing
Broadband Exploration	4/20/2017	Meyer	CM,committee	Construction update	2022/2023
Infrastructure North Expansion	9/1/2021	Council	CM, council	PFA application for funding submitted - EDA denied	2023
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Waiting for window in tower to arrive. Window Grant Submitted	2022
Carneige Library Roof	1/1/2022	Parks	Manager	USDA Application updated with Scope of Work Form - waiting for SHPO approval	2022
Welcome Sign School Pride State Champ	7/1/2021	Zahbrock	CM, PZ, AC	March 22, 2022 Meeting Report	2022

Madison Public Library - Roof Replacement - Scope of Work form Photo Key

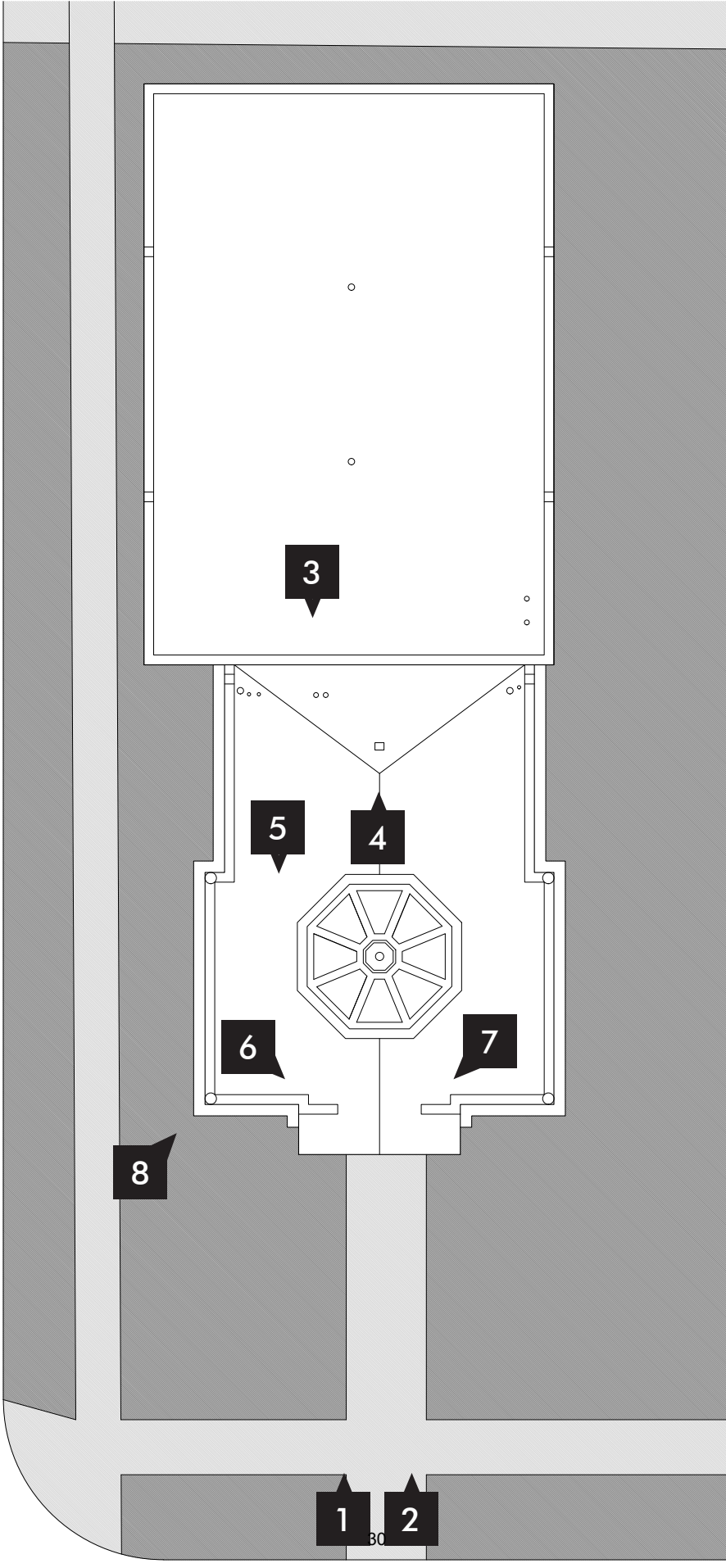






Photo No. 1: Historic view, date unknown, before addition.



Photo No. 2: Contemporary view.



Photo No. 3: View of east roof



Photo No. 4: View of west roof (2001 addition)





Photo No. 5: View of dome, not included in the project



Photo No. 6: Top of east parapet with EPDM and concrete parging and roofing compound.





Photo No.7: Top of east parapet with EPDM and termination bar.



Photo No. 8: Stone corner spheres, no work to sphere, new flashing and coping for cleaner appearance.

# Scope of Work Form

Property Name: \_\_\_\_\_

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

Property Address: \_\_\_\_\_

<b>NUMBER:</b> Architectural feature: _____ Approx. date of feature: _____ <b>Describe existing feature and its condition:</b>          Photo No. _____ Drawing No. _____	<b>Describe work and impact on existing feature:</b>          
<b>NUMBER:</b> Architectural feature: _____ Approx. date of feature: _____ <b>Describe existing feature and its condition:</b>          Photo No. _____ Drawing No. _____	<b>Describe work and impact on existing feature:</b>          
<b>NUMBER:</b> Architectural feature: _____ Approx. date of feature: _____ <b>Describe existing feature and its condition:</b>          Photo No. _____ Drawing No. _____	<b>Describe work and impact on existing feature:</b>          
<b>NUMBER:</b> Architectural feature: _____ Approx. date of feature: _____ <b>Describe existing feature and its condition:</b>          Photo No. _____ Drawing No. _____	<b>Describe work and impact on existing feature:</b>          

City of Madison - Project FTTH

Date	Vendor	Invoice #	Amount	Engineering	CO
					Equipment / Network
					Equip
5/16/22	Calix	294949	12,581.47		12,581.47
5/17/22	Calix	4033243	274.80		274.80
5/27/22	Calix	296249	17,643.68		17,643.68
5/31/22	Calix	296464	17,691.90		17,691.90
5/31/22	Calix	296563	37,729.60		37,729.60
6/1/22	Calix	4033613	2,016.00		2,016.00
6/1/22	Calix	4033612	824.40		824.40
7/9/22	Calix	300267	1,296.08		1,296.08
7/10/22	Calix	4034838	200.40		200.40
1/31/22	CNS	10360	2,950.00	2,950.00	
3/21/22	CNS	10483	1,590.50	1,590.50	
3/21/22	CNS	10484	1,779.00	1,779.00	
4/13/22	CNS	10561	9,044.20	9,044.20	
5/9/22	CNS	10659	24,168.21	24,168.21	
6/30/22	CNS	10757	19,097.88	19,097.88	
7/31/22	CNS	10840	48,748.47	48,748.47	
5/5/22	J Carlson Services, Inc	22-0294	542,028.51		
6/23/22	J Carlson Services, Inc	22-0450	344,183.70		
8/3/22	J Carlson Services, Inc	22-0539	439,626.78		
4/19/22	Power & Tel	7470122-00	19,391.22		19,391.22
5/12/22	Power & Tel	7470122-01	3,002.98		3,002.98
6/22/22	Power & Tel	7470122-02	332.48		332.48
7/13/22	Power & Tel	7470122-03	7,970.67		7,970.67
			<u>1,554,172.93</u>	<u>107,378.26</u>	<u>120,955.68</u>

Outside Plant

542,028.51  
344,183.70  
439,626.78

1,325,838.99





404 6th Avenue  
Madison, Minnesota 56256  
P 320.598.7373  
F 320.598.7376  
E [madison@ci.madison.mn.us](mailto:madison@ci.madison.mn.us)  
[ci.madison.mn.us](http://ci.madison.mn.us)

To: Mayor and City Council  
From: Christine Enderson, City Clerk  
Date: August 18, 2022  
Re: Tyler Incode ERP Software

Software solutions have been discussed in the business office the last few years now and the following are key expectations the business office has for the City's software vendor:

- Cloud-based solution
- Fully integrated for finance, utility billing, HR and payroll
- Robust budgeting tool
- Expandability
- Easy to use customer portal
- Exceptional reports
- Efficiency of tasks and reports within all departments

After viewing web demonstrations, multiple conference calls, and inquiring with area cities, there is only one solution that will meet our expectations described above: Tyler Technologies' Incode product. Tyler Technologies will provide ongoing support, maintenance, and upgrades of the applications, hardware and operating systems with predictable costs, fewer local IT support needs and built in disaster recovery/business continuity.

Tyler Incode is in the Cloud and offers full integration with over 50 different modules of which can incorporate all city departments. It also offers a customer portal called MyCivic, which allows customers to log in and pay their bills, view consumption, manage auto payments, and view information published by the City.

Other major improvements include the addition of a budget manager, customizable reports that export nicely into Excel, an employee portal, and utility billing enhancements to ease the flow of meter reads and utility transfers and the time-saving option of automated delinquent phone calls.

As Tyler Technologies Incode product is the best solution according to the key requirements above, it is important to note that annual maintenance fees are higher for Incode than gWorks. The total cost of implementation is \$78,428. The standard annual maintenance fees are \$38,585 each year for the first three years.





Quoted By:  
Quote Expiration:  
Quote Name:

Cody Gunstenson  
09/17/22

**Sales Quotation For:**

City of Madison  
404 6th Ave  
Madison MN 56256-1237

**Tyler Annual Software – SaaS**

Description	List Price	Discount	Annual
<b>ERP Pro powered by Incode</b>			
<b>ERP Pro 10 Financial Management Suite</b>			
Core Financials	\$ 8,356	\$ 836	\$ 7,520
Inventory Control	\$ 1,592	\$ 159	\$ 1,433
Employee Access Pro	\$ 0	\$ 0	\$ 0
Project Accounting	\$ 2,278	\$ 228	\$ 2,050
Employee Access Pro Time & Attendance	\$ 1,000	\$ 100	\$ 900
Accounts Receivable	\$ 1,592	\$ 159	\$ 1,433
<b>ERP Pro 10 Customer Relationship Management Suite</b>			

Utility Billing Electric/Water/Gas	\$ 8,678	\$ 868	\$ 7,810
Cashiering	\$ 1,415	\$ 142	\$ 1,273
Utility Access	\$ 432	\$ 43	\$ 389
Service Orders Mobile	\$ 643	\$ 64	\$ 579
ERP Pro Community Development Suite			
Code Enforcement Access	\$ 600	\$ 60	\$ 540
Code Enforcement	\$ 2,572	\$ 257	\$ 2,315
Code Enforcement Mobile	\$ 1,000	\$ 100	\$ 900
Tyler One			
Content Manager Suite			
Core	\$ 2,729	\$ 273	\$ 2,456
Civic			
Enterprise Asset Management Suite			
GIS (Per User) [5]	\$ 1,608	\$ 161	\$ 1,447
Requestors Access License	\$ 965	\$ 97	\$ 868
ReadyForms	\$ 581	\$ 58	\$ 523
Asset Maintenance [5]	\$ 4,823	\$ 482	\$ 4,341
Analytics and Reporting	\$ 0	\$ 0	\$ 0

<b>TOTAL:</b>	<b>\$ 40,864</b>	<b>\$ 4,087</b>	<b>\$ 36,777</b>
<b>Term # of Years:</b>	<b>3</b>		

#### Tyler Annual Services

Description	Annual
ERP	
Other Services	

Tyler University

\$ 1,448

**TOTAL:**

**\$ 1,448**

**Tyler Fees per Transaction**

Description	Net Unit Price
ERP Pro powered by Incode	
Notify	
Notifications for Utilities	\$ 0.10
Tyler One	
Payments	
ERP Pro Payments	\$ 0.00
Utility Access Payments Bundle	\$ 0.00

**Third Party Software & Hardware**

Description	Quantity	Unit Price	Extended Price	Annual
Tyler One				
Payments				
Lane 3000 Terminal Purchase	2	\$ 419	\$ 838	\$ 0
PCI Service Fee (Per Device)	2	\$ 0	\$ 0	\$ 360
<b>TOTAL:</b>			<b>\$ 838</b>	<b>\$ 360</b>

**Services**

Description	Hours/Units	Extended Price	Maintenance
-------------	-------------	----------------	-------------

ERP Pro 10 Financial Management Suite			
Professional Services	220	\$ 23,100	\$ 0
Accounts Payable OT Data Conversion	1	\$ 1,000	\$ 0
Financials Project Management	1	\$ 1,400	\$ 0
General Ledger Data Conversion	1	\$ 1,000	\$ 0
Human Resources Management	1	\$ 2,000	\$ 0
ERP Pro 10 Customer Relationship Management Suite			
Professional Services	160	\$ 16,800	\$ 0
Project Management	1	\$ 1,250	\$ 0
Utilities Data Conversion	1	\$ 6,000	\$ 0
ERP Pro Community Development Suite			
Professional Services	24	\$ 2,520	\$ 0
Enterprise Asset Management Suite			
Professional Services	8	\$ 960	\$ 0
Asset Maintenance	160	\$ 16,800	\$ 0
Project Management	1	\$ 1,400	\$ 0
ReadyForms Configuration	1	\$ 0	\$ 0
Content Manager Suite			
Professional Services	32	\$ 3,360	\$ 0
<b>TOTAL:</b>		<b>\$ 77,590</b>	<b>\$ 0</b>

Summary	One Time Fees	Recurring Fees
Total SaaS		\$ 36,777
Total Third Party Hardware, Software, Services	\$ 838	\$ 360
Total Tyler Services	\$ 77,590	\$ 1,448
<b>Summary Total</b>	<b>\$ 78,428</b>	<b>\$ 38,585</b>
<b>Contract Total</b>	<b>\$ 117,013</b>	

#### Detailed Breakdown of Professional Services (Included in Summary Total)

Description	Hours	Extended Price	Maintenance
<b>ERP Pro powered by Incode</b>			
<b>ERP Pro 10 Financial Management Suite</b>			
Accounts Payable OT Data Analysis	4	\$ 420	\$ 0
Accounts Receivable	12	\$ 1,260	\$ 0
Core Financials	116	\$ 12,180	\$ 0
Employee Access Pro Time & Attendance	24	\$ 2,520	\$ 0
Employee Self Service - Employee Portal	8	\$ 840	\$ 0
General Ledger Data Analysis	8	\$ 840	\$ 0
Human Resources Management	4	\$ 420	\$ 0
Inventory Control	32	\$ 3,360	\$ 0
Project Accounting	12	\$ 1,260	\$ 0
<b>Sub-Total</b>	<b>220</b>	<b>\$ 23,100</b>	<b>\$ 0</b>
<b>ERP Pro 10 Customer Relationship Management Suite</b>			
Cashiering	20	\$ 2,100	\$ 0
Service Orders Mobile	4	\$ 420	\$ 0

Utilities Data Analysis	12	\$ 1,260	\$ 0
Utility Billing Electric/Water/Gas	124	\$ 13,020	\$ 0
<b>Sub-Total</b>	<b>160</b>	<b>\$ 16,800</b>	<b>\$ 0</b>
<b>ERP Pro Community Development Suite</b>			
Code Enforcement	24	\$ 2,520	\$ 0
<b>Sub-Total</b>	<b>24</b>	<b>\$ 2,520</b>	<b>\$ 0</b>
<b>Tyler One</b>			
<b>Content Manager Suite</b>			
Core	32	\$ 3,360	\$ 0
<b>Sub-Total</b>	<b>32</b>	<b>\$ 3,360</b>	<b>\$ 0</b>
<b>Civic</b>			
<b>Enterprise Asset Management Suite</b>			
GIS Services	8	\$ 960	\$ 0
<b>Sub-Total</b>	<b>8</b>	<b>\$ 960</b>	<b>\$ 0</b>
<b>TOTAL:</b>	<b>444</b>	<b>\$ 46,740</b>	<b>\$ 0</b>

#### Optional Tyler Annual Software – SaaS

Description	List Price	Discount	Annual
<b>ERP Pro powered by Incode</b>			
<b>ERP Pro 10 Financial Management Suite</b>			
Purchasing	\$ 2,765	\$ 277	\$ 2,488

ERP Pro Community Development Suite				
Permitting Access		\$ 600	\$ 60	\$ 540
Licensing Access		\$ 600	\$ 60	\$ 540
Licensing [4]		\$ 10,288	\$ 1,029	\$ 9,259
Permitting [4]		\$ 10,288	\$ 1,029	\$ 9,259
Inspections Mobile		\$ 1,000	\$ 100	\$ 900
<b>TOTAL:</b>		<b>\$ 25,541</b>	<b>2,555</b>	<b>\$ 22,986</b>
<b>Term # of Years:</b>		<b>3</b>		

#### Optional Services

Description	Hours/Units	Extended Price	Maintenance
ERP Pro 10 Financial Management Suite			
Professional Services	16	\$ 1,680	\$ 0
ERP Pro Community Development Suite			
Professional Services	72	\$ 7,560	\$ 0
Project Management	1	\$ 1,400	\$ 0
Enterprise Asset Management Suite			
Work Order Asset Data Conversion	1	\$ 2,000	\$ 0
<b>Service total - TOTAL:</b>		<b>\$ 12,640</b>	<b>\$ 0</b>

#### Comments

Your use of Tyler Payments and any related items included on this order is subject to the terms found at: <https://www.tylertech.com/terms/payment-card-processing-agreement>. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Tyler Payments fee schedule.

Accounts Payable conversion includes Vendor Master records, current fiscal year transactions, and unlimited history.

Cashiering supports credit/debit cards via ETS, includes PCI Compliant, a cash collection interface, a cashiering receipt import)

Core Financials includes general ledger, budget prep, bank recon, AP, CellSense, a standard forms pkg, output director, positive pay, secure signatures.

General Ledger conversion includes Chart of Accounts, current fiscal year transactions, and unlimited history.

Human Resources Management conversion includes employee master, deductions/taxes, retirement, current leave totals, current direct deposit, current calendar year transactions, and unlimited history.

Licensing Access displays the license detail, which includes license number, license type, issued to, alternate contact, property, status, effective date, and expiration date. It displays the balance detail, such as fees, penalties, interest, and tax. Payment packet is. It also allows the user to request renewals, as well as pay or apply for a license. Note that the customer pays the \$1.25 fee per transaction for payment online.

Notification for Utility Access (\$0.10 per call) includes Customer notification by phone (call late notices and general notifications). Call lists are automatically generated and the account is updated after the call. It includes a custom message for each call type and the call message can be in English or Spanish. It generates reports based on call results. Note: The Utility will be billed at the rate specified above for all the calls made. The Utility will be billed quarterly by Tyler Technologies for calls conducted.

Permitting Access displays the project detail, which includes permit number, status, address, owner name, expiration date, and issued date. It also displays the segment detail, which includes the fees, balance, payments, and any pending payments. It displays any inspection history. Payment packet is created to be imported to the permitting system. It also allows the user to request inspections, as well as pay or apply for a permit. Note that the customer pays the \$1.25 fee per transaction for payment online.

Utility Billing conversion includes contacts/properties/accounts, meters, transaction/consumption/read history, metered services, non-metered service. Balanced transactions converted from current calendar year plus prior 2 years. Unlimited history imported upon request.



Utility Access Component displays the current status (late, cut off etc), the action needed to avoid penalty, current balance, deposits on file (optional), last payment date, last payment amount, payment arrangements on file, last bill amount, last bill date, bill due date, contracts on file and status, transaction history (online payments). Payment packet is created to be imported to utility system. Address information includes legal description, precinct, school district, and services at address(subject to data availability). Includes consumption history by service (including graphs), request for service (optional), information change request (optional), security -SSL (secure socket layer).

Utility CIS System includes collections, tax lien process and import, a standard forms pkg., output director and one Utility handheld meter-reader interface.

The Utility Access Payments Bundle includes: ERP Pro Payments and IVR (an automated phone system which securely allows for the collection of utility payments and the checking of balances and due dates).

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - o Implementation and other professional services fees shall be invoiced as delivered.
  - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
  - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
  - o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held  
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval:	_____	Date:	_____
Print Name:	_____	P.O.#:	_____

Tyler Payments Fee Schedule	
Payer Electronic Payment Costs (Service Fee Model)	
If passing transaction costs to the payer	
<u>Payer Card Cost</u> – per card transaction with Visa, MasterCard, Discover, and American Express  Applies to: <ul style="list-style-type: none"> <li>Misc Receipts: In Person</li> <li></li> </ul>	3.75% \$2.50 minimum
Client Electronic Payment Costs (Cost Plus Fee Model)	
If absorbing the transaction costs	
<b>Utility Access Payments Bundle</b>  <u>Client Card Cost</u> – per card transaction with Visa, MasterCard, Discover, and American Express on top of bank and card brand fees for utility transactions as part of the bundled model.  Applies to: <ul style="list-style-type: none"> <li>Utilities (Bundle): Online and In Person</li> </ul>	2.00% \$0.50 minimum
<u>Client eCheck Cost</u> – per electronic check transaction  Applies to: <ul style="list-style-type: none"> <li>Utilities: Online</li> </ul>	\$1.95
Miscellaneous Costs	
<u>Credit Card Chargebacks</u> – if a card payer disputes a transaction at the card issuing bank (e.g. stolen card)	\$15.00
<u>eCheck Rejects</u> – when an eCheck transaction comes back as declined (e.g. bounced check)	\$5.00
<u>Monthly Gateway Fee</u> – Per merchant account	\$10.00
<u>Annual PCI Compliance Fee</u> – Per merchant account	\$99 annually
<u>Card Terminal Purchase</u> – per device, per month. Covers cost of PCI compliance, service, maintenance, real-time integration and support	<u>Lane 5000</u> : \$529 (one-time fee per device) Plus \$180 annual per device PCI service fee

\* Utility Billing Online per transaction fee is bundled into Tyler Payments rate. In the event Client elects a different processor, Client will be subject to the then-current UBO per transaction fee.

# Advisory Meeting, In-Person

8/24/2022 | 9:00AM-11:00AM

Location: Dawson Library

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Agenda Items	Action	Time
Internal Review: Full Plan	Discuss	60 min
Timeline Update (to the finish line!)	Informational	30 min.
Loose ends and next steps	Informational	30 min.

# CLAIMS REPORT

Check Range: 8/18/2022- 8/18/2022

UP CK#63245-63279

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
101-41110-351	GENERAL MAYOR AND COUNCIL LQP BROADCASTING COMPANY, INC	COUNC-ORDINANCE	50.00	63259	8/18/22
	4111 MAYOR AND COUNCIL TOTAL		50.00		
101-41320-309	ADMINISTRATION MORRIS ELECTRONICS INC	ADMIN-ENCODE/SERVER UPDATES	867.54	63271	8/18/22
101-41320-323	FARMERS MUTUAL TELEPHONE	ADMIN-INTERNET 8/22	124.95	63251	8/18/22
101-41320-325	VAL HALVORSON	ADMIN-CELL PHONE REIMBURSEMENT	100.46	63253	8/18/22
	4132 ADMINISTRATION TOTAL		1,092.95		
101-41410-192	ELECTIONS PANTRY CAFE	ELECTION-JUDGE MEALS	42.48	63274	8/18/22
	4141 ELECTIONS TOTAL		42.48		
101-42200-212	FIRE DEPARTMENT LQP CO-OP OIL	FIRE-FUEL EXPENSE	404.02	63260	8/18/22
101-42200-221	MIDWEST MACHINERY CO	FIRE-CAP SCREW	11.28	63268	8/18/22
101-42200-221	TOFTE AUTO SALES LLC	FIRE-REPLACE WINDSHIELD	291.69	63276	8/18/22
101-42200-323	FARMERS MUTUAL TELEPHONE	FIRE-INTERNET 8/22	71.95	63251	8/18/22
	4220 FIRE DEPARTMENT TOTAL		778.94		
101-42500-409	CIVIL DEFENSE BOLTON & MENK INC	CIV DEF-SANITARY MANHOLE INSPE	1,127.50	63247	8/18/22
	4250 CIVIL DEFENSE TOTAL		1,127.50		
101-43100-209	STREET MAINTENANCE MADISON AUTO PARTS	STR-RAGS IN A BOX	467.64	63263	8/18/22
101-43100-215	MADISON AUTO PARTS	STR-BRAKE PARTS CLEANER	64.04	63263	8/18/22
101-43100-221	MADISON AUTO PARTS	STR-BATTERY/CORE DEPOSIT	912.74	63263	8/18/22
101-43100-351	LQP BROADCASTING COMPANY, INC	STR-HELP WANTED AD	38.50	63259	8/18/22
101-43100-580	M-R SIGN CO. INC.	STR-SIGN	55.11	63261	8/18/22
	4310 STREET MAINTENANCE TOTAL		1,538.03		
101-44140-384	ENVIRONMENTAL OLSON SANITATION INC.	ENVIRO-MATTRESS	35.00	63273	8/18/22
	4414 ENVIRONMENTAL TOTAL		35.00		
101-45124-216	SWIMMING POOLS HAWKINS INC.	POOL-CHLORINE CYLINDER	30.00	63254	8/18/22
101-45124-219	MADISON HARDWARE HANK	POOL-ICE CHEST	44.98	63265	8/18/22
101-45124-223	MADISON HARDWARE HANK	POOL-FLF CONN	17.47	63265	8/18/22
101-45124-409	MORRIS ELECTRONICS INC	POOL-NETWORK/INTERNET ISSUES	361.00	63271	8/18/22
	4512 SWIMMING POOLS TOTAL		453.45		

# CLAIMS REPORT

Check Range: 8/18/2022- 8/18/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
101-45181-323	GRAND THEATER FARMERS MUTUAL TELEPHONE	GRAND-INTERNET 8/22	86.95	63251	8/18/22
	4518 GRAND THEATER TOTAL		86.95		
101-45200-212	PARKS AND RECREATION ZIEGLER INC.	PARKS-MOTO MIX	102.69	63279	8/18/22
101-45200-219	LEIN LUMBER, LLC	PARKS-BASEBALL BATTING CAGE	80.91	63257	8/18/22
101-45200-219	ZIEGLER INC.	PARKS-TRIMMER	29.98	63279	8/18/22
101-45200-221	MADISON AUTO PARTS	PARKS-OIL FILTER	15.99	63263	8/18/22
101-45200-221	MADISON HARDWARE HANK	PARKS-WAND WATERING/BOLT	29.98	63265	8/18/22
101-45200-221	ZIEGLER INC.	PARKS-PARTS	54.20	63279	8/18/22
101-45200-406	MADISON AUTO PARTS	PARKS-BASEBALL IRRIGATION PART	14.70	63263	8/18/22
101-45200-441	KIRBY BUILT SALES	PARKS-MEM BENCH VAALA	1,045.12	2336	8/18/22
101-45200-530	DALLAS CROATT	PARKS-CONCRETE GRAND PARK	18,600.00	63248	8/18/22
101-45200-530	MADISON HARDWARE HANK	PARKS-DOG PARK SUPPLIES	17.96	63265	8/18/22
	4520 PARKS AND RECREATION TOTAL		19,991.53		
101-49250-380	UNALLOCATED EXPENDITURES VERIZON WIRELESS	CTY HALL-CELL PHONE 8/22	40.01	63277	8/18/22
	4925 UNALLOCATED EXPENDITURES TOTAL		40.01		
	101 GENERAL TOTAL		25,236.84		
201-44100-320	AMBULANCE AMBULANCE EXPERT BILLING, LLC	AMB-AMB JUL'22 BILLING EXP	579.50	63250	8/18/22
201-44100-323	FARMERS MUTUAL TELEPHONE	AMB-INTERNET 8/22	71.95	63251	8/18/22
201-44100-325	VERIZON WIRELESS	AMB-CELL PHONE 8/22	40.03	63277	8/18/22
	4410 AMBULANCE TOTAL		691.48		
	201 AMBULANCE TOTAL		691.48		
407-46520-303	UTIL EXT PROJECT FUND UTILITY EXPANSION BOLTON & MENK INC	UTIL EXTENSION-PFA	2,100.00	63247	8/18/22
	4652 UTILITY EXPANSION TOTAL		2,100.00		
	407 UTIL EXT PROJECT FUND TOTAL		2,100.00		
601-49400-215	WATER WATER PRODUCTION MADISON AUTO PARTS	WT-EMERY CLOTH ROLL	28.49	63263	8/18/22
601-49400-221	MADISON AUTO PARTS	WT-BACK-UP LIGHT BULB	6.99	63263	8/18/22
601-49400-236	HAWKINS INC.	WT-CHLORINE CYLINDER	40.00	63254	8/18/22
601-49400-321	FRONTIER COMMUNICATIONS CORP	WT-CIRCUIT 9/22	43.43	63252	8/18/22
601-49400-323	FARMERS MUTUAL TELEPHONE	WT-INTERNET 8/22	71.95	63251	8/18/22

# CLAIMS REPORT

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GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
601-49400-325	VERIZON WIRELESS	WT-CELL PHONE 8/22	24.30	63277	8/18/22
601-49400-409	MVTL LABORATORIES INC	WT-REGULAR TESTING	26.28	63272	8/18/22
4940 WATER PRODUCTION TOTAL			241.44		
601-49430-409	DISTRIBUTION MADISON HEALTHCARE SERVICES	WT-DRUG SCREENING-D OLSON	48.00	63266	8/18/22
4943 DISTRIBUTION TOTAL			48.00		
601-49440-539	ADMINISTRATION AND GENERA DAKOTA SUPPLY GROUP	WT-BACKFLOW PREVENTER	131.14	63249	8/18/22
601-49440-539	METERING & TECHNOLOGY SOL	WT-THEATRE PARK IRRIGATION	374.10	63267	8/18/22
4944 ADMINISTRATION AND GENERA TOTAL			505.24		
601 WATER TOTAL			794.68		
602-49450-216	SEWER SEWER TREATMENT HAWKINS INC.	SEW-CHLORINE/SULFUR CYLINDER	120.00	63254	8/18/22
602-49450-323	FARMERS MUTUAL TELEPHONE	SEW-INTERNET 8/22	71.95	63251	8/18/22
602-49450-325	VERIZON WIRELESS	SEW-CELL PHONE 8/22	24.30	63277	8/18/22
602-49450-380	MN ENERGY RESOURCES	SEW-NAT GAS 7/22	213.08	63269	8/18/22
602-49450-380	MN VALLEY REC	SEW-UTILITY EXPENSE	3,658.96	63270	8/18/22
602-49450-409	MVTL LABORATORIES INC	SEW-REGULAR TESTING	169.85	63272	8/18/22
4945 SEWER TREATMENT TOTAL			4,258.14		
602-49460-303	SEWER COLLECTION BOLTON & MENK INC	SEW-MNDOT 2023 PROJECT	665.00	63247	8/18/22
4946 SEWER COLLECTION TOTAL			665.00		
602-49470-309	ADMINISTRATION AND GENERA MORRIS ELECTRONICS INC	SEW-BACKUP SYSTEM	195.51	63271	8/18/22
4947 ADMINISTRATION AND GENERA TOTAL			195.51		
602 SEWER TOTAL			5,118.65		
604-49570-219	ELECTRIC UTILITY ELECTRICAL DISTRIBUTION MADISON HARDWARE HANK	ELEC-BATTERIES	44.62	63265	8/18/22
604-49570-221	MADISON AUTO PARTS	ELEC-BATTERY/CORE DEPOSIT	129.97	63263	8/18/22
604-49570-221	ZIEGLER INC.	ELEC-BRAKE BAND/STRAP	18.41	63279	8/18/22
604-49570-223	MADISON HARDWARE HANK	ELEC-BALLAST LAMP	169.96	63265	8/18/22
604-49570-227	LOCATORS & SUPPLIES	ELEC-MARKING PAINT	167.97	63258	8/18/22
604-49570-227	MADISON HARDWARE HANK	ELEC-LAG SCREW	50.98	63265	8/18/22
604-49570-323	FARMERS MUTUAL TELEPHONE	ELEC-INTERNET 8/22	71.95	63251	8/18/22
604-49570-325	VERIZON WIRELESS	ELEC-CELL PHONE 8/22	81.52	63277	8/18/22
604-49570-409	GREG THOLE ELECTRIC, INC	ELEC-WIRE/FITTING/LABOR	669.20	63275	8/18/22

# CLAIMS REPORT

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GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		4957 ELECTRICAL DISTRIBUTION TOTAL	1,404.58		
604-49590-410	ADMINISTRATION AND GENERA LQP BROADCASTING COMPANY, INC	ELEC-UTIL AD	63.70	63259	8/18/22
		4959 ADMINISTRATION AND GENERA TOTAL	63.70		
		604 ELECTRIC UTILITY TOTAL	1,468.28		
	LIQUOR				
	OFF-SALE LIQUOR				
609-49750-251	BELLBOY CORPORATION	LIQ-LIQUOR EXPENSE	1,286.46	63245	8/18/22
609-49750-251	BEVERAGE WHOLESALERS	LIQ-LIQUOR EXPENSE	1,739.50	63246	8/18/22
609-49750-251	JOHNSON BROS-ST.PAUL	LIQ-LIQUOR EXPENSE	1,593.72	63255	8/18/22
609-49750-251	MADISON BOTTLING CO.	LIQ-BEER EXPENSE	6,107.93	63264	8/18/22
609-49750-258	BELLBOY CORPORATION	LIQ-FREIGHT EXPENSE	14.85	63245	8/18/22
609-49750-258	JOHNSON BROS-ST.PAUL	LIQ-FREIGHT EXPENSE	46.88	63255	8/18/22
609-49750-323	FARMERS MUTUAL TELEPHONE	LIQ-INTERNET 8/22	71.95	63251	8/18/22
609-49750-342	RBM PUBLICATIONS	LIQ-ADVERTISING	480.00	63278	8/18/22
609-49750-404	LARRY'S REFRIG. & HEATING INC	LIQ-AIR FILTER	132.85	63256	8/18/22
		4975 OFF-SALE LIQUOR TOTAL	11,474.14		
		609 LIQUOR TOTAL	11,474.14		
		Accounts Payable Total	46,884.07		



CLAIMS REPORT  
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
101	GENERAL	25,236.84
201	AMBULANCE	691.48
407	UTIL EXT PROJECT FUND	2,100.00
601	WATER	794.68
602	SEWER	5,118.65
604	ELECTRIC UTILITY	1,468.28
609	LIQUOR	11,474.14
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	TOTAL FUNDS	46,884.07