

CITY OF MADISON
AGENDA AND NOTICE OF MEETING
Regular Meeting of the City Council – **5:00 PM**
Monday September 26, 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

Page 1

A copy of the September 12, 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. Madison Ambulance Minutes – September 13, 2022 - receive | Page 5 |
| B. Memorial Field Bid Form and Layout – receive | Page 7 |
| C. Countryside Vaping Sessions – 2022 – receive | Page 10 |
| D. Revenue Expense Report – August 2022 – receive | Page 11 |

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

6. UNFINISHED AND NEW BUSINESS

Page

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

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- B. Authorization to proceed with Utility Improvement Design – Bolton-Menk, Kent Louwagie. A DISCUSSION and MOTION may be in order. (Manager, Council)

- C. Madison Fire Report. Brian Tebben. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- D. Approve Small Cities Development Application and Documents – Jessica Foley. A DISCUSSION and MOTION may be in order. (Manager, Council)

- a. Conflict of Interest

b. Citizen Participation Plan

Page 28

- E. Resolution 22-36 Key Control. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- F. Resolution 22-37 Compliance with Reimbursement Bond Regulations. A DISCUSSION and MOTION may be in order. (Manager, Council)

- G. **6:00 Public Hearing** – Preliminary Levy Budget Hearing. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- H. Resolution 22-38 – Certifying the Preliminary Levy. A DISCUSSION and MOTION may be in order. (Manager, Council)

- I. Notice of Public Hearing – Truth in Taxation, December 12th, 2022, 6pm City Hall Auditorium. A DISCUSSION and MOTION may be in order. (Manager, Council)

6. **MANAGER REPORT** (Manager)

- Mental Health Wellness Presentation – September 28th, 2022

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

- Madison EDA - September 19th 2022

9. **AUDITING CLAIM**

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A copy of the Schedule Payment Report of bills submitted September 12, 2022 through September 26, 2022 is attached for approval for Check No. 63421 through Check No. 63465 and debit card purchases. A MOTION is in order.

10. **ADJOURNMENT**

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
SEPTEMBER 12, 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, September 12, at 5:02 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole, Tim Volk, Maynard Meyer, Paul Zahrbock and Adam Conroy. Also present was: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Christine Enderson.

AGENDA

Upon motion by Meyer, seconded by Zahrbock and carried, the agenda was approved as amended. Additions include the public works purchase request. All agenda items are hereby placed on the table for discussion.

MINUTES

Upon motion by Zahrbock, seconded by Conroy and carried, the August 22, 2022, regular meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None

CONSENT AGENDA

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

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist.

TYLER TECHNOLOGIES PRESENTATION

Cody Gunstenson with Tyler Technologies presented to Council a background of the software and was present for Council's questions along with Missouri River Energy representatives Brad Lingen and Karen Parkinson. The city hall business office has been researching Tyler Technologies' software for a solution to their current accounting and billing needs.

Upon motion by Conroy to approve the proposal from Tyler Technologies in the amount of \$126,491, seconded by Meyer. Voting in favor were Councilmembers Conroy, Meyer, Thole and Volk. Voting against was councilmember Zahrbock. Motion passed. The proposal from Tyler Technologies includes one-time fees of \$87,668 and recurring fees of \$38,223 and to be paid between the 2022 and 2023 budgets.

SPORTS LIGHTING AUTHORITY PURCHASE AGREEMENT

Upon motion by Volk, seconded by Zahrbock and carried, Council approved the purchase agreement with Sports Lighting Authority in the amount of \$15,475. This purchase agreement provides project planning and purchasing services to restore the light structures damaged in the May 12th storm at Madison Memorial Field.

LAND TRANSFER – LQP COUNTY

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 22-35** titled “Resolution Authorizing the Exchange and Transfer of Real Property to Lac qui Parle County” was adopted. The City of Madison purchased 21.23 acres of land from Dan and Dawn Croatt just north of Madison’s Hometown Lodge along TH 75 and the County of LqP has entered into a Purchase Agreement with the Croatt’s for the remaining 10.2 acres located immediately north of the property purchased by the City. This resolution would provide for the City and County to exchange the south ten (10) acres of the City property for the County’s 10.2 acres that is currently under a Purchase Agreement so the County can begin construction immediately for a new Maintenance and Family Services Building. A complete copy of Resolution 22-35 is contained in City Clerk’s Book #10.

APPLICATION FOR EXEMPT PERMIT – CHAMBER OF COMMERCE

Upon motion by Conroy, seconded by Volk and carried, Council approved execution of an Application of Exempt Permit without waiting period for the Madison Chamber of Commerce to conduct a raffle this fall.

LAWFUL GAMBLING PREMISE PERMIT – THE STICKS BAR AND GRILL

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 22-31** titled “A Resolution Approving of Minnesota Premises Permit for Lawful Gambling for the Lac qui Parle Lake Association to Take Place at The Sticks Bar and Grill, 208 8th Avenue in Madison, Minnesota” was adopted. This resolution would allow for the Lac qui Parle Lakes Association to apply for the Minnesota Lawful Gambling Premises Permit to be located at The Sticks Bar and Grill. The gambling activities being applied for are paper and electronic pull tabs. A complete copy of Resolution 22-31 is contained in City Clerk’s Book #10.

ASSIGNMENT OF SALARIES STREETS PARK MAINTENANCE

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 22-32** titled “Resolution Establishing Assignment of Salaries Streets Parks Maintenance” was adopted. This resolution would provide for the wage assignment for the Step 6 Streets Parks Maintenance at \$21.84 per hour. A complete copy of Resolution 22-32 is contained in City Clerk’s Book #10. City Manager Halvorson informed Council that Zachary Larson was offered and accepted the Streets Parks Maintenance position.

PAY RANGE SCHEDULE 2023

Upon motion by Thole, seconded by Meyer and carried, **RESOLUTION 22-33** titled “Resolution Establishing Points Based Pay Range Schedule for 2023” was adopted. This resolution approves a structure adjustment to the pay range schedule to provide for a 4% cost of living increase. A complete copy of Resolution 22-33 is contained in City Clerk’s Book #10.

REACH OUT FOR WARMTH DONATION

Upon motion by Zahrbock, seconded by Volk and carried, Council approved a donation of \$750 to the Reach Out for Warmth Program administered by Prairie Five Community Action Council. It was noted that these funds are available to assist local residents with paying their utility bill this winter.

PUBLIC HEARING – SPECIAL ASSESSMENTS UTILITIES & SERVICES

Upon motion by Volk, seconded by Zahrbock and carried, Council set a public hearing for special assessment of delinquent utilities, weed eradication, mowing, and other services at approximately 5:30 p.m. at City Hall on Monday, October 24th, 2022. Notices will be mailed to property owners and/or tenants.

PRELIMINARY LEVY PUBLIC HEARING

Upon motion by Zahrbock, seconded by Meyer and carried, Council set a public hearing for Monday, September 26, 2022, at 6:00 p.m. for the purpose of establishing the city's preliminary tax levy collectible 2022.

CITY CONTRACTS

City Hall Maintenance Agreement: Upon motion by Conroy, seconded by Meyer and carried, Council approved execution of a Building Maintenance Agreement between the City of Madison and Nicole Beninga for cleaning and maintenance services, excluding snow removal, at the Madison City Hall for calendar year 2023 at a cost of \$1,000.00 per month. The Agreement for 2023 excludes snow removal.

Madison Public Library Maintenance Agreement: Upon motion by Conroy, seconded by Meyer and carried, Council approved execution of a Building Maintenance Agreement between the City of Madison and Old Army Services for cleaning and maintenance services, excluding snow removal, at the Madison Public Library for calendar year 2023 at a cost of \$800.00 per month.

Swenson, Nelson & Stulz, PLLC: Upon motion by Conroy, seconded by Meyer and carried, Council approved execution of a Retainer Agreement between the City of Madison and Rick Stulz for City attorney services for calendar year 2023 and 2024 at a cost of \$2,000.00 per month.

Emergency Management: Upon motion by Conroy, seconded by Meyer and carried, Council approved the execution of an Independent Contractor Agreement between the City of Madison and Paramount Planning Group, LLC, for the provision of emergency management services from January 1, 2023 through December 31, 2023 at a cost of \$425 per month for a planned 8 hours of work per month in completing outlined tasks with a special project rate at \$75.00 per hour.

2023 PRELIMINARY GENERAL LEVY DISCUSSION

City Manager Halvorson took time to inform Council on where the 2023 budget planning is at for the preliminary levy. No action taken.

CITY MANAGER'S REPORT

Meetings: City Manager Halvorson recently attended a meeting for the LqP-YB Watershed plan and the Southwest MN Administrators meeting in Sleepy Eye.

FEMA: An update was provided that FEMA is moving forward. An area meeting will be scheduled.

308 6th Ave: City Manager Halvorson received a report on the condition of the roof; therefore, a committee may need to determine what degree of repairs should be done.

EDA: There is a public hearing scheduled for September 19th at 5PM in regard to the Prairie Arts Center and Square Park.

MAYOR/COUNCIL REPORTS

None

DISBURSEMENTS

Upon motion by Volk, seconded by Meyer and carried, Council approved disbursements for bills submitted between August 22 and September 12, 2022. These disbursements include United Prairie Check Nos. 63310-63418. Debit card purchases made between August 8 and August 22, 2022, were also approved as listed within the Claims Report.

There being no further business, upon motion by Conroy, seconded by Zahrbock and carried, meeting adjourned at 6:38 pm.

Greg Thole - Mayor

ATTEST:

Christine Enderson – City Clerk

Madison Ambulance Service

September 13th, 2022

Call to Order: 633

Attendance: completed

Minutes of Last Meeting: read, no changes

Treasurer Report: \$4799.82, No changes

Training Officers Report: Sept 27th training night

Madison First Responders: John Adam Chris Mitch – are all letting lapse and not continuing Casey – yes, he will be at training

Run Review:

Debriefing tonight for call

Old Business:

- Grant/Stair Chair – still on backorder, no update until after October
- Run Reports/ICRs – Book needs to be filled out, 2-3 ICRs on computer that are wrong – make sure you are getting the zeros right and the numbers match and completing a report for every run
- New Emt's
- Races – two races left
- ID Cards - table
- Building Committee – found someone to do work, Val is reconsidering and will review, may be done fall 2022
- Payroll – paid out, no questions

New Business:

- Fair/Demo – thank you Kristin and all who helped with all
- Standby for Cross Country – need to cover Sept 20th 4:30, sign up onboard
- Steak Fry – Nov 8th steak fry – PLAN TO WORK!
- Basket Bingo – Nov 12th, confirmed with VFW, Emily will do BBQ & chips, we will make bars, etc, more to come
- Donation – Deb Grong contacted, family wants to present donation, will plan and let us know, need to take picture.
- Adult Protection – meeting today, MM is being released from hospital 9/14 and is starting dialysis, start checking blood sugar, make notes of irregular observations to report back to family services, if we haul he goes to ER – no exceptions. Report to Marissa on the call for reporting.
- Kelly's dad passed away 9/13-will send flowers.
- Will send flower for JS.

- Batteries will be replaced in 400 tomorrow.
- Alcohol is to be consumed ONLY AFTER the demo is over.

Motion to Adjourn: Jeremy motioned, Dan 2nd at 655pm

Rig Inspection/Hall Duties: done

Next Meeting: September 27th @ 6:30 pm

BID FORM

Baseball Field Lighting Materials and Structural Installation

Madison, Minnesota

The information provided shall be in compliance with the lighting specifications for materials and installation. By signing this document, all specification requirements (except as noted below) have been met. Bids shall remain good for 45 days after bid opening regarding the contract award. The following bid is for lighting materials, poles, bases, and structural installation. **Lighting manufacturer's light scans and concrete base designs must be provided along with the bid.** Bids will be reviewed and awarded based on the lighting system and installation meeting the performance requirements, and the bid amount.

Base Bid "A": HID Replacement Fixtures Using a Combination of Existing Towers and New Galvanized Steel Poles – Material and installation cost to replace (28) 1500-watt HID fixtures using (2) 70' galvanized steel poles and (2) 80' galvanized steel poles. Installation includes moving existing B1 tower to D2 location behind outfield fence and provide new concrete bases.

Turnkey Amount Base Bid "A": \$ _____

Name of Lighting Manufacturer: _____

Base Bid "B": LED Fixtures using a Combination of Existing Towers and New Galvanized Steel Poles – Material and installation cost to light baseball field to 50 footcandles infield and 30 footcandles outfield with new LED lighting fixtures on (4) existing towers and adding (2) new 70' galvanized steel poles and (2) new 80' galvanized steel poles. Installation includes moving existing B1 tower to D2 location behind outfield fence and provide new concrete bases.

Turnkey Amount Base Bid "B": \$ _____

Name of Lighting Manufacturer: _____

Base Bid "C": LED Fixtures using all new Steel Poles – Material and installation cost to light baseball field to 50 footcandles infield and 30 footcandles outfield with new LED lighting fixtures using (6) 70' galvanized steel poles and (2) 80' galvanized steel poles.

Turnkey amount Base Bid "C": \$ _____

Name of Lighting Manufacturer: _____

BID FORM

The following is a complete list of items not in compliance with the lighting specifications:

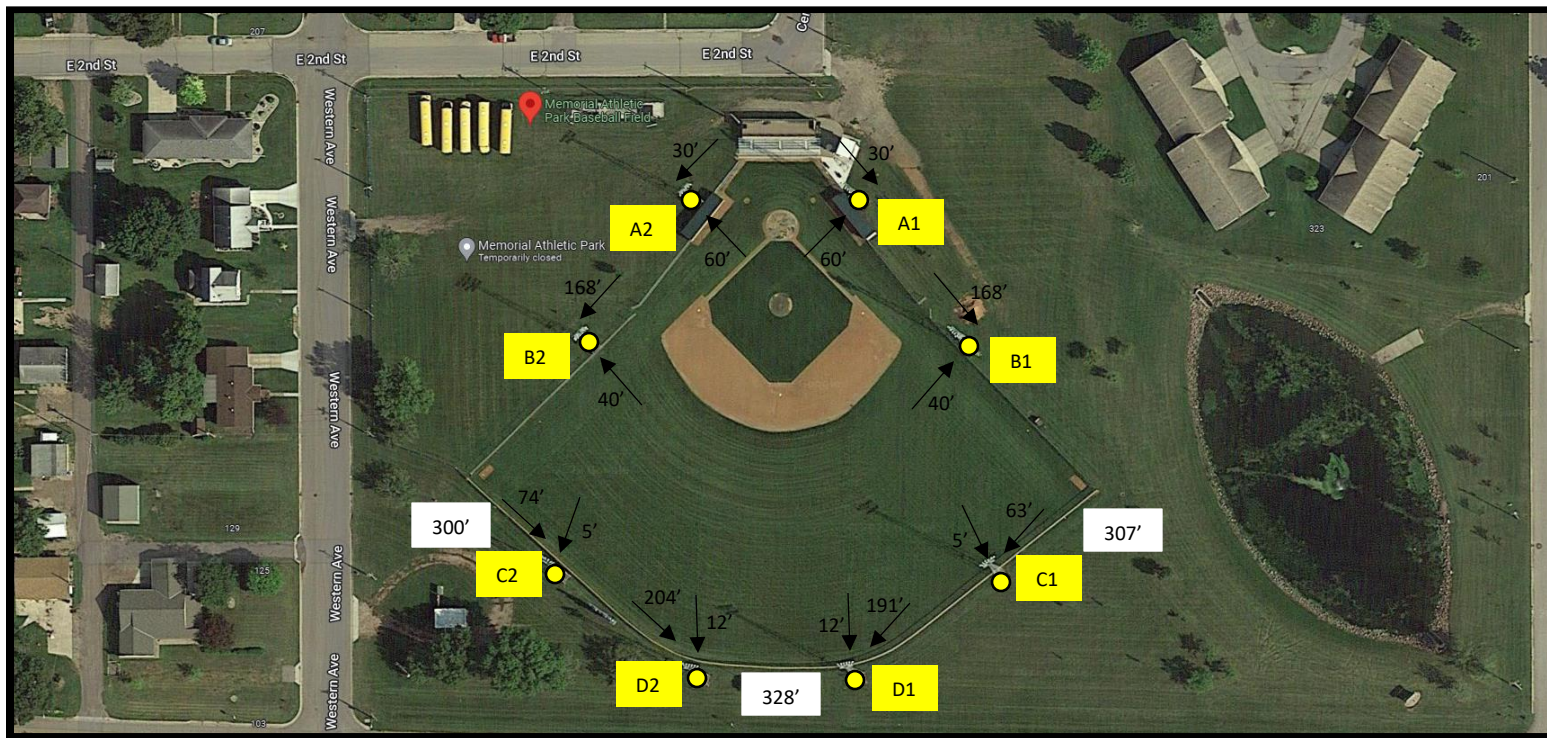
The following is a list of items that exceed specification requirements:

CONTRACTOR_____	PHONE_____
SIGNATURE_____	DATE_____
CONTACT NAME_____	EMAIL_____

Memorial Field

Madison, MN

Baseball Field Lighting Replacement



Notes:

- 1) 'A' & 'B' Pole locations per manufacturer's design
- 2) 'B1' Tower will be relocated to 'D2' location for bid options reusing existing towers
- 3) Base Bid 'A' requires only 6 of the 12 fixtures currently on the 'B2' tower when relocated to the 'D2' tower position
- 4) Minimum 50 fc. infield/30 fc. outfield for Base Bid 'B' & 'C'
- 5) All present tower locations are based off home plate, foul lines, and outfield fence – field dimension: 300'/328'/307'
- 6) Original field lighting fixture counts: 'A' Towers (5) 1500 Watt HID, 'B' Towers (12) 1500 Watt HID, 'C' & 'D' Towers (6) 1500 Watt HID
- 7) The 'A1', 'A2', 'B2', & 'D2' towers have been removed from site

VAPING AWARENESS INFORMATION SESSIONS

IMPORTANT INFORMATION FOR PARENTS, SCHOOL STAFF, AND PUBLIC



COUNTRYSIDE PUBLIC HEALTH SHIP STAFF WILL PRESENT
THESE FREE, EDUCATIONAL ONLINE SESSIONS AND SHARE
IMPORTANT INFORMATION ON:

FACTS ABOUT VAPING, WHAT TO LOOK FOR, HOW TO HELP & MORE

ON-LINE SESSIONS AVAILABLE:

OCTOBER 4TH AT 10:00AM & 3:30PM

OCTOBER 6TH AT 10:00AM & 3:30PM

OCTOBER 26TH AT 5:30PM

OCTOBER 27TH AT 5:30PM



Countryside Public Health

TO REGISTER FOR A FREE SESSION, VISIT
WWW.COUNTRYSIDEPUBLICHEALTH.ORG/MN-COMMERCIAL-TOBACCO-FREE
AND CLICK ON THE SESSION YOU WISH TO ATTEND, E-MAIL CONFIRMATION
AND ATTENDEE LINK WILL BE SENT TO YOU

REVENUE & EXPENSE REPORT

CALENDAR 8/2022, FISCAL 8/2022

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	34,625.47	1,205,054.54	1,686,664.27	481,609.73
	TOTAL EXPENSES	342,020.47	1,404,875.82	1,686,664.27	281,788.45
	GENERAL TOTAL	307,395.00-	199,821.28-	.00	199,821.28
	TOTAL REVENUE	10,210.78	82,291.14	112,500.00	30,208.86
	TOTAL EXPENSES	1,369.48	62,432.56	120,350.00	57,917.44
	AMBULANCE TOTAL	8,841.30	19,858.58	7,850.00-	27,708.58-
	TOTAL REVENUE	1,651.09	68,777.92	6,092.00	62,685.92-
	TOTAL EXPENSES	22.50	1,659.46	.00	1,659.46-
	SCDP GRANT REVOLVING LOAN TOTA	1,628.59	67,118.46	6,092.00	61,026.46-
	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	1,533.40	47,272.39	90,700.00	43,427.61
	TOTAL EXPENSES	800.00	26,388.64	92,391.00	66,002.36
	EDA TOTAL	733.40	20,883.75	1,691.00-	22,574.75-
	TOTAL REVENUE	38.08	137.76	1,000.00	862.24
	TOTAL EXPENSES	.00	.00	200.00	200.00
	EDA REVOLVING LOAN FUND TOTAL	38.08	137.76	800.00	662.24
	TOTAL EXPENSES	.00	.00	.00	.00

REVENUE & EXPENSE REPORT

CALENDAR 8/2022, FISCAL 8/2022

PCT OF FISCAL YTD 66.6%

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	1,157.97	64,528.90	339,500.00	274,971.10
	TOTAL EXPENSES	.00	63,423.75	324,438.00	261,014.25
	INFRA. REPLACE. DEBT SERV TOTA	1,157.97	1,105.15	15,062.00	13,956.85
	TOTAL REVENUE	1,096.76	125,743.02	399,949.00	274,205.98
	TOTAL EXPENSES	.00	104,800.00	374,405.00	269,605.00
	2015 GO REFUNDING DS TOTAL	1,096.76	20,943.02	25,544.00	4,600.98
	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 8/2022, FISCAL 8/2022

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	.00	.00	.00	.00
	TOTAL EXPENSES	2,100.00	53,585.00	.00	53,585.00-
	UTIL EXT PROJECT FUND TOTAL	2,100.00-	53,585.00-	.00	53,585.00
	TOTAL EXPENSES	.00	.00	.00	.00
	2009 GO TEMP IMPROVE PROJ TOTA	.00	.00	.00	.00
	TOTAL REVENUE	6,300.00	26,965.00	20,000.00	6,965.00-
	TOTAL EXPENSES	17,045.62	49,514.07	66,000.00	16,485.93
	CULTURE & REC CAP. FUND TOTAL	10,745.62-	22,549.07-	46,000.00-	23,450.93-
	TOTAL REVENUE	1,089.60	1,089.60	80,000.00	78,910.40
	TOTAL EXPENSES	.00	.00	12,000.00	12,000.00
	BLDG & EQUIP CAP. FUND TOTAL	1,089.60	1,089.60	68,000.00	66,910.40
	TOTAL REVENUE	.00	.00	80,000.00	80,000.00
	TOTAL EXPENSES	.00	23,255.00	75,000.00	51,745.00
	STREETS CAPITAL FUND TOTAL	.00	23,255.00-	5,000.00	28,255.00
	TOTAL REVENUE	59,053.28	413,638.67	620,250.00	206,611.33
	TOTAL EXPENSES	32,210.06	330,020.07	796,288.87	466,268.80
	WATER TOTAL	26,843.22	83,618.60	176,038.87-	259,657.47-
	TOTAL REVENUE	43,329.36	322,309.83	480,000.00	157,690.17
	TOTAL EXPENSES	37,981.63	377,462.85	701,168.35	323,705.50

REVENUE & EXPENSE REPORT

CALENDAR 8/2022, FISCAL 8/2022

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	SEWER TOTAL	5,347.73	55,153.02-	221,168.35-	166,015.33-
	TOTAL REVENUE	24,201.13	186,331.31	284,950.00	98,618.69
	TOTAL EXPENSES	2,134.05	128,207.72	264,358.94	136,151.22
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	SANITATION TOTAL	22,067.08	58,123.59	20,591.06	37,532.53-
	TOTAL REVENUE	130,524.89	996,046.07	1,533,000.00	536,953.93
	TOTAL EXPENSES	104,865.91	864,447.41	1,418,575.36	554,127.95
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	ELECTRIC UTILITY TOTAL	25,658.98	131,598.66	114,424.64	17,174.02-
	TOTAL REVENUE	12,627.73	100,880.55	151,650.00	50,769.45
	TOTAL EXPENSES	8,786.82	72,433.64	236,954.52	164,520.88
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	STORM SEWER TOTAL	3,840.91	28,446.91	85,304.52-	113,751.43-
	TOTAL REVENUE	42,330.28	311,206.74	473,000.00	161,793.26
	TOTAL EXPENSES	37,728.88	285,278.49	475,311.81	190,033.32
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	LIQUOR TOTAL	4,601.40	25,928.25	2,311.81-	28,240.06-
	TOTAL REVENUE	17,083.33	152,006.50	174,120.00	22,113.50
	TOTAL EXPENSES	8,011.30	153,727.67	214,362.00	60,634.33
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	EASTVIEW APARTMENTS TOTAL	9,072.03	1,721.17-	40,242.00-	38,520.83-
	TOTAL REVENUE	25.00-	86,535.19	134,000.00	47,464.81
	TOTAL EXPENSES	.00	.00	125,000.00	125,000.00
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	RESERVE TOTAL	25.00-	86,535.19	9,000.00	77,535.19-

REVENUE & EXPENSE REPORT
CALENDAR 8/2022, FISCAL 8/2022**PCT OF FISCAL YTD 66.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	REVENUE & EXPENSE FUND SUMMARY	208,248.57-	22,385.08	282,501.85-	304,886.93-

CITY COUNCIL CHECKLIST

9/23/2022

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
MNDOT 2023	5/11/2015	Zahrbock	CM, Engineer	2023 Construction - Utility relocation plans due 9/28/22	ongoing
Downtown Renovation Fund	1/1/2022	Meyer	CM,	308 6th Ave - brainstorm	ongoing
EDA CIP Program	1/1/2022	EDA	EDA	approved 6 applications - 2 on hold - 4 agreements signed	ongoing
Downtown Open Space-Block 48	9/19/2022	Conroy	CM EDA	EDA 2nd meeting with architect held 6/6/22	ongoing
Daycare Performance/Appropriation	9/1/2017	Conroy	Community	Establish Joint Committee - to represent community	ongoing
May 12, 2022 Storm	5/12/2022	Council	CM, EM	LMC update, FEMA in progress	2022
Broadband Exploration	9/26/2022	Meyer	CM,committee	Construction update - Aaron Roggenbuck	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	Painting of siren tower. Windows awarded \$286,000	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	8/20/2022	Zahbrock	CM, PZ, AC	School delay, but still working on	2022



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

MEMORANDUM

Date: September 21, 2022
To: Honorable Mayor Thole and City Council
From: Kent Louwagie, City Engineer
Subject: Infrastructure Improvements
City of Madison, MN
Project No.: 0W1.125959

As we discussed this past spring, the City of Madison is considering infrastructure improvements in the northwest portion of the City, generally consisting of new sanitary sewer and water mains along 11th Street and 8th Avenue (TH 75). Trenchless rehabilitation of the sanitary sewer system along TH 75 and TH 40 is also being considered. A facility plan describing these improvements was submitted to MPCA and MDH in March. Funding applications to place this project on the Public Facility Authority's Project Priority List (PPL) and Intended Use Plan (IUP) were also prepared and submitted this past spring. MPCA granted preliminary approval of the facility plan on June 2, 2022. PFA will likely publish their IUP later this month, which will indicate if the project is eligible for PFA funding.

As you are aware, the Minnesota Legislature adjourned their last session in May without passing a bonding bill. This delay has potential financial implications for projects (such as this one) that will be listed on Part B of the Fiscal Year 2023 Intended Use Plan (IUP). Given the state of uncertainty with a bonding bill being passed anytime soon, PFA, MPCA and MDH still recommend communities move forward with the steps towards certification as they would in the "normal" timeframe for the funding cycle. Eventually there will be money available, and MPCA and MDH can work on certification reviews leading up to that point. The potential delay in the "normal" timeline is when the city would bid a project if funding does not become available until next Summer or Fall, and the need to carry prior incurred costs a bit longer. The City could explore interim financing to assist with these costs as an alternative to funding them internally. This would have some added origination and interest fees associated with it (both of which are reimbursable by the permanent financing). It's recommended the City consult their financial advisor to evaluate this option if it is of interest.

If the City plans to proceed with this project, we recommend authorizing Bolton & Menk to begin working on the design. Wetland delineation, surveying and design would occur this fall / winter. The project could potentially be advertised for bids in the spring of 2023, if funding is available. There is no harm in completing the design now, as it can be "shelved" until funding becomes available. The design fees would need to be covered by the City, or via interim financing, until permanent financing is in place. These costs would be reimbursable by the permanent financing.

MEMORANDUM

Date: September 2, 2022
To: Val Halvorson, City Manager
Dean Broin, Water Superintendent
From: Kent Louwagie, City Engineer
Subject: Sanitary Sewer Manhole Evaluation
Project No.: OW1.126398

On June 6, 2022, Bolton & Menk staff performed a video inspection of the sanitary sewer manholes along TH 75 (8th Avenue) and TH 40 (1st Street). This purpose of this data collection was to evaluate the condition of the existing sanitary sewer manholes. If deficiencies were found, improvements would be made prior to the MnDOT TH 75 and TH 40 mill and overlay project scheduled for 2023.

A location map, an evaluation of the manholes, and snapshots from the videos are enclosed. Refer to the map for the manhole identification numbers. The manholes evaluations and video snapshots are listed in numerical order. In the snapshots, the grade rod is typically set in the downstream side of the manholes.

Generally, it appears almost all manholes can be rehabilitated in place. The following is a summary:

1. There are 28 manholes within the TH 75 and TH 40 right of way.
2. Eight of those manholes are precast structures in good condition. Some minor infiltration repairs appear necessary on these manholes.
3. The remaining twenty structures are cast in place (4) and a combination of brick and block (16). These manholes are in fair to poor condition. Infiltration was visible on the manholes along TH 40.
4. Manhole 26, at the intersection of TH 75 and 4th Avenue, is known to be settling. Public works staff has temporarily repaired the settlement at this manhole. This manhole is planned to be replaced.
5. The remaining manholes are planned to be rehabilitated in place. Infiltration repairs will be completed where warranted on the precast structures. The brick, block, and cast in place manholes are planned to receive infiltration repairs and a 1" thick application of specialized mortar on the interior of the structure.

If there are any questions, please contact me at Kent.Louwagie@bolton-menk.com or 320-905-5446.



Sanitary Manhole Evaluation
City of Madison, MN
BM Project No.: DW1.126398
8/22/2022

Manholes televised June 20, 2022

Manhole	Intersecting Streets	Material	MH Depth	Casting Type	Invert	Infiltration?	Step material	Step Condition	Rating (1=Best, 4=Worst)	Condition comments	Notes	Manhole
19	TH 75 273 8th Ave	Brick, block cone	5.9	multiple radial open pickholes	ok. PVC trough	None visible	NA	None	2	Good for brick. A few brick missing. Simple rehab	in highway shoulder	19
20	TH 75 251 8th Ave	Brick, block cone	6.9	multiple radial open pickholes	Fair	None visible	NA	None	2	Good for brick. A few brick missing. Simple rehab	in highway shoulder	20
21	TH 75 205 8th Ave	Brick, block cone	7.8	multiple radial open pickholes	Fair	None visible	NA	None	2	Good for brick. A few brick missing. Simple rehab	in highway shoulder	21
22	TH 75 TH 40 (Cenex)	Precast, new	10.8	2 closed pickholes	Excellent	Maybe at rings. Yes at bottom barrel joint	Plastic	Good	1	Excellent, lowest joint is damp	Injection repair lowest barrel gasket?	22
22A	TH 75 south of 1st St.	Brick, block cone	10.8	2 closed pickholes	Excellent	Maybe at rings. Yes at bottom barrel joint	Plastic	Good	2	Did not video the MH	Appeared in ok shape from sewer main televising	22A
23	TH 75 2nd St.	Precast, newish	8.5	2 closed pickholes	Excellent	Minimal, at rings?	Plastic	Good	1	Good. Maybe infiltration under rings.		23
25	TH 75 3rd St.	Cast in place	7.3	2 open pickholes	ok. PVC trough, bench is rough	Minimal, damp	Iron	Look rotten	2	Cast in place has significant cracks. Block ok.	South pipe bulkhead on bench. PVC trough in invert. Rings & mortar fair.	25
26	TH 75 4th St.	Cast in place, brick	4.9	2 open pickholes	ok	Minimal, damp	NA	None	4	Poor, concrete cracked, deteriorated. Known to be settling.	Invert to 2.4' cast in place, brick cone to 3.8, rings under frame. Rings & mortar fair, consider re-setting.	26
28	TH 75 5th St.	Brick	7.3	2 open pickholes	ok	Minimal, damp	NA	None	4	Poor, bricks deteriorated	Brick, mortar under rings failing. Consider re-setting.	28
29	TH 75 6th St.	Cast in place	10.8	2 open pickholes	Invert fair, bench is rough	None visible	Iron	Rusted/broken off	2	Lower cast cracked, upper cast weathered. Rings failing.	Might be set on a steel plate under the adjusting rings. Consider re-setting casting.	29
30	TH 75 7th St.	Cast in place, block	8	2 open pickholes	Invert fair, bench is rough	None visible	Iron	Rusted/broken off	2	Cast in place has significant cracks. Block ok.	Invert to 5.6' cast in place, conc block 5.6 to 7.1, adj ring and mortar under frame	30
31	TH 75 8th St.	Could Not Open	8	2 open pickholes	Invert fair, bench is rough	None visible	Iron	Rusted/broken off		Did not video the MH		31
32	TH 75 TH 40 (1st St.)	Brick	10.2	2 open pickholes	Should be rebuilt	Yes, walls are black, no visible runners	Iron	Rusted/broken off	4	Poor. Brick deteriorated		32
33	TH 40 between 32 & 34	Precast upper barrel, block lower	11.4	1 closed pickhole	rough, dirty, should be rebuilt	yes, walls and invert streaked	Iron	Poor	2	Fair, appears to have been mortared over	PVC inside drop on south, PVC outside drop on north.	33
34	TH 40 7th Ave.	Precast	12.5	2 closed pickholes	Fair. North invert appears clogged	Minor air barrel gaskets	Plastic	Good	1	Good, boots, precast. Consider gasket repair	North invert appears partially blocked	34
41	TH 40 Alley east of 7th Ave.	Precast	13.7	2 closed pickholes	fair	Yes, wall is wet	Plastic	Good	1	Good, boots, precast. Must do gasket repair		41
61	TH 40 6th Ave.	Precast	13.4	2 closed pickholes	fair	Yes, wall is wet	Plastic	Good	1	Good, boots, precast. Consider gasket repair		61
62	TH 40 Alley east of 6th Ave.	Brick, block cone	15.9	multiple radial open pickholes	Poor. PVC trough, bench is bad	Minimal, damp	NA	None	4	Poor, bricks deteriorated		62
82	TH 40 5th Ave.	Brick, block cone	16.1	2 closed pickholes	Poor. PVC trough, bench is bad	Some, wall is wet	Iron	Rusted/broken off	4	Poor, bricks deteriorated		82
84	TH 40 4th Ave.	Brick, block cone	15.1	2 open pickholes	Poor. PVC trough, bench is bad	Minimal, damp	Iron	Rusted/broken off	3	Poor, bricks deteriorated		84
108	TH 40 3rd Ave.	Brick, block cone	14.2	2 open pickholes	Poor. North formed drop is crumbling	Minimal, damp	Iron	Rusted/broken off	4	Poor, bricks deteriorated		108
116	TH 40 2nd Ave.	Brick, block cone	15.9	2 open pickholes	poor, bench crumbling	Yes, bottom 4' of wall is wet	NA	None	4	Poor, bricks very deteriorated	PVC inside drop on south. Bottom 4' of bricks in bad shape	116
119	TH 40 1st Ave.	Precast 2005	18.4	2 closed pickholes	Excellent, boots	Minimal, damp	Plastic	Good	1	Good, boots, precast. Consider gasket repair	Dampness starts at upper barrel joint	119
182	TH 40 Western Ave.	Brick, block cone	13.9	2 open pickholes	fair, bench poor	Moderate, damp	Iron	Rusted/broken off	3	Poor, bricks very deteriorated	North pipe dripping about 4' onto bench, consider inside drop	182
183	TH 40 North ditch at Ballfield	Brick	11.3	1 closed pickhole	fair, bench poor	Minimal, damp	Iron	Rusted/broken off	3	Good for brick. Rebuild bench. Simple rehab	Raise casting to grade? Buried about 1' in turf	183
184	TH 40 North ditch at Pond	Brick, block cone	11.7	open center pickhole	fair, bench poor	Minimal, damp. South bulkhead leaking	Iron	Rusted/broken off	4	Fair for brick. Rehab bench. South bulkhead at bench leaking	Raise casting to grade? Buried about 6" in turf	184
205	TH 40 North side of Park Ave.	Precast	14.8	2 closed pickholes	Good	Minimal, possibly at pipe boots	Plastic	Good	1	Good, boots, precast. Consider boot repair	Consider repair at pipe boots, otherwise manhole is fine	205
201	TH 40 South side of Park Ave.	Precast	14.6	2 closed pickholes	Good	None, except east bulkhead dripper	Plastic	Good	1	Good, boots, precast. Consider bulkhead repair	Infiltration repair at east bulkhead, otherwise manhole is fine	201

City of Madison
Small Cities Development Program Grant
Action Items

***Reminder of Conflict of Interest**

1. Approving moving forward with the Small Cities pre-application due in November.
2. Approval of the Citizen Participation Plan.
3. Authorize the commitment of the local match.
4. Authorize the Mayor to sign the application.
5. Authorize a public hearing on January 23, 2023, for the final grant application.

City Council - Conflict of Interest

Conflict of Interest related to SCDP grant process:

DEED require that anyone in a position to derive personal benefit from actions or decisions made regarding the SCDP grant application process - regardless of whether benefit is actual or perceived –

Must make apparent any and all potential conflict of interests.

Effective Current Application Cycle:

To ensure all potential conflict of interests are noted and transparent (both now and during the course of an open grant), I am required to ask that any city council members who may fall under any of the below potential conflict of interest abstain from voting and the grant decision-making process in order to not corrupt the motivation of the grant application

Example 1: if a council member is an electrician he/she will need to abstain from voting to apply for the grant so that his/her interest in the grant application is not subject (whether actual or perceived) to benefit his/her personal business as a result of the grant being awarded.

Example 2: if a council member is a business owner and may be interested in applying for the grant to make improvements on his/her commercial building, he/she will need to abstain from voting to apply for the grant so that his/her interest in the grant application is not subject (whether actual or perceived) to benefit as a result of the grant being awarded.

Example 3: if a council member may be LMI (low-to-moderate) income eligible for the grant and may be interested in applying for the grant to make improvements on his/her home, he/she will need to abstain from voting to apply for the grant so that his/her interest in the grant application is not subject (whether actual or perceived) to benefit as a result of the grant being awarded.

Abstain from Voting if you are a Council Member or have a member of your immediate family who:

- Is a Rehab Contractors (i.e. construction, plumbing, electric, etc.)
- Is a Lumber Yard owner
- May be interested in applying for the grant for home or business

Upon Grant Award:

Per HUD guidelines, ALL applicants will be asked to identify whether they pose a potential for a conflict of interest. If there is a conflict of interest, DSI will submit the conflict of interest worksheet to DEED identifying and addressing the potential conflict, so that it's made transparent, and then request DEED's approval on the applicant moving forward with their project.

The process established by DEED in order to request Conflict of Interest clearance includes the following:

- SCDP conflict of interest screening
- SCDP conflict of interest worksheet
- City attorney letter
- City minutes will be needed (that it was addressed and city is aware of applicant)

Note: No EXCEPTIONS can be made when a city official is a contractor.

City of Madison
Please list potential Conflict of Interest
(For the purpose of transparency)

Council Member / Other City Official who may have a potential C.O.I	Self or Family member may pose conflict of interest as a potential:	Abstaining from voting
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	<input type="checkbox"/> Contractor, <input type="checkbox"/> Applicant, <input type="checkbox"/> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Date: _____

- ☐ All council members/city officials have a conflict of interest.
- ☐ No council members/city officials report a conflict of interest.

City of Madison Citizen Participation Plan

Pursuant to Section 104(a)(3) of the Housing & Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of the City of Madison, Minnesota (hereinafter referred to as the Applicant), particularly persons of low- and moderate-income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

Public Hearing

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities, and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will conduct at least one public hearing to identify community development and housing needs, including the needs of very low- and low-income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant will, at a minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed. Compliance with historic requirements of the CDBG program must be discussed, including whether there are/may be any historic or potentially historic buildings in the target area, and how the Applicant intends to address compliance with federal regulations governing the "Protection of Historic Properties."

Formal notice of the public hearing will be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low- and moderate-income persons benefiting from or affected by proposed CDBG activities. As circumstances warrant and as the Applicant determines necessary or appropriate, participation may additionally be specifically solicited from persons of low- and moderate-income, those benefiting from or affected by CDBG activities, and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can reasonably be expected to participate, arrangements will be made to have an interpreter present. Citizens will be provided with the opportunity to comment upon the original Citizen Participation Plan and substantial amendments to it, or to the activities for which CDBG funds will be used.

Public Information and Records

Information and records concerning the proposed and past use of CDBG funds will be available at the Madison City Hall, 404 6th Ave North, Madison, MN 56256, (320) 598-7373, during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

Written Comments and Response

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

City of Madison

Greg Thole Mayor, City of Madison

Date

APPLICANT: City of Madison

Federal Objective/Goals/Budget Form

26

November 1, 2022

Department of Employment and Economic Development
1st National Bank Building
332 Minnesota Street, Suite E200
St. Paul, MN 55101-1351
Attn: Community Finance Division, SCDP

To Whom It May Concern:

The City of Madison is submitting a Small Cities Grant Application to address critical housing deficiencies in owner occupied and rental unit rehabilitation. Through community surveys, we have documented a strong interest by low to moderate income homeowners and rental property owners for a program to address housing repair needs. The City feels this is an important project for our community to preserve quality housing. The City of Madison will commit \$20,000 of local funds to this project.

Sincerely,

Greg Thole
Mayor
City of Madison

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-36**

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

RESOLUTION FOR CITY KEY CONTROL

WHEREAS, the City Council is interested in establishing key control for security and access control;
and

WHEREAS, the City Council is interested in determining personnel authorized to have key access to the Madison Municipal Building.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA hereby designates the following positions access and keys to the City of Madison Municipal Building based on duty requirements and in keeping with the security needs of the City:

City Manager	Custodian
City Clerk	Street Dept. Supervisor
Deputy Clerk/Treasurer	Water/WWTP Supervisor
Deputy Clerk	Water Plant Operator
Line Dept. Supervisor	WWTP Operator

BE IT FURTHER RESOLVED by the City Council of the City of Madison, MN that the City Clerk's Office is authorized to issue keys on a temporary basis as needed and documenting such in the key cabinet. A listing of keys issued as of September 26, 2022, is attached as Exhibit A.

Upon vote taken thereon, the following voted:

For:
Against:
Absent:

Whereupon said Resolution No. 22-36 was declared duly passed and adopted this 26th day of September, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**EXHIBIT A
CITY OF MADISON**

**KEY LOG
MADISON MUNICIPAL BUILDING
PURPOSE: OUTSIDE DOOR KEYS
(As of September 26, 2022)**

- 1. Angie Amland**
- 2. Lost**
- 3. Lost**
- 4. Key Cabinet**
- 5. Lost**
- 6. Cheri Tuckett**
- 7. Key Cabinet**
- 8. Christine Enderson**
- 9. Nicole Beninga**
- 10. Key Cabinet**
- 11. Lost**
- 12. Lost**
- 13. Lost**
- 14. Key Cabinet**
- 15. Val Halvorson**

Unnumbered:

Zach Larson

David Johnson

Dean Broin

Dan Olson

Ryan Flaten

Todd Erp

RESOLUTION NO. 22-37

RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council (the "Council") of the City of Madison, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this 26th day of September, 2022, by the City Council.

EXHIBIT A

Declaration of Official Intent

The undersigned, being the duly appointed and acting City Clerk of the City of Madison, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

- Infrastructure improvements in the northwest portion of the City, and rehabilitation of the sanitary sewer along trunk highways 40 and 75.

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects that \$3,760,400 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: September 26, 2022

City Clerk
City of Madison, Minnesota

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Madison, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular or special meeting of the Council held on September 26, 2022. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member _____ moved the adoption of the Resolution, which motion was seconded by Council Member _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of _____,
Minnesota, this ____ day of _____, 20__.

City Clerk
City of _____, Minnesota

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 22-38**

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

**RESOLUTION ADOPTING PRELIMINARY TAX LEVY 2022
COLLECTIBLE 2023, AND ESTABLISHING BUDGET HEARING**

WHEREAS, the City Council is interested in adopting a Preliminary Tax Levy 2022 Collectible 2023 and establishing its Truth-in-Taxation Budget Hearing.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA that the following sum of money be levied for the current year, collectible 2023, upon taxable property in the City of Madison, for the following purposes:

2023 Levy Breakdown	
<i>General Fund</i>	<i>Preliminary Levy</i> 548,271.17
<i>Economic Development Authority</i>	11,198.00
<i>Debt Services</i>	
2012 USDA Loan #2,#3	86,872.00
2015A GO Refunding	76,515.00
<i>TOTAL</i>	\$722,856.17

and that its Truth in Taxation Budget Hearing is scheduled for Monday, December 12, 2022, at 6:00 p.m.

Upon the vote taken thereon, the following voted:

For:
Against:
Absent:

Whereupon said Resolution No. 22-38 was declared duly passed and adopted this 26th day of September, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

General Fund

2022-2023 Comparison

Revenue	2022 Budget	2023 Budget	Variance	
General Fund Levy	458,220.00	548,271.00	90,051	Increase Township Contract
LGA	759,077.00	764,562.00	5,485	
Fire	60,200.00	67,250.00	7,050	
Swimming Pool	22,500.00	30,000.00	7,500	
Other	305,667	356,477	50,810	
Transfers In	81,000.00	97,000.00	16,000	Liquor/Electric/ARPA
Totals	1,686,664	1,863,560	176,896	

Expenses	2022 Budget	2023 Budget	Variance	
Mayor and Council	23,140	25,190	2,050	Software Maintenance/3.5 FTE
Administration	357,389	434,526	77,137	
Elections	6,200	1,500	(4,700)	
Attorney	24,000	26,000	2,000	
Planning and Zone	14,000	14,000	-	
City Hall	47,500	52,750	5,250	LqP County Sheriff 4 % Increase
Public Safety	257,732	268,149	10,417	
Fire	113,660	134,350	20,690	2 FTE
Street	266,505	288,018	21,513	
Environmental	20,700	23,800	3,100	Parts/pump inventory
Pool	114,250	135,550	21,300	
Skating	11,431	12,431	1,000	Grounds Maint
Praire Arts	12,850	-	(12,850)	
Theatre	13,950	15,450	1,500	Pioneerland Dues - 4%
Parks and Rec	70,550	74,750	4,200	
Library	110,432	118,821	8,389	Reserve Funds/project planning
Appropriations	35,375	35,375	-	
Contingencies			-	
Unallocated	2,000	2,900	900	
Transfers Out	185,000	200,000	15,000	
Total	1,686,664	1,863,560	176,896	

Minding Your Mental Health: COVID-19 and Beyond



September 28, 2022
2:30 pm – 3:30 pm

Online

Zoom Link:

<https://us02web.zoom.us/j/86004477965>



1919 University Ave. W., Ste. 400
St. Paul, MN 55104
Phone: 1-651-645-2948
Toll Free: 1-888-626-4435
www.namimn.org

Class Description:

Understand how and why COVID-19 has impacted people's mental health, how some communities have been disproportionately impacted, and steps the general public can take to promote good mental health.



NAMI Minnesota (National Alliance on Mental Illness) is a non-profit organization dedicated to improving the lives of children and adults with mental illnesses and their families. NAMI Minnesota offers education, support and advocacy.

CLAIMS REPORT

Check Range: 9/16/2022- 9/16/2022

UP OK #63421-63434

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	DATE
GENERAL ADMINISTRATION					
101-41320-325	VAL HALVORSON	ADMIN-CELL PHONE REIMB	100.38	63424	9/16/22
		4132 ADMINISTRATION TOTAL	100.38		
STREET MAINTENANCE					
101-43100-221	ZIEGLER INC.	STR-BOBCAT ELECTRICAL CONNECTO	69.75	63434	9/16/22
101-43100-411	LQP AG SOCIETY	APPRO-SNOW REMOVAL AGREEMENT	1,750.00	63427	9/16/22
		4310 STREET MAINTENANCE TOTAL	1,819.75		
		101 GENERAL TOTAL	1,920.13		
AMBULANCE					
201-44100-439	ROGER GRAMMOND	AMB-REFUND GRAMMOND, ROGER	97.50	63423	9/16/22
201-44100-439	ANTHONY LANGUM	AMB-REFUND-LANGUM, ANTHONY	100.00	63426	9/16/22
201-44100-439	LQP AG SOCIETY	AMB-REFUND-LQP FAIR BOARD	337.50	63428	9/16/22
201-44100-439	MEDICAID-MN	AMB-REFUND-WOLLSCHLAGER, OLWEN	145.26	63429	9/16/22
201-44100-439	UNITED HEALTH CARE	AMB-REFUND-PLUMLEE, NICHOLAS	476.37	63433	9/16/22
		4410 AMBULANCE TOTAL	1,156.63		
		201 AMBULANCE TOTAL	1,156.63		
EDA					
211-46500-342	ECONOMIC DEVELOPMENT	EDA-15" MVP WEEKLY AD	100.00	63422	9/16/22
211-46500-342	CAMDEN RECAP	EDA-PROMO PIZZA CUTTERS	909.00	63432	9/16/22
	PRO IMAGE PARTNERS				
		4650 ECONOMIC DEVELOPMENT TOTAL	1,009.00		
		211 EDA TOTAL	1,009.00		
CULTURE & REC CAP. FUND					
420-45020-409	CAPITAL PROJ (CULT & REC)	HEATHER NURSERY	14,150.37	63425	9/16/22
420-45020-580		ACTION COMPANY LLC	5,860.00	63421	9/16/22
		4502 CAPITAL PROJ (CULT & REC) TOTAL	20,010.37		
		420 CULTURE & REC CAP. FUND TOTAL	20,010.37		
SEWER					
602-49450-409	SEWER TREATMENT	MVTL LABORATORIES INC	169.85	63431	9/16/22
		SEW-REGULAR TESTING			

CLAIMS REPORT
Check Range: 9/16/2022- 9/16/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		4945 SEWER TREATMENT TOTAL	169.85		
		602 SEWER TOTAL	169.85		
604-22500	ELECTRIC UTILITY EA PAYABLE - ELECTRIC MN DEPT OF COMMERCE	ENG ASS REF OVERPAY-D PETERSON	518.88	63430	9/16/22
		2250 EA PAYABLE - ELECTRIC TOTAL	518.88		
		604 ELECTRIC UTILITY TOTAL	518.88		
		Accounts Payable Total	24,784.86		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
101	GENERAL	1,920.13
201	AMBULANCE	1,156.63
211	EDA	1,009.00
420	CULTURE & REC CAP. FUND	20,010.37
602	SEWER	169.85
604	ELECTRIC UTILITY	518.88

	TOTAL FUNDS	24,784.86

CLAIMS REPORT

Check Range: 9/20/2022- 9/20/2022

UPCK# 63440-63457

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
101-41110-219	GENERAL MAYOR AND COUNCIL PANTRY CAFE	COUNCIL-GOVT MEET LUNCH	30.51	63455	9/20/22
		4111 MAYOR AND COUNCIL TOTAL	30.51		
101-41320-321	ADMINISTRATION FRONTIER COMMUNICATIONS	ADMIN-PHONE	235.23	63445	9/20/22
101-41320-409	FURTHER	ADMIN-PART FEE	7.20	2366	9/20/22
		4132 ADMINISTRATION TOTAL	242.43		
101-42200-212	FIRE DEPARTMENT LQP CO-OP OIL	FIRE-FUEL EXPENSE	273.41	63448	9/20/22
101-42200-219	MADISON HEALTHCARE SERVICES	FIRE-LAB/RADIOLOGY-Z LARSON	480.52	63451	9/20/22
101-42200-221	MADISON AUTO PARTS	FIRE-PARTS	18.31	63449	9/20/22
101-42200-240	ALEX AIR APPARATUS INC	FIRE-EQUIPMENT	790.79	63440	9/20/22
101-42200-240	ULTIMATE SAFETY CONCEPTS INC	FIRE-EYEGLASS HOLDER KIT	168.13	63456	9/20/22
101-42200-321	FRONTIER COMMUNICATIONS	FIRE-PHONE	40.90	63445	9/20/22
		4220 FIRE DEPARTMENT TOTAL	1,772.06		
101-43100-321	STREET MAINTENANCE FRONTIER COMMUNICATIONS	STR-PHONE	58.23	63445	9/20/22
		4310 STREET MAINTENANCE TOTAL	58.23		
101-45124-321	SWIMMING POOLS FRONTIER COMMUNICATIONS	POOL-PHONE/B BAND	174.33	63445	9/20/22
		4512 SWIMMING POOLS TOTAL	174.33		
101-45180-321	PRAIRIE ARTS CENTER FRONTIER COMMUNICATIONS	PAC-PHONE	34.67	63445	9/20/22
		4518 PRAIRIE ARTS CENTER TOTAL	34.67		
101-45500-321	LIBRARY FRONTIER COMMUNICATIONS	LIB-PHONE	171.59	63445	9/20/22
		4550 LIBRARY TOTAL	171.59		
		101 GENERAL TOTAL	2,483.82		
201-44100-439	AMBULANCE AMBULANCE ROGER GRAMMOND	AMB-REFUND GRAMMOND, ROGER	95.70	63446	9/20/22
		4410 AMBULANCE TOTAL	95.70		
		201 AMBULANCE TOTAL	95.70		

CLAIMS REPORT

Check Range: 9/20/2022- 9/20/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
420-45020-409	CULTURE & REC CAP. FUND CAPITAL PROJ (CULT & REC) MEYER, DEB	MAC-SPRINGBOARD FOR ARTS REIMB	50.00	63452	9/20/22
		4502 CAPITAL PROJ (CULT & REC) TOTAL	50.00		
		420 CULTURE & REC CAP. FUND TOTAL	50.00		
601-49400-321	WATER WATER PRODUCTION FRONTIER COMMUNICATIONS CORP	WT-CIRCUIT 10/22	43.43	63443	9/20/22
601-49400-321	FRONTIER COMMUNICATIONS	WT PLANT ALARM-due 10/7/22	77.86	63445	9/20/22
601-49400-409	MVTL LABORATORIES INC	WT-REGULAR TESTING	26.28	63454	9/20/22
		4940 WATER PRODUCTION TOTAL	147.57		
		601 WATER TOTAL	147.57		
602-49450-321	SEWER SEWER TREATMENT FRONTIER COMMUNICATIONS	WWTP-ALARM	77.91	63445	9/20/22
		4945 SEWER TREATMENT TOTAL	77.91		
		602 SEWER TOTAL	77.91		
604-49570-321	ELECTRIC UTILITY ELECTRICAL DISTRIBUTION FRONTIER COMMUNICATIONS	LINE-PHONE	37.79	63445	9/20/22
		4957 ELECTRICAL DISTRIBUTION TOTAL	37.79		
		604 ELECTRIC UTILITY TOTAL	37.79		
609-49750-251	LIQUOR OFF-SALE LIQUOR BELLBOY CORPORATION	LIQ-LIQUOR EXPENSE	3,184.95	63441	9/20/22
609-49750-251	BEVERAGE WHOLESALERS	IQ-LIQUOR EXPENSE	3,467.35	63442	9/20/22
609-49750-251	JOHNSON BROS-ST.PAUL	LIQ-LIQUOR EXPENSE	1,223.00	63447	9/20/22
609-49750-251	MADISON BOTTLING CO.	LIQ-BEER EXPENSE	4,377.50	63450	9/20/22
609-49750-258	BELLBOY CORPORATION	LIQ-FREIGHT EXPENSE	37.95	63441	9/20/22
609-49750-258	JOHNSON BROS-ST.PAUL	LIQ-FREIGHT EXPENSE	25.85	63447	9/20/22
609-49750-321	FRONTIER COMMUNICATIONS	LIQ-PHONE	40.90	63445	9/20/22
609-49750-342	RBM PUBLICATIONS	LIQ-SPORTS CALENDAR	290.00	63457	9/20/22

CLAIMS REPORT
Check Range: 9/20/2022- 9/20/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK	
				CHECK#	DATE
609-49750-433	MN MUNICIPAL BEV. ASSN.	LIQ-ANNUAL DUES 7/22-7/23	600.00	63453	9/20/22
		4975 OFF-SALE LIQUOR TOTAL	13,247.50		
		609 LIQUOR TOTAL	13,247.50		
		Accounts Payable Total	16,140.29		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
101	GENERAL	2,483.82
201	AMBULANCE	95.70
420	CULTURE & REC CAP. FUND	50.00
601	WATER	147.57
602	SEWER	77.91
604	ELECTRIC UTILITY	37.79
609	LIQUOR	13,247.50

	TOTAL FUNDS	16,140.29

CLAIMS REPORT

Check Range: 9/21/2022- 9/21/2022

UP CK# 63458-63465

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
	GENERAL				
101-20650	ACCURED PAYROLL DEDUCTION				
101-20650	JOHN HANCOCK RETIREMENT	JHANCOCK ROTH	75.00	2371	9/21/22
101-20650	UNITED STATES TREASURY	FED/FICA TAX	2,495.16	2367	9/21/22
101-20650	MN DEPT. OF REVENUE	STATE TAX	390.41	2368	9/21/22
101-20650	P.E.R.A. (W/H REPORT)	PERA	1,422.85	2369	9/21/22
101-20650	SELECTACCOUNT	HSA CONTRIBUTIO	76.92	2370	9/21/22

		2065 ACCURED PAYROLL DEDUCTION TOTAL	4,460.34		
	REFUNDS & REIMB.				
101-36232	BROCK SHELSTAD	REFUND-OVERPAYMENT LOOSE DOGFE	5.00	63463	9/21/22

		3623 REFUNDS & REIMB. TOTAL	5.00		
	STREET MAINTENANCE				
101-43100-221	ZIEGLER INC.	STR-BOBCAT ELEC CONNECT REPAIR	18.98	63465	9/21/22

		4310 STREET MAINTENANCE TOTAL	18.98		
	SWIMMING POOLS				
101-45124-216	HAWKINS INC.	POOL-CHLORINE CYLINDER	60.00	63460	9/21/22

		4512 SWIMMING POOLS TOTAL	60.00		
	PARKS AND RECREATION				
101-45200-219	FASTENAL COMPANY	PARKS-FOAMING SOAP FOR DISPENS	270.36	63459	9/21/22

		4520 PARKS AND RECREATION TOTAL	270.36		

		101 GENERAL TOTAL	4,814.68		
	EDA				
211-20650	ACCURED PAYROLL DEDUCTION				
	UNITED STATES TREASURY	FED/FICA TAX	153.06	2367	9/21/22

		2065 ACCURED PAYROLL DEDUCTION TOTAL	153.06		

		211 EDA TOTAL	153.06		
	UTIL EXT PROJECT FUND				
407-46520-303	UTILITY EXPANSION				
	BOLTON & MENK INC	UTIL EXTENSION-INDUSTRIAL DEV	2,167.50	63458	9/21/22

		4652 UTILITY EXPANSION TOTAL	2,167.50		

		407 UTIL EXT PROJECT FUND TOTAL	2,167.50		

WATER

CLAIMS REPORT

Check Range: 9/21/2022- 9/21/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
601-20650	ACCURED PAYROLL DEDUCTION				
601-20650	UNITED STATES TREASURY	FED/FICA TAX	557.93	2367	9/21/22
601-20650	MN DEPT. OF REVENUE	STATE TAX	73.55	2368	9/21/22
601-20650	P.E.R.A. (W/H REPORT)	PERA	382.93	2369	9/21/22
601-20650	SELECTACCOUNT	HSA CONTRIBUTIO	190.39	2370	9/21/22

	2065 ACCURED PAYROLL DEDUCTION TOTAL		1,204.80		
	WATER PRODUCTION				
601-49400-236	HAWKINS INC.	WT-CHLORINE CYLINDER	60.00	63460	9/21/22
601-49400-303	BOLTON & MENK INC	WT-FILTER/MEDIA	2,054.00	63458	9/21/22
601-49400-409	MVTL LABORATORIES INC	WT-REGULAR TESTING	21.00	63462	9/21/22

	4940 WATER PRODUCTION TOTAL		2,135.00		
	601 WATER TOTAL		3,339.80		
	SEWER				
	ACCURED PAYROLL DEDUCTION				
602-20650	UNITED STATES TREASURY	FED/FICA TAX	499.83	2367	9/21/22
602-20650	MN DEPT. OF REVENUE	STATE TAX	89.96	2368	9/21/22
602-20650	P.E.R.A. (W/H REPORT)	PERA	397.49	2369	9/21/22
602-20650	SELECTACCOUNT	HSA CONTRIBUTIO	151.92	2370	9/21/22

	2065 ACCURED PAYROLL DEDUCTION TOTAL		1,139.20		
	SEWER TREATMENT				
602-49450-216	HAWKINS INC.	SEW-CHLORINE CYLINDER	110.00	63460	9/21/22
602-49450-409	MVTL LABORATORIES INC	SEW-REGULAR TESTING	304.36	63462	9/21/22

	4945 SEWER TREATMENT TOTAL		414.36		
	602 SEWER TOTAL		1,553.56		
	ELECTRIC UTILITY				
	ACCURED PAYROLL DEDUCTION				
604-20650	JOHN HANCOCK RETIREMENT	JHANCOCK PRETAX	360.00	2371	9/21/22
604-20650	UNITED STATES TREASURY	FED/FICA TAX	1,865.75	2367	9/21/22
604-20650	MN DEPT. OF REVENUE	STATE TAX	321.27	2368	9/21/22
604-20650	P.E.R.A. (W/H REPORT)	PERA	1,024.99	2369	9/21/22
604-20650	SELECTACCOUNT	HSA CONTRIBUTIO	47.69	2370	9/21/22

	2065 ACCURED PAYROLL DEDUCTION TOTAL		3,619.70		
	ELECTRICAL DISTRIBUTION				
604-49570-405	MTECH SERV & REPAIR LLC	ELEC-SERVICE CALL-CUMMINS	4,261.85	63461	9/21/22

	4957 ELECTRICAL DISTRIBUTION TOTAL		4,261.85		
	604 ELECTRIC UTILITY TOTAL		7,881.55		

CLAIMS REPORT

Check Range: 9/21/2022- 9/21/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
	LIQUOR				
	ACCURED PAYROLL DEDUCTION				
609-20650	UNITED STATES TREASURY	FED/FICA TAX	455.37	2367	9/21/22
609-20650	MN DEPT. OF REVENUE	STATE TAX	73.08	2368	9/21/22
609-20650	P.E.R.A. (W/H REPORT)	PERA	123.87	2369	9/21/22

		2065 ACCURED PAYROLL DEDUCTION TOTAL	652.32		

		609 LIQUOR TOTAL	652.32		
	RESERVE				
	MISC. DONATIONS				
851-36231	JEFFREY T WOLLSCHLAGER	RES-SAN SEW REPAIR-ROBERTS	2,250.00	63464	9/21/22

		3623 MISC. DONATIONS TOTAL	2,250.00		

		851 RESERVE TOTAL	2,250.00		
			=====		
		Accounts Payable Total	22,812.47		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
101	GENERAL	4,814.68
211	EDA	153.06
407	UTIL EXT PROJECT FUND	2,167.50
601	WATER	3,339.80
602	SEWER	1,553.56
604	ELECTRIC UTILITY	7,881.55
609	LIQUOR	652.32
851	RESERVE	2,250.00

	TOTAL FUNDS	22,812.47