



## NOTICE OF AGENDA

### CITY COUNCIL MEETING

[City of Forest Lake - Link to Meeting Livestream](#)

Forest Lake City Center – Council Chambers  
Forest Lake, Minnesota

**September 9, 2024 – 7:00 PM**

1. Call to Order
  2. Roll Call
  3. Pledge of Allegiance
  4. Approve the Agenda (Action)
  5. Open Forum - Citizen Petitions, Requests and Concerns: Please sign in at the front table.  
*The Open Forum is available for residents to express personal opinions for any item of business. Please limit your comments to three (3) minutes.*
  6. Consent Agenda Considerations (Action Items)\*
    - a. Approve City Bills
    - b. Approve Minutes from August 26, 2024 Council Regular Meeting
    - c. Approve Exempt Gambling Permit Application: Invisible Wounds Project
    - d. 2024 Street Pavement Maintenance Project – Contractor’s Request for Payment No. 3
    - e. 2024 Reclamation and Double Chip Seal – Contractor’s Request for Payment No. 1
    - f. Downtown Stormwater BMP Revision – Contractor’s Request for Payment No. 2 and FINAL
    - g. Minnesota Lakes Mini Storage – Letter of Credit Reduction No. 2
- \*Council may remove any item from the consent agenda for specific consideration.
7. Regular Agenda (Action Items)
    - a. State Appropriations for City of Forest Lake Next Gen Headwaters Stormwater, Flood Control and Park Planning Project-Resolution 09-09-24-01 – Kristina Handt
    - b. Crop Restriction Line Map Update for Forest Lake Airport – Kristina Handt

8. Discussion
  - a. 2025 General Fund Budget and Tax Levy – Kevin Knopik
  - b. 2025 Utility Funds Budget – Kevin Knopik
9. Staff Updates
10. Mayor and City Council Updates
11. Adjourn

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
DB: Forest Lake

INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 1/15  
3

| Vendor Code                                    | Vendor Name                         | Description  | Amount     | Check # | Check Date |
|--|-------------------------------------|--|------------|---------|------------|
|  | Invoice                             |  |            |         |            |
| 99687  | 5K ELECTRIC                         |  |            |         |            |
|  | 378                                 | INSTALL QUADPLEX RECEPTACLE IN NEW LOCATION FOR<br>BODY CAM CHARGING           | 375.00     | 115813  | 09/09/2024 |
| TOTAL FOR: 5K ELECTRIC                         |                                     |  | 375.00     |         |            |
| 10007  | A-1 TIRE SERVICE                    |  |            |         |            |
|  | 99713                               | TRANSPORTER TRANSPORTER STR 8PR  | 437.40     | 115814  | 09/09/2024 |
|  | 99770                               | FALKEN WILDPEAK A/T4W  | 376.48     | 115814  | 09/09/2024 |
|  | 99771                               | FIRESTONE DESTINATION A/T2   | 1,044.72   | 115814  | 09/09/2024 |
| TOTAL FOR: A-1 TIRE SERVICE                    |                                     |  | 1,858.60   |         |            |
| 10029  | ACTIVE911 INC                       |  |            |         |            |
|  | 582644                              | ALERTING SUBSCRIPTION FOR AN AGENCY  | 693.00     | 115815  | 09/09/2024 |
| TOTAL FOR: ACTIVE911 INC                       |                                     |  | 693.00     |         |            |
| 10031  | ADB SAFEGATE AMERICAS LLC           |  |            |         |            |
|  | 90161819                            | POWER CORD ASSY EXTERNAL EMIX 30 IN  | 385.05     | 115816  | 09/09/2024 |
| TOTAL FOR: ADB SAFEGATE AMERICAS LLC           |                                     |  | 385.05     |         |            |
| 10080  | ALLIED BLACKTOP COMPANY             |  |            |         |            |
|  | PAY REQUEST 1                       | CONTRACTOR'S PAY REQUEST #1 - 2024 RECLAMATION AND<br>DOUBLE CHIP SEAL PROJECT | 132,791.71 | 115817  | 09/09/2024 |
| TOTAL FOR: ALLIED BLACKTOP COMPANY             |                                     |  | 132,791.71 |         |            |
| 10251  | ANGELA CAMPBELL                     |  |            |         |            |
|  | REIMB 2024-2                        | MILEAGE REIMBURSEMENT FOR TRIPS TO THE BANK FOR<br>JULY & AUGUST               | 9.65       | 115818  | 09/09/2024 |
| TOTAL FOR: ANGELA CAMPBELL                     |                                     |  | 9.65       |         |            |
| MISC-UB  | ANNA & TIM GULDEN                   |  |            |         |            |
|  | 7100772                             | UB refund for account: 7100772<br>*UB refund for account: 7100772              | 206.73     | 115819  | 09/09/2024 |
| TOTAL FOR: ANNA & TIM GULDEN                   |                                     |  | 206.73     |         |            |
| MISC-UB  | APPLE BLOSSOM PROPERTIES, LLC       |  |            |         |            |
|  | 7117635                             | UB refund for account: 7117635<br>*UB refund for account: 7117635              | 141.82     | 115820  | 09/09/2024 |
| TOTAL FOR: APPLE BLOSSOM PROPERTIES, LLC       |                                     |  | 141.82     |         |            |
| 10175  | ASPHALT SURFACE TECHNOLOGIES CORPOR |  |            |         |            |
|  | PAY REQUEST 3                       | CONTRACTOR'S PAY REQUEST #3 - 2024 STREET PAVEMENT<br>MAINTENANCE PROJECT      | 443,515.37 | 115821  | 09/09/2024 |
| TOTAL FOR: ASPHALT SURFACE TECHNOLOGIES CORPOR |                                     |  | 443,515.37 |         |            |

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|                                       | Invoice                    |                                     |          |         |            |
| MISC-UB                               | BARRY & DANA RUDMAN        |                                     |          |         |            |
|                                       | 7103854                    | UB refund for account: 7103854      | 53.67    | 115822  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7103854     |          |         |            |
| TOTAL FOR: BARRY & DANA RUDMAN        |                            |                                     | 53.67    |         |            |
| 14059                                 | BENEFIT EXTRAS INC         |                                     |          |         |            |
|                                       | 08142024                   | SETTLE PURCHASE                     | 30.00    | 1914    | 08/16/2024 |
|                                       | 08202024                   | SETTLE PURCHASE                     | 130.48   | 1915    | 08/22/2024 |
|                                       | 08222024                   | SETTLE PURCHASE                     | 25.00    | 1916    | 08/26/2024 |
| TOTAL FOR: BENEFIT EXTRAS INC         |                            |                                     | 185.48   |         |            |
| MISC-UB                               | BENJAMIN RICCI             |                                     |          |         |            |
|                                       | 7116075                    | UB refund for account: 7116075      | 249.98   | 115823  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7116075     |          |         |            |
| TOTAL FOR: BENJAMIN RICCI             |                            |                                     | 249.98   |         |            |
| 14080                                 | BEST OIL COMPANY           |                                     |          |         |            |
|                                       | 58301                      | 1501.000 GAL AV GAS - MN AV & JET   | 7,505.92 | 115824  | 09/09/2024 |
| TOTAL FOR: BEST OIL COMPANY           |                            |                                     | 7,505.92 |         |            |
| 14090                                 | BIO-TEC EMERGENCY SERVICES |                                     |          |         |            |
|                                       | 133797                     | SQUAD F-150 - SQUAD DECONTAMINATION | 150.00   | 115825  | 09/09/2024 |
| TOTAL FOR: BIO-TEC EMERGENCY SERVICES |                            |                                     | 150.00   |         |            |



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Page: 3/15  
5

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|                              | Invoice           |   |            |         |            |
| 14128                        | BOLTON & MENK INC |   |            |         |            |
|                              | 0343425           | 2022 LS & FM IMPROVEMENTS                                   | 637.00     | 115826  | 09/09/2024 |
|                              | 0343426           | 2024 ADA SIDEWALK REPAIRS                                   | 91.00      | 115826  | 09/09/2024 |
|                              | 0343427           | 2024 LOCAL ST IMPROVEMENT                                   | 49,814.10  | 115826  | 09/09/2024 |
|                              | 0343428           | 2024 RECLAMATION/DOUBLE CHIP                                | 534.00     | 115826  | 09/09/2024 |
|                              | 0343429           | CSAH 32 PEDESTRIAN & STREET                                 | 1,691.00   | 115826  | 09/09/2024 |
|                              | 0343430           | CSAH 33 SAFETY IMPROVEMENTS                                 | 7,428.00   | 115826  | 09/09/2024 |
|                              | 0343431           | EUREKA AVENUE IMPROVEMENTS                                  | 42,793.38  | 115826  | 09/09/2024 |
|                              | 0343432           | GENERAL ROUTINE ENGINEERING                                 | 2,500.00   | 115826  | 09/09/2024 |
|                              | 0343433           | HIDDEN CREEK  | 17,922.00  | 115826  | 09/09/2024 |
|                              | 0343434           | MS4 ANNUALPROGRAM ASSISTANCE                                | 168.00     | 115826  | 09/09/2024 |
|                              | 0343435           | NON-ROUTINE ENGINEERING                                     | 1,571.50   | 115826  | 09/09/2024 |
|                              | 0343436           | NORTH SHORE TRAIL   | 3,689.00   | 115826  | 09/09/2024 |
|                              | 0343437           | SHADOW CREEK STABLES ESTATES                                | 742.50     | 115826  | 09/09/2024 |
|                              | 0343438           | SPIKE'S & HOULES FEED - SITE DEVELOPMENT                    | 178.00     | 115826  | 09/09/2024 |
|                              | 0343439           | MISTER CAR WASH - SITE DEVELOPMENT                          | 273.00     | 115826  | 09/09/2024 |
|                              | 0343440           | FOREST LAKE APARTMENTS - SITE DEVELOPMENT                   | 1,725.00   | 115826  | 09/09/2024 |
|                              | 0343441           | WASHINGTON COUNTY NORTHERN ENVIRONMENTAL - SITE DEVELOPMENT | 2,540.00   | 115826  | 09/09/2024 |
|                              | 0343442           | WYNCO DENTAL CLINIC - SITE DEVELOPMENT                      | 2,382.00   | 115826  | 09/09/2024 |
|                              | 0343443           | CHASE BANK - 1232 W BROADWAY AVE - SITE DEVELOPMENT         | 529.00     | 115826  | 09/09/2024 |
|                              | 0343444           | STORMWATER MODELING UPDATES                                 | 5,980.00   | 115826  | 09/09/2024 |
|                              | 0343445           | STORMWATER SERVICES   | 990.00     | 115826  | 09/09/2024 |
|                              | 0343446           | TEMPORARY PLANNING SERVICES                                 | 549.00     | 115826  | 09/09/2024 |
|                              | 0343446           | DONNELLY - 932 2ND ST SW                                    | 398.00     | 115826  | 09/09/2024 |
|                              | 0343447           | TH 97 IMPROVEMENT PROJECT                                   | 3,026.00   | 115826  | 09/09/2024 |
|                              | 0343448           | WTP 4 CONSTRUCTION  | 9,754.00   | 115826  | 09/09/2024 |
| TOTAL FOR: BOLTON & MENK INC |                   |   | 157,905.48 |         |            |
| 14186                        | BRUCE'S FOODS INC |   |            |         |            |
|                              | 0189 08-22-24     | 24 PK OF WATER QUANTITY - 4                                 | 15.96      | 115827  | 09/09/2024 |
| TOTAL FOR: BRUCE'S FOODS INC |                   |   | 15.96      |         |            |
| MISC-UB                      | CAROL CHRISTENSEN |   |            |         |            |
|                              | 7101321           | UB refund for account: 7101321                              | 173.10     | 115828  | 09/09/2024 |
|                              |                   | *UB refund for account: 7101321                             |            |         |            |
| TOTAL FOR: CAROL CHRISTENSEN |                   |   | 173.10     |         |            |
| MISC-UB                      | CARRIE CHAVEZ     |   |            |         |            |
|                              | 7102440           | UB refund for account: 7102440                              | 90.37      | 115829  | 09/09/2024 |
|                              |                   | *UB refund for account: 7102440                             |            |         |            |
| TOTAL FOR: CARRIE CHAVEZ     |                   |   | 90.37      |         |            |

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Page: 4/15  
6

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|                                       | Invoice                    |                                       |          |         |            |
| 18077                                 | CENTURY LINK               |                                       |          |         |            |
|                                       | AUGUST 2024                | SENIOR CENTER TELEPHONE - AUGUST 2024 | 135.23   | 1932    | 08/27/2024 |
| TOTAL FOR: CENTURY LINK               |                            |                                       | 135.23   |         |            |
| MISC-UB                               | CHARLES O'BRIEN            |                                       |          |         |            |
|                                       | 7104222                    | UB refund for account: 7104222        | 53.54    | 115830  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7104222       |          |         |            |
| TOTAL FOR: CHARLES O'BRIEN            |                            |                                       | 53.54    |         |            |
| 18305                                 | CHASE PAYMENTECH           |                                       |          |         |            |
|                                       | SERVICE082024              | SERVICE FEE PAYMENTS-AUGUST UB        | 726.74   | 1922    | 08/02/2024 |
| TOTAL FOR: CHASE PAYMENTECH           |                            |                                       | 726.74   |         |            |
| MISC-UB                               | CHERYL & JAMES TURITTO     |                                       |          |         |            |
|                                       | 7111865                    | UB refund for account: 7111865        | 243.43   | 115831  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7111865       |          |         |            |
| TOTAL FOR: CHERYL & JAMES TURITTO     |                            |                                       | 243.43   |         |            |
| 18113                                 | CINTAS CORPORATION         |                                       |          |         |            |
|                                       | 4202447559                 | UNIFORM & CLOTHING - M.WELSH          | 73.76    | 115832  | 09/09/2024 |
|                                       | 4203177761                 | UNIFORM & CLOTHING - M.WELSH          | 73.76    | 115832  | 09/09/2024 |
| TOTAL FOR: CINTAS CORPORATION         |                            |                                       | 147.52   |         |            |
| 18181                                 | CONNEXUS ENERGY            |                                       |          |         |            |
|                                       | JULY 2024                  | JULY 2024 ENERGY BILLING              | 2,579.49 | 1925    | 08/26/2024 |
|                                       | JULY 2024-3                | JULY 2024 ENERGY BILL - PUMP          | 23.50    | 1924    | 08/21/2024 |
|                                       | JULY 2024-4                | JULY 2024 ENERGY BILL - WTP #4        | 3,164.16 | 1924    | 08/21/2024 |
| TOTAL FOR: CONNEXUS ENERGY            |                            |                                       | 5,767.15 |         |            |
| MISC-UB                               | CROSSROADS COLLEGE         |                                       |          |         |            |
|                                       | 7117608                    | UB refund for account: 7117608        | 49.88    | 115833  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7117608       |          |         |            |
| TOTAL FOR: CROSSROADS COLLEGE         |                            |                                       | 49.88    |         |            |
| MISC-UB                               | DAVID L & JOANNE L ROLLAND |                                       |          |         |            |
|                                       | 7117463                    | UB refund for account: 7117463        | 57.87    | 115834  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7117463       |          |         |            |
| TOTAL FOR: DAVID L & JOANNE L ROLLAND |                            |                                       | 57.87    |         |            |
| MISC-UB                               | DAVID VANNESTE             |                                       |          |         |            |
|                                       | 7110635                    | UB refund for account: 7110635        | 125.77   | 115835  | 09/09/2024 |
|                                       |                            | *UB refund for account: 7110635       |          |         |            |
| TOTAL FOR: DAVID VANNESTE             |                            |                                       | 125.77   |         |            |

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Page: 5/15  
7

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|                                   | Invoice                |  |            |         |            |
| MISC-UB                           | DEREK PELOQUIN         |  |            |         |            |
|                                   | 7114004                | UB refund for account: 7114004                   | 114.15     | 115836  | 09/09/2024 |
|                                   |                        | *UB refund for account: 7114004                  |            |         |            |
| TOTAL FOR: DEREK PELOQUIN         |                        |  | 114.15     |         |            |
| 22109                             | DRESEL CONTRACTING INC |  |            |         |            |
|                                   | PAY REQUEST 1          | CONTRACTOR'S PAY REQUEST #1 - AIRPORT TAXIWAY A3 | 388,088.42 | 115809  | 08/27/2024 |
|                                   |                        | AND TAXILANE BRAVO EXTENSION PROJECT             |            |         |            |
|                                   | PAY REQUEST 2          | CONTRACTOR'S PAY REQUEST #2 - AIRPORT TAXIWAY A3 | 106,697.61 | 115837  | 09/09/2024 |
|                                   |                        | AND TAXILANE BRAVO EXTENSION PROJECT             |            |         |            |
| TOTAL FOR: DRESEL CONTRACTING INC |                        |  | 494,786.03 |         |            |
| 22111                             | DRESEL TRUCKING INC    |  |            |         |            |
|                                   | 2794                   | BLACK TOP MILLING PER TON 7/23                   | 501.80     | 115838  | 09/09/2024 |
| TOTAL FOR: DRESEL TRUCKING INC    |                        |  | 501.80     |         |            |
| 22128                             | DVS RENEWAL            |  |            |         |            |
|                                   | 2024 FORD F150         | 2024 FORD F150 REG FEES                          | 25.00      | 115811  | 08/27/2024 |
| TOTAL FOR: DVS RENEWAL            |                        |  | 25.00      |         |            |
| 26013                             | ECM PUBLISHERS INC     |  |            |         |            |
|                                   | 1011940                | ORDINANCE NO. 741 SUMMARY                        | 23.85      | 115839  | 09/09/2024 |
| TOTAL FOR: ECM PUBLISHERS INC     |                        |  | 23.85      |         |            |
| 26028                             | EJ HOULE INC           |  |            |         |            |
|                                   | 2878/14                | CROIXDALE CLEANED OATS 50#                       | 13.99      | 115840  | 09/09/2024 |
|                                   | 2888/14                | JRK CONTRACTOR MIX 50#                           | 81.95      | 115840  | 09/09/2024 |
| TOTAL FOR: EJ HOULE INC           |                        |  | 95.94      |         |            |
| 26034                             | ELECTRIC PUMP INC      |  |            |         |            |
|                                   | 024772                 | SPARE, RPMT FLYGT PUMP                           | 12,954.30  | 115812  | 08/27/2024 |
| TOTAL FOR: ELECTRIC PUMP INC      |                        |  | 12,954.30  |         |            |
| 30013                             | FASTENAL COMPANY       |  |            |         |            |
|                                   | MNTC3232812            | 12X1-1/2PPH SDS SS#3 & 14X1-1/2PPH SDS SS#3      | 16.08      | 115841  | 09/09/2024 |
| TOTAL FOR: FASTENAL COMPANY       |                        |  | 16.08      |         |            |

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Page: 6/15  
8

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|   | Invoice                        |  |          |         |            |
| 30026                                     | FERGUSON WATERWORKS #2518      |  |          |         |            |
|   | 0533219                        | 10 CURB ST WRCH & 4 CURB ST WRCH & 10 VLV WRCH & 4<br>SS PROBE & 4 FT CURB BX KEY                      | 535.44   | 115842  | 09/09/2024 |
|   | 0535869                        | 1-1/4 X 8 X 1-1/2 MINN CURB BX DOM & 5 FT EZ SEE<br>HYD MRKR RED/WHIT RFLCT                            | 741.18   | 115842  | 09/09/2024 |
|   | 0535877                        | *TNA RND PT SHVL W/ 48 ASH HDL   | 28.98    | 115842  | 09/09/2024 |
|   | 0536084                        | LF 1 T10 MTR P/C R900I USG   | 575.82   | 115842  | 09/09/2024 |
| TOTAL FOR: FERGUSON WATERWORKS #2518      |                                |  | 1,881.42 |         |            |
| 30073                                     | FOREST LAKE ACE HARDWARE       |  |          |         |            |
|   | 64652/3                        | CAP 3/4" SLIP SCH40 & CLAMP 1-5/16 TO 2-1/4"SS   | 10.36    | 115843  | 09/09/2024 |
|   | 64656/3                        | SUPER GLUE GEL 6PK & SUPER GLUE FUTURE 2PK &<br>GORILLA CLR GRIP ADH 4PK                               | 17.97    | 115843  | 09/09/2024 |
|   | 64671/3                        | SNAP BOLT 5/8RNDEYE3-1/2   | 14.36    | 115843  | 09/09/2024 |
|   | 64672/3                        | MARKER PAINT MED RED & ACE RS SPRY PNT SFTY RED  | 12.98    | 115843  | 09/09/2024 |
| TOTAL FOR: FOREST LAKE ACE HARDWARE       |                                |  | 55.67    |         |            |
| 30098                                     | FOREST LAKE PRINTING           |  |          |         |            |
|   | 20978                          | FLPD YEARS OF SERVICE PLAQUE, OFFICER M. OLSTAD,<br>8X10 WALNUT, GOLD ALUMINUM & ENGRAVED MAILBOX TAGS | 264.25   | 115844  | 09/09/2024 |
|   | 21008                          | INFO BROCHURE - 5.5" X 8.5", 4/4, 70# LYNX TEXT,<br>1/2 FOLD & PAVER BROCHURE - 8.5" X 3.5", 4/4, 70#  | 400.50   | 115844  | 09/09/2024 |
| TOTAL FOR: FOREST LAKE PRINTING           |                                |  | 664.75   |         |            |
| 34005                                     | GALLAGHER BENEFIT SERVICES INC |  |          |         |            |
|   | 319209                         | AUGUST 2024 CONSULTING SERVICES  | 1,200.00 | 115845  | 09/09/2024 |
| TOTAL FOR: GALLAGHER BENEFIT SERVICES INC |                                |  | 1,200.00 |         |            |
| MISC-UB                                   | GERALD PELTIER                 |  |          |         |            |
|   | 7103930                        | UB refund for account: 7103930<br>*UB refund for account: 7103930                                      | 40.77    | 115846  | 09/09/2024 |
| TOTAL FOR: GERALD PELTIER                 |                                |  | 40.77    |         |            |
| MISC-UB                                   | GINA GORDON                    |  |          |         |            |
|   | 7103884                        | UB refund for account: 7103884<br>*UB refund for account: 7103884                                      | 187.42   | 115847  | 09/09/2024 |
| TOTAL FOR: GINA GORDON                    |                                |  | 187.42   |         |            |
| MISC-UB                                   | GOOD DOMUS DUO, LLC            |  |          |         |            |
|   | 7117286                        | UB refund for account: 7117286<br>*UB refund for account: 7117286                                      | 186.61   | 115848  | 09/09/2024 |
| TOTAL FOR: GOOD DOMUS DUO, LLC            |                                |  | 186.61   |         |            |

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Page: 7/15  
9

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|                                   | Invoice                  |   |          |         |            |
| 38044                             | HAWKINS INC<br>6839222   | 150 LB CHLORINE CYLINDER & CHLORINE - EPA REG. NO.<br>7870-2 & HYDROFLUOSILICIC ACID & LPC-4                | 6,205.97 | 115849  | 09/09/2024 |
| TOTAL FOR: HAWKINS INC            |                          |   | 6,205.97 |         |            |
| 38049                             | HEALTH PARTNERS          |   |          |         |            |
|                                   | CLAIMS07312024           | HPAI SELF INSURED CLAIMS 15657 - JULY 2024  | 1,292.42 | 1917    | 08/05/2024 |
|                                   | CLAIMS08072024           | HPAI SELF INSURED CLAIMS 15657 - AUGUST 2024  | 747.12   | 1918    | 08/12/2024 |
|                                   | CLAIMS08142024           | HPAI SELF INSURED CLAIMS 15657 - AUGUST 2024  | 1,933.42 | 1919    | 08/19/2024 |
|                                   | CLAIMS08212024           | HPAI SELF INSURED CLAIMS 15657 - AUGUST 2024  | 1,463.00 | 1920    | 08/26/2024 |
| TOTAL FOR: HEALTH PARTNERS        |                          |   | 5,435.96 |         |            |
| 38108                             | HOSE PROS LLC<br>8093    | 210CS09-1212060 CS09-12X12 3/4" HB X 3/4"FJIC &<br>LABOR  | 30.46    | 115850  | 09/09/2024 |
| TOTAL FOR: HOSE PROS LLC          |                          |   | 30.46    |         |            |
| MISC-UB                           | HSR MSP, LLC<br>7117580  | UB refund for account: 7117580<br>*UB refund for account: 7117580   | 99.53    | 115851  | 09/09/2024 |
| TOTAL FOR: HSR MSP, LLC           |                          |   | 99.53    |         |            |
| 38126                             | HUGO EQUIPMENT COMPANY   |   |          |         |            |
|                                   | 203514                   | FILTER, OIL & BLADE & ROLLER-SCALP, ANTI  | 153.94   | 115852  | 09/09/2024 |
|                                   | 205751                   | TITANIUM XPRO .095 X 840' & MOWING HEAD AUTOCUT C<br>6-2  | 130.97   | 115852  | 09/09/2024 |
|                                   | 206513                   | MOWING HEAD AUTOCUT C 6-2 & STIHL BAR AND CHAIN<br>OIL QT   | 417.89   | 115852  | 09/09/2024 |
|                                   | 207482                   | AE401 H WALK BEHIND AERATOR   | 3,510.00 | 115852  | 09/09/2024 |
|                                   | 208446                   | BLADE-21IN & BLADE  | 80.97    | 115852  | 09/09/2024 |
| TOTAL FOR: HUGO EQUIPMENT COMPANY |                          |   | 4,293.77 |         |            |
| 38129                             | HUGO'S TREE CARE         |   |          |         |            |
|                                   | 18242                    | CUT TREES TO GROUND & MARKED TREES IN RIGHT OF WAY<br>& HAUL TREE DEBRIS. (PER LOAD) INCLUDES DISPOSAL      | 2,950.00 | 115853  | 09/09/2024 |
|                                   | 18294                    | CUT TREE TO GROUND & 2DEAD ASH TREES IN UTILITY<br>EASEMENT & HAUL TREE DEBRIS. (PER LOAD) INCLUDES<br>DISP | 3,200.00 | 115853  | 09/09/2024 |
| TOTAL FOR: HUGO'S TREE CARE       |                          |   | 6,150.00 |         |            |
| 42005                             | IEDITWEB INC<br>01011675 | SENIOR CENTER HOSTING WEBSITE 08/26/24 - 09/25/24   | 39.95    | 115854  | 09/09/2024 |
| TOTAL FOR: IEDITWEB INC           |                          |   | 39.95    |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
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INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 8/15  
10

| Vendor Code                                    | Vendor Name                         | Description   | Amount     | Check # | Check Date |
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|  | Invoice                             |   |            |         |            |
| 42050  | INVOICE CLOUD INC                   |   |            |         |            |
|  | 2468-2024_7                         | INVOICE CLOUD PAYMENT FEES - JULY 2024                                      | 4,026.47   | 1930    | 08/06/2024 |
| TOTAL FOR: INVOICE CLOUD INC                   |                                     |   | 4,026.47   |         |            |
| MISC-UB  | JOAN BJERKE                         |   |            |         |            |
|  | 7112475                             | UB refund for account: 7112475  | 23.56      | 115855  | 09/09/2024 |
|  |                                     | *UB refund for account: 7112475   |            |         |            |
| TOTAL FOR: JOAN BJERKE                         |                                     |   | 23.56      |         |            |
| 45092  | JUSTIN TAYLOR COMPANIES LLC         |   |            |         |            |
|  | 7080                                | PULVERIZED BLACK DIRT - 1, 15 YARD LOAD PICKED UP                           | 400.00     | 115856  | 09/09/2024 |
| TOTAL FOR: JUSTIN TAYLOR COMPANIES LLC         |                                     |   | 400.00     |         |            |
| MISC-UB  | LANG BUILDERS                       |   |            |         |            |
|  | 7117380                             | UB refund for account: 7117380  | 232.32     | 115857  | 09/09/2024 |
|  |                                     | *UB refund for account: 7117380   |            |         |            |
| TOTAL FOR: LANG BUILDERS                       |                                     |   | 232.32     |         |            |
| 53055  | LEAGUE OF MINNESOTA CITIES INSURANC |   |            |         |            |
|  | P/C 40003730                        | 2024-2025 PROPERTY/CASUALTY INSURANCE PREMIUMS                              | 422,986.00 | 115858  | 09/09/2024 |
| TOTAL FOR: LEAGUE OF MINNESOTA CITIES INSURANC |                                     |   | 422,986.00 |         |            |
| MISC   | LOREN & REBECCA LERFALD             |   |            |         |            |
|  | PB11530                             | BD Payment Refund   | 111.00     | 115859  | 09/09/2024 |
|  |                                     | *BD Refund for Trx: 37125394, Record: PB11530,                              |            |         |            |
|  |                                     | Address: [REDACTED]   |            |         |            |
|  |                                     | Comment: [REDACTED] PB11530   |            |         |            |
| TOTAL FOR: LOREN & REBECCA LERFALD             |                                     |   | 111.00     |         |            |
| 53160  | LRS PORTABLES LLC                   |   |            |         |            |
|  | MP257378                            | MULTIPLE RENTALS FOR PARKS & CASTLEWOOD GOLF & NORTHLAND NURSERIES & EVENTS | 1,975.00   | 115860  | 09/09/2024 |
| TOTAL FOR: LRS PORTABLES LLC                   |                                     |   | 1,975.00   |         |            |
| 57007  | MACQUEEN EQUIPMENT LLC              |   |            |         |            |
|  | P59442                              | WLDT- HPR DEFL & FRONT CURTAIN & FRT CURTAIN-INR &                          | 1,422.39   | 115861  | 09/09/2024 |
|  |                                     | FRONT CURTAIN INNER & REAR CURTAIN & CURT-PRESS                             |            |         |            |
|  | W14445                              | RX 90 CAMERA  | 1,079.86   | 115861  | 09/09/2024 |
| TOTAL FOR: MACQUEEN EQUIPMENT LLC              |                                     |   | 2,502.25   |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
DB: Forest Lake

INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 9/15  
11

| Vendor Code                          | Vendor Name               | Description   | Amount   | Check # | Check Date |
|--------------------------------------|---------------------------|---|----------|---------|------------|
|                                      | Invoice                   |   |          |         |            |
| MISC-UB                              | MARK & DIAHANN RUSSELL    |   |          |         |            |
|                                      | 7115644                   | UB refund for account: 7115644  | 59.47    | 115862  | 09/09/2024 |
|                                      |                           | *UB refund for account: 7115644   |          |         |            |
| TOTAL FOR: MARK & DIAHANN RUSSELL    |                           |   | 59.47    |         |            |
| 57402                                | MARTIN MARIETTA MATERIALS |   |          |         |            |
|                                      | 43423991                  | MV4 WEAR REC-BM   | 527.39   | 115863  | 09/09/2024 |
| TOTAL FOR: MARTIN MARIETTA MATERIALS |                           |   | 527.39   |         |            |
| MISC-UB                              | MARY MEHUS                |   |          |         |            |
|                                      | 7112194                   | UB refund for account: 7112194  | 221.66   | 115864  | 09/09/2024 |
|                                      |                           | *UB refund for account: 7112194   |          |         |            |
| TOTAL FOR: MARY MEHUS                |                           |   | 221.66   |         |            |
| 57106                                | MENARDS                   |   |          |         |            |
|                                      | 40517                     | DEEP WOODS OFF SPRAY, BATTERIES, FOLGERS COFFEE   | 89.42    | 115865  | 09/09/2024 |
|                                      | 40788                     | 32OZ SB BATH GRIME CLNR & 81OZ SOLUTIONS BLEACH &<br>3 CT SHARPIE INDUSTRIAL & 27 GALLON TOTE               | 64.25    | 115865  | 09/09/2024 |
|                                      | 40814                     | LG 1/2" SMART FILL SPACER & LG 3/8" SMART FILL<br>SPACER & LG 1/4" SMART FILL SPACER & 4'X6' UTILITY<br>MAT | 39.43    | 115865  | 09/09/2024 |
|                                      | 40872                     | RETRACTABLE CLOTHESLINE   | 14.99    | 115865  | 09/09/2024 |
|                                      | 40924                     | SPEC WASP&HORNET 2-18.502 & 12X20 HD TARP S/BK  | 43.57    | 115865  | 09/09/2024 |
|                                      | 40960                     | L/2"XL000" GAS GUARD TAPE & 5/8ODX3/4 FIP" GAS<br>UNION & 5/8X60 SMARTSENSE GAS KIT & DOOR SWEEP KIT        | 63.31    | 115865  | 09/09/2024 |
|                                      | 41142                     | 1/2X3/4 PVC MALE ADAPTER & 1/2X3/8" BRS FIP RED<br>COUP   | 6.63     | 115865  | 09/09/2024 |
|                                      | 41216                     | 4'X6' UTILITY MAT PEPPER  | 32.97    | 115865  | 09/09/2024 |
|                                      | 41234                     | NO PEST W&H KILLER 140Z   | 17.94    | 115865  | 09/09/2024 |
| TOTAL FOR: MENARDS                   |                           |   | 372.51   |         |            |
| 57123                                | METRO SALES INC           |   |          |         |            |
|                                      | INV2584726                | RICHO/IM C3000 C4500 C6000 COLOR COPIERS  | 1,328.36 | 115866  | 09/09/2024 |
| TOTAL FOR: METRO SALES INC           |                           |   | 1,328.36 |         |            |
| 57401                                | METRO-INET                |   |          |         |            |
|                                      | 2136                      | TICKET 184697 - VPN LICENSE - M. HIGGINS  | 410.00   | 115867  | 09/09/2024 |
| TOTAL FOR: METRO-INET                |                           |   | 410.00   |         |            |
| MISC-UB                              | MICHAEL & LAURI SNOW      |   |          |         |            |
|                                      | 7115679                   | UB refund for account: 7115679  | 66.39    | 115868  | 09/09/2024 |
|                                      |                           | *UB refund for account: 7115679   |          |         |            |
| TOTAL FOR: MICHAEL & LAURI SNOW      |                           |   | 66.39    |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
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EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 10/15  
12

| Vendor Code                               | Vendor Name                    | Description                              | Amount    | Check # | Check Date |
|---|--------------------------------|--|-----------|---------|------------|
|   | Invoice                        |  |           |         |            |
| MISC-UB                                   | MICHAEL SINNA                  |  |           |         |            |
|   | 7108255                        | UB refund for account: 7108255           | 46.74     | 115869  | 09/09/2024 |
|   |                                | *UB refund for account: 7108255          |           |         |            |
| TOTAL FOR: MICHAEL SINNA                  |                                |  | 46.74     |         |            |
| MISC-UB                                   | MICHIKO FELDT                  |  |           |         |            |
|   | 7113135                        | UB refund for account: 7113135           | 74.64     | 115870  | 09/09/2024 |
|   |                                | *UB refund for account: 7113135          |           |         |            |
| TOTAL FOR: MICHIKO FELDT                  |                                |  | 74.64     |         |            |
| 57158                                     | MIDCONTINENT COMMUNICATIONS    |  |           |         |            |
|   | 14014890114188                 | AIPORT PHONE AUGUST 2024                 | 174.09    | 1921    | 08/22/2024 |
| TOTAL FOR: MIDCONTINENT COMMUNICATIONS    |                                |  | 174.09    |         |            |
| 57404                                     | MIDWEST MACHINERY CO           |  |           |         |            |
|   | 10175062                       | HITCH KIT                                | 260.81    | 115871  | 09/09/2024 |
| TOTAL FOR: MIDWEST MACHINERY CO           |                                |  | 260.81    |         |            |
| 57166                                     | MIDWESTONE BANK                |  |           |         |            |
|   | WIREFEE082024                  | WIRE TRANSFER FEE                        | 10.00     | 1923    | 08/15/2024 |
| TOTAL FOR: MIDWESTONE BANK                |                                |  | 10.00     |         |            |
| 57204                                     | MINNESOTA DEPARTMENT OF HEALTH |  |           |         |            |
|   | 07/01/24-09/30/24              | QUARTERLY COMMUNITY WATER SUPPLY SERVICE | 10,427.00 | 115872  | 09/09/2024 |
| TOTAL FOR: MINNESOTA DEPARTMENT OF HEALTH |                                |  | 10,427.00 |         |            |
| 57264                                     | MINNESOTA VALLEY TESTING LABS  |  |           |         |            |
|   | 1266721                        | COLIFORM, MF - WATER                     | 151.25    | 115873  | 09/09/2024 |
| TOTAL FOR: MINNESOTA VALLEY TESTING LABS  |                                |  | 151.25    |         |            |
| MISC-UB                                   | MIYA LOVE                      |  |           |         |            |
|   | 7116824                        | UB refund for account: 7116824           | 70.94     | 115874  | 09/09/2024 |
|   |                                | *UB refund for account: 7116824          |           |         |            |
| TOTAL FOR: MIYA LOVE                      |                                |  | 70.94     |         |            |



09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
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EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 11/15  
13

| Vendor Code                          | Vendor Name               | Description   | Amount    | Check # | Check Date |
|--------------------------------------|---------------------------|---|-----------|---------|------------|
|                                      | Invoice                   |   |           |         |            |
| 61007                                | NAPA AUTO PARTS           |   |           |         |            |
|                                      | 222435                    | CONNECTOR KIT   | 8.10      | 115875  | 09/09/2024 |
|                                      | 223231                    | NAPA GOLD AIR FILTER & NAPA GOLD CABIN AIR FILTER   | 32.13     | 115875  | 09/09/2024 |
|                                      | 223833                    | 6MO WTY BAT   | 127.66    | 115875  | 09/09/2024 |
|                                      | 223961                    | 2YR WTY BAT & CORE DEPOSIT  | 126.56    | 115875  | 09/09/2024 |
|                                      | 224068                    | ABSORBENT   | 7.17      | 115875  | 09/09/2024 |
|                                      | 224121                    | GREASE GUN & GREASE INJECT TOOL & EP MOLY MP GRS<br>CART  | 61.41     | 115875  | 09/09/2024 |
| TOTAL FOR: NAPA AUTO PARTS           |                           |   | 363.03    |         |            |
| 65008                                | OFFICE OF MN IT SERVICES  |   |           |         |            |
|                                      | W24070689                 | VOICE SERVICES MONTHLY INVOICE JULY 2024  | 68.25     | 115877  | 09/09/2024 |
| TOTAL FOR: OFFICE OF MN IT SERVICES  |                           |   | 68.25     |         |            |
| 65019                                | OLSON'S SEWER SERVICE INC |   |           |         |            |
|                                      | 104085                    | WORKED PERFORMED AT 1007 12TH ST SW - ASSISTED<br>FOREST LAKE PUBLIC WORKS IN THE EMERGENCY                 | 3,937.77  | 115878  | 09/09/2024 |
| TOTAL FOR: OLSON'S SEWER SERVICE INC |                           |   | 3,937.77  |         |            |
| 65002                                | O'REILLY AUTO PARTS       |   |           |         |            |
|                                      | 1517-256729               | PREMIUM GREY  | 26.98     | 115876  | 09/09/2024 |
| TOTAL FOR: O'REILLY AUTO PARTS       |                           |   | 26.98     |         |            |
| MISC-UB                              | PATSY BIEN                |   |           |         |            |
|                                      | 7115618                   | UB refund for account: 7115618<br>*UB refund for account: 7115618   | 56.73     | 115879  | 09/09/2024 |
| TOTAL FOR: PATSY BIEN                |                           |   | 56.73     |         |            |
| MISC-UB                              | PETER & KARLA CARLSON     |   |           |         |            |
|                                      | 7104085                   | UB refund for account: 7104085<br>*UB refund for account: 7104085   | 46.74     | 115880  | 09/09/2024 |
| TOTAL FOR: PETER & KARLA CARLSON     |                           |   | 46.74     |         |            |
| 69060                                | PETERSON COMPANIES        |   |           |         |            |
|                                      | 56943                     | IRRIGATION SERVICE {HOURLY} & HUNTER ACC2 1200 &<br>HUNTER ACC 6 STATION MOD & 2" HUNTER PLOW SENSOR<br>TEE | 5,367.95  | 115881  | 09/09/2024 |
|                                      | PAY REQUEST 2             | CONTRACTOR'S PAY REQUEST #2 - DOWNTOWN STORMWATER<br>BMP REVISIONS  | 43,124.11 | 115881  | 09/09/2024 |
| TOTAL FOR: PETERSON COMPANIES        |                           |   | 48,492.06 |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBEL  
DB: Forest Lake

INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 12/15  
14

| Vendor Code                                    | Vendor Name                         | Description   | Amount    | Check # | Check Date |
|--|-------------------------------------|---|-----------|---------|------------|
| Invoice  |                                     |   |           |         |            |
| 69086  | PITNEY BOWES GLOBAL FINANCIAL SERVI |   |           |         |            |
| 3106783194                                     |                                     | SENDPRO C SERIES - VERSION 4 LEASING CHARGES JUN<br>30, 2024 - SEP 29, 2024 | 192.30    | 115882  | 09/09/2024 |
| TOTAL FOR: PITNEY BOWES GLOBAL FINANCIAL SERVI |                                     |   | 192.30    |         |            |
| 69116  | PRECISE MRM LLC                     |   |           |         |            |
| IN200-1050596                                  |                                     | 5MB FLAT DATA PLAN US WITH NAF C-US-5MB                                     | 20.00     | 115883  | 09/09/2024 |
| TOTAL FOR: PRECISE MRM LLC                     |                                     |   | 20.00     |         |            |
| MISC-UB  | RICHARD AND JAMIE GREGORY           |   |           |         |            |
| 7110072  |                                     | UB refund for account: 7110072<br>*UB refund for account: 7110072           | 118.97    | 115884  | 09/09/2024 |
| TOTAL FOR: RICHARD AND JAMIE GREGORY           |                                     |   | 118.97    |         |            |
| MISC-UB  | ROBYNE AND RON PLATZER              |   |           |         |            |
| 7111694  |                                     | UB refund for account: 7111694<br>*UB refund for account: 7111694           | 224.92    | 115885  | 09/09/2024 |
| TOTAL FOR: ROBYNE AND RON PLATZER              |                                     |   | 224.92    |         |            |
| MISC-UB  | RONALD & DIANE HAMMES               |   |           |         |            |
| 7101876  |                                     | UB refund for account: 7101876<br>*UB refund for account: 7101876           | 218.64    | 115886  | 09/09/2024 |
| TOTAL FOR: RONALD & DIANE HAMMES               |                                     |   | 218.64    |         |            |
| 74144  | ROSENBAUER MINNESOTA LLC            |   |           |         |            |
| 0000070867                                     |                                     | SINGLE RING PPMB-A  | 507.40    | 115887  | 09/09/2024 |
| TOTAL FOR: ROSENBAUER MINNESOTA LLC            |                                     |   | 507.40    |         |            |
| 74160  | RUDDY'S RENTAL                      |   |           |         |            |
| 179470-1                                       |                                     | RENTAL OF ROLLER, LAWN PULL BEHIND  | 19.35     | 115888  | 09/09/2024 |
| TOTAL FOR: RUDDY'S RENTAL                      |                                     |   | 19.35     |         |            |
| 78008  | SAFE STEP LLC                       |   |           |         |            |
| 4317   |                                     | EVALUATE SIDEWALKS, PROVIDE REPORTING, AND REPAIR<br>UNEVEN SIDEWALK PANELS | 13,980.28 | 115889  | 09/09/2024 |
| TOTAL FOR: SAFE STEP LLC                       |                                     |   | 13,980.28 |         |            |
| 78047  | SCHMIDT SECURITY SYSTEMS INC        |   |           |         |            |
| 3930   |                                     | MONITORING CENTRAL STATION & MONITORING ADC<br>CELLULAR - WTP #4            | 371.40    | 115890  | 09/09/2024 |
| TOTAL FOR: SCHMIDT SECURITY SYSTEMS INC        |                                     |   | 371.40    |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
DB: Forest Lake

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BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 13/15  
15

| Vendor Code                                   | Vendor Name                        | Description                                       | Amount   | Check # | Check Date |
|---|------------------------------------|---|----------|---------|------------|
|   | Invoice                            |   |          |         |            |
| 78101   | SHRED-IT USA                       |   |          |         |            |
|   | 8008170802                         | SHREDDING SERVICES FOR AUGUST 2024                | 697.70   | 115891  | 09/09/2024 |
| TOTAL FOR: SHRED-IT USA                       |                                    |   | 697.70   |         |            |
| 78136   | SOURCEWELL                         |   |          |         |            |
|   | 07312024                           | RETIREE HEALTH INSURANCE-JULY 2024                | 3,237.91 | 1912    | 07/31/2024 |
|   | 08312024                           | RETIREE HEALTH INSURANCE-AUGUST 2024              | 3,237.91 | 1931    | 08/03/2024 |
| TOTAL FOR: SOURCEWELL                         |                                    |   | 6,475.82 |         |            |
| 78176   | STAPLES INC                        |   |          |         |            |
|   | 6009616637                         | TOWEL C FOLD 17900151                             | 119.85   | 115892  | 09/09/2024 |
| TOTAL FOR: STAPLES INC                        |                                    |   | 119.85   |         |            |
| MISC-UB                                       | SURENDRAN & RHONDA SIVARAJAH       |   |          |         |            |
|   | 7113486                            | UB refund for account: 7113486                    | 65.85    | 115893  | 09/09/2024 |
|   |                                    | *UB refund for account: 7113486                   |          |         |            |
| TOTAL FOR: SURENDRAN & RHONDA SIVARAJAH       |                                    |   | 65.85    |         |            |
| 82002   | TA SCHIFSKY AND SONS INC           |   |          |         |            |
|   | 70535                              | YARD PURCHASES FROM 8/18/2024 TO 8/24/2024        | 878.85   | 115894  | 09/09/2024 |
| TOTAL FOR: TA SCHIFSKY AND SONS INC           |                                    |   | 878.85   |         |            |
| 82246   | TACTICAL SOLUTIONS                 |   |          |         |            |
|   | 10238                              | CERTIFICATION OF RADAR UNIT(S) AND TUNING FORKS   | 600.00   | 115895  | 09/09/2024 |
|   |                                    | COMPLETE WITH CERTIFICATES                        |          |         |            |
| TOTAL FOR: TACTICAL SOLUTIONS                 |                                    |   | 600.00   |         |            |
| MISC-UB                                       | THOMAS & MARIE PAUL                |   |          |         |            |
|   | 7104990                            | UB refund for account: 7104990                    | 191.69   | 115896  | 09/09/2024 |
|   |                                    | *UB refund for account: 7104990                   |          |         |            |
| TOTAL FOR: THOMAS & MARIE PAUL                |                                    |   | 191.69   |         |            |
| 82241   | TIMESAVER OFF SITE SECRETARIAL INC |   |          |         |            |
|   | M29407                             | JUNE 5 2024 - AIPORT COMMISSION MEETING & JULY 29 | 580.75   | 115897  | 09/09/2024 |
|   |                                    | - CITY COUNCIL SPECIAL MEETING                    |          |         |            |
| TOTAL FOR: TIMESAVER OFF SITE SECRETARIAL INC |                                    |   | 580.75   |         |            |
| 82108   | TIRED IRON COLLISION CENTER INC    |   |          |         |            |
|   | 12610                              | FIX DENT IN DOOR OF 2023 FORD F-150 XL SUPERCAB   | 584.00   | 115898  | 09/09/2024 |
|   |                                    | 4WD   |          |         |            |
| TOTAL FOR: TIRED IRON COLLISION CENTER INC    |                                    |   | 584.00   |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
DB: Forest Lake

INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
EXP CHECK RUN DATES 08/27/2024 - 09/09/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 14/15  
16

| Vendor Code                                 | Vendor Name                      | Description   | Amount     | Check # | Check Date |
|---|----------------------------------|---|------------|---------|------------|
|   | Invoice                          |   |            |         |            |
| 82123                                       | TK ELEVATOR CORPORATION          |   |            |         |            |
|   | 3008083310                       | GOLD - FULL MAINTENANCE - WITH PHONE MONITORING<br>09/01/24 - 11/30/24                                    | 619.98     | 115899  | 09/09/2024 |
| TOTAL FOR: TK ELEVATOR CORPORATION          |                                  |   | 619.98     |         |            |
| 82161                                       | TRI-STATE BOBCAT INC             |   |            |         |            |
|   | A38773                           | KIT, BRAK & KIT, PAD  | 188.97     | 115900  | 09/09/2024 |
| TOTAL FOR: TRI-STATE BOBCAT INC             |                                  |   | 188.97     |         |            |
| 86001                                       | ULINE, INC                       |   |            |         |            |
|   | 182000117                        | 28" REFLECTIVE CONE - ORANGE & 55-60GAL 2MIL CLEAR<br>TRASH LINER   | 1,603.67   | 115901  | 09/09/2024 |
|   | 36-3684738                       | REFLECTIVE TRAFFIC CONES - 28", ORANGE & ULINE<br>INDUSTRIAL TRASH LINERS - 55-60 GALLON, 2 MIL,<br>CLEAR | 1,603.67   | 115901  | 09/09/2024 |
| TOTAL FOR: ULINE, INC                       |                                  |   | 3,207.34   |         |            |
| 88017                                       | VERIZON WIRELESS                 |   |            |         |            |
|   | 9971121462                       | VERIZON WIRELESS JUL 11 - AUG 10 2024   | 4,450.18   | 1933    | 08/27/2024 |
| TOTAL FOR: VERIZON WIRELESS                 |                                  |   | 4,450.18   |         |            |
| 90018                                       | WASHINGTON CONSERVATION DISTRICT |   |            |         |            |
|   | 6489                             | 1ST QTR SHARED WATER RESOURCE EDUCATOR PROGRAM  | 716.31     | 115902  | 09/09/2024 |
|   | 6619                             | 2ND QTR SHARED WATER RESOURCE EDUCATOR PROGRAM  | 716.31     | 115902  | 09/09/2024 |
| TOTAL FOR: WASHINGTON CONSERVATION DISTRICT |                                  |   | 1,432.62   |         |            |
| 90032                                       | WASHINGTON COUNTY                |   |            |         |            |
|   | 223306                           | CSAH 33 ? COOPERATIVE AGREEMENT & NO 16073 INITIAL  | 359,776.63 | 115903  | 09/09/2024 |
|   | 224776                           | CSAH 33 ? COOPERATIVE & AGREEMENT NO 16073 &<br>(THROUGH PE #4)   | 314,866.80 | 115903  | 09/09/2024 |
| TOTAL FOR: WASHINGTON COUNTY                |                                  |   | 674,643.43 |         |            |
| 90082                                       | WHITE BEAR LOCKSMITH             |   |            |         |            |
|   | 35245                            | ??KEY 2 CYLINDERS TO CUSTOMER'S KEY   | 40.00      | 115904  | 09/09/2024 |
|   | 35246                            | INSTALL 2 DEADBOLTS +26, S-123 KEYWAY, KEYED TO<br>MASTER ONLY & REKEY + MASTER 1 CYLINDER TO MASTER      | 405.00     | 115904  | 09/09/2024 |
| TOTAL FOR: WHITE BEAR LOCKSMITH             |                                  |   | 445.00     |         |            |
| MISC-UB                                     | WILLIAM E. RITHMILLER JR.        |   |            |         |            |
|   | 7102912                          | UB refund for account: 7102912<br>*UB refund for account: 7102912   | 147.62     | 115905  | 09/09/2024 |
| TOTAL FOR: WILLIAM E. RITHMILLER JR.        |                                  |   | 147.62     |         |            |

09/04/2024 09:30 AM  
User: ANGELA.CAMPBELL  
DB: Forest Lake

INVOICE APPROVAL BY INVOICE REPORT FOR FOREST LAKE  
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Page: 15/15  
17

| Vendor Code                   | Vendor Name        | Description  | Amount       | Check # | Check Date |
|-------------------------------|--------------------|--|--------------|---------|------------|
|                               | Invoice            |  |              |         |            |
| 90100                         | WINNICK SUPPLY INC |  |              |         |            |
|                               | 051610             | 2" PVC BALL VALVE SOCKET 2060S & 2" CAP PVC<br>SCHEDULE 40             | 15.90        | 115906  | 09/09/2024 |
|                               | 052093             | EROSION CONTROL BLANKET STRAW SR1 SINGLE NET 100SQ<br>YD 8.5' X 112.5' | 121.50       | 115906  | 09/09/2024 |
|                               | 052335             | EROSION CONTROL BLANKET STRAW SR1 SINGLE NET 100SQ<br>YD 8.5' X 112.5' | 81.00        | 115906  | 09/09/2024 |
| TOTAL FOR: WINNICK SUPPLY INC |                    |  | 218.40       |         |            |
| 94003                         | XCEL ENERGY        |  |              |         |            |
|                               | 885327090          | 51-0830223-8 ~ 6728 NORTH SHORE TRL N-ELEC                             | 12.49        | 1926    | 08/12/2024 |
|                               | 885402084          | 51-8829533-8 ~ 21036 KAROLINE CT N-LIFT                                | 39.36        | 1926    | 08/12/2024 |
|                               | 885574359          | 51-5193679-1 ~ AIRPORT   | 24.69        | 1926    | 08/12/2024 |
|                               | 885579801          | 51-5193677-9 ~ LIFT STATIONS   | 187.39       | 1926    | 08/12/2024 |
|                               | 885595692          | 51-5193669-9 ~ 777 4TH ST SW RINK & WARMING HOUSE                      | 9.59         | 1926    | 08/12/2024 |
|                               | 885776782          | 51-5193674-6 ~ LIFT STATIONS   | 372.76       | 1927    | 08/14/2024 |
|                               | 885783019          | 51-5193663-3 ~ TRAFFIC SIGNALS   | 237.24       | 1927    | 08/14/2024 |
|                               | 885799538          | 51-5193668-8 ~ 720 - 11TH AVE SE-ICE                                   | 20.27        | 1927    | 08/14/2024 |
|                               | 885837419          | 51-5193661-1 ~ GOVMNT BLDG   | 628.63       | 1927    | 08/14/2024 |
|                               | 885892764          | 51-0014133698-0 ~ 220 5TH ST NW  | 62.67        | 1927    | 08/14/2024 |
|                               | 886367213          | 51-5193677-9 ~ LIFT STATIONS   | 18.91        | 1928    | 08/19/2024 |
|                               | 886620813          | 51-5193672-4 ~ LIFT STATIONS   | 278.41       | 1928    | 08/19/2024 |
|                               | 888297374          | 51-0012039653-5/4938 HEADWATERS PKWY                                   | 36.26        | 1934    | 08/30/2024 |
|                               | 889320540          | 51-0010746167-3/CITY CENTER  | 7,110.64     | 1929    | 08/26/2024 |
| TOTAL FOR: XCEL ENERGY        |                    |  | 9,039.31     |         |            |
| 98006                         | ZIEGLER INC        |  |              |         |            |
|                               | IN001611042        | COUPLING-QDI   | 456.07       | 115907  | 09/09/2024 |
|                               | SI000529441        | LABOR  | 473.21       | 115907  | 09/09/2024 |
| TOTAL FOR: ZIEGLER INC        |                    |  | 929.28       |         |            |
| TOTAL - ALL VENDORS           |                    |  | 2,509,222.76 |         |            |



# City Council

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Monday, August 26, 2024

7:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

### 1. Call to Order

### 2. Roll Call

| Attendee Name | Title         | Status  | Arrived |
|---------------|---------------|---------|---------|
| Mara Bain     | Mayor         | Present |         |
| Sam Husnik    | Councilmember | Present |         |
| Hanna Valento | Councilmember | Present |         |
| Leif Erickson | Councilmember | Absent  |         |
| Blake Roberts | Councilmember | Present |         |

### 3. Pledge of Allegiance

### 4. Approve the Agenda (Action)

**Motion:** Councilmember Valento made a Motion to Approve the Agenda as presented.  
Motion seconded by Councilmember Roberts. Motion carried 4-0.

### 5. Open Forum – Citizen Petitions, Requests, and Concerns

*The Open Forum is available for residents to express personal opinions for any item of business.  
Please limit your comments to three (3) minutes.*

Comments: None

### 6. Consent Agenda Considerations (Action Items)

- a. Approve City Bills
- b. Approve Minutes from August 12, 2024 Regular Council Meeting
- c. Envision Glass Option Agreement
- d. DNR Beltz Park Grant Agreement Amendment
- e. Water Treatment Plant No. 4 – Contractor’s Request for Payment No. 25
- f. Taxiway A3 and Taxi Lane Bravo Extension Project – Contractor’s Request for Payment No. 2
- g. Washington County NEC – Development Agreement Amendment #1
- h. Shadow Creek Estates – Grading Permit and Agreement
- i. Approve Excluded Gambling Permit Application: Ducks Unlimited
- j. Approve Excluded Gambling Permit Application: Forest Lake Boys Hockey Blue Line Club
- k. First Amendment to MNSPECT Agreement – Fire Inspection Rate Increase
- l. Declaring Surplus Equipment and Property
- m. Resolution 08-26-24-03 Authorizing DNR Easements Application for Eureka Avenue Project



# City Council

## Regular Meeting

~ Minutes ~

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City Center - Council Chamber

**Motion:** Councilmember Roberts made a Motion to Approve the Consent Agenda Items 6.a. through 6.m.

Motion seconded by Councilmember Husnik. Motion carried 4-0.

## 7. Regular Agenda (Action Items)

### a) MnDOT State Fiscal Year 2025 Airport Grants-Silas Parmar

Silas Parmar, Project Manager for Bolton & Menk, reviewed the funding for 2025 Airport Grants for 2025. The three projects include a 300-foot extension to runway 1331, a 300-foot extension to the parallel taxiway to runway 1331, and completing a clear-zone acquisition plan. He stated that the City of Forest Lake must accept the funding by August 31st. He summarized the costs of the projects, which would entail 95 percent of State costs and 5 percent of City costs.

Mayor Bain asked if there was harm in completing the first portion of the project and unbundling portions of the project. She asked if they must be two sequential projects.

Mr. Parmar commented that the design was valid until the City decided they were ready to pursue the construction.

Mayor Bain asked if a part of the design would be bid administration. She wondered if this would be a large portion of the project.

Mr. Parmar stated that the bid administration would be small compared to the total cost of the project. He commented that the second grant would be like the 300-foot runway extension. This would follow up with a construction grant in 2026. He summarized the costs of this project. He reviewed the grant approval of the clear-zone acquisition plan and explained the purpose of this zone.

Mayor Bain clarified that there were two parts to this project.

Mr. Parmar explained that Forest Lake would be requesting an exemption to MnDOT policy since Forest Lake does not own 2.3 acres. This exemption matters to help with project funding. He summarized the next steps for these grants for the City to move forward and accept the grant funding for the design of the projects.

Councilmember Roberts asked about the clear zone, clarified that there was private property next to Fenway, and whether this would limit individuals from building structures on this property. He also asked if there had been a discussion with the property owner about the ability to not build on this land.

Mr. Parmar responded that he was not aware of whether this conversation had been held. If they were in Zone A, they would not be able to construct the property.



# City Council

## Regular Meeting

### ~ Minutes ~

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City Center - Council Chamber

Councilmember Husnik stated that there had been conversations with the property owner previously when the Airport removed trees.

Mr. Parmar explained that the airport is zoned for a 3,300 foot runway zone, which would restrict future development. Zone A is the most restrictive and property owners cannot build a homestead structure. Zone B allows for a structure with limitations. He stated he would need to check if this current property falls within Zone A.

Community Development Director Wittman answered that there were restrictions in place with the zoning code and the airport overlay district for some time. What is depicted in the blue box already exists. If the City acquired the land, it would make it more manageable in the long run.

Mayor Bain asked if the project was to acquire the land.

Mr. Parmar responded that the project was to request an exemption from the City to acquire all the land.

Mayor Bain asked if the impact was the same on the property owners. She clarified that it was an administrative function and would not impact current property owners.

Councilmember Roberts commented that he would not want to surprise property owners.

Community Development Director Wittman responded that over half of the property was already in Zone A.

Councilmember Roberts clarified the costs for the City for these projects and asked if these funds would be from the Airport Fund.

Finance Director Knopik answered that \$500,550 budgeted for the projects in the 2025 Capital Improvement Plan.

Mayor Bain voiced support for the project.

Councilmember Roberts voiced support for the project.

**Motion:** Councilmember Valento made a Motion to Adopt MnDOT State Fiscal Year 2025 Airport Grants Offers for the Runway 300-foot Extension, Taxiway Extension, and Runway Clear-zone Acquisition Plan. Motion seconded by Councilmember Husnik. Motion carried 4-0.

**b) Ordinance 740: Parks and Recreation Commission Ordinance – Abbi Wittman**

Community Development Director Wittman presented Ordinance 740: Parks and Recreation Commission Ordinance. She provided background on the approval of Ordinance 741 which enacted the new Parks and Recreation Commission. She stated that this was an amended





# City Council

## Regular Meeting

### ~ Minutes ~

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7:00 PM

City Center - Council Chamber

ordinance and reviewed previous concerns mentioned at the previous City Council meeting.

Mayor Bain reviewed the goal to streamline the communication and the importance of getting the Parks and Recreation Commission to work. She voiced appreciation for the Forest Lake Athletic Association and the school serving in an advisory position.

**Motion:** Councilmember Husnik made a Motion to Adopt Ordinance No. 740, An Ordinance Amending Title 3, Chapter 31, Section 31.75.

Motion seconded by Councilmember Valento. Motion carried 4-0.

**Motion:** Councilmember Husnik made a Motion to Approve Resolution 08-26-24-02, A Resolution Authorizing the Summary Publication of Ordinance No. 740, An Ordinance Amending Title 3, Chapter 31, Section 31.75

Motion seconded by Councilmember Roberts. Motion carried 4-0.

Community Development Director Wittman confirmed the motion.

#### c) **Crockett Land Donation – Abbi Wittman**

Community Development Director Wittman presented the desire of Mr. Crockett to donate three parcels of land to the City. She stated that there is a public purpose for all three properties and the Watershed District was also interested in the parcels, but did not have the funds to purchase this property.

Mayor Bain stated that since there was a public purpose, she understood the purpose of accepting this gift.

**Motion:** Councilmember Valento made a Motion to Approve Resolution 08-26-24-01, a Resolution Authorizing the Donation of Real Property to the City by Bart Palmar Crockett under Minnesota Statutes Section 465.03.

Motion seconded by Councilmember Roberts with gratitude. Motion carried 4-0.

#### d) **Airport Commission Appointment – Mayor Bain**

Mayor Bain reviewed a summary of the interview with Joe Gallmeier to the Airport Commission. She suggested discussing the onboarding process.

**Motion:** Mayor Bain made a Motion to Approve the appointment of Joe Gallmeier to the Airport Commission to fill the vacant seat.

Motion seconded by Councilmember Husnik. Motion carried 4-0.

## 8. Staff Updates



# City Council

## Regular Meeting

~ Minutes ~

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Community Development Director Wittman reviewed the activities that would take place at the last Arts in the Park. She encouraged the City Council members to stop by and see the design.

Chief Newman stated that there was a severe storm warning now. He said the joint Fire Board meeting for August 29th was canceled. The Safer Grant started to release funds August 1st. He said there was another month for release, but no one in Minnesota had received one yet.

City Attorney Johnson said there were changes in the Cannabis 101 PowerPoint based on new guidance. She reviewed these changes and how they impacted the City. She said the annual second check that was required was easier. The City Council had previously advised allowing the County to handle the registration agreement but staff recommends keeping the registration at the City level.

Mayor Ryan asked if the product inspection quality shifted from the City, where it would go.

City Attorney Johnson responded that she was not sure and would bring more updates to the City Council.

City Engineer Goodman said that Public Works infrastructure projects are fine in this weather.

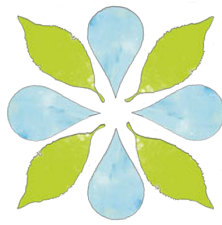
### 9. Mayor and City Council Updates

Mayor Bain reminded the City Council about the final Arts in the Park and community corn feed.

### 10. Adjourn

**Motion:** Councilmember Valento made a Motion to Adjourn the Regularly Scheduled Council Meeting at 7:44 p.m.

Motion seconded by Councilmember Husnik. Motion carried 4-0.



# Forest Lake

AS GOOD AS IT SOUNDS

23

**Meeting Date:** September 9, 2024  
**Agenda Item:** Consent Agenda: LG220 Exempt Gambling Permit  
**To:** Honorable Mayor and City Council  
**From:** Jolleen Chaika, City Clerk

---

**BACKGROUND:** The Invisible Wounds Project, a non-profit organization, has applied to conduct a raffle on December 7, 2024 at the Invisible Wounds Project Support Center.

**ISSUE BEFORE COUNCIL:** Should Council provide City approval for the LG220 application?

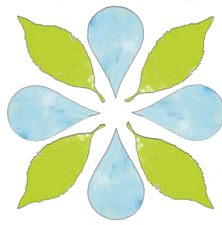
**PROPOSAL/ANALYSIS:** Pursuant to Minn. Stat. 349.166, organizations are eligible to obtain an exempt permit to conduct a raffle without obtaining a full gambling license and without abiding by all provisions required by licensed organizations if:

- The organization conducts lawful gambling on five or less days per year;
- The organization does not award more than \$50,000 in prizes for lawful gambling in a calendar year;
- The organization submits a board-prescribed application and pays a fee of \$100 to the board for each gambling occasion, and receives an exempt permit number from the board...The application must include the date and location of the occasion and the types of lawful gambling to be conducted;
- The organization notifies the local government unit 30 days before the lawful gambling occasion;
- The organization purchases all gambling equipment and supplies from a licensed distributor; and,
- The organization reports to the board, on a single-page form prescribed by the board, within 30 days of each gambling occasion, the gross receipts, prizes, expenses, expenditures of net profits from the occasion, and the identification of the licensed distributor from whom all gambling equipment was purchased.

Additionally, City Ordinance, Section 116.10 requires that any organization applying for any lawful gambling permit under Minn. Stat. 349.166 must obtain a local (city) permit specific to the dates. No background check is required for exempt or excluded gambling permit approval.

The Invisible Wounds Project meets all state and local requirements for local approval of the LG220 application.

**FISCAL IMPACT:** None



# Forest Lake

AS GOOD AS IT SOUNDS

**OPTIONS:**

- 1) Approve application and authorize City Clerk to sign application for the application to remit to the Minnesota Gambling Control Board
- 2) Deny application and provide reasons for denial consistent with City Code.

**RECOMMENDATIONS:**

If removed from the Consent Agenda: Move to approve LG220 for The Invisible Wounds Project and authorize City Clerk to sign application for remittance to the Minnesota Gambling Control Board.

**ATTACHMENTS:**

LG220 Application for Exempt Permit

## MINNESOTA LAWFUL GAMBLING

**LG220 Application for Exempt Permit**4/23  
Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Invisible Wounds Project

Previous Gambling Permit Number: X-94812-22-002

Minnesota Tax ID Number, if any: \_\_\_\_\_

Federal Employer ID Number (FEIN), if any: 82-2172782

Mailing Address: 840 Lake St S, Suite B

City: Forest Lake State: MN Zip: 55025 County: Washington

Name of Chief Executive Officer (CEO): Russell L Hanes

CEO Daytime Phone: [REDACTED] CEO Email: [REDACTED]  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☒ Veterans ☐ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted  
(for raffles, list the site where the drawing will take place): Invisible Wounds Project Support Center

Physical Address (do not use P.O. box): 840 Lake St. S, Suite B

Check one:

☒ City: Forest Lake Zip: 55025 County: Washington  
☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): December 7, 2024

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LG220 Application for Exempt Permit****LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

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

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

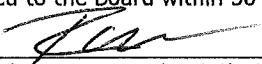
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 8/12/24  
(Signature must be CEO's signature; designee may not sign)

Print Name: Russell L Hanes**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS****Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

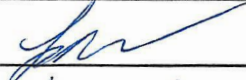

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

**Contractor's Application for Payment**

|  |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
|--|---|----------------------------|----|--------------|--------------------------------|----|---|---|----|--------------|--|----|--------------|--------------|--|--|--|----|-----------|----------------------------|----|---|--|----|-----------|--|----|--------------|---------------------------|----|------------|--------------------------------|----|------------|---|----|------------|
| <b>Owner:</b> <u>City of Forest Lake</u><br><b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u><br><b>Contractor:</b> <u>Asphalt Surface Technologies Corporation</u><br><b>Project:</b> <u>2024 Street Pavement Maintenance Project</u><br><b>Contract:</b> _____   | <b>Owner's Project No.:</b> <u>ON1.132399</u><br><b>Engineer's Project No.:</b> _____<br><b>Agency's Project No.:</b> _____ |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>Application No.:</b> <u>3</u> <b>Application Date:</b> <u>8/23/2024</u><br><b>Application Period:</b> <u>From</u> <u>7/20/2024</u> <u>to</u> <u>8/23/2024</u>   |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">1,476,743.79</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,476,743.79</td> </tr> <tr> <td>4. Total Work completed and materials stored to date<br/>(Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,195,174.50</td> </tr> <tr> <td colspan="3">5. Retainage</td> </tr> <tr> <td style="padding-left: 20px;">a. 5% X \$ 1,195,174.50 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">59,758.73</td> </tr> <tr> <td style="padding-left: 20px;">b. X \$ - Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="padding-left: 20px;">c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">59,758.73</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,135,415.77</td> </tr> <tr> <td>7. Less previous payments</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">691,900.40</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">443,515.37</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">281,569.29</td> </tr> </table> |   | 1. Original Contract Price | \$ | 1,476,743.79 | 2. Net change by Change Orders | \$ | - | 3. Current Contract Price (Line 1 + Line 2) | \$ | 1,476,743.79 | 4. Total Work completed and materials stored to date<br>(Sum of Column G Lump Sum Total and Column J Unit Price Total) | \$ | 1,195,174.50 | 5. Retainage |  |  | a. 5% X \$ 1,195,174.50 Work Completed | \$ | 59,758.73 | b. X \$ - Stored Materials | \$ | - | c. Total Retainage (Line 5.a + Line 5.b) | \$ | 59,758.73 | 6. Amount eligible to date (Line 4 - Line 5.c) | \$ | 1,135,415.77 | 7. Less previous payments | \$ | 691,900.40 | 8. Amount due this application | \$ | 443,515.37 | 9. Balance to finish, including retainage (Line 3 - Line 4) | \$ | 281,569.29 |
| 1. Original Contract Price   | \$  | 1,476,743.79               |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 2. Net change by Change Orders   | \$  | -                          |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 3. Current Contract Price (Line 1 + Line 2)  | \$  | 1,476,743.79               |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 4. Total Work completed and materials stored to date<br>(Sum of Column G Lump Sum Total and Column J Unit Price Total)   | \$  | 1,195,174.50               |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 5. Retainage   |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| a. 5% X \$ 1,195,174.50 Work Completed   | \$  | 59,758.73                  |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| b. X \$ - Stored Materials   | \$  | -                          |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| c. Total Retainage (Line 5.a + Line 5.b)   | \$  | 59,758.73                  |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 6. Amount eligible to date (Line 4 - Line 5.c)   | \$  | 1,135,415.77               |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 7. Less previous payments  | \$  | 691,900.40                 |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 8. Amount due this application   | \$  | 443,515.37                 |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| 9. Balance to finish, including retainage (Line 3 - Line 4)  | \$  | 281,569.29                 |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>Contractor's Certification</b><br>The undersigned Contractor certifies, to the best of its knowledge, the following:<br>(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;<br>(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and<br>(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.  |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>Contractor:</b> <u>Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.</u>  |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>Signature:</b> <u></u><br><b>Name:</b> <u>Lance Beemboom</u>   | <b>Date:</b> <u>8-22-2024</u><br><b>Title:</b> <u>Superintendent</u>  |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>Recommended by Bolton &amp; Menk, Inc.</b> <b>Approved by City of Forest Lake</b>   |   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |
| <b>By:</b> <u></u><br><b>Name:</b> <u>Chad Prigley</u><br><b>Title:</b> <u>Construction Mgr.</u><br><b>Date:</b> <u>8/26/2024</u>   | <b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____   |                            |    |              |                                |    |   |   |    |              |  |    |              |              |  |  |  |    |           |                            |    |   |  |    |           |  |    |              |                           |    |            |                                |    |            |   |    |            |



## Progress Estimate - Unit Price Work

## Contractor's Application for Payment

| Owner: City of Forest Lake<br>Engineer: Bolton & Menk, Inc.<br>Contractor: Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.<br>Project: 2024 Street Pavement Maintenance Project<br>Contract: |  |   |       |                            |                                |                            |                         |   |  | Owner's Project No.: 0N1.132399<br>Engineer's Project No.:<br>Agency's Project No.: |            |  |  |                                |                                |
|--|--|---|-------|----------------------------|--------------------------------|----------------------------|-------------------------|---|--|---|------------|--|--|--------------------------------|--------------------------------|
| Application No.: 3   |  | Application Period: From 07/20/24 to 08/23/24 |       | Application Date: 08/23/24 |                                |                            |                         |   |  |   |            |  |  |                                |                                |
| A  | B  | C   | D     | E                          | F                              | F1                         | F2                      | G   | H  | I   | J          | K  | L  |                                |                                |
| Bid Item No.   | Description  | Item Quantity                                 | Units | Unit Price (\$)            | Value of Bid Item (C X E) (\$) | Contract Information       |                         | Previous Estimate                           |  | Work Completed  |            | Materials Currently Stored (not in G) (\$) | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) |
|  |  |   |       |                            |                                | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) |   |            |  |  |                                |                                |
| BASE BID - IDEAL AVE, SCANDIA TRL, IVYWOOD AVE, GOODVIEW AND GLENBROOK AVE, FOREST RD  |  |   |       |                            |                                |                            |                         |   |  |   |            |  |  |                                |                                |
| 1  | MOBILIZATION   | 1.00  | LS    |                            | 42,000.00                      |                            |                         | 0.75  | 31,500.00                                    | 0.90  | 37,800.00  |  | 37,800.00  | 90%                            | 4,200.00                       |
| 2  | TRAFFIC CONTROL  | 1.00  | LS    |                            | 3,850.00                       |                            |                         | 0.75  | 2,887.50                                     | 0.90  | 3,465.00   |  | 3,465.00   | 90%                            | 385.00                         |
| 3  | RELOCATE EXISTING MAILBOX  | 10.00   | EA    |                            | 302.50                         |                            |                         | -   | -  | 4.00  | 1,210.00   |  | 1,210.00   | 40%                            | 1,815.00                       |
| 4  | SALVAGE EXISTING CASTING   | 59.00   | EA    |                            | 275.00                         |                            |                         | 54.00                                       | 14,850.00                                    | 58.00   | 15,950.00  |  | 15,950.00  | 98%                            | 275.00                         |
| 5  | REMOVE CASTING AND RINGS   | 12.00   | EA    |                            | 275.00                         |                            |                         | 3.00  | 825.00                                       | 12.00   | 3,300.00   |  | 3,300.00   | 100%                           | -                              |
| 6  | CLEAN STORM SEWER PIPE 24" - 30"   | 1,088.00                                      | LF    |                            | 8.80                           |                            |                         | -   | -  | -   | -          |  | -  | -                              | 9,574.40                       |
| 7  | CLEAN SUMP IN STORM SEWER STRUCTURE  | 22.00   | EA    |                            | 385.00                         |                            |                         | 22.00                                       | 8,470.00                                     | 22.00   | 8,470.00   |  | 8,470.00   | 100%                           | -                              |
| 8  | REMOVE STORM SEWER STRUCTURE   | 7.00  | EA    |                            | 440.00                         |                            |                         | 4.00  | 1,760.00                                     | 7.00  | 3,080.00   |  | 3,080.00   | 100%                           | -                              |
| 9  | REMOVE STORM PIPE  | 146.00  | LF    |                            | 9.90                           |                            |                         | 148.00                                      | 1,465.20                                     | 220.00  | 2,178.00   |  | 2,178.00   | 151%                           | (732.60)                       |
| 10   | REMOVE CONCRETE CURB AND GUTTER - SPOT REPAIR                                    | 1,250.00                                      | LF    |                            | 6.65                           |                            |                         | 1,506.00                                    | 10,014.90                                    | 1,506.00  | 10,014.90  |  | 10,014.90  | 120%                           | (1,702.40)                     |
| 11   | REMOVE SIGN AND POST   | 7.00  | EA    |                            | 27.50                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 192.50                         |
| 12   | REMOVE BITUMINOUS DRIVEWAY PAVEMENT  | 495.00  | SY    |                            | 9.57                           |                            |                         | 305.00                                      | 2,918.85                                     | 604.00  | 5,780.28   |  | 5,780.28   | 122%                           | (1,043.13)                     |
| 13   | REMOVE TRASH GUARD   | 2.00  | EA    |                            | 165.00                         |                            |                         | -   | -  | -   | -          |  | -  | -                              | 330.00                         |
| 14   | SAW CUT BITUMINOUS ROADWAY PAVEMENT  | 960.00  | LF    |                            | 2.50                           |                            |                         | 160.00                                      | 400.00                                       | 355.00  | 887.50     |  | 887.50   | 37%                            | 1,512.50                       |
| 15   | IN-PLACE BITUMINOUS RECLAMATION 8"   | 12,530.00                                     | SY    |                            | 1.10                           |                            |                         | -   | -  | 12,530.00   | 13,783.00  |  | 13,783.00  | 100%                           | -                              |
| 16   | MILL BITUMINOUS PAVEMENT FULL DEPTH 4.0"   | 22,055.00                                     | SY    |                            | 1.24                           |                            |                         | 22,055.00                                   | 27,348.20                                    | 22,055.00   | 27,348.20  |  | 27,348.20  | 100%                           | -                              |
| 17   | COMMON EXCAVATION (P)  | 420.00  | CY    |                            | 27.50                          |                            |                         | 100.00                                      | 2,750.00                                     | 420.00  | 11,550.00  |  | 11,550.00  | 100%                           | -                              |
| 18   | SUBGRADE EXCAVATION  | 80.00   | CY    |                            | 29.70                          |                            |                         | 11.50                                       | 341.55                                       | 55.00   | 1,633.50   |  | 1,633.50   | 69%                            | 742.50                         |
| 19   | GEOTEXTILE TYPE 5 NON-WOVEN  | 250.00  | SY    |                            | 1.80                           |                            |                         | 34.00                                       | 61.20  | 104.00  | 187.20     |  | 187.20   | 42%                            | 262.80                         |
| 20   | LOAD, HAUL, PLACE, COMPACT, AND TOLERANCE EXCESS RECLAIM ON CITY GRAVEL ROADS    | 1,375.00                                      | CY    |                            | 19.36                          |                            |                         | -   | -  | 1,302.00  | 25,206.72  |  | 25,206.72  | 95%                            | 1,413.28                       |
| 21   | AGGREGATE BASE, CLASS 5  | 1,880.00                                      | TN    |                            | 24.64                          |                            |                         | 2,317.88                                    | 57,112.56                                    | 2,373.26  | 58,477.13  |  | 58,477.13  | 126%                           | (12,153.93)                    |
| 22   | AGGREGATE SHOULDERING - CLASS 2  | 220.00  | TN    |                            | 34.98                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 7,695.60                       |
| 23   | AGGREGATE SURFACING CLASS 5  | 30.00   | TN    |                            | 44.00                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 1,320.00                       |
| 24   | AGGREGATE SURFACING TRAP ROCK 1/2" MINUS   | 20.00   | TN    |                            | 50.00                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 1,000.00                       |
| 25   | AGGREGATE SURFACING LIMESTONE 3/4" MINUS   | 10.00   | TN    |                            | 44.00                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 440.00                         |
| 26   | TOLERANCE AGGREGATE BASE CLASS 5   | 22,055.00                                     | SY    |                            | 1.00                           |                            |                         | -   | -  | 22,055.00   | 22,055.00  |  | 22,055.00  | 100%                           | -                              |
| 27   | TOLERANCE RECLAIM MATERIAL   | 12,530.00                                     | SY    |                            | 1.10                           |                            |                         | -   | -  | 12,530.00   | 13,783.00  |  | 13,783.00  | 100%                           | -                              |
| 28   | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)   | 3,300.00                                      | TN    |                            | 88.28                          |                            |                         | 2,288.00                                    | 195,052.00                                   | 1,265.00  | 111,674.20 |  | 111,674.20   | 38%                            | 179,649.80                     |
| 29   | TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)  | 4,270.00                                      | TN    |                            | 85.25                          |                            |                         | 2,288.00                                    | 195,052.00                                   | 3,772.40  | 321,597.10 |  | 321,597.10   | 88%                            | 42,420.40                      |
| 30   | TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) DRIVEWAY PATCH                          | 590.00  | SY    |                            | 39.60                          |                            |                         | 269.50                                      | 10,672.20                                    | 269.50  | 10,672.20  |  | 10,672.20  | 46%                            | 12,691.80                      |
| 31   | TACK COAT  | 1,600.00                                      | GAL   |                            | 2.80                           |                            |                         | -   | -  | 1,200.00  | 3,360.00   |  | 3,360.00   | 75%                            | 1,120.00                       |
| 32   | BITUMINOUS CURB  | 1,300.00                                      | LF    |                            | 4.40                           |                            |                         | -   | -  | -   | -          |  | -  | -                              | 5,720.00                       |
| 33   | RECONSTRUCT SANITARY INVERT  | 2.00  | EA    |                            | 1,650.00                       |                            |                         | 2.00  | 3,300.00                                     | 2.00  | 3,300.00   |  | 3,300.00   | 100%                           | -                              |
| 34   | 27" STORM SEWER CATCH BASIN W/SUMP   | 2.00  | EA    |                            | 2,112.00                       |                            |                         | -   | -  | 1.50  | 3,168.00   |  | 3,168.00   | 75%                            | 1,056.00                       |
| 35   | 2 X 3 STORM SEWER CATCH BASIN  | 2.00  | EA    |                            | 2,505.80                       |                            |                         | 1.50  | 3,758.70                                     | 2.00  | 5,011.60   |  | 5,011.60   | 100%                           | -                              |
| 36   | 48" STORM SEWER CATCH BASIN MANHOLE  | 2.00  | EA    |                            | 3,187.80                       |                            |                         | 1.50  | 4,781.70                                     | 2.00  | 6,375.60   |  | 6,375.60   | 100%                           | -                              |
| 37   | 48" STORM SEWER CATCH BASIN MANHOLE W/SUMP                                       | 1.00  | EA    |                            | 4,224.00                       |                            |                         | -   | -  | 0.70  | 2,956.80   |  | 2,956.80   | 70%                            | 1,267.20                       |
| 38   | CONNECT TO EXISTING STORM STRUCTURE  | 3.00  | EA    |                            | 660.00                         |                            |                         | 3.00  | 1,980.00                                     | 3.00  | 1,980.00   |  | 1,980.00   | 100%                           | -                              |
| 39   | CONNECT TO EXISTING STORM PIPE   | 11.00   | EA    |                            | 330.00                         |                            |                         | 6.00  | 1,980.00                                     | 11.00   | 3,630.00   |  | 3,630.00   | 100%                           | -                              |
| 40   | CONNECT TO EXISTING 4" DRAIN TILE  | 8.00  | EA    |                            | 275.00                         |                            |                         | 8.00  | 2,200.00                                     | 8.00  | 2,200.00   |  | 2,200.00   | 100%                           | -                              |
| 41   | 12" RC PIPE CLASS 5  | 62.00   | LF    |                            | 70.40                          |                            |                         | 40.00                                       | 2,816.00                                     | 171.65  | 12,084.16  |  | 12,084.16  | 277%                           | (7,719.36)                     |
| 42   | 12" RC CULVERT PIPE CLASS 5  | 24.00   | LF    |                            | 99.00                          |                            |                         | 24.00                                       | 2,376.00                                     | 24.00   | 2,376.00   |  | 2,376.00   | 100%                           | -                              |
| 43   | 15" RC CULVERT PIPE CLASS 5  | 40.00   | LF    |                            | 99.00                          |                            |                         | 64.00                                       | 6,336.00                                     | 64.00   | 6,336.00   |  | 6,336.00   | 160%                           | (2,376.00)                     |
| 44   | 12" RC FES   | 2.00  | ES    |                            | 770.00                         |                            |                         | 2.00  | 1,540.00                                     | 2.00  | 1,540.00   |  | 1,540.00   | 100%                           | -                              |
| 45   | 15" RC FES   | 2.00  | EA    |                            | 825.00                         |                            |                         | 2.00  | 1,650.00                                     | 2.00  | 1,650.00   |  | 1,650.00   | 100%                           | -                              |
| 46   | IMPROVED PIPE FOUNDATION   | 124.00  | LF    |                            | 19.25                          |                            |                         | -   | -  | 170.00  | 3,272.50   |  | 3,272.50   | 137%                           | (885.50)                       |
| 47   | PATCH EXISTING STORM STRUCTURE   | 12.00   | EA    |                            | 352.00                         |                            |                         | 12.00                                       | 4,224.00                                     | 12.00   | 4,224.00   |  | 4,224.00   | 100%                           | -                              |
| 48   | POUR INVERT IN EXISTING STORM STRUCTURE WITH SUMP                                | 16.00   | EA    |                            | 445.50                         |                            |                         | 16.00                                       | 7,128.00                                     | 16.00   | 7,128.00   |  | 7,128.00   | 100%                           | -                              |
| 49   | ADJUST TOP SLAB ON EXISTING STRUCTURE  | 2.00  | EA    |                            | 275.00                         |                            |                         | 1.00  | 275.00                                       | 1.00  | 275.00     |  | 275.00   | 50%                            | 275.00                         |
| 50   | CONCRETE CURB AND GUTTER DESIGN D412 SPOT REPAIR                                 | 1,250.00                                      | LF    |                            | 32.23                          |                            |                         | 1,426.00                                    | 45,959.98                                    | 1,426.00  | 45,959.98  |  | 45,959.98  | 114%                           | (5,672.48)                     |
| 51   | CONCRETE CURB AND GUTTER DESIGN D412 MODIFIED - HIGH EARLY                       | 170.00  | LF    |                            | 32.23                          |                            |                         | 203.00                                      | 6,542.69                                     | 203.00  | 6,542.69   |  | 6,542.69   | 119%                           | (1,063.59)                     |
| 52   | CONCRETE CURB AND GUTTER DESIGN B618 - HIGH EARLY                                | 115.00  | LF    |                            | 57.20                          |                            |                         | 167.00                                      | 9,552.40                                     | 167.00  | 9,552.40   |  | 9,552.40   | 145%                           | (2,974.40)                     |
| 53   | 7" CONCRETE VALLEY GUTTER HIGH EARLY   | 70.00   | SY    |                            | 176.00                         |                            |                         | 36.00                                       | 6,336.00                                     | 36.00   | 6,336.00   |  | 6,336.00   | 51%                            | 5,984.00                       |
| 54   | 7" CONCRETE FLUME - HIGH EARLY   | 1.00  | EA    |                            | 1,210.00                       |                            |                         | -   | -  | -   | -          |  | -  | -                              | 1,210.00                       |
| 55   | ADJUST SAN OR STORM MH/CB CASTING INCLUDING HDPE RINGS                           | 51.00   | EA    |                            | 825.00                         |                            |                         | 41.00                                       | 33,825.00                                    | 52.00   | 42,900.00  |  | 42,900.00  | 102%                           | (825.00)                       |
| 56   | ADJUST SAN OR STORM MH/CB CASTING INCLUDING 1 FOOT CONCRETE RISER AND HDPE RINGS | 19.00   | EA    |                            | 990.00                         |                            |                         | 11.00                                       | 10,890.00                                    | 16.00   | 15,840.00  |  | 15,840.00  | 84%                            | 2,970.00                       |
| 57   | ADJUST SAN CASTING INCLUDING 2 - 1 FOOT CONCRETE RISERS AND HDPE RINGS           | 1.00  | EA    |                            | 1,650.00                       |                            |                         | -   | -  | 1.00  | 1,650.00   |  | 1,650.00   | 100%                           | -                              |
| 58   | ADJUST GATE VALVE BOX INCLUDING NEW TOP SECTION AND COVER                        | 9.00  | EA    |                            | 550.00                         |                            |                         | 9.00  | 4,950.00                                     | 10.00   | 5,500.00   |  | 5,500.00   | 111%                           | (550.00)                       |
| 59   | SUPPLY 3067-V FRAME AND GRATE  | 2.00  | EA    |                            | 770.00                         |                            |                         | 2.00  | 1,540.00                                     | 2.00  | 1,540.00   |  | 1,540.00   | 100%                           | -                              |
| 60   | SUPPLY 1642 FRAME AND COVER  | 10.00   | EA    |                            | 550.00                         |                            |                         | -   | -  | 10.00   | 5,500.00   |  | 5,500.00   | 100%                           | -                              |
| 61   | SIGN PANELS, TYPE C  | 32.00   | SF    |                            | 60.50                          |                            |                         | -   | -  | -   | -          |  | -  | -                              | 1,936.00                       |
| 62   | STREET SIGN (2 BLADES) INCLUDING POST AND HARDWARE                               | 1.00  | EA    |                            | 275.00                         |                            |                         | -   | -  | -   | -          |  | -  | -                              | 275.00                         |



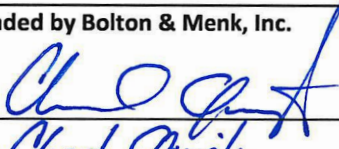
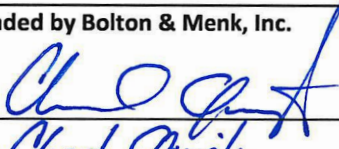
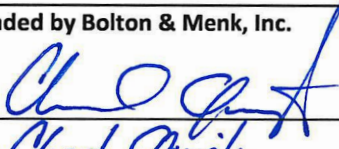
## Progress Estimate - Unit Price Work

## Contractor's Application for Payment

| Owner: City of Forest Lake<br>Engineer: Bolton & Menk, Inc.<br>Contractor: Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.<br>Project: 2024 Street Pavement Maintenance Project<br>Contract: |   |               |                      |                 |                                |                            |                         |   |  | Owner's Project No.: 0N1.132399<br>Engineer's Project No.:<br>Agency's Project No.: |  |                                |                                |  |  |
|--|---|---------------|----------------------|-----------------|--------------------------------|----------------------------|-------------------------|---|--|---|--|--------------------------------|--------------------------------|--|--|
| Application No.: 3   |   |               |                      |                 |                                |                            |                         |   |  | Application Period: From 07/20/24 to 08/23/24                                       |  | Application Date: 08/23/24     |                                |  |  |
| A  | B   | C             | D                    | E               | F                              | F1                         | F2                      | G   | H  | I   | J  | K                              | L                              |  |  |
| Bid Item No.   | Description   | Item Quantity | Contract Information |                 | Value of Bid Item (C X E) (\$) | Previous Estimate          |                         | Work Completed                              |  | Materials Currently Stored (not in G) (\$)  | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) |  |  |
|  |   |               | Units                | Unit Price (\$) |                                | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) |   |  |                                |                                |  |  |
| 63   | STREET SIGN (3 BLADES) INCLUDING POST AND HARDWARE                            | 1.00          | EA                   | 440.00          | 440.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 440.00                         |  |  |
| 64   | 4" DOUBLE SOLID LINE MULT COMP - YELLOW                                       | 60.00         | LF                   | 14.40           | 864.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 864.00                         |  |  |
| 65   | 4" SOLID LINE MULTI COMP - WHITE  | 50.00         | LF                   | 6.60            | 330.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 330.00                         |  |  |
| 66   | CULVERT MARKERS   | 20.00         | EA                   | 165.00          | 3,300.00                       | -                          | -                       | -   | -  | -   | -  | -                              | 3,300.00                       |  |  |
| 67   | STORM DRAIN INLET PROTECTION  | 29.00         | EA                   | 165.00          | 4,785.00                       | 20.00                      | 3,300.00                | 27.00                                       | 4,455.00                                     | -   | 4,455.00   | 93%                            | 330.00                         |  |  |
| 68   | BIOLOGS   | 100.00        | LF                   | 3.30            | 330.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 330.00                         |  |  |
| 69   | CULVERT END PROTECTION - TYPE BIOLOG  | 4.00          | EA                   | 275.00          | 1,100.00                       | 6.00                       | 1,650.00                | 6.00  | 1,650.00                                     | -   | 1,650.00   | 150%                           | (550.00)                       |  |  |
| 70   | TOPSOIL BORROW (LV)   | 100.00        | CY                   | 46.20           | 4,620.00                       | 54.00                      | 2,494.80                | 84.00                                       | 3,880.80                                     | -   | 3,880.80   | 84%                            | 739.20                         |  |  |
| 71   | STREET SWEEPER (SELF PROPELLED WITH WATER AND OPERATOR)                       | 10.00         | HR                   | 198.00          | 1,980.00                       | -                          | -                       | -   | -  | -   | -  | -                              | 1,980.00                       |  |  |
| 72   | WATER FOR DUST CONTROL  | 25.00         | MGAL                 | 45.00           | 1,125.00                       | -                          | -                       | -   | -  | -   | -  | -                              | 1,125.00                       |  |  |
| 73   | SEEDING, INCL 25-151 SEED MIX, FERTILIZER, AND HYDROMULCH (SFM)               | 1,650.00      | SY                   | 1.76            | 2,904.00                       | 360.00                     | 633.60                  | 360.00                                      | 633.60                                       | -   | 633.60   | 22%                            | 2,270.40                       |  |  |
| 74   | SEEDING, INCL 25-151 SEED MIX, FERTILIZER, AND CAT 20 BLANKET                 | 480.00        | SY                   | 3.30            | 1,584.00                       | -                          | -                       | 55.00                                       | 181.50                                       | -   | 181.50   | 11%                            | 1,402.50                       |  |  |
| BASE BID TOTAL:  |   |               |                      |                 | 1,195,689.05                   |                            | 540,449.03              |   | 933,092.56                                   |   | 933,092.56   | 78%                            | 262,596.49                     |  |  |
| ALTERNATE 1 - 184TH ST N   |   |               |                      |                 |                                |                            |                         |   |  |   |  |                                |                                |  |  |
| 75   | MOBILIZATION  | 1.00          | LS                   | 2,200.00        | 2,200.00                       | 1.00                       | 2,200.00                | 1.00  | 2,200.00                                     | -   | 2,200.00   | 100%                           | -                              |  |  |
| 76   | TRAFFIC CONTROL   | 1.00          | LS                   | 440.00          | 440.00                         | 1.00                       | 440.00                  | 1.00  | 440.00                                       | -   | 440.00   | 100%                           | -                              |  |  |
| 77   | REMOVE BITUMINOUS DRIVEWAY PAVEMENT   | 230.00        | SY                   | 9.57            | 2,201.10                       | 135.00                     | 1,291.95                | 135.00                                      | 1,291.95                                     | -   | 1,291.95   | 59%                            | 909.15                         |  |  |
| 78   | SAW CUT BITUMINOUS ROADWAY PAVEMENT   | 75.00         | LF                   | 2.75            | 206.25                         | 62.00                      | 170.50                  | 62.00                                       | 170.50                                       | -   | 170.50   | 83%                            | 35.75                          |  |  |
| 79   | IN-PLACE BITUMINOUS RECLAMATION 8"  | 7,640.00      | SY                   | 1.10            | 8,404.00                       | 7,640.00                   | 8,404.00                | 7,640.00                                    | 8,404.00                                     | -   | 8,404.00   | 100%                           | -                              |  |  |
| 80   | SUBGRADE EXCAVATION   | 20.00         | CY                   | 33.00           | 660.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 660.00                         |  |  |
| 81   | LOAD, HAUL, PLACE, COMPACT, AND TOLERANCE EXCESS RECLAIM ON CITY GRAVEL ROADS | 595.40        | CY                   | 20.35           | 12,116.39                      | 800.00                     | 16,280.00               | 800.00                                      | 16,280.00                                    | -   | 16,280.00  | 134%                           | (4,163.61)                     |  |  |
| 82   | AGGREGATE SHOULDERING CLASS 2   | 210.00        | TN                   | 34.98           | 7,345.80                       | 81.19                      | 2,840.03                | 81.19                                       | 2,840.03                                     | -   | 2,840.03   | 39%                            | 4,505.77                       |  |  |
| 83   | AGGREGATE SURFACING CLASS 5   | 5.00          | TN                   | 44.00           | 220.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 220.00                         |  |  |
| 84   | TOLERANCE RECLAIM MATERIAL  | 7,640.00      | SY                   | 1.10            | 8,404.00                       | 7,640.00                   | 8,404.00                | 7,640.00                                    | 8,404.00                                     | -   | 8,404.00   | 100%                           | -                              |  |  |
| 85   | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)                                      | 700.00        | TN                   | 88.28           | 61,796.00                      | 500.00                     | 44,140.00               | 700.00                                      | 61,796.00                                    | -   | 61,796.00  | 100%                           | -                              |  |  |
| 86   | TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)                                     | 930.00        | TN                   | 85.25           | 79,282.50                      | 796.00                     | 67,859.00               | 796.00                                      | 67,859.00                                    | -   | 67,859.00  | 86%                            | 11,423.50                      |  |  |
| 87   | TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) DRIVEWAY PATCH                       | 230.00        | SY                   | 39.60           | 9,108.00                       | -                          | -                       | -   | -  | -   | -  | -                              | 9,108.00                       |  |  |
| 88   | TACK COAT   | 390.00        | GAL                  | 2.80            | 1,092.00                       | 400.00                     | 1,120.00                | 400.00                                      | 1,120.00                                     | -   | 1,120.00   | 103%                           | (28.00)                        |  |  |
| 89   | CULVERT MARKERS   | 2.00          | EA                   | 165.00          | 330.00                         | -                          | -                       | -   | -  | -   | -  | -                              | 330.00                         |  |  |
| ALTERNATE 1 - 184TH ST N TOTAL:  |   |               |                      |                 | 193,806.04                     |                            | 153,149.48              |   | 170,805.48                                   |   | 170,805.48   | 88%                            | 23,000.56                      |  |  |
| ALTERNATE 3 - SOUTH SHOP   |   |               |                      |                 |                                |                            |                         |   |  |   |  |                                |                                |  |  |
| 90   | MOBILIZATION  | 1.00          | LS                   | 4,700.00        | 4,700.00                       | 0.50                       | 2,350.00                | 1.00  | 4,700.00                                     | -   | 4,700.00   | 100%                           | -                              |  |  |
| 91   | TRAFFIC CONTROL   | 1.00          | LS                   | 275.00          | 275.00                         | 0.50                       | 137.50                  | 1.00  | 275.00                                       | -   | 275.00   | 100%                           | -                              |  |  |
| 92   | RELOCATE EXISTING MAILBOX   | 1.00          | EA                   | 302.50          | 302.50                         | 1.00                       | 302.50                  | 1.00  | 302.50                                       | -   | 302.50   | 100%                           | -                              |  |  |
| 93   | REMOVE STORM PIPE   | 120.00        | LF                   | 9.90            | 1,188.00                       | 120.00                     | 1,188.00                | 120.00                                      | 1,188.00                                     | -   | 1,188.00   | 100%                           | -                              |  |  |
| 94   | REMOVE CONCRETE SIDEWALK  | 11.00         | SY                   | 20.00           | 220.00                         | 11.00                      | 220.00                  | 11.00                                       | 220.00                                       | -   | 220.00   | 100%                           | -                              |  |  |
| 95   | SAW CUT BITUMINOUS ROADWAY PAVEMENT   | 140.00        | LF                   | 2.50            | 350.00                         | 140.00                     | 350.00                  | 140.00                                      | 350.00                                       | -   | 350.00   | 100%                           | -                              |  |  |
| 96   | IN-PLACE BITUMINOUS RECLAMATION 8"  | 2,950.00      | SY                   | 1.65            | 4,867.50                       | 2,950.00                   | 4,867.50                | 2,950.00                                    | 4,867.50                                     | -   | 4,867.50   | 100%                           | -                              |  |  |
| 97   | SUBGRADE EXCAVATION (EV)  | 60.00         | CY                   | 33.00           | 1,980.00                       | -                          | -                       | -   | -  | -   | -  | -                              | 1,980.00                       |  |  |
| 98   | GEOTEXTILE FABRIC, TYPE 5 NON-WOVEN   | 225.00        | SY                   | 1.98            | 445.50                         | -                          | -                       | -   | -  | -   | -  | -                              | 445.50                         |  |  |
| 99   | LOAD, HAUL, PLACE, COMPACT, AND TOLERANCE EXCESS RECLAIM ON CITY GRAVEL ROADS | 250.00        | CY                   | 20.35           | 5,087.50                       | 336.00                     | 6,837.60                | 336.00                                      | 6,837.60                                     | -   | 6,837.60   | 134%                           | (1,750.10)                     |  |  |
| 100  | TOLERANCE RECLAIM MATERIAL  | 1,800.00      | SY                   | 2.64            | 4,752.00                       | 1,800.00                   | 4,752.00                | 1,800.00                                    | 4,752.00                                     | -   | 4,752.00   | 100%                           | -                              |  |  |
| 101  | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)                                      | 220.00        | TN                   | 104.28          | 22,941.60                      | -                          | -                       | 216.50                                      | 22,576.62                                    | -   | 22,576.62  | 98%                            | 364.98                         |  |  |
| 102  | TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)                                     | 220.00        | TN                   | 104.28          | 22,941.60                      | -                          | -                       | 223.00                                      | 23,254.44                                    | -   | 23,254.44  | 101%                           | (312.84)                       |  |  |
| 103  | 6" CONCRETE SIDEWALK  | 130.00        | SF                   | 23.10           | 3,003.00                       | 130.00                     | 3,003.00                | 130.00                                      | 3,003.00                                     | -   | 3,003.00   | 100%                           | -                              |  |  |
| 104  | TACK COAT   | 150.00        | GAL                  | 3.00            | 450.00                         | -                          | -                       | 150.00                                      | 450.00                                       | -   | 450.00   | 100%                           | -                              |  |  |
| 105  | 15" CMP   | 60.00         | LF                   | 50.60           | 3,036.00                       | 60.00                      | 3,036.00                | 60.00                                       | 3,036.00                                     | -   | 3,036.00   | 100%                           | -                              |  |  |
| 106  | 15" METAL APRON   | 2.00          | EA                   | 220.00          | 440.00                         | 2.00                       | 440.00                  | 2.00  | 440.00                                       | -   | 440.00   | 100%                           | -                              |  |  |
| 107  | COMMON EXCAVATION   | 40.00         | CY                   | 33.00           | 1,320.00                       | 12.00                      | 396.00                  | 60.00                                       | 1,980.00                                     | -   | 1,980.00   | 150%                           | (660.00)                       |  |  |
| 108  | TOPSOIL BORROW (LV)   | 125.00        | CY                   | 46.20           | 5,775.00                       | 148.00                     | 6,837.60                | 232.00                                      | 10,718.40                                    | -   | 10,718.40  | 186%                           | (4,943.40)                     |  |  |
| 109  | SEEDING, INCL 25-151 SEED MIX, FERTILIZER, AND SFM HYDROMULCH                 | 1,250.00      | SY                   | 2.20            | 2,750.00                       | -                          | -                       | 875.00                                      | 1,925.00                                     | -   | 1,925.00   | 70%                            | 825.00                         |  |  |
| 110  | 4" SOLID LINE PAINT - WHITE   | 550.00        | LF                   | 0.77            | 423.50                         | -                          | -                       | 520.00                                      | 400.40                                       | -   | 400.40   | 95%                            | 23.10                          |  |  |
| ALTERNATE 3 - SOUTH SHOP TOTAL:  |   |               |                      |                 | 87,248.70                      |                            | 34,717.70               |   | 91,276.46                                    |   | 91,276.46  | 105%                           | (4,027.76)                     |  |  |
| BASE BID + ALTERNATE 1 & 3:  |   |               |                      |                 | \$ 1,476,743.79                |                            | \$ 728,316.21           |   | \$ 1,195,174.50                              | \$ -  | #####  | 81%                            | \$ 281,569.29                  |  |  |



**Contractor's Application for Payment**

|  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
|--|---|--|---|------------|--------------------------------|----|---|---|----|------------|--|----|------------|--------------|--|--|--|----|----------|--------------------------------------|----|---|--|----|----------|--|----|------------|---------------------------|--|--|--------------------------------|----|------------|---|----|----------|
| <b>Owner:</b> <u>City of Forest Lake</u><br><b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u><br><b>Contractor:</b> <u>Allied Blacktop Company</u><br><b>Project:</b> <u>2024 Reclamation and Double Chip Seal Project</u><br><b>Contract:</b> _____   | <b>Owner's Project No.:</b> _____<br><b>Engineer's Project No.:</b> <u>ON1.133578</u><br><b>Agency's Project No.:</b> _____       |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <b>Application No.:</b> <u>1</u> <b>Application Date:</b> <u>8/23/2024</u><br><b>Application Period:</b> <b>From</b> <u>8/1/2024</u> <b>to</b> <u>8/23/2024</u>  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
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| 1. Original Contract Price   | \$  | 148,955.00   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 2. Net change by Change Orders   | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 3. Current Contract Price (Line 1 + Line 2)  | \$  | 148,955.00   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 4. Total Work completed and materials stored to date<br>(Sum of Column G Lump Sum Total and Column J Unit Price Total)   | \$  | 139,780.75   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 5. Retainage   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| a. <u>5%</u> X \$ <u>139,780.75</u> Work Completed   | \$  | 6,989.04   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| b. _____ X \$ _____ Stored Materials   | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| c. Total Retainage (Line 5.a + Line 5.b)   | \$  | 6,989.04   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 6. Amount eligible to date (Line 4 - Line 5.c)   | \$  | 132,791.71   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 7. Less previous payments  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 8. Amount due this application   | \$  | 132,791.71   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| 9. Balance to finish, including retainage (Line 3 - Line 4)  | \$  | 9,174.25   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <b>Contractor's Certification</b><br>The undersigned Contractor certifies, to the best of its knowledge, the following:<br>(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;<br>(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and<br>(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <b>Contractor: <u>Allied Blacktop Company</u></b>  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <b>Signature:</b> <u>Matt Dolecki</u><br><b>Name:</b> <u>Matt Dolecki</u>  | <b>Date:</b> <u>8-26-24</u><br><b>Title:</b> <u>Project Manager</u>   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Recommended by Bolton &amp; Menk, Inc.</b><br/><br/> <b>By:</b> <u></u><br/> <b>Name:</b> <u>Chad Quigley</u><br/> <b>Title:</b> <u>Construction Mgr</u><br/> <b>Date:</b> <u>8/26/2024</u> </td> <td style="width: 50%; vertical-align: top;"> <b>Approved by City of Forest Lake</b><br/><br/> <b>By:</b> _____<br/> <b>Name:</b> _____<br/> <b>Title:</b> _____<br/> <b>Date:</b> _____           </td> </tr> </table>   |   | <b>Recommended by Bolton &amp; Menk, Inc.</b><br><br><b>By:</b> <u></u><br><b>Name:</b> <u>Chad Quigley</u><br><b>Title:</b> <u>Construction Mgr</u><br><b>Date:</b> <u>8/26/2024</u> | <b>Approved by City of Forest Lake</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____ |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |
| <b>Recommended by Bolton &amp; Menk, Inc.</b><br><br><b>By:</b> <u></u><br><b>Name:</b> <u>Chad Quigley</u><br><b>Title:</b> <u>Construction Mgr</u><br><b>Date:</b> <u>8/26/2024</u>   | <b>Approved by City of Forest Lake</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____ |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |  |    |          |                                      |    |   |  |    |          |  |    |            |                           |  |  |                                |    |            |   |    |          |

**Progress Estimate - Unit Price Work****Contractor's Application for Payment**

|                    |   |  |  |  |  |  |  |  |  |  |   |  |  |  |
|--------------------|---|--|--|--|--|--|--|--|--|--|---|--|--|--|
| <b>Owner:</b>      | City of Forest Lake                           |  |  |  |  |  |  |  |  |  | <b>Owner's Project No.:</b>               |  |  |  |
| <b>Engineer:</b>   | Bolton & Menk, Inc.                           |  |  |  |  |  |  |  |  |  | <b>Engineer's Project No.:</b> ON1.133578 |  |  |  |
| <b>Contractor:</b> | Allied Blacktop Company                       |  |  |  |  |  |  |  |  |  | <b>Agency's Project No.:</b>              |  |  |  |
| <b>Project:</b>    | 2024 Reclamation and Double Chip Seal Project |  |  |  |  |  |  |  |  |  |   |  |  |  |
| <b>Contract:</b>   |   |  |  |  |  |  |  |  |  |  |   |  |  |  |

|                         |   |                            |      |          |    |          |                                   |  |  |  |  |  |  |  |
|-------------------------|---|----------------------------|------|----------|----|----------|-----------------------------------|--|--|--|--|--|--|--|
| <b>Application No.:</b> | 1 | <b>Application Period:</b> | From | 08/01/24 | to | 08/23/24 | <b>Application Date:</b> 08/23/24 |  |  |  |  |  |  |  |
|-------------------------|---|----------------------------|------|----------|----|----------|-----------------------------------|--|--|--|--|--|--|--|

| A               | B   | C                    | D     | E               | F                              | F1                         | F2                      | G   | H  | I  | J  | K                              | L                              |
|-----------------|---|----------------------|-------|-----------------|--------------------------------|----------------------------|-------------------------|---|--|--|--|--------------------------------|--------------------------------|
| Bid Item No.    | Description                               | Contract Information |       |                 |                                | Previous Estimate          |                         | Work Completed                              |  | Materials Currently Stored (not in G) (\$) | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) |
|                 |   | Item Quantity        | Units | Unit Price (\$) | Value of Bid Item (C X E) (\$) | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) |  |  |                                |                                |
| <b>BASE BID</b> |   |                      |       |                 |                                |                            |                         |   |  |  |  |                                |                                |
| 1               | MOBILIZATION                              | 1.00                 | LS    | 15,000.00       | 15,000.00                      |                            | -                       | 1.00  | 15,000.00                                    |  | 15,000.00  | 100%                           | -                              |
| 2               | TRAFFIC CONTROL                           | 1.00                 | LS    | 5,000.00        | 5,000.00                       |                            | -                       | 1.00  | 5,000.00                                     |  | 5,000.00   | 100%                           | -                              |
| 3               | FULL DEPTH RECLAMATION 8.0" DEPTH         | 14,100.00            | SY    | 1.30            | 18,330.00                      |                            | -                       | 14,100.00                                   | 18,330.00                                    |  | 18,330.00  | 100%                           | -                              |
| 4               | FINISH GRADING                            | 14,100.00            | SY    | 1.00            | 14,100.00                      |                            | -                       | 14,100.00                                   | 14,100.00                                    |  | 14,100.00  | 100%                           | -                              |
| 5               | BITUMINOUS MATERIAL FOR SEAL COAT, CRS-2P | 16,300.00            | GAL   | 2.25            | 36,675.00                      |                            | -                       | 14,207.00                                   | 31,965.75                                    |  | 31,965.75  | 87%                            | 4,709.25                       |
| 6               | SEAL COAT AGGREGATE, FA-3 (MODIFIED)      | 340.00               | TN    | 95.00           | 32,300.00                      |                            | -                       | 324.00                                      | 30,780.00                                    |  | 30,780.00  | 95%                            | 1,520.00                       |
| 7               | SEAL COAT AGGREGATE, FA-2 (MODIFIED)      | 290.00               | TN    | 95.00           | 27,550.00                      |                            | -                       | 259.00                                      | 24,605.00                                    |  | 24,605.00  | 89%                            | 2,945.00                       |
|                 |   |                      |       |                 | <b>BASE BID TOTAL:</b>         | \$ 148,955.00              |                         | \$ -  | \$ 139,780.75                                | \$ -                                       | \$ 139,780.75  | 94%                            | \$ 9,174.25                    |



# Forest Lake

AS GOOD AS IT SOUNDS

**Meeting Date:** September 9, 2024  
**Agenda Item:** Downtown Stormwater BMP Revision Contractor's Request for Payment No. 2 and Final  
**To:** Honorable Mayor and City Council  
**From:** Ryan J. Goodman, PE – City Engineer

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**BACKGROUND:**

The project was quoted in May of this year as a revision to the original project that was bid in June of 2023. The revision project corrected the defects in of the two basins from the original project that were agreed to remain in place and brought the remainder of the project back to their original conditions prior to the 2023 beginning.

**ISSUE BEFORE COUNCIL:** Should Council approve Contractor's Request for Payment No. 2 and Final.

**PROPOSAL/ANALYSIS:** The project has been completed and is under the contractor's bid by \$11,303.73

**FISCAL IMPACT:** The project was bid at \$132,622.50 and the cost will be \$121,318.77, which is \$11,303.73 below the contractor's bid amount.

**OPTIONS:** The City Council may approve Contractor's Request for Payment No. 2 and Final.

**RECOMMENDATIONS:** We recommend the City Council approve Contractor's Request for Payment No. 2 and Final and pay \$43,124.11 to Peterson Companies for the services they provided on the above reference project.

**ATTACHMENTS:** City Council Memo  
Contractor's Request for Payment No. 2 and Final  
Contractor's IC 134

**Office of Engineering**

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

August 30, 2024

Honorable Mayor and City Council  
City of Forest Lake  
1408 Lake Street South  
Forest Lake, MN 55025

RE: Contractor's Request for Payment No. 2 and Final  
Downtown Stormwater BMP Revision

Dear Mayor and Council:

We recommend the council approve Contractor's Request for Payment No. 2 and Final and pay \$43, 124.11 to Peterson Companies for the services they provided on the above referenced project. This is the Final estimate and retainage has been reduced to 0%.

The contractor completed the restoration of the site in early July, and it has passed inspection growth and survivability.

Please call me at 612-597-7140 if you have any questions or concerns regarding this Contractor's payment request.

Sincerely,

Ryan J. Goodman, P.E.  
City Engineer

Enclosures: Contractor's Request for Payment No. 2 and Final and Contractor's IC134

**Contractor's Application for Payment**

|  |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
|--|---|--|---|------------|--------------------------------|----|---|---|----|------------|--|----|------------|--------------|--|--|---|----|---|----------------------------------|----|---|--|----|---|--|----|------------|---------------------------|----|-----------|--------------------------------|----|-----------|---|----|-----------|
| <b>Owner:</b> <u>City of Forest Lake</u><br><b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u><br><b>Contractor:</b> <u>Peterson Companies</u><br><b>Project:</b> <u>Downtown Stormwater BMP Revision</u><br><b>Contract:</b> _____   | <b>Owner's Project No.:</b> _____<br><b>Engineer's Project No.:</b> <u>ON1.126684</u><br><b>Agency's Project No.:</b> _____       |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <b>Application No.:</b> <u>2 and Final</u> <b>Application Date:</b> <u>8/9/2024</u><br><b>Application Period:</b> <b>From</b> <u>6/26/2024</u> <b>to</b> <u>8/9/2024</u>   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">132,622.50</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">132,622.50</td> </tr> <tr> <td>4. Total Work completed and materials stored to date<br/>(Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">121,318.77</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td>    a. _____ X \$ 121,318.77 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>    b. _____ X \$ - Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>    c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">121,318.77</td> </tr> <tr> <td>7. Less previous payments</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">78,194.66</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">43,124.11</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">11,303.73</td> </tr> </table> |   | 1. Original Contract Price   | \$  | 132,622.50 | 2. Net change by Change Orders | \$ | - | 3. Current Contract Price (Line 1 + Line 2) | \$ | 132,622.50 | 4. Total Work completed and materials stored to date<br>(Sum of Column G Lump Sum Total and Column J Unit Price Total) | \$ | 121,318.77 | 5. Retainage |  |  | a. _____ X \$ 121,318.77 Work Completed | \$ | - | b. _____ X \$ - Stored Materials | \$ | - | c. Total Retainage (Line 5.a + Line 5.b) | \$ | - | 6. Amount eligible to date (Line 4 - Line 5.c) | \$ | 121,318.77 | 7. Less previous payments | \$ | 78,194.66 | 8. Amount due this application | \$ | 43,124.11 | 9. Balance to finish, including retainage (Line 3 - Line 4) | \$ | 11,303.73 |
| 1. Original Contract Price   | \$  | 132,622.50   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 2. Net change by Change Orders   | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 3. Current Contract Price (Line 1 + Line 2)  | \$  | 132,622.50   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 4. Total Work completed and materials stored to date<br>(Sum of Column G Lump Sum Total and Column J Unit Price Total)   | \$  | 121,318.77   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 5. Retainage   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| a. _____ X \$ 121,318.77 Work Completed  | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| b. _____ X \$ - Stored Materials   | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| c. Total Retainage (Line 5.a + Line 5.b)   | \$  | -  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 6. Amount eligible to date (Line 4 - Line 5.c)   | \$  | 121,318.77   |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 7. Less previous payments  | \$  | 78,194.66  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 8. Amount due this application   | \$  | 43,124.11  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| 9. Balance to finish, including retainage (Line 3 - Line 4)  | \$  | 11,303.73  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <b>Contractor's Certification</b><br>The undersigned Contractor certifies, to the best of its knowledge, the following:<br>(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;<br>(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and<br>(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and<br>(4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <b>Contractor:</b> <u>Peterson Companies</u>   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <b>Signature:</b> _____ <b>Date:</b> _____<br><b>Name:</b> _____ <b>Title:</b> _____   |   |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Recommended by Bolton &amp; Menk, Inc.</b><br/><br/> <b>By:</b> _____<br/> <b>Name:</b> _____<br/> <b>Title:</b> _____<br/> <b>Date:</b> _____         </td> <td style="width: 50%; vertical-align: top;"> <b>Approved by City of Forest Lake</b><br/><br/> <b>By:</b> _____<br/> <b>Name:</b> _____<br/> <b>Title:</b> _____<br/> <b>Date:</b> _____         </td> </tr> </table>   |   | <b>Recommended by Bolton &amp; Menk, Inc.</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____ | <b>Approved by City of Forest Lake</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____ |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |
| <b>Recommended by Bolton &amp; Menk, Inc.</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____   | <b>Approved by City of Forest Lake</b><br><br><b>By:</b> _____<br><b>Name:</b> _____<br><b>Title:</b> _____<br><b>Date:</b> _____ |  |   |            |                                |    |   |   |    |            |  |    |            |              |  |  |   |    |   |                                  |    |   |  |    |   |  |    |            |                           |    |           |                                |    |           |   |    |           |

## Progress Estimate - Unit Price Work

## Contractor's Application for Payment

|             |                                  |                         |            |
|-------------|----------------------------------|-------------------------|------------|
| Owner:      | City of Forest Lake              | Owner's Project No.:    |            |
| Engineer:   | Bolton & Menk, Inc.              | Engineer's Project No.: | 0N1.126684 |
| Contractor: | Peterson Companies               | Agency's Project No.:   |            |
| Project:    | Downtown Stormwater BMP Revision |                         |            |
| Contract:   |                                  |                         |            |

| Application No.: 2 and Final |   | Application Period:  |          | From 06/26/24 to 08/09/24 |                                | Application Date: 08/09/24 |                         |   |  |  |  |                                |                                |
|------------------------------|---|----------------------|----------|---------------------------|--------------------------------|----------------------------|-------------------------|---|--|--|--|--------------------------------|--------------------------------|
| A                            | B   | C                    | D        | E                         | F                              | F1                         | F2                      | G   | H  | I  | J  | K                              | L                              |
| Bid Item No.                 | Description                               | Contract Information |          |                           |                                | Previous Estimate          |                         | Work Completed                              |  | Materials Currently Stored (not in G) (\$) | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) |
|                              |   | Item Quantity        | Units    | Unit Price (\$)           | Value of Bid Item (C X E) (\$) | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) |  |  |                                |                                |
|                              |   |                      |          |                           |                                |                            |                         |   |  |  |  |                                |                                |
| BASE BID                     |   |                      |          |                           |                                |                            |                         |   |  |  |  |                                |                                |
| 1                            | MOBILIZATION                              | 1.00                 | LUMP SUM | 22,236.00                 | 22,236.00                      | 0.75                       | 16,677.00               | 1.00  | 22,236.00                                    |  | 22,236.00  | 100%                           | -                              |
| 2                            | TRAFFIC CONTROL                           | 1.00                 | LUMP SUM | 4,463.50                  | 4,463.50                       | 0.75                       | 3,347.63                | 1.00  | 4,463.50                                     |  | 4,463.50   | 100%                           | -                              |
| 3                            | SALVAGE AND REINSTALL 18" RC APRON        | 1.00                 | EACH     | 1,482.00                  | 1,482.00                       | 1.00                       | 1,482.00                | 1.00  | 1,482.00                                     |  | 1,482.00   | 100%                           | -                              |
| 4                            | REMOVE DRAINAGE STRUCTURE                 | 1.00                 | EACH     | 2,494.00                  | 2,494.00                       | 1.00                       | 2,494.00                | 1.00  | 2,494.00                                     |  | 2,494.00   | 100%                           | -                              |
| 5                            | REMOVE 4" PVC DRAIN TILE                  | 140.00               | LIN FT   | 5.93                      | 830.20                         | 80.00                      | 474.40                  | 80.00                                       | 474.40                                       |  | 474.40   | 57%                            | 355.80                         |
| 6                            | COMMON EXCAVATION (EV)                    | 90.00                | CU YD    | 106.00                    | 9,540.00                       | 90.00                      | 9,540.00                | 90.00                                       | 9,540.00                                     |  | 9,540.00   | 100%                           | -                              |
| 7                            | COMMON EMBANKMENT (LV)                    | 730.00               | CU YD    | 26.60                     | 19,418.00                      | 650.00                     | 17,290.00               | 572.00                                      | 15,215.20                                    |  | 15,215.20  | 78%                            | 4,202.80                       |
| 8                            | PLANTING FILTER MEDIA                     | 20.00                | CU YD    | 111.00                    | 2,220.00                       | 20.00                      | 2,220.00                | 30.00                                       | 3,330.00                                     |  | 3,330.00   | 150%                           | (1,110.00)                     |
| 9                            | CONNECT TO EXISTING STORM PIPE            | 2.00                 | EACH     | 1,185.50                  | 2,371.00                       | 2.00                       | 2,371.00                | 2.00  | 2,371.00                                     |  | 2,371.00   | 100%                           | -                              |
| 10                           | 4" DRAIN TILE                             | 110.00               | LIN FT   | 27.55                     | 3,030.50                       | 110.00                     | 3,030.50                | 110.00                                      | 3,030.50                                     |  | 3,030.50   | 100%                           | -                              |
| 11                           | DRAIN TILE CLEANOUT                       | 4.00                 | EACH     | 575.00                    | 2,300.00                       | 1.00                       | 575.00                  | 4.00  | 2,300.00                                     |  | 2,300.00   | 100%                           | -                              |
| 12                           | 18" CMP APRON                             | 1.00                 | EACH     | 611.00                    | 611.00                         | 1.00                       | 611.00                  | 1.00  | 611.00                                       |  | 611.00   | 100%                           | -                              |
| 13                           | 18" RC PIPE                               | 160.00               | LIN FT   | 38.20                     | 6,112.00                       | 176.00                     | 6,723.20                | 176.00                                      | 6,723.20                                     |  | 6,723.20   | 110%                           | (611.20)                       |
| 14                           | IMPROVED PIPE FOUNDATION                  | 160.00               | LIN FT   | 3.28                      | 524.80                         | 48.00                      | 157.44                  | 48.00                                       | 157.44                                       |  | 157.44   | 30%                            | 367.36                         |
| 15                           | DITCH CHECK/BIOLOG                        | 180.00               | LIN FT   | 3.85                      | 693.00                         | 180.00                     | 693.00                  | 410.00                                      | 1,578.50                                     |  | 1,578.50   | 228%                           | (885.50)                       |
| 16                           | INLET PROTECTION                          | 2.00                 | EACH     | 165.00                    | 330.00                         | 2.00                       | 330.00                  | 2.00  | 330.00                                       |  | 330.00   | 100%                           | -                              |
| 17                           | IRRIGATION PROTECTION AND RE-INSTALLATION | 1.00                 | LUMP SUM | 1,853.50                  | 1,853.50                       | -                          | -                       | 1.00  | 1,853.50                                     |  | 1,853.50   | 100%                           | -                              |
| 18                           | RIP RAP (MnDOT CLASS II)                  | 13.00                | CU YD    | 121.50                    | 1,579.50                       | 10.00                      | 1,215.00                | 15.35                                       | 1,865.03                                     |  | 1,865.03   | 118%                           | (285.53)                       |
| 19                           | TOPSOIL BORROW                            | 480.00               | CU YD    | 30.65                     | 14,712.00                      | 400.00                     | 12,260.00               | 270.00                                      | 8,275.50                                     |  | 8,275.50   | 56%                            | 6,436.50                       |
| 20                           | SODDING TYPE LAWN                         | 3,250.00             | SQ YD    | 9.24                      | 30,030.00                      | -                          | -                       | 2,875.00                                    | 26,565.00                                    |  | 26,565.00  | 88%                            | 3,465.00                       |
| 21                           | SEED MIXTURE 35-241, AND BLANKET CAT 25   | 65.00                | SQ YD    | 47.10                     | 3,061.50                       | -                          | -                       | 90.00                                       | 4,239.00                                     |  | 4,239.00   | 138%                           | (1,177.50)                     |
| 22                           | STREET SWEEPER                            | 10.00                | HOURL    | 273.00                    | 2,730.00                       | 3.00                       | 819.00                  | 8.00  | 2,184.00                                     |  | 2,184.00   | 80%                            | 546.00                         |
|                              |   |                      |          |                           |                                |                            |                         |   |  |  |  |                                |                                |
| BASE BID TOTAL:              |   |                      |          |                           | \$ 132,622.50                  |                            | \$ 82,310.17            |   | \$ 121,318.77                                | \$ -                                       | \$ 121,318.77  | 91%                            | \$ 11,303.73                   |



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

|                            |                                |
|----------------------------|--------------------------------|
| Confirmation Number:       | 2-138-439-520                  |
| Submitted Date and Time:   | 28-Aug-2024 2:29:08 PM         |
| Legal Name:                | PETERSON COMPANIES INC         |
| Federal Employer ID:       | 41-1934913                     |
| User Who Submitted:        | jmillier@petersoncompanies.net |
| Type of Request Submitted: | Contractor Affidavit           |

## Affidavit Summary

|                          |  |
|--------------------------|--|
| <b>Affidavit Number:</b> | <b>1768345600</b>  |
| Minnesota ID:            | 4235858  |
| Project Owner:           | CITY OF FOREST LAKE  |
| Project Number:          | 24077  |
| Project Begin Date:      | 23-May-2024  |
| Project End Date:        | 22-Jul-2024  |
| Project Location:        | FOREST LAKE DOWNTOWN STORMWATER BMP<br>REVISIONS, 7343 NORTHSORE TRAIL |
| Project Amount:          | \$121,318.78   |
| Subcontractors:          | No Subcontractors  |

### Important Messages

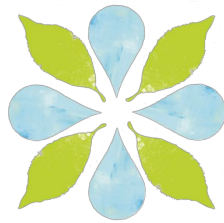
A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

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

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





# Forest Lake

AS GOOD AS IT SOUNDS

**Meeting Date:** September 9, 2024  
**Agenda Item:** State Appropriation for Next Gen Headwaters Stormwater, Flood Control and Park Planning Project  
**To:** Mayor and City Council  
**From:** Kristina Handt, Interim City Administrator

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## BACKGROUND:

In 2023, the city was successful in securing funds in the state bonding bill for the Next Gen Headwaters Stormwater, Flood Control and Park Planning Project. This requested funding came about after the Judicial Ditch 4 Regional Stormwater Planning Study was completed and adopted by the City of Forest Lake and the Rice Creek Watershed District in February 2021 in preparation for regional stormwater management planning and land dedication in advance of development proposals in the Headwaters area (southwest section of the city).

Forest Lake continues to steadily transition into an Emerging Suburban Edge community, shifting its growth to the Headwaters area. This area is primarily drained by a century-old public drainage system of ditches and draitile (underground pipe). As a result, the public drainage system is currently experiencing capacity issues largely due to upstream development, sediment accumulation, overgrown vegetation and/or draitile breakage. These flooding issues are further exacerbated by the recorded increase in high intensity, short duration storms. Forest Lake and project partners recognize without critical infrastructure and regional drainage planning the area could develop without detailed consideration for existing storm sewer capacity; extent of surface flooding impacts; and flow restrictions downstream of City limits.

The project will align with the following City goals:

- The project achieves multiple Comprehensive Plan, Public Works, Park Board, resiliency, and economic development goals
- The project restores historic wetlands for flood storage, habitat improvements, aesthetics for local housing, and regional trail and park connectivity.
- The City's 2040 Comprehensive Plan identifies open space and park uses throughout. This project will reserve acreage now for establishment of greenway corridors for linear flood storage and water quality improvements.
- Large open water areas and regional stormwater ponds will be utilized as source water for regional irrigation, achieving water conservation goals.
- Long range stormwater/flood control/ park planning promotes climate adaptation and resiliency strategies in all development. This may include preservation of open space,

reintroduction of native vegetation and trees in currently farmed areas, establishing flood control for rainfall events larger than the 100-year rain event, and incentivize reductions in impervious surface.

- Regional stormwater facility planning will result in fewer ponds and decrease the long-term maintenance costs for the City.

At a high level, the purpose of this project is to develop and implement a regional integrated multi-jurisdictional approach to stormwater management, flood control, climate preparedness, and parks to achieve flood management and water quality goals of the City and project partners. The bonding dollars will be used to acquire land design capital improvements with the actual construction coming at a later date.

In order to access the state funding, the city must enter into a grant agreement with the DNR. In order for the funds to be released from MMB and a grant agreement to be drafted, the council must pass a resolution and provide a project plan, schedule and budget.

**ISSUE BEFORE COUNCIL:**

Should the City Council approve a resolution to proceed with the Next Gen Headwaters Stormwater, Flood Control and Park Planning Project?

**PROPOSAL/ANALYSIS:**

Included in your packet is a resolution provided by the DNR. If council wants to change anything in the resolution other than the project name, we will need to have the DNR review it. The resolution designates the City of Forest Lake as the lead agency, says we have the capability to ensure the project is conducted properly, pledges to complete the project if it exceeds the funding from the DNR (we won't unless approved by council), notes no violation of laws and commits the city to comply with all regulations relating to the grant going forward, and lastly authorizes the city administrator to execute grant agreement.

Other items the state has requested to complete the grant agreement include a general project plan, the legal description or map of land to be acquired, budget and schedule. A copy of these items are included in your packet as well.

**FISCAL IMPACT:**

There is not a matching funds requirement. The goal would be not to use any city funds to complete the project unless otherwise approved to do so.

Last October the City Council approved an agreement with Kornowski Consultants to provide project management services for this project. We will also be working with stormwater staff from Bolton and Menk. All of their expenses will be reimbursed under the grant. While these

consultants will be doing much of the work, staff will also be involved in the coordination and decision making process.

**OPTIONS:**

- 1) Approve Resolution 09-09-24-01 for State Appropriations for Forest Lake Next Gen Headwaters Stormwater, Flood Control and Park Planning
- 2) Amend and then Approve Resolution 09-09-24-01 for State Appropriations for Forest Lake Next Gen Headwaters Stormwater, Flood Control and Park Planning
- 3) Do not approve Resolution 09-09-24-01

**RECOMMENDATIONS:**

***“Motion to approve Resolution 09-09-24-01 for State Appropriations for Forest Lake Next Gen Headwaters Stormwater, Flood Control and Park Planning.”***

**ATTACHMENTS:**

- Resolution 09-09-24-01
- General Project Plan Report
- Legal Description (Maps)
- Sources and Use of Funds Worksheet
- Schedule

**CITY OF FOREST LAKE  
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION NO. 09-09-24-01**

**RESOLUTION FOR STATE APPROPRIATIONS FOR FOREST LAKE**

**RESOLUTION FOR STATE APPROPRIATIONS FOR CITY OF FOREST LAKE NEXT GEN  
HEADWATERS STORMWATER, FLOOD CONTROL AND PARK PLANNING**

**BE IT RESOLVED** that the State of Minnesota appropriated \$5,700,00.00 to the Department of Natural Resources for a pass-through grant to the City of Forest Lake for the Next Gen Headwaters Stormwater, Flood Control and Park Planning Project to acquire property along Judicial Ditch 4 and design capital improvements for stormwater management, flood control, climate preparedness, and parks to achieve flood management and water quality goals and protect surrounding and downstream communities.

**BE IT FURTHER RESOLVED** that the State of Minnesota requires that the City of Forest Lake provide an official request for appropriations, and that the City of Forest Lake will act as the lead agency for the City of Forest Lake Next Gen Headwaters Stormwater, Flood Control, and Park Planning Project.

**BE IT FURTHER RESOLVED** that the Requestor has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, maintenance and protection of the proposed project.

**BE IT FURTHER RESOLVED** that the Requestor hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources.

**BE IT FURTHER RESOLVED** that the Requestor has not incurred any reimbursable expenses prior to the effective date of the appropriation.

**BE IT FURTHER RESOLVED** that the Requestor has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its request by the state, the Requestor may enter into an agreement with the State of Minnesota for the above-referenced project, and the Requestor certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

**NOW THEREFORE BE IT RESOLVED** that City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Requestor.

I CERTIFY THAT the above resolution was adopted by the City Council of Forest Lake on September 9, 2024.

SIGNED: \_\_\_\_\_  
[Mara Bain, Mayor]

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
[Jolleen Chaika, City Clerk]

DATE: \_\_\_\_\_

## **Next Gen Headwaters Stormwater | Flood Control | Park Planning**

### **Project Summary:**

The City of Forest Lake was awarded a grant for \$5.7 million to acquire property in a rapidly developing area in the southwest section of the city and design capital improvements for stormwater management, flood control, climate preparedness, and parks to achieve flood management and water quality goals and protect surrounding and downstream communities. The purchased land is also planned to be improved with public recreational facilities that will help spur economic development and promote community health and well being.

### **Project Description:**

In February 2021 the City of Forest Lake and Rice Creek Watershed District completed and adopted a study of the Rice Creek headwaters watershed area in preparation for regional stormwater management planning and land dedication in advance of development proposals. This included identifying 168 acres of land surrounding the current public drainage system and along historic drainage paths for regional flood control basins, greenway corridors, and wetland restoration. The project includes the following:

- Coordinate final regional concepts with project partners including Rice Creek Watershed District, Washington Conservation District, Anoka Conservation District, and the Board of Water and Soil Resources.
- Finalize regional stormwater best management practices and flood control structures to accommodate anticipated development plans.
- Update hydraulic modeling to reflect final design.
- Develop preliminary construction plans and project specifications in preparation for future construction.
- Purchase land, currently undeveloped or in agricultural use, within the project area.
- Fund low-range planning and infrastructure improvements to protect natural resources, promote recreational opportunities, mitigate flooding, and reduce costs for storm sewer improvements in downstream communities.

### **Project Timeline:**

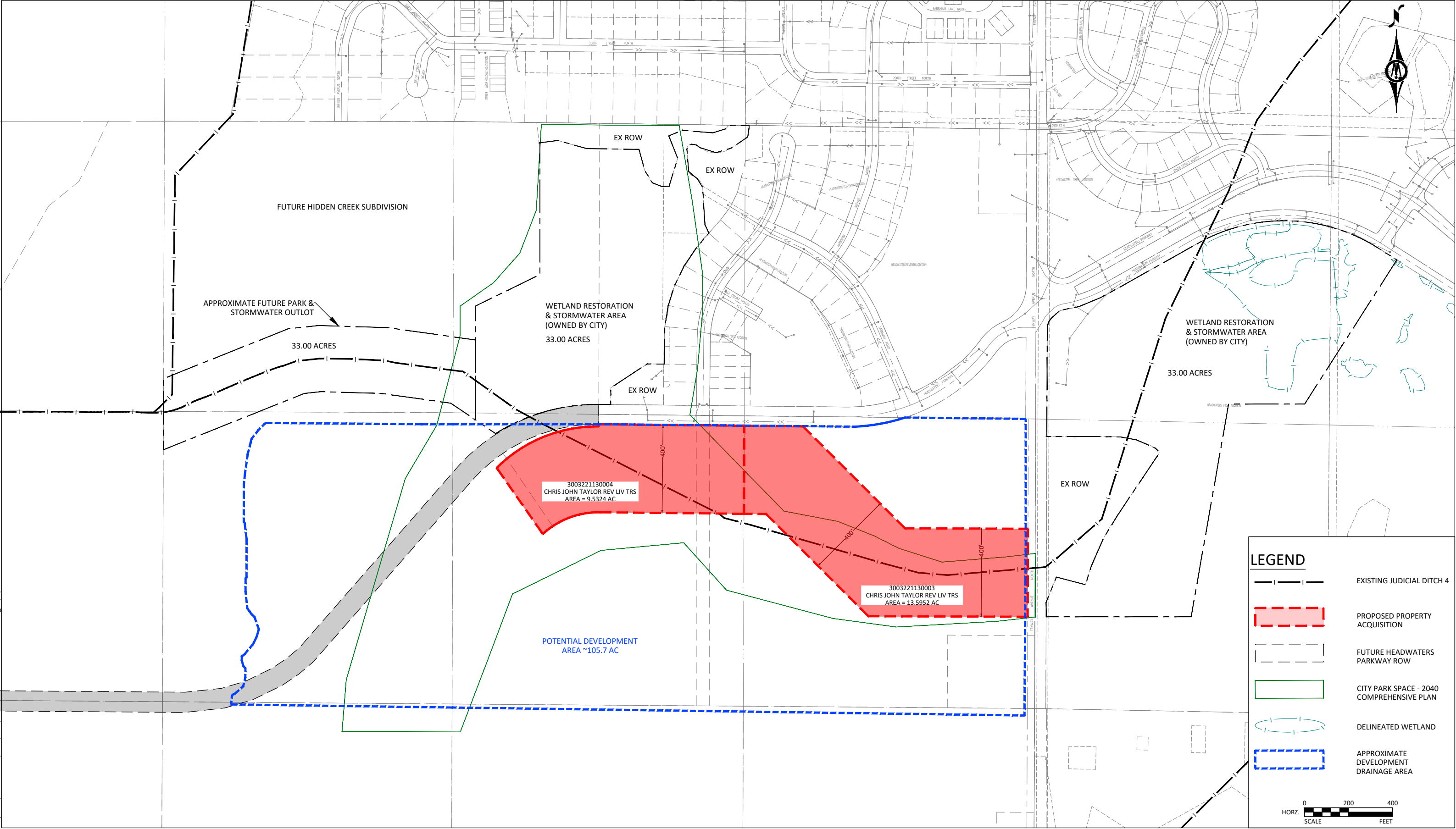
Forest Lake has begun planning for single-family and mixed-use developments in the area. Therefore, dedication of this land for stormwater management is a high priority. It is likely that design and construction could be phased based on the location of development activities, but

the City is interested in securing land as soon as possible to ensure that development plans presented fit within the framework of the JD4 Stormwater Planning Study. Land could be leased back to farmers while development plans are proposed. The anticipated project timeline is:

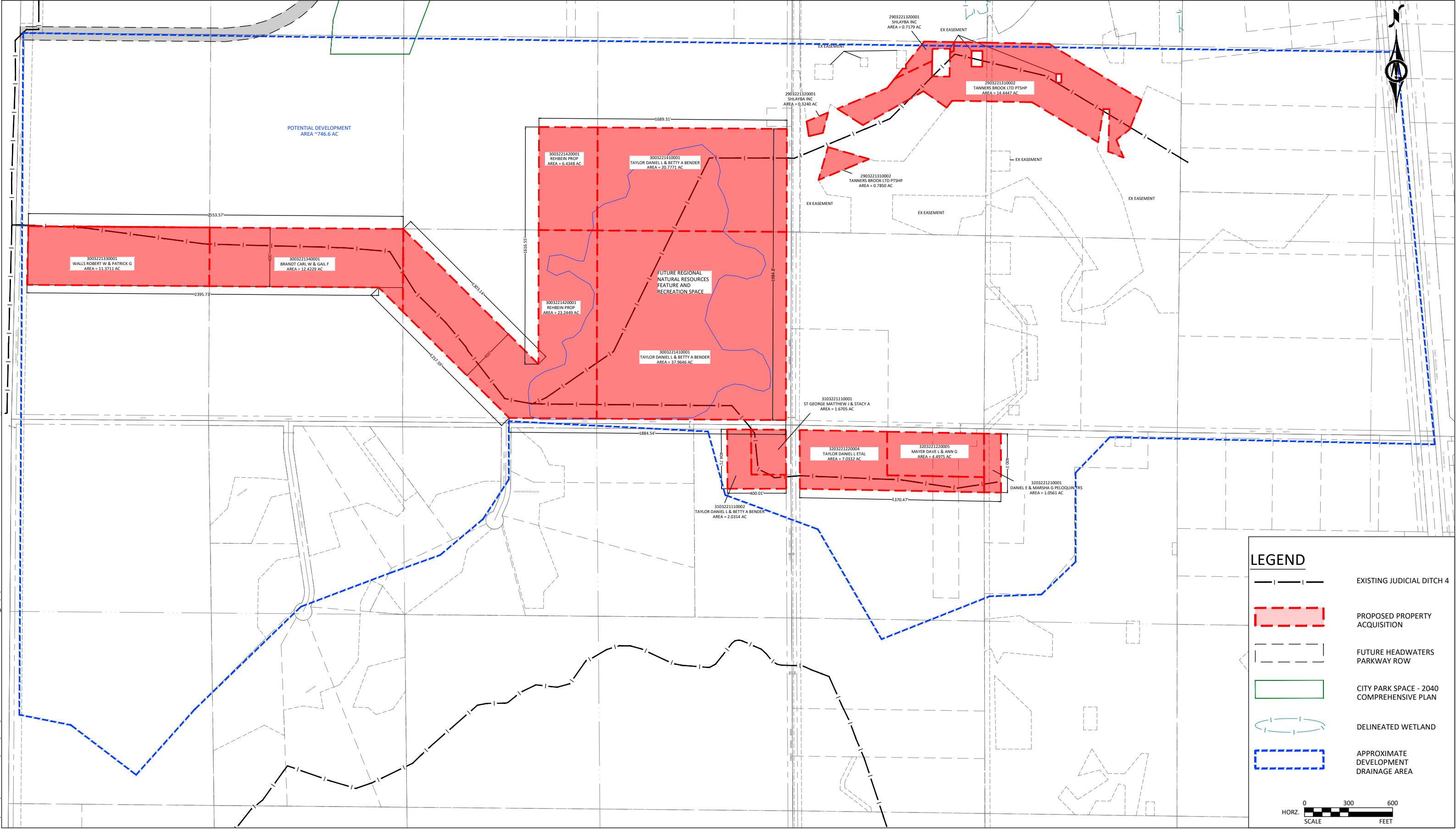
- Finalize Grant Agreement and Kickoff Project – 12/2024
- Land Acquisition – 12/2025
- Final planning – 6/2026
- Final design – 12/2026
- Project closeout -12/2027

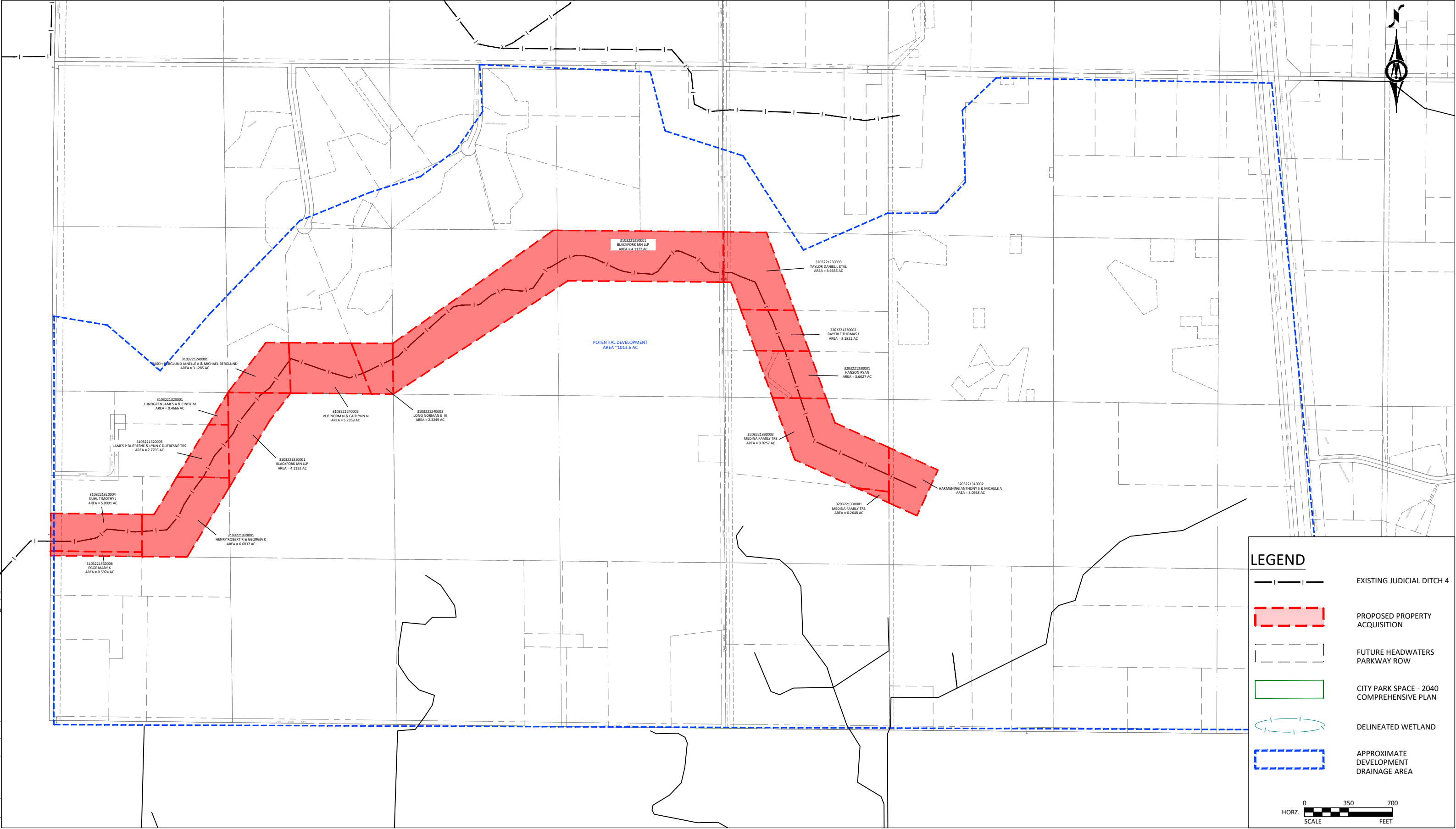
**Attachment II to Grant Agreement**  
**LEGAL DESCRIPTION OF REAL PROPERTY**

*Real property proposed to be improved are shown on the map attached. Legal descriptions will be provided as the project advances prior to final payment.*







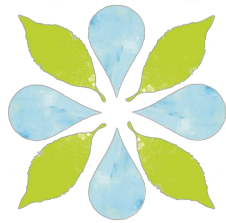


## Use of Funds

| <u>Identify Items</u>  | <u>Amount</u>      |
|--|--------------------|
| <b>Ownership Acquisition and Other Items Paid for with Grant Funds</b> |                    |
| Purchase of Ownership Interest   | \$5,500,000        |
| Other Items of a Capital Nature:                                       |                    |
| Engineering/Design Construction  | \$200,000          |
|  | \$ _____           |
|  | \$ _____           |
| Subtotal   | \$5,700,000        |
| <b>Items Paid for with Non-Grant Funds</b>                             |                    |
| _____  | \$ _____           |
| _____  | \$ _____           |
| _____  | \$ _____           |
| Subtotal   | \$ _____           |
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| <b>TOTAL PROJECT COSTS</b>   | <b>\$5,700,000</b> |

**Attachment IV to Grant Agreement**  
**PROJECT COMPLETION SCHEDULE**

- Finalize Grant Agreement and Kickoff Project – 12/2024
- Land Acquisition – 12/2025
- Final planning – 6/2026
- Final design – 12/2026
- Project closeout -12/2027



# Forest Lake

AS GOOD AS IT SOUNDS

**Meeting Date:** September 9, 2024  
**Agenda Item:** Crop Restriction Line Map Update  
**To:** Mayor and Council  
**From:** Kristina Handt, Interim City Administrator

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## BACKGROUND:

In 2018 in response to a former council members question about whether or not there was a standard for determining the minimum amount of area at the airport that needs to be maintained, Bolton and Menk created the Crop Restriction Line Map based off the Agricultural Operations Guidelines for Minnesota Airports published by MNDOT. The map has not been updated since 2018. Given the questions and concerns city staff have received from hangar owners and the expansion of lots along Taxilane Bravo, the map should be reviewed and updated as needed.

The Airport Commission reviewed this at their August 7, 2024 meeting and recommended the council adopt the proposed July 2024 map. They assumed folks would understand we are not mowing stormwater ponds even if they are within the area shown on the map and that mowing one pass along the entrance road is standard throughout the city.

## ISSUE BEFORE COUNCIL:

What updates to the Crop Restriction Line map should the council make?

## PROPOSAL/ANALYSIS:

Included in your packet is the 2018 and a proposed new 2024 Crop Restriction Line map. This map follows the guidance in the MNDOT publication about agricultural operations. This is close but not the same as the areas that public works mows. For example, public works will make a pass along the entrance road to the paved parking area behind the AD building. In addition, there is a stormwater pond located between the extension of Taxilane Bravo and the runway. Given that it is a stormwater pond, public works will mow around it but obviously not over the entire area despite it being within the orange line.

## FISCAL IMPACT:

Expanded mowing areas will result in more public works time. However, this work is eligible for the operations and maintenance grant from MNDOT.

## OPTIONS:

- 1) Adopt the July 2024 Crop Restriction Line map as proposed.
- 2) Amend and then adopt the 2024 Crop Restriction Line map.
- 3) Do not update the 2018 Crop Restriction Line Map.

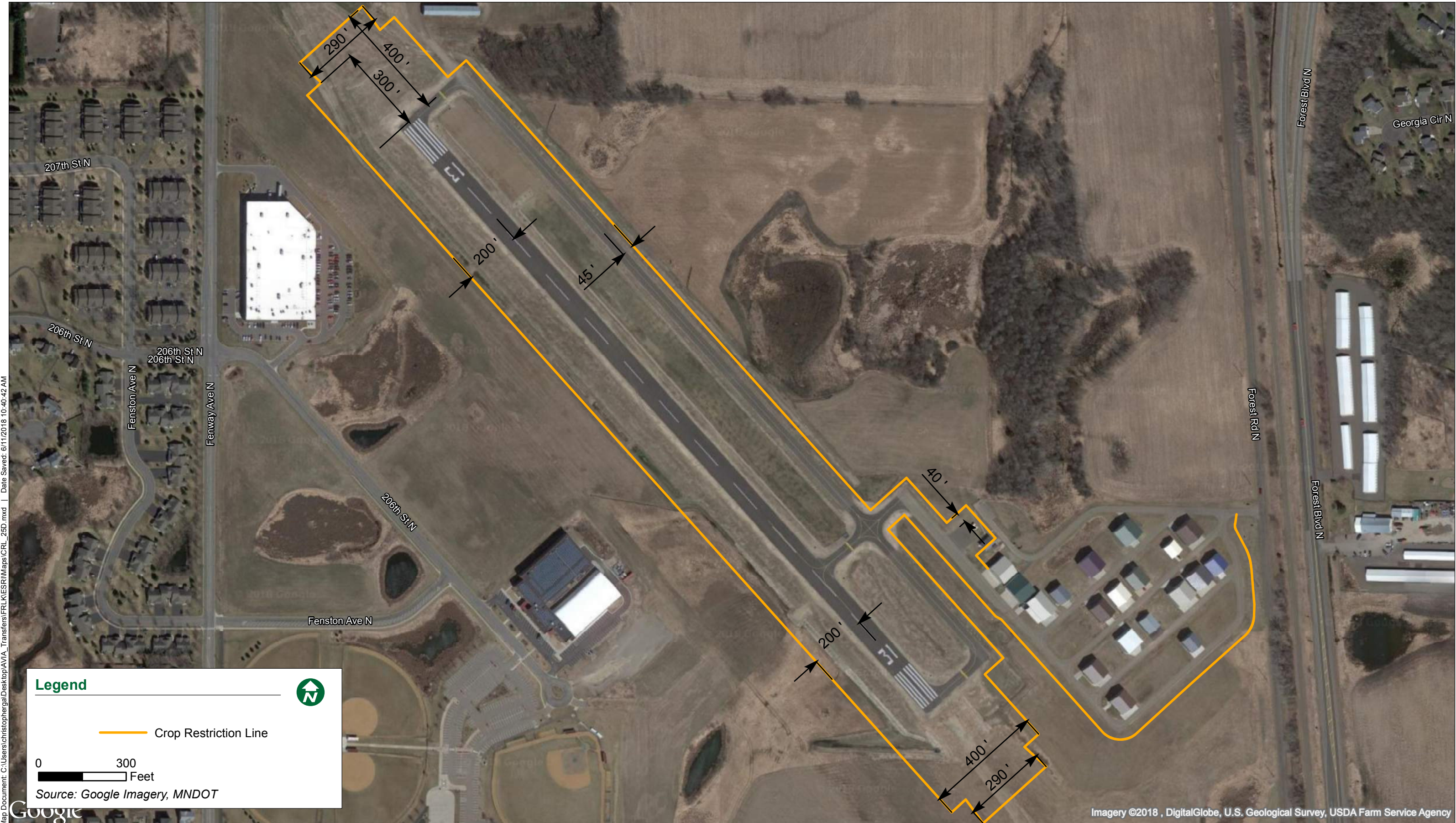
**RECOMMENDATIONS:**

**“Motion to approve the July 2024 Crop Restriction Line Map.”**

**ATTACHMENTS:**

- Crop Restriction Line Map dated June 2018
- Crop Restriction Line Map dated July 2024
- MNDOT Agricultural Operations Guidelines for Minnesota Airports











## Agricultural Operation Guidelines for Minnesota Airports

When communities lease public airport land for agricultural purposes, these guidelines should be followed to ensure that agricultural operations do not interfere with the airport, especially concerning protected surfaces. In addition to these guidelines, airport sponsors at NPIAS airports are responsible for meeting FAA airport design standards and should refer to current FAA guidance and their Airport Layout Plan.

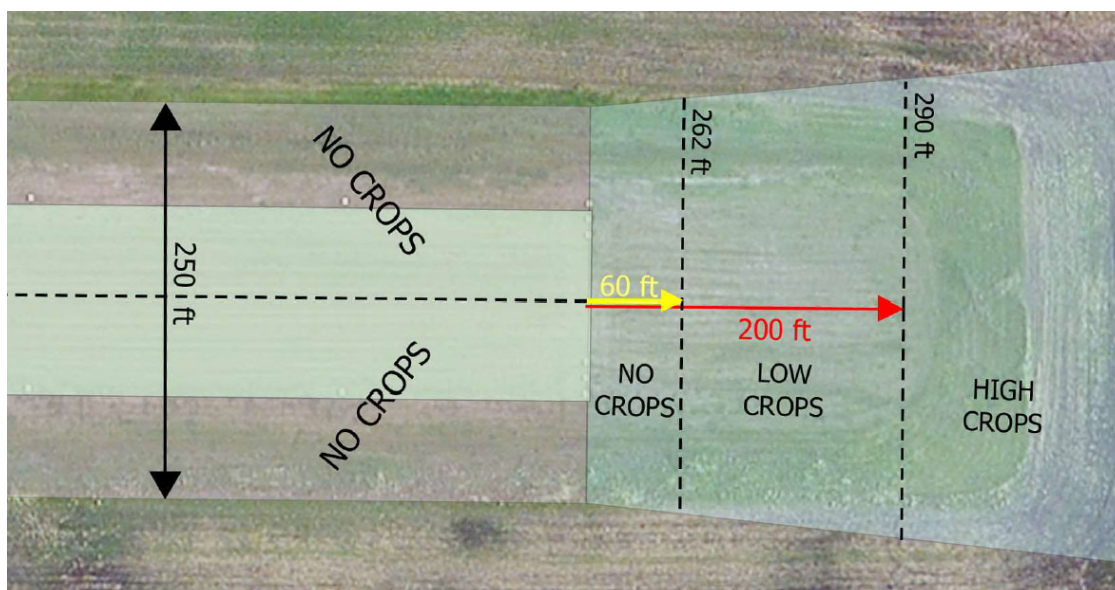
Airport sponsors should incorporate relevant information from this document into lease agreements. Furthermore, they should provide training to farm vehicle operators to ensure safe operation on airport premises. When farm vehicles are within the airport protected surface boundaries, they are considered obstructions and a NOTAM should be issued to make pilots aware of their presence.

This document distinguishes between two types of agricultural crops: low and high. Low crops are considered a harvest that does not grow over 3 feet tall, such as soybeans, alfalfa, hay, peas, wheat, barley, and oats. High crops are considered a harvest that grows over 3 feet tall, such as corn. Calculations for determining restrictions are based on the maximum height of the associated crops.

Each airport has different variables that affect agricultural limitations and restrictions. The variables are based on the airport layout, runway surface type, and the approach category set for each runway end. Please use the following breakdown to determine the appropriate guidelines for your airport.

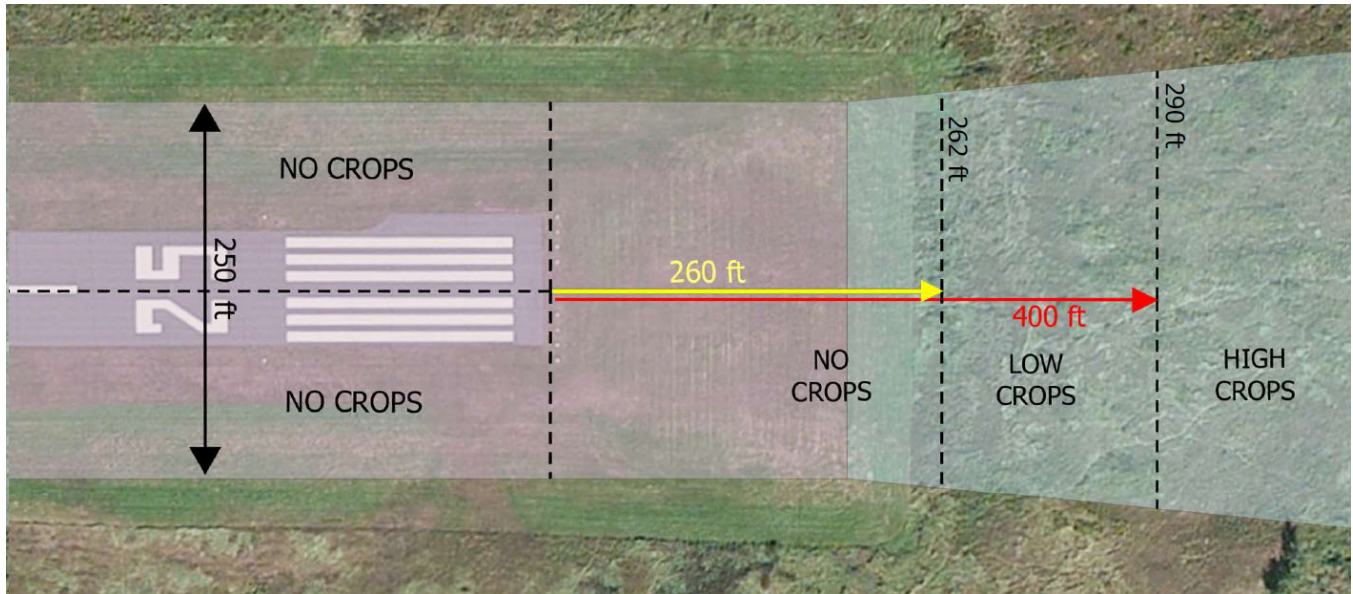
### 1. Turf Runway End with Visual Approach – A(V)

- Runway side:
  - Crops should not be planted within 125 feet on either side of the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 20:1 approach surface slope.
    - Low crops – plant at least 60 feet from the runway end.
    - High crops – plant at least 200 feet from the runway end.



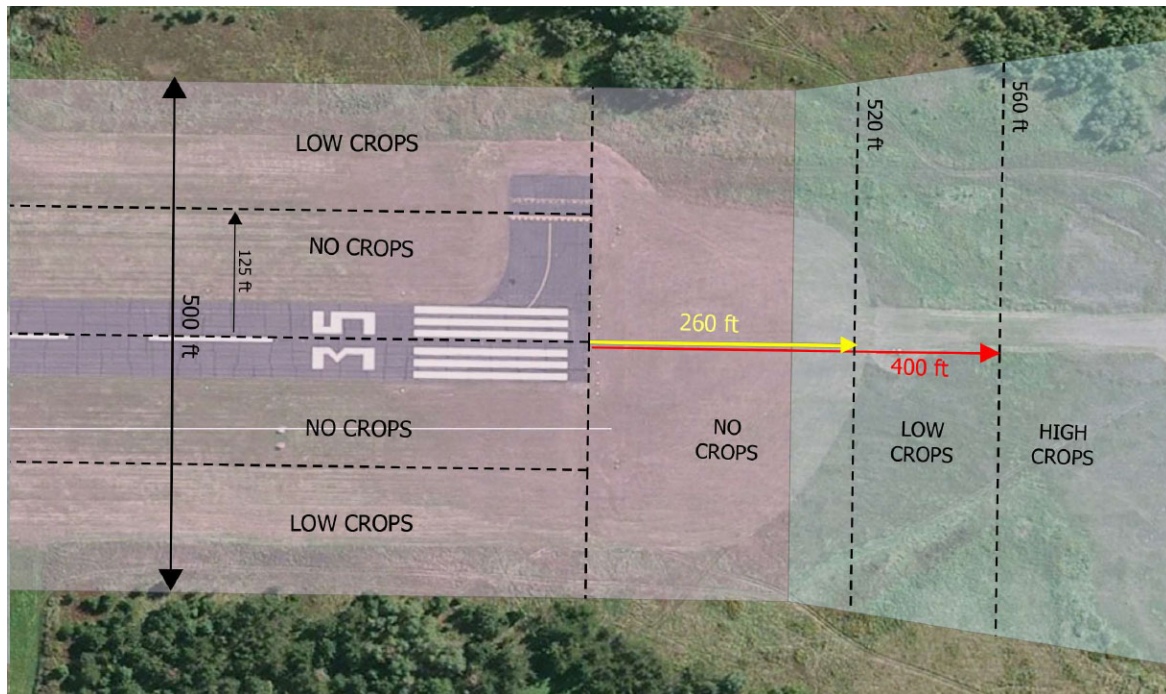
## 2. Paved Utility Runway End with Visual Approach – A(V)

- Runway side:
  - Crops should not be planted within 125 feet on either side of the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 20:1 approach surface slope.
    - Low crops – plant at least 260 feet from the runway end.
    - High crops – plant at least 400 feet from the runway end.



### 3. Paved Other than Utility Runway End with Visual Approach – B(V)

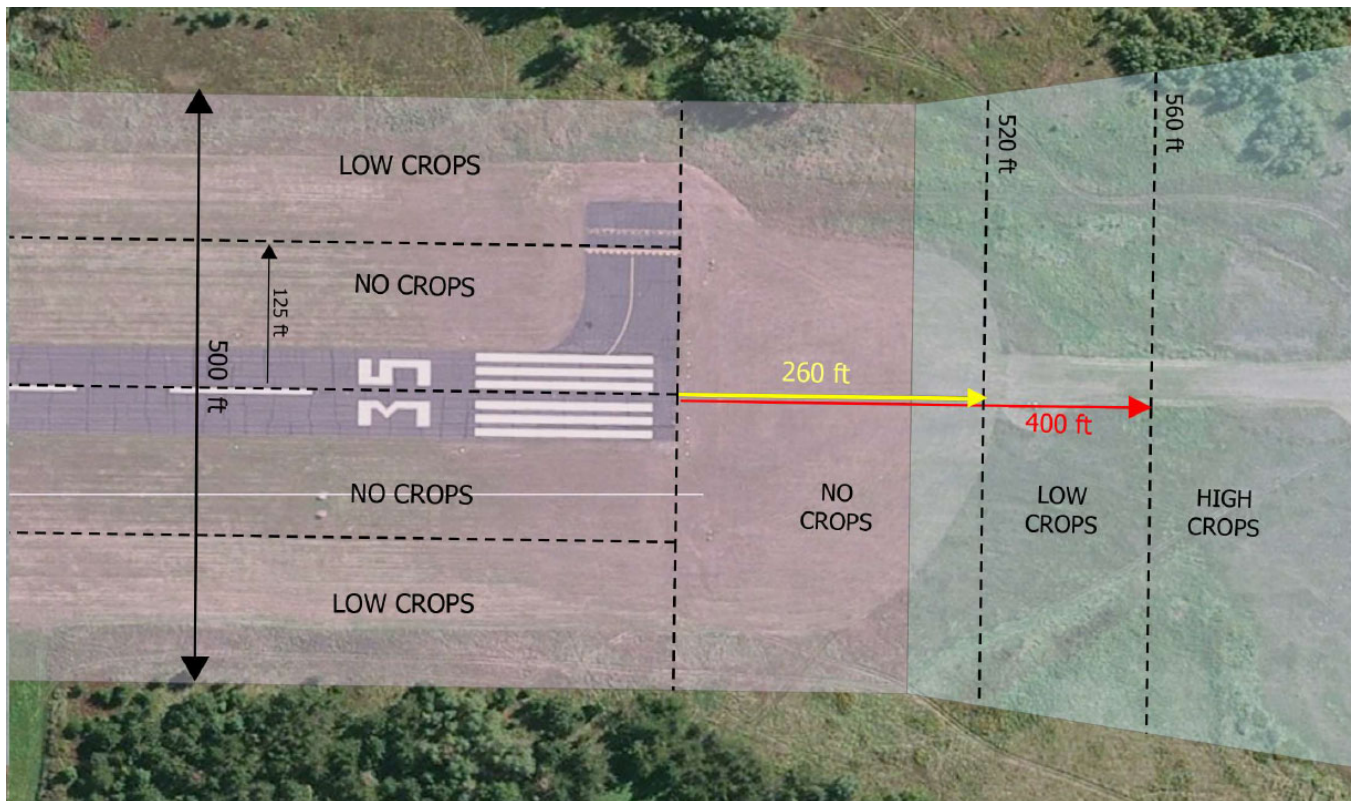
- Runway side:
  - Crops should not be planted within 125 feet on either side of the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 20:1 approach surface slope.
    - Low crops – plant at least 260 feet from the runway end.
    - High crops – plant at least 400 feet from the runway end.





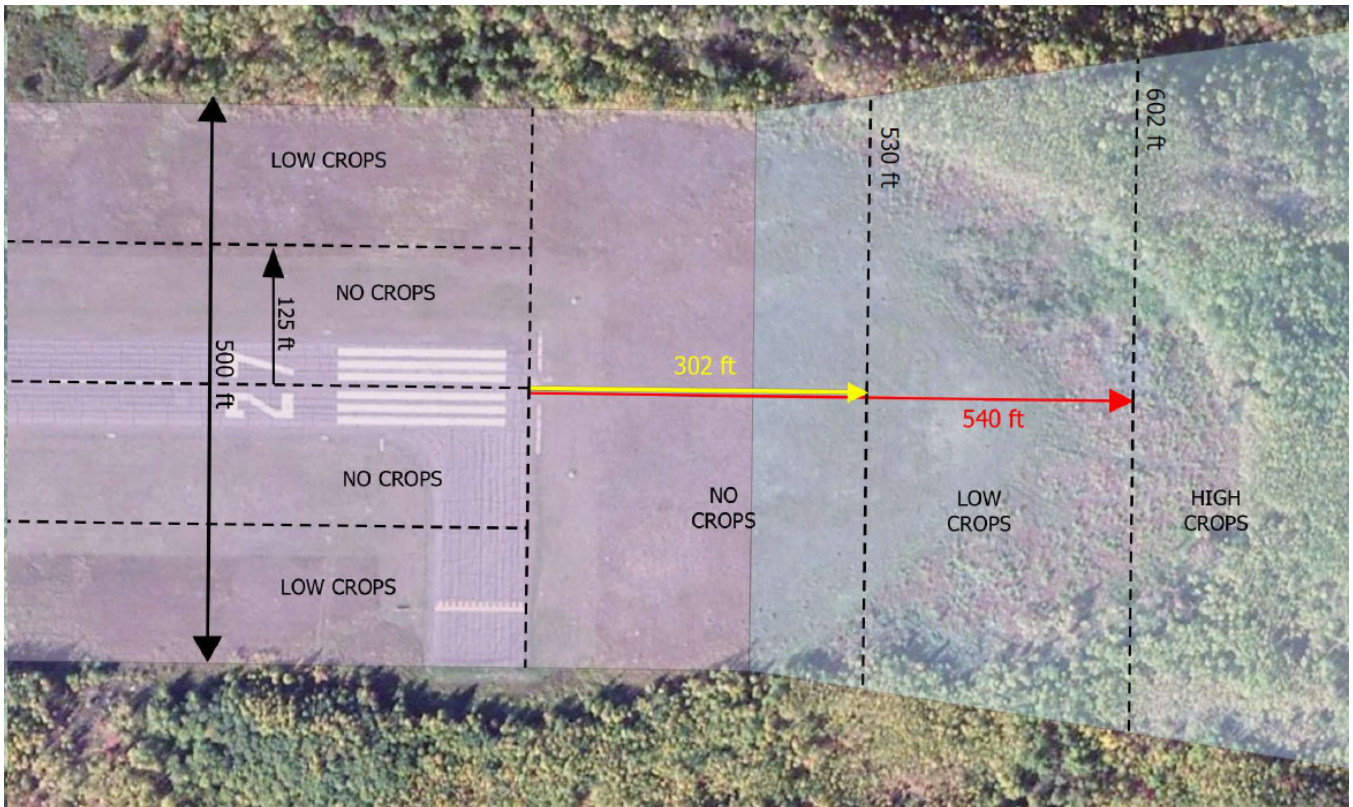
#### 4. Paved Utility Runway End with Non-Precision Approach – A(NP)

- Runway side:
  - Crops should not be planted within 125 feet on either side of the runway centerline.
  - Only low crops should be planted from 125 to 250 feet from the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 20:1 approach surface slope.
    - Low crops – plant at least 260 feet from the runway end.
    - High crops – plant at least 400 feet from the runway end.



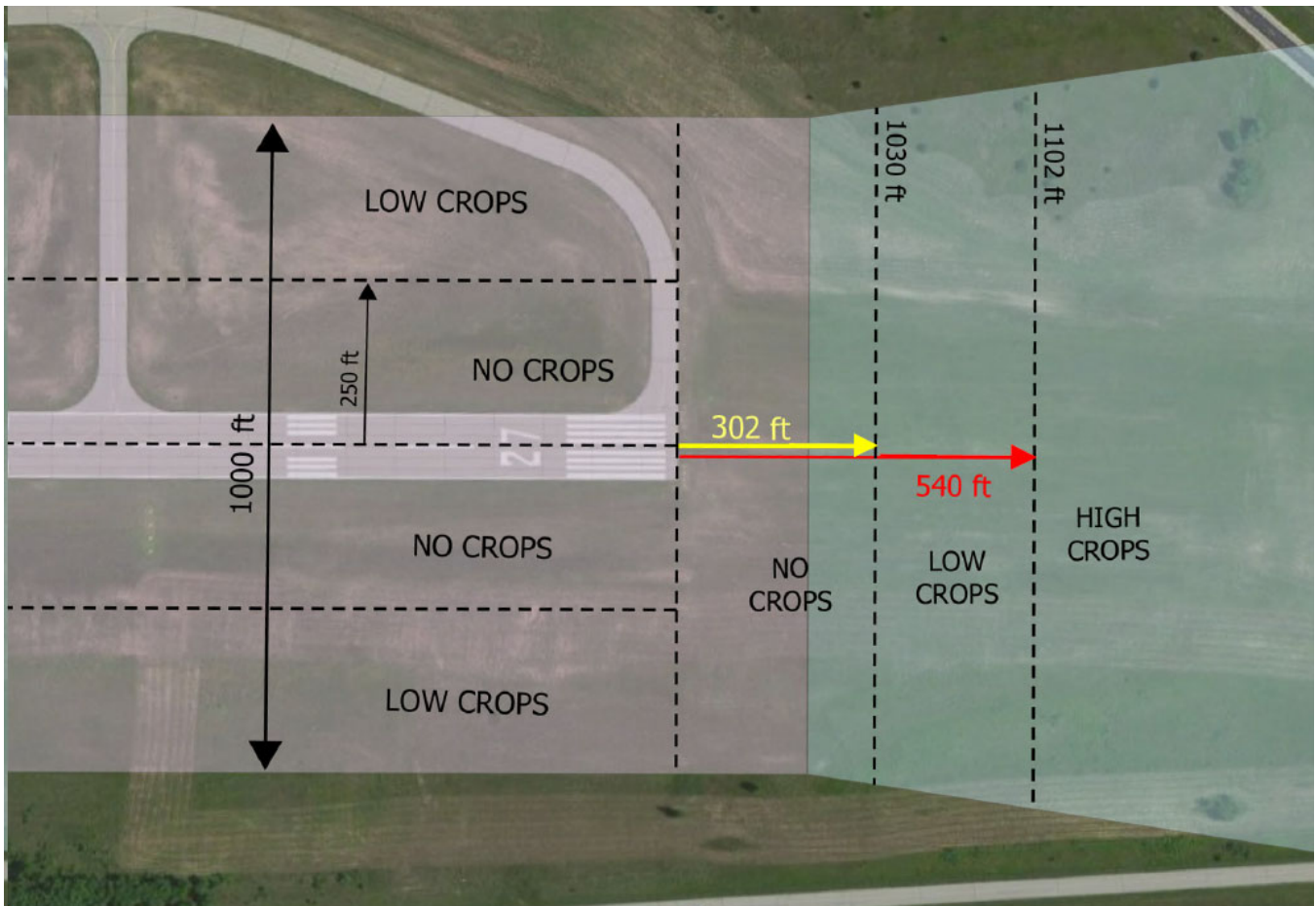
## 5. Paved Other than Utility Runway End with Non-Precision Approach and $>\frac{3}{4}$ mile visibility - C

- Runway side:
  - Crops should not be planted within 125 feet on either side of the runway centerline.
  - Only low crops should be planted from 125 to 250 feet from the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 34:1 approach surface slope.
    - Low crops – plant at least 302 feet from the runway end.
    - High crops – plant at least 540 feet from the runway end.



## 6. Paved Other than Utility Runway End with Non-Precision Approach and $< \frac{3}{4}$ mile visibility– D

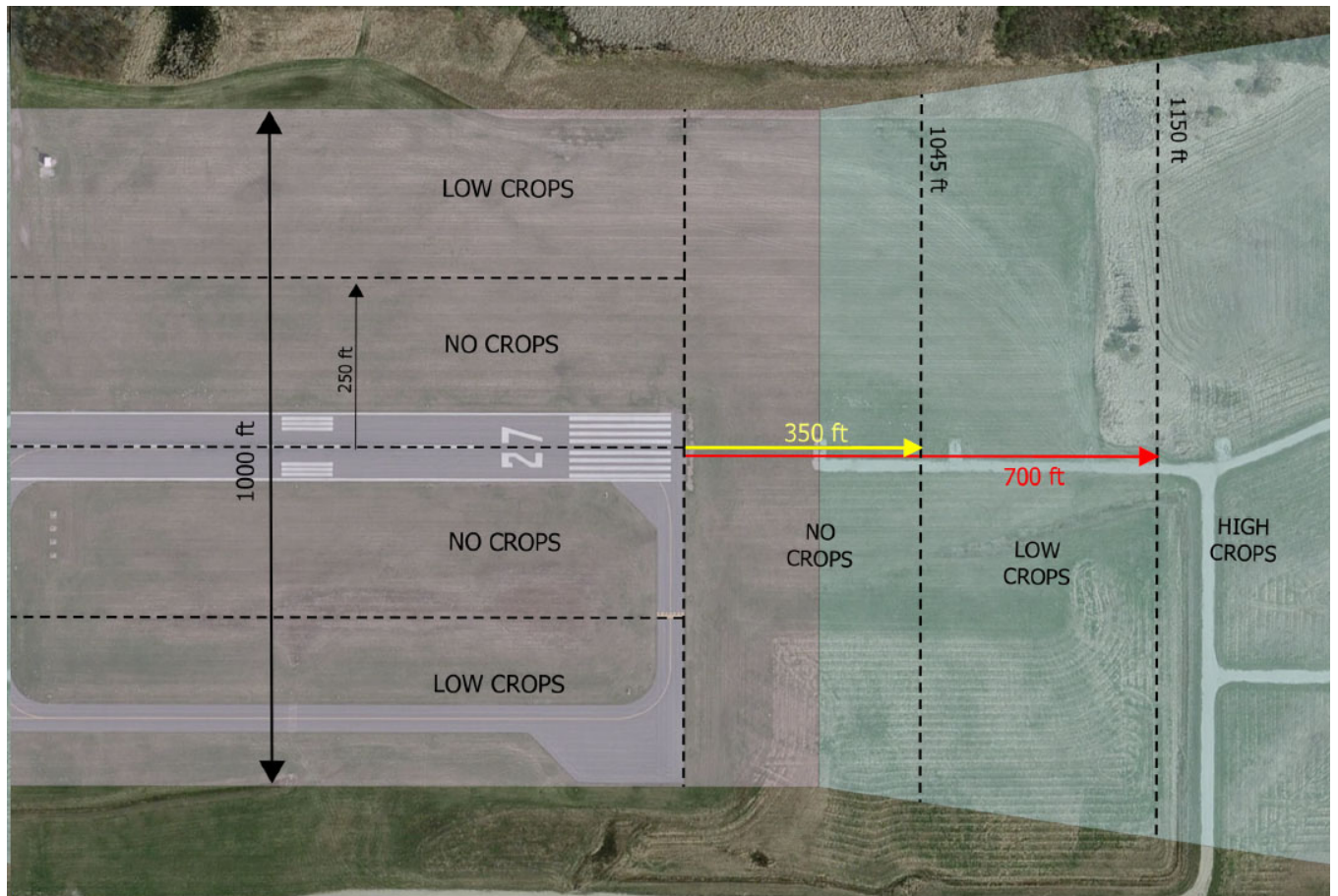
- Runway side:
  - Crops should not be planted within 250 feet from either side of the runway centerline.
  - Only low crops should be planted from 250 to 500 feet from either side of the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 34:1 approach surface slope.
    - Low crops – plant at least 302 feet from the runway end.
    - High crops – plant at least 540 feet from the runway end.





## 7. Paved Other than Utility Runway End with Precision Approach – PIR

- Runway side:
  - Crops should not be planted within 250 feet from either side of the runway centerline.
  - Only low crops should be planted from 250 to 500 feet from either side of the runway centerline.
- Runway end:
  - Crops must be planted at a proper distance from the runway end that ensures they do not obstruct the 50:1 approach surface slope.
    - Low crops – plant at least 350 feet from the runway end.
    - High crops – plant at least 700 feet from the runway end.

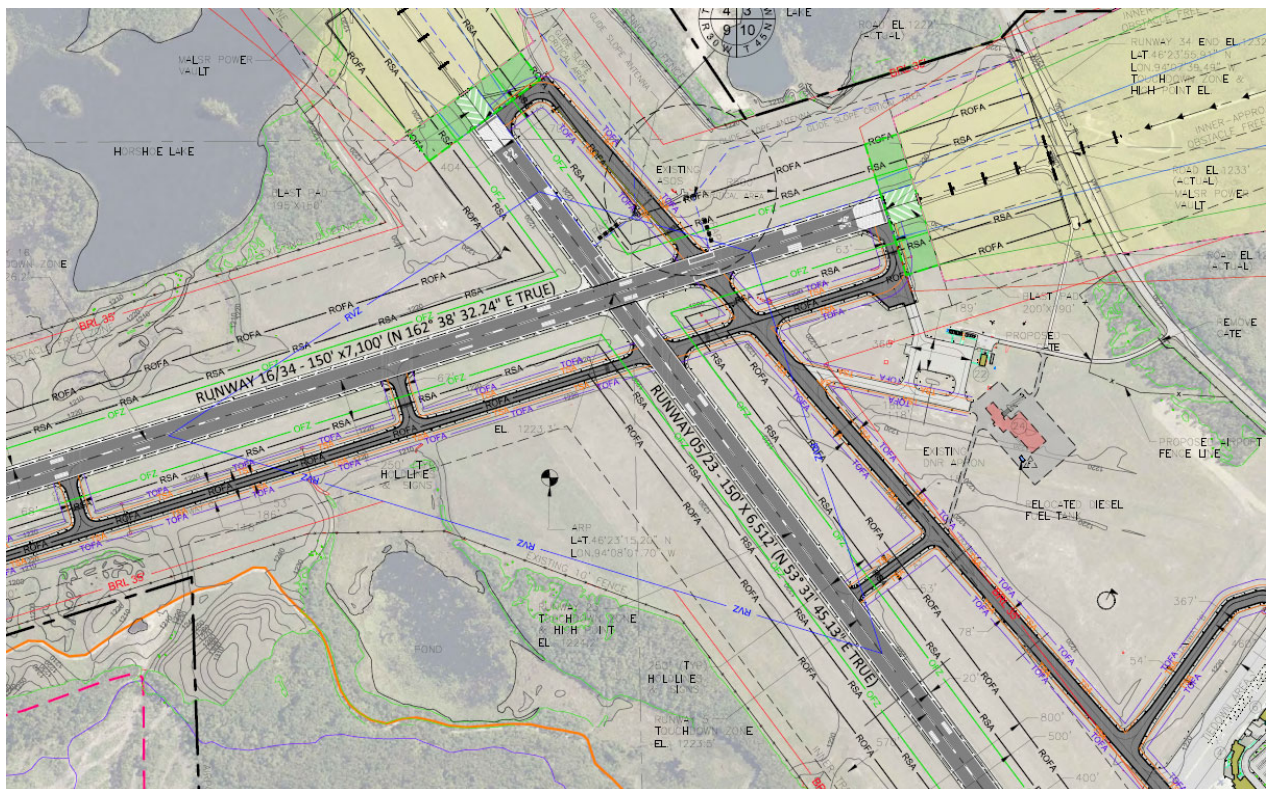


## 8. Intersecting Runways

The Runway Visibility Zone (RVZ) is a surface that provides a visual field of view enhancing pilot situational awareness to avoid conflict with aircraft operating on an intersecting runway. The RVZ must be kept clear of high crops to ensure sightlines between intersecting runways are not obscured.

No two airport layouts are identical, therefore the RVZ dimensions will be different at every airport. To determine the RVZ dimensions for an airport with intersecting runways, use the standards described in the latest FAA Airport Design AC 150/5300-13.

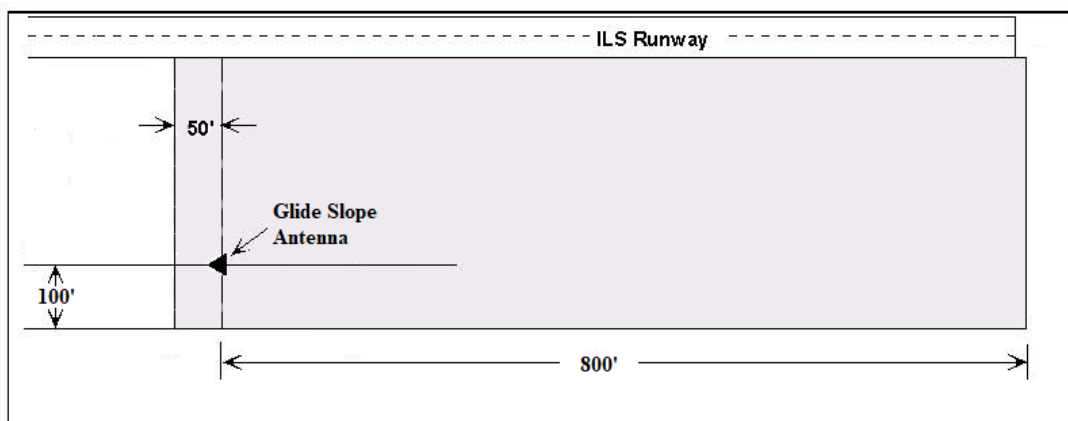
The RVZ should also be displayed on an airport layout plan (ALP). See the blue trapezoid shape in the below example ALP:



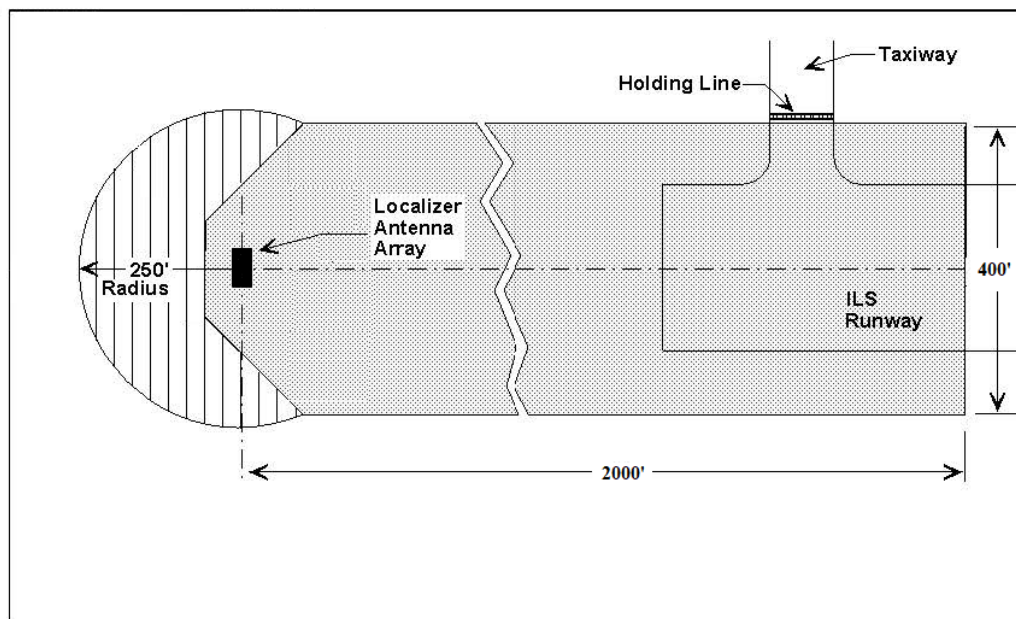
## 9. Airports with Navigational Aids (NAVAIDs)

Crops need to remain at a distance from airport navigational aids to ensure their signals are not blocked. Grass is permitted around NAVAIDs; however, it needs to remain below 12 inches in height.

- Instrument Landing System (ILS) –  
(Per FAA Order 6750.16E, Siting Criteria for Instrument Landing Systems)
  - Glideslope antenna. Crops are not permitted:
    - 50 ft behind the glide slope antenna,
    - 800 feet in front of the glide slope antenna, and
    - From the runway to 100 feet beyond the glide slope antenna.



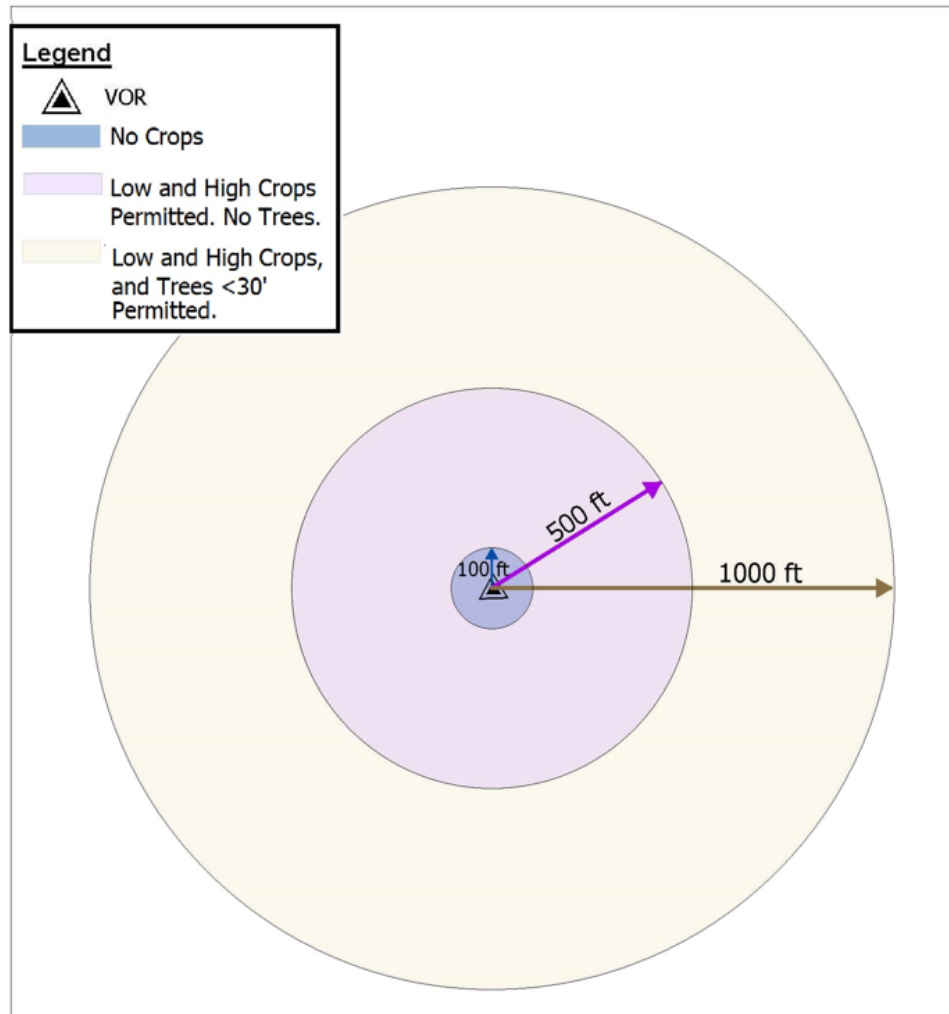
- Localizer antenna. Crops are not permitted:
  - Within a 250 ft radius of the localizer antenna, and
  - 2000 feet in front of the localizer antenna, 400 feet wide





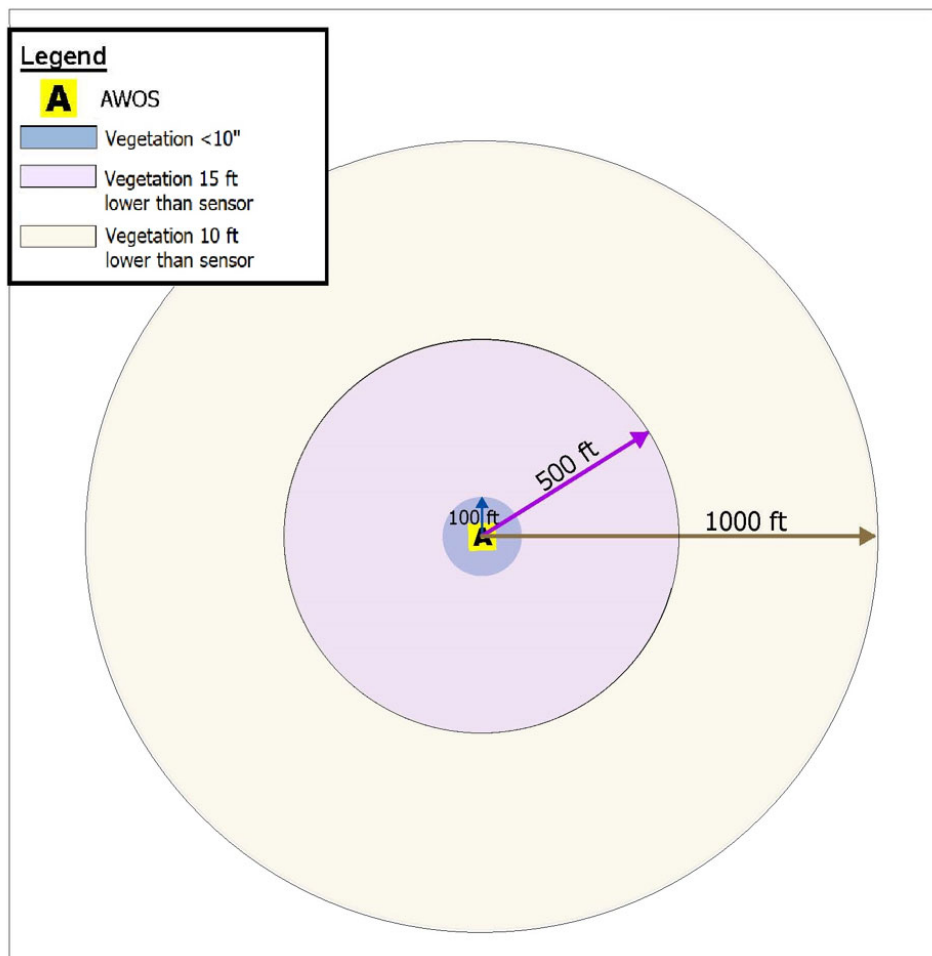
- Very High Frequency Omnidirectional Range (VOR) –
  - 0-100 ft radius: Crops are not permitted,
  - 100-500 ft radius: Low and high crops are permitted. No trees are permitted,
  - 500-1000 ft radius: Low and high crops are permitted. Single tree(s) of moderate height <30' are permitted,
  - >1000 ft radius: No restrictions.

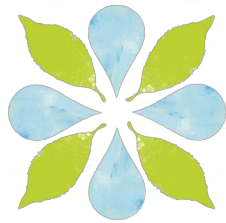
(Per FAA Order 6820.10 VOR, VOR/DME, and VORTAC Siting Criteria)



- Automated weather observation system (AWOS) –
  - 0-6 ft radius: Crops are not permitted,
  - 6-100 ft radius: All vegetation must be lower than 10 inches,
  - 100-500 ft radius: All vegetation must be at least 15 feet lower than the height of the wind sensor, and
  - 500-1000 ft radius: All vegetation must be at least 10 feet lower than the height of the wind sensor.

(Per FAA Order JO 6560.20C, Siting Criteria for AWOS)





# Forest Lake

AS GOOD AS IT SOUNDS

**Meeting Date:** September 9<sup>th</sup>, 2024  
**Agenda Item:** 2025 Preliminary Budget Discussion  
**To:** Honorable Mayor and City Councilmembers  
**From:** Kevin Knopik, Finance Director

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## BACKGROUND:

The City Council held a budget workshop on August 19<sup>th</sup>, 2024, to review and discuss the 2025 preliminary budget. During the meeting, City Council requested the following information:

- Description of the Contingency budget line item
- 2024 projected fund balance for the General Fund
- Budget items City does not have control over
- Details on the 2025 proposed park improvements projects

As a reminder, the preliminary tax levy is required to be sent to the County by September 30, 2024. The total tax levy amount submitted at this time cannot be increased, it can only be decreased. The City Council will be approving the preliminary tax levy at the September 23, 2024, City Council meeting.

## ISSUE BEFORE COUNCIL:

What changes, if any, does City Council have that should be made to the 2025 preliminary budget and preliminary tax levy for the September 23, 2024, City Council meeting?

## PROPOSAL/ANALYSIS:

### Contingency line-item budget

The City has an unassigned fund balance policy of 50% of the following years budget for the General fund. With the City adopting balanced budgets, the City's fund balance percentage will slowly decrease based on increases in expenditures year after year.



The following table assumes the ending 2024 fund balance will increase \$426,802 as noted below in the General Fund 2024 Projected Fund Balance Section, and a 5% increase in expenditures for 2026 and 2027. This table also assumes the \$250,000 contingency line-item budget is included for 2025 and \$500,000 is included in the contingency line-item budget in 2026 and 2027, consistent with the FMP. You can see from the table that the unassigned General Fund Balance is consistent with the City's fund balance policy.

| Description                          | 2024<br>Budget | 2025 Preliminary<br>Budget | 2026 Preliminary<br>Budget | 2027 Preliminary<br>Budget |
|--------------------------------------|----------------|----------------------------|----------------------------|----------------------------|
| General fund Budgeted Expenditures   | \$ 12,387,930  | \$ 13,155,972              | \$ 13,813,771              | \$ 14,504,459              |
| Unassigned General Fund Balance      | \$ 6,604,055   | \$ 6,854,055               | \$ 7,354,055               | \$ 7,854,055               |
| Percentage of following years budget | 50.20%         | 49.62%                     | 50.70%                     | 50.61%                     |

The following table assumes the ending 2024 fund balance to increase \$426,802 as previously noted and a 5% increase in expenditures for 2026 and 2027. This table also assumes the \$250,000 contingency line-item budget is removed for 2025. Additionally, \$500,000 is included in the contingency line-item budget in 2026 and 2027, consistent with the FMP. You can see from the table that the unassigned General Fund Balance is below the General Fund Balance policy of 50%.

| Description                          | 2024<br>Budget | 2025 Preliminary<br>Budget | 2026 Preliminary<br>Budget | 2027 Preliminary<br>Budget |
|--------------------------------------|----------------|----------------------------|----------------------------|----------------------------|
| General fund Budgeted Expenditures   | \$ 12,387,930  | \$ 13,155,972              | \$ 13,813,771              | \$ 14,504,459              |
| Unassigned General Fund Balance      | \$ 6,604,055   | \$ 6,604,055               | \$ 7,104,055               | \$ 7,604,055               |
| Percentage of following years budget | 50.20%         | 47.81%                     | 48.98%                     | 49.00%                     |

## General Fund 2024 Projected Fund Balance

A summary of the General Fund's 2024 projected revenue is below:

### City of Forest Lake General Fund Revenue Summary

| Function             | 2022<br>Actual       | 2023<br>Actual       | 2024<br>Budget       | 2024<br>Projected    | Percent<br>Increase/<br>Decrease |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------------------|
| Property taxes       | \$ 8,741,437         | \$ 9,316,102         | \$ 10,204,674        | \$ 10,102,627        | -1.0%                            |
| Licenses and permits | 566,469              | 609,080              | 556,000              | 635,044              | 14.2%                            |
| Intergovernmental    | 2,766,483            | 528,106              | 525,755              | 563,560              | 7.2%                             |
| Charges for services | 803,533              | 850,942              | 864,871              | 911,564              | 5.4%                             |
| Fine and forfeitures | 70,297               | 89,559               | 71,500               | 73,300               | 2.5%                             |
| Investment income    | (87,143)             | 275,384              | 95,000               | 95,000               | 0.0%                             |
| Miscellaneous        | 203,623              | 159,791              | 70,130               | 92,582               | 32.0%                            |
| Total                | <u>\$ 13,064,699</u> | <u>\$ 11,828,964</u> | <u>\$ 12,387,930</u> | <u>\$ 12,473,677</u> | <u>0.7%</u>                      |

Revenues are projected to exceed budget by \$85,747. Property taxes are estimated to be 99% of the 2024 budgeted based on historical collections. It is common that City's receive roughly 98% to 99% of the certified tax levy. Licenses and permits are projected to exceed budget by \$79,044 due to building permits related to conservative budgeting. Intergovernmental and charges for services are projected to exceed budget due to conservative budgeting.

A summary of the General Fund's 2024 projected expenditures is as follows:

| Category                          | 2022<br>Actual       | 2023<br>Actual       | 2024<br>Budget       | 2024<br>Projected    | Percent<br>Increase/<br>Decrease |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------------------|
| Wages and Benefits                | \$ 7,323,789         | \$ 8,063,752         | \$ 8,678,074         | \$ 8,317,268         | -4.2%                            |
| Supplies                          | 639,038              | 520,215              | 617,150              | 574,340              | -6.9%                            |
| Other Services and Charges        | 2,407,338            | 2,290,549            | 2,452,606            | 2,532,008            | 3.2%                             |
| Repairs and Maintenance and Other | 640,851              | 617,239              | 640,100              | 623,259              | -2.6%                            |
| Capital Outlay                    | -                    | 48,321               | -                    | -                    | 0.0%                             |
| Transfers out                     | 2,287,605            | -                    | -                    | -                    | 0.0%                             |
| Total                             | <u>\$ 13,298,621</u> | <u>\$ 11,540,076</u> | <u>\$ 12,387,930</u> | <u>\$ 12,046,875</u> | <u>-2.8%</u>                     |

Expenditures are projected to be under budget by \$341,055. This is mostly due to wages and benefits projected to be under budget by \$360,806. This is due to a variety of reasons including budgeted positions not hired and positions vacancies. More detail is included in first attachment to this memo.

With revenues projected to exceed budget and expenditures projected to be under budget, the 2024 General fund balance is projected to increase \$426,802.

### Uncontrollable City Costs

Within the City's General Fund budget, there are budget line items that the City cannot control the cost. Examples include City insurance costs for property, liability, auto and workers compensation, computer support, electric utilities, fuel and cost of repairs and maintenance. Expenditures related to supplies, other charges and services, and repairs and maintenance increased 2.87% from the 2024 budget. The table below illustrates that most of the increase in General fund expenditures is due to wages and benefits and the Contingency line-item budget. The City does not expect the same level of increase in expenditures noted above in 2025.

| City of Forest Lake<br>General Fund Expenditure Summary by Category |                     |                     |                     |                            |                                  |
|---|---------------------|---------------------|---------------------|----------------------------|----------------------------------|
| Category  | 2022<br>Actual      | 2023<br>Actual      | 2024<br>Budget      | 2025 Preliminary<br>Budget | Percent<br>Increase/<br>Decrease |
| Wages and Benefits  | \$ 7,323,789        | \$ 8,063,752        | \$ 8,678,074        | \$ 9,339,657               | 7.6%                             |
| Supplies  | 639,038             | 520,215             | 617,150             | 625,205                    | 1.3%                             |
| Other Services and Charges  | 2,407,338           | 2,290,549           | 2,452,606           | 2,532,519                  | 3.3%                             |
| Repairs and Maintenance and Other                                   | 640,851             | 617,239             | 640,100             | 908,591                    | 41.9%                            |
| Capital Outlay  | -                   | 48,321              | -                   | -                          | 0.0%                             |
| Transfers out   | 2,287,605           | -                   | -                   | -                          | 0.0%                             |
| Total   | <u>\$13,298,621</u> | <u>\$11,540,076</u> | <u>\$12,387,930</u> | <u>\$ 13,405,972</u>       | <u>8.2%</u>                      |

### 2025 Proposed Park Improvements Projects

Details of the proposed park improvements included in the 2025 budget are below with additional details in the attachments to this memo.

#### Manor Park

Install bituminous parking stalls and path from street to playground for ADA access.

- Remove and replace plastic border.
- Remove existing surfacing and install fabric and new wood chips/rubber mulch.
- Remove playground and replace new playground with attention to observed deficiencies.
  - o ADA feature(s)
  - o Swing Set
  - o Benches within playground area
  - o Provide Shade (Structurally within playground system or tree plantings)

### Kulenkamp Park

- Dugout concrete pad, roof, and dugout fencing – Field 1.
- Dugout concrete pad, roof, and dugout fencing. Backstop extension & outfield fencing - Field 4.
- Electricity to new storage shed.
- Grading/fill low spots in multiple areas.
- Pathways to KK3 & KK4 from parking lot.

### Castlewood Golf Course

Expanding Green on Hole #5 - \$20,000 o

- Increase green area for better playability and maintenance.
- Expanding Green and installation of drain tile on Hole #6 - \$25,000
  - Eliminate drop-offs for better play and maintenance, relieve standing water.
- Installation of drain tile on hole #3 - \$12,500
  - Relieve standing water issues.
- Installation of drain tile on Hole #7 - \$12,500
  - Relieve standing water issues.
- Tee box expansion on Hole #5 - \$10,000
  - Create forward Women's tee.

### Current Proposed Property Tax Levy

Since the August 19<sup>th</sup>, 2024 Budget workshop meeting, one change as been made to the preliminary property tax levy. The Parks and Recreation position 2025 wage budget has been decreased to reflect the City Council approved position. The proposed property tax levy with this change is below.

| DESCRIPTION                         | Final Tax<br>Levy Year | 2024 Tax Levy | 2025<br>Preliminary | Percent<br>Increase/Decrease |
|-------------------------------------|------------------------|---------------|---------------------|------------------------------|
| <b>Opertaing and Capital Levies</b> |                        |               |                     |                              |
| General Fund                        | ongoing                | \$ 10,204,674 | \$ 11,170,216       | 9.46%                        |
| Park Dedication Fund                | ongoing                | 100,000       | 600,000             | 500.00%                      |
| Capital Improvement Fund            | ongoing                | 997,000       | 1,145,000           | 14.84%                       |
| Capital Equipment Fund              | ongoing                | 950,000       | 1,035,000           | 8.95%                        |
| EDA fund                            | ongoing                | 157,460       | 203,989             | 29.55%                       |
| Building Maintenance Fund           | ongoing                | 50,000        | 100,000             | 100.00%                      |
| <b>Debt Service Levies</b>          |                        |               |                     |                              |
| 2019A Debt Refunding                | 2033                   | 1,415,100     | 1,414,100           | -0.07%                       |
| 2014A Tax abatement Bond            | 2034                   | 628,530       | 628,753             | 0.04%                        |
| 2019 GO Bonds (Street)              | 2034                   | 344,865       | 332,063             | -3.71%                       |
| 2024A Equipment Certificates        | 2034                   | 105,000       | 298,849             | 184.62%                      |
| TOTAL                               |                        | \$ 14,952,629 | \$ 16,927,970       | 13.21%                       |

**FISCAL IMPACT:**

As currently proposed, the City's tax levy would increase 13.21%

**DISCUSSION:**

City Staff needs feedback from City Council at this meeting before the City Council certifies the preliminary tax levy, which will be at the September 23rd meeting. As mentioned previously, City Council can reduce the tax levy from the amount certified but cannot increase this amount.

**ATTACHMENTS:**

- General Fund 2024 Expenditure Projected Activity by Department and Category
- Manor Park Details
- Kulenkamp Park Details

| City of Forest Lake<br>General Fund Expenditure Summary by Department and Category |                            |                            |                            |                            |                                 |                           | Budget Notes  |
|--|----------------------------|----------------------------|----------------------------|----------------------------|---------------------------------|---------------------------|---|
| Department/Category  | 2022<br>Actual             | 2023<br>Actual             | 2024<br>Budget             | 2024 Projected<br>Activity | Dollar<br>Increase/<br>Decrease | Percent<br>Budget<br>Used |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| <b>Administration</b>  |                            |                            |                            |                            |                                 |                           |   |
| Mayor and Council  |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | \$ 30,856                  | \$ 30,775                  | \$ 31,279                  | \$ 30,722                  | \$ (557)                        | -1.8%                     |   |
| Supplies   | 88                         | 492                        | 100                        | 100                        | -                               | 0.0%                      |   |
| Other services and charges   | 1,027                      | 32                         | 3,600                      | 480                        | (3,120)                         | -86.7%                    |   |
| Repairs and maintenance and other  | 26,420                     | 26,948                     | 27,400                     | 27,510                     | 110                             | 0.4%                      |   |
| Total  | <u>\$ 58,391</u>           | <u>\$ 58,247</u>           | <u>\$ 62,379</u>           | <u>\$ 58,812</u>           | <u>\$ (3,567)</u>               | <u>-5.7%</u>              |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Administration   |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | \$ 360,177                 | \$ 311,796                 | \$ 490,146                 | \$ 308,437                 | \$ (181,709)                    | -37.1%                    | 2024 budget had HR and Assistant City Admin, both which have been vacant. Deputy City Clerk vacant till late April 2024 |
| Supplies   | 965                        | 568                        | 800                        | 1,500                      | 700                             | 87.5%                     |   |
| Other services and charges   | 13,700                     | 7,958                      | 21,500                     | 41,396                     | 19,896                          | 92.5%                     | contracted marketing/communications   |
| Repairs and maintenance and other  | 8,805                      | 16,979                     | 22,600                     | 28,774                     | 6,174                           | 27.3%                     |   |
| Total  | <u>\$ 383,647</u>          | <u>\$ 337,301</u>          | <u>\$ 535,046</u>          | <u>\$ 380,107</u>          | <u>\$ (154,939)</u>             | <u>-29.0%</u>             |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Finance  |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | \$ 288,642                 | \$ 282,242                 | \$ 304,556                 | \$ 288,662                 | \$ (15,894)                     | -5.2%                     |   |
| Supplies   | 13,026                     | 10,083                     | 11,100                     | 7,876                      | (3,224)                         | -29.0%                    |   |
| Other services and charges   | 466,995                    | 567,485                    | 594,397                    | 589,728                    | (4,669)                         | -0.8%                     |   |
| Repairs and maintenance and other  | 36,544                     | 13,837                     | 22,500                     | 16,127                     | (6,373)                         | -28.3%                    |   |
| Total  | <u>\$ 805,207</u>          | <u>\$ 873,647</u>          | <u>\$ 932,553</u>          | <u>\$ 902,393</u>          | <u>\$ (30,160)</u>              | <u>-3.2%</u>              |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Elections  |                            |                            |                            |                            |                                 |                           |   |
| Other services and charges   | <u>\$ 58,974</u>           | <u>\$ 7,483</u>            | <u>\$ 66,200</u>           | <u>\$ 66,200</u>           | <u>\$ -</u>                     | <u>0.0%</u>               |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Information Technology   |                            |                            |                            |                            |                                 |                           |   |
| Supplies   | \$ 18,926                  | \$ 12,304                  | \$ 25,000                  | \$ 21,325                  | \$ (3,675)                      | -14.7%                    |   |
| Other services and charges   | 166,671                    | 304,823                    | 350,000                    | 352,226                    | 2,226                           | 0.6%                      |   |
| Total  | <u>\$ 185,597</u>          | <u>\$ 317,127</u>          | <u>\$ 375,000</u>          | <u>\$ 373,551</u>          | <u>\$ (1,449)</u>               | <u>-0.4%</u>              |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Assessing  |                            |                            |                            |                            |                                 |                           |   |
| Other services and charges   | <u>\$ 128,937</u>          | <u>\$ 138,160</u>          | <u>\$ 141,189</u>          | <u>\$ 145,000</u>          | <u>\$ 3,811</u>                 | <u>2.7%</u>               |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Legal  |                            |                            |                            |                            |                                 |                           |   |
| Other services and charges   | <u>\$ 71,151</u>           | <u>\$ 110,018</u>          | <u>\$ 72,000</u>           | <u>\$ 127,329</u>          | <u>\$ 55,329</u>                | <u>76.8%</u>              | increase in general legal requirements for City   |
|  |                            |                            |                            |                            |                                 |                           |   |
| General government buildings   |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | \$ 155,617                 | \$ 174,606                 | \$ 183,930                 | \$ 182,202                 | \$ (1,728)                      | -0.9%                     |   |
| Supplies   | 10,160                     | 13,282                     | 12,650                     | 12,650                     | -                               | 0.0%                      |   |
| Other services and charges   | 128,007                    | 113,190                    | 128,900                    | 120,355                    | (8,545)                         | -6.6%                     |   |
| Repairs and maintenance and other  | 41,253                     | 45,453                     | 60,700                     | 61,423                     | 723                             | 1.2%                      |   |
| Total  | <u>\$ 335,037</u>          | <u>\$ 346,531</u>          | <u>\$ 386,180</u>          | <u>\$ 376,630</u>          | <u>\$ (9,550)</u>               | <u>-2.5%</u>              |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| Human Rights Commission  |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | <u>\$ -</u>                | <u>\$ -</u>                | <u>\$ 2,260</u>            |                            | <u>\$ (2,260)</u>               | <u>-100.0%</u>            |   |
| Total Administration   | <u><u>\$ 2,026,941</u></u> | <u><u>\$ 2,188,514</u></u> | <u><u>\$ 2,572,807</u></u> | <u><u>\$ 2,430,022</u></u> | <u><u>\$ (142,785)</u></u>      | <u><u>-5.5%</u></u>       |   |
|  |                            |                            |                            |                            |                                 |                           |   |
| <b>Community Development</b>   |                            |                            |                            |                            |                                 |                           |   |
| Wages and benefits   | \$ 79,707                  | \$ 268,928                 | \$ 338,121                 | \$ 314,561                 | \$ (23,560)                     | -7.0%                     |   |
| Supplies   | 235                        | 199                        | 800                        | 500                        | (300)                           | -37.5%                    |   |
| Other services and charges   | 328,996                    | 48,999                     | 120,590                    | 85,246                     | (35,344)                        | -29.3%                    |   |
| Repairs and maintenance and other  | 728                        | 1,020                      | 2,200                      | 1,500                      | (700)                           | -31.8%                    |   |
| Total  | <u>\$ 409,666</u>          | <u>\$ 319,146</u>          | <u>\$ 461,711</u>          | <u>\$ 401,807</u>          | <u>\$ (59,904)</u>              | <u>-13.0%</u>             |   |



| City of Forest Lake<br>General Fund Expenditure Summary by Department and Category |                     |                     |                     |                            |                                 |                           |   |
|--|---------------------|---------------------|---------------------|----------------------------|---------------------------------|---------------------------|---|
| Department/Category  | 2022<br>Actual      | 2023<br>Actual      | 2024<br>Budget      | 2024 Projected<br>Activity | Dollar<br>Increase/<br>Decrease | Percent<br>Budget<br>Used | Budget Notes  |
| <b>Public Safety</b>   |                     |                     |                     |                            |                                 |                           |   |
| Police   |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 3,977,380        | \$ 4,411,405        | \$ 4,594,419        | \$ 4,564,191               | \$ (30,228)                     | -0.7%                     |   |
| Supplies   | 203,130             | 149,251             | 184,000             | 201,445                    | 17,445                          | 9.5%                      |   |
| Other services and charges   | 357,974             | 393,355             | 405,700             | 409,600                    | 3,900                           | 1.0%                      |   |
| Repairs and maintenance and other  | 99,046              | 92,389              | 84,000              | 76,700                     | (7,300)                         | -8.7%                     |   |
| Total  | <u>\$ 4,637,530</u> | <u>\$ 5,046,400</u> | <u>\$ 5,268,119</u> | <u>\$ 5,251,936</u>        | <u>\$ (16,183)</u>              | <u>-0.3%</u>              |   |
| Fire   |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 596,089          | \$ 694,099          | \$ 724,437          | \$ 744,309                 | \$ 19,872                       | 2.7%                      |   |
| Supplies   | 152,633             | 112,983             | 111,000             | 99,989                     | (11,011)                        | -9.9%                     |   |
| Other services and charges   | 159,798             | 163,813             | 150,880             | 162,181                    | 11,301                          | 7.5%                      |   |
| Repairs and maintenance and other  | 108,920             | 94,161              | 95,700              | 96,249                     | 549                             | 0.6%                      |   |
| Total  | <u>\$ 1,017,440</u> | <u>\$ 1,065,056</u> | <u>\$ 1,082,017</u> | <u>\$ 1,102,728</u>        | <u>\$ 20,711</u>                | <u>1.9%</u>               |   |
| Building Inspections   |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 432,391          | \$ 464,149          | \$ 483,592          | \$ 439,847                 | \$ (43,745)                     | -9.0%                     | Building official unfilled and not projected to fill in 2024  |
| Supplies   | 6,663               | 6,010               | 8,200               | 5,737                      | (2,463)                         | -30.0%                    |   |
| Other services and charges   | 24,302              | 56,533              | 15,050              | 143,207                    | 128,157                         | 851.5%                    | contracted building inspector and plan review                 |
| Repairs and maintenance and other  | 2,119               | 6,511               | 6,400               | 3,106                      | (3,294)                         | -51.5%                    |   |
| Total  | <u>\$ 465,475</u>   | <u>\$ 533,203</u>   | <u>\$ 513,242</u>   | <u>\$ 591,897</u>          | <u>\$ 78,655</u>                | <u>15.3%</u>              |   |
| Total Public Safety  | <u>6,120,445</u>    | <u>6,644,659</u>    | <u>6,863,378</u>    | <u>6,946,561</u>           | <u>83,183</u>                   | <u>1.2%</u>               |   |
| <b>Public Works</b>  |                     |                     |                     |                            |                                 |                           |   |
| Streets  |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 756,121          | \$ 635,000          | \$ 685,924          | \$ 633,262                 | \$ (52,662)                     | -7.7%                     | position vacant for 3 months and lower rate of pay of retiree |
| Supplies   | 127,847             | 87,979              | 136,000             | 96,992                     | (39,008)                        | -28.7%                    |   |
| Other services and charges   | 21,477              | 22,495              | 17,500              | 14,487                     | (3,013)                         | -17.2%                    |   |
| Repairs and maintenance and other  | 155,112             | 131,989             | 159,500             | 148,562                    | (10,938)                        | -6.9%                     |   |
| Total  | <u>\$ 1,060,557</u> | <u>\$ 877,463</u>   | <u>\$ 998,924</u>   | <u>\$ 893,303</u>          | <u>\$ (105,621)</u>             | <u>-10.6%</u>             |   |
| Street lighting  |                     |                     |                     |                            |                                 |                           |   |
| Other services and charges   | \$ 135,028          | \$ 125,502          | \$ 137,500          | \$ 125,398                 | \$ (12,102)                     | -8.8%                     |   |
| Repairs and maintenance and other  | 11,903              | 12,691              | 25,000              | 25,000                     | -                               | 0.0%                      |   |
| Total  | <u>\$ 146,931</u>   | <u>\$ 138,193</u>   | <u>\$ 162,500</u>   | <u>\$ 150,398</u>          | <u>\$ (12,102)</u>              | <u>-7.4%</u>              |   |
| Engineering  |                     |                     |                     |                            |                                 |                           |   |
| Other services and charges   | <u>\$ 25,000</u>    | <u>\$ 30,000</u>    | <u>\$ 30,000</u>    | <u>\$ 30,000</u>           | <u>\$ -</u>                     | <u>0.0%</u>               |   |
| Equipment shop   |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 95,591           | \$ 99,055           | \$ 103,452          | \$ 101,825                 | \$ (1,627)                      | -1.6%                     |   |
| Supplies   | 19,206              | 27,346              | 26,300              | 27,570                     | 1,270                           | 4.8%                      |   |
| Other services and charges   | 30,032              | 14,258              | 32,000              | 15,630                     | (16,370)                        | -51.2%                    |   |
| Repairs and maintenance and other  | 8,732               | 7,528               | 6,000               | 148                        | (5,852)                         | -97.5%                    |   |
| Total  | <u>\$ 153,561</u>   | <u>\$ 148,187</u>   | <u>\$ 167,752</u>   | <u>\$ 145,173</u>          | <u>\$ (22,579)</u>              | <u>-13.5%</u>             |   |
| Compost  |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 9,753            | \$ 10,276           | \$ 10,765           | \$ 10,873                  | \$ 108                          | 1.0%                      |   |
| Supplies   | 2,994               | 1,246               | 5,000               | 12,869                     | 7,869                           | 157.4%                    |   |
| Other services and charges   |                     |                     |                     |                            | -                               | 100.0%                    |   |
| Total  | <u>\$ 12,747</u>    | <u>\$ 11,522</u>    | <u>\$ 15,765</u>    | <u>\$ 23,742</u>           | <u>\$ 7,977</u>                 | <u>50.6%</u>              |   |
| Recycling  |                     |                     |                     |                            |                                 |                           |   |
| Other services and charges   | <u>\$ 536</u>       | <u>\$ 4,500</u>     | <u>\$ -</u>         | <u>\$ -</u>                | <u>\$ -</u>                     | <u>0.0%</u>               |   |
| Weed harvester   |                     |                     |                     |                            |                                 |                           |   |
| Wages and benefits   | \$ 13,725           | \$ -                | \$ -                | \$ -                       | \$ -                            | 0.0%                      |   |
| Other services and charges   | 2,690               | -                   | -                   | -                          | -                               | 0.0%                      |   |
| Repairs and maintenance and other  | 1,947               | -                   | -                   | -                          | -                               | 0.0%                      |   |
| Total  | <u>\$ 18,362</u>    | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>                | <u>\$ -</u>                     | <u>0.0%</u>               |   |
| Total Public Works   | <u>1,417,694</u>    | <u>1,209,865</u>    | <u>1,374,941</u>    | <u>1,242,616</u>           | <u>(132,325)</u>                | <u>-9.6%</u>              |   |

| City of Forest Lake<br>General Fund Expenditure Summary by Department and Category |                             |                             |                             |                             |                                 |                           | Budget Notes   |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|---------------------------------|---------------------------|--|
| Department/Category  | 2022<br>Actual              | 2023<br>Actual              | 2024<br>Budget              | 2024 Projected<br>Activity  | Dollar<br>Increase/<br>Decrease | Percent<br>Budget<br>Used |  |
| <b>Culture and Recreation</b>  |                             |                             |                             |                             |                                 |                           |  |
| Park programs  |                             |                             |                             |                             |                                 |                           |  |
| Wages and benefits   | \$ 133,052                  | \$ 140,827                  | \$ 167,055                  | \$ 127,118                  | \$ (39,937)                     | -23.9%                    | vacant position since may, estimate new hire as of 10/1/2024 |
| Supplies   | 1,463                       | 3,088                       | 1,900                       | 2,885                       | 985                             | 51.8%                     |  |
| Other services and charges   | 42,082                      | 9,796                       | 46,600                      | 43,392                      | (3,208)                         | -6.9%                     |  |
| Repairs and maintenance and other  | 43,130                      | 51,248                      | 28,000                      | 12,454                      | (15,546)                        | -55.5%                    |  |
| Total  | <u>\$ 219,727</u>           | <u>\$ 204,959</u>           | <u>\$ 243,555</u>           | <u>\$ 185,849</u>           | <u>\$ (57,706)</u>              | <u>-23.7%</u>             |  |
| Golf Course  |                             |                             |                             |                             |                                 |                           |  |
| Supplies   | \$ 6,324                    | \$ 19,135                   | \$ 5,000                    | \$ 5,000                    | \$ -                            | 0.0%                      | Golf course projections meet minimum amount in contract      |
| Other services and charges   | 185,603                     | 109,179                     | 58,000                      | 7,168                       | (50,832)                        | -87.6%                    |  |
| Repairs and maintenance and other  | 1,025                       | -                           | -                           | -                           | -                               | 0.0%                      |  |
| Total  | <u>\$ 192,952</u>           | <u>\$ 128,314</u>           | <u>\$ 63,000</u>            | <u>\$ 12,168</u>            | <u>\$ (50,832)</u>              | <u>-80.7%</u>             |  |
| Park maintenance   |                             |                             |                             |                             |                                 |                           |  |
| Wages and benefits   | \$ 343,580                  | \$ 484,267                  | \$ 509,141                  | \$ 510,383                  | \$ 1,242                        | 0.2%                      |  |
| Supplies   | 74,471                      | 72,366                      | 88,000                      | 73,500                      | (14,500)                        | -16.5%                    |  |
| Other services and charges   | 11,440                      | 62,990                      | 13,000                      | 11,532                      | (1,468)                         | -11.3%                    |  |
| Repairs and maintenance and other  | 87,745                      | 107,222                     | 93,100                      | 118,562                     | 25,462                          | 27.3%                     |  |
| Total  | <u>\$ 517,236</u>           | <u>\$ 726,845</u>           | <u>\$ 703,241</u>           | <u>\$ 713,977</u>           | <u>\$ 10,736</u>                | <u>1.5%</u>               |  |
| Senior Center  |                             |                             |                             |                             |                                 |                           |  |
| Wages and benefits   | \$ 51,108                   | \$ 56,327                   | \$ 48,997                   | \$ 60,876                   | \$ 11,879                       | 24.2%                     |  |
| Supplies   | 907                         | 3,883                       | 1,300                       | 4,402                       | 3,102                           | 238.6%                    |  |
| Other services and charges   | 46,918                      | 47,809                      | 48,000                      | 41,453                      | (6,547)                         | -13.6%                    |  |
| Repairs and maintenance and other  | 7,421                       | 9,755                       | 7,000                       | 7,144                       | 144                             | 2.1%                      |  |
| Total  | <u>\$ 106,354</u>           | <u>\$ 117,774</u>           | <u>\$ 105,297</u>           | <u>\$ 113,875</u>           | <u>\$ 8,578</u>                 | <u>8.1%</u>               |  |
| Total Culture and Recreation   | <u>1,036,269</u>            | <u>1,177,892</u>            | <u>1,115,093</u>            | <u>1,025,869</u>            | <u>\$ (89,224)</u>              | <u>-8.0%</u>              |  |
| Contingency  | <u>\$ -</u>                 | <u>\$ -</u>                 | <u>\$ -</u>                 |                             | <u>\$ -</u>                     | <u>100.0%</u>             |  |
| Transfers out  | <u>2,287,605</u>            | <u>-</u>                    | <u>-</u>                    | <u>-</u>                    | <u>-</u>                        | <u>0.0%</u>               |  |
| Total  | <u><u>\$ 13,298,620</u></u> | <u><u>\$ 11,540,076</u></u> | <u><u>\$ 12,387,930</u></u> | <u><u>\$ 12,046,875</u></u> | <u><u>\$ (341,055)</u></u>      | <u><u>-2.8%</u></u>       |  |

# MANOR PARK



# MANOR PARK

|                    |                                   |
|--------------------|-----------------------------------|
| Year Constructed:  | 2001                              |
| Playground:        | Miracle Recreation                |
| Parts Available:   | No                                |
| Playground border: | Plastic                           |
| Surfacing:         | Wood Chips                        |
| Access:            | On Street Parking – Grass walkway |

## **Proposed Capital Improvement (\$125,000)**

- Install bituminous parking stalls and path from street to playground for ADA access.
- Remove and replace plastic border.
- Remove existing surfacing and install fabric and new wood chips/rubber mulch.
- Remove playground and replace new playground with attention to observed deficiencies.
  - ADA feature(s)
  - Swing Set
  - Benches within playground area
  - Provide Shade (Structurally within playground system or tree plantings)



# KULENKAMP PARK

## Proposed Capital Improvement (\$100,000)

- Dugout concrete pad, roof, and dugout fencing – Field 1.
- Dugout concrete pad, roof, and dugout fencing. Backstop extension & outfield fencing - Field 4.
- Electricity to new storage shed.
- Grading/fill low spots in multiple areas.
- Pathways to KK3 & KK4 from parking lot.

Current:



Proposed:

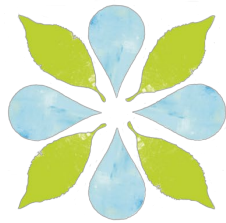


Current:



Proposed:





# Forest Lake

AS GOOD AS IT SOUNDS

**Meeting Date:** September 9<sup>th</sup>, 2024  
**Agenda Item:** 2025 Preliminary Budget Utility Funds  
**To:** Honorable Mayor and City Councilmembers  
**From:** Kevin Knopik, Finance Director

## **BACKGROUND:**

The City meets every year to discuss the budgets for the Utility Funds. City Council has historically approved utility rates for three years. The approved 2025 utility rates for water and surface water management are set to increase 6% and the sewer rates are set to increase 3%. City Council annually approves the utility rates in the fall with the fee schedule. Included in the packet is 2025 preliminary budgets for the City utility funds.

## **ISSUE BEFORE COUNCIL:**

- What changes, if any, does City Council have that should be made to the 2025 preliminary budget for the Utility Funds?

## **PROPOSAL/ANALYSIS:**

### **Utility Funds**

Included as attachments to this packet are the 2025-2034 projections for the Water, Sewer, and Surface Water management funds. For the utility funds, a target cash balances have been calculated as follows:

- 50% of the next year's operating expenses
- 100% of the next year's capital expenses, less amounts that have other financing sources (ex: debt issuance, grants, etc.)
- 100% of the next year's debt service obligations

Included in the utility funds budget is a new position for a Utility Superintendent. This position is split equally between the Water, Sewer, and Surface Water management fund. Additionally, \$5,000 (total of \$15,000) has been budgeted in all three utility funds for a financial management plan, similar to what was completed this year for other City funds.



**Water Fund**

The water utility rates are approved to increase by 6% in 2025 and all future years. Based on current projections for operating, capital and debt, the Water Fund will meet or exceed the target cash balance. Expenses are projected to increase 4% year over year. The increase of 6% in revenue covers this projected increase as well as new projected staffing positions and capital purchases to reduce the amount of debt that would need to be issued. City staff will review future projects and determine if there are sufficient cash balances to pay for capital projects with cash rather than issue debt as originally planned.

**Sewer Fund**

The sewer utility rates are approved to increase by 3% in 2025 and all future years. Based on current projections for operating, capital and debt, the Sewer Fund will meet or exceed the target cash balance. Expenses are projected to increase 4% year over year. The increase of 3% in revenue covers this projected increase as well as new projected staffing positions and capital purchases to reduce the amount of debt that would need to be issued. Based on current projections, staff recommends no changes in the fee structure or projections at this time.

**Surface Water Management Fund**

The surface water management utility rates are approved to increase by 6% in 2025 and all future years. Based on current projections for operating and capital, the Surface Water Management Fund will meet or exceed the target cash balance. Expenses are projected to increase 4% year over year. The increase of 6% in revenue covers this projected increase as well as new projected staffing positions and capital equipment purchases. City staff will review future projects and rate structure as the fund is currently projected to exceed target cash balance.

**FISCAL IMPACT:**

As currently proposed, the City's Water and Surface Water Management rates are approved to increase 6% and Sewer rates are proposed to increase 3% in 2025.

- City Council to discussion provide direction on the City's utility funds.

**DISCUSSION:****ATTACHMENTS:**

- 2025 Water, Sewer and Surface Water Management Fund Budgets Analysis and 2025-2034 Projections
- 2024-2026 Approved Utility Rates



## City of Forest Lake 2025 - 2034 CIP Water Fund

|   | 2024<br>Projection  | 2025<br>CIP         | 2026<br>CIP         | 2027<br>CIP           | 2028<br>CIP           | 2029<br>CIP           | 2030<br>CIP           | 2031<br>CIP            | 2032<br>CIP           | 2033<br>CIP           | 2034<br>CIP           |
|---|---------------------|---------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|-----------------------|-----------------------|-----------------------|
| <b>Operating Revenues</b>               |                     |                     |                     |                       |                       |                       |                       |                        |                       |                       |                       |
| User Charges                            | \$ 3,059,150        | \$ 3,284,688        | \$ 3,481,769        | \$ 3,690,675          | \$ 3,912,116          | \$ 4,146,843          | \$ 4,395,653          | \$ 4,659,393           | \$ 4,938,956          | \$ 5,235,294          | \$ 5,549,411          |
| Miscellaneous                           | 158,988             | 143,700             | 143,700             | 143,700               | 143,700               | 143,700               | 143,700               | 143,700                | 143,700               | 143,700               | 143,700               |
| <b>Total Revenues</b>                   | <b>\$ 3,218,138</b> | <b>\$ 3,428,388</b> | <b>\$ 3,625,469</b> | <b>\$ 3,834,375</b>   | <b>\$ 4,055,816</b>   | <b>\$ 4,290,543</b>   | <b>\$ 4,539,353</b>   | <b>\$ 4,803,093</b>    | <b>\$ 5,082,656</b>   | <b>\$ 5,378,994</b>   | <b>\$ 5,693,111</b>   |
| <b>Operating expenses</b>               |                     |                     |                     |                       |                       |                       |                       |                        |                       |                       |                       |
| Current                                 | \$ 1,421,330        | \$ 1,799,049        | \$ 1,871,011        | \$ 1,945,851          | \$ 2,065,145          | \$ 2,147,751          | \$ 2,233,661          | \$ 2,323,008           | \$ 2,415,928          | \$ 2,559,566          | \$ 2,661,949          |
| Capital                                 | 724,211             | 1,406,000           | 1,427,000           | 2,662,000             | 2,802,500             | 7,168,000             | 2,248,000             | 13,141,500             | 4,785,500             | 3,030,000             | 2,622,900             |
| Debt Service                            | 1,249,847           | 1,020,175           | 1,016,675           | 1,016,550             | 1,198,629             | 1,372,796             | 1,887,119             | 2,006,475              | 2,899,793             | 3,245,819             | 3,267,697             |
| <b>Total Expenditures</b>               | <b>\$ 3,395,388</b> | <b>\$ 4,225,224</b> | <b>\$ 4,314,686</b> | <b>\$ 5,624,401</b>   | <b>\$ 6,066,274</b>   | <b>\$ 10,688,547</b>  | <b>\$ 6,368,780</b>   | <b>\$ 17,470,983</b>   | <b>\$ 10,101,221</b>  | <b>\$ 8,835,385</b>   | <b>\$ 8,552,546</b>   |
| <b>Operating income (Loss)</b>          | <b>\$ (177,250)</b> | <b>\$ (796,836)</b> | <b>\$ (689,217)</b> | <b>\$ (1,790,026)</b> | <b>\$ (2,010,458)</b> | <b>\$ (6,398,004)</b> | <b>\$ (1,829,427)</b> | <b>\$ (12,667,890)</b> | <b>\$ (5,018,565)</b> | <b>\$ (3,456,392)</b> | <b>\$ (2,859,435)</b> |
| <b>Nonoperating revenues</b>            |                     |                     |                     |                       |                       |                       |                       |                        |                       |                       |                       |
| Investment income                       | 50,855              | 53,130              | 50,894              | 46,722                | 56,469                | 62,441                | 71,266                | 71,696                 | 69,484                | 68,055                | 39,852                |
| Intergovernmental grants                | 10,000              | 10,000              | 1,000               | 1,000                 | 1,000                 | 1,000                 | 1,000                 | 1,000                  | 1,000                 | 1,000                 | 1,000                 |
| Sale of capital assets                  | -                   | 17,000              | 20,200              | 17,000                | 200                   | 17,000                | 200                   | 24,000                 | 5,200                 | 17,000                | 33,700                |
| Bond Issuance Proceeds                  |                     |                     |                     | 2,500,000             | 2,350,000             | 7,000,000             | 1,600,000             | 12,150,000             | 4,600,000             | 350,000               | 1,450,000             |
| WAC and Trunk Charges                   | 637,000             | 200,000             | 200,000             | 200,000               | 200,000               | 200,000               | 200,000               | 200,000                | 200,000               | 200,000               | 200,000               |
| <b>Total</b>                            | <b>\$ 697,855</b>   | <b>\$ 280,130</b>   | <b>\$ 272,094</b>   | <b>\$ 2,764,722</b>   | <b>\$ 2,607,669</b>   | <b>\$ 7,280,441</b>   | <b>\$ 1,872,466</b>   | <b>\$ 12,446,696</b>   | <b>\$ 4,875,684</b>   | <b>\$ 636,055</b>     | <b>\$ 1,724,552</b>   |
| <b>Net Change in cash balance</b>       | <b>520,605</b>      | <b>(516,706)</b>    | <b>(417,123)</b>    | <b>974,696</b>        | <b>597,211</b>        | <b>882,437</b>        | <b>43,039</b>         | <b>(221,194)</b>       | <b>(142,881)</b>      | <b>(2,820,336)</b>    | <b>(1,134,883)</b>    |
| <b>Cash Balance - beginning of year</b> | <b>5,085,456</b>    | <b>5,606,061</b>    | <b>5,089,355</b>    | <b>4,672,232</b>      | <b>5,646,928</b>      | <b>6,244,139</b>      | <b>7,126,576</b>      | <b>7,169,615</b>       | <b>6,948,421</b>      | <b>6,805,540</b>      | <b>3,985,204</b>      |
| <b>Cash Balance - end of year</b>       | <b>\$ 5,606,061</b> | <b>\$ 5,089,355</b> | <b>\$ 4,672,232</b> | <b>\$ 5,646,928</b>   | <b>\$ 6,244,139</b>   | <b>\$ 7,126,576</b>   | <b>\$ 7,169,615</b>   | <b>\$ 6,948,421</b>    | <b>\$ 6,805,540</b>   | <b>\$ 3,985,204</b>   | <b>\$ 2,850,322</b>   |
| <b>Target Cash Balance</b>              | <b>\$ 3,325,700</b> | <b>\$ 3,379,180</b> | <b>\$ 2,151,476</b> | <b>\$ 2,683,702</b>   | <b>\$ 2,614,672</b>   | <b>\$ 3,651,950</b>   | <b>\$ 4,159,479</b>   | <b>\$ 4,293,257</b>    | <b>\$ 7,205,602</b>   | <b>\$ 5,771,571</b>   | <b>\$ -</b>           |
| <b>Over (Under)</b>                     | <b>2,280,362</b>    | <b>1,710,175</b>    | <b>2,520,756</b>    | <b>2,963,226</b>      | <b>3,629,467</b>      | <b>3,474,626</b>      | <b>3,010,136</b>      | <b>2,655,164</b>       | <b>(400,062)</b>      | <b>(1,786,367)</b>    | <b>2,850,322</b>      |

City of Forest Lake  
General Fund Expenditure Summary by Department and Category  
Water Fund

| Department/Category               | 2022<br>Actual      | 2023<br>Actual      | 2024<br>Budget      | 2025 Preliminary<br>Budget | Dollar<br>Increase/<br>Decrease | Percent<br>Increase/<br>Decrease | Budget Notes  |
|-----------------------------------|---------------------|---------------------|---------------------|----------------------------|---------------------------------|----------------------------------|---|
| <b>Water Operations</b>           |                     |                     |                     |                            |                                 |                                  |   |
| Wages and benefits                | \$ 479,524          | \$ 458,128          | \$ 454,434          | \$ 526,316                 | \$ 71,882                       | 15.8%                            | New utility superintendent positions                            |
| Supplies                          | 307,490             | 356,074             | 407,500             | 406,000                    | (1,500)                         | -0.4%                            |   |
| Other services and charges        | 261,304             | 223,004             | 343,750             | 344,750                    | 1,000                           | 0.3%                             |   |
| Repairs and maintenance and other | 799,686             | 771,639             | 841,000             | 904,000                    | 63,000                          | 7.5%                             |   |
| Capital Outlay                    | -                   | 2,412               | 705,000             | 1,406,000                  | 701,000                         | 99.4%                            | Capital requirements vary year to year                          |
| Total                             | <u>\$ 1,848,004</u> | <u>\$ 1,811,257</u> | <u>\$ 2,751,684</u> | <u>\$ 3,587,066</u>        | <u>\$ 835,382</u>               | <u>30.4%</u>                     |   |
| <b>Water Administration</b>       |                     |                     |                     |                            |                                 |                                  |   |
| Wages and benefits                | \$ 124,608          | \$ 154,602          | \$ 182,795          | \$ 163,383                 | \$ (19,412)                     | -10.6%                           | Change in allocation of administration time                     |
| Supplies                          | -                   | 78                  | -                   | -                          | -                               | -                                |   |
| Other services and charges        | 44,335              | 67,769              | 55,600              | 76,100                     | 20,500                          | 36.9%                            | Increase in professional services and telephone related WTP #4  |
| Repairs and maintenance and other | 50,643              | 47,895              | 51,000              | 53,500                     | 2,500                           | 4.9%                             | Decrease in engineering charges, more reporting done internally |
| Total                             | <u>\$ 219,586</u>   | <u>\$ 270,344</u>   | <u>\$ 289,395</u>   | <u>\$ 292,983</u>          | <u>\$ 3,588</u>                 | <u>1.2%</u>                      |   |
| Debt Service                      | <u>\$ 329,245</u>   | <u>\$ 294,266</u>   | <u>\$ 399,847</u>   | <u>\$ 365,175</u>          | <u>\$ (34,672)</u>              | <u>-8.7%</u>                     |   |
| Transfers out                     | <u>\$ 25,000</u>    | <u>\$ -</u>         | <u>\$ 25,000</u>    | <u>\$ -</u>                | <u>\$ (25,000)</u>              | <u>-100.0%</u>                   |   |
| Total                             | <u>\$ 2,421,835</u> | <u>\$ 2,375,867</u> | <u>\$ 3,465,926</u> | <u>\$ 4,245,224</u>        | <u>\$ 779,298</u>               | <u>22.5%</u>                     |   |



**City of Forest Lake**  
**2025 - 2034 CIP**  
**Sewer Fund**  
**632**

|   | 2024<br>Projection  | 2025<br>CIP         | 2026<br>CIP         | 2027<br>CIP           | 2028<br>CIP           | 2029<br>CIP           | 2030<br>CIP         | 2031<br>CIP           | 2032<br>CIP           | 2033<br>CIP         | 2034<br>CIP           |
|---|---------------------|---------------------|---------------------|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|---------------------|-----------------------|
| <b>Revenues</b>                         |                     |                     |                     |                       |                       |                       |                     |                       |                       |                     |                       |
| Charges for services                    | \$ 3,923,585        | \$ 4,041,292        | \$ 4,162,531        | \$ 4,287,407          | \$ 4,416,029          | \$ 4,548,510          | \$ 4,684,965        | \$ 4,825,514          | \$ 4,970,279          | \$ 5,119,388        | \$ 5,272,969          |
| Miscellaneous                           | 20,357              | 20,000              | 20,000              | 20,000                | 20,000                | 20,000                | 20,000              | 20,000                | 20,000                | 20,000              | 20,000                |
| <b>Total Revenues</b>                   | <b>\$ 3,943,942</b> | <b>\$ 4,061,292</b> | <b>\$ 4,182,531</b> | <b>\$ 4,307,407</b>   | <b>\$ 4,436,029</b>   | <b>\$ 4,568,510</b>   | <b>\$ 4,704,965</b> | <b>\$ 4,845,514</b>   | <b>\$ 4,990,279</b>   | <b>\$ 5,139,388</b> | <b>\$ 5,292,969</b>   |
| <b>Expenditures</b>                     |                     |                     |                     |                       |                       |                       |                     |                       |                       |                     |                       |
| Current                                 | \$ 2,627,347        | \$ 2,901,985        | \$ 3,018,064        | \$ 3,138,787          | \$ 3,305,602          | \$ 3,437,827          | \$ 3,575,340        | \$ 3,718,353          | \$ 3,867,087          | \$ 4,068,577        | \$ 4,231,320          |
| Capital                                 | 444,211             | 816,000             | 1,298,250           | 7,607,000             | 1,382,500             | 2,520,500             | 708,000             | 1,374,000             | 1,128,500             | 110,000             | 1,534,000             |
| Debt Service                            | 341,620             | 340,970             | 340,148             | 732,450               | 1,135,890             | 1,116,318             | 1,100,776           | 1,079,640             | 1,062,374             | 551,863             | 551,863               |
| <b>Total Expenditures</b>               | <b>\$ 3,413,178</b> | <b>\$ 4,058,955</b> | <b>\$ 4,656,462</b> | <b>\$ 11,478,237</b>  | <b>\$ 5,823,992</b>   | <b>\$ 7,074,645</b>   | <b>\$ 5,384,116</b> | <b>\$ 6,171,993</b>   | <b>\$ 6,057,961</b>   | <b>\$ 4,730,440</b> | <b>\$ 6,317,183</b>   |
| <b>Operating income (Loss)</b>          | <b>\$ 530,764</b>   | <b>\$ 2,337</b>     | <b>\$ (473,932)</b> | <b>\$ (7,170,830)</b> | <b>\$ (1,387,964)</b> | <b>\$ (2,506,135)</b> | <b>\$ (679,151)</b> | <b>\$ (1,326,479)</b> | <b>\$ (1,067,682)</b> | <b>\$ 408,948</b>   | <b>\$ (1,024,213)</b> |
| <b>Nonoperating revenues</b>            |                     |                     |                     |                       |                       |                       |                     |                       |                       |                     |                       |
| Investment income                       | 50,658              | 70,661              | 73,561              | 71,599                | 77,607                | 66,505                | 44,149              | 40,301                | 29,439                | 21,119              | 27,419                |
| Bond Proceeds                           | -                   | -                   | -                   | 7,500,000             | -                     | -                     | -                   | -                     | -                     | -                   | -                     |
| SAC and Trunk Charges                   | 509,945             | 200,000             | 200,000             | 200,000               | 200,000               | 200,000               | 200,000             | 200,000               | 200,000               | 200,000             | 200,000               |
| Sale of capital assets                  | -                   | 17,000              | 4,200               | -                     | 200                   | 4,000                 | 50,200              | -                     | 6,200                 |                     | 110,200               |
| <b>Total</b>                            | <b>560,603</b>      | <b>287,661</b>      | <b>277,761</b>      | <b>7,771,599</b>      | <b>277,807</b>        | <b>270,505</b>        | <b>294,349</b>      | <b>240,301</b>        | <b>235,639</b>        | <b>221,119</b>      | <b>337,619</b>        |
| <b>Net Change in cash balance</b>       | <b>1,091,367</b>    | <b>289,998</b>      | <b>(196,171)</b>    | <b>600,769</b>        | <b>(1,110,157)</b>    | <b>(2,235,630)</b>    | <b>(384,802)</b>    | <b>(1,086,178)</b>    | <b>(832,043)</b>      | <b>630,066</b>      | <b>(686,594)</b>      |
| <b>Cash Balance - beginning of year</b> | <b>5,974,698</b>    | <b>7,066,065</b>    | <b>7,356,063</b>    | <b>7,159,892</b>      | <b>7,760,660</b>      | <b>6,650,503</b>      | <b>4,414,874</b>    | <b>4,030,072</b>      | <b>2,943,893</b>      | <b>2,111,850</b>    | <b>2,741,917</b>      |
| <b>Cash Balance - end of year</b>       | <b>\$ 7,066,065</b> | <b>\$ 7,356,063</b> | <b>\$ 7,159,892</b> | <b>\$ 7,760,660</b>   | <b>\$ 6,650,503</b>   | <b>\$ 4,414,874</b>   | <b>\$ 4,030,072</b> | <b>\$ 2,943,893</b>   | <b>\$ 2,111,850</b>   | <b>\$ 2,741,917</b> | <b>\$ 2,055,322</b>   |
| <b>Target Cash Balance</b>              | <b>\$ 2,607,963</b> | <b>\$ 3,147,430</b> | <b>\$ 2,408,843</b> | <b>\$ 4,171,191</b>   | <b>\$ 5,355,731</b>   | <b>\$ 3,596,446</b>   | <b>\$ 4,312,817</b> | <b>\$ 4,124,418</b>   | <b>\$ 2,696,151</b>   | <b>\$ 4,201,523</b> | <b>\$ -</b>           |
| <b>Over (Under)</b>                     | <b>4,458,103</b>    | <b>4,208,632</b>    | <b>4,751,048</b>    | <b>3,589,469</b>      | <b>1,294,772</b>      | <b>818,428</b>        | <b>(282,745)</b>    | <b>(1,180,524)</b>    | <b>(584,301)</b>      | <b>(1,459,606)</b>  | <b>2,055,322</b>      |

City of Forest Lake  
General Fund Expenditure Summary by Department and Category  
Sewer Fund

| Department/Category               | 2022<br>Actual      | 2023<br>Actual      | 2024<br>Budget      | 2025 Preliminary<br>Budget | Dollar<br>Increase/<br>Decrease | Percent<br>Increase/<br>Decrease | Budget Notes                           |
|-----------------------------------|---------------------|---------------------|---------------------|----------------------------|---------------------------------|----------------------------------|--|
| <b>Sewer Operations</b>           |                     |                     |                     |                            |                                 |                                  |  |
| Wages and benefits                | \$ 271,043          | \$ 347,337          | \$ 347,195          | \$ 398,740                 | \$ 51,545                       | 14.8%                            | New utility superintendent positions   |
| Supplies                          | 47,783              | 33,221              | 80,500              | 68,500                     | (12,000)                        | -14.9%                           | Decrease to reflect actual use         |
| Other services and charges        | 121,018             | 118,017             | 148,551             | 145,852                    | (2,699)                         | -1.8%                            |  |
| Repairs and maintenance and other | 2,343,109           | 2,439,638           | 2,513,590           | 2,738,764                  | 225,174                         | 9.0%                             |  |
| Capital Outlay                    | -                   | 2,412               | 425,000             | 816,000                    | 391,000                         | 92.0%                            | Capital requirements vary year to year |
| Total                             | <u>\$ 2,782,953</u> | <u>\$ 2,940,625</u> | <u>\$ 3,514,836</u> | <u>\$ 4,167,856</u>        | <u>\$ 653,020</u>               | <u>18.6%</u>                     |  |
| <b>Sewer Administration</b>       |                     |                     |                     |                            |                                 |                                  |  |
| Wages and benefits                | \$ 153,998          | \$ 187,658          | \$ 226,934          | \$ 222,529                 | \$ (4,405)                      | -1.9%                            |  |
| Supplies                          | -                   | -                   | -                   | -                          | -                               | -                                |  |
| Other services and charges        | 35,556              | 42,750              | 44,600              | 49,600                     | 5,000                           | 11.2%                            |  |
| Repairs and maintenance and other | 133                 | 3,534               | 3,000               | 3,000                      | -                               | 0.0%                             |  |
| Total                             | <u>\$ 189,687</u>   | <u>\$ 233,942</u>   | <u>\$ 274,534</u>   | <u>\$ 275,129</u>          | <u>\$ 595</u>                   | <u>0.2%</u>                      |  |
| Debt Service                      | <u>\$ 69,715</u>    | <u>\$ 61,872</u>    | <u>\$ 61,620</u>    | <u>\$ 55,970</u>           | <u>\$ (5,650)</u>               | <u>-9.2%</u>                     |  |
| Transfers out                     | <u>\$ 25,000</u>    | <u>\$ -</u>         | <u>\$ 25,000</u>    | <u>\$ -</u>                | <u>\$ (25,000)</u>              | <u>-100.0%</u>                   |  |
| Total                             | <u>\$ 3,067,355</u> | <u>\$ 3,236,439</u> | <u>\$ 3,875,990</u> | <u>\$ 4,498,955</u>        | <u>\$ 622,965</u>               | <u>16.1%</u>                     |  |



**City of Forest Lake**  
**2025 - 2034 CIP**  
**Surface Water Management Fund**

|   | 2024<br>Projection  | 2025<br>CIP         | 2026<br>CIP         | 2027<br>CIP         | 2028<br>CIP         | 2029<br>CIP       | 2030<br>CIP       | 2031<br>CIP         | 2032<br>CIP       | 2033<br>CIP         | 2034<br>CIP         |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|-------------------|---------------------|-------------------|---------------------|---------------------|
| <b>Revenues</b>                         |                     |                     |                     |                     |                     |                   |                   |                     |                   |                     |                     |
| Charges for services                    | \$ 567,060          | \$ 601,083          | \$ 637,148          | \$ 675,377          | \$ 715,899          | \$ 758,853        | \$ 804,385        | \$ 852,648          | \$ 903,807        | \$ 958,035          | \$ 1,015,517        |
| STAC Charges                            | 177,405             | 20,000              | 20,000              | 20,000              | 20,000              | 20,000            | 20,000            | 20,000              | 20,000            | 20,000              | 20,000              |
| Investment earnings                     | 6,954               | 9,982               | 14,110              | 12,512              | 12,533              | 8,866             | 9,218             | 9,447               | 6,130             | 6,785               | 6,981               |
| Intergovernmental                       | -                   | -                   | -                   | 5,700,000           | -                   | -                 | -                 | -                   | -                 | -                   | -                   |
| Miscellaneous                           | 4,664               | 2,500               | 2,500               | 2,500               | 2,500               | 2,500             | 2,500             | 2,500               | 2,500             | 2,500               | 2,500               |
| Sale of capital assets                  |                     | 17,000              | 41,800              | 24,300              | -                   | 16,500            | 27,800            | 41,500              | 4,300             | 50,500              | 50,500              |
| <b>Total Revenues</b>                   | <b>\$ 756,083</b>   | <b>\$ 650,565</b>   | <b>\$ 715,558</b>   | <b>\$ 6,434,689</b> | <b>\$ 750,932</b>   | <b>\$ 806,719</b> | <b>\$ 863,903</b> | <b>\$ 926,094</b>   | <b>\$ 936,736</b> | <b>\$ 1,037,820</b> | <b>\$ 1,095,498</b> |
| <b>Expenditures</b>                     |                     |                     |                     |                     |                     |                   |                   |                     |                   |                     |                     |
| Wages & benefits                        | \$ 170,730          | \$ 293,844          | \$ 305,598          | \$ 317,822          | \$ 371,799          | \$ 386,670        | \$ 402,137        | \$ 418,223          | \$ 434,952        | \$ 499,156          | \$ 519,122          |
| Supplies                                | 18,596              | 33,500              | 34,840              | 36,234              | 37,683              | 39,190            | 40,758            | 42,388              | 44,084            | 45,847              | 47,681              |
| Other services & charges                | 91,786              | 117,150             | 121,836             | 126,709             | 131,778             | 137,049           | 142,531           | 148,232             | 154,161           | 160,328             | 166,741             |
| Repair & maint & misc                   | 130,910             | 150,100             | 156,104             | 162,348             | 168,842             | 175,596           | 182,620           | 189,924             | 197,521           | 205,422             | 213,639             |
| Capital Outlay                          | 46,876              | 31,000              | 257,000             | 5,789,500           | 407,500             | 33,000            | 73,000            | 459,000             | 40,500            | 107,500             | 129,000             |
| <b>Total Expenditures</b>               | <b>\$ 458,898</b>   | <b>\$ 625,594</b>   | <b>\$ 875,378</b>   | <b>\$ 6,432,613</b> | <b>\$ 1,117,601</b> | <b>\$ 771,505</b> | <b>\$ 841,046</b> | <b>\$ 1,257,767</b> | <b>\$ 871,218</b> | <b>\$ 1,018,253</b> | <b>\$ 1,076,183</b> |
| <b>Net Change in cash balance</b>       | <b>\$ 297,185</b>   | <b>\$ 24,971</b>    | <b>\$ (159,820)</b> | <b>\$ 2,076</b>     | <b>\$ (366,669)</b> | <b>\$ 35,214</b>  | <b>\$ 22,857</b>  | <b>\$ (331,673)</b> | <b>\$ 65,518</b>  | <b>\$ 19,567</b>    | <b>\$ 19,315</b>    |
| <b>Cash balance - beginning of year</b> | <b>\$ 1,088,848</b> | <b>\$ 1,386,033</b> | <b>\$ 1,411,004</b> | <b>\$ 1,251,184</b> | <b>\$ 1,253,260</b> | <b>\$ 886,591</b> | <b>\$ 921,805</b> | <b>\$ 944,662</b>   | <b>\$ 612,989</b> | <b>\$ 678,507</b>   | <b>\$ 698,074</b>   |
| <b>Cash balance - end of year</b>       | <b>\$ 1,386,033</b> | <b>\$ 1,411,004</b> | <b>\$ 1,251,184</b> | <b>\$ 1,253,260</b> | <b>\$ 886,591</b>   | <b>\$ 921,805</b> | <b>\$ 944,662</b> | <b>\$ 612,989</b>   | <b>\$ 678,507</b> | <b>\$ 698,074</b>   | <b>\$ 717,389</b>   |
| <b>TARGET CASH BALANCE</b>              | <b>\$ 328,297</b>   | <b>\$ 566,189</b>   | <b>\$ 411,056</b>   | <b>\$ 762,551</b>   | <b>\$ 402,253</b>   | <b>\$ 457,023</b> | <b>\$ 858,384</b> | <b>\$ 455,859</b>   | <b>\$ 562,876</b> | <b>\$ 602,592</b>   | <b>\$ -</b>         |
| <b>OVER (UNDER)</b>                     | <b>1,057,736</b>    | <b>844,815</b>      | <b>840,128</b>      | <b>490,709</b>      | <b>484,338</b>      | <b>464,782</b>    | <b>86,278</b>     | <b>157,129</b>      | <b>115,630</b>    | <b>95,482</b>       | <b>-</b>            |



**City of Forest Lake**  
**General Fund Expenditure Summary by Department and Category**  
**Surface Water Management Fund**

| Department/Category              | 2022<br>Actual    | 2023<br>Actual    | 2024<br>Budget    | 2025 Preliminary<br>Budget | Dollar<br>Increase/<br>Decrease | Percent<br>Increase/<br>Decrease | Budget Notes   |
|----------------------------------|-------------------|-------------------|-------------------|----------------------------|---------------------------------|----------------------------------|--|
| <b>Surface Water Management</b>  |                   |                   |                   |                            |                                 |                                  |  |
| Wages and benefits               | \$ 144,520        | \$ 172,426        | \$ 283,529        | \$ 293,844                 | \$ 10,315                       | 3.6%                             |  |
| Supplies                         | 26,158            | 36,766            | 43,000            | 33,500                     | (9,500)                         | -22.1%                           | Decrease in motor fuel projections based on use and cos        |
| Other services and charges       | 100,175           | 59,127            | 109,400           | 117,150                    | 7,750                           | 7.1%                             |  |
| Repairs and maintenance and othe | 95,254            | 16,747            | 170,100           | 150,100                    | (20,000)                        | -11.8%                           | Decrease in engineering charges, more reporting done internall |
| Capital Outlay                   | 6,360             | 53,448            | 52,500            | 31,000                     | (21,500)                        | -41.0%                           | Capital requirements vary year to yea                          |
| Total                            | <u>\$ 372,467</u> | <u>\$ 338,514</u> | <u>\$ 658,529</u> | <u>\$ 625,594</u>          | <u>\$ (32,935)</u>              | <u>-5.0%</u>                     |  |
| Transfers out                    | <u>\$ 25,000</u>  | <u>\$ -</u>       | <u>\$ 25,000</u>  | <u>\$ -</u>                | <u>\$ (25,000)</u>              | <u>-100.0%</u>                   |  |
| Total                            | <u>\$ 397,467</u> | <u>\$ 338,514</u> | <u>\$ 683,529</u> | <u>\$ 625,594</u>          | <u>\$ (57,935)</u>              | <u>-8.5%</u>                     |  |

**2024 Water Rate Schedule (Effective January 1, 2024)**

| Service Meter Size Inches | Minimum Units per Quarter | Cost per Unit | Fixed Charge Quarterly Bill | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Meter Fee per Quarter |
|---------------------------|---------------------------|---------------|-----------------------------|-------------------------------|-----------------------------------|-------------------------------------|-------------------------------|-----------------------------------|-------------------------------------|-----------------------|
| ¾                         | 5                         | \$7.84        | \$39.20                     | 5                             | \$5.58                            | \$6.13                              | 15                            | \$5.84                            | \$8.00                              | \$3.12                |
| 1                         | 10                        | \$7.56        | \$75.60                     | 10                            | \$5.58                            | \$6.13                              | 30                            | \$5.84                            | \$8.00                              | \$3.54                |
| 1- 1/2                    | 22                        | \$7.56        | \$166.32                    | 22                            | \$5.58                            | \$6.13                              | 66                            | \$5.84                            | \$8.00                              | \$3.82                |
| 2                         | 40                        | \$7.56        | \$302.40                    | 40                            | \$5.58                            | \$6.13                              | 120                           | \$5.84                            | \$8.00                              | \$4.25                |
| 3                         | 90                        | \$7.56        | \$680.40                    | 90                            | \$5.58                            | \$6.13                              | 270                           | \$5.84                            | \$8.00                              | \$4.53                |
| 4                         | 160                       | \$7.56        | \$1,209.60                  | 160                           | \$5.58                            | \$6.13                              | 480                           | \$5.84                            | \$8.00                              | \$4.95                |
| 6                         | 320                       | \$7.56        | \$2,419.20                  | 320                           | \$5.58                            | \$6.13                              | 960                           | \$5.84                            | \$8.00                              | \$4.95                |

Lead Testing: 2.43 per quarter

**2025 Water Rate Schedule (Effective January 1, 2025)**

| Service Meter Size Inches | Minimum Units per Quarter | Cost per Unit | Fixed Charge Quarterly Bill | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Meter Fee per Quarter |
|---------------------------|---------------------------|---------------|-----------------------------|-------------------------------|-----------------------------------|-------------------------------------|-------------------------------|-----------------------------------|-------------------------------------|-----------------------|
| ¾                         | 5                         | \$8.31        | \$41.55                     | 5                             | \$5.91                            | \$6.50                              | 15                            | \$6.19                            | \$8.48                              | \$3.31                |
| 1                         | 10                        | \$8.01        | \$80.10                     | 10                            | \$5.91                            | \$6.50                              | 30                            | \$6.19                            | \$8.48                              | \$3.75                |
| 1- 1/2                    | 22                        | \$8.01        | \$176.22                    | 22                            | \$5.91                            | \$6.50                              | 66                            | \$6.19                            | \$8.48                              | \$4.05                |
| 2                         | 40                        | \$8.01        | \$320.40                    | 40                            | \$5.91                            | \$6.50                              | 120                           | \$6.19                            | \$8.48                              | \$4.51                |
| 3                         | 90                        | \$8.01        | \$720.90                    | 90                            | \$5.91                            | \$6.50                              | 270                           | \$6.19                            | \$8.48                              | \$4.80                |
| 4                         | 160                       | \$8.01        | \$1,281.60                  | 160                           | \$5.91                            | \$6.50                              | 480                           | \$6.19                            | \$8.48                              | \$5.25                |
| 6                         | 320                       | \$8.01        | \$2,563.20                  | 320                           | \$5.91                            | \$6.50                              | 960                           | \$6.19                            | \$8.48                              | \$5.25                |

Lead Testing: 2.43 per quarter

**2026 Water Rate Schedule (Effective January 1, 2026)**

| Service Meter Size Inches | Minimum Units per Quarter | Cost per Unit | Fixed Charge Quarterly Bill | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Water Above Units per Quarter | Fall/Winter Quarter Cost per Unit | Spring/Summer Quarter Cost per Unit | Meter Fee per Quarter |
|---------------------------|---------------------------|---------------|-----------------------------|-------------------------------|-----------------------------------|-------------------------------------|-------------------------------|-----------------------------------|-------------------------------------|-----------------------|
| ¾                         | 5                         | \$8.81        | \$44.05                     | 5                             | \$6.26                            | \$6.89                              | 15                            | \$6.56                            | \$8.99                              | \$3.51                |
| 1                         | 10                        | \$8.49        | \$84.90                     | 10                            | \$6.26                            | \$6.89                              | 30                            | \$6.56                            | \$8.99                              | \$3.98                |
| 1- 1/2                    | 22                        | \$8.49        | \$186.78                    | 22                            | \$6.26                            | \$6.89                              | 66                            | \$6.56                            | \$8.99                              | \$4.29                |
| 2                         | 40                        | \$8.49        | \$339.60                    | 40                            | \$6.26                            | \$6.89                              | 120                           | \$6.56                            | \$8.99                              | \$4.78                |
| 3                         | 90                        | \$8.49        | \$764.10                    | 90                            | \$6.26                            | \$6.89                              | 270                           | \$6.56                            | \$8.99                              | \$5.09                |
| 4                         | 160                       | \$8.49        | \$1,358.40                  | 160                           | \$6.26                            | \$6.89                              | 480                           | \$6.56                            | \$8.99                              | \$5.57                |
| 6                         | 320                       | \$8.49        | \$2,716.80                  | 320                           | \$6.26                            | \$6.89                              | 960                           | \$6.56                            | \$8.99                              | \$5.57                |

Lead Testing: 2.43 per quarter

**2024 Sewer Rate Schedule (Effective January 1, 2024)**

| Meter Size Inches   | Minimum Units* per Quarter | Cost per Unit* | Minimum Quarterly Bill | Sewer Above Units* | Cost per Unit Above Minimum |
|---|----------------------------|----------------|------------------------|--------------------|-----------------------------|
| ¾ inch  | 5                          | \$15.65        | \$78.25                | 5                  | \$8.15                      |
| Maximum charge for ¾ inch residential per quarter   |                            |                |                        |                    | \$129.15                    |
| 1 inch & Larger   | 5                          | \$15.65        | \$78.25                | 5                  | \$8.15                      |
|   |                            |                |                        |                    |                             |
| Sewer Flat Rage per Quarter   |                            |                | \$129.15               |                    |                             |
|   |                            |                |                        |                    |                             |
| *Units are per 1,000 gallons  |                            |                |                        |                    |                             |
| Sewer charge for ¾ inch based on winter quarter water use on residential accounts   |                            |                |                        |                    |                             |
| Sewer flat rate charge for unmetered residential or other accounts shall be the established flat rate per quarter multiplied by the |                            |                |                        |                    |                             |

**2025 Sewer Rate Schedule (Effective January 1, 2025)**

| Meter Size Inches   | Minimum Units* per Quarter | Cost per Unit* | Minimum Quarterly Bill | Sewer Above Units* | Cost per Unit Above Minimum |
|---|----------------------------|----------------|------------------------|--------------------|-----------------------------|
| ¾ inch  | 5                          | \$16.12        | \$80.60                | 5                  | \$8.39                      |
| Maximum charge for ¾ inch residential per quarter   |                            |                |                        |                    | \$133.02                    |
| 1 inch & Larger   | 5                          | \$16.12        | \$80.60                | 5                  | \$8.39                      |
|   |                            |                |                        |                    |                             |
| Sewer Flat Rage per Quarter   |                            |                | \$133.02               |                    |                             |
|   |                            |                |                        |                    |                             |
| *Units are per 1,000 gallons  |                            |                |                        |                    |                             |
| Sewer charge for ¾ inch based on winter quarter water use on residential accounts   |                            |                |                        |                    |                             |
| Sewer flat rate charge for unmetered residential or other accounts shall be the established flat rate per quarter multiplied by the |                            |                |                        |                    |                             |

**2026 Sewer Rate Schedule (Effective January 1, 2026)**

| Meter Size Inches   | Minimum Units* per Quarter | Cost per Unit* | Minimum Quarterly Bill | Sewer Above Units* | Cost per Unit Above Minimum |
|---|----------------------------|----------------|------------------------|--------------------|-----------------------------|
| ¾ inch  | 5                          | \$16.60        | \$83.00                | 5                  | \$8.64                      |
| Maximum charge for ¾ inch residential per quarter   |                            |                |                        |                    | \$137.01                    |
| 1 inch & Larger   | 5                          | \$16.60        | \$83.00                | 5                  | \$8.64                      |
|   |                            |                |                        |                    |                             |
| Sewer Flat Rage per Quarter   |                            |                | \$137.01               |                    |                             |
|   |                            |                |                        |                    |                             |
| *Units are per 1,000 gallons  |                            |                |                        |                    |                             |
| Sewer charge for ¾ inch based on winter quarter water use on residential accounts   |                            |                |                        |                    |                             |
| Sewer flat rate charge for unmetered residential or other accounts shall be the established flat rate per quarter multiplied by the |                            |                |                        |                    |                             |

| 2024 Surface Water Rate Schedule (Effective January 1, 2024)  |         |
|---|---------|
| Storm Water Utility (Residential)   | \$57.00 |
| Storm Water Utility (Commercial)<br>(individual charges are based on the number of REFs<br>assigned to a particular parcel) | \$14.25 |
| "Residential Equivalency Factor" (REF), is the basic unit for the fee structure. One REF represents the runoff volume       |         |

| 2025 Surface Water Rate Schedule (Effective January 1, 2025)  |         |
|---|---------|
| Storm Water Utility (Residential)   | \$60.00 |
| Storm Water Utility (Commercial)<br>(individual charges are based on the number of REFs<br>assigned to a particular parcel) | \$15.00 |
| "Residential Equivalency Factor" (REF), is the basic unit for the fee structure. One REF represents the runoff volume       |         |

| 2026 Surface Water Rate Schedule (Effective January 1, 2026)  |         |
|---|---------|
| Storm Water Utility (Residential)   | \$63.00 |
| Storm Water Utility (Commercial)<br>(individual charges are based on the number of REFs<br>assigned to a particular parcel) | \$15.75 |
| "Residential Equivalency Factor" (REF), is the basic unit for the fee structure. One REF represents the runoff volume       |         |