



## CITY OF ANNANDALE COUNCIL MEETING AGENDA

Meeting #5  
Regular Meeting  
City Council Chambers

April 10, 2023  
6:30 P.M.

Mayor: Shelly Jonas  
Councilmember's: Matthew Wuollet  
Corey Czycalla  
Tina Honsey  
JT Grundy

For those who would like to view or listen to the public meeting, there are two options:

Online: <https://us02web.zoom.us/j/89115422149?pwd=NEwvc24rYU5kMnZqbXBhZXBIIVEMxZz09>

Or Telephone: 929-205-6099

Webinar ID: 891 1542 2149

Passcode: 534314

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1. CALL TO ORDER/ROLL CALL/ADOPT AGENDA
2. APPROVAL OF [MINUTES](#)
3. VISITOR'S
  - A. [Farmer's Market](#)
4. PUBLIC HEARING
5. OPEN FORUM
6. CONSENT AGENDA
  - A. [Approve Auditing Claims](#)
  - B. [Approve Departments Reports](#)
  - C. [Approve Employment Anniversaries](#)
  - D. [Approve Amended Development Agreement- Willows of Annandale](#)
  - E. [Approve Purchase Agreement with BJB Holdings, LLC](#)
  - F. [Approve Resolution Accepting Donations](#)
  - G. [Approve Resolution Approving Variance](#)
  - H. [Approve Special Event- GRRL Petting Zoo](#)
  - I. [Approve Resignation of Reserve Officer- Naber](#)
  - J. [Approve Tactical Training Instructor Position](#)
  - K. [Approve Transfer of Funds- 12/31/2022](#)
  - L. [Approve Pay Estimates- City Hall Project, Lake John Utility Extension](#)
7. REMOVED CONSENT ITEMS



**8. UNFINISHED BUSINESS- NONE**

**9. NEW BUSINESS**

- A. [Consider No Mow May](#)
- B. [Review Community Garden Concept](#)
- C. [Consider Sale of Land in Business Park](#)
- D. [Consider MnDot Temporary Easements](#)

**10. MAYOR/COUNCIL REPORTS**

**11. ADJOURNMENT**



**MINUTES**  
**ANNANDALE CITY COUNCIL**  
**March 13, 2023**

**CALL TO ORDER/ROLL CALL:** The City Council of Annandale, Minnesota met for a regular meeting on March 13, 2023 at 6:30 p.m. at the City Hall Council Chambers. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Jonas, Wuollet, Honsey, Grundy. City Council members absent: Czycalla (listened virtually). Also, present were Administrator Hinnenkamp, Police Chief Standafer, Fire Chief Townsend, Community Development Director Thunander, Steve Grundy, Financial Advisor Shannon Sweeney, City Engineers Jared Voge and Nick Peterson, members of the public and the Annandale Advocate.

**SET AGENDA:** The following items were added to the agenda: New Business E- Hemlock Improvements, New Business D- Resolution on Housing Legislation, New Business G- Amending Personnel Policy. A motion was made by Wuollet and seconded by Honsey to approve the agenda as amended. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

**MINUTES:** A motion was made by Honsey and seconded by Grundy to approve the minutes from January 31, 2023 and February 13, 2023

**VISITORS:**

**Brian Krebsbach with the Thayer-** Brian requested the Council consider allowing the Thayer to host music between 6pm and 9pm Friday's and Saturdays from May 19<sup>th</sup> to September 9<sup>th</sup>. Staff suggested the Council discuss the types of bands allowed. The council suggested that bands are kept to an appropriate ambience level for individuals eating. A motion was made by Wuollet and seconded by Honsey to allow music as requested.

**DEPARTMENT REPORTS:**

**Chief Townsend-** Chief updated the Council on the recent fire and the status of new hires within the department.

**PUBLIC HEARINGS:** None

**OPEN FORUM:** None

**CONSENT AGENDA:**

A motion was made by Honsey and seconded by Grundy, to approve the Consent Agenda as presented.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Approve DT Beautification Grant- State Farm
- D. Approve Resolution 23-12 Accepting Donations
- E. Approve Resolution 23-13 Authorizing Submittal of Grant Application
- F. Approve Revised Development Agreement- Preserve at Lake John
- G. Approve Resignation of Eldred



- H. Approve Assessment Agreement- Rachel Development
- I. Approve Summer Internship
- J. Approve Request to Post Sergeant Position
- K. Approve Quote for Installation of Glass at City Hall

**REMOVED CONSENT ITEMS: NONE**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS:**

**Resolution 23-14 Providing the Issuance and Sale of GO Bonds, Series 2023A-** Shannon Sweeney presented the bids from the public sale. A motion was made by Grundy and seconded by Wuollet to approve Resolution 23-14 Providing for the Issuance and Sale of GO Bonds, Series 2023A. ROLL CALL: Ayes: Honsey, Wuollet, Grundy, Jonas. Nays: None. Absent: Czycalla. Abstain: None. Resolution 23-14 adopted on a 4-aye, 0-nay, 1-absent, 0-abstain vote.

**License Agreement for 10,000 Lakes Recreation for a Paddleboard Kiosk at Municipal Park-** Council reviewed the proposed License. Hinnenkamp informed the Council staff was proposing a flat fee of \$250 and the removal of the reimbursement of Attorney fees from the agreement. A motion was made by Wuollet and seconded by Honsey to approve the License Agreement as amended. The motion was approved on a 3-0-1 vote with Grundy abstaining.

**Ordinance 402 Amending Zoning Regulations-** Hinnenkamp presented the proposed Ordinance Amendment to limit the sale of THC products to the C-2 zoning district. After reviewing the recommendation from the Planning Commission, A motion was made by Wuollet and seconded by Honsey to approve the Ordinance as presented.

**Resolution 23-15 Approving Plans and Authorizing the Advertisement of Bids-** City Engineer Jared Voge presented a schedule for the Hemlock Intersection Improvements. The Resolution presented for Council consideration would be contingent on MnDot approval of the project. A motion was made by Wuollet and seconded by Grundy to Adopt Resolution Approving Plans and Ordering Advertisement of Bids contingent on MnDot Approval. ROLL CALL: Ayes: Honsey, Wuollet, Grundy, Jonas. Nays: None. Absent: Czycalla. Abstain: None. Resolution 23-15 adopted on a 4-aye, 0-nay, 1-absent, 0-abstain vote.

**Resolution 23-16 Supporting Housing and Local Decision-Making Authority-** The League of MN Cities is recommending approval of the attached resolution to support the local decision-making authority related to planning and zoning items. A motion was made by Grundy and seconded by Honsey to Adopt Resolution Supporting Housing and Local Decision-Making Authority. ROLL CALL: Ayes: Honsey, Wuollet, Grundy, Jonas. Nays: None. Absent: Czycalla. Abstain: None. Resolution 23-15 adopted on a 4-aye, 0-nay, 1-absent, 0-abstain vote.

**Amendment to the City's Personnel Policy to add Juneteenth as an Official Holiday-** Hinnenkamp informed Council the state passed legislation to include Juneteenth as an official holiday. The City will not be able to conduct business on June 19<sup>th</sup> of each year. A motion was made by Grundy and seconded by Honsey to amend the City's Personnel Policy effective immediately to allow Juneteenth as a Holiday.

**Review Proposal for Sale of Land in Business Park-** Hinnenkamp requested the Council close the meeting pursuant to Mn Statute 13D to discuss the sale of land. Mayor Jonas closed the meeting



at 7:20pm. Council member Czycalla participated in the discussion virtually during the closed meeting. Mayor Jonas reopened the meeting at 7:40pm. A motion was made by Wuollet and seconded by Honsey to negotiate a purchase agreement for the sale of land on Business Boulevard in the Business Park with the parameters provided in the closed discussion.

**MAYOR/COUNCIL REPORTS:**

Chief Standafer- Updated the Council on the plan for street dances this summer.

**ADJOURNMENT:**

Moved by Grundy and seconded by Honsey to adjourn. The meeting was adjourned at 7:43pm.

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Shelly Jonas, Mayor

ATTEST:

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Kelly Hinnenkamp, City Administrator



# ANNANDALE FARMERS MARKET 2023





# HELLO!

We are Corry, Marnie, Amy, and Patti

We represent AFM Board,  
Vendors, and Discover  
Downtown/ACT Team.


Curious?

Read more about our team and  
the history of the market online

[www.annandalefarmersmarket.com](http://www.annandalefarmersmarket.com)





The background of the slide features a close-up photograph of fresh produce. On the left, several wooden crates are filled with a variety of cherry tomatoes in shades of red, orange, and yellow. On the right, a clear plastic bag is filled with vibrant green leafy vegetables, possibly lettuce or spinach. The entire scene is overlaid with a dark, semi-transparent geometric pattern consisting of large triangles and lines, with two prominent bright green diagonal stripes intersecting the central text area.

Vision:

*"To be an environment that fosters community building and connection; where everyone is welcome to share and find local products that will promote healthy lifestyles, while centering the unique and historic downtown Annandale district ."*



## OUR MISSION IS TO:

- Unite and support local farmers, growers, and producers.
- Provide a centrally located, affordable venue in downtown Annandale.
- Educate community about the benefits of buying fresh, locally grown and produced goods.



**Annandale  
Farmers Market**  
City Hall Square  
Saturdays 8 - Noon  
June - Oct.





## IT'S THE PEOPLE

Founded in 2008 with three vendors.

In 2022 we had our busiest season ever with 31 total vendors.





# 500 people

Attending market each week



# 550 children

Active in Power of Produce (PoP)



# 11 volunteers

Supporting the market



# Many partners

Donating resources to operate





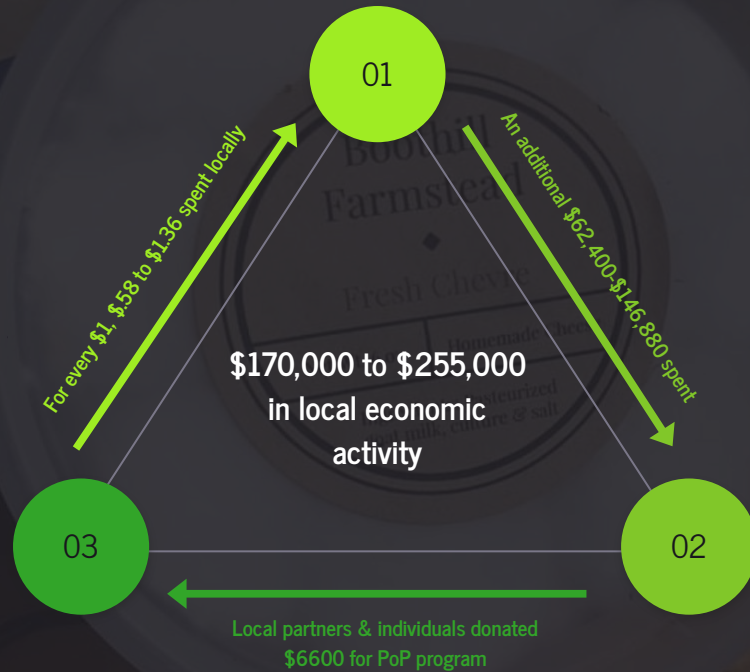
# \$108,000

Total economic activity  
that took place last season  
at the market.





# GOOD BUSINESS FOR ANNANDALE:





# ALL ARE WELCOME

## **SNAP/EBT**

Farmers markets rely on EBT machines to accept SNAP benefits. Last year we purchased an EBT machine.

## **Market Bucks**

Partnership with non- profit Hunger Solutions. SNAP participants receive \$1 in free market bucks and \$1 in free Produce Market Bucks.

## **PoP Program**

Each week, children ages 1-18 are eligible to receive \$4 in tokens to purchase fruits and vegetables from our market.





A community that  
celebrates together







## GOALS FOR 2023

Secure enough **funds** to **continue** AFM's Power of Produce Program.

Bimonthly free **entertainment**.

Maintain and grow **quality vendors**.

**Update** systems.



# A SUSTAINABLE PARTNERSHIP

## Safety

Continue to support the use of City Hall Square parking area.

Provide barriers/cones, parking reminders.

## Utilities

Provide power to the market via city outlets.

## Waste Management

Continue to provide trash can.

Open city hall restrooms for market use.

A stone marker with the text "ANNANDALE FOUNDED 1888" is shown. A bright green diagonal stripe is overlaid on the image. The stone is surrounded by green grass and some small yellow flowers.

ANNANDALE  
FOUNDED  
1888



# THANK YOU!

Questions?

You can find us on at:

- @annandalefarmersmarket
- [annandalefarmersmarketmn@gmail.com](mailto:annandalefarmersmarketmn@gmail.com)







## City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6A

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Auditing Claims

### Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

### Background

Attached is a copy of the Auditing Claims presented for approval for all claims paid or to be paid since the prior Council meeting.

### Recommended Action

Approve Auditing Claims

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### Attachments:

Auditing Claims



## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.GL Account = "001"-"699"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>A T &amp; T MOBILITY</b>								
5199	A T & T MOBILITY	287314070103	CITY CELL PHONE	02/25/2023	44.69	44.69	03/22/2023	
5199	A T & T MOBILITY	287314070103	AIR CARDS	02/25/2023	152.92	152.92	03/22/2023	
5199	A T & T MOBILITY	287314070103	FD IPAD	02/25/2023	37.18	37.18	03/22/2023	
5199	A T & T MOBILITY	287314070103	PD CELL PHONE	02/25/2023	134.07	134.07	03/22/2023	
5199	A T & T MOBILITY	287314070103	WW CELL PHONE	02/25/2023	86.01	86.01	03/22/2023	
5199	A T & T MOBILITY	287314070103	WATER CELL PHONE	02/25/2023	86.01	86.01	03/22/2023	
5199	A T & T MOBILITY	287314070103	PW CELL PHONE	02/25/2023	88.61	88.61	03/22/2023	
Total A T & T MOBILITY:					629.49	629.49		
<b>ANNANDALE PARTS SUPPLY</b>								
192	ANNANDALE PARTS SUPPLY	127302742	MOTOR FUELS	03/04/2023	58.36	58.36	03/22/2023	
Total ANNANDALE PARTS SUPPLY:					58.36	58.36		
<b>ANNANDALE-MAPLE LAKE</b>								
230	ANNANDALE-MAPLE LAKE	FEB23WWTP	FEB FLOW	03/17/2023	43,428.00	43,428.00	03/22/2023	
Total ANNANDALE-MAPLE LAKE:					43,428.00	43,428.00		
<b>ARAMARK UNIFORM SERVICES</b>								
286	ARAMARK UNIFORM SERVICES	2530116775	PW UNIFORMS	03/09/2023	49.49	49.49	03/22/2023	
286	ARAMARK UNIFORM SERVICES	2530119363	SEWER UNIFORMS	03/16/2023	49.49	49.49	03/22/2023	
Total ARAMARK UNIFORM SERVICES:					98.98	98.98		
<b>BADGER METER, INC.</b>								
380	BADGER METER, INC.	80122392	BEACON HOSTING SERVICE- S	03/29/2023	46.56	.00		
380	BADGER METER, INC.	80122392	BEACON HOSTING SERVICE- W	03/29/2023	46.56	.00		
380	BADGER METER, INC.	80122392	BEACON HOSTING SERVICE- S	03/29/2023	150.00	.00		
380	BADGER METER, INC.	80122392	BEACON HOSTING SERVICE- W	03/29/2023	150.00	.00		
Total BADGER METER, INC.:					393.12	.00		
<b>BLUE CROSS BLUE SHIELD OF MN</b>								
5318	BLUE CROSS BLUE SHIELD OF	230331167225	INSURANCE	03/13/2023	65.22	65.22	04/06/2023	
Total BLUE CROSS BLUE SHIELD OF MN:					65.22	65.22		
<b>BOLTON &amp; MENK, INC</b>								
463	BOLTON & MENK, INC	308786	2020 IMP PROJECT- PFA LOAN	03/20/2023	500.50	500.50	03/31/2023	
463	BOLTON & MENK, INC	308787	GENERAL	03/20/2023	188.00	188.00	03/31/2023	
463	BOLTON & MENK, INC	308788	DNR GRANT	03/20/2023	1,423.00	1,423.00	03/31/2023	
463	BOLTON & MENK, INC	308789	LAKE JOHN PLAT REVIEW	03/20/2023	3,631.50	3,631.50	03/31/2023	
463	BOLTON & MENK, INC	308791	POPLAR LANE	03/20/2023	270.00	270.00	03/31/2023	
463	BOLTON & MENK, INC	308792	HEMLOCK	03/20/2023	11,494.50	11,494.50	03/31/2023	
463	BOLTON & MENK, INC	308793	TH 55	03/20/2023	21,210.50	21,210.50	03/31/2023	
463	BOLTON & MENK, INC	308794	LAKE JOHN PROJECT- ADMIN	03/20/2023	6,704.38	6,704.38	03/31/2023	
463	BOLTON & MENK, INC	308795	WATER TOWER	03/20/2023	1,742.50	1,742.50	03/31/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total BOLTON & MENK, INC:					47,164.88	47,164.88		
<b>CENTER POINT ENERGY</b>								
2511	CENTER POINT ENERGY	MAR23-240 PL	HOCKEY RINK	03/15/2023	172.83	172.83	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-30 CE	CITY HALL	03/15/2023	878.58	878.58	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-330 O	PAVILION	03/15/2023	162.39	162.39	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-340 P	FD	03/15/2023	1,150.28	1,150.28	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-350 P	OLD PW SHOP	03/15/2023	126.23	126.23	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-541 AS	WTP	03/15/2023	1,380.90	1,380.90	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-551 P	TC	03/15/2023	175.23	175.23	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-74 OA	74 OAK A3	03/15/2023	61.41	61.41	03/22/2023	
2511	CENTER POINT ENERGY	MAR23-74 OA	74 OAK HSE	03/15/2023	229.80	229.80	03/22/2023	
Total CENTER POINT ENERGY:					4,337.65	4,337.65		
<b>CENTRA SOTA COOPERATIVE</b>								
646	CENTRA SOTA COOPERATIVE	6311664	FUEL - PW	03/06/2023	268.70	268.70	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311664	FUEL - STREETS	03/06/2023	93.46	93.46	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311664	FUEL - PARKS	03/06/2023	93.46	93.46	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311664	FUEL - WATER	03/06/2023	64.26	64.26	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311664	FUEL - SEWER	03/06/2023	64.26	64.26	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311665	FUEL - PW	03/06/2023	663.14	663.14	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311665	FUEL - STREETS	03/06/2023	230.65	230.65	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311665	FUEL - PARKS	03/06/2023	230.65	230.65	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311665	FUEL - WATER	03/06/2023	158.58	158.58	03/22/2023	
646	CENTRA SOTA COOPERATIVE	6311665	FUEL - SEWER	03/06/2023	158.58	158.58	03/22/2023	
646	CENTRA SOTA COOPERATIVE	9002510	FUEL - STREETS	02/28/2023	10.00	10.00	03/31/2023	
646	CENTRA SOTA COOPERATIVE	9002511	FUEL - WATER	02/28/2023	10.00	10.00	03/31/2023	
646	CENTRA SOTA COOPERATIVE	9007170	GREASE	03/10/2023	173.48	173.48	03/22/2023	
Total CENTRA SOTA COOPERATIVE:					2,219.22	2,219.22		
<b>CIVIC SYSTEMS, LLC</b>								
718	CIVIC SYSTEMS, LLC	CVC22609	1ST HALF CIVIC	12/20/2022	1,994.46	1,994.46	03/22/2023	
718	CIVIC SYSTEMS, LLC	CVC22609	1ST HALF CIVIC	12/20/2022	2,147.88	2,147.88	03/22/2023	
718	CIVIC SYSTEMS, LLC	CVC22609	1ST HALF CIVIC	12/20/2022	2,147.88	2,147.88	03/22/2023	
718	CIVIC SYSTEMS, LLC	CVC22609	1ST HALF CIVIC	12/20/2022	1,380.78	1,380.78	03/22/2023	
718	CIVIC SYSTEMS, LLC	CVC23138	CIVIC TRAINING	03/12/2023	600.00	600.00	03/31/2023	
Total CIVIC SYSTEMS, LLC:					8,271.00	8,271.00		
<b>CLASSIC CLEANING COMPANY</b>								
4889	CLASSIC CLEANING COMPANY	34511	FD	03/18/2023	245.00	245.00	03/22/2023	
4889	CLASSIC CLEANING COMPANY	34512	CITY HALL-	03/18/2023	673.75	673.75	03/22/2023	
4889	CLASSIC CLEANING COMPANY	34512	PD-	03/18/2023	147.00	147.00	03/22/2023	
4889	CLASSIC CLEANING COMPANY	34512	LIBRARY-	03/18/2023	404.25	404.25	03/22/2023	
4889	CLASSIC CLEANING COMPANY	34513	TC	03/18/2023	230.00	230.00	03/22/2023	
Total CLASSIC CLEANING COMPANY:					1,700.00	1,700.00		
<b>COLONIAL LIFE &amp; ACCIDENT</b>								
810	COLONIAL LIFE & ACCIDENT	749242404013	INSURANCE	04/01/2023	474.70	474.70	03/22/2023	
Total COLONIAL LIFE & ACCIDENT:					474.70	474.70		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>CORE &amp; MAIN LP</b>								
2635	CORE & MAIN LP	R350754	METER RETROSETTERS	03/16/2023	2,440.25	2,440.25	03/31/2023	
Total CORE & MAIN LP:					2,440.25	2,440.25		
<b>DAIRYLAND POWER COOPERATIVE</b>								
5244	DAIRYLAND POWER COOPERA	INV000000577	MONTHLY BILLS- REFUSE 20%	04/03/2023	130.37	.00		
5244	DAIRYLAND POWER COOPERA	INV000000577	MONTHLY BILLS- SEWER 40%	04/03/2023	260.75	.00		
5244	DAIRYLAND POWER COOPERA	INV000000577	MONTHLY BILLS- WATER 40%	04/03/2023	260.75	.00		
Total DAIRYLAND POWER COOPERATIVE:					651.87	.00		
<b>DELTA DENTAL</b>								
4793	DELTA DENTAL	CNS00012023	INSURANCE	04/01/2023	1,758.06	1,758.06	03/22/2023	
Total DELTA DENTAL:					1,758.06	1,758.06		
<b>DEVELOPMENT SERVICES INC</b>								
1025	DEVELOPMENT SERVICES INC	13827	DRAW 14	03/06/2023	3,500.00	3,500.00	03/22/2023	
Total DEVELOPMENT SERVICES INC:					3,500.00	3,500.00		
<b>DIMAGGIO-BOOM, SUZANNE</b>								
5231	DIMAGGIO-BOOM, SUZANNE	1ST QTR	1ST QTR REIMB	03/01/2023	90.00	90.00	03/22/2023	
Total DIMAGGIO-BOOM, SUZANNE:					90.00	90.00		
<b>DURAROOF</b>								
5352	DURAROOF	INV03793	DRAW 14- BURD	03/06/2023	10,000.00	10,000.00	03/22/2023	
Total DURAROOF:					10,000.00	10,000.00		
<b>EARL F. ANDERSEN INC</b>								
170	EARL F. ANDERSEN INC	132098-IN	SINAGE	03/16/2023	107.75	107.75	03/22/2023	
Total EARL F. ANDERSEN INC:					107.75	107.75		
<b>EDMONSON, PETE</b>								
5353	EDMONSON, PETE	31323	PAVILION REFUND	03/13/2023	150.00	150.00	03/22/2023	
Total EDMONSON, PETE:					150.00	150.00		
<b>ELAN FINANCIAL SERVICES</b>								
4743	ELAN FINANCIAL SERVICES	MARCH 2023	WALMART.COM 8009666546 800	03/16/2023	178.23	178.23	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	NORTHERN TOOL EQUIPMNT R	03/16/2023	86.20	86.20	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MENARDS BUFFALO MN BUFFA	03/16/2023	256.41	256.41	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	HOMEDEPOT.COM 800-430-3	03/16/2023	482.11	482.11	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	WALMART.COM 800-966-6	03/16/2023	783.78	783.78	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MENARDS ELK RIVER MN ELK	03/16/2023	53.88	53.88	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	BATTERIES PLUS - #0033 ELK R	03/16/2023	107.86	107.86	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MN POLLUTION CONTROL A 65	03/16/2023	55.00	55.00	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MN POLLUTION CONTROL S 65	03/16/2023	1.18	1.18	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MENARDS ST CLOUD MN WAIT	03/16/2023	489.32	489.32	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	MICROSOFT*SUBSCRIPTION 4	03/16/2023	7.50	7.50	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	ZOOM.US 888-799-9666 WWW.Z	03/16/2023	60.12	60.12	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP7AA2J01 AM	03/16/2023	127.65	127.65	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP7AA2J01 AM	03/16/2023	358.48	358.48	04/06/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP7AA2J01 AM	03/16/2023	78.78	78.78	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP5F02ZD2 A	03/16/2023	131.93	131.93	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP4AZ1LX2 AM	03/16/2023	40.77	40.77	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*HP47I0XA0 AM	03/16/2023	35.82	35.82	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US*H58N178K1 AM	03/16/2023	318.42	318.42	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	AMZN MKTP US AMZN.COM/B	03/16/2023	424.14-	424.14-	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	RECONYX BILLING@RE	03/16/2023	5.00	5.00	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	DASH MEDICAL GLOVES 800-52	03/16/2023	185.44	185.44	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	POST BOARD LICENSING 651-6	03/16/2023	90.00	90.00	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	SPYTEC GPS INC. 877-212-7	03/16/2023	24.95	24.95	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	N-EAR HTTPSNEAR.	03/16/2023	164.99	164.99	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	HOLIDAY STATIONS 0234 ANNA	03/16/2023	100.00	100.00	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	HOME DEPOT- 703-49450-403	03/16/2023	68.16	68.16	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	RURAL WATER- 703-49450-331	03/16/2023	23.07	23.07	04/06/2023	
4743	ELAN FINANCIAL SERVICES	MARCH 2023	BA SHIELDS WWW.BASHIE	03/16/2023	172.00	172.00	04/06/2023	
Total ELAN FINANCIAL SERVICES:					4,062.91	4,062.91		
<b>EMERGENCY APPARATUS MAINT INC</b>								
1275	EMERGENCY APPARATUS MAI	126504	E11 MAINTENANCE	02/15/2023	4,784.42	4,784.42	03/22/2023	
1275	EMERGENCY APPARATUS MAI	126506	ENGINE 12 MAINTENANCE	02/15/2023	365.04	365.04	03/22/2023	
1275	EMERGENCY APPARATUS MAI	126739	E11 MAINTENANCE	03/29/2023	2,439.99	.00		
Total EMERGENCY APPARATUS MAINT INC:					7,589.45	5,149.46		
<b>ENGFER, NANCY</b>								
1315	ENGFER, NANCY	1ST QTR	1ST QTR REIMB	03/01/2023	90.00	90.00	03/22/2023	
Total ENGFER, NANCY:					90.00	90.00		
<b>FARM RITE EQUIPMENT INC</b>								
1336	FARM RITE EQUIPMENT INC	P73625	PARTS	03/17/2023	168.57	168.57	03/22/2023	
1336	FARM RITE EQUIPMENT INC	P73699	SWEEPER	03/22/2023	1,750.00	1,750.00	03/31/2023	
1336	FARM RITE EQUIPMENT INC	R11501	EQUIPMENT RENTAL	12/16/2022	218.40	218.40	03/31/2023	
1336	FARM RITE EQUIPMENT INC	W25447	BOBCAT REPAIR	03/07/2023	440.35	440.35	03/31/2023	
Total FARM RITE EQUIPMENT INC:					2,577.32	2,577.32		
<b>FASTENAL COMPANY</b>								
1338	FASTENAL COMPANY	MNMON14301	HARDWARE	03/10/2023	39.98	39.98	03/22/2023	
1338	FASTENAL COMPANY	MNMON14304	HARDWARE	03/13/2023	132.91	132.91	03/22/2023	
1338	FASTENAL COMPANY	MNMON14310	HARDWARE	03/16/2023	21.66	21.66	03/22/2023	
Total FASTENAL COMPANY:					194.55	194.55		
<b>FERGUSON ENTERPRISES LLC #3326</b>								
2941	FERGUSON ENTERPRISES LLC	233912	TUBING	03/14/2023	135.14	135.14	03/22/2023	
Total FERGUSON ENTERPRISES LLC #3326:					135.14	135.14		
<b>FIRE RELIEF ASSOCIATION</b>								
1420	FIRE RELIEF ASSOCIATION	MAR2023	FF SBR	03/20/2023	3,000.00	3,000.00	03/22/2023	
Total FIRE RELIEF ASSOCIATION:					3,000.00	3,000.00		
<b>FLAGSHIP RECREATION LLC</b>								
4795	FLAGSHIP RECREATION LLC	F21165	POOL PERMIT APP	03/07/2023	1,875.00	1,875.00	03/22/2023	



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Total FLAGSHIP RECREATION LLC:					1,875.00	1,875.00		
<b>GOFF, JUSTIN</b>								
5230	GOFF, JUSTIN	1ST QTR	1ST QTR REIMB	03/01/2023	90.00	90.00	03/22/2023	
Total GOFF, JUSTIN:					90.00	90.00		
<b>GRAINGER INC, W W</b>								
1660	GRAINGER INC, W W	9635868079	VALVE	03/10/2023	9.42	9.42	03/22/2023	
1660	GRAINGER INC, W W	9641113486	TOOLS	03/15/2023	120.43	120.43	03/22/2023	
Total GRAINGER INC, W W:					129.85	129.85		
<b>GREY DUCK SCREEN PRINTING &amp; APPAREL</b>								
5106	GREY DUCK SCREEN PRINTIN	2120	SCREEN PRINTING	03/29/2023	1,049.75	.00		
Total GREY DUCK SCREEN PRINTING & APPAREL:					1,049.75	.00		
<b>HALLER, JOE</b>								
1695	HALLER, JOE	31123	POT HOLE PATCH	03/11/2023	521.73	521.73	03/22/2023	
Total HALLER, JOE:					521.73	521.73		
<b>HAWKINS, INC.</b>								
1710	HAWKINS, INC.	6423079	CHEMICALS WTP	03/15/2023	20.00	20.00	03/22/2023	
Total HAWKINS, INC.:					20.00	20.00		
<b>HINNENKAMP, KELLY</b>								
4728	HINNENKAMP, KELLY	1ST QTR	1ST QTR REIMB	03/01/2023	150.00	150.00	03/22/2023	
4728	HINNENKAMP, KELLY	31623	MILEAGE	03/16/2023	48.39	.00		
Total HINNENKAMP, KELLY:					198.39	150.00		
<b>IMAGETREND INC</b>								
5351	IMAGETREND INC	141108	IMAGE TREND	02/27/2023	3,200.00	3,200.00	03/22/2023	
Total IMAGETREND INC:					3,200.00	3,200.00		
<b>INNOVATIVE OFFICE SOLUTIONS LLC</b>								
5296	INNOVATIVE OFFICE SOLUTION	IN4125104	NAME PLATE	03/20/2023	16.77	16.77	03/22/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	PAPER	03/23/2023	229.95	229.95	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	DMV SUPPLIES	03/23/2023	15.72	15.72	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	TOILET PAPER	03/23/2023	146.00	146.00	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	C-FOLD TOWELS	03/23/2023	116.88	116.88	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	LINERS	03/23/2023	71.83	71.83	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4136361	ADMIN OFFICE SUPPLIES	03/23/2023	87.44	87.44	03/31/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4138151	LINER	03/24/2023	45.78	45.78	03/31/2023	
Total INNOVATIVE OFFICE SOLUTIONS LLC:					730.37	730.37		
<b>INTEGRIPRINT</b>								
1872	INTEGRIPRINT	58139	SPLASH PAD POSTER	03/28/2023	39.29	39.29	03/31/2023	
Total INTEGRIPRINT:					39.29	39.29		



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<b>Int'l Union of Operating Eng, Local 49</b>								
5274	Int'l Union of Operating Eng, Local	FEB23 DUES	UNION DUES	03/07/2023	306.00	306.00	03/22/2023	
Total Int'l Union of Operating Eng, Local 49:					306.00	306.00		
<b>LAKE COUNTRY CABINETS &amp; TRIM</b>								
2045	LAKE COUNTRY CABINETS & T	2252	PD COUNTER	03/09/2023	125.00	125.00	03/31/2023	
Total LAKE COUNTRY CABINETS & TRIM:					125.00	125.00		
<b>LAKE REGION CO-OP OIL ASSN</b>								
2050	LAKE REGION CO-OP OIL ASSN	022823-ACCT0	MOTOR FUELS	02/28/2023	148.42	148.42	03/22/2023	
Total LAKE REGION CO-OP OIL ASSN:					148.42	148.42		
<b>LANDSCAPE STRUCTURES INC</b>								
5313	LANDSCAPE STRUCTURES INC	P0150377-01A	MUNI PARK SPLASH PAD	11/28/2022	66,442.94	66,442.94	03/22/2023	
Total LANDSCAPE STRUCTURES INC:					66,442.94	66,442.94		
<b>LUNDEEN BROS INC</b>								
2190	LUNDEEN BROS INC	35830	SQUAD 54 MAINTENANCE	02/21/2023	967.57	967.57	03/22/2023	
Total LUNDEEN BROS INC:					967.57	967.57		
<b>M &amp; M EXPRESS SALES &amp; SERVICE</b>								
2211	M & M EXPRESS SALES & SER	428508	MOTOR FUELS	02/13/2023	404.89	404.89	03/31/2023	
Total M & M EXPRESS SALES & SERVICE:					404.89	404.89		
<b>MACHOVSKY JR, DALE</b>								
2223	MACHOVSKY JR, DALE	MED REIMB	MEDICAL REMBURSEMENT	03/31/2023	3,947.67	3,947.67	03/31/2023	
Total MACHOVSKY JR, DALE:					3,947.67	3,947.67		
<b>METRO WEST INSPECTION SERVICES</b>								
2375	METRO WEST INSPECTION SE	3630	VOIDED PERMIT 22-0166 - 820	03/27/2023	640.09	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0043 -550 VALLEY D	03/27/2023	940.00	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0045 - 530 VALLEY D	03/27/2023	957.50	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0048 -540 VALLEY D	03/27/2023	961.88	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0052 - 640 IRWIN CI	03/27/2023	1,081.25	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0136 -18 OAK AVE	03/27/2023	250.80	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0189 - 115 ELM ST	03/27/2023	68.68	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0173 - 18 OAK AVE	03/27/2023	89.10	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0179 - 30 CEDAR ST	03/27/2023	315.15	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0192 - 97 PRIMROS	03/27/2023	25.00	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 22-0191 - 269 DOGWO	03/27/2023	145.20	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 23-0008 - 215 SPRUCE	03/27/2023	25.00	.00		
2375	METRO WEST INSPECTION SE	3630	PERMIT 23-0009 - 150 POPLAR	03/27/2023	25.00	.00		
Total METRO WEST INSPECTION SERVICES:					5,524.65	.00		
<b>MIDCONTINENT COMMUNICATIONS</b>								
5006	MIDCONTINENT COMMUNICATI	157013401132	FIRE	03/27/2023	164.59	164.59	04/06/2023	
5006	MIDCONTINENT COMMUNICATI	157013401132	CITY OFFICES	03/27/2023	226.66	226.66	04/06/2023	
5006	MIDCONTINENT COMMUNICATI	157013401132	APD	03/27/2023	121.66	121.66	04/06/2023	
5006	MIDCONTINENT COMMUNICATI	157013401132	DMV	03/27/2023	107.30	107.30	04/06/2023	



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5006	MIDCONTINENT COMMUNICATI	157013401132	PW	03/27/2023	295.37	295.37	04/06/2023	
5006	MIDCONTINENT COMMUNICATI	157013401132	TC	03/27/2023	38.69	38.69	04/06/2023	
Total MIDCONTINENT COMMUNICATIONS:					954.27	954.27		
<b>MINNESOTA COMPUTER SYSTEMS INC</b>								
2525	MINNESOTA COMPUTER SYST	366460	MONTHLY PAYMENT - PD PRIN	03/06/2023	36.85	36.85	04/06/2023	
2525	MINNESOTA COMPUTER SYST	366906	ADMIN COPIER	03/10/2023	70.00	70.00	03/22/2023	
2525	MINNESOTA COMPUTER SYST	366906	ADMIN COPIER OVERAGE	03/10/2023	73.44	73.44	03/22/2023	
2525	MINNESOTA COMPUTER SYST	366906	DMV COPEIR	03/10/2023	40.00	40.00	03/22/2023	
2525	MINNESOTA COMPUTER SYST	366906	DMV COPIER OVERAGE	03/10/2023	160.93	160.93	03/22/2023	
Total MINNESOTA COMPUTER SYSTEMS INC:					381.22	381.22		
<b>MITCH WICKER FARMS</b>								
5064	MITCH WICKER FARMS	433106	BIT SHARPEN	03/21/2023	157.00	157.00	03/22/2023	
Total MITCH WICKER FARMS:					157.00	157.00		
<b>MN DEED - BCD</b>								
2572	MN DEED - BCD	APR23	LOAN REPAYMENT - EA SWEEN	04/01/2023	1,607.15	1,607.15	04/06/2023	
Total MN DEED - BCD:					1,607.15	1,607.15		
<b>MN DEPT OF LABOR &amp; INDUSTRY</b>								
2585	MN DEPT OF LABOR & INDUST	1-2023	1ST QTR BUILDING PERMIT SU	04/05/2023	1,028.16	1,028.16	04/05/2023	
Total MN DEPT OF LABOR & INDUSTRY:					1,028.16	1,028.16		
<b>MN DEPT OF NATURAL RESOURCES</b>								
2590	MN DEPT OF NATURAL RESOU	33023	REGISTRATION	03/30/2023	115.50	115.50	03/31/2023	
Total MN DEPT OF NATURAL RESOURCES:					115.50	115.50		
<b>MN DEPT. OF REVENUE</b>								
2599	MN DEPT. OF REVENUE	FEB23	SALES TAX	03/16/2023	1,237.51	1,237.51	03/22/2023	
2599	MN DEPT. OF REVENUE	FEB23	SALES TAX	03/16/2023	.96	.96	03/22/2023	
2599	MN DEPT. OF REVENUE	FEB23	SALES TAX	03/16/2023	32.93	32.93	03/22/2023	
2599	MN DEPT. OF REVENUE	FEB23	SALES TAX	03/16/2023	1.87	1.87	03/22/2023	
2599	MN DEPT. OF REVENUE	FEB23	SALES TAX	03/16/2023	592.73	592.73	03/22/2023	
Total MN DEPT. OF REVENUE:					1,866.00	1,866.00		
<b>MN PEIP</b>								
5068	MN PEIP	1268759	INSURANCE	03/10/2023	19,555.60	19,555.60	03/22/2023	
Total MN PEIP:					19,555.60	19,555.60		
<b>NCPERS GROUP LIFE INS</b>								
4752	NCPERS GROUP LIFE INS	994901042023	INSURANCE	03/01/2023	16.00	16.00	03/22/2023	
Total NCPERS GROUP LIFE INS:					16.00	16.00		
<b>NELSON ELECTRIC MOTOR REPAIR</b>								
2765	NELSON ELECTRIC MOTOR RE	2356	LIFT STATION REPAIR	03/13/2023	300.00	300.00	03/22/2023	



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Total NELSON ELECTRIC MOTOR REPAIR:					300.00	300.00		
<b>NEW LANE FINANCE</b>								
5185	NEW LANE FINANCE	71385-11/03/20	CITY HALL	03/13/2023	81.67	81.67	03/22/2023	
5185	NEW LANE FINANCE	71385-11/03/20	PD PHONE	03/13/2023	81.66	81.66	03/22/2023	
5185	NEW LANE FINANCE	71385-11/03/20	DMV PHONE	03/13/2023	81.67	81.67	03/22/2023	
Total NEW LANE FINANCE:					245.00	245.00		
<b>NICKA, KIRBY</b>								
5178	NICKA, KIRBY	1ST QTR	1ST QTR REIMB	03/01/2023	90.00	90.00	03/22/2023	
Total NICKA, KIRBY:					90.00	90.00		
<b>NORTH CENTRAL INTERNATIONAL, LLC</b>								
5198	NORTH CENTRAL INTERNATIO	R220005440:0	TRUCK REPAIR	03/14/2023	2,247.71	2,247.71	03/31/2023	
Total NORTH CENTRAL INTERNATIONAL, LLC:					2,247.71	2,247.71		
<b>Potentia MN Solar Fund 1, LLC</b>								
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE STREET LIGHTS	03/25/2023	28.36	28.36	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE FIRE HALL	03/25/2023	343.06	343.06	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE PARK ELECTRIC	03/25/2023	170.06	170.06	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE WTP	03/25/2023	2,165.82	2,165.82	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE SEWER L/S	03/25/2023	834.91	834.91	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE CEMETERY ELECTRIC	03/25/2023	18.89	18.89	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	FEB23	BILL PE CITY HALL	03/25/2023	944.71	944.71	04/06/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE STREET LIGHTS	02/25/2023	4.14	4.14	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE FIRE HALL	02/25/2023	53.73	53.73	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE PARK ELECTRIC	02/25/2023	24.82	24.82	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE WTP	02/25/2023	281.85	281.85	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE SEWER L/S	02/25/2023	126.24	126.24	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE CEMETERY ELECTRIC	02/25/2023	2.76	2.76	03/22/2023	
5074	Potentia MN Solar Fund 1, LLC	JAN23	BILL PE CITY HALL	02/25/2023	137.89	137.89	03/22/2023	
Total Potentia MN Solar Fund 1, LLC:					5,137.24	5,137.24		
<b>RAMSTAD, TAMARA</b>								
5354	RAMSTAD, TAMARA	32923	MEDICAL EQUIPMENT	03/29/2023	54.75	.00		
Total RAMSTAD, TAMARA:					54.75	.00		
<b>REICH'S PLUMBING &amp; HEATING INC</b>								
4898	REICH'S PLUMBING & HEATING	1930-2	DRAW 14- BURD	03/06/2023	7,480.00	7,480.00	03/22/2023	
Total REICH'S PLUMBING & HEATING INC:					7,480.00	7,480.00		
<b>RUSSELL SECURITY RESOURCE INC.</b>								
3151	RUSSELL SECURITY RESOURC	A44775	PD SECURITY DOORS	03/22/2023	1,507.00	1,507.00	03/31/2023	
3151	RUSSELL SECURITY RESOURC	A44823	PD SECURITY DOORS	03/28/2023	370.00	.00		
Total RUSSELL SECURITY RESOURCE INC.:					1,877.00	1,507.00		
<b>SHARETECH</b>								
5331	SHARETECH	13048	ADMIN MONTHLY CONTRACT- 1	03/08/2023	242.77	242.77	03/22/2023	
5331	SHARETECH	13048	DMV MONTHLY CONTRACT- 15	03/08/2023	242.77	242.77	03/22/2023	



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5331	SHARETECH	13048	FD MONTHLY CONTRACT- 20%	03/08/2023	323.70	323.70	03/22/2023	
5331	SHARETECH	13048	PD MONTHLY CONTRACT- 40%	03/08/2023	647.39	647.39	03/22/2023	
5331	SHARETECH	13048	PW MONTHLY CONTRACT- 10%	03/08/2023	161.84	161.84	03/22/2023	
Total SHARETECH:					1,618.47	1,618.47		
<b>SOS OFFICE FURNITURE, LLC</b>								
5271	SOS OFFICE FURNITURE, LLC	29779	OFFICE FURNITURE	03/16/2023	601.55	601.55	03/22/2023	
Total SOS OFFICE FURNITURE, LLC:					601.55	601.55		
<b>STANDAFER, PETER</b>								
4062	STANDAFER, PETER	1ST QTR	1ST QTR REIMB	03/01/2023	150.00	150.00	03/22/2023	
Total STANDAFER, PETER:					150.00	150.00		
<b>STANDARD &amp; POOR'S</b>								
4061	STANDARD & POOR'S	11451104	BOND ISSUANCE FEES	03/10/2023	14,000.00	14,000.00	03/22/2023	
Total STANDARD & POOR'S:					14,000.00	14,000.00		
<b>TELECOM BROADBAND SOLUTIONS LLC (TBSOA)</b>								
5186	TELECOM BROADBAND SOLUT	3734	CITY PHONES	03/01/2023	99.55	99.55	03/22/2023	
5186	TELECOM BROADBAND SOLUT	3734	DMV PHONES	03/01/2023	99.55	99.55	03/22/2023	
5186	TELECOM BROADBAND SOLUT	3734	PD PHONES	03/01/2023	99.55	99.55	03/22/2023	
5186	TELECOM BROADBAND SOLUT	3792	CITY PHONES	04/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	3792	DMV PHONES	04/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	3792	PD PHONES	04/01/2023	99.55	.00		
Total TELECOM BROADBAND SOLUTIONS LLC (TBSOA):					597.30	298.65		
<b>TOWNSEND, KRIS</b>								
4224	TOWNSEND, KRIS	1ST QTR	1ST QTR REIMB	03/01/2023	150.00	150.00	03/22/2023	
Total TOWNSEND, KRIS:					150.00	150.00		
<b>US BANK</b>								
4357	US BANK	6872426	AGENT FEE	03/28/2023	850.00	.00		
Total US BANK:					850.00	.00		
<b>UTILITY REFUNDS</b>								
4871	UTILITY REFUNDS	UTILREF-ERIC	OVERPAY REFUND-110 PARK S	04/04/2023	275.24	275.24	04/06/2023	
4871	UTILITY REFUNDS	UTILREF-KUR	OVERPAY REFUND-711 MORRI	04/04/2023	128.22	128.22	04/06/2023	
4871	UTILITY REFUNDS	UTILref-LARS	OVERPAY REFUND-240 LAKE D	03/21/2023	135.92	135.92	03/22/2023	
4871	UTILITY REFUNDS	UTILREF-LOE	OVERPAY REFUND-721 MORRI	04/04/2023	229.79	229.79	04/06/2023	
4871	UTILITY REFUNDS	UTILref-MADE	OVERPAY REFUND-1013 BEEC	02/24/2023	293.64	293.64	03/22/2023	
4871	UTILITY REFUNDS	UTILref-NELS	OVERPAY REFUND- 230 EXCEL	04/04/2023	83.66	83.66	04/06/2023	
4871	UTILITY REFUNDS	UTILREF-RYD	OVERPAY REFUND-30 CHESTN	04/04/2023	29.70	29.70	04/06/2023	
4871	UTILITY REFUNDS	UTILref-THOM	OVERPAY REFUND-100 HUNTE	03/02/2023	93.32	93.32	03/22/2023	
4871	UTILITY REFUNDS	UTILREF-TRU	OVERPAY REFUND- 120 KENDA	03/18/2023	54.99	54.99	03/22/2023	
Total UTILITY REFUNDS:					1,324.48	1,324.48		
<b>Volunteer Firefighter Ben Assoc of MN</b>								
4968	Volunteer Firefighter Ben Assoc of	2023 RENEWA	FIRE FIGHTER BENEFIT	02/13/2023	190.00	190.00	03/22/2023	
4968	Volunteer Firefighter Ben Assoc of	22023-ELDRE	FIRE FIGHTER BENEFIT	02/20/2023	14.00	14.00	03/22/2023	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4968	Volunteer Firefighter Ben Assoc of	3423-A.NELSO	FIRE FIGHTER BENEFIT	03/04/2023	14.00	14.00	03/22/2023	
Total Volunteer Firefighter Ben Assoc of MN:					218.00	218.00		
<b>WAGNER, BLAKE</b>								
5323	WAGNER, BLAKE	32923	PERM AND TEMP EASEMENT	03/29/2023	2,500.00	2,500.00	03/31/2023	
Total WAGNER, BLAKE:					2,500.00	2,500.00		
<b>WEST CENTRAL SANITATION INC</b>								
4481	WEST CENTRAL SANITATION IN	12708993	RECYCLING	02/28/2023	4,279.75	4,279.75	03/22/2023	
4481	WEST CENTRAL SANITATION IN	12708993	REFUSE	02/28/2023	10,872.32	10,872.32	03/22/2023	
Total WEST CENTRAL SANITATION INC:					15,152.07	15,152.07		
<b>WEX BANK</b>								
5273	WEX BANK	87816535	MOTOR FUELS	03/07/2023	323.05	323.05	03/31/2023	
5273	WEX BANK	87816625	PD FUEL	03/07/2023	967.97	967.97	04/06/2023	
Total WEX BANK:					1,291.02	1,291.02		
<b>WINDSTREAM</b>								
4495	WINDSTREAM	MAR23-LIFT	L/S PHONE	03/03/2023	259.28	259.28	03/22/2023	
4495	WINDSTREAM	MAR23-WATE	320-274-2793	03/03/2023	40.11	40.11	03/22/2023	
Total WINDSTREAM:					299.39	299.39		
<b>WRIGHT COUNTY AUDITOR-TREAS</b>								
4511	WRIGHT COUNTY AUDITOR-TR	23-002070	2023 PROPERTY TAX- 20 CEDA	04/01/2023	1,734.00	.00		
4511	WRIGHT COUNTY AUDITOR-TR	23-003040	74 OAK AVE- 102-010-003040	04/01/2023	2,846.00	.00		
4511	WRIGHT COUNTY AUDITOR-TR	23-191213	2023 PROPERTY TAX- 8949 LA	04/01/2023	1,336.00	.00		
4511	WRIGHT COUNTY AUDITOR-TR	23-282300	2023 PROPERTY TAX- 102-500-2	04/01/2023	4,292.00	.00		
4511	WRIGHT COUNTY AUDITOR-TR	23-322100	2023 PROPERTY TAX- 10719 70	04/01/2023	4,098.00	.00		
Total WRIGHT COUNTY AUDITOR-TREAS:					14,306.00	.00		
<b>WRIGHT COUNTY HIGHWAY DEPT</b>								
4520	WRIGHT COUNTY HIGHWAY DE	2023 DUES	HWY 55 COALITION DUES 2023	04/04/2023	250.00	.00		
Total WRIGHT COUNTY HIGHWAY DEPT:					250.00	.00		
<b>WRIGHT-HENNEPIN COOPERATIVE</b>								
4548	WRIGHT-HENNEPIN COOPERA	35030329992	L/S 1255 BUSINESS BLVD	03/10/2023	22.60	22.60	03/22/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030329992	TC SECURITY	03/10/2023	20.95	20.95	03/22/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030329992	CITY HALL SECURITY	03/10/2023	20.95	20.95	03/22/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030329992	STREET LIGHTS	03/10/2023	162.52	162.52	03/22/2023	
Total WRIGHT-HENNEPIN COOPERATIVE:					227.02	227.02		
<b>XCEL ENERGY</b>								
4559	XCEL ENERGY	816871829	ACCT 51-6076585-1	02/21/2023	52.80	52.80	03/22/2023	
4559	XCEL ENERGY	818389866	51-6024519-2	03/03/2023	4,387.86	4,387.86	03/22/2023	
4559	XCEL ENERGY	818604016	ACCOUNT 51-6024518-1	03/06/2023	4,540.13	4,540.13	03/22/2023	
Total XCEL ENERGY:					8,980.79	8,980.79		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Grand Totals:					336,538.13	310,300.96		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_  
Shelly JonasCity Council: \_\_\_\_\_  
Tina Honsey\_\_\_\_\_  
JT Grundy\_\_\_\_\_  
Corey Czycalla\_\_\_\_\_  
Matthew Wuollet

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "001"-"699"





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6B

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Department Reports

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

## Background

The following Department Reports are presented for approval:

- Police Department Report for March
- Fire Department Report for March
- Financial Report for February
- DMV Report for March

## Recommended Action

Approve Department Reports

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## Attachments:

Reports





# ANNANDALE POLICE DEPARTMENT

## MONTHLY REPORT

### Mar-23

TOTAL ACTIVITY	March 2023 Total	March 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
CRIMINAL ACTIVITY	4	10	19	29	-34%
CITATIONS	74	61	152	129	18%
NON-CRIMINAL	150	175	414	518	-20%
<b>GRAND TOTAL</b>	<b>228</b>	<b>246</b>	<b>585</b>	<b>676</b>	

CRIMINAL ACTIVITY	March 2023 Total	March 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	0	1	0	1	-100%
Domestic Assault	0	1	1	2	-50%
Criminal Sex Conduct	0	2	0	4	-100%
Burglary	0	0	0	0	N/A
Theft	0	0	6	4	50%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	1	1	0%
Forgery/Counterfeit	1	1	2	2	0%
Fraud	0	1	0	2	-100%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	0	0	2	3	-33%
Weapons	0	0	1	0	NA
Drug Offenses	2	0	2	2	0%
Juvenile Offenses	0	0	0	1	-100%
DUI/DWI	1	2	2	3	-33%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	0	2	2	4	-50%
All Others	0	0	0	0	NA
<b>Total Criminal Activity</b>	<b>4</b>	<b>10</b>	<b>19</b>	<b>29</b>	

**Note:** The statistics from Criminal Activity above are cases that were processed as a criminal offense



<b>NON-CRIMINAL ACTIVITY</b>	<b>March 2023 Total</b>	<b>March 2022 Total</b>	<b>Current YTD Total</b>	<b>2022 YTD Total</b>	<b>Percentage Change</b>
Alarms	4	7	19	31	-39%
Animal Bites	0	0	0	0	NA
Animal Complaints	3	5	5	14	-64%
Area Checks/Extra Patrol	2	0	4	0	NA
Assist Other Agencies	10	14	43	59	-27%
ATV/Snowmobile Complaints	0	0	0	1	-100%
Background Checks	0	3	7	15	-53%
CDP	0	1	0	1	-100%
Check Welfare	11	11	22	29	-24%
Citizen Aid / Motorist Aid	4	8	17	33	-48%
Civil Disputes	9	7	16	18	-11%
Confidential Narcotics	2	1	2	4	-50%
Death, Non-Criminal	1	1	2	2	0%
Disorderly	0	3	1	7	-86%
Domestics	2	5	4	7	-43%
Driving/Traffic Complaints	6	8	22	13	69%
Dumping/Littering	0	0	1	0	NA
Escorts - Funeral	2	2	3	6	-50%
Fight	0	1	0	1	-100%
Fire Calls	3	1	4	4	0%
Firearm Discharge	0	0	0	1	-100%
Fireworks	0	1	0	1	-100%
Harassment Complaint	2	2	4	5	-20%
Juvenile/Mischief	1	5	6	7	-14%
Lockouts - Vehicle	7	4	17	11	55%
Lost/Found Property	4	2	8	5	60%
Medical	26	33	74	86	-14%
Mental Health	0	8	4	14	-71%
Missing Person	1	0	1	1	0%
MV Accidents / VOR	7	4	17	20	-15%
Noise Complaints	2	0	2	2	0%
Parking Complaints	5	3	14	9	56%
Search Warrants	0	0	0	0	NA
School Related -SRO	0	11	5	31	-84%
Suicidal person	0	0	0	1	-100%
Suicide attempted	0	1	0	2	-100%
Suspicious Complaints	5	6	21	25	-16%
Theft	1	1	3	3	0%
Threats	0	1	1	3	-67%
Warrants-Attempt/Arrest	0	1	1	11	-91%
WCHS/MAARC Reports	4	4	13	15	-13%
All Others	26	10	51	20	155%
<b>Total Non-Criminal</b>	<b>150</b>	<b>175</b>	<b>414</b>	<b>518</b>	
<b>CITATIONS &amp;</b>	<b>March 2023</b>	<b>March 2022</b>	<b>Current</b>	<b>2022</b>	<b>Percentage</b>



WARNINGS	Total	Total	YTD Total	YTD Total	Change
Admin Citations	5	12	14	31	-55%
State Citations	22	8	35	19	84%
Warning Citations	47	41	103	79	30%
<b>TOTAL</b>	<b>74</b>	<b>61</b>	<b>152</b>	<b>129</b>	

**Citations consist of the following offenses:**

Careless Driving	No Insurance	Seatbelt
DAR/DAC/DAS	Traffic	Equipment
Equipment Violation	Parking	Winter Parking
SBSA Violation	Expired DL	Stop Sign
No Proof of Insurance	Obstructed View	No MN DL
Expired Registration	Semaphore	Speed
Exhibition Driving		



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**LEGISLATIVE**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-33161-411 GRANTS- LEGISLATIVE	.00	.00	.00	.00	.00
101-36000-411 REVENUES - LEGISLATIVE	.00	.00	.00	.00	.00
101-36201-411 MISC REVENUES - LEGISLATIVE	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<u>EXPENDITURES</u>					
101-41110-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
101-41110-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-41110-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-41110-321 TELEPHONE (FAX)	.00	.00	.00	.00	.00
101-41110-331 TRAVEL/TRAINING	1,050.00	1,050.00	400.00	( 650.00)	262.50
101-41110-350 PRINTING & PUBLISHING	544.50	544.50	3,500.00	2,955.50	15.56
101-41110-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
101-41110-405 MAINT CONTRACT (FAX)	.00	.00	.00	.00	.00
101-41110-433 DUES AND SUBSCRIPTIONS	.00	1,774.00	7,485.00	5,711.00	23.70
101-41110-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-41110-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-41110-439 SALES TAX	.00	.00	.00	.00	.00
101-41110-489 EMPLOYEE APPREC/RETENTION	125.00	125.00	800.00	675.00	15.63
101-41110-490 CONTRIB TO COMMUNITY SERVICE	.00	.00	9,000.00	9,000.00	.00
101-41110-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-41110-570 CAPITAL OUTLAY (OFFICE EQUIP)	.00	.00	.00	.00	.00
101-41110-720 TRANS OUT TO 407 (BEATIFICAT)	.00	.00	1,100.00	1,100.00	.00
101-41110-721 TRANS OUT 407 (FOOD SHEL	.00	.00	1,800.00	1,800.00	.00
101-41110-725 TRANS OUT 493 (STREET MAINT)	.00	.00	.00	.00	.00
101-41118-103 SALARIES (P/T) LEGISLATIVE	1,325.00	2,530.00	16,424.00	13,894.00	15.40
101-41118-122 FICA - LEGISLATIVE	82.17	156.90	607.00	450.10	25.85
101-41118-125 MEDICARE - LEGISLATIVE	19.21	36.70	142.00	105.30	25.85
101-41118-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
<b>TOTAL EXPENDITURES</b>	<b>3,145.88</b>	<b>6,217.10</b>	<b>42,829.25</b>	<b>36,612.15</b>	<b>14.52</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 3,145.88)</b>	<b>( 6,217.10)</b>	<b>( 42,829.25)</b>	<b>36,612.15</b>	<b>( 14.52)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**ELECTIONS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-34103-412 SITE FEES	.00	.00	.00	.00	.00
101-36000-412 REVENUES - ELECTIONS	.00	.00	.00	.00	.00
101-36201-412 MISC REVENUES-ELECTIONS	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>EXPENDITURES</b>					
101-41200-104 WAGES (TEMPORARY)	.00	.00	.00	.00	.00
101-41200-122 FICA	.00	.00	.00	.00	.00
101-41200-210 OTHER SUPPLIES	.00	.00	.00	.00	.00
101-41200-301 AUDIT FEES	.00	.00	.00	.00	.00
101-41200-311 PAYROLL EXPENSE-ELECT JUDGE	.00	.00	.00	.00	.00
101-41200-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-41200-350 PRINTING & PUBLISHING	.00	.00	125.00	125.00	.00
101-41200-405 MAINT CONTRACT (VOTING MACH)	400.00	400.00	400.00	.00	100.00
101-41200-439 SALES TAX	.00	.00	.00	.00	.00
101-41200-580 CAPITAL OUTLAY (OTHER EQUIP.)	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>400.00</b>	<b>400.00</b>	<b>525.00</b>	<b>125.00</b>	<b>76.19</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 400.00)</b>	<b>( 400.00)</b>	<b>( 525.00)</b>	<b>125.00</b>	<b>( 76.19)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PLANNING & ZONING**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-34103-413 ZONING&SUBDIVISION FEES	.00	.00	2,000.00	2,000.00	.00
101-36000-413 REVENUES - PLAN/ZONE	.00	.00	.00	.00	.00
101-36201-413 MISC REVENUES-P&Z	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>.00</b>
<b>EXPENDITURES</b>					
101-41300-101 SALARY (F/T)	.00	.00	.00	.00	.00
101-41300-121 PERA	.00	.00	.00	.00	.00
101-41300-122 FICA	.00	.00	.00	.00	.00
101-41300-126 ICMA/USCM	.00	.00	.00	.00	.00
101-41300-130 INSURANCE BENEFITS	.00	.00	.00	.00	.00
101-41300-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-41300-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
101-41300-322 POSTAGE	.00	.00	.00	.00	.00
101-41300-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-41300-360 INSURANCE	.00	.00	.00	.00	.00
101-41300-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-41300-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-41330-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-41330-303 ENGINEERING FEES	.00	.00	250.00	250.00	.00
101-41330-304 LEGAL FEES	112.50	112.50	780.00	667.50	14.42
101-41330-310 OTHER CONSULTANT	554.70	554.70	1,500.00	945.30	36.98
101-41330-312 RECORDING FEES VARIANCE & SUPS	.00	.00	200.00	200.00	.00
101-41330-322 POSTAGE	30.00	30.00	180.00	150.00	16.67
101-41330-331 TRAVEL/TRAINING	.00	.00	250.00	250.00	.00
101-41330-350 PRINTING & PUBLISHING	.00	.00	200.00	200.00	.00
101-41330-360 INSURANCE	.00	.00	.00	.00	.00
101-41330-405 MAINT. CONTRACT-COPIER	.00	.00	.00	.00	.00
101-41330-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-41330-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-41330-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-41330-437 MISCELLANEOUS	.00	.00	50.00	50.00	.00
101-41339-103 SALARIES (P/T) - P & Z	195.00	355.00	1,320.00	965.00	26.89
101-41339-122 FICA - P & Z	12.09	22.01	82.00	59.99	26.84
101-41339-125 MEDICARE - P & Z	2.84	5.17	19.00	13.83	27.21
101-41339-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
101-41339-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>907.13</b>	<b>1,079.38</b>	<b>6,402.25</b>	<b>5,322.87</b>	<b>16.86</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 907.13)</b>	<b>( 1,079.38)</b>	<b>( 4,402.25)</b>	<b>3,322.87</b>	<b>( 24.52)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**ADMINISTRATION**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-32110-414 LIQUOR LICENSES-ADMIN	.00	.00	22,000.00	22,000.00	.00
101-32180-414 MISC PERMITS/LICENSE-ADMIN	.00	.00	2,500.00	2,500.00	.00
101-32185-414 TOBACCO LICENSES-ADMIN	.00	.00	150.00	150.00	.00
101-33422-414 MEADA (METH) DONATIONS	.00	.00	.00	.00	.00
101-34101-414 CITY HALL RENT	.00	.00	800.00	800.00	.00
101-34102-414 CD BURNING	.00	.00	.00	.00	.00
101-34109-414 NSF CHECK RECOVERY	.00	.00	.00	.00	.00
101-34111-414 COPIER RECEIPTS - ADMIN	.00	.00	55.00	55.00	.00
101-34113-414 ASSESS REV - RESD PROP MAINT	.00	.00	.00	.00	.00
101-35105-414 OTHER FINES - ADMIN-(NSF FEE)	.00	.00	200.00	200.00	.00
101-36000-414 REVENUES-ADMIN	.00	.00	.00	.00	.00
101-36201-414 MISC REVENUES-ADMIN	1.00	1.00	.00	( 1.00)	.00
101-36280-414 COVID WAGE/TAX CREDITS - ADMIN	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>1.00</b>	<b>1.00</b>	<b>25,705.00</b>	<b>25,704.00</b>	<b>.00</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**ADMINISTRATION**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EXPENDITURES</u>					
101-41400-101 WAGES (F/T)	14,804.59	28,710.79	195,429.52	166,718.73	14.69
101-41400-102 OVERTIME (F/T)	.00	.00	500.00	500.00	.00
101-41400-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-41400-121 PERA	1,110.36	2,153.34	14,694.71	12,541.37	14.65
101-41400-122 FICA	904.52	1,754.08	12,147.63	10,393.55	14.44
101-41400-125 MEDICARE	211.54	410.22	2,782.20	2,371.98	14.74
101-41400-126 USCM	.00	.00	.00	.00	.00
101-41400-130 INSURANCE BENEFITS	1,736.29	3,525.82	20,815.43	17,289.61	16.94
101-41400-150 WORKER'S COMPENSATION	.00	.00	2,400.00	2,400.00	.00
101-41400-200 OFFICE SUPPLIES	277.80	277.80	3,500.00	3,222.20	7.94
101-41400-210 OTHER SUPPLIES	126.77	201.71	700.00	498.29	28.82
101-41400-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-41400-301 AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-41400-303 ENGINEERING FEES	.00	.00	4,000.00	4,000.00	.00
101-41400-304 LEGAL EXPENSES	472.50	472.50	7,000.00	6,527.50	6.75
101-41400-309 TRAINING/UPGRADE FEES (COMPTR)	.00	.00	.00	.00	.00
101-41400-310 OTHER CONSULTANT	.00	.00	1,000.00	1,000.00	.00
101-41400-311 PAYROLL EXPENSE	.00	.00	660.00	660.00	.00
101-41400-321 TELEPHONE/INTERNET	353.02	659.89	5,200.00	4,540.11	12.69
101-41400-322 POSTAGE	547.90	547.90	3,200.00	2,652.10	17.12
101-41400-331 TRAVEL/TRAINING	124.25	194.25	5,000.00	4,805.75	3.89
101-41400-350 PRINTING AND PUBLISHING	45.00	45.00	1,500.00	1,455.00	3.00
101-41400-351 MEADA (METH) EXPENSES	.00	.00	.00	.00	.00
101-41400-360 COMP INSURANCE	.00	.00	1,541.00	1,541.00	.00
101-41400-381 ELECTRICITY	6,941.26	6,941.26	.00	( 6,941.26)	.00
101-41400-400 RESD. PROP MAINT-CERT TO TAXES	.00	.00	.00	.00	.00
101-41400-404 MAINT. & REPAIR (EQUIPMENT)	.00	.00	.00	.00	.00
101-41400-405 MAINT. CONTRACT-COPIER	.00	226.64	3,200.00	2,973.36	7.08
101-41400-406 MAINT CONTRACT-SOFTWARE	66.54	2,803.04	3,600.00	796.96	77.86
101-41400-407 MAINTENANCE - TECHNOLOGY	203.10	681.20	4,000.00	3,318.80	17.03
101-41400-413 POSTAGE METER RENT	.00	162.89	450.00	287.11	36.20
101-41400-431 CASH SHORT	.00	.00	.00	.00	.00
101-41400-433 DUES AND SUBSCRIPTIONS	.00	.00	800.00	800.00	.00
101-41400-436 NSF CHECK WRITE OFF EXPENSE	.00	.00	.00	.00	.00
101-41400-437 MISCELLANEOUS	23,500.00	23,500.00	500.00	( 23,000.00)	4,700.00
101-41400-438 CREDIT CARD FEES	118.63	238.00	700.00	462.00	34.00
101-41400-439 SALES TAX	87.50	87.50	.00	( 87.50)	.00
101-41400-570 CAPITAL OUTLAY (OFFICE EQUIP)	199.10	199.10	1,100.00	900.90	18.10
101-41400-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-41439-439 SALES TAX	.00	.00	.00	.00	.00
TOTAL EXPENDITURES	51,830.67	73,792.93	297,747.99	223,955.06	24.78
NET REVENUES OVER EXPENDITURES	( 51,829.67)	( 73,791.93)	( 272,042.99)	198,251.06	( 27.13)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**ASSESSOR**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-34107-415 ASSESSMENT SEARCHES	100.00	140.00	600.00	460.00	23.33
101-36000-415 REVENUES-ASSESSOR	.00	.00	.00	.00	.00
101-36201-415 MISC REVENUES-ASSESSOR	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>100.00</b>	<b>140.00</b>	<b>600.00</b>	<b>460.00</b>	<b>23.33</b>
<b>EXPENDITURES</b>					
101-41550-103 SALARY (P/T)	.00	.00	.00	.00	.00
101-41550-122 FICA	.00	.00	.00	.00	.00
101-41550-301 AUDIT FEES	.00	.00	.00	.00	.00
101-41550-302 ASSESSORS' FEES	.00	.00	24,250.00	24,250.00	.00
101-41550-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-41550-360 INSURANCE	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>24,250.00</b>	<b>24,250.00</b>	<b>.00</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>100.00</b>	<b>140.00</b>	<b>( 23,650.00)</b>	<b>23,790.00</b>	<b>.59</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**MUNICIPAL BUILDING**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u>REVENUES</u>					
101-36000-419	REVENUES-MUNIC BUILDING	.00	22.40	.00	( 22.40)	.00
101-36201-419	MISC REVENUES-MUNIC BLDG	.00	.00	.00	.00	.00
	TOTAL FUND REVENUE	.00	22.40	.00	( 22.40)	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**MUNICIPAL BUILDING**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>EXPENDITURES</b>					
101-41920-203 PAPER SUPPLIES	.00	.00	.00	.00	.00
101-41920-210 OPERATING SUPPLIES	.00	.00	.00	.00	.00
101-41920-309 TRAINING & UPGRADE FEES	.00	.00	.00	.00	.00
101-41920-404 MAINT. & REPAIR (EQUIP)	.00	.00	.00	.00	.00
101-41920-405 MAINT. CONTRACT	.00	.00	.00	.00	.00
101-41920-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-41920-580 CAPITAL OUTLAY (EQUIP.)	.00	.00	.00	.00	.00
101-41940-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-41940-150 WORKER'S COMPENSATION	.00	.00	1,400.00	1,400.00	.00
101-41940-210 OPERATING SUPPLIES	45.78	336.99	2,000.00	1,663.01	16.85
101-41940-220 MAINT & REPAIR SUPPLIES	.00	.00	200.00	200.00	.00
101-41940-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-41940-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-41940-308 CONTRACTED CLEANING SERVICE	.00	673.75	7,650.00	6,976.25	8.81
101-41940-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
101-41940-360 COMP INSURANCE	.00	.00	8,400.00	8,400.00	.00
101-41940-381 ELECTRICITY-CITY HALL	.00	.00	13,200.00	13,200.00	.00
101-41940-382 WATER & SEWER-CITY HALL	.00	67.22	3,500.00	3,432.78	1.92
101-41940-383 NATURAL GAS-CITY HALL	.00	1,403.31	4,000.00	2,596.69	35.08
101-41940-384 REFUSE DISPOSAL	.00	.00	.00	.00	.00
101-41940-385 BUILDING SECURITY	20.95	41.90	350.00	308.10	11.97
101-41940-401 MAINT & REPAIR (BLDG)	1,889.83	2,109.66	8,000.00	5,890.34	26.37
101-41940-404 MAINT & REPAIR	.00	.00	100.00	100.00	.00
101-41940-419 LINEN RENTAL	.00	.00	.00	.00	.00
101-41940-437 MISCELLANEOUS	.00	.00	700.00	700.00	.00
101-41940-438 PLANNING - NEEDS ASSESSMENT	.00	.00	.00	.00	.00
101-41940-439 SALES TAX	.00	.00	.00	.00	.00
101-41940-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-41940-530 CAPITAL OUTLAY (SITE IMPRV)	.00	.00	.00	.00	.00
101-41940-535 CAPITAL OUTLAY (SITE IMPRV MNT)	.00	.00	.00	.00	.00
101-41940-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-41940-580 CAPITAL OUTLAY (EQUIP)	.00	.00	.00	.00	.00
101-41943-101 WAGES (P/T) - PW CREW TIME	353.94	710.73	4,561.02	3,850.29	15.58
101-41943-102 WAGES (O/T) - PW CREW TIME	37.98	111.53	453.00	341.47	24.62
101-41943-105 ON CALL-PUBLIC WORKS	8.70	17.70	109.20	91.50	16.21
101-41943-121 PERA - PUBLIC WORKS	30.03	62.94	372.83	309.89	16.88
101-41943-122 FICA - PUBLIC WORKS	22.86	48.05	308.21	260.16	15.59
101-41943-125 MEDICARE - PUBLIC WORKS	5.35	11.23	70.59	59.36	15.91
101-41943-130 INSURANCE BENEFITS - PW CREW	98.35	197.25	1,235.72	1,038.47	15.96
101-41945-103 SALARIES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-41945-121 PERA	.00	.00	.00	.00	.00
101-41945-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-41945-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>2,493.77</b>	<b>5,792.26</b>	<b>56,610.57</b>	<b>50,818.31</b>	<b>10.23</b>



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**MUNICIPAL BUILDING**

	PERIOD PERIOD	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
NET REVENUES OVER EXPENDITURES	( 2,493.77)	( 5,769.86)	( 56,610.57)	50,840.71	( 10.19)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**POLICE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-32270-421 GOLF CART PERMITS	.00	.00	500.00	500.00	.00
101-33160-421 COPS FAST GRANT	.00	.00	.00	.00	.00
101-33161-421 PD GRANTS	.00	.00	.00	.00	.00
101-33416-421 STATE PD TRAINING REIMB	.00	.00	6,500.00	6,500.00	.00
101-33417-421 NITECAP REVENUE	.00	.00	.00	.00	.00
101-33421-421 POLICE STATE AID	.00	.00	40,000.00	40,000.00	.00
101-33423-421 POLICE DWI SEIZURE	.00	.00	.00	.00	.00
101-33424-421 POLICE OTHER SEIZURE	.00	.00	.00	.00	.00
101-33425-421 POLICE DRUG SEIZURE	.00	.00	.00	.00	.00
101-33426-421 PD-DARE REVENUE	.00	.00	.00	.00	.00
101-34201-421 POLICE SPECIAL SERVICES	.00	.00	1,000.00	1,000.00	.00
101-34202-421 SCHOOL RESOURCE OFFICER	.00	.00	19,000.00	19,000.00	.00
101-34203-421 POLICE REPORTS	.00	.00	100.00	100.00	.00
101-34204-421 FINGERPRINTS	30.00	60.00	175.00	115.00	34.29
101-34206-421 POLICE BACKGROUND CHECKS	.00	.00	100.00	100.00	.00
101-34207-421 PAPER SERVICE CHARGES	.00	.00	.00	.00	.00
101-35101-421 COURT FINES	309.96	716.57	8,000.00	7,283.43	8.96
101-35102-421 ADMINISTRATIVE FINES	25.00	135.00	3,000.00	2,865.00	4.50
101-35103-421 ADMINISTRATIVE FINES-TRAFFIC	.00	.00	500.00	500.00	.00
101-36000-421 REVENUES-POLICE DEPT	.00	.00	.00	.00	.00
101-36201-421 MISC REVENUES-POLICE	.00	.00	.00	.00	.00
101-36230-421 COMMUNITY POLICING EVENTS	.00	.00	.00	.00	.00
101-36232-421 DONATIONS TO POLICE DEPARTMENT	.00	.00	.00	.00	.00
101-36280-421 COVID WAGE/TAX CREDITS - PD	.00	.00	.00	.00	.00
 TOTAL FUND REVENUE	 364.96	 911.57	 78,875.00	 77,963.43	 1.16



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**POLICE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EXPENDITURES</u>					
101-42100-101 WAGES (F/T)	32,137.54	62,400.82	413,539.36	351,138.54	15.09
101-42100-102 OVERTIME (F/T)	455.35	2,242.18	18,000.00	15,757.82	12.46
101-42100-103 SALARIES (P/T)	2,392.15	4,680.02	25,000.00	20,319.98	18.72
101-42100-104 SALARIES (P/T) - SECRETARY	2,874.80	5,539.90	48,555.52	43,015.62	11.41
101-42100-121 PERA	5,892.51	11,585.81	80,807.47	69,221.66	14.34
101-42100-122 FICA	237.61	465.85	3,010.44	2,544.59	15.47
101-42100-125 MEDICARE	516.20	1,023.80	7,172.35	6,148.75	14.27
101-42100-130 INSURANCE BENEFITS	7,014.02	14,028.04	85,074.24	71,046.20	16.49
101-42100-150 WORKER'S COMPENSATION	.00	.00	30,000.00	30,000.00	.00
101-42100-200 OFFICE SUPPLIES	11.53	391.85	2,500.00	2,108.15	15.67
101-42100-205 CANINE SUPPLIES	.00	.00	.00	.00	.00
101-42100-210 OPERATING SUPPLIES	20.95	30.94	1,300.00	1,269.06	2.38
101-42100-211 RANGE TRAINING SUPPLIES	178.52	178.52	2,500.00	2,321.48	7.14
101-42100-212 MOTOR FUELS-POLICE DEPT	1,083.84	2,146.11	16,500.00	14,353.89	13.01
101-42100-217 CLOTHING/UNIFORMS	515.25	553.23	5,000.00	4,446.77	11.06
101-42100-240 VEHICLE EQUIPMENT	.00	.00	2,000.00	2,000.00	.00
101-42100-241 POLICE EQUIPMENT	257.67	257.67	3,000.00	2,742.33	8.59
101-42100-301 AUDIT FEES	.00	.00	3,761.25	3,761.25	.00
101-42100-304 LEGAL FEES (PROSECUTIONS)	1,983.10	2,016.35	23,500.00	21,483.65	8.58
101-42100-305 MEDICAL FEES	.00	.00	.00	.00	.00
101-42100-306 PERSONNEL TESTING & RECRUIT.	.00	.00	1,000.00	1,000.00	.00
101-42100-307 STATE FEE-TRAFFIC CITATIONS	.00	80.00	800.00	720.00	10.00
101-42100-308 CONTRACTED CLEANING SERVICE	.00	147.00	1,620.00	1,473.00	9.07
101-42100-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-42100-311 PAYROLL EXPENSE	.00	.00	2,060.00	2,060.00	.00
101-42100-313 TRANSCRIPTIONS	.00	.00	.00	.00	.00
101-42100-314 SPECIAL INVESTIGATIONS	29.95	29.95	1,500.00	1,470.05	2.00
101-42100-315 VETERINARY SERVICES	.00	.00	.00	.00	.00
101-42100-316 NARCOTICS ENFORCEMENT	.00	.00	600.00	600.00	.00
101-42100-320 COMPUTER DATA ACCESS LINE	.00	.00	250.00	250.00	.00
101-42100-321 TELEPHONE/INTERNET	689.41	891.27	7,200.00	6,308.73	12.38
101-42100-322 POSTAGE	70.00	70.00	400.00	330.00	17.50
101-42100-323 RADIO UNITS	.00	.00	1,020.00	1,020.00	.00
101-42100-324 STATE CHARGES-BCA	.00	.00	1,080.00	1,080.00	.00
101-42100-331 TRAVEL/TRAINING	.00	.00	3,000.00	3,000.00	.00
101-42100-335 VEHICLE LICENSE	.00	.00	600.00	600.00	.00
101-42100-350 PRINTING & PUBLISHING	.00	.00	500.00	500.00	.00
101-42100-351 MEADA (METH) EXPENSES	.00	.00	.00	.00	.00
101-42100-352 PD - DARE EXPENSES	.00	.00	.00	.00	.00
101-42100-360 COMP INSURANCE	.00	.00	4,300.00	4,300.00	.00
101-42100-361 VEHICLE INSURANCE	.00	.00	5,000.00	5,000.00	.00
101-42100-404 MAINT & REPAIR (EQUIP)	.00	.00	500.00	500.00	.00
101-42100-405 MAINT. CONTRACT SOFTWARE	.00	.00	5,000.00	5,000.00	.00
101-42100-406 MAINT CONTRACT-COPIER	34.08	34.08	250.00	215.92	13.63
101-42100-407 MAINT & REPAIR (TECHNOLOGY)	509.55	1,019.10	7,000.00	5,980.90	14.56
101-42100-408 MAINT & REPAIR (VEHICLE)	23.28	23.28	7,400.00	7,376.72	.31
101-42100-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-42100-414 IMPOUND FEE	.00	.00	.00	.00	.00
101-42100-421 DARE REVENUE	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**POLICE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-42100-433 DUES & SUBSCRIPTIONS	65.00	1,517.00	1,000.00	( 517.00)	151.70
101-42100-436 TOWING CHARGES	.00	( 100.00)	200.00	300.00	( 50.00)
101-42100-437 MISCELLANEOUS	.00	.00	400.00	400.00	.00
101-42100-438 COMMUNITY POLICING EVENTS	.00	.00	200.00	200.00	.00
101-42100-439 SALES TAX	.00	.00	.00	.00	.00
101-42100-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
101-42100-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-42100-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-42100-580 CAPITAL OUTLAY (OTHER EQPT)	.00	.00	1,500.00	1,500.00	.00
<b>TOTAL EXPENDITURES</b>	<b>56,992.31</b>	<b>111,252.57</b>	<b>825,600.63</b>	<b>714,348.06</b>	<b>13.48</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 56,627.35)</b>	<b>( 110,341.00)</b>	<b>( 746,725.63)</b>	<b>636,384.63</b>	<b>( 14.78)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FIRE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-33416-422 STATE FD TRAINING REIMB	1,950.00	1,950.00	5,000.00	3,050.00	39.00
101-33420-422 STATE FIRE AID	.00	.00	45,000.00	45,000.00	.00
101-34201-422 POOL FILLING	.00	.00	.00	.00	.00
101-34202-422 RURAL FIRE SERVICE	653.90	653.90	167,000.00	166,346.10	.39
101-36000-422 REVENUES- FIRE	.00	.00	.00	.00	.00
101-36201-422 MISC REVENUES-FIRE	.00	.00	.00	.00	.00
101-36220-422 EMS REIMBURSEMENT	.00	.00	.00	.00	.00
101-36225-422 FIRE HALL RENT	.00	.00	.00	.00	.00
101-36230-422 FIRE DONATIONS	.00	.00	.00	.00	.00
101-36233-422 DONATIONS TO FIRE DEPARTMENT	.00	.00	.00	.00	.00
101-36280-422 COVID WAGE/TAX CREDITS - FD	.00	.00	.00	.00	.00
 TOTAL FUND REVENUE	 2,603.90	 2,603.90	 217,000.00	 214,396.10	 1.20



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FIRE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EXPENDITURES</u>					
101-42200-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-42200-124 FIRE RELIEF ASSOCIATION	.00	.00	45,000.00	45,000.00	.00
101-42200-126 FIRE RELIEF ASSOC (MUNI CONTR)	.00	.00	3,000.00	3,000.00	.00
101-42200-150 WORKER'S COMPENSATION	.00	.00	13,500.00	13,500.00	.00
101-42200-200 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00
101-42200-207 TRAINING SUPPLIES	.00	.00	500.00	500.00	.00
101-42200-210 OTHER SUPPLIES	.00	.00	2,500.00	2,500.00	.00
101-42200-212 MOTOR FUELS-FIRE DEPT	573.01	790.51	3,000.00	2,209.49	26.35
101-42200-217 CLOTHING	.00	.00	20,000.00	20,000.00	.00
101-42200-220 MAINT & REPAIR SUPPLIES	.00	.00	750.00	750.00	.00
101-42200-221 EQUIPMENT/PARTS	.00	.00	500.00	500.00	.00
101-42200-240 TOOLS & SMALL EQUIPMENT	.00	912.68	1,500.00	587.32	60.85
101-42200-301 AUDIT FEES	.00	.00	1,200.00	1,200.00	.00
101-42200-304 LEGAL FEES	.00	.00	100.00	100.00	.00
101-42200-305 MEDICAL FEES	2,656.72	2,656.72	7,500.00	4,843.28	35.42
101-42200-306 PERSONNEL TESTING & RECRUIT.	.00	.00	1,300.00	1,300.00	.00
101-42200-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-42200-308 CONTRACTED CLEANING SERVICE	.00	245.00	3,000.00	2,755.00	8.17
101-42200-310 FIRE CONSULTANT	.00	.00	.00	.00	.00
101-42200-311 PAYROLL EXPENSE	.00	.00	160.00	160.00	.00
101-42200-321 TELEPHONE	201.75	365.46	2,600.00	2,234.54	14.06
101-42200-322 POSTAGE	60.00	60.00	500.00	440.00	12.00
101-42200-323 RADIO UNITS	.00	.00	5,000.00	5,000.00	.00
101-42200-331 TRAVEL/TRAINING	1,100.64	1,100.64	12,000.00	10,899.36	9.17
101-42200-335 VEHICLE LICENSE	.00	.00	100.00	100.00	.00
101-42200-350 PRINTING & PUBLISHING	.00	.00	500.00	500.00	.00
101-42200-351 PRINTING & PUBL FD CALANDER	.00	.00	.00	.00	.00
101-42200-360 COMP INSURANCE	.00	.00	8,200.00	8,200.00	.00
101-42200-361 VEHICLE INSURANCE	.00	.00	5,500.00	5,500.00	.00
101-42200-365 INSURANCE CLAIMS	.00	.00	.00	.00	.00
101-42200-381 ELECTRICITY-FIRE DEPT	.00	.00	8,000.00	8,000.00	.00
101-42200-382 WATER & SEWER-FIRE DEPT	.00	73.36	2,000.00	1,926.64	3.67
101-42200-383 NATURAL GAS-FIRE DEPT	.00	1,516.48	4,000.00	2,483.52	37.91
101-42200-384 REFUSE REMOVAL	.00	.00	.00	.00	.00
101-42200-401 MAINT & REPAIR (BLDG)	2,204.10	2,204.10	10,000.00	7,795.90	22.04
101-42200-404 MAINT & REPAIR (EQUIP)	40.00	1,270.00	1,000.00	( 270.00)	127.00
101-42200-405 MAINT. CONTRACT (SOFTWARE)	254.80	509.60	1,000.00	490.40	50.96
101-42200-406 MAINT CONTRACT(AIR COMPRESS)	.00	.00	.00	.00	.00
101-42200-407 MAINT. CONTRACT-COPIER	.00	.00	100.00	100.00	.00
101-42200-408 MAINT & REPAIR (VEHICLE)	1,174.71	10,285.11	20,000.00	9,714.89	51.43
101-42200-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-42200-418 RUG RENTAL	.00	.00	.00	.00	.00
101-42200-433 DUES & SUBSCRIPTIONS	.00	360.00	1,000.00	640.00	36.00
101-42200-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-42200-437 MISCELLANEOUS	.00	.00	500.00	500.00	.00
101-42200-438 CALANDER (DONATION) EXP	.00	.00	.00	.00	.00
101-42200-439 SALES TAX	.00	.00	.00	.00	.00
101-42200-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-42200-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FIRE DEPARTMENT**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-42200-555 CAPITAL OUTLAY-FD TRUCK LEASE	.00	.00	.00	.00	.00
101-42200-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-42200-580 CAPITAL OUTLAY (OTHER EPMT)	.00	.00	.00	.00	.00
101-42201-103 SALARIES (P/T) - FIRE DEPT	.00	.00	49,200.00	49,200.00	.00
101-42201-122 FICA - FIRE DEPT	.00	.00	2,542.00	2,542.00	.00
101-42201-125 MEDICARE - FIRE DEPT	.00	.00	582.20	582.20	.00
101-42203-101 WAGES (F/T) - PW CREW TIME	473.70	955.18	6,149.10	5,193.92	15.53
101-42203-102 WAGES (O/T) - PW CREW TIME	32.38	94.70	299.37	204.67	31.63
101-42203-105 ON CALL-PUBLIC WORKS	5.40	11.25	62.40	51.15	18.03
101-42203-121 PERA - PUBLIC WORKS	38.37	79.60	488.32	408.72	16.30
101-42203-122 FICA - PUBLIC WORKS	30.50	63.32	403.67	340.35	15.69
101-42203-125 MEDICARE - PUBLIC WORKS	7.13	14.79	92.45	77.66	16.00
101-42203-130 INSURANCE BENEFITS - PUBLIC W	56.26	112.80	784.56	671.76	14.38
101-42205-103 WAGES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-42205-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-42205-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>8,909.47</b>	<b>23,681.30</b>	<b>247,114.07</b>	<b>223,432.77</b>	<b>9.58</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 6,305.57)</b>	<b>( 21,077.40)</b>	<b>( 30,114.07)</b>	<b>9,036.67</b>	<b>( 69.99)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**BUILDING INSPECTOR**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-32210-424 BUILDING PERMIT FEES	3,087.68	4,874.93	50,000.00	45,125.07	9.75
101-32260-424 STATE SURCHARGE FEES	206.00	270.00	2,000.00	1,730.00	13.50
101-36000-424 REVENUES - BUILDING INSPECTION	.00	.00	.00	.00	.00
101-36201-424 MISC REVENUES-BLDG INSPECTION	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>3,293.68</b>	<b>5,144.93</b>	<b>52,000.00</b>	<b>46,855.07</b>	<b>9.89</b>
<b>EXPENDITURES</b>					
101-42400-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-42400-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-42400-301 AUDIT FEES	.00	.00	442.50	442.50	.00
101-42400-310 INSPECTOR'S FEES	2,404.50	4,175.43	25,000.00	20,824.57	16.70
101-42400-311 PAYROLL EXPENSE	.00	.00	150.00	150.00	.00
101-42400-322 POSTAGE	.00	.00	.00	.00	.00
101-42400-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-42400-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-42400-360 INSURANCE	.00	.00	.00	.00	.00
101-42400-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-42400-438 STATE SURCHARGE TAX	.00	.00	2,000.00	2,000.00	.00
101-42400-440 REFUNDS	.00	.00	.00	.00	.00
101-42406-101 SALARY (F/T) - PW/ADMIN	2,676.03	5,261.42	35,280.75	30,019.33	14.91
101-42406-102 OVERTIME (F/T) - PW/ADMIN	.00	.00	200.00	200.00	.00
101-42406-103 SALARIES (P/T) LEGISLATIVE	.00	.00	.00	.00	.00
101-42406-121 PERA	200.70	394.61	2,661.06	2,266.45	14.83
101-42406-122 FICA	162.91	320.27	2,199.81	1,879.54	14.56
101-42406-125 MEDICARE	38.11	74.92	503.83	428.91	14.87
101-42406-130 INSURANCE BENEFITS	191.02	369.12	2,484.15	2,115.03	14.86
101-42406-310 OTHER CONSULTANTS	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>5,673.27</b>	<b>10,595.77</b>	<b>70,922.10</b>	<b>60,326.33</b>	<b>14.94</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 2,379.59)</b>	<b>( 5,450.84)</b>	<b>( 18,922.10)</b>	<b>13,471.26</b>	<b>( 28.81)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PUBLIC WORKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-34951-000 WW COMM REIMB-LABOR EXP	.00	.00	70,000.00	70,000.00	.00
101-34951-430 WW COMM REIMB-MILEAGE EXP	.00	.00	7,650.00	7,650.00	.00
101-36000-430 REVENUES-PUBLIC WORKS	.00	.00	.00	.00	.00
101-36201-430 MISC REVENUES-PUBLIC WORKS	3,350.00	3,350.00	.00	( 3,350.00)	.00
TOTAL FUND REVENUE	3,350.00	3,350.00	77,650.00	74,300.00	4.31



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PUBLIC WORKS**

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
EXPENDITURES						
101-43000-101	SALARIES (F/T)	6,858.06	13,737.62	88,283.52	74,545.90	15.56
101-43000-102	OVERTIME (F/T)	669.73	1,826.75	8,223.30	6,396.55	22.21
101-43000-103	SALARIES (P/T)	45.00	236.25	.00	( 236.25)	.00
101-43000-105	ON CALL-PUBLIC WORKS	169.50	319.50	2,106.00	1,786.50	15.17
101-43000-121	PERA - PUBLIC WORKS	577.33	1,191.30	7,395.96	6,204.66	16.11
101-43000-122	FICA - PUBLIC WORKS	442.77	923.30	6,113.99	5,190.69	15.10
101-43000-125	MEDICARE - PUBLIC WORKS	103.54	215.92	1,400.30	1,184.38	15.42
101-43000-130	INSURANCE BENEFITS - PUBLIC W	1,901.47	3,815.41	23,934.37	20,118.96	15.94
101-43000-150	WORKER'S COMPENSATION	.00	.00	1,300.00	1,300.00	.00
101-43000-200	OFFICE SUPPLIES	.00	80.62	500.00	419.38	16.12
101-43000-210	OPERATING SUPPLIES	605.82	1,673.47	9,000.00	7,326.53	18.59
101-43000-212	MOTOR FUELS-PUBLIC WORKS	1,378.23	3,396.44	18,000.00	14,603.56	18.87
101-43000-217	CLOTHING	60.07	60.07	800.00	739.93	7.51
101-43000-220	MAINT & REPAIR SUPPLIES	.00	.00	3,000.00	3,000.00	.00
101-43000-240	TOOLS & SMALL EQUIPMENT	449.67	449.67	2,000.00	1,550.33	22.48
101-43000-301	AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-43000-303	ENGINEERING FEES	8,570.00	8,570.00	.00	( 8,570.00)	.00
101-43000-306	PERSONNEL TESTING & RECRUIT.	.00	.00	.00	.00	.00
101-43000-307	US FILTER CONTRACT	.00	.00	.00	.00	.00
101-43000-310	OTHER CONSULTANTS	.00	.00	.00	.00	.00
101-43000-311	PAYROLL EXPENSE	.00	.00	440.00	440.00	.00
101-43000-317	COMPOST SITE EXPENSE	.00	.00	9,000.00	9,000.00	.00
101-43000-321	TELEPHONE	296.05	591.41	2,250.00	1,658.59	26.28
101-43000-322	POSTAGE	20.00	20.00	115.00	95.00	17.39
101-43000-323	RADIO UNITS/CELL PHONES	88.61	88.61	2,500.00	2,411.39	3.54
101-43000-324	GOPHER STATE ONE CALLS	.00	.00	.00	.00	.00
101-43000-331	TRAVEL/TRAINING	.00	.00	1,000.00	1,000.00	.00
101-43000-335	VEHICLE LICENSES	.00	55.00	250.00	195.00	22.00
101-43000-350	PRINTING & PUBLISHING	.00	.00	300.00	300.00	.00
101-43000-360	COMP INSURANCE	.00	.00	3,900.00	3,900.00	.00
101-43000-361	VEHICLE INSURANCE	.00	.00	1,000.00	1,000.00	.00
101-43000-365	INSURANCE CLAIMS	.00	.00	250.00	250.00	.00
101-43000-381	ELECTRICITY-PUBLIC WORKS	.00	.00	.00	.00	.00
101-43000-382	WATER & SEWER-PUBLIC WORKS	.00	38.13	2,300.00	2,261.87	1.66
101-43000-383	NATURAL GAS-PUBLIC WORKS	.00	156.96	800.00	643.04	19.62
101-43000-384	REFUSE DISPOSAL	.00	.00	.00	.00	.00
101-43000-401	MAINT & REPAIR (BLDG)	193.95	293.95	3,000.00	2,706.05	9.80
101-43000-402	SECURITY	.00	.00	.00	.00	.00
101-43000-404	MAINT & REPAIR (EQUIP)	265.48	320.67	4,000.00	3,679.33	8.02
101-43000-405	MAINT CONTRACT (FAX)	.00	.00	.00	.00	.00
101-43000-406	MAINT CONTRACT COPIER	20.00	42.61	360.00	317.39	11.84
101-43000-407	MAINT & REPAIR (TECHNOLOGY)	127.40	254.80	1,600.00	1,345.20	15.93
101-43000-408	MAINT & REPAIR (VEHICLE)	.00	.00	1,000.00	1,000.00	.00
101-43000-413	POSTAGE METER RENT	.00	.00	.00	.00	.00
101-43000-417	UNIFORM RENTAL-PUBLIC WORKS	.00	.00	1,400.00	1,400.00	.00
101-43000-419	LINEN RENTAL	.00	.00	.00	.00	.00
101-43000-433	DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-43000-437	MISCELLANEOUS	.00	.00	100.00	100.00	.00
101-43000-439	SALES TAX	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PUBLIC WORKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-43000-520 CAPITAL OUTLAY (BLDGS)	.00	.00	.00	.00	.00
101-43000-535 CAPITAL OUTLAY (SITE IMPRV)	.00	.00	.00	.00	.00
101-43000-540 CAPITAL OUTLAY (HEAVY EQUIP)	.00	.00	.00	.00	.00
101-43000-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
101-43000-580 CAPITAL OUTLAY (OTHER EPMT)	.00	6,220.00	.00	( 6,220.00)	.00
101-43007-102 OVERTIME (P/T) SEASONAL	.00	.00	.00	.00	.00
101-43007-103 SALARIES (P/T) SEASONAL	.00	.00	4,031.04	4,031.04	.00
101-43007-122 FICA - SEASONAL	.00	.00	249.92	249.92	.00
101-43007-125 MEDICARE - SEASONAL	.00	.00	57.24	57.24	.00
TOTAL EXPENDITURES	22,842.68	44,578.46	213,288.14	168,709.68	20.90
NET REVENUES OVER EXPENDITURES	( 19,492.68)	( 41,228.46)	( 135,638.14)	94,409.68	( 30.40)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**STREETS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-33609-431 SNOW REMOVAL REIMB.	.00	.00	3,000.00	3,000.00	.00
101-33610-431 COUNTY AID FOR HWYS	.00	.00	.00	.00	.00
101-34300-431 SWEEPING/SANDING	.00	.00	.00	.00	.00
101-34301-431 WW COMM SNOW REMOVAL REIMB	.00	.00	6,885.00	6,885.00	.00
101-36000-431 REVENUES - STREETS	.00	.00	.00	.00	.00
101-36201-431 MISC REVENUES-STREETS	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	.00	.00	9,885.00	9,885.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**STREETS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EXPENDITURES</u>					
101-43100-000 SALARIES F/T	.00	.00	.00	.00	.00
101-43100-101 SALARY (F/T)	6,721.44	13,486.30	89,266.11	75,779.81	15.11
101-43100-102 OVERTIME (F/T)	781.20	2,148.86	8,774.70	6,625.84	24.49
101-43100-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-43100-105 ON CALL-PUBLIC WORKS	166.80	317.70	2,043.60	1,725.90	15.55
101-43100-121 PERA	575.23	1,196.49	7,506.33	6,309.84	15.94
101-43100-122 FICA	438.99	914.59	6,205.23	5,290.64	14.74
101-43100-125 MEDICARE	102.68	213.92	1,421.20	1,207.28	15.05
101-43100-130 INSURANCE BENEFITS	1,801.01	3,613.52	23,186.98	19,573.46	15.58
101-43100-150 WORKER'S COMPENSATION	.00	.00	1,300.00	1,300.00	.00
101-43100-210 OTHER SUPPLIES	.00	.00	200.00	200.00	.00
101-43100-212 MOTOR FUELS-STREETS	755.48	2,195.49	6,250.00	4,054.51	35.13
101-43100-224 STREET MAINT. MATERIALS	10,624.85	13,285.84	22,000.00	8,714.16	60.39
101-43100-226 SIGNAGE MATERIALS	.00	.00	4,000.00	4,000.00	.00
101-43100-240 SMALL TOOLS	.00	.00	500.00	500.00	.00
101-43100-301 AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-43100-303 ENGINEERING FEES	.00	.00	5,000.00	5,000.00	.00
101-43100-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-43100-310 SNOW REMOVAL CONTRACTOR	.00	4,950.00	1,500.00	( 3,450.00)	330.00
101-43100-311 PAYROLL EXPENSE	.00	.00	440.00	440.00	.00
101-43100-335 VEHICLE LICENSE	.00	.00	.00	.00	.00
101-43100-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-43100-360 COMP INSURANCE	.00	.00	5,100.00	5,100.00	.00
101-43100-361 VEHICLE INSURANCE	.00	.00	1,600.00	1,600.00	.00
101-43100-381 ELECTRICITY (STREET LIGHTS)	162.52	325.71	58,300.00	57,974.29	.56
101-43100-403 MAINT & REPAIR (STREETS)	.00	88.34	6,500.00	6,411.66	1.36
101-43100-404 MAINT & REPAIR (EQUIP)	1,590.19	8,333.46	12,000.00	3,666.54	69.45
101-43100-405 MAINT & REPAIR (DITCHES)	.00	.00	6,000.00	6,000.00	.00
101-43100-406 MAINT & REPAIR (STR. LIGHTS)	.00	171.00	2,500.00	2,329.00	6.84
101-43100-409 MAINT & REPAIR (OTHER)	.00	.00	.00	.00	.00
101-43100-417 UNIFORM RENTAL-STREETS	.00	.00	.00	.00	.00
101-43100-436 RR CROSSING	.00	.00	.00	.00	.00
101-43100-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-43100-439 SALES TAX	.00	.00	.00	.00	.00
101-43100-530 CAPITAL OUTLAY (STREETS)	.00	.00	.00	.00	.00
101-43100-580 CAPITAL OUTLAY (OTHER EPMT)	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>23,720.39</b>	<b>51,241.22</b>	<b>272,921.65</b>	<b>221,680.43</b>	<b>18.78</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 23,720.39)</b>	<b>( 51,241.22)</b>	<b>( 263,036.65)</b>	<b>211,795.43</b>	<b>( 19.48)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PARKS COMMISSION**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>REVENUES</u>					
101-33620-451 LIVE WRIGHT GRANT	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	.00	.00	.00	.00	.00
<u>EXPENDITURES</u>					
101-45100-103 SALARIES (P/T) - PARKS COMM	160.00	355.00	1,320.00	965.00	26.89
101-45100-122 FICA - PARK COMMISSION	9.92	22.01	81.84	59.83	26.89
101-45100-125 MEDICARE - PARK COMMISSION	2.33	5.17	19.14	13.97	27.01
101-45100-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
101-45100-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-45100-303 ENGINEERING FEES	.00	.00	100.00	100.00	.00
101-45100-304 LEGAL FEES	45.00	45.00	100.00	55.00	45.00
101-45100-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-45100-312 RECORDING FEES VARIANCE & SUPS	.00	.00	.00	.00	.00
101-45100-322 POSTAGE	30.00	30.00	170.00	140.00	17.65
101-45100-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-45100-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-45100-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
101-45100-405 MAINT. CONTRACT-COPIER	.00	.00	.00	.00	.00
101-45100-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-45100-437 MISCELLANEOUS	.00	.00	150.00	150.00	.00
TOTAL EXPENDITURES	247.25	457.18	3,512.23	3,055.05	13.02
NET REVENUES OVER EXPENDITURES	( 247.25)	( 457.18)	( 3,512.23)	3,055.05	( 13.02)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PARKS**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u>REVENUES</u>					
101-34101-452	NUISANCES & LAWN MOWING	.00	.00	.00	.00	.00
101-36000-452	REVENUES-PARKS	.00	.00	.00	.00	.00
101-36201-452	MISC REVENUES-PARKS	900.00	900.00	.00	( 900.00)	.00
101-36220-452	PAVILION RENTAL	450.00	1,650.00	13,000.00	11,350.00	12.69
	<b>TOTAL FUND REVENUE</b>	<u>1,350.00</u>	<u>2,550.00</u>	<u>13,000.00</u>	<u>10,450.00</u>	<u>19.62</u>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EXPENDITURES</u>					
101-45200-101 SALARY (F/T)	2,025.67	4,069.86	26,168.48	22,098.62	15.55
101-45200-102 WAGES (O/T) - PW CREW TIME	189.92	557.69	2,265.00	1,707.31	24.62
101-45200-103 SALARIES (P/T)	90.00	472.50	.00	( 472.50)	.00
101-45200-105 ON CALL-PUBLIC WORKS	43.50	88.50	546.00	457.50	16.21
101-45200-121 PERA - PUBLIC WORKS	169.42	353.68	2,173.46	1,819.78	16.27
101-45200-122 FICA - PUBLIC WORKS	135.73	301.54	1,796.73	1,495.19	16.78
101-45200-125 MEDICARE - PUBLIC WORKS	31.71	70.45	411.51	341.06	17.12
101-45200-130 INSURANCE BENEFITS - PUBLIC W	492.12	986.75	6,259.51	5,272.76	15.76
101-45200-150 WORKER'S COMPENSATION	.00	.00	1,950.00	1,950.00	.00
101-45200-210 OPERATING SUPPLIES	13.73	22.88	5,000.00	4,977.12	.46
101-45200-212 MOTOR FUELS-PARKS	447.68	1,149.69	6,250.00	5,100.31	18.40
101-45200-217 CLOTHING	.00	.00	.00	.00	.00
101-45200-220 MAINT & REPAIR SUPPLIES	.00	.00	1,500.00	1,500.00	.00
101-45200-221 PORTABLE STAGE MAINT. & REPAIR	.00	.00	500.00	500.00	.00
101-45200-225 GARDEN SUPPLIES	.00	.00	.00	.00	.00
101-45200-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-45200-301 AUDIT FEES	.00	.00	663.75	663.75	.00
101-45200-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-45200-308 CONTRACTED CLEANING SERVICE	.00	.00	5,500.00	5,500.00	.00
101-45200-310 OTHER CONSULTANTS	.00	.00	.00	.00	.00
101-45200-311 PAYROLL EXPENSE	.00	.00	160.00	160.00	.00
101-45200-314 TREE REMOVAL	.00	.00	.00	.00	.00
101-45200-321 TELEPHONE	.00	.00	.00	.00	.00
101-45200-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-45200-335 VEHICLE LICENSE	.00	.00	.00	.00	.00
101-45200-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-45200-360 COMP INSURANCE	.00	.00	13,500.00	13,500.00	.00
101-45200-381 ELECTRICITY-PARKS	.00	.00	9,900.00	9,900.00	.00
101-45200-382 WATER & SEWER-PARKS	.00	103.41	6,500.00	6,396.59	1.59
101-45200-383 NATURAL GAS-PARKS	.00	345.81	1,500.00	1,154.19	23.05
101-45200-384 REFUSE REMOVAL	.00	.00	.00	.00	.00
101-45200-401 MAINT & REPAIR (BLDGS)	.00	.00	4,500.00	4,500.00	.00
101-45200-403 LAKE & BEACH MAINTENANCE	.00	.00	1,200.00	1,200.00	.00
101-45200-404 MAINT & REPAIR (EQUIP)	.00	130.59	2,000.00	1,869.41	6.53
101-45200-405 MAINT & REPAIR (LANDSCAPING)	.00	.00	8,000.00	8,000.00	.00
101-45200-407 PORTABLE TOILETS (4TH OF JULY)	.00	.00	6,000.00	6,000.00	.00
101-45200-417 UNIFORM RENTAL-PARKS	.00	.00	.00	.00	.00
101-45200-436 REC PARK OPERATING EXP	.00	.00	.00	.00	.00
101-45200-437 MISCELLANEOUS	10,056.00	10,056.00	18,000.00	7,944.00	55.87
101-45200-439 SALES TAX	.00	.00	.00	.00	.00
101-45200-520 CAPITAL OUTLAY (BLDGS)	.00	.00	.00	.00	.00
101-45200-530 CAPITAL OUTLAY (IMPROVEMENTS)	.00	.00	.00	.00	.00
101-45200-580 CAPITAL OUTLAY (OTHER EQUIP)	.00	.00	.00	.00	.00
101-45205-103 WAGES P/T - CLEANING	.00	.00	.00	.00	.00
101-45205-121 PERA - CLEANING	.00	.00	.00	.00	.00
101-45205-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-45205-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
101-45207-102 OVERTIME (P/T) - SEASONAL	.00	.00	.00	.00	.00
101-45207-103 SALARIES (P/T)	.00	.00	8,062.08	8,062.08	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**PARKS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-45207-122 FICA - SEASONAL	.00	.00	499.85	499.85	.00
101-45207-125 MEDICARE - SEASONAL	.00	.00	114.48	114.48	.00
TOTAL EXPENDITURES	13,695.48	18,709.35	140,920.85	122,211.50	13.28
NET REVENUES OVER EXPENDITURES	( 12,345.48)	( 16,159.35)	( 127,920.85)	111,761.50	( 12.63)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**LIBRARY**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<b>REVENUES</b>					
101-36000-455 REVENUES - LIBRARY	.00	.00	.00	.00	.00
101-36201-455 MISC REVENUES - LIBRARY	.00	.00	.00	.00	.00
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>EXPENDITURES</b>					
101-45500-210 OPERATING SUPPLIES	.00	.00	.00	.00	.00
101-45500-220 MAINT. & REPAIR SUPPLIES	.00	.00	.00	.00	.00
101-45500-301 AUDIT FEES	.00	.00	.00	.00	.00
101-45500-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-45500-308 CONTRACTED CLEANING SERVICE	.00	404.25	4,440.00	4,035.75	9.10
101-45500-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
101-45500-360 COMP INSURANCE	.00	.00	1,850.00	1,850.00	.00
101-45500-381 ELECTRICITY-LIBRARY	.00	.00	2,200.00	2,200.00	.00
101-45500-382 WATER & SEWER-LIBRARY	.00	.00	325.00	325.00	.00
101-45500-383 NATURAL GAS-LIBRARY	.00	.00	1,500.00	1,500.00	.00
101-45500-401 MAINT. & REPAIR (BLDG)	.00	.00	1,000.00	1,000.00	.00
101-45500-404 MAINT & REPAIR	.00	.00	.00	.00	.00
101-45500-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-45500-439 SALES TAX	.00	.00	.00	.00	.00
101-45500-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-45500-560 CAPITAL OUTLAY (FURN. & FIXTUR	.00	.00	.00	.00	.00
101-45503-101 WAGES (F/T) PW CREW TIME	353.94	710.73	4,561.02	3,850.29	15.58
101-45503-102 WAGES (O/T) - PW CREW TIME	37.98	111.53	453.00	341.47	24.62
101-45503-105 ON CALL-PUBLIC WORKS	8.70	17.70	109.20	91.50	16.21
101-45503-121 PERA - PUBLIC WORKS	30.03	62.94	384.24	321.30	16.38
101-45503-122 FICA - PUBLIC WORKS	22.86	48.05	317.64	269.59	15.13
101-45503-125 MEDICARE - PUBLIC WORKS	5.35	11.23	72.75	61.52	15.44
101-45503-130 INSURANCE BENEFITS - PUBLIC W	98.35	197.25	1,235.72	1,038.47	15.96
101-45505-103 SALARIES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-45505-121 PERA - CLEANING	.00	.00	.00	.00	.00
101-45505-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-45505-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL EXPENDITURES</b>	<b>557.21</b>	<b>1,563.68</b>	<b>18,448.57</b>	<b>16,884.89</b>	<b>8.48</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 557.21)</b>	<b>( 1,563.68)</b>	<b>( 18,448.57)</b>	<b>16,884.89</b>	<b>( 8.48)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010-000 AD VALOREM TAXES	.00	11,697.40	1,460,715.00	( 1,449,017.60)	.80
101-31011-000 AD VALOREM TAXES-SPECIAL LEVY	.00	.00	.00	.00	.00
101-31012-000 EXCESS TIF TAX	.00	.00	.00	.00	.00
101-31020-000 DELINQUENT AD VALOREM TAXES	.00	281.10	.00	281.10	.00
101-31030-000 MOBILE HOME TAXES	.00	25,688.99	16,500.00	9,188.99	155.69
101-31031-000 MOBILE HOME TAXES-DEBT SERVICE	.00	2,221.82	7,100.00	( 4,878.18)	31.29
101-31033-000 MOBILE HOME TAXES-DELINQUENT	.00	2,096.99	4,000.00	( 1,903.01)	52.42
101-31810-000 FRANCHISE TAXES	1,253.97	2,541.25	17,000.00	( 14,458.75)	14.95
101-31900-000 PENALTIES - DELIN. TAXES	.00	.00	.00	.00	.00
101-31910-000 AD VALOREM TAX INTEREST	.00	279.62	.00	279.62	.00
<b>TOTAL TAXES</b>	<b>1,253.97</b>	<b>44,807.17</b>	<b>1,505,315.00</b>	<b>( 1,460,507.83)</b>	<b>2.98</b>
<u>LICENSES &amp; PERMITS</u>					
101-32110-414 LIQUOR LICENSES-ADMIN	.00	.00	22,000.00	( 22,000.00)	.00
101-32180-414 MISC PERMITS/LICENSE-ADMIN	.00	.00	2,500.00	( 2,500.00)	.00
101-32185-414 TOBACCO LICENSES-ADMIN	.00	.00	150.00	( 150.00)	.00
101-32210-424 BUILDING PERMIT FEES	3,087.68	4,874.93	50,000.00	( 45,125.07)	9.75
101-32240-427 ANIMAL LICENSES	50.00	100.00	700.00	( 600.00)	14.29
101-32260-424 STATE SURCHARGE FEES	206.00	270.00	2,000.00	( 1,730.00)	13.50
101-32270-421 GOLF CART PERMITS	.00	.00	500.00	( 500.00)	.00
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>3,343.68</b>	<b>5,244.93</b>	<b>77,850.00</b>	<b>( 72,605.07)</b>	<b>6.74</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUES</u>					
101-33160-421 COPS FAST GRANT	.00	.00	.00	.00	.00
101-33161-411 GRANTS- LEGISLATIVE	.00	.00	.00	.00	.00
101-33161-421 PD GRANTS	.00	.00	.00	.00	.00
101-33165-000 SNOW EMERGENCY AID - FEMA	.00	.00	.00	.00	.00
101-33401-000 LGA	.00	.00	559,503.00	( 559,503.00)	.00
101-33402-000 HOMESTEAD & AGRI. CREDIT AID	.00	.00	.00	.00	.00
101-33403-000 MOBILE HOME HACA	.00	.00	.00	.00	.00
101-33404-000 LOW INCOME HOUSING AID	.00	.00	.00	.00	.00
101-33405-000 LOCAL PERFORMANCE AID	.00	.00	.00	.00	.00
101-33406-000 PERA RATE INCREASE AID	.00	.00	.00	.00	.00
101-33416-421 STATE PD TRAINING REIMB	.00	.00	6,500.00	( 6,500.00)	.00
101-33416-422 STATE FD TRAINING REIMB	1,950.00	1,950.00	5,000.00	( 3,050.00)	39.00
101-33417-421 NITECAP REVENUE	.00	.00	.00	.00	.00
101-33420-422 STATE FIRE AID	.00	.00	45,000.00	( 45,000.00)	.00
101-33421-421 POLICE STATE AID	.00	.00	40,000.00	( 40,000.00)	.00
101-33422-000 OTHER STATE AIDS	.00	.00	.00	.00	.00
101-33422-414 MEADA (METH) DONATIONS	.00	.00	.00	.00	.00
101-33423-000 CORONAVIRUS RELIEF AID	.00	.00	.00	.00	.00
101-33423-421 POLICE DWI SEIZURE	.00	.00	.00	.00	.00
101-33424-000 MN SHORELAND GRANT - DNR/WATER	.00	.00	.00	.00	.00
101-33424-421 POLICE OTHER SEIZURE	.00	.00	.00	.00	.00
101-33425-000 STATE AID - MV CREDIT	.00	.00	.00	.00	.00
101-33425-421 POLICE DRUG SEIZURE	.00	.00	.00	.00	.00
101-33426-421 PD-DARE REVENUE	.00	.00	.00	.00	.00
101-33609-431 SNOW REMOVAL REIMB.	.00	.00	3,000.00	( 3,000.00)	.00
101-33610-431 COUNTY AID FOR HWYS	.00	.00	.00	.00	.00
101-33620-451 LIVE WRIGHT GRANT	.00	.00	.00	.00	.00
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>1,950.00</b>	<b>1,950.00</b>	<b>659,003.00</b>	<b>( 657,053.00)</b>	<b>.30</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34101-414 CITY HALL RENT	.00	.00	800.00	( 800.00)	.00
101-34101-452 NUISANCES & LAWN MOWING	.00	.00	.00	.00	.00
101-34102-414 CD BURNING	.00	.00	.00	.00	.00
101-34103-412 SITE FEES	.00	.00	.00	.00	.00
101-34103-413 ZONING&SUBDIVISION FEES	.00	.00	2,000.00	( 2,000.00)	.00
101-34104-417 SALES OF MANUALS-DMV	.00	.00	.00	.00	.00
101-34105-417 SALES OF MAPS&PUBLICATIONS-DMV	.00	.00	.00	.00	.00
101-34106-417 COMMISSIONS	.00	.00	.00	.00	.00
101-34107-415 ASSESSMENT SEARCHES	100.00	140.00	600.00	( 460.00)	23.33
101-34109-414 NSF CHECK RECOVERY	.00	.00	.00	.00	.00
101-34110-000 CRWD UTILITY BILLING	.00	.00	.00	.00	.00
101-34111-414 COPIER RECEIPTS - ADMIN	.00	.00	55.00	( 55.00)	.00
101-34112-000 PHONE REIMBURSEMENT	13.00	13.00	200.00	( 187.00)	6.50
101-34113-414 ASSESS REV - RESD PROP MAINT	.00	.00	.00	.00	.00
101-34201-421 POLICE SPECIAL SERVICES	.00	.00	1,000.00	( 1,000.00)	.00
101-34201-422 POOL FILLING	.00	.00	.00	.00	.00
101-34202-421 SCHOOL RESOURCE OFFICER	.00	.00	19,000.00	( 19,000.00)	.00
101-34202-422 RURAL FIRE SERVICE	653.90	653.90	167,000.00	( 166,346.10)	.39
101-34203-421 POLICE REPORTS	.00	.00	100.00	( 100.00)	.00
101-34204-421 FINGERPRINTS	30.00	60.00	175.00	( 115.00)	34.29
101-34206-000 PD-RANGE TRAINING	.00	.00	.00	.00	.00
101-34206-421 POLICE BACKGROUND CHECKS	.00	.00	100.00	( 100.00)	.00
101-34207-421 PAPER SERVICE CHARGES	.00	.00	.00	.00	.00
101-34300-431 SWEEPING/SANDING	.00	.00	.00	.00	.00
101-34301-431 WW COMM SNOW REMOVAL REIMB	.00	.00	6,885.00	( 6,885.00)	.00
101-34951-000 WW COMM REIMB-LABOR EXP	.00	.00	70,000.00	( 70,000.00)	.00
101-34951-430 WW COMM REIMB-MILEAGE EXP	.00	.00	7,650.00	( 7,650.00)	.00
<b>TOTAL PUBLIC CHARGES FOR SERVICE</b>	<b>796.90</b>	<b>866.90</b>	<b>275,565.00</b>	<b>( 274,698.10)</b>	<b>.31</b>
<u>FINES &amp; FORFEITURES</u>					
101-35101-421 COURT FINES	309.96	716.57	8,000.00	( 7,283.43)	8.96
101-35102-421 ADMINISTRATIVE FINES	25.00	135.00	3,000.00	( 2,865.00)	4.50
101-35103-421 ADMINISTRATIVE FINES-TRAFFIC	.00	.00	500.00	( 500.00)	.00
101-35104-427 ANIMAL FINES	.00	.00	500.00	( 500.00)	.00
101-35105-414 OTHER FINES - ADMIN-(NSF FEE)	.00	.00	200.00	( 200.00)	.00
101-35201-000 DWI SEIZURES	.00	.00	.00	.00	.00
101-35202-000 POLICE OTHER SEIZURES	.00	.00	.00	.00	.00
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>334.96</b>	<b>851.57</b>	<b>12,200.00</b>	<b>( 11,348.43)</b>	<b>6.98</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
101-36000-411 REVENUES - LEGISLATIVE	.00	.00	.00	.00	.00
101-36000-412 REVENUES - ELECTIONS	.00	.00	.00	.00	.00
101-36000-413 REVENUES - PLAN/ZONE	.00	.00	.00	.00	.00
101-36000-414 REVENUES-ADMIN	.00	.00	.00	.00	.00
101-36000-415 REVENUES-ASSESSOR	.00	.00	.00	.00	.00
101-36000-417 REVENUES-DMV	.00	.00	.00	.00	.00
101-36000-419 REVENUES-MUNIC BUILDING	.00	22.40	.00	22.40	.00
101-36000-421 REVENUES-POLICE DEPT	.00	.00	.00	.00	.00
101-36000-422 REVENUES- FIRE	.00	.00	.00	.00	.00
101-36000-423 FD CALANDER DONATIONS	.00	.00	.00	.00	.00
101-36000-424 REVENUES - BUILDING INSPECTION	.00	.00	.00	.00	.00
101-36000-425 REVENUES - CIVIL DEFENSE	.00	.00	.00	.00	.00
101-36000-427 REVENUES-ANIMAL CONTROL	.00	.00	.00	.00	.00
101-36000-430 REVENUES-PUBLIC WORKS	.00	.00	.00	.00	.00
101-36000-431 REVENUES - STREETS	.00	.00	.00	.00	.00
101-36000-452 REVENUES-PARKS	.00	.00	.00	.00	.00
101-36000-455 REVENUES - LIBRARY	.00	.00	.00	.00	.00
101-36000-465 REVENUES-TIF & CAPITAL PROJECT	.00	.00	.00	.00	.00
101-36000-493 REVENUES-TRANSFER OUT FUND	.00	.00	.00	.00	.00
101-36100-000 SPECIAL ASSESSMENTS	.00	.00	.00	.00	.00
101-36100-001 SPECIAL ASSESSMENTS-2004 STRTS	.00	.00	.00	.00	.00
101-36100-002 SPECIAL ASSESSMENTS-2005 STRTS	.00	.00	.00	.00	.00
101-36105-000 HWY 24 SPECIALS/LOAN REPAY	.00	.00	.00	.00	.00
101-36201-411 MISC REVENUES - LEGISLATIVE	.00	.00	.00	.00	.00
101-36201-412 MISC REVENUES-ELECTIONS	.00	.00	.00	.00	.00
101-36201-413 MISC REVENUES-P&Z	.00	.00	.00	.00	.00
101-36201-414 MISC REVENUES-ADMIN	1.00	1.00	.00	1.00	.00
101-36201-415 MISC REVENUES-ASSESSOR	.00	.00	.00	.00	.00
101-36201-417 MISC REVENUES-DMV	.00	.00	.00	.00	.00
101-36201-419 MISC REVENUES-MUNIC BLDG	.00	.00	.00	.00	.00
101-36201-421 MISC REVENUES-POLICE	.00	.00	.00	.00	.00
101-36201-422 MISC REVENUES-FIRE	.00	.00	.00	.00	.00
101-36201-424 MISC REVENUES-BLDG INSPECTION	.00	.00	.00	.00	.00
101-36201-425 MISC REVENUES-CIVIL DEFENSE	.00	.00	.00	.00	.00
101-36201-427 MISC REVENUES-ANIMAL CONTROL	.00	.00	.00	.00	.00
101-36201-430 MISC REVENUES-PUBLIC WORKS	3,350.00	3,350.00	.00	3,350.00	.00
101-36201-431 MISC REVENUES-STREETS	.00	.00	.00	.00	.00
101-36201-452 MISC REVENUES-PARKS	900.00	900.00	.00	900.00	.00
101-36201-455 MISC REVENUES - LIBRARY	.00	.00	.00	.00	.00
101-36201-465 MISC REVENUES-TIF&CAP PROJECTS	.00	.00	.00	.00	.00
101-36201-493 MISC REVENUES-TRANSFER FUND	.00	.00	.00	.00	.00
101-36210-000 INTEREST EARNINGS	716.52	5,821.00	10,000.00	( 4,179.00)	58.21
101-36211-000 FAIR MARKET VALUE ADJUSTMENT	.00	.00	.00	.00	.00
101-36215-000 INTEREST FROM INTERFUND LOANS	.00	.00	.00	.00	.00
101-36220-422 EMS REIMBURSEMENT	.00	.00	.00	.00	.00
101-36220-452 PAVILION RENTAL	450.00	1,650.00	13,000.00	( 11,350.00)	12.69
101-36220-453 PORTABLE STAGE RENT	.00	.00	.00	.00	.00
101-36223-000 TOWER LAND RENT	.00	.00	.00	.00	.00
101-36225-000 OLD PW BLDG RENT	.00	.00	.00	.00	.00
101-36225-422 FIRE HALL RENT	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
101-36230-101 MEADA DONATIONS	.00	.00	.00	.00	.00
101-36230-102 PD DONATIONS	.00	.00	.00	.00	.00
101-36230-103 FD DONATIONS	.00	.00	.00	.00	.00
101-36230-421 COMMUNITY POLICING EVENTS	.00	.00	.00	.00	.00
101-36230-422 FIRE DONATIONS	.00	.00	.00	.00	.00
101-36231-000 CONTRIB FROM CHARITABLE ORGNZN	.00	.00	.00	.00	.00
101-36232-000 DARE REVENUE	.00	.00	.00	.00	.00
101-36232-421 DONATIONS TO POLICE DEPARTMENT	.00	.00	.00	.00	.00
101-36233-422 DONATIONS TO FIRE DEPARTMENT	.00	.00	.00	.00	.00
101-36240-000 1991 N H REFUNDING BOND LOAN	.00	.00	.00	.00	.00
101-36250-000 PROPERTY & CASUALTY INS REFUND	.00	.00	.00	.00	.00
101-36260-000 WORKER'S COMP. INSURANCE	.00	.00	.00	.00	.00
101-36270-000 REFUNDS (DIVIDENDS)	.00	.00	20,000.00	( 20,000.00)	.00
101-36280-414 COVID WAGE/TAX CREDITS - ADMIN	.00	.00	.00	.00	.00
101-36280-417 COVID WAGE/TAX CREDITS - DMV	.00	.00	.00	.00	.00
101-36280-421 COVID WAGE/TAX CREDITS - PD	.00	.00	.00	.00	.00
101-36280-422 COVID WAGE/TAX CREDITS - FD	.00	.00	.00	.00	.00
101-36280-430 COVID WAGE/TAX CREDITS - PW	.00	.00	.00	.00	.00
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>5,417.52</b>	<b>11,744.40</b>	<b>43,000.00</b>	<b>( 31,255.60)</b>	<b>27.31</b>
<b>OTHER FINANCING SOURCES</b>					
101-39101-000 SALE OF FIXED ASSETS	.00	.00	.00	.00	.00
101-39200-000 TRANSFER IN	.00	.00	.00	.00	.00
101-39201-000 TRANSFER FROM EQPT FUND	.00	.00	.00	.00	.00
101-39202-000 TRANSFER IN-MV	.00	.00	30,000.00	( 30,000.00)	.00
101-39203-000 TRANSFER FROM EDA	.00	.00	.00	.00	.00
101-39204-000 TRANSFER FROM MORRISETTE TRUST	.00	.00	.00	.00	.00
101-39205-000 TRAIN CENTER LOAN REPAY	.00	.00	.00	.00	.00
101-39206-000 LOAN REPAY FROM TIFS FOR ADMIN	.00	.00	.00	.00	.00
101-39207-000 TRANSFER IN FUND 444	.00	.00	.00	.00	.00
101-39208-000 TRANSFERS IN FUND 407	.00	.00	.00	.00	.00
101-39999-000 PRIOR PERIOD ADJUSTMENT	.00	.00	.00	.00	.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>30,000.00</b>	<b>( 30,000.00)</b>	<b>.00</b>
<b>TOTAL FUND REVENUE</b>	<b>13,097.03</b>	<b>65,464.97</b>	<b>2,602,933.00</b>	<b>( 2,537,468.03)</b>	<b>2.52</b>



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>LEGISLATIVE</u>					
101-41110-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
101-41110-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-41110-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-41110-321 TELEPHONE (FAX)	.00	.00	.00	.00	.00
101-41110-331 TRAVEL/TRAINING	1,050.00	1,050.00	400.00	( 650.00)	262.50
101-41110-350 PRINTING & PUBLISHING	544.50	544.50	3,500.00	2,955.50	15.56
101-41110-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
101-41110-405 MAINT CONTRACT (FAX)	.00	.00	.00	.00	.00
101-41110-433 DUES AND SUBSCRIPTIONS	.00	1,774.00	7,485.00	5,711.00	23.70
101-41110-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-41110-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-41110-439 SALES TAX	.00	.00	.00	.00	.00
101-41110-489 EMPLOYEE APPREC/RETENTION	125.00	125.00	800.00	675.00	15.63
101-41110-490 CONTRIB TO COMMUNITY SERVICE	.00	.00	9,000.00	9,000.00	.00
101-41110-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-41110-570 CAPITAL OUTLAY (OFFICE EQUIP)	.00	.00	.00	.00	.00
101-41110-720 TRANS OUT TO 407 (BEATIFICAT)	.00	.00	1,100.00	1,100.00	.00
101-41110-721 TRANS OUT 407 (FOOD SHEL	.00	.00	1,800.00	1,800.00	.00
101-41110-725 TRANS OUT 493 (STREET MAINT)	.00	.00	.00	.00	.00
101-41118-103 SALARIES (P/T) LEGISLATIVE	1,325.00	2,530.00	16,424.00	13,894.00	15.40
101-41118-122 FICA - LEGISLATIVE	82.17	156.80	607.00	450.10	25.85
101-41118-125 MEDICARE - LEGISLATIVE	19.21	36.70	142.00	105.30	25.85
101-41118-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
TOTAL LEGISLATIVE	3,145.88	6,217.10	42,829.25	36,612.15	14.52
<u>ELECTIONS</u>					
101-41200-104 WAGES (TEMPORARY)	.00	.00	.00	.00	.00
101-41200-122 FICA	.00	.00	.00	.00	.00
101-41200-210 OTHER SUPPLIES	.00	.00	.00	.00	.00
101-41200-301 AUDIT FEES	.00	.00	.00	.00	.00
101-41200-311 PAYROLL EXPENSE-ELECT JUDGE	.00	.00	.00	.00	.00
101-41200-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-41200-350 PRINTING & PUBLISHING	.00	.00	125.00	125.00	.00
101-41200-405 MAINT CONTRACT (VOTING MACH)	400.00	400.00	400.00	.00	100.00
101-41200-439 SALES TAX	.00	.00	.00	.00	.00
101-41200-580 CAPITAL OUTLAY (OTHER EQUIP.)	.00	.00	.00	.00	.00
TOTAL ELECTIONS	400.00	400.00	525.00	125.00	76.19



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PLANNING AND ZONING</u>					
101-41300-101 SALARY (F/T)	.00	.00	.00	.00	.00
101-41300-121 PERA	.00	.00	.00	.00	.00
101-41300-122 FICA	.00	.00	.00	.00	.00
101-41300-126 ICMA/USCM	.00	.00	.00	.00	.00
101-41300-130 INSURANCE BENEFITS	.00	.00	.00	.00	.00
101-41300-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-41300-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
101-41300-322 POSTAGE	.00	.00	.00	.00	.00
101-41300-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-41300-360 INSURANCE	.00	.00	.00	.00	.00
101-41300-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-41300-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-41330-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-41330-303 ENGINEERING FEES	.00	.00	250.00	250.00	.00
101-41330-304 LEGAL FEES	112.50	112.50	780.00	667.50	14.42
101-41330-310 OTHER CONSULTANT	554.70	554.70	1,500.00	945.30	36.98
101-41330-312 RECORDING FEES VARIANCE & SUPS	.00	.00	200.00	200.00	.00
101-41330-322 POSTAGE	30.00	30.00	180.00	150.00	16.67
101-41330-331 TRAVEL/TRAINING	.00	.00	250.00	250.00	.00
101-41330-350 PRINTING & PUBLISHING	.00	.00	200.00	200.00	.00
101-41330-360 INSURANCE	.00	.00	.00	.00	.00
101-41330-405 MAINT. CONTRACT-COPIER	.00	.00	.00	.00	.00
101-41330-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-41330-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-41330-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-41330-437 MISCELLANEOUS	.00	.00	50.00	50.00	.00
101-41339-103 SALARIES (P/T) - P & Z	195.00	355.00	1,320.00	965.00	26.89
101-41339-122 FICA - P & Z	12.09	22.01	82.00	59.99	26.84
101-41339-125 MEDICARE - P & Z	2.84	5.17	19.00	13.83	27.21
101-41339-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
101-41339-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
TOTAL PLANNING AND ZONING	907.13	1,079.38	6,402.25	5,322.87	16.86



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>ADMINISTRATION</u>					
101-41400-101 WAGES (F/T)	14,804.59	28,710.79	195,429.52	166,718.73	14.69
101-41400-102 OVERTIME (F/T)	.00	.00	500.00	500.00	.00
101-41400-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-41400-121 PERA	1,110.36	2,153.34	14,694.71	12,541.37	14.65
101-41400-122 FICA	904.52	1,754.08	12,147.63	10,393.55	14.44
101-41400-125 MEDICARE	211.54	410.22	2,782.20	2,371.98	14.74
101-41400-126 USCM	.00	.00	.00	.00	.00
101-41400-130 INSURANCE BENEFITS	1,736.29	3,525.82	20,815.43	17,289.61	16.94
101-41400-150 WORKER'S COMPENSATION	.00	.00	2,400.00	2,400.00	.00
101-41400-200 OFFICE SUPPLIES	277.80	277.80	3,500.00	3,222.20	7.94
101-41400-210 OTHER SUPPLIES	126.77	201.71	700.00	498.29	28.82
101-41400-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-41400-301 AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-41400-303 ENGINEERING FEES	.00	.00	4,000.00	4,000.00	.00
101-41400-304 LEGAL EXPENSES	472.50	472.50	7,000.00	6,527.50	6.75
101-41400-309 TRAINING/UPGRADE FEES (COMPTR)	.00	.00	.00	.00	.00
101-41400-310 OTHER CONSULTANT	.00	.00	1,000.00	1,000.00	.00
101-41400-311 PAYROLL EXPENSE	.00	.00	660.00	660.00	.00
101-41400-321 TELEPHONE/INTERNET	353.02	659.89	5,200.00	4,540.11	12.69
101-41400-322 POSTAGE	547.90	547.90	3,200.00	2,652.10	17.12
101-41400-331 TRAVEL/TRAINING	124.25	194.25	5,000.00	4,805.75	3.89
101-41400-350 PRINTING AND PUBLISHING	45.00	45.00	1,500.00	1,455.00	3.00
101-41400-351 MEADA (METH) EXPENSES	.00	.00	.00	.00	.00
101-41400-360 COMP INSURANCE	.00	.00	1,541.00	1,541.00	.00
101-41400-381 ELECTRICITY	6,941.26	6,941.26	.00	( 6,941.26)	.00
101-41400-400 RESD. PROP MAINT-CERT TO TAXES	.00	.00	.00	.00	.00
101-41400-404 MAINT. & REPAIR (EQUIPMENT)	.00	.00	.00	.00	.00
101-41400-405 MAINT. CONTRACT-COPIER	.00	226.64	3,200.00	2,973.36	7.08
101-41400-406 MAINT CONTRACT-SOFTWARE	66.54	2,803.04	3,600.00	796.96	77.86
101-41400-407 MAINTENANCE - TECHNOLOGY	203.10	681.20	4,000.00	3,318.80	17.03
101-41400-413 POSTAGE METER RENT	.00	162.89	450.00	287.11	36.20
101-41400-431 CASH SHORT	.00	.00	.00	.00	.00
101-41400-433 DUES AND SUBSCRIPTIONS	.00	.00	800.00	800.00	.00
101-41400-436 NSF CHECK WRITE OFF EXPENSE	.00	.00	.00	.00	.00
101-41400-437 MISCELLANEOUS	23,500.00	23,500.00	500.00	( 23,000.00)	4,700.00
101-41400-438 CREDIT CARD FEES	118.63	238.00	700.00	462.00	34.00
101-41400-439 SALES TAX	87.50	87.50	.00	( 87.50)	.00
101-41400-570 CAPITAL OUTLAY (OFFICE EQUIP)	199.10	199.10	1,100.00	900.90	18.10
101-41400-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-41439-439 SALES TAX	.00	.00	.00	.00	.00
TOTAL ADMINISTRATION	51,830.67	73,792.93	297,747.99	223,955.06	24.78



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>ASSESSOR</u>					
101-41550-103 SALARY (P/T)	.00	.00	.00	.00	.00
101-41550-122 FICA	.00	.00	.00	.00	.00
101-41550-301 AUDIT FEES	.00	.00	.00	.00	.00
101-41550-302 ASSESSORS' FEES	.00	.00	24,250.00	24,250.00	.00
101-41550-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-41550-360 INSURANCE	.00	.00	.00	.00	.00
TOTAL ASSESSOR	.00	.00	24,250.00	24,250.00	.00
<u>DEPARTMENT 416</u>					
101-41600-304 LEGAL SERVICES	.00	.00	.00	.00	.00
101-41600-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
TOTAL DEPARTMENT 416	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>DEPUTY REGISTRAR</u>					
101-41700-101 SALARY (F/T)	.00	.00	.00	.00	.00
101-41700-102 OVERTIME (F/T)	.00	.00	.00	.00	.00
101-41700-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-41700-121 PERA	.00	.00	.00	.00	.00
101-41700-122 FICA	.00	.00	.00	.00	.00
101-41700-125 MEDICARE	.00	.00	.00	.00	.00
101-41700-130 INSURANCE BENEFITS	.00	.00	.00	.00	.00
101-41700-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-41700-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
101-41700-258 MAPS	.00	.00	.00	.00	.00
101-41700-259 DMV MANUALS	.00	.00	.00	.00	.00
101-41700-301 AUDIT FEES	.00	.00	.00	.00	.00
101-41700-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
101-41700-321 TELEPHONE (FAX)	.00	.00	.00	.00	.00
101-41700-322 POSTAGE	.00	.00	.00	.00	.00
101-41700-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-41700-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-41700-360 COMP INSURANCE	.00	.00	.00	.00	.00
101-41700-404 MAINT. & REPAIR (EQUIPMENT)	.00	.00	.00	.00	.00
101-41700-405 MAINT CONTRACT (SOFTWARE)	.00	.00	.00	.00	.00
101-41700-406 MAINT. CONTRACT-COPIER	.00	.00	.00	.00	.00
101-41700-407 MAINTENANCE - TECHNOLOGY	.00	.00	.00	.00	.00
101-41700-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-41700-431 CASH SHORT	.00	.00	.00	.00	.00
101-41700-433 DUES AND SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-41700-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-41700-439 SALES TAX	.00	.00	.00	.00	.00
101-41700-570 CAPITAL OUTLAY (OFFICE EQUIP)	.00	.00	.00	.00	.00
<b>TOTAL DEPUTY REGISTRAR</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>CITY HALL</b>					
101-41920-203 PAPER SUPPLIES	.00	.00	.00	.00	.00
101-41920-210 OPERATING SUPPLIES	.00	.00	.00	.00	.00
101-41920-309 TRAINING & UPGRADE FEES	.00	.00	.00	.00	.00
101-41920-404 MAINT. & REPAIR (EQUIP)	.00	.00	.00	.00	.00
101-41920-405 MAINT. CONTRACT	.00	.00	.00	.00	.00
101-41920-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-41920-580 CAPITAL OUTLAY (EQUIP.)	.00	.00	.00	.00	.00
101-41940-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-41940-150 WORKER'S COMPENSATION	.00	.00	1,400.00	1,400.00	.00
101-41940-210 OPERATING SUPPLIES	45.78	336.99	2,000.00	1,663.01	16.85
101-41940-220 MAINT & REPAIR SUPPLIES	.00	.00	200.00	200.00	.00
101-41940-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-41940-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-41940-308 CONTRACTED CLEANING SERVICE	.00	673.75	7,650.00	6,976.25	8.81
101-41940-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
101-41940-360 COMP INSURANCE	.00	.00	8,400.00	8,400.00	.00
101-41940-381 ELECTRICITY-CITY HALL	.00	.00	13,200.00	13,200.00	.00
101-41940-382 WATER & SEWER-CITY HALL	.00	67.22	3,500.00	3,432.78	1.92
101-41940-383 NATURAL GAS-CITY HALL	.00	1,403.31	4,000.00	2,596.69	35.08
101-41940-384 REFUSE DISPOSAL	.00	.00	.00	.00	.00
101-41940-385 BUILDING SECURITY	20.95	41.90	350.00	308.10	11.97
101-41940-401 MAINT & REPAIR (BLDG)	1,869.83	2,109.66	8,000.00	5,890.34	26.37
101-41940-404 MAINT & REPAIR	.00	.00	100.00	100.00	.00
101-41940-419 LINEN RENTAL	.00	.00	.00	.00	.00
101-41940-437 MISCELLANEOUS	.00	.00	700.00	700.00	.00
101-41940-438 PLANNING - NEEDS ASSESSMENT	.00	.00	.00	.00	.00
101-41940-439 SALES TAX	.00	.00	.00	.00	.00
101-41940-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-41940-530 CAPITAL OUTLAY (SITE IMPRV)	.00	.00	.00	.00	.00
101-41940-535 CAPITAL OUTLAY (SITE IMPRVMNT)	.00	.00	.00	.00	.00
101-41940-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-41940-580 CAPITAL OUTLAY (EQUIP)	.00	.00	.00	.00	.00
101-41943-101 WAGES (P/T) - PW CREW TIME	353.94	710.73	4,561.02	3,850.29	15.58
101-41943-102 WAGES (O/T) - PW CREW TIME	37.98	111.53	453.00	341.47	24.62
101-41943-105 ON CALL-PUBLIC WORKS	8.70	17.70	109.20	91.50	16.21
101-41943-121 PERA - PUBLIC WORKS	30.03	62.94	372.83	309.89	16.88
101-41943-122 FICA - PUBLIC WORKS	22.86	48.05	308.21	260.16	15.59
101-41943-125 MEDICARE - PUBLIC WORKS	5.35	11.23	70.59	59.36	15.91
101-41943-130 INSURANCE BENEFITS - PW CREW	98.35	197.25	1,235.72	1,038.47	15.96
101-41945-103 SALARIES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-41945-121 PERA	.00	.00	.00	.00	.00
101-41945-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-41945-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL CITY HALL</b>	<b>2,493.77</b>	<b>5,792.26</b>	<b>56,610.57</b>	<b>50,818.31</b>	<b>10.23</b>



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 101 - GENERAL FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	% OF BUDGET
<u>DEPARTMENT 420</u>					
101-42000-103	SALARIES (P/T)	.00	.00	.00	.00
TOTAL DEPARTMENT 420		.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>POLICE</u>					
101-42100-101 WAGES (F/T)	32,137.54	62,400.82	413,539.36	351,138.54	15.09
101-42100-102 OVERTIME (F/T)	455.35	2,242.18	18,000.00	15,757.82	12.46
101-42100-103 SALARIES (P/T)	2,392.15	4,680.02	25,000.00	20,319.98	18.72
101-42100-104 SALARIES (P/T) - SECRETARY	2,874.80	5,539.90	48,555.52	43,015.62	11.41
101-42100-121 PERA	5,892.51	11,585.81	80,807.47	69,221.66	14.34
101-42100-122 FICA	237.61	485.85	3,010.44	2,544.59	15.47
101-42100-125 MEDICARE	516.20	1,023.60	7,172.35	6,148.75	14.27
101-42100-130 INSURANCE BENEFITS	7,014.02	14,028.04	85,074.24	71,046.20	16.49
101-42100-150 WORKER'S COMPENSATION	.00	.00	30,000.00	30,000.00	.00
101-42100-200 OFFICE SUPPLIES	11.53	391.85	2,500.00	2,108.15	15.67
101-42100-205 CANINE SUPPLIES	.00	.00	.00	.00	.00
101-42100-210 OPERATING SUPPLIES	20.95	30.94	1,300.00	1,269.06	2.38
101-42100-211 RANGE TRAINING SUPPLIES	178.52	178.52	2,500.00	2,321.48	7.14
101-42100-212 MOTOR FUELS-POLICE DEPT	1,083.84	2,146.11	16,500.00	14,353.89	13.01
101-42100-217 CLOTHING/UNIFORMS	515.25	553.23	5,000.00	4,446.77	11.06
101-42100-240 VEHICLE EQUIPMENT	.00	.00	2,000.00	2,000.00	.00
101-42100-241 POLICE EQUIPMENT	257.67	257.67	3,000.00	2,742.33	8.59
101-42100-301 AUDIT FEES	.00	.00	3,761.25	3,761.25	.00
101-42100-304 LEGAL FEES (PROSECUTIONS)	1,983.10	2,016.35	23,500.00	21,483.65	8.58
101-42100-305 MEDICAL FEES	.00	.00	.00	.00	.00
101-42100-306 PERSONNEL TESTING & RECRUIT.	.00	.00	1,000.00	1,000.00	.00
101-42100-307 STATE FEE-TRAFFIC CITATIONS	.00	80.00	800.00	720.00	10.00
101-42100-308 CONTRACTED CLEANING SERVICE	.00	147.00	1,620.00	1,473.00	9.07
101-42100-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-42100-311 PAYROLL EXPENSE	.00	.00	2,060.00	2,060.00	.00
101-42100-313 TRANSCRIPTIONS	.00	.00	.00	.00	.00
101-42100-314 SPECIAL INVESTIGATIONS	29.95	29.95	1,500.00	1,470.05	2.00
101-42100-315 VETERINARY SERVICES	.00	.00	.00	.00	.00
101-42100-316 NARCOTICS ENFORCEMENT	.00	.00	600.00	600.00	.00
101-42100-320 COMPUTER DATA ACCESS LINE	.00	.00	250.00	250.00	.00
101-42100-321 TELEPHONE/INTERNET	689.41	891.27	7,200.00	6,308.73	12.38
101-42100-322 POSTAGE	70.00	70.00	400.00	330.00	17.50
101-42100-323 RADIO UNITS	.00	.00	1,020.00	1,020.00	.00
101-42100-324 STATE CHARGES-BCA	.00	.00	1,080.00	1,080.00	.00
101-42100-331 TRAVEL/TRAINING	.00	.00	3,000.00	3,000.00	.00
101-42100-335 VEHICLE LICENSE	.00	.00	600.00	600.00	.00
101-42100-350 PRINTING & PUBLISHING	.00	.00	500.00	500.00	.00
101-42100-351 MEADA (METH) EXPENSES	.00	.00	.00	.00	.00
101-42100-352 PD - DARE EXPENSES	.00	.00	.00	.00	.00
101-42100-360 COMP INSURANCE	.00	.00	4,300.00	4,300.00	.00
101-42100-361 VEHICLE INSURANCE	.00	.00	5,000.00	5,000.00	.00
101-42100-404 MAINT & REPAIR (EQUIP)	.00	.00	500.00	500.00	.00
101-42100-405 MAINT. CONTRACT SOFTWARE	.00	.00	5,000.00	5,000.00	.00
101-42100-406 MAINT CONTRACT-COPIER	34.08	34.08	250.00	215.92	13.63
101-42100-407 MAINT & REPAIR (TECHNOLOGY)	509.55	1,019.10	7,000.00	5,980.90	14.56
101-42100-408 MAINT & REPAIR (VEHICLE)	23.28	23.28	7,400.00	7,376.72	.31
101-42100-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-42100-414 IMPOUND FEE	.00	.00	.00	.00	.00
101-42100-421 DARE REVENUE	.00	.00	.00	.00	.00
101-42100-433 DUES & SUBSCRIPTIONS	65.00	1,517.00	1,000.00	( 517.00)	151.70



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-42100-436 TOWING CHARGES	.00	( 100.00)	200.00	300.00	( 50.00)
101-42100-437 MISCELLANEOUS	.00	.00	400.00	400.00	.00
101-42100-438 COMMUNITY POLICING EVENTS	.00	.00	200.00	200.00	.00
101-42100-439 SALES TAX	.00	.00	.00	.00	.00
101-42100-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
101-42100-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-42100-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
101-42100-580 CAPITAL OUTLAY (OTHER EQPT)	.00	.00	1,500.00	1,500.00	.00
<b>TOTAL POLICE</b>	<b>56,992.31</b>	<b>111,252.57</b>	<b>825,600.63</b>	<b>714,348.06</b>	<b>13.48</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>FIRE</b>					
101-42200-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-42200-124 FIRE RELIEF ASSOCIATION	.00	.00	45,000.00	45,000.00	.00
101-42200-126 FIRE RELIEF ASSOC (MUNI CONTR)	.00	.00	3,000.00	3,000.00	.00
101-42200-150 WORKER'S COMPENSATION	.00	.00	13,500.00	13,500.00	.00
101-42200-200 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00
101-42200-207 TRAINING SUPPLIES	.00	.00	500.00	500.00	.00
101-42200-210 OTHER SUPPLIES	.00	.00	2,500.00	2,500.00	.00
101-42200-212 MOTOR FUELS-FIRE DEPT	573.01	790.51	3,000.00	2,209.49	26.35
101-42200-217 CLOTHING	.00	.00	20,000.00	20,000.00	.00
101-42200-220 MAINT & REPAIR SUPPLIES	.00	.00	750.00	750.00	.00
101-42200-221 EQUIPMENT/PARTS	.00	.00	500.00	500.00	.00
101-42200-240 TOOLS & SMALL EQUIPMENT	.00	912.68	1,500.00	587.32	60.85
101-42200-301 AUDIT FEES	.00	.00	1,200.00	1,200.00	.00
101-42200-304 LEGAL FEES	.00	.00	100.00	100.00	.00
101-42200-305 MEDICAL FEES	2,656.72	2,656.72	7,500.00	4,843.28	35.42
101-42200-306 PERSONNEL TESTING & RECRUIT.	.00	.00	1,300.00	1,300.00	.00
101-42200-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-42200-308 CONTRACTED CLEANING SERVICE	.00	245.00	3,000.00	2,755.00	8.17
101-42200-310 FIRE CONSULTANT	.00	.00	.00	.00	.00
101-42200-311 PAYROLL EXPENSE	.00	.00	160.00	160.00	.00
101-42200-321 TELEPHONE	201.75	365.46	2,600.00	2,234.54	14.06
101-42200-322 POSTAGE	60.00	60.00	500.00	440.00	12.00
101-42200-323 RADIO UNITS	.00	.00	5,000.00	5,000.00	.00
101-42200-331 TRAVEL/TRAINING	1,100.64	1,100.64	12,000.00	10,899.36	9.17
101-42200-335 VEHICLE LICENSE	.00	.00	100.00	100.00	.00
101-42200-350 PRINTING & PUBLISHING	.00	.00	500.00	500.00	.00
101-42200-351 PRINTING & PUBL FD CALANDER	.00	.00	.00	.00	.00
101-42200-360 COMP INSURANCE	.00	.00	8,200.00	8,200.00	.00
101-42200-361 VEHICLE INSURANCE	.00	.00	5,500.00	5,500.00	.00
101-42200-365 INSURANCE CLAIMS	.00	.00	.00	.00	.00
101-42200-381 ELECTRICITY-FIRE DEPT	.00	.00	8,000.00	8,000.00	.00
101-42200-382 WATER & SEWER-FIRE DEPT	.00	73.36	2,000.00	1,926.64	3.67
101-42200-383 NATURAL GAS-FIRE DEPT	.00	1,516.48	4,000.00	2,483.52	37.91
101-42200-384 REFUSE REMOVAL	.00	.00	.00	.00	.00
101-42200-401 MAINT & REPAIR (BLDG)	2,204.10	2,204.10	10,000.00	7,795.90	22.04
101-42200-404 MAINT & REPAIR (EQUIP)	40.00	1,270.00	1,000.00	( 270.00)	127.00
101-42200-405 MAINT. CONTRACT (SOFTWARE)	254.80	509.60	1,000.00	490.40	50.96
101-42200-406 MAINT CONTRACT(AIR COMPRESS)	.00	.00	.00	.00	.00
101-42200-407 MAINT. CONTRACT-COPIER	.00	.00	100.00	100.00	.00
101-42200-408 MAINT & REPAIR (VEHICLE)	1,174.71	10,285.11	20,000.00	9,714.89	51.43
101-42200-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-42200-418 RUG RENTAL	.00	.00	.00	.00	.00
101-42200-433 DUES & SUBSCRIPTIONS	.00	360.00	1,000.00	640.00	36.00
101-42200-435 BOOKS & PAMPHLETS	.00	.00	.00	.00	.00
101-42200-437 MISCELLANEOUS	.00	.00	500.00	500.00	.00
101-42200-438 CALANDER (DONATION) EXP	.00	.00	.00	.00	.00
101-42200-439 SALES TAX	.00	.00	.00	.00	.00
101-42200-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-42200-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
101-42200-555 CAPITAL OUTLAY-FD TRUCK LEASE	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-42200-560 CAPITAL OUTLAY (FURNITURE)	.00	.00	.00	.00	.00
101-42200-580 CAPITAL OUTLAY (OTHER EPMT)	.00	.00	.00	.00	.00
101-42201-103 SALARIES (P/T) - FIRE DEPT	.00	.00	49,200.00	49,200.00	.00
101-42201-122 FICA - FIRE DEPT	.00	.00	2,542.00	2,542.00	.00
101-42201-125 MEDICARE - FIRE DEPT	.00	.00	582.20	582.20	.00
101-42203-101 WAGES (F/T) - PW CREW TIME	473.70	955.18	6,149.10	5,193.92	15.53
101-42203-102 WAGES (O/T) - PW CREW TIME	32.38	94.70	299.37	204.67	31.63
101-42203-105 ON CALL-PUBLIC WORKS	5.40	11.25	62.40	51.15	18.03
101-42203-121 PERA - PUBLIC WORKS	38.37	79.80	488.32	408.72	16.30
101-42203-122 FICA - PUBLIC WORKS	30.50	63.32	403.67	340.35	15.69
101-42203-125 MEDICARE - PUBLIC WORKS	7.13	14.79	92.45	77.66	16.00
101-42203-130 INSURANCE BENEFITS - PUBLIC W	56.26	112.80	784.56	671.76	14.38
101-42205-103 WAGES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-42205-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-42205-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL FIRE</b>	<b>8,909.47</b>	<b>23,681.30</b>	<b>247,114.07</b>	<b>223,432.77</b>	<b>9.58</b>
<b>BUILDING INSPECTOR</b>					
101-42400-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-42400-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-42400-301 AUDIT FEES	.00	.00	442.50	442.50	.00
101-42400-310 INSPECTOR'S FEES	2,404.50	4,175.43	25,000.00	20,824.57	16.70
101-42400-311 PAYROLL EXPENSE	.00	.00	150.00	150.00	.00
101-42400-322 POSTAGE	.00	.00	.00	.00	.00
101-42400-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-42400-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-42400-360 INSURANCE	.00	.00	.00	.00	.00
101-42400-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-42400-438 STATE SURCHARGE TAX	.00	.00	2,000.00	2,000.00	.00
101-42400-440 REFUNDS	.00	.00	.00	.00	.00
101-42406-101 SALARY (F/T) - PW/ADMIN	2,676.03	5,261.42	35,280.75	30,019.33	14.91
101-42406-102 OVERTIME (F/T) - PW/ADMIN	.00	.00	200.00	200.00	.00
101-42406-103 SALARIES (P/T) LEGISLATIVE	.00	.00	.00	.00	.00
101-42406-121 PERA	200.70	394.61	2,661.06	2,266.45	14.83
101-42406-122 FICA	162.91	320.27	2,199.81	1,879.54	14.56
101-42406-125 MEDICARE	38.11	74.92	503.83	428.91	14.87
101-42406-130 INSURANCE BENEFITS	191.02	369.12	2,484.15	2,115.03	14.86
101-42406-310 OTHER CONSULTANTS	.00	.00	.00	.00	.00
<b>TOTAL BUILDING INSPECTOR</b>	<b>5,673.27</b>	<b>10,595.77</b>	<b>70,922.10</b>	<b>60,326.33</b>	<b>14.94</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>CIVIL DEFENSE</u>					
101-42500-404 MAINT. & REPAIR (EQUIPMENT)	.00	.00	400.00	400.00	.00
101-42500-580 CAPITAL OUTLAY (EQUIPMENT)	.00	.00	.00	.00	.00
TOTAL CIVIL DEFENSE	.00	.00	400.00	400.00	.00
<u>ANIMAL CONTROL</u>					
101-42700-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-42700-122 FICA	.00	.00	.00	.00	.00
101-42700-125 MEDICARE	.00	.00	.00	.00	.00
101-42700-150 WORKER'S COMPENSATION	.00	.00	.00	.00	.00
101-42700-210 OTHER SUPPLIES	.00	.00	150.00	150.00	.00
101-42700-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-42700-301 AUDIT FEES	.00	.00	.00	.00	.00
101-42700-315 VETERINARY SERVICES	.00	.00	400.00	400.00	.00
101-42700-321 TELEPHONE	.00	.00	.00	.00	.00
101-42700-322 POSTAGE	.00	.00	.00	.00	.00
101-42700-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-42700-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-42700-360 INSURANCE	.00	.00	.00	.00	.00
101-42700-405 MISC. CONTRACT	.00	.00	.00	.00	.00
101-42700-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-42700-439 SALES TAX	.00	.00	.00	.00	.00
101-42701-103 SALARY (P/T)	.00	.00	.00	.00	.00
TOTAL ANIMAL CONTROL	.00	.00	550.00	550.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>PUBLIC WORKS</b>					
101-43000-101 SALARIES (F/T)	6,858.06	13,737.62	88,283.52	74,545.90	15.56
101-43000-102 OVERTIME (F/T)	669.73	1,826.75	8,223.30	6,396.55	22.21
101-43000-103 SALARIES (P/T)	45.00	236.25	.00	( 236.25)	.00
101-43000-105 ON CALL-PUBLIC WORKS	169.50	319.50	2,106.00	1,786.50	15.17
101-43000-121 PERA - PUBLIC WORKS	577.33	1,191.30	7,395.96	6,204.66	16.11
101-43000-122 FICA - PUBLIC WORKS	442.77	923.30	6,113.99	5,190.69	15.10
101-43000-125 MEDICARE - PUBLIC WORKS	103.54	215.92	1,400.30	1,184.38	15.42
101-43000-130 INSURANCE BENEFITS - PUBLIC W	1,901.47	3,815.41	23,934.37	20,118.96	15.94
101-43000-150 WORKER'S COMPENSATION	.00	.00	1,300.00	1,300.00	.00
101-43000-200 OFFICE SUPPLIES	.00	80.62	500.00	419.38	16.12
101-43000-210 OPERATING SUPPLIES	605.82	1,673.47	9,000.00	7,326.53	18.59
101-43000-212 MOTOR FUELS-PUBLIC WORKS	1,378.23	3,396.44	18,000.00	14,603.56	18.87
101-43000-217 CLOTHING	60.07	60.07	800.00	739.93	7.51
101-43000-220 MAINT & REPAIR SUPPLIES	.00	.00	3,000.00	3,000.00	.00
101-43000-240 TOOLS & SMALL EQUIPMENT	449.67	449.67	2,000.00	1,550.33	22.48
101-43000-301 AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-43000-303 ENGINEERING FEES	8,570.00	8,570.00	.00	( 8,570.00)	.00
101-43000-306 PERSONNEL TESTING & RECRUIT.	.00	.00	.00	.00	.00
101-43000-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-43000-310 OTHER CONSULTANTS	.00	.00	.00	.00	.00
101-43000-311 PAYROLL EXPENSE	.00	.00	440.00	440.00	.00
101-43000-317 COMPOST SITE EXPENSE	.00	.00	9,000.00	9,000.00	.00
101-43000-321 TELEPHONE	296.05	591.41	2,250.00	1,658.59	26.28
101-43000-322 POSTAGE	20.00	20.00	115.00	95.00	17.39
101-43000-323 RADIO UNITS/CELL PHONES	88.61	88.61	2,500.00	2,411.39	3.54
101-43000-324 GOPHER STATE ONE CALLS	.00	.00	.00	.00	.00
101-43000-331 TRAVEL/TRAINING	.00	.00	1,000.00	1,000.00	.00
101-43000-335 VEHICLE LICENSES	.00	55.00	250.00	195.00	22.00
101-43000-350 PRINTING & PUBLISHING	.00	.00	300.00	300.00	.00
101-43000-360 COMP INSURANCE	.00	.00	3,900.00	3,900.00	.00
101-43000-361 VEHICLE INSURANCE	.00	.00	1,000.00	1,000.00	.00
101-43000-365 INSURANCE CLAIMS	.00	.00	250.00	250.00	.00
101-43000-381 ELECTRICITY-PUBLIC WORKS	.00	.00	.00	.00	.00
101-43000-382 WATER & SEWER-PUBLIC WORKS	.00	38.13	2,300.00	2,261.87	1.66
101-43000-383 NATURAL GAS-PUBLIC WORKS	.00	156.96	800.00	643.04	19.62
101-43000-384 REFUSE DISPOSAL	.00	.00	.00	.00	.00
101-43000-401 MAINT & REPAIR (BLDG)	193.95	293.95	3,000.00	2,706.05	9.80
101-43000-402 SECURITY	.00	.00	.00	.00	.00
101-43000-404 MAINT & REPAIR (EQUIP)	265.48	320.67	4,000.00	3,679.33	8.02
101-43000-405 MAINT CONTRACT (FAX)	.00	.00	.00	.00	.00
101-43000-406 MAINT CONTRACT COPIER	20.00	42.61	360.00	317.39	11.84
101-43000-407 MAINT & REPAIR (TECHNOLOGY)	127.40	254.80	1,600.00	1,345.20	15.93
101-43000-408 MAINT & REPAIR (VEHICLE)	.00	.00	1,000.00	1,000.00	.00
101-43000-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-43000-417 UNIFORM RENTAL-PUBLIC WORKS	.00	.00	1,400.00	1,400.00	.00
101-43000-419 LINEN RENTAL	.00	.00	.00	.00	.00
101-43000-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
101-43000-437 MISCELLANEOUS	.00	.00	100.00	100.00	.00
101-43000-439 SALES TAX	.00	.00	.00	.00	.00
101-43000-520 CAPITAL OUTLAY (BLDGS)	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-43000-535 CAPITAL OUTLAY (SITE IMPRV)	.00	.00	.00	.00	.00
101-43000-540 CAPITAL OUTLAY (HEAVY EQUIP)	.00	.00	.00	.00	.00
101-43000-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
101-43000-580 CAPITAL OUTLAY (OTHER EPMT)	.00	6,220.00	.00	( 6,220.00)	.00
101-43007-102 OVERTIME (P/T) SEASONAL	.00	.00	.00	.00	.00
101-43007-103 SALARIES (P/T) SEASONAL	.00	.00	4,031.04	4,031.04	.00
101-43007-122 FICA - SEASONAL	.00	.00	249.92	249.92	.00
101-43007-125 MEDICARE - SEASONAL	.00	.00	57.24	57.24	.00
 TOTAL PUBLIC WORKS	 22,842.68	 44,578.46	 213,288.14	 168,709.68	 20.90



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>STREETS</b>					
101-43100-000 SALARIES F/T	.00	.00	.00	.00	.00
101-43100-101 SALARY (F/T)	6,721.44	13,486.30	89,266.11	75,779.81	15.11
101-43100-102 OVERTIME (F/T)	781.20	2,148.86	8,774.70	6,625.84	24.49
101-43100-103 SALARIES (P/T)	.00	.00	.00	.00	.00
101-43100-105 ON CALL-PUBLIC WORKS	166.80	317.70	2,043.60	1,725.90	15.55
101-43100-121 PERA	575.23	1,196.49	7,506.33	6,309.84	15.94
101-43100-122 FICA	438.99	914.59	6,205.23	5,290.64	14.74
101-43100-125 MEDICARE	102.68	213.92	1,421.20	1,207.28	15.05
101-43100-130 INSURANCE BENEFITS	1,801.01	3,613.52	23,186.98	19,573.46	15.58
101-43100-150 WORKER'S COMPENSATION	.00	.00	1,300.00	1,300.00	.00
101-43100-210 OTHER SUPPLIES	.00	.00	200.00	200.00	.00
101-43100-212 MOTOR FUELS-STREETS	755.48	2,195.49	6,250.00	4,054.51	35.13
101-43100-224 STREET MAINT. MATERIALS	10,624.85	13,285.84	22,000.00	8,714.16	60.39
101-43100-226 SIGNAGE MATERIALS	.00	.00	4,000.00	4,000.00	.00
101-43100-240 SMALL TOOLS	.00	.00	500.00	500.00	.00
101-43100-301 AUDIT FEES	.00	.00	1,327.50	1,327.50	.00
101-43100-303 ENGINEERING FEES	.00	.00	5,000.00	5,000.00	.00
101-43100-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-43100-310 SNOW REMOVAL CONTRACTOR	.00	4,950.00	1,500.00	( 3,450.00)	330.00
101-43100-311 PAYROLL EXPENSE	.00	.00	440.00	440.00	.00
101-43100-335 VEHICLE LICENSE	.00	.00	.00	.00	.00
101-43100-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-43100-360 COMP INSURANCE	.00	.00	5,100.00	5,100.00	.00
101-43100-361 VEHICLE INSURANCE	.00	.00	1,600.00	1,600.00	.00
101-43100-381 ELECTRICITY (STREET LIGHTS)	162.52	325.71	58,300.00	57,974.29	.56
101-43100-403 MAINT & REPAIR (STREETS)	.00	88.34	6,500.00	6,411.66	1.36
101-43100-404 MAINT & REPAIR (EQUIP)	1,590.19	8,333.46	12,000.00	3,666.54	69.45
101-43100-405 MAINT & REPAIR (DITCHES)	.00	.00	6,000.00	6,000.00	.00
101-43100-406 MAINT & REPAIR (STR. LIGHTS)	.00	171.00	2,500.00	2,329.00	6.84
101-43100-409 MAINT & REPAIR (OTHER)	.00	.00	.00	.00	.00
101-43100-417 UNIFORM RENTAL-STREETS	.00	.00	.00	.00	.00
101-43100-436 RR CROSSING	.00	.00	.00	.00	.00
101-43100-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-43100-439 SALES TAX	.00	.00	.00	.00	.00
101-43100-530 CAPITAL OUTLAY (STREETS)	.00	.00	.00	.00	.00
101-43100-580 CAPITAL OUTLAY (OTHER EPMT)	.00	.00	.00	.00	.00
<b>TOTAL STREETS</b>	<b>23,720.39</b>	<b>51,241.22</b>	<b>272,921.65</b>	<b>221,680.43</b>	<b>18.78</b>
<b>DEPARTMENT 441</b>					
101-44100-104 SALARY (TEMP P/T)	.00	.00	.00	.00	.00
<b>TOTAL DEPARTMENT 441</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PARKS COMMISSION</u>					
101-45100-103 SALARIES (P/T) - PARKS COMM	160.00	355.00	1,320.00	965.00	26.89
101-45100-122 FICA - PARK COMMISSION	9.92	22.01	81.84	59.83	26.89
101-45100-125 MEDICARE - PARK COMMISSION	2.33	5.17	19.14	13.97	27.01
101-45100-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
101-45100-301 AUDIT FEES	.00	.00	221.25	221.25	.00
101-45100-303 ENGINEERING FEES	.00	.00	100.00	100.00	.00
101-45100-304 LEGAL FEES	45.00	45.00	100.00	55.00	45.00
101-45100-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
101-45100-312 RECORDING FEES VARIANCE & SUPS	.00	.00	.00	.00	.00
101-45100-322 POSTAGE	30.00	30.00	170.00	140.00	17.65
101-45100-331 TRAVEL/TRAINING	.00	.00	.00	.00	.00
101-45100-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-45100-360 COMP INSURANCE-OML	.00	.00	.00	.00	.00
101-45100-405 MAINT. CONTRACT-COPIER	.00	.00	.00	.00	.00
101-45100-413 POSTAGE METER RENT	.00	.00	.00	.00	.00
101-45100-437 MISCELLANEOUS	.00	.00	150.00	150.00	.00
TOTAL PARKS COMMISSION	247.25	457.18	3,512.23	3,055.05	13.02



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>PARKS</b>					
101-45200-101 SALARY (F/T)	2,025.67	4,069.86	26,168.48	22,098.62	15.55
101-45200-102 WAGES (O/T) - PW CREW TIME	189.92	557.69	2,265.00	1,707.31	24.62
101-45200-103 SALARIES (P/T)	90.00	472.50	.00	( 472.50)	.00
101-45200-105 ON CALL-PUBLIC WORKS	43.50	88.50	546.00	457.50	16.21
101-45200-121 PERA - PUBLIC WORKS	169.42	353.68	2,173.46	1,819.78	16.27
101-45200-122 FICA - PUBLIC WORKS	135.73	301.54	1,796.73	1,495.19	16.78
101-45200-125 MEDICARE - PUBLIC WORKS	31.71	70.45	411.51	341.06	17.12
101-45200-130 INSURANCE BENEFITS - PUBLIC W	492.12	986.75	6,259.51	5,272.76	15.76
101-45200-150 WORKER'S COMPENSATION	.00	.00	1,950.00	1,950.00	.00
101-45200-210 OPERATING SUPPLIES	13.73	22.88	5,000.00	4,977.12	.46
101-45200-212 MOTOR FUELS-PARKS	447.68	1,149.69	6,250.00	5,100.31	18.40
101-45200-217 CLOTHING	.00	.00	.00	.00	.00
101-45200-220 MAINT & REPAIR SUPPLIES	.00	.00	1,500.00	1,500.00	.00
101-45200-221 PORTABLE STAGE MAINT. & REPAIR	.00	.00	500.00	500.00	.00
101-45200-225 GARDEN SUPPLIES	.00	.00	.00	.00	.00
101-45200-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
101-45200-301 AUDIT FEES	.00	.00	663.75	663.75	.00
101-45200-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-45200-308 CONTRACTED CLEANING SERVICE	.00	.00	5,500.00	5,500.00	.00
101-45200-310 OTHER CONSULTANTS	.00	.00	.00	.00	.00
101-45200-311 PAYROLL EXPENSE	.00	.00	160.00	160.00	.00
101-45200-314 TREE REMOVAL	.00	.00	.00	.00	.00
101-45200-321 TELEPHONE	.00	.00	.00	.00	.00
101-45200-331 TRAVEL EXPENSE	.00	.00	.00	.00	.00
101-45200-335 VEHICLE LICENSE	.00	.00	.00	.00	.00
101-45200-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
101-45200-360 COMP INSURANCE	.00	.00	13,500.00	13,500.00	.00
101-45200-381 ELECTRICITY-PARKS	.00	.00	9,900.00	9,900.00	.00
101-45200-382 WATER & SEWER-PARKS	.00	103.41	6,500.00	6,396.59	1.59
101-45200-383 NATURAL GAS-PARKS	.00	345.81	1,500.00	1,154.19	23.05
101-45200-384 REFUSE REMOVAL	.00	.00	.00	.00	.00
101-45200-401 MAINT & REPAIR (BLDGS)	.00	.00	4,500.00	4,500.00	.00
101-45200-403 LAKE & BEACH MAINTENANCE	.00	.00	1,200.00	1,200.00	.00
101-45200-404 MAINT & REPAIR (EQUIP)	.00	130.59	2,000.00	1,869.41	6.53
101-45200-405 MAINT & REPAIR (LANDSCAPING)	.00	.00	8,000.00	8,000.00	.00
101-45200-407 PORTABLE TOILETS (4TH OF JULY)	.00	.00	6,000.00	6,000.00	.00
101-45200-417 UNIFORM RENTAL-PARKS	.00	.00	.00	.00	.00
101-45200-436 REC PARK OPERATING EXP	.00	.00	.00	.00	.00
101-45200-437 MISCELLANEOUS	10,056.00	10,056.00	18,000.00	7,944.00	55.87
101-45200-439 SALES TAX	.00	.00	.00	.00	.00
101-45200-520 CAPITAL OUTLAY (BLDGS)	.00	.00	.00	.00	.00
101-45200-530 CAPITAL OUTLAY (IMPROVEMENTS)	.00	.00	.00	.00	.00
101-45200-580 CAPITAL OUTLAY (OTHER EQUIP)	.00	.00	.00	.00	.00
101-45205-103 WAGES P/T - CLEANING	.00	.00	.00	.00	.00
101-45205-121 PERA - CLEANING	.00	.00	.00	.00	.00
101-45205-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-45205-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
101-45207-102 OVERTIME (P/T) - SEASONAL	.00	.00	.00	.00	.00
101-45207-103 SALARIES (P/T)	.00	.00	8,062.08	8,062.08	.00
101-45207-122 FICA - SEASONAL	.00	.00	499.85	499.85	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
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**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
101-45207-125 MEDICARE - SEASONAL	.00	.00	114.48	114.48	.00
<b>TOTAL PARKS</b>	<b>13,695.48</b>	<b>18,709.35</b>	<b>140,920.85</b>	<b>122,211.50</b>	<b>13.28</b>
<b>LIBRARY</b>					
101-45500-210 OPERATING SUPPLIES	.00	.00	.00	.00	.00
101-45500-220 MAINT. & REPAIR SUPPLIES	.00	.00	.00	.00	.00
101-45500-301 AUDIT FEES	.00	.00	.00	.00	.00
101-45500-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
101-45500-308 CONTRACTED CLEANING SERVICE	.00	404.25	4,440.00	4,035.75	9.10
101-45500-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
101-45500-360 COMP INSURANCE	.00	.00	1,850.00	1,850.00	.00
101-45500-381 ELECTRICITY-LIBRARY	.00	.00	2,200.00	2,200.00	.00
101-45500-382 WATER & SEWER-LIBRARY	.00	.00	325.00	325.00	.00
101-45500-383 NATURAL GAS-LIBRARY	.00	.00	1,500.00	1,500.00	.00
101-45500-401 MAINT. & REPAIR (BLDG)	.00	.00	1,000.00	1,000.00	.00
101-45500-404 MAINT & REPAIR	.00	.00	.00	.00	.00
101-45500-437 MISCELLANEOUS	.00	.00	.00	.00	.00
101-45500-439 SALES TAX	.00	.00	.00	.00	.00
101-45500-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
101-45500-560 CAPITAL OUTLAY (FURN. & FIXTUR	.00	.00	.00	.00	.00
101-45503-101 WAGES (F/T) PW CREW TIME	353.94	710.73	4,561.02	3,850.29	15.58
101-45503-102 WAGES (O/T) - PW CREW TIME	37.98	111.53	453.00	341.47	24.62
101-45503-105 ON CALL-PUBLIC WORKS	8.70	17.70	109.20	91.50	16.21
101-45503-121 PERA - PUBLIC WORKS	30.03	62.94	384.24	321.30	16.38
101-45503-122 FICA - PUBLIC WORKS	22.86	48.05	317.64	269.59	15.13
101-45503-125 MEDICARE - PUBLIC WORKS	5.35	11.23	72.75	61.52	15.44
101-45503-130 INSURANCE BENEFITS - PUBLIC W	98.35	197.25	1,235.72	1,038.47	15.96
101-45505-103 SALARIES (P/T) - CLEANING	.00	.00	.00	.00	.00
101-45505-121 PERA - CLEANING	.00	.00	.00	.00	.00
101-45505-122 FICA - CLEANING	.00	.00	.00	.00	.00
101-45505-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00
<b>TOTAL LIBRARY</b>	<b>557.21</b>	<b>1,563.88</b>	<b>18,448.57</b>	<b>16,884.89</b>	<b>8.48</b>
<b>TIF &amp; CAPITAL PROJECT FUNDS</b>					
101-46500-580 SOUTHBROOK ABATEMENT	.00	.00	.00	.00	.00
101-46500-581 HOTEL ABATEMENT	.00	.00	.00	.00	.00
<b>TOTAL TIF &amp; CAPITAL PROJECT FUNDS</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>DEPARTMENT 492</u>					
101-49230-140 UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00	.00
TOTAL DEPARTMENT 492	.00	.00	.00	.00	.00
<u>TRANSFERS OUT</u>					
101-49300-720 TRANSFER TO BUILDING FUND 498	.00	.00	218,500.00	218,500.00	.00
101-49300-721 TRANSFER TO PD EQPT FUND 497	.00	.00	20,000.00	20,000.00	.00
101-49300-722 TRANSFER TO FD EQPT FUND 496	.00	.00	56,590.00	56,590.00	.00
101-49300-723 TRANSFER TO PW EQPT FUND 495	.00	.00	60,000.00	60,000.00	.00
101-49300-724 TRANSFER TO STREET FUND 494	.00	.00	.00	.00	.00
101-49300-725 TRANSFER TO STREET MAINTENANCE	.00	.00	.00	.00	.00
101-49300-726 TRANSFER OUT TO TIF #8	.00	.00	.00	.00	.00
101-49300-727 TRANSFERS TO TIF #9	.00	.00	.00	.00	.00
101-49300-728 TRANSFERS OUT TO TIF #10	.00	.00	.00	.00	.00
101-49300-729 LOAN TO TRAINING CENTER	.00	.00	.00	.00	.00
101-49300-730 TRANSFER TO TIF 11 - ADMIN LOA	.00	.00	.00	.00	.00
101-49300-731 TRANSFER TO TIF 12 - ADMIN LOA	.00	.00	.00	.00	.00
101-49300-732 TRANSFER TO TIF 13-ADMIN LOAN	.00	.00	.00	.00	.00
101-49300-733 TRANS OUT	.00	.00	35,000.00	35,000.00	.00
101-49300-734 TRANSFERS OUT-OTHER CAPITAL	.00	.00	3,000.00	3,000.00	.00
TOTAL TRANSFERS OUT	.00	.00	393,090.00	393,090.00	.00
TOTAL FUND EXPENDITURES	191,415.51	349,361.20	2,615,133.30	2,265,772.10	13.36
NET REVENUES OVER EXPENDITURES	( 178,318.48)	( 283,896.23)	( 12,200.30)	( 271,695.93)	( 2,326.96)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 102 - DEPUTY REGISTRAR/MOTOR VEHICLE**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SOURCE 33</u>					
102-33423-000 CORONAVIRUS RELIEF AID	.00	.00	.00	.00	.00
TOTAL SOURCE 33	.00	.00	.00	.00	.00
<u>SOURCE 34</u>					
102-34104-417 SALES OF MANUALS-DMV	.00	.00	300.00	( 300.00)	.00
102-34105-417 SALES OF MAPS&PUBLICATIONS-DMV	.00	.00	100.00	( 100.00)	.00
102-34106-417 COMMISSIONS	12,379.50	25,118.50	215,000.00	( 189,881.50)	11.68
102-34109-414 NSF CHECK RECOVERY	.00	.00	.00	.00	.00
TOTAL SOURCE 34	12,379.50	25,118.50	215,400.00	( 190,281.50)	11.66
<u>SOURCE 35</u>					
102-35105-414 OTHER FINES - ADMIN-(NSF FEE)	.00	.00	.00	.00	.00
TOTAL SOURCE 35	.00	.00	.00	.00	.00
<u>SOURCE 36</u>					
102-36201-417 MISC REVENUES-DMV	.00	.00	.00	.00	.00
102-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
TOTAL SOURCE 36	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	12,379.50	25,118.50	215,400.00	( 190,281.50)	11.66



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 102 - DEPUTY REGISTRAR/MOTOR VEHICLE**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>DEPARTMENT 417</b>					
102-41700-101 SALARY (F/T)	8,196.80	16,334.50	112,984.80	96,630.30	14.46
102-41700-102 OVERTIME (F/T)	.00	.00	500.00	500.00	.00
102-41700-103 SALARIES (P/T)	2,940.47	5,430.76	41,995.20	36,564.44	12.93
102-41700-121 PERA	835.30	1,632.39	11,659.50	10,027.11	14.00
102-41700-122 FICA	689.49	1,347.40	9,638.52	8,291.12	13.98
102-41700-125 MEDICARE	161.26	315.13	2,207.53	1,892.40	14.28
102-41700-130 INSURANCE BENEFITS	647.90	1,295.80	8,254.96	6,959.16	15.70
102-41700-150 WORKER'S COMPENSATION	.00	.00	2,500.00	2,500.00	.00
102-41700-200 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00
102-41700-258 MAPS	.00	.00	200.00	200.00	.00
102-41700-259 DMV MANUALS	.00	.00	400.00	400.00	.00
102-41700-301 AUDIT FEES	.00	.00	885.00	885.00	.00
102-41700-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
102-41700-321 TELEPHONE (FAX)	388.07	575.58	2,895.00	2,319.42	19.88
102-41700-322 POSTAGE	270.00	270.00	1,550.00	1,280.00	17.42
102-41700-331 TRAVEL/TRAINING	.00	.00	100.00	100.00	.00
102-41700-350 PRINTING & PUBLISHING	649.00	949.00	2,000.00	1,051.00	47.45
102-41700-360 COMP INSURANCE	.00	.00	1,550.00	1,550.00	.00
102-41700-404 MAINT. & REPAIR (EQUIPMENT)	.00	.00	100.00	100.00	.00
102-41700-405 MAINT CONTRACT (SOFTWARE)	.00	.00	200.00	200.00	.00
102-41700-406 MAINT. CONTRACT-COPIER	.00	145.02	2,000.00	1,854.98	7.25
102-41700-407 MAINTENANCE - TECHNOLOGY	191.10	382.20	2,000.00	1,617.80	19.11
102-41700-431 CASH SHORT	.00	.00	.00	.00	.00
102-41700-433 DUES AND SUBSCRIPTIONS	.00	.00	400.00	400.00	.00
102-41700-437 MISCELLANEOUS	378.92	378.92	.00	( 378.92)	.00
102-41700-439 SALES TAX	.00	.00	.00	.00	.00
102-41700-570 CAPITAL OUTLAY (OFFICE EQUIP)	.00	.00	1,500.00	1,500.00	.00
102-41700-720 TRANSFER OUT	.00	.00	30,000.00	30,000.00	.00
<b>TOTAL DEPARTMENT 417</b>	<b>15,348.31</b>	<b>29,056.70</b>	<b>236,500.51</b>	<b>207,443.81</b>	<b>12.29</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>15,348.31</b>	<b>29,056.70</b>	<b>236,500.51</b>	<b>207,443.81</b>	<b>12.29</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 2,968.81)</b>	<b>( 3,938.20)</b>	<b>( 21,100.51)</b>	<b>17,162.31</b>	<b>( 18.66)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 601 - WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
601-31310-000 SALES TAX	592.73	1,134.32	5,000.00	( 3,865.68)	22.69
601-31401-000 WATER SURCHARGE	.00	.00	11,500.00	( 11,500.00)	.00
TOTAL TAXES	592.73	1,134.32	16,500.00	( 15,365.68)	6.87
<u>GRANT REVENUE</u>					
601-33164-000 STATE GRANT REVENUE	.00	.00	.00	.00	.00
601-33165-000 FEDERAL GRANT REVENUE	.00	.00	.00	.00	.00
601-33423-000 CORONAVIRUS RELIEF AID	.00	.00	.00	.00	.00
TOTAL GRANT REVENUE	.00	.00	.00	.00	.00
<u>SOURCE 34</u>					
601-34951-000 WW COMM REIMB-LABOR EXP	.00	.00	23,329.00	( 23,329.00)	.00
601-34951-430 WW COMM REIMB-MILEAGE EXP	.00	.00	2,550.00	( 2,550.00)	.00
TOTAL SOURCE 34	.00	.00	25,879.00	( 25,879.00)	.00
<u>MISCELLANEOUS REVENUE</u>					
601-36100-000 SPECIAL ASSESSMENT	.00	.00	600.00	( 600.00)	.00
601-36201-000 MISCELLANEOUS REVENUES	.00	.00	.00	.00	.00
601-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
601-36230-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
601-36240-000 INTER FUND LOAN PAYMENT	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	600.00	( 600.00)	.00



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 601 - WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WATER SALES REVENUE</u>					
601-37100-000 WATER SALES	45,527.75	89,524.10	637,926.18	( 548,402.08)	14.03
601-37120-000 WATER FILLS	.00	975.00	.00	975.00	.00
601-37150-000 RECONNECTION FEES	.00	.00	.00	.00	.00
601-37151-000 NEW CONSTR CONNECTION FEE	.00	.00	.00	.00	.00
601-37152-000 RECONNECTION FEES - EASTVIEW	.00	.00	.00	.00	.00
601-37154-000 RECONNECTION FEES-SNOWBIRD	.00	.00	700.00	( 700.00)	.00
601-37155-000 INSPECTION FEES	.00	.00	.00	.00	.00
601-37160-000 PENALTIES	560.00	1,065.00	7,000.00	( 5,935.00)	15.21
601-37170-000 ASSESSMENT FOR DELIN. BILLS	.00	.00	.00	.00	.00
601-37180-000 WATER METER SALES	370.00	370.00	5,000.00	( 4,630.00)	7.40
601-37181-000 SALES OF RETRO FITTER	.00	.00	.00	.00	.00
TOTAL WATER SALES REVENUE	46,457.75	91,934.10	650,626.18	( 558,692.08)	14.13
<u>OTHER FINANCING SOURCES</u>					
601-39000-000 PFA PROCEEDS	.00	.00	.00	.00	.00
601-39000-611 WTP-PFA PROCEEDS	.00	.00	.00	.00	.00
601-39102-000 GAIN OR LOSS ON FIXED ASSET	.00	.00	.00	.00	.00
601-39202-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
601-39203-000 TRANSFER FROM TIF #1	.00	.00	.00	.00	.00
601-39204-000 TRANSFER FROM DEBT SERVICE	.00	.00	.00	.00	.00
601-39205-000 TRANSFER IN	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	47,050.48	93,068.42	693,605.18	( 600,536.76)	13.42



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 601 - WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<hr/>					
DEPARTMENT 419					
<hr/>					
601-41940-437 MISCELLANEOUS	.00	.00	.00	.00	.00
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TOTAL DEPARTMENT 419	.00	.00	.00	.00	.00
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DEPARTMENT 470					
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601-47000-601 PFA LOAN PRINCIPAL FOR 444	.00	.00	.00	.00	.00
601-47000-611 PFA LOAN INTEREST FOR 444	.00	.00	.00	.00	.00
601-47000-620 BOND AGENT FEES	.00	.00	.00	.00	.00
601-47001-611 WTP-CONSTRUCTION REVENUES	.00	.00	.00	.00	.00
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TOTAL DEPARTMENT 470	.00	.00	.00	.00	.00
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**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 601 - WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>WATER</u>					
601-49400-101 SALARY (F/T) - PUBLIC WORKS	7,460.16	15,011.35	86,699.60	71,688.25	17.31
601-49400-102 OVERTIME (F/T) - PUBLIC WORKS	709.66	2,428.72	8,085.81	5,657.09	30.04
601-49400-103 SALARIES (P/T)	.00	.00	.00	.00	.00
601-49400-105 ON CALL-PUBLIC WORKS	154.50	363.00	2,106.00	1,743.00	17.24
601-49400-121 PERA - PUBLIC WORKS	624.32	1,335.24	7,266.86	5,931.62	18.37
601-49400-122 FICA - PUBLIC WORKS	475.72	1,022.01	6,007.27	4,985.26	17.01
601-49400-125 MEDICARE - PUBLIC WORKS	111.26	239.01	1,375.86	1,136.85	17.37
601-49400-130 INSURANCE BENEFITS - PUBLIC W	2,032.40	4,072.30	23,877.90	19,805.60	17.05
601-49400-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
601-49400-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
601-49400-210 OPERATING SUPPLIES	43.99	106.07	1,500.00	1,393.93	7.07
601-49400-212 MOTOR FUELS	.00	.00	4,375.00	4,375.00	.00
601-49400-216 CHEMICALS	2,829.10	3,321.84	25,000.00	21,678.16	13.29
601-49400-220 MAINT & REPAIR SUPPLIES	145.15	145.15	.00	( 145.15)	.00
601-49400-240 TOOLS & SMALL EQUIPMENT	.00	.00	500.00	500.00	.00
601-49400-260 WATER METERS	.00	.00	12,000.00	12,000.00	.00
601-49400-301 AUDIT FEES	.00	.00	3,761.25	3,761.25	.00
601-49400-303 ENGINEERING FEES	2,592.50	2,592.50	.00	( 2,592.50)	.00
601-49400-304 LEGAL FEES	.00	.00	.00	.00	.00
601-49400-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
601-49400-310 ADMINISTRATION	.00	.00	.00	.00	.00
601-49400-311 PAYROLL EXPENSE	.00	.00	570.00	570.00	.00
601-49400-313 TESTING	138.60	138.60	1,000.00	861.40	13.86
601-49400-321 TELEPHONE	86.01	86.01	2,500.00	2,413.99	3.44
601-49400-322 POSTAGE	.00	.00	500.00	500.00	.00
601-49400-324 GOPHER STATE ONE CALLS	28.35	78.35	900.00	821.65	8.71
601-49400-331 TRAVEL/TRAINING EXPENSE	.00	.00	1,000.00	1,000.00	.00
601-49400-350 PRINTING & PUBLISHING	257.40	257.40	4,000.00	3,742.60	6.44
601-49400-360 COMP INSURANCE	.00	.00	17,500.00	17,500.00	.00
601-49400-361 VEHICLE INSURANCE	.00	.00	550.00	550.00	.00
601-49400-365 INSURANCE CLAIMS	.00	.00	.00	.00	.00
601-49400-381 ELECTRICITY	.00	.00	33,000.00	33,000.00	.00
601-49400-382 WATER & SEWER	.00	15.13	.00	( 15.13)	.00
601-49400-383 NATURAL GAS	.00	1,762.74	9,000.00	7,237.26	19.59
601-49400-401 MAINT & REPAIR (BLDG)	.00	.00	2,000.00	2,000.00	.00
601-49400-403 MAINT & REPAIR-IMPR NON-BLDG	377.33	1,127.33	20,000.00	18,872.67	5.64
601-49400-404 MAINT & REPAIR	.00	.00	500.00	500.00	.00
601-49400-405 SOFTWARE MAINT. CONTRACT	496.61	3,443.61	4,325.00	881.39	79.62
601-49400-408 MAINT. & REPAIR (VEHICLE)	.00	.00	800.00	800.00	.00
601-49400-417 UNIFORM RENTAL	.00	171.80	2,000.00	1,828.20	8.59
601-49400-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
601-49400-422 WAC SETASIDE FEE	.00	.00	.00	.00	.00
601-49400-431 CASH SHORT	.00	.00	.00	.00	.00
601-49400-433 DUES & SUBSCRIPTIONS	.00	.00	400.00	400.00	.00
601-49400-436 CONVENIENCE FEE-CREDIT CARDS	.00	.00	.00	.00	.00
601-49400-437 MISCELLANEOUS	.00	.00	.00	.00	.00
601-49400-438 CREDIT CARD FEES	474.06	966.98	4,500.00	3,533.02	21.49
601-49400-439 SALES TAX	613.50	613.50	.00	( 613.50)	.00
601-49400-441 STATE WATER SURCHARGE	2,714.00	2,714.00	11,500.00	8,786.00	23.60
601-49400-447 STATE WATER PERMIT FEES	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 601 - WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
601-49400-510 CAPITAL OUTLAY (LAND)	.00	.00	.00	.00	.00
601-49400-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
601-49400-525 CAPITAL OUTLAY (INFRASTRUCT)	.00	.00	.00	.00	.00
601-49400-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	.00	.00	.00
601-49400-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
601-49400-580 CAPITAL OUTLAY (OTHER EQUIP)	.00	.00	.00	.00	.00
601-49400-601 1986 G.O. BOND PRINCIPAL	.00	.00	.00	.00	.00
601-49400-611 1986 G.O. BOND INTEREST	.00	.00	.00	.00	.00
601-49400-620 1986 G.O. BOND FEES	.00	.00	.00	.00	.00
601-49400-720 TRANSFERS OUT TO 330	.00	.00	172,704.00	172,704.00	.00
601-49400-721 TRANSFERS OUT TO 331	.00	.00	18,000.00	18,000.00	.00
601-49400-722 TRANSFER TO DS 329	.00	.00	.00	.00	.00
601-49400-723 TRANSFER OUT D/S332	.00	.00	17,000.00	17,000.00	.00
601-49400-724 TRANSFER OUT	.00	.00	70,000.00	70,000.00	.00
601-49400-725 CONTINGENCY	.00	.00	.00	.00	.00
601-49400-730 TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.00
601-49406-101 SALARIES (P/T) - ADMIN	2,588.02	5,103.12	22,386.62	17,283.50	22.80
601-49406-102 OVERTIME (F/T) - ADMIN	.00	.00	.00	.00	.00
601-49406-103 SALARIES (P/T) LEGISLATIVE	.00	.00	11,727.04	11,727.04	.00
601-49406-121 PERA - ADMIN	194.12	382.76	2,558.52	2,175.76	14.96
601-49406-122 FICA - ADMIN	157.03	309.59	2,115.05	1,805.46	14.64
601-49406-125 MEDICARE - ADMIN	36.72	72.39	484.41	412.02	14.94
601-49406-130 INSURANCE BENEFITS - ADMIN	155.16	300.62	2,064.42	1,763.80	14.56
<b>TOTAL WATER</b>	<b>25,495.67</b>	<b>48,181.12</b>	<b>619,490.61</b>	<b>571,309.49</b>	<b>7.78</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>25,495.67</b>	<b>48,181.12</b>	<b>619,490.61</b>	<b>571,309.49</b>	<b>7.78</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>21,554.81</b>	<b>44,887.30</b>	<b>74,114.57</b>	<b>( 29,227.27)</b>	<b>60.56</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 602 - SEWER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
602-31010-000 AD VALOREM TAXES	.00	.00	.00	.00	.00
602-31030-000 MOBILE HOME TAXES	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>SOURCE 33</u>					
602-33430-000 GRANTS	.00	.00	.00	.00	.00
TOTAL SOURCE 33	.00	.00	.00	.00	.00
<u>PUBLIC CHARGES FOR SERVICE</u>					
602-34950-000 WW COMM REIMB-LABOR EXP	.00	.00	60,000.00	( 60,000.00)	.00
602-34951-000 WW COMM REIMB-OPERATING EXP	.00	.00	.00	.00	.00
602-34951-430 WW COMM REIMB-MILEAGE EXP	.00	.00	6,000.00	( 6,000.00)	.00
TOTAL PUBLIC CHARGES FOR SERVICE	.00	.00	66,000.00	( 66,000.00)	.00
<u>MISCELLANEOUS REVENUE</u>					
602-36100-000 SPECIAL ASSESSMENT	.00	.00	600.00	( 600.00)	.00
602-36201-000 MISCELLANEOUS REVENUES	.00	.00	.00	.00	.00
602-36202-000 ANN., ML, HL WWTP	.00	.00	1,113,840.00	( 1,113,840.00)	.00
602-36205-000 WW COMMISSION-PFA REIMBURS.	.00	.00	.00	.00	.00
602-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
602-36230-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	1,114,440.00	( 1,114,440.00)	.00
<u>SEWER SALES REVENUE</u>					
602-37151-000 NEW CONSTRUCTION CONNECTN FEE	.00	.00	.00	.00	.00
602-37200-000 SEWER CHARGES	48,927.76	96,343.37	572,601.90	( 476,258.53)	16.83
602-37201-000 WWTP SEWER CHARGES	50,373.44	98,726.73	585,897.18	( 487,170.45)	16.85
602-37250-000 SEPTAGE DUMPING	.00	.00	.00	.00	.00
602-37255-000 INSPECTION FEES	.00	.00	.00	.00	.00
602-37260-000 PENALTIES	560.00	1,065.00	7,900.00	( 6,835.00)	13.48
602-37270-000 ASSESSMENT FOR DELIN. BILLS	.00	.00	.00	.00	.00
TOTAL SEWER SALES REVENUE	99,861.20	196,135.10	1,166,399.08	( 970,263.98)	16.82



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 602 - SEWER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>OTHER FINANCING SOURCES</u>					
602-39000-000 PFA PROCEEDS	.00	.00	.00	.00	.00
602-39101-000 CHANGE IN EQUITY INTEREST	.00	.00	.00	.00	.00
602-39102-000 GAIN OR LOSS ON FIXED ASSET	.00	.00	.00	.00	.00
602-39201-000 TRANSFERS IN	.00	.00	22,500.00	( 22,500.00)	.00
602-39202-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
602-39310-000 BOND PROCEEDS	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	22,500.00	( 22,500.00)	.00
 TOTAL FUND REVENUE	 99,861.20	 196,135.10	 2,369,339.08	 ( 2,173,203.98)	 8.28



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 602 - SEWER FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>DEPARTMENT 470</u>						
602-47000-601	BOND PRINCIPAL	.00	.00	1,113,840.00	1,113,840.00	.00
602-47000-611	BOND INTEREST	.00	46,842.00	.00	( 46,842.00)	.00
TOTAL DEPARTMENT 470		.00	46,842.00	1,113,840.00	1,066,998.00	4.21



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 602 - SEWER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>SEWER</u>					
602-49450-101 SALARIES (F/T) - PUBLIC WORKS	10,783.33	21,675.00	143,847.60	122,172.60	15.07
602-49450-102 OVERTIME (F/T) - PUBLIC WORKS	1,235.49	3,567.07	14,780.19	11,213.12	24.13
602-49450-105 ON CALL-PUBLIC WORKS	279.00	567.00	3,354.00	2,787.00	16.91
602-49450-121 PERA - PUBLIC WORKS	922.35	1,935.67	12,148.63	10,212.96	15.93
602-49450-122 FICA - PUBLIC WORKS	700.95	1,475.49	10,042.87	8,567.38	14.69
602-49450-125 MEDICARE - PUBLIC WORKS	163.91	345.06	2,300.14	1,955.08	15.00
602-49450-130 INSURANCE BENEFITS - PUBLIC W	2,948.86	5,910.20	37,911.98	32,001.78	15.59
602-49450-150 WORKER'S COMPENSATION	.00	.00	6,100.00	6,100.00	.00
602-49450-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
602-49450-210 OPERATING SUPPLIES	.00	.00	1,500.00	1,500.00	.00
602-49450-212 MOTOR FUELS	440.68	923.29	4,375.00	3,451.71	21.10
602-49450-216 CHEMICALS	.00	.00	.00	.00	.00
602-49450-220 MAINT & REPAIR SUPPLIES	.00	.00	500.00	500.00	.00
602-49450-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
602-49450-260 WATER METERS	.00	.00	.00	.00	.00
602-49450-301 AUDIT FEES	.00	.00	4,425.00	4,425.00	.00
602-49450-303 ENGINEERING FEES	.00	.00	.00	.00	.00
602-49450-304 LEGAL FEES	.00	.00	.00	.00	.00
602-49450-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
602-49450-310 ADMINISTRATION	.00	.00	.00	.00	.00
602-49450-311 PAYROLL EXPENSE	.00	.00	800.00	800.00	.00
602-49450-313 TESTING	.00	.00	.00	.00	.00
602-49450-321 TELEPHONE	385.40	684.75	5,100.00	4,415.25	13.43
602-49450-322 POSTAGE	.00	.00	2,000.00	2,000.00	.00
602-49450-331 TRAVEL/TRAINING EXPENSE	.00	.00	500.00	500.00	.00
602-49450-335 VEHICLE LICENSE	.00	.00	.00	.00	.00
602-49450-350 PRINTING & PUBLISHING	257.40	257.40	3,500.00	3,242.60	7.35
602-49450-360 COMP INSURANCE	.00	.00	13,500.00	13,500.00	.00
602-49450-361 VEHICLE INSURANCE	.00	.00	734.00	734.00	.00
602-49450-365 INSURANCE CLAIMS	.00	.00	.00	.00	.00
602-49450-381 ELECTRICITY	22.34	44.32	12,500.00	12,455.68	.35
602-49450-385 WWTP SEWER	96,362.00	96,362.00	700,000.00	603,638.00	13.77
602-49450-401 MAINT & REPAIR (BLDG)	.00	.00	.00	.00	.00
602-49450-404 MAINT & REPAIR	740.00	4,940.00	15,000.00	10,060.00	32.93
602-49450-405 SOFTWARE MAINT. CONTRACT	495.61	3,442.61	4,325.00	882.39	79.60
602-49450-408 MAINT & REPAIR (VEHICLE)	.00	.00	2,000.00	2,000.00	.00
602-49450-415 DECOMMISSIONING	.00	.00	.00	.00	.00
602-49450-417 UNIFORM RENTAL	173.92	223.29	1,450.00	1,226.71	15.40
602-49450-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
602-49450-422 SAC FEES TO WASTEWATER COMM	.00	.00	.00	.00	.00
602-49450-433 DUES & SUBSCRIPTIONS	.00	.00	.00	.00	.00
602-49450-436 OPERATING EXP - REIMB	807.27	815.86	.00	( 815.86)	.00
602-49450-437 MISCELLANEOUS	.00	.00	.00	.00	.00
602-49450-438 CREDIT CARD FEES	474.05	966.97	4,500.00	3,533.03	21.49
602-49450-439 SALES TAX	.00	.00	.00	.00	.00
602-49450-510 CAPITAL OUTLAY (LAND)	.00	.00	.00	.00	.00
602-49450-520 CAPITAL OUTLAY (BLDG)	.00	.00	.00	.00	.00
602-49450-525 CAPITAL OUTLAY (INFRASTRUCTURE	.00	.00	.00	.00	.00
602-49450-540 CAPITAL OUTLAY (HEAVY EQUIP)	.00	.00	.00	.00	.00
602-49450-550 CAPITAL OUTLAY (VEHICLE)	.00	.00	35,000.00	35,000.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 602 - SEWER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
602-49450-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
602-49450-580 CAPITAL OUTLAY (OTHER EQUIP)	.00	.00	.00	.00	.00
602-49450-590 SPECIAL ITEM-WWTP	.00	.00	.00	.00	.00
602-49450-620 BOND AGENT FEES	.00	.00	.00	.00	.00
602-49450-720 TRANSFERS OUT	.00	.00	75,000.00	75,000.00	.00
602-49450-721 TRANSFERS OUT 331	.00	.00	67,000.00	67,000.00	.00
602-49450-722 TRANSFER OUT 332	.00	.00	17,000.00	17,000.00	.00
602-49450-725 CONTINGENCY	.00	.00	.00	.00	.00
602-49450-730 TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.00
602-49456-101 SALARIES (P/T) - ADMIN	2,588.02	5,758.32	22,386.62	16,628.30	25.72
602-49456-102 OVERTIME (F/T) - ADMIN	.00	.00	.00	.00	.00
602-49456-103 SALARIES (P/T) LEGISLATIVE	.00	.00	11,727.04	11,727.04	.00
602-49456-121 PERA - ADMIN	194.08	431.83	2,558.52	2,126.69	16.88
602-49456-122 FICA - ADMIN	157.03	349.27	2,115.05	1,765.78	16.51
602-49456-125 MEDICARE - ADMIN	36.70	81.66	484.41	402.75	16.86
602-49456-130 INSURANCE BENEFITS - ADMIN	155.11	412.00	2,064.42	1,652.42	19.96
<b>TOTAL SEWER</b>	<b>120,323.50</b>	<b>151,169.06</b>	<b>1,242,530.47</b>	<b>1,091,361.41</b>	<b>12.17</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>120,323.50</b>	<b>198,011.06</b>	<b>2,356,370.47</b>	<b>2,158,359.41</b>	<b>8.40</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 20,462.30)</b>	<b>( 1,875.86)</b>	<b>12,968.61</b>	<b>( 14,844.57)</b>	<b>( 14.47)</b>



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 603 - REFUSE/RECYCLING FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
603-31310-000 SALES TAX	1,237.51	2,465.80	13,000.00	( 10,534.20)	18.97
603-31311-000 STATE REFUSE SURCHARGE	.00	.00	.00	.00	.00
TOTAL TAXES	1,237.51	2,465.80	13,000.00	( 10,534.20)	18.97
<u>INTERGOVERNMENTAL REVENUE</u>					
603-33633-000 RECYCLING INCENTIVES	.00	.00	5,500.00	( 5,500.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	5,500.00	( 5,500.00)	.00
<u>MISCELLANEOUS REVENUE</u>					
603-36100-000 SPECIAL ASSESSMENT	.00	.00	.00	.00	.00
603-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
603-36270-000 REFUNDS	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00
<u>REFUSE/RECYCLING SALES REVENUE</u>					
603-37300-000 REFUSE FEES	17,229.94	34,206.69	201,328.81	( 167,122.12)	16.99
603-37320-000 AMNESTY DAY/MIS RECYCLING	.00	.00	.00	.00	.00
603-37350-000 REFUSE TAGS	80.00	112.50	.00	112.50	.00
603-37360-000 REFUSE/RECYCLING PENALTIES	475.00	945.00	7,000.00	( 6,055.00)	13.50
603-37370-000 ASSESSMENT FOR DELINQUENT BI	.00	.00	.00	.00	.00
TOTAL REFUSE/RECYCLING SALES REVEN	17,784.94	35,264.19	208,328.81	( 173,064.62)	16.93
<u>OTHER FINANCING SOURCES</u>					
603-39102-000 GAIN OR LOSS ON FIXED ASSET	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
<u>SOURCE 63</u>					
603-63210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023  
**FUND 603 - REFUSE/RECYCLING FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
TOTAL FUND REVENUE	19,022.45	37,729.99	226,828.81	( 189,098.82)	16.63



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 603 - REFUSE/RECYCLING FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>REFUSE/RECYCLING</u>					
603-43230-101 SALARIES (F/T) - PUBLIC WORKS	544.69	1,087.12	9,122.05	8,034.93	11.92
603-43230-102 OVERTIME (F/T) - PUBLIC WORKS	22.41	67.33	906.00	838.67	7.43
603-43230-105 ON CALL-PUBLIC WORKS	13.20	25.80	218.40	192.60	11.81
603-43230-121 PERA - PUBLIC WORKS	43.53	88.53	768.48	679.95	11.52
603-43230-122 FICA - PUBLIC WORKS	32.89	66.90	635.28	568.38	10.53
603-43230-125 MEDICARE - PUBLIC WORKS	7.70	15.66	145.50	129.84	10.76
603-43230-130 INSURANCE BENEFITS - PUBLIC W	169.25	339.43	2,874.06	2,534.63	11.81
603-43230-150 WORKER'S COMPENSATION	.00	.00	1,350.00	1,350.00	.00
603-43230-210 OPERATING SUPPLIES	.00	.00	.00	.00	.00
603-43230-301 AUDIT FEES	.00	.00	1,548.75	1,548.75	.00
603-43230-304 LEGAL	.00	.00	.00	.00	.00
603-43230-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
603-43230-310 ADMINISTRATION	.00	.00	.00	.00	.00
603-43230-311 PAYROLL EXPENSE	.00	.00	100.00	100.00	.00
603-43230-318 REFUSE HAULING (CONTRACT)	10,937.32	10,937.32	122,155.79	111,218.47	8.95
603-43230-319 RECYCLING (CONTRACT)	4,344.75	4,344.75	46,649.59	42,304.84	9.31
603-43230-320 RECYCLING (APPLIANCES/TIRES)	.00	.00	.00	.00	.00
603-43230-322 POSTAGE	.00	.00	2,200.00	2,200.00	.00
603-43230-350 PRINTING & PUBLISHING	203.18	203.18	2,500.00	2,296.82	8.13
603-43230-404 MAINT AND REPAIR	.00	.00	.00	.00	.00
603-43230-405 SOFTWARE MAINT CONTRACT	.00	1,894.50	2,000.00	105.50	94.73
603-43230-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
603-43230-437 MISCELLANEOUS	.00	.00	.00	.00	.00
603-43230-439 SALES TAX	1,228.29	1,228.29	13,405.74	12,177.45	9.16
603-43230-445 RECYCLING (TIRES)	.00	.00	300.00	300.00	.00
603-43230-446 RECYCLING (APPLIANCE)	.00	.00	.00	.00	.00
603-43230-449 STATE REFUSE SURCHARGE	.00	.00	.00	.00	.00
603-43230-510 CAPITAL OUTLAY (LAND)	.00	.00	.00	.00	.00
603-43230-575 CAPITAL OUTLAY (SOFTWARE)	.00	.00	.00	.00	.00
603-43230-580 CAPITAL OUTLAY	.00	.00	.00	.00	.00
603-43230-730 PAYROLL REIMBURS TO GEN FUND	.00	.00	.00	.00	.00
603-43236-101 SALARIES (F/T) - ADMIN	1,145.19	2,275.90	3,363.36	1,087.46	67.67
603-43236-102 OVERTIME (O/T) - ADMIN	.00	.00	.00	.00	.00
603-43236-103 SALARIES (P/T) ADMIN	.00	.00	11,727.04	11,727.04	.00
603-43236-121 PERA - ADMIN	85.90	170.71	1,131.78	961.07	15.08
603-43236-122 FICA - ADMIN	68.31	135.79	935.60	799.81	14.51
603-43236-125 MEDICARE - ADMIN	15.99	31.79	214.28	182.49	14.84
603-43236-130 INSURANCE BENEFITS - ADMIN	26.92	53.84	402.61	348.77	13.37
<b>TOTAL REFUSE/RECYCLING</b>	<b>18,889.52</b>	<b>22,966.84</b>	<b>224,654.31</b>	<b>201,687.47</b>	<b>10.22</b>
<u>DEPARTMENT 494</u>					
603-49450-130 INSURANCE BENEFITS	.00	.00	.00	.00	.00
<b>TOTAL DEPARTMENT 494</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>



**CITY OF ANNANDALE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 603 - REFUSE/RECYCLING FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
TOTAL FUND EXPENDITURES	18,889.52	22,966.84	224,654.31	201,687.47	10.22
NET REVENUES OVER EXPENDITURES	132.93	14,763.15	2,174.50	12,568.65	678.92



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 604 - TRAINING CENTER OPERATIONS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>					
604-34101-000 FACILITY RENTAL	.00	552.00	6,000.00	( 5,448.00)	9.20
604-34102-000 WALL RENTAL ADVERTISING	.00	.00	.00	.00	.00
604-34202-000 AMMUNITION REIMBURSEMENT	.00	.00	2,000.00	( 2,000.00)	.00
604-34203-000 TARGET REIMBURSEMENT	.00	.00	400.00	( 400.00)	.00
604-34206-000 TRAINING FEES	2,975.00	3,400.00	8,500.00	( 5,100.00)	40.00
604-34207-000 FLASH BANG REVENUE	.00	.00	.00	.00	.00
604-34208-000 BREACHING DOOR	.00	.00	.00	.00	.00
TOTAL PUBLIC CHARGES FOR SERVICE	2,975.00	3,952.00	16,900.00	( 12,948.00)	23.38
<u>MISCELLANEOUS REVENUE</u>					
604-36201-000 MISC REVENUE	.00	.00	.00	.00	.00
604-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
604-36231-000 DONATIONS	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00
<u>SOURCE 39</u>					
604-39203-000 TRANSFER IN	.00	.00	3,000.00	( 3,000.00)	.00
TOTAL SOURCE 39	.00	.00	3,000.00	( 3,000.00)	.00
TOTAL FUND REVENUE	2,975.00	3,952.00	19,900.00	( 15,948.00)	19.86



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 604 - TRAINING CENTER OPERATIONS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<b>TRAINING CENTER</b>					
604-42100-101 SALARY (F/T)-POLICE	.00	250.00	3,000.00	2,750.00	8.33
604-42100-102 OVERTIME (F/T)-PD	.00	.00	.00	.00	.00
604-42100-121 PERA-POLICE	.00	.00	.00	.00	.00
604-42100-122 FICA - POLICE	.00	.00	.00	.00	.00
604-42100-125 MEDICARE - POLICE	.00	.00	.00	.00	.00
604-42100-130 INSURANCE BENEFITS-POLICE	.00	.00	.00	.00	.00
604-42100-150 WORKER'S COMPENSATION	.00	.00	1,300.00	1,300.00	.00
604-42100-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
604-42100-210 OTHER SUPPLIES	.00	4.78	500.00	495.22	.96
604-42100-211 TRAINING SUPPLIES	.00	.00	500.00	500.00	.00
604-42100-212 AMMUNITION	2,248.22	2,248.22	2,500.00	251.78	89.93
604-42100-213 TARGETS	.00	.00	500.00	500.00	.00
604-42100-214 MEALS	.00	.00	150.00	150.00	.00
604-42100-217 CLOTHING - TC HATS	.00	.00	.00	.00	.00
604-42100-218 FLASH BANG	.00	.00	.00	.00	.00
604-42100-301 AUDIT FEES	.00	.00	221.25	221.25	.00
604-42100-304 LEGAL FEES	.00	.00	.00	.00	.00
604-42100-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
604-42100-308 CONTRACTED CLEANING SERVICE	.00	230.00	3,000.00	2,770.00	7.67
604-42100-310 OTHER CONSULTANT-TRAINERS	2,040.00	2,040.00	.00	( 2,040.00)	.00
604-42100-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
604-42100-320 COMPUTER DATA	.00	.00	.00	.00	.00
604-42100-321 TELEPHONE	38.64	76.99	500.00	423.01	15.40
604-42100-322 POSTAGE	.00	.00	.00	.00	.00
604-42100-342 MARKETING EXPENSES	.00	.00	.00	.00	.00
604-42100-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
604-42100-360 COMP INSURANCE	.00	.00	.00	.00	.00
604-42100-381 ELECTRICITY	20.95	41.90	3,850.00	3,808.10	1.09
604-42100-382 WATER & SEWER	.00	49.52	660.00	610.48	7.50
604-42100-383 NATURAL GAS	.00	208.14	1,100.00	891.86	18.92
604-42100-384 REFUSE CHARGES	.00	.00	.00	.00	.00
604-42100-385 HOLDING TANK PUMPING	.00	.00	.00	.00	.00
604-42100-401 MAINT & REPAIR (BLDG)	.00	327.00	900.00	573.00	36.33
604-42100-402 MAINT & REPAIR (SHOOTHOUSE)	.00	.00	1,000.00	1,000.00	.00
604-42100-403 MAINT & REPAIR (GROUNDS)	.00	.00	.00	.00	.00
604-42100-404 SHOOTHOUSE WALL SIGNS	.00	.00	.00	.00	.00
604-42100-405 SECURITY MONITORING	.00	.00	300.00	300.00	.00
604-42100-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
604-42100-439 SALES TAX	40.71	40.71	.00	( 40.71)	.00
604-42103-101 SALARIES (F/T) - PUBLIC WORKS	217.79	438.95	2,785.74	2,346.79	15.76
604-42103-102 WAGES (O/T) - PUBLIC WORKS	32.38	94.70	299.37	204.67	31.63
604-42103-105 ON CALL-PUBLIC WORKS	5.40	11.25	62.40	51.15	18.03
604-42103-121 PERA - PUBLIC WORKS	19.18	40.89	236.06	195.17	17.32
604-42103-122 FICA- PUBLIC WORKS	14.63	31.31	195.15	163.84	16.04
604-42103-125 MEDICARE- PUBLIC WORKS	3.42	7.31	44.69	37.38	16.36
604-42103-130 INSURANCE BENEFITS	55.98	112.24	1,170.28	1,058.04	9.59
604-42105-103 SALARIES (P/T) - CLEANING	.00	.00	.00	.00	.00
604-42105-121 PERA - CLEANING	.00	.00	.00	.00	.00
604-42105-122 FICA - CLEANING	.00	.00	.00	.00	.00
604-42105-125 MEDICARE - CLEANING	.00	.00	.00	.00	.00



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 604 - TRAINING CENTER OPERATIONS**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
TOTAL TRAINING CENTER	4,737.30	6,253.91	24,774.94	18,521.03	25.24
DEPARTMENT 470					
604-47000-611 INTERFUND LOAN (101) INTEREST	.00	.00	.00	.00	.00
604-47000-720 INTERFUND LOAN PRINCIPLE	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES	4,737.30	6,253.91	24,774.94	18,521.03	25.24
NET REVENUES OVER EXPENDITURES	( 1,762.30)	( 2,301.91)	( 4,874.94)	2,573.03	( 47.22)



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 605 - STORM UTILITY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
605-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
605-36230-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
605-36231-000 CRWD DONATIONS	.00	.00	.00	.00	.00
605-36320-000 CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00
<u>CHARGES FOR SERVICES</u>					
605-37153-000 AREA CHARGES	.00	.00	.00	.00	.00
605-37300-000 STORM UTILITY FEES	3,945.85	7,834.56	46,500.00	( 38,665.44)	16.85
605-37360-000 STORM UTILITY PENALTIES	.00	.00	.00	.00	.00
605-37370-000 ASSESSMENT FOR DELINQUENT BI	.00	.00	.00	.00	.00
TOTAL CHARGES FOR SERVICES	3,945.85	7,834.56	46,500.00	( 38,665.44)	16.85
<u>OTHER FINANCING SOURCES</u>					
605-39102-000 GAIN OR LOSS ON FIXED ASSET	.00	.00	.00	.00	.00
605-39201-000 TRANSFER IN	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	3,945.85	7,834.56	46,500.00	( 38,665.44)	16.85



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 605 - STORM UTILITY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>STORM UTILITY</u>					
605-46500-301 AUDIT FEES	.00	.00	442.50	442.50	.00
605-46500-303 ENGINEERING FEES	.00	.00	.00	.00	.00
TOTAL STORM UTILITY	.00	.00	442.50	442.50	.00
<u>DEPARTMENT 480</u>					
605-48000-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPARTMENT 480	.00	.00	.00	.00	.00
<u>DEPARTMENT 494</u>					
605-49400-401 MAINT & REPAIR-DITCH CLEANING	.00	.00	.00	.00	.00
605-49400-720 TRANS OUT D/S 332	.00	.00	22,000.00	22,000.00	.00
605-49400-721 TRANS OUT D/S 329	.00	.00	.00	.00	.00
605-49400-722 TRANSFER OUT TO D/S 331	.00	.00	.00	.00	.00
605-49400-723 TRANSFER OUT	.00	.00	10,000.00	10,000.00	.00
TOTAL DEPARTMENT 494	.00	.00	32,000.00	32,000.00	.00
TOTAL FUND EXPENDITURES	.00	.00	32,442.50	32,442.50	.00
NET REVENUES OVER EXPENDITURES	3,945.85	7,834.56	14,057.50	( 6,222.94)	55.73



**CITY OF ANNANDALE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 651 - CEMETERY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>					
651-34940-000 CEMETERY LOT SALES	500.00	500.00	8,000.00	( 7,500.00)	6.25
651-34941-000 BURIAL FEES	100.00	100.00	2,000.00	( 1,900.00)	5.00
TOTAL PUBLIC CHARGES FOR SERVICE	600.00	600.00	10,000.00	( 9,400.00)	6.00
<u>MISCELLANEOUS REVENUE</u>					
651-36201-000 MISC REVENUES	.00	.00	.00	.00	.00
651-36210-000 INTEREST EARNINGS	.00	.00	.00	.00	.00
651-36220-000 FARM LAND RENT	.00	.00	2,865.00	( 2,865.00)	.00
651-36232-000 DONATIONS - PRIVATE	.00	.00	.00	.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	.00	2,865.00	( 2,865.00)	.00
<u>OTHER FINANCING SOURCES</u>					
651-39201-000 TRANSFERS IN	.00	.00	.00	.00	.00
651-39204-000 TRANSFER IN (CEMETERY ASSOCTN)	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	600.00	600.00	12,865.00	( 12,265.00)	4.66



**CITY OF ANNANDALE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023**

**FUND 651 - CEMETERY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>CEMETERY</u>					
651-49010-101 SALARIES (F/T) - PUBLIC WORKS	626.30	1,254.28	8,111.58	6,857.30	15.46
651-49010-102 WAGES (O/T) - PUBLIC WORKS	49.19	145.21	760.26	615.05	19.10
651-49010-103 WAGES (PT) - PUBLIC WORKS	.00	.00	.00	.00	.00
651-49010-105 ON CALL-PUBLIC WORKS	15.30	30.60	202.80	172.20	15.09
651-49010-121 PERA - PUBLIC WORKS	51.74	107.27	680.60	573.33	15.76
651-49010-122 FICA - PUBLIC WORKS	39.30	81.50	562.63	481.13	14.49
651-49010-125 MEDICARE - PUBLIC WORKS	9.22	19.13	128.86	109.73	14.85
651-49010-130 INSURANCE BENEFITS - PUBLIC W	183.01	366.97	2,299.10	1,932.13	15.96
651-49010-150 WORKER'S COMPENSATION	.00	.00	1,850.00	1,850.00	.00
651-49010-177 SEXTON DUTIES	.00	.00	1,200.00	1,200.00	.00
651-49010-200 OFFICE SUPPLIES	.00	.00	.00	.00	.00
651-49010-210 OPERATING SUPPLIES	.00	.00	200.00	200.00	.00
651-49010-212 MOTOR FUELS (MOWING)	.00	.00	.00	.00	.00
651-49010-240 TOOLS & SMALL EQUIPMENT	.00	.00	.00	.00	.00
651-49010-301 AUDIT FEES	.00	.00	221.25	221.25	.00
651-49010-304 LEGAL FEES	.00	.00	.00	.00	.00
651-49010-307 US FILTER CONTRACT	.00	.00	.00	.00	.00
651-49010-308 BURIAL EXCAVATIONS	.00	.00	.00	.00	.00
651-49010-310 OTHER CONSULTANT	.00	.00	.00	.00	.00
651-49010-322 POSTAGE	.00	.00	.00	.00	.00
651-49010-350 PRINTING & PUBLISHING	.00	.00	.00	.00	.00
651-49010-360 COMP INSURANCE	.00	.00	20.00	20.00	.00
651-49010-381 ELECTRICITY	.00	.00	375.00	375.00	.00
651-49010-403 MONUMENT REPAIRS	.00	.00	.00	.00	.00
651-49010-404 MAINT AND REPAIR	.00	.00	.00	.00	.00
651-49010-405 MAINT. & REPAIR (CEM. GROUNDS)	.00	.00	1,000.00	1,000.00	.00
651-49010-406 CEMETERY MARKER REPAIRS	.00	.00	.00	.00	.00
651-49010-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
651-49010-437 MISCELLANEOUS	.00	.00	1,300.00	1,300.00	.00
651-49010-439 SALES TAX	.00	.00	.00	.00	.00
651-49010-530 CAP. OUTLAY (SITE IMPR.)	.00	.00	.00	.00	.00
651-49010-580 CAP. OUTLAY (EQUIPMENT)	.00	.00	.00	.00	.00
651-49010-730 INTERFUND LOAN 407 REPAY	.00	.00	.00	.00	.00
651-49017-102 OVERTIME (P/T) - SEASONAL	.00	.00	93.60	93.60	.00
651-49017-103 SALARIES (P/T) - SEASONAL	15.00	78.75	1,343.68	1,264.93	5.86
651-49017-122 FICA - SEASONAL	.93	4.88	89.11	84.23	5.48
651-49017-125 MEDICARE - SEASONAL	.22	1.15	20.41	19.26	5.63
651-49017-311 PAYROLL EXPENSE	.00	.00	.00	.00	.00
<b>TOTAL CEMETERY</b>	<b>990.21</b>	<b>2,089.74</b>	<b>20,458.88</b>	<b>18,369.14</b>	<b>10.21</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>990.21</b>	<b>2,089.74</b>	<b>20,458.88</b>	<b>18,369.14</b>	<b>10.21</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 390.21)</b>	<b>( 1,489.74)</b>	<b>( 7,593.88)</b>	<b>6,104.14</b>	<b>( 19.62)</b>



**CITY OF ANNANDALE  
COMBINED CASH INVESTMENT  
FEBRUARY 28, 2023**

COMBINED CASH ACCOUNTS

001-10101	CASH	544,720.74
001-10103	NORTHLAND SECURITIES	113,693.46
001-10104	ICD INVESTMENTS	1,100,639.14
001-10105	4M INVESTMENTS	40,581.32
001-10107	LAKE CENTRAL BANK CD	252,451.83
001-10108	LPL FINANCIAL INVESTMENTS	1,453,948.29
TOTAL COMBINED CASH		3,506,034.78

NON-ALLOCATED CASH

001-10110	CASH - UTILITY CLEARING	( 1,372.14)
TOTAL COMBINED CASH		3,504,662.64
001-10100	CASH ALLOCATED TO OTHER FUNDS	( 3,504,662.64)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	1,714,637.88
102	ALLOCATION TO DEPUTY REGISTRAR/MOTOR VEHICLE	280,706.00
103	ALLOCATION TO GENERAL FUND	29,856.21
222	ALLOCATION TO CHARITABLE GAMBLING FUND	11,920.41
330	ALLOCATION TO PFA BONDS-2004-WTP	14,079.41
332	ALLOCATION TO GO IMP BONDS 2008B (MAPLE)	( 42,458.13)
333	ALLOCATION TO GO IMP BONDS 2008A (CITY HALL)	( 5,476.98)
334	ALLOCATION TO PUMPER TRUCK BOND	( 17,322.09)
335	ALLOCATION TO GO IMP BDS 2011A/PFA (2011STR)	( 423.58)
336	ALLOCATION TO GO IMPR BOND 2011B-REFUNDING	18,091.73
337	ALLOCATION TO GO REFUNDING BOND 2012A	( 35,455.99)
338	ALLOCATION TO GO IMP BOND 2015	253.95
339	ALLOCATION TO TIF #14 - 2019 A SERIES	17,582.06
340	ALLOCATION TO GO REFUNDING BOND 2019B	110,365.59
341	ALLOCATION TO GO TEMPORARY IMP BOND 2020A	( 381,694.65)
342	ALLOCATION TO GO IMPROVEMENT BOND 2020B	125,383.44
343	ALLOCATION TO GO EQUIPMENT BOND 2022A	593,371.60
402	ALLOCATION TO FIREFIGHTER RELIEF DONATIONS	109,013.25
407	ALLOCATION TO ECONOMIC DEVELOPMENT FUND	( 279,167.73)
408	ALLOCATION TO MIF FUND	21,510.23
409	ALLOCATION TO SMALL CITIES DEV PROGRAM	28,720.19
411	ALLOCATION TO TIF #6 - COTTAGES OF ANNANDALE	13,152.05
423	ALLOCATION TO TIF DISTRICT # - DINGMANN	( 8,353.33)
425	ALLOCATION TO RECREATION PARK	33,234.68
460	ALLOCATION TO PARK FUND	69,957.93
461	ALLOCATION TO WATER EXPANSION FUND	358,386.38
462	ALLOCATION TO SEWER EXPANSION FUND	234,614.59
463	ALLOCATION TO STORMWATER FUND	3,121.19
464	ALLOCATION TO LIONS DONATION FUND	287,553.41
465	ALLOCATION TO TIF DISTRICT #14 - PINTAIL APT	49,094.76
466	ALLOCATION TO 2020 IMP PROJECT	55,281.47



CITY OF ANNANDALE  
COMBINED CASH INVESTMENT  
FEBRUARY 28, 2023

468	ALLOCATION TO TIF DISTRICT #15 - CARE CENTER	(	205.84)
469	ALLOCATION TO AMERICAN RESCUE PLAN		386,120.26
470	ALLOCATION TO FUND 470	(	567,556.29)
471	ALLOCATION TO LAKE JOHN UTILITY EXTENSION	(	26,354.96)
472	ALLOCATION TO HWY 55 IMPROVEMENTS	(	52,307.07)
493	ALLOCATION TO STREET MAINTENANCE CAPITAL		143,334.45
494	ALLOCATION TO STREET CAPITAL OUTLAY FUND		135,646.59
495	ALLOCATION TO PUBLIC WORKS/STREET EQUIP FUND		204,243.54
496	ALLOCATION TO FIRE EQUIPMENT FUND	(	498,119.83)
497	ALLOCATION TO POLICE EQUIPMENT FUND		486.95
498	ALLOCATION TO BUILDING CAPITAL OUTLAY FUND		171,507.70
601	ALLOCATION TO WATER FUND		334,575.11
602	ALLOCATION TO SEWER FUND		106,190.38
603	ALLOCATION TO REFUSE/RECYCLING FUND		29,513.72
604	ALLOCATION TO TRAINING CENTER OPERATIONS	(	239,880.15)
605	ALLOCATION TO STORM UTILITY FUND		11,558.63
651	ALLOCATION TO CEMETERY FUND	(	29,145.78)
703	ALLOCATION TO WASTE WATER COMMISSION	(	6,994.65)
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	TOTAL ALLOCATIONS TO OTHER FUNDS		3,512,148.69
	ALLOCATION FROM COMBINED CASH FUND - 001-10100	(	3,504,662.64)
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	ZERO PROOF IF ALLOCATIONS BALANCE		7,486.05
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**CITY OF ANNANDALE**  
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>REVENUE</b>					
TAXES	1,253.97	44,807.17	1,505,315.00	( 1,460,507.83)	2.98
LICENSES & PERMITS	3,343.68	5,244.93	77,850.00	( 72,605.07)	6.74
INTERGOVERNMENTAL REVENUES	1,950.00	1,950.00	659,003.00	( 657,053.00)	.30
PUBLIC CHARGES FOR SERVICE	796.90	866.90	275,565.00	( 274,698.10)	.31
FINES & FORFEITURES	334.96	851.57	12,200.00	( 11,348.43)	6.98
MISCELLANEOUS REVENUE	5,417.52	11,744.40	43,000.00	( 31,255.60)	27.31
OTHER FINANCING SOURCES	.00	.00	30,000.00	( 30,000.00)	.00
<b>TOTAL FUND REVENUE</b>	<b>13,097.03</b>	<b>65,464.97</b>	<b>2,602,933.00</b>	<b>( 2,537,468.03)</b>	<b>2.52</b>
<b>EXPENDITURES</b>					
LEGISLATIVE	3,145.88	6,217.10	42,829.25	36,612.15	14.52
ELECTIONS	400.00	400.00	525.00	125.00	76.19
PLANNING AND ZONING	907.13	1,079.38	6,402.25	5,322.87	16.86
ADMINISTRATION	51,830.67	73,792.93	297,747.99	223,955.06	24.78
ASSESSOR	.00	.00	24,250.00	24,250.00	.00
DEPARTMENT 416	.00	.00	.00	.00	.00
DEPUTY REGISTRAR	.00	.00	.00	.00	.00
CITY HALL	2,493.77	5,792.26	56,610.57	50,818.31	10.23
DEPARTMENT 420	.00	.00	.00	.00	.00
POLICE	56,992.31	111,252.57	825,600.63	714,348.06	13.48
FIRE	8,909.47	23,681.30	247,114.07	223,432.77	9.58
BUILDING INSPECTOR	5,673.27	10,595.77	70,922.10	60,326.33	14.94
CIVIL DEFENSE	.00	.00	400.00	400.00	.00
ANIMAL CONTROL	.00	.00	550.00	550.00	.00
PUBLIC WORKS	22,842.68	44,578.46	213,288.14	168,709.68	20.90
STREETS	23,720.39	51,241.22	272,921.65	221,680.43	18.78
DEPARTMENT 441	.00	.00	.00	.00	.00
PARKS COMMISSION	247.25	457.18	3,512.23	3,055.05	13.02
PARKS	13,695.48	18,709.35	140,920.85	122,211.50	13.28
LIBRARY	557.21	1,563.68	18,448.57	16,884.89	8.48
TIF & CAPITAL PROJECT FUNDS	.00	.00	.00	.00	.00
DEPARTMENT 492	.00	.00	.00	.00	.00
TRANSFERS OUT	.00	.00	393,090.00	393,090.00	.00
<b>TOTAL FUND EXPENDITURES</b>	<b>191,415.51</b>	<b>349,361.20</b>	<b>2,615,133.30</b>	<b>2,265,772.10</b>	<b>13.36</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 178,318.48)</b>	<b>( 283,896.23)</b>	<b>( 12,200.30)</b>	<b>( 271,695.93)</b>	<b>( 2,326.96)</b>



Feb-23

										CURRENT PERIOD	CURRENT YEAR
PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	COST BASIS	VALUE		PAID EARNINGS	PAID EARNINGS
<b>MONEY MARKET</b>											
	ICD			0.40%			\$	9,742.77	\$	84.69	\$ 3,892.78
	LAKE CENTRAL CHECKING			0.50%			\$	542,858.77	\$	1,861.97	\$ 2,778.51
	NORTHLAND SECURITIES			VARIES			\$	1,053.45	\$	3.01	\$ 6.14
	LPL Financial			VARIES			\$	2,448.26	\$	1.00	\$ 12.26
	Lake Central CD			4.00%			\$	2,451.83	\$	-	\$ 222.51
	4M FUND	Dividend Reinvest-average monthly rate 2.29%		VARIES	LIQUID	N/A	\$	37,676.74	\$	128.40	\$ 280.92
	4M PLUS FUND	Dividend Reinvest -average montly rate 2.248%		VARIES	LIQUID	N/A	\$	2,766.61	\$	9.57	\$ -
				(TOTAL 4M PLUS)			\$	40,443.35	\$	137.97	
								Money Market To	\$	598,998.43	\$ 2,088.64 \$ 7,193.12
<b>SHORT,MID &amp; LONG TERM INVESTMENTS</b>											
PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis				
10/20/2022	NORTHLAND SECURITIES	Bank Hapoalium, B M New York	06251A-4V-9	4.75%	18 mos	5/6/2024	\$	111,000.00			
	Lake Central Bank CD	Annandale, MN			12 mos		\$	250,000.00			
7/25/2022	ICD	Ally Bank Midvale, UT	02007GWW9	3.35%	24 mos	7/28/2025	\$	200,000.00			
10/28/2021	ICD	Synchrony Bank, Draper, UT	87164WVF29	0.50%	24 mos	11/6/2023	\$	114,000.00			
7/29/2020	ICD	BMO Harris, Chicago, IL	05600XAN0	0.55%	4 yrs	7/29/2024	\$	250,000.00			
7/24/2020	ICD	EnerBank, Salt Lake City	29278TQK9	0.30%	3 yrs	7/24/2023	\$	155,000.00			
6/24/2021	ICD	Texas Exchange Bank, Crowley TX	88241TLK4	0.50%	3 yrs	7/9/2024	\$	101,000.00			
3/24/2021	ICD	BMW Bank of Amer, Salt Lake City, UT	05580AZD9	0.45%	3 yrs	3/26/2024	\$	178,000.00			
12/27/2021	ICD	State Bank of India, New York, NY	856285B59	1.40%	5 yrs	12/30/2026	\$	101,000.00			
12/22/2022	LPL Financial	Ally Bank, MidVale, UT	02007GQA4	2.65%		4/29/2024	\$	245,349.04			
12/22/2022	LPL Financial	Barclays Bank DE, DE	06740KRG4	4.90%		11/18/2024	\$	253,871.03			
12/22/2022	LPL Financial	Beal Bank USA, Las Vegas, NV	07371DNH6	4.45%		7/5/2023	\$	250,005.00			
12/22/2022	LPL Financial	Capital One NA, Mclean, VA	14042RSH5	3.30%		7/1/2024	\$	100,044.44			
12/22/2022	LPL Financial	Manufacturers & Traders, Buffalo, NY	564759RK6	4.85%		6/17/2024	\$	251,711.13			
12/22/2022	LPL Financial	PNC Bank NA, Wilmington, DE	69355NBZ7	4.50%		12/28/2023	\$	175,005.00			
12/22/2022	LPL Financial	Wells Fargo Bank NA, Sioux Falls, SD	9497634U7	4.70%		12/22/2023	\$	175,513.39			
								Investments Total	\$	2,911,499.03	
								MM & Investments Total	\$	3,510,497.46	
								Interest	\$	2,088.64	
								Total	\$	3,512,586.10	

ICD	\$	1,108,827.46	
LAKE CENTRAL CHECKING	\$	544,720.74	
NORTHLAND SECURITIES	\$	112,056.46	
LPL Financial	\$	1,453,948.29	\$ 1,451,499.03
Lake Central CD	\$	252,451.83	
4M FUND/Plus	\$	40,581.32	
Totals	\$	3,512,586.10	
Civic Allocations	\$	3,506,034.78	
Difference	\$	6,551.32	
Previous month Difference	\$	6,551.32	



# Annandale Fire Department

## Incident Type Report (Summary) (Modified)

Alarm Date Between {03/01/2023} And {03/31/2023}

Incident Type		Count	Percent
<b>1 Fire</b>			
111	Building fire	2	8.69 %
		<u>2</u>	<u>8.69 %</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>			
311	Medical assist, assist EMS crew	9	39.13 %
324	Motor Vehicle Accident with no injuries	1	4.34 %
		<u>10</u>	<u>43.47 %</u>
<b>4 Hazardous Condition (No Fire)</b>			
411	Gasoline or other flammable liquid spill	1	4.34 %
412	Gas leak (natural gas or LPG)	1	4.34 %
424	Carbon monoxide incident	2	8.69 %
		<u>4</u>	<u>17.39 %</u>
<b>6 Good Intent Call</b>			
611	Dispatched & cancelled en route	5	21.73 %
		<u>5</u>	<u>21.73 %</u>
<b>7 False Alarm &amp; False Call</b>			
733	Smoke detector activation due to malfunction	1	4.34 %
743	Smoke detector activation, no fire - unintentional	1	4.34 %
		<u>2</u>	<u>8.69 %</u>

Total Incident Count: 23



## DMV Annual Revenue Summary

	2020			2021		2022		2023	
	Motor Vehicle			Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative		Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614	\$ 20,110	\$ 20,110	
Feb	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185	\$ 23,144	\$ 43,254	
Mar	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399	\$ 16,825	\$ 60,079	
April	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867		\$ 60,079	
May	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173	\$ 15,647	\$ 93,514		\$ 60,079	
June	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151	\$ 14,847	\$ 108,361		\$ 60,079	
July	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573	\$ 14,857	\$ 123,218		\$ 60,079	
Aug	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382	\$ 13,258	\$ 136,476		\$ 60,079	
Sept	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825	\$ 12,300	\$ 148,776		\$ 60,079	
Oct	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531	\$ 12,475	\$ 161,251		\$ 60,079	
Nov	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286	\$ 12,715	\$ 173,966		\$ 60,079	
Dec	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706	\$ 14,827	\$ 188,793		\$ 60,079	
	DNR Transactions			DNR Transactions		DNR Transactions		DNR Transactions	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	
Jan	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572	\$ 2,087	\$ 2,087	
Feb	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641	\$ 1,107	\$ 3,194	
Mar	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197	\$ 1,026	\$ 4,220	
April	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864		\$ 4,220	
May	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519	\$ 2,494	\$ 9,358		\$ 4,220	
June	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346	\$ 2,029	\$ 11,387		\$ 4,220	
July	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237	\$ 1,703	\$ 13,090		\$ 4,220	
Aug	\$ 810	\$ 11,634	\$ 860	\$ 15,097	\$ 796	\$ 13,886		\$ 4,220	
Sept	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098	\$ 977	\$ 14,863		\$ 4,220	
Oct	\$ 677	\$ 12,670	\$ 587	\$ 16,685	\$ 496	\$ 15,359		\$ 4,220	
Nov	\$ 359	\$ 14,130	\$ 557	\$ 17,242	\$ 653	\$ 16,012		\$ 4,220	
Dec	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752	\$ 3,436	\$ 19,448		\$ 4,220	
	DL Transactions			DL Transactions		DL Transactions		DL Transactions	
	\$ 1,304								
Total	\$ 174,174			\$ 216,458		\$ 208,241		\$ 64,299	





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6C

**Report From:** Kelly Hinnenkamp, City Administrator

**Agenda Item:** Employment Anniversary/Steps

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

## Background

The following Anniversaries/Step Increases are scheduled for January 2023:

- Joe Haller- 20 years
- Kirby Nicka- 4 years

## Recommended Action

Motion to approve as presented

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## Attachments:

None





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6D

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Amend Development Agreement-  
Willows of Annandale

**Core Strategy:**

- |  |   |
|--|---|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Legal                    |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

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**Background**

City Council approve a Development Agreement for the Willows of Annandale project in October of 2022. The Developer has chosen to install the improvements privately. Staff is recommending the attached amended agreement approved that reflect this change.

**Recommended Action**

Approve the Amended Development Agreement as presented

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**Attachments:**

Amended Agreement



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**CITY OF ANNANDALE  
DEVELOPER AGREEMENT  
(DEVELOPER INSTALLED IMPROVEMENTS)**

THIS AGREEMENT made and entered into this \_\_\_\_ day of October, 2022, by and between The Willows of Annandale, LLC, a Minnesota limited liability company (hereinafter collectively called the "Developer"), and the City of Annandale, a Minnesota municipal corporation, hereinafter called the "City".

**RECITALS:**

1. Developer is the owner of certain Real Property which is legally described as

See Exhibit A attached hereto

(hereinafter called the "Property"); and

2. The Developer has proposed that the Property be platted as Pintail Ponds Plat 3 (also referred to in this Agreement as the "Plat"). The Plat will be developed as two lots of R-5 high density and one lot of R-4 medium density. Lot 1, Block 1 and Lot 1, Block 3 will be developed in later Phases. Lot 1, Block 2 will be developed as a 90-unit apartment.

3. The Developer has asked the City to grant final approval of the Plat.

4. The City is willing to approve the Plat, subject to the following conditions (1) that the Developer enter into this Agreement, (2) that the Developer provide the necessary security for all public improvements; and (3) pay all fees due hereunder. The Developer shall record the Plat with the County Recorder no later than December 15, 2022.



NOW, THEREFORE, in consideration of the above recitals, and the mutual covenants expressed herein, IT IS HEREBY AGREED AS FOLLOWS:

1. **Development Plans.** The Developer shall develop the Plat in accordance with the following plans. The plans shall not be attached to this Agreement. If the plans vary from the written terms of this Agreement, the written terms shall control. The required plans are:

Plan A Preliminary Plat 2022.59  
Plan B Grading and Drainage Plan Dated 6-6-22  
Plan C Erosion Control Plan Dated 6-6-22  
Plan D Preliminary Engineering Report Dated 6-6-22  
Plan E Street Plans Dated 8-25-22  
Plan F Utility Plans Dated 6-6-22  
Plan G Site Plan Dated 6-6-22

2. **Use and Density.** The use and density for Lot 1, Block 2 shall be a 90-unit apartment. The use and density in Lot 1, Block 1 and Lot 1, Block 3 shall follow City zoning requirements.
3. **Right to Proceed.** The Developer may not grade or otherwise disturb the earth, remove trees, construct any public or private improvements until this Agreement has been fully executed and filed with the City, the necessary security has been received by the City and the City has issued a letter certifying that all conditions have been satisfied and the Developer may proceed.
4. **Improvements.** The Developer shall be responsible for installing the following: [check all that apply]

☒ Drainage/Erosion Control  
☒ Street Signs  
☒ Rough Site Grading and Ponding  
☒ Setting of Lot and Block Monuments  
☒ Surveying and Staking  
☒ City Water  
☒ City Sanitary Sewer  
☒ Public Street  
☒ Curb and Gutter  
☒ City Storm Sewer  
☒ Street Lights  
☒ Trail/sidewalk  
☒ Regulatory and Warning Signs  
☒ On-site Wetland Mitigation

The Improvements will be designed and installed in accordance with City standards, ordinances and plans and specifications. The public improvements shall be designed



with sufficient capacity, as determined by the City Engineer, to meet the needs for future development in the adjacent area.

5. **Ownership of Easements and Improvements.** Upon acceptance by the City, the public improvements required to be constructed by this Agreement shall become City property. The Developer shall make available to the City at no cost to the City, all permanent and temporary easements necessary for maintenance of the public improvements.
6. **Proof of Title.** The Developer hereby warrants and represents to the City, as inducement of the City's entering into this Agreement, that Developer's interest in the Development is as fee owner. Prior to approval of the Final Plat, the Developer shall provide the City with a title insurance policy with the Developer as the named insured, stating the condition of title to the property.
7. **Warranty.** The Developer warrants all work required to be performed by it against poor material and faulty workmanship for a period of two (2) years after its completion and acceptance by the City. The Developer shall post maintenance bonds or other security acceptable to the City to secure the warranties.
8. **Erosion Control/Storm Water Measures.** The Developer shall obtain a "General Storm Water Permit for Construction Activity" issued by the Minnesota Pollution Control Agency. The Developer shall comply with the Erosion Control Plan, (Plan C), and with all requirements of the General Storm Water Permit for Construction Activity for the prevention of damage to adjacent property and the control of surface water runoff.
9. **Effect of Plat Approval.** For two years from the date of this Agreement, no amendments to the City's Comprehensive Plan or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications or platting required or permitted by the approved preliminary plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this Agreement to the contrary, to the full extent permitted by state law the City may require compliance with any amendments to the City's Comprehensive Plan, official controls, platting or dedication requirements enacted after the date of this Agreement and may require submission of a new plat.
10. **Park Dedication.** The Developer agrees that the construction of a 90-unit multifamily residential dwelling on Lot 1, Block 2 and future development of the remaining Pintail Ponds Plat 3 creates a need for acquiring, developing and improving additional park facilities to serve the development. In lieu of dedicating park within the Development, the Developer elects to pay \$55,000 to the City, which shall be placed in a special fund pursuant to City Code Section 151.09, Subd. 5.D. The Developer agrees that in setting this park dedication fee, the City has made an individualized determination of the nature and extent of the Development's impact on park needs and the City's determination is fair and reasonable. The Developer expressly waives the right to



contest or otherwise challenge the amount and imposition of the park dedication fee required under this agreement.

11. **License.** The Developer hereby grants the City, its agents, employees, and contractors a license to enter the Plat to perform all necessary work and/or inspections deemed appropriate by the City during the installation of public improvements by the City. The license shall expire after the public improvements installed pursuant to the development Agreement have been installed and accepted by the City.
12. **Damage and Clean Up.** The Developer shall promptly cause to be cleared from public streets and property any soil, earth or debris resulting from construction work by the Developer or its agents or assigns. The Developer shall promptly cause to be repaired any damage to existing streets, boulevards or existing utilities caused by construction activities within the development. Should the Developer fail to clean up soil, earth or debris or commence repairs within 24 hours of notice by the City, the City may perform such work itself or through an independent contractor, and bill Developer for such work. The Developer shall reimburse the City within thirty days of receipt of invoice.
13. **Security.** The Developer shall provide a bond, letter of credit or cash escrow upon execution of this Agreement ("Security"). Such Security shall be in the amount of \$\_\_\_\_\_ to ensure installation of the Developer installed improvements. The amount was calculated as follows:

Setting of lot and block monuments	\$
Street signs	\$
Erosion control	\$
Surveying and Staking	\$
Grading, drainage and ponding control	\$
Streets	\$
Curb/Gutter	\$
Sanitary sewer	\$
Water	\$
Storm Sewer	\$
Street Lights	\$
Sidewalk/Trail	\$
Regulatory and Warning Signs	\$
Landscaping Requirements	\$
City Engineer/Inspector	\$
Other	\$
Total Developer installed improvements:	\$

The bond or letter of credit shall be subject to the approval of the City Administrator. The Security shall secure compliance with all of the terms of this Agreement and all



financial obligations of the Developer under it. The City may draw down on the Security, without notice, for any violation of the terms of this Agreement or upon pending expiration or cancellation of the Security. In the event of a draw upon the Security, the City may require the Developer to provide additional Security. The Developer shall remain obligated to provide new Security upon any non-renewal until such time as all of the Developer's obligations under this Agreement have been completed and proof of payment of all laborers and materialmen.

14. **Responsibility for Costs.**

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the Plat, including but not limited to a legal, planning, administrative, engineering and inspection expenses incurred in connection with approval and acceptance of the Plat, the preparation of this Agreement, and all costs and expenses incurred by the City in monitoring and inspecting development and the Improvements. Developer shall deposit \$\_\_\_\_\_ in escrow to secure payment of these fees. The City shall invoice the Developer on a monthly basis for these fees. The City may draw down the escrow in an amount necessary to satisfy any invoices which have not been paid by the Developer within 10 days. Any funds remaining upon completion of the project shall be refunded to the Developer. The City may require an additional deposit from the Developer in the event that the escrowed funds are substantially depleted.
- B. The Developer shall hold the City and its officers and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from a plat approval and development. The Developer shall indemnify the City and its officers and employees for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this Agreement, including engineering and attorney's fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this Agreement. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire Plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Agreement within thirty (30) days after receipt. If the bills are not paid on time, the City may halt development work and construction within the Plat including but not limited to the issuance of occupancy permits until the bills are paid in full.



- F. The Developer shall pay the following development charges for Lot 1 Block 2 at the time of executing the Development Agreement:  
Sanitary Sewer- \$1200/acre= \$7,200  
Water Area Charges- \$1000/acre = \$6,000  
Storm Sewer Area Charges- \$500/acre = \$3,000

The Developer shall pay additional trunk area charges based on the acreage for of Lot 1, Block 1 and Lot 1, Block 3 when the site plans are approved.

The Developer shall pay the following development charges for Blocks 1, 2 and 3 at the time of executing the Development Agreement:  
Park Dedication- \$55,000

15. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the developer is first given written notice of the work in default, not less than forty-eight (48) hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part. The Developer, its successors and assigns, as well as future lot purchasers waive all procedural and substantive objections to the improvements and special assessments exceed the benefit, that the proper notices have not been given, and that the method of spreading the assessment is erroneous, as well as any appeal rights otherwise available pursuant to Minn. Stat. §429.081. In addition, the City may do any, all or any combination of the following: (i) halt all further approvals regarding platting, improvements or issuance of building permits or occupancy permits relating to the Development Property, or to any other property owned or developed by the Developer (ii) seek injunctive relief, (iii) terminate this Agreement and all of the obligations contained herein without terminating Developer's obligation to reimburse the City for costs it has incurred with regard to this Agreement or the Development Property; (iv) draw on or utilize any funds or other security which have been provided to the City pursuant to this Agreement; and/or (v) take any other action at law or in equity which may be available to the City.
16. **Completion Date.** The Developer shall complete the Improvements on or before December 31, 2023.
17. **Miscellaneous.**
- A. This Agreement shall be binding upon the parties, their heirs, successors or assigns, as the case may be.
- B. Third parties shall have no recourse against the City under this Agreement.



- C. Breach of the terms of this Agreement by the Developer shall be grounds for denial of building permits, including all or part of said Plat sold to third parties.
- D. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- E. If occupancy is established prior to the completion and acceptance of improvements, the Developer assumes all liability and costs resulting in delays in completion of improvements and damage to improvements caused by the City, Developer, its contractors, subcontractors, materialmen, employees, agents, or third parties.
- F. No one may occupy a building for which a building permit is issued on either a temporary or permanent basis until sanitary sewer and water lines have been installed, hooked up, tested and approved by the City, and until the streets needed for access have been paved with a bituminous surface.
- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to properly take legal action to enforce this Agreement shall not be a waiver or release.
- H. The Developer represents to the City to the best of its knowledge that the Plat does not require an environmental worksheet and that an environmental impact statement is not required. However, if the City or another governmental entity or agency determines that such a review is needed, the Developer shall reimburse the City for all expenses, including staff time and attorney's fees that the City incurs in assisting in the preparation of the review.
- I. Future residents of the Plat shall not be deemed to be third-party beneficiaries of this Agreement.
- J. Compliance with Laws and Regulations. The Developer represents to the City that the Plat complies with all City, County, State and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the City determines that the Plat does not comply, the City may, at its option, refuse to allow any construction or development work in the Plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.
- K. This Agreement shall run with the land and may be recorded against the title to the property.



- L. The City's rights and remedies in this Agreement are cumulative and in addition to any of the City's other rights and remedies, and the City's exercise of any right or remedy under this Agreement will not be a waiver of any of the City's other rights and remedies. The City may exercise any of its rights and remedies at any time and in any order.
- M. Prior to commencement of the improvements, Developer shall take out and maintain until six (6) months after the City has accepted the public improvements, general liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury or death shall not be less than \$500,000 for one person and \$1,000,000 for each occurrence; limits for property damage shall be not less than \$1,000,000 for each occurrence. The City shall be named as an additional named insured on said policy, and the Developer shall file a copy of the insurance coverage with the City prior to the City signing the plat. The Developer shall cause each person with whom the Developer contracts for construction and installation of any improvements to provide evidence of General Liability, Owner/Engineer Protective Liability, Automobile Liability, Contractual Liability and Worker's Compensation coverage. Limits shall be \$1,000,000 per occurrence and \$1,000,000 aggregate with the City and City Engineer named as additional insured.
18. **Notices.** Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees and agents, or mailed to the Developer by certified or registered mail at the following address: The Willows of Annandale, LLC, 21425 19th Ave E, Clearwater, MN 55320, Attention: Gary Stang. Notices to the City shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by certified or registered mail in care of the City Administrator at the following address: 30 Cedar Street East, Annandale MN 55302, Attention: City Administrator.
19. **Representation.** Jovanovich, Dege & Athmann, P.A. represents the City with regard to this Agreement. Developer has been advised to seek independent legal counsel prior to execution of this Agreement.
20. **Integration.** This Agreement contains all of the understandings and agreements between the parties. This Agreement may not be amended, changed, or modified without the express, written consent of the parties hereto.
21. **Governed by Minnesota Law.** This Agreement shall be interpreted under the laws of the State of Minnesota.



22. **Additional Requirements.** All comments from the City Engineer letter dated September 29, 2022 shall be satisfied by the Developer. All comments by Wright County shall be satisfied by the Developer.

Signed and executed by the parties hereto on this \_\_\_\_\_ day of October, 2022

ATTEST

CITY OF ANNANDALE

By \_\_\_\_\_  
Kelly Hinnenkamp, City Administrator

By \_\_\_\_\_  
Shelly Jonas, Mayor

DEVELOPER

The Willows of Annandale, LLC

By \_\_\_\_\_  
Gary Stang, Its Manager

STATE OF MINNESOTA )  
  )ss  
COUNTY OF WRIGHT )

The foregoing was acknowledged before me this \_\_\_\_\_ day of October, 2022, by Shelly Jonas and Kelly Hinnenkamp, the Mayor and the City Administrator, respectively, of the City of Annandale, a Minnesota municipal corporation, on behalf of said corporation.

\_\_\_\_\_  
Notary Public

STATE OF MINNESOTA )  
  )ss  
COUNTY OF WRIGHT )

The foregoing was acknowledged before me this \_\_\_\_\_ day of October, 2022, by Gary Stang, the Manager of The Willows of Annandale, LLC, a Minnesota limited liability company, Developer herein, on behalf of said company.



THIS INSTRUMENT WAS DRAFTED BY:  
Susan M. Dege - 0290385  
Jovanovich, Dege & Athmann, PA.  
1010 W. St. Germain, Suite 420  
St. Cloud, MN 56301  
Telephone: (320) 230-0203



## EXHIBIT A

### LEGAL DESCRIPTION

The North  $\frac{3}{4}$  of the Northwest Quarter of the Northeast Quarter of Section 31, Township 121, Range 27, Wright County, Minnesota, except the following described tract:

Commencing at the north quarter corner of said Section 31; thence South along the quarter line 20.0 feet for a point of beginning of the tract to be described; thence East parallel with the north line of said Section 31, 178.2 feet; thence South parallel with the west line of the Northeast Quarter of said Section 31, 300.0 feet; thence West parallel with the north line of said Section 31, 178.2 feet to the west line of the Northeast Quarter of said Section 31; thence North 300.0 feet to the point of beginning.

To be platted as Lot 1, Block 1, Lot 1, Block 2 and Lot 1, Block 3, Pintail Ponds Plat 3





# City Council Agenda

March 13, 2023

**Agenda Section:** Consent

**Agenda No.** 6E

**Report From:** Jacob Thunander, Community Development Director

**Agenda Item:** Consideration of Purchase Agreement with BJB Holdings, LLC

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☒ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☐ Other:

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## Background

Council directed the City Attorney to draft a purchase agreement with BJB Holdings, LLC for the sale of approximately .94 acres of land owned in the business park. The sale price is \$50,000/acre.

The applicant's proposal would construct "for sale" business condos that conform to the allowable uses in the I-1 (Industrial) District. Such uses could include: contractor's shops, roofing, electrical, blacksmith, carpentry, glazing, heating, plumbing, painting, ventilating, welding, upholstering, fencing or business of a similar nature. The proposal also includes outdoor fenced in storage.

The draft purchase agreement has been reviewed and approved by the proposed buyer.

## Recommended Action

Approve Purchase Agreement.

---

## Attachments:

- Purchase agreement
- Concept plan



**PURCHASE AGREEMENT  
(VACANT LAND- COMMERCIAL)**

THIS AGREEMENT is made as of \_\_\_\_\_, 2023 between, BJB Holdings, LLC, a Minnesota limited liability company, or its assigns, ("Buyer"), and the City of Annandale, a Minnesota municipal corporation, ("Seller").

In consideration of this Agreement, Seller and Buyer agree as follows:

1. Sale of Property. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the property consisting of 0.94 acres  $\pm$  of Wright County PID 102082002010 as depicted in Exhibit A, all of which property Seller has this day agreed to sell to Buyer for the sum of Fifty Thousand and NO/100 (\$50,000.00) Dollars (the "Purchase Price"). Buyer shall be responsible for the cost of the survey and the administrative subdivision of the Property. Buyer shall deposit earnest money in the amount of \$500.00 with Northland Title Company within five (5) business days of executing this Agreement. The earnest money shall be refundable to Buyer in accordance with the terms set forth herein. The remaining Purchase Price shall be paid in cash or wire transfer of immediately available funds at closing.

2. This Purchase Agreement is subject to the following contingencies, each of which shall be satisfied within six months of execution of this Purchase Agreement (the "Contingency Period"). Any extension(s) of the contingency period will be subject to approval of the City Council.

- (A) The Property shall have received such soil tests, inspections, reviews, surveys, examinations and environmental assessments as Buyer deems necessary at Buyer's sole cost with the results of each being satisfactory to Buyer in its sole discretion.
- (B) Title to the Property being made acceptable to Buyer in accordance with any title objections raised under Section 5.
- (C) Buyer to receive necessary financing.
- (D) Buyer to receive necessary municipal approvals for Buyer's intended use.
- (E) Buyer to receive necessary easement or other required agreements.

The determination of whether each of the foregoing contingencies has been satisfied will be made by Buyer in its sole discretion. Buyer shall have the right to extend the Contingency Period for an additional sixty (60) days by providing an additional \$500, but all earnest money will become non-refundable at this point. Buyer must provide written notice to the Seller of that all of the contingencies have been satisfied on or before the end of the Contingency Period. Failure of Buyer to provide timely notice shall not be deemed a waiver of the contingencies by Buyer. This Purchase Agreement does not commit the City to grant any zoning approvals that may be required for Buyer's intended use of the Property.



3. Unless delayed by Title corrections, or as otherwise mutually agreeable to the parties, Closing shall within thirty days following the Contingency Period. Time is of the essence in this Purchase Agreement.

4. The property is exempt from property taxes. Seller shall be responsible for paying all levied and pending special assessments as of the Closing Date, including any installments of special assessments payable in the year of closing. Buyer shall pay all real estate taxes and special assessments levied in the year following closing. Seller makes no representation concerning the amount of future real estate taxes or of future special assessments.

5. Within 15 days after execution of this Purchase Agreement, Seller shall furnish Buyer with title commitment for the property certified to date including proper searches covering bankruptcies and State and Federal judgments, liens, and levied and pending special assessments. Buyer shall have ten (10) business days after receipt of the title commitment to provide Seller with written objections. Buyer shall be deemed to have waived any title objections not made within the applicable ten (10) day period provided for above, except that this shall not operate as a waiver of Seller's covenant to deliver a Warranty Deed.

6. Seller shall have 120 days from receipt of Buyer's written title objections to make title marketable. Upon receipt of Buyer's title objections, Seller shall, within ten (10) business days, notify Buyer of Seller's intention to make title marketable within the 120-day period. Liens or encumbrances for liquidated amounts which can be released by payment or escrow from proceeds of closing shall not delay the closing. Cure of the defects by Seller shall be reasonable, diligent, and prompt.

- (A) If notice is given and Seller makes title marketable, then upon presentation to Buyer and proposed tender of documentation establishing that title has been made marketable, and if not objected to in the same time and manner as the original title objections, the closing shall take place within ten (10) business days or on the scheduled closing date, whichever is later.
- (B) If notice is given and Seller proceeds in good faith to make title marketable but the 120-day period expires without title being made marketable, Buyer may declare this Purchase Agreement null and void by notice to Seller, neither party shall be liable for damages hereunder to the other, and earnest money shall be refunded to Buyer.
- (C) If Seller does not give notice of intention to make title marketable, or if notice is given but the 120-day period expires without title being made marketable due to Seller's failure to proceed in good faith, Buyer may seek rescission of this Purchase Agreement by notice as provided herein, in which case this Purchase Agreement shall be null and void.



- (D) If title is marketable, or is made marketable as provided herein, and Buyer defaults in any of the agreements herein, Seller may elect either to the following options, as permitted by law:
- (1) Cancel this contract as provided by statute and receive all earnest money deposited hereunder as liquidated damages.
  - (2) Seek specific performance within six (6) months after such right of action arises.
- (E) If title is marketable, or is made marketable as provided herein, and Seller defaults in any of the agreements herein, Buyer may, as permitted by law:
- (1) Cancel this contract as provided by statute and receive a refund of all earnest money deposited hereunder.
  - (2) Seek specific performance within six (6) months after such right of action arises.

7. Representations and Warranties of Seller. Seller represents and warrants to Buyer as follows:

- A. Title to Real Property. Seller owns the Real Property, free and clear of all encumbrances, but subject to:
- (a) Building and Zoning laws, ordinances, and state and federal regulations;
  - (b) Restrictions relating to use or improvement of the Property without effective forfeiture provisions;
  - (c) Reservation of any mineral rights by the State of Minnesota or other government entity; and
  - (d) Utility and drainage easements customarily required on all platted lots.
- (the "Permitted Encumbrances").
- B. Rights of Others to Purchase Property. Seller has not entered into any other contracts for the sale of the Property, nor are there any rights of first refusal or options to purchase the Property or any other rights of others that might prevent the consummation of this Agreement.
- C. Wells. The Seller certifies and warrants that it does not know of any Wells on the described Property within the meaning of Minn. Stat. Section 103I.
- D. Condition of Property. Buyer is purchasing the Property based upon its own



environmental investigation and inquiry. Buyer is not relying on any representation of Seller regarding the condition of the Property or its suitability or fitness for a particular use.

E. Authority. Seller has the requisite power and authority to enter into and perform this Agreement and to acquire all of the Property in accordance with this Agreement. The person signing this Agreement on behalf of the Seller is authorized to do so.

F. Liens and Encumbrances. Upon Seller's receipt of the Purchase Price at closing, the Property shall be free and clear of all liens, security interests, encumbrances, easements, leases, mortgages, mechanics' liens or other restrictions, except the Permitted Exceptions.

8. Representations and Warranties of Buyer. Buyer represents and warrants to Seller as follows:

A. Organization and Authority. Buyer is duly organized and validly existing in good standing under the laws of the State of Minnesota. Buyer has the requisite power and authority to enter into and perform this Agreement and to acquire all of the Property in accordance with this Agreement. The person signing this Agreement on behalf of the Buyer is authorized to do so.

9. Broker's Commission and Disclosure. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, finders or the like in connection with this transaction, and agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any other such fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorneys' fees.

10. Inspection and Environmental Inspection. Seller hereby grants Buyer a license to enter into the Property to conduct inspection of the improvements as well as an environmental inspection of the Property. Buyer shall promptly pay the cost of such inspections and shall protect the Property from any liens for such work.

11. Upon performance by Buyer, Seller shall deliver a recordable Warranty Deed conveying marketable title, subject to the Permitted Encumbrances, a FIRPTA affidavit, Seller's affidavit and such other documents as the Title Company may reasonably require. Buyer shall deliver the balance of the Purchase Price, and such other documents as the Title Company may reasonably require.

12. Seller shall pay all state deed tax regarding the Warranty Deed to be delivered by Seller under this Agreement.



13. Seller will pay the cost of recording all documents necessary to place record title in the condition warranted and requested by Seller in this Agreement. Buyer will pay the cost of recording all other documents.

14. The delivery of all papers and monies shall be made at the offices of the City of Annandale, or at such other place mutually acceptable to the parties.

15. Buyer and Seller shall equally divide the cost of preparing documents and the fee for closing on this transaction. Buyer shall pay the premiums for any title policy obtained by Buyer, the mortgage registry taxes and recording fees for the recording of any mortgage associated with Buyer's financing.

16. This contract when signed by both Buyer and Seller will be the record of the complete agreement between the Buyer and Seller concerning the purchase and sale of the property. No oral agreements or promises will be binding.

17. This Agreement shall be governed by, subject to, and interpreted in accordance with the laws of the State of Minnesota, without giving effect to its laws governing conflicts of law.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

Seller: City of Annandale

By \_\_\_\_\_  
Shelly Jonas, Mayor

ATTEST:

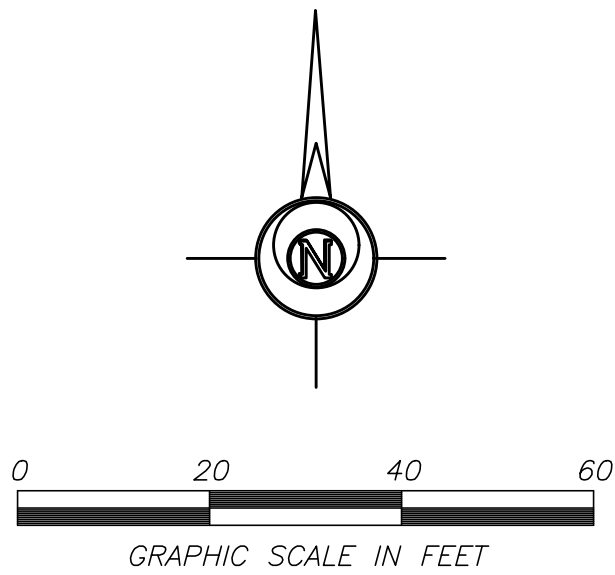
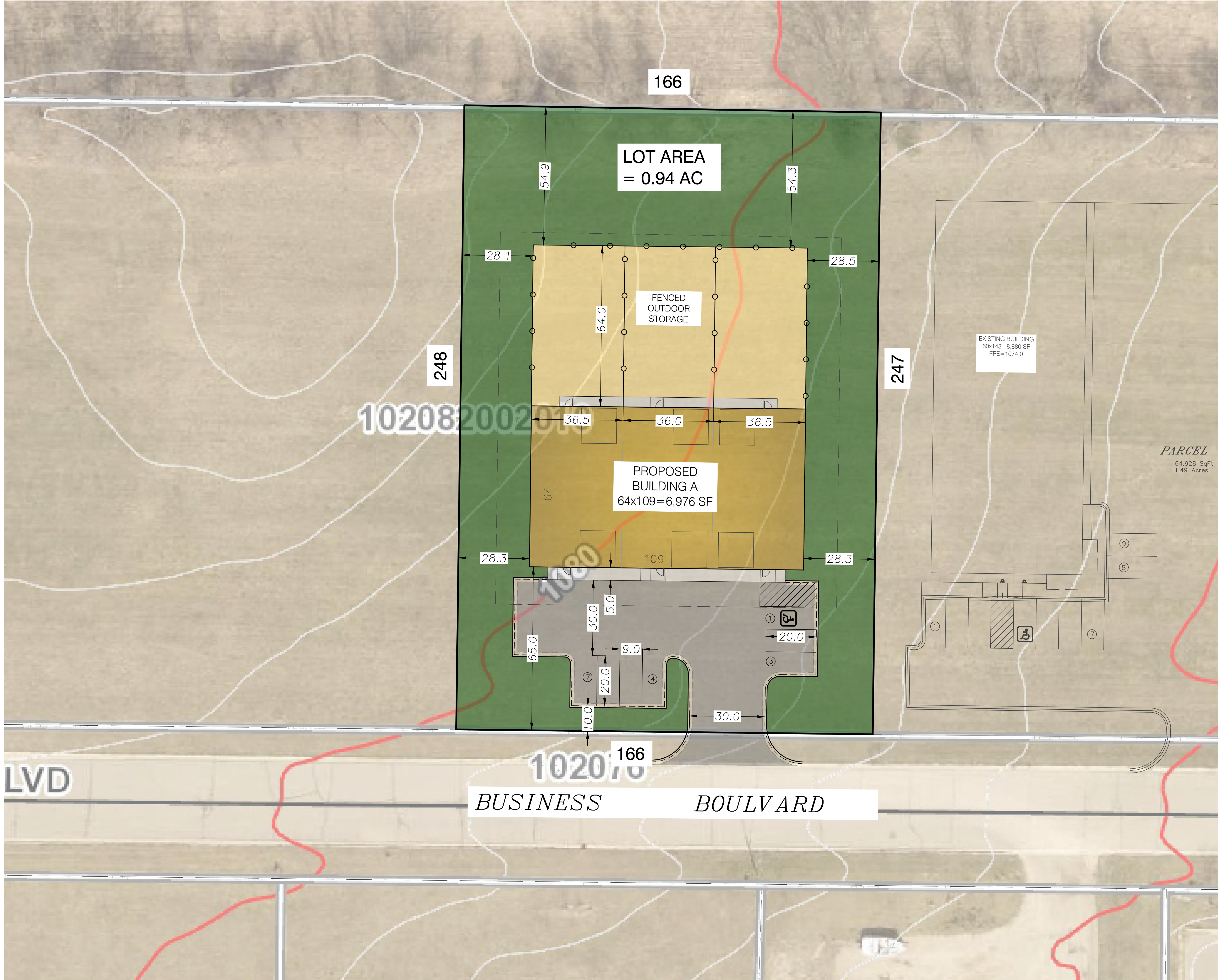
By \_\_\_\_\_  
Kelly Hinnenkamp, City Administrator

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

Buyer: BJB Holdings, LLC

By \_\_\_\_\_  
\_\_\_\_\_, Chief Manager





EXISTING P.I.D.  
102-082-002010

DEVELOPMENT PARCEL AREA  
(APPROXIMATE)  
41,025 SF = 0.94 AC

EXISTING ZONING  
I-2 GENERAL INDUSTRIAL DISTRICT

PROPOSED BUILDING  
BUILDING A 6,976 SF

PROPOSED UNITS  
2 UNITS 36.5x64=2,336 SF EACH  
1 UNITS 36.0x64=2,304 SF EACH  
3 UNITS

IMPERVIOUS COVERAGE  
20,001 SF >>> 48.8%

CLIENT:

Brian Bruggeman

xxxxx  
xxxxxx

brian.bruggeman@colliers.com  
952 837 3079

INDUSTRIAL  
SITE IMPROVEMENT  
PROJECT

xxxxx Business Boulevard  
Annandale, Minnesota

CONCEPT PLAN A

I hereby certify that this plan, specification, or report  
was prepared by me or under my direct supervision and  
that I am a duly Licensed Professional Engineer under  
the laws of the State of Minnesota.

Date: \_\_\_\_\_ Reg. No. \_\_\_\_\_

PREPARED BY: CIVIL ENGINEERING

SITE DESIGN

118 East Broadway St.  
PO Box 566  
Monticello, Mn 55362  
Phone: 763-314-0929  
www.civileng.com



REVISIONS

DATE 02/24/23

DRAWN BY SD

DESIGNED BY SD

CHECKED BY SD

FILE NO. 00908

1/1

Concept Plan





# City Council Agenda

March 13, 2023

**Agenda Section:** Consent

**Report From:** Administration

**Agenda No.** 6F

**Agenda Item:** Consideration of Adopting  
Resolution Accepting Donations

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☒ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☐ Other:

---

## Background

Minnesota State Statute 465.03-.04 requires gifts/donations to municipalities to be accepted by resolution.

The City Council is asked to accept the following donations for improvements in the city parks:

- Jack Driste: \$840 Recreation Park Tree Donation
- Iona Rozenberg: \$800 Recreation Park Tree/Monument Donation

## Recommended Action

Motion to adopt attached Resolution accepting the donations totaling \$840.

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## Attachments:

Resolution



**CITY OF ANNANDALE  
RESOLUTION NO. 22-XX**

**RESOLUTION ACCEPTING DONATIONS TO CITY**

**WHEREAS**, the City of Annandale is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 and 465.04 for the benefit of its citizens in accordance with the terms prescribed by the donor. Said gifts may be limited under provisions of MN Statutes Section 471.895.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor:</u>	Jack Driste
<u>Donation Type:</u>	Recreation Park Trees
<u>Amount:</u>	\$840

<u>Name of Donor:</u>	Iona Rozenberg
<u>Donation Type:</u>	Recreation Park Trees
<u>Amount:</u>	\$800

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of Annandale this 10<sup>th</sup> day of April, 2023.

\_\_\_\_\_  
Shelly Jonas, Mayor

Attested:

\_\_\_\_\_



Kelly Hinnenkamp, City Administrator/Clerk





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent  
**Report From:** Administration  
**Agenda No.** 6G

**Agenda Item:** Consideration of a request for a Variance to the Fence Requirements to construct a 6 foot fence and an 8 foot retaining wall in the R-1 (One Family Residential) District  
Applicant: JoDee Hilgert

## Core Strategy:

- |   |   |
|---|---|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Planning and Zoning Item |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

## SITE INFORMATION & BACKGROUND

**PID:** 102-074-002020  
**Legal Description:** Lot 2, Block 2, Southbrook Golf and Country Club 8th Addition  
**Zoning District:** One Family Residential District (R-1)  
**Comprehensive Plan:** Residential  
**Surrounding Site Use:** North: R-1/Residential  
East: R-1/Residential  
South: R-1/Residential  
West: R-1/Residential

**Planning Case Number:** 2022-22

**Deadline for Decision:** May 15, 2023 (60-day deadline)  
July 14, 2023 (120-day deadline)

## Project Description:

JoDee Hilgert at 831 Morrison Avenue is seeking a variance from the fence/wall requirements to construct an 8 foot retaining wall with a 6 foot privacy fence engineered into the wall. The total height of the structure would be approximately 14 feet. The side yard setback on the south side of the property is proposed at 7 feet 8 inches and to the north side at 7 feet 4 inches. The rear yard setback is proposed at 15 feet. They have proposed landscaping around the structure, which includes mulch and 27 shrub plantings.

The applicant is proposing the structure to have a usable back yard. Currently, the back yard significantly slopes down to the stormwater pond.

The lot is 12,559 square feet. Currently, there is a house with an attached deck on the lot.

## Variance Review

Applicants should balance the requirements of the ordinance with their design choices and attempt to minimize variance request to be as reasonable, as possible.



The Zoning Ordinance states that a variance shall only be granted when in conformance with the criteria found in Section 462 of State Statutes. The criteria for evaluation of a variance are, as follows:

1. The proposed variance is consistent with the Comprehensive Plan.
2. The proposed variance is in harmony with the general purpose and intent of this Ordinance.
3. The applicant for the variance established that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means:
  - a. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
  - b. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
  - c. The variance, if granted, will not alter the essential character of the locality.
  - d. Economic considerations alone do not constitute practical difficulties.
4. A variance shall not be granted for a use not allowed under the zoning ordinance for property in the zone where the affected person's land is located.
5. The City may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The City Council will need to make findings that the request is in conformance with the above criteria in order to recommend approval of the request.

## **ANALYSIS**

### **Fence Requirements**

City Code allows residential properties to have a 6 foot fence in the side and rear yards. Fences are allowed to be located 18 inches from the property line or on the property line with written permission from the neighboring property owners. Fences are to be residential in nature, such as chain link, wrought iron, vinyl, split rail, or board and picket.

The fence/wall structure would be viewed as one structural unit that would be required to meet setbacks due to its height and massing. The required structural setbacks are 10 feet from the sides and 20 feet from the rear. The fence/wall structure is proposed at 14 feet in height.

Due to the potentially impactful nature of such a large structure, and the potential for this to be viewed as out of character with the area, it would be recommended that the fence/wall structure meet the required structural setbacks. Also, as a condition that the landscaping be provided and maintained to soften the appearance of a large wall, the type of which is not often found in residential areas of the City.

## **PLANNING COMMISSION RECOMMENDATION**

The Planning Commission reviewed the request and held a public hearing on April 4, 2023. The applicant and property owner were present for the meeting to discuss the request in more detail. No other members of the public were present and no public comments were submitted. The Planning Commission unanimously voted to approve the request with conditions in Exhibit Z.



## **STAFF RECOMMENDED ACTION**

The City Council should consider the variance being requested against the review criteria in State Statutes.

The proposed structural improvement is quite substantial in nature due to its height. Such tall retaining walls are not common in residential areas, especially in subdivisions of a more recent vintage. Therefore, Staff would recommend that the structure should be meeting the required yard setbacks. Staff would also recommend that as a condition of approval, the landscaping plan be fully implemented. Staff would find that these conditions would result in the structure meeting the variance review criteria related to the essential character of the vicinity.

## **ALTERNATIVE ACTIONS**

### Variance:

1. Motion to adopt Resolution: Approving Variance with Exhibit Z conditions.
2. Motion to deny variance request including a statement for the reason for the denial.
3. Motion to table action including a statement as to why the action was tabled and with direction to staff and/or the applicant.

### **Attachments:**

- A. Resolution
- B. Aerial Image
- C. Applicant Narrative
- D. Certificate of Survey
- E. Elevations and Landscaping Plan
- F. City Engineer's Letter, Dated March 21, 2023
- Z. Conditions of Approval

## **EXHIBIT Z**

### **Variance to the Fence Requirements in the One Family Residential District (R-1)**

**Applicant: JoDee Hilgert**

**Legal: Lot 2, Block 2, Southbrook Golf and Country Club 8th Addition**

**PID: 102-074-002020**

1. The wall and fence shall meet structural setbacks.
2. A building permit is required prior to construction.
3. The landscaping plan shall be fully implemented and the applicant shall provide securities for a successful and timely installation.
4. Any comments from the Planning Commission, City Council, City Engineer, or City Staff shall be addressed.
5. Variance proceedings are filed at the Wright County Recorder's Office.



**CITY OF ANNANDALE  
RESOLUTION 22-XX**

**APPROVING VARIANCE TO THE FENCE REQUIREMENTS IN THE ONE  
FAMILY RESIDENTIAL DISTRICT (R-1)  
831 MORRISON AVENUE | PID: 102-074-002020**

WHEREAS, the City of Annandale has received a land use application request from JoDee Hilgert (property owner) for property located at 831 Morrison Avenue; and

WHEREAS, the subject property is legally described as Lot 2, Block 2, Southbrook Golf and Country Club 8<sup>th</sup> Addition; and

WHEREAS, the property owner proposes to construct an 8 foot retaining wall with a 6 foot fence engineered into the wall; and

WHEREAS, the applicant has submitted a site plan illustrating the location of the proposed structure on the property for review; and

WHEREAS, the proposed structure would exceed the 6 foot height of a fence in the side and rear yard of the One Family Residential District (R-1), requiring a variance;

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on April 4, 2023 and unanimously recommended approval of the variance; and

WHEREAS, the City Council reviewed the request on April 10, 2023; and

WHEREAS, the City Council by this Resolution desires to set forth its Findings and ruling with respect to the application; and

NOW THEREFORE, BE IT RESOLVED by the City of Annandale that it hereby makes the following findings of fact on the requested variance:

1. The variance is consistent with the City's Comprehensive Plan.
2. The variance will be in harmony with the general purposes and intent of the City's Zoning Ordinance.
3. The applicant has demonstrated there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; the variance will not alter the essential character of the locality; and economic considerations alone do not constitute practical difficulties.
4. The applicant proposes to construct a retaining wall and fence on the property, which is consistent with the allowable uses in the One Family Residence District (R-1).

BE IT FURTHER RESOLVED that the City Council approves the request with the following conditions:



1. The wall and fence shall meet structural setbacks.
2. A building permit is required prior to construction.
3. The landscaping plan shall be fully implemented and the applicant shall provide securities for a successful and timely installation.
4. Any comments from the Planning Commission, City Council, City Engineer, or City Staff shall be addressed.
5. Variance proceedings are filed at the Wright County Recorder's Office.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of April 2023.

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Shelly Jonas, Mayor

ATTEST:

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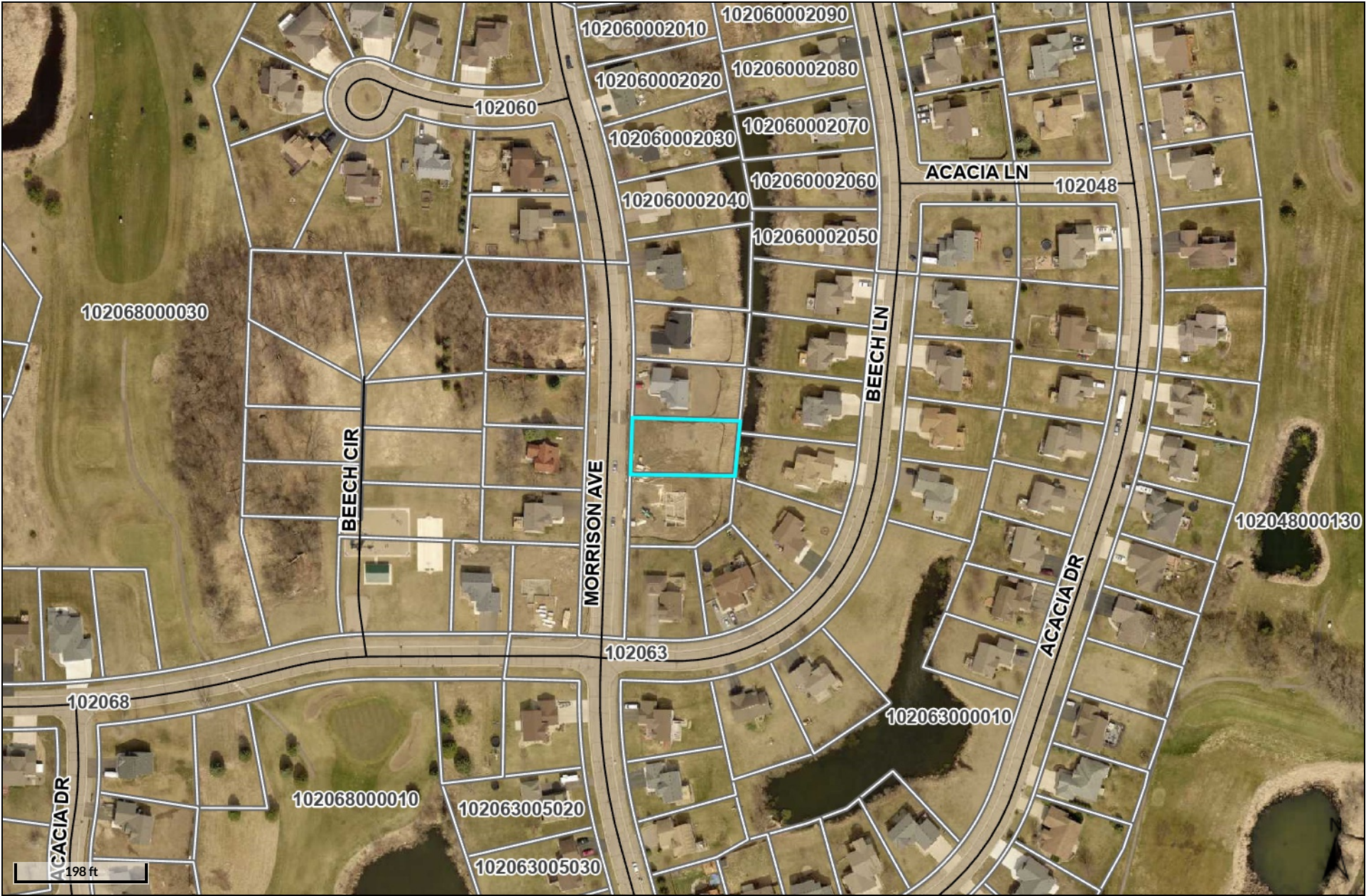
Kelly Hinnenkamp, City Administrator/Clerk



Applicant: JoDee Hilgert | Request for Variance

Legal: Lot 2, Block 2, Southbrook Golf and Country Club Eighth Addition

Created by: City of Annandale





### Description of Request

Would like to build a retaining wall to make the back yard into usable space. Right now the yard slopes off very steep down towards a wet land. We would also like to engineer a 6ft privacy fence to sit atop the wall.



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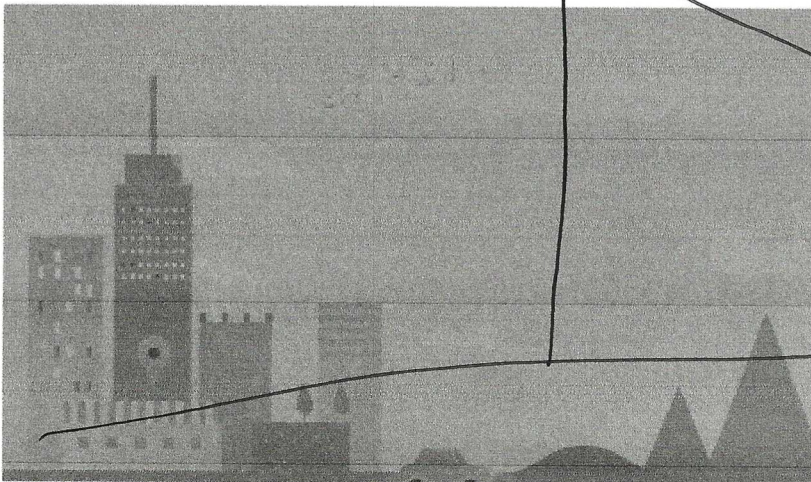
Morrison Circle

Google Maps 831 Morrison Ave NW

↑ North



Map data ©2022, Map data ©2022 20 ft



831 Morrison Ave NW

All other drainage detail  
will be <sup>spec</sup>~~spec~~ by engineer

Beech LN

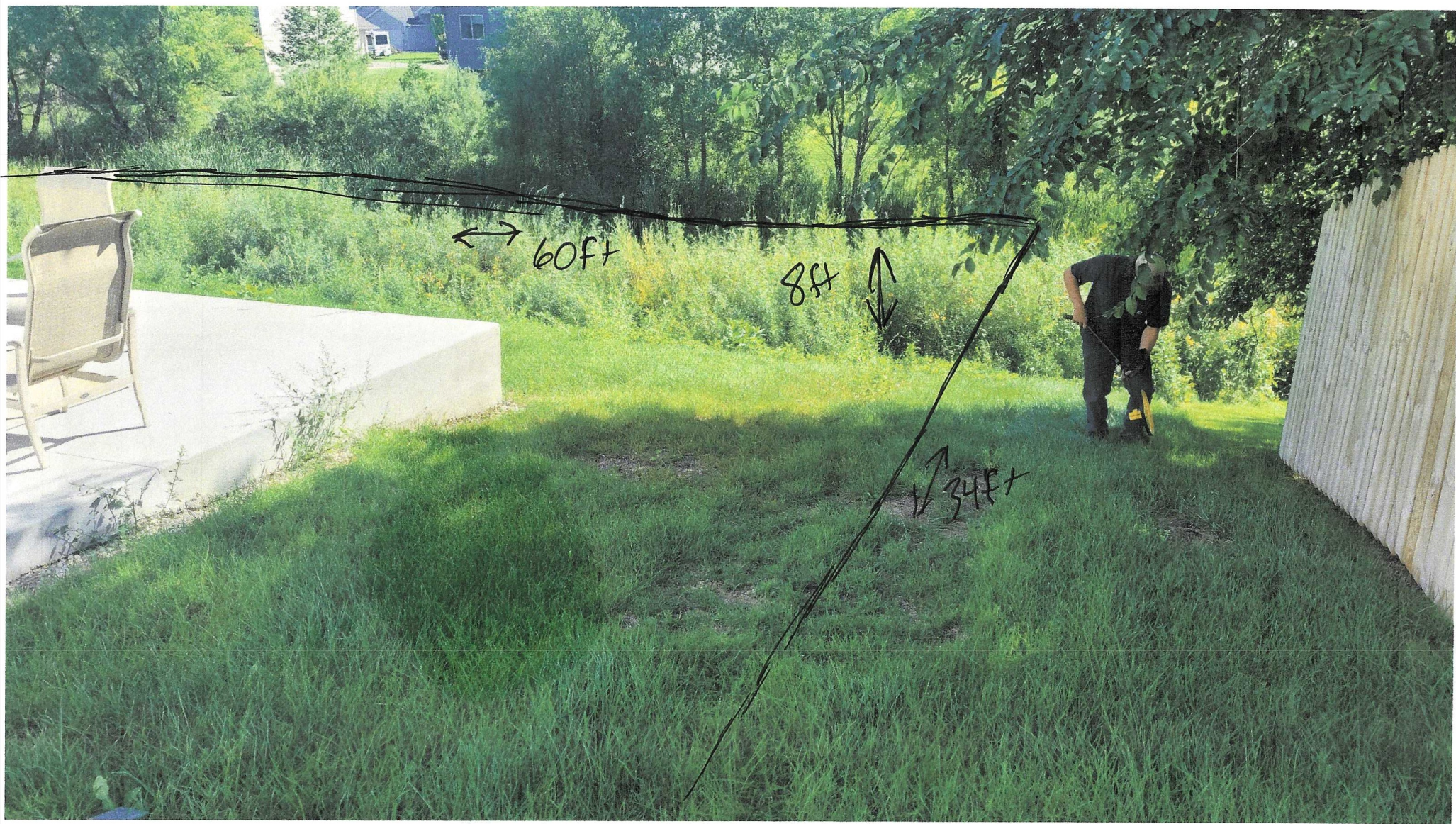
Wall is proposed aprox. 8'  
from south property line,  
12' from north and greater  
than 10' from east property line.



We would like to have a 6ft privacy fence engineered into the wall as well for a total height of 14'. ~~the~~ The sides taper back into the hill.





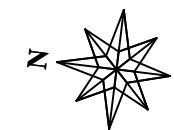






Landscape Design Prepared by:  
BOWER ENTERPRISES

Landscape Plan:  
HILGERT RESIDENCE  
831 MORRISON AVE S.  
Annandale, MN 55302



Date: 3/12/23  
Page: 1 of 1  
Scale: 1/8" = 1'-0"  
Rev:  
Notes:





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& MENK**

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2040 Highway 12 East  
Willmar, MN 56201-5818

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

March 21, 2023

Jacob Thunander, Community Development Director  
via e-mail: [jthunander@annandale.mn.us](mailto:jthunander@annandale.mn.us)

RE: 831 Morrison Avenue Retaining Wall  
City of Annandale, Minnesota  
Project No.: OW1.126383

Dear Jacob,

We have reviewed the information submitted via e-mail on 3/16/2022 for the above referenced project.  
We have the following comments:

1. Prior to construction, perimeter erosion control shall be installed around the construction area and shall be clearly noted on the plans.
2. The proposed retaining wall shall be contained entirely within the building setback and the base of the wall shall not extend beyond the 1062 contour at the rear of the lot for maintenance access purposes.
3. Construction plans for the proposed retaining wall and fence shall be designed and signed by an engineer registered in the State of Minnesota. A copy of the plans shall be provided to the City of Annandale.

If you have any questions on the above, please call.

Sincerely,

**Bolton & Menk, Inc.**

**Jared Voge, P.E.**  
Principal Engineer





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6H

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Special Event- GRRL

**Core Strategy:**

- |  |   |
|--|---|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Legal                    |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

---

**Background**

Attached is an application for a special event held by the Great River Regional Library. They are request to hold a petting zoo from 9am to 12pm on Tuesday June 6<sup>th</sup> in the Library Parking Lot.

**Recommended Action**

Approve the event as presented.

---

**Attachments:**

Event Application





# ANNANDALE POLICE DEPARTMENT

## Special Event Application

Name: CARLA ASFELD Home Phone: 320.274.8448

Address: 30 CEDAR ST E Fax Number: \_\_\_\_\_

City, State, Zip: ANNANDALE, MN 55353 Email Address: carlaa@grrl.lib.mn.us

Event Name: Joah's Ark Petting Zoo Event Date: Tuesday, June 6, 2023

Set up time: 8:00 a.m. Event time (start end): 9:00 a.m. to 12:00 p.m. Estimated # of participants: 125

Event Description: To kick off the library summer reading program "Find Your Voice" the Annandale Area Friends of the Library will sponsor a petting zoo in the library parking lot.

Serving alcohol and/or food? Yes ☒ no Business/liquor License holder: \_\_\_\_\_

Contact person: Carla Asfeld Phone number: 320.224.9795

Starting location (if applicable): \_\_\_\_\_

Ending location (if applicable): \_\_\_\_\_

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): \_\_\_\_\_

Annandale Public Library Parking Lot.

Safety Procedures (ie: traffic control, event personnel, other facilities as needed, etc): \_\_\_\_\_

Traffic cones to block off the library parking lot from 9 am -1 pm. A source of electricity may be necessary. Joah's Ark will supply hand sanitizer and insurance.

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

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

### OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ \_\_\_\_\_

APD comments: No concerns noted

APD approval signature: P. Stundage Date: 4-3-23

City Council approval (if applicable) yes/no \_\_\_\_\_ Date: \_\_\_\_\_





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6H

**Report From:** Police Chief Standafer

**Agenda Item:** Resignation of Reserve Officer- Naber

**Core Strategy:**

- |  |   |
|--|---|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Legal                    |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

---

**Background**

Attached is a letter of resignation from Jes Naber from the Annandale Reserve Officer program.

**Recommended Action**

Motion to accept the resignation.

---

**Attachments:**

Letter of Resignation



Jes Naber  
March 16, 2023

Chief Pete Standafer  
Annandale Police Department  
Annandale, MN 55302

Chief Standafer,  
I am writing to inform you of my resignation from the Annandale Police Reserves effective immediately due to other commitments. Thank you for the opportunity.

Sincerely,



Jes Naber





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent  
**Report From:** Police Chief Standafer

**Agenda No.** 6J  
**Agenda Item:** Approve Tactical Training Instructor Position

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership                            |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community              |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

## History of Training Center

Annandale had only a small 20'x20' outdoor shoothouse, built in 1998 for live fire entry training. A new police training center was built in 2000 at a cost of \$279,000. At the time there was only one other training facility in the state, located in Hutchinson. The Annandale training center is a revenue generating facility used by about 45 other departments each year. After a two-day shoothouse instructor class, outside departments can rent the training facility for \$450 a day, plus the cost of ammunition and targets. A side benefit to the community is that the visitors use local hotels and restaurants. A small residential house for training was donated and moved by Jim Schwebel. The Annandale Fire Department also uses the house and training center for training.

## Present mode of operation

Currently the Annandale Training Center has a shoothouse instructor class that other agencies can attend that allows them to be shoothouse instructors with the facility. After they are instructors they can rent the facility and bring their own staff out to train them at the facility.

We would continue this as an option for law enforcement agencies.

In addition to functioning as a shoothouse the Annandale Tactical Training Center or ATTTC is the location of many Annandale Police Related equipment and items. The Annandale Police Department does not have indoor vehicle storage or a large area for indoor police equipment storage at our City Police Department. Squads, officer lockers and gear, and other police equipment is instead located at the ATTTC facility. Squad maintenance, cleaning, firearms maintenance and cleaning, and other related police duties are performed exclusively at the Annandale Training Center facility. There are costs associated with day-to-day cleaning equipment, heating costs, lighting costs, and other areas of the Training Center building where the costs to run the building are directly related to our police



functions. Should we have a stand along building or related police only building of this nature it would have costs associated with it as well.

### **Vision and future proposals**

As you all know the facility has an outstanding balance towards creation costs. These costs have existed long before I took over as Chief of Police. However, in an effort to work towards reducing these costs I am looking to propose two alternative funding sources moving forward for the Annandale Tactical Training Center.

They are stated as follows:

### **General Operating Budget**

- That the budget for the police department be amended to account for the usage of the facility in regard to squad car storage, maintenance, cleaning, as well as equipment storage, and also possibly accounting for associated costs for training of the PD while using the facility.

### **Modified Business Plan**

- The business model for training has always been the same. It is my belief that with increasing liability and costs associated with police training that more and more departments are looking for high quality training with the least amount of costs incurred. In the current model of ATTC training other departments looking to rent the facility must have a pre trained instructor through the shoothouse instructor program which has an added cost.
- Also of consideration is the desire for diversity of training pertaining and proper response to high priority calls for service.

As a result, I feel that there would be a direct benefit to proposing an alternative training model utilizing highly training APD staff in an auxiliary role within the training center.

I have discussed this plan with the Annandale City Attorney who indicated that if the training remained specific to best practices, did not feel this would create any additional problems for the city beyond our already established training options of having staff from other departments become shoothouse instructors.

The other benefit of this option is that no additional costs would be incurred through the ATTC facility as the additional training options suggested create a model that incentivizes training staff to create and encourage sound new training that as a byproduct could increase revenue generation.

A modified business plan is one where police department members and other vetted and approved persons be allowed to prepare relevant law enforcement and potentially certain civilian classes at some point that pertain to community safety and officer safety and training, and then host those classes at the Annandale Training Center.

This plan is outlined in more detail as follows:

- That “approved” persons (appointed as tactical trainers) would be responsible for the creation of relevant training content pertaining to the above matters.
- Classes would be created, marketed, and taught by these specific members and all classes would be reviewed and approved by the Chief of Police
- All classes of this nature would be documented and tracked



- Trainings fees would be split between the training center budget and the instructors (in the past we have utilized a 60/40 percent split)
- Payment to the instructors would be contingent upon successful completion of the classes
- No payment would be made to instructors for hours put towards class creation, marketing, and training prior to successful completion of the specific hosted class
- No additional costs would be incurred by the City for this plan as no payment would be collected by instructors prior to completion of trainings
- This would incentivize instructors to generate and host more classes thus generating additional revenue for the training center
- This model has already been used in a limited capacity by my predecessor

The strategic goals of the modified business plan are as follows;

- To as much as possible generate increased training revenue of 2000.00 dollars on average per new training model
- To host approximately 6 of these trainings per year for a total revenue of 12000.00
- See proposed revenue spreadsheet

This proposal if approved would be done so for a period of limited time such as 3 years to be evaluated for its effectiveness. At that time it could be renewed, modified, or cancelled based on performance metrics collected at that time.

In summary we are grateful to have a facility that continues to create solid training, reduce city liability, and enhance the community reputation, but we believe it is time to consider taking the next step with this facility and creating vetted staff whose goal is to continue these ideals and take them even further in expanding our training opportunities which will appeal to other agencies wanting the same thing.

We look forward to the challenge this opportunity would present and are optimistic that we can deliver positive and effective future results.

### **Recommended Action**

The Personnel Committee has reviewed the proposed position and modified Business Plan and is recommending approval to City Council.

---

### **Attachments:**

Proposed Job Description  
Modified Business Plan Financial Projections



**ATTTC Shoot house 2023**  
**Proposal to Create Tactical Training Instructor(s)**

**Proposal:**

Create a new position of Tactical Training Instructor(s) to create and host police approved future training.

**Position Classification:**

- PT City Employee
- Non-benefit earning.
- Under the direction of the Police Chief.

**Duties include:**

- Creating and hosting police related training at the ATTTC
- General shoot house building maintenance.
- Recruitment and marketing of new training classes and students.

**Method of compensation(s):**

- Position will receive 40% of any revenue generated from hosted classes at the ATTTC that were exclusively recruited, created, or hosted by the training instructor.



## Projected Revenues/Expenditures for Training Center Modified Business Plan

		12/31/2022	12/31/2023	12/31/2024	12/31/2025	12/31/2026	12/31/2027	12/31/2028
604-34101-000	FACILITY RENTAL	\$ 4,177.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
604-34202-000	AMMUNITION REIMBURSEMENT	\$ 967.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
604-34203-000	TARGET REIMBURSEMENT	\$ 392.00	\$ 400.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
604-34206-000	TRAINING FEES	\$ 6,800.00	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
604-34208-000	BREACHING DOOR	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604-36201-000	MISC REVENUE	\$ -	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 16,000.00	\$ 16,000.00	\$ 20,000.00
604-36210-000	INTEREST EARNINGS	\$ (1,085.81)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604-39203-000	TRANSFER IN	\$ 3,000.00	\$ 3,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Total Revenues		\$ 14,370.19	\$ 19,900.00	\$ 35,200.00	\$ 35,200.00	\$ 39,200.00	\$ 39,200.00	\$ 43,200.00
604-42100-101	TRAINING CENTER DIRECTOR	\$ 4,360.00	\$ 3,000.00	\$ 4,800.00	\$ 4,800.00	\$ 6,400.00	\$ 6,400.00	\$ 8,000.00
604-42100-150	WORKER'S COMPENSATION	\$ 1,531.22	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
604-42100-200	OFFICE SUPPLIES	\$ 33.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604-42100-210	OTHER SUPPLIES	\$ 446.63	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
604-42100-211	TRAINING SUPPLIES	\$ 42.82	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
604-42100-212	AMMUNITION	\$ 410.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
604-42100-213	TARGETS	\$ 434.30	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
604-42100-214	MEALS	\$ 24.96	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
604-42100-301	AUDIT FEES	\$ 174.50	\$ 221.25	\$ 221.25	\$ 221.25	\$ 221.25	\$ 221.25	\$ 221.25
604-42100-308	CONTRACTED CLEANING SERVICE	\$ 2,300.00	\$ 3,000.00	\$ 3,000.00	\$ 2,300.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
604-42100-321	TELEPHONE	\$ 458.61	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
604-42100-342	MARKETING EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604-42100-381	ELECTRICITY	\$ 2,460.73	\$ 3,850.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
604-42100-382	WATER & SEWER	\$ 719.42	\$ 660.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
604-42100-383	NATURAL GAS	\$ 1,045.73	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
604-42100-401	MAINT & REPAIR (BLDG)	\$ 537.98	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
604-42100-402	MAINT & REPAIR (SHOOTHOUSE)	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
604-42100-405	SECURITY MONITORING	\$ 19.95	\$ 300.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
604-42100-439	SALES TAX	\$ 256.78	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
604-42103-101	SALARIES (F/T) - PUBLIC WORKS	\$ 2,759.19	\$ 2,785.74	\$ 2,785.74	\$ 2,785.74	\$ 2,785.74	\$ 2,785.74	\$ 2,785.74
604-42103-102	WAGES (O/T) - PUBLIC WORKS	\$ 163.67	\$ 299.37	\$ 299.37	\$ 299.37	\$ 299.37	\$ 299.37	\$ 299.37
604-42103-105	ON CALL-PUBLIC WORKS	\$ 110.53	\$ 62.40	\$ 62.40	\$ 62.40	\$ 62.40	\$ 62.40	\$ 62.40
604-42103-121	PERA - PUBLIC WORKS	\$ 212.30	\$ 236.06	\$ 236.06	\$ 236.06	\$ 236.06	\$ 236.06	\$ 236.06
604-42103-122	FICA- PUBLIC WORKS	\$ 160.68	\$ 195.15	\$ 195.15	\$ 195.15	\$ 195.15	\$ 195.15	\$ 195.15
604-42103-125	MEDICARE- PUBLIC WORKS	\$ 33.93	\$ 44.69	\$ 44.69	\$ 44.69	\$ 44.69	\$ 44.69	\$ 44.69
604-42103-130	INSURANCE BENEFITS	\$ 571.14	\$ 1,170.28	\$ 1,170.28	\$ 1,170.28	\$ 1,170.28	\$ 1,170.28	\$ 1,170.28
Total Expenditures		\$ 19,268.73	\$ 24,774.94	\$ 23,814.94	\$ 23,114.94	\$ 25,414.94	\$ 25,414.94	\$ 27,014.94
Revenues/Expenditure		\$ (4,898.54)	\$ (4,874.94)	\$ 11,385.06	\$ 12,085.06	\$ 13,785.06	\$ 13,785.06	\$ 16,185.06
Fund Balance		\$ (236,259.60)	\$ (241,134.54)	\$ (229,749.48)	\$ (217,664.42)	\$ (203,879.36)	\$ (190,094.30)	\$ (173,909.24)





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6K

**Report From:** Kelly Hinnenkamp, City Administrator

**Agenda Item:** Approve Year End Transfers

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☒ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☒ Other: Compliance

---

## Background

Staff is proposing the following transfers:

**Amend prior approved transfer for ARP Funds:** This transfer was approved in July 2022, but it was approved from Fund 101 to 407. The ARP funds were coded into Fund 469.

Amended Transfer \$384,345.62 From Fund 469 to Fund 407

**Transfer of Admin Expense for TIF 6:** The City is closing out TIF 6 (Cottages of Annandale). Staff is proposing to transfer Admin Expenses effective 12/31/2022 as follows:

Transfer \$13,152.05 from Fund 411 to Fund 101

## Recommended Action

Approve Year End Transfer.

---

## Attachments:





# City Council Agenda

April 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6L

**Report From:** Kelly Hinnenkamp, City Administrator

**Agenda Item:** Approve Pay Estimates

**Core Strategy:**

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

**Background**

Attached are Pay Estimates 1-4 for the City Hall Improvement Project and Pay Estimate 1 and Change Order 1 for the Lake John Utility Extension.

**Recommended Action**

Motion to approve Pay Estimates as presented

---

**Attachments:**

Pay Estimates and Change Order





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2040 Highway 12 East  
Willmar, MN 56201-5818

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

April 4, 2023

Kelly Hinnenkamp  
City Administrator  
City of Annandale  
P.O. Box K  
Annandale, MN 55302

RE: Utilities to Lake John  
City of Annandale, Minnesota  
BMI Project No.: OW1.127863

Dear Kelly:

Please find enclosed Payment Estimate No. 1 and Change Order No. 1 for the above referenced project. The estimate includes all work completed through February 24, 2023. We have reviewed the estimate and change order and recommend approval. If you agree, please sign and date three copies and return one with payment to Rachel Contracting, LLC and one to me for our files.

If you have any questions on the above, please call.

Sincerely,

**Bolton & Menk, Inc.**

**Jared Voge, P.E.**  
Principal Engineer

Enclosures



**Contractor's Application for Payment**

<b>Owner:</b>	<u>City of Annandale</u>	<b>Owner's Project No.:</b>	<u>                    </u>
<b>Engineer:</b>	<u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b>	<u>0W1.127863</u>
<b>Contractor:</b>	<u>Rachel Contracting LLC</u>	<b>Agency's Project No.:</b>	<u>                    </u>
<b>Project:</b>	<u>Trunk Utilities to Lake John</u>		
<b>Contract:</b>	<u>Trunk Utilities to Lake John</u>		

<b>Application No.:</b>	<u>1</u>	<b>Application Date:</b>	<u>3/2/2023</u>
<b>Application Period:</b>	<b>From</b> <u>2/15/2023</u>	<b>to</b>	<u>2/24/2023</u>

1. Original Contract Price	\$	2,144,546.00
2. Net change by Change Orders	\$	19,250.00
3. Current Contract Price (Line 1 + Line 2)	\$	2,163,796.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	69,430.00
5. Retainage		
a. 5% X \$ 69,430.00 Work Completed	\$	3,471.50
b. X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	3,471.50
6. Amount eligible to date (Line 4 - Line 5.c)	\$	65,958.50
7. Less previous payments		
8. Amount due this application	\$	65,958.50
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	2,094,366.00

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (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;
- (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
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Rachel Contracting LLC**Signature:** **Date:** 4/3/23**Name:** David Mitchell**Title:** PM**Recommended by Engineer****Approved by Owner****By:** **By:**                     **Name:** Jared Voge, P.E.**Name:**                     **Title:** City Engineer**Title:**                     **Date:** 4/4/2023**Date:**



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

Owner:	City of Annandale	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0W1.127863
Contractor:	Rachel Contracting LLC	Agency's Project No.:	
Project:	Trunk Utilities to Lake John		
Contract:	Trunk Utilities to Lake John		

Application No.: 1		Application Period: From 02/15/23 to 02/24/23		Application Date: 03/02/23									
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) (\$)				
Original Contract													
1	MOBILIZATION	1.00	LUMP SUM	126,500.00	126,500.00		-	0.12	15,180.00		15,180.00	12%	111,320.00
2	TRAFFIC CONTROL	1.00	LUMP SUM	15,180.00	15,180.00		-	-	-		-		15,180.00
3	REMOVE CONCRETE WALK	10.00	SQ YD	27.90	279.00		-	-	-		-		279.00
4	REMOVE BITUMINOUS PAVEMENT	335.00	SQ YD	10.40	3,484.00		-	-	-		-		3,484.00
5	REMOVE CULVERT	180.00	LIN FT	22.00	3,960.00		-	-	-		-		3,960.00
6	EXCAVATION - COMMON	280.00	CU YD	4.40	1,232.00		-	-	-		-		1,232.00
7	COMMON EMBANKMENT	610.00	CU YD	3.05	1,860.50		-	-	-		-		1,860.50
8	AGGREGATE SURFACING, CL 5	105.00	TON	24.80	2,604.00		-	-	-		-		2,604.00
9	BITUMINOUS PATCH	435.00	SQ YD	92.26	40,133.10		-	-	-		-		40,133.10
10	6" CONCRETE DRIVEWAY	110.00	SQ YD	127.37	14,010.70		-	-	-		-		14,010.70
11	EXPLORATORY EXCAVATION	10.00	HOUR	530.00	5,300.00		-	-	-		-		5,300.00
12	DRAIN TILE REPAIR (4"-12")	100.00	LIN FT	15.80	1,580.00		-	-	-		-		1,580.00
13	12" CS CULVERT	46.00	LIN FT	57.70	2,654.20		-	-	-		-		2,654.20
14	15" CS CULVERT	114.00	LIN FT	63.00	7,182.00		-	-	-		-		7,182.00
15	18" CS CULVERT	60.00	LIN FT	70.25	4,215.00		-	-	-		-		4,215.00
16	12" CS SAFETY APRON	2.00	EACH	645.00	1,290.00		-	-	-		-		1,290.00
17	15" CS SAFETY APRON	6.00	EACH	650.00	3,900.00		-	-	-		-		3,900.00
18	18" CS SAFETY APRON	2.00	EACH	910.50	1,821.00		-	-	-		-		1,821.00
19	10" SANITARY SEWER	36.00	LIN FT	68.00	2,448.00		-	-	-		-		2,448.00
20	CONNECT TO EXISTING SANITARY SEWER MANHOLE	1.00	EACH	12,050.00	12,050.00		-	-	-		-		12,050.00
21	FORCEMAIN FITTINGS	414.00	LBS	22.30	9,232.20		-	-	-		-		9,232.20
22	8" SANITARY FORCEMAIN	3,054.00	LIN FT	46.75	142,774.50		-	-	-		-		142,774.50
23	8" SANITARY FORCEMAIN, TRENCHLESS	3,313.00	LIN FT	46.75	154,882.75		-	-	-		-		154,882.75
24	AIR RELEASE MANHOLE & VALVE ASSEMBLY	3.00	EACH	20,000.00	60,000.00		-	-	-		-		60,000.00
25	SANITARY LIFT STATION	1.00	LUMP SUM	379,000.00	379,000.00		-	-	-		-		379,000.00
26	DEWATERING	1.00	LUMP SUM	127,350.00	127,350.00		-	-	-		-		127,350.00
27	1" CORP STOP & SADDLE	2.00	EACH	1,270.00	2,540.00		-	-	-		-		2,540.00
28	1" CURB STOP & BOX	2.00	EACH	1,130.00	2,260.00		-	-	-		-		2,260.00
29	1" PE WATER SERVICE, TRENCHLESS	106.00	LIN FT	87.70	9,296.20		-	-	-		-		9,296.20
30	6" PVC WATERMAIN	41.00	LIN FT	63.80	2,615.80		-	-	-		-		2,615.80
31	8" PVC WATERMAIN	48.00	LIN FT	66.25	3,180.00		-	-	-		-		3,180.00
32	8" PVC WATERMAIN, IN CASING	65.00	LIN FT	81.80	5,317.00		-	-	-		-		5,317.00
33	12" PVC WATERMAIN	2,486.00	LIN FT	83.60	207,829.60		-	-	-		-		207,829.60
34	12" PVC WATERMAIN, TRENCHLESS	3,653.00	LIN FT	122.30	446,761.90		-	-	-		-		446,761.90
35	20" I.D. CASING, TRENCHLESS	65.00	LIN FT	907.00	58,955.00		-	-	-		-		58,955.00
36	6" GATE VALVE & BOX	6.00	EACH	2,645.00	15,870.00		-	-	-		-		15,870.00
37	8" GATE VALVE & BOX	2.00	EACH	3,550.00	7,100.00		-	-	-		-		7,100.00
38	12" GATE VALVE & BOX	7.00	EACH	6,030.00	42,210.00		-	-	-		-		42,210.00
39	CONNECT TO EXISTING WATERMAIN	3.00	EACH	1,925.00	5,775.00		-	-	-		-		5,775.00
40	WATERMAIN FITTINGS	1,951.00	LBS	13.95	27,216.45		-	-	-		-		27,216.45
41	HYDRANT	6.00	EACH	6,050.00	36,300.00		-	-	-		-		36,300.00
42	STORM DRAIN INLET PROTECTION	14.00	EACH	331.00	4,634.00		-	-	-		-		4,634.00
43	SEDIMENT CONTROL LOG, TYPE WOOD FIBER	825.00	LIN FT	5.12	4,224.00		-	-	-		-		4,224.00
44	RAPID STABILIZATION, METHOD 3	6.00	M GAL	840.00	5,040.00		-	-	-		-		5,040.00
45	SEEDING, TEMPORARY	3.00	ACRE	4,200.00	12,600.00		-	-	-		-		12,600.00
46	SEEDING, GENERAL ROADSIDE	3.00	ACRE	4,200.00	12,600.00		-	-	-		-		12,600.00
47	ROLLED EROSION PREVENTION CATEGORY 25	14,530.00	SQ YD	2.12	30,803.60		-	-	-		-		30,803.60
48	SILT FENCE, MACHINE SLICED	3,950.00	LIN FT	2.91	11,494.50		-	-	-		-		11,494.50
49	ELECTRICAL SERVICE ALLOWANCE	35,000.00	UNIT	1.00	35,000.00		-	35,000.00	35,000.00		35,000.00	100%	-



**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

Owner:	City of Annandale										Owner's Project No.:																											
Engineer:	Bolton & Menk, Inc.										Engineer's Project No.:	0W1.127863																										
Contractor:	Rachel Contracting LLC										Agency's Project No.:																											
Project:	Trunk Utilities to Lake John																																					
Contract:	Trunk Utilities to Lake John																																					
Application No.: 1													Application Period: From 02/15/23 to 02/24/23													Application Date: 03/02/23												
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) (\$)																													
50	CONSTRUCTION ALLOWANCE	30,000.00	UNIT	1.00	30,000.00		-	-	-	-	-		30,000.00																									
		Original Contract Totals				\$	2,144,546.00		\$	-	\$	50,180.00	\$	-	\$	50,180.00	2%	\$	2,094,366.00																			



### **Contractor's Application for Payment**

Unit Price



**CHANGE ORDER NO.: 1**

Owner:	City of Annandale	Owner's Project No.:	NA
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.127863
Contractor:	Rachel Contracting, LLC.	Contractor's Project No.:	
Project:	Trunk Utilities to Lake John		
Date Issued:	3-2-2023	Effective Date of Change Order:	3-2-2023

The Contract is modified as follows upon execution of this Change Order:

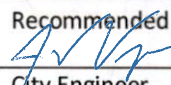
Description: CO 1 Electrical Service Allowance – The lift station electrical services were estimated at \$35,000. Following receipt of bids, Contractor obtained lift station electrical service cost from Xcel Energy in the amount of \$54,250, an increase of \$19,250 above the contract allowance.

Contract times – The contract substantial completion is defined as the date when construction is sufficiently completed so that the owner can occupy or use the improvement for the intended purpose. Due to supply chain and material delivery, the lift station control panel delivery is not expected prior to September 15, 2023. As a result, an additional interim completion date of December 31, 2023 is required to accommodate the control panel schedule. The final contract completion date shall be adjusted to May 1, 2024.

Attachments: Quantity adjustments.

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 2,144,546.00		Substantial Completion: September 15, 2023	
		Ready for final payment: November 15, 2023	
Decrease from previously approved Change Orders Nos.		[Increase] [Decrease] from previously approved Change Orders:	
\$		Substantial Completion: NA	
		Ready for final payment: NA	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 2,144,546.00		Substantial Completion: September 15, 2023	
		Ready for final payment: November 15, 2023	
Increase this Change Order:		[Increase] this Change Order:	
\$ 19,250.00		Substantial Completion: NA	
		Interim Completion: December 31, 2023	
		Ready for final payment: May 1, 2024	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 2,163,796.00		Substantial Completion: September 15, 2023	
		Interim Completion: December 31, 2023	
		Ready for final payment: May 1, 2024	

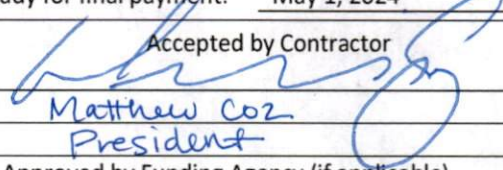
Recommended by Engineer (if required)

By:   
 Title: City Engineer  
 Date: 4/4/2023

Authorized by Owner

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

Accepted by Contractor

  
 Matthew Coz  
 President

Approved by Funding Agency (if applicable)

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



## TO OWNER/CLIENT:

CITY OF ANNANDALE  
30 CEDAR STREET E PO BOX K  
ANNANDALE, Minnesota 55302-0136

## PROJECT:

ANNANDALE CITY HALL  
30 CEDAR CT.  
ANNANDALE, Minnesota 55302

## APPLICATION NO: 1

INVOICE NO: 22034 APP01

PERIOD: 09/01/22 - 09/30/22

PROJECT NO: 22-034

## CONTRACT DATE:

## FROM CONTRACTOR:

Shingobee Builders, Inc.  
669 N Medina St PO Box 8  
Loretto, Minnesota 55357

## VIA ARCHITECT/ENGINEER:

Jim Haugen (Haugen Architecture, Inc.)

CONTRACT FOR: ANNANDALE CITY HALL

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$44,852.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$44,852.00
4. Total completed and stored to date (Column G on detail sheet)	\$880.00
5. Retainage:	
a. 5.00% of completed work	\$44.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$44.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$836.00
7. Less previous certificates for payment (Line 6 from prior certificate)	\$0.00
8. Current payment due:	\$836.00
9. Balance to finish, including retainage (Line 3 less Line 6)	\$44,016.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Shingobee Builders, Inc.

By:

*Helin Samoon*

Date:

*10/12/2022*

State of:

*Minnesota*

County of:

*Hennepin*

Subscribed and sworn to before

me this

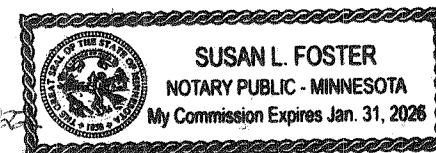
Notary Public:

My commission expires:

*12th day of October 2022*

*Susan L. Foster*

*1-31-2026*



## ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

*\$836.00*

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By:

Date:

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.



Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing  
 Contractor's signed Certification is attached.  
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 1

APPLICATION DATE: 9/30/2022

PERIOD: 09/01/22 - 09/30/22

## Contract Lines

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	GENERAL CONDITIONS	\$3,481.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,481.00	\$0.00
2	GENERAL CONDITIONS. PROJECT MGR/FIELD SUPERINTENDENT	\$5,500.00	\$0.00	\$880.00	\$0.00	\$880.00	16.00%	\$4,620.00	\$44.00
3	CONTINGENCY.SBI CONTINGENCY	\$2,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,600.00	\$0.00
4	INSURANCE (GENERAL)	\$7.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7.00	\$0.00
5	ARCHITECTURAL WOODWORK.SUBCONTRACT	\$11,516.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,516.00	\$0.00
6	GYPSUM WALLBOARD.SUBCONTRACT	\$8,480.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,480.00	\$0.00
7	TILE.SUBCONTRACT	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$250.00	\$0.00
8	PAINTING.SUBCONTRACT	\$980.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$980.00	\$0.00
9	ELECTRICAL.SUBCONTRACT	\$4,799.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,799.00	\$0.00
10	METAL DOORS & FRAMES.MATERIAL	\$1,389.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,389.00	\$0.00
11	OH/P	\$5,850.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,850.00	\$0.00
TOTALS:		\$44,852.00	\$0.00	\$880.00	\$0.00	\$880.00	1.96%	\$43,972.00	\$44.00

## Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
			GRAND TOTALS:						



**TO OWNER/CLIENT:**

CITY OF ANNANDALE  
30 CEDAR STREET E PO BOX K  
ANNANDALE, Minnesota 55302-0136

**PROJECT:**

ANNANDALE CITY HALL  
30 CEDAR CT.  
ANNANDALE, Minnesota 55302

**APPLICATION NO: 3****INVOICE NO:** 22034 APP03**PERIOD:** 11/01/22 - 11/30/22**PROJECT NO:** 22-034**CONTRACT DATE:****FROM CONTRACTOR:**

Shingobee Builders, Inc.  
669 N Medina St PO Box 8  
Loretto, Minnesota 55357

**VIA ARCHITECT/ENGINEER:**

Jim Haugen (Haugen Architecture, Inc.)

**CONTRACT FOR: ANNANDALE CITY HALL****CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$44,852.00
2. Net change by change orders	\$8,520.12
3. Contract Sum to date (Line 1 ± 2)	\$53,372.12
4. Total completed and stored to date (Column G on detail sheet)	\$48,437.68
5. Retainage:	
a. 5.00% of completed work	\$2,421.89
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$2,421.89
6. Total earned less retainage (Line 4 less Line 5 Total)	\$46,015.79
7. Less previous certificates for payment (Line 6 from prior certificate)	\$3,128.53
8. Current payment due:	\$42,887.26
9. Balance to finish, including retainage (Line 3 less Line 6)	\$7,356.33

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein are now due.

CONTRACTOR: Shingobee Builders, Inc.

Date: 12/12/2022

0EBC1784049C442...

By: \_\_\_\_\_

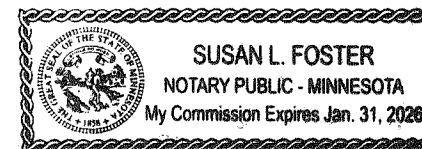
Date: \_\_\_\_\_

State of: *Minnesota*County of: *Hennepin*

Subscribed and sworn to before

me this *12th* day of *Dec. 2022*Notary Public: *Susan L. Foster*

My commission expires:

*1-31-2026***ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$42,887.26

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: \_\_\_\_\_

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

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$8,520.12	\$0.00
Totals:	\$8,520.12	\$0.00
Net change by change orders:	\$8,520.12	



Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3

APPLICATION DATE: 11/30/2022

PERIOD: 11/01/22 - 11/30/22

## Contract Lines

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	GENERAL CONDITIONS	\$3,481.00	\$1,158.80	\$1,266.44	\$0.00	\$2,425.24	69.67%	\$1,055.76	\$121.26
2	GENERAL CONDITIONS. PROJECT MGR/FIELD SUPERINTENDENT	\$5,500.00	\$1,705.00	\$3,272.50	\$0.00	\$4,977.50	90.50%	\$522.50	\$248.88
3	CONTINGENCY.SBI CONTINGENCY	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	100.00%	\$0.00	\$130.00
4	INSURANCE (GENERAL)	\$7.00	\$0.00	\$7.00	\$0.00	\$7.00	100.00%	\$0.00	\$0.35
5	ARCHITECTURAL WOODWORK.SUBCONTRACT	\$11,516.00	\$0.00	\$11,516.00	\$0.00	\$11,516.00	100.00%	\$0.00	\$575.80
6	GYPSUM WALLBOARD.SUBCONTRACT	\$8,480.00	\$0.00	\$8,480.00	\$0.00	\$8,480.00	100.00%	\$0.00	\$424.00
7	TILE.SUBCONTRACT	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$250.00	\$0.00
8	PAINTING.SUBCONTRACT	\$980.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$980.00	\$0.00
9	ELECTRICAL.SUBCONTRACT	\$4,799.00	\$0.00	\$4,799.00	\$0.00	\$4,799.00	100.00%	\$0.00	\$239.95
10	METAL DOORS & FRAMES.MATERIAL	\$1,389.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,389.00	\$0.00
11	OH/P	\$5,850.00	\$429.39	\$4,683.43	\$0.00	\$5,112.82	87.40%	\$737.18	\$255.64
TOTALS:		\$44,852.00	\$3,293.19	\$36,624.37	\$0.00	\$39,917.56	89.00%	\$4,934.44	\$1,995.88

## Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
12	PCCO#002 Demo Demising Wall	\$1,077.67	\$0.00	\$1,077.67	\$0.00	\$1,077.67	100.00%	\$0.00	\$53.88
13	PCCO#003 Additional Work in Police Station	\$7,018.19	\$0.00	\$7,018.19	\$0.00	\$7,018.19	100.00%	\$0.00	\$350.91
14	PCCO#004 Baseboard Heater	\$168.84	\$0.00	\$168.84	\$0.00	\$168.84	100.00%	\$0.00	\$8.44
15	PCCO#005 Move Thermostat	\$255.42	\$0.00	\$255.42	\$0.00	\$255.42	100.00%	\$0.00	\$12.78
TOTALS:		\$8,520.12	\$0.00	\$8,520.12	\$0.00	\$8,520.12	100.00%	\$0.00	\$426.01

## Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$53,372.12	\$3,293.19	\$45,144.49	\$0.00	\$48,437.68	90.75%	\$4,934.44	\$2,421.89



## TO OWNER/CLIENT:

CITY OF ANNANDALE  
30 CEDAR STREET E PO BOX K  
ANNANDALE, Minnesota 55302-0136

## PROJECT:

ANNANDALE CITY HALL  
30 CEDAR CT.  
ANNANDALE, Minnesota 55302

## APPLICATION NO: 2

INVOICE NO: 22034 APP02

PERIOD: 10/01/22 - 10/31/22

PROJECT NO: 22-034

## CONTRACT DATE:

## FROM CONTRACTOR:

Shingobee Builders, Inc.  
669 N Medina St PO Box 8  
Loretto, Minnesota 55357

## VIA ARCHITECT/ENGINEER:

Jim Haugen (Haugen Architecture, Inc.)

## CONTRACT FOR: ANNANDALE CITY HALL

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$44,852.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$44,852.00
4. Total completed and stored to date (Column G on detail sheet)	\$3,293.19
5. Retainage:	
a. 5.00% of completed work	\$164.66
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$164.66
6. Total earned less retainage (Line 4 less Line 5 Total)	\$3,128.53
7. Less previous certificates for payment (Line 6 from prior certificate)	\$836.00
8. Current payment due:	\$2,292.53
9. Balance to finish, including retainage (Line 3 less Line 6)	\$41,723.47

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

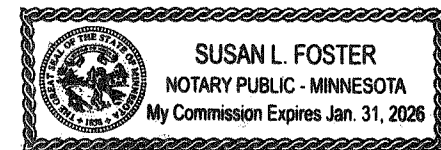
The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Shingobee Builders, Inc.

By: Kalin SamsonDate: 11/15/22State of: MinnesotaCounty of: Hennepin

Subscribed and sworn to before

me this

Notary Public: Susan L FosterMy commission expires: 1-31-2026

## ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

\$2,292.53

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: \_\_\_\_\_

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

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.



Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing  
 Contractor's signed Certification is attached.  
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 10/31/2022

PERIOD: 10/01/22 - 10/31/22

## Contract Lines

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	GENERAL CONDITIONS	\$3,481.00	\$0.00	\$1,158.80	\$0.00	\$1,158.80	33.29%	\$2,322.20	\$57.94
2	GENERAL CONDITIONS. PROJECT MGR/FIELD SUPERINTENDENT	\$5,500.00	\$880.00	\$825.00	\$0.00	\$1,705.00	31.00%	\$3,795.00	\$85.25
3	CONTINGENCY.SBI CONTINGENCY	\$2,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,600.00	\$0.00
4	INSURANCE (GENERAL)	\$7.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7.00	\$0.00
5	ARCHITECTURAL WOODWORK.SUBCONTRACT	\$11,516.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,516.00	\$0.00
6	GYPSUM WALLBOARD.SUBCONTRACT	\$8,480.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,480.00	\$0.00
7	TILE.SUBCONTRACT	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$250.00	\$0.00
8	PAINTING.SUBCONTRACT	\$980.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$980.00	\$0.00
9	ELECTRICAL.SUBCONTRACT	\$4,799.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,799.00	\$0.00
10	METAL DOORS & FRAMES.MATERIAL	\$1,389.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,389.00	\$0.00
11	OH/P	\$5,850.00	\$0.00	\$429.39	\$0.00	\$429.39	7.34%	\$5,420.61	\$21.47
TOTALS:		\$44,852.00	\$880.00	\$2,413.19	\$0.00	\$3,293.19	7.34%	\$41,558.81	\$164.66

## Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$44,852.00	\$880.00	\$2,413.19	\$0.00	\$3,293.19	7.34%	\$41,558.81	\$164.66



**TO OWNER/CLIENT:**

CITY OF ANNANDALE  
30 CEDAR STREET E PO BOX K  
ANNANDALE, Minnesota 55302-0136

**PROJECT:**

ANNANDALE CITY HALL  
30 CEDAR CT.  
ANNANDALE, Minnesota 55302

**APPLICATION NO: 4****INVOICE NO:** 22034 APP04**PERIOD:** 01/01/23 - 01/31/23**PROJECT NO:** 22-034**CONTRACT DATE:****FROM CONTRACTOR:**

Shingobee Builders, Inc.  
669 N Medina St PO Box 8  
Loretto, Minnesota 55357

**VIA ARCHITECT/ENGINEER:**

Jim Haugen (Haugen Architecture, Inc.)

**CONTRACT FOR:** ANNANDALE CITY HALL**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum	\$44,852.00
2.	Net change by change orders	\$8,520.12
3.	Contract Sum to date (Line 1 ± 2)	\$53,372.12
4.	Total completed and stored to date (Column G on detail sheet)	\$53,372.12
5.	Retainage:	
	a. 5.00% of completed work	\$2,668.62
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$2,668.62
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$50,703.50
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$46,015.79
8.	Current payment due:	\$4,687.71
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$2,668.62

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$8,520.12	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$8,520.12	\$0.00
Net change by change orders:	\$8,520.12	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

**CONTRACTOR:** Shingobee Builders, Inc.

DocuSigned by:  
Kalin Samson  
By: 0EBC1784049C442...

**Date:** 2/16/2023**State of:** Minnesota**County of:** Hennepin**Subscribed and sworn to before****me this** Sixteenth **day of** February 2023

**Notary Public:** Rebecca A. Bauer  
My commission expires: 1-31-2025

DS

**ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED:** \$4,687.71

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

**ARCHITECT/ENGINEER:****By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.



Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 4

APPLICATION DATE: 2/16/2023

PERIOD: 01/01/23 - 01/31/23

## Contract Lines

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	GENERAL CONDITIONS	\$3,481.00	\$2,425.24	\$1,055.76	\$0.00	\$3,481.00	100.00%	\$0.00	\$174.05
2	GENERAL CONDITIONS. PROJECT MGR/FIELD SUPERINTENDENT	\$5,500.00	\$4,977.50	\$522.50	\$0.00	\$5,500.00	100.00%	\$0.00	\$275.01
3	CONTINGENCY.SBI CONTINGENCY	\$2,600.00	\$2,600.00	\$0.00	\$0.00	\$2,600.00	100.00%	\$0.00	\$130.00
4	INSURANCE (GENERAL)	\$7.00	\$7.00	\$0.00	\$0.00	\$7.00	100.00%	\$0.00	\$0.35
5	ARCHITECTURAL WOODWORK.SUBC...	\$11,516.00	\$11,516.00	\$0.00	\$0.00	\$11,516.00	100.00%	\$0.00	\$575.80
6	GYPSUM WALLBOARD.SUBCONTRACT	\$8,480.00	\$8,480.00	\$0.00	\$0.00	\$8,480.00	100.00%	\$0.00	\$424.00
7	ELECTRICAL.SUBCONTRACT	\$4,799.00	\$4,799.00	\$0.00	\$0.00	\$4,799.00	100.00%	\$0.00	\$239.95
8	OH/P	\$5,850.00	\$5,112.82	\$737.18	\$0.00	\$5,850.00	100.00%	\$0.00	\$292.50
9	TILE.SUBCONTRACT	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%	\$0.00	\$12.50
10	PAINTING.SUBCONTRACT	\$980.00	\$0.00	\$980.00	\$0.00	\$980.00	100.00%	\$0.00	\$49.00
11	METAL DOORS & FRAMES.MATERIAL	\$1,389.00	\$0.00	\$1,389.00	\$0.00	\$1,389.00	100.00%	\$0.00	\$69.45
12		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
TOTALS:		\$44,852.00	\$39,917.56	\$4,934.44	\$0.00	\$44,852.00	100.00%	\$0.00	\$2,242.61

## Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
13	PCCO#002 Demo Demising Wall	\$1,077.67	\$1,077.67	\$0.00	\$0.00	\$1,077.67	100.00%	\$0.00	\$53.88
14	PCCO#003 Additional Work in Police Station	\$7,018.19	\$7,018.19	\$0.00	\$0.00	\$7,018.19	100.00%	\$0.00	\$350.91
15	PCCO#004 Baseboard Heater	\$168.84	\$168.84	\$0.00	\$0.00	\$168.84	100.00%	\$0.00	\$8.44
16	PCCO#005 Move Thermostat	\$255.42	\$255.42	\$0.00	\$0.00	\$255.42	100.00%	\$0.00	\$12.78
TOTALS:		\$8,520.12	\$8,520.12	\$0.00	\$0.00	\$8,520.12	100.00%	\$0.00	\$426.01

## Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$53,372.12	\$48,437.68	\$4,934.44	\$0.00	\$53,372.12	100.00%	\$0.00	\$2,668.62





# City Council Agenda

March 13, 2023

**Agenda Section:** Consent

**Agenda No.** 9A

**Report From:** Jacob Thunander, Community Development Director

**Agenda Item:** Consideration of No Mow May

**Core Strategy:**

- ☒ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☒ Ensure Safe/Well Kept Community
- ☐ Other:

---

## Background

The Park Commission has recommended the City Council suspend nuisance enforcement of City Code 92.38 from May 1-31, 2023. This action would suspend the inspection, notice of violation, and enforcement of weeds, grasses, and rank vegetation or other uncontrolled plant growth on properties in excess of 10 inches in height.

The action is requested in support of “No Mow May”, which is an initiative to promote healthy habitats for bees, butterflies, birds, and other important pollinators during a critical season. Property owners are encouraged to limit mowing practices during the month of May but are not required to participate.

On average, the City typically receives 10-20 grass length complaints per year.

## Recommended Action

Motion to suspend nuisance enforcement per City Code 92.38 from May 1-31, 2023 in recognition of “No Mow May”. If approved, the City will publish information on the City website and bulletin board with more information about the initiative and how residents can participate.

---

## Attachments:

- Resolution
- City Code Excerpt 92.38



**CITY OF ANNANDALE  
RESOLUTION 22-XX**

**A RESOLUTION APPROVING A TEMPORARY EXEMPTION TO SECTION  
92.38 OF CITY CODE TO SUPPORT THE NO MOW MAY INITIATIVE FOR 2023  
AND**

WHEREAS, the City of Annandale recognizes that insects, especially bees and other pollinators, are integral to pollination of plants in order to grow a wide diversity of essential foods; and

WHEREAS, pollinator populations are threatened due to habitat loss, pesticide use, pathogens and parasites; and

WHEREAS, recent research suggests that bee pollinators make use of no mow spaces as key floral resources during early spring in the upper Midwest United States; and

WHEREAS, pollinators and floral resources have a positive relationship, where the increase in pollinators can increase the amount of flora and vice versa; and

WHEREAS, the City would like to encourage interested residents to increase pollinator friendly habitat by encouraging pollinator-friendly lawn-care practices on their own properties for the month of May during this formative period; and

WHEREAS, the City Council finds it is in the public interest and consistent with adopted City policy for the City to demonstrate its commitment to a safe and healthy community environment through the implementation of initiatives that help increase the pollinator population.

NOW THEREFORE, BE IT RESOLVED that the City of Annandale City Council directs staff to not issue violations of Section 92.38 for weeds, grasses, and rank vegetation for the month of May, permitting all residents to voluntarily delay lawn care until June 1, 2023 allowing pollinator species to emerge and early flowering grasses and habitats to establish, which may result in ground-cover exceeding established ordinance height restrictions.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of April 2023.

---

Shelly Jonas, Mayor

ATTEST:

---

Kelly Hinnenkamp, City Administrator/Clerk





# City Council Agenda

March 13, 2023

**Agenda Section:** Regular

**Agenda No.** 9B

**Report From:** Jacob Thunander, Community Development Director

**Agenda Item:** Consideration of Community Garden Program Concept

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☐ Enhance Local Business Environment
- ☒ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☐ Other:

---

## Background

The Parks Commission is interested in a community garden project at Crow Woods Park. This park is an ideal project location as it will revitalize an existing and underutilized city park.

Community gardens increase social interaction among community members, support positive mental health, and encourage healthy eating and foods access options. These are great spaces for residents that do not have a yard of their own or for those that do not have ideal property to plant produce or flowers.

Staff recommends a project area of approximately 90 by 115 feet with individual garden plots measuring 10x20 feet. This size garden would allow an estimated 30 garden plots that would be accessible by a mulch walkway. The fenced in project area would include a shed with gardening tools, picnic tables, and other small amenities.

Community gardens are typically open from May through October (weather permitting). There would be an annual fee to support the garden program and plots would be rented out on a first come first serve basis. The City would be responsible for annually tilling the garden plots at the beginning and end of the season, staking out each plot and identifying the plot by number, and making water accessible for gardeners. Gardeners would be responsible for planting, weeding, and watering their plot. The gardens would be organic and not allow renters to use herbicides or pesticides.

The following costs are estimated to start the project:

- Removal of trees (13): \$15,000
- Water service with 2 yard hydrants: \$10,000
- Shed with signage: \$5,000
- Gardening tools: \$500
- Fencing: \$5,000
- Plot Markers: \$100

Total Estimated cost: \$35,600



To date, the City has received a generous \$1,500 donation from Allina Health. The City is also actively working with Wright County Statewide Health Improvement Partnership to assist with the costs of starting the gardens.

Council is asked to provide staff with a recommendation for pursuing the project and funding.

---

**Attachments:**

- Concept Drawing of Community Garden at Crow Woods Park









# City Council Agenda

March 13, 2023

**Agenda Section:** Consent

**Agenda No.** 9C

**Report From:** Jacob Thunander, Community Development Director

**Agenda Item:** Consideration of Sale of Business Park Land: Travis Erickson

**Core Strategy:**

- ☐ Inspire Community Engagement
- ☐ Increase Operational Effectiveness
- ☒ Enhance Local Business Environment
- ☐ Develop/Manage Strong Parks/Trails

- ☐ Provide Proactive Leadership
- ☐ Ensure Safe/Well Kept Community
- ☐ Other:

---

## Background

Staff received a proposal from Travis Erickson, ACE HVACR LLC, to purchase up to 1 acre of property on the north side of Business Boulevard. The property would be used for his heating and cooling business that serves Annandale and the surrounding communities. They work mainly in the residential market servicing new and existing homes HVAC systems. They currently have three employees but are hoping to expand. They are proposing a 50 x 72' post frame construction building and to meet all zoning requirements including performance standards for building facing and parking/drive aisle requirements. The land use is also a permitted use in the I-1 (Industrial) District as a contractor shop.

If Council is willing to sell a portion of the property, there would still be approximately 1.5 acres of developable land.

The Economic Development Committee reviewed the proposal and recommended approval to the Council.





**Recommended Action**

Direct staff to draft a purchase agreement with Travis Erickson, ACE HVACR LLC for \$50,000/acre.

---

**Attachments:**

- Narrative
- Concept plan



## Jacob Thunander

---

**From:** travis@acehvacr.com  
**Sent:** Monday, April 3, 2023 2:50 PM  
**To:** Jacob Thunander  
**Cc:** Kelly Hinnenkamp  
**Subject:** RE: Business Park Land  
**Attachments:** Ace Shop Blueprint.TIF; Ace Shop Blueprint 2.TIF

Hi Jacob,

I have attached a blueprint for the new shop/office we would like to build.

As per your request of the business narrative -

ACE HVACR LLC is a Heating and Cooling business that I started in 2017, is based out of Annandale and serves the surrounding communities. Our work is mainly in the residential market. We do many new construction homes and service many existing houses HVAC systems. We also do light commercial HVAC and refrigeration work in many of the Annandale businesses. We currently have myself and 2 employees and are looking to add more. The building we are looking to build is a simple post frame (pole shed) building to house our many products - mainly ductwork and small service parts. It will have an office space, 1/2 bathroom, small kitchenette (microwave, fridge, etc.) and a large shop space. Please let me know what the next steps are.

Thank You  
Travis Erickson

ACE HVACR LLC  
15753 45th ST NW  
Annandale, MN 55302  
320-493-5527  
travis@acehvacr.com  
www.acehvacr.com

 [Facebook](#)



----- Original Message -----

Subject: Business Park Land  
From: "Jacob Thunander" <jthunander@annandale.mn.us>  
Date: 4/25/22 1:05 pm  
To: "travis@acehvacr.com" <travis@acehvacr.com>  
Cc: "Kelly Hinnenkamp" <khinnenkamp@annandale.mn.us>



Hi Travis,

Thank you for your call and we are excited that you are interested in developing property in Annandale.

We have roughly 3 acres of business land property (subdividable) north of Business Blvd (PID 102082002010) and an additional 2.81 acre lot west of Annandale Blvd (PID 102082001010).

Historically, the Council has been selling the land for \$50,000/acre. If you are interested in purchasing land, please send me a narrative of the proposed use of property and you should explain your business in detail. A simple hand drawn site plan is also requested. Once I receive that, I will present it our Economic Development Committee to consider approving offer and then I will provide you next steps.



Thank you again for your interest and please let me know if you have any questions.

**Jacob Thunander** | Community Development Director

City of Annandale

Phone 320.274.3055 | Fax 320.274.5728

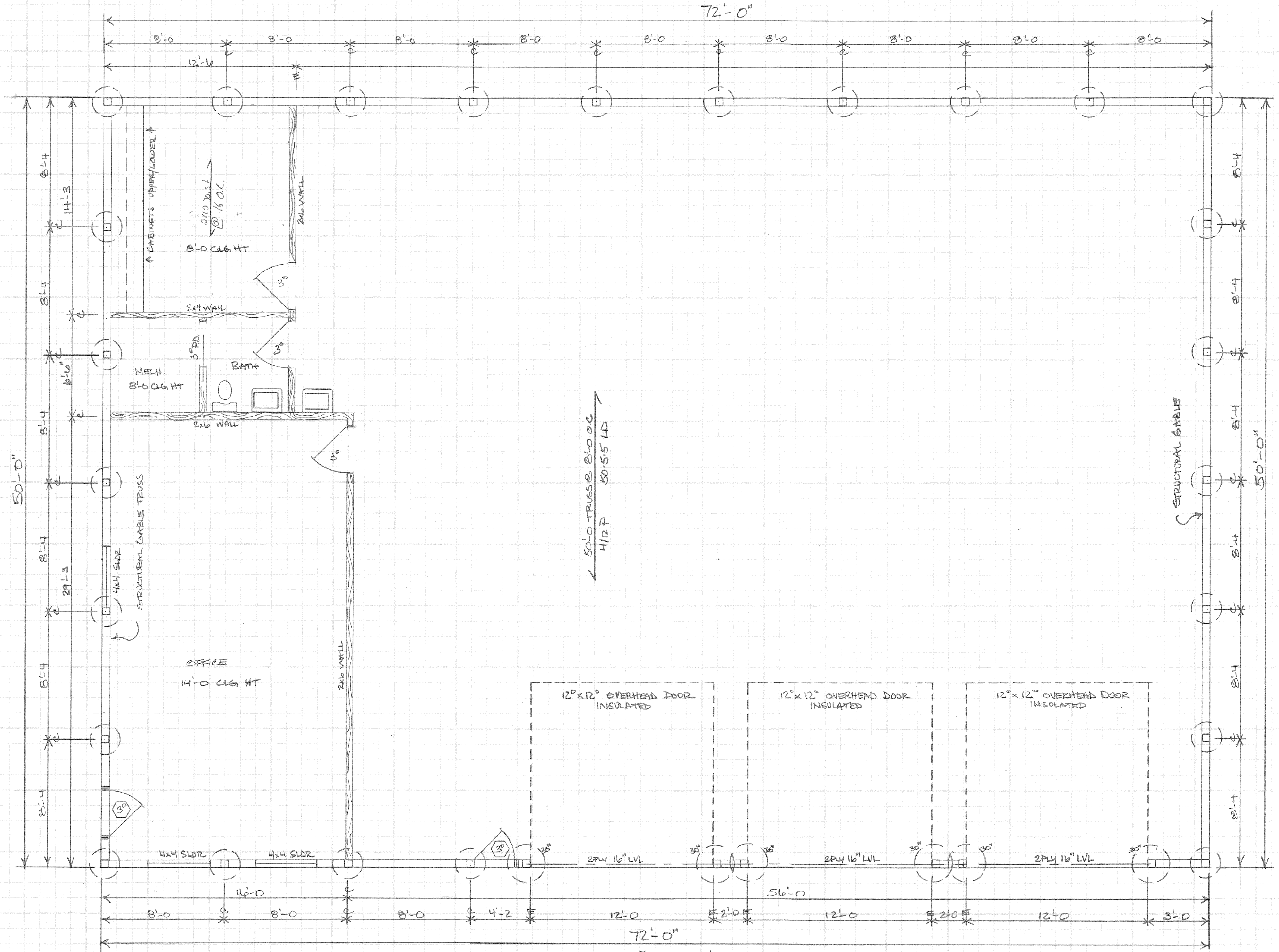


30 Cedar St E | Annandale | MN | 55302

[www.annandale.mn.us](http://www.annandale.mn.us)

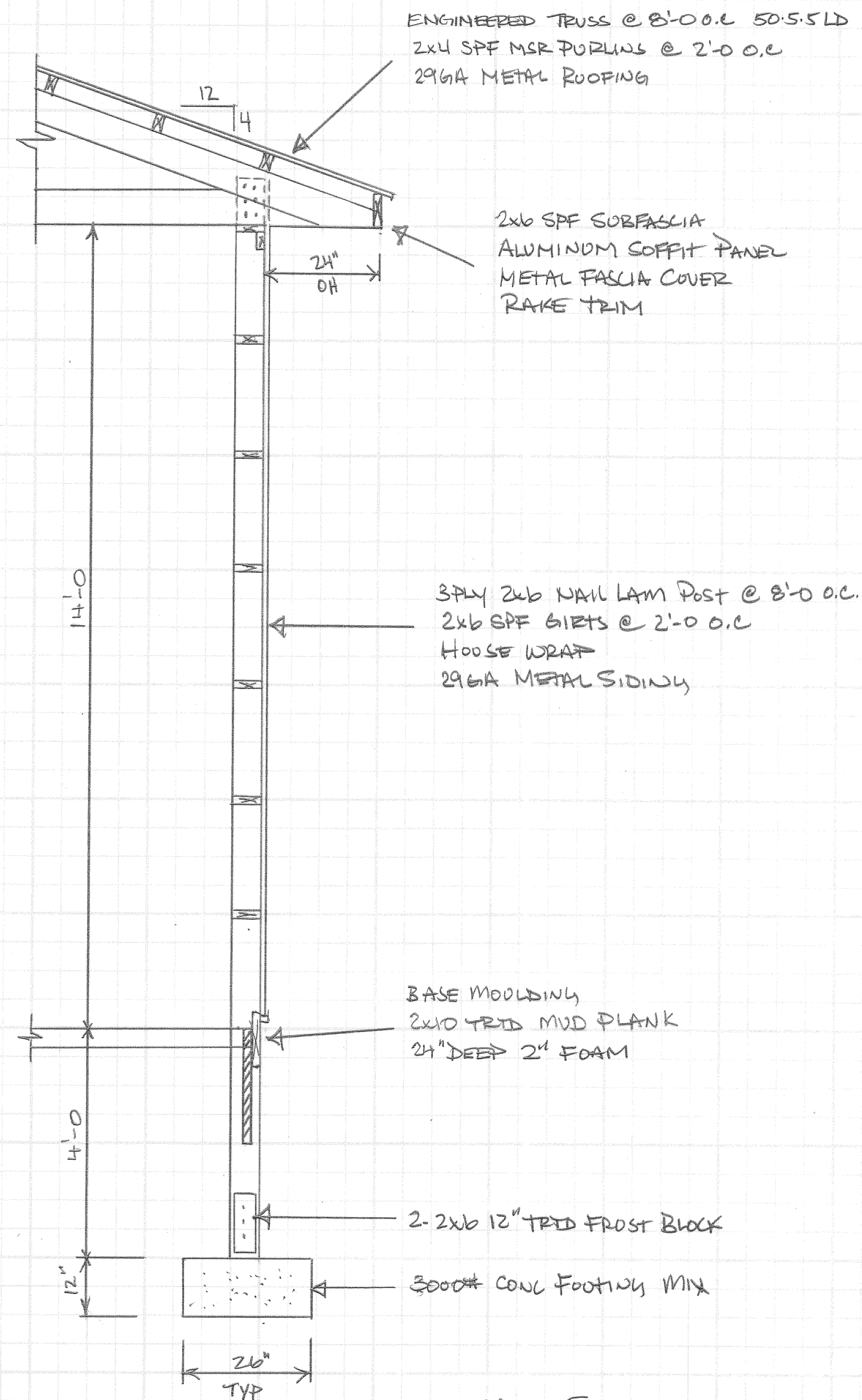




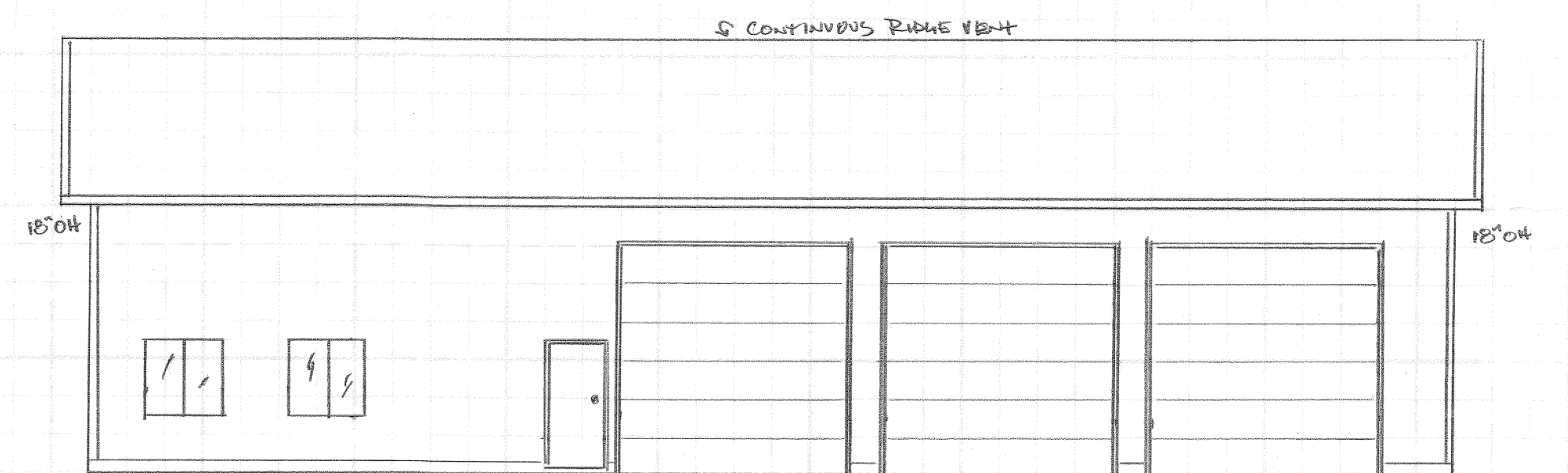


BUILDING LAYOUT  
1/4" SCALE = 1'-0"





WALL SECTION  
1/2" SCALE = 1'-0"



SIDEWALL ELEVATION  
1/8" SCALE = 1'-0"





# City Council Agenda

April 10, 2023

**Agenda Section:** New Business  
**Report From:** Kelly Hinnenkamp, City Administrator

**Agenda No.** 9D  
**Agenda Item:** Temporary Easement with MnDot

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership            |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community         |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input type="checkbox"/> Other: Click or tap here to enter text. |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

---

## Background

MnDot has presented two Temporary Easements related to the Trunk Highway 55 Improvements.

Parcel 44 (Parking area located east of the Thayer Restaurant). MnDot is requesting a 3' temporary easement along the Hwy 55 right-of-way. The certified appraised amount offered for the easement is \$600.

Parcel 240D (Memorial Park). MnDot is requesting a 10' temporary easement along the Hwy 55 right-of-way. The certified appraised amount offered for the easement is \$10,100.

## Recommended Action

Motion to authorize the Mayor and City Administrator to execute the Temporary easements with MnDot as presented.

---

## Attachments:

Pay Estimates



Date: March 21, 2023

City of Annandale  
Annandale City Hall  
30 Cedar St. East, P.O. Box K  
Annandale, MN 553021113

State Project #: 8606-63RW  
Control Section #: 8606 (55=69) 224  
Project Job #: TRW229740  
County: Wright  
Parcel: 44 - CITY OF ANNANDALE  
Property Address: ANNANDALE, MN 55302

The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing an interest in your property for improvements to Highway 55. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property interest being purchased. The certified appraised amount offered to you is \$600.00. This amount is for damages or loss in value to the remainder property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,

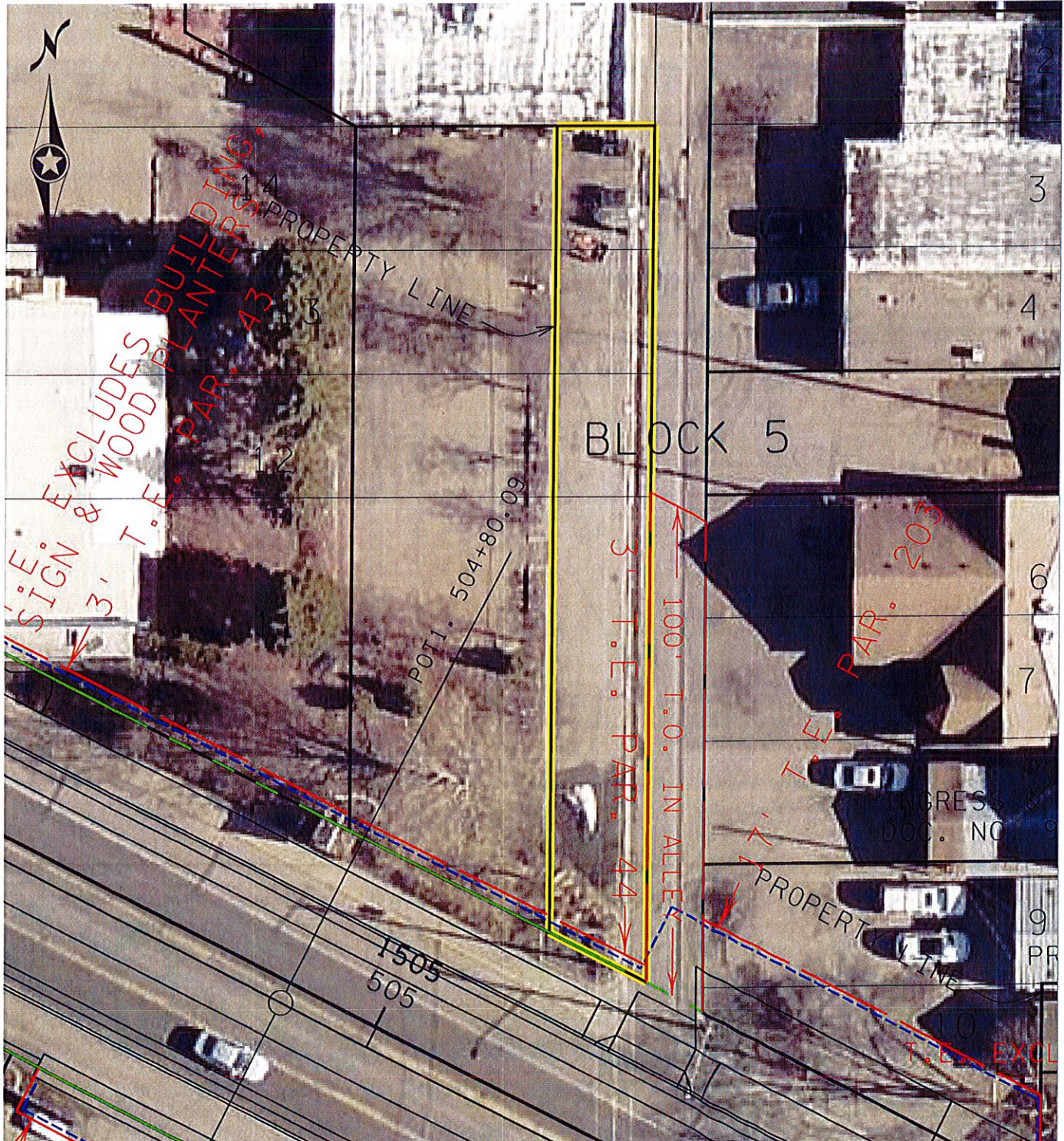
Joseph D. Pignato, Director  
Office of Land Management



Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: CITY OF ANNANDALE

County: Wright

Parcel Number: 44  
Sheet 2 of 2  
Scale 1 inch = 30 ft.

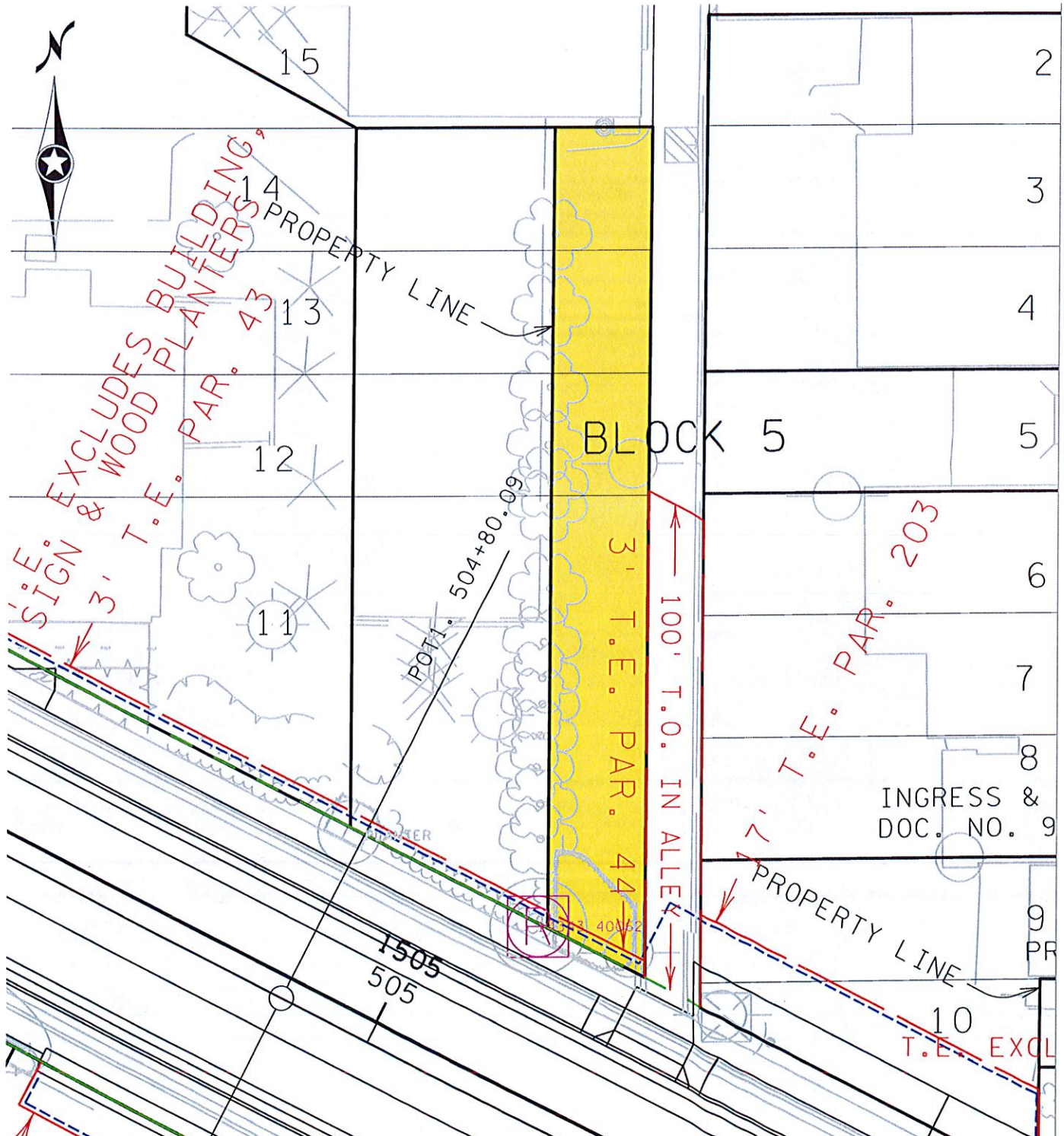




Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: CITY OF ANNANDALE

County: Wright

Parcel Number: 44  
Sheet 1 of 2  
Scale 1 inch = 30 ft.





## Minimum Damage Acquisition Report

COPY

### Summary

Date of Report:	01/31/2023		
Prepared for:	Lynn Nielsen; Engineering Specialist Senior		
	MnDOT District 3 - Baxter		
Prepared by:	Kevin Cummings; Real Estate Associate		
	MnDOT District 3 - Baxter		
State Project:	SP #: 8606-63RW	MnDOT Parcel #	44
Control Section:	CS #: 8606 (55=69) 224	Trunk Highway #	TH 55
Fee Owner:	City of Annandale		
Property Address:	XXX, Annandale, MN		
County:	WRIGHT		
Parcel Identification Number:	102010005110		
Current Use/Improvements:	Commercial, Professional Office/Dental, Chiropractic, other		
Allocation of Damages:	Permanent Easement	None	\$0
	Temporary Easement	67 Sq. Ft.	\$158
	Acquired Improvements	None	\$0
	Severance Damages	None	\$0
	Cost to Cure	Shrubs	\$358
	Access Control	Not acquired	\$0
Estimated Damages (Rounded):	<b>\$600</b>		
Date of Inspection:	September 14, 2022		

This document is not an appraisal. It is a waiver valuation according to Title 49 of the Code of Federal Regulations 24.102(c)(2). For uncomplicated acquisitions with an expected value less than \$10,000, an acquiring agency may elect to prepare a waiver valuation (known as a "Minimum Damage Acquisition" or MDA report). The preparer must have a sufficient understanding of the local real estate market to be qualified to prepare the waiver valuation. The purpose of the MDA is to establish a basis for an offer of compensation to the affected property owner.

### Subject Property Before Acquisition

The subject property is an irregular shaped parcel located along the north Right of Way line of TH 55, containing +/- 3,391 Sq. Ft., in the City of Annandale, Wright County, MN. The subject property is Zoned Commercial (C-1 Central Business District), per the City of Annandale, with a Property Class: 958 - (NON-HSTD) MUNICIPAL PUB-OTHER, according to Beacon/Wright County records for the year 2022. The subject property has a current use as city/public parking, with a bituminous paved surface and concrete curbing and is located on the north Right of Way line of TH 55. The city parking lot has access from TH 55 to the south, and Chestnut St. from the north through an alleyway located along the east side of the subject property. There is an area of landscaping consisting of a +/- 325 sq. ft. area of ornamental rock,



and wood chip mulch used for ground covering, low-lying evergreen and deciduous shrubs, and ornamental grasses surrounded by a concrete curbing located on the south end of the subject property adjacent the TH 55 Right of Way.

There are no other improvements impacted by the acquisition, therefore, only the portion of land affected by the acquisition is being considered in the report.

#### County Assessor Estimated Market Value

Assessment Year	2022
Land Value	\$500 (\$xxx/Sq. Ft.)
Building Value	\$0
Total Market Value	\$500

County Assessor Estimated Market Value is not supported by the comparable sales data used for this report. Therefore, for the purposes of the report the comparable sale data will be used for valuation.



Aerial View of Subject

#### Project Description

Reconstruction, and rehabilitation project of Trunk Highway 55 (TH 55) through the City of Annandale. The project limits extend from Brown Avenue North on the west side of Annandale, to .25 miles east of Annandale Boulevard on the east side of Annandale. The project scope entails the repairing and replacing sidewalks, pedestrian ramps, and the storm sewer system. The repair and replacement of the sidewalks is the responsibility of MnDOT and will require many temporary and permanent right of way easements to be acquired at certain locations within the project area to facilitate the construction of the project.



*Note: MnDOT is responsible for all costs of the MnDOT portion of the project and will not be assessing costs from landowners; however, municipal requested accommodations may result in assessments.*

## Acquisition Description

MnDOT proposes to acquire a temporary easement (TE) across a portion of the subject property. The temporary easement is comprised of a 3' wide strip of land located along the south boundary line of the subject property adjacent to the north right of way line of TH 55 and contains an approximate area of +/- 67 Sq. Ft... The TE will expire on December 1, 2028. The TE consisting of an area of +/- 65 SF of landscaping comprised of lava rock, and cedar mulch, used as ground cover, low-lying evergreen and deciduous shrubs, and concrete curbing. There is also a +/- 2 SF area of concrete pavement located in the southeast corner of the TE. The TE is needed for working room for the repair and replacement of the subjects' sidewalks along TH 55.

There are no other known improvements within the acquisition areas.

## Detailed View of Acquisition



The following caption block summarizes the acquisition, and a layout map is included in the Attachments to this report.

C.S. 8606(55=69)224 S.P. 8606-63

RIGHT OF WAY IN ANNANDALE									
PARCEL NUMBER	MNDOT PLAT	OWNER	CONTIGUOUS PROPERTY	ENTIRE TRACT WITHOUT ROADS SQ. FEET	NEW T.H. R/W SQ. FEET	BALANCE SQ. FEET	TEMPORARY EASEMENT		PERMANENT R/W INTEREST
							SQ. FEET	EXPIRES	
44	86-140	CITY OF ANNANDALE	PT LOTS 11-14, BLOCK 5	3391		3391	67	12/01/2028	



## Subject Property After Acquisition

The acquisition is a temporary condition upon specific areas of the subject property. All disturbed surfacing will be replaced with like kind materials, i.e., concrete, bituminous, gravel, grass, etc. The highest and best use after acquisition will remain the same as the before condition. Therefore, the after-construction condition of this property will be unchanged from its current condition.

## Property Valuation

An analysis of comparable properties that have sold in competing areas were utilized in determining the unit value of the land for the subject property. Six (6) sales of comparable land have been identified and are briefly summarized below.

Commercial Land Sale Market Data						
Subject Parcel 44: Site Size: 3,391 SF; Zoning: C-1; Central Business Dist.; Traffic: 7,000; Non-Corner						
Comparable Sale #	#1	#2	#3	#4	#5	#6
Address	500 Custer St. W	XXX State Hwy 55 E	211 Elm St. E	99 Cherry Ave. S	161 Babcock Blvd W	791 Babcock Blvd E
City	South Haven	Buffalo	Annandale	Annandale	Delano	Delano
Site Size (SF)	16,271	50,761	42,772	13,407	71,961	79,888
Access/Corner Lot (Y/N)	State Hwy/Yes	State Hwy/No	State Hwy/Yes	City Street/Yes	State Hwy/Yes	State Hwy/Yes
Improved Sale	Yes	No	Yes	Yes	No	No
Sale Price	\$299,000	\$255,000	\$900,000	\$225,000	\$289,000	\$500,000
Abstracted Land Value	\$69,800	\$255,000	\$181,800	\$88,600	\$289,000	\$500,000
Sale Date	3/25/2022	9/13/2021	7/1/2021	6/18/2021	12/28/2020	6/1/2020
Sale Price per SF	\$4.29	\$5.02	\$4.25	\$6.61	\$4.02	\$6.26

The subject has a +/- 3,391 sq. ft., city commercial setting with highway frontage, good traffic, good access. The comps shared similar locations with the subject based on zoning, traffic, and identity.

For the purposes of this report the comparable sites were weighted as follows, **Comp #2** was given primary consideration. **Comps #1, #3 and #4** were given secondary consideration, and **Comps #5 and #6** were given limited consideration.

Based on the available market data, the estimate of land value for the subject property is reconciled at **\$5.20/Sq. ft.**

## Permanent Damages

There are no permanent acquisitions associated with the proposed acquisition of Parcel 44.

## Temporary Easement

Compensation for the temporary easement is based on the use of the affected land. The easement will last for a period of 74 months, expiring on December 1, 2028. The temporary easement consists of 67 Sq. ft. of land. The land impacted by the temporary easement has a fee value of \$348.40 (67. ft. x \$ 5.20/SF). The owner could reasonably expect a return to that land in the form of rent at an annual rate



of 8%, which includes compensation for real estate taxes on that land. Rather than actually renting the land and making monthly or annual payments, one payment is made to the property owner.

Compensation is estimated by calculating the present value of those 74 monthly rental payments at a discounted annual rate of 2.75%, similar to a low-risk investment.

**Compensation for the temporary easement is calculated as follows:**

Annual Rent				
TE Area		Market Rent (\$/Sq.Ft.)		Annual Rent
		\$5.20/Sq.Ft. @ 8%		
67 Sq.Ft.	x	\$0.42	=	\$27.87

Total Rent				
Monthly Rent		TE Term		Extension
\$2.32	x	74 Months	=	\$172

Present Value Factor				
Term		Discount Rate		Extension
74 Months	@	2.75%	=	68.150

Calculation of Damages				
Monthly Rent		Present Value Factor		Extension
\$2.32	x	68.150	=	\$158
Estimate of Damages for Temporary Easement				\$158

## Acquired Site or Building Improvements

There are no building or site improvements that are to be acquired with Parcel 44.

## Items Damaged Within the Acquisition

There is an area of landscaping that may be affected by the project consisting of +/- 65 SF, comprised of lava rock, and cedar mulch used as ground covering, low lying evergreen shrubs, and deciduous shrubs located within the TE. The disturbed landscaping rock is good condition and is to be salvaged and reused to restore the area of landscaping rock back to as close to original condition as possible. The cedar mulch will be salvaged and reused to restore the ground cover to as close to original condition as possible. **Note:** The cedar mulch is in poor condition and has reach it useful life expediency leaving areas of bare soil exposed; therefore, the cedar mulch has no compensatory value. The evergreen shrubs, deciduous shrubs within the TE may need to be replaced with like shrubs and will be considered in the cost to cure method to follow.

## Cost to Cure

A +/- 57 sq. ft. area of landscaping is anticipated to be impacted by the acquisition. The impacted area is located along the southern boundary line of the subject property, adjacent to the north ROW line of TH 55. There are (+/-2) low lying evergreen shrubs, (+/- 3) deciduous low growing shrubs, that may be affected by the project. The impacted shrubs are slightly overgrown in some areas but are in good



condition. Therefore, the cost to cure estimate is based on re-planting the affected area with properly spaced shrubs of like, or similar species only.

The cost to cure estimate is based on the total material and labor necessary to replace the impacted landscaping. Local landscaping suppliers were researched for replacement cost estimates. The material costs consider the replacement of the three (2) evergreen shrubs, which have an estimated replacement cost of \$39/each, and three (3) deciduous shrubs, which have an estimated replacement cost of \$35/each, which considers their relative sizes. The total material costs, including local tax is estimated at \$197. For the purposes of this valuation estimates for a total of 3.5-man hours of labor for the project at a rate of \$50/hour to plant new shrubs, which results in a total labor estimate of \$183.

The cost to salvage and move all of the landscaping exceeds the replacement cost. The estimated contributory value of the landscaping meets or exceeds the cost to cure. Therefore, the total compensation for cost to cure is **\$358**.

There is no other cost to cure items associated with the proposed acquisition for Parcel 44

#### Landscaping



#### Access Control

There is no access control associated with the proposed acquisition of Parcel 44.



## Allocation of Damages


The subject will be impacted by the proposed acquisition. Damages to the subject property resulting from the acquisition of Parcel 44 are allocated as follows:

Land Acquired	Units	Unit Rate	Value
Unencumbered Fee R/W	None	N/A	\$0
Encumbered Fee R/W	None	N/A	\$0
Easements Acquired	Units	Unit Rate	Value
Permanent Easement	None	N/A	\$0
Temporary Easement	67/Sq. Ft	See Calculations	\$158
Improvements Acquired	Description		Value
Building Improvements	None		\$0
Site Improvements	None		\$0
Damages to Remainder	Description		Value
Severance Damages	None		\$0
Cost to Cure	Shrubs & Ornamental Grass		\$358
Access Control	Not acquired		\$0
Total Damages			\$516
Final Estimate of Compensation (Rounded)			\$600

## Preparer's Certification

That on September 14, 2022, I have personally inspected the property herein and that I have afforded the property owner(s) the opportunity to accompany me at the time of the inspection. Such opportunity was afforded to Kelly Hinnenkemp, City Administrator, on September 12, 2022, and said individual accepted/~~declined~~ the offer to accompany me, due to no response to attempted phone contact, and were not present at the time of inspection.

Prepared by:

  
Kevin M. Cummings  
Real Estate Associate  
District 3, MN Dept. of Transportation

Date:

1/31/2023

Certified by:

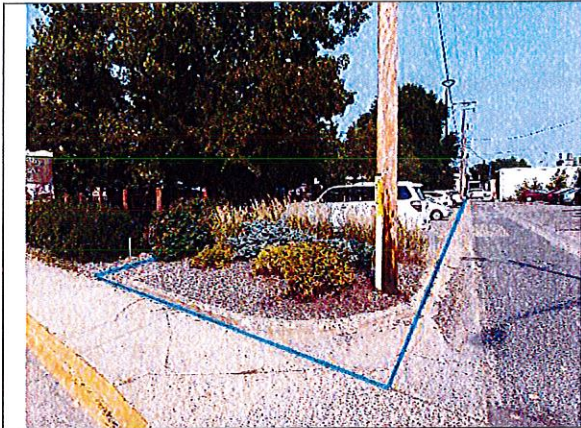
**Lynn Nielsen**  
Lynn Nielsen  
Engineering Specialist Senior  
District 3, MN Dept. of Transportation

Digitally signed by Lynn Nielsen  
Date: 2023.02.09 13:48:58 -06'00'  
Date:

**Attachments:** Subject Photographs, Parcel Sketches, Acquisition Legal Description



## Subject Photographs



**Photo 1** - Subject property from the SE corner looking NW along the alleyway.



**Photo 2** - Subject property from the NE corner looking south along the alleyway.



**Photo 3** - View of the landscape area from the SE corner of the subject property looking NW.



**Photo 4** - View of the landscape area from alley looking SW.



**Photo 5** - section of concrete pavement outside of the landscape area.



**Photo 6** - Curbing within the TE area.  
(Curbing is in Poor Condition)



## Aerial Parcel Sketch



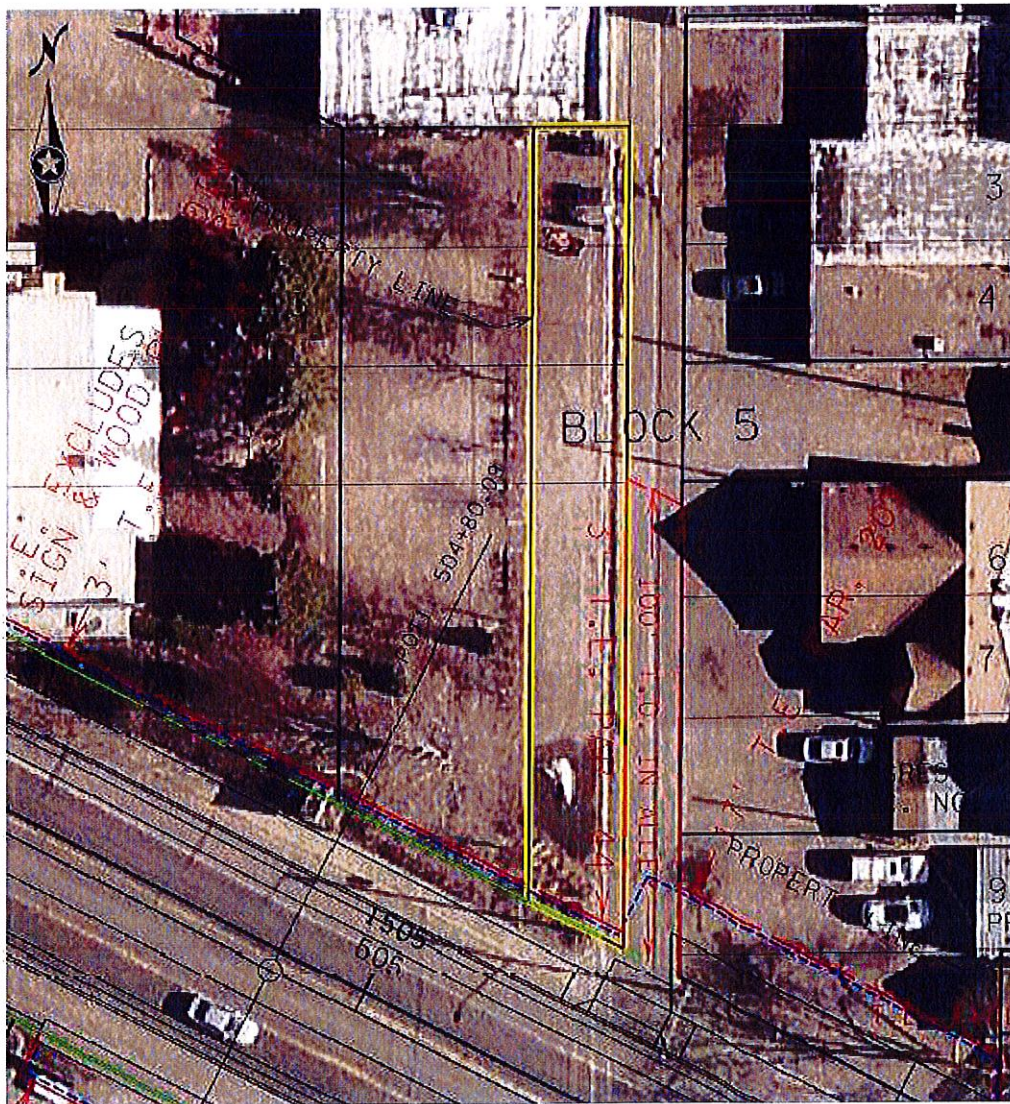
DEPARTMENT OF  
TRANSPORTATION

### RIGHT OF WAY PARCEL LAYOUT

Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: CITY OF ANNANDALE

County: Wright

Parcel Number: 44  
Sheet 2 of 2  
Scale 1 inch = 30 ft.



Layout sketch by Lisa Hohns

Created on August 9, 2022



## Acquisition Legal Description

October 20, 2022  
8606-224-44

Parcel 44 C.S. 8606 (55-69-22-4)

S.P. 8606-63RW

All of the following:

A temporary easement for highway purposes in that part of Lot 11, Block 5, ANNANDALE, shown as Parcel 44 on Minnesota Department of Transportation Right of Way Plat Numbered 86-140 as the same is on file and of record in the office of the County Recorder in and for Wright County, Minnesota, by the temporary easement symbol, said easement shall cease on December 1, 2028, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes.



Date: March 21, 2023

City of Annandale  
30 Cedar Street East,  
P.O. Box K  
Annandale, MN 553021113

State Project #: 8606-63RW  
Control Section #: 8606 (55=69) 224  
Project Job #: TRW235449  
County: Wright  
Parcel: 240D - City of Annandale  
Property Address: 25 ELM ST E, Annandale, MN 55302

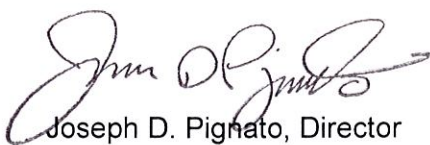
The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing an interest in your property for improvements to Highway 55. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property interest being purchased. The certified appraised amount offered to you is \$10,100.00. This amount is for damages or loss in value to the remainder property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,



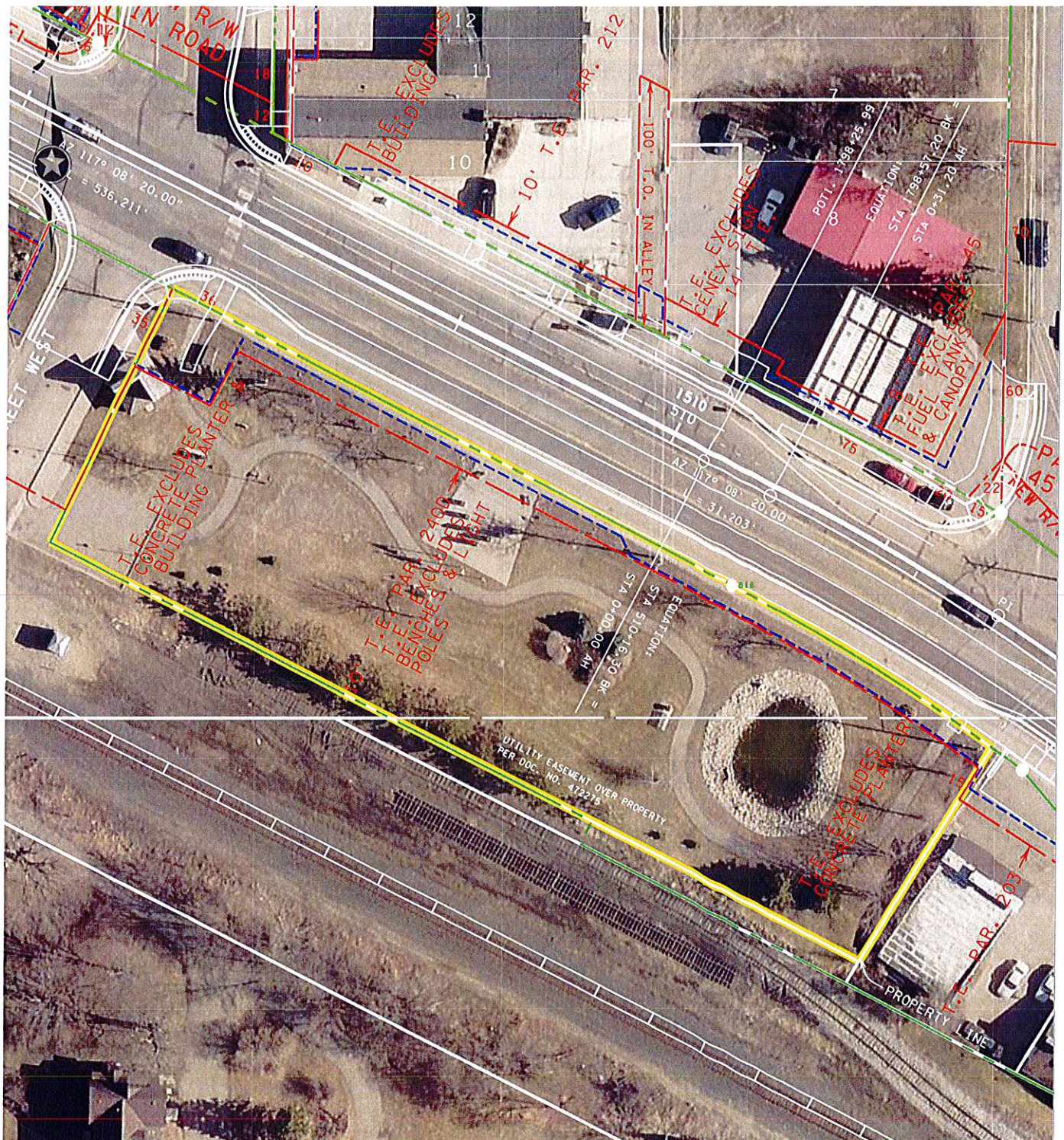
Joseph D. Pignato, Director  
Office of Land Management



Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: City of Annandale

County: Wright

Parcel Number: 240D  
Sheet 2 of 2  
Scale 1 inch = 60 ft.

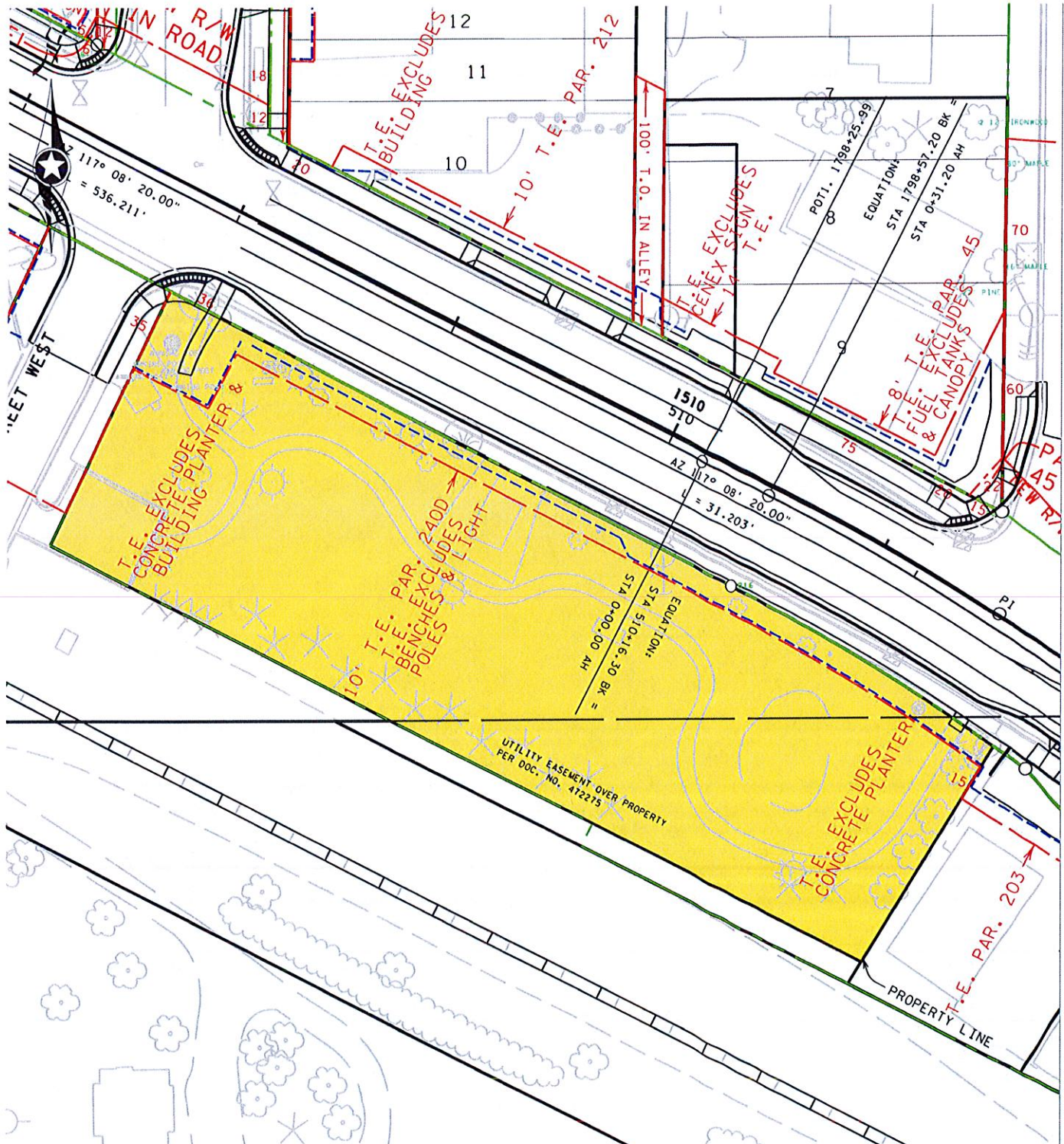




Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: City of Annandale

County: Wright

Parcel Number: 240D  
Sheet 1 of 2  
Scale 1 inch = 60 ft.





Parcel 240D C.S. 8606 (55=69-22-4)

S.P. 8606-63RW

All of the following:

A temporary easement for highway purposes in that part of the Southwest Quarter of the Northeast Quarter of Section 30, Township 121 North, Range 27 West, and Lot B of LOT 1 OF LOT B OF NORTHWEST QUARTER OF THE SOUTHEAST QUARTER SECTION 30, TOWNSHIP 121 NORTH, RANGE 27 WEST, shown as Parcel 240D on Minnesota Department of Transportation Right of Way Plat Numbered 86-140 as the same is on file and of record in the office of the County Recorder in and for Wright County, Minnesota, by the temporary easement symbol, said easement shall cease on December 1, 2028, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

excepting therefrom the existing concrete planter, benches, light poles, and building situate thereon.





# MINIMUM DAMAGE VALUATION

## ACQUISITION OF TEMPORARY EASEMENT

S.P.: 8606-63RW

C.S.: 8606 (55=69) 224

Parcel: 8606-224-240D

Property Owner: City of Annandale

Parcel Address: 25 Elm Street E  
Annandale, MN 55302

Appraiser: Eric M. Montague  
Certified General Real Property Appraiser  
MN License #20513633

Baxter  
7694 Industrial Park Road  
Baxter, MN 56425  
218/828-5700  
1-800-657-3971



District 3  
Right of Way

St. Cloud  
3725 - 12 Street North  
St. Cloud, MN 56303  
320/223-6500  
1-800-657-3961



**VALUATION SUMMARY**

Project Information			
S.P. 8606-63RW	C.S. 8606 (55=69) 224	Highway: T.H. 55	Parcel #8606-224-240D
Effective Date:	September 13, 2022	Completion Date:	February 16, 2023
Subject Property Information:			
Address:	25 Elm Street E, Annandale, MN 55302		
County:	Wright	Fee Owner:	City of Annandale
Zoning:	C-2; Central Business District-Fringe & P; Park	Current Use:	Public; Municipal Park
Land Area			
Before	42,914 Sq. Ft.	After	No Changes
Highest & Best Use – As Vacant			
Before	Commercial	After	Commercial
ALLOCATION OF DAMAGES			
LAND ACQUIRED			
Type	Units	Rate	Value
None	N/A	N/A	\$0
EASEMENTS ACQUIRED			
Type	Units	Rate	Value
Temporary Easement	4,762 Sq. Ft.	(See Valuation Section)	\$10,060
IMPROVEMENTS ACQUIRED			
Type	Description	Value	
Building Improvements	None	\$0	
Site Improvements	None	\$0	
DAMAGES TO REMAINDER			
Type	Description	Value	
Severance Damages	None	\$0	
Cost to Cure	None	\$0	
Access Control	None	\$0	
<b>TOTAL DAMAGES</b>			<b>\$10,060</b>
FINAL ESTIMATE OF COMPENSATION			
Rounded To		<b>\$10,100</b>	



## LEGAL DESCRIPTION OF ACQUISITION

October 21, 2022  
8606-224-240D

Parcel 240D C.S. 8606 (55=69-22-4)

S.P. 8606-63RW

All of the following:

A temporary easement for highway purposes in that part of the Southwest Quarter of the Northeast Quarter of Section 30, Township 121 North, Range 27 West, and Lot B of LOT 1 OF LOT B OF NORTHWEST QUARTER OF THE SOUTHEAST QUARTER SECTION 30, TOWNSHIP 121 NORTH, RANGE 27 WEST, shown as Parcel 240D on Minnesota Department of Transportation Right of Way Plat Numbered 86-140 as the same is on file and of record in the office of the County Recorder in and for Wright County, Minnesota, by the temporary easement symbol, said easement shall cease on December 1, 2028, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

excepting therefrom the existing concrete planter, benches, light poles, and building situate thereon.

*Source: MnDOT*



**SUBJECT PHOTOS (Taken 9/14/2022)**

The appraiser has viewed and photographed the subject property on the date of inspection. The Parcel Sketch must be relied upon for identification of the Temporary Easement (TE) area.



Photo 1: View of subject & TE area, looking SE along TH 55 from NW corner of subject at TH 55/Harrison St.



Photo 2: View of subject property & TE area, looking NW along TH 55 from NE corner of subject at TH 55



Photo 3: View of subject property & TE area, looking SW along Harrison St. from NW corner of subject



Photo 4: View of subject property & TE area, looking NE along Harrison St. from SW corner of subject



Photo 5: View of memorial area including landscaping; benches & lights excluded



Photo 6: View of memorial area including landscaping; benches & lights excluded



**SUBJECT PHOTOS (Taken 9/14/2022)**

The appraiser has viewed and photographed the subject property on the date of inspection. The Parcel Sketch must be relied upon for identification of the Temporary Easement (TE) area.



Photo 7: View of TE area, looking SE along TH 55 from center of property



Photo 8: View of TE area, looking NW along TH 55 from east end of property



Photo 9: View of planter near NE corner of property that is excluded; planter at NW corner also excluded



Photo 10: View of inground sprinkler head (1 of 8) along the south edge of the sidewalk



Photo 11: Deciduous trees within TE area on west end of site that will be avoided (Google Earth image)



Photo 12: Deciduous trees within TE area on east end of site that will be avoided (Google Earth image)

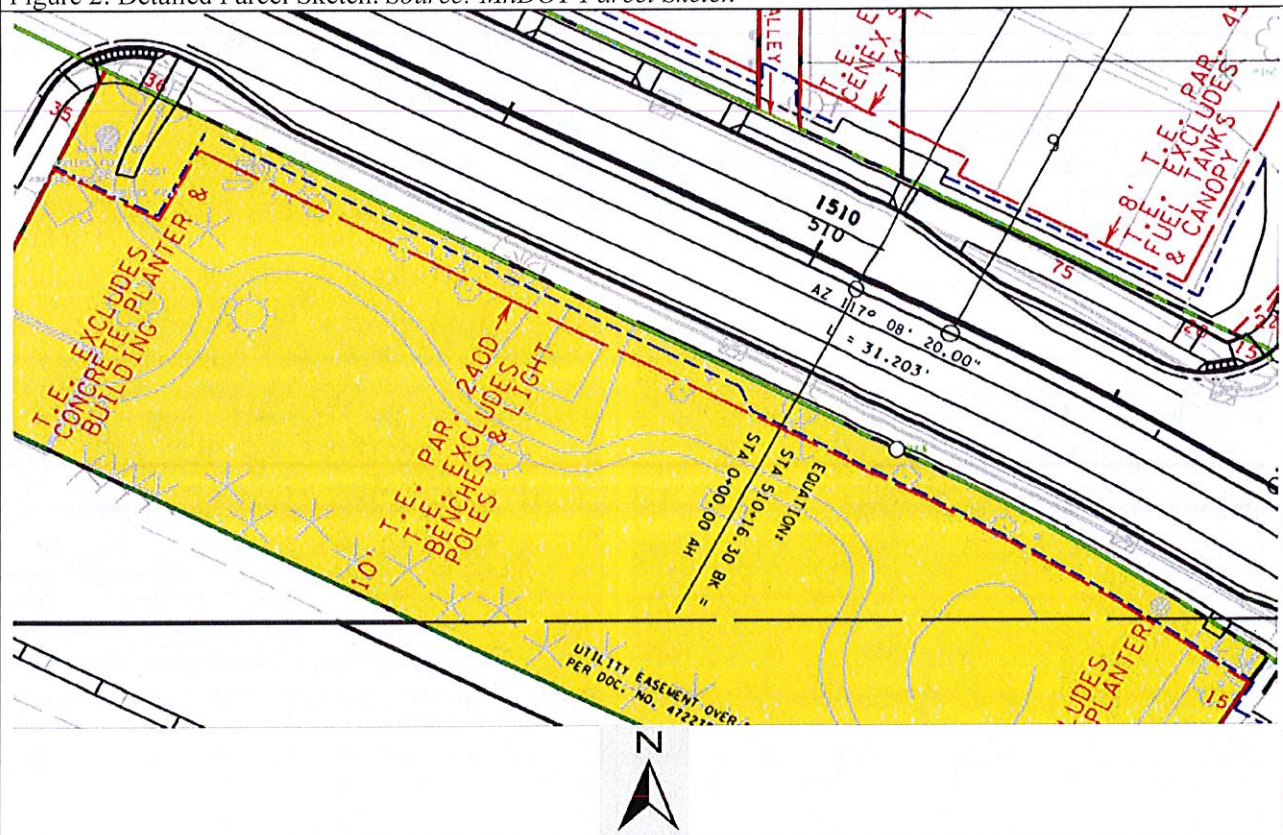


## DETAILED VIEWS OF ACQUISITION

Figure 1: Detailed Aerial View: Source: MnDOT Parcel Sketch



Figure 2: Detailed Parcel Sketch: Source: MnDOT Parcel Sketch





## Definitions

Throughout this report, the term “subject property” identifies the entirety of the real property owned by the identified owner at this location that is the subject of this appraisal. The State’s partial acquisition will be identified as the “acquisition”, or by its MnDOT Parcel Number. The term “remainder” shall refer to the property after the acquisition.

Market Value: Market value is the major focus of most real property appraisal assignments. Both economic and legal definitions of market value have been developed and refined. A current economic definition agreed upon by federal financial institutions in the United States of America is:

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

*Source: Office of the Comptroller of the Currency (OCC); 12 CFR part 34, subpart C*

Fee Simple Estate: Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Easement: An interest in real property that conveys use, but not ownership, of a portion of an owner’s property.

Temporary Easement: An easement conveyed for a defined time period.

*Source: The Dictionary of Real Estate, 4th Edition, 2002 Copyright, Appraisal Institute*

Minimum Damage Valuation (MDV): an interest in property that a qualified person having an understanding of the local real estate market indicates can be acquired for \$25,000 or less.

*Source: Minn. Stat. §117.036 Subd. 2(b)*

*Note: The scope and level of analysis of an MDV report is reflective of the minimum damage associated with the property rights being acquired. The preparer of this report is knowledgeable of the local real estate market and is qualified to develop an estimate of market value for the acquisition. The MDV report meets the requirements set forth in Minnesota Statute §117.036 Subd. 2(b), the MnDOT Right of Way Manual Sec.200 and Code of Federal Regulations 49 CFR Part 24 Appendix A Subpart B. This valuation report was authored with the goal of compliance to the Uniform Standards of Professional Appraisal Practice (USPAP). The MDV Appraisal method and report format utilized is generally consistent with USPAP Standards Rule 1 and 2 and MN Statute § 82B.*

## Competency Provision

Mr. Montague holds a Certified General Real Property Appraiser license and is a full-time staff appraiser for MnDOT, working specifically in the realm of right of way appraisal and acquisition. Mr. Montague has extensive experience valuing commercial, industrial, and residential property types among numerous other land uses through work experience prior to MnDOT employment, dating back to March of 2005. A summary of the appraiser’s experience, training, and education attended has been provided to the client. A certified general appraiser may value all types of real property.



**DISCUSSION:**

<b>Purpose of Appraisal:</b>	To estimate the Market Value of a Temporary Easement (TE) upon a defined portion of the subject property and any severance damages to the remainder property, if any, as of the effective date of this report.		
<b>Format of Report and Procedures:</b>	Restricted Appraisal Report – Minimum Damage Valuation (MDV) Valuation format based on MnDOT Right of Way Manual, Section 200. a) Damages estimated to be less than \$25,000 b) MnDOT is the only intended user c) The Restricted Appraisal Report meets the needs of the intended user and use. d) Acquisition is uncomplicated in nature		
<i>Note:</i>	A Restricted Appraisal Report is intended solely for the use of the client, based on their intended use. The opinions and conclusions set forth in the report may not be understood properly without additional information in the appraiser’s work file.		
<b>Client:</b>	Minnesota Department of Transportation (MnDOT)		
<b>Intended Use:</b>	Determination of just compensation for the client’s right of way acquisition needs		
<b>Intended User(s):</b>	The named client. The subject property owner is not an additional intended user, though by statute MnDOT will provide the property owner with a copy of this report.		
<b>Real Property Interest Appraised:</b>	Fee Simple Interest		
<b>Effective Date:</b>	As of the date of inspection; September 13 <sup>th</sup> , 2022		
<b>Legal Description of Acquisition:</b>	Refer to Page 3 of the report.		
<b>Subject Property Data:</b>	Street address: 25 Elm Street E, Annandale, MN 55302		
Legal Description	Partial legal: Part of the SW ¼ of the NE ¼ & Part of the NW ¼ of the SE ¼; Sec. 30, Twp. 121, Rng. 27		
History of Ownership	No transfers of ownership within 5 years		
Current Use	Public; Municipal Park		
Zoning	P; Park (PID 102-500-301304 & 102-500-304218 (westerly 1/3)); C-2; Central Business District – Fringe (PID 102-500-301300 & 102-500-304218 (easterly 2/3))		
Total Land Area	42,914 Sq. Ft. (0.99 Acres)	Front-footage on Highway	+/- 373’
<b>Assessor’s Data:</b>	County PIN # 102-500-301304, 102-500-301300 & 102-500-304218		
County EMV Data	<b>2022 EMV (for taxes payable in 2023)</b>	<b>2021 EMV (for taxes payable in 2022)</b>	
Land	\$225,000	\$186,800	
Buildings	\$0	\$0	
Total	\$225,000	\$186,800	
Real Estate Taxes	\$0 (2022 payable)*	\$0 (2021 payable)*	
Special Assessments	\$2.39 (2022 payable)	\$1.99 (2021 payable)	
County EMV Land \$/Sq. Ft.	\$5.24/Sq. Ft	\$4.35/Sq. Ft	
<i>Note:</i>	No buildings are considered to be affected by the acquisition. *Owner is tax exempt.		
<b>MnDOT Data:</b>	Temporary Easement		
TE Area	4,762 Sq. Ft.	% of property area:	11.1%
Term	74 Months (6.17 Years)	Expiration date:	12/01/2028
Location of acquisition	+/- 10’ x 338’ & 35’ x 35’ rectangular strips of land at the north and west boundaries of the subject (TH 55 & Harrison St. frontage); see Parcel Sketch		
<i>Notes:</i>	All surfacing within the TE area that becomes disturbed or damaged due to construction activities will be repaired or replaced in kind. See additional comments.		



## **SCOPE OF WORK**

The scope of work of this appraisal involved the following steps:

1	Identify the problem:	<i>What is the total just compensation for the acquisition? a) What is the market value of the acquisition as of the effective date? b) Does the acquisition diminish the market value of the remainder? If yes, what is the monetary amount of damages?</i>
2	Identify the subject and its detailed information:	<i>MnDOT supplied many items to identify the subject, including mapping, certificate of title, a field title report, and legal description of subject. The property was inspected and photographed. Tax and Assessors' records were collected. The appraiser interviewed landowner\rep.</i>
3	Determine the Highest and Best Use of the subject	<i>A review of the neighborhood and local market was made utilizing multiple sources. All property characteristics and aspects of Highest and Best Use were considered, analyzed, and the final opinion of H&amp;B use reported.</i>
4	Define the proper appraisal methods to be used	<i>All three Approaches to value (Cost, Income, and Sales Comparison) were considered for use. The Sales Comparison Approach was considered to be the only appropriate approach to properly value the partial acquisition.</i>
5	Gather the data necessary to solve the problem.	<i>Researched and verified local comparable sales information from trustworthy sources.</i>
6	Apply the information into the methods and make conclusion	<i>Analyzed the data, summarized, and reconciled</i>
7	Report the information and the conclusion with clarity	<i>Produced the written Restricted Appraisal Report</i>

Note; only an exterior inspection of the proposed acquisition area was completed by the appraiser on December 15<sup>th</sup>, 2021, on June 6<sup>th</sup>, 2022, and again on September 13<sup>th</sup>, 2022, from the highway. An additional inspection and photographs were completed by Kevin Cummings, a real estate associate with MnDOT on September 14<sup>th</sup>, 2022, for which the appraiser was not present. The effective date for this appraisal is September 13<sup>th</sup>, 2022, the most recent inspection date by the appraiser. An extensive and complete inspection of the subject property was not necessary to provide credible assignment results, given the limited scope of the proposed temporary easement, and the lack of building improvements within the acquisition. Important information was gathered from county records.

### **Hypothetical Conditions & Extraordinary Assumptions**

The appraiser makes an extraordinary assumption that reasonable access to the property will be maintained throughout construction. There are no other hypothetical conditions or extraordinary assumptions associated with the development of this report. Use of the extraordinary assumption might have affected the assignment results.

### **Highest and Best Use of the Subject:**

A logical and thorough analysis of the subject property's highest and best use is vital to the value conclusion. The four aspects of Highest and Best use were considered; Legally Permissible, Physically Possible, Financially Feasible and Maximally Productive. The City of Annandale was interviewed for zoning information and county staff were interviewed and online resources utilized for subject and market information.

### **Valuation Process:**

The three valuation approaches – Cost Approach, Sales Comparison Approach, and Income Approach – were each considered for use. Since the proposed acquisition includes a temporary easement upon a small portion of the land, and no improvements are within or near the acquisition, only the Sales Comparison Approach was used to determine the market value of the land. This is common practice for partial acquisitions of land only. The Income Approach and the Cost Approach were determined to be extraordinary and were not utilized.



#### Data Research:

Sales data for the Sales Comparison Approach was collected by research of information from the multiple listing service (MLS), information available at the Wright County Assessor's department and the Minnesota Revenue eCRV website. Discussion with the Assessor's personnel corroborated that the information obtained there had been verified, as much as possible. These sources are considered reliable and their data accurate. Comparable sales were viewed by the appraiser. The properties determined to be most comparable to the subject property were selected and utilized in the development of the value.

#### Estimate of Exposure/Marketing Time:

Exposure time, a retrospective market time estimate, prior to the effective date of the appraisal, is estimated at 3 to 9 months for the subject land based on available market data. Marketing time, a prospective time estimate, subsequent to the effective date of the appraisal, is estimated at 6 to 12 months for the subject land based on available market data.

#### Description of MnDOT Project

A rehabilitation and reconstruction project for Trunk Highway 55 through the City of Annandale is programmed for construction in 2024. The project limits extend from Brown Avenue North on the west side of Annandale to 0.25 miles east of Annandale Boulevard on the east side of Annandale. The scope of the project also entails repairing and replacing sidewalks, pedestrian ramps, and the storm sewer system. The repair and replacement of the sidewalks is the responsibility of MnDOT and will require many temporary and permanent right of way easements to be acquired at certain locations within the project area to facilitate the construction of the project.

*Note: MnDOT is responsible for all costs of the MnDOT portion of the project and will not be assessing costs from landowners; however, municipal requested accommodations may result in assessments.*

#### Description of Subject Property Before Acquisition

The subject property is a rectangular shaped 42,914 square foot (0.99 acre) tract of land located in the City of Annandale, Wright County, MN. The property is comprised of three contiguous tax parcels. Trunk Highway 55, also known as Elm Street E, borders the subject to the north and is a two-lane arterial highway connecting the subject to Kimball to the northwest and Buffalo to the southeast. Harrison Street W, a two-lane paved city street borders the subject to the west. The Canadian Pacific (CP) railway borders the subject to the south with a single set of tracks.

The site is generally level and open with some tree coverage. The site is utilized as a municipal park known as the Annandale Memorial Park. There is one informational building near the NW corner of the property that will not be impacted by the acquisition. Note: per MnDOT title work and mapping, supported by county GIS imagery, a portion of the subject's building and site improvements (westerly +/- 15' of the site) appear to be encroaching on the neighboring railroad/city street property to the west. The site has additional site improvements consisting of concrete/bituminous sidewalks, memorial improvements, benches, pond, landscaping, private lighting and an inground sprinkler system. The site has one curb cut entrance from Harrison St. at the SW corner of the site that leads to a small bituminous parking area. The site has no existing curb cuts from TH 55. There is curb and gutter along TH 55 and a portion of Harrison St, with sidewalks along both streets. The property is served by city sewer and water.

The subject property has multiple zoning classifications. The majority of the site (+/- 2/3) is zoned P; Park. This includes all of PID 102-500-301304 and the westerly 1/3 of PID 102-500-304218. The remaining +/- 1/3 of the site is zoned C-2; Central Business District – Fringe, which allows for a wide range of complimentary commercial uses adjacent to the downtown area. This includes all of PID 102-500-301300 and the easterly 2/3 of PID 102-500-304218. The Park zoning classification is in place due to the park uses of the site. Per the ordinance, should the park use be discontinued, the zoning would be changed to the most restrictive zoning adjacent to the park, which in this case would be C-2. The county assessor classifies the subject property as "Municipal-Public Service-Other". The subject's highest and best use, as-if vacant is best suited for commercial retail, office or service-oriented uses consistent with surrounding land uses that take advantage of the highway identity and access. The current park use, though common in many communities, is not typically considered a highest and best use of a property. The current park use is considered an interim use of the property.



### **Description of Acquisition**

The Temporary Easement (TE) acquisition includes the northerly 10' of the easterly +/- 338' of the subject along the south side of TH 55 and the northerly +/- 35' of the westerly +/- 35' of the subject on the south side of TH 55 and east side of Harrison St., with a total TE area of 4,762 square feet, as displayed by the Parcel Sketch. This area is needed for working room to replace the public sidewalks along TH 55 and Harrison St. as well as connecting with the subject's private sidewalks and memorial area. The TE area is comprised primarily of grass surfacing with some asphalt and concrete sidewalk surfaces. There are a number of additional site improvements within the TE area including the information building, flower planters (2), memorial benches (2) and private light poles (6) that will not be impacted and have been excluded. Also within the TE area are some shrubs adjacent to the memorial area and (4) four deciduous trees that were not excluded. Finally, there is an in-ground sprinkler system with approximately (8) sprinkler heads that are located within the TE area. There are no other known improvements within the acquisition area that would be disturbed. The TE is scheduled to expire on 12/01/2028.

Per a signed agreement between MnDOT and the City of Annandale, which is retained in the appraiser's workfile, the land being utilized by MnDOT (TE area) will be fully restored to a condition that is at least as good as the condition that existed prior to the project. This includes turf and pavement reestablishment and any unforeseen damages to other improvements, which would include the previously mentioned site improvements, trees, lights, landscaping, sprinkler systems, etc. Therefore, the appraiser will not value any improvements within this report.

### **Description of Subject Property After Acquisition**

The acquisition includes a temporary easement, which is a temporary condition upon a specific area of the subject property. All disturbed surfacing will be replaced with like kind materials, i.e., concrete, bituminous, gravel, grass, etc. No improvements are anticipated to be impacted within the TE area. Any unforeseen damages to improvements will be repaired or replaced by construction per the agreement between MnDOT and the City of Annandale. Construction related interference specific to the subject property acquisition is not anticipated by the appraiser. The highest and best use after acquisition will remain the same as the before condition. Therefore, the after-construction condition of this property will be unchanged from its current condition.

## **VALUATION**

### **Land Value**

The City of Annandale is located in west central Wright County with a population of 3,763 as of the 2020 census. The city has an area of 3.0 square miles and is centered at the intersection of Trunk Highway 55 and Trunk Highway 24, which are two of the arterial highways serving Wright County. Trunk Highway 24 travels north out of Annandale to the city of Clearwater and I-94. Trunk Highway 55 travels NW to the City of Kimball and to the SE to the City of Buffalo and continues toward the Twin Cities metro area. Average traffic counts on TH 55 range from 6,400 to 9,200 vehicles per day, with counts ranging from 1,800 to 5,900 on TH 24 in the Annandale area. The city has an established downtown sector along TH 24 and a developed commercial sector along TH 55. Residential uses surround the commercial areas with some inter-mixed uses, and industrial uses are primarily located on the east end of the city.

The appraiser has researched recent real property sales and studied market activity in Annandale and surrounding communities within Wright County, primarily utilizing the Multiple Listing Service (MLS), the Minnesota eCRV system and county sale search tools.

The research has shown that commercial property values have been relatively stable to slightly increasing over the last few years, which was supported by county Assessor's data. Commercial land values have been increasing gradually over the past 3 years based on sales and assessor EMV data. Commercial sales activity in the area is stable, with a limited number of sales on an annual basis. The county assessor and eCRV system were utilized to verify this data.

A vacant land sale search was completed within the market area for properties with similar features to the subject and of similar highest and best use. A limited number of vacant land sales were found in the market area to factually estimate a supportable land value for the subject property; therefore, comparable improved land sales were also researched and analyzed through the abstraction/allocation methods to support the available vacant land sales. The detailed sales information has been kept in the appraiser's custody. A table of the comparable sales utilized in the valuation is provided to follow.



The Wright County Estimated Market Values (EMV) were also researched and considered in the development of value.

### Comparable Sale Data

Recent comparable vacant land sales from the subject neighborhood and surrounding areas were analyzed and compared against the subject property. Sales were utilized that shared the most similar site features with the subject with regard to location, size, utility, view, access, zoning, and other site features. The most comparable vacant and improved land sales from the subject's Wright County market area were utilized in this analysis. The sales occurred within the past +/- two years of the effective date.

Adjustments to this data were applied as necessary when compared with the subject property that will be discussed to follow.

Commercial Land Sale Market Data						
Subject Parcel 240D: Site Size: 42,914 SF; Zoning: C-2; Central Business Dist.; Traffic: 9,200; Low Traffic Corner						
Comparable Sale #	#1	#2	#3	#4	#5	#6
Address	500 Custer St. W	XXX State Hwy 55 E	211 Elm St. W	99 Cherry Ave. S	161 Babcock Blvd W	791 Babcock Blvd E
City	South Haven	Buffalo	Annandale	Annandale	Delano	Delano
Site Size (SF)	16,271	50,761	42,772	13,407	71,961	79,888
Zoning	CBD; Comm Bus.	B3; Hwy. Comm	C2; Central Bus.	C2; Central Bus.	B2; General Bus.	B2; General Bus.
Access/Corner Lot (Y/N)	State Hwy/Yes	State Hwy/No	State Hwy/Yes	City Street/Yes	State Hwy/Yes	State Hwy/Yes
Traffic Counts	4,700	17,800	7,000	9,200 (TH 55)	15,700	19,100
Improved Sale	Yes	No	Yes	Yes	No	No
Sale Price	\$299,000	\$255,000	\$900,000	\$225,000	\$289,000	\$500,000
Abstracted Land Value	\$69,800	\$255,000	\$181,800	\$88,600	\$289,000	\$500,000
Sale Date	3/25/2022	9/13/2021	7/1/2021	6/18/2021	12/28/2020	6/1/2020
Sale Price per SF	\$4.29	\$5.02	\$4.25	\$6.61	\$4.02	\$6.26
Adjusted Sale Price per SF	\$4.14	\$4.68	\$4.22	\$5.80	\$3.94	\$5.44

The resulting mean of the adjusted sale price data is **\$4.71/Sq. Ft.**, and the median is **\$4.45/Sq. Ft.** The comparable sales information has been kept in the appraiser's custody. A comparable sale location map is provided as an attachment.

### Wright County EMV Data

The appraiser researched the history of EMVs for each subject property on this project and researched other county assessor data regarding the trends of values indicated through market analysis. The current trend has been stable to slightly increasing for commercial land values in the immediate area. Since the acquisition affects only land of this property, and no improvements, only the Estimated Market Value – Land is considered in the data analysis. The rates as they apply to the subject are below.

County EMV Data	2022 EMV	2021 EMV
County EMV Land (\$/Sq. Ft.)	\$5.24	\$4.35

The Wright County 2022 EMV data is within the range of the comparable sale data; however, it is not consistent with some of the other comparable sites in the neighborhood. This is due to the multiple parcels that make up the property, which are being valued individually, rather than as a single property under common ownership. Due to this, the County EMV value is not representative of the market area. The comparable sale data is given the most consideration in the value conclusion.



## RECONCILIATION

The comparable vacant and improved land sales utilized in this analysis were considered the most comparable sales of those that have occurred in the subject's Wright County market area within the past two to three years. The sales were verified through eCRV records, assessor records and/or conversations with a party to the transaction. The sales were analyzed on a price per square foot basis.

### Adjustments

\*Date of Sale – The sales occurred within the past +/- two years. Based on paired sales and county assessor EMV trends, sales occurring prior to January 2022 required a positive 0.25% per month date of sale adjustment. No adjustments were required from January 2022 to present, based on the available data.

\*Location – The sales were located in Wright County with various city locations. Adjustments for location considered traffic counts, identity, access, zoning, population, utilities, etc. The primary adjustments were for traffic count and corner location differences. The appraiser primarily relied upon county assessor data for location adjustments and pairing the sales used. Traffic counts were adjusted at 2% per 1,000 AADT difference, with a cap of 25%. Corner locations were adjusted at 6.5% for low traffic corner sites and 13% for high traffic corner sites.

\*Size (Economy of Scale) – Pairing the sales used indicated an adjustment of 10% for each 50% difference in site size. Larger sites received a positive adjustment and smaller sites received a negative adjustment based on the principle of economy of scale. The size adjustment is capped at 20% based on the limits of the paired data.

\*Other – Additional adjustments for significant differences between the subject and comps were considered as necessary, such as improvements, easements, surplus land, etc.

### Comparable Sale Comments

\*Comp #1 is an improved sale located west of the subject in South Haven on TH 55 with a smaller size site, low traffic corner location and has lower highway traffic counts. The abstracted site value was within the range of the vacant land sales. Adjustments were required for the smaller size and net inferior location. This was the most recent sale and was near the lower end of the value range and was given secondary consideration.

\*Comp #2 is a vacant land sale located southeast of the subject on TH 55 in Buffalo. The site is larger than the subject's with superior traffic counts and has a non-corner location. This sale had a similar but slightly larger site size with net superior location due to higher traffic and was the most recent vacant land sale that was given primary consideration.

\*Comp #3 is an improved sale located on TH 55 in Annandale with a high traffic corner location, similar site size, and similar highway traffic counts. The abstracted site value was within the range of the vacant land sales. Adjustments were required for the net superior location only. This was a recent sale in the subject's city and given primary weight.

\*Comp #4 is an improved land sale also located on TH 55 in Annandale, on a low traffic corner lot with a smaller site size and similar highway traffic counts. The abstracted land value was near the high end of the range of the vacant land sales. This sale had an equal location and required a negative size adjustment. This sale was given secondary consideration.

\*Comp #5 is a vacant land sale on TH 12 in the City of Delano to the southeast. This property has a larger site size with superior traffic counts and similar low traffic corner location. This sale required greater gross adjustments but few net adjustments; however, due to the superior location and older sale date it was given less consideration.

\*Comp #6 is a vacant land sale also on TH 12 in the City of Delano to the southeast. This property has a larger site size with superior traffic counts and superior high traffic corner location. This is an older sale that required greater adjustments due to the larger size and superior location and was given less consideration.

The comparable sales were adjusted and weighted in accordance with their comparability to the subject, sale date and other factors. Based on the available market data and county EMV data, the estimate of land value for the subject property is reconciled at **\$4.65/Sq. Ft.** This rate will be utilized in the calculations for the TE value to follow.



## EASEMENTS ACQUIRED

### **Temporary Easement**

The value of the Temporary Easement (TE) is calculated using the land rent method. Due to the temporary nature of the easement, a common valuation technique relates the easement term to a rental period. The fee value is related to an appropriate rental rate, typically 6 to 10% of fee value based on available ground lease data. For properties similar to the subject, an 8% rental rate is used. A monthly rental amount is determined based on the TE area and rental rate, which is further extended to a total rental amount for the TE period.

Since payment will be applied as a single upfront payment, as opposed to a series of annual or monthly payments, a present worth factor is considered, which will discount the total rent to a present value of the rent stream. Based on current treasury yield rates for a 5-7 year term, a reasonable discount rate of 2.75% is applied, and assumes no future increase in the land value over the rental period. The expiration date of the temporary easement is 12/01/2028, resulting in a total TE period of approximately 74 months as of the effective date of this valuation. The following table displays the factors and calculation of the TE value.

Annual Rent				
TE Area		Market Rent (\$/Sq.Ft.) \$4.65/Sq.Ft. @ 8%		Annual Rent
4762 Sq.Ft.	x	\$0.372	=	\$1,771.46

Total Rent				
Monthly Rent		TE Term		Extension
\$147.62	x	74 Months	=	\$10,924

Present Value Factor				
Term		Discount Rate		Extension
74 Months	@	2.75%	=	68.150

Calculation of Damages				
Monthly Rent		Present Value Factor		Extension
\$147.62	x	68.150	=	\$10,060
Estimate of Damages for Temporary Easement				\$10,060

### **Severance Damage to the Remainder**

Severance damage (reduction of market value to the remainder) was considered by the appraiser. Considering that the TE is a temporary condition and that none of the highway/sidewalk costs are to be assessed or charged to the property owner, and that the subject property remainder is not expected to experience any permanent detrimental condition, change, or restriction upon its highest and best use or utility, there is no expectation of severance damage per this acquisition. Compensation warranted for severance damage: **\$0**.

### **Items Acquired**

There are no building or site improvements to be acquired for this proposed acquisition.

### **Cost to Cure**

There are no cost to cure items associated with the proposed acquisition.



ALLOCATION OF DAMAGES			
LAND ACQUIRED			
Type	Units	Rate	Value
None	N/A	N/A	\$0
EASEMENTS ACQUIRED			
Type	Units	Rate	Value
Temporary Easement	4,762 Sq. Ft.	(See Valuation Section)	\$10,060
IMPROVEMENTS ACQUIRED			
Type	Description		Value
Building Improvements	None		\$0
Site Improvements	None		\$0
DAMAGES TO REMAINDER			
Type	Description		Value
Severance Damages	None		\$0
Cost to Cure	None		\$0
Access Control	None		\$0
TOTAL DAMAGES			\$10,060
FINAL ESTIMATE OF COMPENSATION			
Rounded To		\$10,100	

#### **ATTACHMENTS**

Certificate of Appraiser  
 Assumptions and Limiting Conditions  
 Parcel Sketch  
 Aerial Parcel Sketch  
 Comparable Sale Location Map



# **CERTIFICATE OF APPRAISER**

S.P. 8606-63RW  
C.S. 8606 (55=69) 224

Parcel 8606-224-240D

I hereby certify:

That on December 15<sup>th</sup>, 2021, June 6<sup>th</sup>, 2022, and September 13<sup>th</sup>, 2022, I have personally inspected the property herein appraised, and that the property owner/representative has been offered the opportunity to accompany an appraiser during an inspection. Such opportunity was afforded to Ms. Kelly Hinnenkamp of the City of Annandale on February 12<sup>th</sup>, 2022, and the owner/representative (accepted/**declined**) the invitation to accompany the inspection due to lack of response. The offer to attend the inspection was made by Kevin Cummings, a real estate associate with MnDOT, who also inspected the property on September 14<sup>th</sup>, 2022. I have also personally made a field inspection of the comparable sales relied upon in making this appraisal and said photos are retained in the appraiser's work file. The subject is represented by the photographs contained herein.

I further certify that to the best of my knowledge and belief:

- The statements of fact contained in the appraisal herein above set forth are true, and the information upon which the opinions expressed therein are based as correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- That I understand that such appraisal is to be used in connection with the acquisition of real property for right of way for a transportation improvement to be constructed by the acquiring agency, and that such appraisal has been made in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP), appropriate State laws, regulations, policies and procedures applicable to appraising of right of way for such purposes, and that to the best of my knowledge no portion of the value assigned to such property consists of items which are non-compensable under the established State law.
- That in making this appraisal, I have disregarded any increase or decrease in the before value caused by the project for which the property is being acquired.
- That neither my employment nor my compensation for making this appraisal and report are in any way contingent upon developing or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- That I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- That I have no direct or indirect present or prospective interest in the property that is the subject of this report or in any benefit from the acquisition of such property appraised, and no personal interest with respect to the parties involved.
- I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- That no one provided significant real property appraisal assistance to the persons signing this certification; however, Kevin Cummings assisted with inspection photographs.
- That I will not reveal the findings and results of such appraisal to anyone other than the proper officials of the acquiring agency until authorized by agency officials to do so, or until I am required to do so, by due process of law, or until I am released from this obligation by having publicly testified as to such findings.
- That my independent opinion of the fair compensation for said parcel, as of the 13<sup>th</sup> day of September 2022 is **\$10,100.00** and that the conclusion set forth in this appraisal was reached without collaboration or direction as to value.



Digitally signed by Eric  
Montague  
Date: 2023.02.16 13:01:49 -06'00'

February 16<sup>th</sup>, 2023  
Signature/Report Date

Eric M. Montague  
MN Certified General Real Property Appraiser  
License No. 20513633; State of MN through August 31, 2024



### Disclaimer Statement

In this appraisal assignment, the existence of potentially hazardous material used in the construction or maintenance of the building, such as the presence of urea-formaldehyde foam insulation, and/or the existence of toxic waste, which may or may not be present on the property, was not observed by this appraiser; nor does this appraiser have any knowledge of the existence of such materials on or in the property. This appraiser, however, is not qualified to detect such substances. The existence of urea-formaldehyde insulation or other potentially hazardous waste material may have an effect on the value of the property. Clients are urged to retain an expert in this field if desired.

Likewise, detection of ground contamination by toxic substances is a specialized field and must be undertaken by a specialist with the qualifications to make such determinations. If any concern exists, clients are urged to retain the services of such a specialist to make a determination of any potential ground contamination or similar conditions.

### Statement of Assumptions and Limiting Conditions

The certification of the appraiser appearing in the appraisal report is subject to the following assumptions and limiting conditions and to such other specific and limiting conditions as are set forth by the appraiser which may appear within the body of this report.

1. The value reported herein is an opinion only and not warranted as, or a representation of fact.
2. The appraiser assumes no responsibility for matters of a legal nature affecting the property appraised or the title thereto, nor does the appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.
3. Any sketch in this report may show approximate dimensions and is included to assist the reader in visualizing the property. The appraiser has made no survey and assumes no responsibility in connection with such matters.
4. The legal description furnished is assumed to be correct.
5. Any distribution of the value within this report applies only under the program of utilization as outlined herein. The separate valuations of sections of the property must not be used in conjunction with any other appraisal and are invalid if so used.
6. It is an express condition of this report that the appraiser is not required to give testimony or appear in court because of having made this appraisal, and in reference to the property in question, unless arrangements have been previously made therefore.
7. All existing liens and encumbrances have been disregarded and the property is appraised as though free and clear under responsible ownership and competent management.
8. This report is for the exclusive use of Mn/DOT. Possession of this report, or a copy thereof, does not carry with it the right of publication, nor may it be used for any purpose by any person(s) but the Mn/DOT without the previous written consent of the appraiser or the Mn/DOT and then only with proper qualifications. Unauthorized transmittal of the report or its conclusion invalidates this report.
9. Neither all, nor any part of the contents of this report shall be conveyed to the public through advertising, public relations, news, sales or other media, particularly as to valuation conclusions, identity of the appraiser or firm with which the appraiser is connected or any references to any professional organization with which the appraiser is connected without written consent and an approval by the appraiser.
10. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures which would render it more or less valuable. The appraiser assumes no responsibility for such conditions or for engineering which might be required to discover such factors.
11. Information, estimates, physical measurements, dimensions area and opinions furnished to the appraiser and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished can be assumed by the appraiser.
12. No percolation testing or engineering was conducted. It is assumed the site(s) is buildable.
13. All major improvements considered in this appraisal appear to be structurally sound unless otherwise noted in this report. However, not being a qualified engineer, the appraiser accepts no responsibility for structural or mechanical failures which would not be reasonably obvious in the scope of an appraiser's normal inspection.
14. The client specifically waives any claim arising out of financial loss due to structural defects in the property and admits that the appraiser's opinion is based on reasonably sound structural conditions.
15. The appraiser takes no responsibility for the detection of any violations related to conservation, pollution, environmental protection, zoning, subdivision regulations, building codes, or any other regulatory statutes, ordinances, by-laws, regulations or other legal constraints.



**Statement of Assumptions and Limiting Conditions (Cont...)**

16. The appraiser accepts no responsibility for the existence or discovery of liens whether presently existing or hereafter arising on account of any indebtedness or liability to the state in which it is located or to the EPA with regard to hazardous waste.
17. In this appraisal assignment, the existence of potentially hazardous material on site used in the construction or maintenance of any building on the property, such as the presence of urea formaldehyde foam insulation, asbestos in any form, and/or the existence of toxic waste, or Radon gas, which may or may not be present on the property, has not been considered. The appraiser is not qualified to detect such substances. The client is urged to retain an expert in this field.
18. In the event this valuation involves new construction, rehabilitation, conversion, or any other manner of change, improvement, or addition, the value if reported on an "as completed" basis, is subject to the total and full completion of the project described, in a first class manner, and in full and substantial compliance with the plans, descriptions, and/or specifications furnished to us. Such completion is assumed to be within a reasonable time from the date of the report, barring the intervention of catastrophe, strikes, government actions, or the effects of any other force majeure, in which event a revision of this report would be required.
19. In the event this report deals with feasibility, competent management of the project is assumed.
20. No representation is made as to compliance with plans or specifications. The appraiser assumes no liability for deviations from construction specifications.
21. The appraiser undertakes this assignment with the specific understanding that there is no third party beneficiary to the contract between the appraiser and client.
22. The appraisers' estimate of "Fair Market Value" is valid only for date specifically set forth in the report, no responsibility can be assumed for social, economic, physical, or governmental actions that may occur after that date which would result in change in market conditions, and therefore affecting appraiser's estimate.
23. The Americans with Disabilities Act (ADA) became effective on January 26, 1992. The appraiser has not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since this appraiser has no direct evidence relating to this issue, there has been no consideration for the possible non-compliance of ADA requirements in estimating the value of the property, except as supported by the market.



# PARCEL SKETCH

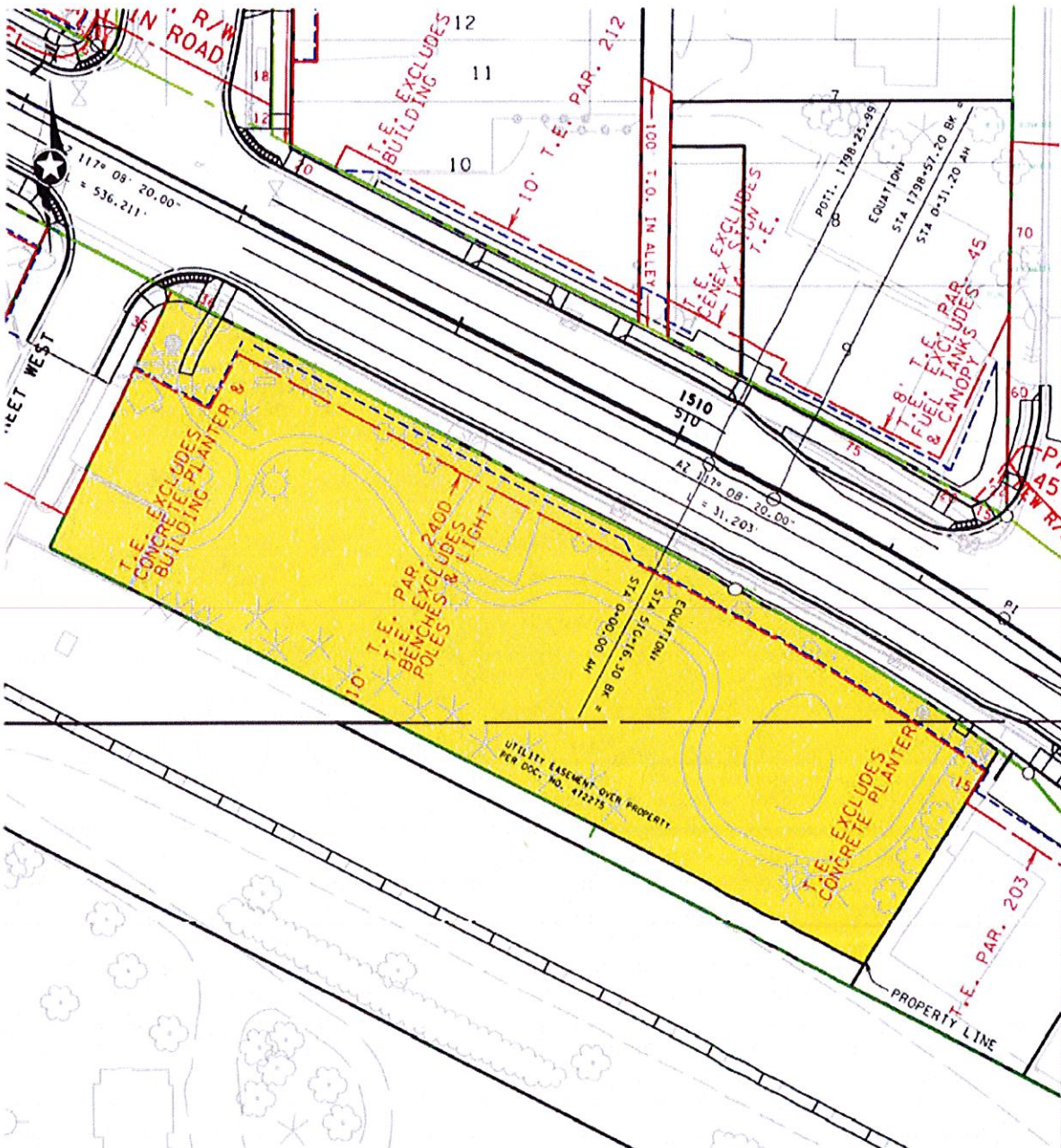


## RIGHT OF WAY PARCEL LAYOUT

Control Section: 8606 (55=69) 224  
State Project: 8606-63RW  
Owner: City of Annandale

County: Wright

Parcel Number: 240D  
Sheet 1 of 2  
Scale 1 inch = 60 ft.



Layout sketch by Lisa Hoheisel

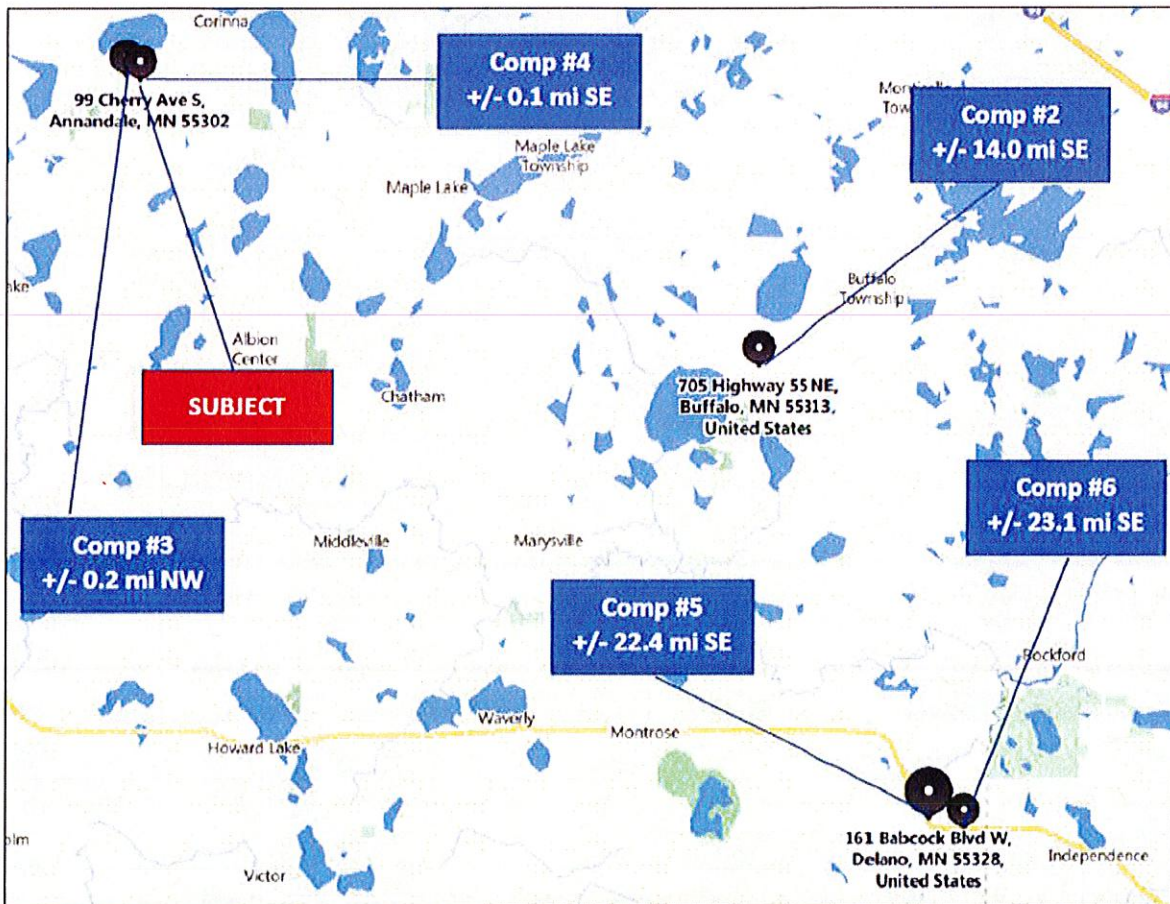
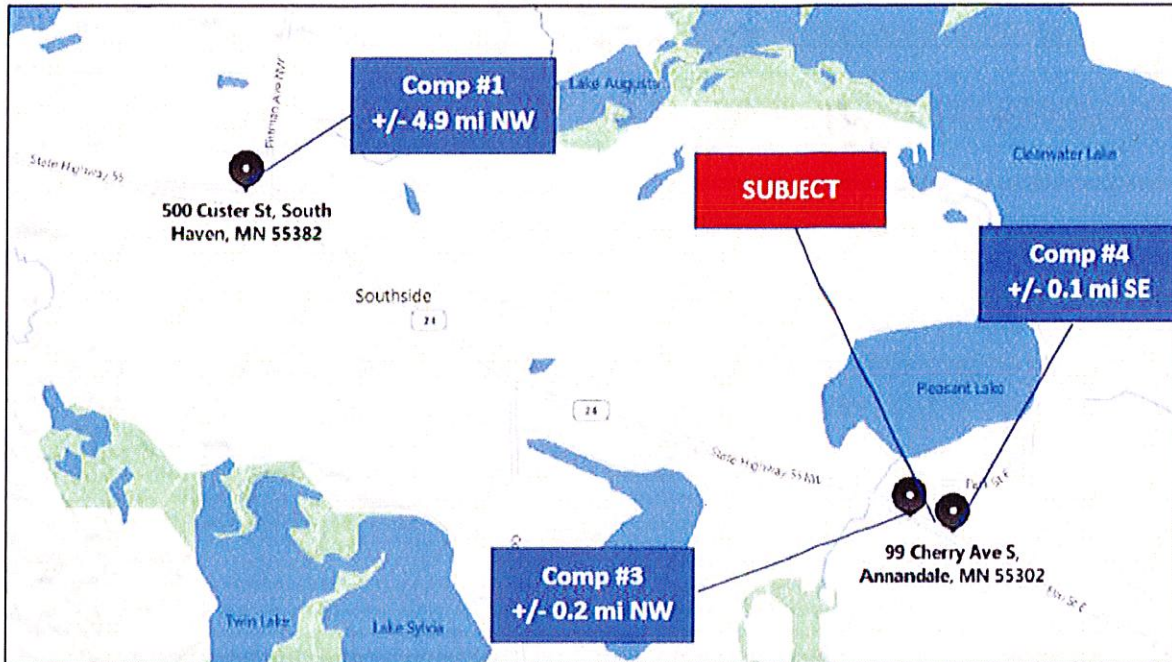
Created on August 9, 2002







## COMPARABLE SALE LOCATION MAPS



\*(Comp Distances measured from TH55 / TH24 intersection in Annandale; addresses are for mapping purposes only)

Source: Bing Maps