CITY OF HOWARD LAKE

City Council Meeting

The City of Howard Lake strives to build upon its good neighbor traditions –
A welcoming community for all, supported by vibrant and engaged businesses and community organizations, involved citizens, and diverse amenities that provide a well-rounded quality of life.

TENTATIVE AGENDA
December 5, 2022 – 7:00 pm

A. **CALL TO ORDER**
B. **PLEDGE OF ALLEGIANCE**
C. **APPROVAL OF AGENDA**
   Any additions, deletions, modifications to the agenda will be done at this time.
D. **COUNCIL MEETING MINUTES**
   a. Consider approving Council Minutes from the November 21, 2022 Meeting.
E. **CITIZEN INPUT**
F. **COUNCIL/COMMITTEE REPORT**
G. **DEPARTMENT REPORTS**
H. **CONSENT AGENDA**
   a. Consider Approving All Reports and Payment of Claims.
   b. Consider Approving 2023 Business Licenses.
   c. Consider Approving Various Personnel Appointments.
I. **PRESENTATIONS, PUBLIC HEARINGS & RELATED APPROVALS**
   a. Public Hearing Truth in Taxation 2023
   b. Public Hearing TIF 1-23 Terning Trails Multi-Family Development.
   c. Public Hearing TIF 1-24 Passive Solar Housing Co-Op.
J. **NEW BUSINESS**
   a. Consider Resolution 22-31 Approving TIF 1-24 Passive Solar Housing Co-op.
   b. Consider Various 2023 Levy & General Fund Budget Approvals.
      - Resolution 22- 32 Adopting Final 2023 Tax Levy
      - Resolution 22-33 Adopting Final 2023 Debt Service Levy
      - Consider Adopting 2023 General Fund Budget.
   c. Consider Resolution 22-34 Increasing the Howard Lake Fireman's Relief Association Benefit.
   d. Consider Resolution 22-35 Approving 600 9th Street for Short Term Rental
   e. Consider Approving Shoveling Assistance Program.

K. **OLD BUSINESS**
L. **ADMINISTRATOR'S REPORT**
M. **ADJOURN**

NOTE: The City Council will adjourn to a study session immediately following the regular meeting.

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HOWARD LAKE CITY COUNCIL
HOWARD LAKE CITY HALL- 625 8th AVENUE

November 21, 2022 – 7:00 pm

MEETING MINUTES

COUNCIL PRESENT
Mayor Zimmerman
Tom Kutz
Allan Munson
Jason Deiter

ABSENT
Gene Gilbert

STAFF PRESENT
Nick Haggenmiller, City Administrator
Tanya Remer, Utility Billing Clerk

ALSO PRESENT
Cheryl Feltman (HL resident)
Jeff Erickson (HL resident)
Fran Piehl (HL resident)
Herald Journal

CALL TO ORDER
Mayor Zimmerman called the meeting to order at 7:00PM

PLEDGE OF ALLEGIANCE
All present recited the Pledge of Allegiance

APPROVAL OF AGENDA
Council Member Kutz moved to approve the agenda. The motion was seconded by Council Member Dieter and passed unanimously.

COUNCIL MEETING MINUTES
Council Member Kutz moved to approve the October minutes seconded by Council Member Munson, passed unanimously.

CITIZEN INPUT
Three citizens were present for input on the ice and snow control ordinance. First, Cheryl Feltman, resident at 908 7th Street spoke. She explained frustration that since it's only herself, and with her busy work schedule, snow removal is difficult. She also expressed that when she purchased the home, there was no sidewalk in place, and now there is.

Next up, Jeff Erickson, resident at 700 10th Avenue. Jeff expressed that with health concerns he is not physically able to clear snow and ice. Finally, the council heard from Fran Peihl, resident at 905 7th Street who expressed that she "didn't want the sidewalks, and that no one uses them." Therefore, she didn't feel she should have to clear them off. Mayor Zimmerman spoke and sympathized with the residents, but with our limited number of staff, we can't sustain the snow removal of sidewalks. All residents were thanked for coming to the meeting.

COUNCIL/COMMITTEE REPORT

None

DEPARTMENT REPORTS

Howard Lake Wine & Spirits—Approved

CONSENT AGENDA

a. **Consider Approving All Reports and Payment of Claims.**

b. **Consider Resolution 22-29 Certifying Delinquent Utility Fees to Property Taxes for 2023.**

c. **Consider Resolution 22-30 Designating Polling Place Location.**

Council Member Deiter moved to approve the Consent Agenda. The motion was seconded by Council Member Munson and passed unanimously.

PRESENTATIONS, PUBLIC HEARINGS & RELATED APPROVALS

None

NEW BUSINESS

a. Consider Ordinance 22-08 Modifications to Chapter 12.03 Ice & Snow Control.

Haggenmiller presented the ordinance details. Discussion on MN DOT being reimbursed for snow removal and for hauling snow off of fog lines along Hwy 12. Residential area snow clearing is prioritized #1 streets, #2 trails, and #3 sidewalks. City staff are responsible for clearing snow at the city commercial properties.

Discussion of some type of assistance program for snow removal. Details are difficult to pinpoint, but maybe some type of application fee of around $250 per household and a snow removal company would be "contracted." Or possibly snow removal could be an opportunity for local youth organizations to have volunteer opportunities. Certain requirements would include: age, disability and monetary assistance possibly through WCCA?

Council Member Deiter moved to approve the Ordinance. The motion was seconded by Council Member Kutz and passed unanimously.

b. Consider Resolution 22-31 Approving Summary Publication of Chapter 12.03.

Council Member Kutz moved to approve the Resolution. The motion was seconded by Council Member Deiter and passed unanimously.

c. Consider Interim Agreement Establishing a Regional Safety Group.

Haggenmiller presented the details about joining a new regional safety group.

Council Member Kutz moved to approve the Interim Agreement. The motion was seconded by Council Member Deiter and passed unanimously.

d. Consider Approval of 2023 Assessment Services Agreement.

Council was presented with 2023 property tax assessments information.

Council Member Kutz moved to approve the 2023 Assessments. The motion was seconded by Council Member Munson and passed unanimously.

OLD BUSINESS

None

ADMINISTRATOR'S REPORT

None

ADJOURN

Council Member Deiter motioned to adjourn the meeting at 7:52PM. The motion was seconded by Council Member Kutz and passed unanimously.

________________________________ ________________________________

Attest – City Administrator/Clerk Mayor

CITY OF HOWARD LAKE
CLAIMS & DONATIONS APPROVED
DATE - November 17 - December 5, 2022

GENERAL FUND	**CHECKS: 60143-60231**	**$124,737.10**
PAYROLL	**27186-27202, 502381-502435**	**113,192.33**
ELECTRONIC	**1324-1327**	**46,446.73**
TOTAL		**$284,376.16**

AMBULANCE CLAIMS	**CHECKS: 5914**	**$304.42**
ELECTRONIC		
TOTAL		**$304.42**

Approved:

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1010 CITIZEN ALLIANCE

1324e	INTERNAL REVENUE SERVICE	11/21/2022	$32,654.39	PR 11-18-2022
1325e	MN DEPT OF REVENUE	11/21/2022	$6,220.39	PR 11-18-2022
1326e	PERA	11/21/2022	$7,059.42	PR 11-18-022
1327e	LEAP-WEX	11/21/2022	$512.53	PR 11-18-2022
27186	GOEPFERT, THOMAS	11/18/2022	$191.06	
27187	ARNOLD, KAYLA	11/18/2022	$486.97	
27188	BOBROWSKE, KURT	11/18/2022	$695.22	
27189	DIERS, CHRISTOPHER	11/18/2022	$305.24	
27190	DRUSCH, JACOB D	11/18/2022	$2,267.01	
27191	DRUSCH, JOEY	11/18/2022	$688.60	
27192	DRUSCH, KAREN	11/18/2022	$16,435.37	
27193	MAGES, ALEX	11/18/2022	$1,180.90	
27194	PETERSON, JEREMY	11/18/2022	$544.11	
27195	SHEROD, JOSEPH L.	11/18/2022	$2,963.51	
27196	STOLL, ERIC	11/18/2022	$4,120.94	
27197	WIECH, KYLE	11/18/2022	$407.65	
27198	DEITER, JASON	12/2/2022	$1,847.00	
27199	KUTZ, TOM	12/2/2022	$1,154.37	
27200	ZIMMERMAN, PETER A	12/2/2022	$2,163.80	
27201	GOEPFERT, THOMAS	12/2/2022	$406.54	
27202	BONNICK, STEVEN	12/2/2022	$578.65	
60143	BREAKTHRU BEVERAGE	11/17/2022	$288.06	
60144	C & L DISTRIBUTING	11/17/2022	$364.95	Beer
60145	CAPITOL BEVERAGE SALES	11/17/2022	$3,057.55	
60146	CINTAS	11/17/2022	$164.14	
60147	COURI, & RUPPE, P.L.L.P.	11/17/2022	$243.75	
60148	DAHLHEIMER BEVERAGE, LLC	11/17/2022	$3,204.95	
60149	DAVIS CONSTRUCTION COMPA	11/17/2022	$278.33	
60150	EZ DOCK & LIFT LLC	11/17/2022	$150.00	Remove landing dock for the season
60151	FARM-RITE EQUIPMENT, INC	11/17/2022	$1,466.28	
60152	FLAHERTYS HAPPY TYME COM	11/17/2022	$78.00	
60153	HEIMAN FIRE EQUIPMENT, INC	11/17/2022	$5,526.72	
60154	HOWARD LAKE FIRE RELIEF AS	11/17/2022	$500.00	Calendar ad
60155	HOWARD LAKE TIRE & AUTO	11/17/2022	$1,089.26	Cleanup day tires disposal
60156	JOHNSON BROTHERS LIQUOR C	11/17/2022	$3,085.87	
60157	MEDIACOM LLC	11/17/2022	$11.27	
60158	MIDWEST MACHINERY CO	11/17/2022	$213.42	
60159	MN PEIP	11/17/2022	$14,009.84	Dec 2022 premiums
60160	MN STATE FIRE DEPT ASSOC	11/17/2022	$225.00	Membership dues 2023
60161	MN VALLEY TESTING LAB	11/17/2022	$26.06	
60162	MUNICIPAL EMERGENCY SERVI	11/17/2022	$110.52	
60163	PAUMEN COMPUTER SERVICES	11/17/2022	$500.00	
60164	PHILLIPS WINE & SPIRITS	11/17/2022	$3,720.97	
60165	PLUNKETT'S PEST CONTROL	11/17/2022	$121.07	
60166	RED BULL DISTRIBUTION CO, IN	11/17/2022	$272.16	
60167	ROSENBAUER SOUTH DAKATO,	11/17/2022	$88.04	
60168	SCOTT HELMBRECHT CONSTRU	11/17/2022	$2,449.00	Replace walk door slabs
60169	SOUTHERN GLAZER WINE & SPI	11/17/2022	$201.55	
60170	VERIZON CONNECT NWF, INC	11/17/2022	$97.14	
60171	VIKING BEVERAGES.	11/17/2022	$60.95	
60172	VINOCOPIA, INC	11/17/2022	$348.25	
60173	WATERVILLE FOOD & ICE	11/17/2022	$58.17	
60174	XCEL ENERGY	11/17/2022	$7,539.53	
60175	ZARNOTH BRUSH WORKS, INC	11/17/2022	$1,369.20	

60176	BELLBOY CORPORATION	11/23/2022	$1,782.03	
60177	BOLTON & MENK, INC	11/23/2022	$14,133.30	
60178	BREAKTHRU BEVERAGE	11/23/2022	$897.63	
60179	CAPITOL BEVERAGE SALES	11/23/2022	$1,381.60	
60180	DAHLHEIMER BEVERAGE, LLC	11/23/2022	$7,590.35	
60181	DISCOVER PRODUCTS INC.	11/23/2022	$22.00	Subpoena info
60182	EARTHLINK INC	11/23/2022	$13.95	
60183	EMERGENCY AUTOMOTIVE	11/23/2022	$2,259.26	Brother printer
60184	GRAFIX SHOPPE	11/23/2022	$530.00	2020 Chevy Tahoe
60185	HAWKINS, INC	11/23/2022	$30.00	
60186	LEAGUE OF MINN CITIES	11/23/2022	$318.76	Adobe Acrobat Pro
60187	MARCO	11/23/2022	$382.64	
60188	MEDIACOM LLC	11/23/2022	$264.90	
60189	MN VALLEY TESTING LAB	11/23/2022	$47.78	
60190	PHILLIPS WINE & SPIRITS	11/23/2022	$1,412.69	
60191	PIT STOP TIRE & AUTO	11/23/2022	$962.07	
60192	PLUNKETT'S PEST CONTROL	11/23/2022	$177.22	
60193	REMER, TANYA	11/23/2022	$26.52	Notary Stamp
60194	ST. PAUL FESTIVAL	11/23/2022	$475.00	Ambassador winter carnival
60195	THE BROKEN BOLT	11/23/2022	$355.00	2016 Chevy Tahoe
60196	THEIN WELL	11/23/2022	$275.00	Annnual inspect wells & pumps
60197	VIKING BEVERAGES.	11/23/2022	$163.00	
60198	WEX BANK	11/23/2022	$85.00	
60199	WRIGHT HENNEPIN ELECTRIC	11/23/2022	$1,165.00	
60200	HOWARD LAKE POSTMASTER	11/23/2022	$341.20	UB mailing
60201	HOWARD LAKE POSTMASTER	11/28/2022	$34.12	
60202	BELLBOY CORPORATION	11/30/2022	$1,653.45	
60203	BREAKTHRU BEVERAGE	11/30/2022	$367.05	
60204	CAPITOL BEVERAGE SALES	11/30/2022	$2,427.09	
60205	CENTERPOINT ENERGY	11/30/2022	$715.63	
60206	CINTAS	11/30/2022	$180.45	
60207	COKATO PARTS CITY	11/30/2022	$68.38	
60208	DAHLHEIMER BEVERAGE, LLC	11/30/2022	$5,462.95	
60209	TRACI DRAKE	11/30/2022	$340.00	ELECTION
60210	EASTBOUND AUTO & DIESEL RE	11/30/2022	$1,173.24	2020 CHEVY TAHOE
60211	FREY, RHONDA	11/30/2022	$240.00	ELECTION
60212	BARBARA GUENIGSMAN	11/30/2022	$240.00	ELECTION
60213	HALVORSON LEGAL	11/30/2022	$3,732.00	
60214	HENNING EXCAVATING	11/30/2022	$11,897.63	
60215	JOE'S SPORT SHOP	11/30/2022	$1,108.06	
60216	JOHNSON BROTHERS LIQUOR C	11/30/2022	$799.83	
60217	MEDIACOM LLC	11/30/2022	$236.90	
60218	MINN DEPARTMENT OF HEALTH	11/30/2022	$1,793.00	4Q2022 water service fee
60219	MUNSON LAKES NUTRITION	11/30/2022	$89.98	
60220	536600-NCPERS GROUP LIFE IN	11/30/2022	$48.00	
60221	NELSON ELECTRIC MOTOR REP	11/30/2022	$395.00	
60222	PHILLIPS WINE & SPIRITS	11/30/2022	$1,730.15	
60223	SCHMIDT, JEAN	11/30/2022	$240.00	ELECTIONS
60224	SOUTHERN GLAZER WINE & SPI	11/30/2022	$597.00	
60225	STREICHER'S	11/30/2022	$63.97	
60226	DAVE THOMPSON	11/30/2022	$1,012.05	Toys/gifts kids
60227	VERIZON	11/30/2022	$80.02	
60228	VINOCOPIA, INC	11/30/2022	$781.00	
60229	VISA	11/30/2022	$929.25	
60230	WATERVILLE FOOD & ICE	11/30/2022	$49.00	

60231	WANDA WERNER	11/30/2022	$240.00	ELECTIONS
502381e	CARGILL, ZACHARY C	11/18/2022	$1,221.32	
502382e	HAGGENMILLER, NICHOLAS A	11/18/2022	$3,488.93	
502383e	MERGES, JARED M	11/18/2022	$2,003.48	
502384e	MONSON, GABRIEL J	11/18/2022	$215.67	
502385e	THEISEN, MEAGAN	11/18/2022	$1,983.60	
502386e	OTTENSTROER, JAMES D	11/18/2022	$1,726.92	
502387e	PRESTIDGE, CLAYTON P	11/18/2022	$1,374.30	
502388e	POUKKA, BREANNA	11/18/2022	$172.81	
502389e	SWENDSEN, JENNIFER	11/18/2022	$2,291.17	
502390e	BERG, TIMOTHY W	11/18/2022	$857.22	
502391e	BOBROWSKE, KEITH	11/18/2022	$5,184.86	
502392e	BRAVINDER, SETH Z	11/18/2022	$932.66	
502393e	DALBEC, JOSHUA S	11/18/2022	$1,233.11	
502394e	DALBEC, MATTHEW R	11/18/2022	$731.67	
502395e	KITTOCK, BRIAN	11/18/2022	$1,985.35	
502396e	KITTOCK, NICOLE D	11/18/2022	$1,153.54	
502397e	LOEBERTMANN, AMANDA G	11/18/2022	$948.80	
502398e	LOEBERTMANN, CRAIG	11/18/2022	$1,037.97	
502399e	PETERSON, DAVID T	11/18/2022	$3,349.79	
502400e	SPYRA, MICHAL	11/18/2022	$22.16	
502401e	STUEVEN, MARK J	11/18/2022	$1,028.41	
502402e	YOKIEL, ANDREW J	11/18/2022	$663.21	
502403e	DULLE, KAREN A.	11/18/2022	$392.03	
502404e	LAWAY, MYRA	11/18/2022	$2,000.56	
502405e	MCALPINE, DEBRA-ANN	11/18/2022	$1,063.33	
502406e	OTTENSTROER, MACKENZIE R	11/18/2022	$187.28	
502407e	REMER, TANYA M	11/18/2022	$832.43	
502408e	VIRNACA, TASIA, R	11/18/2022	$344.74	
502409e	JOHNSON, JACOB D	11/18/2022	$1,973.00	
502410e	SZCZEPANIK, DARIUSZ J	11/18/2022	$2,066.93	
502411e	THOMPSON, DAVID G	11/18/2022	$2,372.46	
502412e	THOMPSON, KYLE	11/18/2022	$232.00	
502413e	CARGILL, ZACHARY C	12/2/2022	$699.56	
502414e	GILBERT, EMMAGENE	12/2/2022	$1,124.74	
502415e	HAGGENMILLER, NICHOLAS A	12/2/2022	$3,488.93	
502416e	MERGES, JARED M	12/2/2022	$3,232.24	
502417e	MONSON, GABRIEL J	12/2/2022	$178.60	
502418e	MUNSON, ALLAN W.	12/2/2022	$1,124.74	
502419e	THEISEN, MEAGAN	12/2/2022	$1,983.60	
502420e	OTTENSTROER, JAMES D	12/2/2022	$1,842.16	
502421e	PRESTIDGE, CLAYTON P	12/2/2022	$1,585.86	
502422e	SWENDSEN, JENNIFER	12/2/2022	$2,291.17	
502423e	DULLE, KAREN A.	12/2/2022	$380.91	
502424e	LAWAY, MYRA	12/2/2022	$2,718.39	
502425e	MCALPINE, DEBRA-ANN	12/2/2022	$1,056.02	
502426e	MCALPINE, LEXI	12/2/2022	$44.47	
502427e	OTTENSTROER, MACKENZIE R	12/2/2022	$172.53	
502428e	REMER, TANYA M	12/2/2022	$975.05	
502429e	VIRNACA, TASIA, R	12/2/2022	$476.16	
502430e	HAGLIN, SERENA P	12/2/2022	$172.32	
502431e	JOHNSON, JACOB D	12/2/2022	$2,407.36	
502432e	PREUSSE, MITCHELL D	12/2/2022	$542.54	
502433e	SZCZEPANIK, DARIUSZ J	12/2/2022	$2,518.86	
502434e	THOMPSON, DAVID G	12/2/2022	$2,372.46	

502435e	THOMPSON, KYLE	12/2/2022	$295.01
		Total Checks	$284,376.16

CITY OF HOWARD LAKE

*Check Summary Register©

Checks 11/21/22-12/5/22

	Name	Check Date	Check Amt
1012	**CAB - AMBULANCE**		
5914	VISA	12/1/2022	$304.42
		Total Checks	$304.42

HOWARD LAKE CITY COUNCIL MEETING

DECEMBER 5, 2022

AGENDA ITEM: Consider Various 2023 Business License Renewals

SECTION: New Business

FROM: **Meagan Theisen, Assistant City Administrator**

BACKGROUND: The City requires permits for various business operations including tobacco, liquor, electronic games, and bowling alleys. The following business licenses expire 12/31/2022 and need approval for renewed licenses for 2023.

Business	License Type
American Legion Post #145	On Sale Intoxicating & Sunday Liquor Sales, Electronic Games - $2,220
Maria's Mexican Restaurant	On Sale Intoxicating & Sunday Liquor Sales - $2,200
Howard Lake Wine & Spirits	On Sale Intoxicating Liquor, Off Sale Liquor, Tobacco
Troubles	On-sale Intoxicating & Sunday Liquor Sales $2,200
Celine Stop Inc.	Tobacco - $50
Joe's Sport Shop	Tobacco - $50
HL Pit Stop	Tobacco - $50

We have not received renewal forms/payments from the following –
Lake Bowl 3.2 Malt Liquor $260

DECISION MAKING METRICS:

FINANCIAL: The proposed business license renewals would generate $7,080 in revenue for the general fund.

LEGAL: The license renewal periods are aligned with city ordinances.

STRATEGIC PLAN: Foster a Robust Business Community and Vibrant Downtown

COUNCIL ACTION REQUESTED: Approve licenses as presented.

ATTACHMENTS: N/A

HOWARD LAKE CITY COUNCIL MEETING

December 5, 2022

AGENDA ITEM: Consider Accepting Various Personnel Appointments

SECTION: Consent

FROM: Meagan Theisen, Assistant City Administrator

BACKGROUND: Per statute, the City Administrator appoints and the City Council confirms employment classification as part of the official record. The following individuals are submitted for approval:

Hired – Zack Drusch – HLFD
Hired – Travis Kraay – HLFD

DECISION MAKING METRICS:

FINANCIAL: Liquor positions are budgeted annually. The finance coordinator is a transition from a part time position to a full time position. Salary and benefits will need to be accounted for in the FY2023 Budget.

LEGAL: All personnel appointments are contingent upon successful background check.

STRATEGIC PLAN: Deliver High Quality, Reliable Infrastructure and Public Services

COUNCIL ACTION REQUESTED: Approve appointments as presented.

ATTACHMENTS: N/A

HOWARD LAKE CITY COUNCIL MEETING

November 21, 2022

AGENDA ITEM: Public Hearing TIF 1-23 Terning Trails Multi-Family Development.

SECTION: Public Hearing

FROM: Nick Haggenmiller, City Administrator
Shannon Sweeney, Financial Advisor
Buffalo Lake LLC, Developer

BACKGROUND: The City has approved a purchase agreement with Buffalo Lake LLC to develop a multi-family (apartment) project and twin homes on property owned by the City of Howard Lake, located immediately west of the Good Samaritan Society Lodge.

The developer has requested TIF assistance. In order for the TIF plan to be drafted and distributed to all pertinent taxing jurisdictions, a solid scope of the project is needed along with a proposed valuation and build out schedule. In order to establish a functioning site plan – the scope of the project and therefore the other needed items were not solidified by time the original materials were shared with the other taxing districts.

This information is now established, however, other taxing districts will need an additional 30 days to comply with the review/comment period.

Project Summary (First Phase/2023)
- Market Rate Project
- 30 units, mixed occupancy (studio/1-2 bedroom)
- 30 tuck under garages
- 30 detached garage units
- 4 twinhomes
- Estimated Valuation $5.1Million

The proposed second phase is estimated to match phase 1 with a probable construction year of 2025.

In order to follow legal requirements for establishing the district, the council will be asked to open the public hearing and table until the January 16, 2023 meeting.

DECISION MAKING METRICS:

FINANCIAL: Open

LEGAL: Taxing jurisdictions (County/School) require 30 day comment period. Tabling the public hearing will accommodate this requirement.

COUNCIL ACTION REQUESTED: Open public hearing. Table.

ATTACHMENTS:
1. Shannon Sweeney Memo

DDA
David Drown Associates, Inc.
Public Finance Advisors

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

November 30, 2022

City of Howard Lake
Attn: Nicholas Haggenmiller, City Administrator
P.O. Box 736
Howard Lake, MN 55349

Re: Public Hearing – TIF District 1-23 (Apartment Project)

Honorable Mayor, Council Members, and Administrator Haggenmiller:

The City of Howard Lake has been working with a developer who is interested in constructing rental housing units on land owned by the city and immediately west of and adjacent to The Lodge of Howard Lake assisted living facility. The developer has requested tax increment financing assistance to make the project financially feasible.

Copies of the tax increment plan have been distributed to Wright County and the HLWW School District in advance of the public hearing which has been scheduled for December 5, 2022. Since that time it has been determined that the increase in market value for the proposed development is understated, and that a modification to the draft plan should be made to accurately reflect the development as now proposed. It is my recommendation that on December 5, 2022, the public hearing be opened regarding TIF District 1-23, but that it be continued (by Council motion) to the January 16, 2023 meeting.

An updated draft of the plan will be distributed to the County and School District at least 30 days in advance of the January 16 meeting. Please feel free to contact me if I can be of any assistance in answering questions regarding the information provided. Thank you.

Sincerely,

Shannon Sweeney

Shannon Sweeney, Associate
David Drown Associates, Inc.

HOWARD LAKE CITY COUNCIL MEETING

November 21, 2022

AGENDA ITEM: Consider Resolution 22-31 Approving TIF 1-24 Passive Solar Housing Co-op

SECTION: Public Hearing | New Business

FROM: Nick Haggenmiller, City Administrator
Shannon Sweeney, David Drown & Associates
John Deenen, Passive Solar Co-op

BACKGROUND: The City Council is asked to hold a public hearing and adopt resolution 22-31 which will establish a TIF district for a proposed modest sized industrial project slated for the last available parcel in the city owned industrial park.

Project Snapshot

- (3) Engineered steel buildings
- 5,000 square feet each
- 15 FTE's created + construction
- Engineered solar panel frames

TIF/Approval Background
It is noted that the council is being asked to complete/approve these items PRIOR to the execution of a purchase agreement. This is a different order than what the council typically sees for these types of projects. In most cases, first a purchase agreement is approved and then a TIF Plan which is almost always accompanied with a TIF & Development Agreement.

Passive Solar is actively working on their project details including establishing a site plan and construction documents. They are not yet available.

Therefore, there is some risk associated with approving this TIF Plan and it does NOT result in a project. However, in this specific case which involves a start-up, approving in this order may actually protect the City in the long run and assist the project owner finalize things like financing. For example, the cash price of this parcel without a TIF subsidy is $133,000; and with the subsidy it is $1.

For the City, establishing the TIF Plan at a time and material expense of about $7,000 would still be more conservative than selling a piece of property that is not developed or not developed consistent with the initial development application. Therefore, it is proposed to approve the TIF Plan but the city council will not be asked to approve a Purchase Agreement or TIF/Development Agreement until the following conditions are met:

- Submission and approval of engineered site plan.
- Construction Contract or Construction Estimate.
- Evidence of financing or cash to execute project.

Once these items are in place, the City would move forward with approving and executing various documents and agreements for the project. In the event the project does NOT move forward as intended, they City would be able to modify the TIF Plan to a different developer – provided an additional project is identified.

DECISION MAKING METRICS:

FINANCIAL: TIF Plans cost $7,000 to create.

LEGAL: Shannon Sweeney Financial Advisor drafted the TIF plan.

COUNCIL ACTION REQUESTED: Approve Resolution 22-31 Approving TIF 1-24 Passive Solar Housing Co-op

ATTACHMENTS:

1. Resolution 22-31

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY
OF HOWARD LAKE, MINNESOTA

HELD: December 5, 2022

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Howard Lake, Wright County, Minnesota, was duly called and held on the 5th day of December, 2022, at 7:00 p.m.

The following members of the Council were present:

and the following were absent:

Member _____________ introduced the following resolution and moved its adoption:

RESOLUTION #22-31
APPROVING
THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-24 WITHIN MUNICIPAL DEVELOPMENT DISTRICT NO. 1,
AND ADOPTION OF THE TAX INCREMENT FINANCING PLAN RELATING THERETO
AND APPROVAL OF A BUSINESS SUBSIDY

WHEREAS:

A It has been proposed that the City of Howard Lake, Minnesota (the "City"), establish Tax Increment Financing District No. 1-24 within Municipal Development District No. 1 and adopt a tax increment financing plan relating thereto, under the provisions of Minnesota Statutes, Sections 469.174 to 469.1794 (inclusive, the "Act"); and

B. The City of Howard Lake has investigated the facts and has caused to be prepared a tax increment financing plan for Tax Increment Financing District No. 1-24 within Municipal Development District No. 1; and

C. The City has performed all actions required by law to be performed prior to the creation of Tax Increment Financing District No. 1-24 within Municipal Development District No. 1 and the adoption of the tax increment financing plan relating thereto, including, but not limited to, notification of Wright County and Howard Lake-Waverly-Winsted School District #2687, having taxing jurisdiction over the property to be included in Tax Increment Financing District No. 1-24, and the holding of a public hearing upon published notice as required by law.

D. The tax increment assistance and other City assistance to be provided is a Business Subsidy as defined in Minnesota States 116J.993 through 116J.995 and the City has held a duly noticed public hearing regarding the proposed Business Subsidy.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Howard Lake as follows:

1. <u>Tax Increment Financing District No. 1-24 within Municipal Development District No. 1</u>. The City hereby approves the establishment of Tax Increment Financing District No. 1-24 within Municipal Development District No. 1, the boundaries of which are fixed and determined as described in the Tax Increment Financing Plan.

2. Tax Increment Financing Plan. The Tax Increment Financing Plan is adopted as the tax increment financing plan for Tax Increment Financing District No. 1-24, and the City Council makes the following findings;

   (a) Tax Increment Financing District No. 1-24 is an economic development district as defined in Minnesota Statutes, Section 469.174, Subd. 12.

   The TIF District qualifies as an economic development district in that the proposed development described in this TIF Plan meets all of the criteria listed in Sections 12 and 17 of the Plan.

   (b) The proposed development in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 1-24 permitted by the Tax Increment Financing Plan.

   The reasons and supporting facts for this finding are that the industrial park was originally constructed by private developers who were not successful in selling lots and unable to pay special assessments for the public improvements. The City has since taken ownership of the industrial park and has marketed the remaining vacant lots for a number of years. TIF assistance has been required to make the lots affordable for purchase and development.

   A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed. Such analysis is included as Exhibit 5, indicates that:

   1. the increase in estimated market value of the proposed development is $943,500;

   2. the present value of expected tax increments collected over the maximum duration of the TIF District is $177,232; and

   3. the expected increased estimated market value of the site without the use of tax increment is $0.

   (c) The Tax Increment Financing Plan for Tax Increment Financing District No. 1-24 conforms to the general plan for development or redevelopment of the City of Howard Lake as a whole.

   The reasons and facts supporting this finding are that the current zoning of the property provides for industrial development as a permitted use, and rezoning will not be required.

   (d) The Tax Increment Financing Plan will afford maximum opportunity, consistent with the sound needs of the City of Howard Lake as a whole, for the development or redevelopment of Tax Increment Financing District No. 1-24 by private enterprise.

   The reasons and facts supporting this finding are that the development activities are necessary so that development and redevelopment by private enterprise can occur within the Development District.

3. Public Purpose. The adoption of the Tax Increment Financing Plan conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up to provide employment opportunities to improve the tax base, and to improve the general economy of the State and thereby serves a public purpose.

4. Authorization of Interfund Loan. The City hereby authorizes internal funding in a principal amount equal to all capital costs in the TIF Plan budget of $175,000. Funds will be provided from the General Fund, repaid over the term of the TIF District, and include interest at a fixed rate of 4.0%. (This interest rate is the greater of the rates specified under Minnesota Statutes 270C.40 and 549.09.)

5. Certification. The Auditor of Wright County is requested to certify the original net tax capacity of Tax Increment Financing District No. 1-24 as described in the Tax Increment Financing Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Administrator is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within Tax Increment District No. 1-24 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

6. Filing. The City Administrator is further authorized and directed to file a copy of the Tax Increment Financing Plan with and the Commissioner of Revenue and Office of the State Auditor.

7. Approval of Business Subsidy. The City Council hereby approves the proposed business subsidy to Passive Solar Housing Coop and authorizes the Mayor and Administrator to execute documents necessary to implement the proposed Business Subsidy.

The motion for the adoption of the foregoing resolution was duly seconded by member Munson and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF WRIGHT
CITY OF HOWARD LAKE

I, the undersigned, being the duly qualified and acting City Administrator of the City of Howard Lake, Minnesota, DO HEREBY CERTIFY that, I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the establishment of Tax Increment Financing District No. 1-24 within Municipal Development District No. 1 and the approval of a Business Subsidy to Passive Solar Housing Coop.

WITNESS my hand this 5th day of December, 2022.

____
City Administrator

HOWARD LAKE CITY COUNCIL MEETING

DECEMBER 5, 2022

AGENDA ITEM: Consider Various Approvals for the Fiscal Year 2023 Budget & Levy.

SECTION: New Business

FROM: Nick Haggenmiller, City Administrator

BACKGROUND: The City is required by state statute to submit a preliminary levy and preliminary budget to Wright County by September 30, 2020. The final budget and levy must be adopted by the end of the year. Council may maintain or lower but not increase after the preliminary levy is passed in September. The final levy and budget must be submitted to Wright County and the State of Minnesota by December 31st annually.

Budgeting Strategy
This budget formation was difficult in comparison to previous years due to economic uncertainty. Following the adoption of the budget, additional work will still be needed for the capital improvement plan. The City is anticipating significant street and utility projects commencing in 2023. We are MONTHS away from probable cost estimates which will impact the CIP fund. Similarly, inflation, labor and supply volatility have made it very difficult to obtain reliable and realistic estimates for smaller capital projects.

Budget Snapshot
Personnel related expenses are driving the majority of increase to the general fund budget. Specifically two new full time positions added in 2022, wage increases and insurance premiums. Operation expenses are increasing as well – largely due to inflation. Inflation related increases were absorbed in part through conservative budgeting efforts for 2022.

EXPENDITURE ADJUSTMENT SUMMARY

Personnel

- Implements recommendations of Class & Compensation Study
  - Wage/Scale Adjustments (previously adopted by council)
    - Modifications may occur following conclusion of collective bargaining for public works.
  - Allocates 30% of total compensation of liquor manager (Liquor) to South Shore Event Center (GF)
  - Allocates 30% of total compensation of liquor assistant/cleaner (liquor) to Government Buildings (GF)
- Includes 3% COLA and grade/step increases for those eligible.
- Health Insurance Increase total increase of 25%
  - The Preliminary levy had an estimated 20% increase, the final increase received from PEIP was 25%.
- Reestablishes full time, benefited positions for Finance Coordinator
- Establishes full time, benefited position for Liquor Store Assistant/Cleaner

Fire

- Increases allocated for capital planning. The department historically runs a lean operation's budget with budgeted surpluses rolled into a self-managed capital improvement plan. With an estimated fire hall renovation project estimated up to $2Million as well as eventually transitioning to a full-time chief position, steady increases over the following years are anticipated.

- The Fire Relief Contribution is set to increase by $100 to $2,300/year of service in 2023.

Ambulance Service

- Howard Lake Ambulance Service shows a substantial increase of $36,000 year-over-year. However, this is fund is self-supported through fees and does not impact the general fund. The adjustment was made to reflect three year averages in expenses/revenue.

- The Fire Relief Association is also slated for a $200/year of service increase in 2022.

General Government Buildings

- Increases are related to splitting existing employee wages currently coded to Liquor Fund/610.
- $12,000 placeholder is included to partially fund a facilities position at a later date.

Professional Services

- Small reduction in accounting. Fees now split between general and enterprise funds.

Planning and Building Inspections

- The department is self-sustaining and does not rely on levy dollars. The economic slow down is already evident. Decreases are related to anticipated reduction in corresponding revenue.

Police Department

- The Compensation Study resulted in fairly substantial wage increases for officers. Our HR consultant warned us early and often to anticipate salary adjustments for public safety employees.
- Small increases allocated for fuel charges and maintenance.

Streets & Highways

- Wage adjustments made to reflect splits of person/position to fund.
- Status quo operations.

Parks

- Small reduction related to wage adjustments made that reflect split based on the person/position/fund.
  - $5,000 remains in this fund for seasonal wages if needed.

Community Center

- Cuts were made to the 2021 and 2022 budget in anticipation of constructing a new facility. However, after the unexpected closure of Howard Lake Foods, increases were made to this department to account for holding costs associated with the real-estate.

Summer Recreation

- Adjusted to reflect three-year averages. The City cuts a check to HLWW Schools in a lump sum manner. A line item budget is not necessary.

South Shore Event Center

- Salary allocations are made to reflect 30% of the liquor store manager wages per class/comp study implementation.
- Through the first two years of operating, we have maintained low operation costs and ensure that expenses do not exceed revenue.
  - The current budget is very much an estimate and shows a deficit for the event center of about $7,000.

Capital Improvement Plan

- There is a proposed $75,000 increase to the CIP to $650,000 annually. This figure exceeds our original projections needed. However, given the rapid rate of inflation and anticipation of at least $20Million in public improvements coming online in the next several years, this will be used to absorb some of the new debt anticipated.

General Fund Debt Service

Debt service year-over-year increased by about $2,000. It's noted that the preliminary levy showed a net savings of about $30,000. However, when the materials were submitted to Wright County, they insisted that the 2019A Villas Bond was included on the worksheet which resulted in the increase. This is a tax abatement bond in which a portion of property taxes (the Villas development) pays the associated bond. City staff argues that this is already accounted for in the general levy; Wright County staff disagrees. Until we sort that out, this figure is included in the 2023 Budget.

REVENUE ADJUSTMENT SUMMARY

The general fund revenue categories have been carefully reviewed for accuracy. Year over year we show a net decrease of $7,200 which includes a levy INCREASE of $102,000. The overall focus with revenues in 2022 is to remove one-time or values that are not more known/solidified. With that in mind, the small reduction should not be a concern. Ultimately, the proposed budget is balanced. Unbudgeted revenues that are received will simply pad the CIP further in hopes of offsetting anticipated future increases to the GF levy or debt service levy.

<u>Fire Contracts</u>

- The HLPD has service contracts for Albion, Woodland, Marysville and Victor Townships. After updating unit count, operational budget an increase of $20,000 is included in the budget.

<u>Local Government Aid</u>

- 2022 $620,000
- 2023 $625,000

<u>South Shore Event Center</u>

- As noted in the expenditure section, a portion of the liquor store managers wages will be coded to the event center. This is considered an estimate at this point but does result in a fund deficit.

<u>Small Cities Street Aid</u>

- The State of Minnesota did not fund this program in 2023 resulting in a reduction of $20,000.

Refuse and Recycling

- Revenue and expenditures have been adjusted to better reflect actuals for three year averages.

<u>Operating Transfers In</u>

- We propose transferring funds related to the Forsman Farms property sale to cover the industrial park payment. This is not revenue, but an annual transfer in to the general fund. This offsets debt service levy related to industrial park. This dollar amount is $36,000.

<u>Unbudgeted One Time and/or Variable Revenue</u>

- The CIP anticipates a $100,000 general fund to sewer fund transfer. Operations have stabilized enough to negate this transfer in FY 2020, 2021, 2022 and we expect the same in FY2023.

- In 2021 the Liquor Fund generated a small operating surplus. Net position for FY2022 will likely not be known until post-audit-adjustments are completed. These are not included in the budget.

- We anticipated closing on a property transaction worth $200,000 to the City for a multi-family development. This revenue is not shown in the budget.

- Insurance reimbursements have also been reduced due to volatility in dividend payments.

TAX CAPACITY AND ESTIMATED MARKET VALUE

Tax Capacity (Tax Base)

- Howard Lake's Tax Capacity has grown significantly for Pay2023. This is largely due to market valuation increases. Additionally, new development (primarily residential) also contributed to the overall increase. Year-over-year, the tax capacity has increased $391,839 from Pay 2022 to Pay2023.

- NOTE: 2022 has been a very strong year for residential startups. The tax capacity and total market valuation increases for these take 2+ fiscal years to come on to the tax rolls. The development occurring in calendar year 2022 will come onto the scrolls in calendar year 2024/2025.

Total Market Valuation

- Howard Lake's Total Market Valuation has grown significantly for Pay 2023. The total market valuation (new development + increases in existing valuation) has grown by $40,270,500 or 18% in one year.

Assmt Year	Pay Year	Tax Capacity	Market Value	$ Increase	Percent
2015	2016	$ 1,207,589	$ 102,111,800	-	-
2016	2017	$ 1,256,639	$ 106,388,000	$ 49,050	4.0%
2017	2018	$ 1,356,383	$ 114,944,500	$ 99,744	7.5%
2018	2019	$ 1,373,846	$ 134,546,100	$ 17,463	2.1%
2019	2020	$ 1,505,006	$ 146,643,100	$ 129,310	9.0%
2020	2021	$ 1,616,146	$ 157,549,900	$ 111,140	7.0%
2021	2022	$ 1,803,129	$ 186,529,200	$ 186,983	11%
2022	**2023**	**$ 2,194,968**	**$ 226,799,700**	**$391,839**	**18%**
				TOTAL	$ 391,839
			SOURCE OF INCREASE	**Development**	$ 62,400
				Valuation	$ 329,439

Historical & Projected Tax Rate

The city council has an adopted CIP and Debt Service Management Plan. The stated goal is to maintain a consistent tax rate without erratic swings up/down. While market valuation adjustments impact the tax rate, the council ultimately sets the budget, levy and determines appropriate levels of debt.

FY 2022 was likely the last year before new/significant debt will be incurred by the City which will likely result in tax rate increases. Still it is noted we are well positioned with our CIP and cash reserves in hopes of minimizing these increases.

Council directed goal implemented in 2015 was to ensure a flat tax rate, if not reductions on an annual basis, if at all possible. Dramatic fluctuations in property values assist in tax rate reductions along with new development. The proposed tax rate of 60% is in line with similarly sized cities, but higher than larger cities with larger tax bases.

If council seeks to lower this further, it is recommended to adjust (lower) the CIP allocation.

YEAR	TAX RATE
2011	78.0%
2012	76.0%
2013	75.5%
2014	73.5%
2015	71.6%
2016	71.6%
2017	66.0%
2018	68.5%
2019	70.5%
2020	70.8%
2021	72%
2022	67%
2023	**60%**

DECISION MAKING METRICS:

FINANCIAL:

CITY OF HOWARD LAKE 2023 PRELIMINARY LEVY CERTIFICATION		
General Fund Expenditures		
General Operational Budget	$	2,537,975
Total	**$**	**2,537,975**
General Fund Debt Service		
2014A - Industrial Park	$	-
Terning Trls/DLP Assessment	$	55,735
2019A Villas	$	32,850
2018A Series (HCH)	$	70,927
Total	**$**	**159,512**
General Fund Revenues		
LGA	$	624,000
Other Revenues	$	710,150
Taxes	$	1,382,850
Total	**$**	**2,717,000**
TOTAL EXPENDITURES & REVENUES		
Total Expenditures	$	2,707,302.00
Total Revenues	$	2,717,000.00
Budget (over)under	$	9,698.00
CERTIFIED LEVY		
2022 GF LEVY	$	1,082,292.00
2022 DEBT SERVICE LEVY	$	156,684.00
2022 TOTAL	**$**	**1,238,976.00**
2023 GF LEVY	$	1,223,338.00
2023 DEBT SERVICE LEVY	$	159,512.00
2023 TOTAL	**$**	**1,382,850.00**
PERENTAGE CHANGE		*9.00%*

Property Tax Impacts

Property tax impacts have previously been showed in a simple table. This is very difficult for FY2022 due to a wide range of large variation in property values. A separate handout that goes into greater and more specific detail is provided. **Overall, in the event of a property with the same tax valuation year-to-year will see a net decrease in their tax bill.**

LEGAL ISSUES: The City is required to approve a final levy and budget by December 30, 2022 and submit to Wright Count/State of Minnesota.

The proposed Truth in Taxation hearing is scheduled for December 5, 2022 at Howard Lake City Hall.

STRATEGIC PLAN: Maintain fiscally-responsible City management & operations

COUNCIL ACTION REQUESTED:

1. Review/Approve Preliminary 2023 Budget
2. Review/Approve Preliminary 2023 Levy
3. Review/Approve Preliminary 2022 Debt Service Levy

ATTACHMENTS:

1. 2023 General Fund Budget
2. Resolution 22-32 Setting Property Tax for 2023
3. Resolution Setting 22-33 Debt Service Levy for 2023

CITY OF HOWARD LAKE 2023 PRELIMINARY LEVY CERTIFICATION		
General Fund Expenditures		
General Operational Budget	$	2,537,975
Total	**$**	**2,537,975**
General Fund Debt Service		
2014A - Industrial Park	$	-
Terning Trls/DLP Assessment	$	55,735
2019A Villas	$	32,850
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2023 TOTAL	**$**	**1,382,850.00**
PERENTAGE CHANGE		*9.00%*

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL UPDATED	2021 ACTUAL UPDATED	2022 BUDGET	2022 YTD	2023 PROPOSED BUDGET	+/- PREVIOUS YR
DEPT 411 MAYOR AND COUNCIL							
E 100-4100-411-101 WAGES - DEPARTMENT HEAD	$ 22,925.00	$ 25,850.00	$ 31,425.00	$27,000	$13,500	$ 30,000.00	$ 3,000.00
E 100-4100-411-122 EMPLOYER FICA	$ 1,421.29	$ 1,602.65	$ 1,948.35	$ 1,674.00	$ 837.00	$ 1,860.00	$ 186.00
E 100-4100-411-123 EMPLOYER MEDICARE	$ 332.38	$ 374.81	$ 455.75	$ 391.50	$ 195.80	$ 435.00	$ 43.50
E 100-4100-411-141 UNEMPLOYMENT COMPENSATION		$ 38.10		$ -	$ 57.15	$ -	$ -
E 100-4100-411-305 CONFERENCES AND TRAINING	$ -	$ -	$ -	$1,000	$ -	$ 500.00	($500.00)
E 100-4100-411-331 TRAVEL	$ 57.42	$ -	$ -	$500	$ -	$ 500.00	$ -
E 100-4100-411-433 DUES AND SUBSCRIPTIONS	$ 400.00	$ 30.00	$ -	$250.00	$ -	$ 250.00	$ -
E 100-4100-411-437 MISCELLANEOUS	$ 81.05	$ 2,259.25	$ -	$ -	$ -	$ 250.00	$ 250.00
E 100-4100-411-439 REIMBURSED EXPENSES	$ -	$ -	$ -	$250	$ -	$ -	($250.00)
DEPT 411 MAYOR AND COUNCIL	**$ 25,217.14**	**$ 30,154.81**	**$ 33,829.10**	**$31,065.50**	**$ 14,589.95**	**$ 33,795.00**	$ 2,729.50
DEPT 412 ACCOUNTANT							
E 100-4100-412-103 WAGES - OTHER	$ 27,971.32	$ 27,983.91	$ 23,691.20	$ 34,311.00	$ 8,019.29	$ 52,654.00	$ 18,343.00
E 100-4100-412-121 EMPLOYER PERA	$ 2,089.27	$ 2,099.06	$ 1,697.48	$ 2,574.00	$ 587.88	$ 3,950.00	$ 1,376.00
E 100-4100-412-122 EMPLOYER FICA	$ 1,734.29	$ 1,735.09	$ 1,468.93	$ 2,128.00	$ 497.24	$ 3,265.00	$ 1,137.00
E 100-4100-412-123 EMPLOYER MEDICARE	$ 405.69	$ 405.90	$ 343.62	$ 498.00	$ 116.31	$ 764.00	$ 266.00
E 100-4100-412-131 HEALTH INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-412-132 LIFE INSURANCE	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-412-141 UNEMPLOYMENT COMPENSATION		$ 27.07			$ 1,626.09	$ -	$ -
E 100-4100-412-201 GENERAL SUPPLIES	$ -	$ -	$ -	$ 250.00	$ -	$ 250.00	$ -
E 100-4100-412-305 CONFERENCES AND TRAINING	$ -	$ -	$ 37.28	$ 2,000.00	$ -	$ 1,000.00	($1,000.00)
E 100-4100-412-331 TRAVEL	$ -	$ -	$ -	$ 500.00	$ -	$ 250.00	($250.00)
E 100-4100-412-433 DUES AND SUBSCRIPTIONS	$ 120.00	$ -	$ 348.90	$ 250.00	$ -	$ 250.00	$ -
E 100-4100-412-512 EQUIPMENT PURCHASE	$ -	$ -				$ -	$ -
DEPT 412 ACCOUNTANT	**$ 32,320.57**	**$ 32,251.03**	**$ 27,587.41**	**$ 42,511.00**	**$ 10,846.81**	**$ 62,383.00**	$ 19,872.00
DEPT 413 GENERAL GOVT. BUILDINGS							
E 100-4100-413-103 WAGES & OTHER	$ -	$ -	$ 6,101.32	$ 20,000.00	$ 5,298.38	$ 27,000.00	$ 7,000.00
E 100-4100-413-121 EMPLOYER PERA	$ -	$ -	$ 424.83	$ 1,275.00	$ 397.40	$ 1,050.00	($225.00)
E 100-4100-413-122 EMPLOYER FICA	$ -	$ -	$ 378.28	$ 1,054.00	$ 328.51	$ 930.00	($124.00)
E 100-4100-413-123 EMPLOYER MEDICARE	$ -	$ -	$ 88.48	$ 246.00	$ 76.82	$ 235.00	($11.00)
E 100-4100-413-131 HEALTH INSURANCE				$ -	$ 1,519.49	$ 3,200.00	$ 3,200.00
E 100-4100-413-201 GENERAL SUPPLIES	$ 831.12	$ 1,181.85	$ 4,342.84	$ 5,000.00	$ 1,837.68	$ 5,000.00	$ -
E 100-4100-413-211 CLEANING	$ 4,548.60	$ 4,841.95	$ 1,628.20	$ -	$ -	$ 500.00	$ 500.00
E 100-4100-413-321 TELEPHONE	$ -	$ -	$ 25.00	$ -	$ -	$ -	$ -
E 100-4100-413-331 TRAVEL			$ 95.72	$ -	$ 150.00	$ -	$ -
E 100-4100-413-381 UTILITY-ELECTRIC	$ 6,708.69	$ 7,610.07	$ 5,235.13	$ 8,500.00	$ 3,379.90	$ 8,500.00	$ -
E 100-4100-413-382 UTILITY - GAS	$ 1,245.85	$ 1,260.23	$ 1,199.05	$ 3,000.00	$ 1,650.59	$ 3,000.00	$ -
E 100-4100-413-384 REFUSE DISPOSAL	$ 157.96	$ -	$ 471.93	$ 250.00	$ -	$ 250.00	$ -
E 100-4100-413-401 R&M BUILDINGS	$ 6,982.87	$ 10,788.29	$ 32,254.05	$ 15,000.00	$ 4,210.46	$ 15,000.00	$ -
E 100-4100-413-437 MISCELLANEOUS	$ 77.53	$ 67.35	$ 6,525.70		$ 549.21	$ -	$ -
E 100-4100-413-438 LICENSE & FEES TO OTHER GOVTS	$ 185.10	$ -	$ -		$ -	$ -	$ -
E 100-4100-413-512 EQUIPMENT PURCHASE	$ -	$ -	$ 3,068.51		$ -	$ -	$ -
DEPT 413 GENERAL GOVT. BUILDINGS	**$ 21,817.68**	**$ 25,749.74**	**$ 61,839.04**	**$ 54,325.00**	**$ 19,398.44**	**$ 64,665.00**	$ 10,340.00
DEPT 414 ASSISTANT CITY ADMINISTRATOR							
E 100-4100-414-101 WAGES - DEPARTMENT HEAD	$ 72,761.89	$ 59,974.01	$ 69,934.32	$ 73,289.00	$ 33,825.60	$ 81,900.00	$ 8,611.00
E 100-4100-414-121 EMPLOYER PERA	$ 5,457.14	$ 4,462.01	$ 5,047.19	$ 5,497.00	$ 2,536.92	$ 6,143.00	$ 646.00
E 100-4100-414-122 EMPLOYER FICA	$ 4,511.31	$ 3,515.01	$ 3,956.76	$ 4,544.00	$ 1,882.32	$ 5,078.00	$ 534.00
E 100-4100-414-123 EMPLOYER MEDICARE	$ 1,055.13	$ 822.18	$ 925.29	$ 1,063.00	$ 440.20	$ 1,188.00	$ 125.00

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD	2023 PROPOSED	+/-
E 100-4100-414-131 HEALTH INSURANCE	$ 6,595.00	$ 10,528.98	$ 14,067.00	$ 13,500.00	$ 7,561.50	$ 14,850.00	$ 1,350.00
E 100-4100-414-132 LIFE INSURANCE	$ 16.83	$ 25.92	$ 19.44	$ 30.00	$ 9.72	$ 30.00	$ -
E 100-4100-414-201 GENERAL SUPPLIES	$ -	$ -	$ -	$ 250.00	$ -	$ 250.00	$ -
E 100-4100-414-305 CONFERENCES AND TRAINING	$ 1,116.60	$ -	$ 37.28	$ 1,500.00	$ -	$ 1,500.00	$ -
E 100-4100-414-321 TELEPHONE	$ 715.00	$ 780.00	$ 617.50	$ 780.00	$ 390.00	$ 780.00	$ -
E 100-4100-414-331 TRAVEL	$ 727.07	$ 1,800.00	$ 1,425.00	$ 1,000.00	$ 900.00	$ 1,000.00	$ -
E 100-4100-414-433 DUES AND SUBSCRIPTIONS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-414-437 MISCELLANEOUS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
DEPT 414 ASSISTANT CITY ADMINISTRATOR	**$ 96,394.01**	**$ 81,908.11**	**$ 96,029.78**	**$ 101,453.00**	**$ 47,546.26**	**$ 112,719.00**	$ 11,266.00
DEPT 415 CITY ADMINISTRATOR							
E 100-4100-415-101 WAGES - DEPARTMENT HEAD	$ 94,745.13	$ 103,449.32	$ 113,272.80	$ 104,195.00	$ 53,433.60	$ 117,000.00	$ 12,805.00
E 100-4100-415-104 WAGES - TEMPORARY	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4100-415-121 EMPLOYER PERA	$ 7,105.90	$ 7,758.67	$ 8,181.18	$ 7,815.00	$ 4,007.52	$ 8,775.00	$ 960.00
E 100-4100-415-122 EMPLOYER FICA	$ 5,530.55	$ 6,056.33	$ 6,632.76	$ 6,461.00	$ 3,099.85	$ 7,250.00	$ 789.00
E 100-4100-415-123 EMPLOYER MEDICARE	$ 1,293.39	$ 1,416.42	$ 1,551.32	$ 1,511.00	$ 724.93	$ 1,700.00	$ 189.00
E 100-4100-415-131 HEALTH INSURANCE	$ 16,648.92	$ 17,302.92	$ 18,943.44	$ 18,750.00	$ 10,306.14	$ 21,238.00	$ 2,488.00
E-100-4100-415-132 LIFE INSURANCE	$ 20.40	$ 28.80	$ 21.60	$ 30.00	$ 10.80	$ 30.00	$ -
E 100-4100-415-201 GENERAL SUPPLIES	$ -	$ -	$ -	$ 250.00	$ -	$ 250.00	$ -
E 100-4100-415-305 CONFERENCES AND TRAINING	$ 760.46	$ -	$ 37.28	$ 2,500.00	$ 50.00	$ 2,500.00	$ -
E 100-4100-415-321 TELEPHONE	$ 780.00	$ 780.00	$ 780.00	$ 780.00	$ 390.00	$ 780.00	$ -
E 100-4100-415-331 TRAVEL	$ 3,600.00	$ 3,600.00	$ 3,600.00	$ 3,600.00	$ 1,800.00	$ 3,600.00	$ -
E 100-4100-415-342 MARKETING AND PROMOTIONS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-415-433 DUES AND SUBSCRIPTIONS	$ 758.62	$ 1,118.14	$ 1,040.90	$ 1,500.00	$ -	$ 1,500.00	$ -
E 100-4100-415-437 MISCELLANEOUS	$ 788.95	$ 263.20	$ -	$ 1,000.00	$ -	$ 1,000.00	$ -
DEPT 415 CITY ADMINISTRATOR	**$ 132,032.32**	**$ 141,773.80**	**$ 154,061.28**	**$ 148,392.00**	**$ 73,822.84**	**$ 165,623.00**	$ 17,231.00
DEPT 416 PROFESSIONAL SERVICES							
E 100-4100-416-301 ACCOUNTING FEES	$ 26,250.00	$ 20,221.58	$ 20,910.00	$17,000	$ 90.00	$ 12,000.00	($5,000.00)
E 100-4100-416-302 ARCHITECTS FEES	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-416-303 ENGINEERING FEES	$ 41,936.62	$ 69,161.68	$ 19,923.72	$ 20,000.00	$ 9,506.78	$ 20,000.00	$ -
E 100-4100-416-304 LEGAL FEES	$ 4,729.00	$ 11,774.12	$ 12,937.50	$ 15,000.00	$ 2,813.15	$ 15,000.00	$ -
E 100-4100-416-307 ASSESSING	$ 14,016.00	$ 14,575.00	$ 18,116.00	$20,000	$ 17,230.00	$ 20,000.00	$ -
E 100-4100-416-308 CONSTRUCTION	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4100-416-309 CONSULTING FEES	$ 14,220.90	$ 11,034.13	$ 10,267.33	$ 10,000.00	$ 3,619.23	$ 10,000.00	$ -
E 100-4100-416-437 MISCELLANEOUS	$ -	$ -	$ -	$ 12,000.00	$ -	$ 10,000.00	($2,000.00)
DEPT 416 PROFESSIONAL SERVICES	**$ 101,152.52**	**$ 126,766.51**	**$ 82,154.55**	**$ 94,000.00**	**$ 33,259.16**	**$ 87,000.00**	($7,000.00)
DEPT 417 PLANNING AND BLDG INSPECTION							
E 100-4100-417-106 MEETINGS	$ 875.00	$ 375.00	$ 350.00	$ 2,400.00	$ -	$ 2,400.00	$ -
E 100-4100-417-122 EMPLOYER FICA	$ 49.60	$ 23.25	$ 21.70	$ 150.00	$ -	$ -	($150.00)
E 100-4100-417-123 EMPLOYER MEDICARE	$ 11.61	$ 5.44	$ 5.08	$ 35.00	$ -	$ -	($35.00)
E 100-4100-417-309 CONSULTING FEES	$ -	$ -	$ -	$ 1,000.00	$ -	$ -	($1,000.00)
E 100-4100-417-310 INSPECTIONS	$ 31,653.82	$ 35,690.18	$ 31,804.87	$ 30,000.00	$ 12,745.78	$ 20,000.00	($10,000.00)
E 100-4100-417-496 PLANNING AND ZONING SURCHARGE	$ -	$ -	$ 11,274.56	$ 2,500.00	$ 735.90	$ 1,250.00	($1,250.00)
DEPT 417 PLANNING AND BLDG INSPECTION	**$ 32,590.03**	**$ 36,093.87**	**$ 43,456.21**	**$ 36,085.00**	**$ 13,481.68**	**$ 23,650.00**	($12,435.00)
DEPT 419 OTHER UNALLOCATED							
E 100-4100-419-124 FIRE RELIEF CONTRIBUTION	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4100-419-151 WORKERS COMPENSATION	$ 31,984.20	$ 31,016.04	$ 49,800.82	$ 25,000.00	$ 34,303.65	$ 25,000.00	$ -
E 100-4100-419-201 GENERAL SUPPLIES	$ 5,463.18	$ 3,286.04	$ 2,619.24	$ 4,500.00	$ 1,058.38	$ 4,500.00	$ -
E 100-4100-419-202 DUPLICATING SUPPLIES	$ 2,810.78	$ 3,261.58	$ 3,779.78	$ -	$ 2,574.93	$ -	$ -
E 100-4100-419-203 COMPUTER SUPPLIES/TECHNOLOGY	$ 7,503.86	$ 18,909.34	$ 18,923.62	$ -	$ 11,632.98	$ -	$ -

CITY OF HOWARD LAKE	2019	2020	2021	2022	2022	2023	
Expenditures	ACTUAL	ACTUAL	ACTUAL	BUDGET	YTD	PROPOSED	+/-
E 100-4100-419-321 TELEPHONE	$ 5,643.94	$ 6,989.16	$ 7,940.71	$ -	$ 2,542.30	$ -	$ -
E 100-4100-419-322 POSTAGE	$ 2,084.38	$ 2,814.85	$ 4,586.44	$ 2,500.00	$ 1,354.46	$ 2,700.00	$ 200.00
E 100-4100-419-342 MARKETING AND PROMOTIONS	$ 5,093.51	$ 1,227.85	$ 595.00	$ -	$ 119.40	$ 500.00	$ 500.00
E 100-4100-419-351 PUBLISHING LEGAL NOTICES	$ 1,342.72	$ 880.33	$ 2,711.88	$ 2,000.00	$ 1,357.92	$ 2,000.00	$ -
E 100-4100-419-354 ELECTION EXPENDITURES	($350.27)	$ 2,724.55	$ 377.50	$ -	$ -	$ -	$ -
E 100-4100-419-361 INSURANCE	$ 57,117.55	$ 60,552.00	$ 65,247.60	$ 66,500.00	$ 64,844.00	$ 68,500.00	$ 2,000.00
E 100-4100-419-409 R&M PROPERTY	$ -	$ -	$ 145.03	$ -	$ -	$ -	$ -
E 100-4100-419-433 DUES AND SUBSCRIPTIONS	$ 3,397.88	$ 4,113.30	$ 3,225.28	$ 1,000.00	$ 1,540.90	$ 1,000.00	$ -
E 100-4100-419-437 MISCELLANEOUS	$ 10,023.50	$ 5,283.83	$ 5,357.20	$ 11,000.00	$ 2,674.60	$ 11,000.00	$ -
E 100-4100-419-438 LICENSE & FEES TO OTHER GOVTS	$ 120.00	$ 370.57	$ 279.41	$ 1,000.00	$ 92.00	$ 1,000.00	$ -
E 100-4100-419-514 LAND PURCHASE	$ -	$ -	$ -		$ -	$ -	$ -
DEPT 419 OTHER UNALLOCATED	**$ 132,235.23**	**$ 141,429.44**	**$ 165,589.51**	**$ 113,500.00**	**$ 124,095.52**	**$ 116,200.00**	$ 2,700.00
DEPT 421 POLICE							
E 100-4200-421-101 WAGES - DEPARTMENT HEAD	$ 77,388.59	$ 82,854.24	$ 93,468.13	$ 94,932.00	$ 42,393.60	$ 110,095.00	$ 15,163.00
E 100-4200-421-103 WAGES - OTHER	$ 129,288.66	$ 137,522.82	$ 150,841.64	$ 141,979.00	$ 62,882.97	$ 159,554.00	$ 17,575.00
E 100-4200-421-104 WAGES - TEMPORARY	$ 48,956.02	$ 40,577.75	$ 63,380.31	$ 47,253.00	$ 27,871.37	$ 67,000.00	$ 19,747.00
E 100-4200-421-121 EMPLOYER PERA	$ 40,557.53	$ 41,252.87	$ 42,481.24	$ 50,298.00	$ 22,135.88	$ 59,587.00	$ 9,289.00
E 100-4200-421-122 EMPLOYER FICA	$ 894.92	$ 1,352.18	$ 2,328.09	$ 1,500.00	$ 517.16	$ 1,500.00	$ -
E 100-4200-421-123 EMPLOYER MEDICARE	$ 3,665.81	$ 3,662.09	$ 4,390.83	$ 3,500.00	$ 1,908.81	$ 3,500.00	$ -
E 100-4200-421-131 HEALTH INSURANCE	$ 26,963.62	$ 33,006.42	$ 22,941.69	$ 20,000.00	$ 9,916.44	$ 14,500.00	($5,500.00)
E-100-4100-421-132 LIFE INSURANCE	$ 61.20	$ 86.40	$ 59.40	$ 100.00	$ 32.40	$ 100.00	$ -
E 100-4200-421-141 UNEMPLOYMENT COMPENSATION	$ -	$ 9.26	$ -		$ 3.88	$ -	$ -
E 100-4200-421-201 GENERAL SUPPLIES	$ 2,502.16	$ 921.91	$ 659.25	$ 2,000.00	$ 457.90	$ 2,000.00	$ -
E 100-4200-421-203 COMPUTER	$ 7,991.62	$ 6,268.93	$ 4,256.58	$ 9,000.00	$ 6,203.05	$ 9,000.00	$ -
E 100-4200-421-212 VEHICLES - OIL/GAS	$ 8,342.47	$ 8,534.91	$ 10,719.49	$ 9,000.00	$ 7,053.73	$ 11,500.00	$ 2,500.00
E 100-4200-421-213 UNIFORMS	$ 1,785.97	$ 1,986.04	$ 4,279.53	$ 3,000.00	$ 153.98	$ 3,500.00	$ 500.00
E 100-4200-421-304 LEGAL FEES	$ 5,706.00	$ 12,822.00	$ 17,919.04	$ 20,000.00	$ 8,434.48	$ 20,000.00	$ -
E 100-4200-421-305 CONFERENCES AND TRAINING	($5,728.29)	$ 3,006.58	$ 3,484.79	$ 5,000.00	$ 574.36	$ 5,000.00	$ -
E 100-4200-421-321 TELEPHONE	$ 1,445.17	$ 1,196.67	$ 1,392.13	$ 1,500.00	$ 618.00	$ 1,500.00	$ -
E 100-4200-421-322 POSTAGE	$ 21.98	$ 72.69	$ 44.49	$ -	$ 13.25	$ -	$ -
E 100-4200-421-323 RADIO/PAGER UNITS	$ 2,165.50	$ -	$ 1,318.00	$ 1,500.00	$ -	$ 1,500.00	$ -
E 100-4200-421-405 R&M- EQUIP,VEH	$ 4,559.26	$ 4,249.51	$ 4,112.53	$ 5,500.00	$ 2,271.21	$ 7,500.00	$ 2,000.00
E 100-4200-421-433 DUES AND SUBSCRIPTIONS	$ 2,664.00	$ 1,587.00	$ 533.00	$ 2,000.00	$ 1,847.00	$ 2,000.00	$ -
E 100-4200-421-437 MISCELLANEOUS	$ 1,210.64	$ 418.55	$ 2,922.53	$ 2,000.00	$ 110.00	$ 2,000.00	$ -
E 100-4200-421-438 LICENSE & FEES TO OTHER GOVTS	$ 180.00	$ 130.74	$ 694.51	$ 500.00	$ 150.00	$ 150.00	($350.00)
E 100-4200-421-440 DRUG ENFORCEMENT	$ 20.00	$ -	$ 10.73	$ -	$ 79.00	$ -	$ -
E 100-4200-421-512 EQUIPMENT PURCHASE	$ 2,071.74	$ 5,271.37	$ 7,767.61	$ 5,000.00	$ 324.12	$ 5,000.00	$ -
E 100-4200-421-521 SPECIAL VEHICLE PERMIT	$ -	$ -	$ -		$ -	$ -	$ -
DEPT 421 POLICE	**$ 362,714.57**	**$ 386,790.93**	**$ 440,005.54**	**$ 425,562.00**	**$ 195,952.59**	**$ 486,486.00**	$ 60,924.00
DEPT 422 FIRE							
E 100-4200-422-101 WAGES - DEPARTMENT HEAD	$ 5,048.00	$ 7,125.00	$7,958.32	$ 18,000.00	$ -	$ 23,000.00	$ 5,000.00
E 100-4200-422-103 WAGES - OTHER	$ 8,352.00	$ 9,717.00	$11,589.00	$ 25,000.00	$ 381.73	$ 25,000.00	$ -
E 100-4200-422-122 EMPLOYER FICA	$ 851.49	$ 1,044.21	$1,211.93	$ 1,200.00	$ 7.75	$ -	($1,200.00)
E 100-4200-422-123 EMPLOYER MEDICARE	$ 199.14	$ 244.22	$283.43	$ 250.00	$ 5.40	$ -	($250.00)
E 100-4200-422-124 FIRE RELIEF CONTRIBUTION	$ 25,000.00	$ 51,690.82	$0.00	$ 48,500.00	$ 27,924.86	$ 48,500.00	$ -
E 100-4200-422-135 MEDICAL EXAMS/DRUG TESTING	$ 1,928.00	$ 2,832.00	$1,926.00	$ 2,000.00	$ 347.05	$ 2,000.00	$ -
E 100-4200-422-141 UNEMPLOYMENT COMPENSATION	$ -	$ -	$0.00	$ -	$ -	$ -	$ -
E 100-4200-422-201 GENERAL SUPPLIES	$ 3,569.33	$ 3,116.64	$3,554.79	$ 4,000.00	$ 1,853.66	$ 4,000.00	$ -

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD	2023 PROPOSED	+/-
E 100-4200-422-202 DUPLICATING SUPPLIES	$ -	$ -	$0.00		$ -	$ -	$ -
E 100-4200-422-203 COMPUTER	$ 391.13	$ 122.40	$260.37	$ 400.00	$ 770.99	$ 1,000.00	$ 600.00
E 100-4200-422-212 VEHICLES - OIL/GAS	$ 1,400.51	$ 1,448.92	$1,590.38	$ 2,000.00	$ 1,418.46	$ 2,250.00	$ 250.00
E 100-4200-422-213 UNIFORMS	$ 7,332.41	($3,870.45)	$4,964.41	$ 2,500.00	$ -	$ 2,500.00	$ -
E 100-4200-422-305 CONFERENCES AND TRAINING	($1,638.21)	($517.42)	$1,166.63	$ 10,000.00	$ 3,793.99	$ 10,000.00	$ -
E 100-4200-422-308 CONSTRUCTION	$ -	$ -	$0.00	$ -	$ -	$ -	$ -
E 100-4200-422-309 CONSULTING FEES	$ -	$ 2,787.00	$6,710.60	$ -	$ 1,300.00	$ -	$ -
E 100-4200-422-321 TELEPHONE	$ 2,579.62	$ 2,698.15	$4,647.46	$ 2,500.00	$ 2,052.53	$ 2,500.00	$ -
E 100-4200-422-322 POSTAGE	$ 117.50	$ -	$66.00	$ -	$ 72.00	$ -	$ -
E 100-4200-422-323 RADIO/PAGER UNITS	$ 6,728.62	$ 2,580.73	$1,499.96	$ 5,500.00	$ 185.87	$ 5,500.00	$ -
E 100-4200-422-331 TRAVEL	$ -	$ -	$3,383.08	$ 4,000.00	$ 1,093.84	$ 4,000.00	$ -
E 100-4200-422-361 INSURANCE	$ -	$ -	$0.00	$ 5,000.00	$ -	$ -	($5,000.00)
E 100-4200-422-381 UTILITY-ELECTRIC	$ 2,467.66	$ 3,065.00	$3,057.44	$ 3,000.00	$ 1,402.15	$ 3,000.00	$ -
E 100-4200-422-382 UTILITY - GAS	$ 1,776.91	$ 1,640.38	$1,706.76	$ 2,000.00	$ 1,843.74	$ 2,000.00	$ -
E 100-4200-422-401 R&M BUILDINGS	$ -	$ 2,470.98	$1,729.56	$ 7,500.00	$ 13,924.28	$ 7,500.00	$ -
E 100-4200-422-405 R&M- EQUIP,VEH	$ 3,468.80	$ 7,661.14	$8,561.92	$ 8,000.00	$ 1,566.86	$ 8,000.00	$ -
E 100-4200-422-431 FIRE DEPARTMENT CONTRACTS	$ -	$ -	$0.00		$ -	$ -	$ -
E 100-4200-422-433 DUES AND SUBSCRIPTIONS	$ 633.00	$ 400.00	$3,670.00	$ 500.00	$ 200.00	$ 200.00	($300.00)
E 100-4200-422-437 MISCELLANEOUS	$ 798.18	$ 487.36	$4,050.57	$ 1,000.00	$ 147.75	$ 1,000.00	$ -
E 100-4200-422-438 LICENSE & FEE TO OTHER					$ 2,234.00	$ -	$ -
E 100-4200-422-439 REIMBURSED EXPENSES	$ -	$ -	$0.00		$ -	$ -	$ -
E 100-4200-422-510 CAPITAL EXPENDITURES	$ 45,000.00	$ 55,000.00	$55,000.00	$ 45,000.00	$ 45,000.00	$ 55,000.00	$ 10,000.00
E 100-4200-422-512 EQUIPMENT PURCHASE	$ 409.93	$ 613.20	$20,683.88	$ 18,000.00	$ 2,271.30	$ 18,000.00	$ -
E 100-4200-422-720 OPERATING TRNSFR OUT	$ -	$ -	$0.00		$ -	$ -	$ -
DEPT 422 FIRE	**$ 116,414.02**	**$ 152,357.28**	**$ 149,272.49**	**$ 215,850.00**	**$ 109,798.21**	**$ 224,950.00**	$ 9,100.00
DEPT 423 TZD							
E 100-4200-423-101 WAGES - DEPARTMENT HEAD	$ 1,090.74	$ 723.56	$ 215.35		$ -	$ -	$ -
E 100-4200-423-121 EMPLOYER PERA	$ 184.89	$ 128.07	$ 38.12		$ -	$ -	$ -
E 100-4200-423-123 EMPLOYER MEDICARE	$ 15.15	$ 10.22	$ 3.12		$ -	$ -	$ -
E 100-4200-423-131 HEALTH INSURANCE	$ 123.54	$ 109.50	$ -		$ -	$ -	$ -
DEPT 423 TZD	**$ 1,414.32**	**$ 971.35**	**$ 256.59**	**$ -**	**$ -**	**$ -**	$ -
DEPT 425 CIVIL DEFENSE							
E 100-4200-425-101 WAGES - DEPARTMENT HEAD	$ 250.00	$ 250.00	$ 250.00	$ 250.00	$ 250.00	$ 250.00	$ -
E 100-4200-425-405 R&M- EQUIP,VEH	$ -	$ -	$ 52,760.00	$ 2,250.00	$ 288.10	$ 2,500.00	$ 250.00
E 100-4200-425-437 MISCELLANEOUS	$ -	$ -	$ -		$ -	$ -	$ -
DEPT 425 CIVIL DEFENSE	**$ 250.00**	**$ 250.00**	**$ 53,010.00**	**$ 2,500.00**	**$ 538.10**	**$ 2,750.00**	$ 250.00
DEPT 426 AMBULANCE							
E 100-4200-426-103 WAGES - OTHER	$ 73,892.65	$ 79,532.41	$ 85,855.75	$ 50,000.00	$ 23,075.00	$ 90,000.00	$ 40,000.00
E 100-4200-426-121 EMPLOYER PERA	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4200-426-122 EMPLOYER FICA	$ 4,581.34	$ 4,931.01	$ 5,323.06	$ 3,100.00	$ 1,430.65		($3,100.00)
E 100-4200-426-123 EMPLOYER MEDICARE	$ 1,071.61	$ 1,153.43	$ 1,245.16	$ 725.00	$ 334.75		($725.00)
E 100-4200-426-141 UNEMPLOYMENT COMPENSATION	$ 53.82	$ 1,379.78	$ -		$ 840.32	$ -	$ -
E 100-4200-426-201 GENERAL SUPPLIES	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-212 VEHICLES - OIL/GAS	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-305 CONFERENCES AND TRAINING	$ -	$ 5	$ -		$ -	$ -	$ -

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD	2023 PROPOSED	+/-
E 100-4200-426-405 R&M- EQUIP,VEH	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-433 DUES AND SUBSCRIPTIONS	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-436 MINN. SALES TAX	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-437 MISCELLANEOUS	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-439 REIMBURSED EXPENSES	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4200-426-510 CAPITAL EXPENDITURES	$ -	$ -	$ -		$ -	$ -	$ -
DEPT 426 AMBULANCE	**$ 79,599.42**	**$ 86,996.63**	**$ 92,423.97**	**$ 53,825.00**	**$ 25,680.72**	**$ 90,000.00**	$ 36,175.00
DEPT 428 OTHER							
E 100-4200-428-493 ANIMAL CONTROL	$ -	$ 254.76	$ 182.38	$ -	$ -	$ -	$ -
DEPT 428 OTHER	**$ -**	**$ 254.76**	**$ 182.38**	**$ -**	**$ -**	**$ -**	$ -
DEPT 431 STREETS AND HIGHWAYS							
E 100-4300-431-101 WAGES - DEPARTMENT HEAD	$ 49,691.44	$ 46,218.25	$ 42,640.19	$ 48,317.00	$ 19,915.20	$ 8,681.00	($39,636.00)
E 100-4300-431-103 WAGES - OTHER	$ 30,433.42	$ 31,936.99	$ 33,408.99	$ 32,949.00	$ 14,498.95	$ 89,629.00	$ 56,680.00
E 100-4300-431-121 EMPLOYER PERA	$ 6,009.43	$ 5,552.02	$ 5,449.95	$ 6,095.00	$ 2,581.08	$ 7,374.00	$ 1,279.00
E 100-4300-431-122 EMPLOYER FICA	$ 4,488.87	$ 4,424.17	$ 4,199.84	$ 5,039.00	$ 1,858.47	$ 6,096.00	$ 1,057.00
E 100-4300-431-123 EMPLOYER MEDICARE	$ 1,049.92	$ 1,034.77	$ 982.19	$ 1,179.00	$ 434.65	$ 1,426.00	$ 247.00
E 100-4300-431-131 HEALTH INSURANCE	$ 22,104.29	$ 21,448.58	$ 24,285.12	$ 21,600.00	$ 13,317.21	$ 20,000.00	($1,600.00)
E-100-4300-431-132 LIFE INSURANCE	$ 27.45	$ 36.99	$ 28.97	$ 30.00	$ 14.58	$ -	($30.00)
E-100-4300-431-151 WORKERS COMPENSATION INS	$ -	$ 551.22	($6,588.31)	$ -	($2,653.90)	$ -	$ -
E 100-4300-431-201 GENERAL SUPPLIES	$ 3,442.15	$ 4,153.73	$ 2,601.50	$ 3,500.00	$ 5,028.19	$ 3,500.00	$ -
E 100-4300-431-203 COMPUTER SUPPLIES/TECHNOLOGY	$ -	$ 456.86	$ 240.12	$ -	$ 650.68	$ -	$ -
E 100-4300-431-212 VEHICLES - OIL/GAS	$ 10,138.67	$ 4,954.88	$ 6,817.64	$ 7,500.00	$ 7,190.74	$ 8,500.00	$ 1,000.00
E 100-4300-431-213 UNIFORMS	$ 368.57	$ 315.55	$ 278.35	$ 1,000.00	$ 366.86	$ 500.00	($500.00)
E 100-4300-431-224 STREET MATERIALS	$ 73,032.37	$ 263,780.73	$ 116,416.86	$ 7,500.00	$ 4,009.38	$ 7,500.00	$ -
E 100-4300-431-226 SIGNS	$ 2,048.21	$ 1,611.30	$ 957.89	$ 3,000.00	$ -	$ 1,000.00	($2,000.00)
E 100-4300-431-305 CONFERENCES AND TRAINING	$105.00	$0.00	$ 237.49	$ 1,000.00	$ 20.00	$ 1,000.00	$ -
E 100-4300-431-321 TELEPHONE	$ 609.69	$ 692.86	$ 585.00	$ 500.00	$ 273.00	$ 500.00	$ -
E 100-4300-431-323 RADIO/PAGER UNITS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4300-431-331 TRAVEL	$ -	$ -	$ -	$ 1,000.00	$ -	$ 500.00	($500.00)
E 100-4300-431-381 UTILITY-ELECTRIC	$ 28,735.04	$ 31,739.23	$ 33,669.66	$ 25,000.00	$ 20,312.47	$ 25,000.00	$ -
E 100-4300-431-382 UTILITY - GAS	$ 2,044.54	$ 2,002.71	$ 1,956.03	$ 2,500.00	$ 2,640.25	$ 3,000.00	$ 500.00
E 100-4300-431-384 REFUSE DISPOSAL	$ 575.50	$ 713.38	$ -	$ -	$ -	$ -	$ -
E 100-4300-431-387 WEED CONTROL/PROPERTY MAINT	$ 2,571.22	$ 303.47	$ 2,971.42	$ 500.00	$ -	$ -	($500.00)
E 100-4300-431-389 SNOW REMOVAL	$ 29,947.11	$ 14,020.37	$ 8,288.90	$ 15,000.00	$ 8,813.28	$ 15,000.00	$ -
E 100-4300-431-401 R&M BUILDINGS	$ 2,195.56	$ 277.30	$ -	$ 4,000.00	$ 2,248.23	$ 4,000.00	$ -
E 100-4300-431-402 R&M STRUCTURES	$ 6,030.35	$ -	$ 62.99	$ 6,000.00	$ 1,250.00	$ 5,000.00	($1,000.00)
E 100-4300-431-405 R&M- EQUIP,VEH	$ 29,850.61	$ 30,792.00	$ 25,689.50	$ 15,000.00	$ 20,143.90	$ 15,000.00	$ -
E 100-4300-431-406 R&M STREETS	$ 1,627.07	($1,346.34)	$ 56,351.16	$ 5,000.00	$ 9,000.00	$ 5,000.00	$ -
E 100-4300-431-408 R&M SIDEWALKS	$ -	$ 1,698.00	$ 5,490.00	$ 5,000.00	$ -	$ 5,000.00	$ -
E 100-4300-431-437 MISCELLANEOUS	$ 2,394.69	$ 19,273.12	$ 4,160.56	$ 2,000.00	$ 4,042.90	$ 2,000.00	$ -
E 100-4300-431-438 LICENSE & FEES TO OTHER GOVTS	$ -	$ 226.90	$ 621.50	$ -	$ 61.60	$ -	$ -
E 100-4300-431-512 EQUIPMENT PURCHASE	$ -	$ 599.99	$ 6,577.80	$ -	$ -		$ -
E 100-4300-431-516 LEASE PAYMENTS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4300-431-800 INTER-GOVERNMENTAL EXPENSE	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ -	($1,500.00)
DEPT 431 STREETS AND HIGHWAYS	**$ 314,499.34**	**$ 488,969.03**	**$ 379,881.31**	**$ 221,709.00**	**$ 137,517.72**	**$ 235,206.00**	$ 13,497.00
DEPT 434 SANITATION & WASTE REMOVAL							
E 100-4300-434-322 POSTAGE	$ 825.96	$ 925.80	$ 857.85	$ 1,000.00	$ 555.33	$ 1,000.00	$ -
E 100-4300-434-384 REFUSE DISPOSAL	$ 100,759.70	$ 105,554.54	$ 111,818.40	$ 90,000.00	$ 57,717.34	$ 116,000.00	$ 26,000.00
E 100-4300-434-386 RECYCLING	$ 32,207.37	$ 31,829.37	$ 33,251.81	$ 27,500.00	$ 11,011.66	$ 30,000.00	$ 2,500.00

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD	2023 PROPOSED	+/-
E 100-4300-434-390 COMPOST SITE	$ 6,535.95	$ 15,823.40	$ 1,790.00	$ 9,000.00	$ 10,814.96	$ 10,000.00	$ 1,000.00
E 100-4300-434-436 MINN. SALES TAX	$ 10,569.74	$ 12,570.84	$ 11,755.50	$ 10,000.00	$ 5,085.00	$ 10,000.00	$ -
DEPT 434 SANITATION & WASTE REMOVAL	**$ 150,898.72**	**$ 166,703.95**	**$ 159,473.56**	**$ 137,500.00**	**$ 85,184.29**	**$ 167,000.00**	$ 29,500.00
DEPT 493 GENERAL PUBLIC WORKS							
E 100-4300-493-103 WAGES - OTHER	$ -	$0.00	$0.00	$ 5,000.00	$ -	$ 5,000.00	$ -
E 100-4300-493-385 MOSQUITO CONTROL	$ -	$5,626.00	$225.53	$ 6,500.00	$ -	$ -	($6,500.00)
E 100-4300-493-387 WEED CONTROL/PROPERTY MAINT	$ -	$2,000.00	$0.00	$ 3,500.00	$ -	$ 3,500.00	$ -
E 100-4300-493-493 ANIMAL CONTROL	$ -	$63.69	$0.00	$ -	$ -	$ -	$ -
DEPT 493 GENERAL PUBLIC WORKS	**$ -**	**$ 7,689.69**	**$225.53**	**$ 15,000.00**	**$ -**	**$ 8,500.00**	($6,500.00)
DEPT 451 PARKS							
E 100-4500-451-104 WAGES - TEMPORARY	$ 9,752.09	$ 3,677.60	$ 2,368.76	$ 15,000.00	$ 13,305.65	$ 5,000.00	($10,000.00)
E 100-4500-451-121 EMPLOYER PERA	$ -	$ -	$ 177.68	$ 860.00	$ 997.92	$ 350.00	($510.00)
E 100-4500-451-122 EMPLOYER FICA	$ 266.88	$ -	$ 146.86	$ 825.00	$ 824.96	$ 325.00	($500.00)
E 100-4500-451-123 EMPLOYER MEDICARE	$ 62.41	$ -	$ 34.36	$ 200.00	$ 192.94	$ 75.00	($125.00)
E 100-4500-451-201 GENERAL SUPPLIES	$ 2,546.50	$ 847.66	$ 563.63	$ 2,500.00	$ 2,652.25	$ 2,500.00	$ -
E 100-4500-451-203 COMPUTER SUPPLIES/TECHNOLOGY	$ -	$ 64.08	$ -	$ -	$ -	$ -	$ -
E 100-4500-451-212 VEHICLES - OIL/GAS	$ 195.85	$ 755.15	$ 999.25	$ 500.00	$ 590.48	$ 500.00	$ -
E 100-4500-451-321 TELEPHONE					$ 97.50	$ -	$ -
E 100-4500-451-381 UTILITY-ELECTRIC	$ 2,333.40	$ 2,642.30	$ 3,880.02	$ 2,500.00	$ 1,508.38	$ 2,500.00	$ -
E 100-4500-451-384 REFUSE DISPOSAL	$ 762.84	$ -	$ -	$ 1,500.00	$ -	$ 1,500.00	$ -
E 100-4500-451-387 WEED CONTROL/PROPERTY MAINT	$ -	$ 581.71	$ 4,748.00	$ -	$ -	$ -	$ -
E 100-4500-451-401 R&M BUILDINGS	$ 7,106.87	$ 132.30	$ 131.98	$ 6,000.00	$ 2,424.56	$ 6,000.00	$ -
E 100-4500-451-402 R&M STRUCTURES	$ 10,558.29	$ 1,750.00	$ 4,755.40	$ 10,000.00	$ 3,664.55	$ 10,000.00	$ -
E 100-4500-451-405 R&M- EQUIP,VEH	$ 1,854.33	$ 2,896.23	$ 2,097.96	$ 2,500.00	$ 8,952.62	$ 2,500.00	$ -
E 100-4500-451-437 MISCELLANEOUS	$ 5,324.38	$ 5,942.59	$ 11,847.69	$ 7,500.00	$ 679.75	$ 7,500.00	$ -
E 100-4500-451-512 EQUIPMENT PURCHASE	$ 316.25	$ -	$ -	$ 500.00	$ -	$ 2,500.00	$ 2,000.00
DEPT 451 PARKS	**$ 41,080.09**	**$ 19,289.62**	**$ 31,751.59**	**$ 50,385.00**	**$ 35,891.56**	**$ 41,250.00**	($9,135.00)
DEPT 452 COMMUNITY CENTER							
E 100-4500-452-201 GENERAL SUPPLIES	$ 2,206.13	$ 1,362.42	$ 2,418.39	$ 2,000.00	$ 880.11	$ 8,000.00	$ 6,000.00
E 100-4500-452-211 CLEANING	$ 7,139.13	$ 1,888.05	$ 697.80	$ -	$ -	$ -	$ -
E 100-4500-452-381 UTILITY-ELECTRIC	$ 6,965.60	$ 7,784.28	$ 9,747.57	$ 6,000.00	$ 4,280.51	$ 10,000.00	$ 4,000.00
E 100-4500-452-382 UTILITY - GAS	$ 3,178.45	$ 3,147.58	$ 3,710.89	$ 3,500.00	$ 5,214.61	$ 10,000.00	$ 6,500.00
E 100-4500-452-401 R&M BUILDINGS	$ 2,582.75	$ 1,200.11	$ 871.58	$ 1,000.00	$ 783.76	$ 2,500.00	$ 1,500.00
E 100-4500-452-437 MISCELLANEOUS	$ 358.04	$ 14.55	$ -	$ -	$ 306.50	$ -	$ -
DEPT 452 COMMUNITY CENTER	**$ 22,430.10**	**$ 15,396.99**	**$ 17,446.23**	**$ 12,500.00**	**$ 11,465.49**	**$ 30,500.00**	$ 18,000.00
DEPT 453 SUMMER RECREATION							
E 100-4500-453-104 WAGES - TEMPORARY	$ 6,976.00	$ -	$ 7,942.42	$ 8,800.00	$ -	$ 8,000.00	($800.00)
E 100-4500-453-122 EMPLOYER FICA	$ 432.51	$ -	$ -	$ 546.00	$ -	$ -	($546.00)
E 100-4500-453-123 EMPLOYER MEDICARE	$ 101.16	$ -	$ -	$ 128.00	$ -	$ -	($128.00)
E 100-4500-453-213 UNIFORMS	$ 267.50	$ -	$ -	$ 500.00	$ -	$ -	($500.00)
E 100-4500-453-331 TRAVEL	$ 500.00	$ -	$ -	$ 900.00	$ -	$ -	($900.00)
E 100-4500-453-410 R & M OF BALL FIELDS	$ -	$ -	$ -	$ 1,500.00	$ -	$ -	($1,500.00)
E 100-4500-453-411 RENTAL EXP	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E 100-4500-453-437 MISCELLANEOUS	$ 564.34	$ 96.00	$ 346.42	$ 500.00	$ 87.50	$ -	($500.00)
E 100-4500-453-512 EQUIPMENT PURCHASE	$ -	$ -	$ -	$ 500.00	$ -	$ -	($500.00)
DEPT 453 SUMMER RECREATION	**$ 8,841.51**	**$ 96.00**	**$ 8,288.84**	**$ 13,374.00**	**$ 87.50**	**$ 8,000.00**	($5,374.00)
DEPT 454 SKATING RINK							
E 100-4500-454-201 GENERAL SUPPLIES	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4500-454-240 TOOLS/MINOR EQUIP	$ -	$ 7	$ -		$ -	$ -	$ -

CITY OF HOWARD LAKE Expenditures	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD	2023 PROPOSED	+/-
E 100-4500-454-381 UTILITY-ELECTRIC	$ 222.80	$ 256.12	$ 267.30		$ 159.05	$ -	$ -
E 100-4500-454-382 UTILITY - GAS	$ 275.99	$ 199.66	$ 183.88		$ 99.94	$ -	$ -
E 100-4500-454-401 R&M BUILDINGS	$ 1,279.00	$ -	$ -		$ -	$ -	$ -
DEPT 454 SKATING RINK	**$ 1,777.79**	**$ 455.78**	**$ 451.18**	**$ -**	**$ 258.99**	**$ -**	$ -
DEPT 463 COMMUNITY EVENTS							
100-4500 -463-392 GOOD NEIGHBOR DAYS	$ -	$ -	$ 2,500.00	$ 3,000.00	$ 2,500.00	$ 5,000.00	$ 2,000.00
100-4500-463-393 NATIONAL NIGHT OUT	$ -	($300.00)	$ 651.84	$ 500.00	$ -	$ 500.00	$ -
100-4500-463-394 FARMERS MARKET	$ -	($440.02)	($498.01)	$ 1,000.00	($1,326.04)	$ 1,000.00	$ -
100-4500-463-395 ROYALTY	$ 1,220.71	$ 3,000.00	$ 1,675.00	$ 2,000.00	$ 1,200.00	$ 2,000.00	$ -
DEPT 463 COMMUNITY EVENTS	**$ 1,220.71**	**$ 2,259.98**	**$ 4,328.83**	**$ 6,500.00**	**$ 2,373.96**	**$ 8,500.00**	$ 2,000.00
DEPT 460 SOUTH SHORE EVENT CENTER							
E 100-4500-460-101 WAGES - DEPARTMENT HEAD	$ -	$ 703.56	$ 2,901.08		304.74	$ 25,000.00	$ 25,000.00
E 100-4500-460-103 WAGES - OTHER	$ -	$ -	$ 147.13		0	$ -	$ -
E 100-4500-460-121 EMPLOYER PERA	$ -	$ 52.79	$ 228.59		22.86	$ 1,750.00	$ 1,750.00
E 100-4500-460-122 EMPLOYER FICA	$ -	$ 40.34	$ 171.62		16.96	$ 1,550.00	$ 1,550.00
E 100-4500-460-123 EMPLOYER MEDICARE	$ -	$ 9.44	$ 40.12		3.96	$ 625.00	$ 625.00
E 100-4500-460-201 GENERAL SUPPLIES	$ -	$ 3,740.77	$ 7,458.54		1585.05	$ 2,500.00	$ 2,500.00
E 100-4500-460-203 COMPUTER SUPPLIES/TECHNOLOGY	$ -	$ 1,475.77	$ -		0	$ 500.00	$ 500.00
E 100-4500-460-211 CLEANING	$ -	$ -	$ -		45.5	$ -	$ -
E 100-4500-460-321 TELEPHONE	$ 214.54	$ 789.00	$ 887.76		0	$ -	$ -
E 100-4500-460-341 ADVERTISING	$ -	$ 3,246.27	$ 2,023.27		2430.04	$ 2,500.00	$ 2,500.00
E 100-4500-460-361 INSURANCE	$ 625.00	$ -	$ -		0	$ -	$ -
E 100-4500-460-409 R&M PROPERTY	$ 159.00	$ -	$ 2,843.96		1008	$ 2,500.00	$ 2,500.00
E 100-4500-460-433 DUES AND SUBSCRIPTIONS	$ -	$ 297.00	$ -		0	$ -	$ -
E 100-4500-460-437 MISCVELLANEOUS	$ 206.16	$ 8,721.59	$ 1,356.14		387.76	$ 500.00	$ 500.00
E 100-4500-460-438 LICENSE & FEES TO OTHER GOVT		$ 100.00	$ 100.00		0	$ -	$ -
E 100-4500-460-512 EQUIPMENT PURCHASE	$ 13,514.20	$ 3,838.50	$ 2,501.77		0	$ -	$ -
DEPT 460 SOUTH SHORE EVENT CENTER	**$ 14,718.90**	**$ 23,015.03**	**$ 20,659.98**	**$ -**	**$ 5,804.87**	**$ 37,425.00**	$ 37,425.00
DEPT 481 CABLE							
E 100-4800-481-101 WAGES - DEPARTMENT HEAD	$ -	$ -	$ -		$ -	$ 1,200.00	$ 1,200.00
E 100-4800-481-103 WAGES - OTHER	$ -	$ -	$ -		$ -	$ -	$ -
E 100-4800-481-201 GENERAL SUPPLIES	$ -	$ -	$ 660.00	$ 2,500.00	$ -	$ 2,500.00	$ -
E 100-4800-481-405 R&M- EQUIP,VEH	$ -	$ -	$ -	$ 2,500.00	$ -	$ 2,500.00	$ -
E 100-4800-481-437 MISCELLANEOUS	$ 7,953.26	$ 4,911.54	$ 14,637.29	$ 500.00	$ 1,624.32	$ -	($500.00)
E 100-4800-481-512 EQUIPMENT PURCHASE	$ -	$ 1,849.50	$ 24,178.31	$ -	$ -	$ -	$ -
DEPT 481 CABLE	**$ 7,953.26**	**$ 6,761.04**	**$ 39,475.60**	**$ 5,500.00**	**$ 1,624.32**	**$ 6,200.00**	$ 700.00
DEPT 483 CEMETERY							
E 100-4800-483-387 WEED CONTROL/PROPERTY MAINT	$ 5,500.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -
DEPT 483 CEMETERY	**$ 5,500.00**	**$ 10,000.00**	**$ 10,000.00**	**$ 10,000.00**	**$ 10,000.00**	**$ 10,000.00**	$ -
DEPT 484 INTERNET - Rename "INFORMATION TECHNOLOGY"							$ -
E 100-4800-484-201 GENERAL SUPPLIES	$ 550.00	$ 773.00	$ -	$ 600.00	$ 4,110.00	$ 4,000.00	$ 3,400.00
E 100-4800-484-202 DUPLICATING SUPPLIES	$ -	$ -	$ -	$ 2,500.00	$ -	$ 3,000.00	$ 500.00
E 100-4800-484-203 COMPUTER SUPPLIES/TECHNOLOGY	$ -	$ -	$ -	$ 8,000.00	$ -	$ 20,000.00	$ 12,000.00
E 100-4800-484-309 CONSULTING FEES	$ -	$ -	$ -	$ 4,800.00	$ -	$ 5,000.00	$ 200.00
E 100-4800-484-321 TELEPHONE	$ -	$ -	$ -	$ 7,000.00	$ -	$ 2,500.00	($4,500.00)
E 100-4800-484-433 DUES AND SUBSCRIPTIONS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
DEPT 484 INTERNET	**$ 550.00**	**$ 773.00**	**$ -**	**$ 22,900.00**	**$ 4,110.00**	**$ 34,500.00**	$ 11,600.00
DEPT 491 OTHER FINANCING USES							

CITY OF HOWARD LAKE	2019	2020	2021	2022	2022	2023	
Expenditures	ACTUAL	ACTUAL	ACTUAL	BUDGET	YTD	PROPOSED	+/-
E 100-4900-491-720 OPERATING TRNSFR OUT	**$ 377,734.99**	**$ 40,000.00**	**$ -**	**$ 575,000.00**	**$ -**	**$ 650,000.00**	$ 75,000.00
E 100-4900-491-726 PRIOR PERIOD ADJUSTMENT	$ -	$ -	$ -		$ -	0	$ -
	$ 2,079,942.92	**$ 2,025,158.37**	**$ 2,071,680.50**	**$2,389,436.50**	**$ 963,328.98**	**$ 2,707,302.00**	$ 317,865.50

CITY OF HOWARD LAKE
Revenues

Account	DEPT Descr	2019 BUDGET	2019 ACTUAL	2020 YTD	2020 BUDGET	2021 BUDGET	2021 YTD 8/1/2021	2022 PROPOSED BUDGET	2022 YTD	2023 PROPOSED BUDGET	+/- PREVIOUS YR
R 100-311-3100	TAXES	$ 969,000.00	$ 892,804.55	$ 580,492.16	$ 1,065,459.00	$ 1,167,257.00	$ 663,477.23	$ 1,220,000.00	$ 667,494.61	$ 1,382,850.00	$ 162,850.00
R 100-313-3100	TAX INCREMENTS	$ 15,000.00	$ -	$ -	$ 15,000.00	$ 15,000.00	$ -	$ -		$ -	$ -
R 100-321-3200	3.2 BEER LICENSE	$ 400.00	$ -	$ -	$ 250.00	$ 250.00	$ -	$ 250.00		$ 250.00	$ -
R 100-322-3200	ANIMAL LICENSES	$ 300.00	$ 380.00	$ 310.00	$ 250.00	$ 250.00	$ 145.00	$ 250.00	$ 330.00	$ 400.00	$ 150.00
R 100-323-3200	LIQUOR LICENSES	$ 4,400.00	$ 6,850.00	$ 250.00	$ 6,000.00	$ 6,000.00	$ 50.00	$ 6,000.00		$ 6,000.00	$ -
R 100-324-3200	BOWLING ALLEY LICENSES	$ 60.00	$ 2,673.25	$ 60.00	$ 60.00	$ 60.00	$ -	$ 60.00		$ -	($60.00)
R 100-325-3200	ELECTRONIC GAMES LICENSES	$ 20.00	$ 20.00	$ -	$ 20.00	$ 20.00	$ -	$ 20.00		$ -	($20.00)
R 100-326-3200	TOBACCO LICENSES	$ 200.00	$ 250.00	$ -	$ 250.00	$ 250.00	$ 100.00	$ 250.00		$ 250.00	$ -
R 100-327-3200	BUILDING PERMITS/P & Z FEES	$ 56,000.00	$ 53,813.12	$ 49,339.43	$ 40,000.00	$ 50,000.00	$ 27,798.68	$ 50,000.00	$ 65,123.34	$ 70,000.00	$ 20,000.00
R 100-328-3200	PEDDLER S LICENSE	$ 500.00	$ 200.00	$ -	$ 200.00	$ 200.00	$ 250.00	$ 200.00		$ 200.00	$ -
R 100-330-3300	FIRE CONTRACTS	$ 60,000.00	$ 76,489.26	$ 40,033.31	$ 80,000.00	$ 80,000.00	$ 46,320.00	$ 95,400.00	$ 46,020.00	$ 120,000.00	$ 24,600.00
R 100-331-3300	LOCAL GOVERNMENT AID	$ 572,726.00	$ 572,726.00	$ 300,091.50	$ 599,186.00	$ 612,000.00	$ 305,932.50	$ 620,000.00		$ 625,000.00	$ 5,000.00
R 100-334-3300	POLICE AID	$ 20,000.00	$ 27,478.61	$ -	$ 25,000.00	$ 25,000.00		$ 25,000.00		$ 30,000.00	$ 5,000.00
R 100-335-3300	FIRE RELIEF AID	$ 23,500.00	$ -	$ -	$ 23,500.00	$ 23,500.00		$ 23,500.00	$ 27,924.86	$ 28,000.00	$ 4,500.00
R 100-336-3300	INTERGOVERNMENTAL REVENUE	$ 10,000.00	$ 5,989.06	$ 4,994.47	$ 15,000.00	$ 15,000.00	$ 2,865.00	$ 15,000.00	$ 2,325.00	$ 15,000.00	$ -
R 100-339-3300	OTHER - INTERGOVERNMENTAL REVENUE	$ 75,000.00	$ 14,238.47	$ -	$ -	$ -	$ -	$ -		$ -	$ -
R 100-340-3300	STATE AID - STREETS	$ -	$ -	$ -	$ -	$ -	$ 20,871.50	$ 20,000.00		$ -	($20,000.00)
R 100-342-3400	RECYCLING	$ 25,000.00	$ 29,706.70	$ 16,457.52	$ 25,000.00	$ 25,000.00	$ 18,408.22	$ 25,000.00	$ 12,856.57	$ 30,000.00	$ 5,000.00
R 100-343-3400	REFUSE SERVICES	$ 105,000.00	$ 109,879.22	$ 74,592.69	$ 105,000.00	$ 105,000.00	$ 68,757.21	$ 105,000.00	$ 67,920.71	$ 140,000.00	$ 35,000.00
R 100-344-3400	PARK FEES	$ 2,000.00	$ 2,700.50	$ 150.00	$ 3,200.00	$ 3,200.00	$ 450.00	$ 3,200.00	$ 200.00	$ 3,200.00	$ -
R 100-345-3400	COMMUNITY CENTER FEES	$ 1,000.00	$ 1,350.00	$ 250.00	$ 1,000.00	$ 1,000.00	$ 500.00	$ 1,000.00	$ 881.00	$ 1,000.00	$ -
R 100-346-3400	RECREATION FEES	$ 4,000.00	$ -	$ -	$ 2,000.00	$ 2,000.00	$ -	$ 2,000.00		$ -	($2,000.00)
R 100-347-3400	POLICE DEPT	$ 40,000.00	$ 8,946.03	$ 12,616.07	$ 40,000.00	$ 40,000.00	$ 13,281.72	$ 40,000.00	$ 6,139.87	$ 40,000.00	$ -
R 100-348-3400	ASSESSMENT SEARCH FEES	$ 1,000.00	$ 2,395.00	$ 1,875.00	$ 1,400.00	$ 2,000.00	$ 2,025.00	$ 2,000.00	$ 1,175.00	$ 2,000.00	$ -
R 100-349-3400	OTHER - CHARGES FOR SERVICES	$ -	$ 1,104.50	$ 292.50	$ 5,000.00	$ 5,000.00	$ 52.75	$ 5,000.00	$ 429.75	$ 1,000.00	($4,000.00)
R 100-352-3500	FINES - CITY	$ 50.00	$ 50.00	$ -	$ 100.00	$ 100.00	$ -	$ 100.00		$ 100.00	$ -
R 100-353-3500	FORFEITURES	$ 1,000.00	$ -	$ -	$ 1,000.00	$ 1,000.00	$ -	$ 1,000.00	$ 6,659.78	$ 1,000.00	$ -
R 100-355-3500	PUBLIC NUISANCE	$ 500.00	$ -	$ -	$ 250.00	$ 250.00	$ -	$ 250.00	$ 738.61	$ 250.00	$ -
R 100-361-3600	DONATIONS RECEIVED	$ 10,000.00	$ 27,194.11	$ 101,586.42	$ 24,000.00	$ 24,000.00	$ 1,000.00	$ -	$ 15,000.00	$ 15,000.00	$ 15,000.00
R 100-362-3600	INTEREST - INVESTMENTS - MISCELLANEOUS	$ 24,000.00	$ 3,526.72	$ -	$ -	$ -	$ -	$ -			$ -
R 100-362-3625	INTEREST - INVESTMENTS - INTEREST INCOME	$ -	$ 7,349.08	$ 1,284.84	$ 5,000.00	$ 5,000.00	$ -	$ 5,000.00	$ 415.29	$ 5,000.00	$ -
R 100-363-3600	INTEREST - CHECKING	$ 5,100.00	$ -	$ 354.64	$ -	$ -	$ 525.34	$ -		$ -	$ -
R 100-364-3600	REIMBURSEMENTS - MISCELLANEOUS	$ 10,500.00	$ 11,518.42	$ 7,700.30	$ 10,000.00	$ 10,000.00	$ -	$ 10,000.00		$ 10,000.00	$ -
R 100-365-3600	CABLE	$ 11,000.00	$ -	$ 2,500.00	$ 20,000.00	$ 10,000.00	$ 7,686.40	$ 10,000.00	$ 7,600.81	$ 10,000.00	$ -
R 100-366-3600	INSURANCE CLAIMS/REIMB	$ 10,000.00	$ 78,468.61	$ 34,199.81	$ 60,000.00	$ 60,000.00	$ -	$ 60,000.00	$ 814.68	$ 20,000.00	($40,000.00)
R 100-367-3600	AMBULANCE	$ 45,000.00	$ -	$ -	$ 35,000.00	$ 35,000.00	$ 35,924.43	$ 50,000.00	$ 32,018.22	$ 90,000.00	$ 40,000.00
R 100-370-3600	TIF FUND LOAN REIMB	$ 16,000.00	*$ 43,442.61*	*$ 2,870.97*	*$ 24,000.00*	$ 24,000.00	$ -			$ -	$ -
R 100-371-3700	SPECIAL ASSESSMENTS	$ 15,000.00	$ -	$ -	$ 75,000.00	$ 15,000.00	$ 11.20	$ 15,000.00	$ 2,194.98	$ 2,500.00	($12,500.00)
R 100-391-3900	SALE OF FIXED ASSESTS	$ 2,000.00	*$ 33,000.00*	*$ 26,260.00*	*$ 36,099.00*	$ 70,000.00	$ -	$ -		$ -	$ -
R 100-392-3900	OPERATING TRANSFERS IN	$ 36,118.00	$ -	$ -	$ -	$ -	$ 26,049.00	$ 30,000.00		$ 30,000.00	$ -
R 100-395-3900	SALE OF INVESTMENTS	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -
R 100-396-9999	GAIN ON SALE OF FIXED ASSETS	$ -	$ -	$ 1,300.00	$ 19,500.00	$ 19,500.00	$ -	$ -		$ -	$ -
R 100-460-3400	CHARGES FOR SERVICE - SSEC						$ 6,425.00		$ 6,390.00	$ 30,000.00	$ 30,000.00
R 100-465-3400	CHARGES FOR SERVICE - SSEC DAMAGE						$ 100.00	$ -	$ 250.00	$ -	$ -
R 100-604-3300	TZD	$ 1,500.00	$ 1,343.72	$ 460.35	$ 1,500.00	$ 1,500.00	$ -	$ 1,500.00	$ 342.32	$ 1,500.00	$ -
R 100-613-3600	FIRE DEPT REIMBURSEMENTS	$ 8,000.00	$ 1,700.00	$ -	$ 8,000.00	$ 8,000.00	$ 2,000.00	$ 5,000.00		$ 5,000.00	$ -
R 100-617-3200	SPECIAL VEHICLE PERMIT	$ 800.00	$ 740.00	$ 800.00	$ 700.00	$ 700.00	$ 880.00	$ 900.00	$ 1,000.00	$ 1,000.00	$ 100.00
R 100-618-3400	CHARGES FOR SERVICE - SSEC SECURITY						$ 600.00	$ -	$ 360.00	$ 500.00	$ 500.00
R 100-999-9999	PRIOR PERIOD ADJUSTMENT	$ -	$ -	$ -	$ -	$ -					$ -
	REVENUES	$ 1,217,674.00	$ 1,128,444.28	$ 1,267,501.27	$ 2,375,424.00	$ 1,294,780.00	$ 590,419.43	$ 1,227,880.00	$ 308,569.49	$ 1,334,150.00	$ 106,270.00
	LEVY	$ 1,065,585.00	$ 892,804.55			$ 1,167,257.00	$ 663,477.23	$ 1,220,000.00	$ 667,494.61	$ 1,382,850.00	$ 162,850.00
	TOTAL REVENUE	**$2,283,259.00**	**$2,021,248.83**			**$ 2,462,037.00**	**$ 1,253,896.66**	$ 2,447,880.00	$ 976,064.10	**$ 2,717,000.00**	**$ 269,120.00**

RESOLUTION 22-32
ADOPTING PROPOSED PROPERTY TAX LEVY, COLLECTIBLE IN 2023

WHEREAS, the City of Howard Lake adopts a levy each year to pay for costs of city services; and

WHEREAS, the city council is required by law to submit a final tax levy by December 31, 2022.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Howard Lake, County of Wright, Minnesota, that the following sums of money be levied for the current year, collectible in 2023, upon taxable property in the City of Howard Lake, for purposes as outlined in the annual budget.

Total Levy: $1,223,338

The city administrator/clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Wright County, Minnesota. Adopted by the Council this 5th day of December, 2022.

ATTEST:

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Peter Zimmerman, Mayor

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Nick Haggenmiller/City Administrator/Clerk

RESOLUTION 22-33
ADOPTING PROPOSED DEBT SERVICE LEVY, COLLECTIBLE IN 2023

WHEREAS, the City of Howard Lake adopts a levy each year to pay for costs of city services; and

WHEREAS, the city council is required by law to submit preliminary tax levy and debt service levy to Wright County by December 31, 2022.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Howard Lake, County of Wright, Minnesota, that the following sums of money be levied for the current year, collectible in 2023, upon taxable property in the City of Howard Lake, for purposes as outlined in the annual budget.

Total Debt Service Levy: $159,512

GO Refunding of 2006 - currently referred to as 2014A SERIES2010 A Bonds
2018 Series A Bonds – Historic City Hall Preservation & Accessibility
2019 Series A Bonds – Villas of Howard Lake

The city administrator/clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Wright County, Minnesota. Adopted by the Council this 5th day of December, 2022.

ATTEST:

________________________ ______________________
Pete Zimmerman, Mayor

________________________ ______________________
Nick Haggenmiller, City Administrator/Clerk

HOWARD LAKE CITY COUNCIL MEETING

DECEMBER 5, 2022

AGENDA ITEM: Consider Resolution 22-34 Approving Increase to the Howard Lake Fire Relief Association

SECTION: New Business

FROM: Howard Lake Fire Relief Association
Keith Bobrowske, Howard Lake Fire Chief

BACKGROUND: At the annual Howard Lake Fire Relief Association meeting, the membership reviewed investments, funding ratio and did a general census of similar sized pension funds. Currently, the fund is over 100% funded. The current funding level is $2,200 per year of service payable after personnel is fully vested at 20 years and 50 years of age. The membership voted to increase the amount by $1200 per year of service $2,300 per year of service.

This increase is consistent with previous years. Currently, Howard Lake is one of the lowest retirement contributions in Wright County. A funding increase of this amount should permit the fund to remain fully funded in excess of 100%.

Per city ordinance and state statute, the city council must formally adopt the increase by resolution. If passed, the increase would go into effect on January 1, 2023.

DECISION MAKING METRICS:

FINANCIAL: The City budgets for relief contribution and has a financial obligation in the event the fund becomes underfunded. This does not appear to be likely.

LEGAL: The City must pass the resolution and submit to the state for execution before going into effect.

STRATEGIC PLAN: Deliver High Quality, Reliable Infrastructure and Public Services

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COUNCIL ACTION REQUESTED: Approve Resolution 22-34 Approving Increase to Fire Relief Pension Fund of the Howard Lake Fire Relief Association.

ATTACHMENTS:

1. Resolution 22-34 Approving Increase to Howard Lake Fire Relief Association

CITY OF HOWARD LAKE
RESOLUTION 22-34

RESOLUTION INCREASING THE HOWARD LAKE FIREMAN'S RELIEF ASSOCIATION BENEFIT

WHEREAS, the Howard Lake Fireman's Relief Association has requested an increase in benefits of $100 per year effective January 1, 2023.

WHEREAS, the city contribution will not exceed budgeted payments in mandatory city contributions.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Howard Lake, Minnesota approves the following;

1. A revision to the Howard Lake Fireman's Association by-laws that reads as follows:
   a) ARTICLE VII section 1: The association shall pay such member the sum of $2,300 for each year served as an active firefighter in the Howard Lake Fire Department.
   b) ARTICLE VIII section 1: to the estate of such deceased member, the sum of $2,300 for each year that the deceased member served as an active firefighter in the Howard Lake Fire Department.
   c) ARTICLE VIII section 2: The sum of $2,300 for each year served as an active firefighter in said fire department.

PASSED AND ADOPTED this 5th day of December 2022.

____
Peter Zimmerman, Mayor

ATTEST:

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Nicholas Haggenmiller, City Administrator-Clerk

HOWARD LAKE CITY COUNCIL MEETING

December 5, 2022

AGENDA ITEM: Consider Interim Use Permit for 600 9th Street to allow Short Term Rental

SECTION: New Business

FROM: Nick Haggenmiller, City Administrator

BACKGROUND: In June of this year, the City established a Short Term Rental Ordinance that permits the rental/use of properties for commercial activities. This is commonly referred to under various private companies that provide listing services for the properties such as VRBO, AirBnb or Minnestays.

The ordinance generally permits the activities without an interim use permit within commercial zoning districts. The ordinance also permits in other residential zoning districts provided, an interim use permit is issued by the city council and the property meets the requirements of the ordinance.

Applicant Susan Redmen, owner of 600 9th Street (original Orchard Christian Church) has submitted for an interim use permit as well as the application necessary to support the use of her property in this manner.

Requirement Summary

- ✓ Application Submitted
- - Background check completed (in progress)
- - Inspection (in progress)
- ✓ Local agent named

DECISION MAKING METRICS:

FINANCIAL: The application comes with a $150 fee.

LEGAL: The application and ordinance the city adopted was vetted by the city planner, League of Minnesota Cities and the city attorney.

COUNCIL ACTION REQUESTED: Due to the timing of the submission of the application and the length of the time until our next regularly scheduled council meeting, staff is recommending to approve the interim use permit subject to the return of an approved background check and a staff inspection of the property as well as a 30 day publication period.

Proposed Motion: Authorize Resolution 22-35 Approving 600 9th Street for Short Term Rental Activities

ATTACHMENTS:

1. Resolution 22-35

RESOLUTION 22-35
APPROVING INTERIM USE PERMIT FOR 600 9th STREET ALLOWING SHORT TERM RENTAL ACTIVITIES

WHEREAS, the City of Howard Lake adopted Ordinance 22-04 Amending the Howard Lake City Code Regarding Short Term Rentals of Residential Dwelling Units, and;

WHEREAS, the ordinance permits short term rentals in various residential zoning districts provided certain conditions and requirements are met by the applicant, and;

WHEREAS, the City has received an application from property owner, Susan Redmond of 600 9th Street to use the property for the short term rental use, and;

WHEREAS, the property and the applicant appear to meet the requirements described within the governing ordinance.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Howard Lake, County of Wright, Minnesota, do declare 600 9th Street is permitted by the City of Howard Lake to be used as a short term rental property.

Approved by the City Council of Howard Lake this 5th Day of December, 2022.

ATTEST:

______________________ ______________________
Pete Zimmerman, Mayor

______________________ ______________________
Nick Haggenmiller, City Administrator/Clerk

December 5, 2022

AGENDA ITEM: **Snow Removal Assistant Program**

SECTION: **New Business**

FROM: **Meagan Theisen, Assistant City Administrator**

BACKGROUND: Last month an update to the sidewalk snow removal was approve by Council. Since this time, we have received a few phone calls from residents who have cited various hardships related to the policy change. At the November 21, 2022 Meeting, the city council directed staff to form a Snow removal Assistance Program.

Through staff research on the topic it was discovered that this idea is not unique to Howard Lake. Within Wright County, staff was able to identify at least two providers. However, their geographic territory does not include the south west portion of the county. We also identified communities where service organizations assist as well. We are unaware of any service organizations that are currently offering the same service in our community. We were able to consider these programs for general eligibility for our own self-created program.

The following appeared to be consistently found in the programs that were reviewed:

<u>Resident Eligibility</u>
Residents who would qualify to apply:
- 70+ years old
- Disabled
- Qualifying Medical Condition
- Deployed Veteran Family

The resident would apply and submit the application for staff review/approval.

<u>Funding Assumptions</u>
Through researching this program, staff found a wide range of estimated fees from as little as $10 to as much as $75 per snow event. The fees vary greatly depending on the following:
- Scope
- Type and size of property
- Services requested
- Depth of the snow
- Equipment needed or used
- Individual or business providing the service

For the purposes of this program staff is proposing the following:
- One year program only
- Allocate $5,000 total
- Estimate each snow fall costing an average of $40 per property to clear (city sidewalk only)
- Allocate up to $250 to each eligible household for this snow season.

<u>Proposed Approval Process</u>
- Fill out application, return to city hall
- City staff reviews for eligibility
- Property owner arranges for the service to be provided
- Paid Invoices are provided to the City for reimbursement

DECISION MAKING METRICS:

FINANCIAL: Up to $5,000

LEGAL: The program was discussed with the city attorney. He advised to establish eligibility requirements that would be able to be easily determined and ranked that do not exclude individuals based on items that would be deemed discrimination.

COUNCIL ACTION REQUESTED: Approve a snow removal assistance program for the 2022/2023 snow season.

ATTACHMENTS:

1. Application

2022/2023 SNOW REMOVAL ASSISTANCE APPLICATION

Name: ______________________________

Home Address: ______________________________

____

Mailing Address: ______________________________

____

1. Are you 70 or older? Yes or No

2. If no, are you one of the following:

Disabled or Qualifying Medical Reason or Deployed Veteran Household

3. Have you attempted to seek out other resources for assistance? i.e. neighbor, relative, etc.

Yes or No

*ASSISTANCE IS FOR RIGHT OF WAY SIDEWALK SNOW CLEARING ONLY.