



Mayor: Ryan Voss
Precinct 1 Councilor: Sue Olson
Precinct 2 Councilor: Mark Hueser
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Yodee Rivera

GLENCOE CITY COUNCIL MEETING AGENDA

Monday
August 5, 2024
City Center Ballroom
7:00 PM

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Approve Minutes of the Regular Meeting of July 15, 2024
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT (agenda items only)**
- 5. PUBLIC HEARINGS**
 - A. None Scheduled
- 6. BIDS AND QUOTES**
 - A. 2024 Sealcoat Bid – Change Order Number 1 – Brody Bratsch City Engineer, SEH
- 7. REQUESTS TO BE HEARD**
 - A. Community and Economic Development Consultants (CEDA) Contract for services – 2024 through 2025 – Glencoe Economic Development Authority (EDA)
 - B. 2025 EDA Ad Valorem Property Tax Levy – Glencoe EDA
 - C. Pickleball Project request to begin Project – Glencoe Pickleball Association -Coalition of Greater MN Cities Legislative Update and Review – Darrin Lee, CGMC
 - D. 2025 Hennepin Avenue Project – Sidewalk and Trail costs – Justin Black, City Engineer, SEH
- 8. ITEMS FOR DISCUSSION**
 - A. MNDOT Speed Study Results for TH 22 – West Glencoe
 - B. Glencoe Days Date Change – August 9th at Oak Leaf Park
- 9. ROUTINE BUSINESS**
 - A. Project Updates
 - B. Economic Development
 - C. Public Input
 - D. Reports
 - E. City Bills
- 10. ADJOURNMENT**



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

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Mayor: Ryan Voss **City Administrator:** Mark D. Larson

Councilors: At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neld



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

July 15, 2024 – 7:00 PM

City Center Ballroom

Attendees: Ryan Voss, Susan Olson, Mark Hueser, Paul Lemke, Cory Neid, Yodee Rivera

City Staff: Mark Larson, Mark Ostlund, Tony Padilla, Mark Lemen, James Voigt, Haylie Kusler

Others: Owen Elle, Brody Bratsch, Justin Black, Darrin Lee, et al.

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Voss.

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of July 1, 2024

Motion: Lemke, seconded by Neid to approve the consent agenda. All in favor, the motion carries.

3. APPROVE AGENDA

Motion: Neid, seconded by Rivera. All in favor, the motion carries.

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS - None Scheduled

A. 7:00 PM Public Hearing on 2025 Hennepin Avenue Public Improvement Project – City Engineer Justin Black, SEH

Justin Black presented information on the 2025 Hennepin Avenue Project and answered questions from the affected property owners. 13 plus property owners spoke about their concerns on the project.

6. BIDS AND QUOTES - None-Scheduled

A. 2024 Crack Sealing Quotes for Liquor Store and City Center – City Administrator

Motion: Olson, seconded by Hueser to approve the 2024 Crack Sealing quotes for the Liquor Store and City Center. All in favor, the motion carried.

B. 2024 Crack Sealing Quotes for City Streets – Assistant City Administrator/PW Director Lemen

Motion: Lemke, seconded by Rivera to approve the 2024 Crack Sealing quotes for City Streets. All in favor, the motion carried.

C. 2024 Sealcoat Bid - Bid Opening July 11th at 2:00 PM – City Engineer Brody Bratsch, SEH

The City of Glencoe opened bids on the 2024 Sealcoating project on Thursday, July 11th. The lowest bid received was from Pearson Bros. out of Hanover, MN. The base bid was \$450,978.00. Alternate 1 (Oak Leaf Park) was \$128,986.00 and alternate 2 (1-inch overlays-2023) was \$60,174.05. It is recommended to award the base bid to Pearson Bros. of Hanover with the City budgeting for alternates 1 and 2 in 2025 and 2026.

Motion: Lemke, seconded by Hueser to approve the 2024 Sealcoat bid. All in favor, the motion carried.

7. REQUESTS TO BE HEARD

A. Coalition of Greater MN Cities Legislative Update and Review – Darrin Lee, CGMC

B. **Resolution 2024-09** – Resolution Designating City of Glencoe Election Judges for the Primary election to be Held on August 13th, 2024 – City Administrator

Motion: Neid, seconded by Lemke to approve Resolution 2024-09 designating the City of Glencoe Election Judges for the Primary Election held on August 13, 2024.

Upon a roll call vote, all voted in favor 5-0. Whereupon the motion carried.

Motion: Olson, seconded by Hueser to approve employee wellness checks and peer support training. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Update on 1234 Greeley Avenue – Court Hearing and Order on 7/11/24 – City Attorney Ostlund

On July 11, 2024, we had a hearing before Judge Maher at McLeod County District Court. Building owner Mr. S Neuman with Red Smoker was not present. He was properly served with a notice and the hearing went on. Ultimately, Judge Maher indicated that she was granting a motion for summary enforcement of the hazardous building proceeding. She did on the record state she was approving our request. We should get a written order and the license to move forward any day. The next step would be to assess remediation or more likely raise the building.

B. Update on Public Works Union Negotiations – City Administrator

An agreement has been made with the public works union on language in the contract. We have not agreed upon wages, so it looks like our next step is mediation with the State of Minnesota.

9. ROUTINE BUSINESS

A. Project Updates – MNDOT is about two weeks behind schedule on the Morningside project due to the rain. The new completion date is around September 13, 2024.

Mosquito sprayer is out of commission. Jamie is looking at getting parts or if the sprayer needs to be replaced.

B. Economic Development – EDA is meeting with an economic development consulting firm.

C. Public Input

D. Reports

E. City Bills

Motion: Neid, seconded by Olson. All in favor, the motion carries.

10. ADJOURNMENT

Motion: Neid, seconded by Rivera. All in favor, the motion carries.

GLENCOE



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GLENCOE



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 2, 2024

Re: **Item 6A** – Change Order Number 1 – 2024 Sealcoat Project

Item 6A – City Engineer Brody Bratsch will review the inclusion of Alternate #1 and Alternate #2 with some revisions for approval by the City Council on Monday night.

I have attached the attached spreadsheet with the funding available for the project.

It is recommended to approve Change Order #1 to include Alternates #1 and #2 in the 2024 Sealcoat Project.

2024 Seal Coat Project and Crack Seal

Revenue

Starting Fund Balance	530 - 2024 Imp. Bond Fund	\$	370,000.00
<u>Code</u>			
	<u>Budgeted Expense</u>		<u>Amount</u>
431.531	Street Overlay	\$	800,000.00
431.532	Sealcoat	\$	50,000.00
431.534	Crack Filling	\$	18,000.00
		\$	868,000.00
<u>Revenue</u>			
530.102	2024 Special Assessments	\$	81,000.00
229.222	Municipal State Aid	\$	-
	Total	\$	1,319,000.00

Expense

<u>Debt Service Expense</u>			
530.601	Principal	\$	315,000.00
530.610	Interest	\$	163,864.00
	Sub-Total	\$	478,864.00
<u>2024 Sealcoat Project</u>			
	Base Bid	\$	450,978.00
	Alternate #1 (1-inch Overlays Revised)	\$	101,542.00
	Alternate #2 (Oak Leaf Park))	\$	60,174.00
	Sub-Total	\$	612,694.00
	<u>2024 Crack Sealing</u>	\$	73,033.00
	Total	\$	1,164,591.00
	Revenue/Expense	\$	154,409.00



Building a Better World
for All of Us⁹

CHANGE ORDER

City of Glencoe, Minnesota
OWNER

August 5, 2024
DATE

OWNER'S PROJECT NO.

One
CHANGE ORDER NO.

2024 Seal Coat Project
PROJECT DESCRIPTION

GLENC 179600 71.50
SEH FILE NO.

The following changes shall be made to the contract documents:
Description:

Add seal coat, fog seal, and miscellaneous items required to complete the improvements to Additional 1" Overlay Areas and some Base Bid deletions (total increase of \$101,542.00) and Oak Leaf Park (\$60,174.05) as shown in attached revised Drawings. See Attachment A for a breakdown of estimated quantities and cost.

Purpose of Change Order:
At the direction of the Owner.

Basis of Cost: Actual Estimated

Attachments (list supporting documents)
Attachment A
Drawings

Contract Status

Original Contract
Net Change Prior C.O.'s N/A to N/A
Change this C.O.
Revised Contract

Time	Cost
	\$450,978.00
	\$161,716.05
	\$612,691.05

Recommended for Approval: **Short Elliott Hendrickson Inc.** by

Brody Bratsch, PE
Approved for Owner:

Agreed to by Contractor:

BY Pearson Bros., Inc.
President

BY City of Glencoe, Minnesota

TITLE
Distribution Contractor Owner Project Representative

TITLE
SEH Office

x:\j\glenc179600\7-const-svcs\71-mgmt\50-chg-order\co#1\co#1_draft.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1390 Highway 15 South, Suite 200, P.O. Box 308, Hutchinson, MN 55350-0308

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

ATTACHMENT A
CHANGE ORDER NO. ONE
2024 SEAL COAT PROJECT
GLENCOE, MINNESOTA
SEH NO. GLENC 179600
AUGUST 6, 2024

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
ADDITIONAL STREETS & BASE BID DELETIONS					
2356.509	SEAL COAT AGGREGATE (FA-2)	TON	530.0	\$50.00	\$26,500.00
2357.506	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2P)	GAL.	13,243.0	\$4.00	\$52,972.00
2357.506	BITUMINOUS MATERIAL FOR FOG SEAL	GAL.	4,414.0	\$5.00	\$22,070.00
ADDITIONAL 1-INCH OVERLAY SUBTOTAL					\$101,542.00
OAK LEAF PARK					
2356.509	SEAL COAT AGGREGATE (FA-2)	TON	250.0	\$50.00	\$12,500.00
2357.506	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2P)	GAL.	6,240.0	\$4.00	\$24,960.00
2357.506	BITUMINOUS MATERIAL FOR FOG SEAL	GAL.	2,080.0	\$5.00	\$10,400.00
2582.503	4" SOLID LINE PAINT, WHITE	LIN FT	3,310.0	\$1.70	\$5,627.00
2582.503	4" SOLID LINE PAINT, YELLOW	LIN FT	704.0	\$1.70	\$1,196.80
2582.503	4" DOUBLE SOLID LINE PAINT, YELLOW	LIN FT	1,451.0	\$2.75	\$3,990.25
2582.503	12" SOLID LINE PAINT, WHITE	LIN FT	150.0	\$10.00	\$1,500.00
1-INCH OVERLAY SUBTOTAL					\$60,174.05
TOTAL CHANGE ORDER NO. ONE					\$161,716.05

Date: 07/20/2024 4:09 PM
 Project: 2024 Seal Coat Project
 Drawing: 2024 Seal Coat Project - Project Areas
 Scale: 1" = 100'

GENERAL NOTES

CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL DURING OPERATIONS.

CONTRACTOR SHALL COORDINATE SEAL COAT WITH CITY CRACK FILLING OPERATIONS.

CONTRACTOR SHALL COMPLETE MOULDING AND CRACK FILLING OPERATIONS BEFORE SEAL COAT WORK BEGINS.

CONTRACTOR TO COMPLETE PRE-SWEEP AND POST-SWEEP AREAS AFTER SEALING AND BEFORE PLACEMENT OF PERMANENT PAVEMENT MARKINGS.

CONTRACTOR SHALL APPLY FOG SEAL TO ALL SEAL COATED SURFACE WITHIN 7 DAYS AFTER APPLICATION.

CONTRACTOR TO REMOVE SURPLUS AGGREGATE FROM ROADWAY SPACE WITHIN 7 DAYS AFTER APPLICATION.

ALL SURPLUS AGGREGATE REMOVED IN THE CITY OF OLIVA SHALL BE PROPERTY OF THE OWNER & BE DELIVERED TO A SPECIFIED LOCATION.

SEAL COAT APPLICATION SHALL BE PA-2 CLASS A ROCK. CONTRACTOR SHALL PROVIDE A SAMPLE.

BASIS FOR ESTIMATED QUANTITIES

SEAL COAT AND FOG SEAL

AGGREGATE

24 POUNDS PER SQUARE YARD

110 GALLONS PER SQUARE YARD

110 GALLONS PER SQUARE YARD

810 GALLONS PER SQUARE YARD

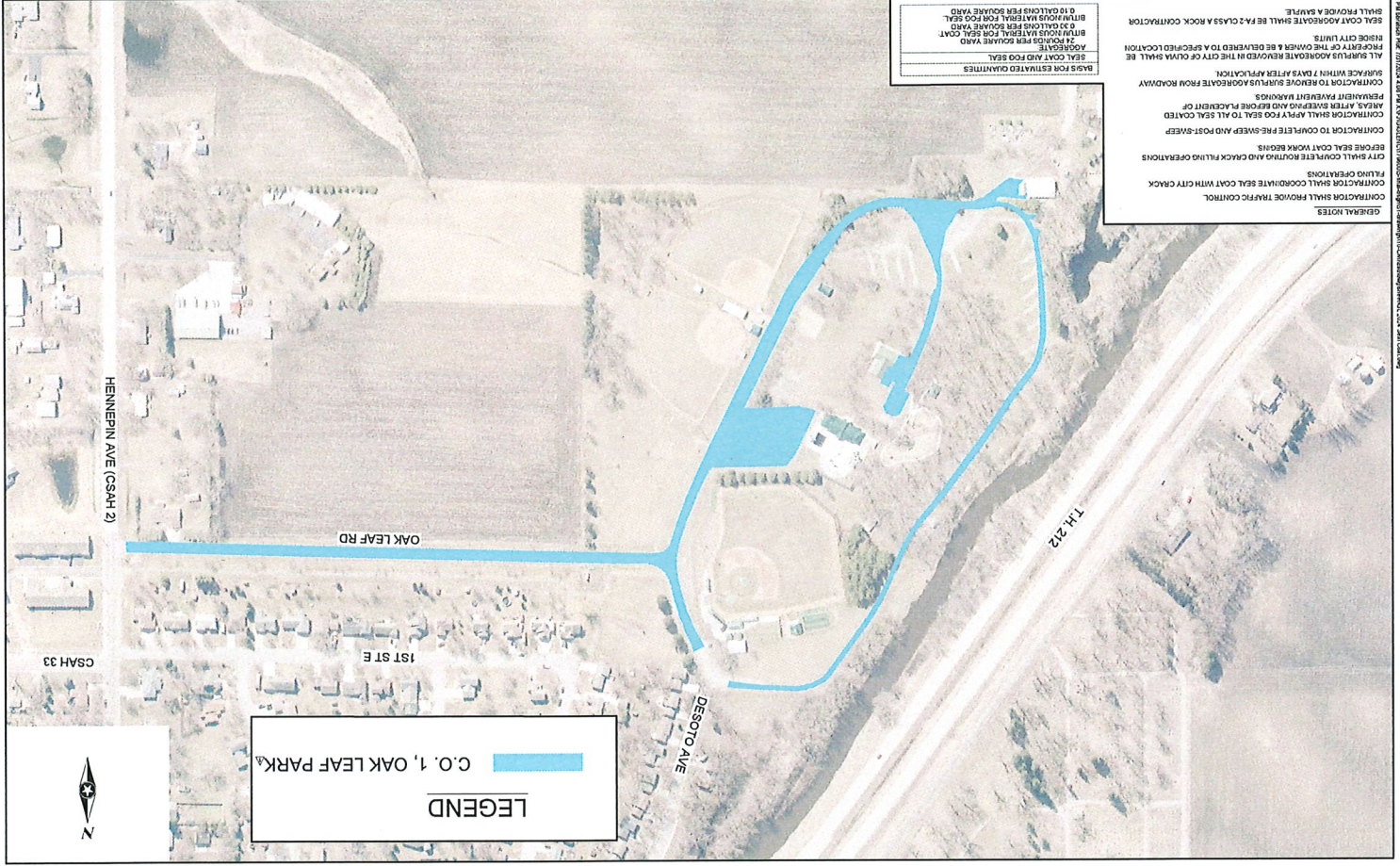
810 GALLONS PER SQUARE YARD

SMALL CITY & BIG FUTURE
 DESIGN
 505 N. 1ST ST. SUITE 200
 OLIVA, MN 56224
 TEL: 507-325-5100
 FAX: 507-325-5101
 WWW.SEHDESIGN.COM

2024 SEAL COAT PROJECT
 GLENCOE, MINNESOTA

PROJECT AREAS

2 of 5



LEGEND

C.O. 1, OAK LEAF PARK

DATE: 03/20/2024 12:31 PM DRAWING NO: 20240314-001 SHEET NO: 04 OF 05

SEI Project
Client: RLB
Sheet: 04

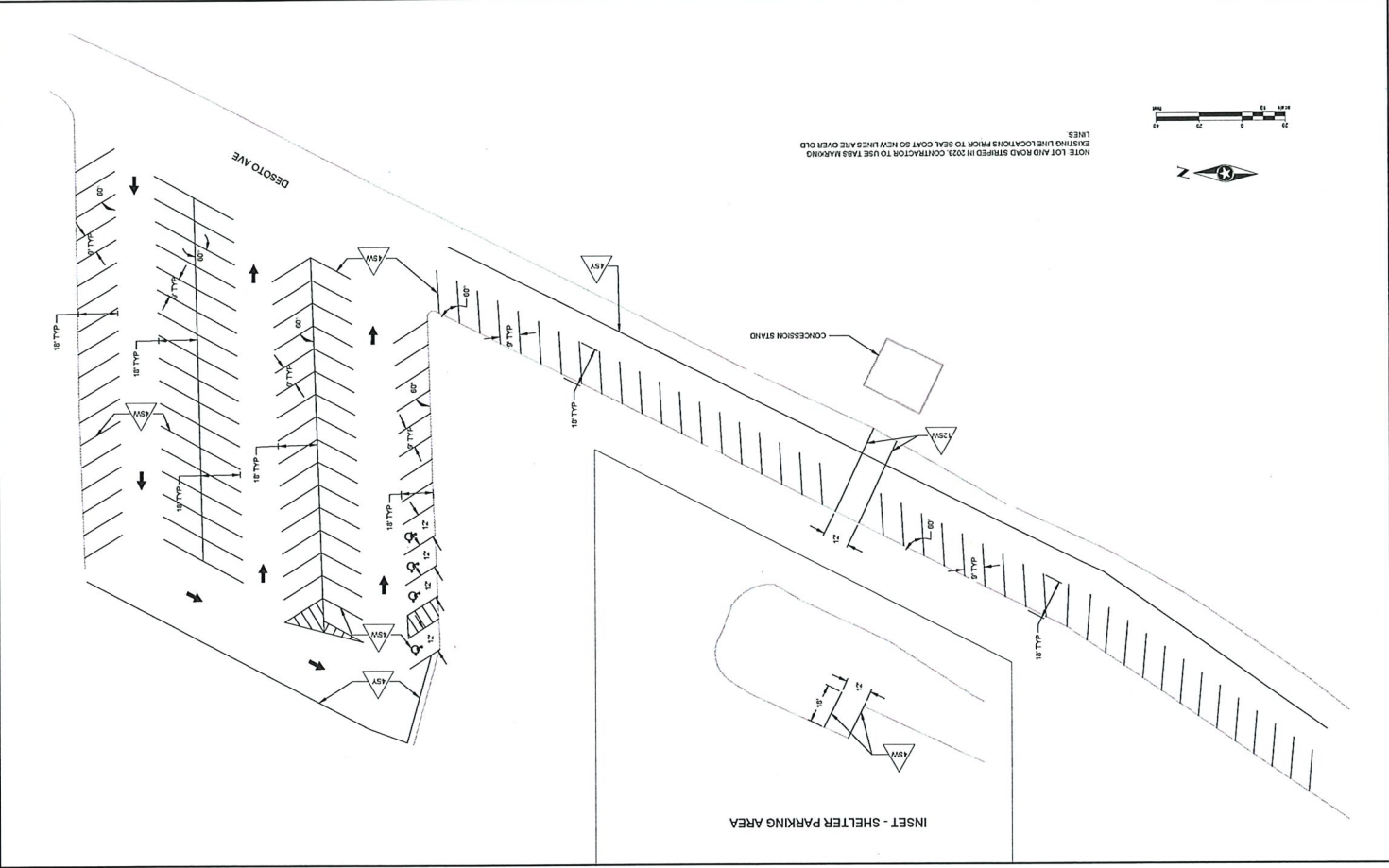
Project Name: GLENCOE 11300
City: GLENCOE, MINNESOTA
Scale: 1" = 20'

SEH
SWAITE CITY & BIG FUTURE

2024 SEAL COAT PROJECT
GLENCOE, MINNESOTA

SIGNING AND STRIPING PLAN
ALTERNATE 3 - OAK LEAF PARK

4



11/15/2024 10:23 AM DRAWING FILE: 2024 SEAL COAT PROJECT - ALTERNATE 2 - OAK LEAF PARK.dwg

Checked By: A.S.
Drawn By: B.S.
Date: 11/15/2024

Project Name: 2024 SEAL COAT PROJECT
Location: GLENCOE, MINNESOTA

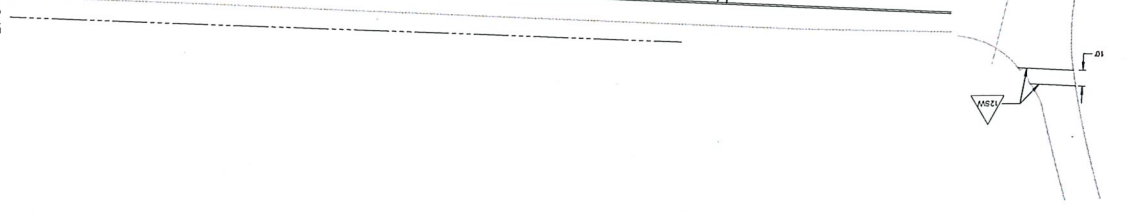
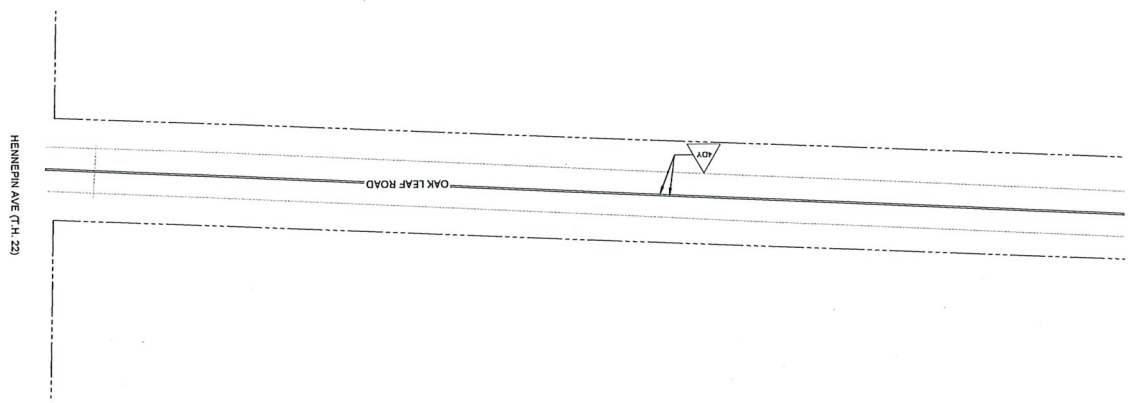
SEH
GLENCOE
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Professional Engineer
STATE OF MINNESOTA
No. 111111
Date: 11/15/2024

2024 SEAL COAT PROJECT
GLENCOE, MINNESOTA

STRIPING PLAN
ALTERNATE 2 - OAK LEAF PARK

5 of 5



NOTE: LOT AND ROAD STRIPING BY 2023 CONTRACTOR TO USE THIS MARKING EXISTING LINE LOCATIONS FROM TO SEAL COAT SO NEW LINES ARE OVER OLD LINES.



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 2, 2024

Re: **Item 7A– Community and Economic Development Associates (CEDA)
Contract**

Item 7A – It is the recommendation of the EDA to approve the Contract for Economic Development Services with CEDA for the remainder of 2024 and for 2025.

It was felt that the remainder of 2024 could be used to develop an Economic Development Strategic/Comprehensive Plan and implementation would take place in 2025.

The 2025 EDA Levy would be used to fund the services of CEDA. Bryan Stading with CEDA will be at the City Council meeting on Monday to review the proposed contract for services.

Contract for Professional Services

This contract is made and entered into by Community and Economic Development Associates, a Minnesota nonprofit corporation exempt from income tax as an organization operated for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3), hereafter "CEDA", and the Economic Development Authority of the City of Glencoe, an agency or affiliate of a political subdivision of the State of Minnesota, hereafter "the Authority", to define the terms by which CEDA shall provide technical and management expertise services to the Authority.

I. Agreement scope and purpose. The Authority hereby retains CEDA to perform to its benefit the services described in paragraph II, to the end of the Authority more effectively accomplishing:

- * Prevention and/or combat of community and neighborhood deterioration and revitalization of deteriorated neighborhoods;
- * Attraction and/or retention of businesses that would not, but for the assistance provided, choose to locate/remain in the area;
- * The securing of businesses who will be required to provide jobs for unemployed and underemployed residents of the community; and
- * The expansion of business opportunities for minority entrepreneurs and other entrepreneurs that are viable business opportunities to enhance the well being of the community and/or for businesses who are unable to obtain financing from conventional sources

II. Services to be provided by CEDA. CEDA agrees to provide technical and management expertise in the form of staff and materials to the Authority. Staff's services, and associated materials, will be provided in order to facilitate and support the accomplishment of the Authority's undertakings to the ends described in the preceding paragraph. CEDA's staff and materials shall be made available toward efforts in the following specific arenas of the Authority's needs and operations:

- * Accessing of grantor funding for the Authority's economic development programming
- * Providing loan packaging services for the Authority's business assistance programs
- * Administering local, regional and state revolving loan funds, if appropriate
- * Drafting the Authority's Economic Development Annual Work Plan(s)
- * Planning, facilitating, and/or directly conducting the Authority's community and business development projects, including as necessary, staffing those projects as directed by the Authority in consultation with CEDA. These efforts shall include (but are not limited to), the following:
 - * seeking city and county involvement
 - * developing relationships and partnerships to enhance the Authority's goals
 - * preparing economic development guidelines
 - * promoting the use of local assets to support and promote value-added processes and unique based businesses
- * Assisting with local surveys related to business and industry, community, and land and buildings
- * Assisting with the Authority's economic development marketing efforts and coordination through website development and maintenance
- * Coordinating and hosting forums in which the Authority's economic development programming are open for the public's review

III. Obligations of the Authority.

- A. The Authority shall reimburse CEDA for staff time provided at the rate of \$62,000 not to exceed annually. This is based on an average of twenty hours per week.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the Authority in writing prior to the provision of the materials.

C. The Authority shall be responsible to provide payment to CEDA within 30 days of the submission of each invoice provided by CEDA.

IV. Obligations of CEDA.

A. CEDA is performing services as an independent contractor. Accordingly, the provision of staff by CEDA to provide technical and management expertise to the Authority under this Agreement neither creates a release of CEDA staff to employment at the Authority nor makes such staff subject to supervision by the Authority.

B. CEDA has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the Authority or to bind the Authority in any manner. CEDA will not represent the contrary, either expressly or implicitly, to anyone.

C. CEDA is solely responsible for payroll tax responsibilities related to each of its staff persons whose time is provided under this Agreement and shall acquire and maintain necessary insurance related to their efforts under this Agreement, including carrying workers' compensation insurance coverage at all times. CEDA shall supply the Authority with certification of such coverage.

D. CEDA shall be responsible to invoice the Authority for staff time and materials provided under this Agreement on a periodic basis, no less frequently than quarterly.

V. Period/Termination. The term of this Agreement is through December 31, 2025, commencing September 1, 2024. The Agreement may be terminated earlier in its term upon 30 days' written notice by CEDA to the Authority or by the Authority to CEDA. Upon termination, the Authority shall be liable to pay CEDA for services performed at \$62,000 per year and materials provided under this Agreement prior to and through the effective date of termination, unless otherwise specifically agreed by the parties in writing.

VI. Construction of Agreement. This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF GLENCOE

By _____

Its _____

Date _____

By _____

Its _____

Date _____

COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES

By 

Its CEO/President

Date July 24, 2024

Pickleball Phasing Plan

The first phase of the project is to install the concrete pads in 2024. This shows progress for the fund raising effort to date, and gives strength to continued efforts for getting more contributions to the project.

Local contractors were solicited for bids for the concrete work. Two quotes came in as follows:

Mid-Minnesota	\$ 51,840
(discount of \$5000)	
Jackels & Ross	\$ 52,735
(undetermined discount)	

Both included the concrete in their quotes. Knife river has approved a \$5000 product grant. They also include sales tax, which will be a savings on the cost of the concrete.

The funds raised to date are \$ 72,500, including discounts and grants, with the city match applied.

Phase Two is planned for spring of 2025. The surface, equipment install, fencing and remaining items will be completed at that time. This is of course contingent on raising the funds needed for completion. In the interim, we will apply again for the DNR grant, and look at other grant opportunities. The off-season allows time to refocus on fundraising for the project.

We are asking for approval to move forward with concrete installation in August/September.



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GLENCOE



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 2, 2024

Re: **Item 6B – EDA Levy for 2025**

Item 6B – It is the recommendation of the Glencoe EDA to set the EDA levy for 2025 at \$125,000. 1/2 of the funding would be for contracting for services and the remainder would be for implementation of EDA projects.

I have attached the proposed overall preliminary levy for the City for review. The Final levy is due to McLeod County Auditor by the end of September.



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Economic Development Authority

Minutes

July 22, 2024

Members Present: Greg Ettel, Cory Neid, Brian O'Donnell, Mark Hueser, Jon Dahlke, Ryan Voss, Erik Metag, Larry Hackett.

Others Present: Mark Larson, Owen Elle, Bryan Stading, Haylie Kusler.

At 5:30 PM, President Ettel called to order the Regular meeting of the Economic Development Authority.

O'Donnell made a motion to approve the minutes of the June 2024 meeting. Neid seconded the motion with all members present voting in favor, the motion carried.

Community and Economic Development Associates (CEDA) – Bryan Stading

Bryan Stading with Community Economic Development Associates attended tonight's meeting to review their company and to give a proposal to provide economic development services to the City of Glencoe. CEDA would work with the Glencoe EDA on developing a Strategic Plan. Another vision for CEDA is to provide assistance to the City of Glencoe to set up an Economic Development department and to transition to a full-time Economic Development Director position. A proposed cost for a contract for Economic Development Services for 2025 for 20 hours per week is \$62,000.00 per year.

Hutchinson EDA Strategic Plan

EDA Chair Ettel had discussed the need for a Mission Statement at the last EDA meeting. Bryan Stading suggested to start by picking a format – create a priority hit list for each department, focus on tangible action items.

Update on Rice Companies Pond Reconstruction and Expansion Project

Michael Donnay, Rice Companies, sent over the design of the pond to the Buffalo Creek Watershed to get approval before closing on the property.

Update on Hotel Market Study

The projections should be wrapped up at the end of the month. We should receive the Hotel Market Study report by the end of August.

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Councillors: At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



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Approve 2025 Levy for Recommendation to the City Council

For 2025, it is recommended to request that the City levy \$125,000.00 for EDA use in 2025.

Hueser made the motion to approve the contract with CEDA to start in 2024 and to send it forward to the City Council along with the request for the 2025 Levy. With all members present voting in favor, the motion carried.

O'Donnell made the motion to adjourn, Neid seconded the motion with all members present voting in favor, the motion carried. The meeting was adjourned at 7:06 PM.

Mayor: Ryan Voss **City Administrator:** Mark D. Larson

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2025 Preliminary Levy

	Final 2019	Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	Preliminary 2025	
General Ad Valorem Levy	\$ 1,577,000.00	\$ 1,563,000.00	\$ 1,563,000.00	\$ 1,613,000.00	\$ 1,613,000.00	\$ 1,680,000.00	\$ 1,750,000.00	Fifth Year
Seal Coat		\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	
		\$ 1,600,000.00	\$ 1,600,000.00	\$ 1,650,000.00	\$ 1,650,000.00	\$ 1,717,000.00	\$ 1,787,000.00	
Debt Service/Special Levy		\$300,000.00	\$400,000.00	\$500,000.00	\$600,000.00	\$700,000.00	\$800,000.00	Sixth
2023 Payment Project (Fifth Year)	\$ 120,000.00	\$ 127,365.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 115,000.00	\$ -	Paid Off 2024
11th Street / Morningside								Paid Off 2017
1997 Melod Ave/NC Pond								Paid Off 2013
1997 NC III/Morningside								Paid Off 2014
1999 CSAH #33								Paid Off 2019
1999 Aquatic Center	\$ 85,000.00							Paid Off 2013
2001 NC #5/ Popeika								Paid Off 2013
2002 W R Est II								Paid Off 2014
2003 W R Pond Est								Paid Off 2019
2003 CSAH #3	\$ 65,000.00							Paid Off 2015
2004 NC #6/Glenknoll								Paid Off 2015
2004 Street Overlay								Annual
2010 City Center	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	10th Payment
2014 Street Improvement	\$ 135,000.00	\$ 140,000.00	\$ 140,000.00	\$ 144,500.00	\$ 179,000.00	\$ 179,000.00	\$ 179,000.00	10th Payment
2015 Lincoln Park Project	\$ 145,000.00	\$ 145,000.00	\$ 150,000.00	\$ 150,000.00	\$ 155,000.00	\$ 155,000.00	\$ 155,000.00	9th Payment
2016 Armstrong Avenue	\$ 34,000.00	\$ 31,070.00	\$ 32,000.00	\$ 32,000.00	\$ 35,690.00	\$ 32,000.00	\$ 32,000.00	8th Payment
2017 Baxter Avenue	\$ 120,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	7th Payment
2018 Central Storm Sewer	\$ 114,145.00	\$ 140,000.00	\$ 140,000.00	\$ 145,000.00	\$ 145,000.00	\$ 145,000.00	\$ 145,000.00	6th Payment
2021 10th Street Improvement	\$ -	\$ -	\$ -	\$ -	\$ 27,000.00	\$ -	\$ -	3rd Payment
2025 Harnepin Avenue Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Economic Development Authority	\$ 968,145.00	\$ 1,173,435.00	\$ 1,277,000.00	\$ 1,406,500.00	\$ 1,551,690.00	\$ 1,641,000.00	\$ 1,629,000.00	
	\$2,545,145.00	\$2,773,435.00	\$2,877,000.00	\$3,056,500.00	\$3,201,690.00	\$3,358,000.00	\$3,416,000.00	
			3.73%	6.24%	4.75%	4.88%	1.73%	



SMALL CITY & BIG FUTURE

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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 2, 2024

Re: **Item 6C – Pickleball Request**

Item 6C – The Glencoe Pickleball Group will be present to request that the City Council authorize them to move ahead with preparing the concrete pad for the pickleball court this summer. They have raised the funding for concrete, including City 50% contribution.

It is anticipated that the remaining funding will be raised for the completion of the pickleball courts in 2025.

Pickleball Phasing Plan

The first phase of the project is to install the concrete pads in 2024. This shows progress for the fund raising effort to date, and gives strength to continued efforts for getting more contributions to the project.

Local contractors were solicited for bids for the concrete work. Two quotes came in as follows:

Mid-Minnesota	\$ 51,840
(discount of \$5000)	
Jackels & Ross	\$ 52,735
(undetermined discount)	

Both included the concrete in their quotes. Knife river has approved a \$5000 product grant. They also include sales tax, which will be a savings on the cost of the concrete.

The funds raised to date are \$ 73,190, including discounts and grants, with the city match applied.

Phase Two is planned for spring of 2025. The surface, equipment install, fencing and remaining items will be completed at that time. This is of course contingent on raising the funds needed for completion. In the interim, we will apply again for the DNR grant, and look at other grant opportunities. The off-season allows time to refocus on fundraising for the project.

We are asking for approval to move forward with concrete installation in August/September.

Phase I Cost

Excavate site – City of Glencoe		0
Crushed concrete – City of Glencoe		0
Site prep – RDV Construction		0
Install concrete (4.5” concrete)	\$	51,840
Estimated actual cost (less tax discounts)	\$	40,000

Phase II – Spring

Equipment	\$	4,200
Sport court surfacing		51,000
Fencing		<u>37,000</u>
	\$	92,200

Project Funds

2022-Sno-Pro	\$	5000
2023-Sno-Pro		4000
2024-Sno-Pro		2000
2022-Lion's club		5000
2024-anonymous		500
2024-Glencoe Firemen's Relief		500
2024-Gwen Regnier		1000
2024-GRHS		1000
2024 – Dr. William & Marilyn Dunbar		500
2024-Ron & Debra Donnay		250
2024-Douglas & Lynda Wagoner		500
2024-Larry & Sheri Anderson		5000
2024 Michael & Marne Long		1000
2024-Knife River Grant		5000 (product)
2024 Coborns		345
2024-Mid MN Builders		<u>5000</u> (discount)
	\$	36,595
		<u>36,595</u> (park match)
	\$	73,190 available funds



AN MDU RESOURCES COMPANY

Building Strong Communities

Charitable Donation Request Form

*Product - \$5000
Call Angi to schedule*

Organization: City of Glencoe Date: 3/20/24

Contact Person/Title: Ryan Voss Phone: 320-510-3658

Organization's Address: 1107 11th Street East City: Glencoe State: mn ZIP: 55336

Email: rvoss@ci.glencoe.mn.us Organization Tax ID/EIN: 41-6005185

Benefitting: Youth/Education Military Veterans Community Improvement Other

A Knife River employee/customer is involved in the project/org: Yes No Unknown

Name of employee/customer, if "yes": RDV Construction

The organization has 501(c)(3) status: Yes No (If yes, please include copy of IRS letter)

Please make sure your proposal includes the following information, if applicable:

- A description of your organization/project, including its mission, goals and objectives.
- A list of key staff and directors.
- A list of other corporations providing funding to the project/org., including the MDU Resources Foundation.
- Completed W9.
- Current operating budget and latest financial statement.

What services does your organization/project provide? Public park for community use

How will this donation be used, and what is the intended impact? Construction of 4 pickleball courts. The amenity will create social as well as physical exercise opportunity for a wide range of users at the facility.

Where is the project/organization located? Oscar Olson Park in Glencoe

Amount requested (or product/service): Concrete product or \$5000

Project start/completion date: May 1st, 2024

By what date do you need the contribution? TBD - Summer 2024

For Internal Use

Notes: _____

Approved Amount: _____ Check to be mailed to Org Route check to General Manager

General Manager Approval: _____ Date: _____

VP's Approval (if over \$1,000): _____ Date: _____

President Approval (if over \$2,500): _____ Date: _____

Accounting Coding (may include multiple HBUs with % of split): _____
Donation Account Codes: 7531.102 Operations / 8563.100 Admin

President's approval required on any requested amount if "Benefiting" is "other" and not one of the three KRC priority areas.

Pickleball Project

Budget

• Excavation and prep work – City of Glencoe		0
• Concrete pad installation budget	\$	52,000
• Equipment cost – Jamie – 1050x4		4,200
• Sport court surface		
○ Tires opt	\$	51,000
○ Spray on		42,000
• Fencing – 396' – 10' galvanized		30,000
160' – 4' galvanized		7,000
• Lighting – TBD		
• Final landscaping – City of Glencoe		<u>0</u>
Option with tile \$ 141,050	\$	135,200 (w/spray)

Funding

City of Glencoe will match up to \$ 75,000

To Date:

2022 – Sno-Pro's	\$	5,000	
2023 – Sno-Pro's		4,000	
2022 – Lion's Club		<u>5,000</u>	<u>Matching</u>
(funds in park board)	\$	14,000	= \$28,000 to date



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 2, 2024

Re: **Item 7D – 2025 Hennepin Avenue Bike Trail and Sidewalk costs.**

Item 7D – City Engineer Justin Black will review the costs of the trail and sidewalks for the 2025 Hennepin Avenue project. The Joint Powers Agreement (JPA) with McLeod County is currently being reviewed, and it is anticipated that the JPA will be on the agenda of the second meeting in August.

No action is required.

ENGINEER'S ESTIMATE
 2025 HENNEPIN AVE (CSAH 2) SUIP
 GLENCOE, MINNESOTA
 SEH NO. GLENC 175513
 AUGUST 5, 2024

OPTION	SIDE	CONFIGURATION	TOTAL ESTIMATED COST
1	WEST	10' BITUMINOUS TRAIL	\$150,000
	EAST	NOTHING	
2	WEST	10' CONCRETE TRAIL	\$240,000
	EAST	NOTHING	
3	WEST	5' CONCRETE SIDEWALK	\$240,000
	EAST	5' CONCRETE SIDEWALK*	
4	WEST	10' BITUMINOUS TRAIL	\$270,000
	EAST	5' CONCRETE SIDEWALK*	

*IF 5' SIDEWALK IS CONSTRUCTED ON EAST SIDE, THE 16TH ST INTERSECTION SKEW/REALIGNMENT WOULD NOT BE FEASIBLE

STREET WIDTH - 13TH TO 16TH	TOTAL ESTIMATED COST
44'	\$1,100,000
50'	\$1,200,000



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Mayor: Ryan Voss City Administrator: Mark D. Larson

Councilors: At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neld



STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

TRUNK HIGHWAY SPEED LIMIT AUTHORIZATION

Control Section: 4307	
Trunk Highway: MNTH-22	Order Number:
County: McLeod	District: 8-Willmar
Location: USTH-212 in Glencoe to MNTH-7 in Hutchinson	

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

30 miles per hour between R.P. 106+00.650 (the north junction of Trunk Highway 212 in Glencoe) and R.P. 108+00.058 (a point approximately 250 feet west of the intersection with Armstrong Avenue in Glencoe)

45 miles per hour between R.P. 108+00.058 (a point approximately 250 feet west of the intersection with Armstrong Avenue in Glencoe) and R.P. 108+00.365 (a point approximately 200 feet west of the intersection with Fir Avenue in Glencoe)

60 miles per hour between R.P. 108+00.365 (a point approximately 200 feet west of the intersection with Fir Avenue in Glencoe) and R.P. 114+00.804 (a point approximately 545 feet south of the intersection of Merrian Street in Biscay)

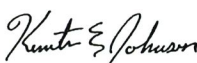
30 miles per hour between R.P. 114+00.804 (a point approximately 545 feet south of the intersection of Merrian Street in Biscay) and R.P. 115+00.287 (a point approximately 600 feet north of the intersection of County State Aid Highway 4 (Major Avenue) in Biscay)

60 miles per hour between R.P. 115+00.287 (a point approximately 600 feet north of the intersection of County State Aid Highway 4 (Major Avenue) in Biscay) and R.P. 121+00.211 (the east junction with Trunk Highway 7 in Hutchinson)

Date traffic control devices were verified or modified by MnDOT staff implementing this authorization:

Date	Signature	Title
------	-----------	-------

(RETURN COPY TO CENTRAL OFFICE WHEN COMPLETE)

AUTHORIZED SIGNATURE (MS 169.14)		Digitally signed by Kenneth Johnson Date: 2024.06.13 13:44:06 -05'00'
--	--	---

NOTE: Reference points (R.P.) shown above are for state reference point system.

Engineering and Traffic Investigation for Speed Limit Determination

Date: 3/21/2024

To: Ken Johnson, P.E.
Assistant State Traffic Engineer

From: Cody Brand, P.E.
District 8 Traffic Engineer

Cody Brand Digitally signed by Cody Brand
Date: 2024.03.25 10:18:52 -05'00'

RE: Speed Limit Recommendation for TH22 Between Armstrong Avenue and Glen Knol Avenue

An engineering and traffic investigation for speed limit determination has been requested by Glencoe on TH22 between Armstrong Ave and Glen Knoll Ave. Minnesota Department of Transportation (MnDOT) has conducted an engineering and traffic investigation for speed limit determination in accordance with Minnesota Statute Section 169.14 and MnDOT Traffic Engineering Manual.

Based upon the engineering and traffic investigation, the following speed limit is recommended:

- **Maintain existing 30 mph on TH 22 between Jct. US 212 and 250' west of Armstrong Ave**
- **45 mph on TH22 between 250' west of Armstrong Ave and 200' west of Fir Ave**
- **Maintain exiting 60 mph on TH 22 northwest of 200' west of Fir Ave**

Location



Note, a public road connection south of Fir Ave is proposed. The connection will provide access to future development south of TH 22. The existing bypass south of Fir Ave will be removed and a right turn lane will be constructed.

Roadway Characteristics

The following roadway characteristics are present from Armstrong Avenue to Fir Avenue.

Terrain	Flat
Vertical and Horizontal Curves	No Curves
Number of Lanes	Two Lanes
Through Lane Surface Type	Bituminous
Through Lane Width	12'
Shoulder Surface Type	Bituminous
Shoulder Width	8'
Roadside Description	<ul style="list-style-type: none"> Mix between suburban residential, suburban commercial land use

	<ul style="list-style-type: none"> • 700' (typical) between entrances • No curb and gutter present • No sidewalk present • No parked cars observed, minimal use expected • No non-motorized roadway users observed, minimal to moderate use expected • No trees present
Average Annual Daily Traffic (AADT)	5703 (Recorded 2021)
Existing Posted Speed Limit	60 MPH

The following traffic control devices are present.

- All intersections are thru-stop control

Speed Sample

A speed sample was collected on 9/28/2023.

Speed Sample Location	Dogwood Ave
50 th Percentile Speed	40 mph (eastbound) 39 mph (westbound)
85 th Percentile Speed	48 mph (eastbound) 45 mph (westbound)
10 mph Pace Speed	35-44 mph (eastbound) 36-45 mph (westbound)

Speed Sample Location	Fir Avenue
50 th Percentile Speed	50 mph (eastbound)

	48 mph (westbound)
85 th Percentile Speed	57 mph (eastbound) 55 mph (westbound)
10 mph Pace Speed	47-56 mph (eastbound) 43-52 mph (westbound)

Crash History

Crashes from the preceding 3-year period were reviewed:

- No recorded crashes in last three years

Attachments

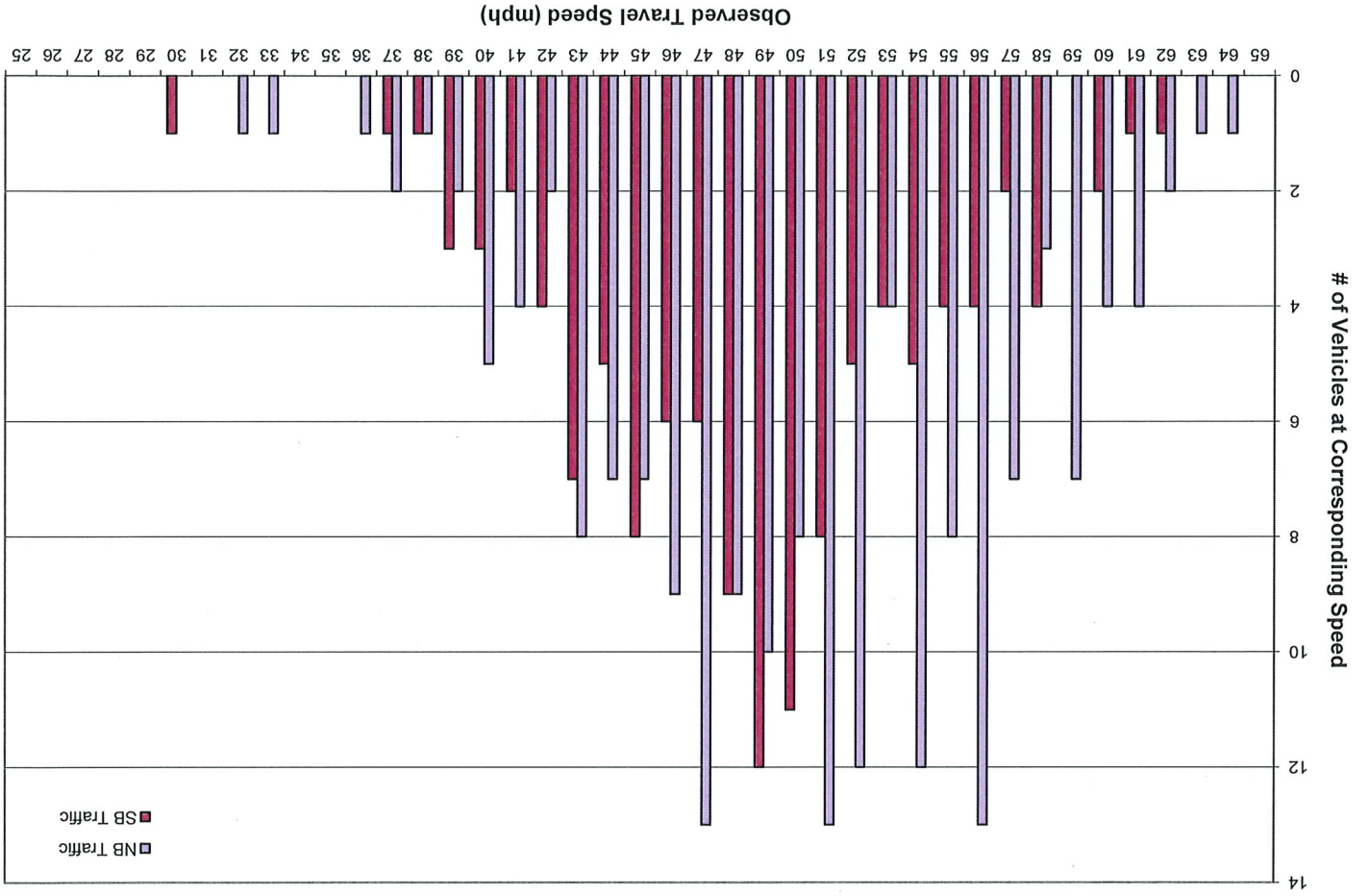
Speed Sample



FIELD SPEED SURVEY SUMMARY

Road # MN 22 Zone 60 MPH Location Fir Ave N. Glencoe, Mn
 Ref. Pt. MM 108 Time 1300 AM-PM
 County McCloud Weather Clear Road Type Two Lane Blacktop
 Date 9/28/2023 Machine _____ NB: 85th %ile 57 MPH Pace 47 to 56
 Day Thursday Observer(s) Ed Hystad SB: 85th %ile 55 MPH Pace 43 to 52

PASSENGER VEHICLES									
SPEED (mph)	NORTH BOUND				SPEED (mph)	SOUTH BOUND			
	INDIVIDUAL VEHICLES		ACCUMULATED VEH.			INDIVIDUAL VEHICLES		ACCUMULATED VEH.	
	# of vehicles	% vehicles	# of vehicles	% vehicles		# of vehicles	% vehicles	# of vehicles	% vehicles
65		0.0%	181	100%	65		0.0%	119	100%
64	1	0.6%	181	100%	64		0.0%	119	100%
63	1	0.6%	180	99%	63		0.0%	119	100%
62	2	1.1%	179	99%	62	1	0.8%	119	100%
61	4	2.2%	177	98%	61	1	0.8%	118	99%
60	4	2.2%	173	96%	60	2	1.7%	117	98%
59	7	3.9%	169	93%	59		0.0%	115	97%
58	3	1.7%	162	90%	58	4	3.4%	115	97%
57	7	3.9%	159	88%	57	2	1.7%	111	93%
56	13	7.2%	152	84%	56	4	3.4%	109	92%
55	8	4.4%	139	77%	55	4	3.4%	105	88%
54	12	6.6%	131	72%	54	5	4.2%	101	85%
53	4	2.2%	119	66%	53	4	3.4%	96	81%
52	12	6.6%	115	64%	52	5	4.2%	92	77%
51	13	7.2%	103	57%	51	8	6.7%	87	73%
50	8	4.4%	90	50%	50	11	9.2%	79	66%
49	10	5.5%	82	45%	49	12	10.1%	68	57%
48	9	5.0%	72	40%	48	9	7.6%	56	47%
47	13	7.2%	63	35%	47	6	5.0%	47	39%
46	9	5.0%	50	28%	46	6	5.0%	41	34%
45	7	3.9%	41	23%	45	8	6.7%	35	29%
44	7	3.9%	34	19%	44	5	4.2%	27	23%
43	8	4.4%	27	15%	43	7	5.9%	22	18%
42	2	1.1%	19	10%	42	4	3.4%	15	13%
41	4	2.2%	17	9%	41	2	1.7%	11	9%
40	5	2.8%	13	7%	40	3	2.5%	9	8%
39	2	1.1%	8	4%	39	3	2.5%	6	5%
38	1	0.6%	6	3%	38	1	0.8%	3	3%
37	2	1.1%	5	3%	37	1	0.8%	2	2%
36	1	0.6%	3	2%	36		0.0%	1	1%
35		0.0%	2	1%	35		0.0%	1	1%
34		0.0%	2	1%	34		0.0%	1	1%
33	1	0.6%	2	1%	33		0.0%	1	1%
32	1	0.6%	1	1%	32		0.0%	1	1%
31		0.0%	0	0%	31		0.0%	1	1%
30		0.0%	0	0%	30	1	0.8%	1	1%
29		0.0%	0	0%	29		0.0%	0	0%
28		0.0%	0	0%	28		0.0%	0	0%
27		0.0%	0	0%	27		0.0%	0	0%
26		0.0%	0	0%	26		0.0%	0	0%
25		0.0%	0	0%	25		0.0%	0	0%

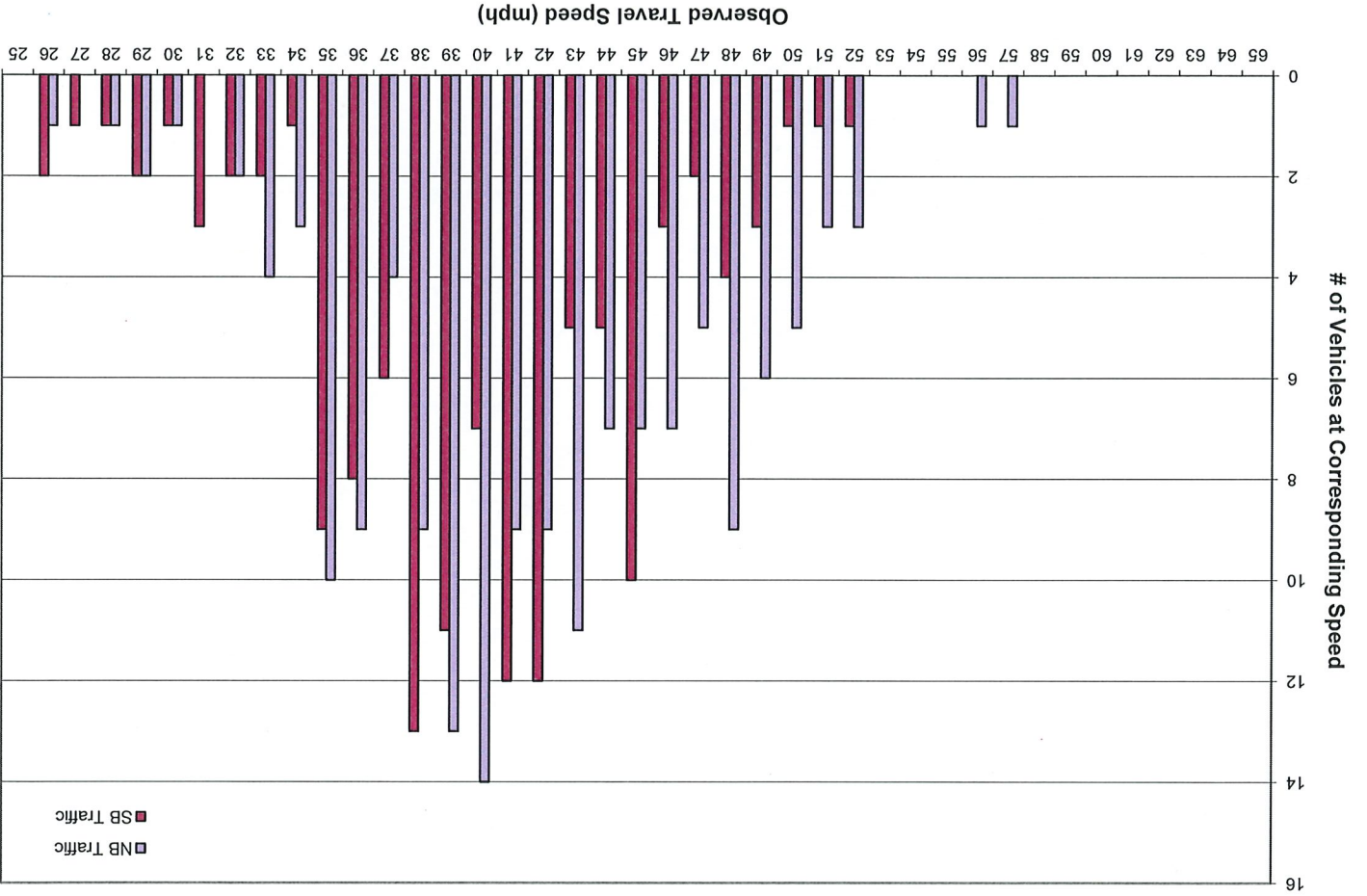




FIELD SPEED SURVEY SUMMARY

Road # <u>MN 22</u>	Zone <u>30</u>	MPH	Location <u>MNDOT Glenco T.S. Entrance</u>
Ref. Pt. <u>MM 108</u>	Time <u>930</u>	AM-PM	
County <u>McCloud</u>	Weather <u>Clear</u>		Road Type <u>Two lane Blacktop</u>
Date <u>9/28/2023</u>	Machine _____	NB: 85th %ile <u>48</u> MPH	Pace <u>35</u> to <u>44</u>
Day <u>Thursday</u>	Observer(s) <u>Ed hystad</u>	SB: 85th %ile <u>45</u> MPH	Pace <u>36</u> to <u>45</u>

PASSENGER VEHICLES									
SPEED (mph)	NORTH BOUND				SPEED (mph)	SOUTH BOUND			
	INDIVIDUAL VEHICLES		ACCUMULATED VEH.			INDIVIDUAL VEHICLES		ACCUMULATED VEH.	
	# of vehicles	% vehicles	# of vehicles	% vehicles		# of vehicles	% vehicles	# of vehicles	% vehicles
65		0.0%	156	100%	65		0.0%	128	100%
64		0.0%	156	100%	64		0.0%	128	100%
63		0.0%	156	100%	63		0.0%	128	100%
62		0.0%	156	100%	62		0.0%	128	100%
61		0.0%	156	100%	61		0.0%	128	100%
60		0.0%	156	100%	60		0.0%	128	100%
59		0.0%	156	100%	59		0.0%	128	100%
58		0.0%	156	100%	58		0.0%	128	100%
57	1	0.6%	156	100%	57		0.0%	128	100%
56	1	0.6%	155	99%	56		0.0%	128	100%
55		0.0%	154	99%	55		0.0%	128	100%
54		0.0%	154	99%	54		0.0%	128	100%
53		0.0%	154	99%	53		0.0%	128	100%
52	3	1.9%	154	99%	52	1	0.8%	128	100%
51	3	1.9%	151	97%	51	1	0.8%	127	99%
50	5	3.2%	148	95%	50	1	0.8%	126	98%
49	6	3.8%	143	92%	49	3	2.3%	125	98%
48	9	5.8%	137	88%	48	4	3.1%	122	95%
47	5	3.2%	128	82%	47	2	1.6%	118	92%
46	7	4.5%	123	79%	46	3	2.3%	116	91%
45	7	4.5%	116	74%	45	10	7.8%	113	88%
44	7	4.5%	109	70%	44	5	3.9%	103	80%
43	11	7.1%	102	65%	43	5	3.9%	98	77%
42	9	5.8%	91	58%	42	12	9.4%	93	73%
41	9	5.8%	82	53%	41	12	9.4%	81	63%
40	14	9.0%	73	47%	40	7	5.5%	69	54%
39	13	8.3%	59	38%	39	11	8.6%	62	48%
38	9	5.8%	46	29%	38	13	10.2%	51	40%
37	4	2.6%	37	24%	37	6	4.7%	38	30%
36	9	5.8%	33	21%	36	8	6.3%	32	25%
35	10	6.4%	24	15%	35	9	7.0%	24	19%
34	3	1.9%	14	9%	34	1	0.8%	15	12%
33	4	2.6%	11	7%	33	2	1.6%	14	11%
32	2	1.3%	7	4%	32	2	1.6%	12	9%
31		0.0%	5	3%	31	3	2.3%	10	8%
30	1	0.6%	5	3%	30	1	0.8%	7	5%
29	2	1.3%	4	3%	29	2	1.6%	6	5%
28	1	0.6%	2	1%	28	1	0.8%	4	3%
27		0.0%	1	1%	27	1	0.8%	3	2%
26	1	0.6%	1	1%	26	2	1.6%	2	2%
25		0.0%	0	0%	25		0.0%	0	0%





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Mayor: Ryan Voss **City Administrator:** Mark D. Larson

Councillors: At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neld

CITY OF GLENCOE BILLS

AUGUST 5, 2024

**** PREPAID PAYROLL & WIRE TRANSFER BILLS ****

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-1-24	\$69,785.48
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-15-24	\$68,001.75
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$20,175.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$99,287.58
	TOTAL PREPAID BILLS ----->	<u><u>\$257,249.81</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 5, 2024 - PREPAID BILLS

Date: 07/30/2024

Time: 2:38 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	181113	05/02/2024	352.11
				Vendor Total:	352.11
CITY OF GLENCOE	0035	LIQUOR: CITY CENTER BAR PETTY CASH	181117	05/02/2024	52.50
				Vendor Total:	52.50
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	181118	05/02/2024	263.70
				Vendor Total:	263.70
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	181114	05/02/2024	5,124.75
				Vendor Total:	5,124.75
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	181119	05/02/2024	303.64
				Vendor Total:	303.64
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	181120	05/02/2024	88.60
				Vendor Total:	88.60
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	181115	05/02/2024	5,066.75
				Vendor Total:	5,066.75
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	181116	05/02/2024	3,992.48
				Vendor Total:	3,992.48
				Grand Total:	15,244.53
				Less Credit Memos:	0.00
				Net Total:	15,244.53
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	15,244.53
	Total Invoices:	8			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 5, 2024 - PREPAID BILLS

Date: 07/30/2024

Time: 2:37 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BOBBING BOBBER BREWING COM	1802	LIQUOR STORE: MERCH FOR RESALE	181235	05/20/2024	125.92
				Vendor Total:	125.92
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	181231	05/14/2024	655.72
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	181236	05/20/2024	1,813.73
				Vendor Total:	2,469.45
CARLOS CREEK WINERY, INC.	0188	LIQUOR STORE: MERCH FOR RESALE	181237	05/20/2024	774.00
				Vendor Total:	774.00
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	181232	05/14/2024	2,429.50
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	181238	05/20/2024	4,241.50
				Vendor Total:	6,671.00
LEAGUE OF MN. CITIES INS TRUS	0915	MULT DEPTS: PROPERTY & LIABILITY INS	181239	05/20/2024	253,452.00
				Vendor Total:	253,452.00
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	181240	05/20/2024	303.64
				Vendor Total:	303.64
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	181241	05/20/2024	88.60
				Vendor Total:	88.60
NOTHING BUT HEMP	0275	LIQUOR STORE: MERCH FOR RESALE	181242	05/20/2024	846.00
				Vendor Total:	846.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	181233	05/14/2024	3,221.05
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	181243	05/20/2024	3,310.90
				Vendor Total:	6,531.95
SCHRAM HAUS BREWERY	0502	LIQUOR STORE: MERCH FOR RESALE	181244	05/20/2024	220.00
				Vendor Total:	220.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	181234	05/14/2024	5,019.88
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	181245	05/20/2024	5,156.83
				Vendor Total:	10,176.71
				Grand Total:	281,659.27
				Less Credit Memos:	0.00
				Net Total:	281,659.27
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	281,659.27
Total Invoices:	15				

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 5, 2024 - REGULAR BILLS

Date: 08/02/2024

Time: 10:42 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
1ST LINE-LEEWES VENTURES LLC	0509	AQUATIC CENTER: MERCH FOR RESALE	0	00/00/0000	<u>159.75</u>
				Vendor Total:	159.75
2B CONTINUED	1649	REIMB: AWNING GRANT	0	00/00/0000	<u>2,500.00</u>
				Vendor Total:	2,500.00
ACCREDITED SECURITY	1443	POLICE: TASER	0	00/00/0000	<u>714.00</u>
				Vendor Total:	714.00
AUTO VALUE GLENCOE	0214	STREET: SMALL TOOLS, BATTERY	0	00/00/0000	<u>165.98</u>
				Vendor Total:	165.98
BLUE CROSS BLUE SHIELD OF MII	1254	MULT DEPTS: INS PREMIUMS	0	00/00/0000	<u>47,100.85</u>
				Vendor Total:	47,100.85
BRADLEY SECURITY & ELECTRIC	0209	WWTP: SERVICE ON GATE KEYPAD	0	00/00/0000	<u>225.00</u>
				Vendor Total:	225.00
BRAD'S SAFE & VAULT, LLC	0106	LIQUOR STORE: SAFE	0	00/00/0000	<u>300.00</u>
				Vendor Total:	300.00
BULAU, KEVIN	2230	W.W.T.P.: I & I PAYMENT	0	00/00/0000	<u>1,000.00</u>
				Vendor Total:	1,000.00
CARS ON PATROL TOWING	1365	POLICE, AIRPORT: SQUAD SET-UP, GRAPHICS, TOWING	0	00/00/0000	<u>20,662.40</u>
				Vendor Total:	20,662.40
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS	0	00/00/0000	<u>5,395.44</u>
				Vendor Total:	5,395.44
CENTURYLINK (CHARLOTTE, NC)	1880	AQUATIC CENTER: PHONE BILL	0	00/00/0000	<u>60.00</u>
				Vendor Total:	60.00
CENTURYLINK	1394	MULT DEPTS: PHONE BILL	0	00/00/0000	<u>823.46</u>
				Vendor Total:	823.46
CINTAS	1351	AQUATIC CENTER: FIRST AID SUPPLIES	0	00/00/0000	<u>131.10</u>
				Vendor Total:	131.10
COMPANION LIFE INSURANCE	1859	MULT DEPTS: INS PREMIUMS	0	00/00/0000	<u>3,000.88</u>
				Vendor Total:	3,000.88
DAVE'S LAWN CARE & RECYCLING	1837	REIMB: LAWN SERVICE	0	00/00/0000	<u>150.00</u>
				Vendor Total:	150.00
EGGERSGLUESS, BRAD	0869	ADMIN: MONTHLY CELL PHONE REIMB	0	00/00/0000	<u>50.00</u>
				Vendor Total:	50.00
FIEBELKORN, ANDREW	0432	POLICE: POSTAGE REIMB	0	00/00/0000	<u>16.11</u>
				Vendor Total:	16.11
FLEET SERVICES DIVISION	2144	POLICE: SQUAD CAR LEASES	0	00/00/0000	<u>3,936.86</u>
				Vendor Total:	3,936.86
FOSTER MECHANICAL, INC.	0647	POLICE: HVAC REPAIR	0	00/00/0000	<u>235.00</u>
				Vendor Total:	235.00
FRANKFURTH, BRANDON	0279	WATER: TRAVEL EXP REIMB, UNIFORM ALLOWANCE	0	00/00/0000	<u>508.76</u>
				Vendor Total:	508.76
FRANKLIN PRINTING INC.	0085	WATER, LIQUOR STORE: INK, OFFICE SUPPLIES	0	00/00/0000	<u>759.78</u>
				Vendor Total:	759.78
FREITAG, BENTON	0659	CABLE TV: COUNCIL MEETING RECORDINGS	0	00/00/0000	<u>100.00</u>
				Vendor Total:	100.00
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	<u>486.74</u>
				Vendor Total:	486.74

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 5, 2024 - REGULAR BILLS

Date: 08/02/2024

Time: 10:42 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
GALLS, LLC	0452	POLICE: UNIFORMS	0	00/00/0000	<u>107.99</u>
				Vendor Total:	107.99
GILLETTE PEPSI COMPANIES, INC	0496	AQUATIC CENTER, LIQUOR STORE: MERCH FOR RESALE	0	00/00/0000	<u>835.90</u>
				Vendor Total:	835.90
GLENCOE DAYS INC.	1793	REIMB: GLENCOE LIONS CLUB DONATION	0	00/00/0000	<u>1,200.00</u>
				Vendor Total:	1,200.00
GOLDEN TONGUE CONSULTANTS	1305	POLICE: TRANSLATION SERVICES	0	00/00/0000	<u>90.00</u>
				Vendor Total:	90.00
GRIEBEL, ELIZABETH	1573	AQUATIC CENTER: UNIFORM REIMB	0	00/00/0000	<u>39.50</u>
				Vendor Total:	39.50
HAWKINS, INC.	1133	WATER, WWTP: CHEMICALS	0	00/00/0000	<u>10,464.98</u>
				Vendor Total:	10,464.98
HILLYARD HUTCHINSON	0122	PARK, AQUATIC CENTER: CLEANING SUPPLIES	0	00/00/0000	<u>796.79</u>
				Vendor Total:	796.79
HOLTMEIER CONSTRUCTION, INC	1450	WATER. WWP: CONCRETE CRUSHING	0	00/00/0000	<u>80,756.00</u>
				Vendor Total:	80,756.00
HORSTMANN, MACKENZIE	1817	AQUATIC CENTER: POOL RENTAL REFUND	0	00/00/0000	<u>69.80</u>
				Vendor Total:	69.80
JOHNSON CONTROLS FIRE	0874	LIQUOR STORE: ALARM & DETECTION REPAIRS	0	00/00/0000	<u>1,574.13</u>
				Vendor Total:	1,574.13
KRANZ LAWN & POWER	1155	PARK: MOWER HYDRO KITS	0	00/00/0000	<u>438.00</u>
				Vendor Total:	438.00
LARAWAY ROOFING, INC.	0755	POLICE: RECAULKED WINDOWS FOR LEAK REPAIR	0	00/00/0000	<u>353.00</u>
				Vendor Total:	353.00
LEMKE, PAUL	0529	COUNCIL: MILEAGE REIMB	0	00/00/0000	<u>87.10</u>
				Vendor Total:	87.10
MCLEOD COOP. POWER ASS'N.	0201	ADMIN, AIRPORT: ELECTRICITY	0	00/00/0000	<u>692.37</u>
				Vendor Total:	692.37
METRO SALES, INC	1066	ADMIN: OFFICE EQUIPMENT LEASE	0	00/00/0000	<u>376.79</u>
				Vendor Total:	376.79
MINI BIFF	0177	PARK: WASTE REMOVAL	0	00/00/0000	<u>453.90</u>
				Vendor Total:	453.90
MN DEPT. OF EMPLOYMENT &	0559	REIMB: DEED LOAN INTEREST PAYMENT	0	00/00/0000	<u>382.74</u>
				Vendor Total:	382.74
MN PUBLIC FACILITIES AUTHORIT	0905	WWTP: LOAN PRINCIPAL & INTEREST PAYMENT	0	00/00/0000	<u>762,820.00</u>
				Vendor Total:	762,820.00
MVTL, INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	<u>711.70</u>
				Vendor Total:	711.70
NUVERA	2120	MULT DEPTS: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	<u>6,327.23</u>
				Vendor Total:	6,327.23
O'REILLY AUTOMOTIVE, INC	1982	PARK: MOWER BATTERY	0	00/00/0000	<u>66.93</u>
				Vendor Total:	66.93
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	<u>557.32</u>
				Vendor Total:	557.32

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

AUGUST 5, 2024 - REGULAR BILLS

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
PLUNKETT'S PEST CONTROL, INC	0446	POLICE, AQUATIC CETNER, LIQUOR STORE: PEST CONTROL	0	00/00/0000	307.98
				Vendor Total:	<u>307.98</u>
RELIANCE STANDARD LIFE INS CC	1915	MULT DEPTS: INS PREMIUMS	0	00/00/0000	1,328.72
				Vendor Total:	<u>1,328.72</u>
RITE	0857	LIQUOR STORE: POS ADD-ON	0	00/00/0000	107.38
				Vendor Total:	<u>107.38</u>
RJ KOOL	0110	CITY CENTER: DRYER	0	00/00/0000	7,027.00
				Vendor Total:	<u>7,027.00</u>
SCP DISTRIBUTORS	2167	AQUATIC CENTER: DIVING BOARD STRAPS	0	00/00/0000	129.61
				Vendor Total:	<u>129.61</u>
SHRED-N-GO, INC	0032	FINANCE, POLICE: PAPER SHREDDING SERVICE	0	00/00/0000	167.86
				Vendor Total:	<u>167.86</u>
STAR GROUP, L.L.C.	0972	STREET, PARK, WATER: FILTERS, SPARK PLUGS, SMALL TOOLS, OIL	0	00/00/0000	406.86
				Vendor Total:	<u>406.86</u>
STREICHER'S	0273	POLICE: UNIFORMS	0	00/00/0000	219.98
				Vendor Total:	<u>219.98</u>
VANDAMME, JON	0136	LIQUOR STORE:MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
				Vendor Total:	<u>50.00</u>
VANDAMME, MYRANDA	0028	CITY CENTER: MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
				Vendor Total:	<u>50.00</u>
VERIZON ACCOUNTS PAYABLE	1801	WATER: OVERPAYMENT REFUND	0	00/00/0000	40,000.00
				Vendor Total:	<u>40,000.00</u>
VERIZON WIRELESS	1110	POLICE: AIR TAGS	0	00/00/0000	200.07
				Vendor Total:	<u>200.07</u>
VIVID IMAGE, INC.	0436	CITY CENTER: WEBSITE HOSTING	0	00/00/0000	600.00
				Vendor Total:	<u>600.00</u>
VOSS, RYAN	2217	ADMIN: MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
				Vendor Total:	<u>50.00</u>
WATER CONSERVATION SERVICE	1298	WATER: LEAK LOCATES	0	00/00/0000	1,279.47
				Vendor Total:	<u>1,279.47</u>
WEELBORG	0126	WATER: TRUCK MAINTENANCE	0	00/00/0000	66.15
				Vendor Total:	<u>66.15</u>
WICKENHAUSER, GRACE	0661	CITY CENTER: DAMAGE DEPOSIT REFUND	0	00/00/0000	200.00
				Vendor Total:	<u>200.00</u>
				Grand Total:	1,009,875.36
				Less Credit Memos:	0.00
				Net Total:	<u>1,009,875.36</u>
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	<u>1,009,875.36</u>
	Total Invoices:	62			



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

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**Glencoe Municipal Liquor Store
Profit & Loss Statement for April 2024**

Sales	
Liquor	69,695.30
Beer	104,490.19
Wine	17,480.86
Other Merchandise	4,045.14
THC	553.39
Total Sales	<u>196,264.88</u>

Cost of Sales	
Beginning Inventory	455,925.17
Purchases	163,132.97
Total Merch. Avail. for Sale	<u>619,058.14</u>
Less Inventory Ending	475,051.65
Cost of Sales	<u>144,006.49</u>
Gross Profit on Sales	<u>52,258.39</u> 26.63%

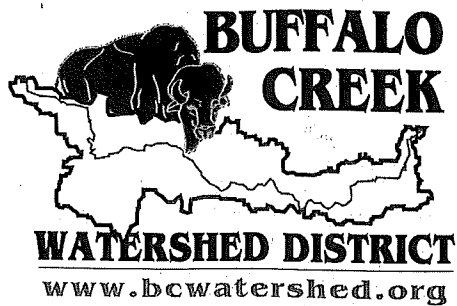
Operating Expenses	
Sales Tax (Use tax)	117.00
Full-Time Employees	6,402.00
Full-Time Employees- Overtime	0.00
Part-Time Employees	5,944.21
PERA Contributions	810.69
FICA Contributions	757.90
Medicare Contributions	177.27
Health & Life Insurance	2,205.10
Operating Supplies	6,299.48
Cleaning Supplies	0.00
Repair & Maintenance	3,020.69
Professional Services	0.00
Training	1,214.00
Computer Repair/Equipment	0.00
Telephone	116.05
Travel Expense	0.00
Advertising	1,446.70
Printing & Binding	0.00
Electricity	897.47
Natural Gas	223.38
Uniforms	0.00
Miscellaneous	0.00
Sub-total	<u>29,631.94</u>
Insurance- Liquor, Property, Gen'l Liability	888.12
Depreciation	3,504.41
Audit	250.00
Worker's Comp	308.62
Bond Interest	841.04
Total Operating Expenses	<u>35,424.13</u>

Non-Operating Expenses/Income	
Interest Income	76.15
Miscellaneous	382.50
Sales Tax Variance	2.16
Cash Drawer +/-	29.21
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	<u>490.02</u>

Net Income	17,324.28
Year-To-Date Income	81,249.19

Comparative Figures	
<u>Previous Year (2023)</u>	
Total Sales	200,884.86
Gross Profit on Sales	56,499.86
Total Operating Expenses	31,630.06
Total Non-Operating Exp./Inc.	76.40
Net Income	24,946.20
Year-To-Date Income	72,027.75

Current YTD Cash Balance	62,222.80
Last Month YTD Income	63,924.91



Notice to Property Owners of Potential Drainage Work within the Glencoe Central Drainage System

Dear Property Owner:

The purpose of this letter is to inform you that there will be an upcoming presentation on a potential drainage project within the Glencoe North Central Drainage System on **August 27, 2024 at 7:00 p.m.** The meeting will be held at the Buffalo Creek Watershed's Regular meeting place, Glencoe City Center, Suite 103, 1107 11th Street East, Glencoe, MN 55336. On June 25, 2024, after hearing from many concerned landowners, the Buffalo Creek Watershed Board of Managers instructed Houston Engineering to produce a drainage plan that would address many different issues raised within the North Central Ditch. Houston Engineering has prepared plans that include ditch cleaning, tree removing, culvert replacement, and installation underground drainage tile. The Watershed Managers would like to have landowner input on the proposed plan. **If this project moves forward your property would have a financial obligation.**

If you have any questions or would like further information prior to the meeting please contact Larry Phillips at 320-510-0504 or Seth Sparks at 320-905-4780.

Buffalo Creek Watershed Board of Managers

Don Belter President