

FAIRMONT CITY COUNCIL AGENDA

Monday, April 22, 2024, 5:30 p.m.

1. **Roll Call/Determination of Quorum**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Recognition/Presentations**
 - 4.1 Arbor Day Proclamation (03)
5. **Public Discussion/Comment** (Individual comments are limited to 3 minutes) (05)
6. **Consent Agenda** (Items removed from consent will be placed at the end of the items under new business)
 - A. **Minutes**
 - 6.A.1 Consideration of approving the City Council Minutes from Regular Meeting on April 8, 2024 (06)
 - B. **Check Registers**
 - 6.B.1 Accounts Payable April 2024 (09)
 - C. **Other**
 - 6.C.1 Consideration of an Event Permit for Fairmont Soccer Association, Soccer Shakeout Tournament, May 3, 2024 (10)
 - 6.C.2 Consideration of an Event Permit for Jordan Fausch, CdLS Awareness Event, May 11, 2024 (13)
 - 6.C.3 Consideration of an Event Permit for American Legion, Post 36 & VFW Post 1222, Memorial Day Parade, May 27, 2024 (16)
 - 6.C.4 Consideration of Mayor's Appointment to the Public Utilities Commission (19)
7. **Public Hearings**
 - 7.1 Public hearing to consider Resolution 2024-13 City of Fairmont Departmental Fee Schedule for City Services (20)

8. Old Business

9. New Business

- 9.1 Consideration for Signing a 3-year Enterprise Agreement (EA) with Environmental Systems Research Institute (ESRI) for ArcGIS Products (30)
- 9.2 Consideration of Taxiway Edge Light and Signage System Replacement including environmental, design, bidding, and closeout report services Task order (41)
- 9.3 Consideration of adopting a resolution addressing the loss of a nominee for service on the Charter Commission and rescinding the motion to withhold submitting the resolution pending a joint meeting between the Charter Commission and City Council (79)
- 9.4 Review request to develop a reorganization plan for Community Development. (86)

10. Council Discussion

11. Staff/Liaison Reports

A. Public Works

B. Finance

C. City Administrator

D. Mayor/Council

- Hasek – PUC
- Kawecki – Library, BE River One Watershed One Plan
- Lubenow – Park Board
- Maynard – Airport
- Miller – Visit Fairmont, CER
- Baarts

12. Adjournment



STAFF MEMO

Prepared by: Nick Lardy, Streets & Parks Superintendent	Meeting Date: April 22, 2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 4.1
Reviewed by: Interim Administrator	Item: Arbor Day – Arbor Day Proclamation		
Presented by: Mayor Lee C. Baarts	Action Requested: N/A		
Vote Required: <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: N/A Board/Commission/Committee Recommendation: N/A		

PREVIOUS COUNCIL ACTION

None

REFERENCE AND BACKGROUND

Mayor Lee C. Baarts will proclaim April 26, 2024, as Arbor Day in the City of Fairmont.

****Please note the 2024 program time as it is different from past celebrations****

The City of Fairmont Park Department would like to invite you to our annual Arbor Day Celebration on Friday, April 26th, 2024. The program will be held at Charlotte Park, 401 S. Dewey St. at **9:00am**. (west of the 5 Lakes Centre) Mr. Striemer’s SJV 4th grade students will perform a short program. The City Forester, Chad Striemer, will be planting a European Hornbeam tree with the help of the students. In case of inclement weather, the program will be held at the Public Works Facility located at 801 E. Margaret Street. The Park Department would then plant the tree at a later date. Anyone with questions should contact Nick Lardy at 507-235-9330.

BUDGET IMPACT

N/A

RECOMMENDATION

N/A

SUPPORTING DATA/ATTACHMENTS

2024 Arbor Day Proclamation

PROCLAMATION

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and,

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and,

WHEREAS, Arbor Day is now observed throughout the nation and the world; and,

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife; and,

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and,

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and,

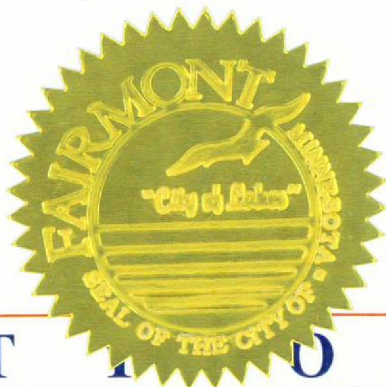
WHEREAS, trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I Lee C. Baarts, Mayor of the City of Fairmont, do hereby proclaim April 26, 2024,

ARBOR DAY

in the City of Fairmont, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and,

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.



Lee C. Baarts, Mayor



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 5
Reviewed by: Interim Administrator	Item: Public Discussion/Comment		
Presented by:	Action Requested:		
Vote Required: <input type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND Prior to regular business, is there any public discussion/comment?

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.A.1
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of approving the City Council Minutes from Regular Meeting on April 8, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the City Council Meeting Minutes from April 8, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes Regular Meeting, April 8, 2024

The minutes of the Fairmont City Council meeting held on Monday, April 8, 2024, at the City Hall Council Chambers.

Mayor Baarts called the meeting to order at 5:30 p.m.

Council Members Wayne Hasek, Britney Kawecki, Randy Lubenow, Jay Maynard and Michele Miller were present. Also in attendance: Interim City Administrator Jeff O'Neill, Finance Director Paul Hoye, Director of Public Works/Utilities Matthew York, City Clerk Patricia J. Monsen, Police Chief Mike Hunter, Civil Engineer Tyler Cowing, City Engineer Wes Brown and City Attorney Cara Brown.

Council Member Lubenow made a motion to add 9.4 under new business, a discussion about a Petition to dissolve the building inspection department. Mayor Baarts reminded the Council of the Rules of Procedures for the City Council regarding adding items to the agenda. Council Member Lubenow's motion was denied. Council Member Miller made a motion to remove item 9.3 on the Charter Commission until a meeting can be held between the Charter Commission and the City Council and to hold off on submitting the last resolution to the Judge for appointments to the Charter Commission until after the meeting has occurred. Council Member Hasek seconded the motion. During discussion, Council Member Kawecki asked City Attorney Brown for an opinion on Charter Section 3.07 Reading of Resolutions. City Attorney Brown stated that they have worked with many cities to remove this language, as it is generally not followed in practice. On roll: Council Members Hasek, Maynard and Miller all voted aye. Council Members Kawecki and Lubenow voted nay. Mayor Baarts declared said motion passed.

Council Member Maynard made a motion to approve the agenda with the removal of item 9.3 consideration of adopting a resolution addressing the loss of a nominee for service on the Charter Commission and the addition of item 9.4 consideration of approving Employment Agreement between City of Fairmont and Matthew Skaret identifying City Administrator terms of service. Council Member Miller seconded the motion. On roll: Council Members Maynard, Miller and Hasek voted aye. Council Members Kawecki and Lubenow voted nay. Mayor Baarts declared said motion passed.

Public Works/Utilities Director York gave background information on the Gomsrud Park Project. City Engineer Wes Brown of Bolton & Menk gave a presentation on Phase I of the Gomsrud Park Project.

During public discussion, Council Member Lubenow stated that since he wasn't allowed to add to the agenda, he received a petition to dissolve the building inspection department from concerned citizens and shared some of the concerns. Council Member Lubenow stated that he will fill out the proper paperwork to get this item on the next city council agenda.

Council Member Maynard made a motion to approve the consent agenda. Council Member Miller seconded the motion and the motion carried. Items on the consent agenda were: Approval of the March 25, 2024 City Council meeting; Event Permit for Fairmont Lakes Foundation, Inc. to hold a Spring Fishing Tournament on May 18, 2024; Event Permit for DAV, American Legion & VFW to hold Veterans Serving Veterans Picnic on June 29, 2024; Purchase of a new pickup truck to replace the current Code Enforcement Officer vehicle, squad 9 for the Police Department listed on the 2024 CIP; and Purchase of a new playground structure for Eastside Park.

Cade Hartwig, Tim Miller and Sam Cress of Light, Noise & Smoke addressed the council and requested a donation of \$10,000 for the Fairmont fireworks. Council Member Kawecki made a motion to approve a donation of \$10,000 to Light, Noise & Smoke for the 2024 July 4th fireworks. Council Member Miller seconded the motion and the motion carried.

Council Member Maynard made a motion to award the 2024 Sealcoat Projects, 2024-C Improvement Contract to low bidder Pearson Bros., Inc. of Hanover, Minnesota. Council Member Miller seconded the motion and the motion carried.

Council Member Maynard made a motion to approve the Employment Agreement between the City of Fairmont and Matthew Skaret identifying City Administrator terms of service. Council Member Miller seconded the motion and the motion carried.

York reported a small power outage on Sunday night in the Downtown area. All docks will be installed in the next week. He stated that there were only 19 more water meters left to be installed. Shut offs will begin the 1st of May.

O'Neill reported that a preliminary candidate has been selected for the HR position.

Council Member Lubenow stated that he had consulted with some experts and that the Veteran's Park Shelter could be erected with a slab on grade. He would like city staff to investigate alternatives. He also stated that the HRA renewed another CD. The HRA has an investor who is interested in the property by Lakeview Methodist Home that the HRA owns for a one to three-million-dollar project and they are hoping to break ground in the next twelve months.

Council Member Maynard reported that FEDA approved a revolving loan fund loan and a façade program loan for Lakes Law Properties, LLC on Downtown Plaza.

Mayor Baarts thanked the citizens and employees who participated in the food drive contest.

A motion was made by Council Member Maynard, seconded by Council Member Miller and carried to adjourn the meeting at 6:26 p.m.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk



STAFF MEMO

Prepared by: Paul Hoyer, Finance Director	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.B.1
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of Accounts Payable April 2024		
Presented by: Paul Hoyer, Finance Director	Action Requested: Motion to approve the April 2024 accounts payable		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The April 2024 bills are attached at the end of the agenda.



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.1
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of an Event Permit-Fairmont Soccer Association, Soccer Shakeout Tournament, May 3, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Event Permit for the Fairmont Soccer Association to hold a Soccer Shakeout Tournament on May 3, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The Fairmont Soccer Association has made application for an Event Permit to hold a Soccer Shakeout Tournament on May 3, 2024. This event will include ten to twelve out-of-town clubs participating. The event will be held at the Jeffrey Kot Soccer Complex.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Event Permit



EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 4-8-2024

Permit Fee: \$15.00

Event: Soccer Tournament - Shakeout

Sponsoring entity: Fairmont Soccer Association

Address: 1801 S Prairie Ave

Maximum estimated number of persons expected to attend at any one time: 450

Event coordinator(s): Jeremiah Pluin

Contact Info: _____ Phone # 507-618-0268

E-mail Fmtfsaweb@gmail.com

Primary contacts (during event):

Name: Jeremiah Pluin

Name _____

Cell#: _____

Cell# _____

E-mail: _____

E-mail: _____

Event Start: Day/Date May 3 Time: 5:00 pm

Event End: Day/Date May 4 Time: 7:00 pm

Setup: Day/Date May 3 Start time: 8:00 am End Time: 8:00 pm

Teardown: Day/Date May 4 Start time: 8:00 pm End Time: 9:00 pm

1. Type and description of the event and a list of all activities to take place at the event.

Soccer games for children U12 - U18. 10-12 out of town clubs coming

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

Self Kat Soccer complex.

Extra tables - 12

Extra cans garbage 10

Extra TP for bathrooms

3. Will outside drinking water or waste collection systems be supplied? Yes; No
If yes, supply public health plans, including the number of toilet facilities that will be available.

4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. Yes; No
If yes, provide the written plans.
hire trainers

5. Will organizers allow outside food wagon/vendors at the event? Yes; No
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.

6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): Yes; No
If yes, event coordinator must complete temporary overnight camping permit and submit payment.

7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments? Yes; No
If yes, please describe: _____

8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns? Yes; No
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).

9. Will you be providing shuttle service? Yes; No
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature: *[Signature]* Title: Club President Date: 4-8-2024

If you would like your event published on the City's website/Community Calendar, please indicate: Yes; No

Office Use Only			
\$15.00 Fee Paid	Date: <u>4/8/24</u>	Received by: <u>[Signature]</u>	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date: <u>4/23/24</u>	Action:
City Administrator Approval	Yes	No	Date

- Permit distribution:
- City
 - Applicant
 - Police
 - Parks/Streets
 - Other



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.2
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of an Event Permit-Jordan Fausch, CdLS Awareness Event, May 11, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Event Permit for the Jordan Fausch to hold a CdLS Awareness Event on May 11, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

Jordan Fausch has made application for an Event Permit to hold a CdLS Awareness Event on May 11, 2024 at Gomsrud Park.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Event Permit



EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: ~~May 11th 2024~~ 4/7/24

Permit Fee: \$15.00

Event: CdLS Awareness event

Sponsoring entity: Jordan Fausch (self)

Address: Gomsrud park, Fmt

Maximum estimated number of persons expected to attend at any one time: _____

Event coordinator(s): Jordan Fausch

Contact Info:

Phone #

E-mail fausch94@hotmail.com

5074328041

Primary contacts (during event):

Name: _____

Name _____

Cell#: _____

Cell# _____

E-mail: _____

E-mail: _____

Event Start: Day/Date May 11th 2024

Time: 9:30 am - 1 pm

Event End: Day/Date May 11th 2024

Time: 3 pm

Setup: Day/Date May 11th 2024

Start time: 9 AM

End Time: _____

Teardown: Day/Date May 11th 2024

Start time: 5 pm

End Time: _____

1. Type and description of the event and a list of all activities to take place at the event.

1st grader.
Jameson's CdLS Awareness Day,
(Cornelia De Lange Syndrome)

Bouncy castle(s) potluck games.

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

Next to shelter house for bouncy castle.

inside ~~bar~~ near shelter - food, etc.

Will call 411 if approved

3. Will outside drinking water or waste collection systems be supplied? Yes; No
If yes, supply public health plans, including the number of toilet facilities that will be available.
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. Yes; No
If yes, provide the written plans.
5. Will organizers allow outside food wagon/vendors at the event? Yes; No
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): Yes; No
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments? Yes; No
If yes, please describe: Speaker + phones.
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns? Yes; No
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
9. Will you be providing shuttle service? Yes; No
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature Jordan Jaussek Title organizer Date 4/7/24

If you would like your event published on the City's website/Community Calendar, please indicate: Yes; No

Office Use Only			
\$15.00 Fee Paid	Date: <u>4/10/24</u>	Received by: <u>[Signature]</u>	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date: <u>4/10/24</u>	Action:
City Administrator Approval	Yes	No	Date

- Permit distribution:
- City
 - Applicant
 - Police
 - Parks/Streets
 - Other



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.C.3
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of an Event Permit-American Legion Post 36 & VFW Post 1222, Memorial Day Parade and Program, May 27, 2024		
Presented by: Patricia J. Monsen, CMC City Clerk	Action Requested: Motion to approve the Event Permit for the American Legion Post 36 & VFW Post 1222 to hold the Memorial Day Parade and Program on May 27, 2024		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The American Legion Post 36 & VFW Post 1222 have made application for an Event Permit to hold the Memorial Day Parade and Program on May 27, 2024.

BUDGET IMPACT

N/A

SUPPORTING DATA/ATTACHMENTS

Event Permit



EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: MAY 27, 2024

Permit Fee: \$15.00

Event: MEMORIAL DAY PARADE & PROGRAM

Sponsoring entity: AMERICAN LEGION POST 36 & VFW POST 1222

Address: 300 DOWNTOWN PLAZA, FAIRMONT

Maximum estimated number of persons expected to attend at any one time: 200

Event coordinator(s): STEVE FOSNESS POST 36 COMMANDER

Contact Info: 507-230-1532 Phone #
E-mail

Primary contacts (during event):

Name: SAME
Cell#: _____
E-mail: _____

Name: JIM MILLER
Cell#: 507-236-1026
E-mail: _____

Event Start: Day/Date MAY 27, 2024

Time: 8:30 AM

Event End: Day/Date " " "

Time: 12:00 NOON

Setup: Day/Date _____ Start time: _____

End Time: _____

Teardown: Day/Date _____ Start time: _____

End Time: _____

1. Type and description of the event and a list of all activities to take place at the event.

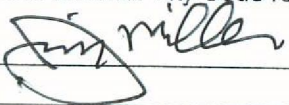
PARADE FROM VETERAN MEMORIAL PARK (CORNER 2ND ST & PRAIRIE AVE) DOWN PRAIRIE NORTH TO WINNEBAGO AVE AND INTO MARTIN COUNTY VETERAN MEMORIAL. FLAG RAISING AT VETERAN PARK PRIOR TO PARADE

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

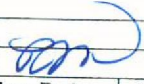
FACILITIES AT WINNEBAGO SPORTS COMPLEX
REQUEST CITY TO SET UP BENCHES AT MARTIN COUNTY VETERAN MEMORIAL FOR PROGRAM

3. Will outside drinking water or waste collection systems be supplied? ___ Yes; No
If yes, supply public health plans, including the number of toilet facilities that will be available.
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. ___ Yes; No
If yes, provide the written plans.
5. Will organizers allow outside food wagon/vendors at the event? ___ Yes; No
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): ___ Yes; No
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments? Yes; ___ No
If yes, please describe: PA SYSTEM PROVIDED BY POST 36
FOR PROGRAM
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns? ___ Yes; No
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
9. Will you be providing shuttle service? ___ Yes; No
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature  Title FINANCE OFFICER Date 4/11/24
POST 36

If you would like your event published on the City's website/Community Calendar, please indicate: ___ Yes; ___ No

Office Use Only			
\$15.00 Fee Paid	Date: <u>4/11/24</u>	Received by: <u></u>	
Requires Council Approval	<input checked="" type="checkbox"/> Yes; ___ No	Council Meeting Date: <u>4/22/24</u>	Action:
City Administrator Approval	Yes	No	Date

- Permit distribution:
- ___ City
 - ___ Applicant
 - ___ Police
 - ___ Parks/Streets
 - ___ Other



STAFF MEMO

Prepared by: Patricia J. Monsen, CMC City Clerk	Meeting Date: 04/22/2024	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 6.A.4
Reviewed by: Jeff O’Neill, Interim Administrator	Item: Consideration of Mayor’s Appointment to the Public Utilities Commission		
Presented by: Mayor Lee C. Baarts	Action Requested: Motion to approve the Appointment of Steven Zoch to the Public Utilities Commission		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The Public Utilities Commission has an opening and an application for the position was received from Steven Zoch. The Mayor respectfully requests the appointment of Steven Zoch to fill this opening.

Board/Commission	Appointee	Term Number	Term Length
Public Utilities Commission	Steven Zoch	1	3

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS



STAFF MEMO

Prepared by: Patricia J. Mosen, City Clerk	Meeting Date: 4/22/2024	<input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Public Hearing	Agenda Item # 7.1
Reviewed by: Jeff O’Neill, Interim City Administrator	Item: Public hearing to consider Resolution 2024-13 City of Fairmont Departmental Fee Schedule for City Services		
Presented by: Jeff O’Neill, Interim City Administrator	Action Requested: Motion to close the Public Hearing		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Four Fifths Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation: NA		

PREVIOUS COUNCIL ACTION

A workshop was conducted at which time staff reviewed fees. Now that the Public Utilities Commission has reviewed and recommended approval of utility fees, it is time to present it for public review.

REFERENCE AND BACKGROUND Resolution 2024-13 sets forth the City of Fairmont’s Departmental Fee Schedule for City Services. It is a requirement of State statutes that the fee scheduled be reviewed annually via public hearing and updated to reflect any changes that need to be addressed. Typically, adoption of the fee schedule occurs at the first or second meeting of the new year.

Staff will not be conducting a complete review of the fee schedule at the meeting but look forward to answering any questions from Council or the public regarding the content of the fee schedule.

Adoption of the fee schedule will occur at a subsequent meeting thereby providing time to answer any questions that might not be fully addressed at the public hearing.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Resolution 2024-13

RESOLUTION 2024-13

STATE OF MINNESOTA)
 COUNTY OF MARTIN)SS:
 CITY OF FAIRMONT)

WHEREAS, pursuant to Minnesota Statute 462.353, Subd. 4a, a municipality may adopt a fee schedule, either annually or more frequently, following publication of notice of proposed action on a fee schedule at least ten days prior to a public hearing held to consider action on or approval of the fee schedule.

WHEREAS, notice was published on April 10, 2024, that the Fairmont City Council would be holding a public hearing on April 22, 2024 to consider the adoption of the May 13, 2024 City of Fairmont Departmental Fee Schedule for City Services.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Fairmont, Minnesota as follows:

1. A public hearing was held on April 22, 2024, for the consideration of the adoption of the May 13, 2024 City of Fairmont Departmental Fee Schedule for City Services.
2. That the following fee schedule be adopted:

CITY OF FAIRMONT DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES Effective Date: May 13, 2024		
CITY WIDE FEES		
Photo copy – 100 pages or less of black and white, letter or legal size government data	\$.25 per page	
Photo copy – 101 pages or more of government data	\$.25 per page and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling and electronically transmitting the copies of the data	
Photo copy – material provided by the person making request	\$.25 per page	
CD/DVD copy	\$10.00 each	
Flash drive	\$5.00 each	

Fax	\$.50 per page	
Laminate document	\$1.00 per page	
NSF Check Fee	\$30.00	
Credit Card Handling Fee	2.5% of total fee	
ADMINISTRATION & GENERAL GOVERNMENT		
Alcoholic Beverage Licenses		Resolution 3.43(a), 3.94(a) Resolution 2021-32
Intoxicating Liquor	\$2,500.00 per year	
Sunday Liquor	\$200.00 per year	
Club License	\$300.00 per year	
3.2% Beer On-Sale	\$200.00 per year	
3.2% Beer Off Sale	\$100.00 per year	
Wine On-Sale	\$250.00 per year	
Taproom/Brewpub	\$300.00 per year	
Brewer Off-Sale (Growlers/Crowlers)	\$100.00 per year	
Small Brewer Off-Sale 128 oz./day	\$100.00 per year	
Temporary Intoxicating Liquor (3-4 day)	\$50.00 per event	
Temporary 3.2% Beer	\$10.00 per event	
Temporary Consumption & Display	\$50.00 per event	
Consumption & Display (Set-up)	\$100.00 per year	
Keg in Park	No Charge, but permit needed	
New License Investigation Fee	\$100.00	
Miscellaneous Licenses		
Tobacco/Cigarette	\$150.00 per year	Resolution 14.18, 14.42
THC/Edibles	\$200.00 per year	
Refuse Hauling	\$75.00 per truck	
Taxi	\$50.00 per vehicle	
Theater	\$75.00 per year	
Peddler/Solicitor/Transient Merchant	\$300 per year \$150.00 per month	Resolution 19.17(b)
Golf Cart Permit	\$20.00 per year	Clerk 16.6(a)
ATV Permit	\$20.00 per year	Council 16.92(a)
Event Permit	\$15.00 per event	
Food Wagon/Vendor Permit	\$25.00 per event – Must be in conjunction with an event	Ordinance 18.45(1)
Overnight Camping	\$50.00 per event – Must be in conjunction with an event	
Dog/Cat License	\$10.00 per year- if spayed or neutered \$15.00 per year – if not spayed or neutered	Admin. Change 7/28/21
Dangerous Dog Registration	\$100.00, plus license fee	

Motor Vehicle Impound/Storage Fees	\$10.00 per day			
Leased Parking Stall	\$25.00 per month, plus tax			
Rental Registration	\$5.00 per unit up to \$100.00 for 3 years			Approved by Council 27.11
Rental Inspection	\$40.00			
Vacant Building Registration	\$100.00			Ord. 2021-04
Assessment Certificate	\$15.00			
Administrative Citations				Resolution 2.6(c)
Violation	1 st	2 nd	3 rd	
<u>Animals</u>				
4-21 Running at Large	\$50.00	\$75.00	\$100.00	
4-24 Nuisances	\$50.00	\$75.00	\$100.00	
4-25 Sanitation	\$50.00	\$75.00	\$100.00	
Liquor Violations	\$750.00	\$1,500.00	\$2,000.00	Resolution 2013- 30
	Fourth Violation – Revocation of License (5 year look back period)			
All other	\$50.00	\$75.00	\$100.00	
<u>Building Code</u>				
6-18 Enforcement	\$150.00	\$300.00	\$500.00	
<u>Miscellaneous Provision & Offenses</u>				
15-1 Curfew for Minors	\$25.00	\$50.00	\$75.00	
15-2 Noise	\$25.00	\$50.00	\$75.00	
<u>Nuisances</u>				
17-1 Junk	\$150.00	\$300.00	\$500.00	
17-2 Weeds & Grass	\$25.00	\$50.00	\$75.00	
<u>Solid Waste</u>				
22-18 Storage	\$150.00	\$300.00	\$500.00	
22-20 Open Burning	\$150.00	\$300.00	\$500.00	
22-21 Dumping in Streets	\$50.00	\$75.00	\$100.00	
23-3 Ice and Snow	\$50.00	\$75.00	\$100.00	
<u>26-26 Zoning</u>	Not to exceed \$500.00 May accrue each day violation continues			
<u>Rental Housing Code</u>				
27-4 Rental Registration	\$100.00	\$200.00	\$300.00	
27-5 Rental Inspection	\$100.00	\$200.00	\$300.00	
<u>Stormwater Management</u>	Inspections due to noncompliance are charged at 2.5 times the hourly rate of the inspector. Abatement of violations include a \$75.00 administrative fee in addition to the actual costs of abatement. If abatement requires more than one hour of staff time, the property owner is charged \$150.00 per hour. A \$50.00 charge is added to accounts where expenses are not paid, and special assessment is levied against			Code: 25.1006

	the property owner and the account is certified to the county for collection.	
Illicit Discharges & Connection	Major Violation \$1,000.00 Minor Violation \$500.00	Code: 25-1002
Illicit Connection to Stormwater System	Major Violation \$1,000.00 Minor Violation \$500.00	
Failure to Provide Adequate Preventative Measures to Prevent an Illicit Discharge	Major Violation \$500.00 Minor Violation \$200.00	
Failure to Report a Spill	\$200.00	
Failure to Clean up a Spill	\$200.00	
Failure to Respond to a Notice of Violation	\$100.00	
Grass clippings found on the street	Verbal Warning \$25.00 \$100.00	
<u>Land Disturbing Activities</u>		Code: 25-1003
Per each Distinct Violation	Major Violation \$500.00 Minor Violation \$250.00	
<u>Structural Stormwater BMP Violations</u>		Code: 25-1004
Failure to perform proper maintenance of a structural stormwater BMP	Major Violation \$500.00 Minor Violation \$250.00	
Removal and/or alteration to a structural stormwater BMP or easement	Major Violation \$500.00 Minor Violation \$250.00	
Failure to submit required easement and/or maintenance agreement	\$250.00	
Failure to submit maintenance records	\$100.00	
<u>Miscellaneous Code Violations Not Listed</u>	\$100.00 \$200.00 \$300.00	
COMMUNITY DEVELOPMENT	Fees are doubled if no permit was issued prior to starting work	
Building Permits	Fees + state surcharge fees	Code section 6.6(b) references Ordinance 2000-4 for the fees
\$1.00 to \$500.00	\$29.50	
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$3.70 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	Code section 6.6(b) references Ordinance 2000-4 for the fees

\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 plus \$16.55 for each additional \$1,000.00 or fraction thereof to and including \$25,000.00	Code section 6.6(b) references Ordinance 2000-4 for the fees
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 plus \$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,00.00 plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	
\$500,000.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00	
\$1,000,001 and up	\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof	
Plan Review Fee	65% of the Permit Fee	
State Surcharge	As per Minnesota Statute 16B.70	
<u>Other Inspections & Fees</u>		
Outside of normal business hours	\$63.25 per hour (minimum charge two hours)	
Reinspection fees under Minnesota Building Code Section 1300.0160	\$63.25 per hour	
Outside Consultants for plan checking and inspections, or both	Actual costs	
<u>Flat fees for small residential projects</u>	<u>Base permit fee</u>	
Roofing	\$69.50	
Siding	\$69.50	
Window/Door	\$69.50	
Plumbing (water heater, etc.)	\$69.50	
Mechanical (furnace, A/C, etc.)	\$69.50	
Demolition	\$25.00	
PLANNING & ZONING		
Appeal/Code Amendment	\$150.00	
Administrative Appeal	\$50.00	
Conditional Use	\$250.00	
Home Occupation	\$150.00	
CUP/HOP Annual Review	\$30.00	
Minor Plat	\$90.00	
Planned Unit Development	\$250.00	
Preliminary Plat	\$300.00	
Rezoning	\$300.00	
Variance (Residential)	\$150.00	

Variance (Commercial)	\$250.00	
Zoning Verification	\$25.00	
Zoning permit – Sheds/Fence/Steps	\$25.00	
ENGINEERING DEPARTMENT		
Land Disturbance	Fee is doubled if no permit was issued prior to starting work	
5,000 square feet – 0.49 acres	\$50.00	
.05 acres - .99 acres	\$75.00	
1 acre or greater	\$200.00	
Yard Waste Recycling (Commercial Use Only)	\$1,500.00 per year	
Oversized Load	\$40.00/\$80.00	
Right-of-Way Permit	\$25.00	
After the Fact ROW Permit	Two times original permit fee	
FIRE DEPARTMENT		
Fire Call	\$500.00	
United Township Coop Fire Association Fire Call Charge	\$1,000.00	
PARKS & RECREATION		
Park Shelter Rental	\$85.00 per day, plus tax Lincoln	
	\$125.00 per day, plus tax Sylvania	Park Policy 1-23-2023
	\$125.00 per day, plus tax Cedar	Park Policy 1-23-2023
Weddings	\$250.00 per day, plus tax	Park Policy 1-23-2023
Fish Cleaning Key Card	\$5.00 per year	
SMEC Rental	*Rentals for full week are only charged for 4 days	Park Policy 1-23-2023
For Profit	\$100.00 per day *	
	\$50.00 per half day *	
	\$550.00 monthly/short term (6 mos. or less)	
	\$400.00 Volume Discount (daily/week)	
	\$200.00 Volume Discount (half days/week)	
Non-profit	\$50.00 per day *	
	\$25.00 per half day *	
	\$500.00 monthly/short term (6 mos. or less)	
	\$200.00 Volume Discount (daily/week)	
	\$100.00 Volume Discount (half days/week)	
Individual Rental	\$85.00	

Aquatic Park		
Daily Admission	\$7.00 per person 2 years and up	
Punch Card (12 admissions)	\$70.00	
Punch Card (12 fitness admissions)	\$30.00	
Individual Pass	\$90.00	
Family Membership (up to 5 people)	\$190.00	
Additional family member/Caregiver	\$25.00 each	
Fitness Class Admission	\$3.00	
Swimming Lessons	\$45.00 per session	
Private Lessons	\$20.00 per session for one swimmer	
	\$35.00 per session for two swimmers	
	\$45.00 per session for three swimmers	
Facility Rental	\$200.00 per two hours for two pools	
Facility Rental	\$400.00 per two hours for four pools	
PUBLIC WORKS DEPARTMENT		
Front End Loader	\$95.00/hour	
Backhoe	\$95.00/hour	
Dump Truck	\$75.00/hour	
Pickup Truck	\$40.00/hour	
Street Sweeper	\$185.00/hour	
Bucket Truck	\$95.00/hour	
Skid Loader	\$55.00/hour	
Vactor Machine	\$107.00/hour	
Labor Costs	\$85.00/hour	
UTILITIES	All Water and Sewer Connections and Distribution Fees are based upon the most current Water and Sewer Connection and Distribution Policy approved by the Public Utilities, which is attached and incorporated in this Fee Schedule	
ELECTRIC DEPARTMENT		
Large Trucks #24, 26, 29	\$125.00 per hour	
Mini-Excavator	\$125.00 per hour	
Pickup Truck	\$55.00 per hour	
Small Trencher	\$35.00 per hour	
Cable Locator	\$75.00 per hour	
Secondary Cable Fault Locator	\$75.00 per hour	

Primary Fault Locator	\$100.00 per hour	
Vacuum Excavator (includes 1-man)	\$125.00 per hour	
Infrared Viewer	\$125.00 per hour	
WATER DEPARTMENT		
Backhoe	\$185.00 per hour	
Backhoe with Cement Breaker/Tamper	\$225.00 per hour	
Air Compressor	\$50.00 per hour	
Pumps	See Wastewater Charges	
Tap Charges ¾" – 2"	\$110.00 per Man Hour	
Tap Charges 4" – 8"	\$140.00 per Man Hour	
Meter Repair	\$175.00	
Dump Truck	\$90.00 per hour	
Water Shut off	\$75.00	
WASTEWATER DEPARTMENT		
Vactor	\$330.00 per hour	
TV Camera – Main Line	\$125.00 per hour	
Septage Fee	\$65.00 per 1,000 gallons	
PUMPS	Half Day	All Day
6" Pump	\$180.00	\$320.00
4" Pump	\$125.00	\$215.00
3" Pump	\$ 95.00	\$140.00
1 ½" – 2" Pump	\$ 55.00	\$ 85.00
Shoring (labor extra if required)	\$100.00	\$200.00
Labor cost – As specified in IBEW Union Contract plus benefits.		
It should be understood that the above charges are for repair of equipment damaged by accidents or charged to other cities or utilities. The above charges will be used for repairs as specified in the Electric, Water and Wastewater service policies.		
AIRPORT		
Ramp fee		
Hangar Rental Rate	\$100.00 - \$500.00	
Monthly Hangar T-hangar rent	\$35.00 - \$150.00 per night (depending on aircraft size)	
	6 units at \$80.00 per month	
	6 units at \$110.00 per month	

	5 units at \$120.00 per month 5 units at \$155.00 per month 4 units at \$125.00 per month 1 unit at \$315.00 per month 1 unit at \$125.00 per moth Big Box Hangar \$300.00 - \$600.00 per month (depending on aircraft size)	
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Lee C. Baarts, Mayor

ATTEST:

Betsy Steuber, City Clerk



STAFF MEMO

Prepared by: Jessie Lloyd, Line Dept. App. and systems specialist	Meeting Date: 4/22/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.1
Reviewed by: Interim Administrator	Item: Consideration for signing a 3 year Enterprise Agreement (EA) with Environmental Systems Research Institute (ESRI) for ArcGIS Products.		
Presented by: Tyler Cowing, Civil Engineer	Action Requested: Motion to approve the 3-year contract with ESRI and pay for the first year.		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approval Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

See attached contract for reference.

ESRI ArcGIS is a software that enables users to create and share graphical information quickly and easily. This information can be used for anything from underground facility locates to future planning and public engagement. As GIS expands its functionality more and more use cases come forward as to its use. The City of Fairmont has been using ArcGIS since 2010 in a limited capacity. The city has grown outside of this capacity and needs to expand on this software’s capabilities. To get the most out of ArcGIS more licensing is required to deploy software. An analysis of the software required showed that approximately \$34000 would be required to function at a normal state. Fortunately, ESRI offers a solution for small cities in the form of an enterprise agreement. For \$87900, split over 3 years, the city has access to enough licenses to cover the current need plus room to grow. This will be a savings of over \$14000 and will provide the city with a greater offering of products. ESRI software is used by all the utilities, public works department, engineering, planning and zoning, and economic development.

BUDGET IMPACT

The Electric Department has budgeted \$30,000 to GIS in the 2024 CIP. This will cover this year’s portion of the contract.

SUPPORTING DATA/ATTACHMENTS

PO# 15073 to ESRI for the year 1 amount of \$29,300 and quote# Q-519982 dated April 11, 2024



April 11, 2024

Jessie Lloyd
City of Fairmont
100 Downtown Plz
Fairmont, MN 56031

Dear Jessie,

The Esri Small Municipal and County Government Enterprise Agreement (SGEA) is a three-year agreement that will grant your organization access to Esri term license software. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply Geographic Information System (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an Enterprise Agreement (EA).

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government EA terms and conditions.

- Licenses are valid for the term of the EA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have.

To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order:

"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL MUNICIPAL AND COUNTY GOVERNMENT EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."

Have it signed by an authorized representative of the organization.

2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri	e-mail: service@esri.com
Attn: Customer Service SG-EA	fax documents to: 909-307-3083
380 New York Street	
Redlands, CA 92373-8100	

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Chad Anderson

Chad Anderson, GISP | State & Local Government Account Manager
Esri | 880 Blue Gentian Rd, Suite 200 | St Paul, MN 55121 | USA
T 651 454 0600 x8319 | canderson@esri.com | esri.com

THE SCIENCE OF WHERE™



Quotation # Q-519982

Date: April 11, 2024

Customer # 392560 Contract #

City of Fairmont
 Engineering Dept
 100 Downtown Plz
 Fairmont, MN 56031

ATTENTION: Jessie Lloyd
 PHONE: (507) 210-2665
 EMAIL: jlloyd@fairmont.org

Environmental Systems Research Institute, Inc.
 380 New York St
 Redlands, CA 92373-8100
 Phone: (909) 793-2853
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 4/11/2024 To: 7/10/2024

Material	Qty	Term	Unit Price	Total
168177	1	Year 1	\$29,300.00	\$29,300.00
Populations of 0 to 25,000 Small Government Enterprise Agreement Annual Subscription				
168177	1	Year 2	\$29,300.00	\$29,300.00
Populations of 0 to 25,000 Small Government Enterprise Agreement Annual Subscription				
168177	1	Year 3	\$29,300.00	\$29,300.00
Populations of 0 to 25,000 Small Government Enterprise Agreement Annual Subscription				

Subtotal:	\$87,900.00
Sales Tax:	\$0.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
Total:	\$87,900.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Chad Anderson	Email: canderson@esri.com	Phone: (651) 454-0600 x8319
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

ANDERSONC **This offer is limited to the terms and conditions incorporated and attached herein.**

Esri Use Only:

Cust. Name _____
Cust. # _____
PO # _____
Esri Agreement # _____



**SMALL ENTERPRISE AGREEMENT
COUNTY AND MUNICIPALITY GOVERNMENT
(E214-1)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A
List of Products**

Uncapped Quantities

Desktop Software and Extensions (Single Use)

ArcGIS Desktop Advanced
ArcGIS Desktop Standard
ArcGIS Desktop Basic
ArcGIS Desktop Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

Enterprise Software and Extensions

ArcGIS Enterprise (Advanced and Standard)
ArcGIS Monitor
ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

Enterprise Additional Capability Servers

ArcGIS Image Server

Developer Tools

ArcGIS Runtime Standard
ArcGIS Runtime Analysis Extension

Limited Quantities

One (1) Professional subscription to ArcGIS Developer
Two (2) ArcGIS CityEngine Single Use Licenses
50 ArcGIS Online Viewers
50 ArcGIS Online Creators
10,000 ArcGIS Online Service Credits
50 ArcGIS Enterprise Creators
2 ArcGIS Insights in ArcGIS Enterprise
2 ArcGIS Insights in ArcGIS Online
5 ArcGIS Location Sharing User Type Extension (Enterprise)
5 ArcGIS Location Sharing User Type Extension (Online)
6 ArcGIS Advanced Editing User Type Extension (Enterprise)

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	2
Number of Tier 1 Help Desk individuals authorized to call Esri	2
Maximum number of sets of backup media, if requested*	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.

- b. The following information will be included in each Ordering Document:

- (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
- (2) Order number
- (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.



STAFF MEMO

Prepared by: Lee Steinkamp, Airport Manager	Meeting Date: 4/22/2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.2
Reviewed by: Interim Administrator	Item: Consideration of Taxiway Edge Light and Signage System Replacement including environmental, design, bidding, and closeout report services Task order		
Presented by: Lee Steinkamp, Airport Manager	Action Requested: Motion to Approve		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Approve Board/Commission/Committee Recommendation: Approve		

PREVIOUS COUNCIL ACTION

Approved in the 2024 budget

REFERENCE AND BACKGROUND

This is a task order to initiate the grant process for this upcoming project at the Fairmont Municipal Airport. This project consists of completing environmental, design, bidding, and closeout report services for the Taxiway Edge Light and Signage System Replacement project at the Fairmont Municipal Airport. As a part of this project, the removal and replacements of LED fixtures, base cans, cabling, conduit, and regulator. The current Taxiway Edge Lighting and Signage System is around 40 years old. The fixtures and wiring are corroding leading to increased maintenance and decreased reliability. All the fixtures use a specific incandescent light bulb used only for airports. The bulbs continue to be more costly and difficult to obtain. A new system with LED fixtures will be more reliable, less maintenance, and lower utility cost.

This project cost will be 90% funded through a grant in aid from the Infrastructure Investment and Jobs Act (IIJA) also know as the Bipartisan Infrastructure Law (BIL) passed in 2021. MNDOT Aeronautics will match funds with 5% cost share and the local share will be 5%.

The actual construction and replacement will take place in 2025 and be funded by another 90/5/5 split grant. The preliminary non-engineered estimate of construction cost is approximately \$500,000

BUDGET IMPACT

Total Project Cost \$82,125.73. MNDOT Aeronautics share \$4,106.29. Local share \$4,106.29

SUPPORTING DATA/ATTACHMENTS

Task order including scope of services, cost breakdowns, contract provisions, and project sketch.



Letter of Transmittal

Date:	March 19, 2024
To:	Matthew York City of Fairmont 100 Downtown Plaza Fairmont, MN 56031
Copy To:	Lee Steinkamp, FRM
From:	Jake Braunagel, PE
Re:	Fairmont Municipal Airport - ALP/MP Update with AGIS
Project #:	2305-00694

We Are Sending You:

<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Under Separate Cover	<input type="checkbox"/> As Requested
<input type="checkbox"/> Prints/Plans	<input type="checkbox"/> For Your Information	<input checked="" type="checkbox"/> For Your Review
<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> For Your Signature	<input type="checkbox"/> Samples
<input type="checkbox"/> Other		

Shipped via: Email

Copies (#)	Description
1	Task Order

Remarks

See enclosed Task Order for your review. If acceptable, please obtain signature, date and return a copy to our office and retain a copy for your records.

If you have any questions, please contact me at 701-290-9218 or jake.braunagel@kljeng.com.

This is Task Order No. 2205-00853-1,
consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 16, 2020 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: March 25, 2024
- b. Owner: City of Fairmont
- c. Engineer: KLJ Engineering LLC (KLJ)
- d. Specific Project (title): Taxiway Edge Light and Signage System Replacement
- e. Specific Project (description): The project consists of completing environmental, design, bidding, and closeout report services for the Taxiway Edge Light and Signage System Replacement project at the Fairmont Municipal Airport.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as described in the Task Order Scope of Services – Attachment A.

3. Additional Services

Additional Services that may be authorized or necessary under this Task Order:

None.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, as well as described in the Task Order Scope of Services – Attachment A.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule as described in the Task Order Scope of Services – Attachment A.

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Task 2 – Design and Bidding Services	\$79,195.79	Lump Sum
2. Task 14 – FAA Closeout Report	\$2,929.94	Lump Sum
3. Additional Services	NA	Direct Labor Costs Times a Factor
TOTAL COMPENSATION	\$82,125.73	Lump Sum

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

A. None.

8. Other Modifications to Agreement and Exhibits:

A. None.

9. Attachments:

- A. Scope of Services – Attachment A
- B. Hourly Rate and Cost Breakdown – Attachment B
- C. Federal Contract Provisions – Attachment C
- D. Project Sketch – Attachment D

10. Other Documents Incorporated by Reference:

A. None.

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is March 25, 2024.

OWNER: City of Fairmont

ENGINEER: KLJ Engineering LLC

By: _____

By:  _____

Print Name: Lee C. Barts

Print Name: Jake Braunagel, PE

Title: Mayor

Title: Aviation Group Leader

Engineer License or Firm's
Certificate No. (if required): _____

State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Matthew R. York

Name: Jake Braunagel, PE

Title: Director of Public Works/Utilities

Title: Project Manager

Address: 100 Downtown Plaza
Fairmont, MN 56031

Address: 5110 East 57th Street
Sioux Falls, SD 57108

E-Mail
Address: MYork@fairmont.org

E-Mail
Address: Jake.Braunagel@kljeng.com

Phone: 507-238-3942

Phone: 605-444-1870



Attachment A
Detailed Scope of Services
Fairmont Municipal Airport, Fairmont, Minnesota
AIP Project #3-27-0029-023-2024
KLJ #2205-00853

Project Description

The work is to occur at Fairmont Municipal Airport in Fairmont, Minnesota, under the terms and conditions of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition (Agreement) and this Task Order (Task Order #2205-00853-1) between the City of Fairmont (Owner) and KLJ Engineering LLC (Engineer).

The federal work shall be performed and constructed under a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant to the City of Fairmont.

The project work description is as follows:

- Removal of existing Taxiway A electrical lighting system.
- Installation of new Taxiway A edge lights, lighted guidance signs, cables and conduits.
- Installation of new Taxiway A regulator and associated equipment in existing electrical vault.
- Removal of non-standard Runway 31 Hold Bay/Run-Up Apron.

The preliminary non-engineered estimate of construction cost is approximately \$500,000.

Detailed Scope of Services to be completed includes the following:

- Task 2 – Design and Bidding Services
- Task 14 – FAA Project Closeout Report Services

The Engineer shall perform the work under this Task Order with FAA Advisory Circulars and regulations that are current as of the effective date of the Task Order. Changes to the FAA Advisory Circulars and regulations after the date of this Task Order shall be addressed per Article 6.01.E of the Agreement.

Project Schedule

The Engineer shall complete the Design Services (minus the Bidding Services) within 300 calendar days of the Owner issuance of the Notice to Proceed. Also note that the schedule allows for a maximum of two weeks review by the FAA and State for reviews of both the Engineering Design Report and the Plans/Specifications. The Bidding Services shall be completed within the timeframe set forth by the Owner's requirements to bid and state law bidding practice. Schedule and fee are based on FAA funding for the project being approved for construction in 2025. If funding does not become available for 2025 construction, timelines may be revised accordingly.

Project Administration

Project Scoping Meeting with Owner. The Engineer shall attend a meeting to discuss project scoping, FAA pre-application, and airport capital improvements plan with the Owner at the airport (1 meeting). It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance, and meeting minutes per staff member. The following staff are anticipated to attend:

- Project Manager

Prepare Project Detailed Scope of Services and Schedule. The Engineer shall prepare a Detailed Scope of Services and preliminary schedule based on the information obtained during the Owner scoping meeting. Engineer shall submit the Detailed Scope of Services and schedule to the Owner, FAA, and State for review and make applicable modifications as agreed upon.

Project Detailed Scope of Services Review. The Engineer shall present the final Detailed Scope of Services for review and approval. The Engineer shall work with the Owner, FAA, and State to refine the Detailed Scope of Services. The Engineer anticipates one (1) edit based on the Owner’s comments and one (1) edit based on FAA and State comments.

Engineering Detailed Scope of Services and Hour Negotiations. Upon Detailed Scope of Services approval from the Owner, FAA and State, the Engineer shall prepare a detailed hour breakdown with the associated fees for review by the Owner.

Agreement for Professional Services. The Engineer shall compile the Agreement for Professional Services Task Order, complete an internal review, and execution of the Agreement for approval by the Owner.

Independent Fee Document Preparation. Not included in this Scope of Services.

Project Management

Overall Project Management. The Engineer shall provide project management services to manage the completion of the project within the conditions of this Task Order. Project management is crucial to the success of all projects. The Engineer has identified Jake Braunagel, PE as the project manager for the project. Project management is the discipline of planning, organizing, and managing resources to successfully meet this project’s objectives and goals. It is the project manager’s responsibility to notify the Owner of any issues, problems, or concerns regarding the project; the delegation of all activities to the project team; and handling all subconsultant coordination. In addition, if any items arise during the duration of the project that are outside this Detailed Scope of Services of work, the project manager shall address them with the Owner.

Project management is anticipated to last for 10 months.

Project Startup Meeting. The Engineer shall conduct an internal kickoff meeting with staff consisting of all design team members to review the project and prepare for design activities.

Project Budget Setup. The Project Manager shall coordinate with the internal accounting staff to establish the internal budgets.

Monthly Budget Review. The Project Manager shall review budgets and budget projections monthly and coordinate any known issues with the Owner. This project is anticipated to have a 10-month duration.

Monthly Invoicing. The Project Manager shall prepare billings of project accounting. This project is anticipated to have a 10-month duration.

Periodic Internal Meetings. The Project Manager shall conduct periodic internal meetings to review schedule and outstanding issues encountered. It is anticipated that there will be two (2) meetings for 1-hour each for the following staff:

- Project Manager
- Design Engineer (EIT II)
- Electrical Engineer (Senior Engineer)

Develop Quality Control Plan. The Engineer shall develop a Quality Control Plan for the project. The plan shall include project instructions, milestone checking, and peer review procedures at each phase of the project.

Monthly Status Reports. The Engineer shall prepare and submit monthly status reports to the Owner noting project progress, issues encountered, and action requirements by the Owner. This project is anticipated to have a 10-month duration.

DBE Reporting. The Engineer shall prepare the Disadvantaged Business Enterprise (DBE) annual reporting forms as applicable to the project. This project is anticipated to have a 10-month duration.

FAA Grant Administration/Assistance

FAA Grant Pre-Application. The Engineer shall prepare and submit the FAA grant Pre-Application for Federal Assistance for the design portion of the project for an AIP grant.

Prepare and Submit FAA Grant Application. The Engineer shall prepare and submit the FAA grant Application for Federal Assistance and State Funding Application for the design portion of the project for an AIP grant.

FAA Grant Coordination/Reimbursement Processing. The Engineer shall assist the Owner in preparation and coordination of the appropriate documentation required for the Owner to receive reimbursement for project eligible costs through the Owner's FAA and State grant for an AIP grant.

FAA Quarterly Reports. The Engineer shall prepare and submit the FAA quarterly grant reports. This project is anticipated to have a 10-month duration. A total of four (4) FAA quarterly grant reports are anticipated for the AIP grant.

FAA Grant Closeout. The FAA grant closeout tasks are included in a subsequent portion of this Detailed Scope of Services for each the AIP grant.

Subconsultant Coordination

The Engineer does not anticipate any subconsultants for this project.

Project Pre-Design

FAA Safety Management System (SMS) Meeting. Not included in this scope of work.

Pre-Design Meeting. Upon execution of the Task Order, the Engineer shall coordinate for a pre-design meeting to be held via teleconference with the Owner, engineering design team, and other stakeholders to define the project requirements and schedule. It is estimated that up to 1.5 hours will be needed for meeting preparation, meeting attendance via teleconference, and meeting minutes per staff member. It is anticipated that the following design staff members shall attend the pre-design meeting:

- Project Manager
- Design Engineer (EIT II)
- Electrical Engineer (Senior Engineer)

Assist with Preliminary FAA Reimbursable Agreement. Not included in this scope of work.

Site Visit, Investigations, and Data Collection. The Engineer shall investigate existing conditions through site visits and as-built drawings supplied by the Owner, to determine scope of work and effects on design construction. The Engineer shall compile existing data, including existing and proposed utility data, required to develop the project current conditions and to form the basis for design. It is assumed that the Engineer shall not perform any subsurface investigations to verify the locations of underground utilities. The utility investigation shall be based on as-built documentation provided by the Owner, plus topographic survey information of surface features gathered by the Engineer. The Engineer shall advise the Owner as to the necessity of obtaining additional information related to the site, necessary for purposes of design.

- The data collection will include collection of dimensions of the electrical vault room, panel schedule, and breaker sizes.

Coordinate Preliminary Soils Investigation. Not included in this scope of work.

Preliminary Materials Investigation. Not included in this scope of work.

Preliminary Survey and Base Map Preparation. Not included in this scope of services. Ground and aerial survey was conducted in Fall 2023 for the ALP/MP Update Project. No additional data is anticipated to be needed.

Develop Project Justification. The Engineer shall develop the appropriate project justification to obtain federal funding based on the applicable FAA Advisory Circulars and AIP Handbook.

Assist with Request for Environmental Clearance. The Engineer shall submit on behalf of the Owner a request for environmental approval (Design only, Simple Written Record) to the FAA for the proposed project.

Develop and Submit Environmental Checklist. Prepare a Categorical Exclusion (CATEX) using the FAA ARP SOP 5.1 Appendix A-Documented CATEX form according to FAA Order 1050.1F and the criteria contained in FAA Order 5050.4B. Modification or additions to FAA Order 1050.1F and FAA Order 5050.4B or any new environmental laws or regulations that significantly change the services to be performed, as defined below, shall be handled per Article 6.01.E of the Agreement. The general objective of this study is to provide documented information necessary for the Federal Aviation Administration (FAA) to determine the proposed action shall not individually or cumulatively have a significant effect on the human environment and for which neither an environmental assessment or environmental impact statement is required. The Engineer is responsible for providing concise environmental documentation that is acceptable to the FAA, State, and the Owner. The CATEX shall be sufficient to ensure compliance with the National Environmental Policy Act (NEPA). The proposed Detailed Scope of Services for the preparation of the CATEX is as follows:

- A. Agency Coordination
The Engineer shall coordinate with a select group of federal, state, and local agencies (maximum of three) to ensure compliance with federal, state, and local laws and regulations. The Engineer shall not obtain any permits as part of the work.
- B. Environmental Documentation
The Engineer shall prepare a CATEX FORM (FAA ARP SOP 5.1 Appendix A) for submittal to the FAA.
- C. ~~Wetland Delineation~~
Not included in this scope of work.
- D. ~~Cultural Inventory with Tribal Review~~
Not included in this scope of work.

Analysis of FAA Standards. The Engineer shall review the current applicable FAA standards and prepare a list of deficiencies to be addressed by the project design.

~~Complete Pavement Design/Life Cycle Cost Analysis.~~ Not included in this scope of work.

Engineering Design Report. The Engineer shall complete and submit to the FAA and State an Engineering Design Report in accordance with FAA criteria. The report shall include a summary of the project, photographs of the site, design standards, environmental protection, grading, pavement marking, electrical design analysis, Engineer's construction cost estimate, modifications to FAA standards as applicable, airport operational safety, and associated work items.

Prepare Preliminary Opinion of Cost and Update Airport Capital Improvement Plan (ACIP). The Engineer shall prepare a preliminary estimate of construction costs. Construction costs shall be developed based on historical local bid documentation, local suppliers, and material availability. Updates shall be made to the ACIP as necessary.

~~Update Airport Layout Plan (ALP) Drawings.~~ Not included in this scope of work.

~~Develop DBE Plan.~~ Not included in this scope of work. Development of a DBE Plan for FY24-FY26 is included in the scope of work for the recent Airport Layout Plan/Master Plan Update project.

Pre-Design Internal Document Review. The Engineer shall conduct a review of pre-design documents to verify findings are consistent with the pre-project assumptions and notify the Owner of any areas of concern or with any necessary Detailed Scope of Services revisions required.

Preliminary Plans and Specifications

~~Assist with Final FAA Reimbursable Agreement.~~ Not included in this scope of work.

~~Coordination with FAA Technical Operations Personnel.~~ Not included in this scope of work.

~~Complete Pavement Design.~~ Not included in this scope of work.

Develop Project Geometrics. The Engineer shall develop the preliminary horizontal and vertical geometry evaluations for the airfield improvements. The evaluation shall consider applicable airfield critical areas and aircraft movement operations. The evaluation shall consider all known future airfield improvement projects.

~~Prepare Subsurface Drainage Design.~~ Not included in this scope of work.

Develop Site Grading Plan. The Engineer shall develop the site grading plan and evaluate borrow or waste source locations as applicable.

Prepare Storm Drainage Design. The Engineer shall review existing drainage studies developed for the Airport and surrounding area to evaluate existing drainage patterns and systems. The Engineer shall conduct required analysis for the design of drainage improvements associated with the project in accordance with FAA AC 150/5320-5D, Airport Drainage Design and applicable local drainage design requirements.

Prepare Erosion Control Plan. The Engineer shall prepare an erosion control plan for the proposed construction. The Engineer shall investigate the requirements and include applicable local permitting requirements.

Prepare Airfield Lighting and Signage Design. The Engineer shall complete the preliminary airfield electrical layout design to include:

- New Medium Intensity Taxiway Lighting (MITL) for Taxiway A
- New electrical homerun for Taxiway A
- New electrical vault equipment for Taxiway A

~~Prepare Lighting (Area) Plan.~~ Not included in this scope of work.

Prepare Utility Plan. The Engineer shall evaluate existing utility information and identify utilities which require relocation or lowering because of the proposed project. Utility ownership identification and coordination with utility owners shall be completed to discuss project specific details.

Preliminary Plan Sheets. The Engineer shall prepare a plan set to address the necessary improvements and to depict the preliminary design elements. The plan set to include the following drawings:

- Cover Sheet
- Sheet Index
- Project Work Description and Basis of Estimate
- Construction Safety and Phasing Plan
- Construction Safety and Phasing Plan Details and Notes
- Erosion Control Plan and Details
- Existing Utility Plan
- General Project and Construction Notes
- Demolition Plan and Notes
- Typical Pavement Sections
- Grading and Drainage Plan
- Pavement Marking Plan - Permanent
- Pavement Marking Details - Permanent
- Electrical Removals Plan
- Electrical and Lighting Installation Plan

- Counterpoise Plan
- Electrical Vault Plan
- Electrical, Lighting and Sign Details
- Electrical, Lighting and Sign Notes

Prepare Preliminary Contract Documents. The Engineer shall prepare preliminary contract documents. The Owner shall provide a legal review of the Agreement Between Owner and Contractor template that is provided by the Engineer to make sure that it complies with local, state, and federal law. The Engineer shall use contract provisions prepared for the Owner and modify as applicable for this project. Documents to include consist of the following:

- Advertisement for Bids
- Instruction to Bidders
- Bid Proposal
- DBE Guidance and Forms
- Buy American Guidance
- Agreement between Owner and Contractor
- Federal Contract Provisions
- Construction Contract Notification
- Safety Plan Compliance Document
- Bid Protest Procedures
- Prompt Payment Forms
- Wage Rate Determinations
- Final Review and Acceptance Document
- Environmental Permitting Documents
- FAA General Provisions
- Local and State Special Provisions

Prepare Technical Specifications. The Engineer shall prepare preliminary technical specifications for the identified items of work. Specifications to be used shall reference FAA Advisory Circular 150/5370-10H, Standards for Specifying Construction of Airports and any applicable FAA Regional Guidance.

Prepare Modification to Standards Request. Based on the preliminary design, the Engineer shall prepare the necessary documentation for the applicable Modification to Standards to be submitted to the FAA for approval.

Prepare Preliminary Estimate of Construction Cost. The Engineer shall prepare a preliminary estimate of construction costs. Construction costs shall be developed based on research of local suppliers and material availability and recent bid tabulations for similar work in the region.

Prepare Preliminary Construction Schedule. The Engineer shall prepare a preliminary schedule of construction activities based on the preliminary phasing plan with construction durations based on average production rates for completion of the major project work elements.

Update Signage and Marking Plan. Not included in this scope of work.

Preliminary Internal Plans and Specifications Review. The Engineer shall conduct an internal preliminary plans and specifications review of the design completed in the Preliminary Engineering Phase of the project.

Preliminary Design Review Meeting with Owner. The Engineer shall conduct a preliminary design review with the Owner to obtain comments on the preliminary design. The Engineer shall attempt to include appropriate Federal and State agency representatives either in person or by teleconference. The Engineer shall schedule an inspection of the project site with the Owner to review elements of the design. It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance at the airport, and meeting minutes for the Project Manager and Design Engineer. It is estimate that up to 12 hours will be needed for meeting preparation, meeting attendance at the airport, and meeting minutes for the Electrical Engineer. It is anticipated the following staff members shall attend the preliminary design review meeting:

- Project Manager
- Design Engineer (EIT II)
- Electrical Engineer (Senior Engineer)

Periodic Owner Meetings. It is anticipated that the Engineer shall attend two (2) periodic meetings to coordinate preliminary design activities and issues with the Owner. It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance at the airport, and meeting minutes per staff member. It is anticipated the following staff members shall attend the periodic Owner meetings:

- Project Manager
- Design Engineer (EIT II)

Periodic Agency Meetings. It is anticipated that the Engineer shall attend one (1) periodic agency meeting to coordinate preliminary design activities and issues with the FAA and State. It is estimated that up to 2 hours will be needed for meeting preparation, meeting attendance via teleconference, and meeting minutes per staff member. It is anticipated the following staff members shall attend the periodic agency meetings:

- Project Manager
- Design Engineer (EIT II)

Final Plans and Specifications

Prepare Engineer's Responses to Review Comments. The Engineer shall provide a written statement summarizing the review comments to include justification for items to remain and the applicable action on areas of design modification.

Prepare Final Plans. The Engineer shall complete the development of the drawings for final review, which is intended to be a complete set, pending final review and approval by the Owner. The plan set to include the following drawings:

- Cover Sheet
- Sheet Index
- Project Work Description and Basis of Estimate
- Construction Safety and Phasing Plan
- Construction Safety and Phasing Plan Details and Notes
- Erosion Control Plan and Details
- Existing Utility Plan
- General Project and Construction Notes
- Demolition Plan and Notes
- Typical Pavement Sections
- Grading and Drainage Plan
- Pavement Marking Plan - Permanent
- Pavement Marking Details - Permanent
- Electrical Removals Plan
- Electrical and Lighting Installation Plan
- Counterpoise Plan
- Electrical Vault Plan
- Electrical, Lighting and Sign Details
- Electrical, Lighting and Sign Notes

Prepare Final Contract Documents/Technical Specifications. The Engineer shall complete the development of the specifications for final review, which is intended to be a complete set, pending final review and approval by the Owner.

Prepare Final Construction Safety and Phasing Plan. The Engineer shall finalize the Construction Safety Phasing Plan to include airside traffic control plan and submit the plan to the FAA for review and approval.

Update Final Quantities and Construction Cost Estimate. The Engineer shall update the opinion of construction costs and determine the bid schedule of work.

Prepare Engineering Design Report Supplement. The Engineer shall prepare a supplement to the Engineering Design report, as applicable, for modifications made during the final design process for submittal to the FAA and State for approval.

Update Construction Schedule. The Engineer shall finalize the construction schedule for use in the contract documents.

FAA Plans and Specifications Review. The Engineer will submit and coordinate with the FAA ADO and State on a review of the final plans and specifications.

Final Design Review Meeting with Owner. The Engineer shall conduct a final design review at the final design stage with the Owner to obtain comments on the final design. The Engineer shall attempt to include appropriate Federal and State agency representatives either in person or by teleconference. The Engineer shall schedule an inspection of the project site with the Owner to review elements of the design. It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance at the airport, and meeting minutes per staff member. It is anticipated the following staff members shall attend the final design review meeting:

- Project Manager
- Design Engineer (EIT II)

Final Internal Plans and Specifications Review. The Engineer shall conduct an internal final plans and specifications review of the design completed in the final design stage of the project.

Final Plans and Specifications Revisions. The Engineer shall complete the development of the drawings to 100% completion, which is intended to be a complete set in pending final review and approval by the Owner, FAA, and State.

Periodic Owner Meetings. It is anticipated that the Engineer shall attend two (2) periodic meetings to coordinate final design activities and issues with the Owner. It is estimated that up to 6 hours will be needed for meeting preparation, meeting attendance at the airport, and meeting minutes per staff member. It is anticipated the following staff members shall attend the periodic Owner meetings:

- Project Manager
- Design Engineer (EIT II)

Periodic Agency Meetings. It is anticipated that the Engineer shall attend one (1) periodic agency meeting to coordinate final design activities and issues with the FAA and State. It is estimated that up to 2 hours will be needed for meeting preparation, meeting attendance via teleconference, and meeting minutes per staff member. It is anticipated the following staff members shall attend the periodic agency meetings:

- Project Manager
- Design Engineer (EIT II)

Bidding Services

Print and Distribute Plans and Specifications. The Engineer shall print and issue the Bid Documents to prospective bidders. The documents shall also be made available to prospective bidders utilizing an on-line service.

Bid Invitations and Advertisement. The Engineer shall coordinate with the Owner on the placement of the Advertisement for Bids in the appropriate local legal publication as well as regional trade organizations.

Attend Pre-Bid Conference and Site Visit. Not included in this scope of work.

Document and Respond to Contractor Questions. The Engineer shall maintain a record of Contractor requests and questions along with the corresponding response.

Create and Maintain Plan Holders List. The Engineer shall maintain a plan holders list as plans and specifications are issued to Contractors.

Issue Addenda. The Engineer shall issue written addenda as appropriate to interpret, clarify, or expand the bidding documents. The Engineer shall send the written addenda to all plan holders who received plans and specifications from the Engineer.

Attend Bid Opening. The Engineer shall perform the bid opening at Fairmont City Hall. It is estimated that up to six (6) hours will be needed for bid opening preparation and bid opening attendance at Fairmont City Hall. It is anticipated the following staff members shall attend the bid opening:

- Project Manager
- Design Engineer (EIT II)

Prepare Bid Tabulation. The Engineer shall prepare a bid tabulation following the bid opening.

Bidder Contractual Requirements Review. The Engineer shall review bidder responsiveness, responsibility, and completeness of submittal. The Engineer shall advise the Owner when an issue may need the review of the Owner's legal representative.

Prepare Recommendations of Award. The Engineer shall advise the Owner as to the acceptability of subcontractors, DBE subcontractors, and other persons and organizations proposed by the prime Contractor(s) for those portions of the work as to which such acceptability is required by the bidding documents. The Engineer shall make recommendations for award for one (1) contract.

Prepare Award and Construction Contract Documents. The Engineer shall prepare the awarding contracts for construction, materials, equipment, and services for one (1) contract. Items shall include a written Notice of Award, coordination of the Agreement Between Owner and Contractor, and Notice to Proceed for submittal and approval by the Owner. The Owner shall provide a legal review of the Agreement Between Owner and Contractor that is provided by the Engineer to make sure that it complies with local, state, and federal law.

Construction Administration & Observation

Not included in this scope of work.

FAA Project Closeout Report

Prepare Final Payment Request. Assist Owner in preparation of final payment request and coordination with MnDOT for final grant payment and required acceptance forms for the AIP grant.

Prepare DBE Summary Report. Not included in this scope of work.

Prepare Executive Summary. The Engineer shall prepare an Executive Summary of the project.

Prepare Quantity Revision Summary. Not included in this scope of work.

Prepare ALP Update. Not included in this scope of work.

Exhibit A Update. Not included in this scope of work.

Prepare Record Drawings. Not included in this scope of work.

Prepare Closeout Report Document. Once FAA has approved the Closeout Report, the Engineer shall provide one (1) copy (PDF format) to the Owner, FAA, and State for the AIP grant.

Owner's Responsibilities

Project Representative. The Owner shall designate a Project Representative with authority to administer the Engineer's consultant contract. All requests for information or a decision by the Owner on any aspect of the work shall be directed to the Owner's Project Representative.

Submittal Reviews. The Owner shall review submittals by the Engineer and provide prompt decisions and responses to questions to minimize delay in the progress of the Engineer's work.

Historical Information. The Owner shall furnish the Engineer one copy of As-Built drawings, maps, records, surveys, reports, preliminary designs, etc. that are pertinent to the project.

Agreement Between Owner and Contractor. The Owner shall provide a legal review of the Agreement Between Owner and Contractor template that is provided by the Engineer to make sure that it complies with local, state, and federal law.

Disadvantaged Business Enterprise (DBE) Plan. The Owner has an approved DBE Plan and shall make determinations on accomplishments and participation.

Attachment B
 Fairmont Municipal Airport
 Fairmont, Minnesota
 KLJ #2205-00853, AIP #3-27-0029-023-2024
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services
 PROJECT: Taxiway A Lighting and Signage Replacement

KLJ Title	Project Manager	Engineer in Training II	Project Assistant I	Project Specialist II	Environmental Specialist IV	Contract Administrator	Principal Land Surveyor	Senior Engineer	Associate Project Manager						Task Direct Labor Cost
Project Administration															
Project Scoping Meeting with Owner															
Meeting Preparation		0.5													\$ 32.00
Participate in Meeting (including travel)		5													\$ 320.00
Prepare and File Meeting Minutes		0.5													\$ 32.00
Prepare Project Detailed Scope of Services and Schedule		2			0.5			0.5	0.5						\$ 217.50
Project Detailed Scope of Services Review		1													\$ 64.00
Engineering Detailed Scope of Services and Hour Negotiations		2			0.5			0.5	0.5						\$ 217.50
Agreement for Professional Services		1				0.5			0.5						\$ 105.50
Independent-Fee-Document-Preparation															\$ -
Subtotal															\$ 988.50
Project Management															
Overall Project Management		10													\$ 640.00
Project Startup Meeting		1	1					1							\$ 172.00
Project Budget Setup		1			1										\$ 105.00
Monthly Budget Review		5		5											\$ 425.00
Monthly Invoicing		5		5											\$ 425.00
Periodic Internal Meetings		2	2					2							\$ 344.00
Develop Quality Control Plan		1						1							\$ 135.00
Monthly Status Reports		5		5											\$ 425.00
DBE Reporting					2										\$ 82.00
Subtotal															\$ 2,753.00
FAA Grant Administration/Assistance															
FAA Grant Pre-Application		1	2						1						\$ 187.00
Prepare and Submit FAA Grant Application		1	2						1						\$ 187.00
FAA Grant Coordination/Reimbursement Processing		5													\$ 320.00
FAA Quarterly Reports		2		2											\$ 170.00
Subtotal															\$ 864.00
Project Pre-Design															
FAA Safety Management System (SMS) Meeting															\$ -
Pre-Design Meeting															
Meeting Preparation		0.5	0.5					0.5							\$ 86.00
Participate in Meeting (including travel)		0.5	0.5					0.5							\$ 86.00
Prepare and File Meeting Minutes		0.5	0.5					0.5							\$ 86.00
Assist with Preliminary FAA Reimbursable Agreement															\$ -
Site Visit, Investigations, and Data Collection		6	6					2							\$ 748.00
Coordinate Preliminary Soils Investigation															\$ -
Preliminary Materials Investigation															\$ -
Preliminary Survey and Base Map Preparation															\$ -
Develop Project Justification		1													\$ 64.00
Assist with Request for Environmental Clearance						1									\$ 59.00
Develop and Submit Environmental Checklist						14									\$ 826.00
Analysis of FAA Standards			1												\$ 37.00
Complete Pavement Design / Life Cycle Cost Analysis															\$ -
Engineering Design Report		1	8					2							\$ 502.00
Prepare Preliminary Opinion of Cost and Update Airport Capital Improvement Plan (ACIP)		0.5	2												\$ 106.00
Update Airport Layout Plan (ALP) Drawings															\$ -
Develop DBE Plan															\$ -
Pre-Design Internal Document Review		1	1												\$ 101.00
Subtotal															\$ 2,701.00

Attachment B
 Fairmont Municipal Airport
 Fairmont, Minnesota
 KLJ #2205-00853, AIP #3-27-0029-023-2024
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services
 PROJECT: Taxiway A Lighting and Signage Replacement

KLJ Title	Project Manager	Engineer in Training II	Project Assistant I	Project Specialist II	Environmental Specialist IV	Contract Administrator	Principal Land Surveyor	Senior Engineer	Associate Project Manager						Task Direct Labor Cost
Preliminary Plan and Specifications															
Assist with Final FAA Reimbursable Agreement															\$ -
Coordination with FAA Technical Operations Personnel															\$ -
Complete Pavement Design															\$ -
Develop Project Geometrics		2													\$ 74.00
Prepare Subsurface Drainage Design															\$ -
Develop Site Grading Plan	0.5	4													\$ 180.00
Prepare Storm Drainage Design	0.5	4													\$ 180.00
Prepare Erosion Control Plan		2													\$ 74.00
Prepare Airfield Lighting and Signage Design	2	12						14							\$ 1,566.00
Prepare Lighting (Area) Plan															\$ -
Prepare Utility Plan		1													\$ 37.00
Preliminary Plan Sheets															
Cover Sheet		0.5													\$ 18.50
Sheet Index		0.5													\$ 18.50
Project Work Description and Basis of Estimate		1													\$ 37.00
Construction Safety and Phasing Plan		4													\$ 148.00
Construction Safety and Phasing Plan Details and Notes		1													\$ 37.00
Erosion Control Plan and Details		1													\$ 37.00
Existing Utility Plan		1													\$ 37.00
General Project and Construction Notes		2													\$ 74.00
Demolition Plan and Notes		1													\$ 37.00
Typical Pavement Sections		0.5													\$ 18.50
Grading and Drainage Plan		2													\$ 74.00
Pavement Marking Plan - Permanent		0.5													\$ 18.50
Pavement Marking Details - Permanent		0.5													\$ 18.50
Electrical Removals Plan		2						1							\$ 145.00
Electrical and Lighting Installation Plan		4						1							\$ 219.00
Counterpoise Plan		8						1							\$ 367.00
Electrical Vault Plan		8						1							\$ 367.00
Electrical, Lighting and Sign Details		2						1							\$ 145.00
Electrical, Lighting and Sign Notes		1						1							\$ 108.00
Prepare Preliminary Contract Documents	1	4													\$ 212.00
Prepare Technical Specifications	1	4						8							\$ 780.00
Prepare Modification to Standards Request	1														\$ 64.00
Prepare Preliminary Estimate of Construction Cost	0.5	2													\$ 106.00
Prepare Preliminary Construction Schedule	0.5	0.5													\$ 50.50
Update Signage and Marking Plan															\$ -
Preliminary Internal Plans and Specifications Review	4								4						\$ 540.00
Preliminary Design Review Meeting with Owner															
Meeting Preparation	0.5	0.5							1						\$ 121.50
Participate in Meeting (including travel)	5	5							10						\$ 1,215.00
Prepare and File Meeting Minutes	0.5	0.5							1						\$ 121.50
Periodic Owner Meetings															
Meeting Preparation	1	1													\$ 101.00
Participate in Meeting (including travel)	10	10													\$ 1,010.00
Prepare and File Meeting Minutes	1	1													\$ 101.00
Periodic Agency Meetings															
Meeting Preparation	0.5	0.5													\$ 50.50
Participate in Meeting (including travel)	1	1													\$ 101.00
Prepare and File Meeting Minutes	0.5	0.5													\$ 50.50
															\$ -
Subtotal															\$ 8,660.00
Final Plans and Specifications															
Prepare Engineer's Responses to Review Comments	1	1													\$ 101.00
Prepare Final Plans															
Cover Sheet		0.5													\$ 18.50
Sheet Index		0.5													\$ 18.50
Project Work Description and Basis of Estimate		0.5													\$ 18.50
Construction Safety and Phasing Plan		1													\$ 37.00
Construction Safety and Phasing Plan Details and Notes		0.5													\$ 18.50
Erosion Control Plan and Details		0.5													\$ 18.50
Existing Utility Plan		0.5													\$ 18.50

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 Fairmont, Minnesota
 KLJ #2205-00853, AIP #3-27-0029-023-2024
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services
 PROJECT: Taxiway A Lighting and Signage Replacement

KLJ Title	Project Manager	Engineer in Training II	Project Assistant I	Project Specialist II	Environmental Specialist IV	Contract Administrator	Principal Land Surveyor	Senior Engineer	Associate Project Manager						Task Direct Labor Cost
General Project and Construction Notes		1													\$ 37.00
Demolition Plan and Notes		0.5													\$ 18.50
Typical Pavement Sections		0.5													\$ 18.50
Grading and Drainage Plan		1													\$ 37.00
Pavement Marking Plan - Permanent		0.5													\$ 18.50
Pavement Marking Details - Permanent		0.5													\$ 18.50
Electrical Removals Plan		0.5													\$ 18.50
Electrical and Lighting Installation Plan		1													\$ 37.00
Counterpoise Plan		1													\$ 37.00
Electrical Vault Plan		1													\$ 37.00
Electrical, Lighting and Sign Details		0.5													\$ 18.50
Electrical, Lighting and Sign Notes		0.5													\$ 18.50
Prepare Final Contract Documents/Technical Specifications	2	2													\$ 202.00
Prepare Final Construction Safety and Phasing Plan	1	1													\$ 101.00
Update Final Quantities and Construction Cost Estimate	0.5	1													\$ 69.00
Prepare Engineering Design Report Supplement	0.5	0.5													\$ 50.50
Update Construction Schedule	0.5														\$ 32.00
FAA Plans and Specifications Review	1														\$ 64.00
Final Design Review Meeting with Owner															
Meeting Preparation	0.5	0.5													\$ 50.50
Participate in Meeting (including travel)	5	5													\$ 505.00
Prepare and File Meeting Minutes	0.5	0.5													\$ 50.50
Final Internal Plans and Specifications Review	8	8						4	8						\$ 1,484.00
Final Plans and Specifications Revisions	2	8						2							\$ 566.00
Periodic Owner Meetings															
Meeting Preparation	1	1													\$ 101.00
Participate in Meeting (including travel)	10	10													\$ 1,010.00
Prepare and File Meeting Minutes	1	1													\$ 101.00
Periodic Agency Meetings															
Meeting Preparation	0.5	0.5													\$ 50.50
Participate in Meeting (including travel)	1	1													\$ 101.00
Prepare and File Meeting Minutes	0.5	0.5													\$ 50.50
Subtotal															\$ -
															\$ 5,152.00
Bidding Services															
Print and Distribute Plans and Specifications			6												\$ 126.00
Bid Invitations and Advertisement	0.5														\$ 32.00
Attend Pre-Bid Conference and Site Visit															-
Document and Respond to Contractor Questions	2														\$ 128.00
Create and Maintain Plan Holder's List	0.5		4												\$ 116.00
Issue Addenda	2	2						4							\$ 486.00
Attend Bid Opening															
Bid Opening Preparation	0.5	0.5	1												\$ 71.50
Participate in Bid Opening (including travel)	5	5													\$ 505.00
Prepare Bid Tabulation	0.5	0.5	1												\$ 71.50
Bidder Contractual Requirements Review															
Buy American Review	0.5		0.5												\$ 42.50
DBE Review	0.5		0.5												\$ 42.50
Bid Deficiencies Evaluation	0.5		0.5												\$ 42.50
Prepare Recommendations of Award	0.5				1										\$ 73.00
Prepare Award and Construction Contract Documents	0.5				1										\$ 73.00
															\$ -
Subtotal															\$ 1,809.50

Attachment B
 Fairmont Municipal Airport
 Fairmont, Minnesota
 KLJ #2205-00853, AIP #3-27-0029-023-2024
Hourly Rate and Cost Breakdown



PHASE: Preliminary and Design Services
 PROJECT: Taxiway A Lighting and Signage Replacement

KLJ Title	Project Manager	Engineer in Training II	Project Assistant I	Project Specialist II	Environmental Specialist IV	Contract Administrator	Principal Land Surveyor	Senior Engineer	Associate Project Manager						Task Direct Labor Cost
Total Hours	143	184.5	30.5	5	16	0.5	0	64.5	11.5	0	0	0	0	0	
Hourly Rate	\$64.00	\$37.00	\$21.00	\$41.00	\$59.00	\$34.00	\$61.00	\$71.00	\$49.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Direct Labor Total	\$	22,928.00
Indirect Labor Total (1.9637 Overhead Rate)	\$	45,023.71
Direct and Indirect Labor Total	\$	67,951.71
Fixed Fee (15%)	\$	10,192.76
Cost of Facilities (0.66%)	\$	151.32
Subtotal	\$	78,295.79

Expenses					
Air Charter	\$ 600.00	per trip @	1	trips	\$ 600.00
Per Diem	\$ 150.00	per day @	2	days	\$ 300.00
Vehicle Usage	\$ 20.00	per day @	0	days	\$ -
Materials and Supplies					\$ -
Subconsultants					\$ -

Expenses Total \$ 900.00

Preliminary and Design Services Total Cost \$ 79,195.79

Attachment B
 Fairmont Municipal Airport
 Fairmont, Minnesota
 KLJ #2205-00853, AIP #3-27-0029-023-2024
Hourly Rate and Cost Breakdown



PHASE: FAA Project Closeout Report
PROJECT: Taxiway A Lighting and Signage Replacement

KLJ Title	Project Manager	Engineer in Training II	Project Assistant I												Task Direct Labor Cost
FAA Project Closeout Report															
Prepare Final Payment Request	2														\$ 128.00
Prepare DBE Summary Report															\$ -
Prepare Executive Summary	1	2													\$ 138.00
Prepare Quantity Revision Summary															\$ -
Prepare ALP Update															\$ -
Exhibit A Update															\$ -
Prepare Record Drawings															\$ -
Prepare Closeout Report Document	2	8	8												\$ 592.00
															\$ -
Subtotal															\$ 858.00
Total Hours	5	10	8	0	0	0	0	0	0	0	0	0	0	0	
Hourly Rate	\$64.00	\$37.00	\$21.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Direct Labor Total	\$	858.00
Indirect Labor Total (1.9637 Overhead Rate)	\$	1,684.85
Direct and Indirect Labor Total	\$	2,542.85
Fixed Fee (15%)	\$	381.43
Cost of Facilities (0.66%)	\$	5.66

Subtotal \$ 2,929.94

Expenses					
Air Charter	\$ 600.00	per trip @	0	trips	\$ -
Per Diem	\$ 150.00	per day @	0	days	\$ -
Materials and Supplies					\$ -
Other Expenses					\$ -

Expenses Total \$ -

FAA Project Closeout Report Total Cost \$ 2,929.94

Total Cost - Preliminary and Design Services, FAA Project Closeout Report \$ 82,125.73

Attachment C
Federal Contract Provisions

A1 ACCESS TO RECORDS AND REPORTS

2 CFR § 200.334

2 CFR § 200.337

FAA Order 5100.38

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

A2 CIVIL RIGHTS - GENERAL

49 USC § 47123

GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

The above provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract.

A3 CIVIL RIGHTS – TITLE VI ASSURANCE

49 USC § 47123

FAA Order 1400.11

COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS:

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor"), agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such

direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 et seq.) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);

- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

A4 DEBARMENT AND SUSPENSION

2 CFR Part 180 (Subpart B)

2 CFR Part 200, Appendix II(H)

2 CFR Part 1200

DOT Order 4200.5

Executive Orders 12549 and 12689

CERTIFICATION OF CONSULTANT REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the consultant certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must confirm each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally-assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the Certification of Offerer / Bidder Regarding Debarment, above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

A5 DISTRACTED DRIVING

Executive Order 13513

DOT Order 3902.10

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$10,000 that involve driving a motor vehicle in performance of work activities associated with the project.

A6 PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

2 CFR § 200, Appendix II(K)

2 CFR § 200.216

PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Consultant and sub-consultant agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [Public Law 115-232 § 889(f)(1)].

A7 EQUAL EMPLOYMENT OPPORTUNITY (EEO)

2 CFR 200, Appendix II(C)

41 CFR § 60-1.4

41 CFR § 60-4.3

Executive Order 11246

EQUAL OPPORTUNITY CLAUSE

During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under this section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such

other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The Contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

**STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
CONSTRUCTION CONTRACT SPECIFICATIONS**

1. As used in these specifications:
 - a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
 - b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
 - c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;
 - d. "Minority" includes:
 - (1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
 - (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
 - (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
 - (4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).
2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable

goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR part 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each contractor or subcontractor participating in an approved plan is individually required to comply with its obligations under the EEO clause and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other contractors or subcontractors toward a goal in an approved Plan does not excuse any covered contractor's or subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.
4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7a through 7p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.
5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.
6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.
7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
- c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefor, along with whatever additional actions the Contractor may have taken.
- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions including specific review of these items with onsite supervisory personnel such as superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.
- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other contractors and subcontractors with whom the Contractor does or anticipates doing business.
- i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
- j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a contractor's work force.
- k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR part 60-3.
- l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
- m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
- n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
- o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of

solicitations to minority and female contractor associations and other business associations.

- p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
8. Contractors are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Contractor is a member and participant may be asserted as fulfilling any one or more of its obligations under 7a through 7p of these specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.
 9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).
 10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, sexual orientation, gender identity, or national origin.
 11. The Contractor shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
 12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.
 13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the

Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR part 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee, the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.
15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g. those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

A8 FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

29 USC § 201, et seq

2 CFR § 200.430

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

A9 OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

29 CFR Part 1910

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the

Occupational Safety and Health Act of 1970 (29 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

A10 TAX DELINQUENCY AND FELONY CONVICTIONS

Section 8113 of the Consolidated Appropriations Act, 2022 (Public Law 117-103) and similar provisions in subsequent appropriations acts.

DOT Order 4200.6 – Appropriations Act Requirements for Procurement and Non-Procurement Regarding Tax Delinquency and Felony Convictions

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- 1) The applicant represents that it is () is not (✓) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 2) The applicant represents that it is () is not (✓) a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the Sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government’s interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency’s SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that

is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

A11 TERMINATION OF CONTRACT

2 CFR Part 200, Appendix II(B)

FAA Advisory Circular 150/5370-10, Section 80-09

TERMINATION FOR CONVENIENCE (PROFESSIONAL SERVICES)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TERMINATION FOR DEFAULT (PROFESSIONAL SERVICES)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party 7 days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

- a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:
1. Perform the services within the time specified in this contract or by Owner approved extension;
 2. Make adequate progress so as to endanger satisfactory performance of the Project; or
 3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than 180 days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Consultant is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

A12 TRADE RESTRICTION CERTIFICATION

49 USC § 50104

49 CFR Part 30

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

A13 VETERAN'S PREFERENCE

49 USC § 47112(c)

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 USC § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

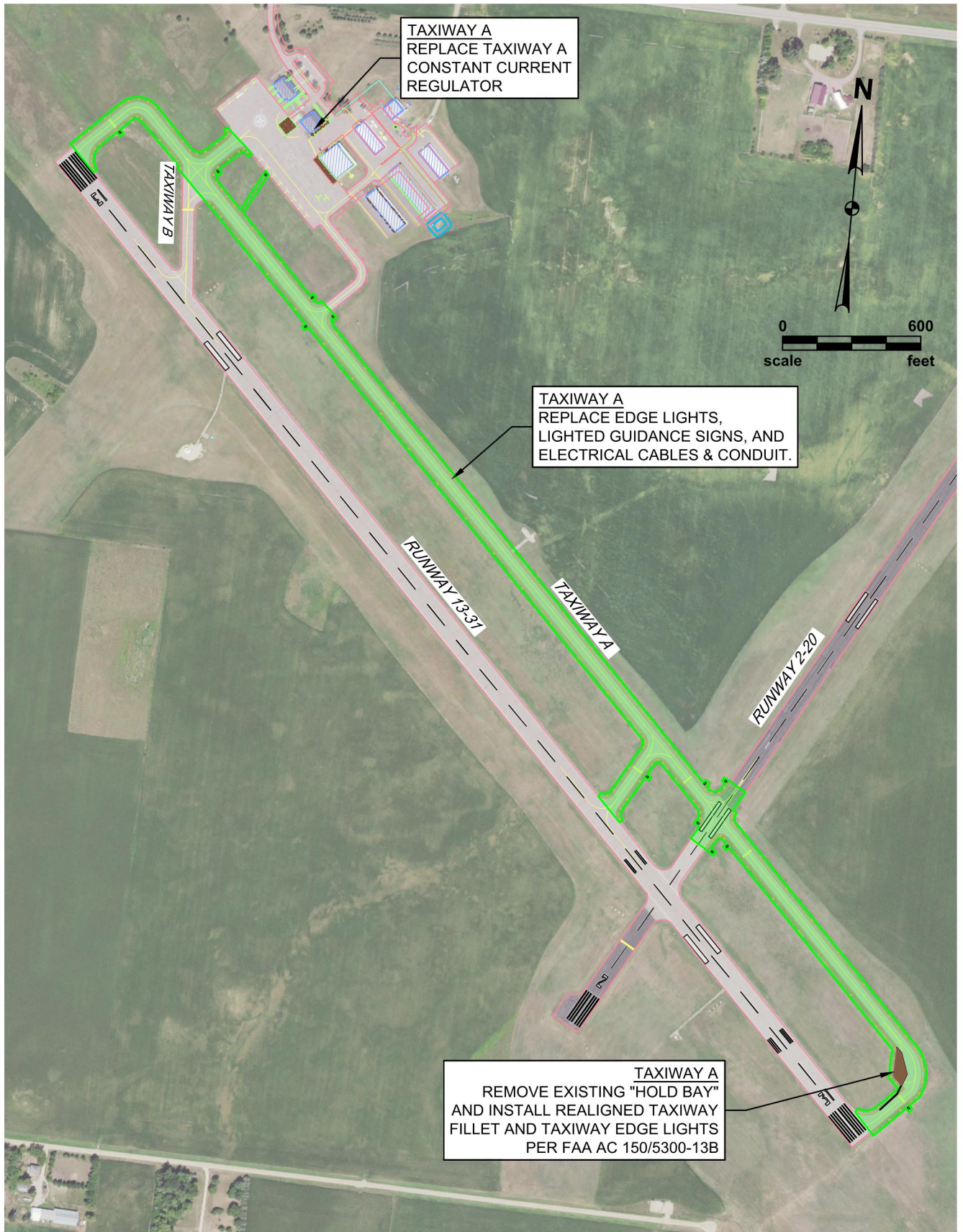
A14 DOMESTIC PREFERENCES FOR PROCUREMENTS

2 CFR § 200.322

2 CFR Part 200, Appendix II(L)

CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS

The Bidder or Offeror certifies by signing and submitting this bid or proposal that, to the greatest extent practicable, the Bidder or Offeror has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.



DRAFTED BY: ERF
REVIEWED BY: JJB
PROJECT NO: 2205-00853
REVISED DATE: 01/30/2024

FAIRMONT MUNICIPAL AIRPORT
CITY OF FAIRMONT
FAIRMONT, MINNESOTA





STAFF MEMO

Prepared by: Interim Administrator	Meeting Date: April 22, 2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.3
Reviewed by: City Attorney	Item: Consideration of adopting a resolution addressing the loss of a nominee for service on the Charter Commission and rescinding the motion to withhold submitting the resolution pending a joint meeting between the Charter Commission and City Council		
Presented by: Interim Administrator	Action Requested: Motion addressing loss of Charter Commission nominee		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: Council decision Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

At the City Council meeting on March 25th, the City Council was presented with a draft resolution to the judge identifying 10 names to pick from for the 8 positions available. City Council passed a resolution recommending reduction of size of the Charter Commission from 13 to 11 and identified, a slate of 6 individuals to fill the available terms on a 13-member board.

Subsequent to that date and before the March 25th resolution was submitted to the Judge, Ken Rieman passed. Ken was one of the 6 individuals recommended by the Council for service via the resolution. Consequently, at the City Council meeting on April 8, Council was asked to consider adopting a new resolution superseding the previous by adding a new name or by reducing the Charter Commission in size from 13 to 12. At the April 8, meeting, Council elected to table consideration of the resolution and suspended sending the March 25th resolution to the Judge pending a joint meeting with the Charter Commission for the purpose of establishing a joint approach toward filling open positions. The Charter Commission did not accept the invitation for a joint meeting and consequently, the City Council is asked to now consider the resolution tabled at the April 8 City Council meeting.

REFERENCE AND BACKGROUND

The following are the options for the City Council to consider.

1. Motion to approve a resolution superseding the March 25th resolution. The resolution includes rescinding the motion made April 8th to withhold the resolution approved on March 25th pending a joint meeting with the Charter Commission.

The Council may:

- a. adopt a resolution recommending an individual to fill the 13th spot.

Eligible candidates could include names of applicants submitted to the City Council on 3/25 or could include other names of individuals that Council may wish to consider.

- b. adopt a resolution reducing the number of Charter Commission members from 13 to 12 (attached).

Under this alternative, the mismatch between size of Commission and number of recommended names is reconciled by reduction the number of members on the Commission.

- c. adopt a resolution maintaining a 15-member board and recommend additional names to fill vacancies.

Under State Statute, the determination of the number of members on the Commission shall be as specified in the Council's resolution and be set by the District Court. With regards to membership on the Commission, the City Council at its discretion may offer a list of names as a recommendation as to membership, but the Judge is responsible for appointing members.

BUDGET IMPACT NA

SUPPORTING DATA/ATTACHMENTS

Copy of draft resolution – The draft resolution as written applies to option b, however it can be modified as desired by the city council.

List of applicants who have applied to be on the Charter Commission.

RESOLUTION NO. 2024-15

RESOLUTION OF THE FAIRMONT CITY COUNCIL REQUESTING THE CHIEF JUDGE OF THE FIFTH JUDICIAL DISTRICT COURT TO APPOINT MEMBERS TO THE CITY OF FAIRMONT CHARTER COMMISSION

WHEREAS, the City of Fairmont (City) is a Home Rule Charter City; and

WHEREAS, Fairmont City Code Sec. 3.07 requires every resolution to be presented in writing and read in full before a vote unless the reading is dispensed with by unanimous consent; and

WHEREAS, the members of the City of Fairmont Charter Commission (Commission) are appointed by the Chief Judge for the district court of the judicial district in which the City is situated, which is the Fifth Judicial District, pursuant to Minn. Stat. § 410.05; and

WHEREAS, the terms of eight Commission members expired on March 16, 2024; and

WHEREAS, on March 25, 2024, the City Council passed Resolution No. 2024-12 nominating a list of individuals to the Commission to be submitted to the Chief Judge for the District Court for appointment but the list of eligible nominees is no longer accurate; and

WHEREAS, the City's administrative staff is aware that of the eight members whose terms expired on March 16, 2024, six remain qualified voters of the City and are interested in being reappointed to a new four-year term on the Commission; and

WHEREAS, the City's administrative staff is aware that one individual who is not currently on the Commission, and who is a qualified voter of the City has been appointed as an alternate by Order dated March 14, 2022 and signed by the Honorable Gregory Anderson, Chief Judge of the Fifth Judicial District; and

WHEREAS, the City's administrative staff is further aware that an individual who is not currently on the Commission and who is a qualified voter of the City is interested in being appointed to a four-year term on the Commission; and

WHEREAS, Minn. Stat. § 410.05, subd. 1 provides that “(t)he commission shall be composed of not less than seven nor more than 15 members, each of whom shall be a qualified voter of the city”; and

WHEREAS, Minn. Stat. § 410.05, subd. 1 provides that the “size of the commission shall be determined within the above limits by the court, except that that where the commission is appointed pursuant to a...resolution of the governing body of the city, the size of the commission shall be as specified in such...resolution”; and

WHEREAS, Minn. Stat. § 410.05, subd. 2 provides that “(u)pon the expiration of each term, the chief judge shall appoint new commission members”; and

WHEREAS, Minn. Stat. § 410.05, subd. 3 provides that a "city council . . . may submit to the court the names of eligible nominees which the district court may consider in making appointments to the charter commission"; and

WHEREAS, on April 8, 2024, the Council passed a motion to defer submitting Resolution No. 2024-12 to the Chief Judge for the District Court for appointment until a joint meeting could be held between the Charter Commission and the City Council; and

WHEREAS, on April 16, 2024, the Charter Commission denied the City Council's request for a joint meeting.

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

1. The City Council of the City of Fairmont dispenses with the reading of the resolution in full by unanimous consent.

2. The City Council of the City of Fairmont rescinds the motion to defer submitting Resolution No. 2024-12 to the Chief Judge for the District Court for appointment until a joint meeting could be held between the Charter Commission and the City Council.

3. The City Council of the City of Fairmont declares that this Resolution supersedes Resolution No. 2024-12 in its entirety.

4. The City Council of the City of Fairmont nominates the ___ individuals on the list appended hereto as Appendix A to four-year terms on the Commission in accordance with the provisions of Minn. Stat. § 410.05, subd. 3.

5. The City Council of the City of Fairmont respectfully requests that the Chief Judge of the Fifth Judicial District appoint the ___ individuals on the list appended hereto as Appendix A to four-year terms on the Commission in accordance with the provisions of Minn. Stat. § 410.05, subd. 2.

6. The City Council of the City of Fairmont hereby changes the size of the Commission to ___ members and respectfully requests that the Chief Judge of the Fifth Judicial District set the size of the commission at ___ members in accordance with the provisions of Minn. Stat. § 410.05, subd. 1.

ADOPTED by the City Council this 22nd day of April 2024.

Lee C. Baarts, Mayor

ATTEST:

Patricia J. Monsen, City Clerk

(SEAL)

**APPENDIX A
TO RESOLUTION 2024-15**

**LIST OF NOMINEES FOR THE
FAIRMONT CHARTER COMMISSION**

Conrad Anderson, 522 Kings Road, Fairmont, MN 56031

Richard Bradley, 601 Shoreacres Dr., Unit 305, Fairmont, MN 56031

William B. Cieslinski, 517 Independence Dr., Fairmont, MN 56031

Alice M. Maday, 2090 Knollwood Dr., Fairmont, MN 56031

Bruce W. Peters, 787 Shoreacres Dr., Fairmont, MN 56031

NAMES OF ADDITIONAL INDIVIDUALS AND APPLICATIONS RECEIVED
FOR CONSIDERATION OF APPOINTMENT TO THE CHARTER COMMISSION

Terry Anderson, 1410 Lucia Ave., Fairmont, MN 56031

Brody Bents, 2634 Albion Avenue, Fairmont, MN 56031

Michael Katzenmeyer, 465 W. Amber Lake Dr., Fairmont, MN 56031

Dale Martens, 101 Albion Ave., #105, Fairmont, MN 56031

Chuck Omgig, 806 Albion Ave., Fairmont, MN 56031

Jon Omgig, 523 Budd Lake Dr., Fairmont, MN 56031

Mike Schmid, 192 W. Belle Vue, Fairmont, MN 56031



STAFF MEMO

Prepared by: Interim Administrator	Meeting Date: April 22, 2024	<input type="checkbox"/> Consent Agenda Item <input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Public Hearing	Agenda Item # 9.4
Reviewed by: Interim Administrator	Item: Review request to develop a reorganization plan for Community Development.		
Presented by: Interim Administrator	Action Requested: Motion Authorizing City Administration to begin the process of hiring a Community Development professional.		
Vote Required: <input checked="" type="checkbox"/> Simple Majority <input type="checkbox"/> Two Thirds Vote <input type="checkbox"/> Roll Call	Staff Recommended Action: City staff recommends approval of the action requested. Board/Commission/Committee Recommendation:		

PREVIOUS COUNCIL ACTION

City Council has budgeted for the position of Community Development Coordinator for 2024.

REFERENCE AND BACKGROUND

City Council is asked to review Councilmember Lubenow’s request and consider his call to action to take steps to enhance community development function. In his request, he identifies a strategy for improving the Community Development service which includes hiring a Community Development Director and altering the way Building Department services are provided. He also notes the importance of identifying this initiative as a high priority item for the incoming City Administrator.

From the perspective of a local government official with many years of experience as a Community Development Director and over 6 months now working for the City of Fairmont, I agree that improvements to the operation of the Community Development operation are necessary and should be a top priority. Reorganization of the way services are provided should start with the hiring of a Community Development professional who would be responsible for identifying service objectives and and make recommendations for applying building department, planning and economic development staff resources accordingly. Of course, the Community Development Director would not be doing this alone. The Community Development Director would be working in tandem with the City Administrator, HR Manager, and other members of staff, in developing a service approach and recommended organizational structure for the City Council to consider. Best practices would include gaining public input as part of the organizational development process.

Improving the community development function is critical to the long-term success of Fairmont. The following are just a few areas where there is an opportunity for improvement that would be made possible with the addition of a Community Development Director.

- Organize and deliver service in a cost-effective manner that provides good value for the City, building community and other community development customers.
- Revise the design and implement an effective Rental Licensing Ordinance.
- Improve neighborhoods and protect property values by adopting and enforcing a **property maintenance code** for addressing the appearance of poorly maintained structures.
- Develop and implement Community Clean-up programs that address obstacles that affect full citizen participation.
- Provide proactive and supporting assistance to business owners wishing to update structures for adaptive re-use.
- Develop capacity for finding revenue sources/grant funding for important redevelopment effort.
- Organize forms and processes to streamline building permit and planning and zoning application process.
- Provide timely service and excellent communication with customers.
- Monitor service delivery satisfaction through consistent use of customer feedback mechanisms. Assign resources thoughtfully in accordance with customer needs.

Lubenow requests that the City Council move forward on development of an RFP for providing Building Inspection services. In my view, this initiative should stay on the table as a priority with design of the RFP as determined by the City Council via the leadership of the Community Development Director and City Administrator.

BUDGET IMPACT

The City Council has previously identified this need by budgeting for a Community Development Coordinator position. However, depending on the analysis of the incoming City Administrator, the position be elevated to a director position instead of “Coordinator” which will require additional funding. Additionally, although hiring a Community Development Director comes with a cost, improvements to the application of resources should follow resulting in a net improvement in value of dollars spent on Community Development efforts.

SUPPORTING DATA



**Council Member Agenda Request
Submitted 4/15/24 for 4/22/24 council meeting**

Agenda Item:

From: Randy Lubenow

Subject: Consideration of authorizing the City Administrator to prepare a request for proposal for contract building services

Policy/Action Requested: City Council should vote on directing staff to prepare a reorganization plan that would provide cost savings to citizens along with providing quality and timely service. This plan should include a Community Development Director position and RFPs for contracted services.

Recommendation: The Council vote on the following motion: Staff should provide an reorganization plan that should include a Community Development Director to oversee independent contractors hired to perform building services.

Overview: Due to the lack of sustained growth in Fairmont the cost of having full-time employees in the building services department is an unnecessary burden to Fairmont Tax payers. A Community Development Director could be hired and oversee several independent contractors with experience in needed fields. These contractors would be paid through the fees collected for their services by the City.

With a new City Administrator starting soon this would allow him to focus on this important project knowing the council supported it and felt it was a priority. He would be able to have discussions with council members one on one during meetings early on about this topic.

Attachments:

Council Action: _____ Date: _____

**Accounts Payable
Check Approval List - City Council**

From: 03/27/2024

To: 04/23/2024



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
<u>A.H. Hermel Company</u>					
A.H. Hermel Company	Liquor - Mdse for Resale	Freight	8.95	164100	04/03/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	89.19	164100	04/03/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Liquor	8.95	164100	04/03/2024 1
A.H. Hermel Company	Liquor - Mdse for Resale	Pop/Mix	167.96	164100	04/03/2024 1
A.H. Hermel Company	Liquor Store	Supplies-Liquor Store	330.79	164100	04/03/2024 1
A.H. Hermel Company	Liquor Store	Supplies-Liquor Store	269.57	164100	04/03/2024 1
		Total for A.H. Hermel Company	875.41		
<u>A1 Concrete Grinding & Mudjacking</u>					
A1 Concrete Grinding & Mudjacking	Storm Sewer Mnt	Curb & Gutter 4th St, East Amber, Forest/Albion Corner	6,250.00	164211	04/11/2024 1
A1 Concrete Grinding & Mudjacking	Storm Sewer Mnt	Curb 18' Albion by Hospital, Pin & Pour Road High Early Mix	3,700.00	164323	04/17/2024 1
		Total for A1 Concrete Grinding & Mudjacking	9,950.00		
<u>Acuity Specialty Products</u>					
Acuity Specialty Products	Central Garage	Glass Cleaner, General Cleaner & Orange Cleaner	2,032.14	164288	04/15/2024 1
		Total for Acuity Specialty Products	2,032.14		
<u>Alpha Radiator</u>					
Alpha Radiator	Road & Bridge Equipment	Radiator Repair #128	2,160.00	164324	04/17/2024 1
		Total for Alpha Radiator	2,160.00		
<u>Amazon Capital Services</u>					
Amazon Capital Services	Road & Bridge Equipment	MS311 Saw Parts	68.69	164048	03/28/2024 1
Amazon Capital Services	Road & Bridge Equipment	First Aid Kits To Replace Expired Ones In Vehicles	155.10	164117	04/04/2024 1
Amazon Capital Services	Road & Bridge Equipment	Chainsaw Socket Bearings	12.99	164289	04/15/2024 1
Amazon Capital Services	Lake Restoration	Office Supplies	0.88	164289	04/15/2024 1
Amazon Capital Services	Paved Streets	Office Supplies	0.88	164289	04/15/2024 1
Amazon Capital Services	Paved Streets	Caulk Gun	33.95	164212	04/11/2024 1
Amazon Capital Services	Paved Streets	18 V Bosch Battery	109.00	164085	03/28/2024 1
Amazon Capital Services	Director of Finance	Office Supplies	2.20	164289	04/15/2024 1
Amazon Capital Services	Storm Sewer Mnt	Cut N Break Parts	428.79	164085	03/28/2024 1
Amazon Capital Services	Storm Sewer Mnt	Grinder Storm Sewer	207.99	164117	04/04/2024 1
Amazon Capital Services	Fire Fighting	Office Supplies	1.76	164289	04/15/2024 1
Amazon Capital Services	Planning & Zoning	Office Supplies	2.20	164289	04/15/2024 1
Amazon Capital Services	Crime Control & Investigation	Office Supplies	1.32	164289	04/15/2024 1
Amazon Capital Services	Data Processing	Office Supplies	1.32	164289	04/15/2024 1
Amazon Capital Services	Recording & Reporting	Office Supplies	2.20	164289	04/15/2024 1
Amazon Capital Services	Building Inspection	Office Supplies	2.20	164289	04/15/2024 1
Amazon Capital Services	Economic Development	Office Supplies	1.32	164289	04/15/2024 1
Amazon Capital Services	Parking Lots	Office Supplies	0.88	164289	04/15/2024 1
Amazon Capital Services	Liquor Store	Office Supplies	0.88	164289	04/15/2024 1
Amazon Capital Services	Engineering	Office Supplies	4.84	164289	04/15/2024 1
Amazon Capital Services	Engineering	Dry Erase Baord & Laptop Mount Holder	54.57	164289	04/15/2024 1
Amazon Capital Services	General Government Buildings	Water Filter for Break Rm Fridge	53.98	164117	04/04/2024 1
Amazon Capital Services	Parks	Office Supplies	1.76	164289	04/15/2024 1

**Accounts Payable
Check Approval List - City Council**

From: 03/27/2024

To: 04/23/2024



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Amazon Capital Services	Parks	Valves	175.50	164289	04/15/2024 1
Amazon Capital Services	Parks	First Aid Kits To Replace Expired Ones In Vehicles	155.10	164117	04/04/2024 1
Amazon Capital Services	Parks	2 Spools 1/4" White Dacron Polyester Rope '23 Releaf Grant	93.20	164289	04/15/2024 1
Amazon Capital Services	Aquatic Park	Lamotte Test Kit Aquatic Park	224.49	164342	04/23/2024 1
Amazon Capital Services	Aquatic Park	Liquid Regeant PH Indicator, LaMotte Waterproof Bluetooth Color	286.45	164325	04/17/2024 1
Amazon Capital Services	City Manager	Office Supplies	2.20	164289	04/15/2024 1
Amazon Capital Services	Aquatic Park	LaMotte Waterproof Bluetooth Color 2X PRO 7 2086	-219.00	164325	04/17/2024 1
Amazon Capital Services	Police Administration	Office Supplies	0.88	164289	04/15/2024 1
Amazon Capital Services	Airport	Office Supplies	2.20	164289	04/15/2024 1
		Total for Amazon Capital Services	1,870.72		
<u>Anchor Industries</u>					
Anchor Industries	Aquatic Park	20' Shark UV Mesh Top Fabric Umbrellas Aquatic Park	11,196.00	164213	04/11/2024 1
		Total for Anchor Industries	11,196.00		
<u>Aramark Uniform Services</u>					
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.03	164118	04/04/2024 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.03	164214	04/11/2024 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	164214	04/11/2024 1
Aramark Uniform Services	Parks	Cleaning Supplies Park Dept	25.04	164290	04/15/2024 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	53.02	164049	03/28/2024 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	51.02	164118	04/04/2024 1
Aramark Uniform Services	Central Garage	Launder Uniforms for Mechanics	50.47	164214	04/11/2024 1
Aramark Uniform Services	Central Garage	Launder Uniforms	50.19	164290	04/15/2024 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	164290	04/15/2024 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.04	164118	04/04/2024 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.04	164214	04/11/2024 1
Aramark Uniform Services	Paved Streets	Cleaning Supplies Street Dept	25.03	164214	04/11/2024 1
		Total for Aramark Uniform Services	404.98		
<u>Arnold Motor Supply</u>					
Arnold Motor Supply	Central Garage	Pneumatic Hammer & Pneumatic Cold Chisel x 18 Long	113.98	164050	03/28/2024 1
		Total for Arnold Motor Supply	113.98		
<u>Arnold's of No. Mankato</u>					
Arnold's of No. Mankato	Parks	Discharge Shield #534	46.04	164326	04/17/2024 1
		Total for Arnold's of No. Mankato	46.04		
<u>Ascent Aviation Group, Inc.</u>					
Ascent Aviation Group, Inc.	Airport	7500 Gross Gallons 100LL Aviation Gasoline	36,821.41	164215	04/11/2024 1
		Total for Ascent Aviation Group, Inc.	36,821.41		
<u>Atlantic Coca-Cola Bottling Company</u>					
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	100.02	164101	04/03/2024 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale	Pop/Mix	103.64	164101	04/03/2024 1
		Total for Atlantic Coca-Cola Bottling Company	203.66		
<u>Bauer Built Tire</u>					
Bauer Built Tire	Road & Bridge Equipment	2 Tires #152	86.00	164216	04/11/2024 1
Bauer Built Tire	Parks	Tow Max Park Bleachers	86.00	164343	04/23/2024 1

**Accounts Payable
Check Approval List - City Council**

From: 03/27/2024

To: 04/23/2024



<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>	<u>Check Number</u>	<u>Check Date</u>
Total for Bauer Built Tire			172.00		
<u>Becker</u>					
Becker	Culture & Rec Charges	Shelter House Refund	93.55	164119	04/04/2024 1
Total for Becker			93.55		
<u>Beletti, Mike</u>					
Beletti, Mike	Crime Control & Investigation	Child/Adult Abuse Training 03/26/2024 Roseville, MN	63.00	0	04/04/2024 1
Total for Beletti, Mike			63.00		
<u>Bellboy Corporation</u>					
Bellboy Corporation	Liquor - Mdse for Resale	Freight	6.98	164102	04/03/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Liquor	1,306.12	164102	04/03/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	89.47	164102	04/03/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Freight	18.16	164102	04/03/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Pop/Mix	118.00	164102	04/03/2024 1
Bellboy Corporation	Liquor - Mdse for Resale	Wine	112.00	164102	04/03/2024 1
Total for Bellboy Corporation			1,650.73		
<u>Berhow</u>					
Berhow	Parks	Safety Boots Reimbursement	225.00	164217	04/11/2024 1
Total for Berhow			225.00		
<u>Best Western</u>					
Best Western	City Manager	March 2024 Hotel Reservations O'Neill	826.76	164218	04/11/2024 1
Total for Best Western			826.76		
<u>Bevcomm Inc</u>					
Bevcomm Inc	Data Processing	April 2024 Rockerfailover Fusion	39.95	164120	04/04/2024 1
Bevcomm Inc	Data Processing	April 2024 Microsoft Office 365 & Licenses	2,579.10	164120	04/04/2024 1
Bevcomm Inc	Data Processing	March 2024 Computer Related Support Contract	6,594.75	164120	04/04/2024 1
Total for Bevcomm Inc			9,213.80		
<u>Bierschbach Equipment & Supply</u>					
Bierschbach Equipment & Supply	Road & Bridge Equipment	General Concrete Cut N Break Balde Set/2	733.84	164219	04/11/2024 1
Total for Bierschbach Equipment & Supply			733.84		
<u>Boekett Building Supply</u>					
Boekett Building Supply	Crime Control & Investigation	Range Supplies Police Dept	41.94	164220	04/11/2024 1
Boekett Building Supply	Parks	Pine Handrail	38.22	164086	03/28/2024 1
Boekett Building Supply	Parks	Wood Cleaner, Wood Sealer, Roller & Brush	80.30	164086	03/28/2024 1
Total for Boekett Building Supply			160.46		
<u>Bolton & Menk, Inc.</u>					
Bolton & Menk, Inc.	Parks	Gomsrud Park Renovation Phase 1	1,744.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Parks	Gomsrud Park Channel Wall Repairs-Remove Existing Gabions/Replac	10,919.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Engineering	General Engineering 2024 Improvement Hearing, TH 15 AccessReview	384.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Paved Streets	2025 Blue Earth Ave Improvement	4,900.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Paved Streets	General Engineering 2024 Street Improvements 02/03 to 03/01/2024	288.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Paved Streets	2024 Park Street Construction	41,978.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Paved Streets	General Engineering Memorial Park Bridge 02/03 to 03/01/2024	768.00	164121	04/04/2024 1
Bolton & Menk, Inc.	Airport	General Engineering Airport Sewer Service 02/03 to 03/01/2024	96.00	164121	04/04/2024 1

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Total for Bolton & Menk, Inc.			61,077.00		
<u>Bomgaars Supply</u>					
Bomgaars Supply	Storm Sewer Mnt	Site Gauge Tubing, Vinyl Tubing Street Sweeper	12.40	164087	03/28/2024 1
Bomgaars Supply	Parks	Saw Blades	28.98	164087	03/28/2024 1
Bomgaars Supply	Parks	Rat Poison, Kilz Paint	53.43	164087	03/28/2024 1
Bomgaars Supply	Parks	First Aid Kit, Blade, Velcro	53.27	164087	03/28/2024 1
Bomgaars Supply	Parks	Trough Feeder, Crates, Buckets, Self Pierce Screws, Socket Drive	126.42	164087	03/28/2024 1
Bomgaars Supply	Parks	Fuel Pump, Fuel Hose	364.98	164087	03/28/2024 1
Bomgaars Supply	Parks	Corner Braces Cedar Park Repairs	11.98	164087	03/28/2024 1
Total for Bomgaars Supply			651.46		
<u>Breakthru Beverage MN Wine & Spirits</u>					
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	72.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	-0.15	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	14.80	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	74.00	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	5.55	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	4,416.91	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	8,637.81	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	2,662.49	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Pop/Mix	168.20	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	61.05	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	44.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	111.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	3.70	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	120.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Beer	555.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	9.25	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	1.85	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	1.85	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	360.00	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Freight	85.27	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	3,901.57	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	396.00	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Liquor	-10.50	164103	04/03/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Wine	432.00	164312	04/17/2024 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale	Beer	142.50	164103	04/03/2024 1
Total for Breakthru Beverage MN Wine & Spirits			22,266.15		
<u>Carquest Auto Parts Stores</u>					
Carquest Auto Parts Stores	Parks	Resin Filler, Cloth, Fiber Glass Resin	37.01	164088	03/28/2024 1
Carquest Auto Parts Stores	Central Garage	Paint	22.98	164088	03/28/2024 1
Carquest Auto Parts Stores	Central Garage	2 Packs Micro Mini Fuse	6.86	164327	04/17/2024 1
Carquest Auto Parts Stores	Central Garage	Triangle Kits	44.18	164327	04/17/2024 1
Carquest Auto Parts Stores	Central Garage	Batteries (Lithium 4 pk), Washer Fluid & O-Rings	215.10	164327	04/17/2024 1

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Carquest Auto Parts Stores	Central Garage	100 Wire Ties	5.80	164291	04/15/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Truck Batteries #162	279.10	164291	04/15/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Green Paint, Primer Ice & Snow	537.24	164291	04/15/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Lacquer Thinner	20.23	164291	04/15/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Light Gray Primer	103.03	164291	04/15/2024 1
Carquest Auto Parts Stores	Ice & Snow Removal	Thinner, Primer, Acrylic Enamel, Surface Primer	833.44	164291	04/15/2024 1
Carquest Auto Parts Stores	Garbage Collection	Hyd Hose Made #121	47.12	164088	03/28/2024 1
Carquest Auto Parts Stores	Road & Bridge Equipment	3/8" Tubing #152	72.77	164291	04/15/2024 1
Carquest Auto Parts Stores	Crime Control & Investigation	Batteries Police 1 & 10	381.66	164327	04/17/2024 1
Carquest Auto Parts Stores	Parks	Battery & Core Return #507	147.39	164291	04/15/2024 1
Carquest Auto Parts Stores	Parks	SYDR Fittings Park 839	16.56	164327	04/17/2024 1
Carquest Auto Parts Stores	Parks	Wiper Blades Park 552	26.78	164327	04/17/2024 1
Carquest Auto Parts Stores	Parks	Wheel Studs	16.45	164291	04/15/2024 1
Carquest Auto Parts Stores	Parks	Lift Support #565	33.39	164291	04/15/2024 1
		Total for Carquest Auto Parts Stores	2,847.09		
<u>CC Screen Printing</u>					
CC Screen Printing	Fiscal Sponsor	HEAT Team Polo Shirt & Embroidery Charge	44.91	164051	03/28/2024 1
		Total for CC Screen Printing	44.91		
<u>Cedar Forest Products</u>					
Cedar Forest Products	Parks	Cedar Park Open Shelter 25% Deposit	6,465.00	164052	03/28/2024 1
		Total for Cedar Forest Products	6,465.00		
<u>Cemstone Concrete Materials LLC</u>					
Cemstone Concrete Materials LLC	Storm Sewer Mnt	Concrete Storm Sewer 437 E Amber Lake Dr	362.78	164053	03/28/2024 1
Cemstone Concrete Materials LLC	Storm Sewer Mnt	3 Yds Concrete 1240 State Street	736.55	164292	04/15/2024 1
		Total for Cemstone Concrete Materials LLC	1,099.33		
<u>Cintas Corporation</u>					
Cintas Corporation	Paved Streets	Street Dept First Aid Supplies	26.65	164222	04/11/2024 1
Cintas Corporation	Parks	Park Dept First Aid Supplies	83.84	164222	04/11/2024 1
		Total for Cintas Corporation	110.49		
<u>City of Fairmont-Aquatic Park</u>					
City of Fairmont-Aquatic Park	Non-departmental	2024 Startup Cash Aquatic Park	420.00	164223	04/11/2024 1
		Total for City of Fairmont-Aquatic Park	420.00		
<u>Community Education & Recreation</u>					
Community Education & Recreation	Aquatic Park	Full Page Ad 2024 Spring/Summer Brochure Aquatic Park	900.00	164344	04/23/2024 1
		Total for Community Education & Recreation	900.00		
<u>Continental Research Corporation</u>					
Continental Research Corporation	Paved Streets	Wasp A Away, Hand Cleanser	464.56	164054	03/28/2024 1
Continental Research Corporation	Parks	Wasp A Away, Hand Cleanser	464.56	164054	03/28/2024 1
		Total for Continental Research Corporation	929.12		
<u>Cress</u>					
Cress	Fire Fighting	Fire School Austin, MN 03/23/2024 Cress, Paradis, Osborn	364.06	164055	03/28/2024 1
		Total for Cress	364.06		
<u>Cromwell</u>					

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Cromwell	Crime Control & Investigation	Safety Eyewear Reimbursement	300.00	0	03/28/2024 1
Total for Cromwell			300.00		
<u>Crysteel Truck Equipment Inc</u>					
Crysteel Truck Equipment Inc	Ice & Snow Removal	Sander Bearings 1 1/4 Shaft 3 1/2 Bolt	159.09	164122	04/04/2024 1
Total for Crysteel Truck Equipment Inc			159.09		
<u>Culligan Water of Fairmont</u>					
Culligan Water of Fairmont	Ice & Snow Removal	63 Bags of Salt for Salt Brine	488.25	164089	03/28/2024 1
Culligan Water of Fairmont	Ice & Snow Removal	63 Bags of Salt for Salt Brine	488.25	164089	03/28/2024 1
Total for Culligan Water of Fairmont			976.50		
<u>D & S Trophies</u>					
D & S Trophies	Crime Control & Investigation	Engraving Plate for Officer Of The Year Plaque 2023 Beletti	5.00	164056	03/28/2024 1
D & S Trophies	Crime Control & Investigation	Bass Retirement Name Plate	10.00	164224	04/11/2024 1
Total for D & S Trophies			15.00		
<u>Dahlheimer Beverage</u>					
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	2,532.60	164313	04/17/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	48,082.45	164313	04/17/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	210.25	164313	04/17/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Beer	38,079.30	164104	04/03/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Liquor	1,262.40	164104	04/03/2024 1
Dahlheimer Beverage	Liquor - Mdse for Resale	Pop/Mix	6.25	164104	04/03/2024 1
Total for Dahlheimer Beverage			90,173.25		
<u>Day Plumbing Heating & Cooling, Inc.</u>					
Day Plumbing Heating & Cooling, Inc.	Parks	Coupling Washers Fish Cleaning Shack Gomsrud	50.10	164225	04/11/2024 1
Total for Day Plumbing Heating & Cooling, Inc.			50.10		
<u>Diaz</u>					
Diaz	Non-departmental	Refund Check 012877-005, 600 Burton Lane 212	0.39	164095	04/01/2024 1
Diaz	Non-departmental	Refund Check 012877-005, 600 Burton Lane 212	0.24	164095	04/01/2024 1
Diaz	Non-departmental	Refund Check 012877-005, 600 Burton Lane 212	0.40	164095	04/01/2024 1
Total for Diaz			1.03		
<u>Duderstadt, Jr.</u>					
Duderstadt, Jr.	Local Access	March 2024 City Council Meetings	125.00	164123	04/04/2024 1
Total for Duderstadt, Jr.			125.00		
<u>Dulcimer Medical Center</u>					
Dulcimer Medical Center	Fire Fighting	Firefighter Physical B Scott	533.14	164226	04/11/2024 1
Total for Dulcimer Medical Center			533.14		
<u>Eagle America, Inc.</u>					
Eagle America, Inc.	Fire Fighting	Engine 7 Aluminum Box	150.00	164124	04/04/2024 1
Eagle America, Inc.	Parks	250# Gas Shock for Tilt Deck Trailer #565	38.00	164328	04/17/2024 1
Total for Eagle America, Inc.			188.00		
<u>Eagle Engraving, Inc.</u>					
Eagle Engraving, Inc.	Fire Fighting	Name Tags Fire Dept	296.53	164345	04/23/2024 1
Total for Eagle Engraving, Inc.			296.53		
<u>Elan Financial Services</u>					

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Elan Financial Services	Fire Fighting	Office Supplies Fire Dept	5.24	164227	04/11/2024 1
Elan Financial Services	Garbage Collection	Fuel for New Garbage Truck To Bring To Fmt	170.94	164227	04/11/2024 1
Elan Financial Services	Paved Streets	Autostop Eliminator	94.99	164227	04/11/2024 1
Elan Financial Services	Paved Streets	18V Brushless Cordless 4 1/2 to 5" Connected Ready Angle Grinder	197.54	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Boresight for Armorers	18.89	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Supplies for Squads & Office	122.01	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Firearms Supplies	89.99	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Sgt's Chair	679.97	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Mouse Pads (Patrol/Sgt/Inv Offices)	60.28	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Leadership Academy Tng Off. Paine 12/10 to 12/13/24 Camp Ripley	805.00	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Keyboards & Mouse for Sgts & Captain's Offices	53.38	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Firearms Cleaning Supplies	25.95	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Firearms Supplies	20.59	164227	04/11/2024 1
Elan Financial Services	Crime Control & Investigation	Registration Fee For June 3-7, 2024 SRO Training	550.00	164227	04/11/2024 1
Elan Financial Services	Mayor & Council	Jay Maynard Assoc MN Counties 03/13/24	60.00	164227	04/11/2024 1
Elan Financial Services	Recording & Reporting	Patty's Retirement Supplies	4.03	164227	04/11/2024 1
Elan Financial Services	Recording & Reporting	Cake-Patty Retirement	57.99	164227	04/11/2024 1
Elan Financial Services	Recording & Reporting	Patty's Retirement Supplies	5.21	164227	04/11/2024 1
Elan Financial Services	Economic Development	Supplies for Area Career Exploration Day	21.93	164227	04/11/2024 1
Elan Financial Services	Aquatic Park	Swim Goggles for Reslae Aquatic Park	605.40	164227	04/11/2024 1
Elan Financial Services	City Manager	Survey Monkey	900.00	164227	04/11/2024 1
Elan Financial Services	General Government Buildings	Office Supplies City Hall	5.24	164227	04/11/2024 1
Elan Financial Services	General Government Buildings	IPad	299.00	164227	04/11/2024 1
Elan Financial Services	Engineering	Future of Southern MN Lakes Conference 2024	10.00	164227	04/11/2024 1
		Total for Elan Financial Services	4,863.57		
<u>Epic Solutions</u>					
Epic Solutions	Paved Streets	Graco Line Driver HD w 6.5hp Vanguard Electric Start Engine	8,644.00	164057	03/28/2024 1
		Total for Epic Solutions	8,644.00		
<u>Equifax Information Services, LLC</u>					
Equifax Information Services, LLC	General Government Buildings	March 2024 Minimum Charge & Service Fee	38.00	164125	04/04/2024 1
		Total for Equifax Information Services, LLC	38.00		
<u>Erickson Engineering</u>					
Erickson Engineering	Paved Streets	Memorial Park Drive Bridge 02/01 to 02/29/2024	4,848.50	164058	03/28/2024 1
Erickson Engineering	Paved Streets	Memorial Park Drive Bridge March 2024	3,091.50	164228	04/11/2024 1
		Total for Erickson Engineering	7,940.00		
<u>Erika Ask Abstracting, Inc</u>					
Erika Ask Abstracting, Inc	Non-departmental	AR Refund	15.00	164293	04/15/2024 1
		Total for Erika Ask Abstracting, Inc	15.00		
<u>Erosion Products, LLC</u>					
Erosion Products, LLC	Storm Sewer Mnt	Wood Chip Bio Logs Storm Sewer	424.70	164126	04/04/2024 1
		Total for Erosion Products, LLC	424.70		
<u>Fairmont Ford</u>					
Fairmont Ford	Road & Bridge Equipment	Seat Belt Buckle #132	75.49	164127	04/04/2024 1

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Total for Fairmont Ford			75.49		
<u>Fairmont Rotary Club</u>					
Fairmont Rotary Club	Economic Development	Apr-June 2024 Dues Koppen	135.74	164229	04/11/2024 1
Total for Fairmont Rotary Club			135.74		
<u>Fairmont Summer Band</u>					
Fairmont Summer Band	Other General Gov't	Donation to Summer Band 2024	2,500.00	164230	04/11/2024 1
Total for Fairmont Summer Band			2,500.00		
<u>Fairmont Veterinary Clinic LLP</u>					
Fairmont Veterinary Clinic LLP	Non-departmental	Facade Loan Program	3,629.00	164231	04/11/2024 1
Total for Fairmont Veterinary Clinic LLP			3,629.00		
<u>Fairmont Youth Hockey Association</u>					
Fairmont Youth Hockey Association	Parks	March 2024 Operation of Martin County Arena	5,000.00	164128	04/04/2024 1
Total for Fairmont Youth Hockey Association			5,000.00		
<u>Fastenal Company</u>					
Fastenal Company	Parks	4" P Clamp #552	32.11	164330	04/17/2024 1
Fastenal Company	Central Garage	Equipment Parts	13.29	164232	04/11/2024 1
Total for Fastenal Company			45.40		
<u>Federated Rural Electric Association</u>					
Federated Rural Electric Association	Airport	Electric Utilities 02/29 to 03/31/2024 Airport	71.55	164233	04/11/2024 1
Total for Federated Rural Electric Association			71.55		
<u>Flaherty & Hood P.A.</u>					
Flaherty & Hood P.A.	Other General Gov't	General Municipal Matters & Real Estate Matters Feb 2024	4,520.45	164059	03/28/2024 1
Flaherty & Hood P.A.	Other General Gov't	Labor & Employment Consultation Services March 2024	112.50	164331	04/17/2024 1
Flaherty & Hood P.A.	Other General Gov't	General Municipal & Litigation Matters March 2024	7,965.00	164331	04/17/2024 1
Total for Flaherty & Hood P.A.			12,597.95		
<u>Fleet & Farm Supply</u>					
Fleet & Farm Supply	Fire Fighting	Powerblast WWF, Windshield Washer	19.16	164129	04/04/2024 1
Fleet & Farm Supply	Storm Sewer Mnt	Sawzall Blades	18.99	164129	04/04/2024 1
Fleet & Farm Supply	Road & Bridge Equipment	Fuel Cap	7.99	164129	04/04/2024 1
Fleet & Farm Supply	Garbage Collection	Garbage Cans	57.98	164129	04/04/2024 1
Fleet & Farm Supply	Paved Streets	Maint Supplies	6.40	164129	04/04/2024 1
Fleet & Farm Supply	Paved Streets	2" PVC Plug Salt Brine	3.99	164129	04/04/2024 1
Fleet & Farm Supply	Paved Streets	Banjo Couplers	47.84	164129	04/04/2024 1
Fleet & Farm Supply	General Government Buildings	City Hall Lighting Repairs	16.49	164129	04/04/2024 1
Fleet & Farm Supply	Parks	4 Cans of Stain	51.96	164129	04/04/2024 1
Fleet & Farm Supply	Parks	S Hook, Chains, Anch Shckl With Pin	73.88	164129	04/04/2024 1
Fleet & Farm Supply	Parks	Dowels, Spray Paint, Contractor Shims	40.96	164129	04/04/2024 1
Fleet & Farm Supply	Parks	Paint Supplies	97.95	164129	04/04/2024 1
Fleet & Farm Supply	Parks	Chaulk, S hooks, Set of Standard Allen Wrenches	70.28	164129	04/04/2024 1
Fleet & Farm Supply	Parks	Paint Sprayer & Brush	30.98	164129	04/04/2024 1
Fleet & Farm Supply	Aquatic Park	Pool Maint & Tool Storage	104.14	164129	04/04/2024 1
Fleet & Farm Supply	Parks	6' Cable, White Vinyl #2	13.86	164129	04/04/2024 1
Fleet & Farm Supply	Parks	Screws, Misc Paint Supplies	104.11	164129	04/04/2024 1

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Total for Fleet & Farm Supply			766.96		
<u>Frontier Communications</u>					
Frontier Communications	Airport	April 2024 Card Reader Airport	54.86	164234	04/11/2024 1
Total for Frontier Communications			54.86		
<u>Frontier Precision, Inc.</u>					
Frontier Precision, Inc.	Engineering	1 Day Survey Training C Paris	500.00	164346	04/23/2024 1
Total for Frontier Precision, Inc.			500.00		
<u>G & R Controls, Inc.</u>					
G & R Controls, Inc.	Library	10/11/23 Changed Oil in Air Compressor Library	7.58	164060	03/28/2024 1
Total for G & R Controls, Inc.			7.58		
<u>G4 Promotions</u>					
G4 Promotions	Liquor Store	Banner Fairmont Raceway Liquor Store	550.00	164105	04/03/2024 1
Total for G4 Promotions			550.00		
<u>Gemini Studios</u>					
Gemini Studios	Local Access	April 2024 Local Access Channel & Boxcast Membership	600.00	164130	04/04/2024 1
Gemini Studios	Local Access	April 2024 Operation Of Audio & Video Broadcast Equipment	450.00	164130	04/04/2024 1
Total for Gemini Studios			1,050.00		
<u>Gillette Pepsi Companies Inc.</u>					
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Freight	30.00	164106	04/03/2024 1
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	326.75	164106	04/03/2024 1
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	253.50	164106	04/03/2024 1
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale	Pop/Mix	236.50	164106	04/03/2024 1
Total for Gillette Pepsi Companies Inc.			846.75		
<u>GMS Industrial Supplies, Inc.</u>					
GMS Industrial Supplies, Inc.	Central Garage	Weather Pack ATO/ATC Fuse Holder	14.65	164061	03/28/2024 1
Total for GMS Industrial Supplies, Inc.			14.65		
<u>GMS, Inc.</u>					
GMS, Inc.	Urban Redevelopment & Housing	March 2024 Monthly License & Warranty	80.00	164132	04/04/2024 1
Total for GMS, Inc.			80.00		
<u>Graham Tire Company</u>					
Graham Tire Company	Parks	Tires Park #531	1,140.00	164235	04/11/2024 1
Graham Tire Company	Ice & Snow Removal	2 Tires Snow & Ice	1,100.00	164133	04/04/2024 1
Total for Graham Tire Company			2,240.00		
<u>GS Direct, Inc.</u>					
GS Direct, Inc.	Engineering	Plotter Paper & Supplies	1,229.38	164332	04/17/2024 1
Total for GS Direct, Inc.			1,229.38		
<u>Guido/Julio Najarro</u>					
Guido/Julio Najarro	Non-departmental	Refund Check 016633-000, 16 E Ken Rue Lane	0.05	164096	04/01/2024 1
Guido/Julio Najarro	Non-departmental	Refund Check 016633-000, 16 E Ken Rue Lane	0.46	164096	04/01/2024 1
Guido/Julio Najarro	Non-departmental	Refund Check 016633-000, 16 E Ken Rue Lane	0.46	164096	04/01/2024 1
Guido/Julio Najarro	Non-departmental	Refund Check 016633-000, 16 E Ken Rue Lane	0.31	164096	04/01/2024 1
Total for Guido/Julio Najarro			1.28		
<u>Hagert</u>					

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Hagert	Crime Control & Investigation	Child/Adult Abuse Training Roseville, MN 03/26/2024	38.00	0	04/04/2024 1
Total for Hagert			38.00		
Hasek					
Hasek	Mayor & Council	Legislative Day St Paul, MN 03/07/2024	184.92	164062	03/28/2024 1
Total for Hasek			184.92		
Hawk Alarm Systems, Inc					
Hawk Alarm Systems, Inc	Paved Streets	Fire Alarm Test & Inspection 801 E Margaret St	140.00	164134	04/04/2024 1
Hawk Alarm Systems, Inc	General Government Buildings	Fire Alarm Test & Inspection City Hall	280.00	164134	04/04/2024 1
Hawk Alarm Systems, Inc	Parks	Fire Alarm Test & Inspection 801 E Margaret St	140.00	164134	04/04/2024 1
Total for Hawk Alarm Systems, Inc			560.00		
Hefty Seed Company					
Hefty Seed Company	Parks	2 Bags Grass Seed	174.50	164236	04/11/2024 1
Total for Hefty Seed Company			174.50		
Hoffman Filter Service, LLC					
Hoffman Filter Service, LLC	Central Garage	Used Oil Filters	65.00	164135	04/04/2024 1
Total for Hoffman Filter Service, LLC			65.00		
Hohenstein's Inc.					
Hohenstein's Inc.	Liquor - Mdse for Resale	Beer	390.00	164314	04/17/2024 1
Total for Hohenstein's Inc.			390.00		
Home City Ice Co.					
Home City Ice Co.	Liquor - Mdse for Resale	Ice	129.27	164107	04/03/2024 1
Home City Ice Co.	Liquor - Mdse for Resale	Ice	157.11	164107	04/03/2024 1
Total for Home City Ice Co.			286.38		
Hometown Sanitation Services, LLC					
Hometown Sanitation Services, LLC	SMEC Building	April 2024 Refuse Removal SMEC	219.00	164237	04/11/2024 1
Hometown Sanitation Services, LLC	Liquor Store	April 2024 Cardboard Removal Liquor Store	99.99	164237	04/11/2024 1
Total for Hometown Sanitation Services, LLC			318.99		
Housing & Redev Auth					
Housing & Redev Auth	Non-departmental	AR Refund	172.19	164294	04/15/2024 1
Total for Housing & Redev Auth			172.19		
Humana					
Humana	Health Insurance	March 2024 Life Ins Premiums	256.94	0	04/12/2024 1
Total for Humana			256.94		
Illinois Mutual Life Insurance Co					
Illinois Mutual Life Insurance Co	Police Administration	Life Insurance Hunter	2,273.15	164136	04/04/2024 1
Total for Illinois Mutual Life Insurance Co			2,273.15		
Independent Pest Control					
Independent Pest Control	SMEC Building	April 2024 Pest Control SMEC	56.00	164333	04/17/2024 1
Independent Pest Control	Library	April 2024 Pest Control Library	56.00	164333	04/17/2024 1
Independent Pest Control	Fire Fighting	April 2024 Pest Control Fire Dept	65.00	164333	04/17/2024 1
Independent Pest Control	Airport	April 2024 Pest Control Airport	110.00	164333	04/17/2024 1
Independent Pest Control	Airport	March 2024 Pest Control	110.00	164063	03/28/2024 1
Total for Independent Pest Control			397.00		

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<u>Interlaken Heritage Days</u>					
Interlaken Heritage Days	Other General Gov't	Donation to Interlaken Heritage Days 2024	6,000.00	164152	04/04/2024 1
		Total for Interlaken Heritage Days	6,000.00		
<u>International Code Council</u>					
International Code Council	Building Inspection	Membership 200551	160.00	164238	04/11/2024 1
		Total for International Code Council	160.00		
<u>J. H. Larson</u>					
J. H. Larson	SMEC Building	mechanical time clock	118.73	164182	04/10/2024 1
J. H. Larson	General Government Buildings	Edgelit LED Flat Panel Fixtures City Hall	287.78	164090	03/28/2024 1
J. H. Larson	General Government Buildings	18W 4' T8 LED Tube Lamps City Hall	267.75	164090	03/28/2024 1
		Total for J. H. Larson	674.26		
<u>Jackson County Sheriff's Office</u>					
Jackson County Sheriff's Office	Fiscal Sponsor	March 2024 Bus & MRAP Fuel HEAT Team	173.11	164295	04/15/2024 1
		Total for Jackson County Sheriff's Office	173.11		
<u>John Deere Financial</u>					
John Deere Financial	Storm Sewer Mnt	Fuel Filters #123B	148.80	164334	04/17/2024 1
John Deere Financial	Parks	Fuel Filters & O-Rings Park 539	77.69	164334	04/17/2024 1
		Total for John Deere Financial	226.49		
<u>Johnson Brothers Liquor Company</u>					
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	3,355.24	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	105.28	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	10,059.43	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	150.72	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	6,195.79	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	138.60	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	37.62	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	96.00	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	115.18	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	1.98	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	3.96	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	143.00	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	9.90	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	1,853.61	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	6,555.62	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	49.50	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	3,325.25	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	7.92	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	91.95	164315	04/17/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Wine	1,207.25	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	7,998.89	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Liquor	270.00	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Pop/Mix	111.00	164108	04/03/2024 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	97.02	164315	04/17/2024 1

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Johnson Brothers Liquor Company	Liquor - Mdse for Resale	Freight	140.58	164315	04/17/2024 1
Total for Johnson Brothers Liquor Company			42,121.29		
<u>KLJ Engineering, LLC</u>					
KLJ Engineering, LLC	Airport	Airport Layout Plan/Master Plan Update with AGIS Through 03/09/24	9,317.46	164064	03/28/2024 1
KLJ Engineering, LLC	Airport	Airfield Pavements Rehab-Design & Bidding Through 03/09/24	15,680.91	164064	03/28/2024 1
Total for KLJ Engineering, LLC			24,998.37		
<u>Koppen</u>					
Koppen	Economic Development	April 2024 Cell Phone Reimbursement	46.44	0	04/04/2024 1
Total for Koppen			46.44		
<u>Kraus-Anderson Construction Co</u>					
Kraus-Anderson Construction Co	Community Center	Fmt Refrigeration Replacement Through 02/29/2024	20,957.86	164065	03/28/2024 1
Total for Kraus-Anderson Construction Co			20,957.86		
<u>Lakes Law Properties, LLC</u>					
Lakes Law Properties, LLC	Non-departmental	RLF Loan	75,000.00	164351	04/17/2024 1
Lakes Law Properties, LLC	Non-departmental	Facade Program	5,000.00	164352	04/17/2024 1
Total for Lakes Law Properties, LLC			80,000.00		
<u>Lardy</u>					
Lardy	Road & Bridge Equipment	Chainsaw Parts	27.54	0	04/04/2024 1
Total for Lardy			27.54		
<u>Lee</u>					
Lee	Fiscal Sponsor	SOTA Conference Registration 2024 HEAT Team	365.00	164296	04/15/2024 1
Total for Lee			365.00		
<u>Lexipol, LLC</u>					
Lexipol, LLC	Crime Control & Investigation	Annual Law Enforcement Policy Manual & Daily Training Bulletins	10,792.03	164239	04/11/2024 1
Total for Lexipol, LLC			10,792.03		
<u>Lexis Nexis Risk Data Management, LL</u>					
Lexis Nexis Risk Data Management, LLC	Other General Gov't	March 2024 Monthly Subscription Fee	112.54	164240	04/11/2024 1
Total for Lexis Nexis Risk Data Management, LL			112.54		
<u>Light, Noise & Smoke Of Fairmont</u>					
Light, Noise & Smoke Of Fairmont	Other General Gov't	Fairmont 4th of July Fireworks Donation	10,000.00	164241	04/11/2024 1
Total for Light, Noise & Smoke Of Fairmont			10,000.00		
<u>Livewire Printing Co.</u>					
Livewire Printing Co.	Aquatic Park	2024 Aquatic Park Brochures	689.84	164066	03/28/2024 1
Total for Livewire Printing Co.			689.84		
<u>Locators & Supplies, Inc</u>					
Locators & Supplies, Inc	Parks	Hard Hat Light & Gloves	17.88	164067	03/28/2024 1
Locators & Supplies, Inc	Parks	Razorback 24-Tine Leaf Rakes	320.13	164297	04/15/2024 1
Locators & Supplies, Inc	Garbage Collection	Razorback 24-Tine Leaf Rakes	320.12	164297	04/15/2024 1
Locators & Supplies, Inc	Paved Streets	Road Work Ahead, Tree Work Ahead, Lane Closed Signs	973.48	164242	04/11/2024 1
Locators & Supplies, Inc	Paved Streets	Hard Hat Light & Gloves	17.87	164067	03/28/2024 1
Locators & Supplies, Inc	Paved Streets	Surfa Slick 36" Asphalt Lute, serrated bar, Magnesium 1-1/4"x7'	272.55	164067	03/28/2024 1
Total for Locators & Supplies, Inc			1,922.03		
<u>Lockridge Grindal Nauen P.L.L.P.</u>					

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Lockridge Grindal Nauen P.L.L.P.	Other General Gov't	April 2024 Government Relations	3,333.33	164243	04/11/2024 1
		Total for Lockridge Grindal Nauen P.L.L.P.	3,333.33		
<u>MacQueen Equipment LLC</u>					
MacQueen Equipment LLC	Storm Sewer Mnt	Spacer, Weldment Pin #123B	417.09	164244	04/11/2024 1
		Total for MacQueen Equipment LLC	417.09		
<u>Marco Technologies, LLC</u>					
Marco Technologies, LLC	Director of Finance	Contract Base Rate 4/14 to 05/13/2024 Various Printers	37.16	164347	04/23/2024 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	Fire Fighting	HP Color Laserjet Printer Fire Dept	918.75	164245	04/11/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 4/14 to 05/13/2024 Various Printers	12.38	164347	04/23/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 4/14 to 05/13/2024 Various Printers	12.38	164347	04/23/2024 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 03/22 to 04/21/2024 City Hall	6.14	164245	04/11/2024 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	18.32	164298	04/15/2024 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	36.64	164298	04/15/2024 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 03/22 to 04/21/2024 City Hall	12.27	164245	04/11/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
Marco Technologies, LLC	Parking Lots	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 4/14 to 05/13/2024 Various Printers	12.39	164347	04/23/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	18.32	164298	04/15/2024 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	Parks	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	Parks	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 4/14 to 05/13/2024 Various Printers	12.39	164347	04/23/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	54.96	164298	04/15/2024 1
Marco Technologies, LLC	Engineering	Contract Base Rate 03/22 to 04/21/2024 City Hall	18.41	164245	04/11/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 4/14 to 05/13/2024 Various Printers	12.39	164347	04/23/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	10.99	164298	04/15/2024 1
Marco Technologies, LLC	City Manager	Contract Base Rate 03/22 to 04/21/2024 City Hall	3.68	164245	04/11/2024 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 4/14 to 05/13/2024 Various Printers	24.77	164347	04/23/2024 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1

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Marco Technologies, LLC	Liquor Store	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
Marco Technologies, LLC	Planning & Zoning	Contract Base Rate 03/22 to 04/21/2024 City Hall	6.14	164245	04/11/2024 1
Marco Technologies, LLC	Airport	Contract Base Rate 03/22 to 04/21/2024 City Hall	2.45	164245	04/11/2024 1
Marco Technologies, LLC	Airport	Contract Base Rate 04/02/24 to 05/01/24. Usage 03/02 to 04/01/24	7.33	164298	04/15/2024 1
		Total for Marco Technologies, LLC	1,370.29		
<u>Martin County Attorney's</u>					
Martin County Attorney's	Other General Gov't	March 2024 Prosecutorial Services	6,250.00	164137	04/04/2024 1
		Total for Martin County Attorney's	6,250.00		
<u>Martin County Auditor</u>					
Martin County Auditor	Other General Gov't	1330 N North Ave Lake George Lot-016 Block-004	178.00	164138	04/04/2024 1
Martin County Auditor	Other General Gov't	403 5th StE Property Taxes 2024	108.00	164246	04/11/2024 1
Martin County Auditor	Other General Gov't	724 1st St E 2024 Property Taxes	142.00	164246	04/11/2024 1
Martin County Auditor	SMEC Building	115 Park St S Property Taxes 2024	1,390.00	164299	04/15/2024 1
Martin County Auditor	Crime Control & Investigation	April 2024 Rental of Security Building	4,919.88	164139	04/04/2024 1
Martin County Auditor	Crime Control & Investigation	April 2024 Frontier Phone Bill Police Dept	347.14	164246	04/11/2024 1
Martin County Auditor	Economic Development	Sect-36 TWP-103 Range-031 Unplatted	2,676.00	164138	04/04/2024 1
Martin County Auditor	Incubator Building	1200 Armstrong Dr	1,700.00	164138	04/04/2024 1
Martin County Auditor	Parks	Sect-11 TWP-102 Range-030 Rural Annex 36.82 AC TRACT Dutch Cree	1,094.00	164138	04/04/2024 1
Martin County Auditor	Parks	Cedar Creek Park Land-Rented Out Property Taxes 2024	5,836.00	164299	04/15/2024 1
Martin County Auditor	Parks	860 190th Ave Fairmont, MN	1,682.00	164299	04/15/2024 1
Martin County Auditor	Parks	600 Fairlakes Ave	5,316.00	164138	04/04/2024 1
Martin County Auditor	Airport	Sect-11 TWP-102 Range-030 14.58 AC TRACT NW 1/4 SE 1/4 Airport	868.00	164138	04/04/2024 1
Martin County Auditor	Airport	Sect-11 TWP-102 Range-030 9.98 AC Irreg in SW 1/4 NW 1/4 Airport	544.00	164138	04/04/2024 1
Martin County Auditor	Airport	Airport Property Property Taxes 2024	2,850.00	164299	04/15/2024 1
Martin County Auditor	Airport	Sect-11 TWP-102 Range-030 21.20 AC TR IN W 1/2 SW 1/4 Airport	1,228.00	164138	04/04/2024 1
Martin County Auditor	Airport	2160 E Blue Earth Ave AC Rural Annex Airport-Land Rented Out	17,246.00	164246	04/11/2024 1
		Total for Martin County Auditor	48,125.02		
<u>Martin County Highway Dept</u>					
Martin County Highway Dept	Airport	motor fuel-march	378.73	164184	04/10/2024 1
Martin County Highway Dept	Animal Control	motor fuel-march	131.68	164184	04/10/2024 1
Martin County Highway Dept	Parks	new key-parks	8.08	164184	04/10/2024 1
Martin County Highway Dept	Parks	motor fuel-march	1,143.63	164184	04/10/2024 1
Martin County Highway Dept	Central Garage	motor fuel-march	98.99	164184	04/10/2024 1
Martin County Highway Dept	Engineering	motor fuel-march	54.26	164184	04/10/2024 1
Martin County Highway Dept	Engineering	new key-engineering	8.08	164184	04/10/2024 1
Martin County Highway Dept	Building Inspection	motor fuel-march	58.11	164184	04/10/2024 1
Martin County Highway Dept	Crime Control & Investigation	motor fuel-march	2,389.71	164184	04/10/2024 1
Martin County Highway Dept	Road & Bridge Equipment	new key-street	8.08	164184	04/10/2024 1
Martin County Highway Dept	Paved Streets	motor fuel-march	2,739.68	164184	04/10/2024 1
Martin County Highway Dept	Garbage Collection	motor fuel-march	360.58	164184	04/10/2024 1
Martin County Highway Dept	Other General Gov't	motor fuel-march	49.52	164184	04/10/2024 1
Martin County Highway Dept	Fire Fighting	motor fuel-march	303.93	164184	04/10/2024 1

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Martin County Highway Dept	Fire Fighting	new key-fire	8.08	164184	04/10/2024 1
Martin County Highway Dept	Storm Sewer Mnt	motor fuel-march	842.54	164184	04/10/2024 1
Total for Martin County Highway Dept			8,583.68		
<u>Maynard III</u>					
Maynard III	Mayor & Council	League of MN Cities Day on The Hill St Paul, MN 03/07/2024	663.68	164068	03/28/2024 1
Total for Maynard III			663.68		
<u>Mayo Clinic Health System Fairmont</u>					
Mayo Clinic Health System Fairmont	Fire Fighting	Chest X-Rays Streit, Utesch, Kastning, Geiger, Park	785.00	164247	04/11/2024 1
Total for Mayo Clinic Health System Fairmont			785.00		
<u>MECA</u>					
MECA	Engineering	Registration Stormwater PracticeMS 4 Implementation & Membership	155.00	164248	04/11/2024 1
Total for MECA			155.00		
<u>Medsurety LLC</u>					
Medsurety LLC	Health Insurance	Admin Fees COBRA April 2024	90.25	0	04/12/2024 1
Total for Medsurety LLC			90.25		
<u>Midco</u>					
Midco	Building Inspection	April 2024 Telephone City Hall	50.04	164300	04/15/2024 1
Midco	Economic Development	April 2024 Telephone City Hall	40.03	164300	04/15/2024 1
Midco	Recording & Reporting	April 2024 Telephone City Hall	60.05	164300	04/15/2024 1
Midco	Crime Control & Investigation	April 2024 Telephone City Hall	30.03	164300	04/15/2024 1
Midco	Data Processing	April 2024 City Hall Internet Circuit	600.39	164300	04/15/2024 1
Midco	Planning & Zoning	April 2024 Telephone City Hall	50.04	164300	04/15/2024 1
Midco	Fire Fighting	April 2024 Telephone City Hall	20.02	164300	04/15/2024 1
Midco	Fire Fighting	April 2024 Telephone SMEC	60.30	164300	04/15/2024 1
Midco	Director of Finance	April 2024 Telephone City Hall	50.04	164300	04/15/2024 1
Midco	Paved Streets	April 2024 Telephone 801 E Margaret St	171.50	164300	04/15/2024 1
Midco	Paved Streets	April 2024 Telephone City Hall	60.05	164300	04/15/2024 1
Midco	Paved Streets	April 2024 Telephone 401 E Margaret St	38.66	164300	04/15/2024 1
Midco	Library	April 2024 Telephone Library	528.00	164300	04/15/2024 1
Midco	SMEC Building	April 2024 Telephone SMEC	123.46	164300	04/15/2024 1
Midco	Engineering	April 2024 Telephone City Hall	130.11	164300	04/15/2024 1
Midco	Liquor Store	April 2024 Telephone Liquor Store	235.15	164300	04/15/2024 1
Midco	Central Garage	April 2024 Telephone City Hall	20.02	164300	04/15/2024 1
Midco	Parks	April 2024 Telephone 801 E Margaret St	171.50	164300	04/15/2024 1
Midco	Parks	April 2024 Telephone City Hall	30.03	164300	04/15/2024 1
Midco	Parks	April 2024 Telephone 401 E Margaret St	38.66	164300	04/15/2024 1
Midco	Aquatic Park	April 2024 Telephone Aquatic Park	64.27	164300	04/15/2024 1
Midco	City Manager	April 2024 Telephone City Hall	130.11	164300	04/15/2024 1
Midco	Animal Control	April 2024 Internet Services Humane Society	117.39	164300	04/15/2024 1
Midco	Animal Control	April 2024 Telephone Humane Society	94.11	164300	04/15/2024 1
Midco	Airport	April 2024 Telephone City Hall	30.02	164300	04/15/2024 1
Midco	Airport	April 2024 Telephone Airport	61.77	164300	04/15/2024 1
Midco	Airport	April 2024 Airport Ethernet Circuit	307.39	164300	04/15/2024 1

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Total for Midco			3,313.14		
<u>Mike's Emergency Vehicle Installation.</u>					
Mike's Emergency Vehicle Installation, LLC	Crime Control & Investigation	Santa Cruz Universal Rail Handcuff Style Gun Rack AssemblySquads	1,403.96	164069	03/28/2024 1
Total for Mike's Emergency Vehicle Installation,			1,403.96		
<u>Militello Motors</u>					
Militello Motors	Parks	2024 Jeep Wrangler Park Dept	41,343.88	164249	04/11/2024 1
Total for Militello Motors			41,343.88		
<u>Miller Sellner</u>					
Miller Sellner	Parks	Hydraulic Coupler Park 547	84.25	164335	04/17/2024 1
Total for Miller Sellner			84.25		
<u>Minn Municipal Utilities Association</u>					
Minn Municipal Utilities Association	Workers Comp	safety management program 2nd qtr payment-S and JTS service	11,305.53	164281	04/15/2024 1
Total for Minn Municipal Utilities Association			11,305.53		
<u>MN Dept Labor & Indust</u>					
MN Dept Labor & Indust	Non-departmental	1st Q Surcharge Report Bldg Permits	457.29	164301	04/15/2024 1
Total for MN Dept Labor & Indust			457.29		
<u>Mn Dept of Employment & Economic D</u>					
Mn Dept of Employment & Economic Developmen	Intergovernmental Revenues	May 2024 Loan #1 City of Fmt/Zierke Blt Mfg	4,597.00	164250	04/11/2024 1
Mn Dept of Employment & Economic Developmen	Intergovernmental Revenues	May 2024 Loan #2 City of Fmt/Zierke Blt Mfg	3,064.18	164250	04/11/2024 1
Total for Mn Dept of Employment & Economic D			7,661.18		
<u>MN Dept of Labor & Indus</u>					
MN Dept of Labor & Indus	General Government Buildings	Annual Elevator Permit City Hall	100.00	164251	04/11/2024 1
Total for MN Dept of Labor & Indus			100.00		
<u>MN Energy Resources Corp.</u>					
MN Energy Resources Corp.	Parks	Gas Utilities 02/13 to 03/14/2024 417 E Margaret St	318.61	164070	03/28/2024 1
MN Energy Resources Corp.	Parks	Gas utilities 02/15 to 03/18/24 801 E Margaret St	949.13	164070	03/28/2024 1
MN Energy Resources Corp.	Parks	Gas utilities 03/07 to 04/07/2024 Lincoln Shelter House	20.50	164302	04/15/2024 1
MN Energy Resources Corp.	Central Garage	Gas Utilities 02/13 to 03/14/2024 417 E Margaret St	103.72	164070	03/28/2024 1
MN Energy Resources Corp.	Central Garage	Gas utilities 02/15 to 03/18/24 801 E Margaret St	309.01	164070	03/28/2024 1
MN Energy Resources Corp.	Liquor Store	Gas Utilities Liquor Store 02/13 to 03/14/2024	315.65	164070	03/28/2024 1
MN Energy Resources Corp.	Library	Gas utilities 02/20 to 03/21/2024 Library	1,249.94	164140	04/04/2024 1
MN Energy Resources Corp.	Fire Fighting	Gas Utilities 03/04 to 04/02/2024 Fire Station	522.47	164252	04/11/2024 1
MN Energy Resources Corp.	Paved Streets	Gas Utilities 02/13 to 03/14/2024 417 E Margaret St	318.61	164070	03/28/2024 1
MN Energy Resources Corp.	Paved Streets	Gas utilities 02/15 to 03/18/24 801 E Margaret St	949.13	164070	03/28/2024 1
MN Energy Resources Corp.	Animal Control	Gas utilities 02/13/24 to 03/14/24 Humane Society	143.97	164070	03/28/2024 1
Total for MN Energy Resources Corp.			5,200.74		
<u>Monsen, Patricia</u>					
Monsen, Patricia	Recording & Reporting	MCFOA Conference St Cloud, MN 03/19 to 03/22/2024	294.00	0	03/28/2024 1
Monsen, Patricia	City Manager	Supplies for City Admin Interviews 03/26/2024	26.61	0	03/28/2024 1
Total for Monsen, Patricia			320.61		
<u>Motorola Solutions, Inc.</u>					
Motorola Solutions, Inc.	Crime Control & Investigation	V700 Body Worn Cameras Verizon Ready, V300 Transfer StationII,	15,318.20	164253	04/11/2024 1
Motorola Solutions, Inc.	Crime Control & Investigation	M500 ICV System w RCAM V300 Squads 4 & 6, MTIK Conf Kit 802.11A	15,716.40	164071	03/28/2024 1

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Motorola Solutions, Inc.	Crime Control & Investigation	V700 Body Worn Cameras Verizon Ready, V300 Transfer StationII,	15,318.20	164253	04/11/2024 1
Total for Motorola Solutions, Inc.			46,352.80		
<u>MPower Technologies, Inc</u>					
MPower Technologies, Inc	Engineering	02/05/2024 Webex w Mitch About Publishing Feature Service, ESRI	495.00	164072	03/28/2024 1
Total for MPower Technologies, Inc			495.00		
<u>Napa Auto Fairmont</u>					
Napa Auto Fairmont	Central Garage	Zip Ties City Shop	26.69	164303	04/15/2024 1
Napa Auto Fairmont	Central Garage	5W30 Syn Bay Box	96.99	164303	04/15/2024 1
Napa Auto Fairmont	Central Garage	Socket Oil Pressure	11.30	164303	04/15/2024 1
Napa Auto Fairmont	Central Garage	10 Bags Floor Dry	79.90	164303	04/15/2024 1
Napa Auto Fairmont	Central Garage	Gallon of Brake Fluid	24.76	164303	04/15/2024 1
Napa Auto Fairmont	Parks	Spin On Fluid Filter Park #552	3.37	164092	03/28/2024 1
Napa Auto Fairmont	Parks	Oil Filters Park #552	63.18	164092	03/28/2024 1
Napa Auto Fairmont	Parks	Spin On Fluid Filter Park #552	-34.25	164092	03/28/2024 1
Napa Auto Fairmont	Parks	Oil Filter Park 533	3.37	164303	04/15/2024 1
Napa Auto Fairmont	Parks	Oil Filters Park 503 & 507	6.74	164303	04/15/2024 1
Napa Auto Fairmont	Parks	Oil Filter Park #512	3.37	164336	04/17/2024 1
Napa Auto Fairmont	Parks	Oil Filter Park 546	5.89	164303	04/15/2024 1
Napa Auto Fairmont	Parks	Oil Filter Park502	5.04	164303	04/15/2024 1
Napa Auto Fairmont	Crime Control & Investigation	Oil & Air Filter Police #11	16.86	164092	03/28/2024 1
Napa Auto Fairmont	Crime Control & Investigation	Oil Filter Police #2	3.37	164303	04/15/2024 1
Napa Auto Fairmont	Road & Bridge Equipment	Oil Filter Street 139	3.37	164336	04/17/2024 1
Total for Napa Auto Fairmont			319.95		
<u>Nutrien Ag Solutions, Inc</u>					
Nutrien Ag Solutions, Inc	Parks	Triplet, Bark Oil, Garlon 4 Ultra	3,795.75	164093	03/28/2024 1
Total for Nutrien Ag Solutions, Inc			3,795.75		
<u>O'Neill</u>					
O'Neill	City Manager	March 2024 Expenses	1,345.76	0	04/11/2024 1
O'Neill	City Manager	April 2024 Cell Phone Reimbursement	50.00	0	04/11/2024 1
Total for O'Neill			1,395.76		
<u>OPG-3, Inc.</u>					
OPG-3, Inc.	Data Processing	2024 Annual Laserfische Renewal	6,261.00	164141	04/04/2024 1
Total for OPG-3, Inc.			6,261.00		
<u>Optum</u>					
Optum	Health Insurance	April 2024 EAP for Non-Health Ins	9.15	0	04/11/2024 1
Total for Optum			9.15		
<u>O'Reilly Auto Parts</u>					
O'Reilly Auto Parts	Road & Bridge Equipment	Blow Guns Street #167	7.00	164337	04/17/2024 1
O'Reilly Auto Parts	Parks	License Plate Light Park#552	7.59	164073	03/28/2024 1
O'Reilly Auto Parts	Parks	2 Sets Mud Flaps #512	39.98	164337	04/17/2024 1
O'Reilly Auto Parts	Engineering	Wire Connectors Engineering 732	14.19	164254	04/11/2024 1
O'Reilly Auto Parts	Central Garage	Trim Adhesive 3M	10.12	164073	03/28/2024 1
O'Reilly Auto Parts	Central Garage	Mini Bulbs	3.73	164142	04/04/2024 1

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O'Reilly Auto Parts	Central Garage	License Plate Screws	9.98	164142	04/04/2024 1
Total for O'Reilly Auto Parts			92.59		
<u>Osborn Trucking, LLC</u>					
Osborn Trucking, LLC	Parks	Boat Ramp Planks Gomsrud Park	500.00	164255	04/11/2024 1
Total for Osborn Trucking, LLC			500.00		
<u>Osuebi</u>					
Osuebi	Non-departmental	Refund Check 012503-003, 311 Fairview Ave	1.17	164097	04/01/2024 1
Osuebi	Non-departmental	Refund Check 012503-003, 311 Fairview Ave	0.11	164097	04/01/2024 1
Osuebi	Non-departmental	Refund Check 012503-003, 311 Fairview Ave	3.08	164097	04/01/2024 1
Osuebi	Non-departmental	Refund Check 012503-003, 311 Fairview Ave	0.77	164097	04/01/2024 1
Osuebi	Non-departmental	Refund Check 012503-003, 311 Fairview Ave	1.17	164097	04/01/2024 1
Total for Osuebi			6.30		
<u>Overhead Door Co. Of Albert Lea</u>					
Overhead Door Co. Of Albert Lea	Parks	Repair Wall Button for Overhead door 801 E Margaret	252.60	164256	04/11/2024 1
Overhead Door Co. Of Albert Lea	Paved Streets	Repair Wall Button for Overhead door 801 E Margaret NE Door	252.60	164256	04/11/2024 1
Total for Overhead Door Co. Of Albert Lea			505.20		
<u>Paris</u>					
Paris	Engineering	Frontier Precision Training 04/10/24 Maple Grove, MN	219.00	0	04/23/2024 1
Total for Paris			219.00		
<u>Paustis Wine Company</u>					
Paustis Wine Company	Liquor - Mdse for Resale	Wine	1,392.00	164109	04/03/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Freight	21.00	164109	04/03/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Freight	22.50	164316	04/17/2024 1
Paustis Wine Company	Liquor - Mdse for Resale	Wine	1,635.00	164316	04/17/2024 1
Total for Paustis Wine Company			3,070.50		
<u>PC Janitorial Supply</u>					
PC Janitorial Supply	Parks	Cleaning Supplies Park Dept	129.80	164074	03/28/2024 1
PC Janitorial Supply	Parks	Cleaning Supplies Park Dept	105.90	164074	03/28/2024 1
PC Janitorial Supply	Parks	Cleaning Supplies Park Dept	266.65	164074	03/28/2024 1
PC Janitorial Supply	Parks	Cleaning Supplies Park Dept	52.95	164094	03/28/2024 1
PC Janitorial Supply	Fire Fighting	Cleaning Supplies Fire Hall	64.95	164257	04/11/2024 1
PC Janitorial Supply	Library	Cleaning Supplies Library	171.80	164074	03/28/2024 1
PC Janitorial Supply	Library	Cleaning Supplies Library	134.85	164257	04/11/2024 1
PC Janitorial Supply	Library	Cleaning Supplies Library	59.95	164304	04/15/2024 1
Total for PC Janitorial Supply			986.85		
<u>Phillips Wine & Spirits</u>					
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	391.40	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	8,269.80	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,282.05	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	612.75	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	632.60	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	5,405.75	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	120.78	164110	04/03/2024 1

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Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	5.94	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	47.52	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	25.74	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	136.00	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	19,993.71	164317	04/17/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	37.80	164317	04/17/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	705.60	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	136.96	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	75.50	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	1.98	164110	04/03/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	1,007.15	164317	04/17/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	474.22	164317	04/17/2024 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	2,375.04	164317	04/17/2024 1
		Total for Phillips Wine & Spirits	41,738.29		
<u>Photo Press</u>					
Photo Press	Aquatic Park	Help Wanted Aquatic Park Manager	110.00	164305	04/15/2024 1
Photo Press	Aquatic Park	Help Wanted Aquatic Park Manager	108.00	164305	04/15/2024 1
Photo Press	Liquor Store	Valentine's Day Ad Liquor Store	153.75	164305	04/15/2024 1
Photo Press	Engineering	Help Wanted Engineering Tech I	165.00	164305	04/15/2024 1
Photo Press	Engineering	Help Wanted Engineering Tech I	165.00	164305	04/15/2024 1
		Total for Photo Press	701.75		
<u>Pitney Bowes Bank Inc Purchase Power</u>					
Pitney Bowes Bank Inc Purchase Power	Director of Finance	Postage for Testing New Meter	9.54	164075	03/28/2024 1
		Total for Pitney Bowes Bank Inc Purchase Power	9.54		
<u>Prairieland Solid Waste Mgmnt</u>					
Prairieland Solid Waste Mgmnt	Garbage Collection	Refuse Removal March 2024	412.85	164144	04/04/2024 1
		Total for Prairieland Solid Waste Mgmnt	412.85		
<u>Public Utilities Commission</u>					
Public Utilities Commission	Library	April 2024 Utilities	1,857.94	164348	04/23/2024 1
Public Utilities Commission	Library	April 2024 Utilities	41.47	164348	04/23/2024 1
Public Utilities Commission	Library	April 2024 Utilities	21.21	164348	04/23/2024 1
Public Utilities Commission	Library	April 2024 Utilities	99.97	164348	04/23/2024 1
Public Utilities Commission	SMEC Building	April 2024 Utilities	140.21	164348	04/23/2024 1
Public Utilities Commission	SMEC Building	April 2024 Utilities	41.47	164348	04/23/2024 1
Public Utilities Commission	SMEC Building	April 2024 Utilities	3,203.96	164348	04/23/2024 1
Public Utilities Commission	Lake Restoration	April 2024 Utilities	95.45	164348	04/23/2024 1
Public Utilities Commission	Fire Fighting	April 2024 Utilities	41.47	164348	04/23/2024 1
Public Utilities Commission	Fire Fighting	April 2024 Utilities	21.37	164348	04/23/2024 1
Public Utilities Commission	Fire Fighting	April 2024 Utilities	90.41	164348	04/23/2024 1
Public Utilities Commission	Fire Fighting	April 2024 Utilities	295.71	164348	04/23/2024 1
Public Utilities Commission	Paved Streets	April 2024 Utilities	75.71	164348	04/23/2024 1
Public Utilities Commission	Paved Streets	April 2024 Utilities	34.98	164348	04/23/2024 1
Public Utilities Commission	Paved Streets	02/16 to 03/17/24 Utilities 801 E Margaret St	630.05	164348	04/23/2024 1

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Public Utilities Commission	Paved Streets	April 2024 Utilities	30.05	164348	04/23/2024 1
Public Utilities Commission	Paved Streets	April 2024 Utilities	103.31	164348	04/23/2024 1
Public Utilities Commission	Parking Lots	April 2024 Utilities	181.41	164348	04/23/2024 1
Public Utilities Commission	Parking Lots	April 2024 Utilities	228.97	164348	04/23/2024 1
Public Utilities Commission	Street Lighting	April 2024 Utilities	4,298.89	164348	04/23/2024 1
Public Utilities Commission	Street Lighting	April 2024 Utilities	2,451.05	164348	04/23/2024 1
Public Utilities Commission	Street Lighting	April 2024 Utilities	12.17	164348	04/23/2024 1
Public Utilities Commission	Liquor Store	April 2024 Utilities	41.47	164348	04/23/2024 1
Public Utilities Commission	Liquor Store	April 2024 Utilities	1,754.10	164348	04/23/2024 1
Public Utilities Commission	Liquor Store	April 2024 Utilities	55.88	164348	04/23/2024 1
Public Utilities Commission	Liquor Store	April 2024 Utilities	87.13	164348	04/23/2024 1
Public Utilities Commission	General Government Buildings	April 2024 Utilities	95.44	164348	04/23/2024 1
Public Utilities Commission	Central Garage	April 2024 Utilities	2.42	164348	04/23/2024 1
Public Utilities Commission	Central Garage	02/16 to 03/17/24 Utilities 801 E Margaret St	205.13	164348	04/23/2024 1
Public Utilities Commission	Parks	02/16 to 03/17/24 Utilities 801 E Margaret St	279.93	164348	04/23/2024 1
Public Utilities Commission	General Government Buildings	April 2024 Utilities	41.47	164348	04/23/2024 1
Public Utilities Commission	General Government Buildings	April 2024 Utilities	35.62	164348	04/23/2024 1
Public Utilities Commission	General Government Buildings	April 2024 Utilities	2,133.91	164348	04/23/2024 1
Public Utilities Commission	Parks	April 2024 Utilities	1,052.75	164348	04/23/2024 1
Public Utilities Commission	Parks	02/16 to 03/17/24 Utilities 801 E Margaret St	137.37	164348	04/23/2024 1
Public Utilities Commission	Parks	02/16 to 03/17/24 Utilities 801 E Margaret St	15.83	164348	04/23/2024 1
Public Utilities Commission	Parks	April 2024 Utilities	459.17	164348	04/23/2024 1
Public Utilities Commission	Parks	April 2024 Utilities	1,229.56	164348	04/23/2024 1
Public Utilities Commission	Parks	02/16 to 03/17/24 Utilities 801 E Margaret St	630.05	164348	04/23/2024 1
Public Utilities Commission	Aquatic Park	April 2024 Utilities	75.71	164348	04/23/2024 1
Public Utilities Commission	Aquatic Park	April 2024 Utilities	30.05	164348	04/23/2024 1
Public Utilities Commission	Aquatic Park	April 2024 Utilities	183.63	164348	04/23/2024 1
Public Utilities Commission	Aquatic Park	April 2024 Utilities	1,254.25	164348	04/23/2024 1
Public Utilities Commission	Animal Control	April 2024 Utilities	406.23	164348	04/23/2024 1
Public Utilities Commission	Animal Control	April 2024 Utilities	78.90	164348	04/23/2024 1
Public Utilities Commission	Animal Control	April 2024 Utilities	17.41	164348	04/23/2024 1
Public Utilities Commission	Animal Control	April 2024 Utilities	183.09	164348	04/23/2024 1
Public Utilities Commission	Parks	April 2024 Utilities	2,806.84	164348	04/23/2024 1
Public Utilities Commission	Airport	April 2024 Utilities	926.63	164348	04/23/2024 1
Public Utilities Commission	Airport	April 2024 Utilities	227.13	164348	04/23/2024 1
Public Utilities Commission	Airport	Electric Utilities D-Hangar 02/16 to 03/17/24	55.95	164348	04/23/2024 1
Public Utilities Commission	Airport	April 2024 Utilities	60.10	164348	04/23/2024 1
Public Utilities Commission	Airport	April 2024 Utilities	2,229.66	164348	04/23/2024 1
Total for Public Utilities Commission			30,790.04		
<u>Quest Diagnostics</u>					
Quest Diagnostics	Fire Fighting	Lab Processing Streit Firefighter Physical	127.58	164076	03/28/2024 1
Quest Diagnostics	Fire Fighting	Lab Processing Utesch Firefighter Physical	127.58	164076	03/28/2024 1
Quest Diagnostics	Fire Fighting	Lab Tests Fireman Physical Geiger	127.58	164145	04/04/2024 1

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Quest Diagnostics	Fire Fighting	Lab Tests Fireman Physical Kastning	127.58	164145	04/04/2024 1
Quest Diagnostics	Fire Fighting	Firefighter Physical Park	127.58	164258	04/11/2024 1
		Total for Quest Diagnostics	637.90		
<u>Ray O'Herron</u>					
Ray O'Herron	Fiscal Sponsor	Cust # 00-51331PD AMMO HEAT Team	1,171.49	164077	03/28/2024 1
		Total for Ray O'Herron	1,171.49		
<u>Recreation Supply Co</u>					
Recreation Supply Co	Aquatic Park	Reagents for Pool Testing	218.95	164306	04/15/2024 1
		Total for Recreation Supply Co	218.95		
<u>Red Bull Distribution Company</u>					
Red Bull Distribution Company	Liquor - Mdse for Resale	Pop/Mix	210.00	164111	04/03/2024 1
		Total for Red Bull Distribution Company	210.00		
<u>RES Great Lakes, LLC</u>					
RES Great Lakes, LLC	Economic Development	Native Seeding Wetland Bank Management	9,345.10	164146	04/04/2024 1
		Total for RES Great Lakes, LLC	9,345.10		
<u>Reserve Account</u>					
Reserve Account	Parking Lots	Prepaid Postage for Postage Meter	60.00	164078	03/28/2024 1
Reserve Account	Recording & Reporting	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Economic Development	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Building Inspection	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Data Processing	Prepaid Postage for Postage Meter	60.00	164078	03/28/2024 1
Reserve Account	Planning & Zoning	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Crime Control & Investigation	Prepaid Postage for Postage Meter	60.00	164078	03/28/2024 1
Reserve Account	Fire Fighting	Prepaid Postage for Postage Meter	80.00	164078	03/28/2024 1
Reserve Account	Director of Finance	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Lake Restoration	Prepaid Postage for Postage Meter	60.00	164078	03/28/2024 1
Reserve Account	Paved Streets	Prepaid Postage for Postage Meter	40.00	164078	03/28/2024 1
Reserve Account	City Manager	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
Reserve Account	Police Administration	Prepaid Postage for Postage Meter	40.00	164078	03/28/2024 1
Reserve Account	Engineering	Prepaid Postage for Postage Meter	220.00	164078	03/28/2024 1
Reserve Account	Liquor Store	Prepaid Postage for Postage Meter	60.00	164078	03/28/2024 1
Reserve Account	Parks	Prepaid Postage for Postage Meter	80.00	164078	03/28/2024 1
Reserve Account	Airport	Prepaid Postage for Postage Meter	100.00	164078	03/28/2024 1
		Total for Reserve Account	1,460.00		
<u>Retrofit Companies, Inc.</u>					
Retrofit Companies, Inc.	Garbage Collection	recycle lamps and misc electronics-parks and streets	349.56	164200	04/10/2024 1
		Total for Retrofit Companies, Inc.	349.56		
<u>Richards Auto Repair</u>					
Richards Auto Repair	Civil Defense	Civil Siren Batteries	1,223.60	164307	04/15/2024 1
		Total for Richards Auto Repair	1,223.60		
<u>River Bend Business Products</u>					
River Bend Business Products	Data Processing	Office Supplies City Hall	5.60	164308	04/15/2024 1
River Bend Business Products	Crime Control & Investigation	Office Supplies City Hall	5.60	164308	04/15/2024 1

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River Bend Business Products	Planning & Zoning	Office Supplies Upstairs City Hall	63.60	164338	04/17/2024 1
River Bend Business Products	Planning & Zoning	Office Supplies City Hall	9.33	164308	04/15/2024 1
River Bend Business Products	Economic Development	Office Supplies City Hall	5.60	164308	04/15/2024 1
River Bend Business Products	Economic Development	Office Supplies Upstairs City Hall	63.63	164338	04/17/2024 1
River Bend Business Products	Parking Lots	Office Supplies City Hall	3.73	164308	04/15/2024 1
River Bend Business Products	Recording & Reporting	Office Supplies City Hall	9.33	164308	04/15/2024 1
River Bend Business Products	Building Inspection	Office Supplies City Hall	9.33	164308	04/15/2024 1
River Bend Business Products	Building Inspection	Office Supplies Upstairs City Hall	63.63	164338	04/17/2024 1
River Bend Business Products	Paved Streets	Office Supplies City Hall	3.73	164308	04/15/2024 1
River Bend Business Products	Lake Restoration	Office Supplies City Hall	3.73	164308	04/15/2024 1
River Bend Business Products	Director of Finance	Office Supplies City Hall	9.33	164308	04/15/2024 1
River Bend Business Products	Fire Fighting	Office Supplies City Hall	7.46	164308	04/15/2024 1
River Bend Business Products	Parks	Office Supplies City Hall	7.46	164308	04/15/2024 1
River Bend Business Products	Engineering	Office Supplies Upstairs City Hall	63.63	164338	04/17/2024 1
River Bend Business Products	Engineering	Office Supplies City Hall	20.53	164308	04/15/2024 1
River Bend Business Products	Liquor Store	Office Supplies City Hall	3.73	164308	04/15/2024 1
River Bend Business Products	Police Administration	Office Supplies City Hall	3.73	164308	04/15/2024 1
River Bend Business Products	City Manager	Office Supplies City Hall	9.33	164308	04/15/2024 1
River Bend Business Products	City Manager	Office Supplies Upstairs City Hall	63.63	164338	04/17/2024 1
River Bend Business Products	Airport	Office Supplies City Hall	9.33	164308	04/15/2024 1
		Total for River Bend Business Products	445.00		
<u>Robert J Siems, Sr., Investments, L.L.P</u>					
Robert J Siems, Sr., Investments, L.L.P	Mayor & Council	2024 Gateway Sign	650.00	164147	04/04/2024 1
		Total for Robert J Siems, Sr., Investments, L.L.P	650.00		
<u>Round Lake Vineyards & Winery LLC</u>					
Round Lake Vineyards & Winery LLC	Liquor - Mdse for Resale	Wine	300.00	164112	04/03/2024 1
		Total for Round Lake Vineyards & Winery LLC	300.00		
<u>Safety & Security Consultation Special</u>					
Safety & Security Consultation Specialists, LLC	Fire Fighting	Basic Firefighter Course Leo A	1,500.00	164148	04/04/2024 1
		Total for Safety & Security Consultation Special	1,500.00		
<u>Southern Glazer's Wine & Spirits of MN</u>					
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	23.25	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,162.24	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	7.75	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Pop/Mix	92.50	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,346.32	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	33.84	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	32.55	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	2,387.03	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	2,390.69	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	31.00	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,326.32	164318	04/17/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	37.97	164318	04/17/2024 1

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Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Pop/Mix	54.00	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	7,080.10	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	1.55	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	141.82	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Wine	1,148.47	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	95.07	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	29.71	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	5,200.43	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Freight	3.10	164113	04/03/2024 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale	Liquor	468.00	164113	04/03/2024 1
Total for Southern Glazer's Wine & Spirits of MN			23,093.71		
<u>Squeegee Brothers</u>					
Squeegee Brothers	General Government Buildings	Window Cleaning Outside City Hall 03/11 to 04/05/2024	90.00	164349	04/23/2024 1
Squeegee Brothers	Library	April 2024 Window Cleaning Library	160.00	164259	04/11/2024 1
Squeegee Brothers	Airport	March1 2024 Window Cleaning Out & Entry Airport	100.00	164259	04/11/2024 1
Total for Squeegee Brothers			350.00		
<u>Steuber</u>					
Steuber	Recording & Reporting	Expenses MCFOA Conference St Cloud, MN 03/18 to 03/22/24	119.00	0	03/28/2024 1
Steuber	Aquatic Park	Mileage to deliver Aquatic Park Brochures	11.86	0	03/28/2024 1
Steuber	Aquatic Park	Lifeguard Training Registration-Lange	240.00	0	03/28/2024 1
Total for Steuber			370.86		
<u>Superior Vision Insurance Inc NGLIC</u>					
Superior Vision Insurance Inc NGLIC	Health Insurance	Vision Insurance Premiums April 2024	483.23	164079	03/28/2024 1
Superior Vision Insurance Inc NGLIC	Health Insurance	May 2024 Vision Premiums	488.90	164350	04/23/2024 1
Total for Superior Vision Insurance Inc NGLIC			972.13		
<u>Tactical Solutions</u>					
Tactical Solutions	Crime Control & Investigation	Certification of Radar Unit(s) & Turning Forks Complete W Certif	304.00	164080	03/28/2024 1
Total for Tactical Solutions			304.00		
<u>Tallgrass Cider</u>					
Tallgrass Cider	Liquor - Mdse for Resale	Beer	164.00	164319	04/17/2024 1
Total for Tallgrass Cider			164.00		
<u>Team Laboratory Chemical, LLC</u>					
Team Laboratory Chemical, LLC	Parks	Shoreklear Plus, Wipe Out Gran Herb	1,556.50	164260	04/11/2024 1
Total for Team Laboratory Chemical, LLC			1,556.50		
<u>Texas Refinery Corp.</u>					
Texas Refinery Corp.	Central Garage	Torque Fluid & Gear Lube	5,693.00	164081	03/28/2024 1
Texas Refinery Corp.	Central Garage	Moly 880 C&C #2 Grease	1,025.00	164339	04/17/2024 1
Total for Texas Refinery Corp.			6,718.00		
<u>The Boat House</u>					
The Boat House	Parks	6' Alum Oars, Oarlocks Set of 2	121.00	164261	04/11/2024 1
Total for The Boat House			121.00		
<u>The Retail Coach, LLC</u>					
The Retail Coach, LLC	Economic Development	Final Installment for the Retail Recruitment & Development Stra	5,000.00	164340	04/17/2024 1

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Total for The Retail Coach, LLC			5,000.00		
<u>Tonneson</u> Tonneson	Building Inspection	March 2024 Building Official Services	2,160.00	0	03/28/2024 1
Total for Tonneson			2,160.00		
<u>Toppers Plus, Inc.</u> Toppers Plus, Inc.	Ice & Snow Removal	Plow Cables #132	218.00	164150	04/04/2024 1
Total for Toppers Plus, Inc.			218.00		
<u>Tow Distributing</u> Tow Distributing	Liquor - Mdse for Resale	Liquor	1,541.64	164114	04/03/2024 1
Tow Distributing	Liquor - Mdse for Resale	Beer	35,310.93	164114	04/03/2024 1
Tow Distributing	Liquor - Mdse for Resale	Beer	20,376.63	164320	04/17/2024 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	1,337.30	164320	04/17/2024 1
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	40.00	164320	04/17/2024 1
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	24.00	164114	04/03/2024 1
Total for Tow Distributing			58,630.50		
<u>Truck Bodies & Equipment Internationa</u> Truck Bodies & Equipment International, Inc.	Paved Streets	New Plow Truck #103	106,653.00	164151	04/04/2024 1
Total for Truck Bodies & Equipment Internationa			106,653.00		
<u>Truck Center Companies East LLC</u> Truck Center Companies East LLC	Central Garage	Fire Extinguisher City Shop	37.24	164262	04/11/2024 1
Truck Center Companies East LLC	Central Garage	Fuel Filters City Shop	201.27	164341	04/17/2024 1
Truck Center Companies East LLC	Central Garage	30 lb Keg Freon	275.00	164341	04/17/2024 1
Total for Truck Center Companies East LLC			513.51		
<u>Truman Tribune</u> Truman Tribune	Liquor Store	Liquor Store Ads	149.00	164115	04/03/2024 1
Total for Truman Tribune			149.00		
<u>Verizon Wireless</u> Verizon Wireless	Engineering	02/21 to 03/20/2024 Cell Phone Engineering	254.99	164309	04/15/2024 1
Verizon Wireless	Parks	02/21 to 03/20/2024 Cell Phone Parks Dept	92.48	164309	04/15/2024 1
Verizon Wireless	Aquatic Park	02/21 to 03/20/2024 Cell Phone Aquatic Park	46.24	164309	04/15/2024 1
Verizon Wireless	City Manager	02/21 to 03/20/2024 Cell Phone City Admin	-9.35	164309	04/15/2024 1
Verizon Wireless	Director of Finance	02/21 to 03/20/2024 Cell Phone Finance Dept	46.24	164309	04/15/2024 1
Verizon Wireless	Building Inspection	02/21 to 03/20/2024 Cell Phone Bldg Insp	46.24	164309	04/15/2024 1
Verizon Wireless	Paved Streets	02/21 to 03/20/2024 Cell Phone Street Dept	46.24	164309	04/15/2024 1
Verizon Wireless	Planning & Zoning	02/21 to 03/20/2024 Cell Phone Engineering	46.24	164309	04/15/2024 1
Verizon Wireless	Crime Control & Investigation	02/21 to 03/20/2024 Cell Phone Police Dept	1,325.57	164309	04/15/2024 1
Verizon Wireless	Data Processing	02/24 to 03/23/2024 Backup Router	10.02	164263	04/11/2024 1
Verizon Wireless	Airport	02/21 to 03/20/2024 Cell Phone Airport	46.24	164309	04/15/2024 1
Total for Verizon Wireless			1,951.15		
<u>Vinocopia, Inc</u> Vinocopia, Inc	Liquor - Mdse for Resale	Liquor	150.00	164321	04/17/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Wine	264.00	164321	04/17/2024 1
Vinocopia, Inc	Liquor - Mdse for Resale	Freight	7.50	164321	04/17/2024 1

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Total for Vinocopia, Inc			421.50		
<u>Visit Fairmont</u>					
Visit Fairmont	CVB	Hotel/Motel Tax February 2024 due March 20,2024 \$7,979.96 less5%	7,580.97	164264	04/11/2024 1
Total for Visit Fairmont			7,580.97		
<u>Voss Cleaning Services, Inc.</u>					
Voss Cleaning Services, Inc.	Fire Fighting	April 2024 Janitorial Services Fire Dept	389.00	164265	04/11/2024 1
Voss Cleaning Services, Inc.	Paved Streets	Janitorial & Rug Service April 2024 801 E Margaret	265.00	164310	04/15/2024 1
Voss Cleaning Services, Inc.	SMEC Building	Janitorial Service April 2024 SMEC	1,210.00	164310	04/15/2024 1
Voss Cleaning Services, Inc.	Library	March 2024 Cleaning Martin County Library	995.00	164265	04/11/2024 1
Voss Cleaning Services, Inc.	Parks	Janitorial & Rug Service April 2024 801 E Margaret St	265.00	164310	04/15/2024 1
Voss Cleaning Services, Inc.	General Government Buildings	Janitorial & Rug Service April 2024 City Hall	814.00	164310	04/15/2024 1
Voss Cleaning Services, Inc.	Airport	April 2024 Janitorial & Rug Service Airport	316.00	164265	04/11/2024 1
Total for Voss Cleaning Services, Inc.			4,254.00		
<u>Wex Health, Inc.</u>					
Wex Health, Inc.	Health Insurance	March 2024 Admin Fees HSA & Flex	165.00	0	04/12/2024 1
Total for Wex Health, Inc.			165.00		
<u>Wine Merchants</u>					
Wine Merchants	Liquor - Mdse for Resale	Wine	1,336.70	164116	04/03/2024 1
Wine Merchants	Liquor - Mdse for Resale	Freight	25.74	164116	04/03/2024 1
Wine Merchants	Liquor - Mdse for Resale	Wine	471.50	164116	04/03/2024 1
Wine Merchants	Liquor - Mdse for Resale	Freight	10.24	164116	04/03/2024 1
Wine Merchants	Liquor - Mdse for Resale	Freight	3.96	164322	04/17/2024 1
Wine Merchants	Liquor - Mdse for Resale	Wine	216.00	164322	04/17/2024 1
Total for Wine Merchants			2,064.14		
<u>World Fuel Services, Inc.</u>					
World Fuel Services, Inc.	Airport	Aeroshell Oil W 15W50 6.1 QT	118.40	164082	03/28/2024 1
Total for World Fuel Services, Inc.			118.40		
<u>Yeager Implement, Inc.</u>					
Yeager Implement, Inc.	Parks	Fork Welds, Caster Arms #814	589.08	164266	04/11/2024 1
Yeager Implement, Inc.	Road & Bridge Equipment	Equipment Parts	5,405.79	164083	03/28/2024 1
Total for Yeager Implement, Inc.			5,994.87		
<u>Ziegler, Inc.</u>					
Ziegler, Inc.	Road & Bridge Equipment	Ladder Step #121	103.97	164084	03/28/2024 1
Total for Ziegler, Inc.			103.97		

Toppers Plus

Engineering

Topper for new engineering TRUCK

1,052,277.51
3,008.00 164042 03/22/2024
1,055,285.51