



CITY COUNCIL MEETING AGENDA

City of New Prague

Monday, March 04, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

OPTIONAL ONLINE CONNECTION. MEETINGS ARE IN PERSON.

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1. CALL TO ORDER

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

3. SWEARING IN OF OFFICER

- a. Officer Emily Eastman

4. CONSENT AGENDA

(The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.)

- a. Meeting Minutes
 - i. February 5, 2024, City Council Meeting Minutes
 - ii. February 5, 2024, Special City Council Meeting Minutes - Closed
 - iii. February 20, 2024, City Council Meeting Minutes
- b. Claims for Payment: **\$197,775.08**
- c. Approval of 2024-2025 Liquor, Beer, Wine, and Miscellaneous Licenses
- d. Personnel Handbook Updates

5. CITY ENGINEER PROJECTS UPDATE

- a. March 4, 2024

6. 2024 STREET AND UTILITY IMPROVEMENT PROJECT

- a. Project Memo and Bid Tabulation
- b. [Resolution #24-03-04-01](#) - 2024 Street and Utility Improvement Project Accepting Bids

7. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

(Speakers limited to 5 minutes.)

8. PUBLIC HEARING(S) – 6:00 PM

- a. Vacating Certain Easements in the Plat of Pond Third Addition

9. ORDINANCE(S) FOR INTRODUCTION

10. ORDINANCE(S) FOR ADOPTION

- a. [Ordinance #347](#) - Vacating Certain Easements in the Plat of Pond Third Addition

11. RESOLUTIONS

- a. [Resolution #24-03-04-02](#) - Conditional Use Permit #C1-2024 To Relocate a Single-Family Home and Garage to the vacant lot located at 303 Lyndale Ave. N, as proposed by Douglas Pint

12. GENERAL BUSINESS

- a. Refuse Hauler Agreements - Lakers Residential/Commercial
- b. Public Safety Funds Spending Plan

13. MISCELLANEOUS

- a. Fitness & Aquatic Center Financial Reports

14. ADJOURNMENT

UPCOMING MEETINGS AND NOTICES:

March 11	12:00 p.m. Community Center Board
March 11	5:00 p.m. Joint City Council/Planning Commission
March 12	6:00 p.m. Park Board
March 13	7:30 a.m. EDA Board
March 18	6:00 p.m. City Council
March 25	3:30 p.m. Utilities Commission
March 25	4:00 p.m. Joint Powers Board – Fitness & Aquatic Center
March 26	6:30 p.m. Golf Board
April 1	6:00 p.m. City Council
April 3	6:30 p.m. Planning Commission



New Prague Police Department

City of New Prague In the Counties of Scott & Le Sueur

118 CENTRAL AVENUE NORTH, NEW PRAGUE, MINNESOTA 56071

Phone: (952) 758-2791

Fax: (952) 758-6279

Website: www.ci.new-prague.mn.us

Tim Applen, Chief of Police

MEMORANDUM

To: Honorable Mayor, Duane Jirik; Members of the City Council, Shawn Ryan, Maggie Bass, Bruce Wolf, Rik Seiler and City Administrator, Joshua Tetzlaff

From: Tim Applen, Police Chief / Emergency Manager

Date: Tuesday February 27, 2024

Subject: Oath for Police Officer Emily Eastman

The Police Department has hired a new Police Officer:

On February 12, 2024, Officer Emily Eastman began her employment with the City of New Prague as a Police Officer. Officer Eastman was hired to fill the position left by Officer Orrie. There are currently two open Police Officer positions.

It is my desire to have Officer Eastman take an oath administered by Mayor Jirik, in front of the City Council, the representatives of the people. This oath will continue her service to the citizens of the City of New Prague and the people she will have contact with throughout her career.

Recommendation: Swear in Police Officer Emily Eastman for the City of New Prague.

CITY COUNCIL MEETING MINUTES



City of New Prague

Monday, February 05, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

Mayor Duane Jirik called the meeting to order at 6:00 p.m.

PRESENT

- Mayor Duane Jirik
- Councilmember Shawn Ryan
- Councilmember Maggie Bass
- Councilmember Rik Seiler
- Councilmember Bruce Wolf

Staff present: City Administrator Josh Tetzlaff, Planning/Community Development Director Ken Ondich, Police Chief Tim Applen, and Public Works Director Matt Rynda

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion made by Councilmember Wolf, Seconded by Councilmember Seiler to approve the Regular Agenda.
 Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (4-0).

Councilmember Shawn Ryan arrived at approximately 6:01 p.m.

3. CONSENT AGENDA

Motion made by Councilmember Bass, Seconded by Councilmember Seiler to approve the Consent Agenda.
 Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0).

- a. Meeting Minutes
 - i. January 16, 2024, City Council Meeting Minutes
- b. Claims for Payment: **\$746,102.96**
- c. LG220 MN Lawful Gambling Application for Exempt Permit for MN River Valley Chamber of MN Deer Hunters Association on March 23, 2024, involving a raffle at Park Ballroom, 300 Lexington Avenue South
- d. LG220 MN Lawful Gambling Application for Exempt Permit for Ducks Unlimited New Prague on March 1, 2024, involving a raffle at Park Ballroom, 300 Lexington Avenue South
- e. Police Officer Position Appointment
- f. Emergency Operations Plan
- g. Purchase of Toolcat
- h. 2024 Property and Casualty Liability Insurance - Removal of Med Pay
- i. Police Facility Site Survey

4. CITY ENGINEER PROJECTS UPDATE

- a. February 5, 2024
Public Works Director Matt Rynda provided a summary of the projects update. No action was taken.

5. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

No members of the public spoke at this meeting.

6. PUBLIC HEARING(S) – 6:00 PM

7. ORDINANCE(S) FOR INTRODUCTION

- a. Ordinance #347 - Vacating Certain Easements in the Plat of Pond Third Addition
Planning/Community Development Director Ken Ondich provided context.
Motion made by Councilmember Bass to introduce the first reading of the ordinance, Seconded by Mayor Jirik.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

8. ORDINANCE(S) FOR ADOPTION

9. RESOLUTIONS

- a. Resolution #24-02-05-01 - Fee Schedule Amendment for Memorial Park Baseball Stadium Team Fees
Planning/Community Development Director Ken Ondich gave an overview. Discussion was had.
Motion made by Councilmember Bass, Seconded by Councilmember Seiler to approve Resolution #24-02-05-01.
Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Voting Nay: Councilmember Ryan
Motion carried (4-1).

Motion made for amended Resolution #24-02-05-01 to allow for the New Prague Area School District to delay their 2024 payment to be payable in 2025.
Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Voting Nay: Councilmember Ryan
Motion carried (4-1).

- b. Resolution #24-02-05-02 - Setting a Public Hearing to Vacate Certain Easements in the Plat of Pond Third Addition
Motion made by Mayor Jirik, Seconded by Councilmember Wolf to set a public hearing and approve Resolution #24-02-05-02.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

10. GENERAL BUSINESS

- a. Annual Community Development Reports
 - i. Vacant Lot Inventory
 - ii. Annual Business Inventory
 - iii. 2023 Growth StatisticsPlanning/Community Development Director Ken Ondich provided summaries of the reports.

- b. Aquatic and Fitness Center Joint Powers Board
Motion made by Mayor Jirik, Seconded by Councilmember Bass to appoint Matt Becka to the Aquatic and Fitness Center Joint Powers Board.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

11. MISCELLANEOUS

- a. Expanded Library Hours
- b. Meeting Minutes
 - i. Planning
 - ii. Utilities
- c. Discussion of Items not on the Agenda
 - i. Mayor Jirik advised that the New Prague Mayo Clinic Labor and Delivery unit will be closing, and a public hearing addressing the matter is being held by the Department of Health this week. The hospital will be expanding its cancer wing.
 - ii. Councilmember Ryan inquired about who funded the City's charging stations for electric vehicles. Councilmember Wolf advised that a lot of the subsidy came from SMMPA, and no State funding was used.
 - iii. Councilmember Bass and Mayor Jirik received an inquiry regarding Greenway Trail and water pooling on the path. Public Works Director Rynda advised that the path was milled completely down. It was not regraded, but reshaped. A 3-inch lift was put over it. Last fall, Rynda noticed approximately 5-6 spots where the path was holding water. He notified the contractor at that time, and the repairs will be addressed this summer.
 - iv. Councilmember Ryan inquired if a crosswalk sign is going to be installed at 10th Ave and 3rd St NE. Public Works Director Rynda advised that the goal is to eventually have a crosswalk sign at that location, and in the interim the City had blocks painted on the road instead of lines for better visibility. If grants become available for funding, the City will explore them. The painted blocks are temporary, but it's possible it may take years to obtain funding.
 - v. City Administrator Tetzlaff emailed Council the information regarding the public hearing for Mayo Clinic's Labor and Delivery unit. The public hearing will be held February 6, 2024, at 6:00pm. He advised that Wold Architects would like to provide Council with a recreation study update on March 18th and asked if all Councilmembers are available that day. Tetzlaff inquired if any Councilmembers had interest in City on the Hill and advised he wouldn't be able to attend this year. In addition, he informed Council that Scott County is hosting emergency management trainings for elected officials and staff members and asked if any Councilmembers had interest in participating. Police Chief Applen advised it's informational, not mandatory, but did encourage 1-2 Councilmembers to attend if possible.
 - vi. Police Chief Tim Applen advised that a new police officer is starting next week and also that another resigned.

12. ADJOURNMENT

- Motion made by Councilmember Seiler, Seconded by Councilmember Ryan to adjourn the meeting at 6:51 p.m.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

ATTEST:

Duane J. Jirik
Mayor

Joshua M. Tetzlaff
City Administrator



SPECIAL CITY COUNCIL MEETING - CLOSED MINUTES

City of New Prague

Monday, February 05, 2024 at 6:05 PM
City Hall Council Chambers - 118 Central Ave N

Mayor Jirik called the Closed portion of the meeting to order at approximately 6:55 p.m.

PRESENT

- Mayor Duane Jirik
- Councilmember Shawn Ryan
- Councilmember Maggie Bass
- Councilmember Rik Seiler
- Councilmember Bruce Wolf
- City Administrator Josh Tetzlaff

1. **CLOSED SESSION:** Went into Closed session at approximately 6:55 p.m. to conduct a closed City Council meeting to consider strategy for labor negotiations, including negotiation strategies or developments, and discussion and review of labor negotiation proposals.

2. **ADJOURNMENT**
 Motion made by Councilmember Ryan, Seconded by Councilmember Seiler to adjourn the meeting at approximately 7:09 p.m.
 Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0).

ATTEST:

 Duane J. Jirik
 Mayor

 Joshua M. Tetzlaff
 City Administrator

CITY COUNCIL MEETING MINUTES



City of New Prague

Tuesday, February 20, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

Mayor Duane Jirik called the meeting to order at 6:00 p.m.

PRESENT

- Mayor Duane Jirik
- Councilmember Shawn Ryan
- Councilmember Maggie Bass
- Councilmember Rik Seiler
- Councilmember Bruce Wolf

Staff present: City Administrator Josh Tetzlaff, Planning/Community Development Director Ken Ondich, and Public Works Director Matt Rynda

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

City Administrator Josh Tetzlaff requested to add "Purchase of a Stump Grinder" to *General Business*.
 Motion made by Councilmember Seiler, Seconded by Councilmember Ryan to approve the Regular Agenda, as amended.
 Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0).

3. CONSENT AGENDA

Motion made by Councilmember Ryan, Seconded by Councilmember Bass to approve the Consent Agenda, with the removal of the Meeting Minutes.
 Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0).

- a. Meeting Minutes
 - i. February 5, 2024, City Council Meeting Minutes
 - ii. February 5, 2024, Special City Council Meeting Minutes - Closed
- b. Claims for Payment: **\$149,419.59**
- c. Promotion to Wastewater Treatment Plant Operator
- d. Large Assembly Permit Request: City-Wide Block Party in Memorial Park - July 18, 2024
- e. Large Assembly Permit Request: Run New Prague in Memorial Park - May 4, 2024
- f. Monthly Financial Summary
- g. Resolution #24-02-20-01 - Appointing Election Judges for the 2024 Presidential Nomination Primary on March 5, 2024

4. CITY ENGINEER PROJECTS UPDATE

- a. February 20, 2024
Planning/Community Development Director Ken Ondich and Public Works Director Matt Rynda provided updates. No action was taken.

5. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

No members of the public spoke at this meeting.

6. PUBLIC HEARING(S) – 6:00 PM

7. ORDINANCE(S) FOR INTRODUCTION

8. ORDINANCE(S) FOR ADOPTION

9. RESOLUTIONS

10. GENERAL BUSINESS

- a. Purchase of a Stump Grinder
Public Works Director Rynda provided background. Motion made by Councilmember Seiler, Seconded by Councilmember Wolf to approve the purchase of the stump grinder.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

11. MISCELLANEOUS

- a. Draft of Cannabis Updates to Handbook
City Administrator Tetzlaff advised this item is just informational at this time.
- b. Meeting Minutes
 - i. Park
- c. Discussion of Items not on the Agenda
 - i. Mayor Jirik advised that he was notified recently by Representative Angie Craig’s office that the City of New Prague will be getting a new post office.
 - ii. City Administrator Josh Tetzlaff advised of a potential housing bill coming through, which would require cities to allow multi-family residential buildings to be built up to 150 feet tall in any commercial zone district. The bill is looking to require that cities allow at least 2-4 (up to 8-10) units on any residential lot in the city. It would take parking standards down to no more than 1 per unit. One of the standards is that cities are allowed to set the minimum lot size. The largest minimum lot size that could be allowed is 4,000 sq. ft. Planning/Community Development Director Ondich advised that a typical new platted single family lot is 9,000 sq. ft. Discussion was had. City Administrator Tetzlaff relayed that the bill had a hearing February 20, 2024, in front of the Housing Finance Policy Committee and he hasn’t heard the outcome of the hearing yet.
 - iii. Planning/Community Development Director Ondich stated that the Planning Commission and City Council will need to have a joint workshop regarding the Comprehensive Plan and go over the draft plan. He proposed March 11th as a meeting date.

12. ADJOURNMENT

Motion made by Councilmember Ryan, Seconded by Mayor Jirik to adjourn the meeting at 6:27 p.m.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0).

ATTEST:

Duane J. Jirik
Mayor

Joshua M. Tetzlaff
City Administrator

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 3/04/2024

Section 4, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
FUND 101 - GENERAL FUND			
<u>RURAL FIRE - TO BE REIMBURSED</u>			
1000BULBS.COM	LED LIGHT FIXTURE	\$54.93	
BEVCOMM	TELEPHONE	\$89.29	
BORDER STATES ELECTRIC SUPPLY	4' LED BULBS	\$55.50	
DELL MARKETING LP	FIRE COMPUTERS	\$7,671.93	
MOTOROLA SOLUTIONS INC.	CHARGER FOR RADIOS	\$537.12	
MOTOROLA SOLUTIONS INC.	PORTABLE RADIO MICROPHONE	\$1,916.00	
MUNICIPAL EMERGENCY SERVICE	4 HELMETS	\$666.07	
QUILL CORPORATION	COPY PAPER	\$18.25	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$16.60	
TOTAL:			\$11,025.69
<u>OTHER - TO BE REIMBURSED</u>			
DEPARTMENT OF FINANCE	FORFEITURE - 2014 DODGE RAM	\$1,080.60	
KENNEDY & GRAVEN CHARTERED	BRICK'S BOATWORKS	\$318.63	
KENNEDY & GRAVEN CHARTERED	BRICK'S BOATWORKS	\$165.60	
KENNEDY & GRAVEN CHARTERED	GENERAL - PONDS 3RD ADDITION	\$229.20	
SCOTT COUNTY ATTORNEY'S OFFICE	FORFEITURE-2014 DODGE RAM	\$2,161.20	
TOTAL:			\$3,955.23
<u>ESCROW REFUNDS</u>			
GEROLD BROTHERS CONSTRUCTION	ESCROW - 607 CHALUPSKY AVE SE	\$1,500.00	
TOTAL:			\$1,500.00
<u>COUNCIL</u>			
QUILL CORPORATION	COPY PAPER	\$72.98	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$274.98	
VERIZON WIRELESS	TELEPHONE	\$82.47	
TOTAL:			\$430.43
<u>ADMINISTRATION</u>			
AMAZON CAPITAL SERVICES	RETURNED OFFICE SUPPLIES	-\$3.33	
BEVCOMM	TELEPHONE	\$99.63	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$606.12	
VERIZON WIRELESS	TELEPHONE	\$53.61	
TOTAL:			\$756.03
<u>TECH NETWORK</u>			
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$5,064.83	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$1,403.71	
TOTAL:			\$6,468.54
<u>ATTORNEY</u>			
KENNEDY & GRAVEN CHARTERED	LEGAL SERVICES	\$15,470.60	
TOTAL:			\$15,470.60
<u>PLANNING</u>			
BEVCOMM	TELEPHONE	\$43.94	
METRO SALES INC	COPIER LEASE	\$49.50	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$27.18	
VERIZON WIRELESS	TELEPHONE	\$82.48	
TOTAL:			\$203.10
<u>GOVERNMENT BUILDING</u>			
METRO AIR HEATING & COOLING	FURNACE REPAIR	\$1,018.00	
WOLD ARCHITECTS AND ENGINEERS	POLICE FACILITY SCHEMATIC DESIGN	\$24,778.18	
TOTAL:			\$25,796.18
<u>POLICE</u>			
AMAZON CAPITAL SERVICES	COFFEE	\$43.26	

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 3/04/2024

Section 4, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
AMAZON CAPITAL SERVICES	DVD DRIVES	\$139.80	
AMAZON CAPITAL SERVICES	HANGING FILE RAILS	\$8.99	
AXON ENTERPRISES INC.	OFFICER SAFETY PLAN	\$767.25	
BEVCOMM	TELEPHONE	\$106.21	
LEAGUE OF MN CITIES INSURANCE	WORKERS COMP DEDUCT - ORRIE	\$227.94	
PARKVIEW MEDICAL CLINIC	PRE-EMPLOYMENT PHYSICAL	\$110.00	
PETERSON COUNSELING AND CONSULTING	CONSULTING SERVICE/RETAINER FEE (JAN	\$415.00	
STREICHER'S	UNIFORM - EASTMAN	\$599.89	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$441.14	
TOTAL:			\$2,859.48
<u>FIRE</u>			
1000BULBS.COM	LED LIGHT FIXTURE	\$54.94	
BEVCOMM	TELEPHONE	\$89.29	
BORDER STATES ELECTRIC SUPPLY	4' LED BULBS	\$55.50	
BUSCH, BRANDON	HOTEL REIMBURSEMENT	\$753.28	
BUSCH, BRANDON	MILEAGE REIMBURSEMENT	\$227.80	
HILDI INC. A DIVISION OF	GASB 67 & 68 ACTUARIAL REPORT	\$2,500.00	
JEFF STEINHOFF	MILEAGE REIMBURSEMENT	\$227.80	
MOTOROLA SOLUTIONS INC.	CHARGER FOR RADIOS	\$537.12	
MOTOROLA SOLUTIONS INC.	PORTABLE RADIO MICROPHONE	\$1,916.00	
MUNICIPAL EMERGENCY SERVICE	4 HELMETS	\$666.06	
QUILL CORPORATION	COPY PAPER	\$18.24	
TOTAL:			\$7,046.03
<u>BUILDING INSPECTOR</u>			
BEVCOMM	TELEPHONE	\$43.94	
METRO SALES INC	COPIER LEASE	\$49.50	
VERIZON WIRELESS	TELEPHONE	\$91.52	
TOTAL:			\$184.96
<u>STREET</u>			
AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	\$0.88	
BEVCOMM	TELEPHONE	\$74.53	
METRO SALES INC	COPIER LEASE	\$49.50	
RIVER COUNTRY COOP	DIESEL	\$1,450.11	
VERIZON WIRELESS	TELEPHONE	\$246.12	
ZORO TOOLS INC.	SHOVELS	\$146.07	
TOTAL:			\$1,967.21
<u>PARKS</u>			
AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	\$0.87	
AMAZON CAPITAL SERVICES	PHONE CASE	\$24.99	
BEVCOMM	TELEPHONE	\$32.13	
GRAINGER	ARCHERY TARPS	\$236.48	
GRAINGER	MOP HANDLES	\$37.02	
LEAGUE OF MN CITIES INSURANCE	WORKERS COMP DEDUCT - SCHMITZ	\$427.06	
SHERWIN-WILLIAMS CO	FLAME RESISTANT PAINT	\$5,600.00	
SHERWIN-WILLIAMS CO	PAINT GUN	\$394.99	
VERIZON WIRELESS	IPADS	\$10.02	
VERIZON WIRELESS	TELEPHONE	\$124.80	
ZORO TOOLS INC.	TYVEK SUITS	\$21.01	
TOTAL:			\$6,909.37
<u>UNALLOCATED</u>			
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$327.00	
TOTAL:			\$327.00
GENERAL FUND TOTAL:			\$84,899.85

FUND 233 - SPECIAL REVENUE - CRIME PREVENTION

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 3/04/2024

Section 4, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
JOHNSON TOWING INC	TOWING ICR# 23-6073	\$170.00	
JOHNSON TOWING INC	TOWING ICR# 23-6394	\$190.00	
TOTAL:			<u>\$360.00</u>
FUND 422 - CAPITAL PROJECTS - CIP 2023			
KENNEDY & GRAVEN CHARTERED SEH	2023 STREET PROJECT CIP 2023 - SUNRISE / SUNSET	\$110.75 \$10,220.00	
TOTAL:			<u>\$10,330.75</u>
FUND 423 - CAPITAL PROJECTS - CIP 2024			
KENNEDY & GRAVEN CHARTERED SEH	2024 CIP - ASSESSMENTS CIP 2024	\$177.20 \$60,881.70	
TOTAL:			<u>\$61,058.90</u>
FUND 602 - ENTERPRISE - SANITARY SEWER			
AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	\$0.87	
BEVCOMM	TELEPHONE	\$206.82	
BOLTON & MENK INC.	SANITARY SEWER FEASIBILITY	\$6,822.50	
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$1,321.78	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$217.45	
DUAL AIR INC.	A/C BIOSOLIDS ELECTRIC ROOM	\$7,234.24	
GRAINGER	RETURNED CHIN STRAPS	-\$45.44	
JOE WAGNER	MNOA SECTIONAL MEETING	\$20.00	
MN POLLUTION CONTROL AGENCY	ANNUAL WATER PERMIT	\$5,900.00	
PVS TECHNOLOGIES INC	FERRIC CHLORIDE	\$11,775.13	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$210.60	
SALTCO	MONTHLY SALT	\$70.00	
VERIZON WIRELESS	IPADS	\$10.02	
VERIZON WIRELESS	TELEPHONE	\$186.46	
ZORO TOOLS INC.	DIESEL FUEL SUPPLEMENT	\$88.19	
TOTAL:			<u>\$34,018.62</u>
FUND 606 - ENTERPRISE - STORM UTILITY			
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$3.60	
VERIZON WIRELESS	IPADS	\$10.02	
VERIZON WIRELESS	TELEPHONE	\$6.19	
TOTAL:			<u>\$19.81</u>
FUND 651 - ENTERPRISE - AMBULANCE			
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$10.20	
TOTAL:			<u>\$10.20</u>
TOTAL ACCOUNTS PAYABLE FOR COUNCIL APPROVAL:			<u>\$190,698.13</u>

Section 4, Item b.

Vendor Name	Net Invoice Amount
ACE HARDWARE & PAINT	
ARMOR ALL, CLAMP	\$24.90
RING TERMINALS, CLAMPS	\$11.88
STEEL BARS	\$42.22
SUPPLIES	\$102.92
COLLEGE CITY BEVERAGE	
BEER - CREDIT	\$30.00-
WINE	\$51.10
GRAINGER	
EXIT SIGN WITH LIGHTS	\$113.53
REEL, DISKS, DISK ADAPTER, BUMPER	\$275.56
SUPPLIES	\$6.43
HERMEL WHOLESALE	
CLEANING SUPPLIES	\$77.12
FOOD	\$1,764.37
SUNDRIES	\$17.90
SUPPLIES	\$610.14
LAU'S BAKERY	
BUNS	\$46.68
MTI DISTRIBUTING INC	
BELT	\$62.80
BELT, IDLER ARM	\$179.63
HUB PULLER	\$348.20
NUTS, SPRINGS	\$32.51
TIRE, BRUSH, BELT, SPRING, FILTER	\$400.22
NEW PRAGUE UTILITIES	
ELECTRIC UTILITIES	\$1,390.00
STORM SEWER UTILITIES	\$499.90
WATER UTILITIES	\$202.71
O'REILLY AUTOMOTIVE INC	
BATT CABLE, THREAD LOCKER	\$48.29
SCHAEFFER MFG. CO.	
GREASE & OIL ANALYSIS KITS	\$607.65
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$190.29
Grand Total	\$7,076.95



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: 2024-2025 LIQUOR, BEER, WINE, AND MISCELLANEOUS LICENSES
DATE: FEBRUARY 29, 2024

Enclosed for your review are the Liquor, Beer, Wine and Miscellaneous licenses for the 21 Business Establishments being licensed for the period of April 1, 2024, through March 31, 2025.

All of the required applications have been submitted, insurance provided; fees paid; and there are no taxes, assessments, or other financial claims with the City that are delinquent or unpaid.

Although the City Council doesn't formally review all of the liquor license application details, liquor license applicants are required to report details of liquor law violations (civil or criminal) that have occurred within the last five years.

The Liquor, Beer, Wine and Miscellaneous license applications have all been reviewed and approved by Police Chief Applen and City Staff is recommending approval of all 2024-2025 liquor license requests.

RECOMMENDATION

Mayor and Council review and approve the 2024-2025 Liquor, Beer, Wine and Miscellaneous licenses.

2024-2025 Liquor Licenses (April 1st - March 31st)

Section 4, Item c.

New Prague Business (dba - Trade Name)	Owner (Licensee Name)	3.2 On-Sale Malt \$400 (No Buyer Card from State) Off-Sale 3.2% Malt Liquor (Beer - 3.2 OFSL) On-Sale Liquor \$3,000 City Distributes Off-Sale Liquor \$150 No. On Sale Wine and Strong Beer (Green Form from the State) Renewal of Consumption and Display Permit (Set-Up License) \$300 - Comes directly from the State (CDBPL) On-Sale Brewers Taproom \$400 On-Sale Brewers Taproom - Sunday \$200 Brewer Off-Sale \$100 Sunday Liquor \$200										
1319 Woodfire Tavern	Schultz's Restaurant Group			\$3,000.00	\$150.00							200.00
New Prague Orioles (2023 - switched from 3.2 OnSale to Strong Beer OnSale)	New Prague Orioles Inc.					\$500.00						
City Club Bar	City Club Bar, Inc.			\$3,000.00	\$150.00							200.00
Coborn's Liquor	Coborn's Inc. (Liquor Store)				\$150.00							
Coborn's #2038	Coborn's Inc. (Grocery Store)		\$100.00									
El Tequila	Los Tequilas Inc.			\$3,000.00								200.00
Fishtale Grill	Patoon Corporation			\$3,000.00								200.00
Giesenbrau Bier Co	Giesenbrau Bier Co LLC								\$400.00	\$200.00	\$100.00	
Hy-Vee Food Store	Hy-Vee Inc. (Effective July 1, 2021)		\$100.00									
Hy-Vee Wine & Spirits	Hy-Vee Inc. (effective July 1, 2021)				\$150.00							
Knights of Columbus Hall	Knights Bldg. Commission Inc.	\$400.00				\$500.00	\$300.00					
Kwik Trip #926	Kwik Trip, Inc. West Side		\$100.00									
Kwik Trip #1090	Kwik Trip, Inc. East Side		\$100.00									
New Prague Golf Club & Banquet	New Prague Golf Club			\$3,000.00								200.00
Outlaw Saloon	R & D Enterprises LLC			\$3,000.00	\$150.00							200.00
Park Ballroom	Legion Pavillion Co. Inc.			\$3,000.00								200.00

2024-2025 Liquor Licenses (April 1st - March 31st)

Section 4, Item c.

Smoke & Fire	m2Food, Inc.			\$3,000.00							200.00
Strike Force Bowl	Dennis & Dee Enterprises Inc.	\$400.00				\$500.00	\$300.00				
The Depot	Main Venues LLC						\$300.00				
The Local 105	EJMS Enterprises LLC			\$3,000.00							200.00
West End Liquors	J & C Picka Investments Inc.				\$150.00						
Page 2 of 2											



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: TIM APPLIN, POLICE CHIEF
ROBIN PIKAL, FINANCE DIRECTOR
CC: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: PERSONNEL POLICY HANDBOOK UPDATES
DATE: FEBRUARY 27TH, 2024

Enclosed is a summary of the proposed updates to the Personnel Policy Handbook. The proposed changes are for two areas: “General Employment and Communication Policies” and adding cannabis under the “Alcohol, Drug and Cannabis Policy”.

The proposed update to general employment and communication policies is to better outline the City’s expectations for serving alcohol. The proposed cannabis update was developed with support from Abdo in response to the legalization of cannabis effective August 1, 2023. The Council was presented with a draft of these changes on February 20th, 2024.

RECOMMENDATION

Staff recommends that Council approve the Personnel Policy Handbook Updates.

GENERAL EMPLOYMENT & COMMUNICATION POLICIES

CONDUCT AS A CITY EMPLOYEE

In accepting employment with the City of New Prague, employees become representatives of the City and are responsible for assisting and serving the citizens for whom they work. Your primary responsibility as an employee is to serve the residents of New Prague. Employees should exhibit conduct that is ethical, professional, responsive, and of standards becoming of a City employee. To achieve this goal, all employees must adhere to established policies, rules, and procedures and follow the instructions of their supervisors.

The following are job requirements and expectations for every employee and position within the City of New Prague:

- Follow state and federal laws while performing work for the City
- Perform assigned duties to the best of their ability at all times.
- Render prompt and courteous service to the public at all times.
- Read, understand, and comply with the rules and regulations as set forth in these personnel policies as well as those of their departments.
- Conduct themselves professionally toward both residents and staff and respond to inquiries and information requests with patience and every possible courtesy.
- Report any and all unsafe conditions to the immediate supervisor.
- Maintain good attendance while meeting the goals set by your supervisor.

The following requirements and expectations are for every employee and position that serves or sells alcohol under the City's liquor license must:

- Be legal age or older to serve or sell
- Verify age by government issued photo id prior to sale of alcohol
- Refuse sale to intoxicated persons
- Complete Alcohol Compliance Server Training annually

Violations of the above are subject to the City's progressive disciplinary process.

ALCOHOL, DRUG AND CANNABIS POLICY

The City is committed to providing a workplace that is free of alcohol, drugs, cannabis and other intoxicants so that their use does not pose a safety or health hazard or jeopardize the success of the City's operations or otherwise adversely affect the City, its employees, or its clients. Accordingly, all employees must report to and be at work in a fit condition to perform.

This policy applies to all applicants for employment, all employees, and independent contractors. The policy is applicable at City facilities and at any other location when an employee or independent contractor is acting within the scope of his or her employment or contract with the City.

Employment at the City is at-will. This policy is not an employment contract and should not be interpreted as creating an employment contract.

Employees serving in certain positions may, per federal and/or state regulations, be subject to testing related to intoxicating substances and should refer to the City's **Alcohol, Cannabis and Drug Testing Protocol** included in this policy (below) for more details:

Definitions

The following definitions apply for the purposes of this policy:

"Alcohol and drug testing" or "drug testing" means the analysis of a body component sample for the purpose of measuring the presence or absence of drugs, alcohol, cannabis, or their metabolites in the sample tested.

"Alcohol and drug testing" or "drug testing" is applicable, per federal and state regulations, for certain DOT and police/fire employees.

"Break" or "lunch break" means a period of time, whether paid or unpaid, authorized by the City as a break from work duties.

"Cannabis" means marijuana, tetrahydrocannabinols (THC), cannabis flower, cannabis products, lower-potency hemp edibles and hemp-derived consumer products.

"Drug" means a controlled substance but does not include cannabis, unless stated otherwise.

"Employee" means any employee of the City as well as an independent contractor, or person working for an independent contractor who applies to become an employee of the City, and includes a person who has received a job offer made contingent on the person passing drug or alcohol testing.

"Medically authorized drugs" means any prescription medication for which the employee has a valid prescription or non-prescription medication taken at the direction of a physician, including medical marijuana.

"Registered Person" means a person enrolled in, and who possesses acceptable verification of enrollment in the medical cannabis patient registry program under Minnesota statute.

Non-Discrimination

Consistent with its policy prohibiting discrimination, the City recognizes that disabled individuals are protected from discriminatory treatment. Under Minnesota law, a disabled person is someone who has a medical or psychological condition which materially impairs major life activities. However, in accordance with Minnesota law, disability does not include any condition resulting from alcohol drug, cannabis or other intoxicant abuse which prevents a person from performing essential functions of the job or which creates a direct threat to property or the safety of individuals.

Prohibitions

While consuming and/or under the influence of alcohol, drugs, cannabis, other intoxicants or any other controlled substance that affects his or her alertness, coordination, reaction, response, judgment, decision-making, or safety, employees are prohibited from:

- Reporting to work
- Performing any work within the scope of his or her employment, including paid or unpaid breaks
- Operating, using, or driving any equipment, machinery, or vehicle while acting in the scope of employment

Every employee is under an affirmative duty to immediately notify their supervisor if the employee is not in compliance with this provision. The operation or use of any equipment, machinery, or vehicle while acting within the scope of employment shall be deemed a verification that the employee is in compliance with this provision.

No employee shall manufacture, distribute, dispense, sell, possess, transfer, or use alcohol, drugs, cannabis, other intoxicants or any other controlled substance in the workplace or at any location where the employee is acting within the scope of his or her employment.

Engaging in off-duty sale, purchase, transfer, use or possession of illegal drugs or controlled substances may have a negative effect on an employee's ability to perform work for the City. The engagement in off-duty sale, purchase, transfer, use or possession of illegal drugs or controlled substances is grounds for discipline.

Making arrangements during working time, or on City property for the sale, purchase, or transfer of alcohol, illegal drugs or cannabis is strictly prohibited, even if the actual sale, purchase, or transfer occurs during non-working time or off City property.

Every employee is under an affirmative duty to notify his or her supervisor or other member of management if the employee is taking medically authorized drugs or other substances that may alter the employee's alertness, coordination, reaction, response, judgment, decision-making, safety, or job performance.

The City may notify the appropriate law enforcement agency when it has reasonable suspicion to believe that an employee may have illegal drugs in his or her possession at work or on City premises.

The City retains the right to discipline or terminate an employee without requiring an employee to submit to alcohol or drug testing, for any or no reason, including the Company's concern or belief (whether right or wrong) that an employee has violated this Policy.

Medical Cannabis

The City will not discriminate against a Registered Person in hiring, termination, or any term or condition of employment, or otherwise penalize a Registered Person on the basis of:

- (1) the Registered Person's status as a patient enrolled in the Minnesota patient registry program; or
- (2) the Registered Person's positive drug test for cannabis components or metabolites, unless the Registered Person used, possessed, or was impaired by medical cannabis on the premises of the place of employment or during the hours of employment,

except to the extent a failure to do so would violate federal law or regulations or cause the City to lose a monetary or licensing-related benefit under federal law or regulations.

An employee or applicant who is required to undergo testing pursuant to this policy must present acceptable verification of enrollment in the Minnesota patient registry as part of their explanation for any positive test for cannabis components or metabolites to be subject to the protections of this paragraph.

Registered Persons are required to comply with the remainder of this Alcohol, Drug and Cannabis policy including but not limited to the “Prohibitions/Requirements” section of this policy. Failure to abide by the City’s Alcohol, Drug and Cannabis policy is grounds for discipline up to and including termination.

Other Provisions

As a condition of employment, all employees are required to abide by the terms of this policy and notify the City of any criminal alcohol, drug, or cannabis statute conviction occurring in the City's workplace, while acting in the scope of employment, or which impacts the employee’s ability to perform the duties of their position, no later than five (5) days after the conviction. An employee who is convicted of a violation of any criminal alcohol, drug, or cannabis statute may be subject to discipline, up to and including discharge.

Questions regarding this Policy or its implementation and applicability to particular situations should be referred to your supervisor or Human Resources.

The City reserves the right to investigate its premises and property including employee vehicles and other employee-owned property on City property (including leased property) to determine any violation of this policy. Any refusal by any employee to cooperate in such an investigation may be grounds for disciplinary action, up to and including termination. Employees have no right of privacy as to property brought to work at the City.

Alcohol, Drug, and Cannabis Testing Protocol

Additional Testing Definitions

The following definitions apply for the purposes of this protocol:

“Alcohol and drug testing” or “drug testing” means the analysis of a body component sample for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested. “Alcohol and drug testing” or “drug testing” does not include cannabis or cannabis testing, unless stated otherwise.

“Cannabis testing” means the analysis of a body component sample for the purpose of measuring the presence or absence of cannabis flower, cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or cannabis metabolites in the sample tested.

"Job applicant" means a person, independent contractor, or person working for an independent contractor who applies to become an employee of (or to contract with) the City, and includes a person who has received a job offer made contingent on the person passing drug or alcohol testing.

"Positive test result" means a finding of the presence of alcohol, drugs, cannabis, or their metabolites in the sample tested in levels at or above the threshold detection levels.

“Random selection basis” means a mechanism for selection of employees that; (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected; and (2) does not give the City discretion to waive the selection of any employee selected under the mechanism.

“Refuse to cooperate” or “Refusal to cooperate” means to obstruct the collection or testing process; to submit an altered, adulterated or substitute sample; to fail to show up for a scheduled test; to refuse to complete the requested drug testing forms; or to fail to promptly provide specimen(s) for testing when directed to do so, without a valid medical basis for the failure. Employees who leave the scene of an accident without justifiable explanation prior to submission to drug and alcohol testing will also be considered to have refused to cooperate and will automatically be subject to discharge.

“Safety-sensitive position” means a job, including any supervisory or management position, in which an impairment caused by alcohol, drug, or cannabis usage would threaten the health or safety of the employee or any other person.

Testing Protocol

The City requires, in accordance with Federal or State requirements, that applicants and employees subject to the **Alcohol, Cannabis and Drug Testing Protocol** submit to alcohol, drug and/or cannabis testing in accordance with the provisions of Minnesota Statute Sections 181.950-181.957. This policy represents the notice required under Minnesota Statute and will be provided to all applicants and employees who are required to undergo testing. Positions subject to this testing include:

1. Safety-sensitive positions
2. Peace officer positions
3. Firefighter positions
4. Positions involving face-to-face care, training, education, supervision, counseling, consultation, or medical assistance to:
 - a. Children
 - b. Vulnerable adults
 - c. Patients who receive health care services from a provider for the treatment, examination, or emergency care of a medical, psychiatric, or mental condition
5. Positions requiring a commercial driver’s license (CDL) or requiring an employee to operate a motor vehicle for which state or federal law requires drug, alcohol, or cannabis testing of applicants or employees
6. Positions of employment funded by a federal grant
7. Any other positions for which state or federal law require testing of an applicant or employee for cannabis.

Employees subject to Alcohol, Cannabis and Drug Testing Protocol may be required to undergo testing in the following situations, in accordance with Federal or State requirements:

1. Job Applicants. The City may require that all applicants who have received conditional offers of employment for a particular position undergo alcohol, cannabis and drug testing. If the offer of conditional employment is subsequently withdrawn based upon testing results, the City will notify the applicant of the reason for the withdrawal.
2. Reasonable Suspicion Testing. The City may require an employee to undergo alcohol, drug and/or cannabis testing when the City reasonably suspects that the employee:
 - a. is under the influence of alcohol, drugs or cannabis;
 - b. is in violation of written rules prohibiting alcohol, drug or cannabis use;
 - c. has sustained or caused another employee to sustain personal injury and there is a reasonable possibility, in the sole discretion of the City, that alcohol, drugs or cannabis use was or could have been a contributing factor to the injury; or
 - d. has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident and there is a reasonable possibility, in the sole discretion of the City that alcohol, drugs or cannabis use was or could have been a contributing factor to the injury.
3. Random Testing. Employees may be subject to random alcohol, drug and/or cannabis testing. The random selection shall be made by a valid process by the City. Random testing will be unannounced and shall be distributed throughout the calendar year. The employee(s) selected will need to proceed immediately to the testing site. Any employee refusing to submit to testing for a random draw is subject to disciplinary action, including termination.
4. Routine Physical Examination Testing. The City may require employees to undergo alcohol, cannabis and drug testing once each calendar year as part of a routine physical examination. Employees to be tested will be notified at least two weeks in writing in advance of the examination.
5. Treatment Program Testing. An employee may be required to undergo alcohol, cannabis and drug testing if the employee has been referred for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program. An employee meeting these conditions may be required to

undergo alcohol, drug or cannabis testing without prior notice during the evaluation or treatment and for a period of up to two years following the completion of any prescribed chemical dependency treatment program.

THE CITY RESERVES THE RIGHT NOT TO TEST AN EMPLOYEE, AND TO TAKE ANY DISCIPLINARY ACTION IT DEEMS APPROPRIATE WITHOUT TESTING UNDER THIS POLICY.

The following will apply to all employees the City requests to undergo testing:

1. *Consent.* All persons to be tested will be required to complete and sign a consent form prior to testing.
2. *Refusal to Cooperate.* An employee or job applicant has the right to refuse to cooperate with testing. However, a refusal to cooperate with testing will be treated as a failure to comply with policy and may result in withdrawal of a job offer or disciplinary action up to and including termination of employment.
3. *Test Results.*
 - a. *Negative Test Results (passed tests).* Individuals who test negative on an initial alcohol, drug or cannabis test will be given written notice of the test result three days after the City is notified of the result. Likewise, individuals who test negative on a confirmatory test after a positive initial test will be given written notice of the test result within three days after the City is notified of the result.
 - b. *Positive Test Results (failed test).* A confirmatory test will automatically be performed on all samples that result in a positive test result on an initial test. Individuals who test positive on the confirmatory test will be notified in writing three days after the City has been notified of the result of the test result of the right to explain the result, including any over-the-counter or prescription medications taken. Individuals who wish to provide explanatory information regarding their positive confirmatory test result may do so by providing the City with that information within three working days after receiving notice of the positive test results.
 - c. Individuals who wish to have a retest of their confirmatory test must notify the City in writing of their intention to have a retest within five working days after being notified of the confirmatory test result. Persons requesting a confirmatory retest are responsible for the cost of the retest.
 - d. *Right to Test Result.* An employee or job applicant has the right to request and receive from the City a copy of the test result report on any alcohol, drug or cannabis test.
4. *Costs.* All costs related to alcohol, drug or cannabis testing will be paid by the City with the exception of confirmatory retest costs which must be paid by the employee or job applicant requesting the retest.
5. *Disciplinary Action in Response to a Positive Test Result*
 - a. *Interim Disciplinary Action:* The City may transfer an employee with a positive test to another position at the same rate of pay or temporarily suspend the employee pending the outcome of the confirmatory test (and, if requested, the confirmatory retest) if the City believes that is reasonably necessary to do so to protect the health and safety of the employee, co-employees, or the public. An employee who is suspended without pay will be reinstated with back pay if the confirmatory test or retest is negative. In the case of job applicants, a positive initial test result must be verified by a confirmatory test before a conditional offer of employment will be withdrawn.
 - b. *First failed Test – Discharge/Withdrawal of Job Offer:* The City will not discharge an employee if the employee tests positive on a confirmatory test and the positive confirmatory test was the first such result unless (1) the employee has been given an opportunity to participate in, at the employee’s expense or pursuant to coverage under an employee’s benefit plan, an alcohol, drug or cannabis counseling or rehabilitation program; and (2) the employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete it. The type of counseling or rehabilitation program in which an employee participates will be determined by the City after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency.

The City may withdraw a conditional offer of employment from a job applicant who tests positive on an alcohol and drug (including cannabis) test.

- c. First Failed Test – Discipline. Except as otherwise provided, the City may take any discipline short of discharge it deems warranted in the event an employee tests positive on his or her confirmatory test.
- d. Second Failed Test: The City may discharge an employee who tests positive on a confirmatory test and who has previously had a positive confirmatory test result. This action may be taken without first referring the employee to a chemical dependency counseling or rehabilitation program.
- e. Additional Terms for Discipline Related to Cannabis: The City may discipline, discharge, or take other adverse personnel action against an employee for cannabis use, possession, impairment, sale, or transfer while an employee is working, on the City’s premises, or operating the City’s vehicle, machinery, or equipment as follows:
 - a. If, in the opinion of the City, as the result of consuming cannabis, the employee does not possess the clearness of intellect and control of self that the employee otherwise would have;
 - b. If cannabis testing verifies the presence of cannabis following a confirmatory test;
 - c. If an employee violates this Alcohol, Drug and Cannabis policy; or
 - d. As otherwise authorized or required under state or federal law or regulations, or if a failure to do so would cause the City to lose a monetary or licensing-related benefit under federal law or regulations.

6. *Privacy of Test Results*

- a. Test results and other information acquired as a result of the testing program are private and confidential information and will not be disclosed by the City or the testing laboratory to another employee or to third party individuals, government agencies or private organizations without the written consent of the employee or applicant being tested.
- b. Evidence of a positive test result on a confirmatory test, however, may be used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing, or a judicial proceeding, provided the information is relevant to the hearing or proceeding. Such evidence may also be disclosed to any federal agency or other unit of the United States government as required under federal law, regulation, or order. Evidence of a positive test result on a confirmatory test may also be disclosed to a substance abuse treatment facility for the purpose of evaluation or treatment.
- c. The City will provide an employee with access to information in the employee’s file relating to positive test result reports and other information acquired in the testing process as well as conclusions drawn from or actions taken based upon such information.

Commercial Vehicle Drivers

Notwithstanding the remainder of this policy, employees and applicants required to hold a commercial driver’s license (CDL) are required to submit to alcohol and/or drug testing at any time during the employment process. For CDL drivers, drug and alcohol testing is conducted in compliance with the U.S. Department of Transportation (DOT) regulations and Minnesota Drug and Alcohol Testing in the Workplace Act. For CDL drivers, cannabis is a controlled substance and illegal drug and CDL drivers are held to the standards mandated by the DOT related to cannabis usage and positive test results.

~~DRUG & ALCOHOL POLICY~~

~~The City is committed to providing a workplace that is free of drugs and alcohol so that their use does not pose a safety or health hazard or jeopardize the success of the City's operations or otherwise adversely affect the City, its employees, or its stakeholders. Accordingly, all employees must report to and be at work in a fit condition to perform.~~

~~This policy applies to all applicants for employment and to all employees including contract or temporary employees and volunteer firefighters. The policy is applicable at City facilities and at any other location when an employee is acting within the scope of his or her employment with the City.~~

~~There may be specific council approved Fire Department events at which City employees are permitted to consume alcohol on City premises. Please refer to **Appendix C** for a current list of such events.~~

Definitions

The following definitions apply for the purposes of this policy:

~~"Alcohol and drug testing" or "drug testing" means the analysis of a body component sample for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested.~~

~~"Break" or "lunch break" means a period of time, whether paid or unpaid, authorized by the City as a break from work duties.~~

~~"Employee" means a person, independent contractor, or person working for an independent contractor who performs services for compensation, in whatever form, for the City.~~

~~"Job applicant" means a person, independent contractor, or person working for an independent contractor who applies to become an employee of the City, and includes a person who has received a job offer made contingent on the person passing drug or alcohol testing.~~

~~"Medically authorized drugs" means any prescription medication for which the employee has a valid prescription or non-prescription medication taken at the direction of a physician.~~

~~"Positive test result" means a finding of the presence of drugs, alcohol, or their metabolites in the sample tested in levels at or above the threshold detection levels.~~

~~"Random selection basis" means a mechanism for selection of employees that (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected and (2) does not give the City discretion to waive the selection of any employee selected under the mechanism.~~

~~"Safety sensitive position" means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.~~

Non-Discrimination

~~Consistent with its policy prohibiting discrimination, the City recognizes that disabled individuals are protected from discriminatory treatment. Under Minnesota law, a disabled person is someone who has a medical or psychological condition which materially impairs major life activities. However, in accordance with Minnesota law, disability does not include any condition resulting from alcohol or other drug abuse which prevents a person from performing essential functions of the job or which creates a direct threat to property or the safety of individuals.~~

Prohibitions

~~No employee shall report to work or act within the scope of his or her employment while under the influence of alcohol or any controlled substance or drug that affects his or her alertness, coordination, reaction, response, judgment, decision-making, or safety.~~

~~No employee shall consume alcohol, marijuana, or any other controlled substances or drug that affect his or her alertness, coordination, reaction, response, judgment, decision-making, or safety while acting within the scope of his or her employment. No employee shall consume alcohol, marijuana, or any other controlled substances or drug that affect his or her alertness, coordination, reaction, response, judgment, decision-making, or safety while on a break, including a lunch break.~~

~~No employee shall operate, use, or drive any City of New Prague equipment, machinery, or vehicle or other equipment, machinery or vehicle while acting in the scope of his or her employment while under the influence of alcohol, marijuana, or any other controlled substance or drug that affects his or her alertness, coordination, reaction, response, judgment, decision-making, or safety. Every employee is under an affirmative duty to immediately notify his or her supervisor if he or she is not in compliance with this provision. The operation or~~

~~use of any equipment, machinery, or vehicle while acting within the scope of employment shall verification that the employee is in compliance with this provision.~~

~~No employee shall unlawfully manufacture, distribute, dispense, possess, transfer, or use a controlled substance in the workplace or at any location where the employee is acting within the scope of his or her employment.~~

~~Engaging in off-duty sale, purchase, transfer, use or possession of illegal drugs or controlled substances may have a negative effect on an employee's ability to perform work for the City. The engagement in off-duty sale, purchase, transfer, use or possession of illegal drugs or controlled substances is grounds for discipline.~~

~~Every employee is under an affirmative duty to notify his or her supervisor or other member of management if he or she is taking medically authorized drugs, including medically authorized marijuana, or other substances that may alter the employee's job performance.~~

~~The City may notify the appropriate law enforcement agency when it has reasonable suspicion to believe that an employee may have illegal drugs in his or her possession at work or on City premises. When appropriate, the City may also notify licensing boards.~~

~~The City retains the right to discipline or terminate an employee without requiring an employee to submit to alcohol or drug testing, for any or no reason, including the City's concern or belief (whether right or wrong) that an employee has violated this Policy.~~

Alcohol and Drug Testing

~~The City may require that applicants and employees submit to testing in accordance with the provisions of Minn. Stat §§ 181.950-181.957 (2007). This policy represents the notice required under Minnesota Statute and will be provided to all applicants and employees who are requested to undergo testing.~~

~~The following employees may be subject to testing:~~

- ~~1. Job Applicants. The City may require that all applicants who have received conditional offers of employment for a particular position undergo testing. If the offer of conditional employment is subsequently withdrawn based upon testing results, the City will notify the applicant of the reason for the withdrawal.~~
- ~~1. Routine Physical Examination Testing. The City may require employees to undergo recurring or annual testing as part of a routine physical examination. Employees to be tested will be notified at least two weeks in writing in advance of the examination.~~
- ~~2. Random Testing. The City may require employees in safety sensitive positions to undergo testing on a random selection basis. Once the random selection has been made, the City will not waive the selection of any employees identified through the random process.~~
- ~~3. Reasonable Suspicion Testing. The City may require an employee to undergo testing when the City reasonably suspects that the employee:

 - ~~a. is under the influence of drugs or alcohol;~~
 - ~~b. is in violation of written rules prohibiting drug and alcohol use;~~
 - ~~c. has sustained a work related or caused another employee to sustain personal injury and there is a reasonable possibility, in the sole discretion of the City, that alcohol or substance use was or could have been a contributing factor to the injury; or~~
 - ~~d. has caused a work related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work related accident and there is a reasonable possibility, in the sole discretion of the City that alcohol or substance use was or could have been a contributing factor to the injury.~~~~
- ~~4. Treatment Program Testing. The City may require an employee to be tested either when the employer has referred the employee for chemical dependency treatment or evaluation or when the employee is participating in such a treatment program under an employee benefit plan.~~

~~employee may be required to undergo testing without advance notice during the treatment period and for up to two years following the completion of a treatment program.~~

~~The following will apply to all employees the City requests to undergo testing:~~

- ~~1. Consent. All persons to be tested will be required to complete and sign the employee consent form. Each form must also be witnessed by a person designated by the City.~~
- ~~1. Refusal to Participate. An employee or job applicant has the right to refuse testing. However, a refusal of testing will be treated as a failure to comply with policy and may result in withdrawal of a job offer or disciplinary action up to and including termination of employment.~~
- ~~2. Test Results.~~
 - ~~a. Negative Test Results [passed tests]. Individuals who test negative on an initial drug or alcohol test will be given written notice of the test result within three days after the City is notified of the result. Likewise, individuals who test negative on a confirmatory test taken after a positive initial test will be given written notice of the test result within three days after the City is notified of the result.~~
 - ~~b. Positive Test Results [failed tests]. A confirmatory test will automatically be performed on all samples that result in a positive test result on an initial test. Individuals who test positive on the confirmatory test will be notified in writing within three days after the City has been notified of the result of the test result of the right to explain the result, including any over the counter or prescription medications taken. Individuals who wish to provide explanatory information regarding their positive confirmatory test result may do so by requesting from Human Resources the Notification of Positive Alcohol and Drug Test Result and Request for Retest form within three working days after receiving notice of the positive test results.~~
- ~~Individuals who wish to have a retest of their confirmatory test must notify the City in writing of their intention to have a retest within five working days after being notified of the confirmatory test result. Persons requesting a confirmatory retest are required to complete and sign the attached Notification of Alcohol and Drug Test Result and Request for Retest form and are responsible for the cost of the retest.~~
- ~~c. Right to Test Result. An employee or job applicant has the right to request and receive a copy of the test result report on any drug or alcohol test from the City.~~
- ~~3. Costs. All costs related to alcohol and drug testing will be paid by the City with the exception of confirmatory retest costs which must be paid by the employee or job applicant requesting the retest.~~
- ~~4. Disciplinary Action in Response to a Positive Test Result.~~
 - ~~a. Interim Disciplinary Action: The City may transfer an employee with a positive test to another position at the same rate of pay or temporarily suspend the employee pending the outcome of the confirmatory test (and, if requested, the confirmatory re-test) if the City believes that it is reasonably necessary to do so to protect the health and safety of the employee, co-employees or the public. An employee who is suspended without pay will be reinstated with back pay if the confirmatory test or re-test is negative. In the case of job applicants, a positive initial test result must be verified by a confirmatory test before a conditional offer or employment will be withdrawn.~~
 - ~~b. First Failed Test — Discharge/Withdrawal of Job Offer: The City will not discharge an employee if the employee tests positive on a confirmatory test and the positive confirmatory test was the first such result unless (1) the employee has been given an opportunity to participate in, at the employee’s expense or pursuant to coverage under an employee’s benefit plan, a drug or alcohol counseling or rehabilitation program; and (2) the employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete it. The type of counseling or rehabilitation program in which an employee participates will be determined by the City after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency.~~

~~The City may withdraw a conditional offer of employment from a job applicant positive on a confirmatory alcohol and drug test.~~

- ~~c. First Failed Test – Discipline. Except as otherwise provided, the City may take any disciplinary action short of discharge it deems warranted in the event an employee tests positive on his or her confirmatory test.~~
- ~~d. Second Failed Test: The City may discharge an employee who tests positive on a confirmatory test and who has previously had a positive confirmatory test result. This action may be taken without first referring the employee to a chemical dependency counseling or rehabilitation program.~~

~~5. Privacy of Test Results.~~

- ~~a. Test results and other information acquired as a result of the testing program are private and confidential information and will not be disclosed by the City or the testing laboratory to another employee or to third party individuals, government agencies, or private organizations without the written consent of the employee or applicant being tested.~~
- ~~b. Evidence of a positive test result on a confirmatory test, however, may be used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing, or a judicial proceeding, provided the information is relevant to the hearing or proceeding. Such evidence may also be disclosed to any federal agency or other unit of the United States government as required under federal law, regulation, or order. Evidence of a positive test result on a confirmatory test may also be disclosed to a substance abuse treatment facility for the purpose of evaluation or treatment.~~
- ~~e. The City will provide an employee with access to information in the employee's file relating to positive test result reports and other information acquired in the testing process as well as conclusions drawn from or actions taken based upon such information.~~



Building a Better World
for All of Us®

MEMORANDUM

TO: Mayor and City Council
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: February 29, 2024

RE: Project Updates

See below for updates on current SEH Projects for the City of New Prague.

2023 STREET AND UTILITY IMPROVEMENTS

The project has reached substantial completion and is on hold until the spring. A punch list review will be completed in early spring to identify potential repairs or work items for completion of the contract.

2024 STREET AND UTILITY IMPROVEMENTS PROJECT

The bid opening was completed on February 23rd. A separate council item regarding award of the contract is included in the council packet.

HSIP 10TH AVENUE SE-1ST STREET SE RRFB

The project is substantially complete. The contractor has received some but not all parts for the RRFB unit. It is likely to be complete in March.

1ST AVENUE SE – CSAH 60 POTENTIAL TURNBACK

A discussion was held regarding the potential turnback of CSAH 60 between City Staff and Le Sueur County. This 1-mile segment of road is between CSAH 29 on the south end and Main Street on the north end and has sanitary sewer, water main, and storm sewer along with pavement of various condition throughout. It is likely that a study will be conducted to determine the extents of the needed improvements along with the cost share before proceeding further with an agreement.

cdk

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MEMORANDUM

TO: Mayor and City Council
Joshua Tetzlaff, City Administrator

CC: Matt Rynda, Public Works Director
Bruce Reimers, Utilities General Manager

FROM: Chris Knutson, PE, City Engineer (Lic. MN))

DATE: February 27, 2024

RE: 2024 Street and Utility Improvement Project
Resolution Accepting Bids
SEH No. SEH No. NEWPR 173957 14.00

BID OPENING

Attached is a summary of the bid opening held on Friday, February 23, 2024, along with a summary tabulation of the nine bids received with the recommendation of award.

REVIEW OF BIDS / BUDGET IMPACTS

Cost estimates for the project were put together last year and updated just prior to the project bidding. A summary of these estimates is shown below:

Summary of Bids			
Contractor	Base Bid	Alternate	Total Bid
BCM Construction, Inc.	\$4,035,221.00	\$81,980.00	\$4,117,201.00
Holtmeier Construction, Inc.	\$4,224,751.00	\$77,304.00	\$4,302,055.00
S.M. Hentges & Sons, Inc.	\$4,289,988.15	\$111,442.00	\$4,401,430.15
Ryan Contracting Co.	\$4,488,473.50	\$83,480.00	\$4,571,953.50
A-1 Excavating LLC	\$4,678,876.00	\$82,480.00	\$4,761,356.00
Engineer's Estimate (FINAL)	\$4,823,858.50	\$64,780.00	\$4,888,638.50
Heselton Construction, LLC	\$4,897,072.20	\$78,924.00	\$4,975,996.20
ICON, LLC	\$4,904,102.55	\$74,800.00	\$4,978,902.55
GMH Asphalt Corporation	\$5,022,422.60	\$79,248.00	\$5,101,670.60
Northdale Construction Co., Inc.	\$5,159,745.02	\$83,369.38	\$5,243,114.40

The project includes a Base Bid which is for the improvements identified within the Feasibility Report and for general street and utility reconstruction. The Alternate Bid includes the installation of a cured-in-place-pipe (liner) on sanitary sewer located through an easement crossing 6th Street NE. The low bidder on the project was BCM Construction, Inc out of Faribault, MN with a combined total bid of \$4,117,201.00.

The low bid by BCM Construction, Inc. (\$4,117,201.00) is approximately 15% lower than the Final Engineer's Estimate. BCM Construction has previously completed work in the City of New Prague, including the 2015 Street and Utility Improvement Project. Listed subcontractors include O'Malley Concrete (concrete) and Wm. Mueller and Sons (bituminous paving) that have successfully completed projects in New Prague or other SEH projects in the area.

The following table shows the cost split for the improvements compared to BCM's bid.

Improvement	Final Engineer's Estimate	BCM Construction Bid
Street and Restoration	\$2,813,710.00	\$2,298,547.00
Storm Sewer	\$554,834.67	\$456,831.00
Sanitary Sewer	\$703,487.17	\$559,732.00
Water Main	\$751,826.66	\$720,111.00
Alternate (Sanitary Sewer)	\$64,780.00	\$81,980.00
	\$4,888,638.50	\$4,117,201.00

The differences between the Engineer's Estimate and the BCM Bid were in several categories. The street reconstruction costs (removal of surface, common excavation, sand, aggregate, paving) accounted for approximately \$460,000 of the lower cost and were the most significant.

If council proceeds with awarding the project, SEH will provide a proposal for services related to construction of the project at the March 18th council meeting. An updated estimate of funding will also be provided at that time.

STAFF/ENGINEER RECOMMENDATION

It is recommended that the City Council approve the attached Resolution Accepting Bids for the 2024 STREET AND UTILITY IMPROVEMENT PROJECT and to award the contract to BCM Construction, Inc., of Faribault, Minnesota.

cdk

Attachment: Resolution Accepting Bids, Tabulation of Bids

\\sp-pz1.sehinc.com\pzprojects1\ko\newpr\173957\1-gen\16-meet\city council\03.04.2024\memo award of bid 03.04.24.docx



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Engineer's Estimate		BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021 \$4,035,221.00		Holtmeier Construction, Inc. 3301 Third Avenue Mankato, MN 56001 \$4,224,751.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Base Bid Only				\$4,823,858.50					
BASE BID									
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe									
2021.501	MOBILIZATION	LUMP SUM	1.0	\$150,000.00	\$150,000.00	\$90,000.00	\$90,000.00	\$157,740.00	\$157,740.00
2104.503	REMOVE CURB & GUTTER	LIN FT	9,939.0	\$5.00	\$49,695.00	\$3.00	\$29,817.00	\$2.75	\$27,332.25
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	825.0	\$3.25	\$2,681.25	\$4.00	\$3,300.00	\$3.50	\$2,887.50
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	21,170.0	\$3.50	\$74,095.00	\$1.80	\$38,106.00	\$2.50	\$52,925.00
2104.504	REMOVE DRIVEWAY OR WALK	SQ YD	2,387.0	\$12.00	\$28,644.00	\$8.00	\$19,096.00	\$9.00	\$21,483.00
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	19,577.0	\$21.00	\$411,117.00	\$11.00	\$215,347.00	\$21.25	\$416,011.25
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	1,500.0	\$22.00	\$33,000.00	\$16.00	\$24,000.00	\$16.90	\$25,350.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	15,085.0	\$26.00	\$392,210.00	\$21.00	\$316,785.00	\$23.75	\$358,268.75
2108.504	GEOTEXTILE FABRIC TYPE 4 (P)	SQ YD	22,855.0	\$2.25	\$51,423.75	\$1.80	\$41,139.00	\$1.70	\$38,853.50
2118.509	AGGREGATE SURFACING CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	55.0	\$37.00	\$2,035.00	\$30.00	\$1,650.00	\$26.70	\$1,468.50
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	25.0	\$160.00	\$4,000.00	\$170.00	\$4,250.00	\$125.00	\$3,125.00
2130.523	WATER (DUST CONTROL)	M GALLON	50.0	\$80.00	\$4,000.00	\$100.00	\$5,000.00	\$80.00	\$4,000.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,135.0	\$36.00	\$184,860.00	\$24.00	\$123,240.00	\$34.30	\$176,130.50
2302.502	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	490.0	\$18.00	\$8,820.00	\$16.00	\$7,840.00	\$15.85	\$7,766.50
2331.603	SAWED & SEALED JOINT (BITUMINOUS)	LIN FT	4,050.0	\$4.00	\$16,200.00	\$5.80	\$23,490.00	\$4.90	\$19,845.00
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	10,625.0	\$1.00	\$10,625.00	\$0.80	\$8,500.00	\$0.70	\$7,437.50
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,600.0	\$3.00	\$4,800.00	\$4.50	\$7,200.00	\$4.25	\$6,800.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (TRAIL)	TON	40.0	\$105.00	\$4,200.00	\$250.00	\$10,000.00	\$211.00	\$8,440.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B) (SPNWB330B)	TON	2,915.0	\$82.00	\$239,030.00	\$78.00	\$227,370.00	\$72.30	\$210,754.50
2360.509	TYPE SP 12.5 WEAR COURSE MIX (3,C) (SPWEB340C)	TON	1,755.0	\$95.00	\$166,725.00	\$87.00	\$152,685.00	\$80.50	\$141,277.50
2411.603	CONCRETE STEPS DESIGN SPECIAL	SQ FT	80.0	\$40.00	\$3,200.00	\$124.00	\$9,920.00	\$120.70	\$9,656.00
2502.503	6" PERF HDPE PIPE DRAIN	LIN FT	9,200.0	\$12.00	\$110,400.00	\$9.00	\$82,800.00	\$8.65	\$79,580.00
2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	12.0	\$470.00	\$5,640.00	\$400.00	\$4,800.00	\$474.35	\$5,692.20
2521.518	4" CONCRETE WALK	SQ FT	26,000.0	\$7.00	\$182,000.00	\$7.40	\$192,400.00	\$6.80	\$176,800.00



TABULATION OF BIDS

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Base Bid Only				\$4,823,858.50					
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2521.518	6" CONCRETE WALK	SQ FT	2,800.0	\$17.00	\$47,600.00	\$21.50	\$60,200.00	\$20.15	\$56,420.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B418	LIN FT	745.0	\$25.00	\$18,625.00	\$24.00	\$17,880.00	\$20.35	\$15,160.75
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	9,280.0	\$21.00	\$194,880.00	\$22.50	\$208,800.00	\$20.35	\$188,848.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	2,730.0	\$95.00	\$259,350.00	\$103.00	\$281,190.00	\$96.85	\$264,400.50
2531.603	CONCRETE SILL	LIN FT	1,320.0	\$8.00	\$10,560.00	\$6.30	\$8,316.00	\$4.50	\$5,940.00
2531.618	TRUNCATED DOMES	SQ FT	354.0	\$51.00	\$18,054.00	\$44.00	\$15,576.00	\$42.00	\$14,868.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$14,900.00	\$14,900.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	52.0	\$170.00	\$8,840.00	\$100.00	\$5,200.00	\$175.00	\$9,100.00
2573.602	TEMPORARY ROCK ENTRANCE	EACH	7.0	\$1,300.00	\$9,100.00	\$900.00	\$6,300.00	\$1,500.00	\$10,500.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	400.0	\$5.00	\$2,000.00	\$4.00	\$1,600.00	\$3.50	\$1,400.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	500.0	\$36.00	\$18,000.00	\$24.00	\$12,000.00	\$18.50	\$9,250.00
2575.504	OVER-SEEDING	SQ YD	5,500.0	\$1.25	\$6,875.00	\$0.50	\$2,750.00	\$0.65	\$3,575.00
2575.504	WEED SPRAYING	SQ YD	5,500.0	\$0.25	\$1,375.00	\$0.50	\$2,750.00	\$0.45	\$2,475.00
2575.504	ROLLED EROSION CONTROL CATEGORY 15	SQ YD	600.0	\$3.00	\$1,800.00	\$3.00	\$1,800.00	\$2.35	\$1,410.00
2575.523	WATER (TURF ESTABLISHMENT)	M GALLON	300.0	\$70.00	\$21,000.00	\$50.00	\$15,000.00	\$70.00	\$21,000.00
2575.604	TURF ESTABLISHMENT (TEMPORARY)	SQ YD	5,500.0	\$1.50	\$8,250.00	\$0.40	\$2,200.00	\$0.80	\$4,400.00
2575.604	TURF ESTABLISHMENT (PERMANENT)	SQ YD	11,000.0	\$3.00	\$33,000.00	\$0.75	\$8,250.00	\$1.80	\$19,800.00
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe Subtotal						\$2,813,710.00		\$2,298,547.00	\$2,603,071.70
Storm Sewer									
2104.501	REMOVE PIPE SEWER (DRAIN TILE)	LUMP SUM	1.0	\$5,100.00	\$5,100.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
2104.502	REMOVE MANHOLE (STORM)	EACH	23.0	\$625.00	\$14,375.00	\$325.00	\$7,475.00	\$400.00	\$9,200.00
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT	2,378.0	\$16.00	\$38,048.00	\$7.50	\$17,835.00	\$10.50	\$24,969.00
2502.602	YARD DRAIN (LAWN SUMP CATCH BASIN TOTAL UNIT)	EACH	80.0	\$460.00	\$36,800.00	\$340.00	\$27,200.00	\$453.60	\$36,288.00
2503.503	12" POLYPROPYLENE PIPE SEWER	LIN FT	980.0	\$60.00	\$58,800.00	\$52.00	\$50,960.00	\$54.70	\$53,606.00
2503.503	15" POLYPROPYLENE PIPE SEWER	LIN FT	1,672.0	\$65.00	\$108,680.00	\$53.50	\$89,452.00	\$53.85	\$90,037.20
2503.503	18" POLYPROPYLENE PIPE SEWER	LIN FT	396.0	\$75.00	\$29,700.00	\$71.00	\$28,116.00	\$65.20	\$25,819.20
2503.503	24" POLYPROPYLENE PIPE SEWER	LIN FT	373.0	\$85.00	\$31,705.00	\$95.00	\$35,435.00	\$90.75	\$33,849.75
2503.602	CONSTRUCT BULKHEAD	EACH	1.0	\$850.00	\$850.00	\$300.00	\$300.00	\$675.00	\$675.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Engineer's Estimate		BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021 \$4,035,221.00		Holtmeier Construction, Inc. 3301 Third Avenue Mankato, MN 56001 \$4,224,751.00	
Base Bid Only				\$4,823,858.50					
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH	80.0	\$290.00	\$23,200.00	\$150.00	\$12,000.00	\$95.05	\$7,604.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1.0	\$1,500.00	\$1,500.00	\$1,200.00	\$1,200.00	\$952.76	\$952.76
2503.602	CONNECT TO EXISTING STORM MANHOLE	EACH	6.0	\$2,100.00	\$12,600.00	\$1,350.00	\$8,100.00	\$1,025.00	\$6,150.00
2503.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH	10.0	\$225.00	\$2,250.00	\$175.00	\$1,750.00	\$167.75	\$1,677.50
2506.502	CASTING ASSEMBLY (STORM)	EACH	47.0	\$1,100.00	\$51,700.00	\$1,100.00	\$51,700.00	\$817.95	\$38,443.65
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	86.6	\$650.00	\$56,290.00	\$600.00	\$51,960.00	\$580.90	\$50,305.94
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	20.4	\$800.00	\$16,320.00	\$825.00	\$16,830.00	\$858.70	\$17,517.48
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	83.2	\$625.00	\$52,000.00	\$490.00	\$40,768.00	\$514.35	\$42,793.92
2506.601	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LUMP SUM	1.0	\$8,000.00	\$8,000.00	\$8,500.00	\$8,500.00	\$9,580.80	\$9,580.80
Storm Sewer Subtotal							\$547,918.00	\$452,581.00	\$452,970.20
Sanitary Sewer									
2104.502	REMOVE MANHOLE (SANITARY)	EACH	10.0	\$620.00	\$6,200.00	\$350.00	\$3,500.00	\$400.00	\$4,000.00
2104.502	ABANDON MANHOLE (SANITARY)	EACH	1.0	\$2,000.00	\$2,000.00	\$650.00	\$650.00	\$950.00	\$950.00
2503.602	CONNECT TO EXISTING 8" SANITARY SEWER	EACH	10.0	\$2,000.00	\$20,000.00	\$800.00	\$8,000.00	\$1,489.10	\$14,891.00
2503.602	CONNECT TO EXISTING 12" SANITARY SEWER	EACH	3.0	\$2,100.00	\$6,300.00	\$800.00	\$2,400.00	\$1,391.80	\$4,175.40
2503.602	CONNECT TO EXISTING 15" SANITARY SEWER	EACH	2.0	\$2,500.00	\$5,000.00	\$800.00	\$1,600.00	\$4,407.50	\$8,815.00
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.0	\$2,000.00	\$2,000.00	\$1,750.00	\$1,750.00	\$1,658.50	\$1,658.50
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	80.0	\$510.00	\$40,800.00	\$220.00	\$17,600.00	\$208.15	\$16,652.00
2503.602	CONSTRUCT BULKHEAD (SANITARY MANHOLE)	EACH	1.0	\$580.00	\$580.00	\$700.00	\$700.00	\$350.00	\$350.00
2503.602	8" X 4" PVC WYE	EACH	74.0	\$555.00	\$41,070.00	\$250.00	\$18,500.00	\$233.95	\$17,312.30
2503.602	12" X 4" PVC WYE	EACH	8.0	\$700.00	\$5,600.00	\$575.00	\$4,600.00	\$592.05	\$4,736.40
2503.602	SEWER INSPECTION (VIDEO INSPECTION	EACH	80.0	\$120.00	\$9,600.00	\$240.00	\$19,200.00	\$225.00	\$18,000.00
2503.603	SEWER INSPECTION (VIDEO INSPECTION MAINLINE POST INSTALLATION)	LIN FT	3,559.0	\$2.50	\$8,897.50	\$2.00	\$7,118.00	\$1.45	\$5,160.55
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	2,700.0	\$50.00	\$135,000.00	\$44.00	\$118,800.00	\$33.60	\$90,720.00
2503.603	8" SDR-35 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	3,130.0	\$75.00	\$234,750.00	\$62.00	\$194,060.00	\$53.20	\$166,516.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Engineer's Estimate		BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021 \$4,035,221.00		Holtmeier Construction, Inc. 3301 Third Avenue Mankato, MN 56001 \$4,224,751.00	
Base Bid Only				\$4,823,858.50					
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2503.603	12" SDR-26 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	429.0	\$87.00	\$37,323.00	\$86.00	\$36,894.00	\$90.20	\$38,695.80
2506.502	CASTING ASSEMBLY	EACH	11.0	\$1,300.00	\$14,300.00	\$1,000.00	\$11,000.00	\$1,559.35	\$17,152.85
2506.602	CONSTRUCT 8" INSIDE DROP	EACH	1.0	\$4,000.00	\$4,000.00	\$2,600.00	\$2,600.00	\$2,103.75	\$2,103.75
2506.602	CONSTRUCT 8" OUTSIDE DROP	EACH	1.0	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$5,845.90	\$5,845.90
2506.602	CONSTRUCT 12" OUTSIDE DROP	EACH	1.0	\$7,500.00	\$7,500.00	\$6,700.00	\$6,700.00	\$7,047.25	\$7,047.25
2506.602	CONSTRUCT 15" OUTSIDE DROP	EACH	1.0	\$8,000.00	\$8,000.00	\$12,500.00	\$12,500.00	\$14,475.60	\$14,475.60
2506.602	SANITARY CASTING SPECIAL	EACH	4.0	\$1,800.00	\$7,200.00	\$1,200.00	\$4,800.00	\$261.65	\$1,046.60
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	139.0	\$550.00	\$76,450.00	\$490.00	\$68,110.00	\$499.80	\$69,472.20
2506.601	CONSTRUCT SANITARY MANHOLE SPECIAL (STRUCTURE 15)	LUMP SUM	1.0	\$18,000.00	\$18,000.00	\$8,400.00	\$8,400.00	\$10,634.65	\$10,634.65
	Sanitary Sewer Subtotal				\$696,570.50		\$555,482.00		\$520,411.75
Water Main									
2104.502	REMOVE GATE VALVE & BOX	EACH	4.0	\$280.00	\$1,120.00	\$200.00	\$800.00	\$100.00	\$400.00
2104.502	REMOVE MANHOLE (GATE VALVE)	EACH	2.0	\$570.00	\$1,140.00	\$200.00	\$400.00	\$500.00	\$1,000.00
2104.502	REMOVE HYDRANT	EACH	8.0	\$560.00	\$4,480.00	\$350.00	\$2,800.00	\$350.00	\$2,800.00
2104.503	REMOVE WATER MAIN	LIN FT	3,750.0	\$6.00	\$22,500.00	\$3.50	\$13,125.00	\$4.00	\$15,000.00
2104.603	ABANDON WATER MAIN	LIN FT	370.0	\$8.00	\$2,960.00	\$4.00	\$1,480.00	\$5.35	\$1,979.50
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	\$30,000.00	\$30,000.00	\$32,000.00	\$32,000.00	\$54,600.00	\$54,600.00
2504.602	ADJUST VALVE BOX	EACH	5.0	\$415.00	\$2,075.00	\$270.00	\$1,350.00	\$500.00	\$2,500.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	10.0	\$1,900.00	\$19,000.00	\$1,150.00	\$11,500.00	\$1,603.45	\$16,034.50
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	91.0	\$350.00	\$31,850.00	\$300.00	\$27,300.00	\$146.20	\$13,304.20
2504.602	HYDRANT SYSTEM	EACH	8.0	\$6,750.00	\$54,000.00	\$6,400.00	\$51,200.00	\$6,423.90	\$51,391.20
2504.602	RELOCATE HYDRANT	EACH	1.0	\$2,000.00	\$2,000.00	\$800.00	\$800.00	\$2,715.30	\$2,715.30
2504.602	6" GATE VALVE & BOX	EACH	9.0	\$2,600.00	\$23,400.00	\$2,300.00	\$20,700.00	\$2,374.30	\$21,368.70
2504.602	8" GATE VALVE & BOX	EACH	9.0	\$3,500.00	\$31,500.00	\$3,175.00	\$28,575.00	\$3,433.65	\$30,902.85
2504.602	1" CORPORATION STOP (WITH SADDLE)	EACH	91.0	\$465.00	\$42,315.00	\$525.00	\$47,775.00	\$312.25	\$28,414.75
2504.602	1" CURB STOP & BOX	EACH	91.0	\$550.00	\$50,050.00	\$625.00	\$56,875.00	\$639.35	\$58,180.85
2504.602	HYDRANT RISER (6.0")	EACH	4.0	\$1,400.00	\$5,600.00	\$1,150.00	\$4,600.00	\$1,199.20	\$4,796.80
2504.603	1" SERVICE PIPE, TYPE PE PIPE W/TRACER WIRE	LIN FT	3,000.0	\$40.00	\$120,000.00	\$44.00	\$132,000.00	\$30.05	\$90,150.00
2504.603	6" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	570.0	\$65.00	\$37,050.00	\$72.00	\$41,040.00	\$46.05	\$26,248.50



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Engineer's Estimate \$4,823,858.50	BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021 \$4,035,221.00	Holtmeier Construction, Inc. 3301 Third Avenue Mankato, MN 56001 \$4,224,751.00			
Base Bid Only									
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2504.603	8" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	3,650.0	\$67.00	\$244,550.00	\$61.50	\$224,475.00	\$54.70	\$199,655.00
2504.608	WATER MAIN FITTINGS	POUND	1,288.0	\$15.00	\$19,320.00	\$13.25	\$17,066.00	\$14.15	\$18,225.20
	Water Main Subtotal				\$744,910.00		\$715,861.00		\$639,667.35
Shared Storm, Sanitary & Water Related Items									
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	150.0	\$45.00	\$6,750.00	\$25.00	\$3,750.00	\$24.20	\$3,630.00
2123.510	EXPLORATORY EXCAVATION	HOUR	20.0	\$700.00	\$14,000.00	\$450.00	\$9,000.00	\$250.00	\$5,000.00
	Shared Storm, Sanitary & Water Related Items Subtotal				\$20,750.00		\$12,750.00		\$8,630.00
	BASE BID TOTAL				\$4,823,858.50		\$4,035,221.00		\$4,224,751.00
ALTERNATE 1: CIPP									
2021.501	MOBILIZATION AND PREINSPECTION	LUMP SUM	1.0	\$8,000.00	\$8,000.00	\$8,500.00	\$8,500.00	\$10,504.00	\$10,504.00
2503.603	15" SANITARY SEWER MAIN (CIPP)	LIN FT	668.0	\$85.00	\$56,780.00	\$110.00	\$73,480.00	\$100.00	\$66,800.00
	ALTERNATE 1 TOTAL				\$64,780.00		\$81,980.00		\$77,304.00
TOTAL BID PRICE (BASE BID + ALTERNATE 1)					\$4,888,638.50		\$4,117,201.00		\$4,302,055.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352 \$4,289,988.15		Ryan Contracting Co. PO Box 246 Elko, MN 55020 \$4,488,473.50		A-1 Excavating LLC 8237 State Hwy 64 Bloomer, WI 54724 \$4,678,876.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
BASE BID									
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe									
2021.501	MOBILIZATION	LUMP SUM	1.0	\$190,700.00	\$190,700.00	\$150,000.00	\$150,000.00	\$225,112.00	\$225,112.00
2104.503	REMOVE CURB & GUTTER	LIN FT	9,939.0	\$2.10	\$20,871.90	\$3.00	\$29,817.00	\$3.00	\$29,817.00
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	825.0	\$2.00	\$1,650.00	\$6.00	\$4,950.00	\$5.00	\$4,125.00
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	21,170.0	\$2.75	\$58,217.50	\$4.00	\$84,680.00	\$2.00	\$42,340.00
2104.504	REMOVE DRIVEWAY OR WALK	SQ YD	2,387.0	\$2.90	\$6,922.30	\$8.00	\$19,096.00	\$9.00	\$21,483.00
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	19,577.0	\$18.50	\$362,174.50	\$20.00	\$391,540.00	\$19.00	\$371,963.00
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	1,500.0	\$14.40	\$21,600.00	\$10.00	\$15,000.00	\$49.00	\$73,500.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	15,085.0	\$26.60	\$401,261.00	\$25.00	\$377,125.00	\$31.00	\$467,635.00
2108.504	GEOTEXTILE FABRIC TYPE 4 (P)	SQ YD	22,855.0	\$1.95	\$44,567.25	\$1.00	\$22,855.00	\$2.00	\$45,710.00
2118.509	AGGREGATE SURFACING CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	55.0	\$28.75	\$1,581.25	\$40.00	\$2,200.00	\$26.00	\$1,430.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	25.0	\$160.00	\$4,000.00	\$140.00	\$3,500.00	\$135.00	\$3,375.00
2130.523	WATER (DUST CONTROL)	M GALLON	50.0	\$51.75	\$2,587.50	\$25.00	\$1,250.00	\$40.00	\$2,000.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,135.0	\$28.10	\$144,293.50	\$35.00	\$179,725.00	\$40.00	\$205,400.00
2302.502	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	490.0	\$9.70	\$4,753.00	\$15.00	\$7,350.00	\$18.00	\$8,820.00
2331.603	SAWED & SEALED JOINT (BITUMINOUS)	LIN FT	4,050.0	\$5.35	\$21,667.50	\$5.00	\$20,250.00	\$5.00	\$20,250.00
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	10,625.0	\$0.75	\$7,968.75	\$0.70	\$7,437.50	\$0.80	\$8,500.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,600.0	\$3.90	\$6,240.00	\$4.25	\$6,800.00	\$4.50	\$7,200.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (TRAIL)	TON	40.0	\$123.65	\$4,946.00	\$225.00	\$9,000.00	\$221.00	\$8,840.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B) (SPNWB330B)	TON	2,915.0	\$87.20	\$254,188.00	\$72.30	\$210,754.50	\$73.00	\$212,795.00
2360.509	TYPE SP 12.5 WEAR COURSE MIX (3,C) (SPWEB340C)	TON	1,755.0	\$96.40	\$169,182.00	\$80.50	\$141,277.50	\$81.00	\$142,155.00
2411.603	CONCRETE STEPS DESIGN SPECIAL	SQ FT	80.0	\$42.40	\$3,392.00	\$100.00	\$8,000.00	\$118.00	\$9,440.00
2502.503	6" PERF HDPE PIPE DRAIN	LIN FT	9,200.0	\$8.65	\$79,580.00	\$20.00	\$184,000.00	\$16.00	\$147,200.00
2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	12.0	\$377.45	\$4,529.40	\$400.00	\$4,800.00	\$540.00	\$6,480.00
2521.518	4" CONCRETE WALK	SQ FT	26,000.0	\$6.30	\$163,800.00	\$7.00	\$182,000.00	\$7.00	\$182,000.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352 \$4,289,988.15		Ryan Contracting Co. PO Box 246 Elko, MN 55020 \$4,488,473.50		A-1 Excavating LLC 8237 State Hwy 64 Bloomer, WI 54724 \$4,678,876.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2521.518	6" CONCRETE WALK	SQ FT	2,800.0	\$14.50	\$40,600.00	\$9.00	\$25,200.00	\$20.00	\$56,000.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B418	LIN FT	745.0	\$17.55	\$13,074.75	\$25.00	\$18,625.00	\$22.00	\$16,390.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	9,280.0	\$19.10	\$177,248.00	\$19.00	\$176,320.00	\$21.00	\$194,880.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	2,730.0	\$90.10	\$245,973.00	\$85.00	\$232,050.00	\$93.00	\$253,890.00
2531.603	CONCRETE SILL	LIN FT	1,320.0	\$5.80	\$7,656.00	\$8.00	\$10,560.00	\$5.00	\$6,600.00
2531.618	TRUNCATED DOMES	SQ FT	354.0	\$56.20	\$19,894.80	\$80.00	\$28,320.00	\$44.00	\$15,576.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$13,150.00	\$13,150.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	52.0	\$158.00	\$8,216.00	\$140.00	\$7,280.00	\$170.00	\$8,840.00
2573.602	TEMPORARY ROCK ENTRANCE	EACH	7.0	\$2,511.00	\$17,577.00	\$400.00	\$2,800.00	\$200.00	\$1,400.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	400.0	\$3.60	\$1,440.00	\$3.00	\$1,200.00	\$4.00	\$1,600.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	500.0	\$21.20	\$10,600.00	\$35.00	\$17,500.00	\$25.00	\$12,500.00
2575.504	OVER-SEEDING	SQ YD	5,500.0	\$1.20	\$6,600.00	\$1.00	\$5,500.00	\$1.35	\$7,425.00
2575.504	WEED SPRAYING	SQ YD	5,500.0	\$0.45	\$2,475.00	\$0.50	\$2,750.00	\$0.65	\$3,575.00
2575.504	ROLLED EROSION CONTROL CATEGORY 15	SQ YD	600.0	\$3.30	\$1,980.00	\$2.00	\$1,200.00	\$4.00	\$2,400.00
2575.523	WATER (TURF ESTABLISHMENT)	M GALLON	300.0	\$54.75	\$16,425.00	\$40.00	\$12,000.00	\$50.00	\$15,000.00
2575.604	TURF ESTABLISHMENT (TEMPORARY)	SQ YD	5,500.0	\$1.40	\$7,700.00	\$0.50	\$2,750.00	\$1.55	\$8,525.00
2575.604	TURF ESTABLISHMENT (PERMANENT)	SQ YD	11,000.0	\$2.05	\$22,550.00	\$3.00	\$33,000.00	\$2.10	\$23,100.00
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe Subtotal					\$2,593,832.90		\$2,660,462.50		\$2,900,271.00
Storm Sewer									
2104.501	REMOVE PIPE SEWER (DRAIN TILE)	LUMP SUM	1.0	\$3,285.75	\$3,285.75	\$2,500.00	\$2,500.00	\$10,000.00	\$10,000.00
2104.502	REMOVE MANHOLE (STORM)	EACH	23.0	\$353.00	\$8,119.00	\$800.00	\$18,400.00	\$500.00	\$11,500.00
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT	2,378.0	\$9.30	\$22,115.40	\$12.00	\$28,536.00	\$15.00	\$35,670.00
2502.602	YARD DRAIN (LAWN SUMP CATCH BASIN TOTAL UNIT)	EACH	80.0	\$242.50	\$19,400.00	\$300.00	\$24,000.00	\$175.00	\$14,000.00
2503.503	12" POLYPROPYLENE PIPE SEWER	LIN FT	980.0	\$50.20	\$49,196.00	\$50.00	\$49,000.00	\$63.00	\$61,740.00
2503.503	15" POLYPROPYLENE PIPE SEWER	LIN FT	1,672.0	\$55.40	\$92,628.80	\$55.00	\$91,960.00	\$59.00	\$98,648.00
2503.503	18" POLYPROPYLENE PIPE SEWER	LIN FT	396.0	\$63.90	\$25,304.40	\$60.00	\$23,760.00	\$69.00	\$27,324.00
2503.503	24" POLYPROPYLENE PIPE SEWER	LIN FT	373.0	\$108.00	\$40,284.00	\$75.00	\$27,975.00	\$104.00	\$38,792.00
2503.602	CONSTRUCT BULKHEAD	EACH	1.0	\$555.00	\$555.00	\$500.00	\$500.00	\$900.00	\$900.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352 \$4,289,988.15		Ryan Contracting Co. PO Box 246 Elko, MN 55020 \$4,488,473.50		A-1 Excavating LLC 8237 State Hwy 64 Bloomer, WI 54724 \$4,678,876.00	
Item No.	Item	Unit	Base Bid Only			Unit Price	Total Price	Unit Price	Total Price
			Est. Quantity	Unit Price	Total Price				
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH	80.0	\$213.00	\$17,040.00	\$300.00	\$24,000.00	\$100.00	\$8,000.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1.0	\$874.00	\$874.00	\$3,000.00	\$3,000.00	\$1,250.00	\$1,250.00
2503.602	CONNECT TO EXISTING STORM MANHOLE	EACH	6.0	\$800.00	\$4,800.00	\$3,000.00	\$18,000.00	\$1,250.00	\$7,500.00
2503.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH	10.0	\$145.00	\$1,450.00	\$1,000.00	\$10,000.00	\$100.00	\$1,000.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	47.0	\$1,027.00	\$48,269.00	\$850.00	\$39,950.00	\$1,220.00	\$57,340.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	86.6	\$699.25	\$60,555.05	\$400.00	\$34,640.00	\$660.00	\$57,156.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	20.4	\$937.50	\$19,125.00	\$700.00	\$14,280.00	\$880.00	\$17,952.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	83.2	\$600.00	\$49,920.00	\$400.00	\$33,280.00	\$560.00	\$46,592.00
2506.601	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LUMP SUM	1.0	\$5,950.00	\$5,950.00	\$10,000.00	\$10,000.00	\$7,800.00	\$7,800.00
Storm Sewer Subtotal						\$468,871.40		\$453,781.00	\$503,164.00
Sanitary Sewer									
2104.502	REMOVE MANHOLE (SANITARY)	EACH	10.0	\$390.00	\$3,900.00	\$1,000.00	\$10,000.00	\$700.00	\$7,000.00
2104.502	ABANDON MANHOLE (SANITARY)	EACH	1.0	\$841.80	\$841.80	\$800.00	\$800.00	\$700.00	\$700.00
2503.602	CONNECT TO EXISTING 8" SANITARY SEWER	EACH	10.0	\$1,778.00	\$17,780.00	\$4,000.00	\$40,000.00	\$2,000.00	\$20,000.00
2503.602	CONNECT TO EXISTING 12" SANITARY SEWER	EACH	3.0	\$3,122.00	\$9,366.00	\$4,000.00	\$12,000.00	\$200.00	\$600.00
2503.602	CONNECT TO EXISTING 15" SANITARY SEWER	EACH	2.0	\$3,785.00	\$7,570.00	\$4,000.00	\$8,000.00	\$6,700.00	\$13,400.00
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.0	\$1,278.00	\$1,278.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	80.0	\$368.00	\$29,440.00	\$500.00	\$40,000.00	\$100.00	\$8,000.00
2503.602	CONSTRUCT BULKHEAD (SANITARY MANHOLE)	EACH	1.0	\$370.00	\$370.00	\$1,000.00	\$1,000.00	\$900.00	\$900.00
2503.602	8" X 4" PVC WYE	EACH	74.0	\$262.00	\$19,388.00	\$500.00	\$37,000.00	\$220.00	\$16,280.00
2503.602	12" X 4" PVC WYE	EACH	8.0	\$631.00	\$5,048.00	\$1,000.00	\$8,000.00	\$570.00	\$4,560.00
2503.602	SEWER INSPECTION (VIDEO INSPECTION)	EACH	80.0	\$252.00	\$20,160.00	\$250.00	\$20,000.00	\$240.00	\$19,200.00
2503.603	SEWER INSPECTION (VIDEO INSPECTION MAINLINE POST INSTALLATION)	LIN FT	3,559.0	\$2.20	\$7,829.80	\$2.00	\$7,118.00	\$2.00	\$7,118.00
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	2,700.0	\$38.00	\$102,600.00	\$30.00	\$81,000.00	\$41.00	\$110,700.00
2503.603	8" SDR-35 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	3,130.0	\$68.75	\$215,187.50	\$60.00	\$187,800.00	\$59.00	\$184,670.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352 \$4,289,988.15		Ryan Contracting Co. PO Box 246 Elko, MN 55020 \$4,488,473.50		A-1 Excavating LLC 8237 State Hwy 64 Bloomer, WI 54724 \$4,678,876.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2503.603	12" SDR-26 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	429.0	\$113.95	\$48,884.55	\$100.00	\$42,900.00	\$129.00	\$55,341.00
2506.502	CASTING ASSEMBLY	EACH	11.0	\$1,195.00	\$13,145.00	\$1,000.00	\$11,000.00	\$1,240.00	\$13,640.00
2506.602	CONSTRUCT 8" INSIDE DROP	EACH	1.0	\$1,955.00	\$1,955.00	\$5,000.00	\$5,000.00	\$3,150.00	\$3,150.00
2506.602	CONSTRUCT 8" OUTSIDE DROP	EACH	1.0	\$4,920.00	\$4,920.00	\$7,000.00	\$7,000.00	\$3,970.00	\$3,970.00
2506.602	CONSTRUCT 12" OUTSIDE DROP	EACH	1.0	\$5,618.00	\$5,618.00	\$10,000.00	\$10,000.00	\$4,750.00	\$4,750.00
2506.602	CONSTRUCT 15" OUTSIDE DROP	EACH	1.0	\$8,851.00	\$8,851.00	\$15,000.00	\$15,000.00	\$8,860.00	\$8,860.00
2506.602	SANITARY CASTING SPECIAL	EACH	4.0	\$1,195.00	\$4,780.00	\$1,500.00	\$6,000.00	\$1,390.00	\$5,560.00
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	139.0	\$482.00	\$66,998.00	\$330.00	\$45,870.00	\$440.00	\$61,160.00
2506.601	CONSTRUCT SANITARY MANHOLE SPECIAL (STRUCTURE 15)	LUMP SUM	1.0	\$11,751.00	\$11,751.00	\$25,000.00	\$25,000.00	\$25,350.00	\$25,350.00
	Sanitary Sewer Subtotal				\$607,661.65		\$624,488.00		\$576,909.00
Water Main									
2104.502	REMOVE GATE VALVE & BOX	EACH	4.0	\$107.00	\$428.00	\$500.00	\$2,000.00	\$200.00	\$800.00
2104.502	REMOVE MANHOLE (GATE VALVE)	EACH	2.0	\$335.00	\$670.00	\$1,500.00	\$3,000.00	\$700.00	\$1,400.00
2104.502	REMOVE HYDRANT	EACH	8.0	\$342.00	\$2,736.00	\$800.00	\$6,400.00	\$400.00	\$3,200.00
2104.503	REMOVE WATER MAIN	LIN FT	3,750.0	\$4.40	\$16,500.00	\$8.00	\$30,000.00	\$5.00	\$18,750.00
2104.603	ABANDON WATER MAIN	LIN FT	370.0	\$7.50	\$2,775.00	\$12.00	\$4,440.00	\$18.00	\$6,660.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	\$50,794.00	\$50,794.00	\$60,000.00	\$60,000.00	\$27,000.00	\$27,000.00
2504.602	ADJUST VALVE BOX	EACH	5.0	\$463.00	\$2,315.00	\$500.00	\$2,500.00	\$200.00	\$1,000.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	10.0	\$1,515.00	\$15,150.00	\$3,000.00	\$30,000.00	\$2,200.00	\$22,000.00
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	91.0	\$279.00	\$25,389.00	\$400.00	\$36,400.00	\$130.00	\$11,830.00
2504.602	HYDRANT SYSTEM	EACH	8.0	\$6,161.00	\$49,288.00	\$6,200.00	\$49,600.00	\$6,420.00	\$51,360.00
2504.602	RELOCATE HYDRANT	EACH	1.0	\$1,420.00	\$1,420.00	\$3,000.00	\$3,000.00	\$3,200.00	\$3,200.00
2504.602	6" GATE VALVE & BOX	EACH	9.0	\$2,050.00	\$18,450.00	\$2,600.00	\$23,400.00	\$2,240.00	\$20,160.00
2504.602	8" GATE VALVE & BOX	EACH	9.0	\$2,815.00	\$25,335.00	\$3,500.00	\$31,500.00	\$3,100.00	\$27,900.00
2504.602	1" CORPORATION STOP (WITH SADDLE)	EACH	91.0	\$270.00	\$24,570.00	\$500.00	\$45,500.00	\$340.00	\$30,940.00
2504.602	1" CURB STOP & BOX	EACH	91.0	\$433.00	\$39,403.00	\$600.00	\$54,600.00	\$450.00	\$40,950.00
2504.602	HYDRANT RISER (6.0")	EACH	4.0	\$1,268.00	\$5,072.00	\$1,000.00	\$4,000.00	\$1,215.00	\$4,860.00
2504.603	1" SERVICE PIPE, TYPE PE PIPE W/TRACER WIRE	LIN FT	3,000.0	\$30.35	\$91,050.00	\$30.00	\$90,000.00	\$40.00	\$120,000.00
2504.603	6" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	570.0	\$45.85	\$26,134.50	\$58.00	\$33,060.00	\$66.00	\$37,620.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352 \$4,289,988.15		Ryan Contracting Co. PO Box 246 Elko, MN 55020 \$4,488,473.50		A-1 Excavating LLC 8237 State Hwy 64 Bloomer, WI 54724 \$4,678,876.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2504.603	8" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	3,650.0	\$51.65	\$188,522.50	\$60.00	\$219,000.00	\$68.00	\$248,200.00
2504.608	WATER MAIN FITTINGS	POUND	1,288.0	\$12.90	\$16,615.20	\$9.00	\$11,592.00	\$4.00	\$5,152.00
	Water Main Subtotal				\$602,617.20		\$739,992.00		\$682,982.00
Shared Storm, Sanitary & Water Related Items									
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	150.0	\$49.50	\$7,425.00	\$25.00	\$3,750.00	\$57.00	\$8,550.00
2123.510	EXPLORATORY EXCAVATION	HOUR	20.0	\$479.00	\$9,580.00	\$300.00	\$6,000.00	\$350.00	\$7,000.00
	Shared Storm, Sanitary & Water Related Items Subtotal				\$17,005.00		\$9,750.00		\$15,550.00
	BASE BID TOTAL				\$4,289,988.15		\$4,488,473.50		\$4,678,876.00
ALTERNATE 1: CIPP									
2021.501	MOBILIZATION AND PREINSPECTION	LUMP SUM	1.0	\$15,250.00	\$15,250.00	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00
2503.603	15" SANITARY SEWER MAIN (CIPP)	LIN FT	668.0	\$144.00	\$96,192.00	\$110.00	\$73,480.00	\$110.00	\$73,480.00
	ALTERNATE 1 TOTAL				\$111,442.00		\$83,480.00		\$82,480.00
TOTAL BID PRICE (BASE BID + ALTERNATE 1)					\$4,401,430.15		\$4,571,953.50		\$4,761,356.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Heselton Construction, LLC PO Box 246 Faribault, MN 55021 \$4,897,072.20		ICON, LLC 330 Highway St E Dodge Center, MN 55927 \$4,904,102.55		GMH Asphalt Corporation 9180 Laketown Road Chaska, MN 55318 \$5,022,422.60	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
BASE BID									
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe									
2021.501	MOBILIZATION	LUMP SUM	1.0	\$167,000.00	\$167,000.00	\$107,500.00	\$107,500.00	\$165,257.00	\$165,257.00
2104.503	REMOVE CURB & GUTTER	LIN FT	9,939.0	\$3.20	\$31,804.80	\$3.00	\$29,817.00	\$3.50	\$34,786.50
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	825.0	\$3.00	\$2,475.00	\$8.00	\$6,600.00	\$1.90	\$1,567.50
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	21,170.0	\$3.35	\$70,919.50	\$3.00	\$63,510.00	\$3.10	\$65,627.00
2104.504	REMOVE DRIVEWAY OR WALK	SQ YD	2,387.0	\$10.25	\$24,466.75	\$3.00	\$7,161.00	\$11.40	\$27,211.80
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	19,577.0	\$15.00	\$293,655.00	\$24.00	\$469,848.00	\$31.20	\$610,802.40
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	1,500.0	\$15.75	\$23,625.00	\$24.00	\$36,000.00	\$23.10	\$34,650.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	15,085.0	\$30.75	\$463,863.75	\$35.00	\$527,975.00	\$17.55	\$264,741.75
2108.504	GEOTEXTILE FABRIC TYPE 4 (P)	SQ YD	22,855.0	\$2.00	\$45,710.00	\$2.00	\$45,710.00	\$1.75	\$39,996.25
2118.509	AGGREGATE SURFACING CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	55.0	\$35.45	\$1,949.75	\$33.00	\$1,815.00	\$40.00	\$2,200.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	hour	25.0	\$170.00	\$4,250.00	\$200.00	\$5,000.00	\$190.00	\$4,750.00
2130.523	WATER (DUST CONTROL)	M GALLON	50.0	\$52.00	\$2,600.00	\$40.00	\$2,000.00	\$65.00	\$3,250.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,135.0	\$35.00	\$179,725.00	\$38.00	\$195,130.00	\$28.20	\$144,807.00
2302.502	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	490.0	\$16.70	\$8,183.00	\$11.00	\$5,390.00	\$16.70	\$8,183.00
2331.603	SAWED & SEALED JOINT (BITUMINOUS)	LIN FT	4,050.0	\$4.40	\$17,820.00	\$5.00	\$20,250.00	\$4.85	\$19,642.50
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	10,625.0	\$0.95	\$10,093.75	\$0.70	\$7,437.50	\$0.97	\$10,306.25
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,600.0	\$0.01	\$16.00	\$4.00	\$6,400.00	\$3.50	\$5,600.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (TRAIL)	TON	40.0	\$177.00	\$7,080.00	\$145.00	\$5,800.00	\$112.00	\$4,480.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B) (SPNWB330B)	TON	2,915.0	\$77.00	\$224,455.00	\$73.25	\$213,523.75	\$77.25	\$225,183.75
2360.509	TYPE SP 12.5 WEAR COURSE MIX (3,C) (SPWEB340C)	TON	1,755.0	\$98.00	\$171,990.00	\$94.15	\$165,233.25	\$96.55	\$169,445.25
2411.603	CONCRETE STEPS DESIGN SPECIAL	SQ FT	80.0	\$150.00	\$12,000.00	\$112.00	\$8,960.00	\$127.00	\$10,160.00
2502.503	6" PERF HDPE PIPE DRAIN	LIN FT	9,200.0	\$15.00	\$138,000.00	\$15.50	\$142,600.00	\$13.45	\$123,740.00
2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	12.0	\$450.00	\$5,400.00	\$500.00	\$6,000.00	\$596.00	\$7,152.00
2521.518	4" CONCRETE WALK	SQ FT	26,000.0	\$7.25	\$188,500.00	\$9.00	\$234,000.00	\$9.85	\$256,100.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Heselton Construction, LLC PO Box 246 Faribault, MN 55021 \$4,897,072.20		ICON, LLC 330 Highway St E Dodge Center, MN 55927 \$4,904,102.55		GMH Asphalt Corporation 9180 Laketown Road Chaska, MN 55318 \$5,022,422.60	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2521.518	6" CONCRETE WALK	SQ FT	2,800.0	\$21.50	\$60,200.00	\$13.50	\$37,800.00	\$23.75	\$66,500.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B418	LIN FT	745.0	\$24.60	\$18,327.00	\$25.25	\$18,811.25	\$25.60	\$19,072.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	9,280.0	\$24.60	\$228,288.00	\$25.25	\$234,320.00	\$25.45	\$236,176.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	2,730.0	\$107.00	\$292,110.00	\$103.00	\$281,190.00	\$110.00	\$300,300.00
2531.603	CONCRETE SILL	LIN FT	1,320.0	\$4.75	\$6,270.00	\$15.00	\$19,800.00	\$4.70	\$6,204.00
2531.618	TRUNCATED DOMES	SQ FT	354.0	\$44.00	\$15,576.00	\$46.00	\$16,284.00	\$44.30	\$15,682.20
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$10,500.00	\$10,500.00	\$12,000.00	\$12,000.00	\$10,445.00	\$10,445.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	52.0	\$255.00	\$13,260.00	\$250.00	\$13,000.00	\$176.00	\$9,152.00
2573.602	TEMPORARY ROCK ENTRANCE	EACH	7.0	\$2,250.00	\$15,750.00	\$1,200.00	\$8,400.00	\$850.00	\$5,950.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	400.0	\$3.50	\$1,400.00	\$4.50	\$1,800.00	\$2.86	\$1,144.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	500.0	\$42.00	\$21,000.00	\$34.00	\$17,000.00	\$45.40	\$22,700.00
2575.504	OVER-SEEDING	SQ YD	5,500.0	\$1.15	\$6,325.00	\$0.65	\$3,575.00	\$0.88	\$4,840.00
2575.504	WEED SPRAYING	SQ YD	5,500.0	\$0.45	\$2,475.00	\$0.45	\$2,475.00	\$0.10	\$550.00
2575.504	ROLLED EROSION CONTROL CATEGORY 15	SQ YD	600.0	\$3.15	\$1,890.00	\$2.50	\$1,500.00	\$3.25	\$1,950.00
2575.523	WATER (TURF ESTABLISHMENT)	M GALLON	300.0	\$52.75	\$15,825.00	\$70.00	\$21,000.00	\$110.00	\$33,000.00
2575.604	TURF ESTABLISHMENT (TEMPORARY)	SQ YD	5,500.0	\$1.35	\$7,425.00	\$0.80	\$4,400.00	\$1.48	\$8,140.00
2575.604	TURF ESTABLISHMENT (PERMANENT)	SQ YD	11,000.0	\$5.15	\$56,650.00	\$1.80	\$19,800.00	\$1.76	\$19,360.00
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe Subtotal					\$2,868,853.30		\$3,026,815.75		\$3,000,805.15
Storm Sewer									
2104.501	REMOVE PIPE SEWER (DRAIN TILE)	LUMP SUM	1.0	\$6,700.00	\$6,700.00	\$2,001.00	\$2,001.00	\$1,074.00	\$1,074.00
2104.502	REMOVE MANHOLE (STORM)	EACH	23.0	\$475.00	\$10,925.00	\$250.00	\$5,750.00	\$376.00	\$8,648.00
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT	2,378.0	\$11.50	\$27,347.00	\$12.00	\$28,536.00	\$10.75	\$25,563.50
2502.602	YARD DRAIN (LAWN SUMP CATCH BASIN TOTAL UNIT)	EACH	80.0	\$355.00	\$28,400.00	\$250.00	\$20,000.00	\$290.00	\$23,200.00
2503.503	12" POLYPROPYLENE PIPE SEWER	LIN FT	980.0	\$67.00	\$65,660.00	\$58.00	\$56,840.00	\$74.10	\$72,618.00
2503.503	15" POLYPROPYLENE PIPE SEWER	LIN FT	1,672.0	\$70.00	\$117,040.00	\$66.00	\$110,352.00	\$75.20	\$125,734.40
2503.503	18" POLYPROPYLENE PIPE SEWER	LIN FT	396.0	\$78.00	\$30,888.00	\$67.00	\$26,532.00	\$68.75	\$27,225.00
2503.503	24" POLYPROPYLENE PIPE SEWER	LIN FT	373.0	\$105.00	\$39,165.00	\$91.00	\$33,943.00	\$97.75	\$36,460.75
2503.602	CONSTRUCT BULKHEAD	EACH	1.0	\$600.00	\$600.00	\$450.00	\$450.00	\$376.00	\$376.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Base Bid Only		Heselton Construction, LLC PO Box 246 Faribault, MN 55021 \$4,897,072.20	ICON, LLC 330 Highway St E Dodge Center, MN 55927 \$4,904,102.55	GMH Asphalt Corporation 9180 Laketown Road Chaska, MN 55318 \$5,022,422.60	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH	80.0	\$145.00	\$11,600.00	\$175.00	\$14,000.00	\$202.00	\$16,160.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1.0	\$1,300.00	\$1,300.00	\$650.00	\$650.00	\$806.00	\$806.00
2503.602	CONNECT TO EXISTING STORM MANHOLE	EACH	6.0	\$2,050.00	\$12,300.00	\$650.00	\$3,900.00	\$1,611.00	\$9,666.00
2503.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH	10.0	\$165.00	\$1,650.00	\$225.00	\$2,250.00	\$188.00	\$1,880.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	47.0	\$1,450.00	\$68,150.00	\$1,070.00	\$50,290.00	\$1,992.00	\$93,624.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	86.6	\$750.00	\$64,950.00	\$915.00	\$79,239.00	\$942.00	\$81,577.20
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	20.4	\$880.00	\$17,952.00	\$1,130.00	\$23,052.00	\$1,067.00	\$21,766.80
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	83.2	\$605.00	\$50,336.00	\$805.00	\$66,976.00	\$676.00	\$56,243.20
2506.601	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LUMP SUM	1.0	\$8,000.00	\$8,000.00	\$6,100.00	\$6,100.00	\$2,752.00	\$2,752.00
Storm Sewer Subtotal							\$530,861.00		\$605,374.85
Sanitary Sewer									
2104.502	REMOVE MANHOLE (SANITARY)	EACH	10.0	\$520.00	\$5,200.00	\$300.00	\$3,000.00	\$1,091.00	\$10,910.00
2104.502	ABANDON MANHOLE (SANITARY)	EACH	1.0	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$2,702.00	\$2,702.00
2503.602	CONNECT TO EXISTING 8" SANITARY SEWER	EACH	10.0	\$1,300.00	\$13,000.00	\$1,650.00	\$16,500.00	\$1,074.00	\$10,740.00
2503.602	CONNECT TO EXISTING 12" SANITARY SEWER	EACH	3.0	\$1,755.00	\$5,265.00	\$1,700.00	\$5,100.00	\$1,611.00	\$4,833.00
2503.602	CONNECT TO EXISTING 15" SANITARY SEWER	EACH	2.0	\$7,135.00	\$14,270.00	\$2,380.00	\$4,760.00	\$2,685.00	\$5,370.00
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.0	\$3,050.00	\$3,050.00	\$1,400.00	\$1,400.00	\$2,685.00	\$2,685.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	80.0	\$185.00	\$14,800.00	\$350.00	\$28,000.00	\$570.00	\$45,600.00
2503.602	CONSTRUCT BULKHEAD (SANITARY MANHOLE)	EACH	1.0	\$250.00	\$250.00	\$600.00	\$600.00	\$5,370.00	\$5,370.00
2503.602	8" X 4" PVC WYE	EACH	74.0	\$355.00	\$26,270.00	\$225.00	\$16,650.00	\$269.00	\$19,906.00
2503.602	12" X 4" PVC WYE	EACH	8.0	\$615.00	\$4,920.00	\$525.00	\$4,200.00	\$698.00	\$5,584.00
2503.602	SEWER INSPECTION (VIDEO INSPECTION)	EACH	80.0	\$245.00	\$19,600.00	\$230.00	\$18,400.00	\$322.00	\$25,760.00
2503.603	SEWER INSPECTION (VIDEO INSPECTION MAINLINE POST INSTALLATION)	LIN FT	3,559.0	\$2.10	\$7,473.90	\$2.00	\$7,118.00	\$3.70	\$13,168.30
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	2,700.0	\$53.25	\$143,775.00	\$52.50	\$141,750.00	\$31.15	\$84,105.00
2503.603	8" SDR-35 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	3,130.0	\$69.50	\$217,535.00	\$50.00	\$156,500.00	\$67.65	\$211,744.50



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Heselton Construction, LLC PO Box 246 Faribault, MN 55021 \$4,897,072.20		ICON, LLC 330 Highway St E Dodge Center, MN 55927 \$4,904,102.55		GMH Asphalt Corporation 9180 Laketown Road Chaska, MN 55318 \$5,022,422.60	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2503.603	12" SDR-26 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	429.0	\$97.00	\$41,613.00	\$80.00	\$34,320.00	\$136.00	\$58,344.00
2506.502	CASTING ASSEMBLY	EACH	11.0	\$1,880.00	\$20,680.00	\$875.00	\$9,625.00	\$1,337.00	\$14,707.00
2506.602	CONSTRUCT 8" INSIDE DROP	EACH	1.0	\$3,260.00	\$3,260.00	\$5,200.00	\$5,200.00	\$2,917.00	\$2,917.00
2506.602	CONSTRUCT 8" OUTSIDE DROP	EACH	1.0	\$6,200.00	\$6,200.00	\$6,100.00	\$6,100.00	\$8,227.00	\$8,227.00
2506.602	CONSTRUCT 12" OUTSIDE DROP	EACH	1.0	\$7,450.00	\$7,450.00	\$12,900.00	\$12,900.00	\$9,065.00	\$9,065.00
2506.602	CONSTRUCT 15" OUTSIDE DROP	EACH	1.0	\$11,570.00	\$11,570.00	\$15,700.00	\$15,700.00	\$15,967.00	\$15,967.00
2506.602	SANITARY CASTING SPECIAL	EACH	4.0	\$1,885.00	\$7,540.00	\$1,150.00	\$4,600.00	\$2,178.00	\$8,712.00
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	139.0	\$533.00	\$74,087.00	\$675.00	\$93,825.00	\$534.00	\$74,226.00
2506.601	CONSTRUCT SANITARY MANHOLE SPECIAL (STRUCTURE 15)	LUMP SUM	1.0	\$10,750.00	\$10,750.00	\$19,500.00	\$19,500.00	\$13,940.00	\$13,940.00
	Sanitary Sewer Subtotal				\$661,558.90		\$608,248.00		\$654,582.80
Water Main									
2104.502	REMOVE GATE VALVE & BOX	EACH	4.0	\$275.00	\$1,100.00	\$200.00	\$800.00	\$520.00	\$2,080.00
2104.502	REMOVE MANHOLE (GATE VALVE)	EACH	2.0	\$535.00	\$1,070.00	\$250.00	\$500.00	\$1,091.00	\$2,182.00
2104.502	REMOVE HYDRANT	EACH	8.0	\$630.00	\$5,040.00	\$200.00	\$1,600.00	\$269.00	\$2,152.00
2104.503	REMOVE WATER MAIN	LIN FT	3,750.0	\$6.50	\$24,375.00	\$2.00	\$7,500.00	\$0.12	\$450.00
2104.603	ABANDON WATER MAIN	LIN FT	370.0	\$10.00	\$3,700.00	\$29.00	\$10,730.00	\$10.75	\$3,977.50
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	\$45,000.00	\$45,000.00	\$25,000.00	\$25,000.00	\$37,591.00	\$37,591.00
2504.602	ADJUST VALVE BOX	EACH	5.0	\$245.00	\$1,225.00	\$550.00	\$2,750.00	\$1,061.00	\$5,305.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	10.0	\$1,800.00	\$18,000.00	\$2,300.00	\$23,000.00	\$1,611.00	\$16,110.00
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	91.0	\$270.00	\$24,570.00	\$450.00	\$40,950.00	\$396.00	\$36,036.00
2504.602	HYDRANT SYSTEM	EACH	8.0	\$7,025.00	\$56,200.00	\$7,000.00	\$56,000.00	\$7,931.00	\$63,448.00
2504.602	RELOCATE HYDRANT	EACH	1.0	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$4,242.00	\$4,242.00
2504.602	6" GATE VALVE & BOX	EACH	9.0	\$2,565.00	\$23,085.00	\$2,850.00	\$25,650.00	\$3,221.00	\$28,989.00
2504.602	8" GATE VALVE & BOX	EACH	9.0	\$3,675.00	\$33,075.00	\$3,650.00	\$32,850.00	\$4,548.00	\$40,932.00
2504.602	1" CORPORATION STOP (WITH SADDLE)	EACH	91.0	\$290.00	\$26,390.00	\$450.00	\$40,950.00	\$478.00	\$43,498.00
2504.602	1" CURB STOP & BOX	EACH	91.0	\$415.00	\$37,765.00	\$1,000.00	\$91,000.00	\$580.00	\$52,780.00
2504.602	HYDRANT RISER (6.0")	EACH	4.0	\$1,385.00	\$5,540.00	\$1,175.00	\$4,700.00	\$1,611.00	\$6,444.00
2504.603	1" SERVICE PIPE, TYPE PE PIPE W/TRACER WIRE	LIN FT	3,000.0	\$53.50	\$160,500.00	\$37.90	\$113,700.00	\$21.50	\$64,500.00
2504.603	6" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	570.0	\$66.50	\$37,905.00	\$53.50	\$30,495.00	\$71.95	\$41,011.50



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Heselton Construction, LLC PO Box 246 Faribault, MN 55021 \$4,897,072.20		ICON, LLC 330 Highway St E Dodge Center, MN 55927 \$4,904,102.55		GMH Asphalt Corporation 9180 Laketown Road Chaska, MN 55318 \$5,022,422.60	
Base Bid Only									
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2504.603	8" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	3,650.0	\$72.50	\$264,625.00	\$56.40	\$205,860.00	\$73.05	\$266,632.50
2504.608	WATER MAIN FITTINGS	POUND	1,288.0	\$14.00	\$18,032.00	\$9.35	\$12,042.80	\$16.10	\$20,736.80
	Water Main Subtotal				\$789,947.00		\$728,827.80		\$739,097.30
Shared Storm, Sanitary & Water Related Items									
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	150.0	\$43.00	\$6,450.00	\$29.00	\$4,350.00	\$42.95	\$6,442.50
2123.510	EXPLORATORY EXCAVATION	HOUR	20.0	\$365.00	\$7,300.00	\$250.00	\$5,000.00	\$806.00	\$16,120.00
	Shared Storm, Sanitary & Water Related Items Subtotal				\$13,750.00		\$9,350.00		\$22,562.50
	BASE BID TOTAL				\$4,897,072.20		\$4,904,102.55		\$5,022,422.60
ALTERNATE 1: CIPP									
2021.501	MOBILIZATION AND PREINSPECTION	LUMP SUM	1.0	\$8,450.00	\$8,450.00	\$8,000.00	\$8,000.00	\$8,440.00	\$8,440.00
2503.603	15" SANITARY SEWER MAIN (CIPP)	LIN FT	668.0	\$105.50	\$70,474.00	\$100.00	\$66,800.00	\$106.00	\$70,808.00
	ALTERNATE 1 TOTAL				\$78,924.00		\$74,800.00		\$79,248.00
TOTAL BID PRICE (BASE BID + ALTERNATE 1)					\$4,975,996.20		\$4,978,902.55		\$5,101,670.60



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Northdale Construction Co., Inc. 9760 71st Street NE Albertville, MN 55301 Base Bid Only \$5,159,745.02	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price
BASE BID					
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe					
2021.501	MOBILIZATION	LUMP SUM	1.0	\$49,362.50	\$49,362.50
2104.503	REMOVE CURB & GUTTER	LIN FT	9,939.0	\$5.00	\$49,695.00
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	825.0	\$1.89	\$1,559.25
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	21,170.0	\$2.54	\$53,771.80
2104.504	REMOVE DRIVEWAY OR WALK	SQ YD	2,387.0	\$15.00	\$35,805.00
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	19,577.0	\$30.00	\$587,310.00
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	1,500.0	\$30.00	\$45,000.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	15,085.0	\$33.87	\$510,928.95
2108.504	GEOTEXTILE FABRIC TYPE 4 (P)	SQ YD	22,855.0	\$2.08	\$47,538.40
2118.509	AGGREGATE SURFACING CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	55.0	\$33.80	\$1,859.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	hour	25.0	\$173.25	\$4,331.25
2130.523	WATER (DUST CONTROL)	M GALLON	50.0	\$50.00	\$2,500.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,135.0	\$45.79	\$235,131.65
2302.502	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	490.0	\$16.61	\$8,138.90
2331.603	SAWED & SEALED JOINT (BITUMINOUS)	LIN FT	4,050.0	\$5.12	\$20,736.00
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	10,625.0	\$0.71	\$7,543.75
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,600.0	\$4.46	\$7,136.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (TRAIL)	TON	40.0	\$221.55	\$8,862.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B) (SPNWB330B)	TON	2,915.0	\$75.92	\$221,306.80
2360.509	TYPE SP 12.5 WEAR COURSE MIX (3,C) (SPWEB340C)	TON	1,755.0	\$84.53	\$148,350.15
2411.603	CONCRETE STEPS DESIGN SPECIAL	SQ FT	80.0	\$121.45	\$9,716.00
2502.503	6" PERF HDPE PIPE DRAIN	LIN FT	9,200.0	\$18.98	\$174,616.00
2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	12.0	\$450.77	\$5,409.24
2521.518	4" CONCRETE WALK	SQ FT	26,000.0	\$7.94	\$206,440.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Northdale Construction Co., Inc. 9760 71st Street NE Albertville, MN 55301 Base Bid Only \$5,159,745.02	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price
2521.518	6" CONCRETE WALK	SQ FT	2,800.0	\$21.43	\$60,004.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B418	LIN FT	745.0	\$21.35	\$15,905.75
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	9,280.0	\$21.34	\$198,035.20
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	2,730.0	\$109.49	\$298,907.70
2531.603	CONCRETE SILL	LIN FT	1,320.0	\$4.69	\$6,190.80
2531.618	TRUNCATED DOMES	SQ FT	354.0	\$46.28	\$16,383.12
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$10,500.00	\$10,500.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	52.0	\$220.00	\$11,440.00
2573.602	TEMPORARY ROCK ENTRANCE	EACH	7.0	\$2,000.00	\$14,000.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	400.0	\$4.73	\$1,892.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	500.0	\$37.25	\$18,625.00
2575.504	OVER-SEEDING	SQ YD	5,500.0	\$0.68	\$3,740.00
2575.504	WEED SPRAYING	SQ YD	5,500.0	\$0.44	\$2,420.00
2575.504	ROLLED EROSION CONTROL CATEGORY 15	SQ YD	600.0	\$2.47	\$1,482.00
2575.523	WATER (TURF ESTABLISHMENT)	M GALLON	300.0	\$73.50	\$22,050.00
2575.604	TURF ESTABLISHMENT (TEMPORARY)	SQ YD	5,500.0	\$0.84	\$4,620.00
2575.604	TURF ESTABLISHMENT (PERMANENT)	SQ YD	11,000.0	\$1.89	\$20,790.00
Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe Subtotal					\$3,150,033.21
Storm Sewer					
2104.501	REMOVE PIPE SEWER (DRAIN TILE)	LUMP SUM	1.0	\$13,000.00	\$13,000.00
2104.502	REMOVE MANHOLE (STORM)	EACH	23.0	\$800.00	\$18,400.00
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT	2,378.0	\$20.00	\$47,560.00
2502.602	YARD DRAIN (LAWN SUMP CATCH BASIN TOTAL UNIT)	EACH	80.0	\$128.91	\$10,312.80
2503.503	12" POLYPROPYLENE PIPE SEWER	LIN FT	980.0	\$78.22	\$76,655.60
2503.503	15" POLYPROPYLENE PIPE SEWER	LIN FT	1,672.0	\$92.56	\$154,760.32
2503.503	18" POLYPROPYLENE PIPE SEWER	LIN FT	396.0	\$87.66	\$34,713.36
2503.503	24" POLYPROPYLENE PIPE SEWER	LIN FT	373.0	\$109.07	\$40,683.11
2503.602	CONSTRUCT BULKHEAD	EACH	1.0	\$300.02	\$300.02



TABULATION OF BIDS

2024 Street and Utility Improvement Project				Northdale Construction Co., Inc.	
New Prague, Minnesota				9760 71st Street NE	
SEH No.: NEWPR 173957				Albertville, MN 55301	
Bid Date: 10:00 a.m., Friday, February 23, 2024				Base Bid Only \$5,159,745.02	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH	80.0	\$61.80	\$4,944.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1.0	\$2,254.21	\$2,254.21
2503.602	CONNECT TO EXISTING STORM MANHOLE	EACH	6.0	\$3,002.31	\$18,013.86
2503.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH	10.0	\$71.80	\$718.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	47.0	\$1,921.79	\$90,324.13
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	86.6	\$762.69	\$66,048.95
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	20.4	\$1,209.15	\$24,666.66
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	83.2	\$600.95	\$49,999.04
2506.601	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LUMP SUM	1.0	\$8,452.31	\$8,452.31
Storm Sewer Subtotal					\$661,806.37
Sanitary Sewer					
2104.502	REMOVE MANHOLE (SANITARY)	EACH	10.0	\$1,000.00	\$10,000.00
2104.502	ABANDON MANHOLE (SANITARY)	EACH	1.0	\$599.91	\$599.91
2503.602	CONNECT TO EXISTING 8" SANITARY SEWER	EACH	10.0	\$1,413.50	\$14,135.00
2503.602	CONNECT TO EXISTING 12" SANITARY SEWER	EACH	3.0	\$1,446.20	\$4,338.60
2503.602	CONNECT TO EXISTING 15" SANITARY SEWER	EACH	2.0	\$2,172.14	\$4,344.28
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.0	\$3,568.00	\$3,568.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	80.0	\$282.70	\$22,616.00
2503.602	CONSTRUCT BULKHEAD (SANITARY MANHOLE)	EACH	1.0	\$300.02	\$300.02
2503.602	8" X 4" PVC WYE	EACH	74.0	\$318.48	\$23,567.52
2503.602	12" X 4" PVC WYE	EACH	8.0	\$731.66	\$5,853.28
2503.602	SEWER INSPECTION (VIDEO INSPECTION	EACH	80.0	\$241.50	\$19,320.00
2503.603	SEWER INSPECTION (VIDEO INSPECTION MAINLINE POST INSTALLATION)	LIN FT	3,559.0	\$2.10	\$7,473.90
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	2,700.0	\$26.63	\$71,901.00
2503.603	8" SDR-35 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	3,130.0	\$68.83	\$215,437.90



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Northdale Construction Co., Inc. 9760 71st Street NE Albertville, MN 55301 Base Bid Only \$5,159,745.02	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price
2503.603	12" SDR-26 PVC SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	429.0	\$94.11	\$40,373.19
2506.502	CASTING ASSEMBLY	EACH	11.0	\$1,713.60	\$18,849.60
2506.602	CONSTRUCT 8" INSIDE DROP	EACH	1.0	\$4,874.84	\$4,874.84
2506.602	CONSTRUCT 8" OUTSIDE DROP	EACH	1.0	\$7,591.64	\$7,591.64
2506.602	CONSTRUCT 12" OUTSIDE DROP	EACH	1.0	\$6,252.09	\$6,252.09
2506.602	CONSTRUCT 15" OUTSIDE DROP	EACH	1.0	\$9,318.26	\$9,318.26
2506.602	SANITARY CASTING SPECIAL	EACH	4.0	\$397.15	\$1,588.60
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	139.0	\$452.04	\$62,833.56
2506.601	CONSTRUCT SANITARY MANHOLE SPECIAL (STRUCTURE 15)	LUMP SUM	1.0	\$13,562.82	\$13,562.82
Sanitary Sewer Subtotal					\$568,700.01
Water Main					
2104.502	REMOVE GATE VALVE & BOX	EACH	4.0	\$200.00	\$800.00
2104.502	REMOVE MANHOLE (GATE VALVE)	EACH	2.0	\$1,000.00	\$2,000.00
2104.502	REMOVE HYDRANT	EACH	8.0	\$599.91	\$4,799.28
2104.503	REMOVE WATER MAIN	LIN FT	3,750.0	\$5.00	\$18,750.00
2104.603	ABANDON WATER MAIN	LIN FT	370.0	\$2.22	\$821.40
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	\$65,000.00	\$65,000.00
2504.602	ADJUST VALVE BOX	EACH	5.0	\$250.00	\$1,250.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	10.0	\$1,845.00	\$18,450.00
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	91.0	\$459.28	\$41,794.48
2504.602	HYDRANT SYSTEM	EACH	8.0	\$7,124.91	\$56,999.28
2504.602	RELOCATE HYDRANT	EACH	1.0	\$1,665.69	\$1,665.69
2504.602	6" GATE VALVE & BOX	EACH	9.0	\$2,311.07	\$20,799.63
2504.602	8" GATE VALVE & BOX	EACH	9.0	\$3,200.38	\$28,803.42
2504.602	1" CORPORATION STOP (WITH SADDLE)	EACH	91.0	\$463.64	\$42,191.24
2504.602	1" CURB STOP & BOX	EACH	91.0	\$604.13	\$54,975.83
2504.602	HYDRANT RISER (6.0")	EACH	4.0	\$1,604.89	\$6,419.56
2504.603	1" SERVICE PIPE, TYPE PE PIPE W/TRACER WIRE	LIN FT	3,000.0	\$27.13	\$81,390.00
2504.603	6" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	570.0	\$60.70	\$34,599.00



TABULATION OF BIDS

2024 Street and Utility Improvement Project New Prague, Minnesota SEH No.: NEWPR 173957 Bid Date: 10:00 a.m., Friday, February 23, 2024				Northdale Construction Co., Inc. 9760 71st Street NE Albertville, MN 55301 Base Bid Only \$5,159,745.02	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price
2504.603	8" C900 PVC WATER MAIN PIPE W/TRACER WIRE	LIN FT	3,650.0	\$66.45	\$242,542.50
2504.608	WATER MAIN FITTINGS	POUND	1,288.0	\$15.19	\$19,564.72
	Water Main Subtotal				\$743,616.03
Shared Storm, Sanitary & Water Related Items					
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	150.0	\$37.34	\$5,601.00
2123.510	EXPLORATORY EXCAVATION	HOUR	20.0	\$1,499.42	\$29,988.40
	Shared Storm, Sanitary & Water Related Items Subtotal				\$35,589.40
	BASE BID TOTAL				\$5,159,745.02
ALTERNATE 1: CIPP					
2021.501	MOBILIZATION AND PREINSPECTION	LUMP SUM	1.0	\$3,937.50	\$3,937.50
2503.603	15" SANITARY SEWER MAIN (CIPP)	LIN FT	668.0	\$118.91	\$79,431.88
	ALTERNATE 1 TOTAL				\$83,369.38
TOTAL BID PRICE (BASE BID + ALTERNATE 1)					\$5,243,114.40

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague }

**CITY OF NEW PRAGUE
RESOLUTION #24-03-04-01**

**2024 STREET AND UTILITY IMPROVEMENT PROJECT
ACCEPTING BIDS**

WHEREAS, pursuant to an advertisement for bids for the construction of the 2024 Street and Utility Improvement Project, bids were opened, and tabulated according to law, and the following bids were received in response to the advertisement:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate</u>	<u>Total Bid</u>
BCM Construction, Inc. Faribault, MN	\$4,035,221.00	\$81,980.00	\$4,117,201.00
Holtmeier Construction, Inc. Mankato, MN	\$4,224,751.00	\$77,304.00	\$4,302,055.00
S.M. Hentges & Sons, Inc. Jordan, MN	\$4,289,988.15	\$111,442.00	\$4,401,430.15
Ryan Contracting Co. Elko, MN	\$4,488,473.50	\$83,480.00	\$4,571,953.50
A-1 Excavating LLC Bloomer, WI	\$4,678,876.00	\$82,480.00	\$4,761,356.00
Heselton Construction, LLC Faribault, MN	\$4,897,072.20	\$78,924.00	\$4,975,996.20
ICON, LLC Dodge Center, MN	\$4,904,102.55	\$74,800.00	\$4,978,902.55
GMH Asphalt Corporation Chaska, MN	\$5,022,422.60	\$79,248.00	\$5,101,670.60
Northdale Construction Co., Inc. Albertville, MN	\$5,159,745.02	\$83,369.38	\$5,243,114.40

AND WHEREAS, it appears that BCM Construction, Inc., of Faribault, Minnesota, is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW PRAGUE, MINNESOTA:

1. The mayor and administrator are hereby authorized and directed to enter into a contract with BCM Construction, Inc., of Faribault, Minnesota, in the name of the City of New Prague, Minnesota, for the construction of the 2024 Street and Utility

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague

}

Improvement Project, Total Bid Amount (Base Bid and Alternate 1) in the amount of \$4,117,201.00, according to the plans and specification therefore approved by the city council and on file in the office of the City Administrator.

2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the council this 4th day of March, 2024.

Duane J. Jirik
Mayor

ATTEST:

Joshua M. Tetzlaff
City Administrator



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: PUBLIC HEARING AND ADOPTION OF ORDINANCE #347 FOR VACATION OF CERTAIN EASEMENTS IN THE PLAT OF POND THIRD ADDITION, AS PROPOSED BY CHARLIE SVOBODA & LISA FISHER
DATE: FEBRUARY 26, 2024

In November 2023, the preliminary and final plat for Pond Third Addition was approved, splitting a single parcel into four lots. Charlie Svoboda recently purchased the two middle properties of the plat and applied for a minor subdivision, which would combine the two lots into one parcel, to construct a residential home. Minor subdivisions (to combine lots) do not automatically vacate the easement between the two properties; therefore, an easement vacation is required.

Staff does not believe there to be any utility lines (public or private) located in the easement being vacated at this time. At the time of writing this memo, staff had not received any comments regarding the vacation of the easement.

At the February 5th City Council meeting, a public hearing was scheduled for tonight’s meeting and the ordinance which would vacate the described drainage and utility easement was introduced. Since that time, a notice was published twice in the New Prague Times and notices were mailed directly to utility companies so they could provide comment, if any, on the easement vacation request.

Staff Recommendation

Staff recommends holding the required public hearing and subject to comments received at the public hearing should adopt the ordinance titled “An Ordinance Vacating Certain Easements in the Plat of Pond Third Addition.”

ORDINANCE #347

**AN ORDINANCE
VACATING CERTAIN EASEMENTS IN THE PLAT OF POND THIRD ADDITION**

WHEREAS, the New Prague City Council previously passed Resolution #24-02-05-02 noting the City of New Prague’s interest in vacating certain drainage and utility easements as identified in the resolution and the exhibit to the resolution, pursuant to Section 12.06 of the New Prague City Charter, legally described as follows:

The 5’ drainage and utility easement adjacent to the east line of Lot 2, Block 1, Pond Third Addition, Scott County, Minnesota.

The 5’ drainage and utility easement adjacent to the west line of Lot 3, Block 1, Pond Third Addition, Scott County, Minnesota.

And as depicted on the attached Exhibit A.

(with such easements hereinafter referred to as the “Property”); and

WHEREAS, a public hearing to consider the vacation of the Property was held on the 4th day of March, 2024, before the City Council in the City Hall located at 118 Central Avenue North, New Prague, Minnesota, after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 20th day of February, 2024 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the Property proposed to be vacated, reserves the right to continue the same or to enter upon such Property, way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation of the Property will benefit the public interest because the Property will no longer be used for easement purposes as the property is being combined and a structure will be constructed over the area.

WHEREAS, a majority of all members of the City Council concur in this ordinance;

NOW, THEREFORE, THE CITY OF NEW PRAGUE, SCOTT AND LESUEUR COUNTIES, MINNESOTA, ORDAINS:

SECTION 1. An uncodified City ordinance is adopted pursuant to Chapter 12.06 of the New Prague City Charter to provide as follows:

Subdivision 1. The recitals set forth in this Ordinance are incorporated into and made a part of this Ordinance.

Subdivision 2. The City controls the dedicated Property located in Scott County, Minnesota, with the legal description of the Property being as follows:

The 5’ drainage and utility easement adjacent to the east line of Lot 2, Block 1, Pond Third Addition, Scott County, Minnesota.

The 5’ drainage and utility easement adjacent to the west line of Lot 3, Block 1, Pond Third Addition, Scott County, Minnesota.

And as depicted on the attached Exhibit A.

Subdivision 3. The City Council has determined that vacation of the Property will further the public interest and welfare.

Subdivision 4. As provided by Section 12.06 of the New Prague City Charter, the City Council authorizes and grants the vacation of the Property such that the Property described as follows is hereby vacated:

The 5’ drainage and utility easement adjacent to the east line of Lot 2, Block 1, Pond Third Addition, Scott County, Minnesota.

The 5’ drainage and utility easement adjacent to the west line of Lot 3, Block 1, Pond Third Addition, Scott County, Minnesota.

And as depicted on the attached Exhibit A.

Subdivision 5. The Mayor and City Administrator, staff and consultants are hereby authorized and directed to sign all documents or take any and all additional steps and actions necessary or convenient in order to accomplish the intent of this Ordinance.

SECTION 2. This ordinance shall take effect and be in force upon its publication, in accordance with Section 3.13 of the City Charter, and pending approval of the lot combination of Lot 2, Block 1, Pond Third Addition and Lot 3, Block 1, Pond Third Addition.

Introduced to the City Council of the City of New Prague, Minnesota, the 5th day of February, 2024.

The required 10 days posted notice was completed on the City Website and City Hall Bulletin Board on or before February 6th, 2024.

Passed by the City Council of the City of New Prague, Minnesota, this 4th day of March, 2024 and to be published on the 14th day of March, 2024.

Duane J. Jirik, Mayor

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2024.

Notary Public

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2024.

Notary Public

THIS INSTRUMENT DRAFTED BY:

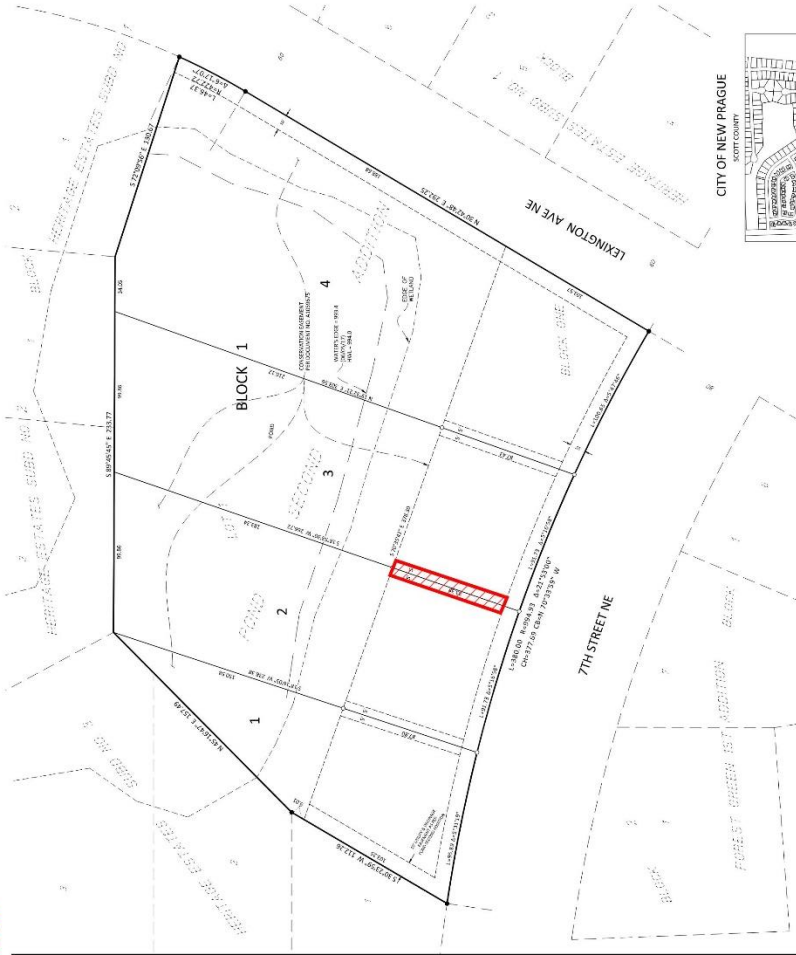
Kyra J. Chapman
City of New Prague
118 Central Ave. N.
New Prague, MN 56071
(952) 758-4401

Exhibit A

OFFICIAL PLAT COPY

Exhibit A - Easement Vacation

POND THIRD ADDITION



NOTICE TO THE PUBLIC: This plat is a true and correct copy of the original as recorded in the Office of the County Clerk, State of Minnesota. It is subject to all laws, ordinances, rules and regulations of the State of Minnesota and the County of Scott, Minnesota. It is subject to all laws, ordinances, rules and regulations of the State of Minnesota and the County of Scott, Minnesota. It is subject to all laws, ordinances, rules and regulations of the State of Minnesota and the County of Scott, Minnesota.

THESE PLATS WERE PREPARED BY: **RODIN & BINK, INC.**



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
KYRA CHAPMAN – PLANNER
SUBJECT: REQUEST FOR CONDITIONAL USE PERMIT #C1-2024 TO RELOCATE A SINGLE-FAMILY HOME TO THE VACANT LOT LOCATED AT 303 LYNDALE AVE N IN THE RL-70 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT, AS PROPOSED BY DOUGLAS PINT.
DATE: FEBRUARY 29, 2024

Planning Commission Summary

At the Planning Commission meeting on February 28, 2024, the request for Conditional Use Permit #C1-2024 to relocate a single-family home onto a vacant lot located at 303 Lyndale Ave N in the RL-70 Single Family Residential Zoning District, was recommended for approval by a vote of 3-0. The recommendation is to be forwarded to the City Council on March 4th.

At the public hearing, Doug Pint, the applicant stated that for several years the lot was a garden with a shed. Rather than building a new home, Pint explained that it is more cost effective to relocate a home. The applicant intends to build a basement and make various improvements to the house this spring and plans to sell the home once it is in accordance with all Minnesota State Building Codes.

The Planning Commission’s recommendation for approval is contained in the drafted resolution for the Council’s consideration.

Recommendation

The Planning Commission recommends approval of the attached resolution “...Approving Conditional Use Permit #C1-2024...”.

RESOLUTION #24-03-04-02

**RESOLUTION OF THE NEW PRAGUE CITY COUNCIL
APPROVING CONDITIONAL USE PERMIT #C1-2024 TO ALLOW THE
RELOCATION OF A SINGLE-FAMILY HOME TO A VACANT LOT AT 303
LYNDALE AVE N IN THE RL-70 SINGLE FAMILY RESIDENTIAL ZONING
DISTRICT, AS PROPOSED BY DOUGLAS PINT**

WHEREAS, Douglas Pint, applicant, and Kathleen Stark, owner of the following real estate in the County of Scott to wit:

Lot 2, Block 1, Suerai Addition, according to the plat thereof, Scott County, Minnesota.

Are requesting a conditional use permit to allow the relocation of a single-family home to the vacant lot located at 303 Lyndale Ave N in the RL-70 Single Family Residential Zoning District, which is located on the above real estate; and,

WHEREAS, the New Prague Planning Commission has completed a review of the application and made a report pertaining to said request #C1-2024, a copy of said report has been presented to the City Council; and,

WHEREAS, the New Prague Planning Commission on the 28th day of February, 2024, following proper notice held a public hearing regarding the request, and following due consideration of presented testimony and information, voted unanimously (3-0) to forward the matter to the City Council with a recommendation for approval subject to the findings and conditions contained in staff report #C1-2024; and,

WHEREAS, the New Prague City Council finds:

- A. The proposed relocated single-family home is an expected use of the lot which is zoned RL-70 Single Family Residential and will not burden existing parks, schools, streets or other public facilities.
- B. The proposed relocated single-family home is fully compatible with the adjacent residential properties and will not cause a depreciation in their value.
- C. The proposed relocated single-family home will not have an adverse effect upon adjacent residential homes in that it is of a similar era, style and size to other homes on the block.

- D. The proposed relocated single-family home is reasonable related to the overall needs of the City and to the existing land use as it is utilizing a residential lot that has been vacant since it was platted in 2020 and for many years prior to its platting and will fit in with the surrounding homes.
- E. The proposed relocated single-family home is consistent with the zoning ordinance as a single-family home is a permitted use in the RL-70 Single Family residential zoning district.
- F. The proposed relocated single-family home is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the RL-70 Single Family Residential Zoning District.
- G. The proposed relocated single-family home will not cause traffic hazard or congestion as it is a use typical of a residential lot.
- H. The proposed relocated single-family home will be located on an existing residential lot with adequate roads and existing utility stubs, which will be completed with the 2024 CIP project.

WHEREAS, the New Prague City Council approves the request with the following conditions:

- 1. This conditional use permit is only valid for moving in the specifically proposed home that is currently located at Otting House Movers at 27626 Pillsbury Ave, Lakeville MN.
- 2. All requirements of Section 713 of the Zoning Ordinance for relocating structures must be met.
- 3. In accordance with the Preliminary and Final plat of Suerai Addition, the developer is responsible for the cost and installation of water, sewer, and electric services to the lot.
- 4. Property owner must limit site work within the Lyndale Avenue N right of way until reconstruction project is substantially complete. The street location and elevation will change from the existing condition.
- 5. Property owner must provide staging and access plan on how delivery and placement will occur. The site has steeper boulevard grades on Lyndale Avenue N. Trees and overhead wire may interfere with the alley.
- 6. Any damage to new street will be the responsibility of the property owner. Installation before street reconstruction would be best (if possible).
- 7. The placement of the home must be in general compliance with the submitted site plan dated 2/7/24.
- 8. The proposed parking area from the alley must be paved as required by the Zoning Ordinance.
- 9. The following improvements must be made to the home before it can be occupied:
 - House must meet Minnesota State Building Code requirements
 - New windows in bedrooms 2 & 3
 - Closet moved to east wall in bedroom 3
 - Staircase extended to meet code
 - Siding, fascia, soffit, roof repair, and paint as need
 - New full basement to be finished later
 - Possible deck off master bedroom
 - New window to be placed in dining room
 - Patio door to be placed in master bedroom
 - New laundry location on main floor
 - Install smoke and CO detectors

- Plumbing installed
- Garage: frame wall and install fascia, soffit, and siding

NOW, THEREFORE BE IT RESOLVED, by the City Council of New Prague, MN, that Conditional Use Permit #C1-2024 to allow the relocation of a single-family home to the vacant lot located at 303 Lyndale Ave N in the RL-70 Single Family Residential Zoning District, is hereby **approved**.

This Conditional Use Permit is approved effective immediately upon its passage and without publication.

Passed this 4th day of March 2024.

Duane J. Jirik, Mayor

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2024.

Notary Public

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2024.

Notary Public



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: PLANNING COMMISSION
FROM: KYRA CHAPMAN - PLANNER
SUBJECT: REQUEST FOR CONDITIONAL USE PERMIT #C1-2024 TO RELOCATE A SINGLE-FAMILY HOME TO THE VACANT LOT LOCATED AT 303 LYNDALE AVE N IN THE RL-70 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT, AS PROPOSED BY DOUGLAS PINT.
DATE: 2/21/24

Background / History

The applicant has applied to relocate an existing single family home and garage onto an existing vacant lot located at 303 Lyndale Ave N. The front porch has since been removed and will not be reattached. The lot was created when it was platted in 2020 as part of the plat named Suerai.

The home is currently located in Lakeville at Otting House Movers which is it’s temporary location. The home is approximately 1,199 sq ft and the detached two car garage is 451 sq ft large.

The home would be placed on a new foundation and would also include the following upgrades, in addition to being brought up to Minnesota State Building Codes, before it would be occupied:

- New windows in bedrooms 2 & 3
- Closet moved to east wall in bedroom 3
- Staircase extended to meet code
- Siding, fascia, soffit, roof repair and paint as needed
- New full basement to be finished later
- Possible deck off master bedroom
- New window to be placed in dining room
- Patio door to be placed in master bedroom
- New laundry location on main floor
- Install smoke and CO detectors
- Plumbing installed
- Garage: frame wall and install fascia, soffit, and siding

Legal Description

Lot 2, Block 1, Suerai Addition, according to the plat thereof, Scott County, Minnesota.

Zoning

The property is zoned RL-70 Single Family Residential. The relocation of a house or other principal structure is listed as a conditional use.

The Zoning Ordinance contains performance standards relating to relocating a structure to a lot within the City as follows:

713 Relocating Structures

1. Permit Required.

No person shall move any principal building from within or without the City limits to a new location within the City without first obtaining a conditional use permit in accordance with the provisions of Section 505 of this Ordinance. An application for such conditional use permit shall indicate the origin and destination of such building, and the route over which it is to be moved. The application shall also indicate the location of the lot on which the house is to be located, the dimensions of the lot and the proposed location of the structure on the lot along with setback distances. No permit to move a building shall be issued unless and until the following conditions are fully complied with and approved by the City Council.

A. The building to be moved must comply in all respects with the State Building Code and other pertinent State rules and regulations and the City Code.

B. The lot on which the building is to be located must meet all the minimum dimensional requirements of the zoning district in which it is located.

C. The building must be placed on the lot so as to meet all the front, side and rear yard requirements as set forth in this Ordinance.

D. Payment of a \$5,000 deposit, to be refunded upon final occupancy, grading and landscaping.

E. Factors that must be considered by the Planning Commission and City Council when reviewing the conditional use permit application:

1. Whether the structure is at such a variance with the established or expected pattern of development in the neighborhood that it would destroy the overall appearance of the neighborhood;

2. The extent of variance, if any, of the proposed structure with the existing age, bulk, architectural style and quality of construction; and

3. *The structure will not substantially diminish or impair property values within the neighborhood.*

2. *Electrical Corrections Requirements.*

In every case in which the removal or displacement of any overhead electrical or other wires is required, it shall be the duty of the person, association, or corporation owning, operating, or controlling said wires to remove or displace the same, so far as the same way may be necessary to effect the removal thereof, shall be authorized by such permit.

The person moving the structure must notify the person, association, or corporation owning, operating, or controlling said wires to remove or displace the same to facilitate the removal of said wires sufficiently to allow the passage of said building along the street over which said wires are suspended.

Any expenses incurred or to be incurred in the moving, removing or displacing of such wire shall be paid for by the person moving the structure.

The subject lot is 65’ wide by 152.93’ deep, thereby meeting the minimum lot size requirement for the RL-70 zoning district (50’ wide and 7,000 sq. ft. minimum).

The home must be placed on the lot to meet the minimum setbacks. There is a 25’ front setback, 30’ rear setback, and a 7’ side setback. The home, as proposed, will meet all setbacks.

Regarding the three factors that must be reviewed in consideration of allowing the structure to be relocated, staff offers the following opinions:

1. *Whether the structure is at such a variance with the established or expected pattern of development in the neighborhood that it would destroy the overall appearance of the neighborhood;*

- Staff believes the age and appearance of the proposed relocated 1970s home would fit in well with the neighborhood which is of an older nature with a variety of home styles that exist. The proposed home will also utilize parking/garage access from the alley, similar to the homes on either side of it.

2. *The extent of variance, if any, of the proposed structure with the existing age, bulk, architectural style and quality of construction; and*

- Staff believes that the home will fit in well due to its age (constructed in 1970s) and design, which is a mix of other homes on the block. North of the property (at 315 Lyndale Ave N), a home was built in 1980 and a home to the south (301 Lyndale Ave N) was built in 1890. A large majority of the homes on the block are rambler style and built in the 1950s and 60s.

3. *The structure will not substantially diminish or impair property values within the neighborhood.*
 - Staff believes that the structure will fit in well at 1,199 sq. ft. on the main level which is just under the above ground sq. ft. average on the block of 1,363 sq. ft, be brought up to current building codes and have a new foundation, all of which will not diminish or impair property values within the neighborhood.

Neighborhood Conditions

The neighborhood is of an older vintage with a mix of housing ages (ranging from 1890 to 1980 on the block) as well as a mix of housing styles (houses range from one story to 2 story on the block).

The properties to the south and west are zoned RL70 Single Family Residential. Properties to the north are zoned RL70 and RL90 Single Family Residential District. Properties to the east are zoned RL90 Single Family Residential District. Northeast of the property, there is Northside Park.

Access

The proposed detached two car garage is intended to be constructed in the rear of the property with access to the alley. The detached garage must have a minimum of 20’ of direct access to the entrance. The rear easement is also 20’ long, therefore, the garage must be built outside of the drainage and utility easement. The driveway from the alley may either be paved with bituminous, or concrete.

Engineering / Public Works Considerations

Public Works Director Matt Rynda stated that the relocation of the home would be during the 2024 CIP (Capital Improvement Project), therefore, the relocation would have to be coordinated for when it can be moved. There may be road restrictions earlier with the warm weather, so timing will be important. The 2024 CIP project will consist of new water and sewer stubs to the lot.

City Engineer Chris Knutson provided the following comments on 2/13/2024:

1. 2nd Street NE , Lexington Avenue N, and Lyndale Avenue N are proposed for full reconstruction in 2024. Access to the property, especially for large vehicles, will be limited or impossible at times.
2. New 1" water and 4" sanitary sewer stubs will be provided with upcoming street reconstruction project. Property owner to coordinate with City on locations for these services.
3. Property owner is encouraged to coordinate private utilities.
4. Property owner must limit site work within the Lyndale Avenue N right of way until reconstruction project is substantially complete. The street location and elevation will change from the existing condition.

- 5. Property owner must provide staging and access plan on how delivery and placement will occur. The site has steeper boulevard grades on Lyndale Avenue N. Trees and overhead wire may interfere with the alley.
- 6. Any damage to new street will be the responsibility of the property owner. Installation before street reconstruction would be best (if possible).

FEMA Flood Plain

N/A

Police Chief and Fire Chief Comments

Police Chief Tim Applen stated that the New Prague Police Department will have to coordinate with the moving company on dates and times as there will likely be some traffic issues. Usually moving companies relocate the home at night to not impede traffic.

Building Official Comments

Building Official Scott Sasse visited the home at Otting House Movers at 27626 Pilsbury Ave in Lakeville on January 26th, 2024 at 9:00am with Doug Pint. The garage was cut off the house in its original condition and needs some framing, sheathing, and siding to close up the side that was attached to this home previously. The garage will remain unfinished on the inside and get the current electrical brought up to code and re-inspected by State electrical inspector. The house will require some exterior work to weatherproof. The required placement of smoke detectors in accordance with NFPA 72 and UL217 are to be in each sleeping room and outside each sleeping room within their immediate vicinity. Smoke detection is required on each level of the home that is defined as habitable. CO detection is required in homes with Fuel fired appliances. Their locations shall be outside the bedroom and not more than 10 feet from each bedroom door and on each level of the home with sleeping room(s). The egress windows in each bedroom are undersized and too high off the finished floor to be complaint. The egress windows must have an available clear space of 5.7 sq ft having the sill be 44”or less to the finished floor. The home’s electrical system will have to be inspected and passed by the Stat electrical inspector also in order to obtain a Certificate to Occupancy.

County Highway Department Comments

N/A

Conditional Use Permit Findings

Section 505 of the Zoning Ordinance states that when granting a conditional use permit the City Council shall make the following findings:

- A. The use will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area. (The proposed relocated single-family home is an expected use of the lot which is zoned RL-70 Single Family Residential and will not burden existing parks, schools, streets or other public facilities.)
- B. The use will be sufficiently compatible or separated by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land. (The proposed relocated single-family home is fully compatible with the adjacent residential properties and will not cause a depreciation in their value.)

- C. The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties. (The proposed relocated single-family home will not have an adverse effect upon adjacent residential homes in that it is of a similar era, style and size to other homes on the block.)
- D. The use, in the opinion of the City Council, is reasonably related to the overall needs of the City and to the existing land use. (The proposed relocated single-family home is reasonable related to the overall needs of the City and to the existing land use as it is utilizing a residential lot that has been vacant since it was platted in 2020 and for many years prior to its platting and will fit in with the surrounding homes.)
- E. The use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use. (The proposed relocated single-family home is consistent with the zoning ordinance as a single-family home is a permitted use in the RL-70 Single Family residential zoning district.)
- F. The use is not in conflict with the Comprehensive Plan of the City. (The proposed relocated single-family home is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the RL-70 Single Family Residential Zoning District.)
- G. The use will not cause traffic hazard or congestion. (The proposed relocated single-family home will not cause traffic hazard or congestion as it is a use typical of a residential lot.)
- H. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. (The proposed relocated single-family home will be located on an existing residential lot with adequate roads and existing utility stubs which will be completed with the 2024 CIP project.)

Section 505 of the Zoning Ordinance also states that conditions may be placed upon the approval as are considered necessary to protect the public health, safety and welfare.

Staff Recommendation

Staff recommends approval of Conditional Use Permit #C1-2024 to allow the relocation of an existing single-family home to the vacant lot located at 303 Lyndale Ave N in the RL-70 Single Family Residential Zoning District, with the following conditions:

1. This conditional use permit is only valid for moving in the specifically proposed home that is currently located at Otting House Movers at 27626 Pillsbury Ave, Lakeville MN.
2. All requirements of Section 713 of the Zoning Ordinance for relocating structures must be met.
3. In accordance with the Preliminary and Final plat of Suerai Addition, the developer is responsible for the cost and installation of water, sewer, and electric services to the lot.
4. Property owner should limit site work within the Lyndale Avenue N right of way until reconstruction project is substantially complete. The street location and elevation will change from the existing condition.
5. Property owner should provide staging and access plan on how delivery and placement will occur. The site has steeper boulevard grades on Lyndale Avenue N. Trees and overhead wire may interfere with the alley.

6. Any damage to new street will be the responsibility of the property owner. Installation before street reconstruction would be best (if possible).
7. The placement of the home must be in general compliance with the submitted site plan dated 2/7/24.
8. The proposed parking area from the alley must be paved as required by the Zoning Ordinance.
9. The following improvements must be made to the home before it can be occupied:
 - o Home must meet Minnesota State Building Code requirements
 - o New windows in bedrooms 2 & 3
 - o Closet moved to east wall in bedroom 3
 - o Staircase extended to meet code
 - o Siding, fascia, soffit, roof repair, and paint as needed
 - o New full basement to be finished later
 - o Possible deck off master bedroom
 - o New window to be placed in dining room
 - o Patio door to be placed in master bedroom
 - o New laundry location on main floor
 - o Install smoke and CO detectors
 - o Plumbing installed
 - o Garage: frame wall and install fascia, soffit, and siding

And making the following findings to approve the conditional use permit:

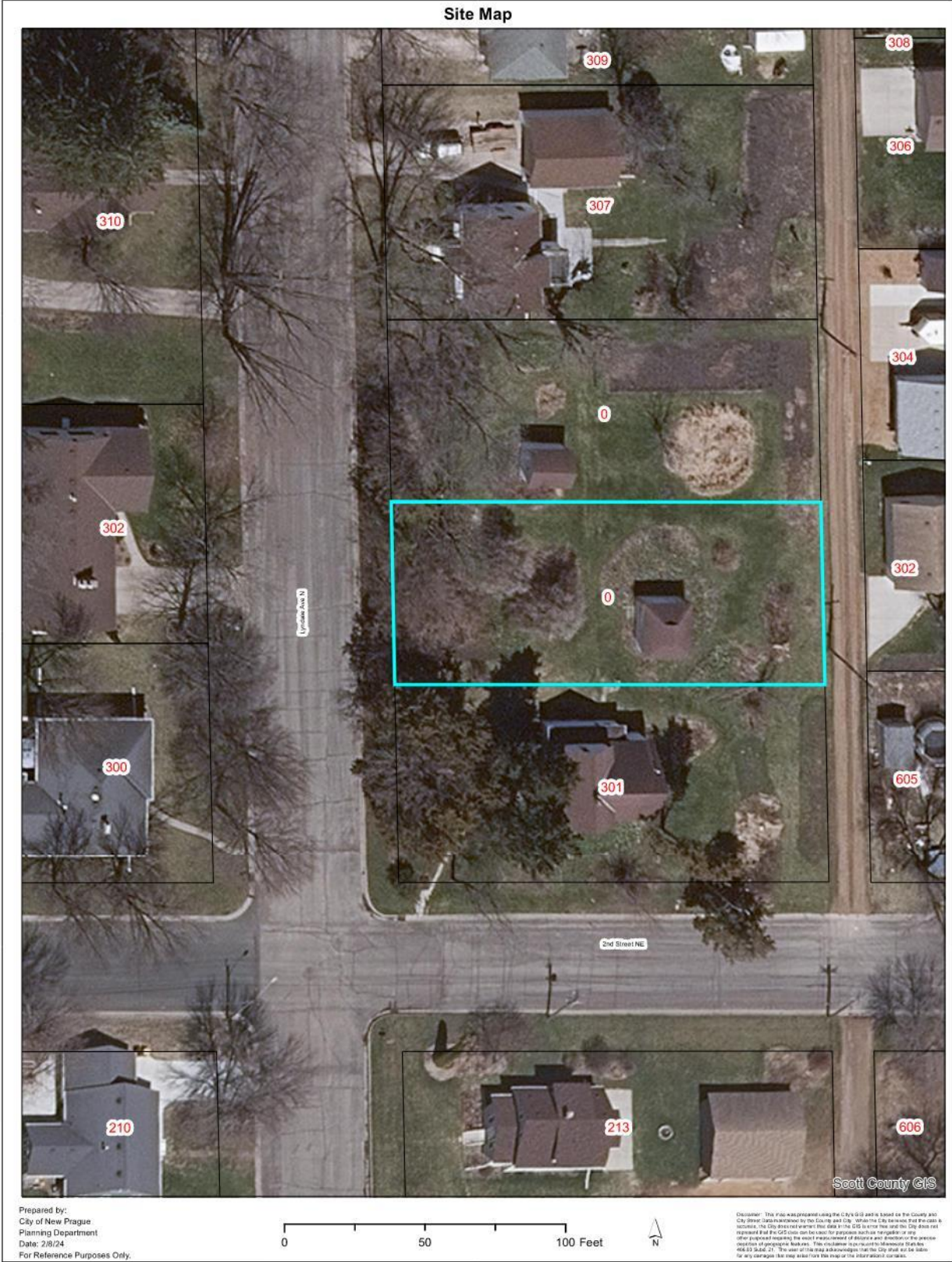
- A. The proposed relocated single-family home is an expected use of the lot which is zoned RL-70 Single Family Residential and will not burden existing parks, schools, streets or other public facilities.
- B. The proposed relocated single-family home is fully compatible with the adjacent residential properties and will not cause a depreciation in their value.
- C. The proposed relocated single-family home will not have an adverse effect upon adjacent residential homes in that it is of a similar era, style and size to other homes on the block.
- D. The proposed relocated single-family home is reasonable related to the overall needs of the City and to the existing land use as it is utilizing a residential lot that has been vacant since it was platted in 2020 and for many years prior to its platting and will fit in with the surrounding homes.
- E. The proposed relocated single-family home is consistent with the zoning ordinance as a single-family home is a permitted use in the RL-70 Single Family residential zoning district.
- F. The proposed relocated single-family home is not in conflict with the Comprehensive Plan of the City because the Comprehensive Plan designates this property as being located within the RL-70 Single Family Residential Zoning District.
- G. The proposed relocated single-family home will not cause traffic hazard or congestion as it is a use typical of a residential lot.
- H. The proposed relocated single-family home will be located on an existing residential lot with adequate roads and existing utility stubs, which will be completed with the 2024 CIP project.

Attachments

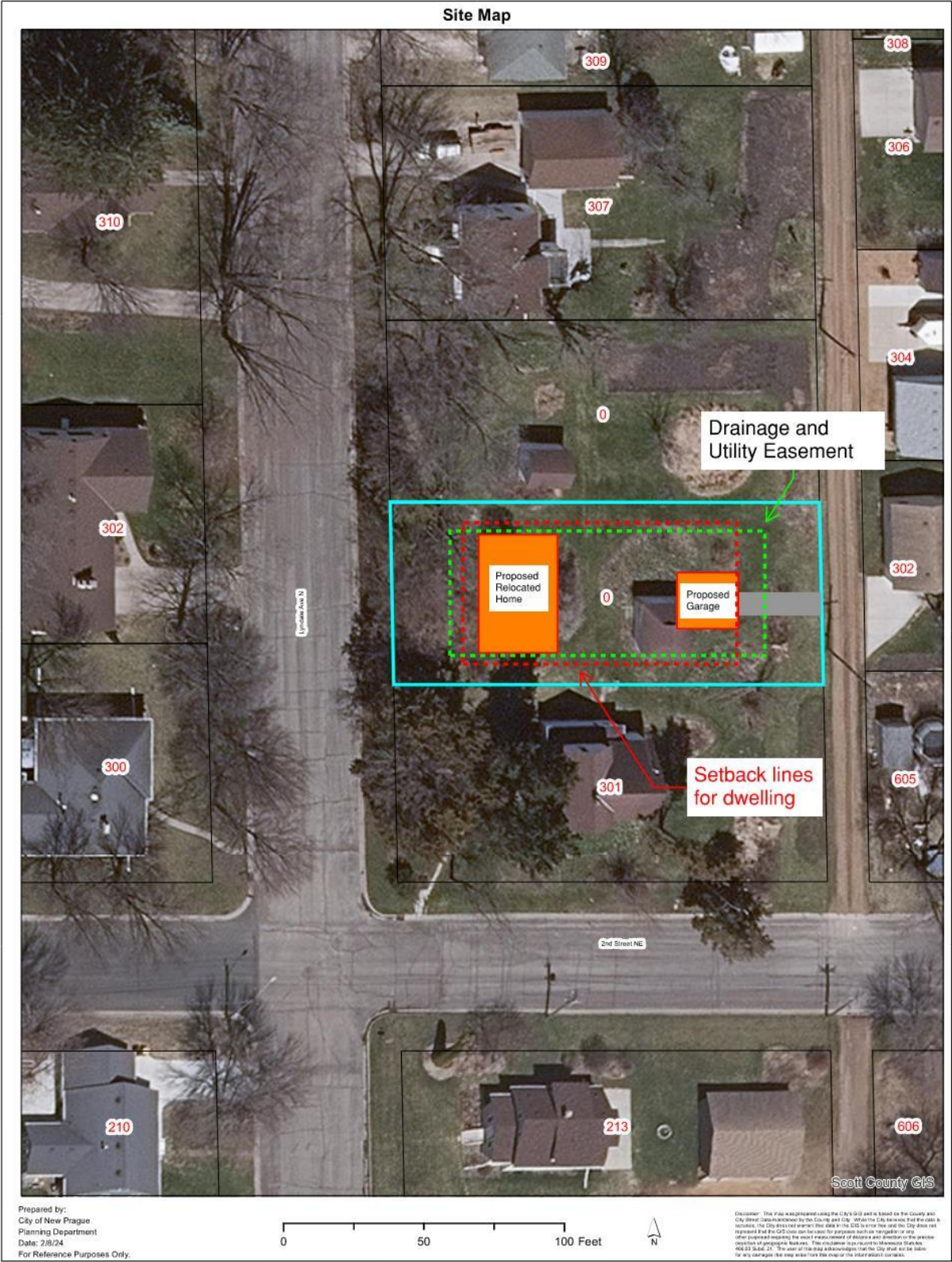
1. Aerial Site Map – Dated 2/8/24
2. Aerial Zoning Site Map – Dated 2/8/24
3. Aerial Site Map Detail – Dated 2/8/24
4. Site Plan Dated – 2/8/24
5. Neighborhood Pictures – Dated 2/9/24 and 2/16/2024
6. Applicant's pictures of Home (interior and exterior)– Undated
7. Oblique Air Photo – Undated



Douglas Pint– CUP #C1-2024 – Relocate Structure
2/28/24 Planning Commission Meeting
Page 10 of 22



Douglas Pint– CUP #C1-2024 – Relocate Structure
2/28/24 Planning Commission Meeting
Page 11 of 22





Current Vacant Lot



Current Vacant Lot



Home to the South (Built in 1890)



Home to the North (Built in 1980)



Neighborhood Homes Built in the 1960s-70s (Along Lyndale Ave N)



Neighborhood Homes Built in 1960s-70s (Along Lexington Ave N)



Exterior of the Subject Home (Front)



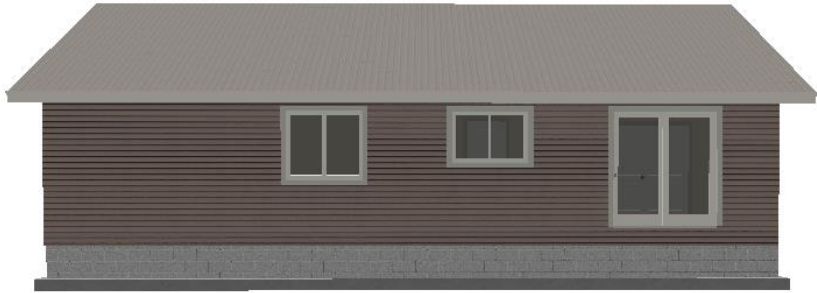
Exterior of the Subject Home (Back)



Exterior of the Subject Home (Garage)



Exterior of the Subject Home (Side)



Proposed Exterior of the Subject Home (East Elevation)



Proposed Exterior of Subject Home (West Elevation)



Interior of Subject Home (Kitchen)



Interior of Subject Home



Interior of Subject Home (Bathroom)



Interior of Subject Home



Interior of Subject Home (Bedroom)



Interior of Subject Home (Bedroom)



Oblique Air Photo View of Vacant Lot



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: HAULER LICENSE AGREEMENTS WITH LAKERS NEW PRAGUE SANITARY, INC.
DATE: FEBRUARY 26, 2024

As the City Council will recall, the City’s refuse ordinance was amended at the end of 2023, with an effective date of 4/1/24. One of the requirements of the new ordinance was that each hauler would need to have a hauler license agreement in place prior to 4/1/24.

Currently, the City only has two active refuse haulers which are Lakers New Prague Sanitary Inc. (Residential and Commercial) and Waste Management of Minnesota Inc. (Commercial only).

In the past month I have reached out to both haulers to draft a hauler license agreement based on a template agreement written by the City Attorney. Only Laker’s New Prague Sanitary’s hauler license agreements have been completed for consideration by the City Council at this time. I am hopeful an agreement with Wate Management can be established soon.

Attached for the City Council’s review are the residential and commercial hauler license agreements with Lakers New Prague Sanitary Inc. Per the new refuse ordinance, the agreements are written for a three-year period of time and will expire on 3/31/2027.

Recommendation(s)

Staff recommends that the City Council approve the attached Residential and Commercial Hauler License Agreements with Lakers New Prague Sanitary Inc.

RESIDENTIAL HAULER LICENSE AGREEMENT

THIS RESIDENTIAL HAULER LICENSE AGREEMENT (the “Agreement”) is entered into this 4th day of March, 2024, by and between the City of New Prague, a Minnesota municipal corporation (hereinafter, the "City"), and Lakers New Prague Sanitary Inc., a business corporation (hereinafter, the "Hauler”).

WITNESSETH:

WHEREAS, consistent with Chapter 53 of the City Code of the City of New Prague, the City and the Hauler desire to enter into this Agreement for licensed residential garbage and refuse collection within the City; and

WHEREAS, both the City and Hauler have concluded that it is in the best interests of both parties to enter into the following Agreement, including the terms and conditions hereinafter set forth, to ensure that all hauling activities performed by the Hauler in the City are conducted in accordance with all applicable requirements.

NOW, THEREFORE, the parties hereto do mutually agree as set forth below:

A. Terms and Conditions for License.

1. Consistent with Chapter 53 of the City Code of the City of New Prague and Minnesota statutes, the City has issued or will issue Hauler a license to collect garbage and refuse in the City, as provided in this Agreement. All such services shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional waste haulers providing similar services.
2. The Hauler acknowledges that the license to collect and haul garbage within the City is expressly conditioned on Hauler strictly adhering to all requirements, terms and conditions contained in this Agreement, Chapter 53 of the City Code of the City of New Prague, and any other applicable state and local law.
3. The Hauler must file with the city administrator evidence of (i) commercial liability insurance with minimum amounts equal to the City’s tort liability limits set forth in Minnesota Statutes, chapter 466, as amended; (ii) commercial automobile liability insurance covering all owned, hired, and nonowned automobiles with minimum amounts equal to the City’s tort liability limits set forth in Minnesota Statutes, chapter 466, as amended; and (iii) workers’ compensation as required under state law. Any insurance policy required under this section shall remain in full force and effect at all times that the Hauler is licensed by the City. All policies shall contain a provision requiring the City to be notified at least 30 days prior to the expiration or cancellation of any insurance policy. Failure to carry the required insurance shall be grounds for termination of the license and this Agreement.
4. In the interest of maintaining healthful and sanitary conditions in the City, the City

may specify and assign certain areas and times for scheduled pick up on dates as determined by the City.

- 5. The term of this license and this Agreement shall be for three years, from April 1, 2024 through March 31, 2027, unless terminated earlier as provided herein, and with an option to extend this license and Agreement for an additional three-year time period in the sole discretion of the City.
 - 6. A schedule of rates to be charged during the licensed period was contained in the Hauler’s license application and is attached hereto as Exhibit A. Any requested change to such rates during the license term shall be submitted to the City in writing at least 90 days in advance, and such changes shall be subject to review and approval by the City. A request for such rate increases shall include all information necessary to support the proposed adjustment, as well as any other information requested by the City including comparative rates in surrounding communities.
 - 7. The Hauler’s pickup schedule will be approved by the City, in its sole discretion. The pickup day schedule is listed in Exhibit B. Any requested schedule changes shall be submitted in writing to the City for consideration by the City Council. The Hauler shall bear all costs involved in notifying customers of any approved schedule changes.
 - 8. The Hauler will coordinate and provide one annual community clean-up day event on a date approved by the City to allow property owners within the City to dispose of certain accepted solid waste items in bulk (the “Clean-Up Day Event”). The Clean-Up Day Event shall consist of the collection and disposal by the Hauler of accepted solid waste items. Additionally, the Hauler agrees to annually coordinate and provide for the collection and disposal of Christmas trees from its residential customers. No additional charges or fees may be charged by the Hauler for the services required and contemplated pursuant to this paragraph A.8.
- B. Compliance. The Hauler’s operations and activities shall be in compliance with all laws, statutes, ordinances, executive orders, or regulations promulgated by a governmental authority having jurisdiction. The Hauler shall procure, at its own expense, any licenses, permits and other rights that may be required by other state and local entities for the provision of services contemplated by this Agreement.
- C. License Fee. The fee for this license shall be as provided in the City’s fee schedule. Failure to pay the license fee shall be grounds for termination of the license and this Agreement. In determining the amount of the license fee, the City shall include all costs incurred by the City to administer the license and to enforce City Code provisions relating to refuse collection.
- D. Missed Pick-Ups/Customer Complaints. Whenever a customer notifies the Hauler, or the City, of a location which did not receive scheduled service, the Hauler shall service such location no later than the day following the customer notification. All customer complaints made to the Hauler shall be answered promptly and courteously, and a record of said

complaints shall be maintained by the Hauler and provided to the City upon demand. The Hauler shall meet with City staff, as requested, to address any customer complaints regarding performance of refuse collection, hauling or disposing.

- E. Assignability. The license issued by the City and this Agreement may not be assigned or transferred in whole or in part by the Hauler unless the City gives its approval prior to any proposed assignment or transfer. Any attempt to assign or transfer the license in whole or in part without prior approval of the City shall be grounds for termination of the license and this Agreement.
- F. Suspension or Revocation. The license and Agreement may be suspended or terminated by the City, in its sole discretion, pursuant to the provisions related to license suspension and revocation contained in Chapter 53 of the City Code of the City of New Prague.
- G. Hold Harmless and Indemnification; No Waiver by the City. The Hauler agrees to defend, indemnify and hold the City, its officials, employees, agents and contractors harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting directly or indirectly from an act or omission (including without limitation professional errors or omissions) of the Hauler, its agents, employees, or subcontractors in the performance of the services provided by this Agreement and against all losses by reason of the failure of the Hauler fully to perform, in any respect, all obligations under this Agreement. By issuing this license or entering into this Agreement, the City does not waive its entitlement to any immunities under Minnesota statutes, case law or common law.
- I. Severability. If any clause, sentence or section of this license and Agreement is deemed invalid by any judicial, regulatory or legislative body having proper jurisdiction, the remaining provisions shall not be affected.
- I. Subcontractors. The Hauler shall not enter into subcontracts for services provided under this license and this Agreement without the express written consent of the City.
- J. Records Access. The Hauler shall provide the City and the state auditor access to any books, documents, papers, and records which are directly pertinent to the license or this Agreement, for the purpose of making audit, examination, excerpts, and transcriptions, for six years after final payments and all other pending matters related to this license and this Agreement are closed.
- K. Data Practices Act Compliance. Data provided to the City concerning this matter and/or under this Agreement shall be administered in accordance with Minnesota Statutes, Chapter 13, and all data shall be maintained in accordance with statutory guidelines. The parties acknowledge that this Agreement is public data.
- L. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on

convenience or otherwise.

- M. Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between City and Hauler, and supersedes any other written or oral agreements between City and Hauler. This Agreement can only be modified in writing signed by both parties.

- N. Execution in Counterparts. This Agreement may be executed in counterparts by the parties hereto.

[Signature page to follow]

IN WITNESS WHEREOF, the City and Hauler have approved and executed this Agreement as of the day and year first written above.

THE CITY

Dated: _____, 20__.

By: _____
Duane J. Jirik, Mayor

Dated: _____, 20__.

By: _____
Joshua M. Tetzlaff, City Administrator

THE HAULER

Dated: _____, 20__.

By: _____
Its: _____

EXHIBIT A

Hauling Rates for License Term

Rates per month (includes \$5.50/mo previously collected by the City):

95 Gallon - \$17.87 no tax. With tax \$19.61.

65 Gallon - \$16.62 no tax. With tax \$18.24.

35 Gallon - \$15.37 no tax. With tax \$16.87.

Bag stop or recycle only:

\$5.50 no tax is collected (it will be paid on purchase of bags)

Purple Bag 32 gallon - \$3.60 no tax. With tax \$3.95.

Yellow Bag 20 gallon - \$2.40 no tax. With tax \$2.63.

EXHIBIT B

Pick-Up Schedule

Monday:

South of Main Street and East of Lexington Avenue S.

Tuesday:

South of Main Street and West of Lexington Avenue S.

Wednesday:

North of Main Street and West of 4th Avenue NW.

Thursday:

North of Main Street and East of 4th Avenue NW. and South and West of Seventh Street NE
(Former County Road 37)

Friday:

North and East of Seventh Street NE (Former County Road 37)

COMMERCIAL HAULER LICENSE AGREEMENT

THIS COMMERCIAL HAULER LICENSE AGREEMENT (the “Agreement”) is entered into this 4th day of March, 2024, by and between the City of New Prague, a Minnesota municipal corporation (hereinafter, the "City"), and Lakers New Prague Sanitary Inc., a business corporation (hereinafter, the "Hauler”).

WITNESSETH:

WHEREAS, consistent with Chapter 53 of the City Code of the City of New Prague, the City and the Hauler desire to enter into this Agreement for licensed commercial garbage and refuse collection within the City; and

WHEREAS, both the City and Hauler have concluded that it is in the best interests of both parties to enter into the following Agreement, including the terms and conditions hereinafter set forth, to ensure that all hauling activities performed by the Hauler in the City are conducted in accordance with all applicable requirements.

NOW, THEREFORE, the parties hereto do mutually agree as set forth below:

A. Terms and Conditions for License.

1. Consistent with Chapter 53 of the City Code of the City of New Prague and Minnesota statutes, the City has issued or will issue Hauler a license to collect garbage and refuse in the City, as provided in this Agreement. All such services shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional waste haulers providing similar services.
2. The Hauler acknowledges that the license to collect and haul garbage within the City is expressly conditioned on Hauler strictly adhering to all requirements, terms and conditions contained in this Agreement, Chapter 53 of the City Code of the City of New Prague, and any other applicable state and local law.
3. The Hauler must file with the city administrator evidence of (i) commercial liability insurance with minimum amounts equal to the City’s tort liability limits set forth in Minnesota Statutes, chapter 466, as amended; (ii) commercial automobile liability insurance covering all owned, hired, and nonowned automobiles with minimum amounts equal to the City’s tort liability limits set forth in Minnesota Statutes, chapter 466, as amended; and (iii) workers’ compensation as required under state law. Any insurance policy required under this section shall remain in full force and effect at all times that the Hauler is licensed by the City. All policies shall contain a provision requiring the City to be notified at least 30 days prior to the expiration or cancellation of any insurance policy. Failure to carry the required insurance shall be grounds for termination of the license and this Agreement.
4. In the interest of maintaining healthful and sanitary conditions in the City, the City

may specify and assign certain areas and times for scheduled pick up on dates as determined by the City.

5. The term of this license and this Agreement shall be for three years, from April 1, 2024 through March 31, 2027, unless terminated earlier as provided herein, and with an option to extend this license and Agreement for an additional three-year time period in the sole discretion of the City.
 6. A schedule of rates to be charged during the licensed period was contained in the Hauler's license application and is attached hereto as Exhibit A. Any requested change to such rates during the license term shall be submitted to the City in writing at least 90 days in advance, and such changes shall be subject to review and approval by the City. A request for such rate increases shall include all information necessary to support the proposed adjustment, as well as any other information requested by the City including comparative rates in surrounding communities.
 7. The Hauler's pickup schedule will be approved by the City, in its sole discretion. The pickup day schedule is listed in Exhibit B. Any requested schedule changes shall be submitted in writing to the City for consideration by the City Council. The Hauler shall bear all costs involved in notifying customers of any approved schedule changes.
- B. Compliance. The Hauler's operations and activities shall be in compliance with all laws, statutes, ordinances, executive orders, or regulations promulgated by a governmental authority having jurisdiction. The Hauler shall procure, at its own expense, any licenses, permits and other rights that may be required by other state and local entities for the provision of services contemplated by this Agreement.
- C. License Fee. The fee for this license shall be as provided in the City's fee schedule. Failure to pay the license fee shall be grounds for termination of the license and this Agreement. In determining the amount of the license fee, the City shall include all costs incurred by the City to administer the license and to enforce City Code provisions relating to refuse collection.
- D. Missed Pick-Ups/Customer Complaints. Whenever a customer notifies the Hauler, or the City, of a location which did not receive scheduled service, the Hauler shall service such location no later than the day following the customer notification. All customer complaints made to the Hauler shall be answered promptly and courteously, and a record of said complaints shall be maintained by the Hauler and provided to the City upon demand. The Hauler shall meet with City staff, as requested, to address any customer complaints regarding performance of refuse collection, hauling or disposing.
- E. Assignability. The license issued by the City and this Agreement may not be assigned or transferred in whole or in part by the Hauler unless the City gives its approval prior to any proposed assignment or transfer. Any attempt to assign or transfer the license in whole or in part without prior approval of the City shall be grounds for termination of the license and this Agreement.

- F. Suspension or Revocation. The license and Agreement may be suspended or terminated by the City, in its sole discretion, pursuant to the provisions related to license suspension and revocation contained in Chapter 53 of the City Code of the City of New Prague.
- G. Hold Harmless and Indemnification; No Waiver by the City. The Hauler agrees to defend, indemnify and hold the City, its officials, employees, agents and contractors harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting directly or indirectly from an act or omission (including without limitation professional errors or omissions) of the Hauler, its agents, employees, or subcontractors in the performance of the services provided by this Agreement and against all losses by reason of the failure of the Hauler fully to perform, in any respect, all obligations under this Agreement. By issuing this license or entering into this Agreement, the City does not waive its entitlement to any immunities under Minnesota statutes, case law or common law.
- I. Severability. If any clause, sentence or section of this license and Agreement is deemed invalid by any judicial, regulatory or legislative body having proper jurisdiction, the remaining provisions shall not be affected.
- I. Subcontractors. The Hauler shall not enter into subcontracts for services provided under this license and this Agreement without the express written consent of the City.
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- L. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.
- M. Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between City and Hauler, and supersedes any other written or oral agreements between City and Hauler. This Agreement can only be modified in writing signed by both parties.
- N. Execution in Counterparts. This Agreement may be executed in counterparts by the parties hereto.

[Signature page to follow]

IN WITNESS WHEREOF, the City and Hauler have approved and executed this Agreement as of the day and year first written above.

THE CITY

Dated: _____, 20__.

By: _____
Duane J. Jirik, Mayor

Dated: _____, 20__.

By: _____
Joshua M. Tetzlaff, City Administrator

THE HAULER

Dated: _____, 20__.

By: _____
Its: _____

EXHIBIT A

Hauling Rates for License Term

Commercial rates negotiated with commercial customers based on weight/volume/number of pickups required per week/dumpster location.

EXHIBIT B

Pick-Up Schedule

Pickup can occur any weekday and is set upon agreement with commercial customer.



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: RESOLUTION TO ACCEPT PUBLIC SAFETY FUNDS
DATE: FEBRUARY 29TH, 2024

In 2023, an omnibus bill was passed by the State Legislature that included \$210 million in one-time public safety aid. This aid was distributed on Dec. 26, 2023, to cities across the state, including New Prague. When distributed, the caveat given by the State was that this aid was to be used to enhance public safety, not for general use.

The City of New Prague received \$359,753. Following discussions by staff, below is a proposed use of approximately \$238,241 of the total funds. The two bolded expenditures were expenditures that were worked into the 2024 budget during the fall.

Fire – Radios	\$25,000
Police – 2024 SRO, 20%	\$25,614
Fire/Police – Drone	\$7,000
Fire – Mechanical Ladder	\$3,000
Fire – 4 Helmets	\$1,332
Fire – 10 pairs of boots	\$2,000
Fire – 6 pagers	\$1,800
Fire – Air packs	\$50,000
Fire – 2 Sets of gear	\$4,000
Police – Radios	\$6,129
Police – Axon Cameras, renew contract plus two additional sets for new vehicles	\$62,366
Police – Squad Equipment 2024	\$4,000
Police – SWAT Initial Cost 2024	\$23,000
Police – SWAT Annual Cost 2025 (half)	\$3,000
Police – Fitness Equipment in New Police Station	\$20,000
TOTAL 2024	\$238,241

After these expenditures, there will be an estimated \$121,511 remaining. Because there is no timeline for when this funding needs to be spent, it is staff’s recommendation that we do not spend this money needlessly, but instead put it towards needs as they arise. We will continue to monitor the needs of the two departments

and re-evaluate how to use the remaining funds in the future. As of now, there are no specific reporting requirements for the City’s expenditures, however, staff will carefully document the spending to be ready to provide that information if asked.

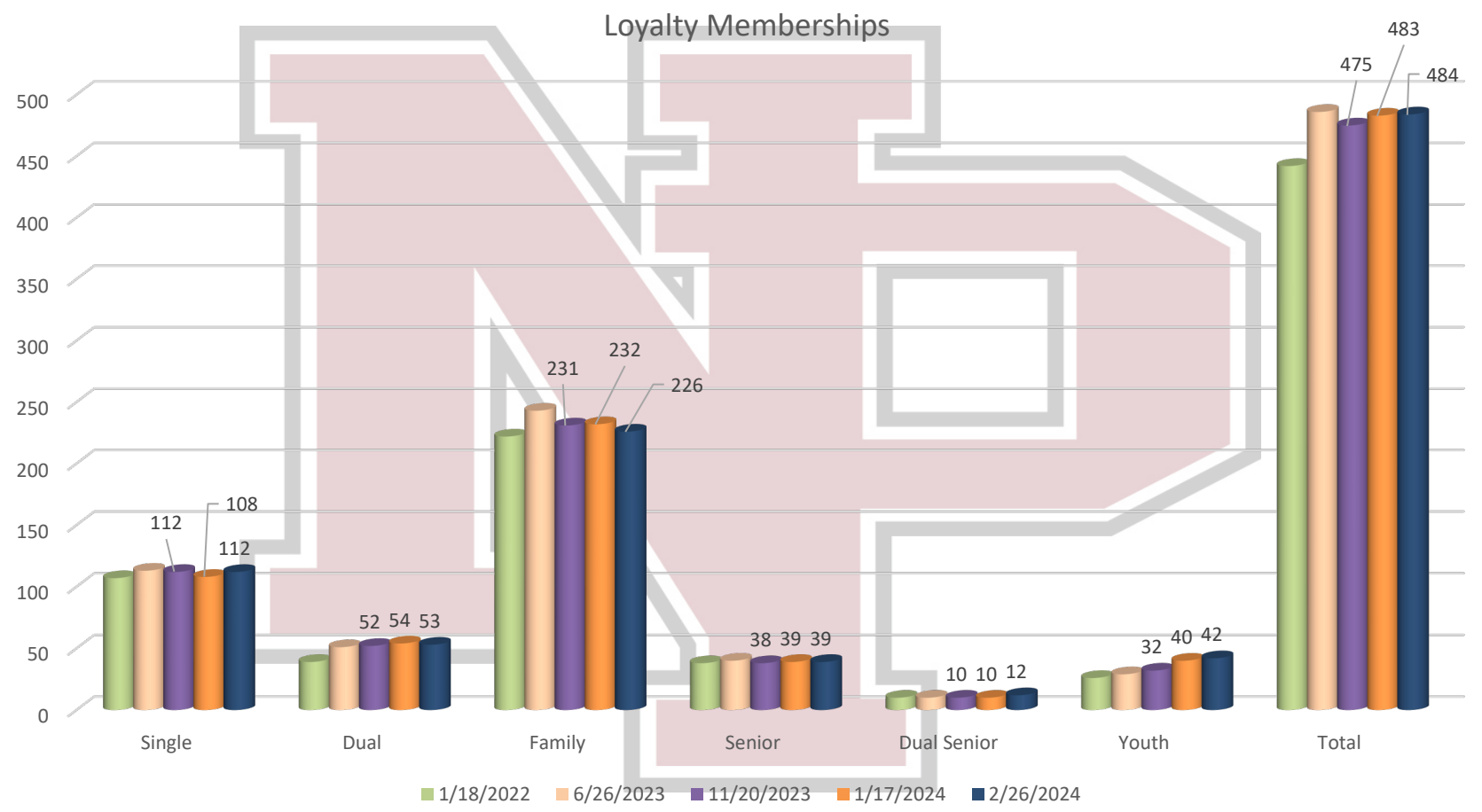
RECOMMENDATION

Staff recommends that Council approve the first version of the Public Safety Fund expenditures.

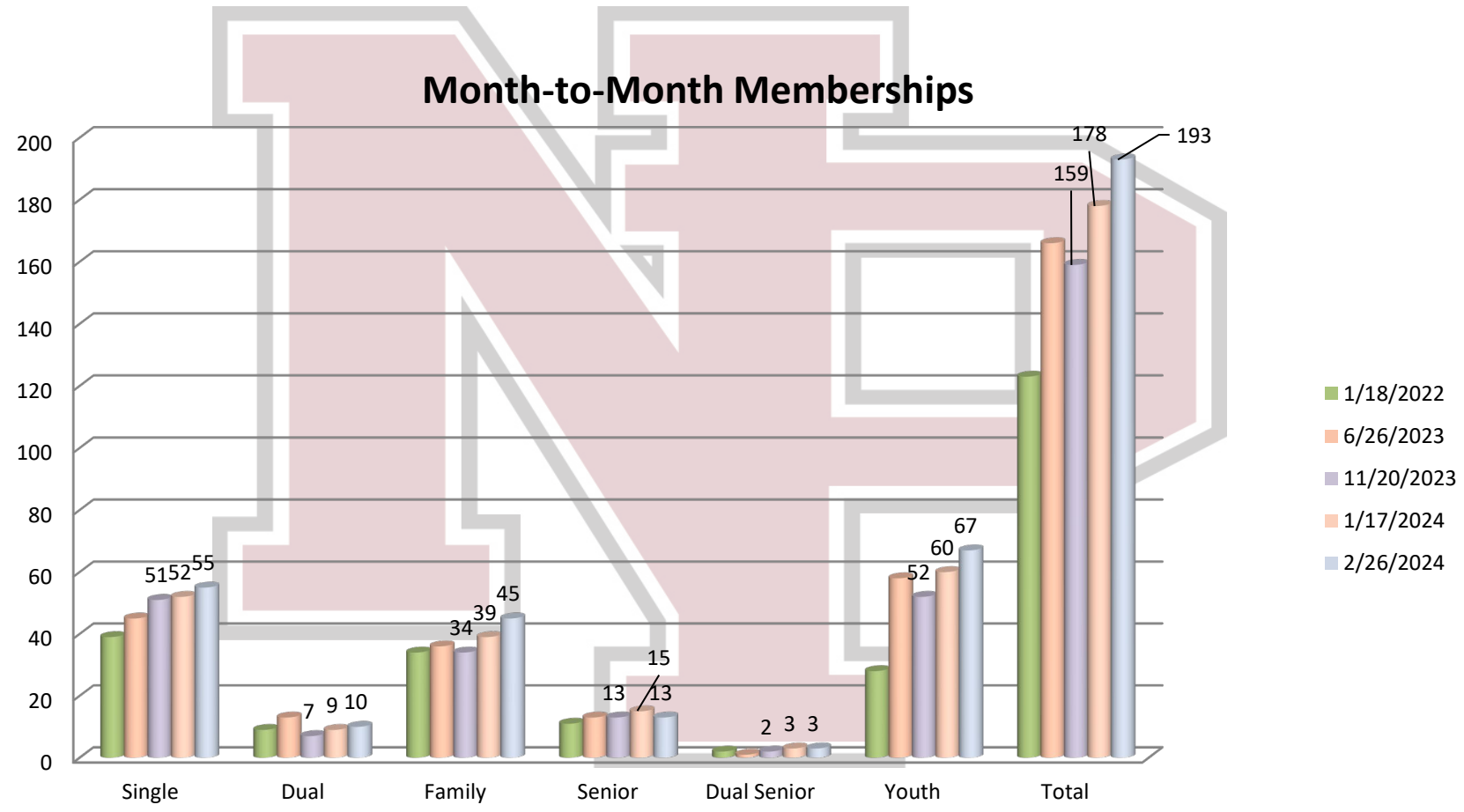
Joint Powers Membership and Financial Update 2.27.24 As of January 31, 2024



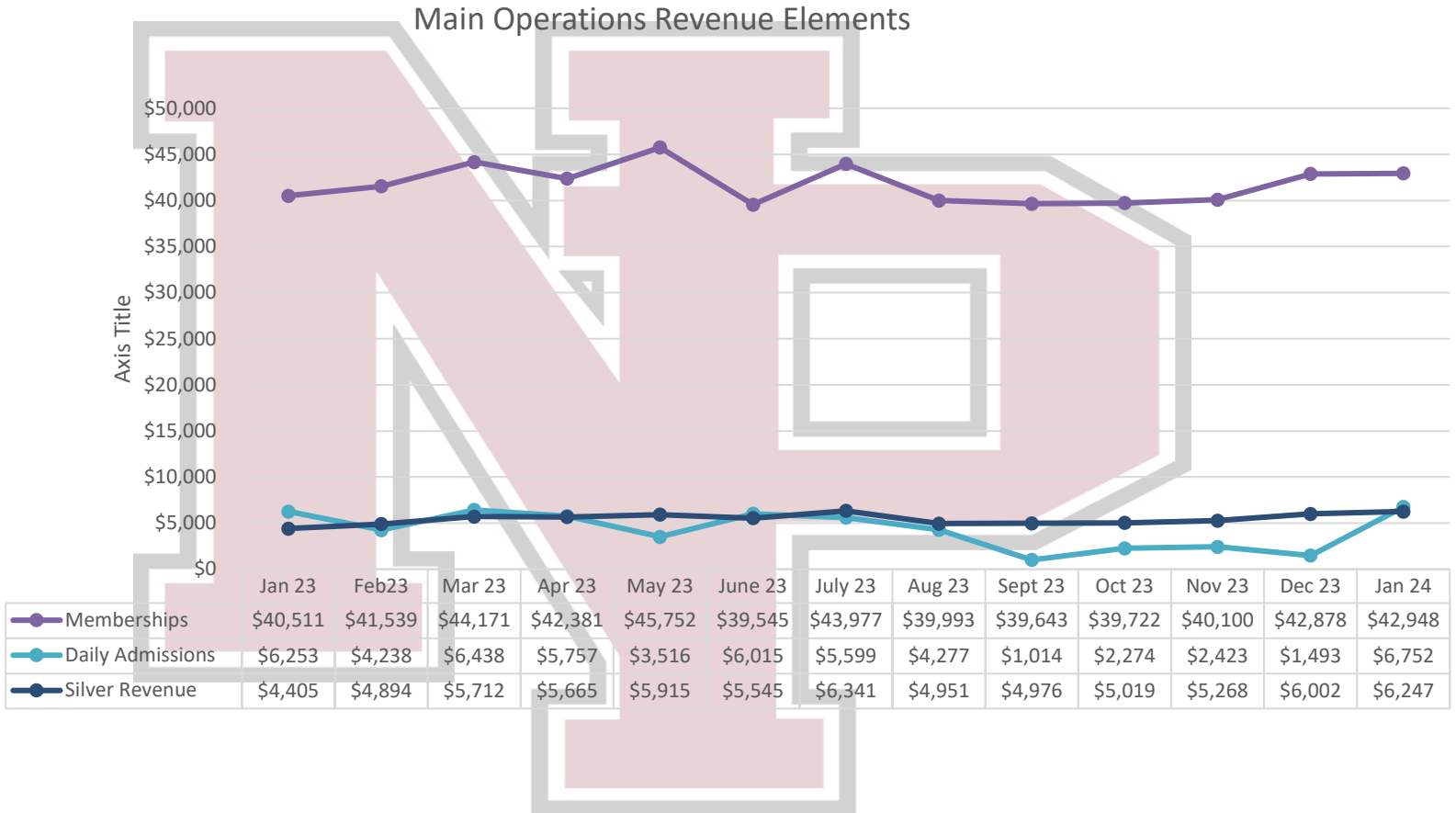
Loyalty Memberships



Month-to-Month Memberships



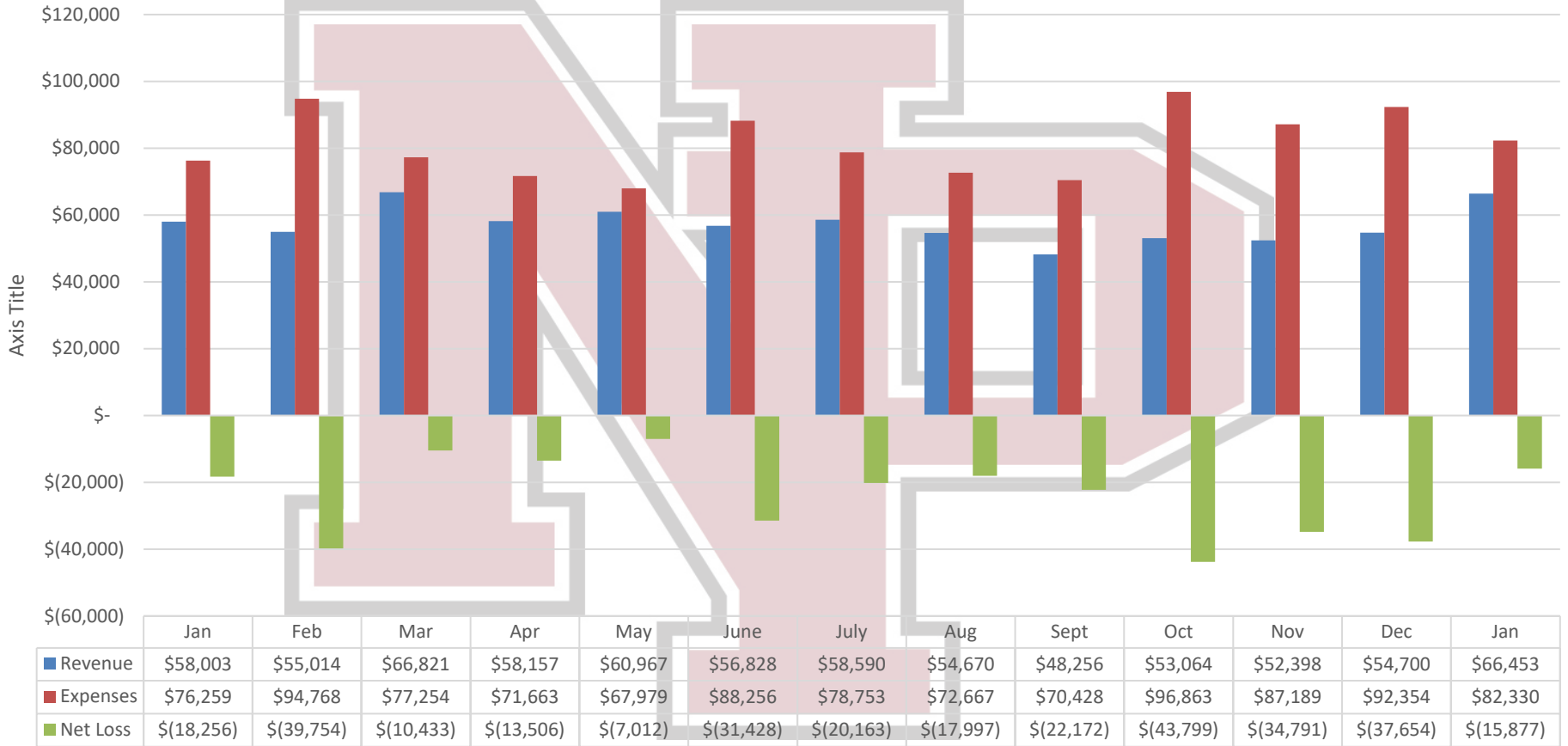
Operations Monthly Data



Membership revenue increased slightly again in January.
 January daily admissions includes most of winter break.
 Senior revenue keeps increasing.

Operations Monthly Data

Operations Monthly Data



Total FAC Monthly Data

Total FAC Monthly Data



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
■ Grand Total Revenue	\$79,629	\$63,949	\$106,711	\$79,027	\$61,691	\$63,928	\$72,513	\$76,760	\$52,104	\$59,437	\$57,473	\$55,067	\$79,016
■ Grand Total Expenses:	\$98,854	\$107,413	\$99,195	\$81,001	\$82,157	\$107,631	\$89,281	\$87,493	\$78,742	\$106,252	\$95,463	\$91,893	\$84,962
■ Grand Total Gain (Loss)	\$(19,225)	\$(43,464)	\$7,516	\$(1,974)	\$(20,466)	\$(43,703)	\$(16,768)	\$(10,733)	\$(26,638)	\$(46,815)	\$(37,990)	\$(36,826)	\$(5,946)

Joint Powers Advisory Board Monthly Reporting Summary

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	January 2024	Balance from Budget	% of Budget Remaining	FY 23-24 Revised Budget
Operational Revenue	\$502,536	\$309,690	\$557,264	\$650,624	\$388,132	\$294,113	43.1%	\$682,245
Operational Expenses	\$745,044	\$695,181	\$899,046	\$921,613	\$580,583	\$386,075	39.9%	\$966,657
Net Gain(Loss)	-\$242,509	-\$385,491	-\$341,782	-\$270,989	-\$192,451	-\$91,961	32.3%	-\$284,412
Program Expenses								
Community Ed Classes								
Revenue	\$3,869	\$8,750	\$6,571	\$2,876	\$5,359	\$141	2.6%	\$5,500
Expenses	\$2,028	\$2,522	\$1,630	\$1,310	\$3,220	\$1,980	38.1%	\$5,200
Net Gain(Loss)	\$1,841	\$6,227	\$4,941	\$1,566	\$2,139	-\$1,839	-613.0%	\$300
Club Swimming								
Revenue	\$120,141	\$117,752	\$143,377	\$130,769	\$21,426	\$470	2.1%	\$21,896
Expenses	\$106,763	\$99,889	\$127,168	\$108,576	\$30,328	-\$208	-0.7%	\$30,120
Net Gain(Loss)	\$ 13,379	\$17,862	\$16,209	\$22,192	-\$8,902	\$678	-8.2%	-\$8,224
Learn to Swim								
Revenue	\$29,395	\$36,758	\$49,212	\$49,977	\$37,454	\$14,546	28.0%	\$52,000
Expenses	\$23,849	\$24,101	\$32,696	\$56,937	\$19,954	\$23,911	54.5%	\$43,865
Net Gain(Loss)	\$5,546	\$12,658	\$16,516	-\$6,960	\$17,501	-\$9,366	-115.1%	\$8,135
Misc Revenue	\$0	\$70	0	\$0	\$0	\$0	0.0%	
Total Program Revenue	\$153,405	\$163,330	\$199,160	\$183,622	\$64,240	\$15,156	19.1%	\$79,396
Total Program Expenses	\$132,639	\$126,513	\$161,494	\$166,823	\$53,501	\$25,684	32.4%	\$79,185
Total Program Net Gain(Loss)	\$20,765	\$36,817	\$37,666	\$16,798	\$10,738	-\$10,527	-4989.1%	\$211
Grand Total Revenue	\$655,940	\$473,020	\$756,424	\$834,246	\$452,371	\$309,270	40.6%	\$761,641
Grand Total Expenses:	\$877,684	\$821,694	\$1,060,540	\$1,088,436	\$634,084	\$411,758	39.4%	\$1,045,842
Grand Total Gain (Loss)	-\$221,743	-\$348,674	-\$304,116	-\$254,190	-\$181,713	-\$102,488	36.1%	-\$284,201
50% to city and district	-\$110,872	-\$174,337	-\$152,058	-\$127,095	-\$90,857	-\$25,096	21.6%	-\$142,101

Joint Powers Advisory Board Revenue Reporting								
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	1/31/24	Balance from Budget	% of budget remaining	FY 23-24 Revised Budget
Facility Revenue (prog 505)								
Facility Rental (093 & 094)	\$1,242	\$4,202	\$5,016	\$6,865	\$1,692	\$12,308	87.9%	\$14,000
Birthday Parties (090)	\$8,230	\$0	\$8,728	\$9,502	\$5,768	\$5,116	47.0%	\$10,884
Meet/Event Sales Commissions (099)	\$1,143	\$0	\$2,200	\$360	\$202	-\$2	-0.9%	\$200
Concessions Sales (061 & 073)	\$13,063	\$970	\$10,161	\$8,324	\$4,948	\$3,918	44.2%	\$8,866
Merchandise (074)	\$1,236	\$1,518	\$2,124	\$1,165	\$316	\$784	71.3%	\$1,100
Vending Sales (058)	\$212	\$314	\$1,635	\$1,514	\$616	\$884	58.9%	\$1,500
Memberships (069)	\$375,383	\$250,788	\$400,216	\$484,503	\$289,261	\$198,983	40.8%	\$488,244
Daily Admissions (059 & 060)	\$41,098	\$9,076	\$55,400	\$56,176	\$23,832	\$36,168	60.3%	\$60,000
Silver & Fit/Silver Sneakers (070)	\$47,295	\$19,859	\$39,407	\$52,993	\$38,804	\$23,751	38.0%	\$62,555
Fitness Programs (083)	\$2,161	\$4,064	\$4,040	\$4,545	\$2,226	\$1,896	46.0%	\$4,122
Personal Training (082)	\$8,711	\$3,899	\$27,778	\$24,140	\$20,230	\$10,044	33.2%	\$30,274
Gift Cards (084)	\$1,114	\$0	\$560	\$537	\$236	\$264	52.8%	\$500
County Grant	\$0	\$15,000	\$0	\$0	\$0	\$0		\$0
Total Facility Revenue	\$502,536	\$309,690	\$557,264	\$650,624	\$388,132	\$294,113	43.1%	\$682,245
Program Revenue				\$93,360				
CE Water Safety (Prog 506)	\$3,869 [1]	\$8,750	\$6,571	\$2,876	\$5,359	\$141	2.6%	\$5,500
CE Learn to Swim Registration (Prog 533)	\$29,395	\$36,758	\$49,212	\$49,977	\$37,454	\$14,546	28.0%	\$52,000
Club Swimming (Prog 530 & 531)	\$82,124	\$111,636	\$104,933	\$77,753	\$21,426	\$470	2.1%	\$21,896
Swim Meets (Prog 507)	\$38,017	\$6,115	\$38,444	\$53,016	\$0	\$0	0.0%	\$0
Aquatics Endowment Fund (Prog 508)	\$0	\$70	\$0	\$0	\$0	\$0		\$0
Total Program	\$153,405	\$163,330	\$199,160	\$183,622	\$64,240	\$15,156	19.1%	\$79,396
Grand Total Revenue	\$655,940	\$473,020	\$756,424	\$834,246	\$452,371	\$309,270	40.6%	\$761,641

Joint Powers Advisory Board Expense Reporting

	FY 22-23					Balance from Budget	% of budget remaining	FY 23-24 Revised Budget
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	6/30/23	1/31/24			
Electric (330)	\$52,498	\$64,542	\$66,655	\$65,173	\$37,554	\$23,717	38.7%	\$61,271
Water (331)	\$8,324	\$2,518	\$3,795	\$9,112	\$6,785	\$5,280	43.8%	\$12,065
Gas (334)	\$31,931	\$40,350	\$63,970	\$69,388	\$31,010	\$33,370	51.8%	\$64,380
Chemicals/UV Light (402)	\$26,790	\$26,472	\$23,824	\$24,707	\$19,976	\$7,313	26.8%	\$27,289
Pool/Fitness Maintenance/Computer Lease (335, 350, 530, 560, 561)	\$24,071	\$6,910	\$23,782	\$25,855	\$33,698	\$4,475	11.7%	\$38,173
Maintenance Accrual Fund	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0
General Supplies (401, 403, 406, 407, 455, 456, 467, 490)	\$23,424	\$22,971	\$20,502	\$25,092	\$13,821	\$10,203	42.5%	\$24,024
Concessions (404)	\$10,513	\$649	\$9,516	\$5,718	\$3,427	\$3,467	50.3%	\$6,894
Administration (110)	\$11,414	\$11,802	\$12,033	\$12,270	\$7,158	\$5,481	43.4%	\$12,638
Business Office Chargeback (195)	\$19,053	\$9,642	\$9,883	\$10,200	\$5,771	\$4,735	45.1%	\$10,506
Aquatics/Fitness Supervisor/Coordinator (160)	\$106,000	\$112,822	\$118,476	\$106,758	\$53,914	\$47,451	46.8%	\$101,365
Lifeguards (161)	\$108,571	\$95,125	\$147,954	\$166,699	\$84,527	\$87,173	50.8%	\$171,700
Certified Pool Operator (175)	\$14,283	\$20,490	\$20,491	\$21,076	\$12,050	\$9,659	44.5%	\$21,708
Custodial Support (171, 173) (305 FY 22-23)	\$26,624	\$17,793	\$21,916	\$18,755	\$25,588	\$16,802	39.6%	\$42,390
Group Exercise Instructors (180)	\$36,990	\$26,301	\$51,263	\$53,071	\$27,441	\$26,297	48.9%	\$53,738
Front Desk/Access/Attendant (181, 183 & 185)	\$62,098	\$67,374	\$73,765	\$75,087	\$46,083	\$32,690	41.5%	\$78,773
Personal Trainer (184)	\$6,281	\$1,713	\$18,170	\$17,146	\$16,266	-\$340	-2.1%	\$15,926
Clerical/Office (170)	\$26,479	\$29,315	\$33,245	\$34,486	\$26,291	\$8,897	25.3%	\$35,188
Operations Benefits (199 to 295)	\$103,847	\$97,465	\$114,263	\$107,047	\$72,925	\$35,356	32.7%	\$108,281
Staff Development (366)	\$0	\$0	\$0	\$1,619	\$0	\$1,500	100.0%	\$1,500
Phone/Media/IT Support (320)	\$480	\$480	\$480	\$480	\$0	\$480	100.0%	\$480
Prof Svcs (cc, consult, red cross fitness training- 305)	\$31,253	\$25,460	\$45,362	\$48,369	\$33,090	\$16,731	33.6%	\$49,820
Postage (329)	\$52	\$0	\$119	\$784	\$69	\$731	91.3%	\$800
Marketing 307 & 398	\$2,831	\$804	\$4,109	\$3,687	\$1,928	\$654	25.3%	\$2,582
Property/Liability Insurance (340)	\$6,467	\$11,303	\$11,585	\$13,507	\$18,616	\$0	0.0%	\$18,616
Rental (370)	\$627	\$0	\$0	\$0	\$0	\$0	0.0%	\$0
Dues & Memberships (820)	\$2,699	\$2,753	\$3,887	\$5,527	\$2,596	\$3,954	60.4%	\$6,550
Total Operational Expenses	\$745,044	\$695,181	\$899,046	\$921,613	\$580,583	\$386,075	39.9%	\$966,657
Program Expenses								
Community Ed Classes (Prog 506)	\$1,188	\$2,282	\$1,455	\$1,310	\$3,220	\$1,980	38.1%	\$5,200
Hosted Swim Meets (507)	\$12,083	\$10,802	\$10,327	\$18,052	\$0	\$0	0.0%	\$0
Other Programs (508)	\$840	\$240	\$175	\$0	\$0	\$0		\$0
Club Swimming (Prog 530 & 531)	\$94,680	\$89,088	\$116,841	\$90,524	\$30,328	-\$208	-0.7%	\$30,120
Learn to Swim (Prog 533)	\$23,849	\$24,101	\$32,696	\$56,937	\$19,954	\$23,911	54.5%	\$43,865
Total Program Expenses	\$132,639	\$126,513	\$161,494	\$166,823	\$53,501	\$25,684	32.4%	\$79,185
Grand Total Expenses:	\$877,684	\$821,694	\$1,060,540	\$1,088,436	\$634,084	\$411,758	39.4%	\$1,045,842

Section 13, Item a.

Advisory Board Monthly Reporting Summary

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	YTD
Operational Revenue	\$ 58,003	\$ 55,014	\$ 66,821	\$ 58,157	\$ 60,967	\$ 56,828	\$ 58,590	\$ 54,670	\$ 48,256	\$ 53,064	\$ 52,398	\$ 54,700	\$ 66,453	\$ 388,131
Operational Expenses	\$ 76,259	\$ 94,768	\$ 77,254	\$ 71,663	\$ 67,979	\$ 88,256	\$ 78,753	\$ 72,667	\$ 70,428	\$ 96,863	\$ 87,189	\$ 92,354	\$ 82,330	\$ 580,584
Net Gain(Loss)	\$ (18,256)	\$ (39,754)	\$ (10,433)	\$ (13,506)	\$ (7,012)	\$ (31,428)	\$ (20,163)	\$ (17,997)	\$ (22,172)	\$ (43,799)	\$ (34,791)	\$ (37,654)	\$ (15,877)	\$ (192,453)
Program Expenses														
Community Ed Classes														
Revenue	\$ 100	\$ 375	\$ 1,020	\$ 207	\$ 207	\$ -	\$ 1,331	\$ 2,063	\$ 525	\$ 305	\$ (675)	\$ 300	\$ 1,510	\$ 5,359
Expenses	\$ 164	\$ -	\$ 84	\$ 462	\$ -	\$ -	\$ -	\$ 2,520	\$ -	\$ -	\$ -	\$ 700	\$ -	\$ 3,220
Net Gain(Loss)	\$ (64)	\$ 375	\$ 936	\$ (255)	\$ 207	\$ -	\$ 1,331	\$ (457)	\$ 525	\$ 305	\$ (675)	\$ (400)	\$ 1,510	\$ 2,139
Club Swimming														
Revenue	\$ 16,418	\$ 7,910	\$ 29,468	\$ 8,042	\$ 2,106	\$ 4,381	\$ -	\$ 11,173	\$ 2,907	\$ 2,640	\$ 4,639	\$ 67	\$ -	\$ 21,426
Expenses	\$ 20,428	\$ 8,070	\$ 16,903	\$ 4,991	\$ 6,202	\$ 6,630	\$ 6,194	\$ 4,968	\$ 4,048	\$ 5,164	\$ 4,808	\$ 5,060	\$ 86	\$ 30,328
Net Gain(Loss)	\$ (4,010)	\$ (160)	\$ 12,565	\$ 3,051	\$ (4,096)	\$ (2,249)	\$ (6,194)	\$ 6,205	\$ (1,141)	\$ (2,524)	\$ (169)	\$ (4,993)	\$ (86)	\$ (8,902)
Learn to Swim														
Revenue	\$ 5,108	\$ 650	\$ 9,402	\$ 12,621	\$ (1,589)	\$ 2,719	\$ 12,592	\$ 8,854	\$ 416	\$ 3,428	\$ 1,111	\$ -	\$ 11,053	\$ 37,454
Expenses	\$ 2,003	\$ 4,575	\$ 4,954	\$ 3,885	\$ 7,976	\$ 12,745	\$ 4,334	\$ 7,338	\$ 4,266	\$ 4,225	\$ 3,466	\$ (6,221)	\$ 2,546	\$ 19,954
Net Gain(Loss)	\$ 3,105	\$ (3,925)	\$ 4,448	\$ 8,736	\$ (9,565)	\$ (10,026)	\$ 8,258	\$ 1,516	\$ (3,850)	\$ (797)	\$ (2,355)	\$ 6,221	\$ 8,507	\$ 17,500
Misc Revenue														
Total Program Net Gain(Loss)	\$ (969)	\$ (3,710)	\$ 17,949	\$ 11,532	\$ (13,454)	\$ (12,275)	\$ 3,395	\$ 7,264	\$ (4,466)	\$ (3,016)	\$ (3,199)	\$ 828	\$ 9,931	\$ 10,737
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	YTD
Grand Total Revenue	\$ 79,629	\$ 63,949	\$ 106,711	\$ 79,027	\$ 61,691	\$ 63,928	\$ 72,513	\$ 76,760	\$ 52,104	\$ 59,437	\$ 57,473	\$ 55,067	\$ 79,016	\$ 452,370
Grand Total Expenses:	\$ 98,854	\$ 107,413	\$ 99,195	\$ 81,001	\$ 82,157	\$ 107,631	\$ 89,281	\$ 87,493	\$ 78,742	\$ 106,252	\$ 95,463	\$ 91,893	\$ 84,962	\$ 634,086
Grand Total Gain (Loss)	\$ (19,225)	\$ (43,464)	\$ 7,516	\$ (1,974)	\$ (20,466)	\$ (43,703)	\$ (16,768)	\$ (10,733)	\$ (26,638)	\$ (46,815)	\$ (37,990)	\$ (36,826)	\$ (5,946)	\$ (181,716)

Joint Powers Advisory Board Revenue Reporting

Joint Powers Advisory Board Revenue Reporting

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	YTD
Facility Rental (093 & 094)	\$0	\$0	\$5,305	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,692	\$ 1,692
Birthday Parties (090)	\$1,647	\$1,081	\$1,427	\$1,488	\$926	\$351	\$702	\$561	\$533	\$1,076	\$412	\$941	\$1,543	\$ 5,768
Meet/Event Sales Commissions (099)	\$0	\$0	\$0	\$0	\$0	\$360	\$0	\$200	\$0	\$0	\$0	\$0	\$2	\$ 202
Concessions Sales (061 & 073)	\$881	\$711	\$921	\$771	\$501	\$923	\$902	\$725	\$371	\$666	\$802	\$408	\$1,074	\$ 4,948
Merchandise (074)	\$98	\$88	\$122	\$129	\$50	\$106	\$53	\$34	\$95	\$24	\$0	\$39	\$71	\$ 316
Vending Sales	\$358	\$0	\$83	\$388	\$180	\$62	\$115	\$55	\$141	\$52	\$0	\$253	\$0	\$ 616
Memberships (069)	\$40,511	\$41,539	\$44,171	\$42,381	\$45,752	\$39,545	\$43,977	\$39,993	\$39,643	\$39,722	\$40,100	\$42,878	\$42,948	\$289,261
Daily Admissions (059 & 060)	\$6,253	\$4,238	\$6,438	\$5,757	\$3,516	\$6,015	\$5,599	\$4,277	\$1,014	\$2,274	\$2,423	\$1,493	\$6,752	\$ 23,832
Silver & Fit/Silver Sneakers (070)	\$4,405	\$4,894	\$5,712	\$5,665	\$5,915	\$5,545	\$6,341	\$4,951	\$4,976	\$5,019	\$5,268	\$6,002	\$6,247	\$ 38,804
Fitness Programs	\$1,671	\$102	\$50	\$25	\$1,072	\$624	(\$11)	\$47	\$0	\$0	\$0	\$1,269	\$921	\$ 2,226
Personal Training	\$1,979	\$2,305	\$2,592	\$1,553	\$3,055	\$3,297	\$912	\$3,827	\$1,483	\$4,199	\$3,353	\$1,253	\$5,203	\$ 20,230
Gift Cards	\$200	\$56	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32	\$40	\$164	\$0	\$ 236
County Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Total Facility Revenue	\$58,003	\$55,014	\$66,821	\$58,157	\$60,967	\$56,828	\$58,590	\$54,670	\$48,256	\$53,064	\$52,398	\$54,700	\$66,453	\$388,131
Program Revenue														
CE Water Safety (Prog 506)	\$100	\$375	\$1,020	\$207	\$207	\$0	\$1,331	\$2,063	\$525	\$305	(\$675)	\$300	\$1,510	\$ 5,359
CE Learn to Swim Registration (Prog 533)	\$5,108	\$650	\$9,402	\$12,621	(\$1,589)	\$2,719	\$12,592	\$8,854	\$416	\$3,428	\$1,111	\$0	\$11,053	\$ 37,454
Club Swimming (Prog 530 & 531)	\$10,252	\$7,910	\$6,584	\$8,042	\$2,106	\$4,382	\$0	\$11,173	\$2,907	\$2,640	\$4,639	\$67	\$0	\$ 21,426
Swim Meets (Prog 507)	\$6,166	\$0	\$22,884	\$0	\$0	(\$1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Aquatics Endowment Fund (Prog 508)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
Total Program	\$21,626	\$8,935	\$39,890	\$20,870	\$724	\$7,100	\$13,923	\$22,090	\$3,848	\$6,373	\$5,075	\$367	\$12,563	\$ 64,239
Grand Total Revenue	\$79,629	\$63,949	\$106,711	\$79,027	\$61,691	\$63,928	\$72,513	\$76,760	\$52,104	\$59,437	\$57,473	\$55,067	\$79,016	\$452,370

Joint Powers Advisory Board Expense Reporting

	23-Jan	23-Feb	23-Mar	23-Apr	23-May	23-Jun	23-Jul	23-Aug	23-Sep	23-Oct	23-Nov	23-Dec	24-Jan	YTD
Operational Expenses														
Electric (330)	\$ 3,368	\$ 3,267	\$ 3,274	\$ 3,373	\$ 5,507	\$ 8,510	\$ 7,855	\$ 8,918	\$ 6,937	\$ 4,091	\$ 3,270	\$ 3,333	\$ 3,150	\$ 37,554
Water (331)	\$ -	\$ 380	\$ 3,794	\$ 1,445	\$ 1,024	\$ 939	\$ -	\$ 1,091	\$ 1,449	\$ 365	\$ 1,160	\$ 1,103	\$ 1,617	\$ 6,785
Gas (334)	\$ 11,406	\$ 11,464	\$ 7,064	\$ 4,495	\$ 3,261	\$ 2,454	\$ 2,407	\$ 2,358	\$ 2,502	\$ 3,442	\$ 5,071	\$ 6,218	\$ 9,012	\$ 31,010
Chemicals/UV Light (402)	\$ 3,039	\$ 3,761	\$ 2,945	\$ 1,524	\$ 1,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,289	\$ 1,516	\$ 5,171	\$ 19,976
Pool/Fitness Maintenance (350, 530)	\$ -	\$ 17,638	\$ -	\$ -	\$ -	\$ 648	\$ 722	\$ -	\$ 2,641	\$ 26,496	\$ (1)	\$ 3,840	\$ -	\$ 33,698
Maintenance Accrual Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Supplies (401, 403, 407, 455, 456, 467, 490)	\$ 2,031	\$ 1,729	\$ 1,124	\$ 3,172	\$ 1,922	\$ 1,714	\$ 2,402	\$ 1,255	\$ 3,283	\$ 1,672	\$ 1,412	\$ 1,754	\$ 2,043	\$ 13,821
Concessions (404)	\$ 240	\$ 488	\$ 585	\$ 1,151	\$ 581	\$ 818	\$ 678	\$ 257	\$ 361	\$ -	\$ 598	\$ 220	\$ 1,313	\$ 3,427
Administration (110)	\$ 1,023	\$ 1,022	\$ 1,023	\$ 1,022	\$ 1,023	\$ 1,022	\$ 1,023	\$ 1,022	\$ 1,023	\$ 1,022	\$ 1,023	\$ 1,022	\$ 1,023	\$ 7,158
Business Office Chargeback (195)	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 824	\$ 825	\$ 824	\$ 825	\$ 824	\$ 824	\$ 825	\$ 5,771
Aquatics/Fitness Supervisor (160)	\$ 9,153	\$ 9,152	\$ 11,934	\$ 6,245	\$ 7,801	\$ 7,560	\$ 7,438	\$ 7,437	\$ 7,438	\$ 6,924	\$ 6,946	\$ 11,564	\$ 6,167	\$ 53,914
Lifeguards (161)	\$ 13,958	\$ 12,316	\$ 13,266	\$ 12,942	\$ 13,135	\$ 24,816	\$ 7,357	\$ 13,722	\$ 11,489	\$ 11,176	\$ 12,624	\$ 15,114	\$ 13,045	\$ 84,527
Certified Pool Operator (175)	\$ 1,779	\$ 1,753	\$ 1,831	\$ 1,767	\$ 1,765	\$ 1,774	\$ 1,685	\$ 1,718	\$ 1,749	\$ 1,697	\$ 1,702	\$ 1,732	\$ 1,767	\$ 12,050
Custodial Support (171)	\$ 1,558	\$ 1,541	\$ 1,560	\$ 1,584	\$ 1,544	\$ 1,586	\$ 1,409	\$ 1,499	\$ 1,546	\$ 1,597	\$ 1,586	\$ 14,369	\$ 3,582	\$ 25,588
Group Exercise Instructors (180)	\$ 4,220	\$ 5,152	\$ 3,945	\$ 5,103	\$ 4,137	\$ 6,748	\$ 1,548	\$ 4,206	\$ 3,705	\$ 4,713	\$ 4,566	\$ 4,526	\$ 4,177	\$ 27,441
Front Desk/Access/Attendant (185)	\$ 6,189	\$ 6,311	\$ 5,862	\$ 6,442	\$ 6,789	\$ 7,927	\$ 4,143	\$ 6,775	\$ 6,175	\$ 8,569	\$ 7,111	\$ 6,835	\$ 6,475	\$ 46,083
Personal Trainer	\$ 1,047	\$ 1,995	\$ 1,326	\$ 1,576	\$ 1,700	\$ 2,439	\$ 630	\$ 1,586	\$ 2,305	\$ 2,330	\$ 3,623	\$ 3,509	\$ 2,283	\$ 16,266
Clerical/Office (170)	\$ 2,879	\$ 2,879	\$ 2,879	\$ 2,569	\$ 2,879	\$ 3,129	\$ 3,183	\$ 2,868	\$ 2,867	\$ 2,868	\$ 5,327	\$ 4,343	\$ 4,835	\$ 26,291
Operations Benefits	\$ 9,258	\$ 8,963	\$ 8,667	\$ 8,364	\$ 8,453	\$ 9,560	\$ 8,317	\$ 8,737	\$ 8,580	\$ 10,812	\$ 9,734	\$ 16,924	\$ 9,821	\$ 72,925
Staff Development (366)	\$ -	\$ -	\$ -	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Phone/Media/IT Support (320)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prof Svcs (cc, consult, red cross - 305)	\$ 3,771	\$ 4,067	\$ 4,328	\$ 5,452	\$ 3,937	\$ 3,921	\$ 8,326	\$ 7,996	\$ 5,554	\$ 6,876	\$ 5,923	\$ (6,525)	\$ 4,940	\$ 33,090
Marketing 307 & 398	\$ 269	\$ -	\$ 363	\$ 406	\$ -	\$ 270	\$ -	\$ 139	\$ -	\$ 1,344	\$ 99	\$ 133	\$ 213	\$ 1,928
Property/Liability Insurance (340)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,616
Rental (370)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues & Memberships (820)	\$ 149	\$ 40	\$ 538	\$ 931	\$ 159	\$ 1,305	\$ 190	\$ 258	\$ -	\$ -	\$ 1,302	\$ -	\$ 846	\$ 2,596
Postage (329)	\$ 72	\$ -	\$ 96	\$ -	\$ -	\$ 26	\$ -	\$ -	\$ -	\$ 44	\$ -	\$ -	\$ 25	\$ 69
Total Operational Expenses	\$ 76,259	\$ 94,768	\$ 77,254	\$ 71,663	\$ 67,979	\$ 88,256	\$ 78,753	\$ 72,667	\$ 70,428	\$ 96,863	\$ 87,189	\$ 92,354	\$ 82,330	\$ 580,584
Program Expenses														
Community Ed Classes (Prog 505)	\$ 164	\$ -	\$ 84	\$ 462	\$ -	\$ -	\$ -	\$ 2,520	\$ -	\$ -	\$ -	\$ 700	\$ -	\$ 3,220
Hosted Swim Meets (Prog 507)	\$ 12,547	\$ 500	\$ 3,905	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Programs (Prog 508)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Club Swimming (Prog 530 & 531)	\$ 7,881	\$ 7,570	\$ 12,998	\$ 4,991	\$ 6,202	\$ 6,630	\$ 6,194	\$ 4,968	\$ 4,048	\$ 5,164	\$ 4,808	\$ 5,060	\$ 86	\$ 30,328
Learn to Swim (Prog 533)	\$ 2,003	\$ 4,575	\$ 4,954	\$ 3,885	\$ 7,976	\$ 12,745	\$ 4,334	\$ 7,338	\$ 4,266	\$ 4,225	\$ 3,466	\$ (6,221)	\$ 2,546	\$ 19,954
Total Program Expenses	\$ 22,595	\$ 12,645	\$ 21,941	\$ 9,338	\$ 14,178	\$ 19,375	\$ 10,528	\$ 14,826	\$ 8,314	\$ 9,389	\$ 8,274	\$ (461)	\$ 2,632	\$ 53,502
Grand Total Expenses:	\$ 98,854	\$ 107,413	\$ 99,195	\$ 81,001	\$ 82,157	\$ 107,631	\$ 89,281	\$ 87,493	\$ 78,742	\$ 106,252	\$ 95,463	\$ 91,893	\$ 84,962	\$ 634,086