



AGENDA

Blackduck City Council - Work Session Meeting

6:00 PM - Monday, October 23, 2023
 City Hall, 8 Summit Drive, Blackduck MN

		Page
1.	CALL TO ORDER	
a.	Roll Call	
b.	Pledge of Allegiance	
2.	APPROVAL OF AGENDA	
3.	OLD BUSINESS	
a.	PER/ER Report Update	
b.	Kitchigami Regional Library Capital Appropriation Project	
c.	HSEM & FEMA DR-5659 Disaster - repairs to gravel road(s) updates	
d.	Blackduck Co-op Railbank Conveyance Property update	
e.	Historic Black Duck Restoration and Rehabilitation Operation Round Up Grant	3
f.	Public Works Grader Replacement - update	
g.	Potential Revision of Ordinance §310.02 "Salaries of Mayor & Council Members" page 7 Ordinance 2021-03 An Ordinance amending Chapter 3 section 310 Salaries of Mayor and Council Members	4 - 5
h.	Pafko / Mood Performance Stage - updates	
4.	NEW BUSINESS	
a.	Special Revenue Operating Budget(s) for 2024 - review and discuss highlights 2024 Special Revenue Budgets with supporting documentation	6 - 21
b.	2024 Bond / Debt Schedule for City of Blackduck - updated with Demolition Debt & percentage over FY23 Go Bonds v5 Master updated	22
c.	Resolution 2023-17 - DRAFT - Resolution adopting a schedule of fees and charges for various services, licenses, and permits for the City of Blackduck for 2024 2023-17 Resolution Adopting a schedule of fees and charges for 2024	23 - 26
d.	Wayside Rest Security / Webcam Installation - Minutes 08162023 Minutes 10182023	27 - 30
e.	2024 Fire Protection Area Agreement - discussion regarding formula and potential language changes	31 - 39

[2024 Fire Contract budget annual charges](#)
[2024 Fire Department Contract revision](#)

5. ADJOURNMENT

From: [Lyseng, Angela K.](#)
To: [Christina Regas](#)
Subject: Operation Round Up Grant
Date: Friday, October 13, 2023 11:35:04 AM

[EXTERNAL]

Christina,

The Operation Round Up® Trust Board met on October 12 to review 33 grant applications with requests totaling more than \$112,000. The board had \$41,424.92 in funds available, so it was not easy to select which groups would get funding and what amount they would receive. The board was diligent in their review process of all grant applications and there were many worthy projects in the group. They awarded \$41,388 to 26 organizations. Due to limited funds, they were not able to fully fund all requests.

We are happy to notify you that the City of Blackduck has been awarded **\$1,000** towards the Renovation and repair of the Historic Black Duck.

We will be presenting checks to organizations on **Wednesday, October 25, at 3:00 p.m.** in the Community Room at Beltrami Electric Cooperative. We will take a group photo after all the awards have been presented. The award presentation typically lasts 30 minutes.

Please RSVP by Tuesday, October 24, with the name(s) of who will be attending on behalf of your organization to accept the award.

Cooperatively yours,

Angela K. Lyseng
Communications Specialist
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CITY OF BLACKDUCK

ORDINANCE # 2021-03

AN ORDINANCE AMENDING CHAPTER 3 ENTITLED "Salaries of Mayor and Council Members"

THE CITY COUNCIL OF THE CITY OF BLACKDUCK DOES ORDAIN:

Blackduck City Code Chapter 3, entitled "Salaries of Mayor and Council Members" is hereby amended and reads as follows:

Section 1: City code Section 310.01 entitled "Amount of Salaries" is amended to read as follows:

Subdivision 1.

Effective January 1, 2022 the salary of the mayor shall be \$175.00 per month and the salary of each council member shall be \$75.00 per meeting attended.

Commented [CR1]: \$175.00

Commented [CR2]: \$75.00

The following duties shall be defined as part of the annual salary.

- a. All regularly scheduled council meetings – 12 per year
- b. Individual meetings with the city administrator and/or city staff members reviewing council agendas, concerns or other city actions items.
- c. Ground breaking, open houses, dedication ceremonies, public relations, and other invited social functions.

Section 2: City code Section 310.02 entitled "Special Meetings and Board or Commission Meetings" is amended to read as follows:

Subdivision 2.

Each council member, and Mayor shall be paid \$50.00 per meeting for attendance at special meetings and those board and commission meetings that are council authorized and required to attend due to being that said board, committee, or commission liaison member. The following duties shall fall under this section:

Commented [CR3]: \$50.00

Commented [CR4]: Delete language

Commented [CR5]: Addition of Work Sessions

- a. Scheduled Work Sessions
- b. Special council meetings as scheduled
- c. Council liaison for commission or board meetings
- d. Special commission or board meetings.
- e. Council approved committee and/or task force meetings
- f. Board of review meetings
- g. Budget review meetings
- h. Council retreat or training

Section 3: City code Section 310.03 entitled "Compensation for out of town meetings" is amended to read as follows:

The mayor and each council person shall be paid \$75.00 per 8 hour day and \$50.00 per 4 hour day for attendance at any meeting, seminar or conference beyond the city limits of the City of Blackduck, when attendance at such meeting, seminar or conference is in the performance or furtherance of their duties as an elected official, and when the nature of the meeting and the travel time incident thereto, is such that the workday is expended in

Commented [CR6]: \$75.00

Commented [CR7]: \$50.00



CITY OF BLACKDUCK

ORDINANCE # 2021-03

attendance and travel. When required to use his or her own vehicle when attending a meeting, conference, or seminar, reimbursement shall be made at the federal rate.

This Ordinance shall be effective immediately upon its second and final reading, passage, and publication and codified into Blackduck City Ordinance Chapter 3 Administration.

ADOPTED this 8th day of November 2021 by the City Council of the City of Blackduck.

Attest:

Approved:

Christina Regas, City Administrator

Maxwell Gullette, Mayor

Cemtery Operational Revenue Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 201-33422 Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-34940 Cemetery Lot Revenues	\$2,350.00	\$1,750.00	\$1,700.00	\$187.50	\$1,700.00
R 201-34942 Vault Rental	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-34950 Other Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-36210 Interest Earnings	\$200.00	\$287.38	\$200.00	\$1,257.40	\$200.00
R 201-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-36240 Reimbursements	\$0.00	\$43.42	\$0.00	\$23.33	\$0.00
R 201-39201 Transfer from General Fund	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
R 201-39203 Transfer from Other Fund	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$3,500.00
R 201-39204 Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-39222 Transfer from Perpetual Care	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00
	\$7,550.00	\$6,580.80	\$6,400.00	\$5,968.23	\$9,500.00

Cemetery Operational Expenditure Worksheet 2024

updated 10/13/2023

		2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet	
E 201-44400-101	Full-Time Employees Regular	\$3,441.53	\$3,582.69	\$3,805.17	\$3,095.00	\$4,062.52	
E 201-44400-102	Full-Time Employees Overtime	\$200.00	\$375.34	\$200.00	\$386.65	\$200.00	
E 201-44400-103	Part-Time Employees	\$604.80	\$162.73	\$635.47	\$807.86	\$734.17	
E 201-44400-121	PERA	\$303.48	\$309.24	\$333.05	\$265.61	\$359.75	
E 201-44400-122	FICA	\$309.54	\$314.40	\$339.71	\$328.05	\$366.95	
E 201-44400-131	Employer Paid Health	\$585.28	\$585.67	\$605.19	\$485.52	\$622.49	
E 201-44400-210	Operating Supplies (GENERAL)	\$400.00	\$295.54	\$40.00	\$123.02	\$400.00	
E 201-44400-212	Motor Fuels	\$900.00	\$1,206.64	\$900.00	\$900.00	\$1,000.00	
E 201-44400-310	Other Professional Services	\$0.00	\$3,225.00	\$500.00	\$275.00	\$500.00	
E 201-44400-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-361	General Liability Ins	\$80.00	\$117.73	\$123.62	\$148.02	\$161.34	9%
E 201-44400-362	Property Ins	\$350.00	\$144.00	\$151.20	\$160.00	\$168.00	5%
E 201-44400-366	Workers Compensation Insurance	\$300.00	\$322.85	\$355.14	\$521.99	\$563.75	8%
E 201-44400-402	Repairs/Maint Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-430	Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-510	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 201-44400-782	Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$7,474.63	\$10,641.83	\$7,988.55	\$7,496.72	\$9,138.97	

Pine Tree Park Operational Revenue Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 209-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 209-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 209-33600 County Grants	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
R 209-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 209-34780 Camping Fees	\$25,000.00	\$25,407.00	\$25,000.00	\$21,765.00	\$25,000.00
R 209-34781 Reservation Fees	\$1,000.00	\$906.00	\$1,000.00	\$520.00	\$750.00
R 209-34950 Other Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 209-36210 Interest Earnings	\$150.00	\$152.02	\$150.00	\$66.85	\$150.00
R 209-36230 Contributions and Donations	\$0.00	\$26,008.20	\$0.00	\$0.00	\$0.00
R 209-36240 Reimbursements	\$0.00	\$569.21	\$0.00	\$0.00	\$0.00
R 209-39204 Intrafund Transfer	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00
	\$37,150.00	\$69,042.43	\$37,150.00	\$38,351.85	\$36,900.00

Pine Tree Park/Blackduck Beach Operational Expenditure Budget Worksheet 2024

<i>updated 10/13/2023</i>		2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet	
E 209-45183-101	Full-Time Employees Regular	\$5,573.00	\$4,474.30	\$5,974.46	\$3,690.56	\$4,876.78	
E 209-45183-102	Full-Time Employees Overtime	\$250.00	\$318.57	\$250.00	\$216.09	\$250.00	
E 209-45183-103	Part-Time Employees	\$3,024.00	\$813.66	\$3,177.36	\$4,039.25	\$3,670.85	
E 209-45183-121	PERA	\$543.98	\$420.47	\$580.47	\$315.55	\$641.07	
E 209-45183-122	FICA	\$554.86	\$423.47	\$592.08	\$607.84	\$853.89	
E 209-45183-131	Employer Paid Health	\$810.47	\$810.46	\$838.33	\$585.46	\$861.62	
E 209-45183-200	Office Supplies (GENERAL)	\$0.00	\$0.00	\$0.00	\$52.99	\$0.00	
E 209-45183-206	Electricity	\$3,500.00	\$3,078.22	\$3,500.00	\$2,388.83	\$3,500.00	
E 209-45183-210	Operating Supplies (GENERAL)	\$900.00	\$1,566.96	\$500.00	\$496.53	\$700.00	
E 209-45183-211	Cleaning Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	
E 209-45183-212	Motor Fuels	\$1,300.00	\$2,005.41	\$1,400.00	\$1,400.00	\$1,400.00	
E 209-45183-213	Lubricants and Additives	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-220	Repair/Maint Supply (GENERAL)	\$750.00	\$214.05	\$750.00	\$404.30	\$850.00	
E 209-45183-221	Equipment Parts	\$200.00	\$68.98	\$200.00	\$733.17	\$300.00	
E 209-45183-310	Other Professional Services	\$1,750.00	\$650.00	\$1,750.00	\$600.00	\$1,750.00	
E 209-45183-321	Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-340	Advertising	\$1,000.00	\$2,437.50	\$1,000.00	\$0.00	\$1,000.00	
E 209-45183-354	Other Print/Binding	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	
E 209-45183-361	General Liability Ins	\$700.00	\$941.84	\$988.93	\$1,184.08	\$1,290.65	9%
E 209-45183-362	Property Ins	\$3,200.00	\$1,787.00	\$1,876.35	\$2,225.00	\$2,336.25	5%
E 209-45183-365	Other Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-384	Refuse/Garbage Disposal	\$1,750.00	\$2,473.66	\$2,100.00	\$2,508.06	\$2,500.00	
E 209-45183-401	Repairs/Maint Buildings	\$4,000.00	\$1,134.93	\$4,000.00	\$886.53	\$4,000.00	
E 209-45183-402	Repairs/Maint Structures	\$0.00	\$1,512.00	\$0.00	\$0.00	\$0.00	
E 209-45183-403	Improvements Other Than Bldgs - Beach	\$500.00	\$37,212.79	\$5,000.00	\$0.00	\$5,000.00	<i>pavilion gutters/downspout/drain tile</i>
E 209-45183-404	Repairs/Maint Machinery/Equip	\$1,500.00	\$1,256.87	\$1,500.00	\$1,094.73	\$1,500.00	
E 209-45183-405	Depreciation (GENERAL)	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	
E 209-45183-417	Portable Restrooms Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-430	Miscellaneous (GENERAL)	\$0.00	\$243.00	\$0.00	\$0.00	\$0.00	
E 209-45183-433	Dues and Subscriptions	\$375.00	\$875.00	\$375.00	\$741.00	\$375.00	
E 209-45183-437	Bad Debt Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-520	Buildings and Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 209-45183-580	Other Equipment	\$0.00	\$0.00	\$0.00	\$14,500.00	\$0.00	
		\$37,181.31	\$64,719.14	\$41,602.98	\$43,669.97	\$43,106.11	

Water Operational Revenue Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 601-31300 General Sales and Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-33422 Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-34110 Sale of Property	\$0.00	\$0.00	\$0.00	\$29,757.73	\$0.00
R 601-34500 Health Department Charges	\$2,994.00	\$2,612.56	\$2,994.00	\$2,409.45	\$2,994.00
R 601-34950 Other Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-36210 Interest Earnings	\$1,750.00	\$779.60	\$890.00	\$224.33	\$890.00
R 601-36236 Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-36240 Reimbursements	\$0.00	\$1,187.52	\$0.00	\$675.90	\$0.00
R 601-36241 NSF Payment/Reimbursement	\$0.00	\$59.36	\$0.00	\$13.02	\$0.00
R 601-37100 Water Sales	\$216,500.00	\$212,537.44	\$251,000.00	\$171,455.05	\$251,000.00
R 601-37140 Water Meter Sales	\$0.00	\$2,033.34	\$0.00	\$1,671.53	\$0.00
R 601-37150 Water Connect/Reconnect Fee	\$1,500.00	\$703.46	\$1,500.00	\$700.00	\$1,500.00
R 601-37160 Water Penalty	\$1,750.00	\$1,291.01	\$1,750.00	\$957.70	\$1,750.00
R 601-37940 Cash Over	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39000 Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39104 Transfer from Money Market	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39204 Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$24,510.90	\$0.00
R 601-39269 Transfer from Liquor Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39331 Insurance Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-99999 UNALLOCATED UTILITY REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$224,494.00	\$221,204.29	\$258,134.00	\$232,375.61	\$258,134.00

Water Operational Expenditures Budget Worksheet 2024

updated 10/13/2023		2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
E 601-43200-101	Full-Time Employees Regular	\$67,628.40	\$69,401.55	\$75,778.18	\$61,263.56	\$77,305.05
E 601-43200-102	Full-Time Employees Overtime	\$2,000.00	\$4,390.26	\$2,000.00	\$3,838.62	\$2,000.00
E 601-43200-103	Part-Time Employees	\$2,419.20	\$2,905.25	\$2,541.89	\$5,288.27	\$2,936.68
E 601-43200-121	PERA	\$5,253.57	\$13,270.88	\$5,873.99	\$5,054.94	\$6,018.13
E 601-43200-122	FICA	\$5,358.65	\$5,678.54	\$5,991.49	\$5,343.01	\$6,138.49
E 601-43200-131	Employer Paid Health	\$13,497.29	\$13,390.60	\$13,645.49	\$10,949.35	\$13,413.66
E 601-43200-200	Office Supplies (GENERAL)	\$300.00	\$79.26	\$300.00	\$374.58	\$400.00
E 601-43200-205	Heating Fuel	\$0.00	\$190.60	\$1,000.00	\$909.95	\$1,000.00
E 601-43200-206	Electricity	\$12,000.00	\$13,192.63	\$15,000.00	\$8,101.22	\$12,000.00
E 601-43200-207	Computer Supplies	\$850.00	\$0.00	\$850.00	\$2,616.63	\$850.00
E 601-43200-208	Training and Instruction	\$1,000.00	\$0.00	\$1,000.00	\$275.00	\$1,000.00
E 601-43200-210	Operating Supplies (GENERAL)	\$2,600.00	\$1,108.22	\$2,600.00	\$289.95	\$2,600.00
E 601-43200-212	Motor Fuels	\$1,000.00	\$2,086.35	\$1,100.00	\$1,100.04	\$1,500.00
E 601-43200-218	Chlorine	\$7,000.00	\$6,261.42	\$7,000.00	\$4,098.91	\$7,000.00
E 601-43200-219	Flouride	\$1,000.00	\$1,020.00	\$1,000.00	\$667.89	\$1,300.00
E 601-43200-220	Repair/Maint Supply (GENERAL)	\$1,000.00	\$1,119.38	\$1,100.00	\$0.00	\$1,100.00
E 601-43200-240	Small Tools and Minor Equip	\$500.00	\$0.00	\$500.00	\$59.98	\$500.00
E 601-43200-250	Merchandise Resale (GENERAL)	\$750.00	\$2,042.83	\$750.00	\$825.21	\$750.00
E 601-43200-259	Other For Resale-Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-43200-300	Professional Srvs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-43200-301	Auditing and Acct g Services	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
E 601-43200-302	Architects Fees	\$9,633.00	\$0.30	\$0.00	\$0.00	\$0.00
E 601-43200-304	Legal Fees	\$0.00	\$191.25	\$200.00	\$3,600.00	\$200.00
E 601-43200-305	Medical Fees	\$0.00	\$0.00	\$0.00	\$54.00	\$0.00
E 601-43200-308	Testing/Analysis	\$0.00	\$0.00	\$0.00	\$123.46	\$0.00
E 601-43200-309	Construction Services	\$6,906.00	-\$0.10	\$0.00	\$17,477.92	\$0.00
E 601-43200-310	Other Professional Services	\$1,000.00	\$195.00	\$1,000.00	\$2,615.00	\$1,000.00
E 601-43200-321	Telephone	\$500.00	\$417.34	\$500.00	\$746.87	\$911.40
E 601-43200-322	Postage	\$900.00	\$796.40	\$1,100.00	\$1,009.10	\$1,100.00
E 601-43200-323	Radio/Communications Expenses	\$0.00	\$310.00	\$0.00	\$121.24	\$480.12
E 601-43200-327	Internet Access	\$0.00	\$0.00	\$0.00	\$126.00	\$504.00
E 601-43200-331	Travel Expenses	\$1,000.00	\$174.17	\$1,000.00	\$753.69	\$1,000.00
E 601-43200-351	Legal Notices Publishing	\$0.00	\$187.68	\$197.06	\$0.00	\$0.00
E 601-43200-361	General Liability Ins	\$400.00	-\$392.08	\$1,494.47	\$592.04	\$645.32
E 601-43200-362	Property Ins	\$1,850.00	\$3,016.00	\$3,257.28	\$5,805.60	\$6,095.88
E 601-43200-366	Workers Compensation Insurance	\$2,300.00	\$2,097.77	\$2,307.55	\$3,452.73	\$3,728.95
E 601-43200-384	Refuse/Garbage Disposal	\$310.00	\$1,032.69	\$1,300.00	\$1,287.93	\$350.00
E 601-43200-388	State Connection Fee	\$2,994.00	\$2,748.00	\$2,994.00	\$2,061.00	\$2,994.00
E 601-43200-402	Repairs/Maint Structures	\$12,000.00	\$6,121.10	\$12,000.00	\$2,915.75	\$12,000.00
E 601-43200-404	Repairs/Maint Machinery/Equip	\$2,500.00	\$2,499.73	\$2,500.00	\$1,155.92	\$2,500.00
E 601-43200-425	Depreciation	\$12,000.00	\$84,030.00	\$13,000.00	\$0.00	\$13,000.00
E 601-43200-430	Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$6,938.18	\$0.00
E 601-43200-432	Uncollectable Checks	\$100.00	\$345.98	\$100.00	\$0.00	\$100.00
E 601-43200-433	Dues and Subscriptions	\$3,000.00	\$4,261.40	\$3,000.00	\$3,378.71	\$4,000.00
E 601-43200-438	Bank Service Charges	\$150.00	\$175.25	\$150.00	\$0.00	\$150.00
E 601-43200-570	Office Equip and Furnishings - <i>Marco Printer Lease</i>	\$0.00	\$0.00	\$500.00	\$323.43	\$933.72
E 601-43200-580	Other Equipment	\$0.00	\$14,284.66	\$0.00	\$342.26	\$0.00
E 601-43200-600	PFA Debt Srv Prin (GENERAL)	\$0.00	\$0.00	\$0.00	\$475.00	\$0.00
E 601-43200-601	Debt Srv Bond Principal - <i>Water Tower Bond</i>	\$45,000.00	\$0.00	\$45,000.00	\$45,000.00	\$45,000.00
E 601-43200-610	PFA Debt Srv Interest - <i>PW/PS Facility TEMP BOND</i>	\$0.00	\$0.00	\$6,301.67	\$6,301.66	\$0.00
E 601-43200-611	Bond Interest - <i>Water Towner Bond</i>	\$16,297.50	\$16,297.25	\$15,487.50	\$15,487.50	\$14,610.00
E 601-43200-612	Other Long-Term Oblig Interest - <i>Equipment Portion PW/PS Facility</i>	\$7,157.70	\$0.00	\$3,427.22	\$3,427.22	\$0.00
E 601-43200-613	2023A Bond - Principal - <i>PW/PS Facility (381)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$12,286.43
E 601-43200-614	2023A Bond - Interest - <i>PW/PS Facility (381)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$8,342.67
E 601-43200-615	2023B Bond - Principal - <i>PW/PS Facility (382)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$2,436.40
E 601-43200-616	2023B Bond - Interest - <i>PW/PS Facility (382)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$1,475.07
E 601-43200-720	Operating Transfers	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00
E 601-43200-741	Transfer to Capital Imp. Fund	\$0.00	\$86,509.00	\$0.00	\$0.00	\$0.00
		\$253,655.31	\$376,936.56	\$258,347.79	\$240,129.32	\$277,155.96
						2024 Anticipated loss: -\$19,021.96

Verizon/PB office
Verizon jetpack
Office

Monthly			
Verizon	\$40.01	Aircard	-323
	\$41.12	phone	-321
PBTV	\$42.00	internet ofc	-327
	\$34.83	office	-321

County tax

Dues & Subscriptions -433		
	2022	2023
Gopher 1	\$95.85	\$25.65
Belt Cty MIS	\$1,050.00	\$1,050.00
DNR Permit	\$418.00	\$155.00
Ehlers Debt Fee	\$475.00	\$475.00
ESRI	\$296.50	\$327.00
MN Rural Water	\$160.00	\$420.00
Banyon UB	\$336.00	\$510.00
Sensus	\$0.00	\$975.00
	\$2,831.35	\$3,937.65

updated 10/04/2023

2024 WATER RATE STUDY

X	CITY OF	Blackduck	
X	POPULATION		845
X	NUMBER OF CONNECTIONS		458
X	AVE PERSONS/CONNECTION		1.84
EXPENSES (PER YEAR)			
X	SALARIES		\$82241.73
X	FRINGE BENEFITS		\$25570.28
X	ELECTRICITY/HEATING		\$13000.00
X	SUPPLIES		\$3850.00
X	MILEAGE/POSTAGE/GAS		\$2600.00
X	REPAIRS/MAINTENANCE		\$14500.00
X	BUILDING REPAIRS		\$0.00
X	TESTS		\$0.00
X	CONTRACTUAL		\$8044.00
X	PROFESSIONAL MEMBERSHIPS		\$4000.00
X	PRINTING/PUBLISHING		\$0.00
X	PERMIT FEES		\$0.00
X	SUBSCRIPTIONS		\$0.00
X	CHEMICALS		\$8300.00
X	TRAINING EXPENSE		\$2000.00
X	CAPITAL OUTLAY		\$0.00
X	BOND & INTEREST		\$59610.00
X	DEPRECIATION		\$13000.00
X	OTHER MISCELLANEOUS		\$3533.72
X	OTHER INSURANCE		\$10470.15
	Telephone		\$1895.52
	Public Works Building debt 2024		\$24540.57
X	TOTAL EXPENSE		\$285,470.65

MINNESOTA RURAL WATER ASSN
 217 12th AVENUE SE
 ELBOW LAKE, MN 56531
 800-367-6792
 Web: www.mrwa.com



Name of person filling out this form:

Christina Regas

Telephone Number:

218-835-4810

X	WATER USAGE (GALLONS SOLD LAST YEAR)	21120924	<i>uses 2022 gallons sold</i>		
X	WATER USAGE (GALLONS PUMPED LAST YEAR)	19482000	<i>uses MPARS total gallons</i>		
	UNACCOUNTED FOR WATER	-1638924	-8.41% unaccounted for water		
	WATER USE PER CONNECTION	46116			
	WATER USE PER CONNECTION/DAY	126			
	COST PER THOUSAND GALLONS	\$13.52			
	USAGE PER PERSON PER DAY	68	25%	50%	75%
X	YEARLY BASE RATE	\$237.22	\$296.53	\$355.83	\$415.14
X	FOR HOW MANY GALLONS		0	0	0
	ADDITIONAL YEARLY INCOME REQUIRED (after base rate revenue)	\$176,823	\$149,661	\$122,499	\$95,337
	TOTAL GALLONS SOLD OVER MINIMUM ALLOWED	21120924	21120924	21120924	21120924
	COST PER ADDITIONAL THOUSAND	\$8.37	\$7.09	\$5.80	\$4.51

Current volume rate = \$6.85

PLEASE FILL IN THE LINE ITEMS WHICH HAVE BEEN MARKED WITH AN "X"
 ALL OTHER CALCULATIONS WILL BE MADE AUTOMATICALLY BY THE COMPUTER

IF THE EXPENSE REPORT LINE ITEMS ARE NOT THE SAME AS YOUR SYSTEM USES, FEEL FREE TO CHANGE THEM

COMMENTS:

Sewer Operational Revenue Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 602-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-33422 Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-34000 Charges for Services	\$2,500.00	\$4,175.00	\$2,500.00	\$5,150.00	\$2,500.00
R 602-34110 Sale of Property	\$0.00	\$0.00	\$0.00	\$29,757.73	\$0.00
R 602-34950 Other Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36210 Interest Earnings	\$750.00	\$501.15	\$750.00	\$212.60	\$750.00
R 602-36240 Reimbursements	\$0.00	\$2,191.90	\$0.00	\$839.33	\$0.00
R 602-37140 Water Meter Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37200 Sewer Sales	\$205,000.00	\$209,919.02	\$221,000.00	\$168,875.27	\$221,000.00
R 602-37240 Farm Lease Agreement Revenue	\$6,098.00	\$6,098.00	\$6,098.00	\$6,098.00	\$6,098.00
R 602-37250 Sewer Connect/Reconnect Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37260 Swr Penalty	\$1,500.00	\$1,238.74	\$1,500.00	\$899.91	\$1,500.00
R 602-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39104 Transfer from Money Market	\$0.00	\$43,296.81	\$0.00	\$0.00	\$0.00
R 602-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39204 Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$21,684.31	\$0.00
R 602-39269 Transfer from Liquor Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39331 Insurance Proceeds	\$0.00	\$0.38	\$0.00	\$0.00	\$0.00
	\$215,848.00	\$267,421.00	\$231,848.00	\$233,517.15	\$231,848.00

Sewer Operational Expenditure Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet		
E 602-43200-101	Full-Time Employees Regular	\$70,532.34	\$73,064.03	\$79,583.35	\$64,338.59	\$79,848.32	
E 602-43200-102	Full-Time Employees Overtime	\$2,000.00	\$4,803.03	\$2,000.00	\$4,245.17	\$3,200.00	
E 602-43200-103	Part-Time Employees	\$1,209.60	\$2,579.72	\$1,270.94	\$3,672.46	\$1,468.34	
E 602-43200-121	PERA	\$5,420.97	\$10,169.25	\$6,064.07	\$5,306.83	\$6,098.75	
E 602-43200-122	FICA	\$6,937.55	\$5,955.01	\$6,185.36	\$5,485.67	\$6,220.73	
E 602-43200-131	Employer Paid Health	\$14,080.54	\$13,976.17	\$14,250.68	\$11,434.87	\$13,788.31	
E 602-43200-200	Office Supplies (GENERAL)	\$300.00	\$29.77	\$300.00	\$108.86	\$400.00	
E 602-43200-205	Heating Fuel	\$0.00	\$190.60	\$1,000.00	\$1,309.68	\$1,000.00	
E 602-43200-206	Electricity	\$20,000.00	\$26,260.28	\$25,000.00	\$15,351.58	\$20,500.00	
E 602-43200-207	Computer Supplies	\$850.00	\$0.00	\$800.00	\$2,616.64	\$850.00	
E 602-43200-208	Training and Instruction	\$1,000.00	\$23.00	\$1,000.00	\$228.48	\$1,000.00	
E 602-43200-210	Operating Supplies (GENERAL)	\$600.00	\$326.10	\$1,000.00	\$699.07	\$1,000.00	
E 602-43200-212	Motor Fuels	\$1,750.00	\$2,324.12	\$2,000.00	\$2,000.00	\$2,000.00	
E 602-43200-213	Lubricants and Additives	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	
E 602-43200-220	Repair/Maint Supply (GENERAL)	\$1,000.00	\$480.07	\$1,500.00	\$261.78	\$1,500.00	
E 602-43200-221	Equipment Parts	\$0.00	\$0.00	\$0.00	\$62.49	\$0.00	
E 602-43200-222	Tires	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	
E 602-43200-240	Small Tools and Minor Equip	\$600.00	\$0.00	\$600.00	\$0.00	\$600.00	
E 602-43200-250	Merchandise Resale (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 602-43200-301	Auditing and Acct g Services	\$3,500.00	\$3,502.00	\$3,500.00	\$3,500.00	\$3,500.00	
E 602-43200-302	Architects Fees	\$9,633.00	\$0.30	\$0.00	\$0.00	\$0.00	
E 602-43200-304	Legal Fees	\$0.00	\$191.25	\$100.00	\$3,600.00	\$100.00	
E 602-43200-308	Testing/Analysis	\$1,500.00	\$1,652.92	\$1,700.00	\$1,058.86	\$1,700.00	
E 602-43200-309	Cnstruction Services	\$6,906.00	-\$0.09	\$0.00	\$15,827.52	\$0.00	
E 602-43200-310	Other Professional Services	\$3,000.00	\$3,835.00	\$4,000.00	\$790.00	\$4,000.00	
E 602-43200-321	Telephone	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	
E 602-43200-322	Postage	\$600.00	\$600.00	\$700.00	\$498.00	\$700.00	
E 602-43200-331	Travel Expenses	\$1,000.00	\$364.34	\$1,000.00	\$153.13	\$1,000.00	
E 602-43200-351	Legal Notices Publishing	\$0.00	\$73.59	\$0.00	\$0.00	\$0.00	
E 602-43200-361	General Liability Ins	\$2,050.00	\$2,175.84	\$2,284.63	\$2,507.08	\$2,732.72	9%
E 602-43200-362	Property Ins	\$3,000.00	\$3,381.00	\$4,550.05	\$6,211.60	\$6,522.18	5%
E 602-43200-366	Workers Compensation Insurance	\$3,500.00	\$2,570.99	\$2,828.09	\$4,272.24	\$4,614.02	8%
E 602-43200-367	Unemployment Paid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 602-4320-368	Refuse/Garbage Disposal	\$0.00	\$724.89	\$650.00	\$944.04	\$1,000.00	
E 602-43200-401	Repairs/Maint Buildings	\$0.00	\$1,224.00	\$0.00	\$110.49	\$125.00	
E 602-43200-402	Repairs/Maint Structures	\$10,000.00	\$4,606.54	\$10,000.00	\$2,771.34	\$10,000.00	
E 602-43200-403	Improvements Other Than Bldgs	\$0.00	\$2,515.49	\$0.00	\$0.00	\$0.00	
E 602-43200-404	Repairs/Maint Machinery/Equip	\$0.00	\$250.38	\$0.00	\$1,876.85	\$4,500.00	
E 602-43200-405	Depreciation (GENERAL)	\$25,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	
E 602-43200-425	Depreciation	\$0.00	\$28,146.00	\$0.00	\$0.00	\$0.00	
E 602-43200-430	Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$6,938.18	\$0.00	
E 602-43200-433	Dues and Subscriptions	\$4,000.00	\$4,730.32	\$4,000.00	\$4,321.17	\$4,500.00	
E 602-43200-520	Buildings and Structures	\$0.00	\$43,812.46	\$0.00	\$0.00	\$0.00	
E 602-43200-570	Office Equip and Furnishings - <i>Marco Printer Lease</i>	\$0.00	\$0.00	\$500.00	\$0.00	\$933.72	
E 602-43200-580	Other Equipment	\$2,600.00	\$0.00	\$2,600.00	\$82.81	\$0.00	
E 602-43200-601	Debt Srv Bond Principal <i>(314 debt)</i>	\$3,000.00	\$0.00	\$3,000.00	\$2,000.00	\$3,000.00	
E 602-43200-608	2019 Micro Loan Prin - <i>(320 & 602 debt)</i>	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	
E 602-43200-610	PFA Debt Srv Interest - <i>PW/PS facility TEMP BOND</i>	\$7,157.70	\$0.00	\$6,301.67	\$6,301.66	\$0.00	
E 602-43200-611	Bond Interest - <i>Equipment portion PW/PS facility TEMP BOND</i>	\$527.27	\$0.00	\$3,427.22	\$3,427.22	\$0.00	
E 602-43200-613	2023A Bond - Principal - <i>PW/PS Facility (381)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$12,286.43	
E 602-43200-614	2023A Bond - Interest - <i>PW/PS Facility (381)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$8,342.67	
E 602-43200-615	2023B Bond - Principal - <i>PW/PS Facility (382)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$2,436.40	
E 602-43200-616	2023B Bond - Interest - <i>PW/PS Facility (382)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$1,475.07	
E 602-43200-701	Transfer to General Fund	\$0.00	\$86,509.00	\$0.00	\$0.00	\$0.00	
E 602-43200-720	Operating Transfers	\$0.00	\$38,527.00	\$0.00	\$0.00	\$0.00	
E 602-43200-782	Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$225,754.97	\$371,074.37	\$226,196.06	\$194,314.36	\$234,942.65	
						2024 Anticipated loss: -\$3,094.65	

Dues & Subscriptions -433		
	2022	2023
Gopher 1	\$73.35	\$66.20
Belt Cty MIS	\$840.00	\$840.00
MN Pollution	\$1,450.00	\$1,450.00
ESRI	\$296.50	\$327.00
MN Rural Water	\$160.00	
Banyon UB	\$617.50	\$510.00
Sensus	\$974.97	\$974.97
	\$4,412.32	\$4,168.17

do not need any funding spec support last payment

\$24,540.56

updated 10/04/2023

2024 SEWER RATE STUDY

X	CITY OF	Blackduck	
X	POPULATION		845
X	NUMBER OF CONNECTIONS		458
X	AVE PERSONS/CONNECTION		1.84
	EXPENSES (PER YEAR)		
X	SALARIES		\$84516.66
X	FRINGE BENEFITS		\$26107.79
X	ELECTRICITY/HEATING		\$21000.00
X	SUPPLIES		\$2250.00
X	MILEAGE/POSTAGE/GAS		\$2700.00
X	REPAIRS/MAINTENANCE		\$16125.00
X	BUILDING REPAIRS - Irrigators		
X	TESTS		\$1700.00
X	CONTRACTUAL		\$8534.00
X	PROFESSIONAL MEMBERSHIPS		\$4500.00
X	PRINTING/PUBLISHING		\$0.00
X	PERMIT FEES		\$0.00
X	SUBSCRIPTIONS		\$0.00
X	CHEMICALS		\$0.00
X	TRAINING EXPENSE		\$2000.00
X	CAPITAL OUTLAY		\$0.00
X	BOND & INTEREST		\$3000.00 314
X	DEPRECIATION		\$20000.00
X	OTHER MISCELLANEOUS		\$4100.00
X	OTHER INSURANCE		\$13868.92
	Telephone		\$0.00
	Public Works Building debt		\$24540.57
	Micro Loan Debt 2021		\$0.00 317
X	TOTAL EXPENSE		\$241991.23

MINNESOTA RURAL WATER ASSN
 217 12th AVENUE SE
 ELBOW LAKE, MN 56531
 800-367-6792
 Web: www.mrwa.com



Name of person filling out this form:

Christina Regas

Telephone Number:

218-835-4810

X	WATER USAGE (GALLONS SOLD LAST YEAR)	21120924	<i>uses 2022 gallons sold</i>		
X	WATER USAGE (GALLONS PUMPED LAST YEAR)	19482000	<i>uses MPARS 2022 report gallons</i>		
	UNACCOUNTED FOR WATER	-1638924	-8.41% unaccounted for water		
	WATER USE PER CONNECTION	46116			
	WATER USE PER CONNECTION/DAY	126			
	COST PER THOUSAND GALLONS	\$11.46			
	USAGE PER PERSON PER DAY	68	25%	50%	75%
X	YEARLY BASE RATE	\$237.22	\$296.53	\$355.83	\$415.14
X	FOR HOW MANY GALLONS		0	0	0
	ADDITIONAL YEARLY INCOME REQUIRED	\$133,343	\$106,181	\$79,019	\$51,857
	TOTAL GALLONS SOLD OVER MINIMUM ALLOWED	21120924	21120924	21120924	21120924
	COST PER ADDITIONAL THOUSAND	\$6.31	\$5.03	\$3.74	\$2.46
		<i>Current volume rate = \$6.85</i>			

PLEASE FILL IN THE LINE ITEMS WHICH HAVE BEEN MARKED WITH AN "X"
 ALL OTHER CALCULATIONS WILL BE MADE AUTOMATICALLY BY THE COMPUTER

IF THE EXPENSE REPORT LINE ITEMS ARE NOT THE SAME AS YOUR SYSTEM USES, FEEL FREE TO CHANGE THEM

COMMENTS:

609 Liquor Operations Revenue Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 609-31300 General Sales and Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 609-33400 State Grants and Aids	\$0.00	\$1,431.00	\$0.00	\$0.00	\$0.00
R 609-34000 Charges for Service - <i>Merchant Fees collected</i>	\$0.00	\$28,090.93	\$19,500.00	\$20,120.83	\$29,000.00
R 609-34700 Culture-Recreation Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 609-34717 Clothing/Non Sales Tax	\$6,000.00	\$9,935.59	\$10,250.00	\$4,780.99	\$8,000.00
R 609-34950 Other Revenues	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00
R 609-36210 Interest Earnings	\$2,000.00	\$881.31	\$1,000.00	\$338.32	\$1,000.00
R 609-36220 Other Rents and Royalties	\$7,500.00	\$15,086.40	\$15,500.00	\$9,232.86	\$11,000.00
R 609-36240 Reimbursements	\$200.00	\$4,703.08	\$1,000.00	\$3,409.22	\$1,000.00
R 609-36241 NSF Payment/Reimbursement	\$200.00	\$0.00	\$200.00	\$530.00	\$200.00
R 609-37810 THC Beverages Sales - Off Sale	\$0.00	\$0.00	\$0.00	\$328.14	\$9,000.00
R 609-37811 Liquor Sales -Off Sale	\$300,000.00	\$317,143.99	\$300,000.00	\$261,005.18	\$350,000.00
R 609-37812 Beer Sales -Off Sale	\$500,000.00	\$540,399.73	\$532,000.00	\$435,073.68	\$625,000.00
R 609-37813 Wine Sales -Off Sale	\$50,000.00	\$55,812.39	\$50,000.00	\$36,323.95	\$50,000.00
R 609-37815 Other Mchds.Off Sale 6.875%	\$5,500.00	\$9,337.79	\$7,500.00	\$7,710.04	\$11,596.00
R 609-37816 Ice Sales-NT	\$9,000.00	\$12,682.92	\$14,000.00	\$12,653.23	\$14,000.00
R 609-37817 Cigarette Sales - off sale	\$0.00	\$47.99	\$0.00	\$0.00	\$0.00
R 609-37820 Vending Machine Sales	\$2,000.00	\$3,507.00	\$3,600.00	\$3,062.60	\$3,600.00
R 609-37911 Liquor Sales -On Sale	\$95,000.00	\$145,673.28	\$140,000.00	\$115,267.14	\$135,000.00
R 609-37912 Beer Sales -On Sale	\$127,000.00	\$178,122.41	\$170,000.00	\$131,167.95	\$170,000.00
R 609-37913 Wine Sales -On Sale	\$1,000.00	\$3,236.13	\$3,000.00	\$1,608.01	\$2,161.00
R 609-37914 Soft Drinks -On Sale	\$15,000.00	\$22,141.67	\$20,000.00	\$18,522.68	\$26,503.00
R 609-37916 Cigarette Sales - on sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 609-37917 Food Sales	\$185,000.00	\$305,220.29	\$250,000.00	\$270,802.68	\$382,950.00
R 609-37940 Cash Over	\$0.00	\$8.72	\$0.00	\$12.02	\$0.00
R 609-38090 Catering Revenue	\$5,000.00	\$2,396.45	\$2,250.00	\$4,018.66	\$4,000.00
R 609-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 609-39204 Intrafund Transfer	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
R 609-39331 Insurance Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$1,310,400.00	\$1,665,904.07	\$1,539,800.00	\$1,335,968.18	\$1,834,010.00

Liquor Operations Expenditure Budget Worksheet 2024

updated 10/13/2023

		2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
E 609-49750-101	Full-Time Employees Regular	\$200,720.57	\$214,742.94	\$213,500.99	\$173,289.92	\$226,628.00
E 609-49750-102	Full-Time Employees Overtime	\$1,500.00	\$3,727.94	\$1,500.00	\$1,474.73	\$1,500.00
E 609-49750-103	Part-Time Employees	\$64,493.68	\$106,992.10	\$110,536.97	\$77,680.45	\$106,837.00
E 609-49750-121	PERA	\$19,891.07	\$93,863.92	\$23,558.05	\$20,211.67	\$23,954.00
E 609-49750-122	FICA	\$20,288.89	\$28,934.99	\$24,788.92	\$22,895.98	\$25,510.00
E 609-49750-131	Employer Paid Health	\$58,948.75	\$58,563.93	\$60,949.41	\$50,520.78	\$62,201.00
E 609-49750-200	Office Supplies (GENERAL)	\$1,200.00	\$1,207.53	\$1,200.00	\$1,023.43	\$1,200.00
E 609-49750-203	Printed Forms	\$0.00	\$12,264.18	\$0.00	\$0.00	\$0.00
E 609-49750-205	Heating Fuel	\$3,500.00	\$20,862.14	\$10,000.00	\$9,445.15	\$10,000.00
E 609-49750-206	Electricity	\$20,000.00	\$19,254.49	\$20,000.00	\$13,732.59	\$20,000.00
E 609-49750-207	Computer Supplies	\$0.00	\$99.39	\$0.00	\$0.00	\$3,500.00
E 609-49750-208	Training and Instruction	\$500.00	\$1,698.00	\$500.00	\$0.00	\$500.00
E 609-49750-210	Operating Supplies (GENERAL)	\$20,000.00	\$32,686.29	\$20,000.00	\$8,887.54	\$15,000.00
E 609-49750-211	Cleaning Supplies	\$0.00	\$273.10	\$0.00	-\$0.08	\$0.00
E 609-49750-214	Bar Supply	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-223	Building Repair Supplies	\$0.00	\$98.57	\$0.00	\$408.65	\$0.00
E 609-49750-251	Liquor Expense	\$200,000.00	\$243,983.77	\$200,000.00	\$199,410.59	\$292,260.00
E 609-49750-252	Beer Expense	\$360,000.00	\$452,499.35	\$380,000.00	\$319,963.28	\$483,540.00
E 609-49750-253	Wine Expense	\$28,000.00	\$35,186.42	\$28,000.00	\$18,569.40	\$24,876.00
E 609-49750-254	Pop Expense	\$9,000.00	\$7,713.40	\$6,000.00	\$7,294.78	\$10,548.00
E 609-49750-255	Mix Expense	\$7,000.00	\$13,202.04	\$12,000.00	\$9,255.50	\$12,000.00
E 609-49750-256	Cigarettes for Resale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-257	Ice For Resale	\$5,000.00	\$5,510.95	\$5,000.00	\$5,404.25	\$6,000.00
E 609-49750-259	Other For Resale-Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-260	Food for Resale	\$80,000.00	\$184,772.22	\$160,000.00	\$149,493.72	\$224,000.00
E 609-49750-261	THC Beverages Expense	\$0.00	\$0.00	\$0.00	\$1,257.00	\$5,000.00
E 609-49750-272	Clothing for Resale	\$3,500.00	\$9,095.90	\$7,000.00	\$1,773.00	\$7,000.00
E 609-49750-301	Auditing and Acct g Services	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
E 609-49750-302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-305	Medical Fees	\$350.00	\$397.00	\$350.00	\$270.00	\$150.00
E 609-49750-309	Construction Services	\$0.00	\$0.61	\$0.00	\$0.00	\$0.00
E 609-49750-310	Other Professional Services- Cleaning	\$4,400.00	\$12,910.62	\$9,500.00	\$20,320.31	\$20,000.00
E 609-49750-311	Website Development & Maintenance	\$0.00	\$1,324.00	\$1,000.00	\$711.00	\$1,000.00
E 609-49750-321	Telephone	\$2,000.00	\$2,849.65	\$2,000.00	\$1,814.74	\$2,000.00
E 609-49750-322	Postage	\$500.00	\$500.00	\$500.00	\$744.00	\$850.00
E 609-49750-324	Cable Television	\$1,600.00	\$1,631.05	\$1,600.00	\$1,303.70	\$1,600.00
E 609-49750-327	Internet Access	\$1,200.00	\$1,069.45	\$1,200.00	\$764.50	\$1,200.00
E 609-49750-331	Travel Expenses	\$500.00	\$244.30	\$300.00	\$0.00	\$300.00
E 609-49750-333	Freight and Express	\$5,000.00	\$7,513.34	\$6,000.00	\$5,902.50	\$6,000.00
E 609-49750-335	Catering expense	\$500.00	\$0.00	\$500.00	\$113.82	\$500.00
E 609-49750-340	Advertising	\$500.00	\$300.00	\$500.00	\$0.00	\$300.00
E 609-49750-343	Promotions/Entertainment	\$3,000.00	\$6,295.30	\$6,000.00	\$4,757.39	\$6,000.00
E 609-49750-351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-361	General Liability Ins	\$2,800.00	\$1,824.17	\$3,584.88	\$4,292.30	\$4,678.61
E 609-49750-362	Property Ins	\$7,400.00	\$6,647.00	\$6,979.35	\$7,311.00	\$7,676.55
E 609-49750-364	Dram Shop	\$4,750.00	\$4,157.00	\$4,750.00	\$3,589.00	\$3,589.00
E 609-49750-366	Workers Compensation Insurance	\$5,200.00	\$8,413.94	\$9,255.33	\$15,200.07	\$16,416.08
E 609-49750-367	Unemployment Paid	\$500.00	\$631.50	\$500.00	\$0.00	\$500.00
E 609-49750-382	Water Utilities	\$2,700.00	\$2,923.15	\$2,900.00	\$2,066.64	\$3,100.00
E 609-49750-384	Refuse/Garbage Disposal	\$6,000.00	\$7,488.17	\$6,000.00	\$6,198.17	\$7,000.00
E 609-49750-400	Repairs & Maint Cont (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-401	Repairs/Maint Buildings	\$10,000.00	\$12,052.69	\$10,000.00	\$2,806.76	\$10,000.00
E 609-49750-425	Depreciation	\$0.00	\$48,936.00	\$0.00	\$0.00	\$0.00
E 609-49750-430	Miscellaneous (GENERAL)	\$0.00	-\$876.00	\$0.00	\$0.00	\$0.00
E 609-49750-431	Cash Short	\$500.00	-\$320.47	\$500.00	-\$70.89	\$500.00
E 609-49750-432	Uncollectable Checks	\$200.00	\$209.24	\$200.00	\$560.00	\$200.00
E 609-49750-433	Dues and Subscriptions	\$4,500.00	\$7,477.56	\$4,500.00	\$3,427.52	\$4,500.00
E 609-49750-437	Bad Debt Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-438	Bank Service Charges	\$750.00	\$45,905.91	\$20,000.00	\$20,657.14	\$20,000.00
E 609-49750-490	Donations to Civic Org s	\$4,000.00	\$10,051.08	\$6,000.00	\$5,877.98	\$6,000.00
E 609-49750-501	Assessment	\$1,300.00	\$1,082.08	\$1,300.00	\$1,055.26	\$1,065.00
E 609-49750-520	Buildings and Structures	\$6,000.00	\$279.38	\$0.00	\$0.00	\$0.00
E 609-49750-530	Improvements Other Than Bldgs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-560	Furniture and Fixtures	\$6,000.00	\$864.84	\$2,000.00	\$5.98	\$2,000.00
E 609-49750-570	Office Equip and Furnishings - worktop freezer	\$0.00	\$0.00	\$0.00	\$6,621.82	\$0.00
E 609-49750-580	Other Equipment - Message Board	\$15,022.88	-\$5,534.76	\$15,667.05	\$10,239.38	\$14,307.50
E 609-49750-600	Obligation Principal Debt - remodel/addition	\$13,405.47	\$0.00	\$30,000.00	\$30,000.00	\$30,000.00
E 609-49750-610	Obligation Interest Debt - remodel/addition	\$0.00	\$11,337.00	\$10,675.00	\$10,675.00	\$10,345.00
E 609-49750-700	Inter Fund Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-701	Transfer to General Fund	\$65,000.00	\$20,000.00	\$50,000.00	\$40,000.00	\$65,000.00
E 609-49750-708	Transfer to Fire Dept Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-711	Transfer to Golf Fund	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00
E 609-49750-720	Operating Transfers	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
E 609-49750-721	Transfer to Cemetery Fund	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$3,500.00
E 609-49750-761	Transfer to Water Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 609-49750-762	Transfer to Sewer Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$1,298,121.31	\$1,789,818.36	\$1,513,045.95	\$1,313,207.42	\$1,828,831.73

Payroll Budgets:		
\$434,834.34	2023	
\$446,630.00	2024	

Consider ESST time budgeted into PT wages
avg # of ESST x avg PT wage = \$351.12

replacement off-sale & mgr pc

YTD 2023 Professional Services -310	
Aramark	\$6,966.44
Melissa's Cleaning	\$9,162.00
Bob's Econo Pump	\$230.00
Guardian Pest Control	\$427.77

9% increase
5% increase
8% increase

last AC unit/cooler door/Bar top

2023 Donations:	
After Prom	\$1,000.00
Blk Area Kids Ice Fish	\$447.98
Trap Team	\$1,600.00
Toys for Kids	\$2,000.00
Chamber Insurance	\$0.00
History Cntr Insurance	\$830.00
Duck Restoration	\$2,000.00
	\$7,877.98

to support 2024 debt payments

Golf Course Operational Revenue Budget Worksheet 2024

updated 10/13/2023

	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet
R 613-31000 General Property Taxes	\$15,927.13	\$15,784.53	\$21,433.75	\$12,738.50	\$0.00
R 613-31030 Mobile Home Tax	\$0.00	\$38.20	\$0.00	\$25.69	\$0.00
R 613-34700 Culture-Recreation Rev - <i>Kayak Rental</i>	\$0.00	\$318.07	\$500.00	\$424.82	\$500.00
R 613-34710 Golf Green Fees	\$65,000.00	\$61,616.33	\$60,000.00	\$94,307.14	\$90,000.00
R 613-34711 Membership Fees	\$25,000.00	\$25,512.47	\$25,000.00	\$38,281.25	\$38,000.00
R 613-34712 Golf Rental	\$1,850.00	\$1,198.35	\$1,850.00	\$635.61	\$1,850.00
R 613-34714 Trail Fees	\$1,000.00	\$523.24	\$1,000.00	\$608.63	\$1,000.00
R 613-34715 Cart Storage Fees	\$3,000.00	\$1,199.80	\$2,000.00	\$1,177.60	\$2,000.00
R 613-34716 Golf Merchandise	\$3,000.00	\$3,347.03	\$3,500.00	\$4,172.13	\$4,000.00
R 613-34717 Clothing/Non Sales Tax	\$3,000.00	\$2,761.26	\$3,000.00	\$4,174.32	\$4,000.00
R 613-34718 Power Cart Rental	\$45,000.00	\$35,219.38	\$36,750.00	\$44,132.79	\$50,000.00
R 613-34719 Clubhouse Rental	\$500.00	\$1,543.32	\$1,000.00	\$1,309.00	\$1,000.00
R 613-34720 Golf Pop/Water	\$7,000.00	\$5,372.80	\$5,000.00	\$8,381.88	\$10,000.00
R 613-34721 Golf Tournament Revenue	\$0.00	\$5,327.20	\$5,000.00	\$9,205.52	\$8,000.00
R 613-34950 Other Revenues	\$0.00	\$2,231.23	\$0.00	\$80.00	\$0.00
R 613-39331 Insurance Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 613-36230 Contributions and Donations	\$0.00	\$5,000.82	\$0.00	\$0.00	\$0.00
R 613-36240 Reimbursements- <i>sale of gas carts \$1,300/each</i>	\$0.00	\$2,064.30	\$0.00	\$4,425.46	\$3,900.00 sale of 3 gas carts in 2023
R 613-37911 <i>Liquor Sales - On sale</i>	\$0.00	\$4,510.69	\$4,000.00	\$4,980.63	\$4,000.00
R 613-37912 Beer Sales -On Sale	\$8,000.00	\$13,530.63	\$8,000.00	\$20,484.24	\$20,000.00
R 613-37917 Food Sales	\$3,500.00	\$7,376.05	\$6,500.00	\$11,333.88	\$10,000.00
R 613-37940 Cash Over	\$0.00	\$173.85	\$0.00	-\$2,159.60	\$0.00
R 613-38040 Tee Box & Cart Sponsorship Revenue	\$2,250.00	\$3,250.00	\$3,000.00	\$5,000.00	\$3,000.00
R 613-38085 Promotional Revenue - <i>Grill n Chill</i>	\$0.00	\$8,556.91	\$5,000.00	\$979.52	\$2,500.00
R 613-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 613-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 613-39204 Intrafund Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 613-39269 Transfer from Liquor Fund	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00
R 613-39341 Clubhouse renovation donations	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00
R 613-39310 Proceeds-Gen Obligation Bond	\$0.00	\$18,254.00	\$0.00	\$0.00	\$0.00
	\$194,027.13	\$244,710.46	\$197,533.75	\$269,699.01	\$263,750.00

Golf course Operational Expenditure Budget 2024 Worksheet

Approved by Golf Board updated 10/13/2023

		2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Worksheet	
E 613-49830-101	Full-Time Employees Regular	\$39,020.80	\$19,969.55	\$27,046.99	\$21,674.38	\$28,700.79	
E 613-49830-102	Full-Time Employees Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-103	Part-Time Employees	\$62,556.68	\$56,707.39	\$46,593.24	\$56,967.52	\$57,760.06	\$113,931.00
E 613-49830-121	PERA	\$7,618.31	\$3,657.94	\$6,570.10	\$2,983.55	\$6,599.18	
E 613-49830-122	FICA	\$7,770.68	\$5,857.23	\$7,702.57	\$6,025.63	\$8,809.89	
E 613-49830-131	Employer Paid Health	\$11,504.40	\$8,435.74	\$11,902.44	\$9,759.10	\$12,061.08	
E 613-49830-200	Office Supplies (GENERAL)	\$0.00	\$440.32	\$500.00	\$117.12	\$400.00	
E 613-49830-205	Heating Fuel	\$0.00	\$32.21	\$0.00	\$503.38	\$0.00	
E 613-49830-206	Electricity	\$5,000.00	\$5,903.26	\$5,500.00	\$4,448.24	\$6,000.00	
E 613-49830-207	Computer Supplies	\$350.00	\$0.00	\$350.00	\$0.00	\$350.00	
E 613-49830-208	Training and Instruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-210	Operating Supplies (GENERAL)	\$2,200.00	\$3,755.32	\$3,000.00	\$3,421.18	\$3,500.00	
E 613-49830-211	Cleaning Supplies	\$0.00	\$195.89	\$200.00	\$133.61	\$0.00	
E 613-49830-212	Motor Fuels	\$3,500.00	\$4,983.63	\$4,000.00	\$3,477.47	\$4,000.00	
E 613-49830-213	Lubricants and Additives	\$0.00	\$0.00	\$0.00	\$186.83	\$0.00	
E 613-49830-216	Chemicals and Chem Products - fertilizer	\$6,500.00	\$7,074.39	\$6,000.00	\$4,774.56	\$6,000.00	
E 613-49830-220	Repair/Maint Supply (GENERAL)	\$0.00	\$2,411.96	\$0.00	\$576.89	\$0.00	
E 613-49830-221	Equipment Parts	\$0.00	\$219.44	\$0.00	\$57.81	\$0.00	
E 613-49830-222	Tires	\$0.00	\$624.71	\$0.00	\$0.00	\$0.00	
E 613-49830-223	Building Repair Supplies	\$0.00	\$874.57	\$0.00	\$64.68	\$0.00	
E 613-49830-240	Small Tools and Minor Equip	\$0.00	\$1,303.31	\$1,000.00	\$218.23	\$1,000.00	
E 613-49830-251	Liquor Expense	\$0.00	\$4,221.65	\$3,000.00	\$556.68	\$1,000.00	
E 613-49830-252	Beer Expense	\$3,400.00	\$4,918.44	\$5,000.00	\$9,698.09	\$10,000.00	
E 613-49830-254	Pop Expense	\$3,400.00	\$5,158.44	\$3,400.00	\$6,075.97	\$6,000.00	
E 613-49830-255	Mix Expense	\$0.00	\$0.00	\$1,500.00	\$174.00	\$0.00	
E 613-49830-259	Other For Resale-Tax	\$0.00	\$0.00	\$0.00	\$137.43	\$0.00	
E 613-49830-260	Food for Resale	\$1,000.00	\$5,041.59	\$5,000.00	\$8,348.87	\$9,000.00	
E 613-49830-270	Golf Clubs for Resale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-271	Golf Accessories for Resale	\$1,500.00	\$1,513.86	\$1,500.00	\$1,792.77	\$2,000.00	
E 613-49830-272	Clothing for Resale	\$1,000.00	\$3,884.01	\$3,500.00	\$5,168.98	\$3,500.00	
E 613-49830-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-305	Medical Fees	\$250.00	\$637.00	\$300.00	\$810.00	\$0.00	
E 613-49830-310	Other Professional Services	\$800.00	\$124.00	\$0.00	\$0.00	\$0.00	
E 613-49830-311	Webstie Development & Maintenance	\$1,000.00	\$1,998.00	\$948.00	\$632.00	\$950.00	Pinnacle monthly \$79
E 613-49830-321	Telephone	\$700.00	\$1,125.07	\$1,176.00	\$878.80	\$1,200.00	Cell phone and landline PBTC
E 613-49830-322	Postage	\$50.00	\$50.00	\$100.00	\$0.00	\$100.00	
E 613-49830-324	Cable Television	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-327	Internet Access	\$300.00	\$639.25	\$600.00	\$559.28	\$600.00	PBTv \$50/month
E 613-49830-331	Travel Expenses	\$0.00	\$55.90	\$0.00	\$0.00	\$0.00	
E 613-49830-361	General Liability Ins	\$2,800.00	\$3,414.17	\$3,584.88	\$4,292.30	\$4,678.61	9% increase
E 613-49830-362	Property Ins	\$2,600.00	\$1,946.00	\$2,043.30	\$2,278.00	\$2,391.90	5% increase
E 613-49830-340	Advertising	\$1,000.00	\$1,830.00	\$1,000.00	\$583.68	\$1,000.00	
E 613-49830-343	Promotions/Entertainment - Grill n Chill	\$0.00	\$3,147.77	\$2,000.00	\$1,811.45	\$2,000.00	

E 613-49830-345	Sponsorship Expense - cart wrap	\$0.00	\$1,909.32	\$1,000.00	\$745.08	\$1,000.00	
E 613-49830-364	Dram Shop	\$750.00	\$250.00	\$250.00	\$500.00	\$500.00	
E 613-49830-366	Workers Compensation Insurance	\$590.00	\$1,302.45	\$1,432.70	\$1,395.49	\$1,507.13	8% increase
E 613-49830-367	Unemployment Paid	\$4,500.00	\$8,609.66	\$4,500.00	\$1,304.88	\$4,500.00	
E 613-49830-384	Refuse/Garbage Disposal	\$900.00	\$1,342.34	\$1,000.00	\$976.36	\$1,300.00	
E 613-49830-401	Repairs/Maint Buildings	\$1,500.00	\$698.19	\$4,000.00	\$4,097.65	\$4,000.00	light fixtures
E 613-49830-402	Repairs/Maint Structures	\$0.00	\$0.00	\$0.00	\$60.51	\$0.00	
E 613-49830-403	Improvements Other Than Bldgs	\$8,000.00	\$9,143.74	\$8,000.00	\$11,421.53	\$8,000.00	stump grinding
E 613-49830-404	Repairs/Maint Machinery/Equip	\$7,000.00	\$8,815.20	\$11,000.00	\$5,984.46	\$9,000.00	
E 613-49830-407	<u>Golf Cart Maintenance/Repair</u>	\$0.00	\$0.00	\$500.00	\$2,847.63	\$2,500.00	
E 613-49830-406	Maintenance Course Property - irrigation etc.	\$4,500.00	\$4,363.79	\$5,000.00	\$4,487.61	\$5,000.00	
E 613-49830-408	Clubhouse Renovations - BDC	\$15,000.00	\$15,875.43	\$0.00	\$0.00	\$0.00	
E 613-49830-410	Rentals - General	\$0.00	\$257.64	\$0.00	\$0.00	\$0.00	
E 613-49830-415	Other Equipment Rentals	\$0.00	\$1,212.19	\$0.00	\$0.00	\$0.00	
E 613-49830-416	Golf Cart Lease - deposit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-425	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-430	Miscellaneous (GENERAL)	\$0.00	\$162.00	\$0.00	\$0.00	\$0.00	
E 613-49830-431	Cash Short	\$0.00	\$1,325.31	\$0.00	-\$407.02	\$0.00	
E 613-49830-432	Uncollectable Checks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 613-49830-433	Dues and Subscriptions	\$2,500.00	\$6,121.06	\$2,500.00	\$1,647.23	\$2,500.00	
E 613-49830-438	Bank Service Charges	\$1,750.00	\$4,688.60	\$3,000.00	\$4,884.18	\$4,500.00	
E 613-49830-460	Gift Certificates / Discounts Redeemed	\$0.00	\$3,545.82	\$0.00	\$9,519.22	\$0.00	
E 613-49830-550	Motor Vehicles - <i>replacement golf carts (3)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$15,300.00	new carts \$5,100/each
E 613-49830-560	Furniture and Fixtures	\$0.00	\$148.24	\$0.00	\$0.00	\$0.00	
E 613-49830-580	Other Equipment	\$0.00	\$20,154.04	\$0.00	\$2,451.18	\$0.00	
E 613-49830-598	2022 Rough Mower Internal Debt	\$0.00	\$0.00	\$3,650.74	\$3,650.74	\$3,650.74	
E 613-49830-599	Improvements - Cart Shed Debt	\$6,118.00	\$6,118.00	\$6,118.00	\$6,118.00	\$6,118.00	
E 613-49830-601	Debt Principal - 2012 Debt	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
E 613-49830-603	Debt Principal - 2016 Equipment Debt	\$13,000.00	\$13,000.00	\$14,000.00	\$14,249.00	\$14,000.00	
E 613-49830-605	2021 Golf Cart Lease	\$14,670.00	\$12,191.00	\$14,670.00	\$14,425.50	\$14,670.00	
E 613-49830-610	2012 Debt Interest	\$480.00	\$3,094.00	\$300.00	\$300.00	\$105.00	
E 613-49830-613	2016 Debt Interest	\$1,212.50	\$1,213.00	\$875.00	\$875.00	\$525.00	
		\$258,291.37	\$297,693.03	\$246,813.96	\$260,722.71	\$288,277.38	
						2024 Anticipated loss:	
							-\$24,527.38

2023 Memberships Sold

Actual total membership revenue = \$38,281.25

Type	Amount	Qty	Total
Youth	\$120.00	9	\$1,080.00
Young Adult	\$360.00	0	\$0.00
Family	\$900.00	6	\$5,400.00
Twilight	\$360.00	3	\$1,080.00
Individual	\$648.00	27	\$17,496.00
Married Couple	\$864.00	15	\$12,960.00
		60	\$38,016.00
Memberships adjusted for trade/staff/team members			
Type	Amount	Qty	Total
Family	\$900.00	1	\$900.00
Individual	\$648.00	7	\$4,536.00
Married Couple	\$864.00	1	\$864.00
Youth	\$120.00	0	\$0.00
			\$6,300.00
Totals:		69	\$44,316.00

2023 Total Golf Rounds Played

Member & Non-Member Rounds Played: 6496
Total 18-hole = 859 ; 9-hole = 3575 ; Member = 2062

2023 Total Green Fees Sold \$91,227.54
2023 Cost per round: \$18.63 (pre-taxed) (\$20 w/tax)
of non-member green fee rounds 4434

2024 Test

Test for @10% increase to green fee:

2023 Total Green Fees Sold \$6,496.00
2024 Proposed Cost per round: \$20.50 (pre-taxed) (\$22.00 with tax)
Total to revenue with increased cost: \$90,897.00

2024 Test Membership Increase

Type	Amount	Qty	Total
Youth	\$144.00	9	\$1,296.00
Young Adult	\$432.00	0	\$0.00
Family	\$1,080.00	6	\$6,480.00
Twilight	\$432.00	3	\$1,296.00
Individual	\$777.60	27	\$20,995.20
Married Couple	\$1,036.80	15	\$15,552.00
		60	\$45,619.20
Increase Memberships:		20%	

2023 Memberships Cost Per Round (estimated)

Member & Non-Member Rounds Played: 6496
2023 Memberships Sold: \$38,016.00
Estimated member rounds played: 2062 (diff. member-non-member)
Estimated Cost per round: \$18.44

Power Cart Rental Increase Test

2023 Total Revenue Power Cart Rental: \$42,043.08
2023 Cost per Cart Rental (9-holes): \$7.92 (pre-tex) Club Caddie
Estimated # of cart rentals: 5308 (rev/price)
Actual cart rentals: 5318
(Club Caddie #'s - 9-hole cart = 3525; 18-hole cart = 1002; 1/3 cart = 0 ; Member Cart = 791)
2024 proposed cost per cart rental: \$9.10 (pre-taxed) (\$10.00 with tax)
Total to revenue with increase cost: \$48,307.07

2024 GO BONDS - Updated 10/12/2023

Budgeting 2024 P/I Payments

Utilizing 2023 Special Assessments

	Principle Payments	Interest	Specials	Property Tax	Revenue	P & I
Refunding (309)	\$15,000.00	\$318.75	\$0.00	\$16,084.69	\$0.00	\$16,084.69
Rural Water (314)	\$11,000.00	\$525.00	\$823.28	\$8,393.22	\$3,000.00 Fund (602)	\$12,216.50
Intra Loan (325)	\$5,463.69	\$924.35	\$6,289.28	\$0.00	\$0.00	\$6,579.68
Revenue GO (601)	\$45,000.00	\$14,610.00	\$0.00	\$0.00	\$59,610.00 Fund (601)	\$62,590.50
Revenue Go (320)	\$4,000.00	\$1,500.00	\$13,508.75	\$0.00	\$0.00	\$5,665.00
Rural Water (317 & 602)	\$5,644.03	\$83.25	\$7,778.28	\$0.00	\$0.00 Fund (602)	\$5,899.10
Go Bond 2023A USDA (381)	\$25,946.06	\$37,237.51	\$0.00	\$23,829.90	\$41,249.18 Fund (601 & 602)	\$65,079.08
Go Bond 2023B USDA (382)	\$4,994.67	\$6,587.50	\$0.00	\$4,106.70	\$7,822.94 Fund (601 & 602)	\$11,929.64
TCF National Bank Lease (609)	\$13,535.85	\$771.65	\$0.00	\$0.00	\$15,022.88	\$15,022.88
Revenue 2021A Go Bond (609)	\$30,000.00	\$10,345.00	\$0.00	\$0.00	\$42,362.25	\$42,362.25
USDA Loan#09 Skid Steer (352)	\$3,406.00	\$0.00	\$0.00	\$0.00	\$0.00 Levy	\$3,406.00
CAT Financial Tractor Lease (101)	\$10,822.58	\$0.00	\$0.00	\$0.00	\$0.00 Levy	\$10,822.58
GM Financial Lease (101)	\$13,048.61	\$1,188.97	\$0.00	\$0.00	\$0.00 Levy	\$14,237.58
TCF Bank Lease (613)	\$14,670.00	\$0.00	\$0.00	\$0.00	\$14,670.00	\$14,670.00
Intra Loan Shed (613)	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Intra Loan Shed (613)	\$839.51	\$278.49	\$0.00	\$0.00	\$1,118.00	\$1,118.00
Internal Loan Rough Mower (613)	\$3,178.55	\$472.19	\$0.00	\$0.00	\$3,650.74	\$3,650.74
Revenue GO Equip (613)	\$3,000.00	\$31.50	\$0.00	\$0.00	\$3,183.08 uses 609 & 613	\$3,183.08
Revenue GO Club House(613)	\$7,000.00	\$73.50	\$0.00	\$0.00	\$7,427.18 uses 609 & 613	\$7,427.18
Revenue Go Equipment (613)	\$14,000.00	\$525.00	\$0.00	\$0.00	\$15,251.25 uses 609 & 613	\$15,251.25
Blackduck HRA Levy				\$8,102		
Demolition Revolving Loan Debt	\$5,930.74	\$1,287.26	\$0.00	\$0.00	\$7,578.90 uses 250 cash	\$7,578.90
Totals	\$241,480.29	\$76,759.92	\$28,399.59	\$60,516.74	\$226,946.39	\$329,774.60

General Fund

\$345,187.00

Levy:

\$405,703.74

Property Tax Levy History:

2020	\$252,138.00	Certified
2021	\$303,411.00	Certified
2022	\$305,866.00	Certified
2023	\$373,941.00	Certified
2024	\$405,703.74	Proposed

8.5%

Bond Maturity Dates:	Description:	Balance After 2024 Payments:	
1/1/2024	2009A Go Bond (309)	\$0.00	
2/1/2035	Water Tower (601)	\$691,305.00	Total Golf Debt:
8/10/2024	2012 Golf Equip & Club House (613)	\$0.00	\$88,306.64
2/1/2025	4th Street Sewer (314)	\$13,339.00	
8/20/2046	Water (Main & Summit) (320)	\$164,220.00	Total Liquor Debt:
2/1/2024	Sewer (Main & Summit) (602 & 317)	\$0.00	\$702,465.02
2/1/2029	Frontage/Pine Ave (325)	\$25,779.33	
2/1/2025	2016 Golf Equipment (613)	\$14,525.00	Total Water Debt:
3/1/2031	2020 Golf Cart Shed (613)	\$6,542.24	\$855,525.00
3/1/2031	2020 Golf Cart Shed (613)	\$25,000.00	
2/1/2042	2021 Go Bond (609)	\$696,240.00	Total Sewer Debt:
2/1/2031	USDA Loan #09 Skid Steer (318)	\$20,436.00	\$13,339.00
1/1/2025	TCF Bank Lease (609)	\$6,225.02	
1/13/2025	GM Financial Lease (101-43100)	\$14,237.58	Total General Fund Debt:
2/15/2025	CAT Financial Lease (101-43100)	\$10,822.58	\$71,275.49
2/1/2028	2022 Golf Rough Mower (613)	\$12,899.40	
10/1/2026	TCF Bank Lease (613) carts	\$29,340.00	PW/PS Facility Debt:
8/1/2063	Go Bond 2023A USDA (101, 601, 602)	\$2,464,158.86	\$2,915,863.80
8/1/2063	Go Bond 2023B USDA (101, 601, 602)	\$451,704.94	
8/15/2036	Demolition Revolving Loan Fund	\$154,814.56	
		\$4,801,589.51	



CITY OF BLACKDUCK

RESOLUTION NO: 2023-17

A RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS SERVICES, LICENSES, & PERMITS FOR THE CITY OF BLACKDUCK, MINNESOTA FOR 2024

WHEREAS, the City Council of the City of Blackduck has amended and supplemented to be its City Code and that code permits the City to adopt by resolution a schedule of fees and charges for various services, licenses, and permits.

NOW THEREFORE, the City Council of the City of Blackduck, Minnesota ordains:

Section 1. All fees and charges in effect January 1, 2024 of the city code for the City shall remain in effect unless otherwise modified by the provisions of the ordinance. All citations below are to various sections of the city code unless otherwise indicated.

Section 2. The following are the fees and charges for the permits, licenses and services listed below which are referenced to the section of the city code which authorizes their establishment.

General

1. The fee for an open burning permit pursuant to §900.64 shall be \$10.00.
2. The fee for dog licenses pursuant to § 920.02 shall be \$5.00 for a spayed females or neutered male dog and \$10.00 for any non-spayed or neutered dog.
3. The fee for a theatre license pursuant to §1110.01 shall be \$15.00.
4. The fee for a billiards or pool license pursuant to §1110.01 shall be \$10.00.
5. The fee for Sexually Oriented Businesses License pursuant to §1160.06 shall be \$1000.00.
6. The fee for a Peddlers and/or Solicitors License pursuant to §1130.02 shall be \$100.00.

Land Use:

7. The fee for an excavation permit pursuant to §930.25 shall be \$100.00.
8. The fee for an obstruction permit pursuant to §930.25 shall be \$25.00.
9. The fee for a land use permit pursuant to § 1560.12 shall be \$50.00.
10. The fee for a conditional use permit pursuant to § 1560.12 shall be \$150.00.
11. The fee for a variance pursuant to § 1560.12 shall be \$125.00.
12. The fee for a zoning amendment pursuant to § 1560.12 shall be \$125.00.
13. The fee for a planned unit development or subdivision permit pursuant to § 1560.12 shall be \$200.00.
14. The fee for a land division request pursuant to §1560.12 shall be \$30.00.
15. The fee for code violation pursuant to § 1560.11 shall be \$50.00.
16. The fee for no land use permit pursuant to § 1561.02 shall be \$100.



CITY OF BLACKDUCK

RESOLUTION NO: 2023-17

Rental:

17. The fee for a rental housing license pursuant to § 1150.08 shall be \$30.00.
18. The fee for a single-family rental dwelling inspection pursuant to § 1150.08 shall be ~~\$75.00~~ **\$82.00** for the first inspection and ~~\$50.00~~ **\$60.00** for all follow-up inspections.
19. The fee for a multi-family dwelling inspection pursuant to § 1150.08 shall be ~~\$75.00~~ **\$82.00** per apartment or unit for the first inspection and ~~\$50~~ **\$60.00** for all follow-up inspections.

Liquor Licensing:

20. The fee for a Club License pursuant to §1560.12 shall be based on club membership as follows: Under 200 members - \$300.00; 201-500 members - \$500.00; 501-1,000 members - \$650.00; 1,000-2,000 members - \$800.00.
21. The fee for an On Sale Intoxicating Liquor License pursuant to §1120.23 shall be \$1700.00
22. The fee for an On Sale 3.2 Beer License pursuant to §1120.23 shall be \$150.00.
23. The fee for an Off-sale 3.2 Beer License pursuant to §1120.23 shall be \$50.00
24. The fee for a Wine Permit pursuant to §1120.23 shall be \$150.00.
25. The fee for a special event On-Sale Liquor shall be \$25.00.

Water/Sewer:

26. The monthly water base fee for a Residential/ Low Volume User (5/8"-3/4" Meter) shall be \$18.00 .
27. The monthly water base fee for a Multi-Family Dwelling Unit shall be \$18.00 per unit.
28. The monthly water base fee for a Large Volume User shall be \$28.00.
29. The monthly sewer base fee for a Residential/Low Volume User (5/8"-3/4" Meter) shall be \$18.00.
30. The monthly sewer base fee for a Multi-Family Dwelling Unit shall be \$18.00 per unit.
31. The monthly sewer base fee for a Large Volume User shall be \$28.00.
32. The fee for water shall be \$0.00685/per gallon.
33. The fee for sewer shall be \$0.00685/per gallon.
34. The fee for bulk water shall be \$9.90 per thousand gallons.
35. The fee for an account setup shall be \$25.00.
36. The fee for reading a meter shall be \$25.00.
37. All water meters shall be reimbursed at cost.
38. The fee for gaskets shall be reimbursed at cost.
39. The fee for labor to replace a water meter shall be \$25.00.
40. The fee for Disconnection shall be \$25.00.
41. The Tap fee for Water connection shall be \$250
42. The fee for Septic Load Discharge will be \$25 per load.
43. The fee for a Sanitary Sewer Discharge Permit shall be \$100.00.
44. Late fee/Penalty Charge shall be \$5.00.
45. Minnesota State Drinking Water Fee shall be \$9.72/annually.



CITY OF BLACKDUCK

RESOLUTION NO: 2023-17

Pine Tree Park Campground:

46. The fee for picnic shelter reservations shall be \$35.00.
47. The fee for RV campsites with electric and water shall be \$30.00 per night
48. The fee for primitive campsites with electric shall be \$28.00 per night
49. The fee for primitive campsites w/o electric and water shall be \$22.00 per night
50. The fee for RV sanitary dump shall be \$15.00.
51. The fee for violation of pine tree park regulations pursuant to §195 shall be \$50.00.

Cemetery:

52. The fee for a single grave space pursuant to § 600.03 shall be \$250.00 of which \$187.50 shall be allocated to the Cemetery Fund and \$62.50 shall be allocated to the Perpetual Care Fund.
53. The fee for vault rental pursuant to § 600.03 shall be \$100.00 if burial @ Lakeview Cemetery, or \$175 if not.
54. The fee for conduct violation pursuant to § 600.06 shall be \$25.00

Additional Ordinance's

55. The fee for Animals Running at Large pursuant to § 920.02 Subd. 1 shall be \$25.00 for the 1st offense; \$50 for a 2nd offense; & \$60 for a 3rd offense.
56. The fee for Dangerous Animals pursuant to §920.11 shall be \$60.
56. The fee for Habitual Barking Dog pursuant to § 920.07 Subd. 1 shall be \$25.00.
57. The fee for Failure to License Dogs pursuant to § 920.02 Subd. 2 shall be \$25.00.
58. The fee for Lurking or Loitering pursuant to § 209 shall be \$50.00.
59. The fee for Curfew Violation pursuant to § 27.00 shall be \$50.00.
60. The fee for Public Nuisance – pursuant to § 900.15 shall be \$50.00 for the 1st offense and \$100 for the 2nd offense.
61. The fee for Public Nuisances Affecting Peace & Safety pursuant to §900.18 V.(1) Noises prohibited shall be \$60
62. The fee for Parking Violations pursuant to §710.01 shall be \$25.00
63. The fee for Impeding Snow Removal pursuant to § 710.07 shall be \$25.00
64. The fee for Time Limitations on Parking Restriction pursuant to § 710.05 shall be \$20.00.
65. The fee for Snow Removal Parking Restriction pursuant to §710.06 shall be \$20.00.
66. The fee for Snow Emergency pursuant to § 710.08 shall be \$25.00.
67. The fee for Material on the Sidewalk pursuant to § 930.03 shall be \$25.00.
68. The fee for Obstruction of Streets pursuant to § 930.02 shall be \$50.00.
69. The fee for Failure to Obtain Permit to Excavate in Street, Etc. pursuant to § 930.22 Subd. 1 shall be \$75.00
70. The fee for Failure to Stop at Intersections pursuant to §700.03 shall be \$75.00.
71. The fee for Excessive Noise pursuant to § 700.07 Subd 1&2 shall be \$50.00.
72. The fee for U-Turns pursuant to § 700.06 shall be \$60.00
73. The fee for Exhibition Driving pursuant to §700.08 shall be \$60.00
74. The fee for Cruising pursuant to § 700.09 shall be \$60.00.
75. The fee for Motor Vehicle Noise pursuant to §700.10 shall be \$60.00/



CITY OF BLACKDUCK

RESOLUTION NO: 2023-17

76. The fee for Snow Mobile and ATV Restriction pursuant to § 720.05 shall be \$60.00.
77. The fee for Persons under 18 – Snowmobile pursuant to § 720.06 shall be \$60.00.
78. The fee for failing to Stop or Yield pursuant to §720.07 shall be \$60.00.
79. The fee for Unauthorized Use of Motor Vehicle on Trail pursuant to §740.03 Subd 1 shall be \$60.00.
80. The fee for Unauthorized Use of Snowmobile on Trail pursuant to § 740.03 Subd 2 shall be \$60.00.
81. The fee for Disobeying Stop Sign pursuant to § 740.03 subd 3A shall be \$60.00.
82. The fee for Failing to Yield Right-of-Way pursuant to §740.03 Subd 3D shall be \$60.00.
83. The fee for Littering pursuant to § 740.06 Subd. 3 shall be \$25.00.
84. The fee for Consumption in Public Places pursuant to §1120.05 shall be \$60.00.
85. The fee for Intoxicating Liquor Sale to Minors pursuant to §1120.06 shall be \$60.
86. The fee for Discharge of Gun/Firework in the City Limits of Blackduck pursuant to §1300.02 shall be \$60.
87. The fee for Curfew Violation pursuant to §1300.03 shall be \$25 for a 1st offense; \$50 for a 2nd offense; & \$60 for a 3rd offense.
88. The fee for Disorderly Conduct pursuant to §1300.07 shall be \$60.

Other Miscellaneous Fees:

89. The fee for Concession for profit vendors at the Wayside Rest shall be \$10.00 with electric.
90. The fee for copies shall be \$0.15 for black and white and \$0.99 for color.
91. The fee for faxes shall be \$1.00 for the first page and \$.15 for each additional page.
92. The fee for impounded automobiles shall be \$45.00 per day
93. The fee for Club House rental is ~~\$100.00~~ \$250.00 for 6 hours.
94. The fee for a Notary shall be \$2.00.

Revised & Adopted by the City Council of the City of Blackduck on the 11th of December, 2023.

Approved:

Maxwell Gullette, Mayor

Christina Regas – City Administrator



Blackduck Area Chamber of Commerce
Regular Meeting –Restaurant 71
August 16, 2023

Meeting Call to Order: The monthly meeting of the Blackduck Area Chamber of Commerce was called to order at 12:03 pm at Restaurant 71.

Members Present:

Maxwell Gullette, Lori Lundberg, Chris Vacek, Lori Mystic, Tara Kleevers, Bernadette Aguilar, Brittany Krippner, Christina Regas, and Cheri Todavich

Approval of Minutes

1. Moved by Lundberg and seconded by Kleevers to approve the July 19, 2023 meeting minutes as presented. Motion approved unanimously.

Approval of Treasurer's Report

1. Moved by Mystic and seconded by Gullette to approve the Treasurer's Report from July 2023 as presented. Motion approved unanimously.

Old Business:

1. Blackduck Chamber Marketing-
 - a. QR Code for TIC – Vacek provided updates. Paul Bunyan is providing free internet Wi-Fi from the TIC including set-up and monthly fees and requests promoting the partnership. Vacek has provided details on a draft of a flyer to put on the door of the TIC. Regas asked if a webcam of the Black Duck could be added and streamed on the Chamber website now that Wi-Fi is available.
ACTION ITEM: Vacek will research the webcam idea and report back.
 - b. TIC Phone # - phone number will remain and Chamber will pay base fee to support donation for Wi-Fi. Nothing further.
 - c. Woodcarvers – Members discussed attendance stating with addition of Babe Ruth tournament numbers were high. Krippner reports her visit with friends was very positive.
 - d. Chamber Night @ the Golf Course – Gullette reports sponsor hunting is still needed; Chamber email from event coordinator sent out had good details; Krippner will promote with Ladies Golf Scramble on August 29, 2023.
 - e. WTH is Blackduck Promotion – nothing new reported.
 - f. Event Coordinator – Regas and Lundberg reports payroll for Verbridge will be paid through City for Q3 & Q4 of 2023 and continue into 2024. City will invoice Chamber.
2. Chamber Bingo – Backwoods Bash – Lundberg reports bingo will have cards sold in packets and who is volunteering to sell cards.
3. Welcome Wagon – Members report visits needed to Blackduck Floral and Blackduck Resort. Todavich requested details of visits. Vacek provided an overview of Chamber Members and/or Executive Board members make personal appearance to business and provide membership packet; plaque; and a plant/flowers when visiting.
4. Chamber After Hours – Todavich requests feedback to continue after-hours. Members agreed program should continue but understood events will be hit-or-miss.



Blackduck Area Chamber of Commerce
Regular Meeting –Restaurant 71
August 16, 2023

[ACTION ITEMS: Todavich will continue supporting event and post on Chamber FB page;](#)
[Verbridge will be requested to ask for more business to participate in September Newsletter;](#)
[Krippner will consider partnering with other similar businesses to host an event.](#)

5. Chamber By-laws – Regas provided executive board terms for discussion for upcoming elections. Regas recommends discussion on 2024-25 terms in fall meetings.

New Business:

1. Safe Haven Counseling & Wellness – Krippner reports her business can now accept health insurance. Members present congratulated Krippner on her success.

Adjournment - Meeting adjourned @ 1:05pm

Next meeting will be held September 20, 2023 @ The Pond
Blackduck Area Chamber of Commerce updates respectively submitted by Christina Regas.



Blackduck Area Chamber of Commerce Regular Meeting –The Pond October 18, 2023

Meeting Call to Order: The monthly meeting of the Blackduck Area Chamber of Commerce was called to order at 12:05 pm at The Pond.

Members Present:

Maxwell Gullette, Chris Vacek, Christina Regas, Jennifer Parker, Jake Lien, John Winnett, Dwight Kalvig, Kyle Waterman, Misty Frenzel, Kristi Harstad, Lori Mistic, Lori Lundberg, and Cian Verbridge

Approval of Minutes

1. Moved by Gullette and seconded by Frenzel to approve the September 18, 2023 meeting minutes as presented. Motion approved unanimously.

Approval of Treasurer's Report

1. Moved by Regas and seconded by Gullette to approve the Treasurer's Report from September 2023 as presented. Motion approved unanimously.

Old Business:

1. Blackduck Chamber Marketing- Members provided updates on the following marketing items:
 - a. Webcam for TIC – Lien states a webcam is possible of set up to send streamed video to a designated YouTube channel and if the Chamber requests to record video for security if required. Costs would be incurred to locate, bore and install cable/power plus fees for the security equipment and recording. Members agreed both options would be good but recommended the City Council agree to the security and take financial responsibility. Members recommended the City Council discuss the option(s) at the next work session.
[ACTION ITEMS: Regas will present option\(s\) to the council at the work session on October 23rd and Lien will develop a full quote for services.](#)
 - b. WTH is Blackduck Promotion – Members agreed the apparel is not selling well and need for more exposure at other retailers would be best if the promotions continue. More discussion regarding selling the engraved beer glasses at The Pond and having the promotion return started. Members agreed the promotion was best offered at The Pond and requested an invite to Lahr, Director of Liquor Operations of the Pond be extended to the November meeting to discuss further.
 - c. Newsletter – Verbridge reports concerns for not receiving communications on requests for changes to the website and social media. Verbridge requests one or more members to contact for questions. Verbridge further asks for ideas to gain more community engagement. Members provided ideas.
2. Chamber Bingo – Members set dates for Bingo for 2024 and requested approval from management of The Pond. The dates are: February 18th, March 17, and April 21st, 2024.
3. Chamber Scramble – Parker reports 17 teams in attendance; 21 hole sponsors; the meal went really well and the help from members and golf staff was fantastic. Parker requests the Chamber set the date for the last Friday in September 2024. Parker reports this year's event



Blackduck Area Chamber of Commerce Regular Meeting –The Pond October 18, 2023

had the best team turnout and would like earlier in the summer recruiting and sponsorship drives. Parker did not have final numbers of revenue but reports all expenses are paid to date and would have the final numbers in November. Parker states the revenue will be around \$4600 of will go to the Golf Course.

4. Welcome Wagon – Vacek reports Safe Haven will complete in future; Blackduck Floral may be scheduled in November in addition to Juelson Auto Body.
5. Chamber After Hours – Vacek had no after-hours events to report.
6. 2024 Board Nominations – Vacek reports the following executive board positions nominations:
 - a. President – Max Gulette (incoming from current VP position)
 - b. Vice-President – John Winnett nominated by Gulette
 - c. Treasurer – Jennifer Parker nominated by Gulette (accepted by Parker)
 - d. Secretary – Tara Klaers agreed to accept nomination

Board nominations to be voted on at the December meeting.

7. Coats for the Community – Event was not canceled but relocated to the Senior Center by United Way. Lundberg reports low attendance.
8. Historic Black Duck & New Black Duck restoration & rehabilitation – Regas reports receiving the following grants:
 - a. Round Up - \$1000
 - b. Upper Red Lake Area Association - \$1000
 - c. City of Blackduck - \$2000
 - d. Chamber pledge - \$3000

Regas will still work on the private donation drive in the coming weeks.

New Business:

No new business discussed.

Adjournment - Meeting adjourned @ 1:02pm

Next meeting will be held November 15, 2023 @ The Pond
Blackduck Area Chamber of Commerce updates respectively submitted by Christina Regas.

2024 Budget - *approved*

Government Unit	2024 Proposed Budget	2023 Market Value of Structures (<i>less exempt</i>)	Percentage of Total Evaluation	Annual Charge
Hines	\$113,500.00	\$56,638,600.00	25.58%	\$29,037.93
Hornet	\$113,500.00	\$12,370,500.00	5.59%	\$6,342.21
Birch	\$113,500.00	\$10,557,100.00	4.77%	\$5,412.50
Summit	\$113,500.00	\$17,881,900.00	8.08%	\$9,167.84
Taylor	\$113,500.00	\$12,448,100.00	5.62%	\$6,381.99
Hagali	\$113,500.00	\$41,349,300.00	18.68%	\$21,199.29
O'Brien	\$113,500.00	\$4,004,200.00	1.81%	\$2,052.91
Tenstrike	\$113,500.00	\$13,927,200.00	6.29%	\$7,140.31
Funkley	\$113,500.00	\$323,800.00	0.15%	\$166.01
Langor	\$113,500.00	\$12,790,600.00	5.78%	\$6,557.59
Moose Park	\$113,500.00	\$4,011,200.00	1.81%	\$2,056.49
Blackduck	\$113,500.00	\$35,079,700.00	15.85%	\$17,984.94
	\$113,500.00	\$221,382,200.00	100.00%	\$113,500.00

Payable 2023 Values

<u>City or Township</u>	<u>EMV Bldg R, P, M</u>	<u>EMV Bldg Exempt</u>	<u>EMV Bldg Total</u>
City of Blackduck	\$35,079,700.00	\$24,984,400.00	\$60,064,100.00
City of Funkley	\$323,800.00	\$0.00	\$323,800.00
City of Tenstrike	\$13,927,200.00	\$3,560,400.00	\$17,487,600.00
Birch	\$10,557,100.00	\$13,200.00	\$10,570,300.00
Hagali	\$41,349,300.00	\$910,900.00	\$42,260,200.00
Hines	\$56,638,600.00	\$1,668,500.00	\$58,307,100.00
Hornet	\$12,370,500.00	\$110,800.00	\$12,481,300.00
Langor	\$12,790,600.00	\$38,000.00	\$12,828,600.00
Moose Park	\$4,011,200.00	\$0.00	\$4,011,200.00
O'brien	\$4,004,200.00	\$0.00	\$4,004,200.00
Summit	\$17,881,900.00	\$62,900.00	\$17,944,800.00
Taylor	\$12,448,100.00	\$86,100.00	\$12,534,200.00
Total	\$221,382,200.00	\$31,435,200.00	

2024 Budget - *w/tax exempt*

Government Unit	2024 Proposed Budget	2023 Market Value of Structures	Percentage of Total Evaluation	Annual Charge
Hines	\$113,500.00	\$58,307,100.00	23.06%	\$26,176.74
Hornet	\$113,500.00	\$12,481,300.00	4.94%	\$5,603.43
Birch	\$113,500.00	\$10,570,300.00	4.18%	\$4,745.49
Summit	\$113,500.00	\$17,944,800.00	7.10%	\$8,056.25
Taylor	\$113,500.00	\$12,534,200.00	4.96%	\$5,627.18
Hagali	\$113,500.00	\$42,260,200.00	16.72%	\$18,972.55
O'Brien	\$113,500.00	\$4,004,200.00	1.58%	\$1,797.67
Tenstrike	\$113,500.00	\$17,487,600.00	6.92%	\$7,850.99
Funkley	\$113,500.00	\$323,800.00	0.13%	\$145.37
Langor	\$113,500.00	\$12,828,600.00	5.07%	\$5,759.35
Moose Park	\$113,500.00	\$4,011,200.00	1.59%	\$1,800.81
Blackduck	\$113,500.00	\$60,061,100.00	23.76%	\$26,964.19
	\$113,500.00	\$252,814,400.00	100.00%	\$113,500.00



CITY OF BLACKDUCK FIRE DEPARTMENT
FIRE PROTECTION AREA AGREEMENT
ADOPTED: JANUARY 1, 2024

This contract is made and entered into this 1st day of April, 2024 between the City of Blackduck, Beltrami County, Minnesota, 8 Summit Ave NE, PO Box 380, Blackduck, MN 56630, a public corporation (“City”), and City of XXXXXXXX, Beltrami County, Minnesota, a public corporation (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Town agrees to purchase from City, and City agrees to provide Town, the following fire-related services:

- Structural Firefighting
 - External Structural Firefighting
 - Interior Structural Firefighting
- General Firefighting
 - Vehicles & Equipment
 - Carbon Monoxide Calls
 - Other Non-Structural Firefighting
- Rescue
 - Vehicle & Equipment Extrication
 - General Search & Rescue
 - Water Rescue
 - Diving/Recovery
- Disaster Response

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.
- b. **No Guarantee.** The parties understand and agree City will endeavor to reasonably provide the services indicated above given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. The City and its officers, employees and volunteer shall not be liable to the Town or any other person for failure to furnish assistance under this agreement or for recalling assistance.



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2. **Payment.** Town agrees to pay City annually during the term of this contract the Payment Amount determined annually according to the following formula and payable within 60 days to the City of Blackduck on April first of each contract year. Payment amount will be based with the formula below (*Town market value only*):

$$\text{Formula- } C * V = S + / - B$$

Where:

C = Cost

S = Annual Charge

V = Percent of your market value of structures **protected**.

B = Credit or Debit from prior years proposed budget compared to the actual expense

Commented [CR1]: Add the following language:
'Including tax-exempt property'

City shall provide Town a written claim for the Payment Amount upon the commencement of the annual meeting of parties which will take place at least 30 days before its anniversary date.

- a. **Budget Meeting.** A meeting shall be held, separately from any regular Town or City meeting, and shall be attended by at least one appointed representative from each governing body. Those in attendance during this meeting will meet and further discuss a fire department budget and agree on the following year's fire department budget the detailed annual operational budget which will be recommended to the Blackduck City Council for approval as outlined in Section 7b herein. This meeting will take place on or before August 15th, every year, for the term of this contract.
- b. **Annual Capital Replacement Fund.** Annual capital replacement funds in the amount of **\$30,000.00** shall be deposited by the City into the Fire Department Reserve Fund every year for the duration of this contract.
- c. **Annual Meeting of Parties.** Town and City shall hold an annual meeting during the term of this contract at least 30 days before its anniversary date, to calculate the Payment Amount for the upcoming year, discuss Town's satisfaction with the service provided during the year, and to discuss such other issues as either party deems relevant to this contract. The meeting shall be held separately from any regular Town or City meeting and shall be attended by at least one appointed representative from each governing body.
3. **Emergency Service Charge.** Town, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within Town. City shall have no right to, or interest in, any service fees collected by Town. If Town imposes an emergency service charge it shall provide City a list of the specific types of information it determines it needs collected in order to successfully impose and collect the charge. City shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide Town with the information it collected.



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4. **Service Territory.** City shall provide fire services as indicated in this contract to the area in Town described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Town's Service Territory for the purposes of this contract.
5. **Term.** This contract shall commence on the effective date indicated above and shall expire 10 years from that date unless terminated earlier as provided herein.
6. **Ownership.** City owns the buildings and equipment associated with the fire department and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items.
7. **City's Responsibilities.** In addition to any other obligations described herein, City shall:
 - a. Authorize and direct the City fire department to provide the fire services described herein to Town's Service Territory;
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Town along with sufficient information to explain the items included in the budget figures. Upon Town's request, provide Town access to financial and cost data related to the fire department for two years prior to the current service year;
 - d. Disclose to Town any proposed action the City or the fire department intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the fire services indicated above; and
 - e. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.
8. **Town's Responsibilities.** In addition to any other obligations described herein, Town shall:
 - a. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early. The payment amount being the detailed annual operational budget per 7b. and 2a;
 - b. An executive board consisting of one elected member of the city, one member of the fire department and one elected member from the party of the second part (town) shall meet on or prior to August 15th at 6:30p.m. at Blackduck City Hall, for the purpose of approving by vote (simple majority of members present) shared cost, capital expenditure disbursements from the Fire Department Reserve Fund, audit, cost distribution, contract provisions concerning town or city, and proposed contract changes. The number of votes the city or town has will be based on the



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assessed valuation (the number of votes will have to be reapportioned each year due to changes in valuation.) Notification of the executive board meeting shall be given to the parties of the second part by first class mail 3 weeks in advance of the meeting.

- c. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the “Payment Amount;” and
- d. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLISA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

- 9. **Insurance Requirements.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract. City shall also maintain workers’ compensation coverage as required by law.
- 10. **Indemnification.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City’s performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.
- 11. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.



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12. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
13. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing fire services to Town's Service Territory.
14. **Termination.** This contract may be terminated at anytime during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 60 days from the date of personal service of written termination notice. Notice to City shall be served on the City administrator or City clerk if there is no City administrator, and notice to Town shall be served on the Town clerk.
15. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
16. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
17. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.



CITY OF BLACKDUCK FIRE DEPARTMENT
FIRE PROTECTION AREA AGREEMENT
ADOPTED: JANUARY 1, 2024

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

City of _____
By its Mayor:

_____ Township
By its Chairperson:

Signature

Signature

Print Name

Print Name

Date

Date

Clerk

Clerk

DRAFT