

Agenda
Courtland City Council
Thursday, December 7, 2023 7:00pm
Courtland City Hall
329 Main Street

6:30PM TNT PUBLIC HEARING

1. Call to Order
2. Roll Call-Attendance
3. Additions/Approval of the Agenda
4. Approval of Minutes- Regular CC
5. Presentation and Payment of Bills
6. Visitors
 - Joe Duncan Courtland Lions
7. Reports
 - A. Public Utilities
 - B. Mayor and Council
 - C. Streets Committee
 - D. Planning Commission
 - E. City Clerk
8. Unfinished Business
9. New Business
 - Collin Drive Feasibility Study Report
 - 2024 Budget/Final Levy
 - Resolution 23-110 Final Levy
10. Adjournment

Mission of the City of Courtland

We envision Courtland as a city with managed growth which offers a high quality of life for individuals, families and businesses at an affordable cost.

City Council Minutes

Regular Meeting
November 2, 2023

Members Present: Mayor Al Poehler
Council Member Pam Rodewald
Council Member Justin Kraus
Council Member Ralph Bents
Council Member Paul Bode

Members Absent:

Others Present: Julie Holm Dave Ubel Mark Fiemeyer John Stadick Jason Kuester Bob Schabert

The regular city council meeting was called to order by Mayor Al Poehler at 7:00 pm on November 2, 2023 in the Council chambers in City Hall.

Rodewald made a motion to approve the agenda. Bents seconded the motion. The motion carried with all in favor.

Kraus made a motion to approve October 5, 2023 regular Council minutes. Bode seconded the motion. Motion carried with all in favor.

Rodewald made a motion to approve monthly bills. Kraus seconded the motion. Motion carried with all in favor.

Check #	Vendor	Date	\$AMT	Description
EFT	IRS	13-Oct-23	\$882.15	federal payroll taxes
EFT	MN DEPT OF REVENUE	13-Oct-23	\$160.00	mn payroll taxes
EFT	PERA	13-Oct-23	\$551.45	PERA contributions
EFT	MICROSOFT	08-Oct-23	\$8.86	office 365 subscription
EFT	IRS	19-Oct-23	\$852.94	federal payroll taxes
EFT	MN DEPT OF REVENUE	19-Oct-23	\$154.00	mn payroll taxes
EFT	PERA	19-Oct-23	\$535.64	PERA contributions
EFT	MN DEPT OF REVENUE	25-Oct-23	\$1,773.00	2023 3rd qtr sales tax
22414	Holm, Julie	04-Oct-23	\$918.65	Payroll 9/17-9/30/23
22415	Ubel, David	04-Oct-23	\$1,402.08	Payroll 9/17-9/30/23
22416	Voges, Jessie	04-Oct-23	\$553.37	Payroll 9/17-9/30/23
22417	AUTO VALUE	05-Oct-23	\$13.99	belt for water plant aerator
22418	BADGER METER	05-Oct-23	\$57.54	beacon web program support meter reading 386 units
22419	CARRS TREE SERVICE, INC	05-Oct-23	\$500.00	trim tree limbs over roads, clean up broken
22420	CITY OF COURTLAND	05-Oct-23	\$290.45	fire hall, comm center, main shed, city office utilities
22421	CLEARWAY COMMUNITY SOLAR LLC	05-Oct-23	\$2,405.05	solar subscription
22422	COMCAST, INC	05-Oct-23	\$184.74	comm center, fire hall, city office internet
22423	HAWKINS, INC	05-Oct-23	\$177.42	water plant supplies
22424	LOFFLER	05-Oct-23	\$70.77	mfp maintenance 9/24-10/23/23, color copies
22425	LUEPKE OIL & TRUCKING LLC	05-Oct-23	\$53.68	gas
22426	Nuvera	05-Oct-23	\$545.40	office, fax, fire hall, lifts, wells, wtr twr, wtr plnt intnet
22427	RUNNINGS SUPPLY, INC.	05-Oct-23	\$226.98	supplies pump out generator fuel, water plant supplies
22428	BANYON DATA SYSTEMS, INC	19-Oct-23	\$3,110.00	annual software support for modules
22429	BOLTON & MENK, INC	19-Oct-23	\$2,109.50	eng svcs oversight kuester project 6/24-7/21-23
22430	CITY OF NEW ULM	19-Oct-23	\$6,913.90	flow to new ulm
22431	COURTLAND FIRE DEPT RELIEF-GEN	19-Oct-23	\$3,000.00	ANNUAL CONTRIBUTION
22432	COURTLAND MART	19-Oct-23	\$568.02	GAS(561.38), fire hall cleaning supplies(6.64)
22433	IMMENSE IMPACT, LLC	19-Oct-23	\$605.00	annual website subscription
22434	LMC	19-Oct-23	\$127.94	annual adobe pro subscription

22435	RENT N SAVE PORTABLE SERVICES	19-Oct-23	\$230.00	porta potty rental parks 09/01-09/30
22436	COLUMN SOFTWARE PBC	19-Oct-23	\$267.07	publish ordinance
22437	UNITED NATURAL GAS	19-Oct-23	\$43.75	main shed, firehall,wtr plant,cityoffice natural gas
22438	VIA ACTUARIAL SOLUTIONS	19-Oct-23	\$2,600.00	actuarial report FD
22439	XCEL ENERGY	19-Oct-23	\$1,515.85	office,firehall,wtrtwr,park,lifts,wtrplt,mainshed,st lights
22440	Holm, Julie	19-Oct-23	\$948.11	Payroll 10/1-10/14/23
22441	Ubel, David	19-Oct-23	\$1,391.08	Payroll 10/1-10/14/23
22442	Voges, Jessie	19-Oct-23	\$502.39	Payroll 10/1-10/14/23
			\$36,250.77	

John Stadick is present to question shaping the ditch by his house at 107 Wishbone Way as water will pool with only an inch of rain. It pools between his property and his neighbor to the north. Stadick explained that there is about a 12 inch rise from his culvert to his neighbor's culvert. The culverts are clean, the ditch between the houses does not allow the water to flow properly to the south toward the pond. Dave Ubel reports the homeowners have approached him about putting in storm sewer with storm drain in ditch and willing to be assessed for the project. John also has another issue to present for another neighbor in the cul-de-sac to the west with flooding from Hazel Lane sheds in the spring and heavy rains. After discussion, council agrees to take a look at the issues and then decide what needs to be done.

Mayor Report: NONE

Council Reports: NONE

Public Utilities: Discussion on notice to homeowners and businesses where issues were found during sewer televising. Council had questions on receiving a report on the project with the laterals of the most concern to be addressed as well as lines that need to be cleaned. Ubel reported jump drives with all the data have been received, but each has to be viewed individually and will be time consuming to find those that are in need of immediate attention to get notice letters out. Ubel will check the bid package again for details and contact the company about a report. Additional discussion on mainline that will need to be jetted, Dave is contacting a company to proceed with this.

Dave reports Nuvera continues to work on installing fiber lines in the City but they are not removing old copper lines with he feels could be a problem in the future when locate calls come in for any digging, the lines will be located along with the new fiber line and may cause confusion.

City Clerk: Clerk Holm made note of holidays for November the office will be closed, Friday November 10th for Veteran's Day and Thursday November 23 and Friday 24th for Thanksgiving.

Clerk Holm presented the bill from Underground Technologies for approval. Discussion and review leads to making partial payment of \$57,360 until receive clarification on other items on bill and report on all the laterals.

Rodewald made a motion to pay Underground Technologies of Minnesota \$57,360.00 partial payment of invoice No. 575. Bode seconded the motion. Motion carried with all in favor.

Kuester Pit 2 Second Addition: Jason Kuester is present to discuss letter received from city attorney on non-completion of development by date of agreement. The project deadline was in July, Mayor Poehler questions why no update was given when the completion was not going to be done by the expected deadline. Mr. Kuester reports delays for gas and electrical work to be completed that caused dirt work not to be completed. Mr. Kuester indicated work is being done now, leveling of dirt and shaping ditch for water flow. Seeding and mulch to be put down and if does not grow, he will reseed in the spring and clean up mulch as needed. Mr. Kuester indicated not all dirt will be leveled and will have erosion control done by end of week.

Councilmember Bode did ask again as to why if work was not going to be completed by project date, why city

was not informed and also the project calls for all dirt to be leveled to specifications in the development plans given to the city when the project began.

Collin Drive Feasibility Study: Mayor Poehler has asked Joe Duncan with Bolton and Menk the process to move forward with Collin Drive Street improvements and assess the properties for the work. Mr. Duncan sent over a draft resolution the clerk has prepared for review. The project will be 2024 Street Improvement Project.

Rodewald made a motion to approve Resolution 23-109 Authorizing Preliminary Report For The Proposed 2024 Street Improvement Project. Bents seconded the motion. Motion carried with all in favor.

Bents made a motion to adjourn. Rodewald seconded the motion. Motion carried with all in favor.

Meeting adjourned 8:07pm

A signed written copy of the minutes is on file in the office of the city clerk.

Respectfully submitted,

Signed: _____
Al Poehler, Mayor

Attest: _____
Julie Holm, City Clerk

DRAFT

Check#	Vendor	DATE	\$AMT	Description
EFT	IRS	02-Nov-23	\$838.39	federal payroll taxes
EFT	MN DEPT OF REVENUE	02-Nov-23	\$151.00	mn payroll taxes
EFT	PERA	02-Nov-23	\$538.11	PERA contributions
EFT	MICROSOFT	09-Nov-23	\$8.86	office 365 subscription
EFT	IRS	16-Nov-23	\$852.94	federal payroll taxes
EFT	MN DEPT OF REVENUE	16-Nov-23	\$154.00	mn payroll taxes
EFT	PERA	16-Nov-23	\$535.64	PERA contributions
EFT	IRS	29-Nov-23	\$775.32	federal payroll taxes
EFT	MN DEPT OF REVENUE	29-Nov-23	\$139.00	mn payroll taxes
EFT	PERA	29-Nov-23	\$492.26	PERA contributions
22443	Holm, Julie	01-Nov-23	\$918.65	Payroll 10/15-10/28/23
22444	Ubel, David	01-Nov-23	\$2,765.80	Payroll 10/15-10/28/23
22445	Voges, Jessie	01-Nov-23	\$553.37	Payroll 10/15-10/28/23
22446	CLEARWAY COMMUNITY SOLAR LLC	02-Nov-23	\$2,322.80	solar subscription
22447	COMCAST, INC	02-Nov-23	\$184.74	fire hall, comm center, city office internet
22448	JR REINHART	02-Nov-23	\$272.00	mowing 531st Ave ditch, zieske rd at lift station, stormwater drainage east main st
22449	HAWKINS,INC	02-Nov-23	\$1,933.09	water plant chemical supplies(Aqua Hawk,Azone 15,Potassium Permanganate)
22450	LOFFLER	02-Nov-23	\$68.78	mfp maintenance 10/24-11/23/23, Color Copies
22451	PROKORE INSPECTIONS, LLC	02-Nov-23	\$98.00	building permits sept 2023
22452	RIVER VALLEY LAWN CARE	02-Nov-23	\$324.70	fall weed & feed fire station, red shoe & main st park
22453	TIM PORTNER	02-Nov-23	\$323.57	reimburse mileage to chiefs conference 10/18-10/22/23
22454	VOID		VOID	VOID
22455	Nuvera	02-Nov-23	\$544.48	office,fax,fire hall,lifts,wells,wtr twr,wtr plnt inetnet
22456	OTTO ELECTRIC	02-Nov-23	\$236.27	wiring new a/c furnace replacement city hall
22482	BADGER METER	13-Nov-23	\$57.54	beacon web program support meter reading 386 units
22483	CITY OF COURTLAND	13-Nov-23	\$323.35	fire hall, comm center, main shed, city office utilities
22484	CITY OF NEW ULM	13-Nov-23	\$7,518.24	flow to new ulm
22485	CLIFTONLARSONALLEN	13-Nov-23	\$1,255.49	audit services for 2022-final billing
22486	COURTLAND MART	13-Nov-23	\$404.25	(394.86)gas, 9.39(sm propane tank)
22487	ECOWATER SYSTEMS OF NEW ULM	13-Nov-23	\$39.68	softner salt for fire hall
22488	VOID		VOID	VOID
22489	JULIE HOLM	13-Nov-23	\$396.00	stamps-general, utility billing
22490	LMCIT	13-Nov-23	\$1,764.00	workers comp ins premium after audit
22492	UNITED NATURAL GAS	13-Nov-23	\$183.96	main shed, firehall,wtr plant,cityoffice natural gas
22493	COURTLAND FIRE DEPT RELIEF-GEN	15-Nov-23	\$17,619.38	state fire aid and supplemental
22494	GOPHER STATE ONE-CALL	15-Nov-23	\$71.55	26 tickets Sept, 27 tickets Oct
22495	ALLINA HEALTH	15-Nov-23	\$517.80	schlumpberger_suess firefighter physicals
22496	Holm, Julie	15-Nov-23	\$1,011.94	Payroll 10/29-11/11/23
22497	Ubel, David	15-Nov-23	\$1,391.08	Payroll 10/29-11/11/23
22498	Voges, Jessie	15-Nov-23	\$304.46	Payroll 10/29-11/11/23
22499	BLETHEN BERENS	29-Nov-23	\$290.00	email review kuester development agreement default
22500	BOLTON & MENK, INC	29-Nov-23	\$1,592.50	kuester development oversight 7/22-9/1/23, GIS updates
22501	LOFFLER	29-Nov-23	\$77.78	mfp maintenance 11/24-12/23/23, color copies
22502	RENT N SAVE PORTABLE SERVICES	29-Nov-23	\$192.90	final porta potty rental parks 10/1-10/26/23
22503	XCEL ENERGY	29-Nov-23	\$1,631.53	office,firehall,wtrtwr,park,lifts,wtrplnt,mainshed,st lights
22504	Holm, Julie	29-Nov-23	\$992.49	Payroll 11/12-11/25/23
22505	Ubel, David	29-Nov-23	\$1,391.08	Payroll 11/12-11/25/23
22506	Voges, Jessie	29-Nov-23	\$532.01	Payroll 11/12-11/25/23
			\$54,590.78	
22491	UNDERGROUND TECHNOLOGIES	13-Nov-23	\$57,360.00	televise sewer laterals amt per council at 11/2/23 mtg

Mission of the City of Courtland

We envision Courtland as a city with managed growth, which offers a high quality of life for individuals, families and businesses at an affordable cost.

Planning Commission Minutes

Regular Meeting

November 16, 2023

Present: Commissioner Chair Ed Mages
Commissioner Julie Holm
Commissioner Al Poehler
Commissioner Natasha Goblirsch

Absent: Commissioner Greg Juberien

Visitors: Matt Mages

The regular scheduled Planning Commission meeting was opened by Commissioner Chair Mages on November 16, 2023 at 6:30 p.m. in the Courtland City Council Chambers.

APPROVAL OF MINUTES.

Goblirsch made a motion to approve the minutes from the October 19, 2023 Planning Commission meeting. Poehler seconded the motion. The motion carried with all in favor.

Matt Mages is present to discuss proposal for business use plans of recently purchased property at 400 Main Street. The property has been used as a residence since home was built but the area is zoned as mixed residential and business. Mr. Mages has provided plans for expansion of the property that will remove the current garage and add on an office/conference room and bathroom as well as a two story addition garage with loft area capable of holding events and for storage of auction trailer used. The use for the residence portion of the building will be to use as short term rental, an Air BnB. Mr. Mages has questions on changing curb cut and making parking area. Commissioners direct him to contact Nicollet County as this will be under their discretion to allow changes.

Poehler made motion to adjourn. Holm seconded the motion. Motion carried with all in favor.

Meeting adjourned at 7:20p.m.

Respectfully submitted,

Ed Mages, Chair

Julie Holm, City Clerk



Matt Mages 405 Riverview Dr, Courtland, MN 56021

507-276-7002 mattm@magesland.com

400 Main St Courtland, MN Proposal

I am the current owner of 400 Main St in Courtland, MN and I am making a capital improvement to the property that I want to be a great 1st impression for Courtland to all residents, visitors and renters.

In this packet, I have provided drawings and renderings of what the property will look like and be used for.

My goal is to have a flexible property that can handle one or more businesses, be a rental space for different events and also keep the residential space for a short and long term rental, owner occupied business or as a private residence.

My immediate plan would be for Mages Land Co & Auction Service to occupy the office space and use the residential space for short term/ vacation rentals commonly know as "Air BnB". I do already operate similar properties in Sleepy Eye, MN and understand and have been licensed through the Nicollet Co/ Brown Co Health dept.

I am excited for this project and believe it will be an asset to the Courtland community now and for many years to come!

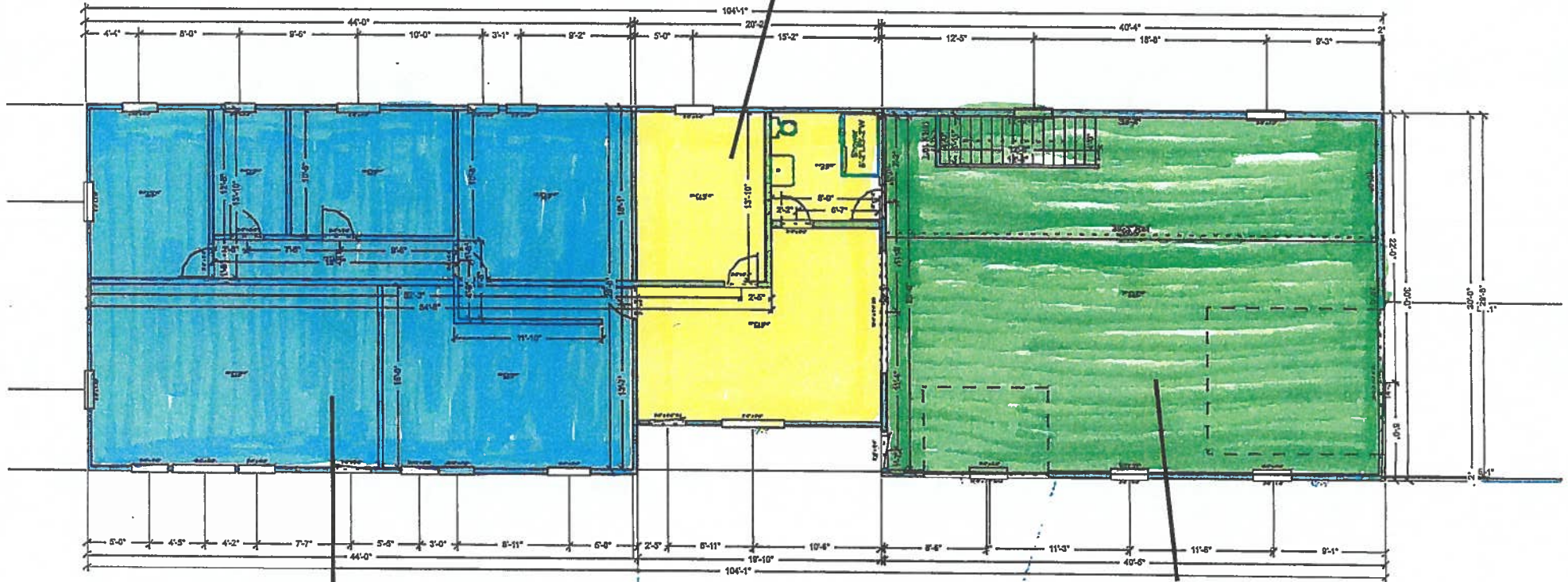
Please feel free to reach out with any and all questions you my have.

Thank You

Matt Mages

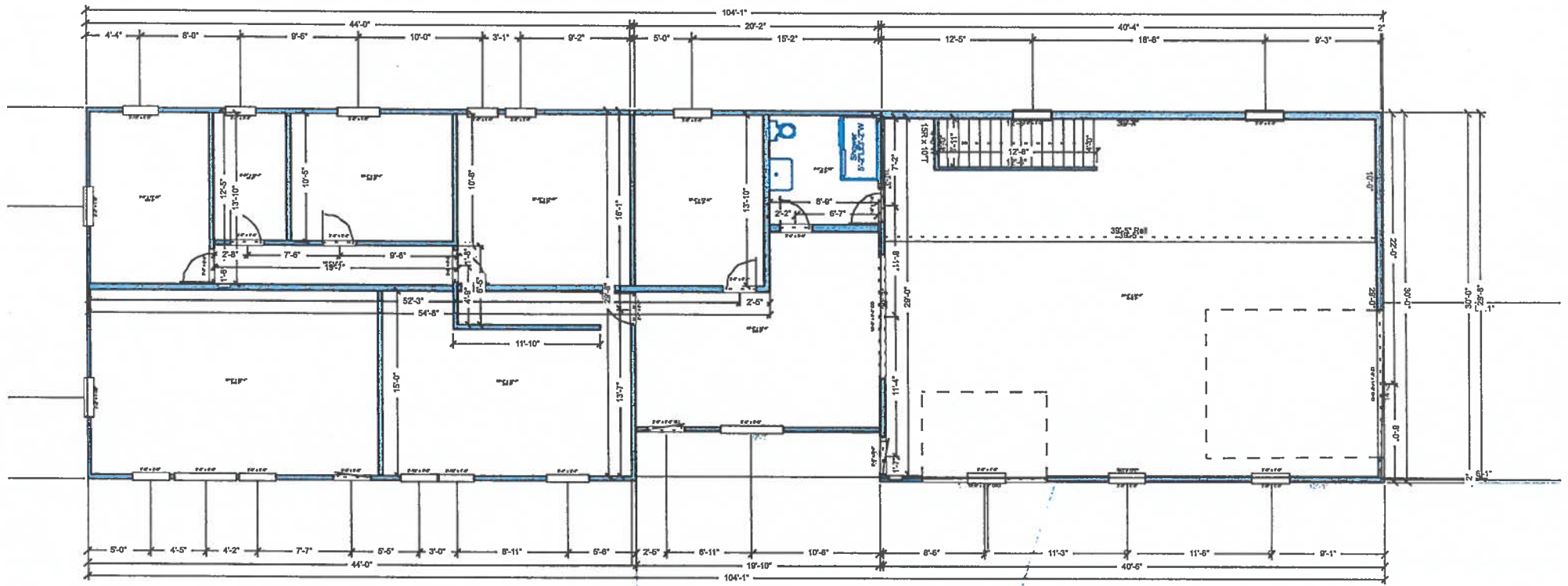
A handwritten signature in blue ink, appearing to read "Matt Mages", is written over a horizontal line.

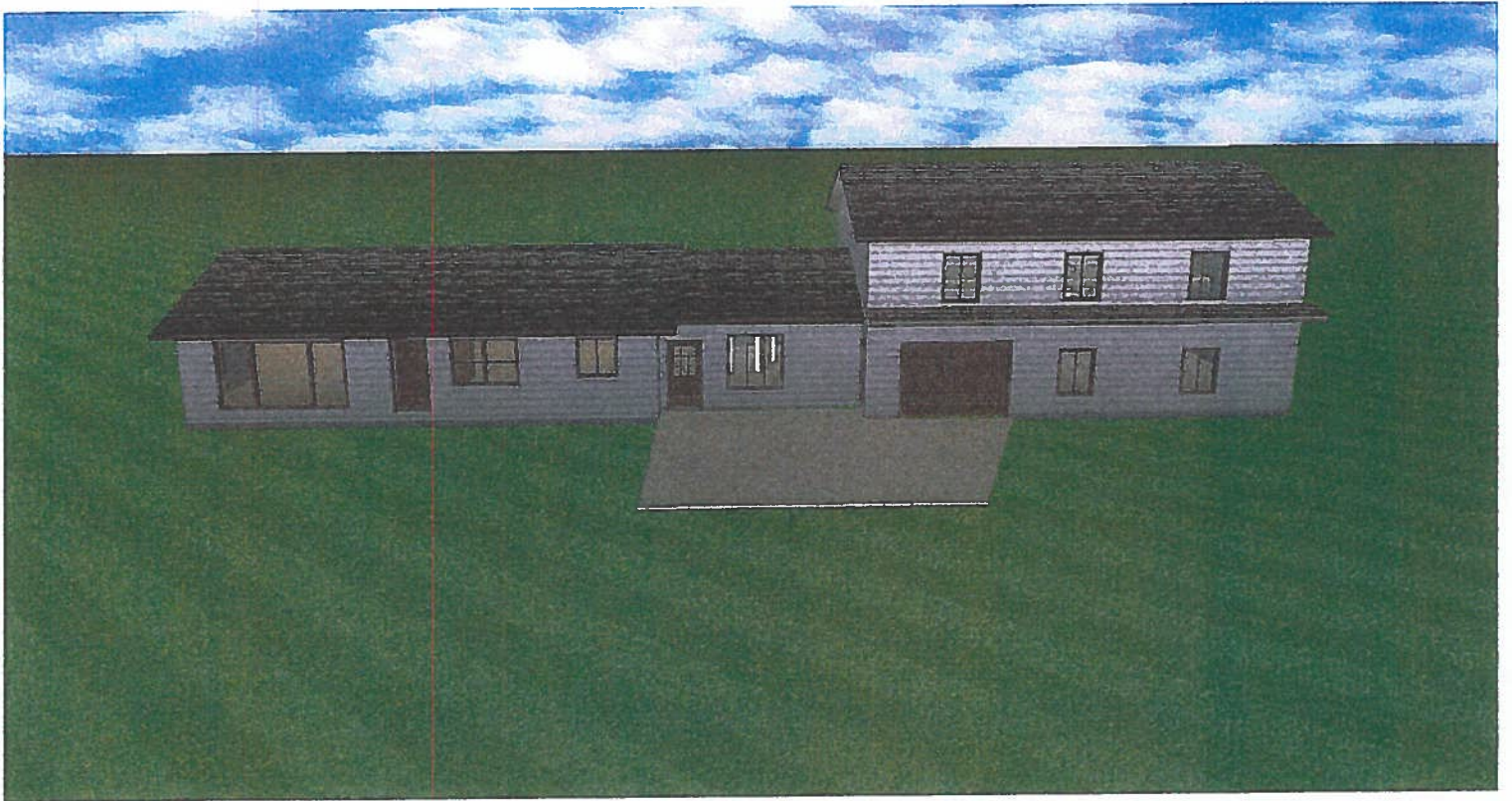
Office/ Conference Room

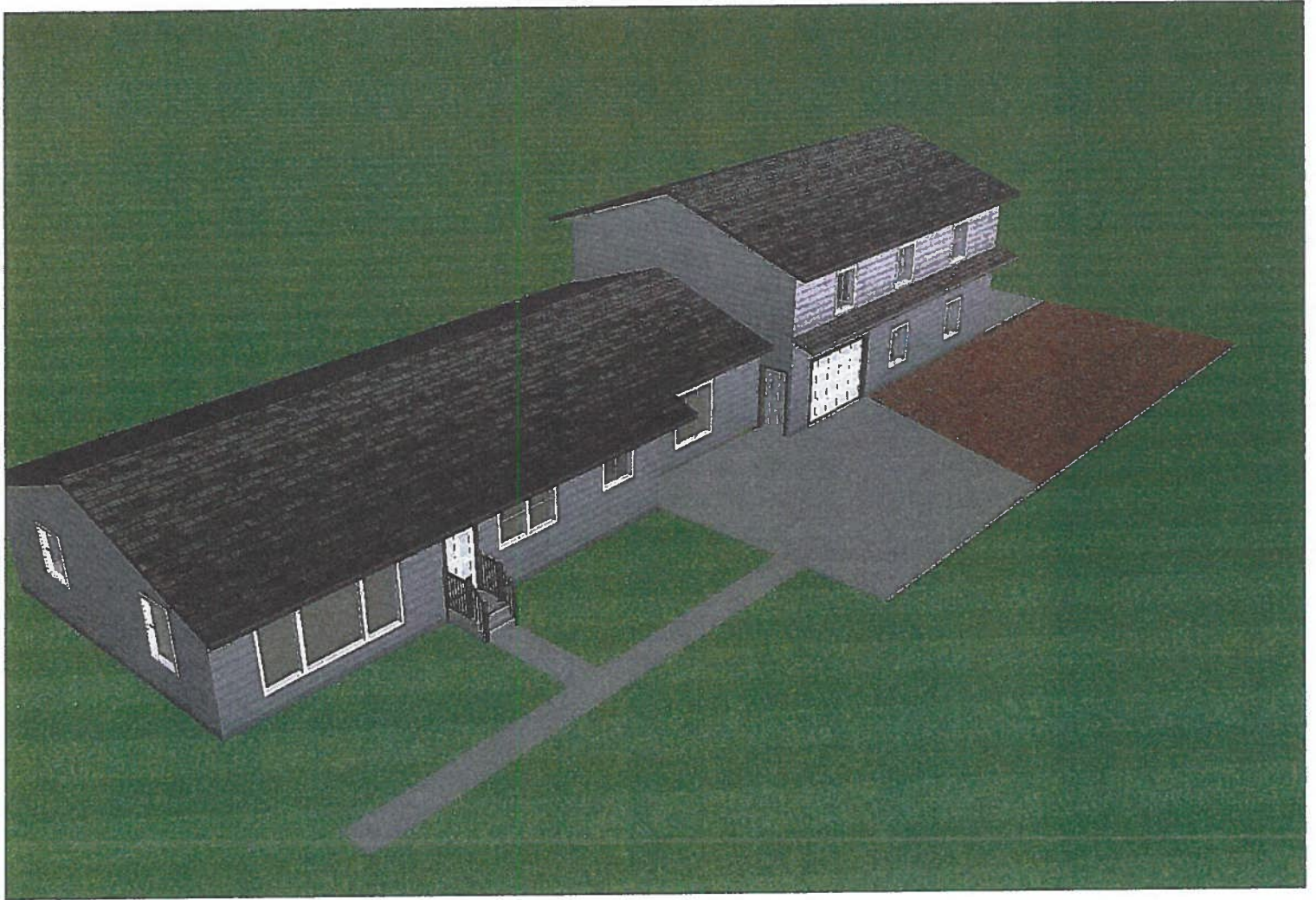


Residential/ Short Term Rental

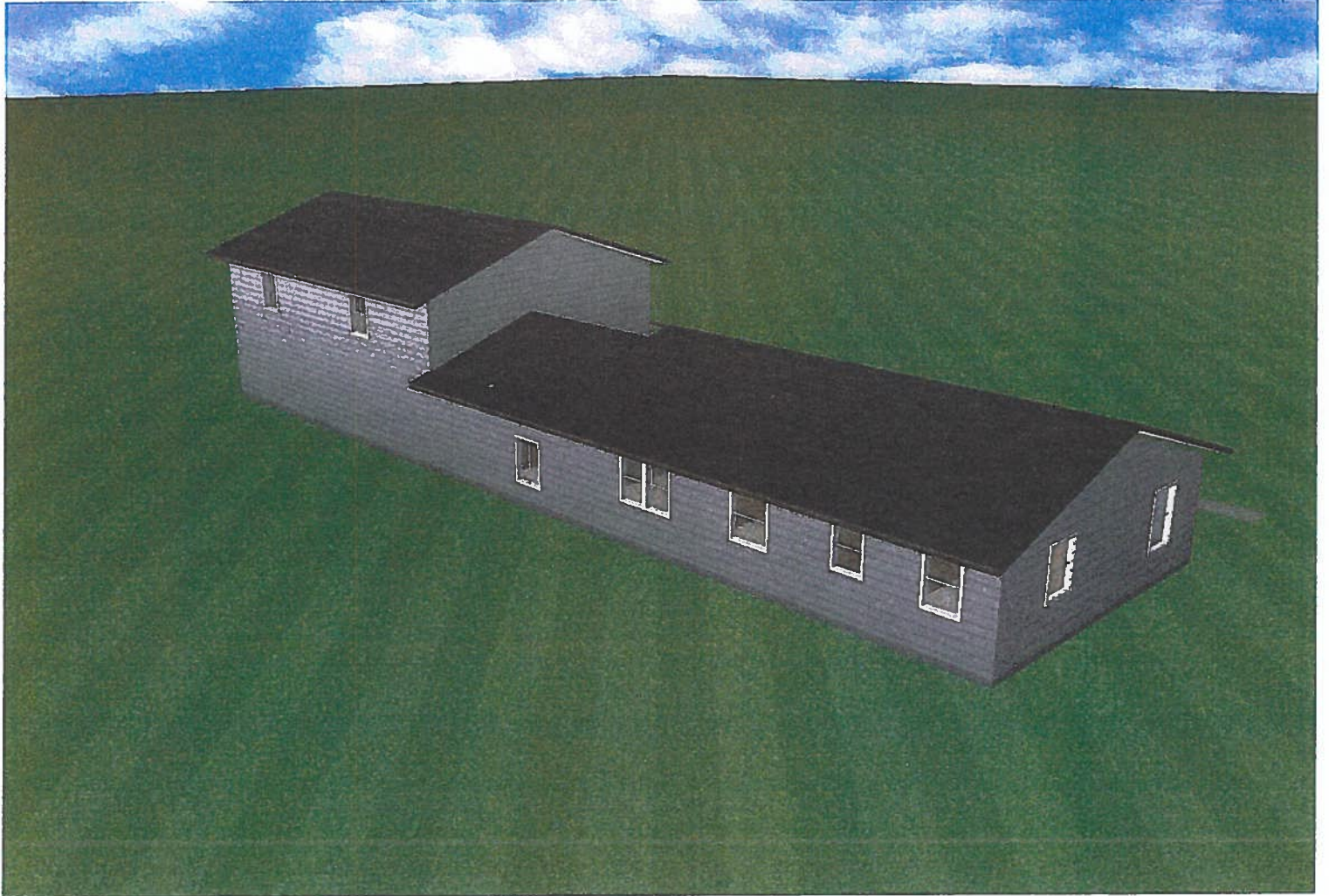
Event Rental/ Storage

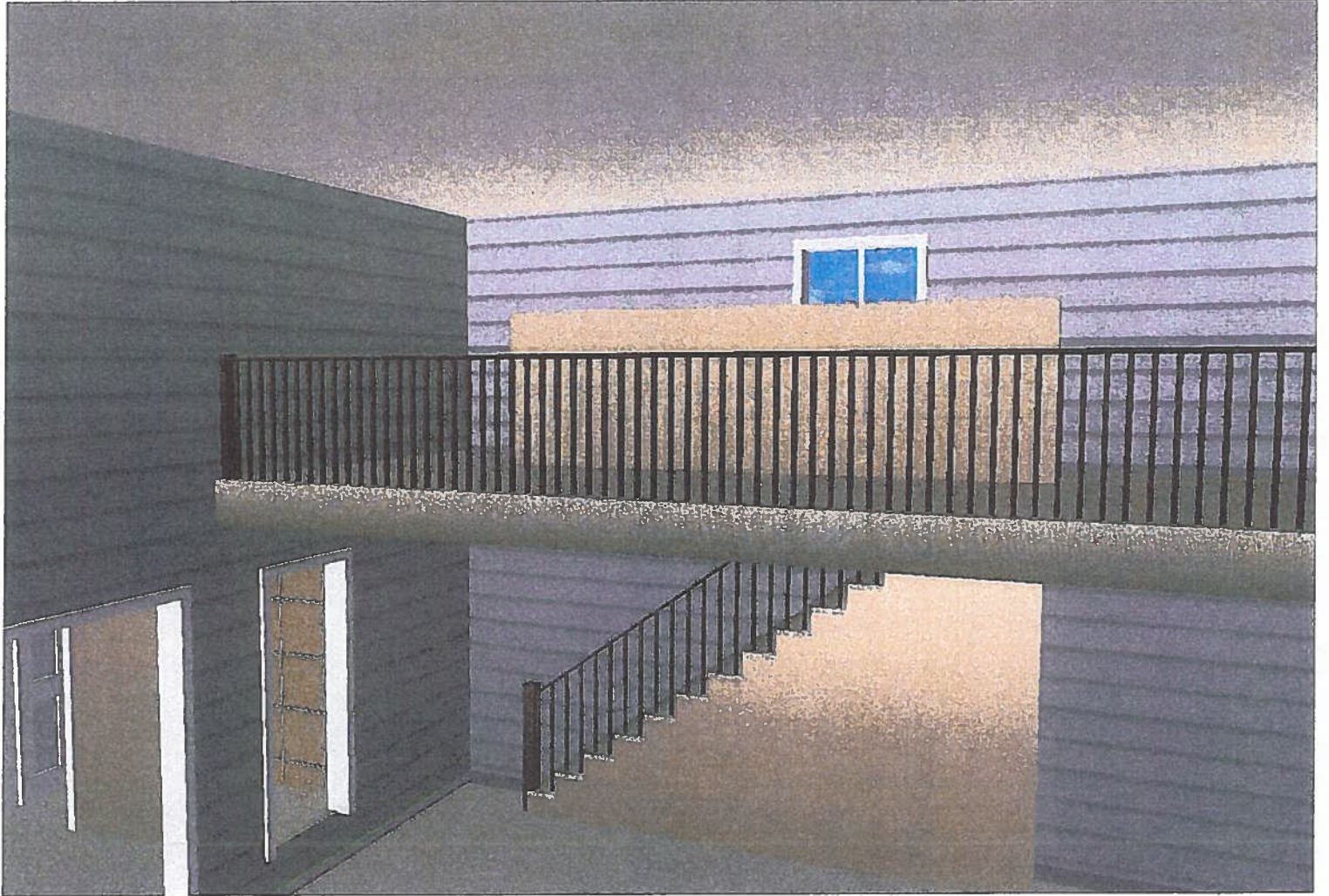








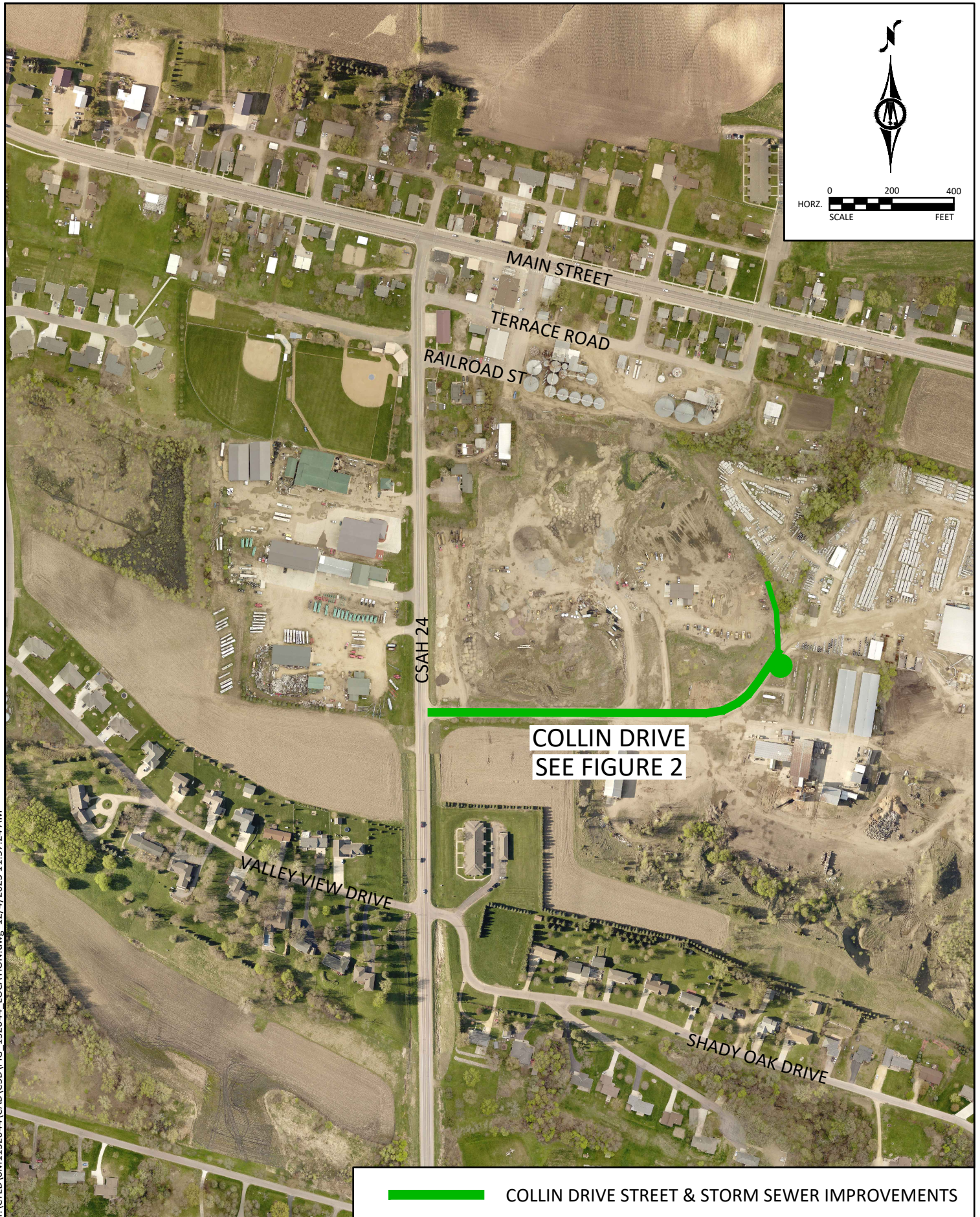




Collin Drive Street & Storm Sewer Improvements Fig. No.1: Project Location Map

City of Courtland, MN

December 2023



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COLLIN DRIVE STREET & STORM SEWER IMPROVEMENTS

SUMMARY BUDGET
City of Courtland, MN
2024

Actual Amt 2021	Budget 2022	Actual Amt 2022	YTD Actual 11 mos 2023	Budget 2023	Draft Budget 2024	FINAL 2024
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CHANGE

General Government

Council	\$ 10,194.46	\$ 12,165	\$ 10,089.51	\$ 4,801.20	\$12,000	\$ 13,180	\$ -	\$ 1,180
Planning Commission	\$ 2,614.10	\$ 3,250	\$ 2,606.71	\$ 1,573.53	\$3,000	\$ 3,000	\$ -	\$ -
CITY HALLE-BLDG (new2021)	\$ 29,221.70	\$ -	\$ 8,405.14	\$ 17,673.98	\$ 16,000.00	\$ 16,100	\$ -	\$ 100
City Clerk-Office Admin	\$ 103,682.85	\$ 78,700	\$ 131,660.43	\$ 81,511.99	\$80,000	\$ 81,400	\$ -	\$ 1,400
Elections	\$ -	\$ -	\$ 3,430.30	\$ -	\$0	\$ 5,000	\$ -	\$ 5,000
Total Gen Gvt.	\$145,713.11	\$ 94,115	\$156,192.09	\$105,560.70	\$111,000	\$ 118,680	\$ -	\$ 7,680

Public Safety

Fire - Personnel	\$ 34,252.97	17,425	\$ 33,117.19	\$ 36,888.65	17,425	19,050	-	\$ 1,625
Fire - Building	\$ 12,985.93	27,650	\$ 9,388.79	\$ 11,036.83	28,575	32,325	-	\$ 3,750
Fire - Other Expenses	\$ 1,651.00	2,600	\$ 697.00	\$ 1,503.46	2,500	2,600	-	\$ 100
Safety - Civil Defense	\$ 6,842.44	4,100	\$ 480.00	\$ -	4,500	4,500	-	\$ -
Total Public Safety	\$55,732.34	\$ 51,775	\$43,682.98	\$49,428.94	\$53,000	\$ 58,475	\$ -	\$ 5,475

Public Works

Streets & Facilities	\$ 99,836.00	\$ 75,150	\$ 84,318.85	\$ 88,964.89	\$94,000	\$ 96,000	\$ -	\$ 2,000
Parks & Grounds	\$ 7,237.29	\$ 6,700	\$ 11,799.80	\$ 7,024.52	\$9,000	\$ 10,000	\$ -	\$ 1,000
Capital Improvement Funds & Del	\$ 56,548.28	\$ 119,000	\$ 126,357.32	\$ 212,392.36	\$100,000	\$ 125,000	\$ -	\$ 25,000
Total Public Works	\$163,621.57	\$ 200,850	\$222,475.97	\$308,381.77	\$203,000	\$ 231,000	\$ -	\$ 28,000

TOTALS ALL Gen Fund

\$365,067.02	\$ 346,740	\$422,351.04	\$463,371.41	\$367,000	\$ 408,155	\$ -	\$ 41,155
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16,402

\$ 20,260 5.8%
\$41,155 11.2%
-\$367,000 -100.00%

8.2%

Revenues

Property Taxes (Levied)	\$ 213,449.34	\$ 219,220	\$ 221,667.34	\$ 123,692.34	\$230,616	\$ 249,591	\$ -	\$ (230,616)	-100.0%
Special Assessments	\$ 11,364.86	\$ 10,000	\$ 145,510.78	\$ 5,702.79	\$0	\$ -	\$ -	\$ -	
Cable Franchise Taxes	\$ 9,221.86	\$ 10,000	\$ 10,255.21	\$ 9,321.70	\$10,000	\$ 11,800	\$ -	\$ 1,800	
Licenses & Permits	\$ 12,411.99	\$ 7,500	\$ 2,995.04	\$ 8,458.85	\$7,500	\$ 5,000	\$ -	\$ (2,500)	
Intergovernmental	\$ 131,058.17	\$ 92,020	\$ 107,662.34	\$ 65,580.98	\$96,284	\$ 118,064	\$ -	\$ 21,780	
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$0	\$ -	\$ -	\$ -	
Earnings on Investments	\$ 2,492.59	\$ 100	\$ 9,221.05	\$ 30,394.92	\$15,000	\$ 20,000	\$ -	\$ 5,000	
Misc	\$ 25,401.38	\$ 7,900	\$ 22,500.79	\$ 43,550.51	\$7,600	\$ 3,700	\$ -	\$ (3,900)	
TOTAL REVENUES	\$405,400.19	\$ 346,740	\$519,812.55	\$286,702.09	\$367,000	\$ 408,155	\$ -	\$ 41,155	

\$ - \$97,461.51 -\$176,669.33 \$ - \$ - \$ - \$0

230,616 \$ 249,591 \$ - Final Levy (decrease \$8,1
219,220 \$ 230,616 \$230,616
\$ 11,396 \$ 18,975 \$ (230,616) **Levy Increase**

REVENUES	Actual Amt 2021	Budget 2022	Actual Amt 2022	YTD Actual 11 mos 2023	Budget 2023	Draft Budget 2024	FINAL 2024	Change
Acct Description								
R 101-R 101-31010 Current Ad Valorem Taxes	\$213,449.34	\$ 219,220	\$221,667.34	\$123,692.34	\$ 230,616	249,591	\$ -	\$18,975
R 101-R 101-32000 Licenses and Permits	\$12,411.99	\$ 7,500	\$2,995.04	\$8,458.85	\$ 7,500	5,000	\$ -	-\$2,500
R101-33100 Fed Grants - CARES	\$38,030.23		\$38,030.21	\$0.00				
R 101-R 101-33300 Federal Aid	\$0.42	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-33401 Local Government Aid	\$89,985.40	\$ 91,520	\$91,520.07	\$46,061.60	\$ 95,784	\$ 117,564	\$ -	\$21,780
R 101-R 101-33402 Homestead Credit	\$424.00	\$ 500	\$434.00	\$0.00	\$ 500	\$ 500	\$ -	\$0
R 101-R 101-33420 Insurance Premium Tax-Fire	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-33430 Other State Aids	\$40,648.35	\$ -	\$15,708.27	\$19,519.38	\$ -	\$ -	\$ -	\$0
R 101-R 101-34100 General Government	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-34200 Public Safety Charges for Svcs	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-34950 Other Revenues	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-36100 Special Assessments	\$11,364.86	\$ 10,000	\$145,510.78	\$5,702.79	\$ -	\$ -	\$ -	\$0
R 101-R 101-36200 Miscellaneous Revenues	\$6,709.76	\$ 7,500	\$3,919.97	\$35,384.28	\$ 7,500	\$ 3,500	\$ -	-\$4,000
R 101-R 101-36210 Interest Earnings	\$2,492.59	\$ 100	\$9,221.05	\$30,394.92	\$ 15,000	\$ 20,000	\$ -	\$5,000
R 101-R 101-36220 Other Rents and Royalties	-\$0.38	\$ 400	\$1,555.82	\$166.23	\$ 100	\$ 200	\$ -	\$100
R 101-R 101-36230 Contributions and Donations	\$18,692.00	\$ -	\$17,025.00	\$8,000.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-36240 Franchise Fees (use detail)	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-36241 Franchise Fees - Comcast	\$3,072.93	\$ 3,000	\$3,933.41	\$0.00	\$ 3,000	\$ 4,300	\$ -	\$1,300
R 101-R 101-36242 Franchise Fees- NU Telecom	\$6,148.93	\$ 7,000	\$6,321.80	\$9,321.70	\$ 7,000	\$ 7,500	\$ -	\$500
R 101-R 101-36250 Loan Payments	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-36260 Service Fees	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-36270 Insurance Proceeds	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-R 101-39000 Retained Earnings	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
R 101-39200 InterFund op transfers	\$0.00		\$0.00	\$0.00				
R 101-R 101-39101 Sales of General Fixed Assets	\$0.00	\$ -	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$0
Total Revenues	\$ 443,430.42	\$ 346,740	\$ 557,842.76	\$ 286,702.09	\$ 367,000	\$ 408,155	\$ -	-\$149,688
						\$ 41,155.00		
						11.2%		
R 101-R 101-39200 InterFund Operating Xfrs	\$0.00		\$0.00	\$0.00				

General Government	Actual Amt 2021	Budget 2022	Actual Amt 2022	YTD Actual 11 mos 2023	Budget 2023	Draft Budget 2024	FINAL 2024
GENERAL GOVERNMENT TOTAL	\$145,713.11	\$94,115.00	\$156,192.09	\$105,560.70	\$111,000.00	\$118,680.00	\$0.00
						\$7,680 6.9%	-\$118,680
unc Council	\$10,194.46	\$12,165.00	\$10,089.51	\$4,801.20	\$12,000.00	\$13,180.00	\$0.00
101-E 101-41110-112 Meetings Council	\$6,110.00	\$6,480.00	\$6,240.00	\$3,120.00	\$6,240.00	\$7,200.00	\$0.00
101-E 101-41110-113 Special Meetings Council	\$900.00	\$1,520.00	\$742.50	\$180.00	\$1,760.00	\$1,760.00	\$0.00
101-E 101-41110-122 PAYROLL TAX Council	\$536.27	\$700.00	\$534.17	\$252.45	\$700.00	\$700.00	\$0.00
101-E 101-41110-308 Training Combine	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00
101-E 101-41110-331 Travel Expenses Combine	\$0.00	\$250.00	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00
101-E 101-41310-112 Meetings Mayor	\$2,180.00	\$2,180.00	\$2,180.00	\$1,090.00	\$2,180.00	\$2,400.00	\$0.00
101-E 101-41310-113 Special Meetings Mayor	\$280.00	\$520.00	\$210.00	\$70.00	\$320.00	\$320.00	\$0.00
101-E 101-41310-122 PAYROLL TAX Mayor	\$188.19	\$215.00	\$182.84	\$88.75	\$200.00	\$200.00	\$0.00
unc Planning Commission	\$2,614.10	\$3,250.00	\$2,606.71	\$1,573.53	\$3,000.00	\$3,000.00	\$0.00
101-E 101-41910-112 Meetings	\$1,835.00	\$2,460.00	\$1,925.00	\$925.00	\$2,250.00	\$2,250.00	\$0.00
101-E 101-41910-113 Special Meetings	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00
101-E 101-41910-122 PAYROLL TAX	\$140.35	\$240.00	\$147.26	\$70.76	\$150.00	\$150.00	\$0.00
101-E 101-41910-331 Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-E 101-41910-351 Legal Notices Publishing	\$638.75	\$350.00	\$534.45	\$577.77	\$400.00	\$400.00	\$0.00
unc City Clerk-Office Admin	\$103,682.85	\$78,700.00	\$131,660.43	\$81,511.99	\$80,000.00	\$81,400.00	\$0.00
101-E 101-41400-101 Employees Regular Pay	\$15,034.34	\$16,000.00	\$12,053.28	\$13,295.68	\$17,000.00	\$17,500.00	\$0.00
101-E 101-41400-104 Temporary Emplo contr lat	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-E 101-41400-121 PERA	\$1,040.34	\$1,200.00	\$1,132.03	\$997.18	\$1,200.00	\$1,200.00	\$0.00
101-E 101-41400-122 PAYROLL TAX	\$1,061.25	\$1,200.00	\$1,154.64	\$1,017.19	\$1,200.00	\$1,300.00	\$0.00
101-E 101-41400-200 Office Supplies (G desk spl	\$532.24	\$600.00	\$686.85	\$604.31	\$600.00	\$600.00	\$0.00
101-E 101-41400-201 Accessories (paper, pens, r	\$94.22	\$100.00	\$179.22	\$0.00	\$100.00	\$100.00	\$0.00
101-E 101-41400-203 Printed Forms paper	\$129.76	\$300.00	\$0.00	\$291.16	\$300.00	\$300.00	\$0.00
101-E 101-41400-204 Envelopes and Letterhead	\$23.49	\$125.00	\$109.00	\$0.00	\$125.00	\$100.00	\$0.00
101-E 101-41400-207 Computer Supplies	\$898.13	\$500.00	\$898.13	\$0.00	\$500.00	\$500.00	\$0.00
101-E 101-41995-210 Other Supplies (new)	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
101-E 101-41400-210 Op Spls Gen / 41995-210	\$242.51	\$100.00	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00
101-E 101-41400-308 Training	\$275.00	\$600.00	\$0.00	\$355.00	\$590.00	\$500.00	\$0.00
101-E 101-41400-310 Other Professiona Recorde	\$2,883.65	\$3,500.00	\$40,868.71	\$16,973.93	\$5,000.00	\$5,000.00	\$0.00
101-E 101-41400-322 Postage	\$550.00	\$750.00	\$544.64	\$513.00	\$750.00	\$800.00	\$0.00
101-E 101-41400-331 Travel Expenses	\$0.00	\$1,000.00	\$527.61	\$30.78	\$750.00	\$700.00	\$0.00
101-E 101-41400-351 Legal Notices Publishing	\$357.00	\$1,000.00	\$404.50	\$210.00	\$1,000.00	\$1,000.00	\$0.00
101-E 101-41400-430 Miscellaneous (GENERAL)	\$5,064.50	\$500.00	\$603.99	\$260.63	\$1,000.00	\$1,000.00	\$0.00
101-E 101-41400-433 Dues and Subscriptions	\$4,612.12	\$3,500.00	\$3,861.06	\$2,744.30	\$3,500.00	\$3,500.00	\$0.00

		Actual Amt 2021	Budget 2022	Actual Amt 2022	YTD Actual 11 mos 2023	Budget 2023	Draft Budget 2024	FINAL 2024	
PUBLIC SAFETY		\$55,732.34	\$51,775.00	\$43,682.98	\$49,428.94	\$53,000.00	\$58,475.00	\$0.00	
							\$5,475 10.3%	-\$58,475	
func	Public Safety (422-425xx)	Descr	\$55,732.34	\$51,775.00	\$43,682.98	\$49,428.94	\$53,000.00	\$58,475.00	\$0.00
101-	E 101-42200-103	Part-Time Employees (>4CALLS Payroll Exp	\$0.00	\$0.00	\$0.00	\$1,735.00	\$0.00	\$0.00	\$0.00
101-	E 101-42200-106	Fire Chief Salary	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00	\$1,750.00	\$2,000.00	\$0.00
101-	E 101-42200-107	Assist Fire Chief Salary	\$875.00	\$875.00	\$875.00	\$0.00	\$875.00	\$1,000.00	\$0.00
101-	E 101-42200-108	Fire Dept Secretary Salary	\$200.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00
101-	E 101-42200-119	Calls & Practices	\$2,556.00	\$2,500.00	\$2,882.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00
101-	E 101-42200-122	PAYROLL TAX	\$216.12	\$350.00	\$216.12	\$137.41	\$350.00	\$350.00	\$0.00
101-	E 101-42200-124	Fire Pension Contributions "Relief Assc	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
101-	E 101-42200-125&126	Rural Association	\$5,062.00	\$6,000.00	\$5,625.00	\$9,486.75	\$6,000.00	\$7,000.00	\$0.00
101-	E 101-42200-126	State Revenue Pass-Thru	\$18,557.35	\$0.00	\$15,708.13	\$19,519.80	\$0.00	\$0.00	\$0.00
101-	E 101-42200-210	Operating Supplies (GENERAL)	\$329.92	\$250.00	\$60.85	\$454.12	\$300.00	\$300.00	\$0.00
101-	E 101-42200-305	Medical & 308 Training Medical Exe	\$337.00	\$1,500.00	\$876.00	\$1,311.40	\$1,000.00	\$1,000.00	\$0.00
101-	E 101-42200-321	Telephone	\$688.89	\$600.00	\$1,033.77	\$1,069.46	\$750.00	\$1,000.00	\$0.00
101-	E 101-42200-331	Travel & Travel Expenses	\$1,699.50	\$1,250.00	\$1,984.94	\$1,698.29	\$1,750.00	\$2,000.00	\$0.00
101-	E 101-42200-381	Electric Utilities	\$2,108.03	\$3,000.00	\$2,200.83	\$1,863.39	\$2,750.00	\$2,750.00	\$0.00
101-	E 101-42200-382	Water Utilities	\$752.10	\$700.00	\$689.31	\$616.85	\$750.00	\$750.00	\$0.00
101-	E 101-42200-383	Gas Utilities	\$2,396.32	\$3,000.00	\$4,297.87	\$3,993.66	\$3,500.00	\$3,500.00	\$0.00
101-	E 101-42200-385	Sewer Utilities	\$423.80	\$600.00	\$323.83	\$332.30	\$525.00	\$525.00	\$0.00
101-	E 101-42200-400	Repairs & Maint Cont (GENERAL) Building	\$6,286.87	\$4,500.00	\$782.33	\$2,707.05	\$5,000.00	\$5,000.00	\$0.00
101-	E 101-42200-430	Miscellaneous (GENERAL) PmprTnk-Ai	\$175.00	\$2,000.00	\$175.00	\$835.46	\$2,000.00	\$2,000.00	\$0.00
101-	E 101-42200-433	Dues and Subscriptions s/b Other	\$1,476.00	\$600.00	\$522.00	\$668.00	\$500.00	\$600.00	\$0.00
101-	E 101-42200-580	Other Equipment(Siren)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-	E 101-42250-381	Electric Utilities Foothills Re	\$44.25	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00
101	E 101-42250-400	Repairs & Maint Cont (GENERAL)	\$480.00	\$1,100.00	\$480.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00
101-	E 101-42500-400	RprsGen //42870-2xx-322Covid	\$6,318.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-	E 101-42500-580	Other Equipment Siren Savin	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00
	E 101-42500-599	Firebarn Replacement Fund Cap Outlay	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$18,500.00	\$0.00

			Actual Amt 2021	Budget 2022	Actual Amt 2022	YTD Actual 11 mos 2023	Budget 2023	Draft Budget 2024	FINAL 2024	Notes
PUBLIC WORKS - TOTALS			\$163,621.57	\$200,850.00	\$222,475.97	\$308,381.77	\$203,000.00	\$231,000.00	\$0.00	
								\$28,000	13.8%	-\$231,000
fund	Streets & Facilities	Descr	\$99,836.00	\$75,150.00	\$84,318.85	\$88,964.89	\$94,000.00	\$96,000.00		\$0.00
101	E 101-43100-101 Employees Regular Pay		\$19,853.82	\$24,000.00	\$20,044.80	\$18,318.72	\$25,000.00	\$25,000.00		\$0.00
101	E 101-43100-103 Pt-Time Emp		\$1,251.11	\$1,000.00	\$5,958.75	\$9,649.50	\$8,000.00	\$8,000.00		\$0.00
101	E 101-43100-121 PERA		\$1,404.52	\$1,700.00	\$1,842.76	\$2,068.30	\$2,000.00	\$2,000.00		\$0.00
101	E 101-43100-122 PAYROLL TAX		\$1,614.44	\$1,600.00	\$1,989.19	\$2,139.48	\$2,000.00	\$2,000.00		\$0.00
101	E 101-43100-212 Motor Fuels	Ctld Mart ga	\$6,376.53	\$4,000.00	\$9,883.37	\$8,344.25	\$6,000.00	\$6,000.00		\$0.00
101	E 101-43100-220 Maint Spls-Gen/Training-43100-308		\$228.33	\$500.00	\$48.15	\$133.81	\$500.00	\$500.00		\$0.00
101	E 101-43100-224 Street Maint Mtrls	Culverts/Tile	\$1,469.00	\$2,500.00	\$43.79	\$2,463.70	\$5,000.00	\$5,000.00		\$0.00
101	E 101-43100-226 Sign Repair Materials		\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00		\$0.00
101	E 101-43100-303 Engineering Fees	& 308-2023	\$75.00	\$1,000.00	\$4,601.50	\$408.54	\$4,000.00	\$4,000.00		\$0.00
101	E 101-43100-381 Electric Utilities	Mnt Shed	\$454.91	\$500.00	\$775.84	\$817.65	\$850.00	\$850.00		\$0.00
101	E 101-43100-383 Gas Utilities	Mnt Shed	\$1,458.01	\$2,000.00	\$2,476.26	\$2,476.05	\$2,000.00	\$2,000.00		\$0.00
	E 101-43100-385 Sewer Utilities	Mnt Shed	\$263.12	\$350.00	\$231.61	\$276.36	\$350.00	\$350.00		\$0.00
	E 101-43100-382 Water Utilities	Mnt Shed	\$569.73	\$750.00	\$617.24	\$571.13	\$750.00	\$750.00		\$0.00
101	E 101-43100-400 Repairs & Maint Cont (GENERAL)		\$2,286.35	\$3,000.00	\$3,183.09	\$868.70	\$3,000.00	\$3,000.00		\$0.00
101	E 101-43100-401 Repairs/Maint Buildings		\$0.00	\$2,500.00	\$12.35	\$158.36	\$2,500.00	\$2,500.00		\$0.00
101	E 101-43100-404 Repairs/Maint Machinery/Equip		\$434.93	\$1,000.00	\$2,473.60	\$317.73	\$1,000.00	\$1,000.00		\$0.00
101	E 101-43100-520 Buildings and Structures		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
101	E 101-43125-212 Motor Fuels-Snow Removal		\$895.48	\$1,750.00	\$2,133.85	\$3,009.23	\$2,000.00	\$2,000.00		\$0.00
101	E 101-43125-215 Shop Spls		\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00		\$0.00
101	E 101-43125-300/310 Other Professional Serv	grading	\$3,868.54	\$2,000.00	\$2,575.25	\$2,987.50	\$4,000.00	\$4,000.00		\$0.00
101	E 101-43125/43150-400 Repairs & Maint Cont (GENERAL)		\$39,412.53	\$2,000.00	\$4,741.81	\$14,828.13	\$2,000.00	\$2,000.00		\$0.00
101	E 101-43125-433 Dues-Subscriptions		\$0.00		\$40.25	\$0.00	\$50.00	\$50.00		\$0.00
101	E 101-43160-381 Electric Utilities-Lighting		\$17,919.65	\$20,000.00	\$20,645.39	\$19,127.75	\$20,000.00	\$22,000.00		\$0.00
Parks & Grounds			\$7,237.29	\$6,700.00	\$11,799.80	\$7,024.52	\$9,000.00	\$10,000.00		\$0.00
101	E 101-43260/43150-300+303 Prof Serv-Engin		\$325.00	\$500.00	\$408.00	\$272.00	\$500.00	\$500.00		\$0.00
101	E 101-45122-382 Water Utilities		\$1,043.36	\$500.00	-\$26.64	\$454.95	\$1,000.00	\$1,000.00		\$0.00
101	E 101-45122-385 Sewer Utilities		\$284.68	\$400.00	\$259.77	\$269.76	\$400.00	\$500.00		\$0.00
101	E 101-45122-320/321 CCntr Phone-Internet		\$0.00	\$500.00	\$514.41	\$513.53	\$500.00	\$500.00		\$0.00
101	E 101-45200-216 Chemicals & Chem Prod	Park	\$626.53	\$300.00	\$1,024.38	\$996.94	\$600.00	\$750.00		\$0.00
101	E 101-45200-381 Electric Utilities-parks		\$211.59	\$250.00	\$237.82	\$219.28	\$250.00	\$250.00		\$0.00
101	E 101-45200-400 Repairs & Maint Cont (GENERAL)		\$1,104.75	\$750.00	\$6,027.06	\$1,298.06	\$750.00	\$1,000.00		\$0.00
101	E 101-46500-430 Misc (GEN) CCntr Support		\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$4,000.00	\$4,500.00		\$0.00
101	E 101-45200/46500-430-520 Bldgs&Structure&Misc		\$641.38	\$500.00	\$355.00	\$0.00	\$1,000.00	\$1,000.00		\$0.00
Capital Improvement Funds & Debt Service			\$56,548.28	\$119,000.00	\$126,357.32	\$212,392.36	\$100,000.00	\$125,000.00		\$0.00
101	E 101-43101-581 Lawn Mower Fund		\$0.00	\$2,500.00	\$0.00		\$2,500.00	\$2,500.00		\$0.00
101	E 101-43100-580 General Maint-EQPMNT FUND		124.75	\$1,500.00	26,184.48	80,250.00	\$2,500.00	\$2,500.00		\$0.00
101	E 101-43125-585 Maintenance Shed FUND			\$2,000.00			\$2,000.00	\$2,000.00		\$0.00
101	E 101-43101-582 Snow Truck Fund			\$5,000.00			\$5,000.00	\$5,000.00		\$0.00
101	E 101-43125-580 loader Fund		-	\$5,000.00	-	840.05	\$5,000.00	\$5,000.00		\$0.00
101	E 101-43100-580 Red Shoe Park Fund	Park Fund	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00		\$0.00
101	E 101-43100-530 Capital Fund - Street Maintenance		56,246.53	\$60,000.00	54,471.20	101,302.31	\$70,000.00	\$70,000.00		\$0.00
101	E 101-43100-530 Capital Fund - New Roads		\$0.00	\$10,000.00	\$0.00		\$10,000.00	\$10,000.00		\$0.00
101	E 101-43100-530 Debt Payment-RedShoeRoad			\$0.00			\$0.00	\$0.00		\$0.00
101	E 101-43100-530 Debt RePayment-RvrVu/MaryLn			\$30,000.00	\$45,459.64	30,000.00	\$0.00	\$25,000.00		\$0.00
101	E 101-49200-470 Christmas Decorations		\$177.00	\$0.00	\$242.00		\$0.00	\$0.00		\$0.00

Resolution # 23-110

**A Resolution Approving Final 2024 Tax Levy
Collectible in 2024**

BE IT RESOLVED BY the City Council of the City of Courtland, County of Nicollet, Minnesota, that the following sums of monies be levied for the current year, collectible in 2024, upon the taxable property in the City of Courtland, for the following purpose:

TOTAL LEVY \$ 249,591.00

The city clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Nicollet County, Minnesota.

Adopted by the City Council on December 7, 2023

Signed:

Al Poehler, Mayor

Attest:

Julie Holm, City Clerk/Treasurer