



## **Hermantown City Council Meeting - Tuesday, February 20, 2024**

Hermantown's upcoming City Council meeting will include both remote access and in-person access to Council Chambers. The remote access will be available through the platform, "Zoom," which allows the public to view and participate in the meeting via phone or computer. Interested parties can also choose to attend the City Council meetings in person at City Hall.

### **Remote access to the 6:30 p.m. City Council Meeting via Zoom:**

<https://us02web.zoom.us/j/84409952143?pwd=cGdaNzZmU2NYdGxsUDIQVDVxeU9LQT09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 844 0995 2143 and the passcode of 0260647091.

Public comment may also be submitted in advance of the meeting. Comments, questions, or concerns can be e-mailed to Community Engagement Director, Joe Wicklund, at [jwicklund@hermantownmn.com](mailto:jwicklund@hermantownmn.com) up to 3:30 p.m. the day of the meeting with the e-mail title "City Council Meeting." It is important to note that all comments regarding this meeting are public data.

### **A few important tips regarding the Zoom platform:**

- If your computer does not support audio, you can still watch the meeting on your computer and call in on your phone to hear the meeting
- Everyone has varying levels of comfort regarding remote technology, so grace and understanding are appreciated

**The 4:30 p.m. Pre-Agenda Meeting will be available in-person only at City Hall.** Public comment is not a factor in the pre-agenda meeting, but the meeting is open and members of the public are invited and welcome to attend to this meeting.



## AGENDA

### **Pre-Agenda Meeting Tuesday, February 20, 2024 at 4:30 p.m. Council Chambers, City Hall - Hermantown Governmental Services Building**

**Pre-agenda:** The Pre-agenda meeting is a work session between the City Council and City staff to review the upcoming City Council meeting and future meetings. The agenda is the same document as the upcoming City Council meeting, but does not follow the same format as the City Council meeting. It is a time for the City Council and City staff to have discussions about the agenda items, and asking and answering questions. Traditionally it is not a time for public comment on the agenda items, as the public can listen to the conversation and ask questions or provide input at the upcoming City Council meeting.

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### **City Council Meeting Tuesday, February 20, 2024 at 6:30 p.m. Council Chambers, City Hall - Hermantown Governmental Services Building**

#### **Invitation to participate:**

The Hermantown City Council welcomes your thoughts, input and opinions to this meeting. The agenda for this meeting contains a brief description of each item to be considered, and the City Council encourages your participation. If you wish to speak on an item contained in the agenda, you will be allowed to address the Council when a motion is on the floor. If you wish to speak on a matter that does not appear on the agenda, you may do so during the public comment period regularly scheduled and set for the beginning of the meeting.

When addressing the City Council, please state your name and address for the record. Please address the City Council as a whole through the Mayor. Comments to individual Council Members or staff are not permitted. Speakers will be limited to three (3) minutes.

#### **Order of discussion**

1. Reading of the resolution title by Mayor
2. Motion/Second
3. Staff Explanation
4. Initial Discussion by City Council
5. Mayor invites public to speak to the motion (3-minute rule)
6. Follow up staff explanation and/or discussion by City Council
7. Call of the vote

**CITY OF HERMANTOWN  
AGENDA**

**Pre-Agenda Meeting Tuesday, February 20, 2024 at 4:30 p.m.  
Council Chambers, City Hall - Hermantown Governmental Services Building**

**City Council Meeting Tuesday, February 20, 2024 at 6:30 p.m.  
Council Chambers, City Hall - Hermantown Governmental Services Building**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **ANNOUNCEMENTS**

*Council Members may make announcements as needed.*

5. **PUBLIC HEARING**

*Only when necessary. The rule adopted three minutes per person if necessary. Any action required after the public hearing will be taken immediately following the closing of the public hearing.*

6. **COMMUNICATIONS**

A. **Correspondence 24-06 through 24-21 placed on file**

[6](#)

I. **24-21**

[7](#)

From: John Mulder, City Administrator

To: Mayor & City Council

Re: Funding Agreement - Ice Arena

7. **PRESENTATIONS**

A. **Hermantown Police Department Swearing In Ceremony**

4:30 p.m. Training Center

*(Pre-Agenda Only)*

B. **2023 Preliminary 4th Quarter Financials**

[26](#)

Kevin Orme, Director of Finance & Administration

*(Pre-Agenda Only)*

C. **Comprehensive Plan Update**

John Mulder, City Administrator

*(Pre-Agenda Only)*

[29](#)

D. **Hermantown Police Department Annual Report**

Jim Crace, Director of Public Safety

*(Pre-Agenda Only)*

8. **PUBLIC DISCUSSION**

*This is the time for individuals to address the Council about any item not on the agenda. The time limit is three minutes per person.*

9. **MOTIONS**

A. Appointment of the following for a three-year term:

**Planning & Zoning Commission**

- Matthew Fournier

*(motion, roll call)*

B. Motion to approve or deny the following **Tobacco License Application** effective February 21, 2024 through December 31, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

*(motion, roll call)*

C. Motion to approve or deny the following **THC License Application** effective February 21, 2024 through December 31, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

*(motion, roll call)*

D. Motion to approve or deny the following **3.2 Off Sale Liquor License Application** effective February 21, 2024 through June 30, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

*(motion, roll call)*

10. **CONSENT AGENDA**

*All items on the Consent Agenda are items which are considered routine by the City Council and will be approved by one motion via voice vote. There will be no discussion of these items unless a Council Member or citizen requests, in which event the item will be removed from the Consent Agenda and considered at the end of the Consent Agenda.*

A. **Minutes** - Approval or correction of February 05, 2024 City Council Continuation Minutes

[31](#)

B. **Accounts Payable** - Approve general city warrants from February 01, 2024 through February 15, 2024 in the amount of \$3,861,986.50

[38](#)

11. **ORDINANCES**

12. **RESOLUTIONS**

*Roll call will be taken only on items required by law and items requiring 4/5's votes, all others can be done by voice vote.*

A. **2024-23 Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For The Improvements To Fichtner Park** [46](#)

*(motion, roll call)*

B. **2024-24 Resolution Approving Compensation Plan** [52](#)

*(motion, roll call)*

C. **2024-25 Resolution Approving Reclassification Of Certain Positions And Placing Them On The Newly Adopted 2024 Compensation Plan** [55](#)

*(motion, roll call)*

13. **CLOSED SESSION**

14. **RECESS**

**2024 CORRESPONDENCE**

<u>DATE</u>	<u>LOG #</u>	<u>FROM</u>	<u>TO</u>	<u>REGARDING</u>	<u>FILED</u>	<u>FILE</u>	<u>To City Council</u>
1/18/2024	24-06	Eric Johnson, Comm. Dev. Dir.	Park Board	Hermantown Comprehensive Plan Update	1/17/2024		
1/18/2024	24-07	Eric Johnson, Comm. Dev. Dir.	Park Board	Fichtner Park Skatepark Layout	1/17/2024		
1/18/2024	24-08	Eric Johnson, Comm. Dev. Dir.	Planning Commission	CIDP - Arola Architecture Studio, 48xx W Arrowhead Rd.	1/17/2024		
1/18/2024	24-09	Eric Johnson, Comm. Dev. Dir.	Planning Commission	Hermantown Comprehensive Plan Update	1/17/2024		
1/18/2024	24-10	Eric Johnson, Comm. Dev. Dir.	Planning Commission	Accessory Dwelling Units	1/17/2024		
1/23/2024	24-11	Jeff Andrews, Business of Child Care	John Mulder, City Administrator	Child Care	1/22/2024		
1/23/2024	24-12	Dan Manick, International Union of Operating Engineers	John Mulder, City Administrator	Seniority List of IUOE, Local No. 49	1/19/2024		
2/1/2024	23-13	Gopher State One Call	City of Hermantown	MN Rules Chapter 7560	1/31/2024		
2/1/2024	24-14	U.S. Census Bureau	John Mulder, City Administrator	Boundary & Annexation Survey	1/31/2024		
2/2/2024	24-15	MN Energy	City of Hermantown	4971 Lightning Dr.	1/24/2024		
2/5/2024	24-16	Steve Overom, Overom Law	John Mulder, City Administrator & Eric Johnson, Comm. Dev. Dir.	Parcel Id: 395-0010-07589	1/31/2024		
2/6/2024	24-17	Seth Taran, 5176 Country Ln.	City of Hermantown	Non-domed Baseball Field	2/4/2024		
2/7/2024	24-18	Minnesota Power	City of Hermantown	General Increase in Rates	2/7/2024		
2/7/2024	24-19	Marianne Bohren, WLSSD	John Mulder, City Administrator	2023 Wastewater Treatment Year-End Adjustments	2/5/2024		
2/9/2024	24-20	Eric Johnson, Comm. Dev. Dir.	Jeff & Gary Gilbert, 3850 Old Midway Rd.	Peyton Acres Phase 2A - Letter of Credit	2/8/2024		
2/20/2024	24-21	John Mulder, City Administrator	Mayor & Council	Funding Agreement - Ice Arena	2/15/2024		



**CITY COUNCIL MEETING DATE:** February 20, 2024

**TO:** Mayor & City Council

**FROM:** John Mulder, City Administrator

**SUBJECT:** Funding Agreement – Ice Arena

**RESOLUTION:** 2024-xxx     **ORDINANCE:**                       **OTHER:**

**REQUESTED ACTION**

No action is required on February 20, 2024

**BACKGROUND**

There currently is a gap in the funding of the arena, which the City is relying on private donations to fund. However, the City is currently proceeding with the idea of issuing bonds to cover that gap and relying on the private donations to pay for the debt service.

The attached proposed funding agreement would spell out how that gap would be funded by the various private entities (HAHA: Arena Board: and the Arena Legacy Fund). This agreement lays out the roles and responsibilities of each party.

I have also attached draft examples of payment schedules for each of those private donations. These are very preliminary and assume that the donations are paid for over time (as opposed to up front). There are some donations that will be paid up front and that can change the payment schedule.

The parties are continuing to review the language, so we are not asking the City Council to approve at this meeting, but wanted to make you aware of how we propose to memorialize all of the funding arrangements to cove the gap.

**SOURCE OF FUNDS (if applicable)**

**ATTACHMENTS**

Resolution – Draft  
Funding Agreement  
Payment Schedules

**Resolution No. 2024-**

**Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Funding Agreement For Hermantown Ice Arena Project**

WHEREAS, **City of Hermantown**, a Minnesota statutory city, (“City”), **Independent School District No. 700**, a public body under the laws of the State of Minnesota, (“School”) **Hermantown Amateur Hockey Association**, a Minnesota nonprofit corporation, (“HAHA”), **Arena Legacy Fund**, a Minnesota nonprofit corporation (“Fund”), and the **Hermantown Arena Board, Inc.**, a Minnesota nonprofit corporation, (“Board”) (City, School, HAHA, Fund, and Board are collectively referred to as “Parties”) in response to the following situation:

WHEREAS, The Hermantown School District (ISD 700) is the owner of the existing Hermantown Ice Arena (“Arena”), which is located at 4309 Ugstad Road in the City of Hermantown.; and

WHEREAS, The Parties are commencing improvements to the Arena, including adding a second sheet of indoor ice, locker rooms, dryland training space, ice plant, Zamboni room, mezzanine, and renovating and reconfiguring existing space (the “Project”); and

WHEREAS, Parties hereto will benefit from the Project and desire to collaborate to generate and commit the funds necessary to complete the Project.

WHEREAS The Parties have agreed to cooperate and assign responsibility pursuant to the terms of this Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown that the Mayor and City Clerk are hereby authorized and directed to execute and deliver on behalf of the City of Hermantown the Funding Agreement for Hermantown Ice Arena Project substantially in form of attached hereto between the Parties.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted February 20, 2024.



## FUNDING AGREEMENT FOR HERMANTOWN ICE ARENA PROJECT

THIS FUNDING AGREEMENT (“Agreement”) is made effective as of the \_\_\_\_ day of February, 2024 (“Effective Date”) by and amongst the **City of Hermantown**, a Minnesota statutory city, (“City”), **Independent School District No. 700**, a public body under the laws of the State of Minnesota, (“School”) **Hermantown Amateur Hockey Association**, a Minnesota nonprofit corporation, (“HAHA”), **Arena Legacy Fund**, a Minnesota nonprofit corporation (“Fund”), and the **Hermantown Arena Board, Inc.**, a Minnesota nonprofit corporation, (“Board”) (City, School, HAHA, Fund, and Board are collectively referred to as “Parties”) in response to the following situation:

A. School is the owner of the existing Hermantown Ice Arena (“Arena”), which is located at 4309 Ugstad Road in the City of Hermantown.

B. Parties are commencing improvements to the Arena, including adding a second sheet of indoor ice, locker rooms, dryland training space, ice plant, Zamboni room, mezzanine, and renovating and reconfiguring existing space (the “Project”).

C. Parties hereto will benefit from the Project and desire to collaborate to generate and commit the funds necessary to complete the Project.

D. The Parties have agreed to cooperate and assign responsibility pursuant to the terms of this Agreement.

NOW, THEREFORE, the Parties mutually agree as follows:

### 1. **Project.**

1.1. City has hired Kraus Anderson Construction Company (“Construction Manager”) to manage the construction of the Project. City has hired Damberg Scott Gerzina Wagner Architects, Inc. d/b/a DSGW Architects (“Architect”) as the Project Architect.

1.2. A design team comprised of representatives from City, School, HAHA, Hermantown community members, Architect and Construction Manager has identified priority items for the Project and put together a schematic design (“Schematic Design”). A copy of the Schematic Design is attached as Exhibit A.

1.3. The Schematic Design does not include an over-ice scoreboard, spectator seats, enhanced dryland training space, extensive new parking, or a walking track.

1.4. Construction Manager has estimated that the cost of the Schematic Design is Twenty-Four Million Two Hundred Fifteen Thousand and No/100 Dollars (\$24,215,000.00) (“Project Price Estimate”). A copy of the Project Price Estimate is attached as Exhibit B.

1.5. On September 5, 2023, the City Council passed City Resolution No. 2023-124, Joint Resolution of Intent to Upgrade the Hermantown Ice Arena Between Independent School

District 700 and the City of Hermantown (“Joint Resolution”). The Joint Resolution is attached hereto as Exhibit C.

1.6. On January 2, 2024, the City Council of the City of Hermantown (“City Council”) passed City Resolution No. 2024-05, Resolution Authorizing DSGW to Provide Design Development Based on Funding for the Arena Project, which authorized Architect to move to the design development phase of the Project (“Authorization Resolution”). A copy of the Authorization Resolution is attached as Exhibit D.

1.7. The Authorization Resolution provided that the funding gap between the committed funding and the Project cost is Five Million Nine Hundred Eighteen Thousand and No/100 Dollars (\$5,918,000.00) million (“Funding Gap”). The Authorization Resolutions contemplates that the Funding Gap will be paid by the Parties and not by the general City levy.

2. **Project Timeline.** The current Project schedule is:

2.1. Schematic Design completion by January 2, 2024.

2.2. Design Development by March 19, 2024.

2.3. Bidding Package No. 1 by April 5, 2024.

2.4. Construction Documents by June 7, 2024.

2.5. Bidding Package No. 2 by June 7, 2024.

2.6. Construction Phase and Guaranteed Maximum Price by July 1, 2024.

2.7. Construction Phase will start by October 1, 2024 (“Commencement Date”)

2.8. Construction Substantial Completion by November 21, 2025 (“Completion Date”).

2.9. If the Project goes beyond the Completion Date, the Project Price Estimate will increase by an estimated four percent (4%) to six percent (6%) per year.

2.10. If the Project requires winter construction, the cost will be higher than Project Price Estimate

3. **Project Funding Plan.** Components of the Project’s funding are as follows:

3.1. **Capital Appropriation Legislation.** The Minnesota Legislature passed legislation contained in Minn. Stat. §§ 471.15-471.191 (the “Statutory Authority”) and specific language contained in 2023 Minn. Laws, Regular Session, Ch. 71, Art. 1, Sec. 4, Subd. 19, (“Capital Appropriation Legislation”) whereby allocating Seven Million Four Hundred

Seventy-Five Thousand and No/00 Dollars (\$7,475,000.00) (“Grant”) to be given to City for the Project.

3.2. **Community Recreation Initiative.** The Project is partially funding through a local option sales tax referendum which was passed by residents of the City in November of 2022 to provide Ten Million Eight Hundred Forty Thousand and No/100 Dollars (\$10,840,000.00) in City funds to pay for the Project (“Sales Tax Funds”).

3.3. **Funding Gap.** The Funding Gap will be funded as provided herein.

4. **City Obligations.** The City will:

4.1. Be responsible for administering the contracting, construction, and financial administration of the Project.

4.2. Contribute the Sales Tax Funds and Grant to the Project.

4.3. Enter into an Arena Use Agreement with School to facilitate the Grant (“Use Agreement”).

4.4. Enter into an G.O. Compliance and Temporary Construction Easement Agreement (“Easement”) with School whereby School grants to City a temporary construction easement and a permanent easement for a qualifying ownership interest in the Project pursuant to the terms and conditions of the Grant.

4.5. Bond for the revenue stream pledge to pay the portion of the Funding Gap that is subject to pledges payable over time. City will back the Project bonds with its general obligation bond taxing authority.

5. **School Obligations.** The School will:

5.1. Collaborate with City with respect to the ongoing planning, budgeting, and design of the Project.

5.2. Enter into the Use Agreement with City.

5.3. Enter into the Easement with City.

5.4. Retain ownership of the Arena and Project upon the Completion Date.

5.5. Approve all fundraising pledges for the Project Funding Gap.

5.6. NorthStar Ford to make naming rights payments to City in the amount of total One Million Six Hundred Thousand and No/100 Dollars (\$1,600,000.00) and have a present value of One Million Three Hundred Thousand and No/100 Dollars (\$1,300,000.00).

5.7. Approve the Project budget, funding plan, and Project schedule as described herein.

5.8. Work with the other Parties to prioritize the payment of the Project Funding Gap over an over-ice scoreboard, spectator seats, enhanced dryland training, additional parking, walking track, or other Project operational funding priorities.

**6. HAHA Obligations.**

6.1. HAHA will contribute One Hundred Fourteen Thousand and No/100 Dollars (\$114,000.00) per year for twenty years toward the Project Funding Gap.

6.2. HAHA will pay City according to the payment schedule attached as Exhibit E (“HAHA Payment Schedule”).

**7. Fund Obligations.**

7.1. Fund will contribute Two Million One Hundred Twenty Thousand and No/100 Dollars (\$2,120,000.00) toward the Project Funding Gap as provided on the schedule attached as Exhibit F (“Fund Payment Schedule”).

7.2. Fund will pay City according to the Fund Payment Schedule.

**8. Board Obligations.**

8.1. Board will contribute Seventy-six Thousand and No/100 Dollars (\$76,000.00) per year for twenty (20) years toward the Project Funding Gap.

8.2. Board will pay City according to the payment schedule attached as Exhibit G (“Board Payment Schedule”).

8.3. Board will add representatives from City and School to its Board by the Commencement Date.

**9. Recordkeeping.** City hereby agrees:

9.1. To maintain appropriate records with respect to the activities performed by it under this Agreement.

9.2. To make such materials available at its office at all reasonable times for inspection by the Parties and copies thereof shall be furnished to Parties upon request.

10. **Notices.** Any legal notices required or desired shall be in writing and delivered by U.S. certified mail, return receipt requested, postage prepaid, or sent via email, and shall be sent to the respective addressee at the respective address or email address set forth below or to such other address or email address as the Parties may specify in writing:

If to City: City of Hermantown  
5105 Maple Grove Road  
Hermantown, MN 55811  
Attn: City Administrator  
Email: *jmulder@hermantownmn.com*

With a copy to: Gunnar B. Johnson  
Overom Law, PLLC  
802 Garfield Avenue  
Suite 101  
Duluth, MN 55802  
Email: *gjohnson@overomlaw.com*

If to School: Hermantown School District  
4307 Ugstad Rd  
Hermantown, MN 55811  
Attn: Superintendent  
Email: *wwhitwam@isd700.org*

With a copy to: Roy J. Christensen  
Johnson, Killen & Seiler, P.A.  
230 West Superior Street, Suite 800  
Duluth, MN 55802  
Email: *rchristensen@duluthlaw.com*

If to HAHA: Hermantown Amateur Hockey Association  
Attn: Marty Olson  
4309 Ugstad Rd  
Hermantown, MN 55811  
Email: *molson@nbcbanking.com*

If to Fund: Arena Legacy Fund  
Attn: Brent W. Malvick  
c/o Hanft Fride Law Firm  
1000 US Bank Place, 130 W Superior St  
Duluth, MN 55802  
  
Email: *bwm@hanftlaw.com*

If to Board: Hermantown Arena Board, Inc.  
Attn: Jason Carlson  
4309 Ugstad Rd.  
Hermantown, MN 55811  
Email: [REDACTED]

If requested by recipient, any notice delivered by email shall be followed by personal or mail delivery of such correspondence and any attachments. Notices shall be deemed effective upon the earlier of receipt when delivered, or, if mailed, upon return receipt, or, if emailed, upon transmission to the designated email address of said addressee.

11. **Sole Agreement.** This Agreement constitutes the sole and complete agreement relating to the subject matter of this Agreement between the Parties, superseding any and all other agreements between the Parties and no verbal or other statements, inducements or representations have been made or relied upon by any of the Parties.

12. **Modification of Agreement.** No amendment, modification, termination or waiver of any provision of this Agreement will be effective unless the same is in writing and signed by and on behalf of all of the Parties hereto.

13. **Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota.

14. **Validity.** Any provision of this Agreement that is prohibited or unenforceable will be effective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or unenforceability of such provision of any other jurisdiction.

15. **Counterparts.** This Agreement may be executed in counterparts.

16. **Data Practices Act.** The Parties hereto acknowledge that City and School are subject to the provisions of the Minnesota Government Data Practices Act. All Parties must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided by any Party in accordance with this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by any party in accordance with this Agreement. The civil remedies of Minnesota Statutes § 13.08, apply to all of the Parties hereof.

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, City has executed this Funding Agreement effective as of the day and year first above written.

**CITY:**

**City of Hermantown**

By \_\_\_\_\_  
Its Mayor

And by \_\_\_\_\_  
Its City Clerk

**[SIGNATURES CONTINUE ON NEXT PAGE]**

IN WITNESS WHEREOF, School has executed this Funding Agreement effective as of the day and year first above written.

**SCHOOL:**

**Independent School District No. 700**

By \_\_\_\_\_  
Its \_\_\_\_\_

And by \_\_\_\_\_  
Its \_\_\_\_\_

**[SIGNATURES CONTINUE ON NEXT PAGE]**



IN WITNESS WHEREOF, HAHA has executed this Funding Agreement effective as of the day and year first above written.

**HAHA:**

**Hermantown Amateur Hockey Association**

By \_\_\_\_\_  
Marty Olson, Its President

**[SIGNATURES CONTINUE ON NEXT PAGE]**

IN WITNESS WHEREOF, Fund has executed this Funding Agreement effective as of the day and year first above written.

**FUND:**

**Arena Legacy Fund**

By \_\_\_\_\_  
Its \_\_\_\_\_

**[SIGNATURES CONTINUE ON NEXT PAGE]**

IN WITNESS WHEREOF, Board has executed this Funding Agreement effective as of the day and year first above written.

**BOARD:**

**Hermantown Arena Board, Inc.**

By \_\_\_\_\_  
Jason Carlson, Its President

**[END OF SIGNATURES]**

THIS INSTRUMENT WAS DRAFTED BY:  
Gunnar B. Johnson  
Overom Law, PLLC  
802 Garfield Avenue  
Suite 101  
Duluth MN 55802

## EXHIBIT OUTLINE

<b>EXHIBIT</b>	<b>DOCUMENT</b>
Exhibit A	Schematic Design
Exhibit B	Project Price Estimate
Exhibit C	Joint Resolution
Exhibit D	Authorization Resolution
Exhibit E	HAHA Payment Schedule
Exhibit F	Fund Payment Schedule
Exhibit G	Board Payment Schedule

## LOAN AMORTIZATION SCHEDULE

### ENTER VALUES

Loan amount	\$1,000,000.00
Annual interest rate	4.50%
Loan period in years	20
Number of payments per year	1
Start date of loan	1/1/2025
Optional extra payments	\$0.00

### LOAN SUMMARY

Scheduled payment	\$76,876.14
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$537,522.89

### LENDER NAME

Hermantown Arena Board

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/1/2025	\$1,000,000.00	\$76,876.14	\$0.00	\$76,876.14	\$31,876.14	\$45,000.00	\$968,123.86	\$45,000.00
2	2/1/2025	\$968,123.86	\$76,876.14	\$0.00	\$76,876.14	\$33,310.57	\$43,565.57	\$934,813.28	\$88,565.57
3	3/1/2025	\$934,813.28	\$76,876.14	\$0.00	\$76,876.14	\$34,809.55	\$42,066.60	\$900,003.74	\$130,632.17
4	4/1/2025	\$900,003.74	\$76,876.14	\$0.00	\$76,876.14	\$36,375.98	\$40,500.17	\$863,627.76	\$171,132.34
5	5/1/2025	\$863,627.76	\$76,876.14	\$0.00	\$76,876.14	\$38,012.90	\$38,863.25	\$825,614.87	\$209,995.59
6	6/1/2025	\$825,614.87	\$76,876.14	\$0.00	\$76,876.14	\$39,723.48	\$37,152.67	\$785,891.39	\$247,148.26
7	7/1/2025	\$785,891.39	\$76,876.14	\$0.00	\$76,876.14	\$41,511.03	\$35,365.11	\$744,380.36	\$282,513.37
8	8/1/2025	\$744,380.36	\$76,876.14	\$0.00	\$76,876.14	\$43,379.03	\$33,497.12	\$701,001.33	\$316,010.49
9	9/1/2025	\$701,001.33	\$76,876.14	\$0.00	\$76,876.14	\$45,331.08	\$31,545.06	\$655,670.25	\$347,555.55
10	10/1/2025	\$655,670.25	\$76,876.14	\$0.00	\$76,876.14	\$47,370.98	\$29,505.16	\$608,299.26	\$377,060.71
11	11/1/2025	\$608,299.26	\$76,876.14	\$0.00	\$76,876.14	\$49,502.68	\$27,373.47	\$558,796.59	\$404,434.17
12	12/1/2025	\$558,796.59	\$76,876.14	\$0.00	\$76,876.14	\$51,730.30	\$25,145.85	\$507,066.29	\$429,580.02
13	1/1/2026	\$507,066.29	\$76,876.14	\$0.00	\$76,876.14	\$54,058.16	\$22,817.98	\$453,008.13	\$452,398.00
14	2/1/2026	\$453,008.13	\$76,876.14	\$0.00	\$76,876.14	\$56,490.78	\$20,385.37	\$396,517.35	\$472,783.37
15	3/1/2026	\$396,517.35	\$76,876.14	\$0.00	\$76,876.14	\$59,032.86	\$17,843.28	\$337,484.49	\$490,626.65
16	4/1/2026	\$337,484.49	\$76,876.14	\$0.00	\$76,876.14	\$61,689.34	\$15,186.80	\$275,795.14	\$505,813.45
17	5/1/2026	\$275,795.14	\$76,876.14	\$0.00	\$76,876.14	\$64,465.36	\$12,410.78	\$211,329.78	\$518,224.23
18	6/1/2026	\$211,329.78	\$76,876.14	\$0.00	\$76,876.14	\$67,366.30	\$9,509.84	\$143,963.48	\$527,734.07
19	7/1/2026	\$143,963.48	\$76,876.14	\$0.00	\$76,876.14	\$70,397.79	\$6,478.36	\$73,565.69	\$534,212.43
20	8/1/2026	\$73,565.69	\$76,876.14	\$0.00	\$73,565.69	\$70,255.23	\$3,310.46	\$0.00	\$537,522.89

## LOAN AMORTIZATION SCHEDULE

### ENTER VALUES

Loan amount	\$2,120,000.00
Annual interest rate	4.50%
Loan period in years	20
Number of payments per year	1
Start date of loan	1/1/2025
Optional extra payments	\$0.00

### LOAN SUMMARY

Scheduled payment	\$162,977.43
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$1,139,548.52

LENDER NAME	Arena Legacy Fund
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PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/1/2025	\$2,120,000.00	\$162,977.43	\$0.00	\$162,977.43	\$67,577.43	\$95,400.00	\$2,052,422.57	\$95,400.00
2	2/1/2025	\$2,052,422.57	\$162,977.43	\$0.00	\$162,977.43	\$70,618.41	\$92,359.02	\$1,981,804.16	\$187,759.02
3	3/1/2025	\$1,981,804.16	\$162,977.43	\$0.00	\$162,977.43	\$73,796.24	\$89,181.19	\$1,908,007.93	\$276,940.20
4	4/1/2025	\$1,908,007.93	\$162,977.43	\$0.00	\$162,977.43	\$77,117.07	\$85,860.36	\$1,830,890.86	\$362,800.56
5	5/1/2025	\$1,830,890.86	\$162,977.43	\$0.00	\$162,977.43	\$80,587.34	\$82,390.09	\$1,750,303.52	\$445,190.65
6	6/1/2025	\$1,750,303.52	\$162,977.43	\$0.00	\$162,977.43	\$84,213.77	\$78,763.66	\$1,666,089.75	\$523,954.31
7	7/1/2025	\$1,666,089.75	\$162,977.43	\$0.00	\$162,977.43	\$88,003.39	\$74,974.04	\$1,578,086.36	\$598,928.35
8	8/1/2025	\$1,578,086.36	\$162,977.43	\$0.00	\$162,977.43	\$91,963.54	\$71,013.89	\$1,486,122.82	\$669,942.23
9	9/1/2025	\$1,486,122.82	\$162,977.43	\$0.00	\$162,977.43	\$96,101.90	\$66,875.53	\$1,390,020.93	\$736,817.76
10	10/1/2025	\$1,390,020.93	\$162,977.43	\$0.00	\$162,977.43	\$100,426.48	\$62,550.94	\$1,289,594.44	\$799,368.70
11	11/1/2025	\$1,289,594.44	\$162,977.43	\$0.00	\$162,977.43	\$104,945.68	\$58,031.75	\$1,184,648.76	\$857,400.45
12	12/1/2025	\$1,184,648.76	\$162,977.43	\$0.00	\$162,977.43	\$109,668.23	\$53,309.19	\$1,074,980.53	\$910,709.64
13	1/1/2026	\$1,074,980.53	\$162,977.43	\$0.00	\$162,977.43	\$114,603.30	\$48,374.12	\$960,377.23	\$959,083.77
14	2/1/2026	\$960,377.23	\$162,977.43	\$0.00	\$162,977.43	\$119,760.45	\$43,216.98	\$840,616.78	\$1,002,300.74
15	3/1/2026	\$840,616.78	\$162,977.43	\$0.00	\$162,977.43	\$125,149.67	\$37,827.76	\$715,467.11	\$1,040,128.50
16	4/1/2026	\$715,467.11	\$162,977.43	\$0.00	\$162,977.43	\$130,781.41	\$32,196.02	\$584,685.70	\$1,072,324.52
17	5/1/2026	\$584,685.70	\$162,977.43	\$0.00	\$162,977.43	\$136,666.57	\$26,310.86	\$448,019.13	\$1,098,635.38
18	6/1/2026	\$448,019.13	\$162,977.43	\$0.00	\$162,977.43	\$142,816.56	\$20,160.86	\$305,202.57	\$1,118,796.24
19	7/1/2026	\$305,202.57	\$162,977.43	\$0.00	\$162,977.43	\$149,243.31	\$13,734.12	\$155,959.26	\$1,132,530.35
20	8/1/2026	\$155,959.26	\$162,977.43	\$0.00	\$155,959.26	\$148,941.09	\$7,018.17	\$0.00	\$1,139,548.52

## LOAN AMORTIZATION SCHEDULE

### ENTER VALUES

Loan amount	\$1,480,000.00
Annual interest rate	4.50%
Loan period in years	20
Number of payments per year	1
Start date of loan	1/1/2025
Optional extra payments	\$0.00

### LOAN SUMMARY

Scheduled payment	\$113,776.69
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$795,533.87

### LENDER NAME

HAHA

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/1/2025	\$1,480,000.00	\$113,776.69	\$0.00	\$113,776.69	\$47,176.69	\$66,600.00	\$1,432,823.31	\$66,600.00
2	2/1/2025	\$1,432,823.31	\$113,776.69	\$0.00	\$113,776.69	\$49,299.64	\$64,477.05	\$1,383,523.66	\$131,077.05
3	3/1/2025	\$1,383,523.66	\$113,776.69	\$0.00	\$113,776.69	\$51,518.13	\$62,258.56	\$1,332,005.53	\$193,335.61
4	4/1/2025	\$1,332,005.53	\$113,776.69	\$0.00	\$113,776.69	\$53,836.44	\$59,940.25	\$1,278,169.09	\$253,275.86
5	5/1/2025	\$1,278,169.09	\$113,776.69	\$0.00	\$113,776.69	\$56,259.08	\$57,517.61	\$1,221,910.00	\$310,793.47
6	6/1/2025	\$1,221,910.00	\$113,776.69	\$0.00	\$113,776.69	\$58,790.74	\$54,985.95	\$1,163,119.26	\$365,779.42
7	7/1/2025	\$1,163,119.26	\$113,776.69	\$0.00	\$113,776.69	\$61,436.33	\$52,340.37	\$1,101,682.93	\$418,119.79
8	8/1/2025	\$1,101,682.93	\$113,776.69	\$0.00	\$113,776.69	\$64,200.96	\$49,575.73	\$1,037,481.97	\$467,695.52
9	9/1/2025	\$1,037,481.97	\$113,776.69	\$0.00	\$113,776.69	\$67,090.00	\$46,686.69	\$970,391.97	\$514,382.21
10	10/1/2025	\$970,391.97	\$113,776.69	\$0.00	\$113,776.69	\$70,109.06	\$43,667.64	\$900,282.91	\$558,049.85
11	11/1/2025	\$900,282.91	\$113,776.69	\$0.00	\$113,776.69	\$73,263.96	\$40,512.73	\$827,018.95	\$598,562.58
12	12/1/2025	\$827,018.95	\$113,776.69	\$0.00	\$113,776.69	\$76,560.84	\$37,215.85	\$750,458.11	\$635,778.43
13	1/1/2026	\$750,458.11	\$113,776.69	\$0.00	\$113,776.69	\$80,006.08	\$33,770.61	\$670,452.03	\$669,549.05
14	2/1/2026	\$670,452.03	\$113,776.69	\$0.00	\$113,776.69	\$83,606.35	\$30,170.34	\$586,845.68	\$699,719.39
15	3/1/2026	\$586,845.68	\$113,776.69	\$0.00	\$113,776.69	\$87,368.64	\$26,408.06	\$499,477.04	\$726,127.44
16	4/1/2026	\$499,477.04	\$113,776.69	\$0.00	\$113,776.69	\$91,300.23	\$22,476.47	\$408,176.81	\$748,603.91
17	5/1/2026	\$408,176.81	\$113,776.69	\$0.00	\$113,776.69	\$95,408.74	\$18,367.96	\$312,768.08	\$766,971.87
18	6/1/2026	\$312,768.08	\$113,776.69	\$0.00	\$113,776.69	\$99,702.13	\$14,074.56	\$213,065.94	\$781,046.43
19	7/1/2026	\$213,065.94	\$113,776.69	\$0.00	\$113,776.69	\$104,188.73	\$9,587.97	\$108,877.22	\$790,634.40
20	8/1/2026	\$108,877.22	\$113,776.69	\$0.00	\$108,877.22	\$103,977.74	\$4,899.47	\$0.00	\$795,533.87

## LOAN AMORTIZATION SCHEDULE

### ENTER VALUES

Loan amount	\$1,350,000.00
Annual interest rate	4.50%
Loan period in years	20
Number of payments per year	1
Start date of loan	1/1/2025
Optional extra payments	\$0.00

### LOAN SUMMARY

Scheduled payment	\$103,782.79
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$725,655.90

LENDER NAME	Naming Rights Agreement
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PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/1/2025	\$1,350,000.00	\$103,782.79	\$0.00	\$103,782.79	\$43,032.79	\$60,750.00	\$1,306,967.21	\$60,750.00
2	2/1/2025	\$1,306,967.21	\$103,782.79	\$0.00	\$103,782.79	\$44,969.27	\$58,813.52	\$1,261,997.93	\$119,563.52
3	3/1/2025	\$1,261,997.93	\$103,782.79	\$0.00	\$103,782.79	\$46,992.89	\$56,789.91	\$1,215,005.05	\$176,353.43
4	4/1/2025	\$1,215,005.05	\$103,782.79	\$0.00	\$103,782.79	\$49,107.57	\$54,675.23	\$1,165,897.48	\$231,028.66
5	5/1/2025	\$1,165,897.48	\$103,782.79	\$0.00	\$103,782.79	\$51,317.41	\$52,465.39	\$1,114,580.07	\$283,494.04
6	6/1/2025	\$1,114,580.07	\$103,782.79	\$0.00	\$103,782.79	\$53,626.69	\$50,156.10	\$1,060,953.38	\$333,650.15
7	7/1/2025	\$1,060,953.38	\$103,782.79	\$0.00	\$103,782.79	\$56,039.89	\$47,742.90	\$1,004,913.49	\$381,393.05
8	8/1/2025	\$1,004,913.49	\$103,782.79	\$0.00	\$103,782.79	\$58,561.69	\$45,221.11	\$946,351.80	\$426,614.16
9	9/1/2025	\$946,351.80	\$103,782.79	\$0.00	\$103,782.79	\$61,196.96	\$42,585.83	\$885,154.83	\$469,199.99
10	10/1/2025	\$885,154.83	\$103,782.79	\$0.00	\$103,782.79	\$63,950.83	\$39,831.97	\$821,204.01	\$509,031.96
11	11/1/2025	\$821,204.01	\$103,782.79	\$0.00	\$103,782.79	\$66,828.61	\$36,954.18	\$754,375.39	\$545,986.14
12	12/1/2025	\$754,375.39	\$103,782.79	\$0.00	\$103,782.79	\$69,835.90	\$33,946.89	\$684,539.49	\$579,933.03
13	1/1/2026	\$684,539.49	\$103,782.79	\$0.00	\$103,782.79	\$72,978.52	\$30,804.28	\$611,560.97	\$610,737.31
14	2/1/2026	\$611,560.97	\$103,782.79	\$0.00	\$103,782.79	\$76,262.55	\$27,520.24	\$535,298.42	\$638,257.55
15	3/1/2026	\$535,298.42	\$103,782.79	\$0.00	\$103,782.79	\$79,694.37	\$24,088.43	\$455,604.06	\$662,345.98
16	4/1/2026	\$455,604.06	\$103,782.79	\$0.00	\$103,782.79	\$83,280.61	\$20,502.18	\$372,323.44	\$682,848.16
17	5/1/2026	\$372,323.44	\$103,782.79	\$0.00	\$103,782.79	\$87,028.24	\$16,754.55	\$285,295.20	\$699,602.72
18	6/1/2026	\$285,295.20	\$103,782.79	\$0.00	\$103,782.79	\$90,944.51	\$12,838.28	\$194,350.69	\$712,441.00
19	7/1/2026	\$194,350.69	\$103,782.79	\$0.00	\$103,782.79	\$95,037.01	\$8,745.78	\$99,313.68	\$721,186.78
20	8/1/2026	\$99,313.68	\$103,782.79	\$0.00	\$99,313.68	\$94,844.56	\$4,469.12	\$0.00	\$725,655.90



## LOAN AMORTIZATION SCHEDULE

### ENTER VALUES

Loan amount	\$5,900,000.00
Annual interest rate	4.50%
Loan period in years	20
Number of payments per year	1
Start date of loan	1/1/2025
Optional extra payments	\$0.00

### LOAN SUMMARY















Scheduled payment	\$453,569.25
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$3,171,385.03

### LENDER NAME

Total of current gap in funding

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/1/2025	\$5,900,000.00	\$453,569.25	\$0.00	\$453,569.25	\$188,069.25	\$265,500.00	\$5,711,930.75	\$265,500.00
2	2/1/2025	\$5,711,930.75	\$453,569.25	\$0.00	\$453,569.25	\$196,532.37	\$257,036.88	\$5,515,398.38	\$522,536.88
3	3/1/2025	\$5,515,398.38	\$453,569.25	\$0.00	\$453,569.25	\$205,376.32	\$248,192.93	\$5,310,022.06	\$770,729.81
4	4/1/2025	\$5,310,022.06	\$453,569.25	\$0.00	\$453,569.25	\$214,618.26	\$238,950.99	\$5,095,403.80	\$1,009,680.80
5	5/1/2025	\$5,095,403.80	\$453,569.25	\$0.00	\$453,569.25	\$224,276.08	\$229,293.17	\$4,871,127.72	\$1,238,973.97
6	6/1/2025	\$4,871,127.72	\$453,569.25	\$0.00	\$453,569.25	\$234,368.50	\$219,200.75	\$4,636,759.21	\$1,458,174.72
7	7/1/2025	\$4,636,759.21	\$453,569.25	\$0.00	\$453,569.25	\$244,915.09	\$208,654.16	\$4,391,844.13	\$1,666,828.89
8	8/1/2025	\$4,391,844.13	\$453,569.25	\$0.00	\$453,569.25	\$255,936.27	\$197,632.99	\$4,135,907.86	\$1,864,461.87
9	9/1/2025	\$4,135,907.86	\$453,569.25	\$0.00	\$453,569.25	\$267,453.40	\$186,115.85	\$3,868,454.46	\$2,050,577.73
10	10/1/2025	\$3,868,454.46	\$453,569.25	\$0.00	\$453,569.25	\$279,488.80	\$174,080.45	\$3,588,965.66	\$2,224,658.18
11	11/1/2025	\$3,588,965.66	\$453,569.25	\$0.00	\$453,569.25	\$292,065.80	\$161,503.45	\$3,296,899.86	\$2,386,161.63
12	12/1/2025	\$3,296,899.86	\$453,569.25	\$0.00	\$453,569.25	\$305,208.76	\$148,360.49	\$2,991,691.11	\$2,534,522.12
13	1/1/2026	\$2,991,691.11	\$453,569.25	\$0.00	\$453,569.25	\$318,943.15	\$134,626.10	\$2,672,747.95	\$2,669,148.22
14	2/1/2026	\$2,672,747.95	\$453,569.25	\$0.00	\$453,569.25	\$333,295.59	\$120,273.66	\$2,339,452.36	\$2,789,421.88
15	3/1/2026	\$2,339,452.36	\$453,569.25	\$0.00	\$453,569.25	\$348,293.90	\$105,275.36	\$1,991,158.47	\$2,894,697.24
16	4/1/2026	\$1,991,158.47	\$453,569.25	\$0.00	\$453,569.25	\$363,967.12	\$89,602.13	\$1,627,191.35	\$2,984,299.37
17	5/1/2026	\$1,627,191.35	\$453,569.25	\$0.00	\$453,569.25	\$380,345.64	\$73,223.61	\$1,246,845.70	\$3,057,522.98
18	6/1/2026	\$1,246,845.70	\$453,569.25	\$0.00	\$453,569.25	\$397,461.19	\$56,108.06	\$849,384.51	\$3,113,631.04
19	7/1/2026	\$849,384.51	\$453,569.25	\$0.00	\$453,569.25	\$415,346.95	\$38,222.30	\$434,037.56	\$3,151,853.34
20	8/1/2026	\$434,037.56	\$453,569.25	\$0.00	\$434,037.56	\$414,505.87	\$19,531.69	\$0.00	\$3,171,385.03

**City of Hermantown**  
**Select Departmental and Funds Expenditure Actual to Budget Report (Unaudited)**

		TARGET (Q4 2023 )	ACTUAL (Q4 2023)	PERCENT UNDER (OVER)
Administration & Finance		759,653	710,664	6%
Community Development		331,831	221,870	33%
Police Administration		3,238,074	3,307,388	(2%)
Fire Administration		563,634	512,762	9%
Street Dept. (Incl. Gen Eng)		800,462	949,359	(19%)
Parks		128,612	95,090	26%
Capital Equipment Transfer		735,000	735,000	0%
Facilities		329,897	354,729	(8%)
Other		379,056	331,399	13%
<b>General Fund Expenditure Total</b>		<b>7,266,219</b>	<b>7,218,261</b>	<b>1%</b>
Water		2,030,957	1,736,648	14%
Sewer		2,107,577	1,166,229	45%
Stormwater		676,098	393,981	42%
City Sales Tax Revenue		3,162,500	3,965,012	25%
Community Recreation Initiative Sales Tax Revenue			1,526,526	

Police: Personnel Costs

Street: Fuels, Lubricants, Uniforms, Salt, Contracted Services, Vehicle Maintenance, Payroll, Others

Facilities: Maintenance, Contracted Services, Utilities

# City of Hermantown

As of 12/31/2023

## Cash/Investments per Fund

City Sales Tax Fund	8,678,270
Water Fund	6,053,059
Sewer Fund	6,896,158
General Fund	6,680,574
Other Funds	12,903,510
Total	<u>41,211,572</u>

## Who holds our money

4M	3,643,033
RBC	26,960,761
NBC	10,607,778
Pershing/Ehler's	0
Total	<u>41,211,572</u>

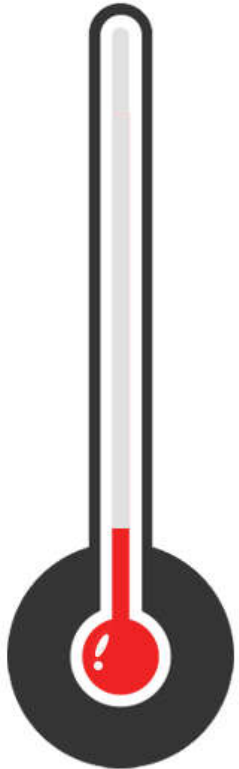
## How our money is invested

	<u>12/31/2023</u>	<u>9/30/2023</u>	<u>6/30/2023</u>	<u>3/31/2023</u>	<u>12/31/2022</u>
Cash	6,565,265	4,268,444	2,666,490	1,930,713	7,132,594
Short Term Inv (Money Market)	3,643,033	4,588,204	1,170,575	3,692,594	3,759,722
Short Term Inv (CD)	4,042,513	4,000,000	2,000,000		
Inv - Bonds (Richard Lindgren)	0	792,746	1,541,999	0	0
Long Term Investment	26,960,761	25,361,461	28,463,991	27,835,339	26,560,590
Total	<u>41,211,572</u>	<u>39,010,855</u>	<u>35,843,055</u>	<u>33,458,646</u>	<u>37,452,906</u>

## Year(s) our Investments mature

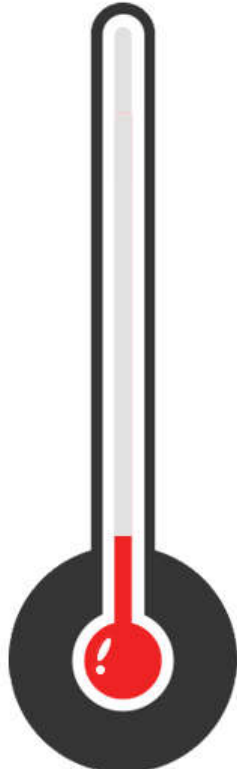
2024	10,874,632
2025	7,472,300
2026	4,606,850
2027	4,354,560
2028 & Later	3,694,933
Total	<u>31,003,274</u>

## Fichtner Field



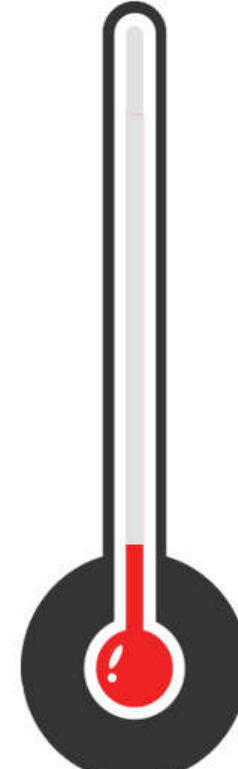
**Budget:** \$3,900,000  
**Spent:** \$137,645

## Hockey Arena



**Budget:** \$18,315,000  
**Spent:** \$443,832

## Trails



**Budget:** \$4,750,000  
**Spent:** \$81,341

## City Council Meeting Memo

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To: Hermantown City Council  
From: Jeff Miller, HKGi  
Date: February 20, 2024  
Subject: Comprehensive Plan Update

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### Overview of Presentation

At the February 20<sup>th</sup> City Council meeting, planning consultants (HKGi) and city staff will present an update on the Comprehensive Plan Update project. Thus far, the project update has been focused on data gathering, mapping, and analysis. The components of this analysis includes natural features (both conservation and development constraint perspectives), existing land uses and patterns, the urban services boundary (potential access to city utilities), current zoning districts, parks, open spaces, trails, roadways, potential available land for development (vacant, unimproved, subdividable), and community growth trends. In addition, community input has been received via in-person events during SummerFest and an online community survey. As a result of this analysis, the project is beginning to converge on some directions for the comprehensive plan's key elements.

The presentation at Tuesday's Pre-Agenda Meeting will focus on the following topics:

- Community growth projections
- Housing needs
- Development land needs
- Future land use plan directions
  - Future land use designations
  - Future land use map
  - Future parks and trails map
  - Future roadways

### Structure of the New Comprehensive Plan

The Comprehensive Plan components are anticipated to include:

- Introduction
- Community Context
- Community Vision and Guiding Principles
- Natural Resources and Open Spaces
- Land Use
- Housing
- Economic Development
- Parks and Trails

- Infrastructure – Transportation and Utilities
- Implementation

We look forward to providing this project update, addressing any questions, and gaining the Council's input on the project.

**CITY OF HERMANTOWN  
CITY COUNCIL MEETING**  
Monday, February 5, 2024  
6:30 PM Central

**MEETING CONDUCTED IN PERSON & VIA ZOOM**

Mayor Wayne Boucher: Present  
Councilor John Geissler: Present  
Councilor Andy Hjelle: Present  
Councilor Ellie Jones: Present  
Councilor Brian LeBlanc: Present

**CITY STAFF:** John Mulder, City Administrator; Alissa Wentzlaff, City Clerk; Eric Johnson; Community Development Director; Joe Wicklund, Communications & Community Engagement Director; David Bolf, City Engineer; Trish Crego, Utility & Infrastructure Director; Brandon Holmes, Building Official; Gunnar Johnson, City Attorney

**VISITORS:** 1

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **PUBLIC HEARING**
6. **COMMUNICATIONS**

A. Correspondence 24-05 through 24-12 placed on file

7. **PRESENTATIONS**

A. **Community Development Annual Report**  
Eric Johnson, Community Development Director  
(Pre-Agenda Only)

B. **Stormwater 2022-2024 Review**  
Trish Crego, Utility & Infrastructure Director  
(Pre-Agenda Only)

8. **PUBLIC DISCUSSION**

Duluth Mayor Roger Reinert appeared before Council as he is visiting Duluth's

neighbors in his first 100 days. Mayor Reinert stated his intent to be a good partner to the City of Hermantown.

9. **MOTIONS**

A. Motion to approve Massage Therapist License Applications for the following effective February 6, 2024 through December 31, 2024 contingent upon complete applications being received, successful background checks and license fees paid in full:

Alexia Washington	The Well Co.
Joshua Weston	The Well Co.

Motion to approve Massage Therapist License Applications for the following effective February 6, 2024 through December 31, 2024 contingent upon complete applications being received, successful background checks and license fees paid in full. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle:	Yea
Councilor Brian LeBlanc:	Yea
Councilor Ellie Jones:	Yea
Councilor John Geissler:	Yea
Mayor Wayne Boucher:	Yea

Yea: 5, Nay: 0

10. **CONSENT AGENDA**

A. **Minutes** - Approval or correction of January 16, 2024 City Council Continuation Minutes

B. **Accounts Payable** - Approve general city warrants from January 16, 2024 through January 31, 2024 in the amount of \$439,072.31

Motion to the approve the Consent Agenda. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle:	Yea
Councilor Brian LeBlanc:	Yea
Councilor Ellie Jones:	Yea
Councilor John Geissler:	Yea
Mayor Wayne Boucher:	Yea



Yea: 5, Nay: 0

11. **ORDINANCES**

**A. 2024-03 An Ordinance Amending The Regulations Under Hermantown City Code Chapters 3 And 6 Pertaining To The Restraint Of Animals In Parks**

*(second reading)*  
*(motion, roll call)*

Motion to approve 2024-03 An Ordinance Amending The Regulations Under Hermantown City Code Chapters 3 And 6 Pertaining To The Restraint Of Animals In Parks. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

12. **RESOLUTIONS**

**A. 2024-16 Resolution Appointing Election Judges For The Presidential Nomination Primary Election Of March 5, 2024**

*(motion, roll call)*

Motion to approve 2024-16 Resolution Appointing Election Judges For The Presidential Nomination Primary Election Of March 5, 2024. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Abstain (With Conflict)  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Abstain (With Conflict): 1

**B. 2024-17 Resolution Creating A Temporary Part Time Administrative Support Position**

*(motion, roll call)*

Motion to approve 2024-17 Resolution Creating A Temporary Part Time Administrative Support Position. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

**C. 2024-18 Resolution Approving A Request For Proposals For Human Resources Consulting Services**

*(motion, roll call)*

Motion to approve 2024-18 Resolution Approving A Request For Proposals For Human Resources Consulting Services. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

**D. 2024-19 Resolution Approving An Amendment To The City Handbook Regarding A Water Availability Policy**

*(motion, roll call)*

Motion to approve 2024-19 Resolution Approving An Amendment To The City Handbook Regarding A Water Availability Policy. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

**E. 2024-20 Resolution Authorizing The City Of Hermantown To Sponsor the Active Transportation Program Grant Funding Request Associated With The Construction Of Hermantown Community Connector Trail From Hermantown Road To Morris Thomas Road and Keene Creek Park to Stebner Road**

*(motion, roll call)*

Motion to approve 2024-20 Resolution Authorizing The City Of Hermantown To Sponsor the Active Transportation Program Grant Funding Request Associated With The Construction Of Hermantown Community Connector Trail From Hermantown Road To Morris Thomas Road and Keene Creek Park to Stebner Road. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

**F. 2024-21 Resolution Creating A Bridge Replacement Priority List And Requesting State Bridge Bonding Funding For BR-7724 On Hermantown Road**

*(motion, roll call)*

Motion to approve 2024-21 Resolution Creating A Bridge Replacement Priority List And Requesting State Bridge Bonding Funding For BR-7724 On Hermantown Road. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea

Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

**G. 2024-22 Resolution Approving Pay Request Number 7 For Road Improvement District 534 To Ulland Brothers, Inc In the Amount Of \$184.300.84**

*(motion, roll call)*

Motion to approve 2024-22 Resolution Approving Pay Request Number 7 For Road Improvement District 534 To Ulland Brothers, Inc In the Amount Of \$184.300.84. This motion, made by Councilor Ellie Jones and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

13. **CLOSED SESSION**

A. Motion to close the meeting of the Hermantown City Council pursuant to Minnesota Statutes § Section 13D.05 Subd. 3 (b) to consider confidential information related to labor negotiations strategy. Following this closed session, the Hermantown City Council will re-convene in an open session. Discussion on Compensation Plan.

*(motion, roll call)*

Motion to recess at 6:52 p.m. Motion to close the meeting of the Hermantown City Council pursuant to Minnesota Statutes § Section 13D.05 Subd. 3 (b) to consider confidential information related to labor negotiations strategy. Following this closed session, the Hermantown City Council will re-convene in open session. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea

Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

Motion to reconvene into open sessions at 8:08 p.m. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

14. **RECESS**

Motion to recess at 8:08 p.m. This motion, made by Councilor Ellie Jones and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor Ellie Jones: Yea  
Councilor John Geissler: Yea  
Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

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Mayor

ATTEST:

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City Clerk

**CITY OF HERMANTOWN**

CHECKS #70656-70697  
02/01/2024 - 02/15/2024

PAYROLL CHECKS

Electronic Checks - #-66738-66779 \$82,844.98

LIABILITY CHECKS

Electronic Checks - #-66779-66780 \$81,468.72

Electronic Checks - #-66733-66737 \$61,007.32

Checks - #70695 \$1,288.20

Checks - #70697 \$1,412.84

**PAYROLL EXPENSE TOTAL \$228,022.06**

ACCOUNTS PAYABLE

Checks - #70656-70694 \$289,080.99

Checks - #70696 \$45.16

Electronic Payments #-98966-98994 \$3,344,838.29

**ACCOUNTS PAYABLE TOTAL \$3,633,964.44**

**TOTAL \$3,861,986.50**

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	EMPOWER RETIREMENT	23 Sick to HCSP Durovec	595.68	-98994
101	415300	Administration & Finance	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	1,398.10	-98994
602	494900	Sewer Administration and General	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	325.14	-98994
601	494400	Water Administration and General	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	650.28	-98994
230	465100	HEDA	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	455.20	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Pfeiffer	1,597.07	-98994
260	456101	Cable	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	97.55	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Gunderson	942.16	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Esterbrooks	2,480.53	-98994
101	490100	Cemetery	EMPOWER RETIREMENT	23 Sick to HCSP Durovec	6.34	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Enright	322.88	-98994
101	431901	City Garage	EMPOWER RETIREMENT	23 Sick to HCSP Durovec	31.69	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Pernu	513.63	-98994
101	421100	Police Administration	EMPOWER RETIREMENT	23 Sick to HCSP Salo	1,438.35	-98994
603	441100	Storm Water	EMPOWER RETIREMENT	23 Sick to HCSP Mulder	325.14	-98994
101	421100	Police Administration	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica C300 & C33	119.58	-98992
101	415300	Administration & Finance	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica C458 Jan 2	117.87	-98992
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas CH/PD	1,038.62	-98991
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas Old CH	945.24	-98991
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Old CH	105.03	-98991
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas - CH/PD	1,260.20	-98991
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Comm Building - Oc	209.14	-98991
101	422901	Firehall #1 Maple Grove Road	MN ENERGY RESOURCES CORP	Natural Gas - FH #1	1,540.25	-98991
275	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas EWC - Oct 23	9,301.35	-98991
601	494400	Water Administration and General	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	19.62	-98990
101	419100	Community Development	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	6.54	-98990
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	104.64	-98990
101	415300	Administration & Finance	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	45.78	-98990
101	422100	Fire Administration	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	13.08	-98990
101	419901	City Hall & Police Building Maintenance	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	6.54	-98990
602	494900	Sewer Administration and General	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	19.62	-98990
101	431100	Street Department	NORTHEAST SERVICE COOPERATIVE	EE Assistant Prgrm 01/24-6/24	19.62	-98990
101	411100	Council	ADVANTAGE EMBLEM & SCREEN PRINTING INC	Uniform Rebranding - Councilor	149.00	-98989
230	465100	HEDA	BRAUN INTERTEC CORPORATION	Future Business Park Site - AU	918.96	-98988
230	465100	HEDA	CREATIVE ARCADE	Website Monthly Maintenance	250.03	-98987
415	465200	Community Development	DSGW ARCHITECTS	Hermantown Arena	55,963.90	-98986
101	421100	Police Administration	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Replace Door Solenoid - SQD 14	354.50	-98985
101	419901	City Hall & Police Building Maintenance	GOODIN COMPANY INC	Toilet Seat - PD	53.07	-98984

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	422901	Firehall #1 Maple Grove Road	GOODIN COMPANY INC	Airline Repair - FH1	258.97	-98984
602	494500	Sewer Maintenance	GREAT LAKES PIPE SERVICE INC	Emergency Sewer Jet Ugstad/MGR	1,500.00	-98983
101	431901	City Garage	HARTEL'S/DBJ DISPOSAL CO LLC	Yard Trash Disposal Jan 2024 -	185.45	-98982
101	419901	City Hall & Police Building Maintenance	HARTEL'S/DBJ DISPOSAL CO LLC	Garbage Recycling Jan 2024 -12	316.02	-98982
603	441100	Storm Water	LHB INC	Rocky Run Creek Bridge	4,921.75	-98981
603	441100	Storm Water	LHB INC	Hermantown Rd Bridge Inspectio	1,299.63	-98981
101	452200	Community Building	NORTHERN DOOR & HARDWARE INC	Cut & Stamped Corbin Keys - Ol	15.00	-98980
101	452200	Community Building	NORTHERN DOOR & HARDWARE INC	Cut & Stamped Corbin Keys - Ol	15.00	-98980
101	452200	Community Building	NORTHERN DOOR & HARDWARE INC	Corbin Cylinder Rebuild - Old	15.00	-98980
101	431100	Street Department	NORTHERN ENGINE & SUPPLY INC	Pintle Hook - H3	349.90	-98979
101	431100	Street Department	NORTHERN ENGINE & SUPPLY INC	Box Vibrator Solenoid	39.05	-98979
101	431100	Street Department	NORTHERN STATES SUPPLY INC	Cable Seal	9.50	-98978
101	431100	Street Department	NORTHERN STATES SUPPLY INC	Plow Bolts/Nuts	57.97	-98978
240	432510	Trunk Sewer Construction	NORTHLAND CONSULTING ENGINEERS L.L.P.	Oak Ridge Dr. Sanitary Sewer E	640.00	-98977
101	214500	Escrow Deposits Payable	NORTHLAND CONSULTING ENGINEERS L.L.P.	Peyton Property Development	1,440.00	-98977
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Design Engineering Services (T	360.00	-98977
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	Rocky Run Bridge Replacement	480.00	-98977
416	452100	Parks	NORTHLAND CONSULTING ENGINEERS L.L.P.	Fichtner Park Improvements	23,501.00	-98977
415	465200	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Ice Arena	1,765.00	-98977
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Preagenda/City Council/Four Sq	1,620.00	-98977
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Rd & Old Midway Rd	11,630.00	-98977
240	433500	Water Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Stebner Park Utilities	4,492.50	-98977
101	431100	Street Department	NORTHLAND CONSULTING ENGINEERS L.L.P.	PO 2313 MSA	180.00	-98977
101	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	PO 2374 Hage Storage	360.00	-98977
412	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Trail Project	3,432.50	-98977
602	494500	Sewer Maintenance	SJE-RHOMBUS, INC.	SCADA Monitoring Jan-Mar 2024	1,264.50	-98976
101	421100	Police Administration	VC3	Recycling PC's - PD & PW	50.00	-98975
601	494400	Water Administration and General	VC3	Recycling PC's - PD & PW	12.50	-98975
602	494900	Sewer Administration and General	VC3	Recycling PC's - PD & PW	12.50	-98975
415	465200	Community Development	DSGW ARCHITECTS	Hermantown Arena	47,672.96	-98974
416	452100	Parks	NORTHLAND CONSULTING ENGINEERS L.L.P.	Fichtner Park Improvements	10,247.00	-98973
601	494400	Water Administration and General	MN POWER	Water	568.55	-98972
101	452100	Parks	MN POWER	Parks	274.37	-98972
605	431160	Street Lighting	MN POWER	Street Lights (Roundabout)	23.31	-98972
101	452100	Parks	MN POWER	Little Leagues	19.63	-98972
605	431160	Street Lighting	MN POWER	Traffic Lights	846.92	-98972
101	422901	Firehall #1 Maple Grove Road	MN POWER	City Hall/Police/Fire	1,672.63	-98972
101	419901	City Hall & Police Building Maintenance	MN POWER	City Hall/Police/Fire	2,616.16	-98972



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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
602	494900	Sewer Administration and General	MN POWER	4971 Lightning Dr	142.37	-98972
601	494400	Water Administration and General	MN POWER	4971 Lightning Dr	213.55	-98972
275	452200	Community Building	MN POWER	4289 Ugstad Rd/EWC	10,902.81	-98972
101	422902	Firehall #2 Morris Thomas Road	MN POWER	FH #2 MorrisThomas & Stebner	236.52	-98972
605	431160	Street Lighting	MN POWER	Street Lights	448.27	-98972
602	494900	Sewer Administration and General	MN POWER	Sewer	733.17	-98972
605	431160	Street Lighting	MN POWER	Overhead St Lights (33 @ \$10.	483.72	-98972
101	452200	Community Building	MN POWER	Community Bldg	538.99	-98972
101	431901	City Garage	MN POWER	4971 Lightning Dr	355.92	-98972
101	422903	Firehall #3 Midway Road	MN POWER	FH #3 Midway/Rose	96.92	-98972
605	431160	Street Lighting	MN POWER	Street Lights	480.87	-98972
101	431901	City Garage	MN POWER	5255 Maple Grove Rd Garage	27.36	-98972
605	431160	Street Lighting	MN POWER	Street Lights	414.53	-98972
605	431160	Street Lighting	MN POWER	Street Lights	757.04	-98972
101	424100	Building Inspection	WEX HEALTH INC	1st QTR VEBA 2024 B	833.34	-98971
101	431100	Street Department	FIRST BANKCARD	Dec First Bankcard Orme	22.70	-98970
101	431100	Street Department	FIRST BANKCARD	Dec First Bankcard Orme	118.45	-98970
601	494400	Water Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	3.48	-98970
101	422901	Firehall #1 Maple Grove Road	FIRST BANKCARD	Dec First Bankcard Orme	40.98	-98970
101	422901	Firehall #1 Maple Grove Road	FIRST BANKCARD	Dec First Bankcard Orme	98.98	-98970
101	431100	Street Department	FIRST BANKCARD	Dec First Bankcard Senst	34.36	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Ross	139.00	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Enright	8.94	-98970
101	419901	City Hall & Police Building Maintenance	FIRST BANKCARD	Dec First Bankcard Heinbuch	256.79	-98970
602	494900	Sewer Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	3.48	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Ross	196.82	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Knapp	88.35	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Knapp	119.99	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Gottschald	249.00	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Ross	35.00	-98970
601	494300	Water Distribution	FIRST BANKCARD	Dec First Bankcard Senst	325.03	-98970
601	494300	Water Distribution	FIRST BANKCARD	Dec First Bankcard Senst	310.00	-98970
601	494300	Water Distribution	FIRST BANKCARD	Dec First Bankcard Senst	182.54	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Heinbuch	39.87	-98970
101	431100	Street Department	FIRST BANKCARD	Dec First Bankcard Senst	137.07	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Gottschald	183.04	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Prouse	152.23	-98970
101	452100	Parks	FIRST BANKCARD	Dec First Bankcard Bjonskaas	0.01	-98970

2/12/2024

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	FIRST BANKCARD	Dec First Bankcard Senst	153.93	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Dwyer	5.48	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Gunderson	552.50	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Esterbrooks	1,320.48	-98970
602	494900	Sewer Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	71.07	-98970
101	415300	Administration & Finance	FIRST BANKCARD	Dec First Bankcard Orme	10.45	-98970
601	494400	Water Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	9.08	-98970
101	419901	City Hall & Police Building Maintenance	FIRST BANKCARD	Dec First Bankcard Orme	395.90	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Ross	35.12	-98970
101	421100	Police Administration	FIRST BANKCARD	Dec First Bankcard Crace	17.80	-98970
602	494900	Sewer Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	13.62	-98970
601	494400	Water Administration and General	FIRST BANKCARD	Dec First Bankcard Orme	47.38	-98970
275	452200	Community Building	FIRST BANKCARD	Dec First Bankcard Orme	695.65	-98970
101	419901	City Hall & Police Building Maintenance	FIRST BANKCARD	Dec First Bankcard Heinbuch	206.85	-98970
275	452200	Community Building	FIRST BANKCARD	Dec First Bankcard Orme	1,012.15	-98970
101	419901	City Hall & Police Building Maintenance	FIRST BANKCARD	Dec First Bankcard Orme	163.92	-98970
101	421100	Police Administration	WEX HEALTH INC	Participant/Cobra Fee - Dec	85.80	-98969
601	494400	Water Administration and General	WEX HEALTH INC	Participant/Cobra Fee - Dec	13.46	-98969
602	494900	Sewer Administration and General	WEX HEALTH INC	Participant/Cobra Fee - Dec	13.46	-98969
101	419100	Community Development	WEX HEALTH INC	Participant/Cobra Fee - Dec	5.05	-98969
101	419901	City Hall & Police Building Maintenance	WEX HEALTH INC	Participant/Cobra Fee - Dec	5.05	-98969
101	422100	Fire Administration	WEX HEALTH INC	Participant/Cobra Fee - Dec	10.09	-98969
101	431100	Street Department	WEX HEALTH INC	Participant/Cobra Fee - Dec	13.46	-98969
101	415300	Administration & Finance	WEX HEALTH INC	Participant/Cobra Fee - Dec	40.38	-98969
101	217450	Employee Flexplan	WEX HEALTH INC	Claim Reimb	489.01	-98968
101	217450	Employee Flexplan	WEX HEALTH INC	Claim Reimb	53.31	-98968
101	217450	Employee Flexplan	WEX HEALTH INC	Claim Reimb	1,147.90	-98968
101	217450	Employee Flexplan	WEX HEALTH INC	Claim Reimb	7,331.32	-98968
101	217450	Employee Flexplan	WEX HEALTH INC	Claim Reimb	567.67	-98968
326	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2020A	475.00	-98967
323	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2018A	85,000.00	-98967
322	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2014A	9,075.00	-98967
315	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016B	575,000.00	-98967
329	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2023A	475.00	-98967
326	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2020A	27,500.00	-98967
318	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016A	400,000.00	-98967
328	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2021A	29,826.25	-98967
318	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016A	475.00	-98967

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
322	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2014A	110,000.00	-98967
328	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2021A	250,000.00	-98967
320	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2012A	6,215.00	-98967
327	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2020B	200,000.00	-98967
328	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2021A	475.00	-98967
323	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2018A	475.00	-98967
320	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2012A	475.00	-98967
323	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2018A	26,662.50	-98967
327	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2020B	39,700.00	-98967
324	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2018B	320,000.00	-98967
318	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016A	14,300.00	-98967
320	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2012A	175,000.00	-98967
315	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016B	475.00	-98967
325	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2019A	133,390.63	-98967
325	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2019A	350,000.00	-98967
329	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2023A	40,150.00	-98967
315	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2016B	26,700.00	-98967
324	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2018B	113,237.50	-98967
326	471000	Debt Service	BOND TRUST SERVICES CORPORATION	2020A	165,000.00	-98967
101	415300	Administration & Finance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	200.08	-98966
601	494400	Water Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	327.46	-98966
101	431100	Street Department	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	157.33	-98966
101	422100	Fire Administration	AT&T MOBILITY	Cell Phones FD	256.41	-98966
101	421100	Police Administration	AT&T MOBILITY	Cell Phones PD	1,770.97	-98966
602	494900	Sewer Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	193.19	-98966
101	419901	City Hall & Police Building Maintenance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	44.95	-98966
412	419100	Community Development	ALTA LAND SURVEY CO INC	Okerstrom & Morris Thomas Rd L	3,500.00	70656
601	220100	Refund Payable	ANDERSON, GAIL	Refund Acct 1107-01	24.37	70657
101	421100	Police Administration	ANGEL ARMOR	Bullet Proof Vest- Towner	1,728.00	70658
101	431100	Street Department	B & F FASTENER SUPPLY CO.	Plow Bolts & Nuts	49.72	70659
101	419901	City Hall & Police Building Maintenance	BENSON ELECTRIC COMPANY	INstalled Wiring for Plasma Cu	1,857.75	70660
409	419901	City Hall & Police Building Maintenance	BENSON ELECTRIC COMPANY	Install Roof Heat Trace	88,000.00	70660
101	431100	Street Department	BOYER TRUCKS INC	Windshield Wiper Arm - H4	104.35	70661
101	431100	Street Department	BW DISTRIBUTING	Soap & Spray Bottles	173.49	70662
101	431100	Street Department	CENTRAL PENSION FUND	Training Per Contract	39.10	70663
602	494500	Sewer Maintenance	CENTRAL PENSION FUND	Training Per Contract	39.09	70663
601	494300	Water Distribution	CENTRAL PENSION FUND	Training Per Contract	39.09	70663
101	422903	Firehall #3 Midway Road	CENTURYLINK	Internet FH #3 1/22/24-2/21/24	79.98	70664

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	CINTAS CORPORATION	Uniforms	61.36	70665
101	431901	City Garage	CINTAS CORPORATION	Supplies	28.51	70665
101	431100	Street Department	CINTAS CORPORATION	Uniforms	7.92	70665
101	431100	Street Department	CINTAS CORPORATION	Uniforms	23.38	70665
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at CH	8.88	70665
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at FD/PD	30.72	70665
101	431901	City Garage	CINTAS CORPORATION	Mats - PW	30.03	70665
605	431160	Street Lighting	CITY OF DULUTH	2023 Street Light Maintenance	2,413.42	70666
602	494900	Sewer Administration and General	CLIFTONLARSONALLEN LLP	2023 Audit	2,205.00	70667
101	415300	Administration & Finance	CLIFTONLARSONALLEN LLP	SBITA Implementation Assistanc	630.00	70667
601	494400	Water Administration and General	CLIFTONLARSONALLEN LLP	2023 Audit	2,205.00	70667
602	494900	Sewer Administration and General	CLIFTONLARSONALLEN LLP	SBITA Implementation Assistanc	157.50	70667
603	441100	Storm Water	CLIFTONLARSONALLEN LLP	SBITA Implementation Assistanc	105.00	70667
101	415300	Administration & Finance	CLIFTONLARSONALLEN LLP	2023 Audit	8,820.00	70667
603	441100	Storm Water	CLIFTONLARSONALLEN LLP	2023 Audit	1,470.00	70667
601	494400	Water Administration and General	CLIFTONLARSONALLEN LLP	SBITA Implementation Assistanc	157.50	70667
601	494300	Water Distribution	CORE & MAIN LP	Water Meters	46.48	70668
101	419901	City Hall & Police Building Maintenance	DALCO	Kleenex/Foam Wash	140.47	70669
412	419100	Community Development	DANIEL APPRAISAL COMPANY, INC.	Appraisal - Keen Creek	2,500.00	70670
235	452100	Parks	HEDBERG EXCAVATING, LLC	Dozer Fill - Keene Creek Playg	2,400.00	70671
235	452100	Parks	HEDBERG EXCAVATING, LLC	Dozer - Keene Creek Playground	975.00	70671
101	419100	Community Development	HERMANTOWN STAR LLC	Public Hearing Planning & Zoni	49.50	70672
101	411300	Ordinance, Public Notice and Proceedings	HERMANTOWN STAR LLC	City Council Minutes	132.00	70672
101	421100	Police Administration	HOLIDAY COMPANIES	Car Washes - Jan 2024	20.00	70673
101	415300	Administration & Finance	INNOVATIVE OFFICE SOLUTIONS, LLC	Lables/Pad	50.06	70674
101	422100	Fire Administration	JONES & BARTLETT LEARNING, LLC	Training	405.53	70675
101	422100	Fire Administration	LEAGUE OF MN CITIES INSURANCE TRUST	General Liability	2,253.00	70676
601	494300	Water Distribution	MENARD INC	Fuel Hose	-35.99	70677
601	494300	Water Distribution	MENARD INC	Tools for H-25	80.73	70677
101	419901	City Hall & Police Building Maintenance	MENARD INC	Assorted Maintenance Supplies	264.02	70677
601	494300	Water Distribution	MENARD INC	Weed Burner Hose/Organizer	66.93	70677
101	431901	City Garage	MENARD INC	Cleaning Supplies	10.15	70677
101	431100	Street Department	MENARD INC	Vacum/Batteries/Seafoam	139.56	70677
101	421100	Police Administration	MN CHIEFS OF POLICE ASSN	2024 Membership - Gunderson	212.00	70678
101	422901	Firehall #1 Maple Grove Road	MN TELECOMMUNICATIONS	Feb 2024 Internet	90.00	70679
101	419901	City Hall & Police Building Maintenance	MN TELECOMMUNICATIONS	Feb 2024 Internet	360.00	70679
101	431100	Street Department	NAPA AUTO PARTS	Wiper Blade	10.98	70680
101	431100	Street Department	NAPA AUTO PARTS	Filters	39.08	70680

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	NAPA AUTO PARTS	Wiper Blades	47.63	70680
101	431100	Street Department	NAPA AUTO PARTS	Fuel Filter	9.33	70680
101	431100	Street Department	NAPA AUTO PARTS	Starter Button - H3	22.26	70680
101	431100	Street Department	NAPA AUTO PARTS	Turn Lights - H9	40.97	70680
409	419901	City Hall & Police Building Maintenance	NORTHSTAR INSULATING SYSTEMS, INC.	Attic Insulation - CH	37,500.00	70681
409	419901	City Hall & Police Building Maintenance	NORTHSTAR INSULATING SYSTEMS, INC.	Attic Insulation - CH	112,500.00	70681
101	214500	Escrow Deposits Payable	NYHUSMMOEN, PHILIP	Erosion Control Refund - Midni	500.00	70682
101	414100	Elections	SEACHANGE PRINTING & MARKETING SERVICES,	Ballot Secrecy Sleeve	76.07	70683
101	421100	Police Administration	SHEL/DON GROUP INC	Envelopes - PD	274.65	70684
101	422100	Fire Administration	SHERWIN WILLIAMS	Paint/Supplies	189.43	70685
101	422100	Fire Administration	SHERWIN WILLIAMS	Paint	31.44	70685
101	421100	Police Administration	SHRED-N-GO INC	Shredding Contract through 01/	126.89	70686
101	421100	Police Administration	SOCIAL SECURITY ADMINISTRATION	Background Check - Stein, Coli	40.00	70687
101	422903	Firehall #3 Midway Road	STACK BROS MECHANICAL, INC.	Boiler Diagnostic - Control Se	794.00	70688
101	421100	Police Administration	STREICHER'S	Uniform - Kleive	613.39	70689
101	421100	Police Administration	STREICHER'S	Uniform - Kleive	345.96	70689
101	421100	Police Administration	STREICHER'S	Uniform - Kleive	72.99	70689
101	422100	Fire Administration	SUN CONTROL OF MN	GMC & Tahoe Graphics & Letteri	195.00	70690
101	421100	Police Administration	THOMSON REUTERS - WEST	Clear Subscription - Dec	165.00	70691
101	421100	Police Administration	TROY'S BP AMOCO INC	Tires - SQD 18	742.00	70692
101	421100	Police Administration	TROY'S BP AMOCO INC	Oil & Filter - SQD 17	103.32	70692
101	421100	Police Administration	W.A. FISHER	Set Sign & Release Warrant	287.00	70693
412	419100	Community Development	ZIEGLER INC	Mulcher Rental - Trail/Easemen	5,102.50	70694
412	419100	Community Development	ZIEGLER INC	Mulcher Rental - Trail/Easemen	5,102.50	70694
101	134000	Retiree Insurance/Telephone Reimb.	MN LIFE	Feb Inactive - Volk	45.16	70696

Totals: 253 records printed

3,633,964.44



**CITY COUNCIL MEETING DATE:** February 20, 2024

**TO:** Mayor & City Council

**FROM:** John Mulder, City Administrator

**SUBJECT:** Improvements to Fichtner Park

**RESOLUTION:** 2024-23       **ORDINANCE:**                       **OTHER:**

**REQUESTED ACTION**

Approve plans and authorize advertisement for bids for the improvements to Fichtner Park.

**BACKGROUND**

In April of 2022, the City Council hired Northland Consulting Engineers, LLP to prepare plans and specifications for the desire improvements at Fichtner Park. This process would help to determine the exact improvements and costs that would be complete for the Sales Tax referendum passed in November 2022. The plans include reconstruction of athletic fields, construction of a concession stand, a pavilion, dugouts, basketball court, common excavation, select granular borrow, class 5 surfacing, storm sewer, bituminous paving, and turf establishment. This work would be done in the summer of 2024.

The Council is asked to approve the plans and authorize the advertisement for bids for the improvements to Fichtner Park. If approved, bids would be accepted on March 21, 2024 and the Council will be asked to award a contract for the bridge removal on March 21, 2024.

**SOURCE OF FUNDS (if applicable)**

The source of payment for the consultant services will be City Fund No. 416-452100-305

**ATTACHMENTS**

- Resolution
- Advertisement
- Plan Set Excerpts

**Resolution No. 2024-23**

**Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For The Improvements To Fichtner Park**

WHEREAS, Northland Consulting Engineers, LLP, the City Engineer has prepared final plans and specifications for the Improvements to Fichtner Park; and

WHEREAS, such final plans and specifications have been presented to the City Council; and

WHEREAS, the City Council has reviewed such final plans and specifications and believes it to be in the best interest of the City of Hermantown to approve such final plans and specifications; and

WHEREAS, by law the City of Hermantown is obligated to advertise for bids for construction of the improvements described in such final plans and specifications; and

WHEREAS, the City Council believes that it is in the best interest of the City of Hermantown that such bids be advertised for at the earliest possible time.

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

1. The final plans and specifications prepared by Northland Consulting Engineers, LLP are hereby approved and ordered placed on file in the office of the City Clerk.
2. The City Clerk is hereby directed to file such final plans and specifications in the permanent records of the City.
3. The City Clerk is hereby further authorized and directed to prepare and cause to be inserted in the Hermantown Star, the official newspaper an advertisement for bids for the Improvements to Fichtner Park in accordance with the plans and specifications approved by the City Council. The advertisement for bids shall be published in the Hermantown Star on February 22, 2024, February 29, 2024, March 7, 2024, and March 14, 2024.
4. Such advertisement shall specify the work to be done, shall state that the bids will be publicly opened and tabulated by the Consulting Engineer and the City Clerk on **Thursday, March 21, 2024, at 10:00 a.m.**, that the tabulated bids will be considered at the City Council meeting on **April 1, 2024 at 6:30 p.m.**, and shall state that no bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Hermantown for five percent (5%) of the amount bid.
5. The notice to be published shall be substantially in the form of the one attached hereto as Exhibit A.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted February 20, 2024.



## EXHIBIT A

### ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Hermantown, Minnesota, will receive bids at the office of the City Clerk until 10:00 a.m. Local Time, Thursday, March 21, 2024 for the improvements to Fichtner Park, in the City of Hermantown in accordance with the plans and specifications at the Minnesota Builders Exchange and QuestCDN. Major work items include: Reconstruction of athletic fields, construction of a concession stand, a pavilion, dugouts, basketball court, common excavation, select granular borrow, class 5 surfacing, storm sewer, bituminous paving, and turf establishment.

All bids shall be made on the proposal form and schedule of prices contained in the specifications and shall be accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the order of the City of Hermantown for not less than five percent (5%) of the amount bid.

Digital image copies of the Bidding Documents are available via QuestCDN. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com).

Bids shall be mailed or delivered to the City Clerk, securely sealed and endorsed upon the outside wrapper with a brief statement or summary as to the work for which the bid is made.

The City Council reserves the right to reject all bids. All bids and the award of bid shall be subject to the Competitive Bidding Rules of the City of Hermantown.

Bids will be opened and compiled by the City Clerk and the City Engineer at **10:00 a.m. Local Time on Thursday, March 21, 2024**, at the Hermantown Government Services Building. Any questions regarding the project should be directed to the City Engineer, David Bolf, P.E. at (218) 727-5995 or [david@nce-duluth.com](mailto:david@nce-duluth.com). All questions shall be submitted no later than March 14, 2024.

Authorized by the City Council

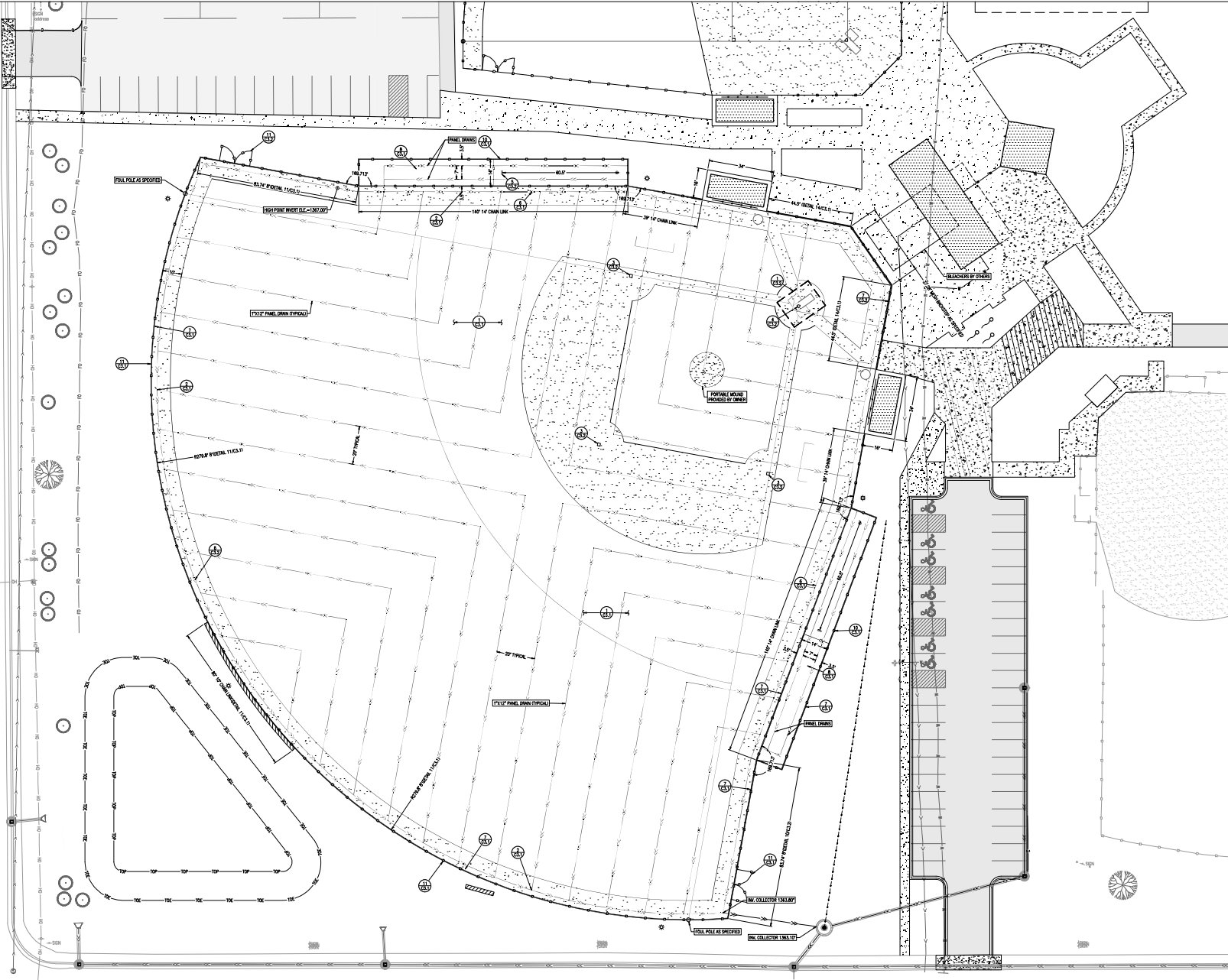
Alissa Wentzlaff, Clerk  
City of Hermantown



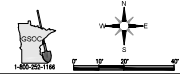
SITE IMPROVEMENT SYMBOLS	
SYMBOL	DESCRIPTION
	BITUMINOUS PAVEMENT
	CONCRETE SIDEWALK - 4'
	SIDEWALK WITH CURB
	DETECTABLE WARNING SURFACE
	ACCESSIBLE PARKING
	SIDEWALK - SEE PLAN
	PAVEMENT MESSAGE
	SINGLE FLOW LANE

1. SEE AND RELYING SURFACES SHALL BE PREPARED BY ACCORDANCE WITH THE RECOMMENDATIONS OF THE PROJECT GEOTECHNICAL REPORT.

USSTAD ROAD



MAPLE GROVE ROAD



**Northland**  
LANDSCAPE ARCHITECTURE

1100 WEST 10TH AVENUE  
SUITE 100  
DENVER, CO 80202  
TEL: 303.733.1100  
WWW.NORTHLANDLA.COM

**FIGHTNER PARK IMPROVEMENTS**  
FIELD IMPROVEMENTS  
CITY OF DENVER  
4118 USSTAD ROAD, DENVER, CO 80202

**SITE PLAN**

Sheet No. \_\_\_\_\_

PROJECT: 24476  
CHECKED: TJP  
DRAWN: CHW  
DATE: 8/28/24

Sheet number  
**C5.1**



**CITY COUNCIL MEETING DATE:** February 20, 2024

**TO:** Mayor & City Council

**FROM:** John Mulder, City Administrator

**SUBJECT:** Compensation Plan Grid

**RESOLUTION:** 2024-24       **ORDINANCE:**                       **OTHER:**

**REQUESTED ACTION**

Approve 2024 Compensation Grid.

**BACKGROUND**

The City has gone through a compensation study in order to ensure compliance with the Pay Equity Law and to determine if our current compensation is in line with the labor market. This was done in part because of the concern of recruiting qualified candidates for positions and specifically Police Officers.

Baker Tilly used a job evaluation tool called SAFE which allows for a consistent equitable and defensible means of establishing a hierarchy of jobs (internal equity), and is compliant with the MN Local Government Pay Equity requirements. The City had used the same evaluation tool in 2013.

Baker Tilly also conducted a market survey using benchmark positions and peer organizations to determine market value for those positions. Based on that study, the City’s compensation consultant, Baker Tilly, prepared the attached proposed compensation grid.

Because the City has contracts in place and wages are a mandatory subject of bargaining with union employees, the City Council has discussed various implementation procedures. These final details will be worked out the respective employees and their unions. A final implementation plan for each bargaining group will be presented to the City Council later this spring/summer for consideration.

**SOURCE OF FUNDS (if applicable)**

**ATTACHMENTS**

Resolution with the 2024 Compensation Grid

**Resolution No. 2024-24**

**Resolution Approving Compensation Plan**

WHEREAS, the City of Hermantown must comply with the State of MN Pay Equity Act, in regards to compensation, and

WHEREAS, the City of Hermantown desires to retain qualified employees and remain competitive in recruiting qualified candidates, and

WHEREAS, The City hired Baker Tilly to review the City’s current compensation for both internal equity for compliance with the Pay Equity Act, and market conditions for employees hired by the City of Hermantown, and

WHEREAS, Baker Tilly has presented a 2024 Pay Plan taking into consideration internal equity and market conditions as shown in exhibit A, and

WHEREAS, positions have been placed in the appropriate grade based on the evaluation of each position, and

WHEREAS, employees will be placed on the appropriate step in their assigned classification based on an implementation plan worked out by the City Administrator after meeting with the appropriate employees and labor unions.

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

1. The City Council hereby approves the Grades and Steps for 2024 as shown in Exhibit A.
2. The City Council hereby directs the City Administrator to meet with employees and the unions representing employees to implement the plan and present the implementation plan to the City Council for final approval.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted on February 20, 2024.

**EXHIBIT A**  
**2024 COMPENSATION GRID**

Grade	1	2	3	4	5	6	7	8	9
A	39,321	40,894	42,530	44,231	46,000	47,840	49,754	51,744	53,813
B	41,287	42,939	44,656	46,442	48,300	50,232	52,241	54,331	56,504
C	43,351	45,085	46,889	48,764	50,715	52,744	54,862	57,047	59,329
D	45,519	47,340	49,234	51,203	53,251	55,381	57,596	59,900	62,296
E	47,796	49,707	51,696	53,763	55,914	58,151	60,477	62,896	65,411
F	50,186	52,193	54,281	56,452	58,710	61,058	63,501	66,041	68,682
G	52,695	54,803	56,995	59,275	61,646	64,112	66,676	69,343	72,117
H	55,330	57,543	59,845	62,238	64,728	67,317	70,010	72,810	75,723
I	58,096	60,420	62,837	66,350	67,964	70,683	73,510	76,450	79,508
J	61,001	63,441	65,978	68,617	71,362	74,216	77,185	80,273	83,483
K	67,100	69,784	72,576	75,479	78,498	81,638	84,903	88,300	91,832
L	72,469	75,367	78,382	81,517	84,778	88,169	91,696	95,364	99,178
M	76,092	79,136	82,301	85,593	89,017	92,578	96,281	100,132	104,137
N	79,897	83,093	86,416	89,873	93,468	97,207	101,095	105,139	109,344
O	87,887	91,402	95,058	98,861	102,815	106,928	111,205	115,653	120,279
P	96,676	100,543	104,565	108,747	113,097	117,621	122,326	127,219	132,307
Q	106,344	110,597	115,021	119,622	124,407	129,383	134,559	139,941	145,539
R	116,978	121,657	126,524	131,585	136,848	142,322	148,015	153,935	160,093
S	128,676	133,823	139,176	144,743	150,533	156,554	162,816	169,329	176,102
T	141,544	147,205	153,094	159,217	165,586	172,209	179,098	186,262	193,712



**CITY COUNCIL MEETING DATE:** February 20, 2024

**TO:** Mayor & City Council

**FROM:** John Mulder, City Administrator

**SUBJECT:** Position Re-classifications

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**RESOLUTION:** 2024-25       **ORDINANCE:**                       **OTHER:**

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**REQUESTED ACTION**

Approve re-classifications of three positions and place them on the 2024 Compensation Grid.

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**BACKGROUND**

During 2023, the City planned and prepared to create a Public Safety Department, in doing so the Chief of Police position has been changed to a Director of Public Safety.

Over the past year, the Director of Communications and Community Engagement has taken on additional duties and roles, we are proposing that this position be reclassified as an Assistant City Administrator. Joe Wicklund would continue with an emphasis on communications and community engagement.

Also, over the past year, the Accountant has taken on additional duties and more responsibility in overseeing the operations of the Finance Department and specifically the improved budgeting process. It is proposed to reclassify this position to an Assistant Finance Director.

All other positions both Union and Management will be part of a bigger implementation plan for the 2024 compensation grid later this year.

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**SOURCE OF FUNDS (if applicable)**

Public Safety Dollars &  
General Fund Contingency

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**ATTACHMENTS**

Resolution

**Resolution No. 2024-25**

**Resolution Approving Reclassification Of Certain Positions And Placing Them On The Newly Adopted 2024 Compensation Plan**

WHEREAS, the City of Hermantown has adopted a 2024 Compensation Plan, and

WHEREAS, the City of Hermantown desires to increase the duties and responsibilities of certain positions, and

WHEREAS, those positions have been classified onto one of the new grades in the compensation plan, and

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

1. The City Council hereby approves the following re-classifications and placement on the 2024 Compensation Plan
2. Reclassify the Chief of Police to Director of Public Safety - Grade R Step 8 effective 1/7/2024 with an additional lump sum of \$14,384.
3. Reclassify the Director of Communications and Community Engagement to Assistant City Administrator - Grade R Step 1 effective 1/7/2024
4. Reclassify the Accountant to Assistant Finance Director - Grade M Step 4 effective 1/7/2024

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted on February 20, 2024.