

**Clear Lake / Clearwater Sewer Authority
Meeting Agenda
Thursday, November 21, 2024
5:30 p.m. at Clear Lake City Hall**

**Call to Order
Roll Call**

- 1. Approval of Agenda**
- 2. Public Forum**
- 3. Consent Agenda (MOTION)**
 - a. Approval of Minutes from August 15, 2024 Regular Meeting**
 - b. Approval of Minutes from October 9, 2024 Special Meeting**
 - c. Approval of Claims/Accounts Payable for July 2024**
 - d. Approval of Claims/Accounts Payable for August 2024**
 - e. Approval of Claims/Accounts Payable for September 2024**
 - f. Quarterly Financial Report – Q2-2024**
- 4. Old Business**
 - a. 2025 Meeting Schedule (MOTION)**
- 5. New Business**
 - a. Res 2024-05 – Approving 2025 Budget (MOTION)**
 - b. Authorize Sewer Line Repairs (MOTION)**
 - c. Weekend Coverage**
 - d. Other Business**
- 6. Reports**
 - a. Staff Reports**
 - b. FYI – Flow Report, Building Permit Reports**
- 7. Next Meeting Date**
 - a. Next Meeting To Be Determined**
- 8. Adjournment**

To: Clear Lake/Clearwater Sewer Authority Board

From: Annita Smythe, Director

Date: November 21, 2024

Re: November 21, 2024 Meeting Overview

1. Approval of Agenda
2. Public Forum
3. Consent Agenda (MOTION) *(please see attached Consent Agenda items)*
 - a. Approval of Minutes from August 15, 2024 Regular Meeting
 - b. Approval of Minutes from October 9, 2024 Special Meeting
 - c. Approval of Claims/Accounts Payable for July 2024
 - d. Approval of Claims/Accounts Payable for August 2024
 - e. Approval of Claims/Accounts Payable for September 2024
 - f. Quarterly Financial Report – Q2-2024
4. Old Business
 - a. 2025 Meeting Schedule (MOTION) *(page 12)*

Per previous discussion, please see attached report outlining the regular meeting dates for 2025 using the existing schedule, along with a proposal to move to quarterly meetings for 2025. The proposed meeting dates for later in the year have been moved out a month to better accommodate the budget schedule and MEA.
5. New Business
 - a. Res 2024-05 – Approving 2025 Budget (MOTION) *(page 13)*

Please see attached 2025 budget for approval. Liability insurance and health insurance rates were updated to reflect the renewal rates received after the August draft budget. I also added a new “flow rate” increment that more closely reflects our recent average usage of around \$57 million. This results in the flow rate declining slightly. The overall projected increase for 2025 rates is 0.9% and there is no change for the surcharge rate.
 - b. Authorize Sewer Line Repairs (MOTION) *(page 22)*

Please see attached quotes for two methods of sewer line repairs where we are getting tree roots. Jon will explain further at the meeting.
 - c. Weekend Coverage

Discussion of how to manage weekend coverage. Clear Lake does not yet have public works staff to conduct weekend rounds. If Sewer Authority or Clearwater staff need to cover rounds, those hours will be billed back. There currently is no coverage for the upcoming holiday weekend.
 - d. Other Business
6. Reports
 - a. Staff Reports
 - b. FYI - Flow Report, Building Permit Reports *(page 23)*
7. Next Meeting Date
 - a. Next Meeting To Be Determined
8. Adjournment

**Clear Lake/Clearwater Sewer Authority
Regular Meeting Minutes
August 15, 2024**

CALL TO ORDER

Chair Lawrence called the meeting to order at 5:30 p.m. at the Clearwater City Hall.

ROLL CALL

Chair Lawrence noted that Clearwater has a new member, Schwinghammer, due to the resignation of Winkelman from the City Council.

Present: Chair Lawrence, Vice Chair Goenner, Member White.

Absent: Members Gilliland and Schwinghammer were absent.

Staff Present: Director Smythe, Chief Operator Forsell, Plant Operator Kirchenbauer.

Staff Absent: Treasurer Johnson.

A quorum was declared present.

1. APPROVAL OF AGENDA

MOTION by White to approve Agenda as presented, seconded by Goenner, all voted aye. **MOTION CARRIED 3-0.**

2. PUBLIC FORUM

None.

3. CONSENT AGENDA

a. Approval of Minutes from June 20, 2024 Regular Meeting

b. Approval of Claims/Accounts Payable for May 2024

c. Approval of Claims/Accounts Payable for June 2024

MOTION by Goenner to approve the Consent Agenda as presented, seconded by White, all voted aye. **MOTION CARRIED 3-0.**

4. OLD BUSINESS

a. Billing Concerns Continue

- Smythe explained that the correct data still has not been received to complete the bills for Clear Lake. However, the Clear Lake staff have provided some information and are trying to assist. Treasurer Johnson will try to meet with Clear Lake staff in person to try to obtain the correct data needed.

5. NEW BUSINESS

a. Review of 2025 Draft Budget

Smythe gave an overview of the draft budget, noting an estimated 3% increase proposed for rates. Increased flows and stabilization of other expenses have helped to level off the rate increases. Member White asked about the reduction of budget in one account. Smythe explained this number used an average and the average had been trending downward. There were no other questions.

b. Authorize Purchase of Large Feed Pump (MOTION)

Forsell explained the quotes for replacement of a large feed pump. He noted that the spare that was rebuilt is currently being used and that the one that failed may be covered by warranty. However, it is best to replace the failed item in case of a future failure.

- **MOTION** by Lawrence to accept the low quote from Goetsch for a new pump, seconded by White, all voted aye. **MOTION CARRIED 3-0.**

c. Other Business

None.

6. REPORTS

a. Staff Reports

- Forsell noted the earlier discussion of the failed feed pump, but stated it was no big deal because there were backup parts on hand.
- Forsell reported that the MPCA was close to issuing the NPDES permit renewal. It is expected to include a new requirement to monitor for sulfates, which staff had expected and previously discussed. The expectation is that this will continue for several years, after which the Sewer Authority could request a variance, if necessary.

b. FYI – Flow Report, Surcharge Report, Building Permit Reports

- Smythe noted that the flows are still running low but are starting to trend upward from prior years.
- Smythe noted that the Clear Lake staff had provided the building permit report previously requested.

7. NEXT MEETING DATE

- Members discussed the next meeting date, which was scheduled for October 17, 2024, noting that several people will be out of town over MEA weekend. After discussion, Members decided to move the next meeting to November 21, 2024 at 5:30 p.m. at Clear Lake City Hall.
- Members also discussed the possibility of moving to quarterly meetings in 2025 and will revisit later this year.

8. ADJOURN

MOTION to adjourn by White, seconded by Goenner, all voted aye. **MOTION CARRIED 3-0.** Meeting adjourned at 5:59 p.m.

ATTEST:

APPROVED:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair

**Clear Lake/Clearwater Sewer Authority
Special Meeting Minutes
October 9, 2024**

1. CALL TO ORDER; ROLL CALL

Chair Lawrence called the meeting to order at 5:30 p.m. at Clearwater City Hall.

Present: Chair Lawrence, Vice Chair Goenner, Members Gilliland and Schwinghammer.

Absent: Member White.

Staff Present: Director Smythe, Chief Operator Forsell, Operator Kirchenbauer.

Guest Present: None.

A quorum was declared present.

2. CONSIDER PUMP PURCHASE

- Chief Operator Forsell explained that another pump had failed right as the new one was being installed, leaving the operation without a spare if another one fails. Staff would like to order a new one right away, as the lead time is approximately 6 weeks.
- Forsell explained the two quotes for a Mody model and a Myers model. The Myers model is more expensive but does not have the same history of issues, so staff prefer the Myers model. Both require specially-made flanges in order to work with our system due to the unique pressurized system.
- **MOTION** by Lawrence to authorize purchase of the Myers model per the staff request in the amount of \$13,255.43, seconded by Gilliland, all voted aye. **MOTION CARRIED 4-0.**

3. ADJOURN

MOTION to adjourn by Schwinghammer, seconded by Gilliland, all voted aye. **MOTION CARRIED 4-0.** Meeting adjourned at 5:33 p.m.

ATTEST:

APPROVED:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair



CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - JULY 2024

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 617,306.38
Deposit	070524 REC	7/5/2024	\$ 37,434.72	070524 REC	CL MAR-MAY EST BILLS	\$ 654,741.10
Deposit	071224 REC	7/12/2024	\$ 58,328.46	071224 REC	CW JUNE24 SEWER FLOW/SURCH	\$ 713,069.56
Deposit	JULY24 INT	8/22/2024	\$ 141.83	JULY24 INT	JULY 2024 INTEREST	\$ 713,211.39
001918E	INTERNAL REVENUE SEI	7/3/2024	\$ (1,607.39)	PAYPER14_2024	FED TAX/SOC SEC/MED PAYROLL14	\$ 711,604.00
001919E	MN DEPT OF REVENUE	7/3/2024	\$ (318.39)	PAYPER14_2024	WITHHOLDING TAX PAYROLL14	\$ 711,285.61
001920E	PERA	7/3/2024	\$ (834.94)	PAYPER14_2024	PERA PAYROLL14	\$ 710,450.67
001921E	MNDCP RETIREMENT	7/3/2024	\$ (125.00)	PAYPER14_2024	MNDCP PAYROLL14	\$ 710,325.67
001926E	INTERNAL REVENUE SEI	7/17/2024	\$ (1,581.01)	PAYPER15_2024	FED TAX/SOC SEC/MED PAYROLL15	\$ 708,744.66
001927E	MN DEPT OF REVENUE	7/17/2024	\$ (313.72)	PAYPER15_2024	WITHHOLDING TAX PAYROLL15	\$ 708,430.94
001928E	PERA	7/17/2024	\$ (824.65)	PAYPER15_2024	PERA PAYROLL15	\$ 707,606.29
001929E	MNDCP RETIREMENT	7/17/2024	\$ (125.00)	PAYPER15_2024	MNDCP PAYROLL15	\$ 707,481.29
001930E	INTERNAL REVENUE SEI	7/22/2024	\$ (1,145.45)	PAYPER15_01_202	FED TAX/SOC SEC/MED PAYROLL15.01	\$ 706,335.84
001931E	MN DEPT OF REVENUE	7/22/2024	\$ (223.39)	PAYPER15_01_202	WITHHOLDING TAX PAYROLL15.01	\$ 706,112.45
001940E	INTERNAL REVENUE SEI	7/31/2024	\$ (1,581.01)	PAYPER16_2024	FED TAX/SOC SEC/MED PAYROLL16	\$ 704,531.44
001941E	MN DEPT OF REVENUE	7/31/2024	\$ (313.72)	PAYPER16_2024	WITHHOLDING TAX PAYROLL16	\$ 704,217.72
001942E	MNDCP RETIREMENT	7/31/2024	\$ (125.00)	PAYPER16_2024	MNDCP PAYROLL 16	\$ 704,092.72
001943E	PERA	7/31/2024	\$ (824.65)	PAYPER16_2024	PERA PAYROLL 16	\$ 703,268.07
001944E	HEALTH PARTNERS	7/31/2024	\$ (2,243.01)	JULY 24 EFT	JULY24 HEALTH INS	\$ 701,025.06
001945E	ALERUS	7/31/2024	\$ (4.00)	JULY 24 EFT	JULY24 HEALTH SAVINGS	\$ 701,021.06
001946E	DELTA DENTAL	7/31/2024	\$ (127.82)	JULY 24 EFT	DENTAL COVERAGE JULY24	\$ 700,893.24
001947E	REPUBLIC SERVICES	7/31/2024	\$ (411.66)	JULY 24 EFT	GARBAGE PICKUP JULY 24	\$ 700,481.58
001948E	LAKE CENTRAL BANK	7/31/2024	\$ (15.00)	JULY 24 EFT	CHECK CARD FEE	\$ 700,466.58
7037	U.S. BANK	7/12/2024	\$ (958.97)	071224 AP	CC SUPPLIES, FUEL. COMPUTER	\$ 699,507.61
7038	UC LABORATORY	7/12/2024	\$ (1,703.09)	071224 AP	TESTING	\$ 697,804.52
7039	CLEARWATER	7/24/2024	\$ (2,128.00)	072424 AP	JUNE24 ADMIN/TREASURER SVCS	\$ 695,676.52
7040	FRONTIER	7/24/2024	\$ (249.11)	072424 AP	JULY24 PHONE/INTERNET	\$ 695,427.41
7041	GREAT NORTHERN ENV	7/24/2024	\$ (306.00)	072424 AP	AIR FILTER, GASKET	\$ 695,121.41
7042	HAWKINS INC	7/24/2024	\$ (311.04)	072424 AP	AZONE 15, SULFUR, CHLORINE	\$ 694,810.37
7043	MN VALLEY TESTING	7/24/2024	\$ (403.00)	072424 AP	MERCURY TESTING	\$ 694,407.37
7044	NORTHLAND REFRIGER	7/24/2024	\$ (2,346.00)	072424 AP	REPLACE/REBUILD AIR UNIT MOTO	\$ 692,061.37
500145-146E	PAYROLL 14	7/3/2024	\$ (3,981.74)	PAY20240114.00		\$ 688,079.63
500147-148E	PAYROLL 15	7/17/2024	\$ (4,018.42)	PAY20240115.00		\$ 684,061.21
500149E	PTO PAYOUT PAYROLL	7/22/2024	\$ (2,632.66)	PAY20240115.01		\$ 681,428.55
500150-151E	PAYROLL 16	7/31/2024	\$ (3,938.41)	PAY20240116.00		\$ 677,490.14

RECEIPTS \$ 95,905.01
 PAYROLL \$ (14,571.23)
 EXPENSES \$ (21,150.02)
 \$ 60,183.76



CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - AUGUST 2024

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 677,490.14
Deposit	AUG 24 INT	9/19/2024	\$ 140.66	AUG 24 INT	AUGUST 2024 INTEREST	\$ 677,630.80
001936E	INTERNAL REVENUE SEI	8/14/2024	\$ (1,581.00)	PAYPER17_2024	FED TAX/SOC SEC/MED PAYROLL17	\$ 676,049.80
001937E	MN DEPT OF REVENUE	8/14/2024	\$ (313.71)	PAYPER17_2024	WITHHOLDING TAX PAYROLL17	\$ 675,736.09
001938E	PERA	8/14/2024	\$ (824.65)	PAYPER17_2024	PERA PAYROLL17	\$ 674,911.44
001939E	MNDCP RETIREMENT	8/14/2024	\$ (125.00)	PAYPER17_2024	MNDCP PAYROLL17	\$ 674,786.44
001953E	INTERNAL REVENUE SEI	8/28/2024	\$ (1,581.01)	PAYPER18_2024	FED TAX/SOC SEC/MED PAYROLL18	\$ 673,205.43
001954E	MN DEPT OF REVENUE	8/28/2024	\$ (313.72)	PAYPER18_2024	WITHHOLDING TAX PAYROLL18	\$ 672,891.71
001955E	MNDCP RETIREMENT	8/28/2024	\$ (125.00)	PAYPER18_2024	MNDCP PAYROLL18	\$ 672,766.71
001956E	PERA	8/28/2024	\$ (824.65)	PAYPER18_2024	PERA PAYROLL18	\$ 671,942.06
001957E	ALERUS	8/31/2024	\$ (4.00)	AUG 24 EFT	AUG24 HEALTH SAVINGS	\$ 671,938.06
001958E	HEALTH PARTNERS	8/31/2024	\$ (2,243.01)	AUG 24 EFT	SEPT24 HEALTH INS	\$ 669,695.05
001959E	REPUBLIC SERVICES	8/31/2024	\$ (413.52)	AUG 24 EFT	GARBAGE PICKUP AUG 24	\$ 669,281.53
001960E	DELTA DENTAL	8/31/2024	\$ (135.31)	AUG 24 EFT	DENTAL COVERAGE AUG24	\$ 669,146.22
7045	PARTS CITY AUTO PART	8/1/2024	\$ (19.16)	080124 AP	1QT MOTOR OIL	\$ 669,127.06
7046	UC LABORATORY	8/1/2024	\$ (1,384.32)	080124 AP	TESTING	\$ 667,742.74
7047	FASTENAL COMPANY	8/18/2024	\$ (163.95)	081824 AP	STD CAP PLT FLTR	\$ 667,578.79
7048	HAWKINS INC	8/18/2024	\$ (306.36)	081824 AP	CHLORINE, SULFUR DIOXIDE	\$ 667,272.43
7049	LEAGUE OF MN CITIES II	8/18/2024	\$ (28,933.00)	081824 AP	PROPERTY/CASUALTY INSURANCE	\$ 638,339.43
7050	TRI-STATE PUMP & CON	8/18/2024	\$ (450.00)	081824 AP	PUMP REPAIR	\$ 637,889.43
7051	U.S. BANK	8/18/2024	\$ (1,000.47)	081824 AP	CC FUEL, SUPPLIES, REPAIRS	\$ 636,888.96
7052	ANDERSON-CRANE	8/22/2024	\$ (109.56)	082224 AP	COUPLER	\$ 636,779.40
7053	FRONTIER	8/22/2024	\$ (249.11)	082224 AP	AUG24 PHONE/INTERNET	\$ 636,530.29
7054	MIDWEST FLO CAL LLC	8/22/2024	\$ (615.76)	082224 AP	CALIBRATE INFLUENT OCM	\$ 635,914.53
7055	NELSON SANITATION AN	8/22/2024	\$ (475.80)	082224 AP	CLEAN LIFT STATION	\$ 635,438.73
7056	NORTH CENTRAL LABOF	8/22/2024	\$ (137.45)	082224 AP	ACCUVAC AMPULES	\$ 635,301.28
7057	PARTS CITY AUTO PART	8/22/2024	\$ (54.99)	082224 AP	L&G GRP U1, 350 CCA	\$ 635,246.29
7058	QUALITY FLOW SYSTEM	8/22/2024	\$ (131.46)	082224 AP	BOERGER ROTEX 55 SPIDER 98 SH	\$ 635,114.83
500152-153E	PAYROLL 17	8/14/2024	\$ (3,938.43)	PAY20240117.00		\$ 631,176.40
500154-155E	PAYROLL 18	8/28/2024	\$ (4,018.41)	PAY20240118.00		\$ 627,157.99

RECEIPTS	\$	140.66
PAYROLL	\$	(7,956.84)
EXPENSES	\$	(42,515.97)
	\$	<u>(50,332.15)</u>



**CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - SEPTEMBER 2024**

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 627,157.99
Deposit	091924 REC	9/19/2024	\$ 60,029.26	091924 REC	JULY 24 SEWER FLOW CW	\$ 687,187.25
Deposit	092624 REC	9/26/2024	\$ 36,252.70	092624 REC	SEWER FLOW JUNE/JULY/AUG24 C	\$ 723,439.95
Deposit	SEPT 24 INT	10/2/2024	\$ 131.40	SEPT 24 INT	SEPTEMBER 2024 INTEREST	\$ 723,571.35
001949E	INTERNAL REVENUE SEI	9/11/2024	\$ (1,581.00)	PAYPER19_2024	FED TAX/SOC SEC/MED PAYROLL19	\$ 721,990.35
001950E	MN DEPT OF REVENUE	9/11/2024	\$ (313.71)	PAYPER19_2024	WITHHOLDING TAX PAYROLL19	\$ 721,676.64
001951E	PERA	9/11/2024	\$ (824.65)	PAYPER19_2024	PERA PAYROLL19	\$ 720,851.99
001952E	MNDPCP RETIREMENT	9/11/2024	\$ (125.00)	PAYPER19_2024	MNDPCP PAYROLL19	\$ 720,726.99
001961E	INTERNAL REVENUE SEI	9/25/2024	\$ (1,581.01)	PAYPER20_2024	FED TAX/SOC SEC/MED PAYROLL20	\$ 719,145.98
001962E	MN DEPT OF REVENUE	9/25/2024	\$ (313.72)	PAYPER20_2024	WITHHOLDING TAX PAYROLL20	\$ 718,832.26
001963E	PERA	9/25/2024	\$ (824.65)	PAYPER20_2024	PERA PAYROLL20	\$ 718,007.61
001964E	MNDPCP RETIREMENT	9/25/2024	\$ (125.00)	PAYPER20_2024	MNDPCP PAYROLL 20	\$ 717,882.61
001965E	ALERUS	9/30/2024	\$ (4.00)	SEPT 24 EFT	SEPT24 HEALTH SAVINGS	\$ 717,878.61
001966E	HEALTH PARTNERS	9/30/2024	\$ (2,243.01)	SEPT 24 EFT	OCT24 HEALTH INS	\$ 715,635.60
001967E	REPUBLIC SERVICES	9/30/2024	\$ (411.47)	SEPT 24 EFT	GARBAGE PICKUP SEPT 24	\$ 715,224.13
001968E	DELTA DENTAL	9/30/2024	\$ (135.31)	SEPT 24 EFT	DENTAR COVERAGE SEPT 24	\$ 715,088.82
7059	HAWKINS INC	9/5/2024	\$ (1,629.89)	090524 AP	ZETAG, AZONE 15, SULFUR, CHLOF	\$ 713,458.93
7060	NORTH CENTRAL LABOF	9/5/2024	\$ (139.80)	090524 AP	WATERPROOF PH TEMP PROBE	\$ 713,319.13
7061	QUALITY FLOW SYSTEM	9/5/2024	\$ (567.58)	090524 AP	BOERGER ROTEX 55 AND 42	\$ 712,751.55
7062	UC LABORATORY	9/5/2024	\$ (1,384.32)	090524 AP	TESTING	\$ 711,367.23
7063	VAN METER INC	9/5/2024	\$ (906.00)	090524 AP	HMI & COMM SOFTWARE	\$ 710,461.23
7064	CLEARWATER	9/5/2024	\$ (2,128.00)	090524 AP	ADMIN/TREASURER SVCS JULY24	\$ 708,333.23
7065	CLEARWATER	9/19/2024	\$ (2,128.00)	091924 AP	ADMIN/TREASURER SVCS AUG24	\$ 706,205.23
7066	FRONTIER	9/19/2014	\$ (249.23)	091924 AP	SEPT24 PHONE/INTERNET	\$ 705,956.00
7067	HAWKINS INC	9/19/2024	\$ (275.70)	091924 AP	AZONE 15, SULFUR, CHLORINE	\$ 705,680.30
7068	U.S. BANK	9/19/2024	\$ (952.45)	091924 AP	SUPPLIES AND FUEL	\$ 704,727.85
500156-157E	PAYROLL19	9/11/2024	\$ (3,938.43)	PAY20240119.00		\$ 700,789.42
500158-159E	PAYROLL20	9/25/2024	\$ (4,018.41)	PAY20240120.00		\$ 696,771.01

RECEIPTS	\$ 96,413.36
PAYROLL	\$ (7,956.84)
EXPENSES	\$ (18,843.50)
	<u>\$ 69,613.02</u>

CLEAR LAKE SEWER AUTHORITY
***Cash Balances-Audit Summary©**

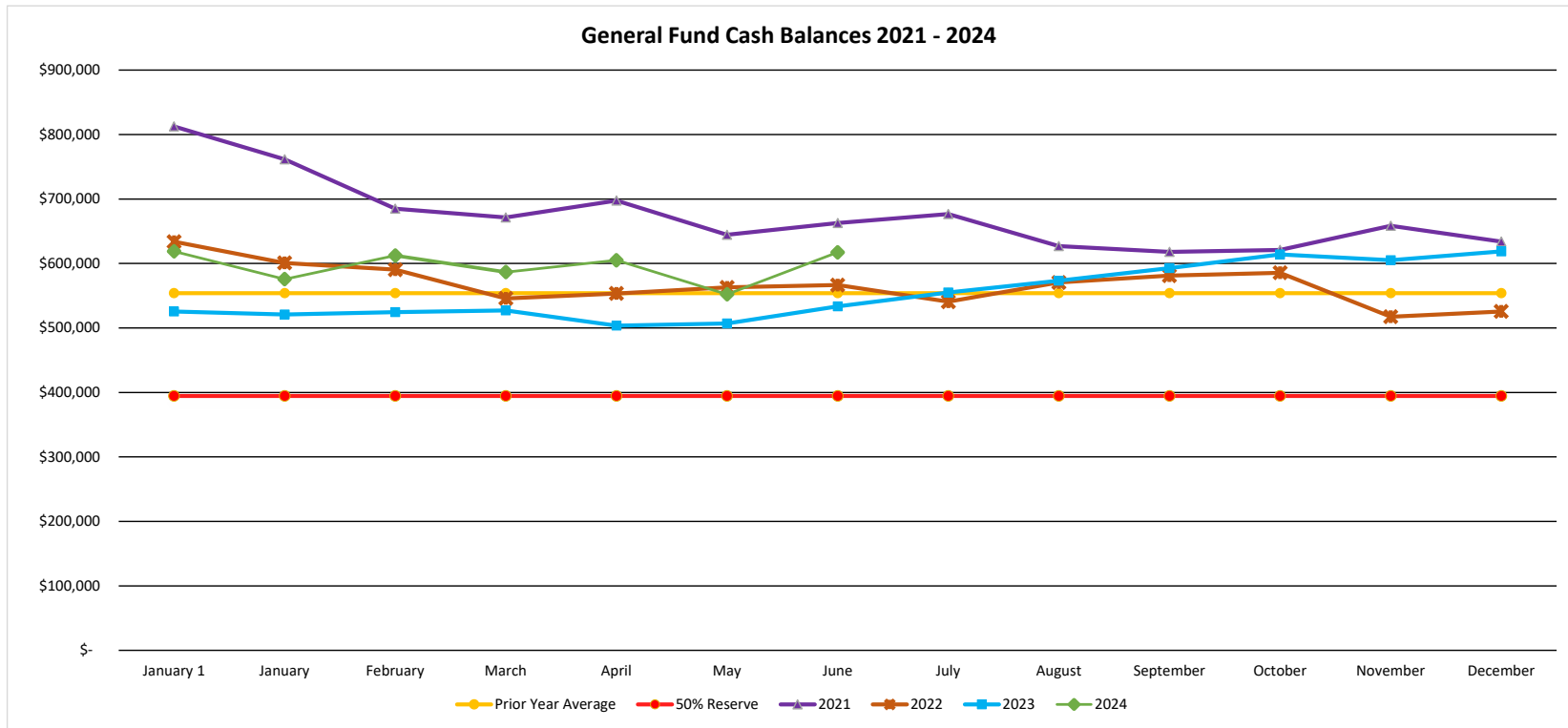
Current Period September 2024

Fund	General Ledger	-----Transactions-----				
10100 ASB						
101 GENERAL OPERATI						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$618,789.39	= - Disbursements	\$389,062.24	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$683,728.86	+ Receipts	\$548,513.39	+ Journal Entries	(\$3,864.53)	Includes Startup (if any)
- Credits	\$605,747.24			+ JE Payroll	(\$77,605.00)	
GL Balance	\$696,771.01			Transaction Balance	\$696,771.01	In Bal
301 CAPITAL IMPROVEM						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$0.00	= - Disbursements	\$0.00	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$0.00	+ Receipts	\$0.00	+ Journal Entries	\$0.00	Includes Startup (if any)
- Credits	\$0.00			+ JE Payroll	\$0.00	
GL Balance	\$0.00			Transaction Balance	\$0.00	In Bal
All Fund	GL Begin Bal	+ Receipts	- Disbursements	+ Journal Entries	+ JE Payroll	Balance
	\$618,789.39	\$548,513.39	\$389,062.24	(\$3,864.53)	(\$77,605.00)	\$696,771.01



CLCWSA

2nd Quarter 2024
Quarterly Budget Report



General Fund

	YTD Budget	YTD Actual	Percent of YTD Budget	
Receipts				
Sewer Revenues	\$ 335,423	\$ 302,886	90.30 %	⇒
Miscellaneous Revenue	-	-	-	
Interest Earnings	600	731	121.8	↑
Sewer Surcharge	58,500	50,680	86.6	↓
Insurance Dividend	-	-	-	
Sales of General Fixed Assets	-	1,758	-	↑
	<u>\$ 394,523</u>	<u>\$ 356,054</u>	<u>90.2 %</u>	⇒

	YTD Budget	YTD Actual	Percent of YTD Budget	
Disbursements				
Wages	\$ 78,700	\$ 75,643	96.1 %	⇒
Payroll Taxes	11,750	11,460	97.5	⇒
Employee Expenses	18,000	22,257	123.7	↓
Supplies/ Maintenance	57,500	49,383	85.9	↑
Insurance	14,000	7,948	56.8	↑
Administrative	5,100	5,587	109.6	⇒
Contracted Services	21,768	24,886	114.3	↓
Utilities	48,800	41,056	84.1	↑
Capital	75,000	119,316	159.1	↓
Miscellaneous	-	-	-	
Depreciation	63,905	-	0.0	↑
	<u>\$ 394,523</u>	<u>\$ 357,537</u>	<u>90.6</u>	⇒

Key

- ↑ Varies more than 10% than budget positively
- ↓ Varies more than 10% than budget negatively
- ⇒ Within 10% of budget

Clear Lake/ Clearwater Sewer Authority

Statement of Revenue and Expenditures

Budget to Actual

For the Three Months Ended June 30, 2024

	Annual Budget	Budget through 6/30/2024	Actual Through 6/30/2024	Variance - Favorable (Unfavorable)	Percent of Budget through 6/30/2024
Revenues					
Sewer Revenues	\$ 670,845	\$ 335,423	\$ 302,886	\$ (32,537)	90.3 %
Miscellaneous Revenue	-	-	-	-	-
Interest Earnings	1,200	600	731	131	121.8
Sewer Surcharge Revenue	117,000	58,500	50,680	(7,820)	86.6
Insurance Dividends	-	-	-	-	-
Sales of General Fixed Assets	-	-	1,758	-	-
Total Revenues	789,045	394,523	356,054	(40,226)	90.2
Expenditures					
Wages	\$ 157,400	\$ 78,700	\$ 75,643	3,057	96.12
Payroll Taxes	23,500	11,750	11,460	290	97.53
Employee Expenses	36,000	18,000	\$22,257	(4,257)	123.65
Supplies/ Maintenance	115,000	57,500	49,383	8,117	85.88
Insurance	28,000	14,000	\$7,948	6,052	56.77
Administrative	10,200	5,100	\$5,587	(487)	109.55
Contracted Services	43,536	21,768	\$24,886	(3,118)	114.32
Utilities	97,600	48,800	\$41,056	7,744	84.13
Capital	150,000	75,000	119,316	(44,316)	159.09 1)
Miscellaneous	-	-	-	-	-
Depreciation	127,809	63,905	-	63,905	- 2)
Total Expenditures	789,045	394,523	357,537	36,985	90.63
Excess Revenues (Expenditures)	\$ -	\$ -	\$ (1,483.01)	\$ (3,240.75)	

Item Explanation of items percentage received/expended less than 90% or greater than 110% and \$ variance greater than \$10,000.

- 1) Paid Cassettes invoice 2 and final invoice in May 2024, totaling \$112,380.00
- 2) Depreciation recognized as an actual expense at year end (after audit)

Sewer Authority Meeting Schedule

3rd Thursday of the month at 5:30 p.m.

2025 Meeting Dates Using Existing Schedule:

February 20, 2025 – *Clearwater City Hall*

April 17, 2025 – *Clear Lake City Hall*

June 19, 2025 (would have to reschedule for holiday) – *Wastewater Plant*

August 21, 2025 – *Clearwater City Hall*

October 16, 2025 – *Clear Lake City Hall*

December 18, 2025 – *Wastewater Plant*

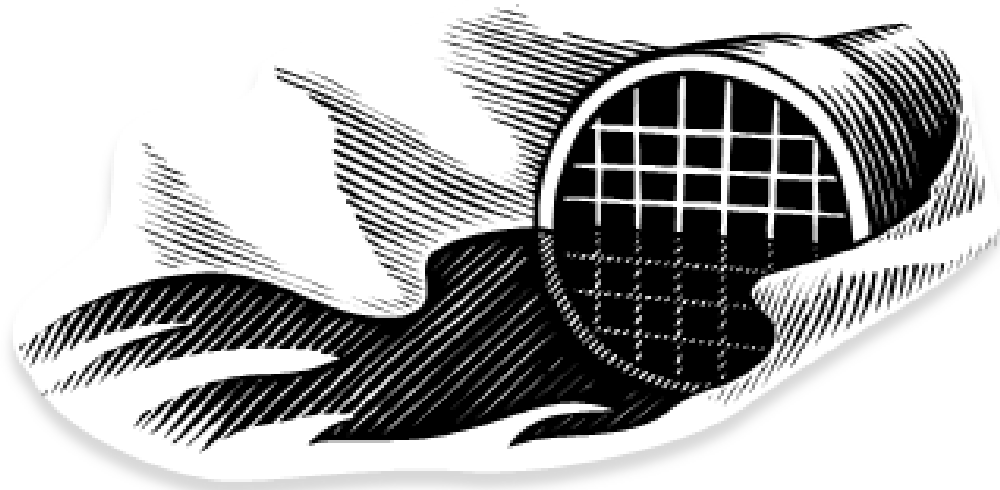
Proposed 2025 Meeting Schedule

January 16, 2025 – *Clearwater City Hall*

May 15, 2025 – *Wastewater Plant*

August 21, 2025 – *Clear Lake City Hall*

November 20, 2025 – *Wastewater Plant*



Clear Lake/Clearwater Sewer Authority

2025 Final Budget

November 21, 2024

CLEAR LAKE/CLEARWATER SEWER AUTHORITY
2025 Final Budget - Revenue

Account	Description	2022 Actual	2023 Actual	2024 Actual YTD	2024 Budget	2024 Budget
R 101-41000-34000	Sewer Revenues	496,470	576,870	383,159	670,845	700,190
R 101-41000-34400	Sale of Sewer Sludge	-	-	-	-	-
R 101-41000-36200	Miscellaneous Revenues	89	1,954	-	-	-
R 101-41000-36210	Interest Earnings	647	1,385	731	1,200	1,300
R 101-41000-36220	Sewer Surcharges	28,510	115,270	66,170	117,000	119,760
R 101-41000-36230	Contributions and Donations	-	-	-	-	-
R 101-41000-36240	Insurance Dividends	2,683	814	-	-	-
R 101-41000-37000	State Aid	674	9	-	-	-
R 101-41000-39101	Sales of Fixed Assets	-	6,091	1,758	-	-
Total Revenues		529,073	702,393	451,818	789,045	821,250

CLEAR LAKE/CLEARWATER SEWER AUTHORITY
2025 Final Budget - Expenditure

Account	Description	2022 Actual	2023 Actual	2024 Actual YTD	2024 Budget	2025 Budget
E 101-41000-100	Wages & Salaries - Board	3,575	3,150	-	4,200	4,200
E 101-41000-101	Full-Time Employees Regular	117,511	129,269	87,323	153,200	159,300
E 101-41000-102	Full-Time Employees Overtime	1,249	392	174	-	-
E 101-41000-103	Part-Time Employees	2,952	8,487	-	-	-
	Wages & Salaries	125,288	141,298	87,497	157,400	163,500
E 101-41000-120	Reimbursements	940	910	801	1,000	1,000
E 101-41000-121	PERA	32,659	12,988	6,562	11,500	11,900
E 101-41000-122	FICA & Medicare	10,351	10,381	6,694	12,000	12,200
E 101-41000-131	Employer Paid Health	13,104	21,379	13,458	26,900	33,400
E 101-41000-132	Employer Paid Health Savings	5,696	5,177	6,024	6,000	6,400
E 101-41000-133	Employer Paid Dental	811	1,132	767	1,000	1,600
E 101-41000-151	Workers Comp Insurance Prem	7,994	6,074	7,948	8,000	8,000
E 101-41000-208	Training and Instruction	706	1,027	1,287	1,000	1,200
E 101-41000-306	Physicals/DrugTesting	122	130	25	100	100
E 101-41000-331	Travel Expenses	-	-	-	100	100
E 101-41000-417	Uniform Allowance	817	968	160	1,000	1,000
	Employee Expenses	73,199	60,166	43,726	68,600	76,900
E 101-41000-321	Telephone	1,783	1,700	1,454	2,100	3,000
E 101-41000-381	Electric Utilities	80,890	75,731	31,918	72,000	78,000
E 101-41000-383	Gas Utilities	16,186	14,361	5,275	20,000	14,000
E 101-41000-384	Refuse/Garbage Disposal	2,650	3,439	2,409	3,500	3,500
	Utilities	101,508	95,231	41,056	97,600	98,500
E 101-41000-182	Bank Fees	15	70	-	100	100
E 101-41000-210	Operating Supplies (GENERAL)	22,479	17,908	4,647	20,000	17,000
E 101-41000-212	Motor Fuels	4,911	4,702	1,196	6,500	4,000

E 101-41000-213	Lubricants and Additives	1,206	753	316	1,500	1,000
E 101-41000-216	Chemicals	25,483	37,012	14,725	33,000	36,000
E 101-41000-400	Repairs & Maintenance (GENERAL)	24,131	39,518	19,995	35,000	39,000
E 101-41000-433	Dues and Subscriptions	2,690	1,993	1,450	3,000	2,000
	Supplies & Maintenance	80,915	101,956	42,329	99,100	99,100
E 101-41000-233	Waste Water Testing	16,380	17,431	10,196	16,000	18,000
E 101-41000-300	Professional Svcs (GENERAL)	3,425	1,662	165	4,000	1,500
E 101-41000-301	Auditing and Acctg Services	8,900	11,125	12,015	12,000	14,000
E 101-41000-302	Administrative Services	19,572	20,160	10,331	20,762	21,400
E 101-41000-303	Engineering Fees	-	-	-	1,000	600
E 101-41000-304	Legal Fees	2,709	360	-	1,000	600
E 101-41000-305	Treasurer Services	4,500	4,635	2,375	4,774	4,900
E 101-41000-309	Computer / Software	4,839	7,784	4,683	6,500	7,000
E 101-41000-352	General Notices and Publications	437	109	-	500	500
E 101-41000-362	General Liability Insurance	16,388	21,450	-	20,000	30,000
E 101-41000-416	Machinery Rentals	-	(4,470)	240	2,000	500
	Contracted Services	77,150	80,246	40,005	88,536	99,000
Total Operating Expenditures		458,060	478,897	254,614	511,236	537,000
E 101-41000-999	Depreciation	362,737	378,711	-	127,809	134,250
E 101-41000-500	Capital Outlay (GENERAL)	10	5,190	119,316	150,000	150,000
Total Capital Outlay & Depreciation		362,747	383,901	119,316	277,809	284,250
Total Expenditures		820,806	862,798	373,930	789,045	821,250
Change from Prior Year						4.1%
	Gain/(Loss)	(291,733)	(160,405)	77,888	-	-

Sewer Authority - Proposed Payroll Budget

Reflects a 4% COLA Adjustment

Position	Hours/Yr	2024 Rate	2025 Rate	Total Wages	Taxes & Benefits	Total Compensation
Chair		1,000.00	1,000.00	1,000.00	76.50	1,076.50
Vice Chair		800.00	800.00	800.00	61.20	861.20
Board Member		800.00	800.00	800.00	61.20	861.20
Board Member		800.00	800.00	800.00	61.20	861.20
Board Member		800.00	800.00	800.00	61.20	861.20
Director	Contract	20,762.00	21,385.00	21,385.00	n/a	21,385.00
Treasurer	Contract	4,774.00	4,917.00	4,917.00	n/a	4,917.00
Chief Plant Operator	2,080	38.42	\$ 39.96	83,116.80	29,837.72	112,954.52
Plant Operator	2,080	35.21	\$ 36.62	76,169.60	35,732.73	111,902.33
				\$ 189,788.40	\$ 65,891.75	\$ 255,680.15

Sewer Authority 10-Year Capital Improvement Plan (CIP)

Items	Qty	Purchase	Useful		Prior Yrs Allocations	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
			Life	Replace													
Cassettes - MBR 1	2	2022	10	2032	-	-	-	-	-	35,000	35,000	60,000	50,000	-	-	-	180,000
Cassettes - MBR 2	2	2023	10	2034	-	-	-	-	-	-	-	25,000	30,000	50,000	50,000	25,000	180,000
Cassettes - MBR 3	2	2011	10	2026	30,000	64,000	55,000	40,000	-	-	-	-	-	-	-	-	189,000
Cassettes - MBR 4	2	2011	10	2028	-	10,000	10,000	50,000	70,000	25,000	15,000	-	-	-	-	-	180,000
Feed Pump - Large	1	2024	3	2027	-	5,000	5,000	5,000	-	15,000	-	-	-	-	-	-	30,000
Feed Pump - Large (spare)	1	2022	7	2029	-	-	-	5,000	5,000	5,000	-	-	-	-	-	-	15,000
Feed Pump - Small	1	2022	5	2028	-	-	2,000	6,000	6,000	-	-	-	-	-	15,000	-	29,000
Feed Pump - Small	1	2021	5	2025	7,000	7,000	-	-	-	7,000	7,000	-	-	-	-	-	28,000
Feed Pump - Small (spares)	2	2022	10	2033	-	-	-	-	-	-	-	4,000	4,000	-	-	-	8,000
Production Pumps - MBR 1	1	2022	10	2032	-	-	-	-	-	-	5,000	5,000	5,000	-	-	-	15,000
Production Pumps - MBR 2	1	?	10	2025	5,000	5,000	-	-	-	-	-	-	-	-	-	10,000	20,000
Production Pumps - MBR 3	1	?	10	2025	5,000	5,000	-	-	-	-	-	-	-	-	-	10,000	20,000
Production Pumps - MBR 4	1	?	10	2027	-	-	5,000	5,000	-	-	-	-	-	-	-	-	10,000
Non-pot Pump #1	1	2024	10	2034	-	-	-	-	-	-	-	-	-	-	14,000	-	14,000
Non-pot Pump #2	1	2024	10	2034	-	-	-	-	-	-	-	-	-	-	-	14,000	14,000
Grit Pump	1	2022	15	2037	-	-	-	-	-	-	-	-	-	-	-	-	-
Plant Drain Lift Station Pump	1	2022	10	2032	-	-	-	-	-	-	2,000	2,000	2,000	-	-	-	6,000
Outside Aeration Pump - MBR #2	1	2022	10	2032	-	-	-	-	-	-	5,000	5,000	5,000	-	-	-	15,000
Electric Heater	1	2022	15	2037	-	-	-	-	-	-	-	-	-	2,000	5,000	-	7,000
Toolcat	1	2019	15	2033	-	-	-	-	-	-	-	30,000	30,000	30,000	-	-	90,000
Brush Hog for Tool Cat	1	2019	15	2034	-	-	-	5,000	5,000	5,000	5,000	-	-	-	-	-	20,000
Snowblower for Tool Cat	1	2019	15	2034	-	-	-	-	2,000	2,000	3,000	-	-	-	-	-	7,000
Mower #1 - Zero Turn	1	2020	10	2030	-	5,000	5,000	5,000	5,000	5,000	5,000	-	-	-	-	-	30,000
Mower #2	1	2023	10	2033	-	-	-	-	-	-	-	5,000	5,000	5,000	-	-	15,000
Blower (15 HP) - MBR #1 & 2	4	2023	15	2038	-	-	-	-	-	-	-	-	-	-	-	-	-
Blower (15 HP) - MBR #1 & 2	4	2009	15	2026	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000
Blower (15 HP) - MBR #3 & 4	4	2011	15	2026	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000
Blower (15 HP) - MBR #3 & 4	4	2011	15	2027	-	-	-	5,000	10,000	5,000	-	-	-	-	-	-	20,000
Blower (15 HP) - Tanks	2	2019	20	2039	-	-	-	-	-	5,000	5,000	5,000	5,000	5,000	-	-	25,000
SCADA	1	2019	5-7	2026	-	-	5,000	-	-	-	-	-	-	-	-	-	5,000
Crane Truck	1	1984	15	2027	-	35,000	25,000	20,000	-	-	-	-	-	-	-	-	80,000
Plow Truck (Ford F250)	1	2019	10	2030	-	-	-	-	20,000	20,000	35,000	-	-	-	-	-	75,000
SpectraShield Lining	1	n/a	10	2024	42,000	-	-	-	-	-	-	-	-	-	-	-	42,000
Plant Upgrade	1	2008	40	2048	13,000	9,000	3,000	2,000	22,000	16,000	23,000	8,000	9,000	49,000	61,000	86,000	301,000
Building Maintenance	5	ongoing	15		5,000	5,000	5,000	2,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	57,000
					107,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,757,000

Flow Rate Calculation - Traditional Method

Total flow	Budget	Alternative #1	Alternative #2	Alternative #3	Total cost per thousand based on proposed Total Budget Expenditures				
					\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	
55 million	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 12.73	\$ 10.91	\$ 11.82	\$ 12.73	per thousand
57 million	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 12.28	\$ 10.53	\$ 11.40	\$ 12.28	per thousand
60	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 11.67	\$ 10.00	\$ 10.83	\$ 11.67	per thousand
65	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 10.77	\$ 9.23	\$ 10.00	\$ 10.77	per thousand
70	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 10.00	\$ 8.57	\$ 9.29	\$ 10.00	per thousand
80	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 8.75	\$ 7.50	\$ 8.13	\$ 8.75	per thousand
90	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 7.78	\$ 6.67	\$ 7.22	\$ 7.78	per thousand
100	\$ 700,190.00	\$ 600,000.00	\$ 650,000.00	\$ 700,000.00	\$ 7.00	\$ 6.00	\$ 6.50	\$ 7.00	per thousand

Accounts - July 2023

Clear Lake	287
Clearwater	711

Estimated Surcharge Revenue

	\$ 34,440.00
	\$ 85,320.00
Total	\$ 119,760.00

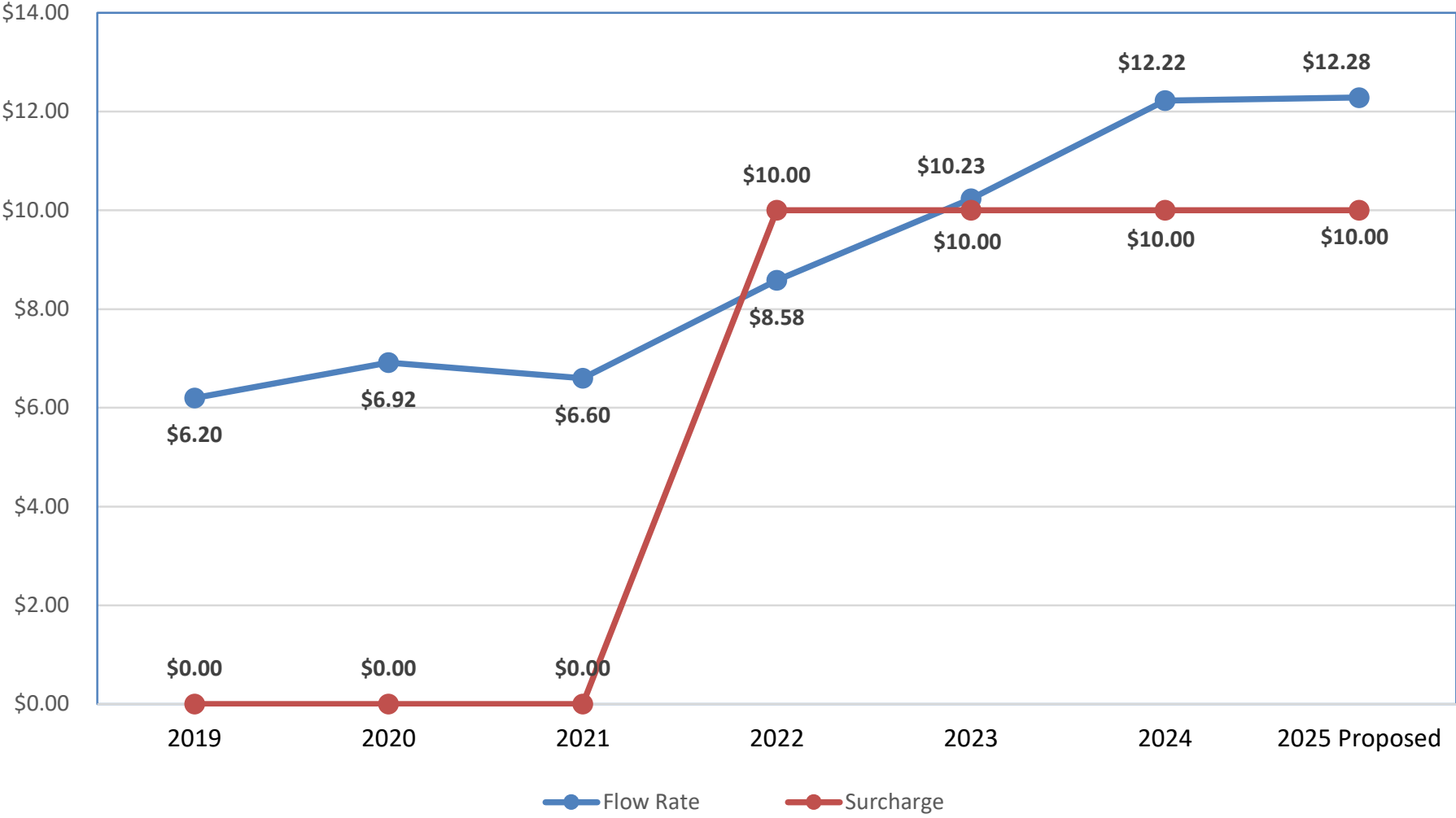
2024	
Current Flow Rate	
\$	12.22

2025	
Proposed Flow Rate	% Change
\$ 12.28	0.5%

Current Surcharge Rate	
\$	10.00
	per account

Proposed Surcharge Rate	% Change
\$ 10.00	0%
	per account

Rate History



Proposal

To: Jon Forsell
Clear Lake/Clearwater Sewer Authority
6491 River Road South
Clear Lake, MN 55319

From: Todd Stelmacher
Visu-Sewer, LLC.
19587 Tamarack St NW
Oak Grove, MN 55011
763-252-0004

Date: 9/30/2024

Project: Sanitary Sewer CIPP Installation

Visu-Sewer is pleased to provide the following quotation for CIPP installation:

Install 391 linear feet of 12" National Liner @ \$54.00 per linear foot

\$21,114.00

The above listed price is based on a video inspection dated 10/4/2023 and assumes the current pipe condition is suitable for CIPP installation utilizing air pressure for the inversion and hot air/ steam for curing. Pricing includes:

- Labor, material, and equipment.
- Mobilization and residential traffic control
- One (1) pass jet cleaning and televising of sewers prior to installation.
- Installation of National Liner per manufacturer's instructions, ASTM 1216.
- Televising of sewers after installation.

NOTE: Due to volatility in material pricing and availability this proposal is valid for 30 days from the date of origination. If a signed proposal has not been received within 30 days price(s) may be adjusted upon mutual agreement, or the proposal may be withdrawn by either party.

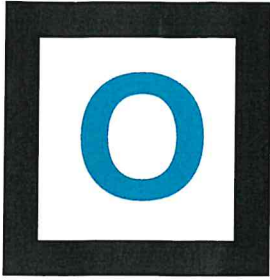
The Clear Lake/Clearwater Sewer Authority will need to provide: drivable equipment access to all manholes, water from nearby hydrants (without charge), diversion of all flow to the auxiliary pond, a dump site for captured debris, any required tree removal or trimming, and traffic control beyond cones and signs. Removal of roots will be performed on a T&M basis at a rate of \$325.00 per hour. If needed, grouting of active leaks and heavy cleaning will be quoted separately. If it is determined that current pipe conditions are not suitable for an air inversion and hot air/ steam cure, pricing may be adjusted to reflect alternate installation methods. Mobilization and/ or time on site will be billed at a T&M rate of \$325.00 per hour for pipe sections not suitable for CIPP installation. Thank you for the opportunity to quote on this project. Please do not hesitate to call if you have any questions.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to standard practices or specifications submitted. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. If a collapse of the original pipe results during the lining process, Visu-Sewer, LLC. will not be held liable for costs associated with excavation, repairs, or restoration. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Terms - Net 30 days.

Acceptance of Proposal

The above prices / conditions are satisfactory and are hereby accepted. Visu-Sewer, LLC. is authorized to do the work as specified.

Date: _____ Signature: _____



Alex Olson
14024 Pond Lane
Pine City, MN 55063
563-316-8102

August 16, 2024

Jon Forsell 612-865-6283 j.forsell@clcwsa.com
 6491 River Road South
 Clear Lake, MN 55319

Proposal: To drain clean and install four sort liners in a horizontal for clean filtered water

This proposal includes:

- Televiser to get visual of the pipe’s current condition and the location of the problems
- Drain clean/root removal of the problem areas of pipe
- Starting with the farthest repair location, install a short liner and continue with the next one in line until all spots have been repaired
- Televiser to show pipe has been repaired. Flash drive will be provided upon request.

Not included:

- Any license, fees, or permits

*** Bid for 4 short liner repairs \$16,000.00**

*** Bid for 3 short liner repairs \$12,000.00**

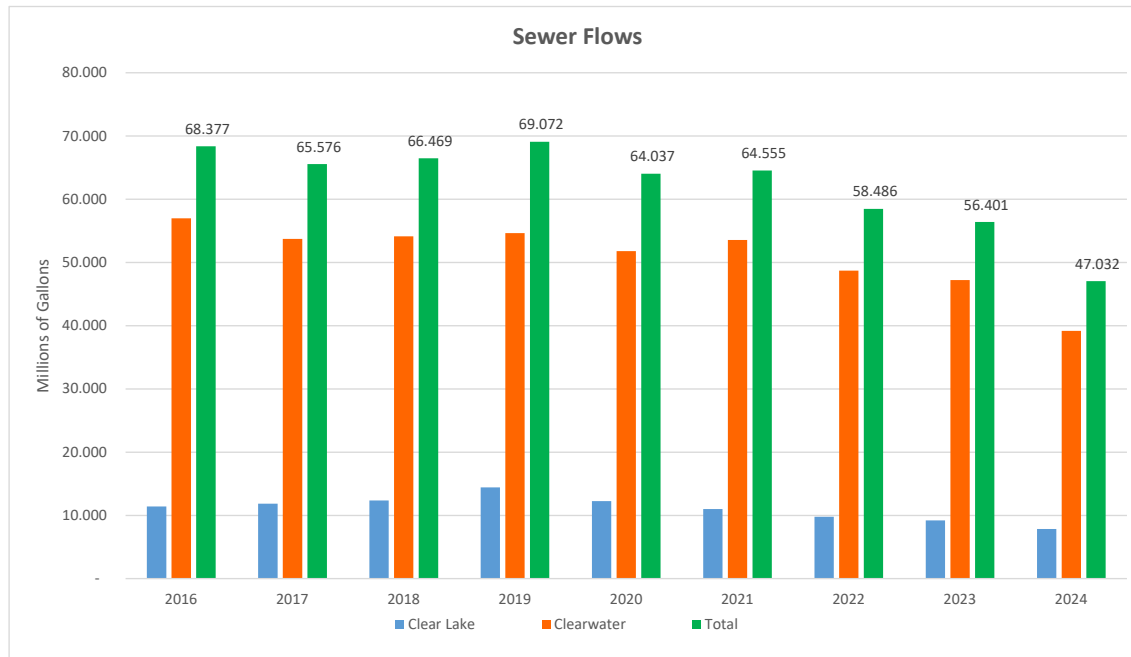
Signed: Alex Olson

Authorized by _____

Annual Sewer Flow Data 2016-2024

millions of gallons

	<u>CL</u> <u>2016</u>	<u>CW</u> <u>2016</u>	<u>CL</u> <u>2017</u>	<u>CW</u> <u>2017</u>	<u>CL</u> <u>2018</u>	<u>CW</u> <u>2018</u>	<u>CL</u> <u>2019</u>	<u>CW</u> <u>2019</u>	<u>CL</u> <u>2020</u>	<u>CW</u> <u>2020</u>	<u>CL</u> <u>2021</u>	<u>CW</u> <u>2021</u>	<u>CL</u> <u>2022</u>	<u>CW</u> <u>2022</u>	<u>CL</u> <u>2023</u>	<u>CW</u> <u>2023</u>	<u>CL</u> <u>2024</u>	<u>CW</u> <u>2024</u>
January	0.966	4.346	0.981	4.848	1.056	4.611	1.094	4.414	1.199	4.534	0.953	4.352	0.884	3.916	0.748	4.265	0.760	3.796
February	0.947	4.270	0.925	4.252	0.917	4.379	0.991	4.527	1.004	4.369	0.870	3.975	0.788	3.606	0.716	3.468	0.793	3.586
March	0.964	4.449	1.008	4.664	1.062	4.716	2.076	5.333	1.086	4.632	0.994	4.450	0.946	3.870	0.833	3.748	0.758	3.883
April	0.932	4.278	0.993	4.549	1.029	4.561	1.099	4.442	1.028	4.035	0.988	4.272	0.905	3.870	0.810	3.990	0.751	3.896
May	0.978	4.581	1.047	4.976	1.035	4.583	1.174	4.557	1.037	4.267	1.000	4.632	0.946	4.463	0.801	4.145	0.798	4.153
June	0.935	4.852	0.958	4.599	1.031	4.331	1.148	4.552	0.999	4.287	0.932	4.872	0.744	4.531	0.749	4.008	0.754	4.193
July	0.910	5.209	0.990	4.399	1.045	4.768	1.102	4.699	1.011	4.590	0.917	4.377	0.783	4.511	0.716	4.088	0.799	4.333
August	0.910	5.573	0.945	4.230	1.008	4.594	1.161	4.611	1.005	4.276	0.892	5.077	0.744	4.709	0.762	4.017	0.804	3.839
September	0.924	5.070	0.903	4.157	0.996	4.289	1.108	4.409	0.996	4.188	0.849	5.132	0.772	4.222	0.749	3.748	0.810	3.662
October	0.992	4.778	1.034	4.413	1.079	4.384	1.158	4.521	1.005	4.368	0.888	4.832	0.759	3.693	0.753	4.003	0.81	3.854
November	0.953	4.693	1.043	4.182	1.017	4.278	1.135	4.185	0.940	4.178	0.860	3.610	0.750	3.601	0.782	3.816		
December	0.992	4.875	1.016	4.464	1.069	4.631	1.197	4.379	0.950	4.053	0.859	3.972	0.77	3.703	0.770	3.916		
Total	11.403	56.974	11.843	53.733	12.344	54.125	14.443	54.629	12.260	51.777	11.002	53.553	9.791	48.695	9.189	47.212	7.837	39.195
Average	0.950	4.748	0.987	4.478	1.029	4.510	1.204	4.552	1.022	4.315	0.917	4.463	0.816	4.058	0.766	3.934	0.784	3.920
High	0.992	5.573	1.047	4.976	1.079	4.768	2.076	5.333	1.199	4.632	1.000	5.132	0.946	4.709	0.833	4.265	0.810	4.333
Usage	16.68%	83.32%	18.06%	81.94%	18.57%	81.43%	20.91%	79.09%	19.15%	80.85%	17.04%	82.96%	16.74%	83.26%	16.29%	83.71%	16.66%	83.34%
Annual Capacity	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120
% Capacity Used	43%	54%	45%	51%	47%	51%	55%	52%	47%	49%	42%	51%	37%	46%	35%	45%	30%	37%
Total	68.377	65.576	66.469	69.072	64.037	64.555	58.486	56.401	47.032									



17.18% 5 yr average - CL
82.82% 5 yr average - CW

56.44 CY Projection

BUILDING PERMITS 2024 MONTHLY REPORT

	ReRoof	Reside	Windows/Doors	Plumbing	Mechanical	Basement Finish	Addition/Alteration	Deck/Porch	Accessory Building	Fence	New Build - Residential	New Build - Commercial	Sign (Permanent)	Other *	TOTAL
JAN	3	1	1	1	2		1			1			1		11
FEB	2	2		1	1	1					1	1			9
MAR	1	1	1	3			1			2			1		10
APR	1			4	2	1	2			1	2			1	14
MAY	6	3	1	5	1			1	1		1			1	20
JUN	1	1		3	3	1		1		1				1	12
JUL	3	1	2	2	4		2	1	1	1	2		1	1	20
AUG	7	1	1	4	3		4		1			1			22
SEPT	3			1	2					1				2	9
OCT	4	1			1		2		1				2	2	13
NOV															0
DEC															0
Total	31	11	6	24	19	3	10	4	4	7	6	2	6	7	140

*OTHER	
January	
February	
March	
April	Demo Permit (Residential)
May	
June	Fire Suppression System for CMCS
July	Commercial Racking Permit for CMCS
August	
September	Signs for CMCS, Holiday
October	Fire Alarm, Tank Removal
November	
December	

**City of Clear Lake
Building Permit Summary
2024**

Permit #	Date	Owner/Applicant	Type	Valuation	Address
1	1/3/2024		reside	1,000	8102 Trappers Ridge Drive
2	1/8/2024	Miller	reside/reroof	2,000	8157 Natures Edge
3	1/31/2024	Hemmelgaren, Gary	reside	1,000	7877 Church St.
4	2/1/2024	Hartmann	reside	1,000	7947 State St
5	2/28/2024	Johnson	reroof	1,000	8708 Main St.
6	2/28/2024	Johnson	reside	1,000	8702 Main St
7	2/28/2024	Axelberg	reside	1,000	8768 Moorhouse Ave
8	3/4/2024	Goenner	reside	1,000	7799 Church
9	3/4/2024	Arnold	reside	1,000	8133 Hunters Lake
10	3/18/2024	Mealhouse	reroof	1,000	7757 Brooks St
11	3/18/2024	Mealhouse	reside	1,000	7757 Brooks St
12	3/18/2024	Hartmann	reside	1,000	7974 State
13	3/18/2024	Johnson	Comm. Reroff	43,000	8708 Main St.
14	3/18/2024	Johnson	Comm. Reroff	66,000	8702 Main St
15	3/5/2024	Fleschhacker	reroof	1,000	8105 Trappers Ridge Dr
16	3/27/2024	Loth	Comm. Reroff	67,000	8960 1st Ave
17	4/17/2024	Kraker	LL finish	105,000	8170 Trappers Ridge Dr
18	4/17/2024	Bartoszek	LL finish	30,000	7848 Trappers Ridge Dr
19	4/17/2024	Kent Res Est.	Comm. Reroff	140,000	8101 State St
20	4/17/2024	Walcheski	reroof	1,000	7781 Brooks
21	4/17/2024	Novak	new house SFD	250,000	8165 Natures
22	4/17/2024	Mcdonald Meat	Comm. Reroff	83,000	8601 Main St
23	4/17/2024	Scheudzielos	new house SFD	300,000	8772 Church Cir
24	blank				
25	blank				
26	4/25/2024	Fisher	sign	15,000	85231st ave E
27	4/25/2024	Zoltnik	reroof	1,000	8155 Hunter Lake Dr
28	4/25/2024	Boutoszek	reside	1,000	7848 Trappers Ridge Dr
29	4/25/2024	Molter	reroof	1,000	7942 Church
30	4/30/2024	Barteszek	Plumbing	1,000	7848 Trappers Ridge Dr
31	5/6/2024	Scherber	reside	1,000	8887 1st Ave
32	5/14/2024	Kibble	reside	1,000	7650 Church
33	5/12/2024	Wobschall	Deck	10,000	8155 Wood Duck Way
34	5/22/2024	Mcdonald Meat	sign	10,000	8601 Main St
35	5/22/2024	Schuldt	reside	1,000	8138 Hunter Lake DR
36	5/22/2024	Westerhouse	Deck	10,000	7657 Church St
37	5/22/2024	Feiler	reside	1,000	8120 Wood Duck Way
38	6/3/2024	Feller	reroof	1,000	7780 Church

39	6/7/2024	Gilliland	reroof	1,000	7698 Church St
40	void				
41	6/10/2024	Hansmeier	reside	1,000	7783 Church St
42	6/6/2024	Newman	reroof	1,000	8745 1st Ave E
43	6/11/2024	Gilliland	reside	1,000	7698 Church St
44	6/7/2024	Palusky	reside	1,000	7775 Church St
45	6/11/2024	Koren	reroof/reside	2,000	8166 Hunter Lake Dr
46	6/3/2024	Grant	fence	1,000	8181 Natures Edge Rd
47	july	Scheierl	reroof	1,000	8594 1st Ave W
48		Marquette	reroof/reside	2,000	8737 1st Ave W
49		Molter	reroof	1,000	7842 Church St
50		Jelen	reroof/reside	2,000	8447 Center St
51		Jones	reroof	1,000	8089 Natures Edge Dr
52		Revier	fence	1,000	7597 Church St
53		Bevins	mfg home	300,000	7981 Church
54		Diaz	Deck	10,000	8659 Main
55		Krebs	reroof	1,000	8067 Natures Edge Rd
56		Scheierl	reside/windows	2,000	8594 1st Ave W
57		ICM Homes	new house	300,000	7785 Gunner Dr
58		Progressive	new house	200,000	8197 Natures Edge
59	blank				
60	blank				
61	8/1/2024	Tripp	RESIDE	1,000	8690 Main Street
62	8/1/2024	Progressive	SFD	200,000.00	8183 Natures Edge
63	8/13/2024	Ringate	R/R	2,000.00	8100 Whitetail
64	8/15/2024	Peterson	DECK	10,000	8172 Wood Duck
65	8/24/2024	Wood	FENCE	1,000.00	8414 Cherry
66	8/24/2024	Progressive	SFD	200,000	7994 Hunter
67	8/27/2024	Meek	Door	1000	8064 TRD
68	8/27/2024	Meek	REROOF	1000	
69	8/7/2024	Kittock	REROOF	1000	8731 Church Cir
70	9/9/2024	ICM	SFD	300,000.00	7793 Gunner
71	9/23/2024	Berry	C. REROOF	20,000	7830 Church
72	9/23/2024	Larson	REROOF	1000	8711 1ST
73	9/23/2024	Petty	FENCE	1000	8728 1ST
74	9/25/2024	Lindboe	REROOF	1000	8410 3RD
75	9/25/2024	Ringate	R/R	2,000	8100 Whitetail
76	9/25/2024	Progressive	SFD	200,000	7982 Hunter Lake
77	10/1/2024	First Ave Cont	COMM	565,000	1ST Ave
78	10/1/2024	LGI	SFD	220,000.00	8379 Cherry
79	10/1/2024	LGI	SFD	220,000.00	8377 Cherry
80	10/1/2024	LGI	SFD	250,000.00	8381 Cherry
81	10/1/2024	LGI	SFD	250,000.00	8383 Cherry
82	10/1/2024	LGI	SFD	245,000.00	8375 Cherry

83	10/1/2024	LGI	SFD	245,000.00	8373 Cherry
84	10/1/2024	LGI	SFD	245,000.00	8424 Cherry
85	10/1/2024	LGI	SFD	245,000.00	8418 Cherry
86	10/1/2024	LGI	SFD	280,000.00	8371 Cherry
87	10/1/2024	LGI	SFD	280,000.00	8369 Cherry
88	10/1/2024	LGI	SFD	280,000.00	8387 Cherry
89	10/1/2024	LGI	SFD	280,000.00	8385 Cherry
90	11/1/2024		REROOF	1,000.00	8043 Hunter Lake
91	11/1/2024	Wahl	REROOF	1,000.00	8790 Main
92	11/1/2024	Larson	REFOOF	1,000.00	8711 1st
93	11/1/2024	1st Ave Cont	COMM	565,000.00	8585 1st
94	11/1/2024	AA Comp	COMM	20,000.00	7988 Front
95	11/1/2024	Keller	REMODEL	20,000.00	7988 Church
96	11/1/2024	Kramer	RESIDE	1,000.00	8744 Church
97				7,138,000	