



Watertown City Council Regular Meeting

Mayor Michael Walters
Deborah Everson
Jim Kasheimer
Fred McGuire
Kay Thul

1. Call To Order And Roll Call
2. Adopt Agenda
3. Consent Agenda Discussion And Approval
 - 3.A. January 26, 2026 City Council Work Session Minutes

Documents:

[JANUARY 26, 2026 CITY COUNCIL WORK SESSION MINUTES.PDF](#)

- 3.B. January 26, 2026 City Council Regular Meeting Minutes

Documents:

[JANUARY 26, 2026 CITY COUNCIL REGULAR MEETING MINUTES.PDF](#)

- 3.C. RFA - Step Movement For Connie Kammerer

Documents:

[RFA - STEP MOVEMENT FOR CONNIE KAMMERER.PDF](#)

4. Open Forum
5. New/Old Business
 - 5.A. RFA - Request For Community Room Rental Refund

Documents:

[RFA - REQUEST FOR COMMUNITY ROOM RENTAL REFUND.PDF](#)

- 5.B. RFA - Public Services Used Forklift Purchase Request

Documents:

6. Other Reports

7. Claims

7.A. February 10, 2026 Claims

Documents:

[FEBRUARY 10, 2026 CLAIMS.PDF](#)

8. Adjournment

Members of the City Council and staff may convene immediately following the adjournment of the regular meeting at the Luce Line Lodge in a purely social event. Members of the public are welcome to attend. All minutes are available on the website or can be requested by contacting City Hall.

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388



Watertown City Council
Work Session

Mayor Michael Walters
Deborah Everson
Jim Kasheimer
Fred McGuire
Kay Thul

1/27/2026 - Minutes

1. Call To Order And Roll Call

Mayor Mike Walters called the Watertown City Council Work Session to Order at 5:30 p.m. on January 27, 2026, in the Council Chambers at City Hall.

Councilmembers present: Mike Walters, Jim Kasheimer, Kay Thul, Fred McGuire and Deborah Everson

City staff present: City Administrator Dan Tolsma and Administrative Services Director Michael Sommerfeld

2. New Business

2.I. City Council Code Of Conduct And Bylaws - Annual Review

City Administrator Tolsma and council discussed and reviewed the Code of Conduct and Bylaws.

3. Adjournment

Mayor Walters adjourned the meeting at 6:45 p.m.

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388

Michael Walters, Mayor

ATTEST: _____

DRAFT



Watertown City Council
Regular Meeting

Mayor Michael Walters
Deborah Everson
Jim Kasheimer
Fred McGuire
Kay Thul

1/27/2026 - Minutes

1. Call To Order And Roll Call

Pursuant to due call and notice thereof, the regular meeting of the Watertown City Council was called to order in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, January 27, 2026, by Mayor Mike Walters.

Councilmembers present: Mike Walters, Jim Kasheimer, Kay Thul, Fred McGuire and Deborah Everson

Councilmember(s) absent: None

City staff present: City Administrator Dan Tolsma, Public Services Director Michael Sommerfeld and Interim Public Services Superintendent Mike Loehrs

2. Adopt Agenda

COUNCILMEMBER KAY THUL MOVED TO APPROVE THE AGENDA AS PRESENTED.

COUNCILMEMBER FRED MCGUIRE SECONDED. MOTION CARRIED 5-0

3. Consent Agenda Discussion And Approval

COUNCILMEMBER DEBORAH EVERSON MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

COUNCILMEMBER MCGUIRE SECONDED. MOTION CARRIED 5-0

3.A. January 13, 2026 City Council Work Session Minutes

3.B. January 13, 2026 City Council Regular Meeting Minutes

3.C. RFA - Resolution 2026-03 Approving Lions Club Temporary Liquor Licenses

4. Open Forum

5. New/Old Business

5.A. RFQ - Public Services Pickup Replacement

Mike Loehrs presented on a request for quotes on two replacement vehicles, which each vehicle budgeted for \$70,000 each.

COUNCILMEMBER MCGUIRE MOTED TO APPROVE THE SOLICITATION OF QUOTES FOR THE TWO ONE-TON VEHICLES TO REPLACE UNITS PS101 AND PS104.

COUNCILMEMBER JIM KASHEIMER SECONDED. MOTION CARRIED 5-0

5.B. RFQ - Public Services Used Forklift

Mike Loehrs also presented on a request for quotes for a used forklift to be used between all departments, with \$8,000 budgeted for the purchase.

COUNCILMEMBER KASHEIMER MOVED TO APPROVE THE SOLICITATION OF QUOTES FOR A USED FORKLIFT.

COUNCILMEMBER THUL SECONDED. MOTION CARRIED 5-0

5.C. RFA - Watertown Floral And Gift Company Short Term Parking Request

COUNCILMEMBER EVERSON MOVED TO APPROVE THE TEMPORARY SIGN PERMIT REQUEST WITH THE FOLLOWING CONDITIONS:

- **The applicant is approved to display one 10-minute parking sign for up to two parking stalls in front of their place of business for the dates of February 13th & 14th.**
- **The provided signage will be designed, fabricated, and owned by the City of Watertown.**
- **The signage must be removed from the sidewalk during non-business hours by the property owner.**

COUNCILMEMBER THUL SECONDED. MOTION CARRIED 5-0

5.D. RFA - Crow River Liquors Short Term Parking Request

COUNCILMEMBER THUL MOVED TO APPROVE THE TEMPORARY SIGN PERMIT REQUEST WITH THE FOLLOWING CONDITIONS:

- **The applicant is approved to display one 10-minute parking sign for the 2nd and 3rd parking stalls in front of their place of business for the dates of February 13th, 14th & 15th.**
- **The provided signage will be designed, fabricated, and owned by the City of Watertown.**
- **The signage must be removed from the sidewalk during non-business hours by the property owner.**

COUNCILMEMBER EVERSON SECONDED. MOTION CARRIED 5-0

6. Other Reports

Administrative Services Director Michael Sommerfeld reported that staff have been in discussions with the same company that does our printing for newsletters to get a proposal on how they could get our utility bills out in those same mailings. Consolidating the two in the same envelope.

City Administrator Tolsma shared some dates with the council for a goal setting meeting and will follow up with council on what dates work best for everyone.

Councilmember Everson reported that the EDA met last Wednesday the 21st. They elected their officers. Roxanne Wilmes is President, Deborah Everson is Vice President, Cory Mittness is Treasurer, Michael Sommerfeld will be Secretary, and Wes Christ also serves on the EDA. Everson continued that discussions about the downtown boardwalk is exciting and have had discussions on what it would look like to do murals back there.

Mayor Walters reported that the Public Safety Commission met and went through the final report for 2025. He also mentioned that Daryl Huggett announced he is running for Sheriff. Walters said that Adam Moore, a Watertown resident is also running for Sheriff.

Walters reported that at the Watertown Chamber County Commission Tim Lynch gave the State of the County address and he will be coming to a council meeting soon to present to us.

7. Claims

COUNCILMEMBER EVERSON MOVED TO APPROVE THE CLAIMS ROSTER AS PRESENTED.

COUNCILMEMBER MCGUIRE SECONDED. MOTION CARRIED 5-0

7.A. January 27, 2026 Claims

8. Adjournment

COUNCILMEMBER MIKE WALTERS MOVED TO ADJOURN AT 7:23 PM.

COUNCILMEMBER THUL SECONDED. MOTION CARRIED 5-0

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388

Michael Walters, Mayor

ATTEST: _____

Dan Tolsma, City Administrator

Watertown City Council

February 10, 2026

Agenda Item:	Step Movement for Connie Kammerer
Request for Action:	Approve Step Movement for Connie Kammerer
Employee/Dept.:	Michael Sommerfeld, Administrative Services Director

Background:

Connie Kammerer, Administrative Assistant, is eligible for step movement based on a satisfactory review of her performance upon her work anniversary date of February 20th.

The Personnel Committee met on February 3rd to review Connie's performance evaluation. At that meeting there was unanimous consensus to recommend that Connie be moved to Step 4 of Grade 9 of the approved pay scale. Step movements have been approved and accounted for in the proposed 2026 budget.

Budget Impact:

N/A

Funding Source:

General fund

Recommendation:

Staff recommends approving the step movement for Connie Kammerer.

Motion Type:

Simple majority vote of members present.

Requested Action/Motion:

"I move to approve the step movement for Connie Kammerer to Grade 9, Step 4."

Attachments:

None

Watertown City Council

February 10, 2026

Agenda Item: Request for Community Room Rental Refund**Request for Action:** Motion to Approve or Deny Rental Refund**Department:** Michael Sommerfeld, Administrative Services Director**Background:**

Steve Johnson of Bass National paid the non-resident rate of \$460.60 to reserve community rooms A, B, and C for January 17, 2026. Bass National received fewer registrants for their event than they anticipated. They determined they could not hold the event with so little interest. Steve Johnson contacted City staff to cancel his reservation a week prior to their event. At this time, he asked if Bass National could be refunded their rental fee due to the cancellation. He was reminded of the terms in his signed rental agreement.

The rental agreement for the Watertown Community Center states “The full rental payment must accompany [the] completed application. The undersigned understands [the] application/request is subject to approval by the City. If the request is approved [the] request shall become a binding agreement between the undersigned and the City of Watertown and the rental fee shall be cashed. There shall be no refund of the rental fees.”

A rental fee pays for the use of the rooms, but also for the reservation and the denial of other interested parties. To refund the rental fee due to cancellation would still leave the City out any fees from potential renters for that date. In this circumstance, a resident was turned away for a single room rental at the resident rate of \$135.47 on January 17, 2026, because all rooms were reserved by Bass National.

Recommendation: The renter is requesting a full refund. The rental agreement states that there shall be no refunds. Staff recommends that the City refund \$325.13 to Steve Johnson of Bass National. This would be the paid \$460.60, less the missed revenue of \$135.47 from a resident who was turned away.

Motion Type:

Simple majority vote of members present.

Requested Action/Motion:

“I move to approve the refunding of a portion of community center rental fees to Steve Johnson of Bass National in the amount of \$325.13.”

Attachments:

Community Center Rental Agreement

**APPLICATION FOR USE OR RENTAL OF WATERTOWN COMMUNITY CENTER
AND AGREEMENT FOR ASSUMPTION OF RESPONSIBILITY
AND WAIVER OF LIABILITY**

On behalf of the below named organization, group or individual, the undersigned does hereby request that the Watertown Community Center (facilities) be reserved for its use for the dates and purpose as stated.

On behalf of the below named organization, group or individual, I agree to all of the following terms and conditions together with all other written rules and policies adopted by the City which govern the use of the Watertown Community Center.

1. After use of the facility it shall be cleaned as provided by the general rules and regulations pertaining to the use and rental of the Community Center adopted by the City Council and attached hereto.
2. If clean-up work is not satisfactorily completed the City shall have the facility cleaned and the undersigned agrees to pay for the charges of this clean-up which charges will be based upon the time and expense incurred by the City in making the clean-up required to return the facility to the condition in which it was in prior to the time it was used by the undersigned. I also agree to reimburse the City for any damage or breakage or other expenses incurred by the City arising out of my use of the Center.
3. Abide by all federal, state and local laws regarding the consumption, display and use of alcoholic beverages. The sale of alcoholic beverages is prohibited. No alcoholic beverages shall be provided to minors.
4. The undersigned is familiar with the Community Center and that the facility is in good and clean condition, that it is safe to be used for the purposes set forth above and that the undersigned will not allow any activity to be conducted during the time which it uses the facility which will or could lead to damage to personal property or personal injury to any person whatsoever.
5. The undersigned agrees that it shall be totally responsible for all loss or damage or claims made by any person or any party which concerns use of the facility during the time the undersigned is using the Watertown Community Center. The City shall not be responsible for any loss or damage or claims made by any person or party, it being understood that the sole and complete responsibility for use of the premises lies with the undersigned in case such claims are made. If claims are made against the City, the undersigned, for himself or herself and on behalf of the organization or group the undersigned represents, agrees to defend the City, its officers, council members, employees and agents against all claims made. Further, your undersigned agrees to indemnify and hold the City, its officers, council members, employees and agents harmless from and against any and all claims and liabilities, including attorneys' fees, as to any claims for damages or loss which arise or could have arisen relating to the use of the facility whether occurring on the premise or off-premise, including but not limited to alcohol related incidents, accidental falls, discrimination, rights, etc. by the undersigned. If the undersigned does not defend, indemnify and hold the City harmless pursuant to the provisions of this Agreement, then the City may institute an action against the undersigned and all persons using the premises for recovery of all expenses and costs incurred by the City for failure to defend, indemnify and hold the City harmless pursuant to the provisions of this paragraph.
6. The undersigned further agrees that if the signature of the undersigned is for and on behalf of an organization or group, that the organization or group has expressly authorized the undersigned to make this agreement on behalf of the organization or group and that the organization or group shall be bound by the undersigned's signature. The City may request that the undersigned furnish a certified copy of the resolution of the organization or association authorizing the undersigned to apply for use of the Center if, in its discretion, it so determines necessary. Alternatively, the City may require all members of the organization or association or all of its officers or directors or members as it shall select to sign this Agreement or an addendum to this Agreement to further document this request and agreement to use the facility in the manner provided herein. If the organization or association requesting use of the facility is not incorporated, by signing this request and Agreement, the undersigned understands and agrees that all organization members or members of the group are or could be liable for use of the facility and that all members bear responsibility legally if the facility is not used properly and is not used in accordance with the terms of this request and agreement.
7. The undersigned understands and agrees that the use of the Center is subject to the payment of all fees and deposits as adopted by the City from time to time and that the undersigned will be responsible for the payment of all such fees and deposits as required when due.
8. The full rental payment must accompany this completed application. The undersigned understands this application/request is subject to approval by the City. If the request is approved this request shall become a binding agreement between the undersigned and the City of Watertown and the rental fee shall be cashed. There shall be no refund of the rental fees.

If the undersigned is serving alcohol or charging admission for an event at the Center, the undersigned must maintain personal, event, or commercial general liability insurance in the amount of at least \$1,000,000 per occurrence. The policy shall cover liability arising from the undersigned's use of the facility and operation, including personal injury and contractually

assumed liability. The undersigned must provide a certificate of insurance to the City that identifies the City as an additional insured. GENERAL POLICY GUIDELINES REGULATING THE USE OF THE WATERTOWN COMMUNITY CENTER FOR MEETINGS AND OTHER PURPOSES

1. GENERAL

The Community Center was constructed to serve the general public by providing a facility conducive to the conduct of public business. Since public funds made these facilities possible, the general public is encouraged to use the Community Center. The Community Center is a minimal maintenance facility so it is expected that those who use the facility leave the building in a clean acceptable condition and ready for the next function. The following guidelines are official City Policy designed to promote orderly and appropriate use of these public facilities.

2. WHO MAY USE THE COMMUNITY CENTER

The Community Center shall be generally available for use by area civic, charitable or non-profit organizations and for public and private meetings. It may also be used, subject to availability, for private parties and exhibition. It shall not be used for private or religious ceremonies or for private profit-making activities or any other activity not consistent with the general purpose of the building or these policies.

Use by religious groups, political groups or other special events shall require specific approval by the city council.

Areas available for use include meeting rooms A, B, and C, kitchen, hallways and rest rooms.

Maximum occupancy shall be limited to 275 people.

3. AVAILABILITY AND PRIORITY

The Community Center shall, in general, be available from 8:00 A.M. to 12:00 P.M. Music and serving of food or beverages shall end at 12:00 midnight and the building vacated by 12:30 A.M.

The City Council, Economic Development Authority, City boards and commissions or other organizations recognized by the City hall have priority in the use of the center. Groups or organizations who receive permission for regularly scheduled meetings shall have second priority.

The City reserves the right to cancel a reserved meeting or event if it becomes necessary in an emergency to schedule a special governmental associated meeting or event.

4. APPLICATION FOR USE

Private groups or organizations desiring to use the Community Center must complete an application and submit it to the City. The application needs to be completed only once annually for organizations using the facilities periodically during the year. The application shall be submitted at least two weeks prior to the date for which the reservation is requested. The request will be reviewed in light of these guidelines and the availability of the facilities. The person designated by the City to be in charge of reservations for the Center shall advise the person representing the requesting group or organization of the status of its request as soon as possible. Usage requests are not approved until the person designated by the City has so advised the requesting organization through its applicant/representative.

5. PROCEDURES FOR APPLYING

- A. Requests for use or rental of the Community Center will be handled so far as possible on a first-come, first-serve basis subject to designated priorities.
- B. Application forms may be obtained from the City offices during regular business hours, or may be mailed to the applicant upon request.
- C. Application forms shall be fully completed by the individual representing the requesting group or organization and returned to the City at least two weeks prior to the requested date. Reservations shall not be official until the person designated by the City has signed the application and informed the applicant of its status. Fee deposits must accompany the signed application and rental agreement. All other fees and deposits shall be paid according to the fee schedule as established by the Council. The individual applying for the reservation shall be considered the applicant.
- D. The applicant shall contact the City offices by 2:00 P.M. on the day of, or business day prior to, the meeting or event to pick up a key or arrange entrance into the building.

6. SMOKING AND ALCOHOL USE

No smoking shall be allowed in the Watertown City Hall/Community Center. No gambling of any kind shall be allowed except lawful "bingo" games sponsored by licensed local non-profit organizations. Alcohol may be allowed subject to special rules and regulations.

7. SPECIAL RULES AND REGULATIONS

The City Council shall adopt from time to time as it deems appropriate special rules and regulations pertaining to the specific uses of the facilities. The Council shall also adopt a fee schedule for the rental of the facilities. The general policies, rules and regulations and the fee schedule shall be available to the public and a copy given to all rental applicants.

8. LIABILITY

The City of Watertown or any of its employees or agents shall not be liable in any manner for any claims, injuries, or damages of whatever nature incurred by any person using the Community Center due to the negligence of action of any other party.

**RULES AND REGULATIONS PERTAINING TO RENTAL AND USE
OF THE WATERTOWN COMMUNITY CENTER**

1. The Watertown Community Center is a smoke free facility. Smoking is prohibited in all areas of the Community Center.
2. The use of alcohol is allowed subject to special rules and regulations. No sale of alcohol in any form is permitted or to be provided to minors.
3. Any meeting coming within the purview of the Minnesota "Open Meeting Law" shall conform to all requirements of the Open Meeting Law.
4. The City shall not be liable for any loss, damage, injury or illness incurred by any user of the facility.
5. Food and beverages are allowed as long as the premises are cleaned up pursuant to these rules. The kitchen is a food catering facility only, not a preparation center. The applicant is responsible for furnishing all serving needs (plates, silverware, utensils, service dishes, etc.) Applicant shall provide containers for leftovers. All food and beverages must be removed and all dishes and utensils washed and dried and stored.
6. No rice or confetti shall be used.
7. No decorations, banners, signs, etc., shall be attached to any walls. No tape or tacks shall be used.
8. Upon completion of the use, the facilities shall be cleaned up as follows: *
 - a. Any equipment, supplies or special items brought by the applicant shall be removed.
 - b. All paper, garbage, trash, debris, etc., shall be collected and disposed of properly. Garbage shall be bagged and transferred to the dumpster outside the Community Center at the rear of the building. Aluminum and glass materials shall be placed in the separate recycling containers provided.
 - c. Coffee grounds shall not be placed in sinks.
 - d. Dishes or utensils shall be washed and put away. Dishcloths cleaned.
 - e. All items in the kitchen area shall be returned to an orderly condition and all counter tops shall be wiped. Sinks shall be rinsed and all spills shall be cleaned.
 - f. Tables and chairs shall be wiped off to remove all food and spills.
 - g. Tables and chairs shall be returned to their proper location.
 - h. All floors shall be swept and mopped where necessary. Carpets shall be vacuumed if necessary.
 - i. Doors shall be unlocked during the meeting or event. Doors shall be locked at the end of the meeting or event and light switches turned off.
 - j. Keys shall be returned to the City offices the next business day.

***If these items are not done, a portion of your damage/clean-up deposit may be kept by the City to reimburse for staff time.**

9. The hours of use designated on the application form shall be adhered to.
10. The person signing the application is deemed to be the representative of the group or organization using the Community Center and shall be responsible for compliance with all rules and regulations pertaining to the use of the center.
11. An applicant to rent or reserve use of the Community Center must be a person 18 years of age or older.
12. There shall be no subletting or assignment of reservations.
13. Failure to conform to any policies or rules for use of the Community Center shall be cause for forfeiture of future use privileges.

**SPECIAL REGULATIONS PERTAINING TO USE OF ALCOHOL
IN WATERTOWN COMMUNITY CENTER**

Use of alcohol in the Community Center will be the responsibility of the applicant pursuant to rules and regulations set forth by the City of Watertown. The applicant shall be at all times be in charge of and responsible for the proper use and service of alcohol and the behavior of persons in attendance. There shall be no selling of alcohol in any manner. No alcohol shall be provided to anyone under age twenty-one. No alcohol shall be consumed or taken outside the building. No gambling shall be allowed. The premises shall be cleaned up according to the general requirements of cleanup for the facilities upon completion of the event.

FEE SCHEDULE FOR USE AND RENTAL OF WATERTOWN COMMUNITY CENTER

Rental Fee for:

- A. **RESIDENTS** - \$125.00 one room + \$10.47 tax = **\$135.47**
\$200.00 two rooms + \$16.75 tax = **\$216.75**
\$275.00 three rooms = \$23.04 tax = **\$298.04**
\$10.00/Hour One room by the hour M-F during City Hall Hours=**\$10.84 Per/Hour with tax**
(a resident is a person who resides within the city limits of the City of Watertown)

Rental Fee for:

- B. **NON-RESIDENTS** - \$175.00 one room + \$14.66 tax = **\$189.66**
\$300.00 two rooms + \$25.13 tax = **\$325.13**
\$425.00 three rooms = \$35.60 tax = **\$460.60**
\$15.00/Hour One room by the hour M-F during City Hall Hours=**\$16.26 Per/Hour with tax**

- C. **DAMAGE DEPOSIT** - In addition to the rental charge, a damage deposit shall be made. This shall be refunded after the event provided no damage is done and all areas used are left in a clean acceptable condition. Applicant shall be responsible for any damage or cleaning expense that exceeds the deposit. Damage deposit is \$250.00 for one room and \$500.00 for two or three rooms.

If cleaning and chair/table take down is not completed, a portion of your damage/clean-up deposit may be kept by the City to reimburse for staff time.

- D. **KEY DEPOSIT** - If a key is needed a deposit of \$10.00 per key is required.
- E. **PAYMENT DUE** – All fees are to be paid before the date of the meeting or event. No physical use of the facility shall be allowed under any circumstances unless all fees and deposits have been paid in full.
- F. **SPECIAL FEES** - The City Council may set special fees or vary or waive fees for special conditions or circumstances.

Watertown City CouncilFebruary 10th, 2026**Agenda Item: CI144 Forklift (USED)****Request for Action: Authorization to Purchase Used Forklift****Employee/Dept.: Mike Loehrs, Public Services****Background:**

On January 27th the Council approved authorization for staff to solicit quotes for a used forklift. Staff solicited quotes for at least a 5,000-pound pneumatic forklift with a three-stage mast from Herculift, Quality Equipment, and Birnstengel Equipment.

After doing research and talking with different vendors, staff learned that there are two main types of internal combustion forklifts (LP Gas) available, cushion tires and pneumatic tire forklifts. The main difference between the two units is that a cushion tire forklift is mainly set up for indoor/warehouse use while a pneumatic forklift is set up for outside/rough terrain.

The quotes from each vender are as follows:

Herculift Equipment

2004 Mitsubishi FG30N
6,000-Pound Capacity
186" Triple Mast
Hours: 6,800

Price: \$11,500.00**Picture #1****Quality Equipment**

2015 Yale GLP050VX
5,000-Pound Capacity
195" Triple Mast
Hours: 5,659

Price: \$13,950.00**Picture #2****Birnstengel Equipment**

2014 Yale GLP050XV
5,000-Pound Capacity
200" Triple Mast
Hours: 9,615

Price: \$7,900.00**Picture #3**

With the acquisition of this used forklift staff will be able to load/unload pretreating tanks and install/remove all plow equipment safer and more efficiently. Staff will also be able to utilize more of the pallet racking that is located throughout our shop with the reach of this forklift.

Budget Impact:

Staff has budgeted \$8,000.00.

Funding Source:

Capital Improvement Fund

Recommendation:

Staff recommends the purchase of the Yale GLP050XV forklift from Birnstengel Equipment as stated above.

Motion Type:

Simple majority vote of members present.

Requested Action/Motion:

“I move to approve the purchase of the Yale GLP050XV 5000-pound forklift from Birnstengel Equipment for the price of \$7,900.00.”

Attachments:

Herculift Quote

Picture #1 - Mitsubishi 6,000 pound forklift from Herculift

Quality Forklift Quote

Picture #2 - Yale 5,000 pound forklift from Quality Equipment

Birnstengel Equipment Quote

Picture #3 - Yale 5,000 pound forklift from Birnstengel Equipment



1/28/26

City of Watertown
309 Lewis Ave. S.
Watertown, MN 55388
Mike Loehrs
952-215-5855

DT260128



2004 Mitsubishi FG30N Pneumatic Tire Forklift

6,000 lb Capacity at 24in Load Center
Pneumatic Tires
Mast: 186" Triple
Sideshift
48" Long Standard Taper Forks
LP
Load Backrest
Metered Hours: 6800

Total Equipment Investment

\$11,500.00 plus tax and delivery

Delivery: Stock / As Available

Warranty: 30 Day Powertrain

FOB: Maple Plain, MN

SUBJECT TO LOCAL AND STATE TAXES WHERE APPLICABLE

THIS QUOTATION IS SUBJECT TO ACCEPTANCE BY BUYER AND SELLER WITHIN 30 DAYS FROM THE DATE HEREOF AND ONLY IN ACCORDANCE WITH THE TERMS STATED HEREON. BUYER GRANTS TO SELLER A SECURITY INTEREST IN EQUIPMENT DESCRIBED HEREIN UNTIL PAYMENT HAS BEEN MADE IN FULL.

Respectfully
Submitted by: _____
Dave Trow

Accepted by
Buyer: _____
(AUTHORIZED OFFICER OR REPRESENTATIVE)

Title: _____

Accepted by
Seller: _____

Company: _____

Date: _____

This quotation shall become a contract only upon signature of officer or other authorized representative of seller.

Picture #1 Mitsubishi Forklift 6,000LB - Herculift





5300 12th Avenue East, Shakopee, MN 55379

January 28, 2026

To: City Of Watertown

Attn: Mike Loehrs

Address: 309 Lewis Ave S

Watertown, MN 55388

Phone: 952-215-5855

Email: Mloehrs@watertownmn.gov

Date: Updated – 1/28/2026

Prepared By: Marcus Consoer

Phone: 612-900-8633

Email: Mconsoer@qualityforklift.com



Dear Mike,

Please see the following quote below for your review on a used 2015 Yale GLP050VXNDAE086 sit down forklift. If you have any questions, please feel free to contact me.

- **Make: Yale**
- **Model: GLP050VXNDAE086**
- **Year: 2015**
- **Mast: 86" Down/ 195" Raised/ 3 Stage**
- **Engine: LP Gas (No LP Tank Included)**
- **Capacity: 5,000 Lbs.**
- **Tires: Solid Pneumatic**
- **Forks: 48"**
- **Attachment: Hang On Side Shifting**
- **3 Way Valving**
- **Warranty: No Warranty**
- **Delivery Included**
- **New Full Steel LP Tank Included**

Purchase Price: \$13,950.00 Plus Tax

- **Optional Additional Cost: New Steer Tires \$1,000.00 or New Drive & Steer Tires \$2,000.00**

Acceptance:
Company: City Of Watertown
Name: Mike Loehrs

Quality Equipment
Prepared By: Marcus Consoer

Authorized Signature

Sales Representative

Picture #2 Yale Forklift 5,000LB – Quality Equipment



Birstengel Equipment

6100 Olson Memorial Hwy
Golden Valley, MN 55422

Estimate

Date	Estimate #
2/4/2026	151

Name / Address
City of Watertown Mike

			Project
Description	Qty	Cost	Total
2014 Yale GLP050XV 5000lb forklift 91/200"tsu s/s LPG s/n A974V03756M includes LP tank Delivery of Forklift or other inventory. customer to arrange		7,900.00	7,900.00T
		0.00	0.00T
		Subtotal	\$7,900.00
		Sales Tax (0.0%)	\$0.00
		Total	\$7,900.00

Picture #3 Yale Forklift 5,000LB – Birnstengel Equipment





VOUCHER LIST / CLAIMS ROSTER

To be Approved February 10, 2026

Pre-Paid Claims *	\$	1,475,401.47
Pending Claim Payment	\$	116,152.81
Payroll Checks **	\$	32,598.29
Grand Total	\$	1,624,152.57

- D. Everson, Council Member _____
- J. Kasheimer, Council Member _____
- F. McGuire, Council Member _____
- K. Thul, Council Member _____
- M. Walters, Mayor _____

* 01/26/26 Utility Bills Postage
 01/27/26 Fire Engine
 01/29/26 Newsletter Postage
 01/30/26 Bond Payments
 01/30/26 Quarterly Taxes
 01/30/26 Payroll Taxes
 August to January Credit Cards

** 01/30/26 Bi-Weekly Payroll
 01/30/26 PTO
 01/30/26 Monthly Payroll
 01/30/26 Monthly Payroll Supp.

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 1

Payments

Current Period: February 2026

Payments Batch 02-10-26AP_GEN		\$116,152.81	
Refer	391 BENEFIT EXTRAS, INC	-	
Cash Payment	E 101-41310-131 Employer Paid Health	TAX ADVANTAGE RENEWAL	\$570.00
Invoice	1544785	1/16/2026	
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$570.00
Refer	426 BOLTON & MENK, INC.	-	
Cash Payment	E 101-41000-303 Engineering Fees	GENERAL ENGINEERING	\$1,667.00
Invoice	385952	1/29/2026	
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$1,667.00
Refer	427 BOLTON & MENK, INC.	-	
Cash Payment	E 401-41000-303 Engineering Fees	2025 MILL OVERLAY	\$1,120.00
Invoice	385786	1/29/2026	Project CI030
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$1,120.00
Refer	428 BOLTON & MENK, INC.	-	
Cash Payment	E 401-41000-303 Engineering Fees	2027 MILL OVERLAY	\$1,508.00
Invoice	385787	1/29/2026	Project CI030
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$1,508.00
Refer	429 BOLTON & MENK, INC.	-	
Cash Payment	E 402-43150-303 Engineering Fees	ANGEL AVE STORM SEWER IMPROV	\$8,999.50
Invoice	385788	1/29/2026	Project UC058
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$8,999.50
Refer	430 BOLTON & MENK, INC.	-	
Cash Payment	E 430-49400-303 Engineering Fees	WATERTOWN #2 PROJECT	\$9,204.00
Invoice	385808	1/29/2026	Project UC023
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$9,204.00
Refer	431 BOLTON & MENK, INC.	-	
Cash Payment	E 402-49480-303 Engineering Fees	WWTF EXP	\$10,204.00
Invoice	385810	1/29/2026	Project UC022
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$10,204.00
Refer	432 BOLTON & MENK, INC.	-	
Cash Payment	E 101-41000-303 Engineering Fees	HWY 27 IMPROV	\$4,488.50
Invoice	385789	1/29/2026	
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$4,488.50
Refer	433 BOLTON & MENK, INC.	-	
Cash Payment	E 402-49430-303 Engineering Fees	SANITARY SEWER I&I REPAIRS	\$2,735.00
Invoice	385951	1/29/2026	Project UC045
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$2,735.00
Refer	434 BOLTON & MENK, INC.	-	
Cash Payment	E 402-43150-303 Engineering Fees	STATE STREET STORM IMPROV	\$4,131.00
Invoice	385807	1/29/2026	Project UC075
Transaction Date	2/3/2026	Citizens Alliance 10100	Total \$4,131.00
Refer	435 CARVER LINK / CARVER COUNTY	-	
Cash Payment	E 101-41000-321 Telephone	FEBRUARY DARK FIBER INTERNET	\$195.00
Invoice	4091	2/2/2026	

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 2

Payments

Current Period: February 2026

Cash Payment	E 601-49440-321 Telephone	FEBRUARY DARK FIBER INTERNET		\$195.00
Invoice 4091	2/2/2026			
Cash Payment	E 602-49490-321 Telephone	FEBRUARY DARK FIBER INTERNET		\$195.00
Invoice 4091	2/2/2026			
Cash Payment	E 603-42260-321 Telephone	FEBRUARY DARK FIBER INTERNET		\$195.00
Invoice 4091	2/2/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$780.00
Refer	436 CENTRA SOTA COOP - BUFFALO	-		
Cash Payment	E 101-43127-212 Motor Fuels	FUEL		\$1,249.33
Invoice 6320676	1/22/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$1,249.33
Refer	437 CIVICPLUS	-		
Cash Payment	E 101-41000-309 EDP, Software and Desi	MUNICODE ADMIN SUPPORT		\$262.50
Invoice 351567	12/1/2025			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$262.50
Refer	438 CIVICPLUS	-		
Cash Payment	E 101-41000-309 EDP, Software and Desi	ONLICE CODE HOSTING		\$945.00
Invoice 344540	10/1/2025			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$945.00
Refer	439 DWK Clean Water Services LLC	-		
Cash Payment	E 602-49490-103 Part-Time Employees	JANUARY WASTEWATER SERVICES		\$2,422.50
Invoice 1226	1/29/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$2,422.50
Refer	440 ENVIRONMENTAL EQUIPMENT	-		
Cash Payment	E 101-43127-404 Repairs to Machinery/Eq	FLEET REPAIRS		\$6,077.13
Invoice 25623	1/15/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$6,077.13
Refer	441 FRONTLINE PLUS FIRE & RESCUE	-		
Cash Payment	E 101-42500-404 Repairs to Machinery/Eq	ANNUAL FEES		\$2,200.00
Invoice 14592	1/7/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$2,200.00
Refer	442 GRAINGER	-		
Cash Payment	E 404-42290-550 Motor Vehicles	PARTS AND EQUIPMENT		\$56.68
Invoice 9787156059	1/28/2026		Project FC006	
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$56.68
Refer	443 GREATER MN COMMUNICATIONS	-		
Cash Payment	E 101-41000-340 Advertising	FEBRUARY NEWSLETTER		\$625.25
Invoice 34860	2/2/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$625.25
Refer	444 GOOGLE INC	-		
Cash Payment	E 101-41000-309 EDP, Software and Desi	WORKSPACE SUBSCRIPTION		\$58.80
Invoice 5477080170	1/31/2026			
Transaction Date	2/3/2026	Citizens Alliance	10100	Total \$58.80
Refer	445 HAWKINS, INC	-		

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 3

Payments

Current Period: February 2026

Cash Payment	E 601-49420-404	Repairs to Machinery/Eq	CHLORINE SYSTEM REPAIRS						\$3,627.50
Invoice	7320895			1/29/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$3,627.50
Refer	446	HECKSEL MACHINE, INC.							
Cash Payment	E 601-49430-240	Small Tools and Minor E	SHOP WORK BENCH						\$960.00
Invoice	113236			1/23/2026					
Cash Payment	E 602-49480-240	Small Tools and Minor E	SHOP WORK BENCH						\$960.00
Invoice	113236			1/23/2026					
Cash Payment	E 606-49451-240	Small Tools and Minor E	SHOP WORK BENCH						\$960.00
Invoice	113236			1/23/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$2,880.00
Refer	447	HERALD JOURNAL							
Cash Payment	E 101-41000-353	Ordinance Publication	ORDINANCE 451						\$11.15
Invoice				1/31/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$11.15
Refer	448	HOTSY MINNESOTA							
Cash Payment	E 101-43000-220	Maintenance Supply (GE	SUPPLIES						\$537.09
Invoice	27910			1/28/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$537.09
Refer	449	JLR GARAGE DOOR SERVICE, INC							
Cash Payment	E 603-42280-401	Repairs to Buildings	INSTALL AND LABOR						\$231.29
Invoice	8699			1/29/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$231.29
Refer	450	KIRVIDA FIRE, INC							
Cash Payment	E 603-42290-404	Repairs to Machinery/Eq	FIRE PUMPER REPAIR						\$1,752.73
Invoice	13948			1/16/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$1,752.73
Refer	451	LAKEVIEW BUILDING CORPORATI							
Cash Payment	E 382-41000-610	Interest	2025 TIF						\$11,522.12
Invoice				2/1/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$11,522.12
Refer	452	LEADERSHIP GROWTH GROUPS L							
Cash Payment	E 101-41310-208	Training and Instruction	2026 LEADERSHIP SERIES						\$600.00
Invoice	26301			2/2/2026					
Transaction Date	2/3/2026		Citizens Alliance	10100		Total			\$600.00
Refer	453	LOFFLER							
Cash Payment	E 101-41000-309	EDP, Software and Desi	FEBRUARY IT CONTRACT						\$1,545.70
Invoice	5258180			2/2/2026					
Cash Payment	E 101-41000-309	EDP, Software and Desi	FEBRUARY IT CONTRACT						\$1,415.58
Invoice	5258180			2/2/2026					
Cash Payment	E 601-49440-309	EDP, Software and Desi	FEBRUARY IT CONTRACT						\$707.79
Invoice	5258180			2/2/2026					
Cash Payment	E 602-49490-309	EDP, Software and Desi	FEBRUARY IT CONTRACT						\$707.79
Invoice	5258180			2/2/2026					
Cash Payment	E 603-42260-309	EDP, Software and Desi	FEBRUARY IT CONTRACT						\$707.79
Invoice	5258180			2/2/2026					

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 4

Payments

Current Period: February 2026

Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$5,084.65
Refer	454 <i>MENARDS - BUFFALO</i>	-			
Cash Payment	E 602-49480-240 Small Tools and Minor E	HARDWARE AND EQUIPMENT			\$486.15
Invoice	44249 1/29/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$486.15
Refer	455 <i>MVTL</i>	-			
Cash Payment	E 602-49480-311 Testing Fees	WW TESTING			\$146.40
Invoice	1343111 1/28/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$146.40
Refer	456 <i>MVTL</i>	-			
Cash Payment	E 602-49480-311 Testing Fees	WW TESTING			\$146.40
Invoice	1342434 1/22/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$146.40
Refer	457 <i>MVTL</i>	-			
Cash Payment	E 602-49480-311 Testing Fees	WW TESTING			\$255.62
Invoice	1343477 1/30/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$255.62
Refer	458 <i>NORTHLAND SECURITIES, INC.</i>	-			
Cash Payment	E 101-41000-310 Other Professional Servi	2025 CONTINUING DISCLOSURE SERVICES			\$2,125.00
Invoice	INV-2188 1/8/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$2,125.00
Refer	459 <i>PRECISE FLEET MANAGEMENT</i>	-			
Cash Payment	E 101-41000-433 Dues and Subscriptions	5MB DATA PLAN			\$80.00
Invoice	IN200-2010924 1/30/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$80.00
Refer	460 <i>PYE BARKER FIRE & SAFETY</i>	-			
Cash Payment	E 602-49490-310 Other Professional Servi	ANNUAL FIRE MONITORING			\$702.27
Invoice	364969 1/1/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$702.27
Refer	461 <i>SJF MATERIAL HANDLING EQUIPM</i>	-			
Cash Payment	E 602-49480-580 Other Equipment	PALLET RACKING			\$59.40
Invoice	241772 1/29/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$59.40
Refer	462 <i>STEINER AUTO PARTS</i>	-			
Cash Payment	E 101-43127-221 Equipment Parts	VEHICLE MAINTENANCE			\$217.99
Invoice	610032 1/28/2026				
Cash Payment	E 101-43127-221 Equipment Parts	BATTERY CORE CREDIT			-\$18.00
Invoice	610032 1/28/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$199.99
Refer	463 <i>STEINER AUTO PARTS</i>	-			
Cash Payment	E 101-45200-404 Repairs to Machinery/Eq	PARTS AND SUPPLIES			\$24.47
Invoice	609634 1/13/2026				
Transaction Date	2/3/2026	Citizens Alliance	10100	Total	\$24.47
Refer	464 <i>STEINER AUTO PARTS</i>	-			

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 5

Payments

Current Period: February 2026

Cash Payment	E 603-42290-240	Small Tools and Minor E	PARTS AND EQUIPMENT		\$11.95
Invoice	610005	1/27/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$11.95
Refer	465	STEINER AUTO PARTS			
Cash Payment	E 603-42290-404	Repairs to Machinery/Eq	PARTS AND EQUIPMENT		\$59.98
Invoice	609614	1/12/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$59.98
Refer	466	STONWERK			
Cash Payment	E 383-41000-602	Other Long-Term Oblig	2025 TIF		\$8,789.65
Invoice		2/1/2026			
Cash Payment	E 383-41000-610	Interest	2025 TIF		\$10,949.13
Invoice		2/1/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$19,738.78
Refer	467	TERRAMARK			
Cash Payment	E 101-41000-314	Professional Planning S	Q4 GENERAL CONSULTING		\$3,097.50
Invoice	0036-2025	1/23/2026			
Cash Payment	G 801-22067	THE COVE - Nesvold Escro	Q4 COVE AT RIVER RIDGE		\$56.00
Invoice	0036-2025	1/23/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$3,153.50
Refer	468	TOWMASTER			
Cash Payment	E 101-43125-221	Equipment Parts	FLEET REPAIRS		\$463.00
Invoice	90004727	1/22/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$463.00
Refer	469	TOWMASTER			
Cash Payment	E 101-43125-221	Equipment Parts	FLEET REPAIRS		\$216.00
Invoice	90004726	1/26/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$216.00
Refer	470	USA BLUE BOOK			
Cash Payment	E 601-49430-227	Utility Maint Supplies	LOCATOR		\$1,249.58
Invoice	INV00947115	1/28/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$1,249.58
Refer	471	VESTIS			
Cash Payment	E 101-41940-400	Repairs & Maint Cont (G	MOPS AND MATS		\$80.42
Invoice	2500891509	1/21/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$80.42
Refer	472	WATERTOWN PLUMBING			
Cash Payment	E 603-42280-401	Repairs to Buildings	PARTS AND LABOR		\$395.00
Invoice		2/2/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$395.00
Refer	474	MN DEPARTMENT OF HEALTH			
Cash Payment	E 601-49440-438	Licenses & Permits	WATER LICENSE RENEAL - RASER		\$23.00
Invoice		2/1/2026			
Transaction Date	2/3/2026		Citizens Alliance	10100	Total \$23.00
Refer	475	ROBERT BICE			

CITY OF WATERTOWN

02/04/26 12:15 PM

Page 6

Payments

Current Period: February 2026

Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$198.10
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$198.10
Refer	476	DAN AND MICHELLE DURAND	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$90.54
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$90.54
Refer	477	CHRISTINE NEUTGENS	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$59.67
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$59.67
Refer	478	JEFF AND DANAE ANDERSEN	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$87.64
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$87.64
Refer	479	JOHN AND MARY LOBITZ	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$41.06
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$41.06
Refer	480	SUZANNE BLOCK	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$149.31
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$149.31
Refer	481	WILLIAM ALT	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$136.80
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$136.80
Refer	482	BRUCE AND DARCI BEILBY	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$6.94
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$6.94
Refer	483	74 BIRCH LLC	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$23.67
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$23.67
Refer	484	BEVERLY LEUTHNER	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$115.89
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$115.89
Refer	485	BRIAN VANDERLINDE	-		
Cash Payment	G 601-11900	Unallocated Utility Revenues	REFUND OVERPAYMENT UTILITY		\$75.56
Invoice		2/4/2026			
Transaction Date	2/4/2026		Citizens Alliance	10100	Total \$75.56

Payments

Current Period: February 2026

Fund Summary

	10100 Citizens Alliance
101 GENERAL FUND	\$28,734.41
382 TIF DISTRICT 2-6 LAKEVIEW	\$11,522.12
383 TIF DISTRICT 2-7 STONWERK	\$19,738.78
401 CAPITAL PROJECTS FUND	\$2,628.00
402 Utility Capital Fund	\$26,069.50
404 Fire Dept Capital Fund	\$56.68
430 2024 Water Tower 2	\$9,204.00
601 WATER FUND	\$7,748.05
602 SEWER FUND	\$6,081.53
603 WATERTOWN FIRE DEPARTMENT FUND	\$3,353.74
606 Storm Sewer Operating Fund	\$960.00
801 ESCROW TRUST FUNDS	\$56.00
	\$116,152.81

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$116,152.81
Total	\$116,152.81

Payments

Current Period: January 2026

Payments Batch 012626UB BILLS POSTA				\$741.27
Refer	374	POSTMASTER	-	
Cash Payment	E 601-49440-322	Postage	JANUARY UTILITY BILLS POSTAGE	\$370.63
Invoice	682067186	1/26/2026		
Cash Payment	E 602-49490-322	Postage	JANUARY UTILITY BILLS POSTAGE	\$370.64
Invoice	682067186	1/26/2026		
Transaction Date	1/26/2026	Citizens Alliance	10100	Total \$741.27

Fund Summary

	10100	Citizens Alliance	
601 WATER FUND			\$370.63
602 SEWER FUND			\$370.64
			<u>\$741.27</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$741.27
Total	<u>\$741.27</u>

Payments

Current Period: January 2026

Payments Batch 01-27-26FIRE_ENG		\$692,000.53	
Refer	376 CUSTOM FIRE APPARATUS, INC.	Ck# 002958E 1/27/2026	
Cash Payment	E 404-42290-550 Motor Vehicles	New Engine Final Build	\$692,000.53
Invoice	0024768-IN 1/14/2026		Project FC007
Transaction Date	1/27/2026	Citizens Alliance 10100	Total \$692,000.53

Fund Summary

	10100 Citizens Alliance	
404 Fire Dept Capital Fund		\$692,000.53
		<u>\$692,000.53</u>

Pre-Written Checks	\$692,000.53
Checks to be Generated by the Computer	\$0.00
Total	<u>\$692,000.53</u>

Payments

Current Period: January 2026

Payments Batch 01-29-26_NWSLTR_POST		\$477.24
Refer	379 POSTMASTER	Ck# 070974
Cash Payment	E 101-41000-322 Postage	February Newsletter Postage
Invoice	084422	1/29/2026
Transaction Date	1/29/2026	Citizens Alliance 10100
		Total \$477.24

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		\$477.24
		\$477.24

Pre-Written Checks	\$477.24
Checks to be Generated by the Computer	\$0.00
Total	\$477.24

CITY OF WATERTOWN

01/30/26 6:33 PM

Page 1

Payments

Current Period: January 2026

Payments Batch 01-30-26_Bonds \$727,387.91

Refer	386	MN PUBLIC FACILITIES AUTHORIT	-		
Cash Payment	E 328-49480-611	Bond Interest	MPFA-CWRF-L-027-FY23		\$193,900.41
Invoice		1/30/2026			
Transaction Date	1/30/2026		Citizens Alliance	10100	Total <u>\$193,900.41</u>
Refer	387	US BANK TRUST NA	-		
Cash Payment	E 326-41000-611	Bond Interest	Series 2016A Interest		\$5,450.00
Invoice	3092025	12/11/2025			
Cash Payment	E 326-41000-601	Debt Srv Bond Principal	Series 2016A Principal		\$83,000.00
Invoice	3092025	12/11/2025			
Cash Payment	E 325-41000-611	Bond Interest	Series 2020A Interest		\$9,962.50
Invoice	3093495	12/12/2025			
Cash Payment	E 325-41000-601	Debt Srv Bond Principal	Series 2020A Principal		\$90,000.00
Invoice	3093495	12/12/2025			
Cash Payment	E 327-49400-611	Bond Interest	Series 2023A Interest		\$115,075.00
Invoice	2026-2023A	12/12/2025			
Cash Payment	E 327-49400-601	Debt Srv Bond Principal	Series 2023A Principal		\$230,000.00
Invoice	2026-2023A	12/12/2025			
Transaction Date	1/30/2026		Citizens Alliance	10100	Total <u>\$533,487.50</u>

Fund Summary

	10100 Citizens Alliance
325 2020A (Refund 2015A Series GO)	\$99,962.50
326 2016A Refunding	\$88,450.00
327 2023A Bond - Street/Water Tow	\$345,075.00
328 2022A Bond WWTP	\$193,900.41
	<u>\$727,387.91</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$727,387.91
Total	<u>\$727,387.91</u>

CITY OF WATERTOWN
Payments

Current Period: January 2026

Payments Batch Q4_2025_QuarterlyTax						\$3,233.16
Refer	384	<i>MN DEPT OF REVENUE</i>		Ck# 002964E	1/30/2026	
Cash Payment	G 101-21702	State Withholding		Q4 Sales and Use Tax		\$961.81
Invoice		12/31/2025				
Cash Payment	G 101-20210	Sales Tax Payable		Q4 Sales and Use Tax		\$92.13
Invoice		12/31/2025				
Cash Payment	E 101-41000-630	Bank Service Fees		Q4 Sales and Use Tax		\$106.56
Invoice		12/31/2025				
Transaction Date	1/30/2026		Citizens Alliance	10100	Total	\$1,160.50
Refer	385	<i>MN UI FUND</i>		-		
Cash Payment	E 101-43125-142	Unemployment Benefit P		Q4 2025 Unemployment Tax		\$2,072.66
Invoice		1/30/2026				
Transaction Date	1/30/2026		Citizens Alliance	10100	Total	\$2,072.66

Fund Summary

	10100	Citizens Alliance
101 GENERAL FUND	\$3,233.16	
	\$3,233.16	

Pre-Written Checks		\$1,160.50
Checks to be Generated by the Computer		\$2,072.66
Total		\$3,233.16

CITY OF WATERTOWN

01/30/26 12:53 PM

Page 1

Payments

Current Period: January 2026

Payments Batch 01-30-26payrolltax				\$20,523.30
Refer	380 UNITED STATES TREASURY	Ck# 002960E	1/30/2026	
Cash Payment	G 101-21701 Federal Withholding	01-30-26 B_PR, M_PR, PTO_SUPP		\$4,713.93
Invoice				
Cash Payment	G 101-21703 FICA Tax Withholding	01-30-26 B_PR, M_PR, PTO_SUPP		\$5,150.44
Invoice				
Cash Payment	G 101-21709 Medicare	01-30-26 B_PR, M_PR, PTO_SUPP		\$1,316.22
Invoice				
Transaction Date	1/30/2026	Citizens Alliance	10100	Total \$11,180.59
Refer	381 MN DEPT OF REVENUE	Ck# 002961E	1/30/2026	
Cash Payment	G 101-21702 State Withholding	01-30-26 B_PR, M_PR, PTO_SUPP		\$1,743.02
Invoice				
Transaction Date	1/30/2026	Citizens Alliance	10100	Total \$1,743.02
Refer	382 PERA	Ck# 002962E	1/30/2026	
Cash Payment	G 101-21704 PERA	01-30-26 BiWeekly Payroll		\$6,836.08
Invoice				
Transaction Date	1/30/2026	Citizens Alliance	10100	Total \$6,836.08
Refer	383 BREMER BANK, N.A.	Ck# 002963E	1/30/2026	
Cash Payment	G 101-21714 HSA Contribution	01-30-26 BiWeekly Payroll		\$763.61
Invoice				
Transaction Date	1/30/2026	Citizens Alliance	10100	Total \$763.61

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		\$20,523.30
		<u>\$20,523.30</u>

Pre-Written Checks	\$20,523.30
Checks to be Generated by the Computer	\$0.00
Total	<u>\$20,523.30</u>

CITY OF WATERTOWN

01/28/26 10:29 AM

Page 1

Payments

Current Period: July 2025

Payments Batch 07-30-25 CREDIT CARD				\$6,794.58
Refer	534	CARDMEMBER SERVICE	Ck# 002845E	7/30/2025
Cash Payment	E 603-42290-212	Motor Fuels	FUEL	\$12.00
Invoice		6/9/2025		
Cash Payment	E 603-42290-404	Repairs to Machinery/Eq	SUPPLIES	\$41.17
Invoice		6/26/2025		
Cash Payment	E 603-42290-240	Small Tools and Minor E	SUPPLIES	\$245.99
Invoice		7/2/2025		
Cash Payment	E 101-41000-491	Community Celebrations	PARADE CANDY	\$349.29
Invoice		6/10/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$21.00
Invoice		6/16/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$46.71
Invoice		6/16/2025		
Cash Payment	E 101-41400-433	Dues and Subscriptions	MEMBERSHIP KBLOCK	\$50.00
Invoice		6/5/2025		
Cash Payment	E 101-41120-210	Operating Supplies (GE	SUPPLIES	\$14.99
Invoice		6/16/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$47.32
Invoice		6/11/2025		
Cash Payment	E 101-45200-229	Safety Equipment & Trai	PPE	\$2,744.00
Invoice		6/6/2025		
Cash Payment	E 101-41320-433	Dues and Subscriptions	MEMBERSHIP M LOEHR	\$23.49
Invoice		6/16/2025		
Cash Payment	E 602-49480-216	Chemicals and Chem Pr	WW CHEMICALS	\$3,232.67
Invoice		6/11/2025		
Cash Payment	E 101-41000-210	Operating Supplies (GE	Refund	-\$34.05
Invoice		7/23/2025		
Transaction Date	7/30/2025	Citizens Alliance	10100	Total \$6,794.58

Fund Summary

	10100	Citizens Alliance
101 GENERAL FUND		\$3,262.75
602 SEWER FUND		\$3,232.67
603 WATERTOWN FIRE DEPARTMENT FUND		\$299.16
		<u>\$6,794.58</u>

Pre-Written Checks	\$6,794.58
Checks to be Generated by the Computer	\$0.00
Total	<u>\$6,794.58</u>

CITY OF WATERTOWN

02/03/26 1:32 PM

Page 1

Payments

Current Period: September 2025

Payments Batch 09-02-25_CREDIT CARD \$1,851.50

Refer	682	CARDMEMBER SERVICE	Ck# 002959E 9/2/2025	
Cash Payment	E 101-41000-210	Operating Supplies (GE	SUPPLIES	\$62.83
Invoice		7/23/2025		
Cash Payment	E 101-41000-491	Community Celebrations	PARADE CANDY	\$80.08
Invoice		7/21/2025		
Cash Payment	E 101-41000-210	Operating Supplies (GE	SUPPLIES	\$262.15
Invoice		7/21/2025		
Cash Payment	E 101-41000-210	Operating Supplies (GE	SUPPLIES	\$31.42
Invoice		7/23/2025		
Cash Payment	E 101-41000-433	Dues and Subscriptions	CANVA SUBSCRIPTION	\$300.00
Invoice		7/28/2025		
Cash Payment	E 101-41120-208	Training and Instruction	IIMC BLOCK, K	\$125.00
Invoice		7/31/2025		
Cash Payment	E 101-41000-210	Operating Supplies (GE	SUPPLIES	\$206.38
Invoice		7/10/2025		
Cash Payment	E 602-49490-322	Postage	POSTAGE WATER SAMPLE	\$14.05
Invoice		7/31/2025		
Cash Payment	E 606-49451-240	Small Tools and Minor E	SWEEPER HOSE	\$69.35
Invoice		7/16/2025		
Cash Payment	E 602-49490-201	Accessories (paper, pen	OFFICE SUPPLIES	\$17.86
Invoice		7/16/2025		
Cash Payment	E 101-43000-404	Repairs to Machinery/Eq	CHIPPER REPAIR - RDO EQUIPMENT	\$732.38
Invoice		7/10/2025		
Cash Payment	E 101-43000-229	Safety Equipment & Trai	MEMBER DISCOUNT - MNRWA	-\$50.00
Invoice		8/6/2025		
Transaction Date	9/2/2025	Citizens Alliance	10100	Total \$1,851.50

Fund Summary

	10100	Citizens Alliance	
101 GENERAL FUND			\$1,750.24
602 SEWER FUND			\$31.91
606 Storm Sewer Operating Fund			\$69.35
			<u>\$1,851.50</u>

Pre-Written Checks	\$1,851.50
Checks to be Generated by the Computer	\$0.00
Total	<u>\$1,851.50</u>

CITY OF WATERTOWN

02/04/26 1:13 PM

Page 1

Payments

Current Period: September 2025

Payments Batch 09-30-25 CREDIT CARD \$5,159.51

Refer	487 CARDMEMBER SERVICE	Ck# 002970E 9/30/2025	
Cash Payment	E 603-42270-208 Training and Instruction	FIRE MARSHAL CONF REG	\$195.00
Invoice	9/30/2025		
Cash Payment	E 603-42270-208 Training and Instruction	FIRE APPARATUS DRIVER TRAINING	\$95.75
Invoice	9/30/2025		
Cash Payment	E 603-42290-240 Small Tools and Minor E	TOOL SHIPPING	\$15.84
Invoice	9/30/2025		
Cash Payment	E 603-42290-240 Small Tools and Minor E	AC CHARGER	\$121.00
Invoice	9/30/2025		
Cash Payment	E 101-41000-210 Operating Supplies (GE	FACILITIES SUPPLIES	\$770.66
Invoice	9/30/2025		
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES	\$17.13
Invoice	9/30/2025		
Cash Payment	E 101-43000-229 Safety Equipment & Trai	MN RURAL WATER ASSOCIATION	\$175.00
Invoice	9/30/2025		
Cash Payment	E 101-43000-229 Safety Equipment & Trai	MN RURAL WATER ASSOCIATION	\$175.00
Invoice	9/30/2025		
Cash Payment	E 101-41940-401 Repairs to Buildings	CITY HALL DUMPSTER STRUCTURE	\$217.12
Invoice	9/30/2025		
Cash Payment	E 101-43000-208 Training and Instruction	TRAINING - VANLITH	\$45.00
Invoice	9/30/2025		
Cash Payment	E 101-45200-208 Training and Instruction	TRAINING - MYERS	\$45.00
Invoice	9/30/2025		
Cash Payment	E 101-43100-208 Training and Instruction	TRAINING - LOEHRS	\$45.00
Invoice	9/30/2025		
Cash Payment	E 101-43100-208 Training and Instruction	TRAINING - HOEN	\$60.00
Invoice	9/30/2025		
Cash Payment	E 101-45204-310 Other Professional Servi	MEMORY CARDS	\$107.36
Invoice	9/30/2025		
Cash Payment	E 101-45200-240 Small Tools and Minor E	COMPOST AREA CAMERAS	\$558.31
Invoice	9/30/2025		
Cash Payment	E 101-45200-310 Other Professional Servi	CAMERA SUBSCRIPTION	\$95.99
Invoice	9/30/2025		
Cash Payment	E 101-45200-310 Other Professional Servi	CAMERA SUBSCRIPTION	\$120.00
Invoice	9/30/2025		
Cash Payment	E 101-43000-208 Training and Instruction	TRAINING - HOEN	\$131.70
Invoice	9/30/2025		
Cash Payment	E 601-49401-221 Equipment Parts	FUSES FOR WELL #3	\$147.74
Invoice	9/30/2025		
Cash Payment	E 601-49440-229 Safety Equipment & Trai	FUSE PULLER	\$47.56
Invoice	9/30/2025		
Cash Payment	E 601-49420-404 Repairs to Machinery/Eq	REPLACEMENT CHEMICAL FEED PUMPS	\$945.57
Invoice	9/30/2025		
Cash Payment	E 602-49480-218 Lab Supplies	WW PLANT SUPPLIES	\$42.23
Invoice	9/30/2025		
Cash Payment	E 601-49440-322 Postage	POSTAGE	\$31.20
Invoice	9/30/2025		

CITY OF WATERTOWN

Payments

Current Period: September 2025

Cash Payment	E 602-49490-208	Training and Instruction	WW TRAINING - RASER		\$400.00
Invoice		9/30/2025			
Cash Payment	E 602-49490-208	Training and Instruction	EXAM FEE		\$55.00
Invoice		9/30/2025			
Cash Payment	E 602-49490-208	Training and Instruction	EXAM FEE		\$1.18
Invoice		9/30/2025			
Cash Payment	E 602-49490-438	Licenses & Permits	ANNUAL HAZARDOUS REPORT WATER		\$102.15
Invoice		9/30/2025			
Cash Payment	E 602-49490-438	Licenses & Permits	ANNUAL HAZARDOUS REPORT WASTEWATER		\$102.15
Invoice		9/30/2025			
Cash Payment	E 602-49480-210	Operating Supplies (GE	KEYS FOR TESCH		\$172.07
Invoice		9/30/2025			
Cash Payment	E 602-49480-240	Small Tools and Minor E	TOOLS		\$10.83
Invoice		9/30/2025			
Cash Payment	E 101-43000-433	Dues and Subscriptions	CAMERA SUBSCRIPTION		\$110.97
Invoice		9/30/2025			
Transaction Date	9/30/2025		Citizens Alliance	10100	Total \$5,159.51

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		\$2,674.24
601 WATER FUND		\$1,172.07
602 SEWER FUND		\$885.61
603 WATERTOWN FIRE DEPARTMENT FUND		\$427.59
		<u>\$5,159.51</u>

Pre-Written Checks	\$5,159.51
Checks to be Generated by the Computer	\$0.00
Total	\$5,159.51

CITY OF WATERTOWN

02/04/26 1:09 PM

Page 1

Payments

Current Period: October 2025

Payments Batch 10-30-25 CREDIT CARD				\$3,199.10
Refer	486	CARDMEMBER SERVICE	Ck# 002969E	10/30/2025
Cash Payment	E 101-41000-201	Accessories (paper, pen	ITEM RETURN	-\$25.57
Invoice		10/30/2025		
Cash Payment	E 603-42270-208	Training and Instruction	TRAINING	\$421.98
Invoice		10/30/2025		
Cash Payment	E 603-42260-201	Accessories (paper, pen	SUPPLIES	\$8.64
Invoice		10/30/2025		
Cash Payment	E 603-42270-343	Other Advertising	PUB ED ITEMS - HELMETS	\$769.35
Invoice		10/30/2025		
Cash Payment	E 101-41000-491	Community Celebrations	HALLOWEEN CANDY	\$150.93
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$18.41
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$34.63
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$59.02
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$43.44
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	OFFICE SUPPLIES	\$1.84
Invoice		10/30/2025		
Cash Payment	E 101-41000-570	Office Equip and Furnish	OFFICE REFRIGERATOR	\$654.99
Invoice		10/30/2025		
Cash Payment	E 101-41000-201	Accessories (paper, pen	EXTERNAL HARD DRIVE	\$146.30
Invoice		10/30/2025		
Cash Payment	E 601-49430-300	Professional Srvs (GEN	WATER SAMPLES	\$122.07
Invoice		10/30/2025		
Cash Payment	E 601-49440-208	Training and Instruction	RURAL WATER TRAINING	\$507.02
Invoice		10/30/2025		
Cash Payment	G 101-22800	Other Current Liabilities	PYSICK PERSONAL REFUND TO CITY	\$32.48
Invoice		10/30/2025		
Cash Payment	E 601-49430-221	Equipment Parts	PLUG/EXTENSION CORD ADAPTER	\$253.57
Invoice		10/30/2025		
Transaction Date	10/30/2025	Citizens Alliance	10100	Total \$3,199.10

Fund Summary

	10100	Citizens Alliance
101 GENERAL FUND		\$1,116.47
601 WATER FUND		\$882.66
603 WATERTOWN FIRE DEPARTMENT FUND		\$1,199.97
		<u>\$3,199.10</u>

Pre-Written Checks	\$3,199.10
Checks to be Generated by the Computer	\$0.00
Total	\$3,199.10

CITY OF WATERTOWN

02/03/26 1:51 PM

Page 1

Payments

Current Period: December 2025

Payments Batch 12-01-25 CREDIT CARD		\$2,367.34	
Refer	388 <u>CARDMEMBER SERVICE</u>	Ck# 002966E 2/2/2026	
Cash Payment	E 603-42290-417 Uniforms	CLOTHING	\$7.52
Invoice	12/1/2025		
Cash Payment	E 603-42270-208 Training and Instruction	AED SUPPLIES	\$2,221.00
Invoice	12/1/2025		
Cash Payment	E 603-42290-323 Radio Units	CHARGING CABLES	\$48.72
Invoice	12/1/2025		
Cash Payment	E 603-42290-240 Small Tools and Minor E	MEDICAL BAGS	\$819.70
Invoice	12/1/2025		
Cash Payment	E 603-42280-217 Other Operating Supplie	SUPPLIES	\$25.68
Invoice	12/1/2025		
Cash Payment	E 601-49440-322 Postage	POSTAGE	\$7.50
Invoice	12/1/2025		
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES	\$37.01
Invoice	12/1/2025		
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES	\$22.86
Invoice	12/1/2025		
Cash Payment	E 101-41000-570 Office Equip and Furnish	CITY HALL COUCHES	\$405.60
Invoice	12/1/2025		
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES	\$48.00
Invoice	12/1/2025		
Cash Payment	E 101-41000-433 Dues and Subscriptions	MN PAID LEAVE	\$510.75
Invoice	12/1/2025		
Cash Payment	E 602-49480-209 Other Office Supplies	LOCK BOX	\$32.44
Invoice	12/1/2025		
Cash Payment	E 601-49440-208 Training and Instruction	TRAINING	\$46.36
Invoice	12/1/2025		
Cash Payment	E 601-49430-240 Small Tools and Minor E	SUPPLIES	\$31.37
Invoice	12/1/2025		
Cash Payment	E 606-49451-240 Small Tools and Minor E	PARTS AND EQUIPMENT	\$281.19
Invoice	12/1/2025		
Cash Payment	E 606-49451-240 Small Tools and Minor E	PARTS AND EQUIPMENT	\$21.64
Invoice	12/1/2025		
Cash Payment	R 101-36200 Miscellaneous Revenues	STATEMENT CREDIT	-\$1,100.00
Invoice	12/1/2025		
Cash Payment	R 601-36200 Miscellaneous Revenues	STATEMENT CREDIT	-\$440.00
Invoice	12/1/2025		
Cash Payment	R 602-36200 Miscellaneous Revenues	STATEMENT CREDIT	-\$440.00
Invoice	12/1/2025		
Cash Payment	R 603-36200 Miscellaneous Revenues	STATEMENT CREDIT	-\$220.00
Invoice	12/1/2025		
Transaction Date	2/2/2026	Citizens Alliance 10100	Total \$2,367.34

Payments

Current Period: December 2025

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		(\$75.78)
601 WATER FUND		(\$354.77)
602 SEWER FUND		(\$407.56)
603 WATERTOWN FIRE DEPARTMENT FUND		\$2,902.62
606 Storm Sewer Operating Fund		\$302.83
		<hr/>
		\$2,367.34

Pre-Written Checks	\$2,367.34
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$2,367.34

CITY OF WATERTOWN

Payments

Current Period: December 2025

Payments Batch 12-30-25 CREDIT CARD				\$3,985.77
Refer	389	CARDMEMBER SERVICE	Ck# 002965E 2/2/2026	
Cash Payment	E 603-42290-240	Small Tools and Minor E	PARTS AND EQUIPMENT	\$805.00
Invoice		12/30/2025		
Cash Payment	E 603-42290-240	Small Tools and Minor E	PARTS AND EQUIPMENT	\$99.00
Invoice		12/30/2025		
Cash Payment	E 603-42290-240	Small Tools and Minor E	PARTS AND EQUIPMENT	\$409.66
Invoice		12/30/2025		
Cash Payment	E 101-41000-437	Other Miscellaneous	PROCLAMATION DISPLAY	\$29.25
Invoice		12/30/2025		
Cash Payment	E 101-41000-210	Operating Supplies (GE	INTERVIEW SUPPLIES	\$3.99
Invoice		12/30/2025		
Cash Payment	E 101-43127-240	Small Tools and Minor E	RETURN	-\$483.20
Invoice		12/30/2025		
Cash Payment	E 101-45200-210	Operating Supplies (GE	COMPOST SITE CAMERA	\$41.87
Invoice		12/30/2025		
Cash Payment	E 101-43127-240	Small Tools and Minor E	PARTS AND EQUIPMENT	\$590.44
Invoice		12/30/2025		
Cash Payment	E 601-49420-220	Maintenance Supply (GE	GENERATOR KEY	\$21.81
Invoice		12/30/2025		
Cash Payment	E 602-49490-433	Dues and Subscriptions	WW TEST - TESCH	\$55.00
Invoice		12/30/2025		
Cash Payment	E 602-49490-208	Training and Instruction	WW TEST FEE - TESCH	\$1.18
Invoice		12/30/2025		
Cash Payment	E 602-49490-208	Training and Instruction	WW TRAINING - TESCH	\$585.00
Invoice		12/30/2025		
Cash Payment	E 602-49490-208	Training and Instruction	WW TRAINING FEE - TESCH	\$12.58
Invoice		12/30/2025		
Cash Payment	E 601-49401-221	Equipment Parts	PARTS AND EQUIPMENT	\$607.00
Invoice		12/30/2025		
Cash Payment	E 601-49440-417	Uniforms	CLOTHING	\$300.45
Invoice		12/30/2025		
Cash Payment	E 101-43000-210	Operating Supplies (GE	SUPPLIES	\$397.01
Invoice		12/30/2025		
Cash Payment	E 101-43000-210	Operating Supplies (GE	SUPPLIES	\$248.58
Invoice		12/30/2025		
Cash Payment	E 101-43127-201	Accessories (paper, pen	OFFICE SUPPLIES	\$250.42
Invoice		12/30/2025		
Cash Payment	E 101-43127-240	Small Tools and Minor E	PARTS AND EQUIPMENT	\$10.73
Invoice		12/30/2025		
Transaction Date	2/2/2026	Citizens Alliance	10100	Total \$3,985.77

Payments

Current Period: December 2025

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		\$1,089.09
601 WATER FUND		\$929.26
602 SEWER FUND		\$653.76
603 WATERTOWN FIRE DEPARTMENT FUND		\$1,313.66
		<u>\$3,985.77</u>

Pre-Written Checks		\$3,985.77
Checks to be Generated by the Computer		\$0.00
Total		<u>\$3,985.77</u>

CITY OF WATERTOWN

02/04/26 11:53 AM

Page 1

Payments

Current Period: January 2026

Payments Batch 01-30-26 CREDIT CARD		\$7,680.26
Refer	390 <u>CARDMEMBER SERVICE</u>	<u>Ck# 002968E 1/30/2026</u>
Cash Payment	E 601-49440-229 Safety Equipment & Trai	CLOTHING - SCHROEDER \$294.99
Invoice	1/6/2026	
Cash Payment	E 404-42290-550 Motor Vehicles	SUPPLIES AND EQUIPMENT \$117.94
Invoice	1/6/2026	Project FC006
Cash Payment	E 101-41940-210 Operating Supplies (GE	AED REPLACEMENT PADS \$96.46
Invoice	1/6/2026	
Cash Payment	E 404-42290-550 Motor Vehicles	SUPPLIES AND EQUIPMENT \$195.05
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$49.81
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$22.37
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$279.81
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$56.34
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$18.97
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$21.66
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	OFFICE SUPPLIES \$24.63
Invoice	1/6/2026	
Cash Payment	E 101-41000-201 Accessories (paper, pen	BUILDING SUPPLIES \$22.27
Invoice	1/6/2026	
Cash Payment	E 101-41000-433 Dues and Subscriptions	ACROBAT SUBSCRIPTION-TOLSMA \$32.50
Invoice	1/6/2026	
Cash Payment	E 101-41000-354 Other Print/Binding	BUSINESS CARDS/HAULER TAGS \$103.54
Invoice	1/6/2026	
Cash Payment	E 101-41000-433 Dues and Subscriptions	ACROBAT SUBSCRIPTION-SOMMERFELD \$32.50
Invoice	1/6/2026	
Cash Payment	E 603-42290-438 Licenses & Permits	FLEET TABS \$27.58
Invoice	1/6/2026	
Cash Payment	E 101-43100-240 Small Tools and Minor E	ITEM RETURN -\$487.53
Invoice	1/6/2026	
Cash Payment	E 101-45200-403 Repairs Other Than Buil	HOCKEY NET REPLACEMENT \$83.28
Invoice	1/6/2026	
Cash Payment	E 101-43100-229 Safety Equipment & Trai	FLEET EQUIPMENT \$618.20
Invoice	1/6/2026	
Cash Payment	E 101-43000-433 Dues and Subscriptions	MONTHLY SUBSCRIPTION \$7.00
Invoice	1/6/2026	
Cash Payment	E 101-43000-417 Uniforms	WORK BOOTS - MYERS \$212.95
Invoice	1/6/2026	
Cash Payment	E 101-43100-240 Small Tools and Minor E	TOOLS \$488.03
Invoice	1/6/2026	
Cash Payment	E 101-43100-240 Small Tools and Minor E	TOOLS \$650.60
Invoice	1/6/2026	

Payments

Current Period: January 2026

Cash Payment	E 602-49480-580	Other Equipment	PALLET RACKING	\$2,107.42
Invoice		1/6/2026		
Cash Payment	E 601-49440-417	Uniforms	CLOTHING - PYSICK	\$150.00
Invoice		1/6/2026		
Cash Payment	E 601-49440-417	Uniforms	CLOTHING - RASER	\$250.00
Invoice		1/6/2026		
Cash Payment	E 602-49490-417	Uniforms	CLOTHING - PYSICK	\$135.48
Invoice		1/6/2026		
Cash Payment	E 601-49420-220	Maintenance Supply (GE	PAPER TOWELS	\$93.50
Invoice		1/6/2026		
Cash Payment	E 602-49490-229	Safety Equipment & Trai	WORK BOOTS - TESCH	\$289.99
Invoice		1/6/2026		
Cash Payment	E 601-49420-240	Small Tools and Minor E	TOOLS	\$800.00
Invoice		1/6/2026		
Cash Payment	E 602-49480-240	Small Tools and Minor E	TOOLS	\$226.19
Invoice		1/6/2026		
Cash Payment	E 602-49480-303	Engineering Fees	HOSE FITTINGS	\$40.18
Invoice		1/6/2026		
Cash Payment	E 601-49440-417	Uniforms	CLOTHING - TESCH	\$300.00
Invoice		1/6/2026		
Cash Payment	E 602-49490-229	Safety Equipment & Trai	WORK BOOTS - PYSICK	\$151.20
Invoice		1/6/2026		
Cash Payment	E 101-43125-216	Chemicals and Chem Pr	SUPPLIES	\$119.64
Invoice		1/6/2026		
Cash Payment	G 101-22800	Other Current Liabilities	VANLITH PERSONAL REFUNDED TO CITY	\$16.10
Invoice		1/6/2026		
Cash Payment	G 101-22800	Other Current Liabilities	VANLITH PERSONAL REFUNDED TO CITY	\$15.02
Invoice		1/6/2026		
Cash Payment	G 101-22800	Other Current Liabilities	VANLITH PERSONAL REFUNDED TO CITY	\$26.76
Invoice		1/6/2026		
Cash Payment	E 101-41000-201	Accessories (paper, pen	Office Supply Return	-\$10.17
Invoice		1/6/2026		
Transaction Date	1/30/2026		Citizens Alliance 10100	Total \$7,680.26

Fund Summary

	10100 Citizens Alliance	
101 GENERAL FUND		\$2,500.74
404 Fire Dept Capital Fund		\$312.99
601 WATER FUND		\$1,888.49
602 SEWER FUND		\$2,950.46
603 WATERTOWN FIRE DEPARTMENT FUND		\$27.58
		<u>\$7,680.26</u>

Pre-Written Checks	\$7,680.26
Checks to be Generated by the Computer	\$0.00
Total	<u>\$7,680.26</u>