

Reminder: 6:30 pm EDA annual meeting

AGENDA
SARTELL CITY COUNCIL
Monday, March 9, 2015
Sartell City Hall
7:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. OPEN FORUM/PUBLIC COMMENT *(up to 5 speakers allowed for up to 3 minutes each – no Council response or action is given to open forum comments other than possible referral to City staff or a City Board/Commission)*

4. SPECIAL PRESENTATIONS

- a. Todd Ackerman, Chris Dalhman and Shane Cuperus – volunteer Police Reserve Officers
- b. Oath of Office – Police Officer Jacob Walters
- c. Jodi Teich, Stearns County Engineer – County 2016 plans

5. APPROVAL OF CITY COUNCIL MINUTES

- a. February 17, 2015 – Special Joint Meeting
- b. February 23, 2015 – Special Meeting
- c. February 23, 2015 - Regular Meeting
- d. February 25, 2015 – Special Meeting

6. CONSENT AGENDA

- a. February Building Permit Activity Report – Acceptance
- b. February Inspections Activity Report – Acceptance
- c. February Technology Report – Acceptance
- d. Approval of voucher payments
- e. Approval of revised Area Cities Joint Resolution
- f. Approval of Resolution for ROW Property Acquisition
- g. Approval of budgeted utilities pickup
- h. Approval of Banking resolution
- i. Approval of bids on Mighty Ducks arena work
- j. Approval of Temporary Liquor License-St. Francis Xavier

7. PUBLIC HEARINGS

- a. Rezoning and Preliminary Plat – Arbor Trails
 - Resolution Approving Findings of Fact
 - Ordinance and Ordinance Summary Approving the Rezoning
 - Resolution Approving the Preliminary Plat
 - Resolution Approving the Final Plat and Development Agreement (Final Plat is not subject to the public hearing)

8. OLD BUSINESS

- a. 2015 Sealcoating Project
- b. Resolution Authorizing Plans and Specifications – Pinecone Road

9. NEW BUSINESS

10. DEPARTMENT REPORTS

a. Police Department

- Monthly Report

b. Fire Department

- Monthly Report

c. Public Works

- Monthly Report

d. City Engineer

- Monthly Report

e. Planning & Community Development Director

- Monthly Report

f. City Administrator

- Monthly Report

11. CITY COUNCIL UPDATES & MISCELLANEOUS BUSINESS

12. ADJOURN

**SPECIAL JOINT MEETING
SARTELL CITY COUNCIL & LESAUK TOWN BOARD
FEBRUARY 17, 2015**

Pursuant to due call and notice thereof, a special meeting was held on February 17, 2015 at the Sartell City Hall.

City Council Present:	Mayor Nicoll, Councilmembers Hennes, Peterson & Braig Lindstrom
City Council Absent:	Lynch
Town Board Present	Westerlund, Krehbiel and Heim
Town Board Absent:	None
Also Present:	Mary Degiovanni, City Administrator Marlyce Plante, Town Clerk Josh Bentley, Town Treasurer Bob Heim, Facilitator Glen Persen, Sartell Planning Commissioner

CALL TO ORDER

Mayor Nicoll called the meeting to order at 7:05 p.m.

AGENDA REVIEW AND APPROVAL

A motion was made by Krehbiel and seconded by Hennes to approve the agenda as presented. The motion carried unanimously.

FACILITATION

Bob Heim asked what issues the City and Town felt the facilitated sessions should address and he suggested two likely issues are Fire Services and Orderly Annexation. Another item mentioned was roads, and there was some discussion of combining roadway maintenance planning with figuring out how to have orderly rather than disorderly or "hopscotch" development as has occurred in the past.

Key areas of confusion in the Orderly Annexation Agreement are sections 6, 7, and 9, but also the overall definition or practice of "orderly" annexation was an area needing discussion. Consensus was to have separate meetings on the Orderly Annexation Agreement and the Fire Services Contract so we make progress on each one.

Staff and Heim were asked to work out future meeting date and to bring back further information on tax and other cost differences as well as clear maps of City/Town lines and growth boundaries. Also to bring specific ideas used by other cities/townships such as zones, tiers or other concepts from model agreements.

ADJOURN

A motion was made by Krehbiel and seconded by Hennes to adjourn the meeting at 8:53 PM.
The motion carried unanimously.

Minutes by:

Mary Degiovanni, City Administrator

SARTELL CITY COUNCIL MEETING

MINUTES OF FEBRUARY 23, 2015

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on February 23, 2015 at Sartell City Hall. The meeting commenced at 5:04 PM.

COUNCIL PRESENT: Mayor Nicoll, Council members Hennes, Peterson, Braig Lindstrom and Lynch

COUNCIL ABSENT: None

OTHERS PRESENT: Mary Degiovanni, City Administrator
Anita Rasmussen, Comm Dev Director/Asst. City Admin
Mike Nielson, City Engineer

AGENDA

A motion was made by Peterson and seconded by Lynch to adopt the agenda as presented. The motion carried unanimously.

FINANCIAL MANAGEMENT PLAN

The City Administrator went over the 2014 pre-audit financial highlights and lowlights and discussed how operational years impact the Financial Management Plan. The Council also overviewed other major factors that impact the projected tax rates in the Plan – tax base growth and changes in debt service needs have higher impacts than one time cuts.

The Council discussed capital priorities which will need to be incorporated into the Financial Management Plan but which also need to be measured as to cash flow and overall debt levels. Ehlers, the City's financial consultants, will review the identified priorities and advise the Council on pros and cons of taking on the various projects under consideration.

To assist the Council in trying to prioritize timing, an overview of Pinecone Road and other roadway projects, including MNDOT and County projects impacting Sartell, was reviewed. Items discussed included:

- Are there other possible strategies to reduce the traffic jam at the Pine Meadow/5th Street North intersection?
- Can we sell used traffic signals when we convert signalized intersections to roundabouts?
- Look at 15th to 35th as urban rather than rural section roadway, but this is probably higher priority than 7th to 15th section.
- Have we considered the Scout Drive roundabout as a priority even after 23rd Street South connection is made?

ADJOURNMENT

Upon motion made by Peterson and seconded by Hennes, the Mayor adjourned the meeting at 6:50 pm.

Minutes By:

Mary Degiovanni, City Administrator

Sarah Jane Nicoll, Mayor

February 23, 2015

**CITY COUNCIL MEETING
MINUTES OF FEBRUARY 23, 2015**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on February 23, 2015 in the Council Chambers of Sartell City Hall. Mayor Sarah Nicoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor Nicoll, Council members: Braig-Lindstrom, Hennes, Lynch, and Peterson
ABSENT: None
ALSO PRESENT: Mary Degiovanni, City Administrator
Anita Rasmussen, Community Development Director
Brad Borders, Public Works Director
Jim Hughes, Police Chief
Mike Nielson, Engineer
Judy Molitor, Recording Secretary

PLEDGE OF ALLEGIANCE

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

OPEN FORUM/PUBLIC COMMENT - None

SPECIAL PRESENTATIONS

Representatives of Xcel Energy were on hand to explain briefly the process and ballpark estimated costs of undergrounding utilities along Pinecone Road. They talked about service cabinets which would be placed along Pinecone Road in the absence of overhead power poles. This project can be completed in segments either separately or in conjunction with the Pinecone Road improvement project or whenever the Council would elect to do the project.

Consensus of the Council was not in favor of undergrounding utilities at this time.

APPROVAL OF CITY COUNCIL MINUTES

- a. February 9, 2015 Special Meeting
- b. February 9, 2015 Regular Meeting

A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments
- b. Approval of Resolution Supporting Bonding Request
- c. Acceptance of Committee resignation and approval of revised Annual Appointments Resolution
- d. Approval of Fund Transfers
- e. Approval of Joint Resolution among area cities
- f. Approval of Resolution Appointing Fire Officer
- g. Calling Public Hearing on Rezoning and Preliminary Plat
- h. Approval of Street Maintenance Worker Appointment
- i. Approval of Revised Resolution Authorizing TAP Grant Application
- j. Accept EDC Resignation and Approval of New Appointment
- ~~k. Approval of YMCA Agreement~~
- l. Approval of Mayor's Travel to Washington DC
- m. Acceptance of Donation

Council member Peterson requested consent agenda item "k" be removed for discussion.

A MOTION WAS MADE BY COUNCILMEMBER HENNES AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING CONSENT AGENDA ITEMS A – M, WITH THE REMOVAL OF ITEM K. THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "k"

- a. Approval of YMCA Agreement

Council member Peterson wanted to verify that the City was still within the budget for contracting the YMCA for 2015 services and Degiovanni confirmed that we were. Council member Braig-Lindstrom talked about the new rules being posted at the pools and the possibility of limiting the users if the rules are too strict. Mary will verify the rules for the 2015 season.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING CONSENT AGENDA ITEM "K". THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

- a. Selection of Architect for Community Center project

A MOTION WAS MADE BY COUNCIL MEMBER HENNES SELECTING HMA ARCHITECTS FOR THE COMMUNITY CENTER PROJECT. THE MOTION WAS SECONDED BY MEMBER BRAIG-LINDSTROM. THE MOTION CARRIED UNANIMOUSLY.

- b. Pinecone Road Improvements

Anita Rasmussen, Community Development Director, presented a power point presentation covering some of the upcoming projects for 2015 and projected County and City projects possibly into 2017 and beyond. Rasmussen gave a brief update of the Pinecone Road improvements needed from 2nd Street

February 23, 2015

South to just south of 7th Street. She also talked about rationale for recommended roundabouts at Scout Drive, Heritage Drive and 2nd Street South. Budget impacts, phasing benefits and coordinating with other projects using sales tax revenues will be presented for Council consideration prior to any bids being awarded.

Mike Nielson, City Engineer, discussed roundabout locations, traffic numbers, current and future level of service for intersections with roundabouts or signal lights. As part of the project, some trails may be resurfaced. Plans for detouring traffic during this construction time was highlighted.

After discussion, majority of the Council supported moving forward with a phase 1 project on Pinecone Road from 2nd Street South to just south of 7th Street North and roundabouts at 2nd Street South, Heritage Drive and Scout Drive.

NEW BUSINESS - None

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council members gave updates on various meetings and community events.

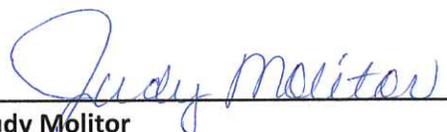
Council member Braig-Lindstrom asked for Metro Transit Commission meetings be added to the Council calendar.

Mayor Nicoll thanked the Council for the opportunity to go to Washington DC.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 8:05 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor
Recording Secretary

Sarah Jane Nicoll
Mayor

SARTELL CITY COUNCIL MEETING

MINUTES OF FEBRUARY 25, 2015

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on February 25, 2015 at Sartell City Hall. The meeting commenced at 5:30 PM.

COUNCIL PRESENT: Mayor Nicoll, Council members Hennes, Peterson, and Lynch
COUNCIL ABSENT: Braig Lindstrom
OTHERS PRESENT: Mary Degiovanni, City Administrator
Anita Rasmussen, Comm Dev Director/Asst. City Admin
Murray Mack, Project Architect
Lyle Mathiasen, Project Operations Consultant

AGENDA

A motion was made by Lynch and seconded by Peterson to adopt the agenda as presented. The motion carried unanimously.

CONSTRUCTION MANAGEMENT INTERVIEWS

The Council conducted consecutive interviews with representatives from Boser Construction, RA Morton, Strack Construction, W. Gohman Construction, and Winkelman Building Corporation. Each firm presented their qualifications for the project and responded to questions from the Council.

Upon completion of all five interviews, the Council discussed which firm would be best suited to the community center project. Council members agreed we are fortunate to have many high quality construction firms in Central MN, and so the decision was not easy. A motion was made by Hennes and seconded by Lynch to select Strack as the project Construction Manager. The motion carried with Lynch, Hennes and Nicoll in favor and Peterson against.

ADJOURNMENT

Upon motion made by Peterson and seconded by Hennes, the Mayor adjourned the meeting at 8:00 pm.

Minutes By:

Mary Degiovanni, City Administrator

Sarah Jane Nicoll, Mayor

City of Sartell
Construction Activity Report February 2015

TOTALS:	Feb-11	Feb-12	Feb-13	Feb-14	Feb-15
Single Family Permits	2	1	0	3	1
Single Family Permits YTD	4	1	0	3	3
Single Family Valuation	\$230,000.00	\$140,000.00	\$0.00	\$940,800.00	\$277,000.00
Single Family Valuation YTD	\$802,500.00	\$140,000.00	\$0.00	\$940,800.00	\$687,000.00
Residential Remodel Permits	8	27	13	10	10
Residential Remodel Permits YTD	18	44	32	19	14
Residential Remodel Valuation	\$53,000.00	\$50,000.00	\$46,200.00	\$34,900.00	\$52,000.00
Residential Remodel Valuation YTD	\$111,000.00	\$110,000.00	\$156,500.00	\$147,400.00	\$161,500.00
Commercial Permits	7	2	1	1	1
Commercial Permits YTD	11	6	7	5	1
Commercial Valuation	\$1,008,500.00	\$47,600.00	\$10,496.00	\$45,000.00	\$18,500.00
Commercial Valuation YTD	\$1,500,500.00	\$511,100.00	\$985,945.00	\$59,500.00	\$18,500.00
Multi Family Permits	0	1	0	0	0
Multi Family Permits YTD	0	4	0	0	0
Number of Units	0	0	0	0	0
Number of Units YTD	0	38	0	0	0
Multi Family Valuation	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00
Multi Family Valuation YTD	\$0.00	\$4,099,133.00	\$0.00	\$0.00	\$0.00
Plumbing Permits	18	20	28	23	21
Plumbing Permits YTD	39	38	41	34	39
Plumbing Valuation	0	0	0	\$11,543.00	\$200.00
Plumbing Valuation YTD	0	0	0	\$16,543.00	\$4,000.00
Mechanical Permits	12	11	28	9	14
Mechanical Permits YTD	37	25	49	28	26
Mechanical Valuation	0	0	0	\$3,889.00	\$9,000.00
Mechanical Valuation YTD	0	0	0	\$253,889.00	\$24,400.00
Fire Alarm Permits	2	1	0	0	0
Fire Alarm Permits YTD	3	4	1	0	2
Fire Alarm Valuation	\$4,178.00	\$2,900.00	\$0.00	\$0.00	\$0.00
Fire Alarm Valuation YTD	\$4,678.00	\$37,934.50	\$14,121.00	\$0.00	\$1,900.00
Sprinkler System Permits	0	3	0	0	2
Sprinkler System Permits YTD	2	5	1	0	3
Sprinkler System Valuation	\$0.00	\$33,950.00	\$0.00	\$0.00	\$22,430.00
Sprinkler System Valuation YTD	\$35,683.00	\$40,600.00	\$11,271.42	\$0.00	\$26,330.00
Total Combined Permits	49	66	70	46	49
Total Combined Permits YTD	114	127	131	89	88
Combined Permit Valuation	\$1,295,678.00	\$314,450.00	\$56,696.00	\$1,036,132.00	\$379,130.00
Combined Permit Valuation YTD	\$2,454,361.00	\$4,938,767.50	\$1,167,837.42	\$1,418,132.00	\$923,630.00

City of Sartell
 Building Department
 Inspection Activity
 February 2015

Building Inspections		# of Inspections	YTD Inspections	LYTD
	Residential	103	215	155
	Commercial	13	47	12
	Multifamily	0	2	38
	Total	116	264	205
Fire Inspections		# of Inspections	YTD Inspections	LYTD
	Business (65)	9	10	14
	Church (3)	0	0	4
	Education (7)	2	2	1
	Factory (1)	0	0	0
	Institution (1)	0	0	0
	Medical (22)	5	5	9
	Multifamily (21)	0	0	2
	Restaurant (8)	1	1	2
	Retail (19)	1	1	0
	Daycare/Foster	0	2	2
	Total (147)	18	21	34
Rental Inspections		# of Inspections	YTD	LYTD
	SFD	3	34	42
	Multifamily	0	11	23
	Total	3	45	65
Zoning Inspection		# of Inspections	YTD	LYTD
	Shed	0	0	1
	Fence	0	0	0
	Lawn Irrigation	0	0	0
	Curb Cut	0	0	0
	Pool	0	0	0
	Decks	0	0	0
	Parking Pad	0	0	0
	Land Disturbance	0	0	0
	Total	0	0	0
Fire Response		Responses	YTD	LYTD
	Fire	1	1	7
	Emer. Response	0	0	0
	CO	0	0	0
	Gas Leak	0	1	0
	Alarm	1	1	0
	Other	1	0	1
	Total	3	3	8
Fire Department		Responses	YTD	LYTD
	Truck Check	1	1	1
	Mtg.	1	1	4
	Fire Flows	0	0	0
	Other	3	6	4
	Total	5	8	9
Emer. Mgmt.				LYTD
		0	0	0
Complaints				LYTD
		0	0	0
Hazardous and/or sub standard buildings				LYTD
		1	1	1
Meetings				LYTD
				0

I.T. Department Monthly Update

Submitted by Rebecca Wicklund

February 2015

I.T. and Technology

- Police:** Worked on installing printer on new laptop, worked on printing issues with laptop, made recommendation to Chief on state of that laptop, set up e-mail on mobile device for new police officer.
- City Hall:** Installed new scanners at Butch, Judy and Nate's offices, installed Laserfiche web portal and audit trail. Worked with Charter on internet problems. Fixed credit card reader at front station.
- General:** Hosted conference call with Cari and SeeClickFix on ways to increase viewership on SeeClickFix. Modified website to point all issues to SeeClickFix for review by residents. Made brochures to hand out at Community Showcase.
- Worked with Damarco Corp. They will be hosting the web space and program that we will be using to view all Safety Data Sheets for each department. All employees will have access to Safety Data Sheets that will be constantly updated by Damarco. This program is OSHA approved and will require less time by employees on making sure that all Safety Data Sheets are up to date.

SeeClickFix

As you can see by the SeeClickFix report, things have been kind of slow this month. We have updated the web links on our website so when a resident wants to report an issue, they are automatically redirected to the SeeClickFix portal for our city. We are also working with City staff to remind them to use SeeClickFix as a tracking software.

Laserfiche

As you may know we've been working with Laserfiche for over a year and we've spent that time scanning paper files into the system for records retention. This month I spent installing and implementing a few other Laserfiche portals that we had originally purchased with our Laserfiche package.

We now have web access to our Laserfiche accounts. This can be used on any computer on our network that doesn't have Laserfiche installed. The other module we have in place is the Audit Trail. This will allow us to audit and track the changes in files inside Laserfiche. This will be needed for records retention documentation if we were to have to prove record dating in legal situations.



Sartell, MN

Between Feb 01, 2015 and Feb 28, 2015

5 issues were opened

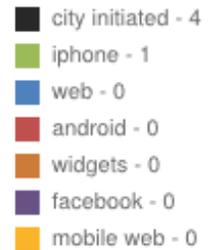
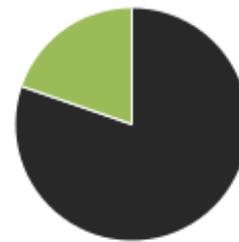
3 issues were acknowledged

5 issues were closed

The average time to acknowledge was 8.5 days.

The average time to close was 37.8 days.

Issues by Source



SERVICE REQUEST	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Street Light Out	3	3	1	8.5	53.2
Garbage Issues	1	0	1	0.0	0.1
Street Light Stuck On	0	0	2	0.0	50.9
Fire Hydrant Issue	1	0	0	0.0	0.0
Other	0	0	1	0.0	33.7
Abandoned Items	0	0	0	0.0	0.0
Broken Glass	0	0	0	0.0	0.0
Building without a Permit	0	0	0	0.0	0.0
Burning/Fire Pit Issue	0	0	0	0.0	0.0
Construction Issues	0	0	0	0.0	0.0
Dead Animal Collection	0	0	0	0.0	0.0
Fallen Tree	0	0	0	0.0	0.0
Graffiti	0	0	0	0.0	0.0
High Grass/Weeds	0	0	0	0.0	0.0
Icy Road Condition	0	0	0	0.0	0.0
Illegal Signs	0	0	0	0.0	0.0
Low Water Pressure	0	0	0	0.0	0.0
Missing Street Sign	0	0	0	0.0	0.0
Noise Issues	0	0	0	0.0	0.0
Park Issue/Maintenance	0	0	0	0.0	0.0

Parking Issue	0	0	0	0.0	0.0
Pothole	0	0	0	0.0	0.0
Public Safety Concern	0	0	0	0.0	0.0
Rental Property Issues	0	0	0	0.0	0.0
Request Street Lights	0	0	0	0.0	0.0
Request Street Signs	0	0	0	0.0	0.0
Sewer/Water Backup	0	0	0	0.0	0.0
Sidewalk/Bike Path Issue	0	0	0	0.0	0.0
Snow Plow Issue	0	0	0	0.0	0.0
Special Request	0	0	0	0.0	0.0
Street Cleaning Request	0	0	0	0.0	0.0
Street Repair	0	0	0	0.0	0.0
Traffic Signal Issue	0	0	0	0.0	0.0
Unoperable Vehicles on Private Property	0	0	0	0.0	0.0
Zoning Issues	0	0	0	0.0	0.0

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City boundary	5	3	5	8.5	37.8

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name AMERICAN PAYMENT CENTERS					
	0315ADM01	15-10051		\$75.00	BOX SERVICE
	0315ADM01	15-10051		\$75.00	BOX SERVICE
Search Name AMERICAN PAYMENT CENTERS				\$150.00	
Search Name AMERIPRIDE LINEN/APPAREL SERV					
	0315PW01	2200618756		\$41.70	TOWELS,MOPS,MATS-PLANTS
	0315PW01	2200618757		\$46.94	TOWELS,MOPS,MATS-PLANTS
	0315PW01	2200618759		\$42.27	TOWELS,MOPS,MATS-PLANTS
	0315PW01	2200618799		\$18.68	MATS,TOWELS,MOPS-MAINT
	0315PW01	2200618799		\$10.86	UNIFORMS
	0315PW01	2200618799		\$22.84	UNIFORMS
	0315PW01	2200618799		\$5.35	UNIFORMS
	0315PW01	2200618799		\$29.74	UNIFORMS
	0315PW01	2200621309		\$50.81	MATS,TOWELS-MAINT
	0315PW01	2200621353		\$39.70	TOWELS,MATS,MOPS-MAINT
	0315PW01	2200621353		\$5.35	UNIFORMS
	0315PW01	2200621353		\$29.74	UNIFORMS
	0315PW01	2200621353		\$22.84	UNIFORMS
	0315PW01	2200621353		\$10.86	UNIFORMS
	0315ADM01	2200621368		\$39.21	TOWELS,MATS-HALL
Search Name AMERIPRIDE LINEN/APPAREL SERV				\$416.89	
Search Name AT&T MOBILITY					
	0315PW01	287256356792X0		\$30.00	IPAD SERV
	0315PW01	287256356792X0		\$98.32	IPAD SERV
	0315PW01	287256356792X0		\$11.39	PHONE SERV
Search Name AT&T MOBILITY				\$139.71	
Search Name BEHRENBRINKER, STEPHEN C					
	0315ADM01	03-2015		\$3,423.75	ASSESSING SERV-MAR
Search Name BEHRENBRINKER, STEPHEN C				\$3,423.75	
Search Name BENTON TROPHY & AWARDS INC					
	0315FD01	147955		\$19.14	NAME TAGS-FD
	0315PD01	148034		\$62.93	SERVICE PLAQUES-RESERVES
Search Name BENTON TROPHY & AWARDS INC				\$82.07	
Search Name BOUND TREE MEDICAL LLC					
	0315FD01	81704766		\$138.31	MEDICAL SUPPLIES-FD
	0315FD01	81707326		\$34.58	MEDICAL SUPPLIES-FD
Search Name BOUND TREE MEDICAL LLC				\$172.89	
Search Name CENTRAL APPLIANCE RECYCLERS					
	0315PW01	T1516		\$91.50	EQUIP RECYCLING
Search Name CENTRAL APPLIANCE RECYCLERS				\$91.50	
Search Name CENTRAL HYDRAULICS INC					
	0315PW01	0065928		\$48.28	REPAIRS-PLOW
Search Name CENTRAL HYDRAULICS INC				\$48.28	
Search Name CENTRAL MCGOWAN, INC.					
	0315PW01	00036898		\$16.80	CYLINDER RENTAL
Search Name CENTRAL MCGOWAN, INC.				\$16.80	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name CENTRAL MN HOUSING PARTNERSHIP					
		0315ADM01	7	\$7,000.00	SMALL CITIES DEVELOP GRANT
Search Name CENTRAL MN HOUSING PARTNERSHIP					
				\$7,000.00	
Search Name CHARTER COMMUNICATIONS					
066716	2/25/2015	0215PPD03	835230105015776	\$83.53	INTERNET/TV SERV-FD
066716	2/25/2015	0215PPD03	835230105018283	\$81.68	INTERNET SERV-HALL
066716	2/25/2015	0215PPD03	835230105018589	\$59.99	INTERNET SERV-PLANTS
066716	2/25/2015	0215PPD03	835230105019398	\$67.67	INTERNET/TV SERV-MAINT
066716	2/25/2015	0215PPD03	835230105019617	\$69.99	INTERNET SERV-PLANTS
Search Name CHARTER COMMUNICATIONS					
				\$362.86	
Search Name CHRISTENSEN, KYLE					
		0315ADM01	1	\$301.88	MILEAGE-MISC TRNGS
Search Name CHRISTENSEN, KYLE					
				\$301.88	
Search Name CLIMATE AIR INC					
		0315PW01	33941	\$522.59	REPAIRS-PLANT
		0315ADM01	33980	\$522.00	REPAIRS-HALL
Search Name CLIMATE AIR INC					
				\$1,044.59	
Search Name COLONIAL LIFE					
		0315ADM01	3506136-0301695	\$89.10	PAYROLL DEDUCTIONS-FEB
		0315ADM01	3506136-0301695	\$53.00	PAYROLL DEDUCTIONS-FEB
Search Name COLONIAL LIFE					
				\$142.10	
Search Name COMDATA(COBORNS-PD)					
		0315PD01	1914372032	\$12.58	PD TRNG EXPENSES
		0315PD01	20224492032	\$14.77	1ST RESPONDER TRNG EXP
Search Name COMDATA(COBORNS-PD)					
				\$27.35	
Search Name CONNEXUS ENERGY					
		0315PW01	712517-296959	\$3,586.25	STREET LIGHTS
Search Name CONNEXUS ENERGY					
				\$3,586.25	
Search Name DESIGN ELECTRIC INC					
		0315FD01	20771	\$88.52	REPAIRS-FD
		0315PW01	20883	\$120.04	REPAIRS-TOWER
Search Name DESIGN ELECTRIC INC					
				\$208.56	
Search Name EFTPS VOICE RESPONSE SYSTEM					
002480E	3/2/2015	0315PPD01	02-27-2015	\$10,145.02	02/27 FED TAX W/HELD
002480E	3/2/2015	0315PPD01	02-27-2015	\$3,506.51	02/27 EMPLOYEE FICA
002480E	3/2/2015	0315PPD01	02-27-2015	\$3,506.51	02/27 EMPLOYER FICA
002481E	3/2/2015	0315PPD01	02-27-2015	\$159.28	02/27 EMPLOYER MEDICARE
002480E	3/2/2015	0315PPD01	02-27-2015	\$1,379.05	02/27 EMPLOYER MEDICARE
002481E	3/2/2015	0315PPD01	02-27-2015	\$331.79	02/27 FED TAX W/HELD
002481E	3/2/2015	0315PPD01	02-27-2015	\$561.68	02/27 EMPLOYEE FICA
002481E	3/2/2015	0315PPD01	02-27-2015	\$561.68	02/27 EMPLOYER FICA
002481E	3/2/2015	0315PPD01	02-27-2015	\$159.28	02/27 EMPLOYEE MEDICARE
002480E	3/2/2015	0315PPD01	02-27-2015	\$1,379.05	02/27 EMPLOYEE MEDICARE
Search Name EFTPS VOICE RESPONSE SYSTEM					
				\$21,689.85	
Search Name EMERGENCY RESPONSE SOLUTIONS					
		0315FD01	3517	\$83.12	TURN OUT GEAR-FD

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0315FD01	3593	\$265.86	TURN OUT GEAR-FD
Search Name EMERGENCY RESPONSE SOLUTIONS				\$348.98	
Search Name EVOQUA WATER TECHNOLOGIES LLC					
		0315PW01	902058771	\$9,172.52	BIOXIDE
Search Name EVOQUA WATER TECHNOLOGIES LLC				\$9,172.52	
Search Name FERGUSON WATERWORKS #2516					
		0315PW01	WL000321	\$361.52	1" METER
Search Name FERGUSON WATERWORKS #2516				\$361.52	
Search Name FIRST LAB					
		0315PW01	FL00112807	\$250.00	ANNUAL FEES
Search Name FIRST LAB				\$250.00	
Search Name FLAGSHIP RECREATION LLC					
		0315PW01	F3577	\$4,417.50	3 BENCHES,3TRASH CANS
		0315PW01	F3577	\$1,472.50	BENCH, TRASH CAN
Search Name FLAGSHIP RECREATION LLC				\$5,890.00	
Search Name GATR OF SAUK RAPIDS					
		0315PW01	01P113599	\$33.49	REPAIRS-PATCHER
		0315PW01	01P113923	\$31.98	REPAIRS-DUMP TRUCK
		0315PW01	01P114206	\$36.95	REPAIRS-PATCHER
		0315PW01	01P114565	\$24.88	REPAIRS-PATCHER
Search Name GATR OF SAUK RAPIDS				\$127.30	
Search Name GLOCK PROFESSIONAL INC					
		0315PD01	1	\$250.00	REGIS GLOCK ARMEROR-#7918 ROODA
		0315PD01	2	\$250.00	REGIS GLOCK ARMEROR-#7916 COOPER
Search Name GLOCK PROFESSIONAL INC				\$500.00	
Search Name GOPHER STATE ONE-CALL INC					
		0315PW01	132838	\$69.60	LOCATES-FEB
Search Name GOPHER STATE ONE-CALL INC				\$69.60	
Search Name GRANITE ELECTRONICS INC					
		0315FD01	456836	\$3,465.00	CHARGERS-FD
Search Name GRANITE ELECTRONICS INC				\$3,465.00	
Search Name HENKEMEYER LANDFILL INC					
		0315FD01	85729	\$18.00	FD WARM STORAGE-REFUSE
Search Name HENKEMEYER LANDFILL INC				\$18.00	
Search Name HUB ON 15					
		0315ADM01	1	\$1,500.00	NEIGHBORHOOD GRANT MATCH
Search Name HUB ON 15				\$1,500.00	
Search Name ING INSTITUTIONAL PLAN SERV LL					
	002474E	2/27/2015	0215PPD03 02-27-2015	\$2,502.28	02/27 PAYROLL DEDUCTION
	002473E	2/27/2015	0215PPD03 02-27-2015	\$184.62	EMPLOYER CONTR TO PENSION-ADMIN
	002473E	2/27/2015	0215PPD03 02-27-2015	\$2,145.33	02/27 PAYROLL DEDUCTION
Search Name ING INSTITUTIONAL PLAN SERV LL				\$4,832.23	
Search Name INTEGRA TELECOM					
		0315ADM01	12772216	\$101.10	PHONE SERVICE
		0315ADM01	12772216	\$330.78	PHONE SERVICE

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0315ADM01	12772216	\$101.10	PHONE SERVICE
		0315ADM01	12772216	\$67.38	PHONE SERVICE
		0315ADM01	12772216	\$33.70	PHONE SERVICE
		0315ADM01	12772216	\$33.70	PHONE SERVICE
		0315ADM01	12772216	\$188.06	PHONE SERVICE
		0315ADM01	12772216	\$188.06	PHONE SERVICE
		0315ADM01	12772216	\$203.03	PHONE SERVICE
		0315ADM01	12772216	\$9.38	PHONE SERVICE
		0315ADM01	12772216	\$33.70	PHONE SERVICE
		0315ADM01	12772216	\$188.06	PHONE SERVICE
		0315ADM01	12772216	\$9.39	PHONE SERVICE
		0315ADM01	12772216	\$56.43	PHONE SERVICE
		0315ADM01	12772216	\$75.24	PHONE SERVICE
		0315ADM01	12772216	\$37.62	PHONE SERVICE
Search Name INTEGRA TELECOM				\$1,656.73	
Search Name INTELECONNECT INC					
		0315PW01	1900	\$17.00	WIRELESS MANAGEMENT
		0315PW01	1900	\$17.00	WIRELESS MANAGEMENT
		0315PD01	1900	\$17.00	WIRELESS MANAGEMENT
Search Name INTELECONNECT INC				\$51.00	
Search Name INTERSTATE ALL BATTERY CTR					
		0315PD01	1922301001797	\$32.00	BATTERIES-PD
		0315PD01	1922302000242	\$43.00	BATTERY-PD
Search Name INTERSTATE ALL BATTERY CTR				\$75.00	
Search Name KEEPRS INC					
		0315PD01	262659-01	\$681.99	FLASHLIGHTS-PD
		0315PD01	267453-02	\$1,395.97	UNIFORMS-NEW HIRE
		0315PD01	267868	\$106.34	UNIFORMS-RESERVES
		0315PD01	268281	\$421.56	EQUIP-NEW SQUAD
		0315PD01	269966	\$248.75	UNIFORMS-LUEHMANN
Search Name KEEPRS INC				\$2,854.61	
Search Name KERN DEWENTER VIERE					
		0315ADM01	217717	\$15,000.00	INTERIM BILLING-AUDIT
Search Name KERN DEWENTER VIERE				\$15,000.00	
Search Name KRIS ENGINEERING INC					
		0315PW01	24970	\$3,847.53	REPAIRS-PLOWS
Search Name KRIS ENGINEERING INC				\$3,847.53	
Search Name LAWSON PRODUCTS INC					
		0315PW01	9303093928	\$281.63	REPAIRS-PLOWS
Search Name LAWSON PRODUCTS INC				\$281.63	
Search Name LEAGUE OF MN CITIES					
		0315ADM01	213469	\$119.00	TRAINING-RASMUSSEN
		0315ADM01	214146	\$20.00	TRAINING-KELLER
		0315PW01	214715	\$40.00	SAFETY/LOSS CONTROL WORKSHOP
		0315PW01	214715	\$20.00	SAFETY/LOSS CONTROL WORKSHOP
		0315PW01	214751	\$40.00	SAFETY/LOSS CONTROL WORKSHOP
Search Name LEAGUE OF MN CITIES				\$239.00	
Search Name LEGGETTE BRASHERS & GRAHAM INC					

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0315PW01	201502218	\$5,581.70	DEZURIK LANDFILL-LAGOON#3
		0315PW01	201502219	\$2,878.95	ANNUAL G-W MONITORING
Search Name LEGGETTE BRASHERS & GRAHAM INC				\$8,460.65	
Search Name LITTLE FALLS MACHINE INC.					
		0315PW01	00055923	\$1,824.53	REPAIRS-PLOWS
Search Name LITTLE FALLS MACHINE INC.				\$1,824.53	
Search Name MARNANTELI S					
066625	2/23/2015	0215PPD03	8	\$42.00	WORKSHOP MEALS
Search Name MARNANTELI S				\$42.00	
Search Name MATHEW HALL LUMBER COMPANY					
		0315PW01	284084	\$12.30	REPAIRS-BENCHES
		0315PW01	284176	\$335.09	LUMBER-PICNIC TABLES
		0315PW01	284222	\$507.50	LUMBER-PICNIC TABLES
		0315PW01	285170	\$75.47	STREET PAINTING-TEMPLATES
		0315PW01	285269	\$45.90	STREET PAINTING-TEMPLATES
Search Name MATHEW HALL LUMBER COMPANY				\$976.26	
Search Name MIDSTATE INSPECTION SERV INC					
		0315ADM01	02-2015	\$680.00	BLDG INSPECTIONS-FEB
Search Name MIDSTATE INSPECTION SERV INC				\$680.00	
Search Name MIKE S REPAIR, INC.					
		0315PW01	47356	\$91.50	REPAIRS-WW VEHICLE
Search Name MIKE S REPAIR, INC.				\$91.50	
Search Name MINNEAPOLIS, CITY OF					
		0315PD01	400413005791	\$204.00	APS ANNUAL ACCESS FEE
Search Name MINNEAPOLIS, CITY OF				\$204.00	
Search Name MN CHIEFS OF POLICE ASSN					
066712	2/24/2015	0215PPD03	ETI	\$810.00	REGISTRATION-ETI 7909,7901
Search Name MN CHIEFS OF POLICE ASSN				\$810.00	
Search Name MN DEPT OF REVENUE					
002471E	2/27/2015	0215PPD03	02-27-2015	\$218.40	02/27 STATE TAX W/HELD
002470E	2/27/2015	0215PPD03	02-27-2015	\$130.00	02/27 WAGE LEVY
002472E	2/27/2015	0215PPD03	02-27-2015	\$4,170.60	02/27 STATE TAX W/HELD
Search Name MN DEPT OF REVENUE				\$4,519.00	
Search Name MN HOME IMPROVEMENTS INC					
		0315ADM01	7	\$11,432.00	SMALL CITIES DEVELOP GRANT
Search Name MN HOME IMPROVEMENTS INC				\$11,432.00	
Search Name MN NCPERS GRP LIFE INS-752400					
		0315ADM01	7524315	\$80.00	PAYROLL DEDUCTIONS-FEB
Search Name MN NCPERS GRP LIFE INS-752400				\$80.00	
Search Name MOTOROLA INC.					
		0315PD01	13051081	\$2,474.30	RADIO-SQUAD EQUIP
Search Name MOTOROLA INC.				\$2,474.30	
Search Name MUSTANG SIGNS & GRAPHICS					
		0315PW01	15841	\$300.00	STREET SIGNS
		0315FD01	15841	\$12.50	NAME PLATE-FD

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name MUSTANG SIGNS & GRAPHICS				\$312.50	
Search Name MVTL LABORATORIES INC					
		0315PW01	742787	\$268.75	TESTING
		0315PW01	744066	\$188.75	TESTING
Search Name MVTL LABORATORIES INC				\$457.50	
Search Name NEMETH, DARREL INC					
		0315ADM01	02-2015	\$1,713.60	ELEC INSPECTIONS-FEB
Search Name NEMETH, DARREL INC				\$1,713.60	
Search Name O REILLY AUTO PARTS					
		0315PD01	1572-422128	-\$98.07	REPAIRS-SQUAD
		0315PW01	1572-428646	\$85.09	REPAIRS-WW VEHICLE
		0315PW01	1572-428841	\$2.99	REPAIRS-PLANT
		0315PW01	1572-429345	\$3.19	REPAIRS-PLANT
		0315PW01	1572-430014	\$129.92	REPAIRS-WW VEHICLE
		0315PW01	1572-430022	\$209.99	REPAIRS-WW VEHICLE
		0315PW01	1572-430140	\$15.98	SUPPLIES-SHOP
		0315PW01	1572-430514	\$24.99	REPAIRS-PLOWS
		0315PW01	1572-430515	\$60.38	REPAIRS-WW VEHICLE
		0315PD01	1572-430625	\$311.08	REPAIRS-SQUAD
		0315PW01	1572-430709	\$118.41	REPAIRS-WTR VEHICLE
		0315PW01	1572-430806	\$22.98	REPAIRS-SPRAYER
		0315PW01	1572-431228	\$66.46	REPAIRS-PLOWS
Search Name O REILLY AUTO PARTS				\$953.39	
Search Name OLIVER, ROGER					
		0315ADM01	324 7TH AVE S	\$212.42	REIMB-UTIL OVERPAY
Search Name OLIVER, ROGER				\$212.42	
Search Name OXYGEN SERVICE COMPANY					
		0315FD01	03298271	\$53.60	CYLINDER RENTAL
		0315PW01	07855665	\$21.89	SUPPLIES-SHOP
		0315PD01	07855665	\$20.20	MEDICAL OXYGEN
		0315PW01	07856929	\$16.10	SUPPLIES-SHOP
		0315PD01	07856929	\$20.20	MEDICAL OXYGEN
		0315PW01	07858911	\$154.57	SUPPLIES-SHOP
		0315PD01	07859460	\$20.20	MEDICAL OXYGEN
Search Name OXYGEN SERVICE COMPANY				\$306.76	
Search Name PUBLIC EMPLOYEE RETIREMENT ASN					
002482E	3/2/2015	0315PPD01	02-27-2015	\$3,449.42	02/27 EMPLOYEE PERA
002482E	3/2/2015	0315PPD01	02-27-2015	\$6,625.18	02/27 EMPLOYER PERA
002482E	3/2/2015	0315PPD01	02-27-2015	\$3,980.09	02/27 EMPLOYER PERA
002475E	2/27/2015	0215PPD03	02-27-2015	\$96.26	02/27 EMPLOYER PERA
002475E	2/27/2015	0215PPD03	02-27-2015	\$96.26	02/27 EMPLOYEE PERA
002482E	3/2/2015	0315PPD01	02-27-2015	\$4,416.80	02/27 EMPLOYEE PERA
Search Name PUBLIC EMPLOYEE RETIREMENT ASN				\$18,664.01	
Search Name PURCHASE POWER-PITNEY BOWES					
066715	2/25/2015	0215PPD03	6512	\$1,004.07	POSTAGE-HALL
Search Name PURCHASE POWER-PITNEY BOWES				\$1,004.07	
Search Name REPULIC SERVICES #891					
		0315PW01	0891-000582507	\$118.73	REFUSE SERV-PLANT

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0315ADM01	0891-000582507	\$160.47	REFUSE SERV-HALL
		0315PD01	0891-000582507	\$216.79	REFUSE SERV-PD
		0315PW01	0891-000582507	\$202.09	REFUSE SERV-MAINT
		0315FD01	0891-000582507	\$33.33	REFUSE SERV-FD
Search Name REPULIC SERVICES #891				\$731.41	
Search Name S & T OFFICE PRODUCTS INC					
		0315PD01	01QV5449	\$294.46	OFFICE SUPPLIES-PD
Search Name S & T OFFICE PRODUCTS INC				\$294.46	
Search Name SANITATION SERVICES LLC					
		0315PW01	5557	\$165.00	RESTROOM RENTAL-PARKS
Search Name SANITATION SERVICES LLC				\$165.00	
Search Name SARTELL HARDWARE HANK					
		0315PW01	45435	\$12.48	REPAIRS-PLANT
		0315PW01	58816	\$4.99	SUPPLIES-MAINT
		0315FD01	59587	\$55.96	SUPPLIES-FD
		0315PW01	60310	\$16.99	REPAIRS-MAINT GARAGE
		0315FD01	60314	\$26.48	SUPPLIES-FD
		0315PW01	60322	\$13.99	SUPPLIES-WARMING HOUSES
		0315PW01	60655	\$9.99	SUPPLIES-SHOP
		0315PW01	60867	\$34.04	REPAIRS-MAINT GARAGE
		0315PW01	60888	\$18.48	REPAIRS-MAINT GARAGE
Search Name SARTELL HARDWARE HANK				\$193.40	
Search Name SARTELL INDPENDENT POLICE ASN					
066717	2/26/2015	0215PPD03	02-2015	\$90.00	PAYROLL DEDUCTION-FEB
Search Name SARTELL INDPENDENT POLICE ASN				\$90.00	
Search Name SARTELL NEWSLEADER					
066718	3/2/2015	0215PPD03	36189	\$85.75	PHN-ARBOR TRAILS
Search Name SARTELL NEWSLEADER				\$85.75	
Search Name SARTELL ST STEPHEN EDUC FOUND					
		0315ADM01	02-2015	\$40.00	PAYROLL DEDUCTIONS-FEB
Search Name SARTELL ST STEPHEN EDUC FOUND				\$40.00	
Search Name SPRINT					
066713	2/25/2015	0215PPD03	584068813-087	\$329.89	CONNECTION CARDS-PD
066719	3/3/2015	0315PPD01	852875115-090	\$51.32	COMP-CSO
066719	3/3/2015	0315PPD01	852875115-090	\$34.99	IPAD SERV-KYLE
066719	3/3/2015	0315PPD01	852875115-090	\$34.99	IPAD SERV-BRAD
066719	3/3/2015	0315PPD01	852875115-090	\$34.99	IPAD SERV-JIM
066713	2/25/2015	0215PPD03	890875115-090	\$39.99	CONNECTION CARD-FD
066713	2/25/2015	0215PPD03	890875115-090	\$42.24	CONNECTION CARD-SIGN
Search Name SPRINT				\$568.41	
Search Name ST CLOUD AREA CONVENTION/VISIT					
		0315ADM01	01-2015	\$1,823.05	LODGING TAX-JAN
Search Name ST CLOUD AREA CONVENTION/VISIT				\$1,823.05	
Search Name ST CLOUD TECHNICAL COLLEGE					
		0315FD01	00154548	\$1,000.00	1ST RESP TRNG-FOX,MALLEY
Search Name ST CLOUD TECHNICAL COLLEGE				\$1,000.00	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name ST CLOUD, CITY OF					
		0315PW01	54187	\$14,894.79	CAT C2-DEBT SERV CHGS
		0315PW01	54187	\$61,524.00	CAT C1-RUE PROJECT
		0315PW01	54187	\$51,395.17	TREATMENT-JAN
Search Name ST CLOUD, CITY OF				\$127,813.96	
Search Name STANDARD INSURANCE COMPANY					
066715	2/25/2015	0215PPD03	155531 MAR-15	\$125.02	EMPLOYEE CONTR TO INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$334.73	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$53.10	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$77.81	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$28.97	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$15.43	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$83.40	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$32.29	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$414.73	PR DEDUCTIONS-VOLUNTARY LIFE
066715	2/25/2015	0215PPD03	155531 MAR-15	\$59.84	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$5.75	EMPLOYEE LIFE/LTD INS
066715	2/25/2015	0215PPD03	155531 MAR-15	\$22.87	EMPLOYEE LIFE/LTD INS
Search Name STANDARD INSURANCE COMPANY				\$1,253.94	
Search Name STREICHER S					
		0315PD01	I1139655	\$1,141.97	TRAINING SUPPLIES-PD
Search Name STREICHER S				\$1,141.97	
Search Name THEIS, CATHY					
		0315PD01	05-2015	\$52.50	PROF SERV-PD
Search Name THEIS, CATHY				\$52.50	
Search Name TOLMAN, KIM					
		0315PD01	275329	\$460.00	PD CLEANING-FEB
Search Name TOLMAN, KIM				\$460.00	
Search Name TOPS PLUS					
066720	3/5/2015	0315PPD01	4	\$982.68	VAL SMITH PARK/REPLACES CK66283
Search Name TOPS PLUS				\$982.68	
Search Name TOTAL ADMIN SERVICES CORP					
002483E	3/3/2015	0315PPD01	02-27-2015	\$185.18	02/27 DAYCARE FLEX CONTR
002483E	3/3/2015	0315PPD01	02-27-2015	\$144.41	02/27 MED FLEX CONTR
002483E	3/3/2015	0315PPD01	02-27-2015	\$2,168.63	02/27 HSA FLEX CONTR
		0315ADM01	IN494857	\$1,047.12	FSA RENEWAL/ADMIN FEES
Search Name TOTAL ADMIN SERVICES CORP				\$3,545.34	
Search Name TOWMASTER					
		0315PW01	366329	\$88.61	REPAIRS-PLOW
Search Name TOWMASTER				\$88.61	
Search Name TRAUT WELLS INC					
		0315PW01	275227	\$46.00	TESTING
		0315PW01	275262	\$69.00	TESTING
Search Name TRAUT WELLS INC				\$115.00	
Search Name UNITED WAY OF CENTRAL MN					
		0315ADM01	02-2015	\$28.00	PAYROLL DEDUCTIONS-FEB

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
Search Name UNITED WAY OF CENTRAL MN				\$28.00	
Search Name VELA STRATEGY LLC					
	0315ADM01		1019	\$2,500.00	FUND DEVELOPMENT/GRANT SERVICES
Search Name VELA STRATEGY LLC				\$2,500.00	
Search Name WAITE PARK, CITY OF					
	0315PD01		6522	\$60.03	2014 IACP CONF-7901 HUGHES
Search Name WAITE PARK, CITY OF				\$60.03	
Search Name WENNER, MIKE					
	0315ADM01		1106 10TH AVE N	\$327.65	REIMB-UTIL BILL OVERPAY
Search Name WENNER, MIKE				\$327.65	
Search Name XCEL ENERGY					
	0315ADM01		446193837	\$1,223.60	ELEC-MAINT
	0315ADM01		446193837	\$763.83	RINKS
	0315ADM01		446193837	\$130.01	ELEC-PCRS READER BOARD
	0315ADM01		446193837	\$512.62	GAS-PD
	0315ADM01		446193837	\$596.60	ELEC-PD
	0315ADM01		446193837	\$2,766.96	GAS-PLANTS
	0315ADM01		446193837	\$6,410.64	ELEC-PLANTS
	0315ADM01		446193837	\$2,995.61	LIFT STATIONS/FLOW METERS
	0315ADM01		446193837	\$816.10	WELLS/PUMPS
	0315ADM01		446193837	\$684.02	GAS-FD
	0315ADM01		446193837	\$77.50	PARKS
	0315ADM01		446193837	\$567.80	ELEC-HALL
	0315ADM01		446193837	\$25.30	WELCOME SIGNS
	0315ADM01		446193837	\$525.01	TRAFFIC SIGNS/FLASH LIGHTS
	0315ADM01		446193837	\$325.21	STREET LIGHTS
	0315ADM01		446193837	\$2,333.28	GAS-MAINT
	0315ADM01		446193837	\$217.26	CIVIL DEFENSE
	0315ADM01		446193837	\$323.45	ELEC-FD
	0315ADM01		446193837	\$614.87	GAS-HALL
	0315ADM01		446193837	\$196.01	DISTRIBUTION
Search Name XCEL ENERGY				\$22,105.68	
				\$310,131.31	

Voucher Payments-Fund Summary

Adopted by the Sartell City Council this _____ day of _____, 2015

Mayor _____ Attest: Administrator _____

FUND Descr	Dr/Cr Amt
GENERAL	\$111,246.91
DUI FORFEITURE FUND	\$681.99
POLICE RESERVES	\$169.27
BEAUTIFICATION	\$7,957.64
LODGING TAX	\$1,823.05
ECONOMIC DEVELOPMENT FUND	\$1,500.00
SALES TAX EXTENSION	\$982.68
PARK DISTRICT 1	\$1,472.50
PUBLIC IMPROVEMENT REVOLVING	\$18,432.00
PD EQUIPMENT FUND	\$2,895.86
WATER FUND	\$21,736.67
SEWER FUND	\$141,232.74
	<hr/>
	\$310,131.31

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: March 9, 2015	Agenda Item No. 6e
Agenda Section: Consent	Item: Joint Resolution of Area Cities	
<p>RECOMMENDATION: Approval of the attached joint resolution of area cities.</p> <p>PREVIOUS COUNCIL ACTION: The Council reviewed the draft Resolution in January and had no changes to recommend to other area cities. You then adopted what we thought was the final Resolution at your February 23rd meeting.</p> <p>BACKGROUND: The area cities annually agree upon a list of legislative priorities. To better clarify primary issues we'd like our legislators focused on, this year's list has been divided between Legislative Proposals we actually want advocated and "General Policy Statements" that we can all agree upon.</p> <p>The draft priorities were circulated among all City Councils for consideration and a number of us adopted the "final" version. St. Cloud apologizes but has requested the attached redlined changes from that previous version. They altered the language about economic development fund for the airport and added a statement in support of the expansion of I-94 to the region.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Joint Resolution of the area cities.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the attached Resolution. If item is removed from Consent, separate motion is requested approving Resolution.</p>		

2015

**Joint Resolution of the Central MN Cities of St. Cloud, Sartell,
Sauk Rapids, Waite Park, St. Joseph, and St. Augusta
Advocating Support for Certain Proposals and Policy Statements of
Common Interest to the Central Minnesota Region**

WHEREAS, the Central Minnesota-St. Cloud area has a strong history of collaboration and coordination amongst its local units of government to facilitate well planned communities that are provided municipal services in the most cost-effective and environmentally responsible manner possible; and

WHEREAS, to better assist our State legislative leaders, we have collectively identified certain legislative proposals and general policy statements that are of specific impact and interest to our communities to enable them to respond in a manner that strengthens the partnership between our local units of government and the State in fostering the continuation and enhancement of socially, economically and culturally vibrant cities.

NOW, THEREFORE BE IT RESOLVED, by the Councils for the cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, and St. Augusta, Minnesota that the following legislative proposals and legislative policy statements are of common interest or concern to the Central Minnesota Region and therefore we officially support and advocate for the following actions of the MN State Legislature:

LEGISLATIVE PROPOSALS:

1. **Commercial Air Service:** APPROPRIATE funds to provide an economic development fund to re-establish local air service at ~~for~~ the St. Cloud Regional Airport.
2. **Sales Tax Exemption for all public purchases:** SUPPORT legislation that would clarify the local government sales tax exemption approved in 2013 to define exemption for all purchases made by local units of government, whether by a private business on behalf of a local government (public capital projects) or by the municipality itself.
3. **Regional Collaboration:** APPROPRIATE FUNDS and CREATE A PROGRAM to encourage locally initiated regional efforts of local government jurisdictions to encourage these types of efforts.

GENERAL POLICY STATEMENTS:

1. **Fund the addition of driving lanes and other necessary improvements to Interstate 94 from the Maple Grove area to St. Cloud.**
2. **Publication Requirements:** SUPPORT legislation that would allow municipalities to utilize alternative publication methods for legal notices.
3. **Tax Exempt Credit Program:** SUPPORT legislation to assist Cities with disproportionately high amounts of government and/or nonprofit business properties such as Colleges, Universities, and Hospitals.

4. **Amendment to MN Statute 429.** SUPPORT legislation to modify MN Statute 429 requiring assessing 20% of the cost to utilize bonding without referendum and adding language to provide a meaningful method to determine benefit from replacing failing underground infrastructure.
5. **North Star Commuter Rail:** SUPPORT extension of North Star Commuter Rail service northward to the St. Cloud area in a manner that serves the needs of public, business and commercial travels, that is highly expandable, and is priced affordably to optimize use.
6. **Street Improvement District Authority:** SUPPORT legislation that would give municipalities the authority to establish street improvement districts to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades.
7. **Local Government Aid:** SUPPORT legislation that reduces pressure on the property tax system and equalizes property tax bases by reviewing LGA appropriations. Consider increasing LGA levels and providing for the annual inflation adjustment.
8. **Levy Limits:** SUPPORT facilitating local accountability by allowing local authorities to formulate and adopt budgets without state restrictions.
9. **State Mandate Relief:** SUPPORT legislation that reduces or eliminates unfunded and/or onerous mandates to local governments (e.g. personnel related mandates such as binding arbitration, lack of State funding for State retirement plan, aggregate value requirements for insurance benefits, and pay equity; MPCA fees; storm water fees). No additional mandates should be enacted unless the legislature or agency imposing the requirements provides a permanent stable revenue source for the mandate.

SUPPORT legislation that sunsets all unfunded mandates so that they may be evaluated for necessity and verification of nexus.

10. **State Fee Increases:** SUPPORT measures that preclude State agencies and operations from shifting funding reductions and/or cost increases on to municipalities in the form of fee increases.
11. **Eminent Domain:** SUPPORT modifications to the 2006 Eminent Domain statute to remove recently added attorney fees and cost penalty provisions in actions involving public infrastructure improvements in order to restore a fair balance between the rights of private landowners and the interests of the public.
12. **Administrative Authority:** SUPPORT the expansion of authority of Statutory and Home Rule Charter cities ability to impose and collect administrative penalties to include enforcement and traffic infractions.
13. **Private Well Installation:** SUPPORT retention of local control of private water well installations. SUPPORT current law that authorizes cities to protect public health and safety through local controls regulating or prohibiting private wells being placed within municipal water utility service boundaries and would oppose any changes to law to remove that authority.

14. **Government Data Practices Act:** AUTHOR & SUPPORT amendments to the GDPA that enables email addresses provided to facilitate on-line invoicing, bill payment, application processing, public information alerts or similar.

Adopted by the Cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, and St. Augusta prior to the 2015 Legislative Session.

Mayor Dave Kleis

Mayor Sarah Jane Nicoll

Mayor Brad Gunderson

Mayor Rick Miller

Mayor Rick Schultz

Mayor Bob Kroll

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: March 9, 2015	Agenda Item No. 6f
Agenda Section: Consent Agenda	Item: Approval of Resolution for Property Acquisition	
<p>RECOMMENDATION: Staff recommends approval of the attached Resolution.</p> <p>BACKGROUND: The City has been working toward completion of the 4th Ave/50th Ave improvement and instructed staff to proceed on the AIM right of way acquisition while still trying to work with AIM to enable development of the property around their non-conforming landfill. As those negotiations continue, staff would also like to proceed with acquisition of the other necessary right of way for this project using the federal funds allocated toward acquisition. Any final acquisition agreements will be brought back to the Council for decision.</p> <p>BUDGET/FISCAL IMPACT: The City has federal funds toward right of way acquisition. One of the first steps in acquisition of right of way is the appraisal process which will tell us the value of the various properties we need to acquire. Pending the outcome of that process, any City contribution needed toward these acquisitions is not yet available and will be brought back to the Council for further consideration.</p> <p>ATTACHMENTS: Resolution.</p> <p>COUNCIL ACTION REQUESTED: Approval of your consent agenda approves the attached Resolution. If item is pulled from consent agenda, a separate motion is requested approving the Resolution attached.</p>		

RESOLUTION NO. _____
CITY OF SARTELL, MINNESOTA

**RESOLUTION DETERMINING THE NECESSITY FOR
AND AUTHORIZING THE ACQUISITION OF CERTAIN PROPERTIES FOR
THE 4TH AVE/50TH AVE PROJECT**

WHEREAS, the City Council has determined that it is necessary and in the public interest and benefit that roadway improvements be constructed as part of the 4th Ave/50th Ave Project which is shown on **Exhibit A** attached (the "Project");

WHEREAS, Federal Funds have been secured toward the purchase of right of way for the Project;

WHEREAS, the City Council has determined that obtaining title and possession of certain properties described on **Exhibit A** attached hereto is necessary and in the public interest for the Project; and

WHEREAS, the City Council has determined that it is necessary to acquire the properties in a time frame that will ensure clear title to all necessary right of way prior to accepting bids for the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SARTELL, MINNESOTA THAT:

1. The acquisition by the City of the real property described on **Exhibit A** attached hereto is necessary for the Project.
2. The City Administrator is authorized to move forward with engaging appraisers and consultants necessary to complete the process to acquire property necessary for the Project.
3. The City Administrator is authorized to directly or through consultants and advisors of the City to negotiate with the property owners in good faith to acquire the necessary right of way for the Project, and that in the event the necessary property cannot be acquired by good faith negotiations, the City Administrator is authorized to engage the City's consultants to acquire the property by use of the processes and procedures set out in Minnesota Statutes Chapter 117 including Chapter 117.042 to obtain title and possession of the property in the time frame necessary for the Project.

Adopted by the Sartell City Council this 9th day of March, 2015.

Mayor

ATTEST:

City Administrator

EXHIBIT A

Parcel No. 92.56568.0500
Parcel No. 92.56568.0005
Parcel No. 92.56718.0224
Parcel No. 92.57709.0000
Parcel No. 92.57740.0000
Parcel No. 92.57075.0000
Parcel No. 92.56556.0004

|

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Public Works	Meeting Date: March 9, 2015	Agenda Item No. 6g
Agenda Section: Consent	Item: Budgeted Utilities Pickup	
<p>RECOMMENDATION: Approval of the purchase of budgeted utilities pickup and sale of 1991 pickup.</p> <p>PREVIOUS COUNCIL ACTION: Approval of budget and financial management plan that funded these equipment purchases.</p> <p>BACKGROUND: The Public Works Department budgeted to replace their 1991 Chevy truck in 2015 and are now requesting Council approval to proceed with the purchase of the new vehicle and sale of the old vehicle.</p> <p>BUDGET/FISCAL IMPACT: No budget impact – funds were a planned expenditure so no increased funding from the City is required.</p> <p>ATTACHMENTS: Vehicle quote.</p> <p>COUNCIL ACTIONS REQUESTED: Consent agenda approval serves as approval of the expenditure. If item is removed from Consent, separate motion is requested approving expenditure.</p>		



Fleet Department

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338
218-998-8864 • 800-477-3013 Ext. 8864 • Fax 218-998-8813 • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER Sartell TK15753

Sold To: City of Sartell
Attn: Rick Lyon
Address: 125 Pine Cone Rd N
Sartell, MN 56377

Date: 03/05/2015
Phone: 320-258-7367
FAX:
Salesperson: Sue Kugler

Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
Sartell TK15753	2015	GMC Sierra WT	4WD Dbl Cab 143" Color: Silver / Black Vinyl	New	0

Price of Vehicle *Per MN T19* \$23,809.37

Options & Extras \$1,528.30

5.3L V8 engine, non flex fuel (L83)	\$930.75
Sierra fleet convenience pkg (PCR)	\$272.00
Engine block heater (K05)	\$76.50
Backup alarm (8S3)	\$131.75

Subtotal \$25,337.67

Trade - In

Total Cash Price \$25,337.67

Your Purchase Order #

Project # MN Contract 70288

Thanks for your business!

Ship To / Lessee / End User: City of Sartell
Rick Lyon

Phone: 320-258-7367
FAX:

125 Pine Cone Rd N
Sartell, MN 56377

Signed _____ and initialed _____

Printed Name _____ and Date _____

Sartell T19 TK15753.123

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: March 9, 2015	Agenda Item No. 6h
Agenda Section: Consent	Item: Banking Resolution	
<p>RECOMMENDATION: Staff recommends approval of attached Resolution</p> <p>PREVIOUS COUNCIL ACTION: The Council authorizes every banking or investment relationship of the City. Staff would like to add Beacon Bank to our list of authorized investments on the recommendation of Ehlers Investment Services.</p> <p>BACKGROUND: The City adopts Resolutions for each of your investment/banking relationships, so these are standard resolutions required for investments.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Resolution.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the attached Resolution. If item is removed from Consent, separate motion is requested adopting attached Resolution.</p>		

RESOLUTION NO. _____

**BEACON BANK
AUTHORIZING RESOLUTION**

WHEREAS, the Council has determined it to be advisable and in the best interest of the City to provide for proper deposit and investment of the City's funds in accordance with the City's adopted financial policies and Minnesota Statutes;

NOW THEREFORE BE IT RESOLVED, that the Deputy Clerk and City Administrator/Finance Director are hereby fully authorized and empowered to open a brokerage account, transfer, endorse, sell, assign, set over and deliver any and all bonds, debentures, notes, evidences of indebtedness or other securities now or hereafter standing in the name of or owned by the City, to purchase bonds, debentures, notes, evidences of indebtedness and other securities, and to make, execute and deliver, under the seal of this City, any and all written instruments necessary or proper to effectuate the authority hereby conferred.

We further certify that the authority hereby conferred is consistent with the ordinances and policies of the City and that the following is a true and correct list of the officers of the City authorized as of the present date and record of the official's signatures:

Name and Title

Signature

Peggy L. Schupp, Deputy Clerk

Mary Degiovanni, City Admin/Finance Dir

In Witness Whereof, I have hereunto set my hand and the City seal this 9th day of March, 2015.

City Administrator/Clerk

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: March 9, 2015	Agenda Item No. 6i
Agenda Section: Consent	Item: Ice Arena Bids	
<p>RECOMMENDATION: Approval of bids recommended by Winkelman.</p> <p>PREVIOUS COUNCIL ACTION: Approved contract with Winkelman as construction manager for the Mighty Ducks project work at Bernick's Arena.</p> <p>BACKGROUND: The City and the Arena Board have each pledged \$100,000 toward arena improvements, along with \$100,000 funded by the Mighty Ducks grant program. This is reimbursement work so the City will front the Mighty Ducks portion of the cash and be reimbursed. Our past experience has been that reimbursement is a quick turnaround time.</p> <p>BUDGET/FISCAL IMPACT: No general fund impacts. Funding source is Sales Tax fund for the City's share of the project.</p> <p>ATTACHMENTS: Winkelman bid results recommended for approval.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the recommended bids. If item is pulled from consent, separate motion is requested to approve recommended bids.</p>		

March 4th, 2015

Mary Degiovanni
City Administrator
City of Sartell
125 Pinecone Road North
Sartell, MN 56377

RE: Bernicks Arena-Mighty Ducks Grant Project

Dear Mary Degiovanni:

Winkelman Building Corporation has reviewed the following bids with the low bidders for the below contract packages. After clarifications and meeting with Sartell Youth Rec Board, Winkelman Building Corporation recommends award for the following contracts:

Contract 1.0a	Concrete Slabs -Material	DRSC Concrete Inc.	\$1,622
Contract 1.0b	Masonry-Material	Waletzko Masonry	\$1,000
Contract 1.1a	Concrete Slabs -Install	DRSC Concrete Inc.	\$5,870
Contract 1.1b	Masonry-Install	Waletzko Masonry	\$7,800
Contract 2	Flooring-Material	MCI	\$340
Contract 2.1	Flooring-Installation	MCI	\$540
Contract 4	Passenger Elevator-Material	ThyssenKrupp Elevator	\$18,993
Contract 4.1	Passenger Elevator-Install	ThyssenKrupp Elevator	\$34,607
Contract 5	Plumbing-Material	Simonson Plumbing	\$1,050
Contract 5.1	Plumbing-Install	Simonson Plumbing	\$1,300
Contract 6	Water Softening System- Material	Schultz Soft Water Inc.	\$27,669
Contract 6.1	Water Softening System- Install	Schultz Soft Water Inc.	\$4,600
Contract 7	Dehumidification/Mechanical -Material	SCR, Inc.	\$81,300
Contract 7.1	Dehumidification/Mechanical -Install	SCR, Inc.	\$11,035
Contract 8	Fire Suppression	Summit Companies	\$561
Contract 9	Electrical-Material	Melrose Electric	\$8,670
Contract 9.1	Electrical-Installation	Melrose Electric	\$5,625

Feel free to contact me with any questions you have

Sincerely,



Winkelman Building Corporation
Matt Knutson
Estimator

Cc: Robbie Schultz(Winkelman Building Corp)
Eric Grahek(Sartell Youth Rec Board)

Job: Bernicks Arena Mighty Ducks Grant
 Location Sartell
 Original Est. Date 02 25 2015
 Revised Est. Date
 Revised Est. Date
 Revised Est. Date
 Revised Est. Date

1 of 1
 Estimate By: MATT
 Print Date: 3/4/2015
 Print Time: 4:04PM



Bernicks Mighty Ducks Grant

CONTRACT	DESCRIPTION	Grand Total
0	ITEMS BY OWNER	11,539
	PAINTING	1,539
	DIG PLUMBING TRENCH FOR ELEVATOR PIT	10,000
	BLDS RISK POLICY	
	BUILDING PERMIT	
	SAC/WAC FEES(IF ANY)	
0.1	GENERAL CONDITIONS	18,364
1.0a	CONCRETE SLABS - MATERIAL**Tax Exempt**	1,622
1.0b	MASONRY - MATERIAL**Tax Exempt**	1,000
1.1a	CONCRETE SLABS - INSTALLATION	5,870
1.1b	MASONRY - INSTALLATION	7,800
2	FLOORING - MATERIAL**Tax Exempt**	340
2.1	FLOORING- INSTALLATION	540
4	PASSENGER ELEVATOR - MATERIAL**Tax Exempt**	18,993
4.1	PASSENGER ELEVATOR- INSTALLATION	34,607
5	PLUMBING - MATERIAL**Tax Exempt**	1,050
5.1	PLUMBING- INSTALLATION	1,300
6	WATER SOFTENING SYSTEM - MATERIAL**Tax Exempt**	27,669
6.1	WATER SOFTENING SYSTEM- INSTALLATION	4,600
7	DEHUMIDIFICATION/MECHANICAL - MATERIAL**Tax Exempt**	81,300
7.1	DEHUMIDIFICATION/MECHANICAL- INSTALLATION	11,035
8	FIRE SUPPRESSION- COMPLETE, Material & Installation	561
9	ELECTRICAL - MATERIAL**Tax Exempt**	8,670
9.1	ELECTRICAL- INSTALLATION	5,625
	TOTAL	242,485
	10.00 % General Contractor Fee	24,248
	Subtotal	266,733
	Contingency	13,906
	Subtotal	280,639
	TOTAL ESTIMATE	280,639

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: 3/9/2015	Agenda Item No. 6J
Agenda Section: Consent	Item: Application/Permit for Temporary On Sale Liquor License	
STAFF RECOMMENDATION: Approval		
BOARD/COMMISSION/OTHER RECOMMENDATION: None needed		
PREVIOUS COUNCIL ACTION: None		
BACKGROUND: St. Francis Xavier is requesting a temporary on sale liquor license for an event being held on Friday, April 10, 2015. This is the “Spring for Students” fundraising dinner. State Statute allows up to 12 days’ worth of temporary licenses per year, per organization (club, charitable, religious or other nonprofit). This will be the second one for SFX this year. They have provided us with a certificate of liquor liability insurance and the appropriate fees.		
BUDGET/FISCAL IMPACT: None		
ATTACHMENTS: MN DPS AGED Application and Permit Form		
COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the application. If item is removed from Consent, separate motion is requested approving Application and Permit for a 1 Day Temporary On-Sale Liquor License.		

**SARTELL
CITY COUNCIL**

**AGENDA
COVER MEMO**

Originating Department Planning Department	Meeting Date: March 9 , 2015	Agenda Item No. 7a
Agenda Section: Public Hearing	Item: Arbor Trails – Rezoning, Preliminary Plat, Final Plat	

RECOMMENDATION:

Approve Arbor Trails Rezoning, Preliminary Plat and Final Plat with conditions as specified in the resolutions.

Only the rezoning and preliminary plat requests are subject to a public hearing.

COMMISSION RECOMMENDATION

The Planning Commission recommended approval (4/0) of the rezoning, preliminary plat and final plat with conditions as specified in the resolutions.

BACKGROUND:

Applicant Information: RST Land LLC
 Existing Zoning: R3 and R-1
 Draft Future Land Use: Low Density Residential
 Requested Plan: Re-plat a previously approved multi-family development into a 63 single-family lot development
 Previous Plan: Preliminary platted with multi-family units. A majority of the Sandstone Village lots (lotted and unlotted) went into forfeiture and then was subsequently purchased and redeveloped (Daybreak).
 Site Area: 53.55 Acres
 Location: East of County Road 4, north of the Sandstone Townhomes.

Rezoning

Currently a portion of the property is designated as R-3 (multifamily) and R-1 (single family). Although single family homes are an allowed use with in an R-3 zoning district, it comes with slightly different setbacks as those in an R-1 district. The property owner is requesting the rezoning to create a consistent zoning district development wide. The rezoning is consistent with the draft future land use plan (and existing land use designation of 1-10 units per acre).

The existing Sandstone Village which contains townhome lots (and those areas platted with future townhomes) will remain as R-3 lots. Staff did approach the existing and developed single family lot property owners with the R-3 zoning designation if they wanted to re-zone their

property from R-3 to R-1. Because we only received interest from one property owner, staff is not recommending moving forward on rezoning those lots at this time.

Preliminary Plat

Lot Information:

63 Single Family Lots

1 Outlot

9,500 sf and greater

Setbacks proposed – Front 30', side 10', street side 30', rear 30'

Average width – 75'

Min Street width – 50'

Phasing Plan – 4 Phases through 2018

There are nine lots, which are located in both the St. Cloud and Sartell St. Stephen School District. In addition, another five lots will fully be within the St. Cloud School District. The City is unable to make a determination of which school district the lots would fall into and would need to be decided by the school districts and/or Stearns County.

Improvements:

- All appropriate right of ways have been dedicated per City and County requirements.
- Sidewalks are proposed on one side of all streets with the exception of Arbor Parkway, which contains a sidewalk on both sides of the street.
- Any trails located along County Road 4 would be included into the right of way provided and dedicated as part of this plat. The construction of the trail would be at the discretion of the County.
- There is an existing/improved public park with playground equipment located northeast of this development, which is connected through a public natural trail from Arbor Trails. The construction of a bituminous trail from Sandstone Loop North to the dedicated trail easement shall be installed within the first phase of Arbor Trails.
- The park dedication formula is unit based. (1150 sf or \$978 per single-family unit). Because of the proximity of an improved public park, a payment in lieu of park land dedication would be appropriate. Payment would be collected with each final plat.
- Landscaping requirements are met as shown. (screening along County Road 4 and those adjacent to the R-3 lots).

Additional Conditions of Approval Include:

1. Approval is contingent on TEP/WCA application request (Should occur by March 5, 2015)

Final Plat

Phase 1

19 Single Family Lots

3 Outlots

9,500 sf and greater

Setbacks proposed – Front 30', side 10', street side 30', rear 30'

Consistent with the preliminary plat. Conditions of approval include:

1. The median proposed at the entrance of Arbor Parkway shall be constructed of concrete. No natural vegetation shall be planted, as maintenance is burdensome on City resources. A development sign may be allowed as so long as it is constructed according to city ordinances (size) and materials.
2. Park dedication in the amount of \$18,582 submitted at the time of plat recording.
3. Screening along Lot 5, block 2 shall consist of 6 foot coniferous trees spaced 20 feet apart along the south/easterly property line.
4. Prior to the issuance of a certificate of occupancy, each lot will be required to plant one tree in the front yard based on the City Standards.
5. All of the proposed lots, driveway entrances, housing types and elevations shall be constructed as proposed. If there is a desire to deviate during the building permit process, the builder/developer will be responsible for obtaining a new grading plan approval from the City (along with application/fees).
6. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
7. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlots will be subject to future trunk fees and dedication requirements.
8. Approval is contingent on TEP/WCA application request (Should occur by March 5, 2015)

BUDGET/FISCAL IMPACT:

There are not budget/fiscal impacts. All improvements as outlined with the Final Plat Development Agreement are the sole responsibility of the Applicant.

ATTACHMENTS:

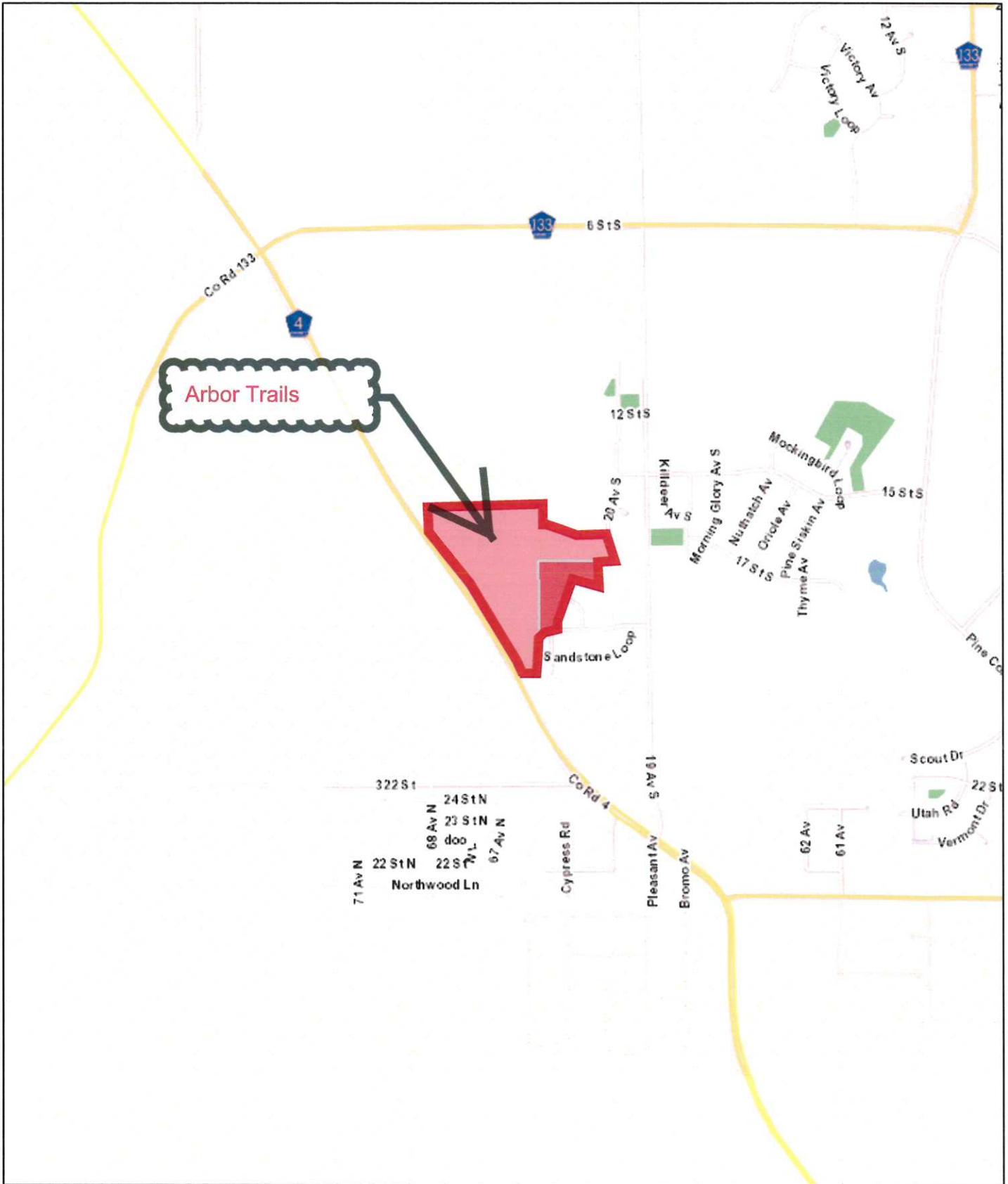
1. Project location map
2. Resolution approving the findings of fact supporting the rezoning request
3. Ordinance approving the rezoning request
4. Preliminary plat
5. Resolution approving the preliminary plat with conditions
6. Final Plat
7. Development Agreement
8. Resolution approving the final plat and development agreement

ACTION REQUESTED:

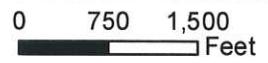
Motion to approve:

1. Resolution approving the findings of fact supporting the rezoning

2. Ordinance and Summary Ordinance approving the rezoning
3. Resolution approving the preliminary plat for Arbor Trails with conditions
4. Resolution approving the final plat and development agreement for Arbor Trails with conditions.



- Public ROW
- Private ROW



PRELIMINARY PLAT OF ARBOR TRAILS

LEGEND

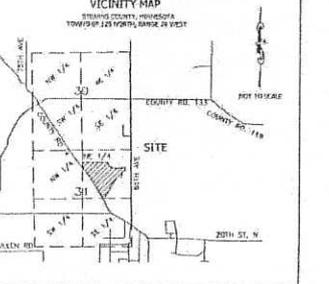
Line Surveyor	PRELIMINARY WETLAND
Line A. B. C. D. E. F. G. H. I. J. K. L. M. N. O. P. Q. R. S. T. U. V. W. X. Y. Z. AA. AB. AC. AD. AE. AF. AG. AH. AI. AJ. AK. AL. AM. AN. AO. AP. AQ. AR. AS. AT. AU. AV. AW. AX. AY. AZ. BA. BB. BC. BD. BE. BF. BG. BH. BI. BJ. BK. BL. BM. BN. BO. BP. BQ. BR. BS. BT. BU. BV. BW. BX. BY. BZ. CA. CB. CC. CD. CE. CF. CG. CH. CI. CJ. CK. CL. CM. CN. CO. CP. CQ. CR. CS. CT. CU. CV. CW. CX. CY. CZ. DA. DB. DC. DD. DE. DF. DG. DH. DI. DJ. DK. DL. DM. DN. DO. DP. DQ. DR. DS. DT. DU. DV. DW. DX. DY. DZ. EA. EB. EC. ED. EE. EF. EG. EH. EI. EJ. EK. EL. EM. EN. EO. EP. EQ. ER. ES. ET. EU. EV. EW. EX. EY. EZ. FA. FB. FC. FD. FE. FF. FG. FH. FI. FJ. FK. FL. FM. FN. FO. FP. FQ. FR. FS. FT. FU. FV. FW. FX. FY. FZ. GA. GB. GC. GD. GE. GF. GG. GH. GI. GJ. GK. GL. GM. GN. GO. GP. GQ. GR. GS. GT. GU. GV. GW. GX. GY. GZ. HA. HB. HC. HD. HE. HF. HG. HH. HI. HJ. HK. HL. HM. HN. HO. HP. HQ. HR. HS. HT. HU. HV. HW. HX. HY. HZ. IA. IB. IC. ID. IE. IF. IG. IH. II. IJ. IK. IL. IM. IN. IO. IP. IQ. IR. IS. IT. IU. IV. IW. IX. IY. IZ. JA. JB. JC. JD. JE. JF. JG. JH. JI. JJ. JK. JL. JM. JN. JO. JP. JQ. JR. JS. JT. JU. JV. JW. JX. JY. JZ. KA. KB. KC. KD. KE. KF. KG. KH. KI. KJ. KK. KL. KM. KN. KO. KP. KQ. KR. KS. KT. KU. KV. KW. KX. KY. KZ. LA. LB. LC. LD. LE. LF. LG. LH. LI. LJ. LK. LL. LM. LN. LO. LP. LQ. LR. LS. LT. LU. LV. LW. LX. LY. LZ. MA. MB. MC. MD. ME. MF. MG. MH. MI. MJ. MK. ML. MM. MN. MO. MP. MQ. MR. MS. MT. MU. MV. MW. MX. MY. MZ. NA. NB. NC. ND. NE. NF. NG. NH. NI. NJ. NK. NL. NM. NN. NO. NP. NQ. NR. NS. NT. NU. NV. NW. NX. NY. NZ. OA. OB. OC. OD. OE. OF. OG. OH. OI. OJ. OK. OL. OM. ON. OO. OP. OQ. OR. OS. OT. OU. OV. OW. OX. OY. OZ. PA. PB. PC. PD. PE. PF. PG. PH. PI. PJ. PK. PL. PM. PN. PO. PP. PQ. PR. PS. PT. PU. PV. PW. PX. PY. PZ. QA. QB. QC. QD. QE. QF. QG. QH. QI. QJ. QK. QL. QM. QN. QO. QP. QQ. QR. QS. QT. QU. QV. QW. QX. QY. QZ. RA. RB. RC. RD. RE. RF. RG. RH. RI. RJ. RK. RL. RM. RN. RO. RP. RQ. RR. RS. RT. RU. RV. RW. RX. RY. RZ. SA. SB. SC. SD. SE. SF. SG. SH. SI. SJ. SK. SL. SM. SN. SO. SP. SQ. SR. SS. ST. SU. SV. SW. SX. SY. SZ. TA. TB. TC. TD. TE. TF. TG. TH. TI. TJ. TK. TL. TM. TN. TO. TP. TQ. TR. TS. TT. TU. TV. TW. TX. TY. TZ. UA. UB. UC. UD. UE. UF. UG. UH. UI. UJ. UK. UL. UM. UN. UO. UP. UQ. UR. US. UT. UY. UZ. VA. VB. VC. VD. VE. VF. VG. VH. VI. VJ. VK. VL. VM. VN. VO. VP. VQ. VR. VS. VT. VU. VV. VW. VX. VY. VZ. WA. WB. WC. WD. WE. WF. WG. WH. WI. WJ. WK. WL. WM. WN. WO. WP. WQ. WR. WS. WT. WU. WV. WW. WX. WY. WZ. XA. XB. XC. XD. XE. XF. XG. XH. XI. XJ. XK. XL. XM. XN. XO. XP. XQ. XR. XS. XT. XU. XV. XW. XX. XY. XZ. YA. YB. YC. YD. YE. YF. YG. YH. YI. YJ. YK. YL. YM. YN. YO. YP. YQ. YR. YS. YT. YU. YV. YW. YX. YY. YZ. ZA. ZB. ZC. ZD. ZE. ZF. ZG. ZH. ZI. ZJ. ZK. ZL. ZM. ZN. ZO. ZP. ZQ. ZR. ZS. ZT. ZU. ZV. ZW. ZX. ZY. ZZ.	

LEGAL DESCRIPTION
 Block F, Sandstone Village according to the recorded plat thereof, Second County, Nebraska.

SURVEYORS NOTES
 TOTAL ACRES OF PLAT = 52.54 ACRES +/-
 THE WEST END OF SANDSTONE LOOP NORTH ADJACENT TO TEMPORARY CELESTIAL ELEV. = 1060.87 NAVD 1983
 THE GEORGIN COUNTY COORDINATE SYSTEM (GCS) IS USED FOR THIS SURVEY
 ACCORDING TO THE FLOOD PERFORMANCE TABLE, THE PROPERTY IS IN FLOOD ZONE C, AREA OF MINOR FLOODING
 CURRENT ZONING: R1 SINGLE FAMILY RESIDENCE DISTRICT AND R2 MULTIFAMILY RESIDENCE DISTRICT
 PROPOSED ZONING: ALL SINGLE FAMILY RESIDENCE DISTRICT
 THE WETLAND DELINEATION HAS BEEN APPROVED BY THE REG.

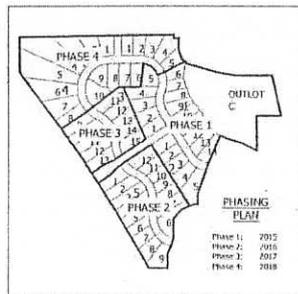
DRAINAGE & UTILITY EASEMENTS
 SHOWN THIS:
 BEING 12 FEET IN WIDTH AND ADJOINING EITHER RIGHT OF WAY LINE AND 4 FEET IN WIDTH AND ADJOINING LOT LINES AS SHOWN ON THIS PLAT, UNLESS OTHERWISE DIMENSIONED.

BUILDING SETBACKS
 Denotes Building Setback line =
 Blocks 1, 2, 3, A, and 5
 Front = 30 feet
 Side = 10 feet
 Rear = 30 feet
 Wetland = 30 feet

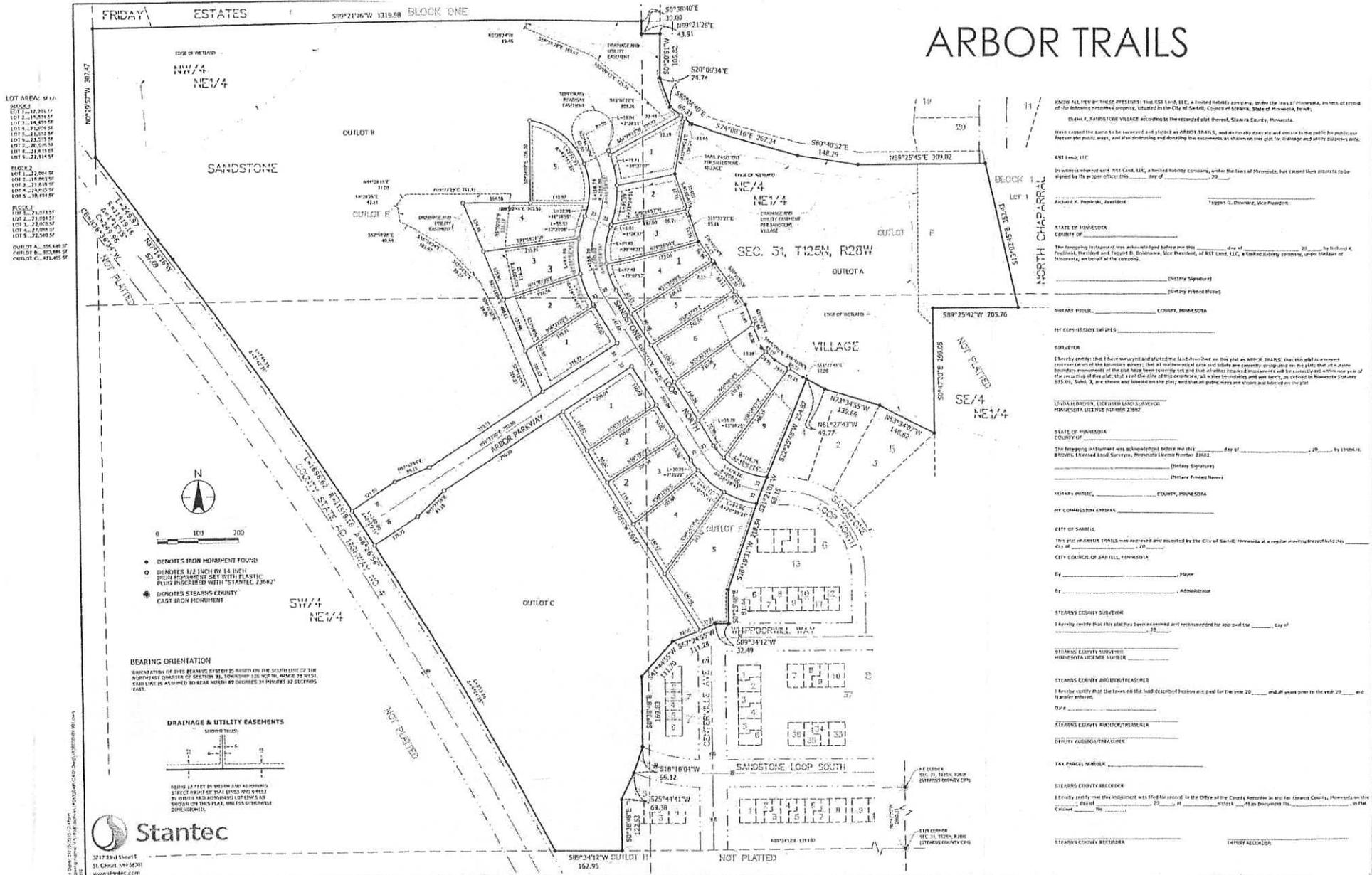


NOTES:

- AT THE TIME OF FINAL PLATING OF LOT 9, BLOCK 5, AND LOTS 3 & 4, BLOCK 2, ONE CONIFEROUS TREE SHALL BE PLANTED EVERY 20 FEET AS SHOWN.
- ONE CONIFEROUS TREE SHALL BE PLANTED EVERY 20 FEET ALONG CD 304 AT THE TIME THE LOTS ALONG CD 304 ARE FINAL PLATED.
- THERE WILL BE CURBEN MAINTENANCE INSTALLED AT MOST OFFICE APPROVED LOCATIONS.



ARBOR TRAILS



KNOW ALL MEN BY THESE PRESENTS that RST Land, LLC, a limited liability company, under the laws of Minnesota, owner of record of the following described property, situated in the City of Sartell, County of Stearns, State of Minnesota, to-wit:

Block 1, SANDSTONE VILLAGE according to the recorded plat thereof, Stearns County, Minnesota.

Have caused the same to be surveyed and plotted as ARBOR TRAILS, and do hereby dedicate and grant to the public for public use forever the public ways, and also dedicating and granting the easements as shown on this plat for drainage and utility purposes only.

AST LAND, LLC
 Business Address and RST Land, LLC, a limited liability company, under the laws of Minnesota, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Richard K. Popovich, President
 Tzipora D. Downing, Vice President

STATE OF MINNESOTA
 COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Richard K. Popovich, President, and Tzipora D. Downing, Vice President, of RST Land, LLC, a limited liability company, under the laws of Minnesota, and of all of the necessary.

 (Notary Signature)

 (Notary Printed Name)

NOTARY PUBLIC, _____ COUNTY, MINNESOTA

BY COMMISSION EXPIRES _____

SURVEYOR
 I hereby certify that I have surveyed and plotted the land described on this plat as ARBOR TRAILS; that this plat is a correct representation of the boundary survey; that all non-platted areas and easements are correctly designated on this plat; that all other boundary monuments of the plat have been correctly set and that all other easements and encumbrances are correctly set, shown and recorded as shown on this plat; that as of the date of this certificate, all other encumbrances and easements, as defined in Minnesota Statutes Sections 555.03, 555.04, 5 are shown and located on this plat; and that all public ways are shown and located on this plat.

LUCKA H. BRITTON, LICENSED LAND SURVEYOR
 MINNESOTA LICENSE NUMBER 23862

STATE OF MINNESOTA
 COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by LUCKA H. BRITTON, Licensed Land Surveyor, Minnesota License Number 23862.

 (Notary Signature)

 (Notary Printed Name)

NOTARY PUBLIC, _____ COUNTY, MINNESOTA

BY COMMISSION EXPIRES _____

CITY OF SARTELL
 This plat of ARBOR TRAILS was approved and accepted by the City of Sartell, Minnesota at a regular meeting thereof held this _____ day of _____, 20____.

CITY COUNCIL OF SARTELL, MINNESOTA
 By _____ Mayor
 By _____ Administrator

STEARNS COUNTY SURVEYOR
 I hereby certify that this plat has been examined and recommended for approval this _____ day of _____, 20____.

STEARNS COUNTY SURVEYOR
 MINNESOTA LICENSE NUMBER _____

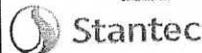
STEARNS COUNTY ANTIQUARIAN/PRESERVATION
 I hereby certify that the town as the land described herein was paid for the year 20____ and all years prior to the year 20____ and transfer entered.
 Date _____

STEARNS COUNTY ANTIQUARIAN/PRESERVATION
 DEPUTY ANTIQUARIAN/PRESERVATION

TAX PARCEL NUMBER _____

STEARNS COUNTY RECORDER
 I hereby certify that this instrument was filed for record in the Office of the County Recorder in and for Stearns County, Minnesota on this _____ day of _____, 20____, at _____ o'clock _____ of the afternoon of _____, in the _____

STEARNS COUNTY RECORDER
 DEPUTY RECORDER



3717 23rd Avenue S
 St. Cloud, MN 56301
 www.stantec.com

Council Member
adoption:

introduced the following resolution and moved for its

RESOLUTION # ____

**A RESOLUTION ADOPTING FINDINGS OF FACT # ____ RELATING TO A
REZONING REQUEST FROM R-3 TO R-1 SINGLE FAMILY RESIDENTIAL**

WHEREAS, the City of Sartell received an application from RST Land LLC., for the request to rezone property from R-3 Multi Family Residential to R-1 Single Family for a single family development in an area legally described as follows:

Outlot F, Sandstone Village

“Subject Property”

WHEREAS, the Planning Commission considered the rezoning request at their March 2, 2015 meeting; and

WHEREAS, The City Council conducted the public hearing on March 9, 2015.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SARTELL, STEARNS COUNTY, STATE OF MINNESOTA, as follows:

1. That RST Land LLC., hereinafter referred to as “Applicant,” submitted a complete application for a rezoning request on the subject property.
2. That the subject property is guided for residential with a density of 0-10 units per acre according to the City’s Comprehensive Plan as adopted on August 11, 2003.
3. That the R-1 zoning designation is an appropriate zoning district, which would be consistent with the Comprehensive Plan.

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Sartell City Council this the _th_ day of _____, 2015.

CITY OF SARTELL:

By: _____
Mayor

By: _____
City Administrator

SEAL

CERTIFICATION

I, Mary Degiovanni, City Administrator of the City of Sartell, do hereby certify that the foregoing is a true and correct copy of a resolution by the Council of the City of Sartell at a regular meeting held on the _____ day of _____, 2015.

Mary Degiovanni
City Administrator
City of Sartell, Minnesota

Council member
its adoption:

introduced the following ordinance and moved for

ORDINANCE # _____

AN ORDINANCE APPROVING REZONING OF CERTAIN PROPERTIES FROM R-3 MULTI-FAMILY RESIDENTIAL TO R-1 SINGLE FAMILY RESIDENTIAL.

WHEREAS, the City of Sartell received an application from RST Land LLC., for the request to rezone property from R-3 Multi-family to R-1 Single Family Residential has been referred and heard by the Planning Commission on March 2, 2015; and

WHEREAS, the proper publication was mailed notice of a public hearing to consider this matter has been given; and

WHEREAS, The City Council will conduct the public hearing on March 9, 2015 at which all persons interested were given an opportunity to be heard; and

WHEREAS, it was determined that the rezoning of the following described property is in the best interests of the City of Sartell.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SARTELL, STEARNS COUNTY, STATE OF MINNESOTA: That rezoning the property described as follows is hereby amended from R-3 Multifamily Residential to R-1 Single Family Residential which allows for the construction of a single family homes on the following property:

Outlot F, Sandstone Village

BE IT FURTHER RESOLVED: That the clerk is here by authorized to record such classification from the described property upon the official zoning maps.

The mention for the adoption of the forgoing resolution was duly seconded by Council Member and upon vote being taken thereon, the following

Voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly adopted by the Sartell City Council on this the ____ th day of _____ 2015

Mayor

ATTEST:

City Administrator

SEAL

CERTIFICATION

I, Mary Degiovanni, City Administrator of the City of Sartell, do hereby certify that the foregoing is a true and correct copy of a resolution by the Council of the City of Sartell at a regular meeting held on the ____ day of _____, 2015.

Mary Degiovanni
City Administrator
City of Sartell, Minnesota

Ordinance No. _____

AN ORDINANCE ESTABLISHING THE REZONING OF PROPERTY TO R-1 SINGLE FAMILY RESIDENTIAL

On March 9, 2015, the City Council approved the rezoning designation for a 53 acre parcel generally located to the west of 19th (65th) Avenue South and generally north and east of County Road 4 as R-1, Single Family Residential.

A printed copy of the Ordinance and complete legal description are available for inspection by any person at the office of the City Clerk, Monday through Friday, between 7:00 a.m. and 4:30 p.m.

This document hereby is made a part of this ordinance and is attached hereto.

Mayor

ATTEST:

City Administrator

SEAL

PUBLISHED IN THE SARTELL NEWSLEADER ON _____

Councilmember
adoption

introduced the following resolution and moved for its

RESOLUTION NO.
RESOLUTION APPROVING THE PRELIMINARY
PLAT OF ARBOR TRAILS

WHEREAS, the proposed plat has been reviewed by the city and county engineer; and

WHEREAS, the Planning Commission has reviewed the proposed plat at their March 2, 2015, meeting; and

WHEREAS, after proper notice was given and a public hearing was held on March 9, 2015, at which time all persons present wishing to be heard regarding the matter were given an opportunity to be heard.

WHEREAS, the conditions of approval include:

1. Approval of WCA Application

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Sartell City Council this the ___ day of _____, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SARTELL, MINNESOTA: That the preliminary plat of Arbor Trails described as follows be approved:

Outlot F, Sandstone Village

ADOPTED BY THE SARTELL CITY COUNCIL THIS _____ DAY OF _____, 2015.

Mayor

ATTEST:

Administrator

SEAL

CERTIFICATION

I, Mary Degiovanni, Administrator of the City of Sartell, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council of the City of Sartell at a regular meeting held on the _____ day of _____, 2015.

Mary Degiovanni
Administrator
City of Sartell, Minnesota

Council member
for its adoption:

introduced the following resolution and moved

RESOLUTION NO

**RESOLUTION APPROVING FINAL PLAT, AND DEVELOPMENT AGREEMENT
ARBOR TRAILS**

WHEREAS, a public hearing was held on the preliminary plat of Arbor Trails on March 9, 2015 at which time all persons wishing to be heard regarding the matter were given an opportunity to be heard; and

WHEREAS, the council adopted a resolution approving the final plat with the following conditions:

1. The median proposed at the entrance of Arbor Parkway shall be constructed of concrete. No natural vegetation shall be planted, as maintenance is burdensome on City resources. A development sign may be allowed as so long as it is constructed according to city ordinances (size) and materials.
2. Park dedication in the amount of \$18,582 submitted at the time of plat recording.
3. Screening along Lot 5, block 2 shall consist of 6 foot coniferous trees spaced 20 feet apart along the south/easterly property line.
4. Prior to the issuance of a certificate of occupancy, each lot will be required to plant one tree in the front yard based on the City Standards.
5. All of the proposed lots, driveway entrances, housing types and elevations shall be constructed as proposed. If there is a desire to deviate during the building permit process, the builder/developer will be responsible for obtaining a new grading plan approval from the City (along with application/fees).
6. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
7. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlots will be subject to future trunk fees and dedication requirements.
8. Approval is contingent on TEP/WCA application request

WHEREAS, a final plat for Arbor Trails has been submitted which indicates that no significant changes within that portion of the preliminary plat, is included in the final plat.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SARTELL, MINNESOTA: That the final plat and Development agreement for Arbor Trails be approved:

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF MARCH, 2015.

Mayor

ATTEST:

Administrator

SEAL

CERTIFICATION

I, Mary Degiovanni, Administrator of the City of Sartell, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council of the City of Sartell at a regular meeting held on the __9th__ day of March, 2015.

Mary Degiovanni
Administrator
City of Sartell, Minnesota

**ARBOR TRAILS
FINAL DEVELOPMENT AGREEMENT
CITY OF SARTELL, MINNESOTA**

THIS AGREEMENT made effective the day of , 2015, by and between the City of Sartell, a municipal corporation of the State of Minnesota (the “City”), and RST Land LLC. a Minnesota Corporations, (the “Developer”).

RECITALS

- A.** The Developer is the fee owner of the property situated in the City of Sartell and legally described on the attached **Exhibit A** (the “Subject Property”).
- B.** The Developer has requested and received preliminary plat approval to facilitate development of the Subject Property with single-family units on March 9, 2015.
- C.** On March 9, 2015, the City will consider approval of the final plat of the Subject Property known as March 9, 2015 (the “Plat”), which approval is contingent on the terms and conditions of this Agreement, including the Developer and the City entering into this Agreement.
- D.** The Developer acknowledges that Developer is responsible for all costs incurred by it or the City in conjunction with the development of this Plat, including, but not limited to construction of improvements, legal, planning, engineering and inspection expenses incurred in connection with approval and acceptance of the Plat, the preparation of this Agreement, and all costs and expenses incurred by the City in monitoring and inspecting development of the Plat and improvements therein, unless otherwise provided herein.

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, the City and Developer agree as follows:

PLAT

Recording. The Developer will record the Plat and this Development Agreement with the County at Developer's expense prior to award of the construction contract for the Improvements or within sixty (60) days of Final Plat approval, whichever is earlier, and will forward confirmation of the recording of the documents to the City. In the event that technical or clerical revisions are needed in this document or if for any reason the County Recorder deems the Development Agreement unrecordable, the Developer will cooperate with the City in the execution or amendment of any revised Development Agreement. If, for any reason, the Plat is not recorded by the County, Developer agrees to hold the City harmless for any costs incurred. It is expressly understood that Developer will have no claim for breach of this Agreement in the event the Plat is not recordable or revisions are required in the Plat. If the Plat is not recorded prior to the assignment of assessments, the Developer shall be responsible for all costs incurred in the dividing of assessments at a later date.

Monuments. The Developer will install Plat monuments within one year after recording the Plat. No building permit will be issued for a lot in the Plat until the lot monuments have been installed and certified by a registered land surveyor. Monuments will need to be relocated and/or replaced if they become buried or removed during the excavation/development of the property.

Permits. Upon execution of this Agreement, the Developer and other necessary parties shall promptly apply for all permits, approvals, licenses or other documents from any and all necessary governmental agencies (including but not limited to the City, Benton/Stearns County, the Pollution Control Agency, the Department of Health and the Department of Natural Resources) so as to enable the Improvements shown in the Plans as herein contemplated. The Developer shall use its best efforts to obtain the same as soon as reasonably possible.

IMPROVEMENTS

Improvements. The Developer proposes to install to City standards the following improvements within portions of the Plat: sanitary sewer and water mains, hydrants and lift stations as required, storm drainage, streets with concrete curb and gutter, street lights, mail boxes per the USPS guidelines, pedestrian walkways/trails, traffic control signs, landscaping requirements and appurtenances thereto (the "Improvements") and has requested the City prepare final plans and specifications for such Improvements (the "Plans"). The Developer will cause to be constructed at its cost the Improvements according to City standards and in accordance with the Plans to be designed by the City Engineer. The parties agree that the Developer will not start construction of any structure in the Plat until the City has approved and accepted the construction of the Improvements, except street wear course, unless the City agrees otherwise in writing. The Developer will provide City with As Built drawings promptly upon completion of construction of the Improvements.

City To Approve Contractor. The City will have the right to approve the contractor and subcontractors who will complete the construction and installation of the Improvements called for in this Agreement. Notwithstanding the City's approval of a contractor or subcontractor, Developer will accept responsibility as the General Contractor for the construction

and installation of the Improvements. The City's approval of the Contractor and/or subcontractors shall not be unreasonably withheld.

Security. It is agreed that the City has the right, privilege and authority as a condition precedent to the approval of the Plans and approval of the Plat to prescribe design requirements for Improvements within the Plat. Developer will provide and maintain a Letter of Credit in a form acceptable to the City in the amount of \$< >, which may be adjusted to 100% of bid construction costs when known and agreed to by the City Engineer to guarantee timely and satisfactory construction of the Improvements and Developer's performance of all terms of this Agreement. Upon completion, inspection, and acceptance by the City of the Improvements, the Letter of Credit will be released, except for estimated cost of the final wear course. The Letter of Credit will be provided to the City upon execution of this Development Agreement. **The Letter of Credit must include this provision:**

In the event that the terms of the Development Agreement are not fulfilled, or in the event any special assessments remain owing against the Subject Property, this Letter of Credit shall be automatically extended at its expiration date on an annual basis unless at least sixty (60) days prior to expiration date we have notified the City of Sartell by certified mail that we elect not to extend this Letter of Credit. Upon receipt of said notice, the City of Sartell shall be entitled to draw at sight, by presentment of a draft or drafts prior to the date of expiration hereof, up to the full aggregate amount as set forth herein, less any reduction.

The City may draw on the Letter of Credit, without notice and at the Bank's branch office in or nearest to St. Cloud, Minnesota, at any time any term of this Development Agreement remains unfulfilled by Developer or if such letter of credit is not renewed as required sixty (60) days prior to end of the term. The City will have the right to enter upon the Subject Property to inspect work or complete all or a portion of the project as necessary. In the event the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.

The Developer will fully and faithfully comply with all the terms of any and all contracts entered into by the Developer for the installation and construction of all Improvements and hereby warrants and guarantees the workmanship and materials for a period of two years following the City's final acceptance of the Improvements. The Developer will provide a financial guarantee in the amount of 10% of the above Letter of Credit until the successful completion of such warranty period. If any claims are made in writing within the warranty period, the warranty period financial guarantee will not be released until such claims are resolved.

Completion Timeline. The work the Developer is to perform under this Agreement must be done and performed by Developer in a good and workmanlike manner and completed on or before the following dates: site (including building pads) grading June 2015; utilities, street lights, signage, trails and sidewalks, and street bituminous base October 2015, second street bituminous wear October 2016. The Developer may, however, request an extension of time from the City. If an extension is granted, it shall be conditioned upon updating the security posted by the developer to reflect the cost increases and the extended completion date.

Private Utilities. All private utilities (e.g. electric, telephone, cable and gas) must be installed within a common area at the Developer's expense. Developer is responsible for contacting utility companies for service to the Development Property. Developer is also responsible for any cost incurred in the installation of such utilities.

Street Signs. The City will install street identification signs according to City standards and the Developer is responsible for all costs incurred for such sign installation and will be billed according to the City's fee schedule in effect at the time of such sign installation.

Street Lights. It is the responsibility of the Developer to include a street lighting plan prepared by the City's street lighting utility company in the Plans submitted for City approval and, upon approval, to have the street lights installed (by the contractor or utility company approved by the City in the City's sole discretion) at the Developer's expense. The Developer is required to utilize the City approved street light standards unless the Developer receives prior City approval to vary the light standards.

Hard Surfaced Driveways. Hard surfaced driveways and concrete aprons are a requirement for each residential lot in the Plat and must be installed prior to the Certificate of Occupancy being issued or as soon thereafter as possible, weather permitting.

City Approval. The City reserves the right to delay the bituminous wear paving if conditions warrant the delay. All work will be subject to the inspection and approval of the City and/or a duly authorized engineer of the City. Any unacceptable work will be corrected at the sole cost and expense of the Developer, to the satisfaction and approval of the City.

Right to Proceed. Within the Plat, the Developer may not grade or otherwise disturb the earth, remove trees, construct sewer lines, water lines, streets, utilities, public or private improvements, or any buildings until all the following conditions have been satisfied: (a) this Agreement has been fully executed by both parties and filed with the County, and (b) the City has issued a letter that all conditions required to commence the Improvements have been satisfied and that the Developer may proceed.

ADDITIONAL CONDITIONS OF APPROVAL

The Developer shall also comply with the following conditions:

- A.** RESIDENTIAL: That all residential lots in the Plat will have a maximum of one hard surfaced driveway and concrete apron. That the Developer will be required to obtain a NPDES Phase II (Construction Site) permit from the MPCA.
- B.** That all comments by the City engineering, police, and/or fire departments attached hereto as **Exhibit B** must be resolved to the satisfaction of the City to be evidenced by written notice to proceed issued by the City.
- C.** That the all homes shall be constructed as proposed on the approved grading plan. Any deviation from the grading plan will result in the need to submit a new grading plan for review. There will be no exceptions.
- D.** That sidewalks and trails be installed at the time of roadway and utility installation.

ENGINEERING

Plans and Specifications. All plans and specifications for the Improvements must be prepared, and all work related thereto inspected, by the City Engineer, with all costs related thereto paid by the Developer as outlined below.

Security. The **Letter of Credit (\$ _____)** required to secure developer's obligations under this Agreement will be used to secure reimbursement of all costs incurred by the City including, but not limited to, engineering fees, inspections, legal fees, cost of acquisition of any necessary easements if any, and any other costs incurred by the City relating to the Improvements (including the preparation of this Agreement). Such Letter of Credit will be drawn upon if such charges are not paid within 30 days of invoice to Developer. City expenses exceeding this amount will be invoiced to the Developer, who will pay said costs within 30 days of invoice. If the bills are not paid on time, the City may halt all development work until the bills are paid in full.

DEDICATION

Developer will dedicate to the City, after their completion, all water and sewer mains, lift stations, water hydrants, storm sewer mains, storm sewer, stormwater ponds, pedestrian trails, roadways, street lights, sidewalks, and other structures located in the right-of-ways in the Plat shown in the Plans. Developer will provide to the City any and all necessary easements and/or dedications or deeding to ensure that the City has the ability to maintain, repair, replace or modify the roadways, trails, sewer and water mains, storm sewers, holding and sedimentation ponds and other public improvements located in the Plat.

PONDS AND STORMWATER PIPES

Cleaning of Ponds. At such time as the City determines that construction on the Subject Property has been sufficiently completed so as not to cause significant erosion which will contaminate the holding ponds servicing the Subject Property, the Developer will clean/dredge all holding ponds and storm water pipes on the Subject Property. In the event the ponds require cleaning/dredging prior to the completion of all such construction, the City may request that the Developer complete more than one cleaning of the holding ponds. Developer is responsible for all permits relating to cleaning and dredging of ponds and pipes, including permits required by the Department of Natural Resources and the Army Corps of Engineers.

Buffer Area Adjacent to Ponds. All ponds servicing the Subject Property, whether such ponds are located on City owned property, easements running in favor of the City, or on private property, must maintain a minimum of an 8' natural buffer from the high water mark. Notwithstanding the above, one access to each pond may be required by the City in a location determined by the City in its sole discretion.

EROSION AND LANDSCAPING

Erosion Control. The Developer will be responsible for the implementation and maintenance of development-wide erosion control measures. The Developer is hereby required to make application for a MPCA General Storm Water Permit for Construction Activity, Form #MNR 100001. This permit and its associated requirements shall remain in effect until **all** building sites within the Subdivision have been developed. The Developer will also comply with any erosion control method ordered by the City for the prevention of damage to adjacent property and the control of surface water runoff. As the development progresses, the City may impose additional erosion control requirements if, in the opinion of the City Engineer, such requirements are necessary to retain soil and prevent siltation of streams, ponds, lakes, or other adjacent properties, or of City utility systems. The Developer will comply with the erosion control plans and with any such additional instruction it receives from the City. The Developer shall properly clear any soil, earth or debris on City owned property, or public right of way resulting from construction work by the Developer or Builder, its agents or assigns. Failure to clean the site within 7 days will result in the City hiring out or performing the clean up and billing the Developer and its assigns the cost plus 15%. The Developer will cause to be performed to the City Engineer's satisfaction all finish grading, and will establish turf in all swales and ditches and will maintain said grading, swales, and ditches until the Improvements are completed and accepted by the City. All rear yard drainage swales will be final graded and restored with erosion control fabric. All areas disturbed by excavation and backfilling operations will be reseeded immediately after the completion of the work in that area. Seed will be rye grass or other fast growing seed to provide a temporary ground cover as rapidly as possible. All seeded areas will be mulched and disc anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. All swales and other drainage measures required by the Plans, grading plan, engineering reports and/or soil erosion control plan, as contained herein or as required by the City, shall not be disrupted, changed, or not maintained such that the swale or other drainage measures no longer function according to the original design. The City shall have the right at any time to enter upon the Subject Property so as to ensure surface water drainage as originally designed. The Developer agrees to reimburse the City for any costs incurred by the City as a result of such corrective action.

Hold Harmless Agreement. The Developer acknowledges that its failure to control erosion may cause flooding and/or damage to adjoining property owners. In such event, the Developer agrees to hold the City harmless and indemnify the City from claims of all third parties of the Developer for flooding and/or damages arising out of such failure. Further, in the event the City undertakes any corrective actions to prevent or minimize any such flooding and/or damage, the Developer agrees to hold the City harmless and indemnify the City from claims of all third parties for damages arising out of said corrective action by the City, and agrees to reimburse the City for all out of pocket expenses incurred by the City arising out of the corrective action including, but not limited to any costs necessary to re-landscape disrupted soils located with the Plat.

Lot Maintenance. The Developer will maintain all lots and outlots in the Plat free of litter and debris. The Developer will mow all grass and weeds in excess of 10 inches in height on vacant lots and boulevards. Cut trees, tree stumps, or construction debris will be removed from the Plat. Burying or burning of trees or construction debris is not permitted on site.

CITY FEES

Area Charges. Trunk charges are to be paid prior to the recording of the final plat (based on 420,158 square feet or 9.65 acres).

Water Trunk - \$24,569.00

Sanitary Sewer Trunk - \$24,569.00

Storm Trunk – \$42,016.00

Total for Phase 1 - \$91,154.00

Outlots A, B and C will be subject to future trunk fees.

Park Fees. The developer shall deposit **\$18,582** in park fees in lieu of dedication prior to the recording of the final plat.

SAC/WAC. The Developer acknowledges that sewer and water access charges will be payable at then current rates at the time building permits are pulled for construction on the Property. Developer agrees to make buyers and/or future tenants of the Property aware that such charges will be payable at any time permits are required, including initial building shell construction and at future tenant improvement build-out.

MISCELLANEOUS

Representations. The Developer represents that the Plat complies with all city, county, state, and federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations and permits thereto related. If the City determines that the Plat does not comply, the City may refuse to allow construction or development work in the Plat until compliance is achieved.

Assignment. This Development Agreement cannot be assigned or transferred without the written consent of the City. A breach of the terms of this Agreement by the Developer, including the unauthorized assignment or transfer of the Agreement, will be grounds for denial of the issuance of any building permit.

Waivers. The rights of the City under this Agreement are in addition to any other rights under statute, ordinance or any other agreement. The action or inaction of the City will not constitute a waiver or amendment under the provisions of this Agreement. To be binding, amendments or waivers will be in writing, signed by the parties and approved by the City Council. The City's failure to promptly take legal action to enforce this Agreement will not be a waiver or release. There is no intent to benefit any third parties and third parties will have no recourse against the City under this Agreement.

Reimbursement. The Developer will reimburse the City for all costs incurred by the City in the defense or enforcement of this Agreement, or any portion thereof, including court cost and reasonable engineering and attorneys' fees.

License to Enter Land. The Developer hereby grants the City, its agents, employees, officers and contractors a license to enter the Subject Property to perform all work and/or inspections deemed appropriate by the City during the development of the Subject Property.

Violation of This Agreement. If the Developer fails to perform any of the terms of this Agreement in the manner required by the City, the City shall be entitled to recover, from the Developer or the issuer of Developer's financial guarantee, the full amount of any and all financial guarantees. Breach of any of the terms of this Development Agreement by the Developer shall also be grounds for denial of Building or Occupancy Permits for buildings in the Plat.

Agreement Binding. The terms and provision hereof shall be binding upon, and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Subject Property and shall be deemed covenants running with the land.

Indemnification. The Developer will have no claim against the City and its officers and employees for damages sustained or costs incurred resulting from plat approval and development. The City and its officers, agents and employees will not be personally liable or responsible in any manner to the Developer, contractor or subcontractors, suppliers, laborers, or to any other person or persons whomsoever, for any claims, demands, damages, actions, or causes of action of any kind or character whatsoever arising out of or by reason of the execution of this Agreement, or the design, performance, and completion of the work and the improvements to be provided by Developer pursuant to this Agreement. The Developer will hold the City harmless from claims by third parties, including but not limited to other property owners, contractors, subcontractors and suppliers, for damages sustained or costs incurred resulting from plat approval and the development of the Property. The Developer agrees to indemnify, defend and hold harmless the City, its agents and employees from any claim, demand, suit, action or other proceeding whatsoever by any person for any loss or damage to property or any injury to or death of any person resulting from any actions by the Developer, or its agents or contractors.

Insurance. Until all of Developer's obligations under this Agreement are fulfilled, the Developer will provide and maintain public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise. Limits for bodily injury or death will not be less than \$500,000 for one person and \$1,500,000 for each occurrence. Limits for property damage will not be less than \$500,000 for each occurrence. The City will be named as an additional named insured on said policy and the policy shall provide that it may not be cancelled without 30 day prior written notice to the City. The Developer will file a copy of the insurance coverage with the City upon execution of this Agreement. The insurance policy obtained by the Developer is subject to City approval. In the event that the City is held liable to a third party by a court of competent jurisdiction for damages and the insurance obtained by Developer for any reason fails to cover the City, the Developer will be liable under this Agreement for any and all costs incurred or damages claimed against the City.

Certificate of Occupancy. The City will not issue certificates of occupancy for any building within the Development until the building has been connected to sanitary sewer and water, complied with the grading and site plans, a tree has been planted in the front yard of each home, and the streets in the Development have been constructed to the point of having a bituminous base course.

Incorporation by Reference. All plans, special provisions, proposals, specifications and contracts for the Improvements to be made pursuant to this Agreement shall be and hereby are made a part of this Agreement by reference as fully as if set forth herein in full.

Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phase of this Agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not effect or void any of the other provisions of this Agreement.

DEFAULT ON AGREEMENT

Events of Default. The following shall be “Events of Default” under this Agreement and the term “events of default” shall mean, whenever it is used in this Agreement (unless the context otherwise provides) any one or more of the following events:

- A. Failure by the Developer to observe and substantially perform any covenant, condition, obligation, or agreement on its part to be observed or performed hereunder, including providing security or renewal of security as provided in this Agreement.
- B. If the Developer shall admit in writing its inability to pay its debts, generally as they become due, or shall file a petition in bankruptcy, or shall make an assignment for the benefit of its creditors, or shall consent to the appointment of a receiver of itself or of the whole or any substantial part of the Subject Property.
- C. If the Developer does not pay the assessments due on the property.

If the Developer fails to cure the Event of Default within ten (10) days of the date of notice sent to Developer by regular first class U.S. mail, Developer agrees that the City is hereby granted the right and privilege to declare any amounts expended by the City then due and payable as liquidated damages in full, and the City may immediately bring legal action against the Developer to collect such sums expended by the City; the Developer shall be personally responsible for payment of such sums; in addition, the City shall have a lien against the Subject Property. In addition to any other remedy provided in this Agreement, and without waiver of any such right, the City may avail itself of any or all of the following remedies:

- 1. Halt all Plat development work and construction of Improvements.
- 2. Refuse to issue building permits or occupancy permits as to any parcel until such time as the Event of Default is cured.
- 3. Apply to a court of competent jurisdiction to enjoin continuation of the Event of Default.
- 4. Terminate this Agreement by written notice to the Developer.

Addresses. The address of the Developer for the purposes of this Development Agreement is:

RST Land LLC.

The address of the City for the purposes of this Development Agreement is:

City of Sartell
125 Pine Cone Road North
PO Box 140
Sartell, MN 56377

**EXHIBIT A
LEGAL DESCRIPTION**

**Lots 1-9, Block 1
Lots 1-5, Block 2
Lots 1-5, Block 3
All of Arbor Trails**

(previously a portion of outlot f, Sandstone Village)

EXHIBIT B

CITY DEPARTMENT COMMENTS

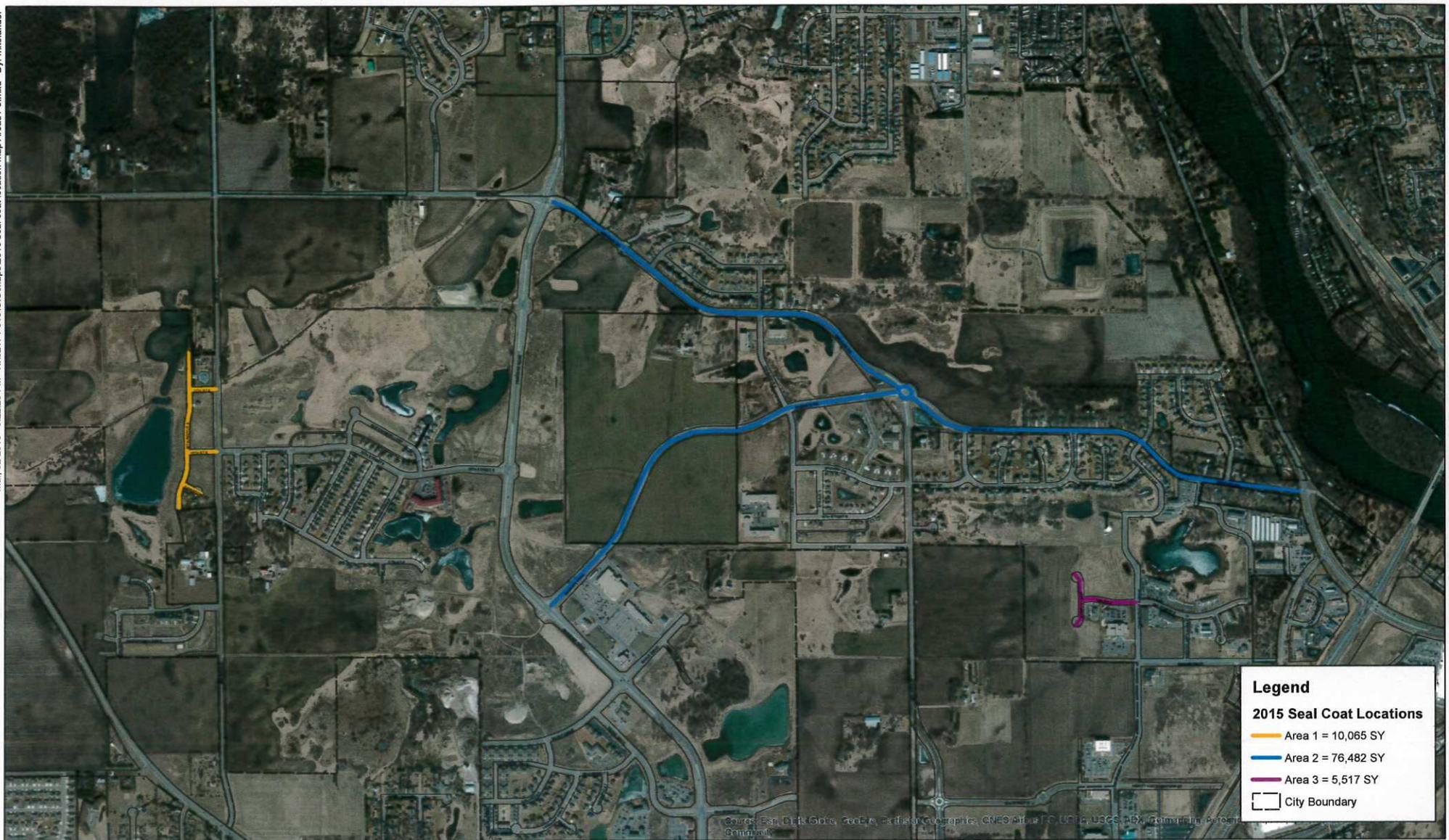
1. The median proposed at the entrance of Arbor Parkway shall be constructed of concrete. No natural vegetation shall be planted, as maintenance is burdensome on City resources. A development sign may be allowed as so long as it is constructed according to city ordinances (size) and materials.
2. Park dedication in the amount of \$18,582 submitted at the time of plat recording.
3. Screening along Lot 5, block 2 shall consist of 6 foot coniferous trees spaced 20 feet apart along the south/easterly property line.
4. Prior to the issuance of a certificate of occupancy, each lot will be required to plant one tree in the front yard based on the City Standards.
5. All of the proposed lots, driveway entrances, housing types and elevations shall be constructed as proposed. If there is a desire to deviate during the building permit process, the builder/developer will be responsible for obtaining a new grading plan approval from the City (along with application/fees).
6. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
7. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlots will be subject to future trunk fees and dedication requirements.
8. Approval is contingent on TEP/WCA application request

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Engineering & Administration	Meeting Date: March 9, 2015	Agenda Item No. 8a
Agenda Section: Old Business	Item: 2015 Sealcoat Projects	
<p>RECOMMENDATION: Staff recommends authorizing bids on the 2015 sealcoating project.</p> <p>BACKGROUND: Attached is a map indicating the streets proposed for 2015 sealcoating. In addition to sealcoating, re-striping of the existing lane markings is included with this project.</p> <p>BUDGET/FISCAL IMPACT: The City budgeted \$200,000 for sealcoating and striping in 2015. Engineer's estimates are attached with total costs estimated at \$197,979.</p> <p>ATTACHMENTS: Sealcoat location map and Engineer's opinion of probable cost.</p> <p>COUNCIL ACTION REQUESTED: Motion to authorize bids on 2015 sealcoat project.</p>		

Mar. 02 2015 3:22:29 PM K:\02174-610\GIS\Maps\2015 seal coat location map Areas1-3.mxd By: mkolander



Legend

2015 Seal Coat Locations

- Area 1 = 10,065 SY
- Area 2 = 76,482 SY
- Area 3 = 5,517 SY
- City Boundary



2015 Sartell Seal Coat Project Location Map

N
1 inch = 1,000 feet



Client: City of Sartell
 Project: 2015 Seal Coat Project
 WSB Project No.: 02174-610
 Date: February 24, 2015

ENGINEERS OPINION OF PROBABLE COST

Schedule A - Surface Improvements							
No.	Mat. No.	Item	Notes	Units	Qty	Unit Price	Total Price
Seal Coat							
1	2356.505	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2P)	2, 3	GALLON	27,605	\$ 3.60	\$ 99,377.96
2	2356.507	SEAL COAT AGGREGATE (FA-2 MOD)	4, 6	SY	15,582	\$ 0.20	\$ 3,116.40
3	2356.507	SEAL COAT AGGREGATE (FA-3 MOD)	5, 6	SY	76,482	\$ 0.25	\$ 19,120.56
4		SCREEN SEAL COAT AGGREGATE		CY	444	\$ 6.00	\$ 2,664.00
							\$ 124,278.92
Pavement Markings							
5	2582.501	PAVT MESSAGE (LT ARROW) - EPOXY		EACH	55	\$ 125.00	\$ 6,875.00
6	2582.501	PAVT MESSAGE (RT ARROW) - EPOXY		EACH	22	\$ 125.00	\$ 2,750.00
7	2582.501	PAVT MESSAGE (LT-THRU ARROW) - EPOXY		EACH	1	\$ 200.00	\$ 200.00
8	2582.501	PAVT MESSAGE (RT-THRU ARROW) - EPOXY		EACH	2	\$ 200.00	\$ 400.00
9	2582.501	PAVT MESSAGE (THRU ARROW) - EPOXY		EACH	1	\$ 125.00	\$ 125.00
10	2582.502	12" SOLID LINE WHITE - EPOXY		LIN FT	86	\$ 4.00	\$ 344.00
11	2582.502	24" SOLID LINE WHITE - EPOXY		LIN FT	186	\$ 8.00	\$ 1,488.00
12	2582.502	24" SOLID LINE YELLOW - EPOXY		LIN FT	210	\$ 8.00	\$ 1,680.00
13	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY		LIN FT	7,350	\$ 0.52	\$ 3,822.00
14	2582.502	4" SOLID LINE WHITE - EPOXY		LIN FT	30,834	\$ 0.24	\$ 7,400.16
15	2582.502	4" SOLID LINE YELLOW - EPOXY		LIN FT	13,803	\$ 0.24	\$ 3,312.72
16	2582.502	4" BROKEN LINE YELLOW - EPOXY		LIN FT	2,116	\$ 0.24	\$ 507.84
17	2582.502	4" BROKEN LINE WHITE - EPOXY		LIN FT	352	\$ 0.24	\$ 84.48
18	2582.502	8" DOTTED LINE WHITE - EPOXY		LIN FT	34	\$ 4.00	\$ 136.00
19	2582.502	CROSSWALK MARKINGS - EPOXY		SQ FT	1,872	\$ 4.40	\$ 8,236.80
20	2582.503	PAVEMENT MARKING SPECIAL (SHARK TOOTH YIELD)		SQ FT	45	\$ 4.40	\$ 198.00
							\$ 37,560.00

NOTES

1	INCLUDES SWEEPING TWO (2) TIMES AFTER APPLICATION	TOTAL SCHEDULE A = \$	161,838.92
2	CRS-2P EMULSION @ 0.25 GALLONS/SY FOR FA-2	10% CONTINGENCY = \$	16,183.89
3	CRS-2P EMULSION @ 0.31 GALLONS/SY FOR FA-3	GRAND-TOTAL = \$	178,022.81
4	FA-2 GRANITE AGGREGATE @ 20 LBS/SY		
5	FA-3 GRANITE AGGREGATE @ 22 LBS/SY	Plans, Specifications and Bidding Documents = \$	4,500.00
6	UNIT PRICE FOR FA-2 & FA-3 GRANITE AGGREGATE ONLY APPLIES TO PLACING MATERIAL, ASSUMING CITY OF SARTELL IS SUPPLYING THE MATERIAL.	Inspection (Assumed 3 days work) = \$	3,500.00
		\$	8,000.00

AGGREGATE PURCHASE = \$ 9,956.24
 AGGREGATE DELIVERY = \$ 2,000.00
\$ 11,956.24

TOTAL PROJECT ESTIMATE = \$ 197,979.05

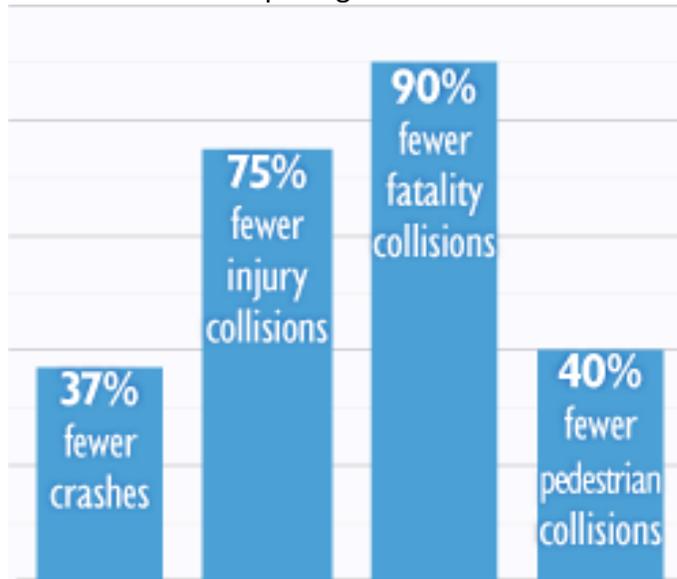
SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Engineering, Public Works, Planning, Police Dept. & Administration	Meeting Date: March 9, 2015	Agenda Item No. 8b
Agenda Section: Old Business	Item: Pinecone Road	

RECOMMENDATION: Staff recommends adoption of the attached Resolution for phase 1 improvements on Pinecone Road.

BACKGROUND: The Council ordered a corridor study of Pinecone Road in August of 2014 and you have been discussing the results of that study along with other related Pinecone Road information (accident rates, traffic counts current and projected, road conditions, MNDOT and County planned road work, finances, etc.) since November to come to a decision for the 2015 project phase. The data on both vehicle and pedestrian safety improvements from roundabouts is compelling:



Staff was also asked about accidents at the very busy Walmart roundabout along County Road 120 - there were 4 accidents at that Walmart roundabout in 2014 compared to 20 accidents at your signal controlled intersection at 2nd Street South in 2014.

A question was also asked about concerns for sides streets along 2nd Street South. Public Works and Police Department staff have no concerns about a roundabout at Pinecone and 2nd Street South harming side street access.

BUDGET/FISCAL IMPACT: The City planned for increased street funding within your Financial Plan and that increase will be used toward tax abatement bonds to be reimbursed by sales tax when the extension dollars are collected. ***The Council will still have final review of bids and budget implications prior to making a decision to award this project.***

ATTACHMENTS: Recommended Resolution.

COUNCIL ACTION REQUESTED: Motion to adopt attached Resolution Ordering Improvements and Directing Preparation of Plans and Specs.

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____
ORDERING IMPROVEMENTS
AND DIRECTING PREPARATION OF PLANS
AND SPECIFICATIONS

WHEREAS, the City Council has determined that improvements to Pinecone Road are advisable and in the best interest of the City;

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

1. The improvements to Pinecone Road, including concrete street reconstruction from 2nd Street South to approximately 500 feet south of 7th Street North, and roundabouts at Heritage Drive, 2nd Street South and Scout Drive are necessary, cost-effective, and feasible as detailed by the Engineer.
2. It is advisable, expedient and necessary that said improvements be constructed, and the same are hereby ordered made.
3. The improvements are hereby designated and shall be known as Pinecone Road Phase 1 Improvements.
4. The City engineers are hereby directed to prepare final plans and specifications for said improvements.
5. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2 within one year of the date of this resolution ordering said improvements.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon a vote being taken thereon, the following voted in favor thereof:
and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted this 9th day of March, 2015.

Mayor

ATTEST:

City Administrator-Clerk

Sartell Police Department

TO: MARY DEGIOVANNI, MAYOR AND CITY COUNCIL
FROM: CHIEF HUGHES
SUBJECT: MARCH 9 MTG - GENERAL INFORMATION/STATISTICS
DATE: MARCH 2, 2015
CC: MEMO FILE

- Our newest officer Jacob Walters will be sworn in at Monday evenings meeting.
- Three reserve officers will be recognized for their years of service volunteering for the police department.
- All officers will have tactical handcuffing refresher training in the month of March.
- The Chambers Community Showcase went well again this past Saturday. We had an officer and several reserve officers working the booth. They handed out safety brochures and other information as well as answered questions from the public.
- The following is a synopsis for the reportable and non-reportable incidents for January 2015.

- **Reportable Incidents**

- ✓ Drug arrests were at 9
- ✓ Criminal sexual conduct was at 4
- ✓ Trespass/property damage calls were at 14
- ✓ Theft type incidents were at 51

- **Non Reportable Incidents**

- ✓ Alarm calls were at 26
- ✓ Motorist assists were at 29

- ✓ Personal assists were at 17
- ✓ Deceased persons were at 2
- ✓ Driving complaints were at 8
- ✓ Juvenile problems were at 12
- ✓ Medical calls were at 57
- ✓ Predatory offender checks were at 18
- ✓ Noise violations were at 8
- ✓ Property damage crashes were at 17
- ✓ Suicides/attempts/threats were at 9
- ✓ Suspicious type calls were at 69
- ✓ Welfare checks were at 26

**SARTELL POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT
JANUARY 2015**

NON REPORTABLE INCIDENTS

		<u>2014</u>	<u>2015</u>
911 HANG UP	9837	2	0
ABANDONED VEHICLES	9314	1	0
ADMINISTRATIVE CITATION	9099	2	4
ALARM - ACTUAL	9805	1	0
ALARM - FALSE	9807	23	26
ALL OTHER CITY ORDINANCES	9838	22	3
ALL OTHER DRIVER'S LICENSE VIOLATIONS	9202	1	0
ALL OTHER MOVING VIOLATIONS	9000	3	10
ALL OTHER PARKING VIOLATIONS	9100	6	2
ANIMAL COMPLAINTS (ALL OTHERS)	9564	0	2
ANIMALS FOUND	9312	1	0
ANIMALS LOST	9302	2	0
APPREHENSION AND DETENTION ORDER	9931	0	1
ASSIST - MOTORIST ASSIST	9843	57	29
ASSIST - PERSONAL ASSIST	9732	21	17
ASSIST ALBANY PD	9885	0	1
ASSIST BENTON COUNTY	9882	1	0
ASSIST BUSINESS	9866	6	1
ASSIST COLD SPRING PD	9873	0	2
ASSIST HUMAN SERVICES	9889	5	4
ASSIST OTHER LAW ENFORCEMENT AGENCY	9878	1	1
ASSIST POPE COUNTY	9871	0	1
ASSIST SAUK RAPIDS PD	9875	5	5
ASSIST ST CLOUD PD	9859	15	6
ASSIST STATE PATROL	9860	1	4
ASSIST STEARNS COUNTY	9863	8	16
ASSIST WAITE PARK PD	9877	0	1
BACKGROUND CHECKS	9858	64	34
BURNING VIOLATION	9824	0	2
CANCELLED IPS (NON REPORTABLE)	9208	0	2
CHILD CUSTODY	9992	4	2
CHILD PLACEMENT	9881	3	0
CITIZEN CONTACT	9897	3	0
CIVIL MATTER	9831	3	7
COURT - OFF DUTY	9914	0	1
COURT - ON DUTY	9913	2	1

DECEASED PERSON - BODY FOUND	9720	0	2
DISPLAY/POSSESS REVOKED PLATES	9097	2	1
DOG - AT LARGE	9566	5	2
DOG - BARKING	9565	6	3
DOG COMPLAINTS	9562	4	0
DOG IMPOUNDS	9563	3	1
DOMESTIC, NO CRIME COMMITTED	9993	4	5
DRIVING AFTER CANCELLATION	9206	0	1
DRIVING AFTER REVOCATION	9201	15	11
DRIVING AFTER SUSPENSION	9207	7	7
DRIVING COMPLAINT	9839	12	8
DRUNKS - DETOX ADMITTANCE	9730	1	1
ESCORT	9854	2	0
EXPIRED REGISTRATION	9212	0	2
FIGHTS	9804	1	0
FINGERPRINT	9849	5	15
FIRE - ALL OTHERS	9600	1	0
FIRE - COMMERCIAL	9603	1	0
FIRE - INDUSTRIAL	9604	1	0
FIRE - VEHICLE	9606	1	0
FIRE LANE PARKING - SIGNS	9106	4	1
FOLLOW UP	9327	0	1
GUN - APPLICANT GUN PERMIT (PURCHASE)	9903	10	12
GUN RELATED COMPLAINTS	9879	2	1
HANDICAPPED PARKING	9103	1	1
HARASSMENT	9801	9	8
HARASSMENT/RESTRAINING/OFP ORDERS	9929	1	0
HIT AND RUN / PROPERTY DAMAGE VEHICLE	9450	5	3
ILLEGAL DUMPING	9996	1	2
INATTENTIVE DRIVING	9034	0	1
INTOXICATED PERSON	9844	4	0
ISSUE DEER PERMIT	9855	0	1
JUVENILE CURFEW VIOLATION	9833	2	2
JUVENILE PROBLEM	9834	1	12
MATTER OF INFORMATION	9970	13	21
MEDICAL CALL	9731	31	57
NEIGHBORHOOD DISPUTE	9991	0	1
NO INSURANCE	9210	3	3
NO PROOF OF INSURANCE	9021	7	12
NO REPORT/PROPERTY DAMAGE VEHICLE ACCIDENT	9441	1	1
NO VALID DRIVER'S LICENSE	9113	2	1
NOISE VIOLATION	9817	10	8
OPEN DOOR AND/OR WINDOW	9900	3	3
PARKING - WINTER	9110	65	42
PERSONAL INJURY VEHICLE ACCIDENT	9420	5	3
PERSONS FOUND	9311	2	5
PERSONS MISSING	9304	2	5

PREDATORY OFFENDER/REG/COMPL CHK/CHANGE OF ADDRESS	9850	2	2
PROPERTY DAMAGE VEHICLE ACCIDENT	9440	29	17
PROPERTY FOUND	9313	3	4
PROPERTY LOST	9303	2	7
PROWLERS AND WINDOW PEEPERS	9808	0	1
PSYCHIATRIC CASE	9740	2	3
PUBLIC HEALTH & SAFETY	9869	9	10
REQUEST FOR EXTRA PATROL	9998	15	27
RIGHT OF WAY	9008	0	1
ROAD HAZARD	9836	0	3
SCHOOL BUS STOP ARM VIOLATION	9014	1	2
SEARCH WARRANT	9928	0	1
SEATBELT VIOLATION	9020	0	2
SEIZED PROPERTY	9872	19	24
SERVICE TO OTHER DEPARTMENTS	9902	0	3
SOLICITOR REGISTRATION	9324	1	1
SPECIAL DETAIL	9829	8	11
SPEEDING	9004	11	27
STALLED VEHICLE	9840	7	1
STOP SIGNS	9017	2	2
SUICIDE	9700	0	2
SUICIDE ATTEMPT	9710	2	2
SUICIDE THREAT	9705	3	5
SUSPICIOUS ACTIVITY	9826	8	45
SUSPICIOUS MAIL/EMAIL	9797	1	1
SUSPICIOUS PERSON	9870	4	5
SUSPICIOUS PHONE CALL(S)	9795	2	0
SUSPICIOUS SMELL	9799	6	2
SUSPICIOUS VEHICLE	9868	5	16
THREATS COMPLAINT, NO ARREST	9995	3	2
TOBACCO/UNDERAGE POSSESSION	9899	0	1
TOWED VEHICLE	9841	20	9
TRANSPORT	9856	9	14
UNWANTED PERSON	9830	7	3
VEHICLE IN DITCH	9842	29	2
VERBAL DISPUTE	9845	5	6
VERBAL WARNING - ALL OTHERS	9045	60	67
VERBAL WARNING - HEADLAMP(S)	9047	21	16
VERBAL WARNING - SEATBELT	9046	1	0
VERBAL WARNING - SPEED	9043	27	35
VERBAL WARNING - STOP SIGN	9044	2	1
WARNING TAG - NO INSURANCE IN POSSESSION	9196	1	0
WARNING TAG - SPEED	9023	1	0
WARRANT SERVED	9901	6	1
WARRANT/PAPER ATTEMPT	9999	4	3
WELFARE CHECK	9811	19	26

TOTAL	875	864
-------	-----	-----

	<u>2013</u>	<u>2014</u>	<u>2015</u>
--	-------------	-------------	-------------

TOTAL REPORTABLE FOR JANUARY	68	55	87
TOTAL NON REPORTABLE FOR JANUARY	906	875	864
TOTAL CODES FOR JANUARY	974	930	951

Prepared by Kelly Hanson

Approved by Jim Hughes

**SARTELL POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT
JANUARY 2015**

REPORTABLE INCIDENTS

		<u>2013</u>	<u>2014</u>	<u>2015</u>
A	Assault	3	2	1
B	Burglary	0	0	2
C	Forgery- Counterfeiting	2	3	0
D	Drugs	4	3	9
I	Crime against Family	0	2	3
J	DWI	1	5	0
L	Criminal Sexual Conduct	1	1	4
M	Miscellaneous	2	0	1
	M3001 Juvenile Alcohol Offender	0	1	0
	M5350 Juvenile Runaway	0	1	0
N	Disturbing Peace/Privacy	2	1	1
P	Trespass/Damage to Property	14	11	14
T	Theft	16	11	20
U	Theft Related	19	12	30
V	Vehicle Theft Related	3	1	1
W	Weapons	0	0	1
X	Crime against Administration of Justice	1	1	0
	TOTAL	68	55	87



Sartell Fire Department

Proudly Serving The City of Sartell since 1920

Monthly Report for February, 2015

Meetings & Drills

2/7/2015 Training Officer Ben Kockler Completed a 12 hour Class title: Transforming Your Organization, Creating a Responsive Organization

2/8/2015 1st Responder Refresher class attended by 20 Firefighters

2/9/15 Firefighters Mat Fox and Spencer Malley completed a Haz Mat Operations Class

2/17/2015 Department Monthly Drill: Drill started with training on the new thermal imagers, next we went to Edmonton Trailers and toured their new facility and went over fire suppression systems, hazardous materials, and electrical systems. We also toured the new Victory Court Apartments, went over the alarm panel, Knox box, fire suppression system, and stand pipes.

Monthly Incidents:

Incident #	Date	Alarm Time	Incident
15-000009	02/04/2015	06:15	False Alarm
15-000010	02/04/2015	07:46	False Alarm
15-000011	02/04/2015	07:49	False Alarm
15-000012	02/04/2015	16:33	Medical Assist
15-000013	02/05/2015	06:02	False Alarm
15-000014	02/05/2015	13:06	False Alarm
15-000015	02/09/2015	00:59	Good Intent

;

15-000016	02/09/2015	17:26	Gas Smell
15-000017	02/13/2015	12:53	Overheated Motor
15-000018	02/15/2015	09:35	Dispatched Cancelled by Sartell PD
15-000019	02/17/2015	20:58	False Alarm
15-000020	02/17/2015	23:09	Gas Leak
15-000021	02/18/2015	11:07	Sprinkler Activation
15-000022	02/22/2015	11:45	Dispatched Cancelled

Year to Date comparison from 2014 (26) incidents 2015 (22) incidents

**PUBLIC WORKS DEPARTMENT
MONTHLY REPORT**

March 9, 2015

Streets

- Pothole patching – Pothole patching continues as needed. Cold patch material that is used works best in deeper potholes so those are the ones we are concentrating on.
- Snowplowing – Very little plowing needed during February.
- No Parking signs – We have been building permanent ‘No Parking’ signs that are used for special events, we have now completed this project.
- Street sign repairs – A couple of street signs were knocked down with temporary set up until spring when permanent repairs can be made.
- New Loader – Received delivery of new wheel loader.

Parks:

- Skating rinks – Flooding and cleaning of rinks continues daily or as needed and weather permits.
- Trail Groomer – Lack of snow has not given us a chance to try out our new ski groomer yet.
- Picnic table construction – Crews have completed building 21 new picnic tables to be used at the new Val Smith Park shelter.
- Stump grinding m- Stumps from trees that were cut last year on city property were ground out.

Water

- Service line break – A 4” service line break occurred at the old elementary school.
- Water plant tour – Students from the 4th grade toured our SW water plant.

Compost

- Compost site – Compost site is scheduled to open for the season on Saturday April 18th.

Professional Development:

- Safety training – Employees attended safety training February 12th in St. Joseph.

**FYI – Earth Day Clean Up
Saturday, April 18th
9:00 am to 12:noon
Meet Lion’s Park**

Memorandum

To: *Mayor and Council Members*

From: *Mike Nielson, City Engineer*

Date: *March 9, 2015*

Re: *Monthly Update*

WSB Project No. 2174-00

Pinecone Road Improvements have been the focus of our attention this past month. Below is an update on each of the segments.

Pinecone Road Improvements

Phase 1 – 2nd Street S to approximately 500’ south of 7th Street N.

A meeting with the Apple Duathlon planning group and the Central Park Baseball association was held on February 4th to discuss upcoming road improvements and potential conflicts with their events.

Upon Council approval, design will be progressing with the goal of having this project ready to start construction in Mid-June to avoid conflicts with the Duathlon. Detours will be well marked for directions to the Central Park ball fields, Market Monday and other affected businesses.

Phase 2 – 15th Street N to 35th Street N.

Plans for this segment of roadway were completed in 2008 as an urban section including curb & gutter, trail and street lighting. As an alternative to an urban section, staff will be investigating the cost to construct this segment as a rural section with widened shoulders. As costs are developed staff will review and make a presentation to the council.

Phase 3 - Pinecone Road from 500’ south of 7th Street to 15th Street N Improvement

This segment of Pinecone will be constructed as Phase 3 based on Council prioritization of the 15th to 35th segment. This will also allow more time for the School Districts Facilities Plan

which may change the traffic patterns at Pinecone and 7th Street N. and impact our previous recommendation for traffic improvements at this intersection.

2015 Seal Coat Project - On the agenda for this meeting is the authorization to advertise for bids for the 2015 Seal Coat project. We anticipate getting bids, and providing a recommendation for award at the April 13th Council meeting.

MS4 Stormwater Ordinance Updates – The city is required to update the MS4 (Municipal Separate Storm Sewer Systems). Jennifer Hildebrand, WSB's MS4 expert has been working with Anita Rasmussen to update the ordinances to meet the requirement of the MPCA and maintain workable requirements for future development. A meeting was held with the Central Minnesota Builders Association in February to discuss the proposed changes.

Developer Meetings

Arbor Trails Development – The planning commission approved the re-zoning and preliminary plat for this development on Monday March 2, 2015. This development is the first preliminary plat required to meet the newly adopted platting requirements including groundwater and surface water separations. The developer and his engineer have provided a plan that meets these requirements which has made the review process much easier. The developer commented at the planning commission that he is very much in favor of the new requirements and has made their job easier as well.

If the project is approved by the council, WSB will be completing plans and specifications for roadway, watermain and storm sewer improvements for this project. The work on this project will be bid and financed by the developer with inspection of the improvements provided by WSB. The developer would like to begin construction on this project in June of 2015.

Other Development Activity

We have met with several developers regarding new preliminary plats including four proposed residential developments. Some of these proposed developments have roadway, sewer, water and stormwater needs that are not easily attained. We have spent a significant amount of time developing possible solutions to their needs that will be cost effective and meet the long term needs of the City.

I plan on attending the council meeting, however if you have any questions before the meeting please call me at 293-2989.

Planning and Community Development Department Update
March 2015
Anita Rasmussen, AICP

Development Updates

A building permit for the second Victory Apartment (48 units) has been submitted (received site plan approval in Jan 2014). Across the street from Victory Apartments (along Victory Avenue) – Reker Construction is likely moving forward in developing the multi-family lot into another “Grandview” type complex. The second project will require a revised final plat which will likely be reviewed by the PC and Council in April. A couple of additional residential preliminary plats are moving towards an official submittal for review in March or April (review in April and May).

Greater St. Cloud Community Priorities Meeting (Feb 2015)

The most recent community wide gathering to discuss the Greater St. Cloud Community Priorities was held on Feb 11, 2015 at the River’s Edge Convention Center. Typically, the event’s purpose is to renew the region’s commitment to the priorities and common vision. This year, a new framework to look at the community priorities was introduced with a new brand development by the Greater St. Cloud Development Corporation. The new priorities were entitled “community pillars” – identifying key areas of the community will focus in on the coming year.

There was some great discussion regarding the purpose of the area brand – what and how we would use it, along with whether or not it is symbolic of the greater St. Cloud area. If any Council member has an interest in any of the new pillars or committees that may be formed, as a result, please let me know so that I can be sure to pass that information along.

Ms4 Update

The work of reviewing and drafting new ordinance language to meet the new Ms4 requirements is quickly coming together. Our deadline, to complete the updates, was supposed to be mid-January. However, the MPCA has given us a bit of a reprieve. There has been very little information and assistance through the preparation of guidance documents, so the process of reviewing the new permit and reviewing our ordinances has taken longer (and is far more complicated) than we originally had anticipated. We now anticipate having a public hearing on the ordinance amendments in April. We have had a meeting with the CMBA to go over some of the changes. Even though we do not have the changes in ordinance form, developers are required to follow the provisions of the NPDES Permit or they risk being in non-compliance with their construction site permits. In other words, despite not having the ordinance amendments in place at this time, the minimum requirements are being met in all new developments.

Greensteps Program

Nate has been entering additional information into our profile. He is also evaluating and analyzing other potential best practices (recycling expansion, preferable purchasing policy, solar ordinances, etc.). He is in the process of developing a plan of action which will be reviewed by the Planning Commission and City Council in the upcoming months.

TAP Grant

Sartell's SRTS plan implementation grant application was given the highest priority from the APO's Board. St. Cloud's Beaver Island Trail connection was the 2nd priority. Both projects advance to the next level, but because our project had the highest priority we will receive extra points that are used to score all projects.

New Resident Summit

Nate is also working on a new resident summit that will attempt to acclimate new residents to our community. He is connecting with different groups such as the Chamber and MetroBus for different options and partnership opportunities. The Summit may occur as early as May. He is also looking at the current welcome folder provided to new residents and looking at new items to be included in each packet.

From – Greater St. Cloud Community Priorities Meeting 2/15



Community Priorities Framework

Community Priorities Mission

Our purpose

Community Vision

Our “desired future state”

Regional Brand

Our community's assets/attributes/themes in a story we can be proud of

Community Pillars

The categories we use to broadly define what's important within our community

Community Report Card

The key metrics we use to measure success and monitor progress over time

Community Initiatives

The projects that can have the biggest impact on results in the next 6-24 months

Our Community Pillars



Our Community Pillars



The entire community is “On the Grow” in an environmentally sustainable manner (Green).

A full range of housing is available for all community members (Housing)

Our community has an increase in employment and median income levels (Economy).

All people feel ownership in local government, connected to the larger community, and involved in social networks (Community Engagement).

The Greater St. Cloud Region is a proud, vibrant community where talented people live, work and prosper with purpose.

All people feel secure and free from crime (Safety).

All people have access to life long educational and learning opportunities which prepares them to be contributing members of society (Education).

All people have opportunities to engage in and take advantage of cultural, entertainment, and recreational opportunities (Arts, Entertainment, and Recreation).

All people have access to, from, and within the region by means of public and other modes of transportation (Transportation).

Our community will create sustainable environments which encourage healthy choices and support wellbeing (Wellness)

Next Steps



- Organizations able to commit the time to lead each Pillar.
- Facilitators to help with prioritization.
- Subject matter experts to help with subject content.

- Working groups for each Pillar.
- Identify the **top 3 to 5 metrics** for each Pillar.
- Identify and prioritize the **top 1 to 2 initiatives** for each Pillar (need a leader and budget for each initiative).

- Plan with the community.
- Progress and success at next Community Priorities gathering.





City Administrator's Report March 9, 2015

Financials: The monthly investment and fund balance reports are attached and current year capital project status is as follows:

Project	Budget/Source	Status
Sewer Jet Vac	Sewer Fund	Approved 2/9/15
Fire Department air van	Fire Equip Fund	
FD Thermal Imagers	Fire Equip Fund	Approved 11/24/14
FD Light Tower	Fire Equip Fund	Approved 1/26/15
FD chargers/dummies	Fire ops budget	Approved 2/9/15
FD Equip Trailer	Fire Equip Fund	
FD Electric Fan & Tube	Fire Equip Fund	Approved 1/26/15
Cat loader	PW Equip Fund	
Brushcutter&Auger	PW Equip Fund	
Bobcat&attachments	Water/Sewer Funds	Approved 1/26/15
Fork Lift & Leaf Vac	PW Equip Fund	Approved 1/26/15
PD Tasers	Police Equip Fund	
Leak Survey	Water Fund	
Lift Station #6 & #3	SAC Fund	
PD Vehicle Rotation	PD Equip Fund	Approved 1/12/15
Lions Park Trees	Regional Park Fund	
PW Pickup	Water/Sewer Fund	On 3/9/15 agenda
Trail sealcoats	Beautification Fund	
Toro & Mower rotations	Beautification Fund	Approved 2/9/15
Routine Computer Rotations	Tech Fund	Approved 1/12/15

Goals Update:

- **Purchase land for Town Square and start working with developers on town square:** *We anticipate plan options from the developer in March.*
- **Sauk River Park and Pinecone Regional Park:** *Discussions with property owner near Sauk River Park and with potential Park donors continue.*
- **Dog Park:** *Final plans being reviewed by DogPAC and staff for recommendation to Council.*
- **Re-evaluate the role of the Park Commission and its relationship to the City Council and staff:** *Preliminary plan approved by Commission members and final plans to be submitted to them in March for final approval and Council consideration.*
- **Community Center:** *Council has selected entire consulting team and team will outline next steps for Council review shortly.*

		1/31/2015
Fund #	Fund Name	Cash Balance
101	General Fund	\$1,784,835.80
102	Gang Strike Force Fund	(\$26,603.96)
211	Park Improvement Fund	\$10,328.37
212	Youth Programs Fund	\$4,174.37
214	DUI Forfeiture Fund	\$26,383.66
215	Special Initiatives Fund	\$13,904.00
217	Police Reserves Fund	\$5,285.97
221	Beautification Fund	\$100,300.42
222	Forfeiture Fund	\$7,979.96
223	Lodging Tax Fund	\$3,895.18
224	Economic Development Fund	\$22,732.97
225	Sewer Capacity Fund	(\$8,750.29)
226	Water Capacity Fund	\$24,961.51
227	PEG Access Fees Fund	\$53,214.87
229	Trunk Water Fund	\$54,859.52
230	Trunk Storm Fund	\$159,740.77
231	Trunk Sewer Fund	\$36,795.19
241	Local Sales Tax Fund (2007+)	(\$286,385.86)
250	Cemetery Fund	\$31,179.58
260	Regional Park Fund	\$35,355.33
261	Park District 1	\$82,153.51
262	Park District 2	\$70,280.68
263	Park District 3	\$35,858.89
264	Park District 4	\$990.47
265	Park District 5	\$44,219.29
266	Park District 6	\$68,316.04
267	Golf Course Park Fund	\$1,844.55
319	GO Water Bonds 2008B	(\$44,805.48)
320	GO Utility Bonds 2009A	(\$88,990.26)
321	CIP Bonds 2009B	(\$108,949.58)
324	GO Bonds 2009E	\$850,304.74
325	GO Bonds 2010A	\$1,208,410.08
326	Sewer share of 2010B Refunding Bonds	(\$112,607.79)
327	MSA share of 2010B Refunding Bonds	\$141,943.33
328	Water share 2010B Refunding Bonds	(\$235,922.34)
329	2012A GO BONDS	\$9,918.29
330	2012A Bonds - refunds 312	(\$42,622.78)
331	2012A Bonds - refunds 315	(\$113,951.25)
332	2012 A Bonds - refund 316	\$189,602.96
333	2012A Bonds - refunds 318	\$292,814.37
334	2014A Bonds	\$1,029,077.07
402	Public Improvement Revolving Fund	\$1,115,293.10
405	MSA Street Maintenance Fund	\$70,902.92
410	Building Fund	(\$23,884.65)
412	PD Equipment Fund	(\$12,644.69)
413	FD Equipment Fund	\$98,211.04
414	PW Equipment Fund	\$128,084.60
415	Technology Fund	(\$18,276.73)
416	Emergency Management Fund	(\$2,189.82)
417	Street Improvement Fund	\$97,103.46

441	Pheasant Crest TIF District 5-2	\$8,400.27
444	Reker TIF District 5-4	\$1.59
445	Burl Oaks TIF District 5-5	(\$358.92)
601	Water Fund	\$1,050,097.10
602	Sewer Fund	\$311,430.26
603	Storm Fund	\$23,242.58
TOTALS		\$8,177,484.26

CITY OF SARTELL						
INVESTMENTS						
1/31/2015						
<u>CASH HOLDINGS</u>	<u>INVESTMENT</u>	<u>INT RATE</u>	<u>TERM</u>	<u>MATURITY DATE</u>	<u>COST VALUE</u>	<u>PAID EARNINGS</u>
	4M Plus	variable			\$450,409.93	\$99.57
	Subtotal 4M Plus				\$450,409.93	\$99.57
	US Bank/4M Checking	variable			\$784,770.06	\$40.77
	Subtotal US Bank/4M Checking				\$784,770.06	\$40.77
	Bank Vista Money Market	0.50%			\$239,961.63	\$88.72
	Subtotal Bank Vista Accts.				\$239,961.63	\$88.72
	Great River Federal - Share Account				\$5.00	\$0.00
	Citizens Community Money Market				\$240,458.80	\$148.14
	TD Ameritrade				\$749,008.65	\$1.81
	Subtotal TD Ameritrade				\$989,467.45	\$149.95
	Totals & Average rate:				\$2,464,614.07	\$379.01
					30.14%	
<u>INVESTMENTS</u>	<u>INVESTMENT</u>	<u>INT RATE</u>	<u>TERM</u>	<u>MATURITY DATE</u>	<u>CURRENT VALUE</u>	<u>PAID EARNINGS</u>
<u>PURCHASE DATE</u>	<u>INVESTMENT</u>	<u>INT RATE</u>	<u>TERM</u>	<u>MATURITY DATE</u>	<u>CURRENT VALUE</u>	<u>PAID EARNINGS</u>
01/12/15	CD - Great River Federal Credit Union	0.45%	1 year	01/12/16	\$248,000.00	993.65
03/06/14	CD - St. Cloud Federal Credit Union	0.55%	1 year	03/06/15	\$249,243.52	
06/14/14	CD - Sentry Bank, St. Joseph	0.45%	1 year	06/14/15	\$248,000.00	
10/01/13	CD - Liberty Bank	0.70%	3 yrs	10/01/16	\$248,000.00	\$437.57
12/26/14	CD - Plaza Park Bank, Sartell	0.40%	1 YR	12/26/15	\$248,200.74	
	Subtotal Local Banks	0.51%			\$1,241,444.26	\$1,431.22
04/09/14	CD - Far East National Bank	0.55%	1 YR	04/09/15	\$248,600.00	
04/09/14	CD - Onewest Bank FSB	0.57%	1 YR	04/09/15	\$248,500.00	
	Subtotal PMA Investment Fund	0.56%			\$497,100.00	\$0.00

10/29/14	CD - Mizrahi Tefahot LA	0.25%	3 mos	01/29/15	MATURED		\$156.90
10/29/14	CD - Mizuho Corp USA	0.30%	3 mos	01/29/15	MATURED		\$184.19
10/29/14	CD - Santander Bank	0.25%	3 mos	01/29/15	MATURED		\$156.90
01/02/15	CD - Far East National Bank	0.45%	2 mos	02/27/15		\$249,008.69	
09/27/13	CD - GE Capital Retail, Salt Lake City	0.60%	18 mos	03/27/15		\$249,000.00	
05/26/13	CD - BMW Bank, Salt Lake City	0.45%	2 YR	05/26/15		\$249,000.00	
10/24/14	CD - DMB Comm Bank	0.70%	9 mos	07/24/15		\$249,000.00	
07/27/13	CD - American Express Centurion	0.70%	2 YR	07/27/15		\$249,000.00	\$878.66
03/26/14	CD - Bank of China, NY	0.35%	18 mos	09/28/15		\$249,000.00	
01/29/14	CD - Compass Bank, Birmingham AL	0.50%	2 YR	01/29/16		\$249,000.00	\$627.62
05/24/13	CD - GE Capital, Salt Lake City	0.70%	3 YR	05/24/16		\$249,000.00	
10/31/14	CD - Ally Bank Midvale UT	1.00%	2 YR	10/31/16		\$247,773.79	
01/15/14	CD - Goldman Sachs NY	1.00%	3 YR	01/17/17		\$248,000.00	\$1,250.19
01/17/14	CD - Bank of Baroda, NY	1.00%	3 YR	01/17/17		\$248,000.00	\$1,250.19
01/23/14	CD - Mid MO Bank, Springfield	0.85%	3 YR	01/23/17		\$249,000.00	\$179.76
05/13/14	CD - Barclays Bank DEL	1.10%	3 YR	05/15/17		\$248,000.00	
08/14/14	CD - American Express UT	1.25%	3 YR	08/14/17		\$248,000.00	
10/01/14	CD - Discover Bank	2.15%	5 YR	10/01/19		\$246,826.20	
10/15/14	CD - Sallie Mae Bank	2.15%	5 YR	10/15/19		\$246,717.25	
	Subtotal TD Ameritrade	0.83%				\$3,974,325.93	4,684.41
	Total CDs & Average rate:	0.79%				\$5,712,870.19	\$6,115.63
						69.86%	
	TOTAL EARNINGS PAID:	\$6,494.64					
		\$8,177,484.26					
	TOTAL CURRENT ACCOUNTS/INVESTMENTS:						
	Bank Vista					\$239,961.63	
	TD Ameritrade					\$4,963,793.38	
	Local Bank CDs & Share					\$1,241,449.26	
	PMA Investments					\$497,100.00	
	4M Check					\$784,770.06	
	4M Plus					\$450,409.93	
	TOTAL					\$8,177,484.26	



March 2015

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 12:30 p.m. SSC Bd Mtg. @ SSC Ctr. 6:30 PC MTG	3	4	5	6	7
8	9 6:30 EDA MTG 7 PM CITY COUNCIL	10 11:30 -CHAMBER @ THE WATERS CHURCH	11 4-8 School Planning Committee	12 5 pm APO Exec Bd	13	14
15	16	17 7AM EDC	18 9 AM SALT @ PD 4-8 School Planning Committee	19	20	21
22	23 7 PM CITY COUNCIL	24	25	26	27	28
29	30	31 4 pm Metro Bus Bd Mtg. 5:30 pm Area Cities Meeting @ Waite Park				



April 2015

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3 GOOD FRIDAY CITY HALL CLOSED	4
5 EASTER	6 12:30 pm SSC Bd Mtg @ SSC Ctr. 6:30 PLANNING MTG.	7	8 4-8 SCHOOL PLANNING COMMITTEE	9 5 pm APO Exec Bd	10	11
12	13 7 PM CITY COUNCIL	14 11:30 CHAMBER @ THE WATERS CHURCH	15 9 AM—SALT @ PD 4-8 SCHOOL PLAN- NING COMMITTEE	16	17	18
19	20	21 4 PM METRO BUS BD MTG 7 AM EDC MTG.	22	23	24	25
26	27 7 PM CITY COUNCIL	28	29	30		