

**AGENDA**  
**SARTELL CITY COUNCIL**  
**Monday, May 11, 2015**  
**Sartell City Hall**  
**7:00 P.M.**

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- 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**
- 5. APPROVAL OF CITY COUNCIL MINUTES**
  - a. April 27, 2015 - Regular Meeting
- 6. CONSENT AGENDA**
  - a. April Building Permit Activity Report – Acceptance
  - b. April Inspections Activity Report – Acceptance
  - c. April Technology Report – Acceptance
  - d. Approval of voucher payments
  - e. Approval of Job Description updates
  - f. Resolution Accepting Donations
- 7. PUBLIC HEARINGS**
  - a. Rezoning, Preliminary Plat – Providence  
(Requested Action by Developer to Postpone Public Hearing to June 8, 2015)
  - b. Rezoning – 331 4<sup>th</sup> Avenue South
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
  - a. Final Plat and Development Agreement – Avalon 9
- 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**

April 27, 2015

**CITY COUNCIL MEETING  
MINUTES OF APRIL 27, 2015**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on April 27, 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  
Jim Hughes, Police Chief  
Brad Borders, Public Works Director  
Mike Nielson, Engineer  
Judy Molitor, Recording Secretary

**PLEDGE OF ALLEGIANCE**

**AGENDA REVIEW AND ADOPTION**

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

**OPEN FORUM/PUBLIC COMMENT**

Susan Van Vickle, 821 Brookwood Lane, spoke against the animal ordinance as proposed for approval and questioned who will be responsible to enforce the ordinance.

**SPECIAL PRESENTATIONS**

**a. Ken Heim**

Fire Chief Ken Heim announced his retirement from the Fire Department and thanked the Council for his opportunity to serve the Fire Department for the past 30 years. He will retire on December 31, 2015. On behalf of the Council and City, Mayor Nicoll extended appreciation for his years of service.

**b. Mulligan's Events Center – 2015 Fireworks Permit**

Kip from Mulligan's explained the request to allow fireworks at Mulligan's. Fire Marshal Butch Rieland was on hand to explain the conditions set by the City and that weather conditions or DNR bans could cancel planned events. Consensus of the Council was to allow fireworks for special events provided neighboring residents are notified by mail and a public announcement is made in the *Newsleader* prior to the event.

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ALLOWING FIREWORKS FOR SPECIAL EVENTS AT MULLIGAN'S EVENTS CENTER SUBJECT TO THE CONDITIONS RECOMMENDED BY STAFF, AND INCLUDING WRITTEN NOTICE TO NEIGHBORING RESIDENTS PRIOR TO THE EVENTS AND A PUBLIC NOTICE IN THE *SARTELL NEWSLEADER*. THE MOTION CARRIED UNANIMOUSLY.**

April 27, 2015

**APPROVAL OF CITY COUNCIL MINUTES**

- a. April 13, 2015 – Special Meeting
- b. April 13, 2015 – Regular Meeting

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

**CONSENT AGENDA**

- a. Approval of voucher payments
- b. Approval of kennel permit
- c. Acceptance of resignation and appointment of Public Works employee
- d. Approval of Seasonal Work Changes
- e. Calling a Public Hearing for a Rezoning
- f. Approval of Special Event Permit
- ~~g. Calling a Public Hearing Annual MS4 Report~~
- ~~h. Award of sealcoat bid for 2015~~
- i. Approval of WSB Contract Amendment
- j. Acceptance of resignations and authorize hiring

Council member Peterson removed item 6h and member Braig-Lindstrom removed item 6g for separate discussion.

**A MOTION WAS MADE BY COUNCILMEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEMS A-J, WITH THE EXCEPTIONS OF 6g AND 6h . THE MOTION CARRIED UNANIMOUSLY.**

**Consent Agenda 6g**

**Calling a Public Hearing Annual MS4 Report**

Council member Braig-Lindstrom corrected a typographical error in the Resolution.

**A MOTION WAS MADE BY BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING ITEM 6G AS CORRECTED. THE MOTION CARRIED UNANIMOUSLY.**

**Consent agenda item 6h**

- a. **Award of sealcoat bid for 2015**

Council member Peterson asked the City Engineer to explain the benefits of seal coating relatively new pavement and how residents will be notified when the work will be started.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER BRAIG-LINDSTROM APPROVING CONSENT AGENDA ITEM 6h. THE MOTION CARRIED UNANIMOUSLY.**

April 27, 2015

## **PUBLIC HEARINGS**

### **a. Amending Animal Control Ordinance**

City Administrator Degiovanni explained the need for the City to update the Animal Ordinance and the packet memo highlighted some of the suggested changes. The Police Department Community Service Officer has been designated to work with enforcement of this ordinance.

Mayor Nicoll opened the public hearing at 7:22 p.m.

Lyle Fleck, Sartell resident, spoke in opposition to the ordinance regarding the number of dogs allowed. He believes two dogs per household is enough and questioned what will be done in neighborhoods where barking dogs become a problem.

Susan Van Vickle, Sartell resident, asked what recourse a resident has if living next door to a problem dog.

Lisa Schreifels, consultant to the City, verified that the changes proposed will allow the City of Sartell the tools needed to enforce dog concerns. Ms. Schreifels will work with the Police Department to train in this type of enforcement. Police Chief Hughes talked about the importance of consistency and having only one officer work with specific dog issues during enforcement.

There were no more comments, and Mayor Nicoll closed the hearing at 7:24 p.m. Staff reported two comments received outside of the public hearing – one in favor of the 2 dog limit, and one in favor of 3 dog limit.

The following comments were made by the Council, although comments do not reflect entire statement made:

- Council member Hennes suggested a 2-dog limit per household. He would consider some limited exceptions for 3 dog permits, but believes public health and safety better achieved with 2 dog limit and enforcement of leash laws. He also talked about the need for residents to pick up after their dogs.
- Council member Peterson agrees with 2 dog limit with no exceptions.
- Council member Lynch is okay with a 3 dog limit because most dog owners are responsible and will pick up after their pets. Only a few residents have applied for special licenses to keep more than 2 dogs. Lynch asked how the present dog owners of 3 dogs would be handled and Degiovanni said they would be grandfathered in if they are currently licensed.
- Council member Braig-Lindstrom expressed concern about increasing the limits. In the development where she lives, if everyone around her had 3 dogs, there could be about 78 dogs, which could create issues. She favors a 2 dog limit but would consider exceptions.
- Mayor Nicoll believes there are circumstances where people may end up with more than 2 dogs, such as combining families, foster care etc. She would agree with a 3 dog limit.

Mayor Nicoll clarified that there may be majority support for further exploration of adding exceptions to the dog limit, but that she would call the question on the following motion which does not include exceptions to the 2 dog limit:

April 27, 2015

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE ANIMAL ORDINANCE AND SUMMARY ORDINANCE 15-06 WITH A 2 DOG LIMIT. UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:  
AYE: COUNCIL MEMBERS: BRAIG-LINDSTROM, HENNES, AND PETERSON  
NAY: MAYOR NICOLL AND COUNCIL MEMBER LYNCH  
MOTION CARRIED**

**b. Amending Subdivision and Zoning Codes for NPDES Phase 2 Requirements**

Engineer Mike Nielson presented a brief power point presentation covering the changes to the subdivision and zoning codes for NPDES Phase 2 requirements.

Mayor Nicoll opened the public hearing at 7:59 p.m. There were no comments from the public or written comments received, the hearing was closed.

**A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING ORDINANCE AND SUMMARY ORDINANCE 15-05 REPLACING SECTIONS OF THE ZONING AND SUBDIVISION ORDINANCE FROM NPDES PHASE 2. THE MOTION CARRIED UNANIMOUSLY.**

**OLD BUSINESS**

**a. Special Council Meetings**

City Administrator Degiovanni explained the topic for consideration of changing the Council meeting start times to include most topics that were previously special meeting items. Special meetings can still be called and the agenda item calling them will now specify whether or not they are planned to be televised so Council vote will be clear. Staff will bring back a draft Ordinance regarding regular meeting start times for Council consideration.

**b. Community Solar Garden**

Community Development Director Rasmussen presented the request to lease city owned land to SolarStone for use as a community solar garden. Rasmussen outlined the terms as suggested by the City's subcommittee.

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER LYNCH APPROVING THE AGREEMENT WITH SOLAR STONE FOR LEASING CITY PROPERTY FOR THE PURPOSE OF A SOLAR GARDEN. THE MOTION CARRIED UNANIMOUSLY.**

**c. Pinecone Regional Parking Lot**

City Administrator Degiovanni explained the rationale for a delay in ordering engineering work for a parking lot at Pinecone Regional Park. A recommendation will be presented to the Council at a later date.

April 27, 2015

**NEW BUSINESS**

**a. PD badge design and mission statement**

Chief Hughes presented the revised mission statement as well as the new design for the department's badges. Forfeiture funds will be used to purchase the new badges.

**CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS**

Council members gave updates on various meetings and community events.

**ADJOURN**

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 8:35 P.M. THE MOTION CARRIED UNANIMOUSLY.**

**Minutes By**

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**Judy Molitor**  
**Recording Secretary**

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**Sarah Jane Nicoll**  
**Mayor**

## City of Sartell

## Construction Activity Report April 2015

<b>TOTALS:</b>	<b>Apr-11</b>	<b>Apr-12</b>	<b>Apr-13</b>	<b>Apr-14</b>	<b>Apr-15</b>
Single Family Permits	3	2	4	7	12
Single Family Permits YTD	11	11	7	14	17
Single Family Valuation	\$668,000.00	\$443,600.00	\$954,000.00	\$1,704,500.00	\$2,609,350.00
Single Family Valuation YTD	\$2,347,400.00	\$2,250,600.00	\$1,646,000.00	\$3,842,200.00	\$3,735,350.00
Residential Remodel Permits	35	96	47	24	45
Residential Remodel Permits YTD	63	186	79	58	73
Residential Remodel Valuation	\$329,500.00	\$285,000.00	\$388,200.00	\$38,950.00	\$357,100.00
Residential Remodel Valuation YTD	\$493,500.00	\$500,007.00	\$601,500.00	\$251,450.00	\$766,300.00
Commercial Permits	0	2	5	3	3
Commercial Permits YTD	16	14	16	10	6
Commercial Valuation	\$0.00	\$86,500.00	\$1,009,000.00	\$91,000.00	\$4,235,000.00
Commercial Valuation YTD	\$1,610,236.00	\$1,144,850.00	\$2,011,445.00	\$174,600.00	\$4,286,500.00
Multi Family Permits	0	0	1	0	1
Multi Family Permits YTD	1	4	2	0	1
Number of Units	0	0	0	0	0
Number of Units YTD	0	38	0	0	0
Multi Family Valuation	\$0.00	\$0.00	\$1,500.00	\$0.00	\$845,200.00
Multi Family Valuation YTD	\$3,500.00	\$4,099,133.00	\$9,500.00	\$0.00	\$845,200.00
Plumbing Permits	22	23	21	25	29
Plumbing Permits YTD	72	91	80	84	122
Plumbing Valuation	0	0	0	\$25,940.00	\$8,126.00
Plumbing Valuation YTD	0	0	0	\$44,133.00	\$29,626.00
Mechanical Permits	19	18	14	22	16
Mechanical Permits YTD	72	59	78	64	65
Mechanical Valuation	0	0	0	\$800.00	\$92,335.00
Mechanical Valuation YTD	0	0	0	\$311,689.00	\$116,735.00
Fire Alarm Permits	0	0	1	0	2
Fire Alarm Permits YTD	5	5	3	2	4
Fire Alarm Valuation	\$0.00	\$0.00	\$5,800.00	\$0.00	\$1,996.00
Fire Alarm Valuation YTD	\$5,333.00	\$40,934.50	\$25,721.00	\$9,200.00	\$3,896.00
Sprinkler System Permits	5	0	0	1	3
Sprinkler System Permits YTD	10	9	3	4	7
Sprinkler System Valuation	\$44,452.50	\$0.00	\$0.00	\$900.00	\$1,882.00
Sprinkler System Valuation YTD	\$82,645.50	\$43,075.00	\$60,584.42	\$6,386.00	\$28,212.00
Zoning Permits	9	25	6	11	23
Zoning Permits YTD	9	33	6	11	23
Zoning Permit Fees	\$355.00	\$965.00	\$240.00	\$435.00	\$720.00
Zoning Permit Fees YTD	\$355.00	\$1,285.00	\$240.00	\$435.00	\$720.00
<b>Total Combined Permits</b>	<b>93</b>	<b>166</b>	<b>99</b>	<b>93</b>	<b>134</b>
<b>Total Combined Permits YTD</b>	<b>259</b>	<b>412</b>	<b>274</b>	<b>247</b>	<b>318</b>
<b>Combined Permit Valuation</b>	<b>\$1,041,952.50</b>	<b>\$815,100.00</b>	<b>\$2,358,500.00</b>	<b>\$1,862,090.00</b>	<b>\$8,150,989.00</b>
<b>Combined Permit Valuation YTD</b>	<b>\$4,542,614.50</b>	<b>\$8,078,599.50</b>	<b>\$4,354,750.42</b>	<b>\$4,639,658.00</b>	<b>\$9,811,819.00</b>

City of Sartell  
 Building Department  
 Inspection Activity  
 April 2015

Building Inspections		# of Inspections	YTD Inspections	LYTD
	Residential	177	523	374
	Commercial	25	77	38
	Multifamily	0	3	91
	<b>Total</b>	<b>202</b>	<b>603</b>	<b>503</b>
Fire Inspections		# of Inspections	YTD Inspections	LYTD
	Business (65)	14	43	46
	Church (3)	0	1	6
	Education (7)	0	2	1
	Factory (1)	0	2	0
	Institution (1)	0	0	1
	Medical (22)	1	11	25
	Multifamily (21)	0	0	2
	Restaurant (8)	4	8	6
	Retail (19)	1	9	10
	Daycare/Foster	0	2	6
	<b>Total (147)</b>	<b>20</b>	<b>78</b>	<b>103</b>
Rental Inspections		# of Inspections	YTD	LYTD
	SFD	1	35	53
	Multifamily	3	14	23
	<b>Total</b>	<b>4</b>	<b>49</b>	<b>76</b>
Zoning Inspection		# of Inspections	YTD	LYTD
	Shed	1	1	2
	Fence	1	1	1
	Lawn Irrigation	0	0	0
	Curb Cut	1	1	0
	Pool	0	0	0
	Decks	0	0	0
	Parking Pad	0	0	0
	Land Disturbance	0	0	0
	<b>Total</b>	<b>3</b>	<b>3</b>	<b>0</b>
Fire Response		Responses	YTD	LYTD
	Fire	3	4	8
	Emer. Response	1	2	1
	CO	1	1	0
	Gas Leak	0	1	1
	Alarm	0	1	0
	Other	0	0	1
	<b>Total</b>	<b>5</b>	<b>9</b>	<b>11</b>
Fire Department		Responses	YTD	LYTD
	Truck Check	1	3	1
	Mtg.	2	3	5
	Fire Flows	8	0	0
	Other	1	8	6
	<b>Total</b>	<b>12</b>	<b>14</b>	<b>12</b>
Emer. Mgmt.				LYTD
		0	0	0
Complaints				LYTD
		0	0	0
Hazardous and/or sub standard buildings				LYTD
		0	1	1
Meetings				LYTD
				0

## **I.T. Department Monthly Update**

**Submitted by Rebecca Wicklund**

**April 2015**

### **I.T. and Technology**

- Police:** Reinstalled evidence tracker on police laptop, checked on issue between Outlook Web Access and Google Chrome.
- City Hall:** Updated server, fixed issue with logs on server. Fixed USB hub not working for backups on Server. Installed 2<sup>nd</sup> monitor location on Permit Tech's workstation. Attended training with Laserfiche. Fixed Active Directory issue at front computer workstation.
- General:** You may remember that back in February we started our launch with Damarco Solutions to provide us online SDS (Safety Data Sheets) to all City Staff. Damarco Solutions provides us the most current Safety Data Sheets with just a few clicks. This month we completed the launch with training to all staff in all departments on how to use the Damarco Web Interface.

### **SeeClickFix**

The April SeeClickFix monthly report is attached.



# Sartell, MN

**Between Apr 01, 2015 and Apr 30, 2015**

10 issues were opened

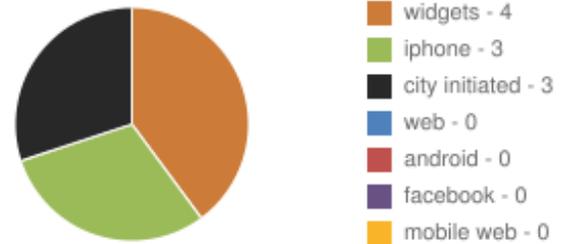
8 issues were acknowledged

10 issues were closed

The average time to acknowledge was 7.2 days.

The average time to close was 19.1 days.

Issues by Source



SERVICE REQUEST TYPE	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Garbage Issues	2	2	2	16.9	1.7
Street Light Out	1	1	4	1.4	37.4
Illegal Signs	2	1	2	0.1	1.9
Other	1	2	0	9.6	0.0
Abandoned Items	1	1	0	1.1	0.0
Public Safety Concern	1	1	0	2.0	0.0
Street Repair	1	0	1	0.0	33.9
Zoning Issues	1	0	1	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
Fire Hydrant Issue	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
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
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 Light Stuck On	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

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City boundary	10	8	10	7.2	19.1

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name AMERIPRIDE LINEN/APPAREL SERV</b>					
		0515PW01	2200639151	\$41.70	TOWELS,MATS,MOPS-PLANTS
		0515PW01	2200639153	\$46.94	TOWELS,MATS,MOPS-PLANTS
		0515PW01	2200639155	\$42.27	TOWELS,MATS,MOPS-PLANTS
		0515PW01	2200639179	\$5.99	UNIFORMS
		0515PW01	2200639179	\$24.88	UNIFORMS
		0515PW01	2200639179	\$12.14	UNIFORMS
		0515PW01	2200639179	\$32.10	UNIFORMS
		0515PW01	2200639179	\$80.22	MATS,TOWELS,MOPS-MAINT
		0515PW01	2200641873	\$24.88	UNIFORMS
		0515PW01	2200641873	\$5.99	UNIFORMS
		0515PW01	2200641873	\$31.39	MATS,TOWELS,MOPS-MAINT
		0515PW01	2200641873	\$32.10	UNIFORMS
		0515PW01	2200641873	\$12.14	UNIFORMS
		0515PD01	2200641875	\$50.81	TOWELS,MATS-PD
		0515ADM01	2200641888	\$39.21	TOWELS,MATS-HALL
		0515PW01	2200644303	\$60.17	MATS,TOWELS,MOPS-MAINT
		0515PW01	2200644303	\$32.10	UNIFORMS
		0515PW01	2200644303	\$5.99	UNIFORMS
		0515PW01	2200644303	\$24.88	UNIFORMS
		0515PW01	2200644303	\$12.14	UNIFORMS
				<u>\$618.04</u>	
<b>Search Name AMERIPRIDE LINEN/APPAREL SERV</b>					
		0515PD01	151284	\$195.00	TOWING-CRIM FORFEITURE
<b>Search Name ANDY S TOWING LLC</b>					
				<u>\$195.00</u>	
<b>Search Name AT&amp;T MOBILITY</b>					
		0515PW01	287256356792X0	\$11.41	IPAD/PHONE SERV
		0515PW01	287256356792X0	\$98.45	IPAD/PHONE SERV
		0515PW01	287256356792X0	\$30.00	0
<b>Search Name AT&amp;T MOBILITY</b>					
				<u>\$139.86</u>	
<b>Search Name BANYON DATA SYSTEMS INC</b>					
		0515ADM01	00152792	\$397.50	SUPPORT-UTIL BILLING
		0515ADM01	00152792	\$397.50	SUPPORT-UTIL BILLING
		0515ADM01	00152792	\$1,590.00	SUPPORT-FUND ATTG,PAYROLL
<b>Search Name BANYON DATA SYSTEMS INC</b>					
				<u>\$2,385.00</u>	
<b>Search Name BENTON TROPHY &amp; AWARDS INC</b>					
		0515PD01	148650	\$35.80	NAME TAGS-RESERVES
<b>Search Name BENTON TROPHY &amp; AWARDS INC</b>					
				<u>\$35.80</u>	
<b>Search Name BROCK WHITE CO, LLC</b>					
		0515PW01	12524762-00	\$795.25	REPAIRS-PATCHER
		0515PW01	12527447-00	\$1,254.50	FENCING-PINE CONE CENTRAL
		0515PW01	12528904-00	\$126.62	LAWN REPAIRS-PARKS
		0515PW01	12530740-00	\$269.40	LAWN REPAIRS-PARKS
		0515PW01	12531022-00	\$13,920.00	CRAFCO-CRACKFILL
<b>Search Name BROCK WHITE CO, LLC</b>					
				<u>\$16,365.77</u>	
<b>Search Name BRODA, TIM</b>					
		0515PD01	7908	\$9.79	EVOC TRNG
<b>Search Name BRODA, TIM</b>					
				<u>\$9.79</u>	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name CDW GOVERNMENT, INC.</b>					
		0515ADM01	TZ25891	\$64.47	ADAPTER-INSPECTIONS
<b>Search Name CDW GOVERNMENT, INC.</b>				\$64.47	
<b>Search Name CENTRAL LOCKSMITHS</b>					
		0515PW01	121941	\$504.00	LOCKS/KEYS-CONCESSION STAND-N SID
		0515PW01	122156	\$281.75	LOCKS/KEYS-PINE CONE CENTRAL PARK
<b>Search Name CENTRAL LOCKSMITHS</b>				\$785.75	
<b>Search Name CENTRAL MCGOWAN, INC.</b>					
		0515PW01	00040461	\$18.00	CYLINDER RENTAL
		0515PW01	00844076	-\$0.27	CYLINDER RENTAL
<b>Search Name CENTRAL MCGOWAN, INC.</b>				\$17.73	
<b>Search Name CHARTER COMMUNICATIONS</b>					
067072	4/28/2015	0415PPD03	835230105015776	\$83.53	TV/INTERNET-FD
067072	4/28/2015	0415PPD03	835230105018283	\$81.68	TV/INTERNET-HALL
067072	4/28/2015	0415PPD03	835230105018589	\$59.99	TV/INTERNET-PLANTS
067072	4/28/2015	0415PPD03	835230105019398	\$67.67	TV/INTERNET-MAINT
067072	4/28/2015	0415PPD03	835230105019617	\$69.99	TV/INTERNET-PLANTS
<b>Search Name CHARTER COMMUNICATIONS</b>				\$362.86	
<b>Search Name CLIMATE AIR INC</b>					
		0515PW01	34366	\$326.00	REPAIRS-MAINT
		0515PW01	34482	\$720.00	HVAC MAINT CONTRACT
		0515FD01	34482	\$240.00	HVAC MAINT CONTRACT
		0515PD01	34482	\$240.00	HVAC MAINT CONTRACT
		0515PW01	34482	\$480.00	HVAC MAINT CONTRACT
		0515ADM01	34482	\$240.00	HVAC MAINT CONTRACT
<b>Search Name CLIMATE AIR INC</b>				\$2,246.00	
<b>Search Name COLONIAL LIFE</b>					
067069	4/28/2015	0415PPD03	3506136-0501606	\$53.00	PAYROLL DEDUCTION-APR
067069	4/28/2015	0415PPD03	3506136-0501606	\$89.10	PAYROLL DEDUCTION-APR
<b>Search Name COLONIAL LIFE</b>				\$142.10	
<b>Search Name COMDATA(COBORNS-PD)</b>					
		0515PD01	050415	\$23.14	SUPPLIES-PD
<b>Search Name COMDATA(COBORNS-PD)</b>				\$23.14	
<b>Search Name CONNEXUS ENERGY</b>					
		0515PW01	712517-296959	\$3,586.25	STREET LIGHTS
<b>Search Name CONNEXUS ENERGY</b>				\$3,586.25	
<b>Search Name CONNEXUS ENERGY-A/R</b>					
		0515PW01	OTH0000063	\$2,922.58	REPAIRS-STREET LIGHTS
<b>Search Name CONNEXUS ENERGY-A/R</b>				\$2,922.58	
<b>Search Name COOPER, JAROD</b>					
		0515PD01	7916	\$12.25	CNTY ATTY TRNG-7916
<b>Search Name COOPER, JAROD</b>				\$12.25	
<b>Search Name CREATIVE PRODUCT SOURCING INC</b>					
		0515PD01	83966	\$49.00	SUPPLIES-DARE
<b>Search Name CREATIVE PRODUCT SOURCING INC</b>				\$49.00	

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<b>Search Name CRYSTEEL TRUCK EQUIPMENT INC</b>					
		0515PW01	F36555	\$83.25	REPAIRS-DUMP TRUCK
<b>Search Name CRYSTEEL TRUCK EQUIPMENT INC</b>				\$83.25	
<b>Search Name DANS SPRINKLER SYSTEMS LLC</b>					
		0515PW01	042715	\$450.00	REPAIRS-IRRIGATION LINE
		0515PW01	042715	\$1,440.00	SPRINKLER-HALL FLOOD PROJECT
<b>Search Name DANS SPRINKLER SYSTEMS LLC</b>				\$1,890.00	
<b>Search Name DESIGN ELECTRIC INC</b>					
		0515ADM01	21069	\$285.17	REPAIRS-HALL
<b>Search Name DESIGN ELECTRIC INC</b>				\$285.17	
<b>Search Name EFTPS VOICE RESPONSE SYSTEM</b>					
002528E	4/28/2015	0415PPD03	04-24-2015	\$9,293.30	04/24 FED TAX W/HELD
002528E	4/28/2015	0415PPD03	04-24-2015	\$3,237.13	04/24 EMPLOYEE FICA
002528E	4/28/2015	0415PPD03	04-24-2015	\$3,237.13	04/24 EMPLOYER FICA
002528E	4/28/2015	0415PPD03	04-24-2015	\$1,322.26	04/24 EMPLOYEE MEDICARE
002528E	4/28/2015	0415PPD03	04-24-2015	\$1,322.26	04/24 EMPLOYER MEDICARE
002532E	5/1/2015	0515PPD01	04-30-2015	\$195.16	04/30 EMPLOYER MEDICARE
002532E	5/1/2015	0515PPD01	04-30-2015	\$379.93	04/30 FED TAX W/HELD
002532E	5/1/2015	0515PPD01	04-30-2015	\$715.24	04/30 EMPLOYEE FICA
002532E	5/1/2015	0515PPD01	04-30-2015	\$715.24	04/30 EMPLOYER FICA
002532E	5/1/2015	0515PPD01	04-30-2015	\$195.16	04/30 EMPLOYEE MEDICARE
<b>Search Name EFTPS VOICE RESPONSE SYSTEM</b>				\$20,612.81	
<b>Search Name EMERGENCY AUTOMOTIVE TECH INC</b>					
		0515PD01	AW040815-7	\$1,122.89	REPAIRS-SIREN
<b>Search Name EMERGENCY AUTOMOTIVE TECH INC</b>				\$1,122.89	
<b>Search Name EMERGENCY RESPONSE SOLUTIONS</b>					
		0515FD01	3904	\$114.53	REPAIRS-FD EQUIP
		0515FD01	4034	\$1,700.00	SUPPLIES-FD
<b>Search Name EMERGENCY RESPONSE SOLUTIONS</b>				\$1,814.53	
<b>Search Name FASTENAL COMPANY</b>					
		0515FD01	MNSAU143423	\$19.16	REPAIRS-FD #26
		0515PW01	MNSAU143619	\$112.77	STREET SIGN POSTS
<b>Search Name FASTENAL COMPANY</b>				\$131.93	
<b>Search Name FERGUSON WATERWORKS #2516</b>					
		0515PW01	0130990	\$135.83	METER
<b>Search Name FERGUSON WATERWORKS #2516</b>				\$135.83	
<b>Search Name FLAT ROCK GEOGRAPHIS LLC</b>					
		0515ADM01	1034	\$1,020.00	MAPFEEDER
<b>Search Name FLAT ROCK GEOGRAPHIS LLC</b>				\$1,020.00	
<b>Search Name GALLS INC</b>					
		0515PD01	003390677	\$55.95	EQUIP-SQUAD
<b>Search Name GALLS INC</b>				\$55.95	
<b>Search Name GATR OF SAUK RAPIDS</b>					
		0515PW01	01P112486	\$488.40	REPAIRS-WTR EQUIP
		0515PW01	01P120850	\$29.13	REPAIRS-COMPRESSOR
		0515PW01	01P121420	\$64.12	REPAIRS-PATCHER

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		0515PW01	01P122314	\$64.12	REPAIRS-PATCHER
		0515PW01	01P122316	\$179.03	FILTERS-NEW TRACTORS
		0515PW01	01P122338	\$41.01	REPAIRS-MOWERS
		0515PW01	01P122575	\$92.33	REPAIRS-WTR
		0515PW01	01P122575	\$92.32	REPAIRS-WW
		0515PW01	01P122654	\$49.65	REPAIRS-WW
		0515PW01	01P122654	\$49.66	REPAIRS-WTR
<b>Search Name GATR OF SAUK RAPIDS</b>				\$1,149.77	
<b>Search Name GILLUND ENTERPRISES</b>					
		0515PW01	805889	\$70.12	FUEL ADDITIVES
		0515FD01	805889	\$70.12	FUEL ADDITIVES
		0515PW01	805889	\$70.12	FUEL ADDITIVES
		0515PW01	805889	\$70.12	FUEL ADDITIVES
		0515PD01	805889	\$70.12	FUEL ADDITIVES
		0515PW01	805889	\$70.12	FUEL ADDITIVES
<b>Search Name GILLUND ENTERPRISES</b>				\$420.72	
<b>Search Name GOLD CROSS EDUCATION CENTER</b>					
		0515PD01	7904	\$531.00	1ST RESPONDER-7904
<b>Search Name GOLD CROSS EDUCATION CENTER</b>				\$531.00	
<b>Search Name GOPHER STATE ONE-CALL INC</b>					
		0515PW01	134868	\$707.60	LOCATES-APRIL
<b>Search Name GOPHER STATE ONE-CALL INC</b>				\$707.60	
<b>Search Name GRAINGER, W.W. INC.</b>					
		0515FD01	9720631614	\$26.62	REPAIRS-FD COMPRESSOR
		0515FD01	9721263516	\$319.66	AIR COMPRESSOR-FD
		0515PW01	9723534013	\$299.20	INVERTER GENERATOR
		0515PW01	9723534013	\$299.20	INVERTER GENERATOR
		0515PW01	9723534013	\$299.20	INVERTER GENERATOR
		0515PW01	9723534013	\$299.20	INVERTER GENERATOR
		0515PW01	9723568326	\$55.40	REPAIRS-STEAMER
<b>Search Name GRAINGER, W.W. INC.</b>				\$1,598.48	
<b>Search Name GRANITE WATER WORKS</b>					
		0515PW01	86853	\$15.88	HYDRANT REPAIRS
<b>Search Name GRANITE WATER WORKS</b>				\$15.88	
<b>Search Name ING INSTITUTIONAL PLAN SERV LL</b>					
002525E	4/24/2015	0415PPD03	04-24-2015	\$2,513.80	04/24 PAYROLL DEDUCTION
002524E	4/24/2015	0415PPD03	04-24-2015	\$184.62	04/24 EMPLOYER CONTR TO PENSION-A
002524E	4/24/2015	0415PPD03	04-24-2015	\$2,139.13	04/24 PAYROLL DEDUCTION
<b>Search Name ING INSTITUTIONAL PLAN SERV LL</b>				\$4,837.55	
<b>Search Name INNOVATIVE CONCRETE CONST LLC</b>					
		0515PD01	01QX7629	\$104.74	OFFICE SUPPLIES-PD
<b>Search Name INNOVATIVE CONCRETE CONST LLC</b>				\$104.74	
<b>Search Name INNOVATIVE OFFICE SOLUTIONS LL</b>					
		0515PD01	01QY3639	\$144.95	OFFICE SUPPLIES-PD
<b>Search Name INNOVATIVE OFFICE SOLUTIONS LL</b>				\$144.95	
<b>Search Name INTEGRA TELECOM</b>					
		0515ADM01	12934637	\$194.33	PHONE SERVICE

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		0515ADM01	12934637	\$38.09	PHONE SERVICE
		0515ADM01	12934637	\$114.24	PHONE SERVICE
		0515ADM01	12934637	\$38.09	PHONE SERVICE
		0515ADM01	12934637	\$114.24	PHONE SERVICE
		0515ADM01	12934637	\$76.17	PHONE SERVICE
		0515ADM01	12934637	\$38.86	PHONE SERVICE
		0515ADM01	12934637	\$9.72	PHONE SERVICE
		0515ADM01	12934637	\$9.71	PHONE SERVICE
		0515ADM01	12934637	\$38.19	PHONE SERVICE
		0515ADM01	12934637	\$203.29	PHONE SERVICE
		0515ADM01	12934637	\$77.75	PHONE SERVICE
		0515ADM01	12934637	\$194.33	PHONE SERVICE
		0515ADM01	12934637	\$58.29	PHONE SERVICE
		0515ADM01	12934637	\$358.67	PHONE SERVICE
		0515ADM01	12934637	\$194.33	PHONE SERVICE
<b>Search Name INTEGRA TELECOM</b>				\$1,758.30	
<b>Search Name INTELECONNECT INC</b>					
		0515PW01	1997	\$17.00	WIRELESS MANAGEMENT
		0515PW01	1997	\$17.00	WIRELESS MANAGEMENT
		0515PD01	1997	\$17.00	WIRELESS MANAGEMENT
<b>Search Name INTELECONNECT INC</b>				\$51.00	
<b>Search Name INTELLIGENT WIRELESS MANAGEMEN</b>					
		0515PW01	1547	\$40.74	PHONE CASE
<b>Search Name INTELLIGENT WIRELESS MANAGEMEN</b>				\$40.74	
<b>Search Name INTERSTATE ALL BATTERY CTR</b>					
		0515PD01	1922301002082	\$226.95	BATTERY-PD SQUAD
		0515FD01	1922301002164	\$120.40	12V BATTERY-FD
<b>Search Name INTERSTATE ALL BATTERY CTR</b>				\$347.35	
<b>Search Name INTERSTATE POWER SYSTEMS INC</b>					
		0515PW01	1628064	\$31.60	REPAIRS-PATCHER
<b>Search Name INTERSTATE POWER SYSTEMS INC</b>				\$31.60	
<b>Search Name JOHN DEERE FINANCIAL</b>					
		0515PW01	1043473	\$362.83	MOWER BLADES
<b>Search Name JOHN DEERE FINANCIAL</b>				\$362.83	
<b>Search Name KEEPRS INC</b>					
		0515PD01	272583-01	\$357.70	UNIFORMS-CSO
		0515PD01	272583-02	\$1,135.00	UNIFORMS-CSO
		0515PD01	272583-90	\$47.99	UNIFORMS-CSO
		0515PD01	274952	\$28.58	SUPPLIES-PD
		0515PD01	276035	\$16.28	UNIFORMS-RESERVE
<b>Search Name KEEPRS INC</b>				\$1,585.55	
<b>Search Name LESTER, JOHN</b>					
		0515PD01		\$248.10	PPCT INSTRUCTOR CERT
<b>Search Name LESTER, JOHN</b>				\$248.10	
<b>Search Name MACQUEEN EQUIPMENT INC</b>					
		0515PW01	2152641	\$117.07	REPAIRS-SWEEPER
		0515PW01	2153068	-\$129.76	REPAIRS-SWEEPER
		0515PW01	2153068	\$43.58	REPAIRS-SWEEPER

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CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name MACQUEEN EQUIPMENT INC</b>				\$30.89	
<b>Search Name MARCO INC</b>					
067071	4/28/2015	0415PPD03	276927761	\$92.00	COPY MACHINE-FD
067071	4/28/2015	0415PPD03	276927761	\$433.00	COPY MACHINE-HALL
<b>Search Name MARCO INC</b>				\$525.00	
<b>Search Name MARUDAS PRINT SERVICES</b>					
		0515ADM01	374093	\$35.50	BUSINESS CARDS-WICKLUND
<b>Search Name MARUDAS PRINT SERVICES</b>				\$35.50	
<b>Search Name MATHEW HALL LUMBER COMPANY</b>					
		0515PW01	288700I	\$32.75	STREET SIGNS
<b>Search Name MATHEW HALL LUMBER COMPANY</b>				\$32.75	
<b>Search Name MIDSTATE INSPECTION SERV INC</b>					
		0515ADM01	04-2015	\$1,900.00	BLDG INSPECTIONS-APRIL
<b>Search Name MIDSTATE INSPECTION SERV INC</b>				\$1,900.00	
<b>Search Name MIDWEST MACHINERY CO</b>					
		0515PW01	1033024	\$50,400.00	MOWER
		0515PW01	1038662	\$28,900.00	MOWER
<b>Search Name MIDWEST MACHINERY CO</b>				\$79,300.00	
<b>Search Name MIDWEST SOUND &amp; STAGE INC</b>					
		0515ADM01	1027	\$2,600.00	STAGE RENTAL-MUSIC IN PARK
<b>Search Name MIDWEST SOUND &amp; STAGE INC</b>				\$2,600.00	
<b>Search Name MIMBACH FLEET SUPPLY</b>					
		0515PW01	105549	\$31.48	REPAIRS-STEAMER
<b>Search Name MIMBACH FLEET SUPPLY</b>				\$31.48	
<b>Search Name MINNERATH, BECKY</b>					
		0515ADM01	0100000740028	\$43.39	OVERPAYMENT-UTIL BILL
<b>Search Name MINNERATH, BECKY</b>				\$43.39	
<b>Search Name MINNESOTA PIPE &amp; EQUIPMENT</b>					
		0515PW01	0332642	\$740.05	HYDRANT REPAIRS
<b>Search Name MINNESOTA PIPE &amp; EQUIPMENT</b>				\$740.05	
<b>Search Name MN DEPT OF REVENUE</b>					
002526E	4/27/2015	0415PPD03	04-24-2015	\$3,887.99	04/24 STATE TAX W/HELD
002527E	4/27/2015	0415PPD03	04-24-2015	\$130.00	04/24 WAGE LEVY
002530E	4/30/2015	0415PPD03	04-30-2015	\$244.17	04/30 STATE TAX W/HELD
<b>Search Name MN DEPT OF REVENUE</b>				\$4,262.16	
<b>Search Name MN HOME IMPROVEMENTS INC</b>					
067067	4/28/2015	0415PPD03	9	\$8,568.00	SMALL CITIES DEV GRANT-AHRENSFELD
<b>Search Name MN HOME IMPROVEMENTS INC</b>				\$8,568.00	
<b>Search Name MN HWY SAFETY &amp; RESEARCH CENTR</b>					
		0515PD01	629430-4400	\$792.00	EVOC LAW ENF-7909&7908
<b>Search Name MN HWY SAFETY &amp; RESEARCH CENTR</b>				\$792.00	
<b>Search Name MN NCPERS GRP LIFE INS-752400</b>					
		0515ADM01	7524515	\$80.00	PAYROLL DEDUCTIONS-APR
<b>Search Name MN NCPERS GRP LIFE INS-752400</b>				\$80.00	

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CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name MOTOROLA INC.</b>					
		0515FD01	13060188	\$342.00	BATTERIES-FD RADIOS
<b>Search Name MOTOROLA INC.</b>				\$342.00	
<b>Search Name MTI DISTRIBUTING INC</b>					
		0515PW01	1008268-00	\$50.45	REPAIRS-MOWER
<b>Search Name MTI DISTRIBUTING INC</b>				\$50.45	
<b>Search Name MUSTANG SIGNS &amp; GRAPHICS</b>					
		0515ADM01	16110	\$110.00	VEHICLE MAGNETS-INSPECTIONS
<b>Search Name MUSTANG SIGNS &amp; GRAPHICS</b>				\$110.00	
<b>Search Name NELSON AUTO CENTER</b>					
067077	5/6/2015	0515PPD01	2015	\$25,337.67	2015 GMC TRUCK
<b>Search Name NELSON AUTO CENTER</b>				\$25,337.67	
<b>Search Name NEMETH, DARREL INC</b>					
		0515ADM01	04-2015	\$1,926.10	ELEC INSPECTIONS-APRIL
<b>Search Name NEMETH, DARREL INC</b>				\$1,926.10	
<b>Search Name NORTH CENTRAL TRUCK EQUIPMENT</b>					
		0515PW01	218978X1	\$434.00	REPAIRS-WW VEHICLE
<b>Search Name NORTH CENTRAL TRUCK EQUIPMENT</b>				\$434.00	
<b>Search Name O REILLY AUTO PARTS</b>					
		0515PW01	1572-437918	\$4.99	REPAIRS-MAINT
		0515PW01	1572-437923	\$13.99	REPAIRS-PARK EQUIP
		0515PW01	1572-437924	-\$17.99	REPAIRS-MAINT
		0515PW01	1572-438520	\$6.90	REPAIRS-STEAMER
		0515PW01	1572-438707	\$82.99	REPAIRS-PARK VEH
		0515PW01	1572-438721	\$21.99	REPAIRS-PARK VEH
<b>Search Name O REILLY AUTO PARTS</b>				\$112.87	
<b>Search Name OXYGEN SERVICE COMPANY</b>					
		0515FD01	03304981	\$53.60	CYLINDER RENTAL
		0515PD01	07875945	\$21.16	MEDICAL OXYGEN
		0515PD01	07877875	\$21.16	MEDICAL OXYGEN
<b>Search Name OXYGEN SERVICE COMPANY</b>				\$95.92	
<b>Search Name POWERHOUSE OUTDOOR EQUIP INC</b>					
		0515PW01	315548	\$56.85	REPAIRS-TRIMMERS
<b>Search Name POWERHOUSE OUTDOOR EQUIP INC</b>				\$56.85	
<b>Search Name PROFESSIONAL OFFICE SERV INC</b>					
		0515ADM01	002321960	\$8.75	POSIBILL VIEW ONLY
		0515ADM01	002321960	\$8.75	POSIBILL VIEW ONLY
<b>Search Name PROFESSIONAL OFFICE SERV INC</b>				\$17.50	
<b>Search Name PUBLIC EMPLOYEE RETIREMENT ASN</b>					
002523E	4/24/2015	0415PPD03	04-24-2015	\$4,473.87	04/24 EMPLOYEE PERA
002523E	4/24/2015	0415PPD03	04-24-2015	\$3,468.20	04/24 EMPLOYEE PERA
002523E	4/24/2015	0415PPD03	04-24-2015	\$4,001.77	04/24 EMPLOYER PERA
002523E	4/24/2015	0415PPD03	04-24-2015	\$6,710.79	04/24 EMPLOYER PERA
002531E	4/30/2015	0415PPD03	04-30-2015	\$96.26	04/30 EMPLOYER PERA
002531E	4/30/2015	0415PPD03	04-30-2015	\$96.26	04/30 EMPLOYEE PERA

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<b>Search Name PUBLIC EMPLOYEE RETIREMENT ASN</b>				\$18,847.15	
<b>Search Name RASMUSSEN, ANITA</b>					
		0515ADM01	042215	\$97.75	MILEAGE-CAPITOL
<b>Search Name RASMUSSEN, ANITA</b>				\$97.75	
<b>Search Name REDNECK TRAILER SUPPLIES</b>					
		0515FD01	1484394-00	\$22.56	REPAIRS-FD 6/6 TRLR
<b>Search Name REDNECK TRAILER SUPPLIES</b>				\$22.56	
<b>Search Name RENGEL PRINTING CO INC</b>					
		0515PD01	82857	\$122.00	BUSINESS CARDS-AMBER
<b>Search Name RENGEL PRINTING CO INC</b>				\$122.00	
<b>Search Name ROODA, ROSS</b>					
		0515PD01	04-15-15	\$70.00	PPCT INSTRUCTOR CERT
<b>Search Name ROODA, ROSS</b>				\$70.00	
<b>Search Name SAM S CLUB</b>					
066984	4/28/2015	0415PPD03	042815	\$71.68	SUPPLIES-HALL
066984	4/28/2015	0415PPD03	042815	\$126.17	SUPPLIES-MAINT
066984	4/28/2015	0415PPD03	042815	\$124.08	SUPPLIES-CRACK FILLING
<b>Search Name SAM S CLUB</b>				\$321.93	
<b>Search Name SANITATION SERVICES LLC</b>					
		0515PW01	5638	\$440.00	RESTROOM RENTAL-PARKS
		0515PW01	5638	\$45.00	RESTROOM RENTAL-COMPOST
<b>Search Name SANITATION SERVICES LLC</b>				\$485.00	
<b>Search Name SARTELL HARDWARE HANK</b>					
		0515PW01	47657	\$4.99	REPAIRS-PARK EQUIP
		0515PD01	48143	\$12.98	SUPPLIES-PD
		0515PD01	48254	\$0.77	REPAIRS-PD EQUIP
		0515PW01	48311	\$0.39	REPAIRS-STEAMER
		0515PW01	48325	\$4.49	REPAIRS-SHOP
		0515PD01	49433	\$3.99	SUPPLIES-PD
		0515PW01	64066	\$5.49	REPAIRS-IRRIGATION
		0515PW01	64599	\$8.55	SUPPLIES-PARKS
		0515PW01	64659	\$10.57	REPAIRS-STEAMER
		0515PW01	64708	\$18.98	REPAIRS-PARK BLDG
		0515PW01	64722	\$4.39	SUPPLIES-PARKS
		0515PW01	65028	\$23.63	REPAIRS-STEAMER
		0515PW01	65158	\$63.98	REPAIRS-PARK BLDG
		0515PW01	65307	\$31.99	SUPPLIES-PARKS
		0515PW01	65402	\$6.58	SUPPLIES-MAINT
<b>Search Name SARTELL HARDWARE HANK</b>				\$201.77	
<b>Search Name SARTELL INDPENDENT POLICE ASN</b>					
066985	4/24/2015	0415PPD03	04-2015	\$95.00	PAYROLL DEDUCTIONS-APR
<b>Search Name SARTELL INDPENDENT POLICE ASN</b>				\$95.00	
<b>Search Name SARTELL NEWSLEADER</b>					
067073	4/28/2015	0415PPD03	36401	\$102.90	PHN-PROVIDENCE
<b>Search Name SARTELL NEWSLEADER</b>				\$102.90	
<b>Search Name SCHREINER,WAYNE</b>					

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CHECK	Check Date	Batch Name	Invoice	Amount	Comments
		0515PD01	7909	\$10.00	EVOC TRNG-7909
		0515PD01	7909	\$12.00	CNTY ATTY TRNG-7909
<b>Search Name SCHREINER,WAYNE</b>				\$22.00	
<b>Search Name SPECTRUM SUPPLY CO.</b>					
		0515PW01	251781	\$298.47	SUPPLIES-PARKS
		0515PW01	251781	\$96.14	SUPPLIES-MAINT
<b>Search Name SPECTRUM SUPPLY CO.</b>				\$394.61	
<b>Search Name SPRINT</b>					
067070	4/28/2015	0415PPD03	584068813-089	\$384.89	CONNECTION CARDS-PD
067070	4/28/2015	0415PPD03	852875115-092	\$34.99	IPAD-JIM
067070	4/28/2015	0415PPD03	852875115-092	\$34.99	IPAD-KYLE
067070	4/28/2015	0415PPD03	852875115-092	\$34.99	IPAD-BRAD
<b>Search Name SPRINT</b>				\$489.86	
<b>Search Name ST CLOUD MEDICAL GROUP PA</b>					
		0515PW01	548861	\$85.00	EMPLOYMENT PHYSICAL-ZIMMERMAN
<b>Search Name ST CLOUD MEDICAL GROUP PA</b>				\$85.00	
<b>Search Name ST CLOUD, CITY OF</b>					
		0515ADM01	54621	\$540.00	WORKSHOP-RIVERFRONT PROP OWNER
<b>Search Name ST CLOUD, CITY OF</b>				\$540.00	
<b>Search Name STANDARD INSURANCE COMPANY</b>					
067076	4/29/2015	0415PPD03	155531 MAY-15	\$444.63	PAYROLL DED-VOLUNTARY LIFE
067076	4/29/2015	0415PPD03	155531 MAY-15	\$53.10	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$15.43	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$134.10	EMPLOYEE CONTR TO INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$5.75	COBRA
067076	4/29/2015	0415PPD03	155531 MAY-15	\$22.87	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$60.87	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$83.40	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$28.97	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$77.81	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$357.63	EMPLOYEE LTD/LIFE INS
067076	4/29/2015	0415PPD03	155531 MAY-15	\$59.84	EMPLOYEE LTD/LIFE INS
<b>Search Name STANDARD INSURANCE COMPANY</b>				\$1,344.40	
<b>Search Name STAPLES BUSINESS ADVANTAGE</b>					
		0515PW01	8034010862	\$643.69	TABLE-MAINT
		0515ADM01	8034010862	\$99.32	OFFICE SUPPLIES
		0515ADM01	8034097181	\$150.95	MONITOR-INSPECTIONS
<b>Search Name STAPLES BUSINESS ADVANTAGE</b>				\$893.96	
<b>Search Name SUMMIT COMPANIES</b>					
		0515PW01	1057622	\$6.00	EXTINGUISHER MAINT
		0515PW01	1057623	\$150.00	EXTINGUISHER MAINT
		0515PW01	1057625	\$15.00	EXTINGUISHER MAINT
		0515PD01	1057626	\$90.00	NEW EXTINGUISHER
		0515PD01	1057626	\$66.00	FIRE EXT MAINT
		0515ADM01	1057627	\$12.00	FIRE EXT MAINT
		0515PW01	1057630	\$57.00	EXTINGUISHER MAINT
		0515FD01	1057632	\$378.50	NEW FIRE EXT-FD
		0515FD01	1057632	\$139.00	FIRE EXT MAINT-FD

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name SUMMIT COMPANIES</b>				\$913.50	
<b>Search Name TENVOORDE FORD INC</b>					
067074	4/29/2015	0415PPD03	2015SQUADS	\$53,575.90	TWO SQUAD CARS
<b>Search Name TENVOORDE FORD INC</b>				\$53,575.90	
<b>Search Name THEIS, CATHY</b>					
		0515PD01	10-2015	\$57.50	PROF SERV-PD
<b>Search Name THEIS, CATHY</b>				\$57.50	
<b>Search Name THOMAS TOOL &amp; SUPPLY, INC.</b>					
		0515PW01	367286	\$34.73	HOLE SAW
<b>Search Name THOMAS TOOL &amp; SUPPLY, INC.</b>				\$34.73	
<b>Search Name TOLMAN, KIM</b>					
		0515PD01	275331	\$460.00	PD CLEANING-APRIL
<b>Search Name TOLMAN, KIM</b>				\$460.00	
<b>Search Name TOTAL ADMIN SERVICES CORP</b>					
002529E	4/28/2015	0415PPD03	04-24-2015	\$185.18	04/24 DAYCARE FLEX CONTR
002529E	4/28/2015	0415PPD03	04-24-2015	\$144.41	04/24 MED FLEX CONTR
002529E	4/28/2015	0415PPD03	04-24-2015	\$2,201.45	04/24 HSA FLEX CONTR
<b>Search Name TOTAL ADMIN SERVICES CORP</b>				\$2,531.04	
<b>Search Name TRAUT WELLS INC</b>					
		0515PW01	276461	\$46.00	TESTING
		0515PW01	276606	\$46.00	TESTING
<b>Search Name TRAUT WELLS INC</b>				\$92.00	
<b>Search Name TRI COUNTY ACTION PROGRAM INC</b>					
067068	4/28/2015	0415PPD03	9	\$500.00	SMALL CITIES DEV GRANT-BLAUER/NYU
<b>Search Name TRI COUNTY ACTION PROGRAM INC</b>				\$500.00	
<b>Search Name UNIVERSITY OF MINNESOTA</b>					
067075	4/29/2015	0415PPD03	2015	\$160.00	REG ENFORCEMENT REG-KELLER
<b>Search Name UNIVERSITY OF MINNESOTA</b>				\$160.00	
<b>Search Name US INTERNET</b>					
		0515ADM01	105-060068-0002	\$456.00	ANTI SPAM/VIRUS SERVICE
<b>Search Name US INTERNET</b>				\$456.00	
<b>Search Name VELA STRATEGY LLC</b>					
		0515ADM01	1030	\$2,500.00	GRANT CONSULTING SERVICES
<b>Search Name VELA STRATEGY LLC</b>				\$2,500.00	
<b>Search Name WALTERS, JACOB</b>					
		0515PD01	7905	\$10.38	CNTY ATTY TRNG-7905
<b>Search Name WALTERS, JACOB</b>				\$10.38	
<b>Search Name WEIDNER PLBG &amp; HTG CO INC</b>					
		0515PW01	242697	\$252.76	REPAIRS-IRRIGATION
<b>Search Name WEIDNER PLBG &amp; HTG CO INC</b>				\$252.76	
<b>Search Name WINDAHL TECHNOLOGY LLC</b>					
		0515PD01	1324	\$165.00	REPAIRS-PD OTHER
<b>Search Name WINDAHL TECHNOLOGY LLC</b>				\$165.00	

Vendor Transactions-Agenda Packet

CHECK	Check Date	Batch Name	Invoice	Amount	Comments
<b>Search Name XCEL ENERGY</b>					
		0515ADM01	453563746	\$26.05	WELCOME SIGN
		0515ADM01	453563746	\$74.51	ELEC-PARKS
		0515ADM01	453563746	\$143.33	PCRS READER BOARD
		0515ADM01	453563746	\$380.79	GAS-PD
		0515ADM01	453563746	\$574.10	ELEC-PD
		0515ADM01	453563746	\$2,053.14	GAS-PLANT
		0515ADM01	453563746	\$5,446.90	ELEC-PLANTS
		0515ADM01	453563746	\$2,795.67	LIFT STATIONS/FLOW METERS
		0515ADM01	453563746	\$260.30	STREET LIGHTS
		0515ADM01	453563746	\$157.90	DISTRIBUTION
		0515ADM01	453563746	\$689.88	ELEC-HALL
		0515ADM01	453563746	\$294.31	ELEC-RINKS
		0515ADM01	453563746	\$460.51	TRAFFIC SIGNS/FLASH LIGHTS
		0515ADM01	453563746	\$1,021.78	GAS-MAINT
		0515ADM01	453563746	\$1,088.77	ELEC-MAINT
		0515ADM01	453563746	\$203.28	CIVIL DEFENSE
		0515ADM01	453563746	\$387.15	GAS-FD
		0515ADM01	453563746	\$311.50	ELEC-FD
		0515ADM01	453563746	\$362.62	GAS-HALL
		0515ADM01	453563746	\$627.81	WELLS/PUMPS
				<u>\$17,360.30</u>	
<b>Search Name XCEL ENERGY</b>					
<b>Search Name ZARNOTH BRUSH WORKS, INC.</b>					
		0515PW01	0154561-IN	\$440.00	REPAIRS-SWEEPER
				<u>\$440.00</u>	
<b>Search Name ZARNOTH BRUSH WORKS, INC.</b>					
				<u>\$302,119.49</u>	

Voucher Payments-Fund Summary

Adopted by the Sartell City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Mayor \_\_\_\_\_ Attest: Administrator \_\_\_\_\_

FUND Descr	Dr/Cr Amt
GENERAL	\$108,193.78
YOUTH PROGRAMS	\$49.00
SPECIAL INITIATIVES	\$2,600.00
POLICE RESERVES	\$52.08
BEAUTIFICATION	\$84,009.63
FORFEITURE	\$195.00
PUBLIC IMPROVEMENT REVOLVING	\$9,068.00
PD EQUIPMENT FUND	\$53,575.90
PW EQUIPMENT FUND	\$25,337.67
WATER FUND	\$13,302.22
SEWER FUND	\$4,296.21
STORMWATER FUND	\$1,440.00
	<hr/>
	\$302,119.49

# SARTELL CITY COUNCIL

# AGENDA COVER SHEET

Originating Department: <b>Public Works</b>	Meeting Date: <b>May 11, 2015</b>	Agenda Item No. <b>6e</b>
Agenda Section: <b>Consent</b>	Item: <b>Approval of Job Description Updates</b>	
<p><b>RECOMMENDATION:</b> Approval of job descriptions attached.</p> <p><b>BACKGROUND:</b> As vacancies have occurred in various departments, the City has used the opportunity to update job descriptions. Two job descriptions are attached that have minor changes intended to keep them consistent with our other public works job descriptions. The only vacancy at this time is the utility position, but we wanted to make some corrections on the park maintenance worker description at the same time.</p> <p><b>BUDGET/FISCAL IMPACT:</b> None.</p> <p><b>ATTACHMENTS:</b> Job description updates.</p> <p><b>COUNCIL ACTIONS REQUESTED:</b> Consent agenda approval serves as approval of the job descriptions. If item is removed from Consent, separate motion is requested approving job descriptions.</p>		

**City of Sartell - Job Description**  
**Utility System Operator**  
**Approved: May 11, 2015**

**Position Title:** Utility System Operator  
**Work Points:** 233  
**FLSA Status:** Non-exempt  
**Department:** Public Works  
**Supervisor:** Public Works Director  
**Grade:** ~~D~~**2D**

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### **PURPOSE**

Daily operation and maintenance of water treatment plants. Participates in other work activities of public works department such as maintenance of wastewater collection and water distribution systems and street maintenance, including snow removal. Serves as city's certified pool operator. Responds to call-outs for sewer back-ups, sanding, or other emergencies as qualified on-call personnel.

### **ORGANIZATIONAL RELATIONSHIP**

~~Reports to: Utility System Supervisor, Assistant Public Works Director and Public Works Director~~

~~Communicates with: Public works personnel, Department of Health, MPCA, DNR, city contractors, Gopher State One Call, relevant vendors, and administrative personnel.~~

~~Provides work direction to: Laborers and Seasonal employees as assigned.~~

### **ESSENTIAL FUNCTIONS**

- Assumes department responsibility as delegated by Supervisor, Assistant Public Works Director or Public Works Director.
- Maintains daily log of laboratory analyses and prepares and signs various legally required reports. Coordinates, through Director, Asst. Public Works Director or Supervisor, scheduling for weekend rotation and responds to fellow employees on technical questions about plant operation and SCADA system.
- Inventories and orders supplies.
- Monitors chemical feed system, and adjusts pumps as necessary.
- Performs minor electrical work to maintain water plant.
- Performs daily, weekly, and monthly sampling and laboratory testing.
- Inspects and maintains equipment; changes oil; motors and bearings.
- Cleans and repairs equipment such as pumps, filters, and valves.
- Conducts lift-station maintenance.
- Maintains fire hydrants and assists in water turn-ons for new construction, as needed
- Participates in vacuuming/jetting of collection system; monitors pumpage records for lift stations.
- Conducts utility locates for Gopher One and emergency calls.
- Coordination and communication with contractors – including contract plan reviews and directing utility line flushing by contractors.
- Inspects water/sewer services; reads water meters.
- Maintains, locates and inputs city utilities, street lights and signs using GPS unit.
- Operates various public work equipment to plow snow and sand city streets.
- Operates pool under supervision of Supervisor, Assistant Public Works Director and maintains state certification.

- Provides information to Supervisor, Assistant Public Works Director and Public Works Director for budgeting purposes.
- Operates city boilers under supervision of Utility Systems Supervisor, Assistant Public Works Director and maintains state certification.

### **OTHER DUTIES AND RESPONSIBILITIES**

- Provides facility tours and general information to various groups.
- Maintains snow plow equipment
- Responds to animal control calls (primarily dogs and cats); apprehends and transports animal to city kennel; and/or transports animal to contract vendor.
- Performs other related duties as assigned.

### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of methods, practices, tools and equipment, and materials used in the operation of an iron and manganese removal plant.
- Knowledge of lift station operation.
- Knowledge of proper and safe entry into manhole.
- Skill in maintaining plant (water quality) through visual, audio and other inspections.
- Skill in checking effluent, making necessary adjustments, taking required samples to be in compliance with SDWA.
- Skill in using hearing and sense of touch and taste to ensure plant is operating correctly.
- Ability to routinely lift/pull/push objects weighing up to and in excess of 100 pounds such as sand bags, bags of tar, manhole covers, heavy equipment attachments, and manhole castings.
- Ability to comprehend and apply pertinent federal and state laws and departmental regulations.
- Ability to comprehend and follow applicable OSHA standards and plant safety practices and procedures.
- Ability to manage time and efficiently operate treatment plant with available resources.
- Ability to use the tools and equipment needed to maintain water treatment plant.
- Ability to use a radio, computer/typewriter, phone, and other electric/electronic equipment.
- Ability to use a variety of public works tools and equipment.

### **MINIMUM QUALIFICATIONS**

High school diploma or equivalent; Certificate in water treatment or related area and one year of practical experience in the daily operation of a water treatment plant and or an equivalent combination of education and experience may be substituted. Minnesota Class B Commercial Driver License with required endorsements. Class D water license and class D wastewater license. Ability to obtain Special State boiler license **and pool certification.**

### **WORKING CONDITIONS**

Work involves routine exposure to irritants/fumes, hazardous chemicals, infectious diseases, vibrations, and noise. May be exposed to temperature extremes, fire and smoke, and electric shock. Considerable physical effort is required involving many types of movement such as lifting, bending, twisting. Large and fine motor skills are necessary as well as the full range of senses. Position requires weekend work as well as work during call outs.

**City of Sartell - Job Description**  
**MAINTENANCE WORKER - PARKS**  
Approved: May 11, 2015

**Position Title:** Maintenance Worker - Parks  
**Work Points:** 197  
**FLSA Status:** Non-exempt  
**Department:** Public Works  
**Supervisor:** Public Works Director  
**Grade:** C2

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### **PURPOSE**

Primary responsibility for maintenance of municipal parks including buildings, equipment, cemetery grounds and ditches. Participates in other public works activities such as water and wastewater systems maintenance and street maintenance. Serves as assistant city's tree inspector and assistant weed inspector. Responds to call-outs for sewer back-ups, sanding, or other emergencies.

### **ORGANIZATIONAL RELATIONSHIPS**

~~Reports to: Assistant Public Works Director and Public Works Director.~~

~~Communicates with: Police Department, City Administrator, and other public works personnel.~~

~~Directs: Seasonal employees as assigned.~~

### **ESSENTIAL FUNCTIONS**

- Inspects playground equipment, notes deficiencies and corrects safety problems as soon as possible.
- Receives complaints from park users and responds personally or notifies supervisor. Directs and trains seasonal help and ensures they are knowledgeable about the safe operation of assigned tools and equipment.
- Contacts various contractors (plumbing/electrical/building) to arrange for work; oversees and inspects finished work under oversight of Public Works Director and Assistant Public Works Director.
- Provides information about equipment, parts, and supply needs to Public Works Director for budgeting process.
- Maintains grounds, buildings, and equipment at municipal parks and other assigned buildings or areas; mows grass, trims trees, water and maintains plants, shrubs, and flowers, and paints. Performs general maintenance on facilities such as feasible electrical, plumbing, and building repairs.
- Repairs, paints, and stores park benches. Maintains grounds by shoveling snow, raking and mowing.
- Maintains outdoor hockey/skating rinks by flooding, snow blowing, and sweeping. Serves as assistant city tree inspector and maintains state certification. Serves as assistant city weed inspector and maintains state certification.
- Assists in winter maintenance of streets to include plowing snow and sanding streets, using full complement of public works equipment.
- Responds to animal control calls (primarily dogs and cats); apprehends and transports animal to city kennel; and/or transports animal to veterinarian clinic.

## **OTHER DUTIES AND RESPONSIBILITIES**

- Assists in summer maintenance of streets to include sweeping streets and patching potholes.
- Conducts utility locates for Gopher One and emergency calls.
- Performs other related duties as assigned.

## **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of basic construction, electrical, and plumbing.
- Ability to comprehend and follow applicable Material Safety Data Sheets and OSHA standards.
- Ability to direct the work of assigned personnel and ensure their safety.
- Ability to use a variety of hand and power tools and equipment such as lawn mowers, chain saws, trimmers, and table saw
- Ability to operate a variety of public works equipment such as dump truck, plow truck, and front-end loader.
- Ability to routinely lift/pull/push objects weighing up to and in excess of 100 pounds such as sand bags, bags of tar, manhole covers, heavy equipment attachments, and manhole castings.
- Ability to plan work around weather and other factors.

## **MINIMUM QUALIFICATIONS**

High school diploma or equivalent. 3 years of park or grounds maintenance experience with some experience in building construction, electrical, and plumbing preferred but not required. Class B driver license with required endorsements. Must obtain tree and weed inspector license/certification.

## **WORKING CONDITIONS**

Work involves routine exposure to irritants/fumes, hazardous chemicals, infectious diseases, vibrations, and noise. May be exposed to temperature extremes, fire and smoke and electric shock. Considerable physical effort is required involving many types of movement such as lifting, bending, and twisting. Large and fine motor skills are necessary as well as the full range of senses. Position requires weekend work as well as work during call outs.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ACCEPTING DONATIONS**

**WHEREAS**, the City Council deems it advisable and in the best interest of the City to accept the following donation(s):

\$1,500 from Mahowald Insurance Agency toward Music in the Park

\$1,500 from St. Cloud Orthopedic toward Music in the Park

\$750 from Chris & Deb Stalboerger toward Music in the Park

\$500 from Bob Bierscheid Family toward Music in the Park

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL**, that the above donations are hereby accepted by the City, and the following conditions, if any, are placed on the use of the gifts: None

**ADOPTED BY THE SARTELL CITY COUNCIL THIS 11<sup>th</sup> DAY OF MAY, 2015.**

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY ADMINISTRATOR**

**SEAL**

**SARTELL  
CITY COUNCIL**

**AGENDA  
COVER MEMO**

Originating Department <b>Planning Department</b>	Meeting Date: <b>May 4, 2015</b>	Agenda Item No. <b>9a</b>
Agenda Section: <b>Public Hearing</b>	Item: <b>Providence – Rezoning, Preliminary Plat</b>	

**RECOMMENDATION:**

**At the request of the developer (Sartell Development LLC), postpone the public hearing for both the Rezoning and Preliminary Plat for Providence to June 11, 2015 at 7 pm.**

**BACKGROUND:**

Applicant Information: Sartell Development LLC (applicant)  
 Existing Zoning: R-1 (30 front, rear and corner street setbacks; 10 interior side setbacks and 35’ height restriction).  
 Future Land Use: Low Density Residential (0-5 units per acre)  
 Typical neighborhood roads (36’ curb to curb) within this development. Next collector east/west collector roadway (38”+) will be 15<sup>th</sup> Street North.  
 13<sup>th</sup> Avenue (North South) is unable to proceed north due to the amount of significant wetlands and would be impractical given the purchase of Pinecone Central Park .  
 Draft Future Land Use: Low Density Residential (1-4)  
 Requested Plan: Rezone and Plat a single family development within an Environmentally Sensitive Area  
 Site Area: 72.6 Acres  
 Location: East of 19<sup>th</sup> Avenue North, west of Pinecone Central Park.

**Rezoning**

Currently the property is designated as R-1 (single family). The property is in a designated environmentally sensitive area due to wooded area in the NW, the abundance of wetlands and a DNR protected water. The property owner is requesting the rezoning to a PUD to allow for variations in the typical R-1 standards in exchange for meeting certain environmental protection (or mitigation) measures. The rezoning is consistent with the future land use plan. The terms of the PUD is spelled out in the Natural Resource Management Plan and through the conditions of the preliminary plat as stated in the resolution.

**Proposed Preliminary Plat**

#### Lot Information:

82 Single Family Lots

Lot Sizes Proposed - .29 - 3.61 acres, Average size - .78 acres

(R-1 Typical - .22 minimum)

Setbacks proposed – Front 25 and 20, side house 10', side garage 6, street side 20', rear 30'

(R-1 Typical – 30' front, street-side and rear; 10' side)

Height Proposed – 40 feet.

(R-1 Typical - 35 feet)

Average width – 75'

Min Street lot width – 50'

Local/Neighborhood Roadway Proposed – 66' of ROW, street design – 36' curb to curb.

Exception – through the wetland area the roadway narrows to 28' (no parking on either side of the street within that short section).

Phasing Plan – 5 Phases through 2025

Request for City Fee Reductions - \$525, 428 (Storm and Roadway costs)

#### **Proposed Improvements:**

- All appropriate local/neighborhood right of ways per City requirements.
- Sidewalks are proposed on one side of all streets.
- 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.
- Storm ponds designed to meet the needs of the neighborhood and which (may) also connect into the City-wide System
- Wetland enhancement (east side) to potentially increase regional storm capacity.
- All lots will be mass graded, with building pads set with the exception of all the lots in block 5 and 6.

#### **Conditions/Issues to be resolved:**

1. Approval is contingent on TEP/WCA application request (TEP recommended approval based on conditions as outlined in the Natural Resource Management Plan.

2. All provisions as outlined in the Natural Resource Management Plan

In addition to the individual lot grading plans required within Block 5 and 6, that same care and diligence should be applied within block 8, lots 11-17.

3. A SF lot is proposed with an entrance onto 19<sup>th</sup> Avenue (currently outlot a and b). There are safety concerns regarding the safe ingress/egress onto the lot from 19<sup>th</sup> Avenue because there are no driveways in that immediate vicinity and due to the limited sight distance at the driveway because the lot is adjacent to rear-adjointing lots (north and south). In addition, a grading layout was not provided on the plan (along with house type, etc).

**4. As currently proposed, setbacks do not meet approval.**

Setbacks and standards as recommended by staff are as follows:

Front – 25' (not 20')  
Street Site – 25' (not 20')  
Interior Side – 10' (not 6' garage side)  
Rear – 30'  
Wetland Setbacks/buffers – 30'-40' (Dependent on wetland size).  
Height of Primary Structure – 40' (from 35')  
Building Impervious Surface – 35%  
Total Impervious Surface (including building) – 40% (from 45')

Having 12-16 feet between homes has not been an acceptable platting standards due to the fact that it creates the inability to have parking pads or other structures without encroaching onto the adjacent property. In any case, this reduced setback would not be in character with all the surrounding developments (which all have a minimum of 10 foot setbacks).

The 20' front setback request has never been an approved standard due to its limitation in parking on the driveway (cannot encroach onto the right of way) and due to the grades of the proposed lot pads will create steep driveway grades (8-12%).

**5. Additional screening along all double frontage lots (along 19<sup>th</sup> Avenue) per the ordinance (phase 2).**

6. The construction of that portion of Providence Trail (Lane) just past Central Park Boulevard shall be constructed as part of Phase 1 at the developer's expense. Likewise, that portion of Cougar Lane between lot 10, Block 4 and lot 1, block 3 and south to the improved portion of Cougar Lane shall be constructed as part of Phase 5 at the developer's expense.

7. All engineering (memo dated 4.14) issues are resolved.

8. Plat will need to be consistent with all fire and building code provisions.

**9. Developer will be responsible for all trunk and park charges**, along with all costs associated with the installation of utilities, roadways, paths, sidewalks, lights, mailboxes (per the new USPS standards). Storm trunk credit may be determined and granted after any improvements or wetland enhancements are completed and will be applied to the next phase.

The City is unable to factor the speculation of de-valuation or any financial arguments as any type of justification for the reduction of any fees or land use/zoning requirements.

**Staff is recommending against specific binding reductions in trunk storm fees, along with a fee reduction to compensate for a portion of the roadway construction(s) as outlined in their project narrative (page 4-9, letter dated April 9, 2015) with the exception as outlined in the paragraph above.**

**Staff, in good conscious, is unable to support the subsidizing or crediting of development fees for Providence when that has not been the standard practice in all other development proposing similar roadways and lots. What is proposed and required is similar to the requirements by ALL other developers (Arbor Trails, Avalon Village, etc) in the past. Unless there is a change in the development policy, staff would recommend the consistent application of standards and fees with this development as we would require for ANY development of similar scope.**

#### 10. Providence Lane Roadway

As proposed in the plat (and has been part of the plat design for the past 2-10 years), the roadway proposed (Providence ~~Trail~~ Lane and Cougar Lane) in the development is a requirement to connect the development to existing developments and to lessen the dependence of phases 2-4 to only utilize 19<sup>th</sup> Avenue as the only way out of the development. The east/west connection directly benefits the development in the disbursement of the 82 lots proposed.

Similar in nature to Grizzly Lane (Wilds), Trentwood Drive (Knottingham Village), 3<sup>rd</sup> Street and 4<sup>th</sup> Street South (Avalon Village), the primary purpose of the roadways is to connect neighborhoods (similar to the requirement of connecting into utilities, trails, lights, etc). The ordinance provision stated in the developer provided narrative is relative to the assistance the City may provide towards the construction of a collector roadway, whereas the City will assist in the cost to construct a collector roadway (typically the difference in cost from the construction of a neighborhood versus collector roadway), which serves a greater population and average daily traffic.

This requirement is directly consistent with other **recent** developer requirements to construct internal neighborhood roadways (Avalon Village 2014 and 2015, Arbor Trails 2015) at the developer's expense.

Staff recognizes the applicants desire to not construct the neighborhood roadway due to the cost of construction or because they believe, it is not integral to their development. They have also drafted an alternative (cul-de-sac) which wasn't proposed in their official preliminary plat application nor does it appear to meet our minimum standards (length). However, the City has the ability to require a roadway based on our subdivision and zoning standards and to facilitate the connection of neighborhoods. Based on previous resident complaints, it would be irresponsible and impractical to require all of the future lots on the west side of the development to exit only using 19<sup>th</sup> avenue (if the city agreed with the developer and honored their request to not construct Providence ~~Trail~~ Lane or the connection to Cougar Lane).

What is being requested and proposed in the current plat drawing is a neighborhood street with the scope and standard of a neighborhood street. What is not being requested or proposed in the current plat drawing is a collector roadway. The next collector roadway will be 15<sup>th</sup> Street and will occur as development occurs. That road will have some challenges as it

moves around wetlands, but we anticipate that roadway will have the typical scope and standard of a collector road.

It has been expected that developers pay for the sole roadway/utility construction costs on or through wetlands (WCA permit approved). A similar improvement (same ditch and wetlands) was as part of the Wild's Plat 2 in 1999. Based on the materials – that estimated improvement cost \$350,000, of which the developer paid 100% of that cost. In other words, it has long been the expectation that development pays for itself and not be subsidized through a reduction or waiver in fees. That would be inconsistent with what the Commission and Council have recently approved in Arbor Trails and Avalon Village (along with historically approved developments) where the developers are required to pay all development related fees.

**Final Plat**

Staff recommends postponing the public hearing(s) to June 11, 2015. The City did exercise the extension of an additional 60 days of review which will end on June 29, 2015.

**BUDGET/FISCAL IMPACT:**

All improvements as outlined in the Preliminary Plat, the Natural Resource Management Plan and (Final Plat Development Agreement) are the sole responsibility of the Applicant. The City will consider a credit to the storm trunk fees. The credit will be determined at the time the enhancement is completed and will be applied to the next phase of the development.

**ATTACHMENTS:**

**ACTION REQUESTED:**

**Move to postpone the public hearing for both the Rezoning and Preliminary Plat for Providence to June 11, 2015 at 7 pm.**

# SARTELL CITY COUNCIL

# AGENDA COVER SHEET

Originating Department <b>Planning Department</b>	Meeting Date: <b>May 11, 2015</b>	Agenda Item No. <b>7b</b>
Agenda Section: <b>Public Hearing</b>	Item: <b>Rezoning – 331 4<sup>th</sup> Avenue South</b>	

**RECOMMENDATION:**

Approval of the resolution and ordinance supporting the rezoning of property from I-1 to B-2.

**BOARD/COMMISSION/COMMITTEE RECOMMENDATION:**

The Planning Commission recommended approval of the rezoning (5/0).

**PREVIOUS COUNCIL ACTION:**

NA

**BACKGROUND:**

The Perfect Fit, LLC, along with JK Self Storage LLC are requesting the approval of a rezoning of property from I-1 (Light Industrial) to B-2 (General Business) on the property generally identified as 331 4<sup>th</sup> Avenue South. The purpose is to allow the ability to run a personal/executive fitness gym in a portion of the existing building located on the property. Fitness gyms are not allowed in light industrial zoning districts. They are an allowable use within the B-2 zoning district.

The property is guided for light industrial according to the future land plan. However, the property directly to the north of this property is guided and zoned for general business.

The property currently has access from 4<sup>th</sup> Avenue South. Future plans for the expansion of 4<sup>th</sup> Avenue South will not be impacted by the rezoning of this property.

**BUDGET/FISCAL IMPACT:**

NA

**ATTACHMENTS:**

1. Site map prepared by the City
2. Resolution approving the findings of fact
3. Rezoning ordinance and Summary Ordinance

**ACTION REQUESTED:**

Recommend approval of the resolution and ordinance supporting the rezoning of property from I-1 to B-2.

Councilmember  
for its adoption:

introduced the following resolution and moved

**RESOLUTION #\_\_\_**

**A RESOLUTION ADOPTING FINDINGS OF FACT #\_\_\_ RELATING TO A  
REZONING REQUEST FROM I-1 TO B-2**

WHEREAS, the City of Sartell received an application from The Perfect Fit LLC and JK Self Storage LLC., for the request to rezone property from I-1 to B-2 described as follows:

331 4<sup>th</sup> Avenue South

“Subject Property”

**WHEREAS**, the Planning Commission considered the rezoning request at their May 4, 2015 meeting; and

**WHEREAS**, The City Council conducted the public hearing on May 11, 2015.

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

1. That the Perfect Fit and JK Self Storage., hereinafter referred to as “Applicant,” submitted a complete application for a rezoning request for the subject property.
2. That the subject property is guided for office warehouse according to the City’s Comprehensive Plan as adopted on August 11, 2003.
3. That the B-2 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 \_11th\_ day of May, 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 \_11th\_\_\_\_ day of \_May\_, 2015.

\_\_\_\_\_  
Mary Degiovanni  
City Administrator  
City of Sartell, Minnesota

Ordinance No. 15-\_\_\_\_\_

**AN ORDINANCE ESTABLISHING THE REZONING OF PROPERTY TO B-2  
GENERAL BUSINESS**

On May 11, 2015, the City Council approved the rezoning designation for 331 4<sup>th</sup> Avenue South as B-2 General Business.

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 \_\_\_\_\_

Council member  
moved for its adoption:

introduced the following ordinance and

**ORDINANCE # \_\_\_\_\_**

**AN ORDINANCE APPROVING REZONING OF A CERTAIN PROPERTY  
FROM I-1 TO B-2.**

**WHEREAS**, the City of Sartell received an application from The Perfect Fit LLC, along with JK Self Storage LLC, for the request to rezone property from I-1 light industrial to B-2 general business has been referred and heard by the Planning Commission on May 4, 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 May 11, 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 I-1 to B-2.

331 4<sup>th</sup> Avenue South

**BE IT FURTHER RESOLVED:** That the clerk is hereby 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 11<sup>th</sup> day of May, 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   11th   day of   May  , 2015.

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Mary Degiovanni  
City Administrator  
City of Sartell, Minnesota



**SARTELL  
PLANNING COMMISSION**

**AGENDA  
COVER MEMO**

Originating Department <b>Planning Department</b>	Meeting Date: <b>May 11, 2015</b>	Agenda Item No. <b>9a</b>
Agenda Section: <b>New Business</b>	Item: <b>Avalon 9 –Final Plat</b>	

**RECOMMENDATION:**

Approve Avalon 9 Final Plat and Development Agreement with conditions as specified in the resolution.

**BACKGROUND:**

Applicant Information: Dean Croat Construction  
 Existing Zoning: R-1  
 Draft Future Land Use: Low-Density Residential  
 Current Plan: Preliminary platted as Avalon Village.  
 Location: East of 21<sup>st</sup> Avenue and west of 22<sup>nd</sup> Avenue.

**Final Plat**

18 Single Family Lots  
 1 Outlot (will be subject to additional future review)  
 10,373 sf and greater  
 Setbacks proposed – Front 30’, side 10’, street side 30’, rear 30’  
 Sidewalks on the southerly side of 4<sup>th</sup> Street and on the outer edge of Avalon Circle Loop.  
 Interior trail connection from 3<sup>rd</sup> street to 4<sup>th</sup> Street.

**Comments:**

The applicant modified the roadway plan from the original preliminary plat which will facilitate the required 4<sup>th</sup> Street construction (requirement from Avalon 8). There are a number of existing/planned storm ponds, along with wetlands on the property. There appears to be a number of lots with house pads bumping up right to the easement lines (unbuildable) which would render the inability to construct a patio, deck or any other structure on the rear of the home. Of specific concern is Lot 4, Block 4. (block 3 on the grading plan)

Generally consistent with the preliminary plat. Conditions of approval include:

1. This final plat is subject to the subdivision standards approved in 2014.
2. 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.

3. 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).
4. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
5. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlot will be subject to future trunk fees and dedication requirements. The grading plan within the outlot does not constitute approval for the lot configuration.
6. Easement lines (for wetlands and storm ponds) shall be a minimum of 20 feet from the principal structure.
7. All Engineering issues are resolved (See letter dated April 27, 2015)
8. Reconfigure lot 4, lot 4 to ensure a minimum of 20 feet between the home and the rear easement line.

**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. Final Plat
3. Development Agreement
4. Resolution approving the final plat and development agreement

**ACTION REQUESTED:**

Motion to approve:

1. Resolution approving the final plat and development agreement for Avalon 9 with conditions.







Memorandum

To: Anita Rasmussen, Community Development Director

From: Mike Nielson, City Engineer

Date: April 27, 2015

Re: Avalon 9 Preliminary Plat Review  
WSB Project No. 2174-65

Plans were submitted on 4/16/2015 by Jeremy Mathiasen, Stantec and included Sheet C301- Grading Plan, C401 Utility Plan, Hydraulic Calculations and Soil Boring Logs.

A revised grading plan was submitted on 4/16/2015 and included Pond Elevation information including NWL and HWL and driveway slopes for Phase 1.

**Sheet C301 – Grading Plan**

Based on the soil borings provided the logs show mottled soils and standing groundwater at elevations as follows.

Boring No.	Ground Elevation	Observed Ground Water	Soil Mottling	Minimum Low Floor
1	1044.5	1044.5	1042.0	1043.00
2	1044.9	1044.9	1042.4	1043.4

**Ground Water Separation Requirement (1' above Historic High(Soil Mottling))**

**Lots adjacent to Soil Boring No. 1**, Lot 1-3, Block 3 & Lots 1,11,12, Block 2 should have a minimum low floor elevation of 1043.00. All of these lots meet the requirements.

**Lots adjacent to Soil Boring No. 2** including Lots 8-10, Block2 & Lots 15-19, Block 1 should have a minimum low floor elevation of 1043.4. Lots 15-19, Block 1 and Lot 10, Block 2 should be raised to meet this requirement. Lots 4-9, Block 3 are adjacent to the pond and the groundwater in these areas will be influenced by the High Water Level of the pond which rises to an elevation of 1042.41. These low floors should be raised to a minimum elevation of 1043.4 to provide the required separation from the historic high groundwater observed in Soil Boring 2 and the HWL from the pond.

**Surface Water Separation ( Low Opening must be 3' Unless Conditions 1-3 are met)**

**Phase 1:** The homes located along 4<sup>th</sup> Street S need to have the Low Opening elevated 3' above the HWL of the pond adjacent to the south. The HWL is indicated as 1042.41. These homes meet this requirement.

**4<sup>th</sup> Avenue N.**

Station 4+50 – Low Point = 1045.11+0.3' for sidewalk rise = 1044.8, EOF = 1044.5, Lowest Opening = 1046.5@ Lot 3, Block 3. This provides 1.7' of freeboard and is greater than the 1' requirement.

Station 9+75 – Low Point = 1043.81, During the 100 year storm water will back up and exit the roadway toward the east where the record drawings for Avalon 5 indicated the High Point in the curb is 1044.29. This provides the required freeboard of 1'.

**Block 2, Rear Yard drainage.**

This system is a landlocked basin. Provide Hydrocad documentation showing the 100-year highwater elevation and that the storage volume will provide 2-feet of freeboard with an additional 50% of required storage volume and that a 25% obstruction does not raise the HWL an additional foot and lower the EOF to 1045.5 between Lots 10 & 11.

**Future Phases:** The homes located along the west pond on Avalon Circle need to have the Low Floors Elevated 3' above the HWL = 1043.48. The lowest of these homes has a LO = 1046.5 which exceeds the requirements. Addition soil borings will be required for all future phases to insure the required groundwater separation requirements are met.

**General Comments**

I have some concern with the useable rear yards for the following lots based on the existing pond grading and wetland locations.

Lot 4, Block 3 – Consider re-grading the existing pond to provide more useable rear yard for Lot 4 by pushing the pond toward Lot 3, Block 3.

Lots 6,7,9 & b10, Block 1. The proximity to the wetlands provide very little side yard for these homes.

**Sheet C401 Utility Plan**

No Comments. The final utility plans will be complete by the City Engineer. Minor revisions may be necessary during final design.

A SWWP and NPDES Permit must be provided for all grading activities prior to final approval.

If you have any questions regarding this unavoidable water service interruption please call me at 320-293-2989.

Council member  
for its adoption:

introduced the following resolution and moved

RESOLUTION NO

**RESOLUTION APPROVING FINAL PLAT AND DEVELOPMENT AGREEMENT  
AVALON 9**

**WHEREAS**, a public hearing was held on the preliminary plat of Avalon Village on June 25, 2004 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. This final plat is subject to the subdivision standards approved in 2014.
2. 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.
3. 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).
4. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
5. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlot will be subject to future review, future trunk fees and dedication requirements. The grading plan within the outlot does not constitute approval for the lot configuration.
6. Easement lines (for wetlands and storm ponds) shall be a minimum of 20 feet from the principal structure.
7. All Engineering issues are resolved (See letter dated April 27, 2015)
8. Reconfigure lot 4, lot 4 to ensure a minimum of 20 feet between the home and the rear easement line

**WHEREAS**, a final plat for Avalon 9 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 Avalon 9 be approved:

**ADOPTED BY THE SARTELL CITY COUNCIL THIS 11<sup>th</sup> DAY OF MAY, 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 \_\_11th\_\_ day of May, 2015.

\_\_\_\_\_  
Mary Degiovanni  
Administrator  
City of Sartell, Minnesota



**EXHIBIT A  
LEGAL DESCRIPTION**

## EXHIBIT B

### CITY DEPARTMENT COMMENTS

1. This final plat is subject to the subdivision standards approved in 2014.
2. 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.
3. 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).
4. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
5. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlot will be subject to future review, future trunk fees and dedication requirements. The grading plan within the outlot does not constitute approval for the lot configuration.
6. Easement lines (for wetlands and storm ponds) shall be a minimum of 20 feet from the principal structure.
7. All Engineering issues are resolved (See letter dated \_\_\_\_\_)
8. Reconfigure lot 4, lot 4 to ensure a minimum of 20 feet between the home and the rear easement line

**AVALON VILLAGE 9  
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”), Dean Croat Construction Inc., 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 June 25, 2001.
- C.** On May 11, 2015, the City will consider approval of the final plat of the Subject Property known as Avalon Village 9 (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, mailboxes per the USPS requirements, street lights, pedestrian walkways/trails, traffic control signs, 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 \$504,000.00, 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: mass grading August 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. One tree per front yard is required per city ordinances.
- B. That the Developer will be required to obtain a NPDES Phase II (Construction Site) permit from the MPCA.

- C. 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.
- D. That sidewalks and trails be installed at the time of roadway and utility installation.
- E. 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).

## **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 (**\$90,700.00**) 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, outlots 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.

Water Trunk - \$19,349.60

Sanitary Sewer Trunk - \$19,349.60

Storm Trunk – \$23,450.01

**Park Fees.** Aside from the trail easement dedication and construction, no further park dedication is required for this phase of Avalon Village.

**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, and the streets in the Development have been constructed to the point of having a bituminous base course. Certificates of Occupancy will also not be issued if the 4<sup>th</sup> Street fire access roadway is not maintained.

**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:

Dean Croat Construction  
19054 Emerson Rd  
Clearwater, MN 55320

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**

## EXHIBIT B

### CITY DEPARTMENT COMMENTS

1. This final plat is subject to the subdivision standards approved in 2014.
2. 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.
3. 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).
4. Wetland delineation sign, per city code, shall be installed prior to the release of any building permits.
5. This development is subject to trunk storm, water and sewer fees as dictated in the Development Agreement. The outlot will be subject to future review, future trunk fees and dedication requirements. The grading plan within the outlot does not constitute approval for the lot configuration.
6. Easement lines (for wetlands and storm ponds) shall be a minimum of 20 feet from the principal structure.
7. All Engineering issues are resolved (See letter dated \_\_\_\_\_)
8. Reconfigure lot 4, lot 4 to ensure a minimum of 20 feet between the home and the rear easement line

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# *Sartell Police Department*

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TO: MARY DEGIOVANNI, MAYOR AND CITY COUNCIL  
FROM: CHIEF HUGHES  
SUBJECT: MAY 11 MTG - GENERAL INFORMATION/STATISTICS  
DATE: MAY 5, 2015  
CC: MEMO FILE

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- All officers will be qualifying with their issued weapons at the range this month. Several officers also attended emergency vehicle operations course (EVOC) training.
- The bike rodeo was held on May 5<sup>th</sup> and again was a success. A big thank you goes out to those that worked and volunteered at the event.
- DARE graduation for 5<sup>th</sup> grade at the Sartell Middle School will have occurred on May 8. Because of a curriculum change in the DARE program, DARE will be taught in the 2015/2016 school year in 5<sup>th</sup> grade. We will have to teach the 6<sup>th</sup> grade during that school year as well because of the change.
- Our Seniors And Law enforcement Together (SALT) will be holding this years Senior Shred and Drug Take Back Days on Wednesday, May 20 from 11:00 am to 2:00 pm and Thursday, May 21 from 4:00 pm to 6:30 pm at the Sartell Police Department. (see attached flyer)
- The city garage sale will occur on Thursday, May 14 from 7:00 am to 1:30 pm in the old public works building (now warm storage). Forfeited property, found property and other property will be sold. Again this year we have included ISD 748 to participate.
- The following is a synopsis for the reportable and non-reportable incidents for March 2015.
  - Reportable Incidents
    - ✓ Assaults were at 6
    - ✓ Drug arrests were at 4
    - ✓ Trespass/property damage were at 13

✓ Theft type calls were at 41

- **Non Reportable Incidents**

- ✓ Alarm calls were at 13

- ✓ Motorist assists were at 24

- ✓ Personal assists were at 20

- ✓ Dog at large were at 11

- ✓ Driving complaints were at 21

- ✓ Hit and run crashes were at 7

- ✓ Property damage crashes were at 12

- ✓ Medical calls were at 71

- ✓ Extra patrol requests were at 31

- ✓ Suicide threat/attempts were at 6

- ✓ Suspicious activity type calls were at 44

- ✓ Welfare checks were at 19

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

REPORTABLE INCIDENTS

		<u>2013</u>	<u>2014</u>	<u>2015</u>
A	Assault	1	6	6
B	Burglary	2	0	1
C	Forgery/Counterfeiting	2	0	0
D	Drugs	3	8	4
H	Homicide	0	1	0
I	Crime against Family	3	0	1
J	DWI	2	2	4
L	Criminal Sexual Conduct	1	2	1
M	Miscellaneous	0	0	0
	M3001 Juvenile – Alcohol Offender	0	0	1
	M3005 Juvenile – Use of Tobacco	0	0	2
	M5350 Juvenile – Runaway	0	0	1
N	Disturbing Peace/Privacy	4	3	3
P	Trespass/Damage to Property	14	6	13
Q	Stolen Property (Receiving/Concealing)	2	0	1
T	Theft	12	11	18
U	Theft Related	18	15	21
V	Vehicle Theft Related	1	1	1
W	Weapons	1	0	0
X	Crime against Administration of Justice	2	1	2
	TOTAL	68	56	80

# LAW ENFORCEMENT CENTER

## Number Of Calls Report by Department - Complaint

Jurisdiction: LEC

First Date: 03/01/2015

Last Date: 03/31/2015

Department	Complaint	Number
1 SPD		
	1014 ESCORT	1
	1029R STOLEN VEHICLE RECOVERED	1
	1050 ACCIDENT	11
	1053 ACCIDENT AMBULANCE ENROUTE	1
	1057 INTOXICATED PERSON	2
	911H 911 HANGUP CALL	4
	911O 911 OPEN LINE	3
	ADMIN ADMINISTRATIVE ICR	16
	ADORD APPREHENSION & DETENTION ORDER	1
	AL ALARM	9
	ALFIRE ALARM FIRE	2
	ALMED ALARM MEDICAL	1
	ANI ANIMAL COMPLAINT	3
	ASLT ASSAULT	2
	ASSTA AGENCY ASSIST	49
	ASSTB BUSINESS ASSIST	1
	ASSTP PERSONAL ASSIST	16
	ATV ATV COMPLAINT	2
	BACK BACKGROUND CHECK	52
	BIKEA BIKE/ABANDONED	3
	BURGI BURGLARY IN PROGRESS	1
	BURN ILLEGAL BURNING	3
	CC CITIZEN CONTACT	9
	CIVIL CIVIL MATTER	4
	CO CARBON MONOXIDE CALL WITHOUT IL	1
	CUSTODY CHILD CUSTODY DISPUTE	2
	DISOR DISORDERLY CONDUCT	1
	DOG DOG COMPLAINT/BARKING	13
	DOM DOMESTIC	1
	DOMI DOMESTIC IN PROGRESS	3
	DOORCHK DOOR CHECK(S)	4
	DRIVE DRIVING COMPLAINT	16
	DUPLICATE DUPLICATE ICR ERROR	3
	DWI DRUNK DRIVER ARREST	3
	EMES EMERGENCY MESSAGE	1
	FIREB FIRE BUILDING	2
	FIREO FIRE OTHER	2
	FIREW FIRE GRASS OR WILDLAND	1
	FPROP FOUND PROPERTY	7
	FRAUD FRAUD	9
	FUP FOLLOW UP	8
	GUNSH GUNSHOTS FIRED/HEARD	1
	HAR HARASSMENT COMPLAINT	8
	HARRORD HARASSMENT RESTRAINING ORDER	1
	HAZ HAZARD	11
	HR HIT AND RUN	7
	IDTHEFT IDENTITY THEFT	1
	INFO MATTER OF INFORMATION	16
	JUVP JUVENILE/PROBLEM WITH	5
	JUVR JUVENILE/RUNAWAY	3

# LAW ENFORCEMENT CENTER

## Number Of Calls Report by Department - Complaint

Jurisdiction: LEC

First Date: 03/01/2015

Last Date: 03/31/2015

Department	Complaint	Number
51 SPD		
	LDISP LANDLORD/TENANT DISPUTE	1
	LM LOUD MUSIC	1
	LPROP LOST PROPERTY	2
	MAIL MAILBOX VANDALISM	4
	MA MOTORIST ASSIST	16
	MED MEDICAL EMERGENCY	58
	MEETING ATTEND MEETING	1
	NARC NARCOTICS	1
	NDISP NEIGHBORHOOD DISPUTE	1
	NOISE NOISE COMPLAINT	4
	NOPAY NO PAY CUSTOMER	3
	NSF NSF CHECK	1
	OFPP ORDER FOR PROTECTION	1
	OPEND OPEN DOOR	2
	ORD ORDINANCE VIOLATION	6
	OTL OUT TO LUNCH	1
	PARKPAT PARK PATROL	1
	PARKS SEASONAL PARKING	13
	PARKV PARKING VIOLATION	3
	PERG GUN PERMIT	15
	PHONE PHONE COMPLAINT	1
	PORNO PORNOGRAPHY	1
	PRDAM PROPERTY DAMAGE	3
	ROADRAGE ROAD RAGE	1
	SBUS SCHOOL BUS/SCHOOL VIOLATION	1
	SD SPECIAL DETAIL	1
	SHOPI SHOPLIFTER/URGENT	3
	SHOP SHOPLIFTER	5
	SPEEDTRL SPEED TRAILER	2
	STALL STALLED VEHICLE	7
	SUIC SUICIDE THREAT	3
	SUSA SUSPICIOUS ACTIVITY	13
	SUSP SUSPICIOUS PERSON	5
	SUSV SUSPICIOUS VEHICLE	10
	THEFT THEFT	15
	THEFTV THEFT FROM VEHICLE	2
	THREAT THREATS COMPLAINT	2
	TRAFFIC STOP TRAFFIC STOP	166
	TRAIN TRAINING	3
	UNWAN UNWANTED PERSON	2
	VAND VANDALISM	3
	VANDV VANDALISM TO VEHICLE	1
	VDITCH VEHICLE IN THE DITCH	2
	VERB VERBAL DISPUTE	2
	VULAD VULNERABLE ADULT	2
	WARRANT WARRANT	9
	WELF WELFARE CHECK	19
	XPAT EXTRA PATROL	25
<b>Group Total:</b>		<b>771</b>

**LAW ENFORCEMENT CENTER**

**Number Of Calls Report by Department - Complaint**

*Jurisdiction:* LEC

*First Date:* 03/01/2015

*Last Date:* 03/31/2015

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<i>Department</i>	<i>Complaint</i>	<i>Number</i>
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*Report Total:* 771

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

**NON REPORTABLE INCIDENTS**

		<u>2014</u>	<u>2015</u>
911 CALL	9847	1	2
911 HANG UP	9837	1	6
ADMINISTRATIVE CITATION	9099	1	0
ALARM - ACTUAL	9805	2	0
ALARM - FALSE	9807	18	13
ALL OTHER CITY ORDINANCES	9838	17	8
ALL OTHER DRIVER'S LICENSE VIOLATIONS	9202	0	1
ALL OTHER MOVING VIOLATIONS	9000	9	11
ALL OTHER NON-MOVING VIOLATIONS	9200	1	1
ALL OTHER PARKING VIOLATIONS	9100	3	1
ANIMAL COMPLAINTS (ALL OTHERS)	9564	1	0
ANIMALS FOUND	9312	3	2
ANIMALS LOST	9302	1	1
APPREHENSION AND DETENTION ORDER	9931	2	1
ASSAULT, NO ARREST	9994	1	0
ASSIST - MOTORIST ASSIST	9843	13	24
ASSIST - PERSONAL ASSIST	9732	19	20
ASSIST AMBULANCE	9887	1	0
ASSIST BENTON COUNTY	9882	1	5
ASSIST BUSINESS	9866	4	2
ASSIST HUMAN SERVICES	9889	6	3
ASSIST OTHER LAW ENFORCEMENT AGENCY	9878	5	8
ASSIST SAUK RAPIDS PD	9875	9	11
ASSIST ST CLOUD PD	9859	3	10
ASSIST ST JOSEPH PD	9876	0	1
ASSIST STATE PATROL	9860	0	3
ASSIST STEARNS COUNTY	9863	13	15
ASSIST WAITE PARK PD	9877	0	2
ATTEMPT TO LOCATE	9867	0	1
ATV - ALL OTHER VIOLATIONS	9578	0	2
ATV - OPERATE ON ROADWAY	9576	1	0
BACKGROUND CHECKS	9858	65	52
BURNING VIOLATION	9824	0	4
CANCELLED IPS (NON REPORTABLE)	9208	2	0
CHILD CUSTODY	9992	3	1
CITIZEN CONTACT	9897	4	4
CIVIL MATTER	9831	2	7

DISPLAY/POSSESS REVOKED PLATES	9097	1	0
DOG - AT LARGE	9566	1	11
DOG - BARKING	9565	3	5
DOG COMPLAINTS	9562	3	2
DOG IMPOUNDS	9563	2	2
DOMESTIC, NO CRIME COMMITTED	9993	4	2
DRIVING AFTER CANCELLATION	9206	1	1
DRIVING AFTER REVOCATION	9201	10	11
DRIVING AFTER SUSPENSION	9207	6	5
DRIVING COMPLAINT	9839	9	21
DRUNKS - DETOX ADMITTANCE	9730	2	0
ESCORT	9854	0	3
EXPIRED REGISTRATION	9212	3	4
FAIL TO CHANGE ADDRESS ON DL	9098	1	0
FAIL TO TRANSFER TITLE	9216	2	0
FIGHTS	9804	1	1
FINGERPRINT	9849	13	16
FIRE - ALL OTHERS	9600	1	5
FIRE - INDUSTRIAL	9604	1	0
FIRE LANE PARKING - SIGNS	9106	2	1
FIREWORKS	9814	0	1
FOLLOW UP	9327	2	3
GUN - APPLICANT GUN PERMIT (PURCHASE)	9903	10	16
GUN RELATED COMPLAINTS	9879	0	1
HARASSMENT	9801	2	8
HARASSMENT/RESTRAINING/OFP ORDERS	9929	1	1
HIT AND RUN / PROPERTY DAMAGE PRIVATE PROPERTY	9455	1	0
HIT AND RUN / PROPERTY DAMAGE VEHICLE	9450	5	7
INATTENTIVE DRIVING	9034	2	1
INTOXICATED PERSON	9844	6	2
JUVENILE CURFEW VIOLATION	9833	0	3
JUVENILE PICKUP ORDER	9923	0	1
JUVENILE PROBLEM	9834	4	7
MATTER OF INFORMATION	9970	19	9
MEDICAL CALL	9731	35	71
NEIGHBORHOOD DISPUTE	9991	1	1
NO INSURANCE	9210	3	3
NO MOTORCYCLE ENDORSEMENT	9112	0	1
NO PROOF OF INSURANCE	9021	15	4
NO VALID DRIVER'S LICENSE	9113	2	2
NOISE VIOLATION	9817	5	4
OPEN DOOR AND/OR WINDOW	9900	2	2
PARK VIOLATION	9823	0	1
PARKING - WINTER	9110	21	13
PERSONAL INJURY VEHICLE ACCIDENT	9420	1	0
PERSONS FOUND	9311	0	1
PERSONS MISSING	9304	0	1

PREDATORY OFFENDER/REG/COMPL CHECK/CHANGE OF ADDRESS	9850	1	0
PROHIBITED PARKING	9101	0	1
PROPERTY DAMAGE VEHICLE ACCIDENT	9440	11	12
PROPERTY FOUND	9313	5	12
PROPERTY LOST	9303	2	1
PROWLERS AND WINDOW PEEPERS	9808	1	0
PSYCHIATRIC CASE	9740	8	6
PUBLIC HEALTH & SAFETY	9869	7	24
RECOVERED STOLEN VEHICLE	9927	0	1
REQUEST FOR EXTRA PATROL	9998	13	31
ROAD HAZARD	9836	1	0
SCHOOL BUS STOP ARM VIOLATION	9014	0	1
SEARCH WARRANT	9928	1	0
SEATBELT VIOLATION	9020	4	0
SEIZED PROPERTY	9872	19	23
SEMAPHORE VIOLATION	9038	1	1
SERVICE TO OTHER DEPARTMENTS	9902	1	3
SOLICITOR REGISTRATION	9324	1	4
SPECIAL DETAIL	9829	4	1
SPEEDING	9004	18	19
STALLED VEHICLE	9840	2	3
STOP SIGNS	9017	1	1
SUICIDE ATTEMPT	9710	3	1
SUICIDE THREAT	9705	8	5
SUSPICIOUS ACTIVITY	9826	10	14
SUSPICIOUS ITEM	9798	0	2
SUSPICIOUS MAIL/EMAIL	9797	1	0
SUSPICIOUS PERSON	9870	2	5
SUSPICIOUS PHONE CALL(S)	9795	5	2
SUSPICIOUS SMELL	9799	2	0
SUSPICIOUS VEHICLE	9868	5	12
THREATS COMPLAINT, NO ARREST	9995	5	2
TOWED VEHICLE	9841	11	8
TRANSPORT	9856	11	15
UNWANTED PERSON	9830	1	2
VEHICLE IN DITCH	9842	2	2
VERBAL DISPUTE	9845	3	6
VERBAL WARNING - ALL OTHERS	9045	44	60
VERBAL WARNING - HEADLAMP(S)	9047	10	15
VERBAL WARNING - SPEED	9043	32	56
VERBAL WARNING - STOP SIGN	9044	3	6
WARNING TAG - EQUIPMENT VIOLATION	9031	1	0
WARNING TAG - SEATBELT/CHILD RESTRAINT	9193	1	0
WARNING TAG - SPEED	9023	3	1
WARRANT SERVED	9901	2	6
WARRANT/PAPER ATTEMPT	9999	0	6
WELFARE CHECK	9811	23	19

TOTAL	704	865
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	<u>2013</u>	<u>2014</u>	<u>2015</u>
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TOTAL REPORTABLE FOR MARCH	68	56	80
TOTAL NON REPORTABLE FOR MARCH	801	704	865
TOTAL CODES FOR MARCH	869	760	945

Prepared by Kelly Hanson

Approved by Jim Hughes

# SARTELL POLICE DEPARTMENT

Sartell Police Dept.  
310 2nd Street South  
Sartell, MN 56377

## *Senior Document Shred & Drug Take Back Days*

The Sartell Police Department along with Seniors And Law enforcement Together (SALT) want to help keep you safe by offering a secure location for you to drop off personal documents and unused medication for proper disposal.

In conjunction with First-Shred, Sartell seniors age 55+ can drop off their sensitive documents for appropriate disposal for ***FREE***.

In conjunction with the Stearns County Sheriffs Department you may also drop off your unused prescription medication for appropriate disposal for ***FREE. No sharps are allowed.***

**Where:** Sartell Police Department

**When:** May 20, 2015 11:00 am - 2:00 pm

May 21, 2015 4:00 pm - 6:30 pm

**Drop off any of the following that you are discarding:** Charge receipts - Copies of credit applications - Insurance forms - Physician statements - Bank checks and statements - Expired charge cards - Credit offers you get in the mail.

**Drop off any old or unused prescription medication:** If the medication is in glass containers there will be padded envelopes to put them in. **ABSOLUTELY NO SHARPS!**

There will be police officers on site to ensure what you drop off remains secure until disposal.



# Sartell Fire Department

Proudly Serving The City of Sartell since 1920

## Monthly Report for April, 2015

### Meetings & Drills

4/6/2015 Departments First Responder Refresher. Went over Trauma Kits and Medical Emergencies

4/9/2015 Computer training on Firehouse Software Dispatch and Incident Reporting

4/16/2015 Central Minnesota Fire Aid Association Meeting held at St John's attended by Chief Ken Heim Asst. Chiefs Claude Dingmann and Jim Sattler

4/21/2015 Department Monthly Drill: Department received training on SCBA safety and Fit Testing

### Monthly Incidents:

Incident #	Date	Alarm Time	Incident
15-0000039	04/01/15	14:45	Mutual Aid Structure Fire
15-0000040	04/02/15	08:47	False Alarm
15-0000041	04/02/15	18:50	Dumpster Fire
15-0000042	04/08/15	11:59	Electrical Problem
15-0000043	04/10/15	15:19	Grass Fire
15-0000044	04/12/15	03:19	Mutual Aid Structure Fire
15-0000045	04/12/15	15:34	Mutual Aid Grass Fire
15-0000046	04/12/15	20:34	Mutual Aid Structure Fire
15-0000047	04/16/15	09:57	Mutual Aid 200 Bales on Fire
15-0000048	04/22/15	10:03	False Alarm
15-0000049	04/24/15	20:10	Dispatch Cancelled by Police

15-0000050

04/27/15

17:35

Grass Fire

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Year to Date comparison from 2014 (44) incidents 2015 (50) incidents

Respectfully Submitted By

Claude Dingmann 1<sup>st</sup> Asst, Chief

**PUBLIC WORKS DEPARTMENT  
MONTHLY REPORT**

**May 11, 2015**

**Streets**

- Pothole patching – Pothole patching continues. Targeted patching areas at this time are the Apple Duathlon and Summerfest parade routes.
- Street sign repairs – a few signs were repaired from winter damage.
- Road restrictions – Road restrictions are expected to go off on Thursday May 7<sup>th</sup>.
- Street sweeping – Completed spring sweeping of all city streets.
- City banners – Banners were hung along main roads within the city.
- Crackfill – City crews helped Stearns County with crackfilling 2<sup>nd</sup> Street South from the bridge to Pinecone Road.

**Parks:**

- Park clean-up – Continued with park clean up, task performed were picking up leaves and branches.
- Champion Field – Water was turned on to new concession to test water lines in building and sanitary sewer system. Seeded areas that were dug up from construction.
- Fishing Pier – Installed fishing pier located in Rotary Park.
- Park shelters – Park shelters were cleaned and ready for summer rental.
- Val Smith Park shelter – Contractors need to complete punch list. Trail to shelter has been installed and needs bituminous yet and seeding should happen the week of May 11<sup>th</sup>. Shelter is scheduled to open for the season on June 20<sup>th</sup>.
- Irrigation systems – Irrigation systems on city property were started up. There is only a couple more to get working.
- Earth Day Clean up – Earth Day Clean-up was a success, there were approximately 100 individuals that helped with the clean-up. Special thanks to Maddie Orourke and Cindy Fitzhum for organizing event.

**Water**

- Watermain flushing – Flushing of watermains was completed. This is a maintenance item completed each spring and fall.

**Compost**

- Compost site – Compost site is opened for the season on April 18<sup>th</sup>. Due to nice weather we opened the prior Saturday on April 11<sup>th</sup>.

**Professional Development:**

- Pool School m- Toby

## ***Memorandum***

**To:** *Mayor and Council Members*

**From:** *Mike Nielson, City Engineer*

**Date:** *May 11, 2015*

**Re:** *Monthly Update*

***WSB Project No. 2174-00***

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**2015 Seal Coat Project** – The contracts for this project have been sent to the contractor and upon receipt of the required documents we will schedule a preconstruction conference with staff.

### **Pinecone Road Improvements**

Phase 1 – 2<sup>nd</sup> Street S. Roundabout and pavement from 2<sup>nd</sup> Street S to 500' S. of 7<sup>th</sup> Street N. The required easements for this project have been obtained from Liberty Savings Bank and BLMM Properties, LLC (SA).

The bid opening date for this project is May 19, 2015 at 11:00a.m. The bids will be tabulated and presented to the council at the May 26<sup>th</sup> meeting.

### **Scout Drive and Heritage Drive Roundabouts.**

The plans and specifications for these improvements will be presented to the council on June 8<sup>th</sup> for approval and authorization to advertise for bids and the recommendation for award will be at the July 13<sup>th</sup> Council Meeting. Construction is expected to be completed by mid - September 2015.

The Rock and Block Party which has typically been held at the east end of Scout Drive in the month of August is being relocated to another site.

**Safe Routes to School Project** – The plans for this project have been submitted to MnDOT State Aid for review. We anticipate authorization to bid within the next few weeks and plan on a construction start after the 4<sup>th</sup> of July.

### **Chateau Waters Construction**

The connection to the Sanitary Sewer located in Pinecone Road will begin on May 11<sup>th</sup> and is scheduled to be completed by the end of day on Friday May 15<sup>th</sup>, 2015. Local access to businesses will be maintained during construction.

### **Development Activity**

**Arbor Trails Development** – WSB is in the process of 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.

**Providence Development** – The developer has requested that this project be tabled until some of the design and setback issues have been worked out.

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  
May 2015  
Anita Rasmussen, AICP**

**Apple Du Race**

As in previous years, the Apple Du Race events are scheduled during memorial weekend. The adult race (Saturday morning) will feature the same location and routes (in addition to the approved roadway closure on Pinecone Road). The kid race (Friday night) has been moved to the Pine Meadow Elementary School where most of the events will occur on school grounds (the run portion of the race) and the bike portion will be on the same city streets. They may temporarily close (but leave open for local traffic) 4<sup>th</sup> Street as you leave the school grounds (bus drop off area) and along 9<sup>th</sup> Avenue (from 4<sup>th</sup> to 2<sup>nd</sup> Street) to eliminate any inference and increase the overall safety of the racers.

**Development Updates**

Staff has a scheduled meeting with the developers of Providence the week of May 4<sup>th</sup> to go over their preliminary and final plat requests. Staff has been able to meet with Solar Stone to make a few adjustments to the land lease agreement specifically as it relates to Council Member Peterson's concerns regarding any issues or problems that the City may encounter with the MPCA as a result as the installation or use of solar facilities on the landfill and/or lagoon. The agreement has not yet been signed, but I anticipate that will occur in the next couple of weeks.

**Geensteps Program**

No new updates

**New Resident Summit**

Notices regarding the new resident summit will be going out during the week of May 4<sup>th</sup>. We hope to have a great turnout but are limiting the amount of seats to 30. We continue to work with the Chamber, Community Education, Metrobus, and Senior Connection. The date and time for the event is May 27<sup>th</sup> from 6:30-7:30 at City Hall. The event will consist of a 45-minute tour of the city. Staff has partnered with the Chamber to provide goody bags to all residents who come. Light refreshments will be served as well.

**CGI Promotional City Videos**

CGI was able to solicit 20+ businesses for sponsoring the City's promotional videos which will be published on the City's website. The filming of the videos will occur on May 20<sup>th</sup>.

**Comprehensive Plan Update**

The draft comprehensive plan was forwarded to HMA in order to insert hypothetical neighborhoods and developments within the town square/medical area as to provide a better visual tool as we continue to determine the appropriate land uses and transportation plans in that area of the community.

**Mississippi River**

There have been a few activities that staff has or will be participating in relative to the Mississippi River. On April 23rd I was able to provide a presentation to representatives of the Mississippi River Parkway Commission on the activities the City of Sartell has

done in relationship to the Mississippi River and in conjunction with the St. Cloud Area Urban River Plan. In addition, along with Sauk Rapids and St. Cloud, Sartell will be hosting a riverfront property owner workshop on May 14<sup>th</sup> from 5 -7 pm (St. Cloud RiverCenter) which will provide an opportunity to ask specific city regulation questions, learn effective property tips and the possibility of exploring the formation of a riverfront property association.

**AIM Development**

No update



## City Administrator's Report May 11, 2015

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

<b>Project</b>	<b>Budget/Source</b>	<b>Status</b>
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	Approved 9/8/14
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	#6 approved 3.23.15
PD Vehicle Rotation	PD Equip Fund	Approved 1/12/15
Lions Park Trees	Regional Park Fund	
PW Pickup	Water/Sewer Fund	Approved 3/9/15
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:** Proposal for Council consideration anticipated later in 2015.
- **Sauk River Park:** SHPO survey in process; further development proposals pending completion.
- **Pinecone Regional Park:** Engineering proposal will be brought back to Council – estimated timing is June or July.
- **Dog Park:** Approved by Council – will be removed from future reports.
- **Re-evaluate the role of the Park Commission and its relationship to the City Council and staff:** Commission members testing new approach to come back to Council in June or July with recommendations that can be considered within Council budget discussions.
- **Community Center:** “Programming Phase” underway.

**2015 Grant Updates: (new this month shown in bold):**

Pending applications:

BNSF grant for dog park (started by Vela and completed by dog park volunteer)

Otto Bremer Foundation for Neighborhood Matching Fund

MN Historical Society on walking museum concept for trail signage (research stage only)

Town Square and Community Center are both in research phase for opportunities that may fit either one with regard to both grants and private fundraising

Applications Funded:

**Central MN Arts Board – 2015 Music in the Park grant**

**PD Programs – Instead of annual grant applications, Vela Strategies recommended and helped us develop an outreach to try to get long term sponsors for PD program sponsors. To date, we have achieved sponsors for Cookout with Cops, PAL, Teen PAL, GREAT, and a sponsor for DARE is in process.**

Applications submitted but not approved:

Morgan Family Foundation for Neighborhood Matching Fund

**2015 General Fund Operations:** Attached is the first quarter report for 2015 general fund expenditures. Please contact me in advance of Monday night's meeting if you have questions about this quarter's activity so I can research any information necessary to respond. Future reports are delivered as part of your 2016 budget process since those budget worksheets update year to date 2015 activity as well. You may also recall that all expenditures do not occur on a monthly basis and so some line items can look over or under budget based upon certain expenses occurring seasonally or annually rather than monthly.

		<b>3/31/2015</b>
<b>Fund #</b>	<b>Fund Name</b>	<b>Cash Balance</b>
101	General Fund	\$1,290,573.59
102	Gang Strike Force Fund	(\$10,314.70)
211	Park Improvement Fund	\$6,482.82
212	Youth Programs Fund	\$4,818.35
214	DUI Forfeiture Fund	\$25,733.17
215	Special Initiatives Fund	\$8,404.88
217	Police Reserves Fund	\$2,484.67
221	Beautification Fund	\$105,915.59
222	Forfeiture Fund	\$9,547.57
223	Lodging Tax Fund	\$4,089.07
224	Economic Development Fund	\$21,182.68
225	Sewer Capacity Fund	(\$556.33)
226	Water Capacity Fund	\$35,182.03
227	PEG Access Fees Fund	\$58,662.70
229	Trunk Water Fund	\$54,925.59
230	Trunk Storm Fund	\$159,933.16
231	Trunk Sewer Fund	\$36,839.51
241	Local Sales Tax Fund (2007+)	(\$171,710.70)
250	Cemetery Fund	\$31,217.13
260	Regional Park Fund	\$27,326.82
261	Park District 1	\$80,341.01
262	Park District 2	\$70,365.33
263	Park District 3	\$35,902.08
264	Park District 4	\$991.66
265	Park District 5	\$44,272.55
266	Park District 6	\$68,398.32
267	Golf Course Park Fund	\$1,846.77
319	GO Water Bonds 2008B	(\$44,859.44)
320	GO Utility Bonds 2009A	(\$89,547.62)
321	CIP Bonds 2009B	(\$109,080.80)
324	GO Bonds 2009E	\$851,328.86
325	GO Bonds 2010A	\$1,209,865.50
326	Sewer share of 2010B Refunding Bonds	(\$112,607.79)
327	MSA share of 2010B Refunding Bonds	\$142,114.29
328	Water share 2010B Refunding Bonds	(\$235,922.34)
329	2012A GO BONDS	\$9,930.24
330	2012A Bonds - refunds 312	(\$42,622.78)
331	2012A Bonds - refunds 315	(\$113,951.25)
332	2012 A Bonds - refund 316	\$189,831.32
333	2012A Bonds - refunds 318	\$293,167.04
334	2014A Bonds	\$1,030,316.50
402	Public Improvement Revolving Fund	\$1,096,140.87
405	MSA Street Maintenance Fund	\$81,960.31
410	Building Fund	(\$19,682.65)
412	PD Equipment Fund	(\$16,191.44)
413	FD Equipment Fund	\$80,051.57
414	PW Equipment Fund	(\$5,890.75)
415	Technology Fund	(\$25,146.30)
416	Emergency Management Fund	(\$2,189.82)
417	Street Improvement Fund	(\$10,920.70)

441	Pheasant Crest TIF District 5-2	\$8,410.39
444	Reker TIF District 5-4	\$1.59
445	Burl Oaks TIF District 5-5	(\$358.92)
601	Water Fund	\$1,137,605.68
602	Sewer Fund	\$447,172.25
603	Storm Fund	\$81,143.04
<b>TOTALS</b>		<b>\$7,832,922.17</b>

CITY OF SARTELL						
INVESTMENTS						
3/31/2015						
<u>CASH HOLDINGS</u>				<u>MATURITY</u>	<u>COST</u>	<u>PAID</u>
	<u>INVESTMENT</u>	<u>INT RATE</u>	<u>TERM</u>	<u>DATE</u>	<u>VALUE</u>	<u>EARNINGS</u>
	4M Plus	variable			\$450,443.56	\$17.67
	<b>Subtotal 4M Plus</b>				<b>\$450,443.56</b>	<b>\$17.67</b>
	US Bank/4M Checking	variable			\$1,186,512.61	\$19.97
	<b>Subtotal US Bank/4M Checking</b>				<b>\$1,186,512.61</b>	<b>\$19.97</b>
	Bank Vista Money Market	0.50%			\$240,139.17	\$94.70
	<b>Subtotal Bank Vista Accts.</b>				<b>\$240,139.17</b>	<b>\$94.70</b>
	Great River Federal - Share Account				\$5.00	\$0.00
	Beacon Bank	0.55%			\$500,204.98	\$73.72
	<b>Subtotal Beacon Accts.</b>				<b>\$500,204.98</b>	<b>\$73.72</b>
	Citizens Community Money Market				\$240,755.35	\$158.20
	<b>Subtotal CCF Accts.</b>				<b>\$240,755.35</b>	<b>\$158.20</b>
	TD Ameritrade				\$0.00	\$0.14
	<b>Subtotal TD Ameritrade</b>				<b>\$0.00</b>	<b>\$0.14</b>
	<b>Totals &amp; Average rate:</b>				<b>\$2,618,060.67</b>	<b>\$364.40</b>
					<b>33.42%</b>	
<u>INVESTMENTS</u>						
<u>PURCHASE</u>				<u>MATURITY</u>	<u>CURRENT</u>	<u>PAID</u>
<u>DATE</u>	<u>INVESTMENT</u>	<u>INT RATE</u>	<u>TERM</u>	<u>DATE</u>	<u>VALUE</u>	<u>EARNINGS</u>
01/12/15	CD - Great River Federal Credit Union	0.45%	1 year	01/12/16	\$248,000.00	
03/06/14	CD - St. Cloud Federal Credit Union	0.55%	1 year	05/01/15	\$249,243.52	
06/14/14	CD - Sentry Bank, St. Joseph	0.45%	1 year	06/14/15	\$248,000.00	\$275.18
10/01/13	CD - Liberty Bank	0.70%	3 yrs	10/01/16	\$248,000.00	
12/26/14	CD - Plaza Park Bank, Sartell	0.40%	1 YR	12/26/15	\$248,200.74	

	<b>Subtotal Local Banks</b>	<b>0.51%</b>			<b>\$1,241,444.26</b>	<b>\$275.18</b>
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	
	<b>Subtotal PMA Investment Fund</b>	<b>0.56%</b>			<b>\$497,100.00</b>	<b>\$0.00</b>
09/27/13	CD - GE Capital Retail, Salt Lake City	0.60%	18 mos	03/27/15	MATURED	\$740.86
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	
03/26/14	CD - Bank of China, NY	0.35%	18 mos	09/28/15	\$249,000.00	\$432.17
01/29/14	CD - Compass Bank, Birmingham AL	0.50%	2 YR	01/29/16	\$249,000.00	
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	
01/17/14	CD - Bank of Baroda, NY	1.00%	3 YR	01/17/17	\$248,000.00	
01/23/14	CD - Mid MO Bank, Springfield	0.85%	3 YR	01/23/17	\$249,000.00	\$162.36
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	
	<b>Subtotal TD Ameritrade</b>	<b>0.97%</b>			<b>\$3,476,317.24</b>	<b>\$1,335.39</b>
	<b>Total CDs &amp; Average rate:</b>	<b>0.90%</b>			<b>\$5,214,861.50</b>	<b>\$1,610.57</b>
					<b>66.58%</b>	
	<b>TOTAL EARNINGS PAID:</b>	<b>\$1,974.97</b>				
		<b>\$7,832,922.17</b>				
	<b>TOTAL CURRENT ACCOUNTS/INVESTMENTS:</b>					
	Bank Vista	\$240,139.17				
	TD Ameritrade	\$3,476,317.24				
	Beacon Bank	\$500,204.98				
	CCF	\$240,755.35				
	Local Bank CDs & Share	\$1,241,449.26				
	PMA Investments	\$497,100.00				
	4M Check	\$1,186,512.61				
	4M Plus	\$450,443.56				
	<b>TOTAL</b>	<b>\$7,832,922.17</b>				

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
FUND 101 GENERAL					
DEPT 41 GENERAL GOVERNMENT					
DIV 411 COUNCILMEMBERS					
E 101-41-411-106 REGULAR MEETING SALARIES	\$20,800.00	\$1,733.32	\$5,199.96	\$15,600.04	25.00%
E 101-41-411-107 SPECIAL MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-411-108 OTHER MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-411-121 EMPLOYER CONTRIBUTION PENSI	\$1,300.00	\$65.01	\$195.03	\$1,104.97	15.00%
E 101-41-411-122 EMPLOYER CONTRIBUTION TAXES	\$1,200.00	\$51.99	\$155.97	\$1,044.03	13.00%
E 101-41-411-150 WORKERS COMPENSATION	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-41-411-200 OFFICE SUPPLIES	\$100.00	\$0.00	\$7.07	\$92.93	7.07%
E 101-41-411-330 TRANSPORTATION/LODGING	\$2,700.00	\$70.00	\$70.00	\$2,630.00	2.59%
E 101-41-411-350 PUBLICATIONS	\$3,500.00	\$0.00	\$588.50	\$2,911.50	16.81%
E 101-41-411-360 COMP LIAB INSURANCE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-41-411-430 MISCELLANEOUS	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
E 101-41-411-434 DUES & SUBSCRIPTIONS	\$55,667.00	\$0.00	\$34,471.50	\$21,195.50	61.92%
E 101-41-411-439 CONTRIBUTIONS	\$9,818.00	\$0.00	\$0.00	\$9,818.00	0.00%
DIV 411 COUNCILMEMBERS	\$99,885.00	\$1,920.32	\$40,688.03	\$59,196.97	
DIV 413 MAYOR					
E 101-41-413-106 REGULAR MEETING SALARIES	\$7,500.00	\$625.00	\$1,875.00	\$5,625.00	25.00%
E 101-41-413-107 SPECIAL MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-413-108 OTHER MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-413-121 EMPLOYER CONTRIBUTION PENSI	\$500.00	\$31.25	\$93.75	\$406.25	18.75%
E 101-41-413-122 EMPLOYER CONTRIBUTION TAXES	\$400.00	\$9.06	\$27.18	\$372.82	6.80%
E 101-41-413-150 WORKERS COMPENSATION	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
E 101-41-413-200 OFFICE SUPPLIES	\$100.00	\$0.00	\$7.08	\$92.92	7.08%
E 101-41-413-330 TRANSPORTATION/LODGING	\$2,300.00	\$416.20	\$481.20	\$1,818.80	20.92%
E 101-41-413-360 COMP LIAB INSURANCE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41-413-430 MISCELLANEOUS	\$100.00	\$0.00	\$7.20	\$92.80	7.20%
E 101-41-413-434 DUES & SUBSCRIPTIONS	\$0.00	\$0.00	\$30.00	-\$30.00	0.00%
DIV 413 MAYOR	\$11,450.00	\$1,081.51	\$2,521.41	\$8,928.59	
DIV 414 ADMINISTRATION					
E 101-41-414-101 REGULAR WAGES & SALARIES	\$211,446.00	\$17,112.42	\$59,435.48	\$152,010.52	28.11%
E 101-41-414-102 OVERTIME WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-414-103 PART-TIME WAGES	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
E 101-41-414-104 TEMPORARY WAGES	\$0.00	\$0.00	\$531.72	-\$531.72	0.00%
E 101-41-414-121 EMPLOYER CONTRIBUTION PENSI	\$18,000.00	\$1,652.67	\$5,565.38	\$12,434.62	30.92%
E 101-41-414-122 EMPLOYER CONTRIBUTION TAXES	\$18,500.00	\$1,197.78	\$4,222.26	\$14,277.74	22.82%
E 101-41-414-130 EMPLOYEE BENEFIT-INSURANCE	\$44,500.00	\$6,097.21	\$12,875.81	\$31,624.19	28.93%
E 101-41-414-131 BENEFIT PLAN ADMIN FEES	\$1,500.00	\$1,371.12	\$1,371.12	\$128.88	91.41%
E 101-41-414-150 WORKERS COMPENSATION	\$2,300.00	\$0.00	\$0.00	\$2,300.00	0.00%
E 101-41-414-170 CLOTHING ALLOWANCE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-414-200 OFFICE SUPPLIES	\$5,500.00	\$559.87	\$1,158.31	\$4,341.69	21.06%
E 101-41-414-202 BANK & WIRE FEES	\$0.00	\$484.89	\$1,792.85	-\$1,792.85	0.00%
E 101-41-414-203 SOFTWARE/SUPPORT FEES	\$10,000.00	\$172.25	\$4,370.50	\$5,629.50	43.71%
E 101-41-414-210 SUPPLIES/MATERIALS	\$1,500.00	\$223.48	\$471.13	\$1,028.87	31.41%
E 101-41-414-240 SMALL TOOLS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41-414-303 ENGINEERING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-414-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$218.00	-\$218.00	0.00%
E 101-41-414-308 LEGAL	\$20,000.00	\$0.00	\$3,172.50	\$16,827.50	15.86%
E 101-41-414-309 ASSESSING	\$42,500.00	\$3,423.75	\$10,271.25	\$32,228.75	24.17%
E 101-41-414-310 AUDITING	\$20,100.00	\$15,000.00	\$15,000.00	\$5,100.00	74.63%

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-41-414-320 COMMUNICATIONS/TELEPHONE	\$3,500.00	\$172.16	\$509.26	\$2,990.74	14.55%
E 101-41-414-322 POSTAGE	\$6,500.00	\$0.00	\$1,004.07	\$5,495.93	15.45%
E 101-41-414-330 TRANSPORTATION/LODGING	\$3,000.00	\$28.77	\$229.67	\$2,770.33	7.66%
E 101-41-414-340 TRAINING	\$2,000.00	\$325.00	\$325.00	\$1,675.00	16.25%
E 101-41-414-354 PRINTING AND BINDING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-41-414-360 COMP LIAB INSURANCE	\$3,500.00	\$59.84	\$59.84	\$3,440.16	1.71%
E 101-41-414-381 UTILITY ELECTRICITY	\$15,000.00	\$1,236.54	\$1,236.54	\$13,763.46	8.24%
E 101-41-414-383 UTILITY GAS	\$9,000.00	\$1,333.62	\$1,333.62	\$7,666.38	14.82%
E 101-41-414-384 REFUSE	\$1,500.00	-\$49.02	\$325.31	\$1,174.69	21.69%
E 101-41-414-401 R & M - OTHER	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41-414-404 R & M- EQUIPMENT	\$1,000.00	\$0.00	\$127.36	\$872.64	12.74%
E 101-41-414-406 R & M - BLDG	\$11,000.00	\$1,156.67	\$5,655.75	\$5,344.25	51.42%
E 101-41-414-409 CONTRACTED CLEANING	\$2,500.00	\$193.52	\$387.04	\$2,112.96	15.48%
E 101-41-414-414 LEASES-EQUIPMENT	\$7,700.00	\$433.00	\$1,688.82	\$6,011.18	21.93%
E 101-41-414-430 MISCELLANEOUS	\$1,600.00	\$0.00	\$71.58	\$1,528.42	4.47%
E 101-41-414-434 DUES & SUBSCRIPTIONS	\$1,000.00	\$24.00	\$48.00	\$952.00	4.80%
E 101-41-414-440 REQUIRED RESERVE/CONTINGENC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-414-515 JUDGEMENTS & LOSSES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-414-525 REFUND & REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DIV 414 ADMINISTRATION</b>	<b>\$490,646.00</b>	<b>\$52,209.54</b>	<b>\$133,458.17</b>	<b>\$357,187.83</b>	
<b>DIV 417 ELECTIONS</b>					
E 101-41-417-104 TEMPORARY WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-121 EMPLOYER CONTRIBUTION PENSI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-122 EMPLOYER CONTRIBUTION TAXES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-210 SUPPLIES/MATERIALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-330 TRANSPORTATION/LODGING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-401 R & M - OTHER	\$2,000.00	\$1,386.88	\$2,499.38	-\$499.38	124.97%
E 101-41-417-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-417-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DIV 417 ELECTIONS</b>	<b>\$2,000.00</b>	<b>\$1,386.88</b>	<b>\$2,499.38</b>	<b>-\$499.38</b>	
<b>DIV 465 COMMUNITY DEVELOPMENT</b>					
E 101-41-465-101 REGULAR WAGES & SALARIES	\$134,333.00	\$9,556.80	\$28,996.16	\$105,336.84	21.59%
E 101-41-465-102 OVERTIME WAGES	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-41-465-103 PART-TIME WAGES	\$0.00	\$0.00	\$1,738.64	-\$1,738.64	0.00%
E 101-41-465-106 REGULAR MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-465-121 EMPLOYER CONTRIBUTION PENSI	\$10,200.00	\$716.76	\$2,174.71	\$8,025.29	21.32%
E 101-41-465-122 EMPLOYER CONTRIBUTION TAXES	\$10,300.00	\$711.48	\$2,294.53	\$8,005.47	22.28%
E 101-41-465-130 EMPLOYEE BENEFIT-INSURANCE	\$19,000.00	\$1,244.09	\$3,064.97	\$15,935.03	16.13%
E 101-41-465-150 WORKERS COMPENSATION	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41-465-200 OFFICE SUPPLIES	\$1,000.00	\$60.99	\$183.59	\$816.41	18.36%
E 101-41-465-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-465-303 ENGINEERING	\$10,000.00	\$229.50	\$229.50	\$9,770.50	2.30%
E 101-41-465-305 CONSULTANTS-OTHER	\$5,000.00	\$0.00	\$140.00	\$4,860.00	2.80%
E 101-41-465-307 SPECIAL STUDIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-465-308 LEGAL	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-41-465-320 COMMUNICATIONS/TELEPHONE	\$1,600.00	\$134.54	\$414.24	\$1,185.76	25.89%
E 101-41-465-322 POSTAGE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41-465-330 TRANSPORTATION/LODGING	\$2,500.00	\$405.62	\$553.26	\$1,946.74	22.13%
E 101-41-465-340 TRAINING	\$3,000.00	\$244.00	\$309.00	\$2,691.00	10.30%
E 101-41-465-350 PUBLICATIONS	\$1,500.00	\$0.00	\$162.93	\$1,337.07	10.86%
E 101-41-465-351 RECORDING FEES	\$500.00	\$0.00	\$0.00	\$500.00	0.00%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-41-465-360 COMP LIAB INSURANCE	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
E 101-41-465-401 R & M - OTHER	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41-465-430 MISCELLANEOUS	\$500.00	\$0.00	\$29.14	\$470.86	5.83%
E 101-41-465-434 DUES & SUBSCRIPTIONS	\$1,400.00	\$139.95	\$164.95	\$1,235.05	11.78%
DIV 465 COMMUNITY DEVELOPMENT	\$222,083.00	\$13,443.73	\$40,455.62	\$181,627.38	
DEPT 41 GENERAL GOVERNMENT	\$826,064.00	\$70,041.98	\$219,622.61	\$606,441.39	
DEPT 42 PUBLIC SAFETY					
DIV 421 POLICE					
E 101-42-421-101 REGULAR WAGES & SALARIES	\$1,188,780.00	\$84,110.40	\$287,079.76	\$901,700.24	24.15%
E 101-42-421-102 OVERTIME WAGES	\$18,000.00	\$1,822.44	\$7,263.91	\$10,736.09	40.36%
E 101-42-421-103 PART-TIME WAGES	\$7,500.00	\$553.92	\$1,938.72	\$5,561.28	25.85%
E 101-42-421-104 TEMPORARY WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-109 POLICE-HOLIDAY WAGES	\$43,000.00	\$0.00	\$4,259.48	\$38,740.52	9.91%
E 101-42-421-111 SALARIES-GRANTS	\$0.00	\$383.88	\$1,479.66	-\$1,479.66	0.00%
E 101-42-421-121 EMPLOYER CONTRIBUTION PENS	\$195,990.00	\$13,519.84	\$46,289.33	\$149,700.67	23.62%
E 101-42-421-122 EMPLOYER CONTRIBUTION TAXES	\$26,238.00	\$1,607.94	\$5,691.89	\$20,546.11	21.69%
E 101-42-421-130 EMPLOYEE BENEFIT-INSURANCE	\$233,321.00	\$25,017.94	\$59,307.49	\$174,013.51	25.42%
E 101-42-421-135 MEDICAL	\$0.00	\$114.95	\$187.95	-\$187.95	0.00%
E 101-42-421-142 UNEMPLOYMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-150 WORKERS COMPENSATION	\$47,500.00	\$0.00	\$0.00	\$47,500.00	0.00%
E 101-42-421-170 CLOTHING ALLOWANCE	\$28,000.00	\$1,644.72	\$7,967.50	\$20,032.50	28.46%
E 101-42-421-200 OFFICE SUPPLIES	\$5,700.00	\$332.12	\$1,241.33	\$4,458.67	21.78%
E 101-42-421-204 STATE SHARE OF ADMIN FINES	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42-421-210 SUPPLIES/MATERIALS	\$8,000.00	\$1,723.37	\$3,670.38	\$4,329.62	45.88%
E 101-42-421-211 SAFETY SUPPLIES/OSHA COMPLIA	\$1,900.00	\$1,920.29	\$1,920.29	-\$20.29	101.07%
E 101-42-421-212 FUELS	\$54,000.00	\$1,910.42	\$4,617.46	\$49,382.54	8.55%
E 101-42-421-240 SMALL TOOLS	\$2,500.00	\$0.00	\$1,069.27	\$1,430.73	42.77%
E 101-42-421-305 CONSULTANTS-OTHER	\$2,500.00	\$74.65	\$874.25	\$1,625.75	34.97%
E 101-42-421-306 INFORMATION SERVICES-COMPUT	\$32,000.00	\$152.00	\$1,361.67	\$30,638.33	4.26%
E 101-42-421-308 LEGAL	\$45,000.00	\$10,000.00	\$10,000.00	\$35,000.00	22.22%
E 101-42-421-320 COMMUNICATIONS/TELEPHONE	\$15,000.00	\$887.80	\$2,889.31	\$12,110.69	19.26%
E 101-42-421-322 POSTAGE	\$2,500.00	\$0.00	\$626.97	\$1,873.03	25.08%
E 101-42-421-330 TRANSPORTATION/LODGING	\$3,200.00	\$140.76	\$876.22	\$2,323.78	27.38%
E 101-42-421-340 TRAINING	\$17,000.00	\$679.00	\$2,719.00	\$14,281.00	15.99%
E 101-42-421-350 PUBLICATIONS	\$1,000.00	\$0.00	\$894.72	\$105.28	89.47%
E 101-42-421-360 COMP LIAB INSURANCE	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
E 101-42-421-381 UTILITY ELECTRICITY	\$8,950.00	\$1,154.22	\$1,154.22	\$7,795.78	12.90%
E 101-42-421-383 UTILITY GAS	\$5,700.00	\$1,152.12	\$1,152.12	\$4,547.88	20.21%
E 101-42-421-384 REFUSE	\$1,600.00	-\$1.93	\$440.27	\$1,159.73	27.52%
E 101-42-421-401 R & M - OTHER	\$0.00	\$10.47	\$10.47	-\$10.47	0.00%
E 101-42-421-404 R & M- EQUIPMENT	\$3,400.00	\$0.00	\$49.50	\$3,350.50	1.46%
E 101-42-421-405 R & M - VEHICLES	\$14,350.00	\$213.01	\$1,095.81	\$13,254.19	7.64%
E 101-42-421-406 R & M - BLDG	\$8,000.00	\$0.00	\$169.62	\$7,830.38	2.12%
E 101-42-421-409 CONTRACTED CLEANING	\$6,000.00	\$460.00	\$920.00	\$5,080.00	15.33%
E 101-42-421-413 RENTALS	\$750.00	\$0.00	\$53.60	\$696.40	7.15%
E 101-42-421-414 LEASES-EQUIPMENT	\$5,750.00	\$799.48	\$1,747.44	\$4,002.56	30.39%
E 101-42-421-430 MISCELLANEOUS	\$1,500.00	\$0.00	\$179.24	\$1,320.76	11.95%
E 101-42-421-431 POLICE RESERVES	\$1,350.00	\$0.00	\$0.00	\$1,350.00	0.00%
E 101-42-421-432 GROUP CONFERENCING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-433 FORFEITURE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-434 DUES & SUBSCRIPTIONS	\$1,600.00	\$87.00	\$1,012.00	\$588.00	63.25%
E 101-42-421-435 CRIME PREVENTION-BOOKS/PMPH	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-42-421-439 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-515 JUDGEMENTS & LOSSES	\$1,000.00	\$0.00	\$1,000.00	\$0.00	100.00%
E 101-42-421-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-421-720 TRANSFER OUT	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
<b>DIV 421 POLICE</b>	<b>\$2,078,079.00</b>	<b>\$150,470.81</b>	<b>\$463,210.85</b>	<b>\$1,614,868.15</b>	
<b>DIV 422 FIRE</b>					
E 101-42-422-101 REGULAR WAGES & SALARIES	\$87,000.00	\$5,804.92	\$21,493.15	\$65,506.85	24.70%
E 101-42-422-102 OVERTIME WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-422-103 PART-TIME WAGES	\$1,400.00	\$109.15	\$349.39	\$1,050.61	24.96%
E 101-42-422-122 EMPLOYER CONTRIBUTION TAXES	\$7,200.00	\$452.42	\$1,671.02	\$5,528.98	23.21%
E 101-42-422-127 FIRE RELIEF CONTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 101-42-422-128 FIRE STATE AID PASS-THROUGH	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0.00%
E 101-42-422-135 MEDICAL	\$3,800.00	\$0.00	\$586.00	\$3,214.00	15.42%
E 101-42-422-150 WORKERS COMPENSATION	\$34,000.00	\$0.00	\$0.00	\$34,000.00	0.00%
E 101-42-422-170 CLOTHING ALLOWANCE	\$13,000.00	\$368.12	\$696.45	\$12,303.55	5.36%
E 101-42-422-200 OFFICE SUPPLIES	\$500.00	\$0.00	\$74.03	\$425.97	14.81%
E 101-42-422-203 SOFTWARE/SUPPORT FEES	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%
E 101-42-422-210 SUPPLIES/MATERIALS	\$8,000.00	\$845.59	\$3,166.80	\$4,833.20	39.59%
E 101-42-422-211 SAFETY SUPPLIES/OSHA COMPLIA	\$1,000.00	\$0.00	\$473.95	\$526.05	47.40%
E 101-42-422-212 FUELS	\$7,000.00	\$236.31	\$609.39	\$6,390.61	8.71%
E 101-42-422-240 SMALL TOOLS	\$3,000.00	\$0.00	\$67.37	\$2,932.63	2.25%
E 101-42-422-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-422-310 AUDITING	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
E 101-42-422-320 COMMUNICATIONS/TELEPHONE	\$6,200.00	\$382.50	\$929.79	\$5,270.21	15.00%
E 101-42-422-322 POSTAGE	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
E 101-42-422-330 TRANSPORTATION/LODGING	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
E 101-42-422-340 TRAINING	\$6,000.00	\$1,000.00	\$2,150.00	\$3,850.00	35.83%
E 101-42-422-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-422-360 COMP LIAB INSURANCE	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
E 101-42-422-381 UTILITY ELECTRICITY	\$5,000.00	\$625.25	\$625.25	\$4,374.75	12.51%
E 101-42-422-383 UTILITY GAS	\$4,800.00	\$1,565.96	\$1,565.96	\$3,234.04	32.62%
E 101-42-422-384 REFUSE	\$500.00	\$18.00	\$84.66	\$415.34	16.93%
E 101-42-422-401 R & M - OTHER	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42-422-404 R & M- EQUIPMENT	\$11,550.00	\$104.64	\$4,386.84	\$7,163.16	37.98%
E 101-42-422-405 R & M - VEHICLES	\$22,000.00	\$37.63	\$1,399.47	\$20,600.53	6.36%
E 101-42-422-406 R & M - BLDG	\$7,000.00	\$133.52	\$2,438.55	\$4,561.45	34.84%
E 101-42-422-409 CONTRACTED CLEANING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-422-413 RENTALS	\$450.00	\$53.60	\$53.60	\$396.40	11.91%
E 101-42-422-414 LEASES-EQUIPMENT	\$1,400.00	\$92.00	\$276.00	\$1,124.00	19.71%
E 101-42-422-429 FIRE PREVENTION SUPPLIES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-42-422-430 MISCELLANEOUS	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-42-422-434 DUES & SUBSCRIPTIONS	\$1,000.00	\$25.00	\$800.00	\$200.00	80.00%
E 101-42-422-500 CAPITAL OUTLAY	\$5,500.00	\$0.00	\$0.00	\$5,500.00	0.00%
E 101-42-422-515 JUDGEMENTS & LOSSES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-42-422-550 CAP OUTLAY-EQUIP	\$4,700.00	\$3,465.00	\$3,465.00	\$1,235.00	73.72%
<b>DIV 422 FIRE</b>	<b>\$346,700.00</b>	<b>\$15,319.61</b>	<b>\$47,362.67</b>	<b>\$299,337.33</b>	
<b>DIV 424 BUILDING &amp; INSPECTIONS</b>					
E 101-42-424-101 REGULAR WAGES & SALARIES	\$181,000.00	\$13,838.40	\$48,189.60	\$132,810.40	26.62%
E 101-42-424-102 OVERTIME WAGES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-42-424-103 PART-TIME WAGES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
E 101-42-424-104 TEMPORARY WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-424-121 EMPLOYER CONTRIBUTION PENSI	\$14,000.00	\$1,037.88	\$3,614.22	\$10,385.78	25.82%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-42-424-122 EMPLOYER CONTRIBUTION TAXES	\$14,500.00	\$1,066.94	\$3,724.32	\$10,775.68	25.68%
E 101-42-424-130 EMPLOYEE BENEFIT-INSURANCE	\$33,500.00	\$2,862.29	\$6,961.72	\$26,538.28	20.78%
E 101-42-424-142 UNEMPLOYMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-424-150 WORKERS COMPENSATION	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
E 101-42-424-170 CLOTHING ALLOWANCE	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
E 101-42-424-200 OFFICE SUPPLIES	\$1,400.00	\$29.99	\$29.99	\$1,370.01	2.14%
E 101-42-424-203 SOFTWARE/SUPPORT FEES	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
E 101-42-424-210 SUPPLIES/MATERIALS	\$3,000.00	\$0.00	\$1,152.78	\$1,847.22	38.43%
E 101-42-424-212 FUELS	\$3,500.00	\$150.90	\$306.04	\$3,193.96	8.74%
E 101-42-424-240 SMALL TOOLS	\$900.00	\$0.00	\$0.00	\$900.00	0.00%
E 101-42-424-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-424-313 FIRE PLAN REVIEW FEES	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-42-424-320 COMMUNICATIONS/TELEPHONE	\$3,500.00	\$211.42	\$637.50	\$2,862.50	18.21%
E 101-42-424-330 TRANSPORTATION/LODGING	\$1,500.00	\$301.88	\$490.48	\$1,009.52	32.70%
E 101-42-424-332 BUILDING INSPECTIONS	\$15,000.00	\$680.00	\$2,480.00	\$12,520.00	16.53%
E 101-42-424-336 ELECTRICAL INSPECTIONS	\$25,500.00	\$1,713.60	\$3,993.30	\$21,506.70	15.66%
E 101-42-424-340 TRAINING	\$3,500.00	\$297.00	\$557.00	\$2,943.00	15.91%
E 101-42-424-350 PUBLICATIONS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42-424-360 COMP LIAB INSURANCE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-42-424-404 R & M- EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-42-424-405 R & M - VEHICLES	\$1,000.00	\$0.00	\$423.28	\$576.72	42.33%
E 101-42-424-430 MISCELLANEOUS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42-424-434 DUES & SUBSCRIPTIONS	\$1,500.00	\$0.00	\$260.00	\$1,240.00	17.33%
E 101-42-424-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DIV 424 BUILDING & INSPECTIONS	\$322,600.00	\$22,190.30	\$72,820.23	\$249,779.77	
DIV 425 EMERGENCY MANAGEMENT					
E 101-42-425-200 OFFICE SUPPLIES	\$135.00	\$0.00	\$0.00	\$135.00	0.00%
E 101-42-425-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-425-330 TRANSPORTATION/LODGING	\$1,000.00	\$299.19	\$299.19	\$700.81	29.92%
E 101-42-425-340 TRAINING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-42-425-381 UTILITY ELECTRICITY	\$1,600.00	\$442.35	\$531.71	\$1,068.29	33.23%
E 101-42-425-401 R & M - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-425-404 R & M- EQUIPMENT	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-42-425-430 MISCELLANEOUS	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-42-425-434 DUES & SUBSCRIPTIONS	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
DIV 425 EMERGENCY MANAGEMENT	\$5,685.00	\$741.54	\$830.90	\$4,854.10	
DIV 427 ANIMAL CONTROL					
E 101-42-427-102 OVERTIME WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42-427-210 SUPPLIES/MATERIALS	\$4,000.00	\$233.50	\$233.50	\$3,766.50	5.84%
E 101-42-427-305 CONSULTANTS-OTHER	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-42-427-350 PUBLICATIONS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42-427-430 MISCELLANEOUS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
DIV 427 ANIMAL CONTROL	\$8,000.00	\$233.50	\$233.50	\$7,766.50	
DEPT 42 PUBLIC SAFETY	\$2,761,064.00	\$188,955.76	\$584,458.15	\$2,176,605.85	
DEPT 43 PUBLIC WORKS					
DIV 434 MAINTENANCE					
E 101-43-434-101 REGULAR WAGES & SALARIES	\$298,215.00	\$22,984.00	\$79,765.80	\$218,449.20	26.75%
E 101-43-434-102 OVERTIME WAGES	\$5,000.00	\$62.06	\$187.96	\$4,812.04	3.76%
E 101-43-434-103 PART-TIME WAGES	\$3,900.00	\$221.60	\$709.36	\$3,190.64	18.19%
E 101-43-434-104 TEMPORARY WAGES	\$20,500.00	\$0.00	\$0.00	\$20,500.00	0.00%
E 101-43-434-121 EMPLOYER CONTRIBUTION PENSI	\$23,000.00	\$1,728.45	\$5,996.53	\$17,003.47	26.07%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-43-434-122 EMPLOYER CONTRIBUTION TAXES	\$25,100.00	\$1,691.03	\$6,019.35	\$19,080.65	23.98%
E 101-43-434-130 EMPLOYEE BENEFIT-INSURANCE	\$67,600.00	\$9,144.18	\$20,254.98	\$47,345.02	29.96%
E 101-43-434-135 MEDICAL	\$0.00	\$85.00	\$85.00	-\$85.00	0.00%
E 101-43-434-142 UNEMPLOYMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-150 WORKERS COMPENSATION	\$27,000.00	\$0.00	\$0.00	\$27,000.00	0.00%
E 101-43-434-170 CLOTHING ALLOWANCE	\$3,500.00	\$118.96	\$1,951.35	\$1,548.65	55.75%
E 101-43-434-200 OFFICE SUPPLIES	\$600.00	\$0.00	\$237.36	\$362.64	39.56%
E 101-43-434-203 SOFTWARE/SUPPORT FEES	\$450.00	\$449.00	\$579.00	-\$129.00	128.67%
E 101-43-434-206 CONTRACTS PAYMENTS	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
E 101-43-434-209 ROAD SALT/SAND	\$112,000.00	\$10,606.45	\$69,891.88	\$42,108.12	62.40%
E 101-43-434-210 SUPPLIES/MATERIALS	\$8,500.00	\$1,696.43	\$3,436.56	\$5,063.44	40.43%
E 101-43-434-211 SAFETY SUPPLIES/OSHA COMPLIA	\$1,000.00	\$252.52	\$252.52	\$747.48	25.25%
E 101-43-434-212 FUELS	\$80,000.00	\$3,009.82	\$6,239.12	\$73,760.88	7.80%
E 101-43-434-213 VENDING MACHINES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-240 SMALL TOOLS	\$3,000.00	\$34.99	\$214.61	\$2,785.39	7.15%
E 101-43-434-303 ENGINEERING	\$21,000.00	\$6,333.33	\$6,333.33	\$14,666.67	30.16%
E 101-43-434-304 LAND DISTURBANCE-ENGINEERIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-305 CONSULTANTS-OTHER	\$11,000.00	\$6,845.00	\$6,845.00	\$4,155.00	62.23%
E 101-43-434-308 LEGAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-320 COMMUNICATIONS/TELEPHONE	\$7,000.00	\$470.19	\$1,032.17	\$5,967.83	14.75%
E 101-43-434-322 POSTAGE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-330 TRANSPORTATION/LODGING	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43-434-340 TRAINING	\$2,000.00	\$40.00	\$40.00	\$1,960.00	2.00%
E 101-43-434-350 PUBLICATIONS	\$500.00	\$0.00	\$705.60	-\$205.60	141.12%
E 101-43-434-360 COMP LIAB INSURANCE	\$26,500.00	\$0.00	\$0.00	\$26,500.00	0.00%
E 101-43-434-381 UTILITY ELECTRICITY	\$14,000.00	\$2,404.82	\$2,404.82	\$11,595.18	17.18%
E 101-43-434-383 UTILITY GAS	\$15,000.00	\$5,307.05	\$5,307.05	\$9,692.95	35.38%
E 101-43-434-384 REFUSE	\$2,500.00	\$97.03	\$501.18	\$1,998.82	20.05%
E 101-43-434-386 UTIL-PROTECTIVE LIGHTING	\$220,000.00	\$13,881.78	\$33,881.17	\$186,118.83	15.40%
E 101-43-434-400 STRIPING - STREETS	\$20,000.00	\$121.37	\$121.37	\$19,878.63	0.61%
E 101-43-434-401 R & M - OTHER	\$7,000.00	\$0.00	\$26.06	\$6,973.94	0.37%
E 101-43-434-403 TRAFFIC SIGNS	\$10,000.00	\$300.00	\$507.27	\$9,492.73	5.07%
E 101-43-434-404 R & M- EQUIPMENT	\$52,000.00	\$11,244.28	\$22,868.55	\$29,131.45	43.98%
E 101-43-434-405 R & M - VEHICLES	\$7,800.00	\$0.00	\$124.01	\$7,675.99	1.59%
E 101-43-434-406 R & M - BLDG	\$15,000.00	\$700.31	\$3,215.20	\$11,784.80	21.43%
E 101-43-434-407 REPAIR-SEALCOAT/REPAIRS	\$180,000.00	\$0.00	\$59.97	\$179,940.03	0.03%
E 101-43-434-409 CONTRACTED CLEANING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-413 RENTALS	\$500.00	\$16.80	\$37.80	\$462.20	7.56%
E 101-43-434-416 LEASES-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-434-430 MISCELLANEOUS	\$500.00	\$0.00	\$49.00	\$451.00	9.80%
E 101-43-434-434 DUES & SUBSCRIPTIONS	\$500.00	\$0.00	\$223.75	\$276.25	44.75%
E 101-43-434-515 JUDGEMENTS & LOSSES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-43-434-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DIV 434 MAINTENANCE	\$1,301,665.00	\$99,846.45	\$280,104.68	\$1,021,560.32	
DIV 436 COMPOST FACILITY					
E 101-43-436-104 TEMPORARY WAGES	\$9,000.00	\$0.00	\$76.00	\$8,924.00	0.84%
E 101-43-436-121 EMPLOYER CONTRIBUTION PENSI	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
E 101-43-436-122 EMPLOYER CONTRIBUTION TAXES	\$700.00	\$0.00	\$5.81	\$694.19	0.83%
E 101-43-436-150 WORKERS COMPENSATION	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
E 101-43-436-210 SUPPLIES/MATERIALS	\$1,000.00	\$0.00	\$585.02	\$414.98	58.50%
E 101-43-436-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-436-303 ENGINEERING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-436-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-43-436-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-43-436-381 UTILITY ELECTRICITY	\$400.00	\$0.25	\$54.92	\$345.08	13.73%
E 101-43-436-401 R & M - OTHER	\$2,000.00	\$0.00	\$1,092.67	\$907.33	54.63%
E 101-43-436-413 RENTALS	\$3,700.00	\$0.00	\$0.00	\$3,700.00	0.00%
E 101-43-436-414 LEASES-EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DIV 436 COMPOST FACILITY	\$17,950.00	\$0.25	\$1,814.42	\$16,135.58	
DEPT 43 PUBLIC WORKS	\$1,319,615.00	\$99,846.70	\$281,919.10	\$1,037,695.90	
DEPT 45 CULTURE & RECREATION					
DIV 451 PLAYGROUNDS					
E 101-45-451-305 CONSULTANTS-OTHER	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-45-451-437 AIDS TO OTHER GOVERNMENTS	\$22,000.00	\$0.00	\$0.00	\$22,000.00	0.00%
DIV 451 PLAYGROUNDS	\$24,000.00	\$0.00	\$0.00	\$24,000.00	
DIV 452 PARKS					
E 101-45-452-101 REGULAR WAGES & SALARIES	\$89,900.00	\$6,947.20	\$24,043.20	\$65,856.80	26.74%
E 101-45-452-102 OVERTIME WAGES	\$1,000.00	\$0.00	\$15.00	\$985.00	1.50%
E 101-45-452-104 TEMPORARY WAGES	\$7,100.00	\$1,040.00	\$3,335.00	\$3,765.00	46.97%
E 101-45-452-106 REGULAR MEETING SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-452-121 EMPLOYER CONTRIBUTION PENS	\$6,900.00	\$521.04	\$1,803.24	\$5,096.76	26.13%
E 101-45-452-122 EMPLOYER CONTRIBUTION TAXES	\$7,500.00	\$604.18	\$2,137.26	\$5,362.74	28.50%
E 101-45-452-130 EMPLOYEE BENEFIT-INSURANCE	\$15,800.00	\$1,197.09	\$2,996.42	\$12,803.58	18.96%
E 101-45-452-135 MEDICAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-452-150 WORKERS COMPENSATION	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-45-452-170 CLOTHING ALLOWANCE	\$1,000.00	\$43.44	\$932.97	\$67.03	93.30%
E 101-45-452-200 OFFICE SUPPLIES	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-45-452-210 SUPPLIES/MATERIALS	\$4,500.00	\$285.50	\$302.23	\$4,197.77	6.72%
E 101-45-452-211 SAFETY SUPPLIES/OSHA COMPLIA	\$200.00	\$205.14	\$205.14	-\$5.14	102.57%
E 101-45-452-212 FUELS	\$2,000.00	\$0.00	\$246.10	\$1,753.90	12.31%
E 101-45-452-229 LANDSCAPING MATERIALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-452-240 SMALL TOOLS	\$1,000.00	\$0.00	\$1,151.76	-\$151.76	115.18%
E 101-45-452-305 CONSULTANTS-OTHER	\$0.00	\$0.00	\$286.00	-\$286.00	0.00%
E 101-45-452-320 COMMUNICATIONS/TELEPHONE	\$250.00	\$17.00	\$51.00	\$199.00	20.40%
E 101-45-452-330 TRANSPORTATION/LODGING	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-45-452-340 TRAINING	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45-452-360 COMP LIAB INSURANCE	\$14,000.00	\$0.00	\$0.00	\$14,000.00	0.00%
E 101-45-452-381 UTILITY ELECTRICITY	\$1,500.00	\$115.45	\$115.45	\$1,384.55	7.70%
E 101-45-452-383 UTILITY GAS	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45-452-401 R & M - OTHER	\$4,000.00	\$12.30	\$363.32	\$3,636.68	9.08%
E 101-45-452-404 R & M- EQUIPMENT	\$7,500.00	\$34.98	\$153.43	\$7,346.57	2.05%
E 101-45-452-405 R & M - VEHICLES	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
E 101-45-452-406 R & M - BLDG	\$1,500.00	\$0.00	\$170.00	\$1,330.00	11.33%
E 101-45-452-413 RENTALS	\$5,500.00	\$345.00	\$501.00	\$4,999.00	9.11%
E 101-45-452-430 MISCELLANEOUS	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
E 101-45-452-515 JUDGEMENTS & LOSSES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-452-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DIV 452 PARKS	\$181,950.00	\$11,368.32	\$38,808.52	\$143,141.48	
DIV 453 POOLS					
E 101-45-453-104 TEMPORARY WAGES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-453-122 EMPLOYER CONTRIBUTION TAXES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-453-150 WORKERS COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-453-210 SUPPLIES/MATERIALS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-45-453-240 SMALL TOOLS	\$200.00	\$0.00	\$0.00	\$200.00	0.00%

CITY OF SARTELL

Expenditure Guideline - City of Sartell

Account Descr	2015 YTD Budget	March 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
E 101-45-453-305 CONSULTANTS-OTHER	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
E 101-45-453-320 COMMUNICATIONS/TELEPHONE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45-453-330 TRANSPORTATION/LODGING	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45-453-360 COMP LIAB INSURANCE	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
E 101-45-453-381 UTILITY ELECTRICITY	\$1,300.00	\$34.42	\$109.69	\$1,190.31	8.44%
E 101-45-453-401 R & M - OTHER	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 101-45-453-430 MISCELLANEOUS	\$450.00	\$300.00	\$300.00	\$150.00	66.67%
E 101-45-453-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DIV 453 POOLS	\$30,250.00	\$334.42	\$409.69	\$29,840.31	
DIV 454 RINKS					
E 101-45-454-104 TEMPORARY WAGES	\$7,000.00	\$1,026.00	\$5,422.38	\$1,577.62	77.46%
E 101-45-454-121 EMPLOYER CONTRIBUTION PENSI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45-454-122 EMPLOYER CONTRIBUTION TAXES	\$500.00	\$78.49	\$414.81	\$85.19	82.96%
E 101-45-454-150 WORKERS COMPENSATION	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
E 101-45-454-210 SUPPLIES/MATERIALS	\$100.00	\$13.99	\$13.99	\$86.01	13.99%
E 101-45-454-320 COMMUNICATIONS/TELEPHONE	\$250.00	\$0.00	\$95.80	\$154.20	38.32%
E 101-45-454-360 COMP LIAB INSURANCE	\$2,100.00	\$0.00	\$0.00	\$2,100.00	0.00%
E 101-45-454-381 UTILITY ELECTRICITY	\$3,000.00	\$1,578.75	\$1,578.75	\$1,421.25	52.63%
E 101-45-454-401 R & M - OTHER	\$1,500.00	\$0.00	\$12.85	\$1,487.15	0.86%
E 101-45-454-413 RENTALS	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-45-454-430 MISCELLANEOUS	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DIV 454 RINKS	\$15,400.00	\$2,697.23	\$7,538.58	\$7,861.42	
DEPT 45 CULTURE & RECREATION	\$251,600.00	\$14,399.97	\$46,756.79	\$204,843.21	
DEPT 48 CAPITAL PROJECTS					
DIV 463 OTHER FINANCIAL USES					
E 101-48-463-440 REQUIRED RESERVE/CONTINGENC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-48-463-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-48-463-720 TRANSFER OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-48-463-721 TRANSFER OUT - FD EQUIP FUND	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
E 101-48-463-722 TRANSFER OUT - PD EQUIP FUND	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
E 101-48-463-723 TRANSFER OUT - TECHNO FUND	\$55,000.00	\$0.00	\$0.00	\$55,000.00	0.00%
E 101-48-463-724 TRANSFER OUT - BLDG FUND	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
E 101-48-463-725 TRANSFER OUT - STREETS	\$450,000.00	\$0.00	\$0.00	\$450,000.00	0.00%
E 101-48-463-726 TRANSFER OUT - PW EQUIP	\$230,000.00	\$0.00	\$0.00	\$230,000.00	0.00%
E 101-48-463-727 TRANSFER OUT - CIVIL DEFENSE	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
E 101-48-463-728 PAYMENT OF TAX ABATEMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-48-463-731 TRANSFER OUT - PARK FUND	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
DIV 463 OTHER FINANCIAL USES	\$1,059,000.00	\$0.00	\$0.00	\$1,059,000.00	
DEPT 48 CAPITAL PROJECTS	\$1,059,000.00	\$0.00	\$0.00	\$1,059,000.00	
FUND 101 GENERAL	\$6,217,343.00	\$373,244.41	\$1,132,756.65	\$5,084,586.35	