



AMENDED
AGENDA
SARTELL CITY COUNCIL
Monday, December 9, 2019
Sartell City Hall
6:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

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

4. SPECIAL PRESENTATIONS

- a. Donation presentation to the Police Department from the Sartell Chamber of Commerce
- b. Review of City-School IT Agreement

5. APPROVAL OF CITY COUNCIL MINUTES

- a. November 12, 2019 – Regular Meeting
- b. November 12, 2019 – Special Meeting
- c. November 25, 2019 – Special Meeting

6. CONSENT AGENDA

- a. Acceptance of Building Permit Activity Report
- b. Acceptance of Inspections Activity Report
- c. Approval of Voucher Payments 78700 - 78891 and Electronic Payments 4220E – 4241E
- d. Approval of Watab Versacourt quotes
- e. Approval of 2020 Meeting Schedule
- f. Acceptance of Donations
- g. Approval of Resolution Designating 2020 Polling Places
- h. Approval of Liquor Licenses
- i. Approval of Refuse Hauler Licenses
- j. Approval of Fund Closure and Fund Transfers
- k. Approval of Property Annexation Resolutions
- l. Approval of Compensating Change Order for City Hall Parking Lot Project
- m. Adoption of Memorial Marker Guidelines
- n. Calling Special Meeting on January 13, 2020 at 6:30 pm at Southwest Water Treatment Plant
- o. Calling Public Hearing on Animal Control Ordinance
- p. Approval of Personnel Policy Revision
- q. Approval of Software Purchase

- r. Approval of 2020 Budgeted Public Works Equipment Purchases
- s. Approval of Flaherty & Hood Proposal
- t. Approval of St. Cloud Legal Services Agreement

7. PUBLIC HEARINGS

- a. 2020 Budget and Levy
- b. 2020 Fee Schedule

8. OLD BUSINESS

9. NEW BUSINESS

- a. Emergency Operations Plan
- b. Subdivision Ordinance
- c. Appointment of Commissioners
- d. Approval of Notice of Setbacks

10. DEPARTMENT REPORTS

a. Police

- Monthly Report

b. Public Works

- Monthly Report

c. Engineering

- Monthly Report

d. Planning & Community Development

- Monthly Report

e. Finance

- Monthly Report

11. CITY COUNCIL UPDATES & MISCELLANEOUS BUSINESS

12. ADJOURN

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 4b
Agenda Section: Special Presentations	Item: City-School IT Agreement	
<p>BACKGROUND: The City and School entered into an IT Services Agreement effective June 1, 2019 and Council requested a report back to gauge results. The report is attached.</p> <p>BUDGET/FISCAL IMPACT: The City pays \$1,250 per month for this service and it continues on a monthly basis unless/until terminated by either party with 10 day notice. Not only is the City being better served by the School's IT staff assisting our own City staff, but their recommendations and work have already saved the City more money than we have paid for the services – from recommending copier contract changes to eliminating most of our outside vendor costs.</p> <p>ATTACHMENTS: City-School IT Agreement progress report.</p> <p>COUNCIL ACTION REQUESTED: None – information only.</p>		

December 9, 2019

Report on City of Sartell and School District Agreement regarding Technology

Four big picture items were outlined for 2019:

- Review the Public Safety Building I.T. and Audio - Video needs.
- Review High Speed Fiber infrastructure options, costs and benefits.
- Review and potential transitions of City's outside consultant services to School staff or combination of consultants and School staff (i.e. Shift and KDV).
- Determination of when to use outside consultants for City needs and obtain City agreement for reimbursement prior to utilizing outside consultants.

Review the Public Safety Building I.T. and Audio - Video needs.

The School District has met with City I.T., Police Chief, Facility Architects and Construction Management team to review site details as it relates to audio, video, data, phone as well as security hardware provided by owner (City). We have on-going discussions regarding design. A preliminary walk through of the facility occurred on November 27th to verify equipment locations and design. The City and School District will collaborate in January to confirm hardware purchases and installation design that are deemed 'by owner.'

Review High Speed Fiber infrastructure options, costs and benefits.

The School District worked with the City as well as staff on the GraNet board to come to an agreement within budget to bring high speed fiber to the Public Safety Building. The School District is also going through the specifics on connecting to the County's Public Safety system for the Sartell Police Department. Future planning of connecting City entities on the same fiber/network is desired. We will also be looking at partnerships in the fiber that help the City off-set fiber costs as well as getting to desirable business locations.

Review and potential transitions of City's outside consultant services to School staff or combination of consultants and school staff (i.e. Shift and KDV).

The School District has worked with City employees to understand what current contracts are in place, and how we can make a transition to utilize the partnership as a first step. This has gone very well in utilizing the staffing resources the School District has. Examples of this would include but are not limited to:

- School District providing machine updates and security patches on a scheduled basis which an outside vendor performed prior.
- School District providing support on large project items such as server configuration at City Hall and future wireless configuration at current PD and City Hall. The School District will also be assisting on owner provided items at the public safety facility.

- School District providing ‘as-needed’ support in working with City I.T. This collaboration has been going well to strengthen the partnership and providing a reliable staff member that helps to eliminate outside vendor costs. The School District has assisted at multiple facilities with a ranging scope of work.

Determination of when to use outside consultants for City needs and obtain City agreement for reimbursement prior to utilizing outside consultants.

The City staff has been doing a good job reaching out to the School District when technology items are needed. Collaboratively, we are in the process of creating two documents which will guide future technology planning. The first is a three year technology plan. This will help facilitate purchases, training, and support. The second is a systems use documentation. This document will articulate all of the databases used by the City, and who is responsible to maintain each system. While the need for outside consultants is still an option, the collaboration between the School District and City has helped mitigate those costs.



**SARTELL CITY COUNCIL MEETING MINUTES
NOVEMBER 12, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on November 12, 2019, in the Council Chambers of Sartell City Hall. Mayor Fitzthum called the meeting to order at 6:00 p.m.

COUNCIL PRESENT: Mayor Fitzthum; Council Members Andel, Chisum, Elness and Kolb

COUNCIL ABSENT: None

STAFF PRESENT: Mary Degiovanni, City Administrator; Heidi Ostlie, Finance Director; Jon Halter, City Engineer; John Kothenbeutel, Public Works Director; Jim Hughes, Police Chief; Rebecca Wicklund, Recording Secretary, Anna Gruber and Ashley Kaisershot, Sourcewell Planning Consultants

PLEDGE OF ALLEGIANCE

AGENDA REVIEW AND ADOPTION

Direction/Action

A motion was made by Kolb and seconded by Chisum to approve the agenda as presented. The following voted:

Aye Votes: Chisum, Andel, Fitzthum, Kolb, Elness

Nay Votes: None

Motion Carried.

APPROVAL OF CITY COUNCIL MINUTES

October 28, 2019 - Regular Meeting

October 28, 2019 - Special Meeting

Chisum noted a typo in the regular meeting minutes of October 28, 2019.

Direction/Action

A motion was made by Elness and seconded by Brady to approve the corrected minutes. The following voted:

Aye Votes: Chisum, Andel, Fitzthum, Kolb, Elness

Nay Votes: None

Motion Carried.

CONSENT AGENDA

- a. Acceptance of Building Permit Activity Report
- b. Acceptance of Inspections Activity Report
- c. Approval of Voucher Payments 78590 - 78699 and Electronic Payments 4202E – 4219E
- d. Acceptance of Fire Department Report

- e. Approval of Tri-County Humane Society Proclamation
- f. Calling Public Hearing on City Fee Schedule
- g. Approval of purchase of Save Station for Public Safety Facility
- h. Canceling November 25th regular meeting and calling Special Meeting
- i. Approval of Agreement for Pond Sediment Samples
- j. Approval of Celebration Final Compensating Change Order and Payment
- k. Appointment of Police Officer

Direction/Action

A motion was made by Chisum and seconded by Elness to approve the consent agenda items as presented. The following voted:

Aye Votes: Chisum, Andel, Fitzthum, Kolb, Elness

Nay Votes: None

Motion Carried.

NEW BUSINESS

2020 COMMISSION APPOINTMENTS

Degiovanni presented the request to open applications for appointments to the EDC and Planning Commission.

Direction/Action

A motion was made by Chisum and seconded by Andel to approve the request. The following voted:

Aye Votes: Chisum, Andel, Fitzthum, Kolb, Elness

Nay Votes: None

Motion Carried.

DEPARTMENT REPORTS

- Police: Hughes presented the monthly report.
- Public Works: Kothenbeutel presented the monthly report and announced that the Compost Site will close for the season on Saturday.
- Engineering: Halter presented the monthly report.
- Finance: Ostlie presented the monthly report.

CITY COUNCIL UPDATES AND MISCELLANEOUS BUSINESS

ADJOURN

A motion was made by Kolb and seconded by Elness to adjourn the meeting at 7:08 p.m. The motion carried unanimously.

Rebecca Wicklund, Recording Secretary

Ryan Fitzthum, Mayor



SARTELL CITY COUNCIL MEETING

MINUTES OF NOVEMBER 12, 2019

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on November 12, 2019 at Sartell City Hall. The meeting commenced at 6:30 PM.

COUNCIL PRESENT: Mayor Fitzthum, Council members Chisum, Elness, Anadel and Kolb
COUNCIL ABSENT: None
OTHERS PRESENT: Mary Degiovanni, City Administrator
Heidi Ostlie, Finance Director
Anna Gruber and Ashley Kaisershot, Sourcewell

AGENDA

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

2020 BUDGET AND FEE SCHEDULE

Ostlie outlined her plan to move adoption of the Financial Management Plan updates to the Spring of each year after Council gets start of year goal setting done so Plan can follow goals and then annual budget process will follow the Plan.

Ostlie discussed fire relief pension and annual City contribution amounts. Council requested staff work toward 101% funding level consistency so this became a benchmark rather than a question every year and was open to increasing 2020 municipal contribution but did not want to agree to longer term increases so we can maintain budget flexibility.

Ostlie discussed various fees with Council and will implement a base fee for sewer fund with 2020 fee schedule set for public hearing in December.

CITY 2020 LEGAL SERVICES

Council discussed City Attorney designation for 2020 and staff's annual appointments will list Rinke- Noonan as the City Attorney for civil matters for 2020.

REVIEW OF LAND USE

Sourcewell representatives led the Council through a discussion of comprehensive land use plans with these questions discussed:

- Regarding both existing and future land use, what are existing strengths and weaknesses of the city's land use pattern?
- Regarding future land use, what are some opportunities?
- What/where are areas for change?
- What is the single most important issue we must address for this to be a successful effort?

The Council also discussed a parcel adjoining the Villcheck property which the City purchased to expand Pinecone Central Park. Staff wondered whether the parcel was of interest to the City as it adjoined future parkland and was close in proximity to our future 15th Street North extension. Staff was authorized to work with a local realtor and to do more research on the parcel for future Council consideration.

ADJOURNMENT

Upon motion made by Chisum and seconded by Andel, the Mayor adjourned the meeting at 8:30 pm.

Minutes By:

Mary Degiovanni, City Administrator

Ryan Fitzthum, Mayor



SARTELL CITY COUNCIL MEETING

MINUTES OF NOVEMBER 25, 2019

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on November 25, 2019 at new Sartell Public Safety Facility under construction. The meeting commenced at 5:30 PM.

COUNCIL PRESENT: Mayor Fitzthum, Council members Chisum, Elness, and Andel
COUNCIL ABSENT: Council member Kolb (toured facility earlier due to a scheduling conflict)
OTHERS PRESENT: Mary Degiovanni, City Administrator
Jim Hughes, Police Chief
Jim Sattler, Fire Chief
Wayne Schreiner, Deputy Police Chief
April Ryan, City Engineer
Jon Halter, City Engineer
Bob Strack, Construction Management team
Tim Gillet, Architectural team

FACILITY TOUR

Those present toured the facility under construction.

ST. CLOUD AREA WASTEWATER ADVISORY COMMISSION

The Council discussed the capacity request among the area cities to allow Foley to join the SCAWAC agreement. Council consensus was we would be open to selling capacity in the fairly low amount projected but would like proceeds to reduce debt or come directly to Sartell for sewer project needs vs remaining in a SCAWAC fund of some type.

ADJOURNMENT

The Mayor adjourned the meeting at 6:25 pm.

Minutes By:

Mary Degiovanni, City Administrator

Ryan Fitzthum, Mayor

City of Sartell
Construction Activity Report November 2019

TOTALS:	Nov-15	Nov-16	Nov-17	Nov-18	Nov-19
Single Family Permits	3	9	4	2	8
Single Family Permits YTD	49	80	49	55	52
Single Family Valuation	\$596,000.00	\$2,040,100.00	\$1,263,500.00	\$515,000.00	\$1,897,000.00
Single Family Valuation YTD	\$11,267,550.00	\$19,832,270.40	\$12,352,150.40	\$15,509,800.00	\$13,617,836.00
Residential Remodel Permits	16	13	17	13	24
Residential Remodel Permits YTD	254	252	276	311	282
Residential Remodel Valuation	\$248,700.00	\$204,500.00	\$174,730.00	\$78,340.00	\$634,300.00
Residential Remodel Valuation YTD	\$2,032,900.00	\$2,288,817.00	\$2,161,495.00	\$3,350,432.00	\$2,137,380.00
Commercial Permits New Construction		0	1	0	0
Commercial Permits YTD New Construction		3	7	1	4
Commercial Valuation New Construction		\$0.00	\$30,000,000.00	\$0.00	\$0.00
Commercial Valuation YTD New Construction		\$1,823,000.00	\$68,145,200.00	\$350,000.00	\$16,160,000.00
Commercial Permits Remodel	4	0	1	1	4
Commercial Permits YTD Remodel	28	31	23	30	34
Commercial Valuation Remodel	\$348,485.00	\$0.00	\$158,226.00	\$15,000.00	\$300,300.00
Commercial Valuation YTD Remodel	\$6,313,185.00	\$2,386,992.00	\$5,882,516.00	\$6,658,300.00	\$7,166,325.00
Multi Family Permits New Construction		0	2	0	0
Multi Family Permits YTD New Construction		2	4	1	0
Number of Units New Construction		0	35	0	0
Number of Units YTD New Construction		132	70	61	0
Multi Family Valuation New Construction		\$0.00	\$3,730,000.00	\$0.00	\$0.00
Multi Family Valuation YTD New Construction		\$13,325,917.78	\$9,195,540.00	\$6,200,000.00	\$0.00
Multi Family Permits Remodel	0	0	1	2	0
Multi Family Permits YTD Remodel	5	7	8	14	1
Multi Family Valuation Remodel	\$0.00	\$0.00	\$34.00	\$5,700.00	\$0.00
Multi Family Valuation YTD Remodel	\$24,172,400.00	\$500,841.00	\$150,010.00	\$604,700.00	\$33,800.00
Plumbing Permits	22	25	17	11	22
Plumbing Permits YTD	275	294	246	276	256
Plumbing Valuation	\$3,500.00	\$0.00	\$200,000.00	\$576.25	\$5,200.00
Plumbing Valuation YTD	\$1,316,322.00	\$2,347,225.00	\$1,395,405.00	\$1,707,867.25	\$1,130,762.25
Mechanical Permits	23	32	32	20	34
Mechanical Permits YTD	193	174	259	285	274
Mechanical Valuation	\$45,960.00	\$0.00	\$374,751.00	\$2,500.00	\$8,910.00
Mechanical Valuation YTD	\$1,643,795.88	\$1,007,960.00	\$1,996,874.50	\$4,167,362.00	\$690,300.50
Fire Protection Permits	5	2	3	2	3
Fire Protection Permits YTD	32	37	33	41	21
Fire Protection Valuation	\$16,155.00	\$1,926.00	\$81,000.00	\$900.00	\$135,741.00
Fire Protection Valuation YTD	\$439,441.00	\$5,188,251.68	\$288,385.00	\$1,133,762.00	\$397,783.00
Zoning Permits	0	3	1	4	1
Zoning Permits YTD	139	138	160	113	128
Total Combined Permits	73	84	79	55	96
Total Combined Permits YTD	975	1018	1065	1127	1052
Combined Permit Valuation	\$1,258,800.00	\$2,246,526.00	\$35,982,241.00	\$618,016.25	\$2,981,451.00
Combined Permit Valuation YTD	\$47,185,593.88	\$48,701,274.86	\$101,567,575.90	\$39,682,223.25	\$41,334,186.75

City of Sartell
Building Department
Inspection Activity
November 2019

Building Inspections		# of Inspections	YTD Inspections	LYTD
	Residential	121	1189	1505
	Commercial	33	478	348
	Multifamily	0	124	310
	Total	154	1791	2163
Fire Inspections	Type & # of ins expected	# of Inspections	YTD Inspections	LYTD
	Business (65)	0	51	78
	Church (3)	0	0	2
	Education (7)	0	2	0
	Factory (1)	0	3	0
	Institution (1)	0	0	0
	Medical (22)	0	14	22
	Multifamily (21)	0	0	0
	Restaurant (8)	4	7	40
	Retail (19)	1	16	14
	Daycare/Foster	0	9	7
	Total (147)	5	102	163
Rental Inspections		# of Inspections	YTD	LYTD
	SFD	38	156	67
	Multifamily	6	48	3
	Total	44	204	70
Zoning Inspection		# of Inspections	YTD	LYTD
	Shed	0	2	8
	Fence	1	17	20
	Lawn Irrigation	0	1	2
	Curb Cut	0	14	6
	Pool	0	0	0
	Decks	0	0	1
	Parking Pad	0	4	4
	Land Disturbance	0	1	0
	Total	1	39	38
Fire Response		Responses	YTD	LYTD
	Fire	0	8	4
	Emer. Response	0	1	3
	CO	0	0	0
	Gas Leak	0	3	2
	Alarm	0	7	14
	Other	2	17	14
	Total	2	36	37
Fire Department		Responses	YTD	LYTD
	Truck Check	1	9	9
	Mtg.	0	1	1
	Fire Flows	0	2	3
	Other	8	78	68
	Total	9	90	81
Emer. Mgmt.				LYTD
				0
Complaints				LYTD
				0
Hazardous and/or sub standard buildings				LYTD
				0
Meetings				LYTD
				0

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November 2019 to December 2019

			Check Amt	Invoice	Comment
10100 US BANK					
Paid Chk#	078701	11/6/2019	DRIVER & VEHICLE SERVICES		
E 101-42-421-405	R & M - VEHICLES		\$18.00	110619	POLICE LICENSE PLATES x6
Total	DRIVER & VEHICLE SERVICES		\$18.00		
Paid Chk#	078702	11/7/2019	LAW ENFORCEMENT LABOR SERV INC		
G 101-21707	UNION DUES/FAIR SHARE PAYABL		\$918.00		LELS UNION DUES NOVEMBER 2019
tal	LAW ENFORCEMENT LABOR SERV INC		\$918.00		
Paid Chk#	078703	11/8/2019	ACKERMAN, TODD		
E 101-42-421-320	COMM/TELE/INTERNET		\$25.00	11-2019	PHONE REIMBURSEMENT
Total	ACKERMAN, TODD		\$25.00		
Paid Chk#	078704	11/8/2019	AMERICAN TEST CENTER INC		
E 101-42-422-404	R & M- EQUIPMENT		\$1,050.60	2192357	TEST AND INSPECTION ON REPORT
Total	AMERICAN TEST CENTER INC		\$1,050.60		
Paid Chk#	078705	11/8/2019	AMERIPRIDE LINEN/APPAREL SERV		
E 101-45-451-406	R & M - BLDG		\$136.66	2201246198	TOWELS, MOPS, MATS, PAPER SERVICES- COMM CENTER
E 101-45-451-406	R & M - BLDG		\$121.66	2201251573	TOWELS, MOPS, MATS
E 101-43-434-170	CLOTHING ALLOWANCE		\$46.12	2201259438	UNIFORMS
E 101-45-452-170	CLOTHING ALLOWANCE		\$31.46	2201259438	UNIFORMS
E 601-49-493-170	CLOTHING ALLOWANCE		\$40.90	2201259438	UNIFORMS
E 602-49-496-170	CLOTHING ALLOWANCE		\$7.86	2201259438	UNIFORMS
E 101-43-434-406	R & M - BLDG		\$35.05	2201259438	UNIFORMS
E 101-42-421-406	R & M - BLDG		\$77.45	2201259441	MAT, AIR FRESH- PD
Total	AMERIPRIDE LINEN/APPAREL SERV		\$497.16		
Paid Chk#	078706	11/8/2019	ANDERSON METAL FABRICATING		
E 101-43-434-404	R & M- EQUIPMENT		\$100.00	3468	RADIUS PANEL FOR PLOW
Total	ANDERSON METAL FABRICATING		\$100.00		
Paid Chk#	078707	11/8/2019	BEHRENBRINKER, STEPHEN C		
E 101-41-414-309	ASSESSING		\$3,395.60	11-2019	ASSESSING SERVICES
Total	BEHRENBRINKER, STEPHEN C		\$3,395.60		
Paid Chk#	078708	11/8/2019	BERGANKDV TECHNOLOGY & CONSULT		
E 415-41-350-305	CONSULTANTS-OTHER		\$400.00	CW79865	BSECURE ASSESSMENT & QTR SVCS
il	BERGANKDV TECHNOLOGY & CONSULT		\$400.00		
Paid Chk#	078709	11/8/2019	CENTRAL LOCKSMITHS		
E 602-49-496-210	SUPPLIES/MATERIALS		\$74.50	357823	MEDECO PADLOCK PER JEFF
Total	CENTRAL LOCKSMITHS		\$74.50		
Paid Chk#	078710	11/8/2019	CHAMBERLAIN OIL COMPANYINC		
E 101-43-434-212	FUELS		\$250.00	300127-00	DEF FLUID
E 101-43-434-210	SUPPLIES/MATERIALS		\$419.76	305275-00	DEF FLUID

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November 2019 to December 2019

		Check Amt	Invoice	Comment
Total CHAMBERLAIN OIL COMPANY INC		\$669.76		
Paid Chk# 078711	11/8/2019 CLIMATE AIR INC			
E 101-43-434-406	R & M - BLDG	\$416.65	46104	REPAIR- CITY GARAGE
Total CLIMATE AIR INC		\$416.65		
Paid Chk# 078712	11/8/2019 CORE & MAIN LP			
E 601-49-493-412	R & M-DISTRIBUTION	\$150.27	L429802	WELL HOUSE 5
Total CORE & MAIN LP		\$150.27		
Paid Chk# 078713	11/8/2019 DARREL NEMETH INC			
E 101-42-424-336	ELECTRICAL INSPECTIONS	\$3,487.55	10-2019	ELECTRICAL PERMIT INSPECTIONS
Total DARREL NEMETH INC		\$3,487.55		
Paid Chk# 078714	11/8/2019 DESIGN ELECTRIC INC			
E 601-49-493-410	R & M-WATER PLANTS	\$240.50	11000	LOCATE BY W WATER PLANT
E 250-49-441-500	CAPITAL OUTLAY	\$4,171.00	11008	POWER TO CEMETERY
E 101-43-434-401	R & M - OTHER	\$350.40	11017	PINECONE @ 2 1/2 SHORT GREENS
E 101-43-434-401	R & M - OTHER	\$234.00	11024	REPLACE POST DFB HIT BY CAR-PINECONE/35TH
Total DESIGN ELECTRIC INC		\$4,995.90		
Paid Chk# 078715	11/8/2019 EMERGENCY AUTOMOTIVE TECH INC			
E 412-42-421-500	CAPITAL OUTLAY	\$262.16	TW110419-1	NEW SQUAD EQUIPMENT
Total EMERGENCY AUTOMOTIVE TECH INC		\$262.16		
Paid Chk# 078716	11/8/2019 EMERGENCY RESPONSE SOLUTIONS			
E 101-42-422-404	R & M- EQUIPMENT	\$292.12	13860	KEY FIRE HOSE PRO FLOW
Total EMERGENCY RESPONSE SOLUTIONS		\$292.12		
Paid Chk# 078717	11/8/2019 ENGRAVESTONE INC			
E 431-46-465-210	SUPPLIES/MATERIALS	\$17.00	19110603	ANGEL OF HOPE BRICK
Total ENGRAVESTONE INC		\$17.00		
Paid Chk# 078718	11/8/2019 EVOQUA WATER TECHNOLOGIES LLC			
E 602-49-496-210	SUPPLIES/MATERIALS	\$9,884.46	904216824	ODOR CONTROL
Total EVOQUA WATER TECHNOLOGIES LLC		\$9,884.46		
Paid Chk# 078719	11/8/2019 FASTENAL COMPANY			
E 101-43-434-210	SUPPLIES/MATERIALS	\$4.92	MNSAU20258	PARTS
E 101-43-434-210	SUPPLIES/MATERIALS	\$0.63	MNSAU20268	SUPPLIES
Total FASTENAL COMPANY		\$5.55		
Paid Chk# 078720	11/8/2019 GALLS INC			
E 101-42-422-170	CLOTHING ALLOWANCE	\$96.00	013213275	SHIRT- ROB JOHNSON
E 101-42-421-170	CLOTHING ALLOWANCE	\$37.99	014000439	UNIFORMS- LYON
E 101-42-421-240	SMALL TOOLS	\$149.09	014005558	STINGER- LESTER
E 217-42-421-170	CLOTHING ALLOWANCE	\$81.98	014017470	BLAUER VEST CARRIER- RESERVE
Total GALLS INC		\$365.06		

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November 2019 to December 2019

			Check Amt	Invoice	Comment
Paid Chk# 078721	11/8/2019	GATR OF SAUK RAPIDS			
E 101-43-434-404	R & M- EQUIPMENT		\$20.76	01P297896	FILTERS
E 101-42-422-404	R & M- EQUIPMENT		\$815.16	01P298504	PARTS- FD
E 101-43-434-404	R & M- EQUIPMENT		\$36.75	01P298699	SEAL CLAMP
	Total GATR OF SAUK RAPIDS		\$872.67		
Paid Chk# 078722	11/8/2019	GOPHER STATE ONE-CALL INC			
E 101-43-434-305	CONSULTANTS-OTHER		\$438.75	9100721	LOCATES
	Total GOPHER STATE ONE-CALL INC		\$438.75		
Paid Chk# 078723	11/8/2019	GRAINGER			
E 101-43-434-210	SUPPLIES/MATERIALS		\$72.28	9340098012	SUPPLEIS
E 101-43-434-404	R & M- EQUIPMENT		\$59.55	9341519701	PRESSURE GAUGE
E 101-43-434-210	SUPPLIES/MATERIALS		\$19.54	9343587920	SUPPLIES
	Total GRAINGER		\$151.37		
Paid Chk# 078724	11/8/2019	GREAT RIVER REGIONAL LIBRARY			
G 101-15500	PREPAID EXPENSES		\$4,693.00	110419-1	2020 LOCKER SYSTEM ANNUAL MAINT & WINDOWS 10 UPGRADE
	Total GREAT RIVER REGIONAL LIBRARY		\$4,693.00		
Paid Chk# 078725	11/8/2019	GREIMAN SILK SCREEN & SIGN			
E 101-42-422-170	CLOTHING ALLOWANCE		\$45.00	2868	FUNISH JACKET
	Total GREIMAN SILK SCREEN & SIGN		\$45.00		
Paid Chk# 078726	11/8/2019	GROWMARK, INC			
E 101-43-434-212	FUELS		\$431.20	59837060100	FUELS
	Total GROWMARK, INC		\$431.20		
Paid Chk# 078727	11/8/2019	HILLYARD/HUTCHINSON			
E 101-45-451-404	R & M- EQUIPMENT		\$18.32	700400659	WHEEL
E 101-45-451-210	SUPPLIES/MATERIALS		\$52.16	700402269	SUPPLIES
E 101-45-451-404	R & M- EQUIPMENT		(\$12.89)	800445002	RETURN- WHEEL
E 101-45-451-210	SUPPLIES/MATERIALS		(\$5.43)	800445003	FREIGHT CREDIT
	Total HILLYARD/HUTCHINSON		\$52.16		
Paid Chk# 078728	11/8/2019	HMA ARCHITECTS LTD			
E 436-42-360-305	CONSULTANTS-OTHER		\$7,157.64	1801-18	PUBLIC SAFETY FACILITY
E 436-42-360-305	CONSULTANTS-OTHER		\$605.00	1923-6	PUBLIC SAFETY FACILITY
	Total HMA ARCHITECTS LTD		\$7,762.64		
Paid Chk# 078729	11/8/2019	HUE LIFE LLC			
E 101-41-465-305	CONSULTANTS-OTHER		\$1,500.00	1835	JOINT COUNCIL/COMMISSION MEETING FACILITATION
	Total HUE LIFE LLC		\$1,500.00		
Paid Chk# 078730	11/8/2019	INDEPENDENT SCHOOL DISTRICT 748			
E 101-41-414-203	SOFTWARE/SUPPORT FEES		\$1,250.00	11-2019	TECH AGREEMENT

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*total	INDEPENDENT SCHOOL DISTRICT 748		\$1,250.00		
Paid Chk#	078731	11/8/2019	INNOVATIVE OFFICE SOLUTIONS LL		
E	101-42-421-200	OFFICE SUPPLIES	\$681.19	IN2731734	OFFICE SUPPLIES
Total	INNOVATIVE OFFICE SOLUTIONS LL		\$681.19		
Paid Chk#	078732	11/8/2019	LAWSON PRODUCTS INC		
E	101-43-434-210	SUPPLIES/MATERIALS	\$80.58	9307113285	SUPPLIES
E	101-43-434-210	SUPPLIES/MATERIALS	\$152.96	9307130517	SUPPLIES
Total	LAWSON PRODUCTS INC		\$233.54		
Paid Chk#	078733	11/8/2019	LITTLE FALLS MACHINE INC.		
E	101-43-434-404	R & M- EQUIPMENT	\$1,965.50	356305	PARTS
Total	LITTLE FALLS MACHINE INC.		\$1,965.50		
Paid Chk#	078734	11/8/2019	MADER, KELLY		
E	101-42-421-330	TRANSPORTATION/LODGING	\$201.84	11012019	REIMB SQUAD PICK UP IN HIBBING
Total	MADER, KELLY		\$201.84		
Paid Chk#	078735	11/8/2019	MARCO TECHNOLOGIES LLC-COPIERS		
E	101-41-414-414	LEASES-EQUIPMENT	\$646.84	398291922	CONTRACT PAYMENT- COMM CENTER/CITY HALL
tal	MARCO TECHNOLOGIES LLC-COPIERS		\$646.84		
Paid Chk#	078736	11/8/2019	MINDFUL MARKETING LLC		
E	101-41-465-305	CONSULTANTS-OTHER	\$1,600.00	1371	ECONOMIC DEVELOPMENT CONSULTING
Total	MINDFUL MARKETING LLC		\$1,600.00		
Paid Chk#	078737	11/8/2019	MN BENEFIT ASSOCIATION		
G	101-21710	MN BENEFIT ASSOCIATION PAYAB	\$1,076.38	2019-076482	EMPLOYEE MBA
Total	MN BENEFIT ASSOCIATION		\$1,076.38		
Paid Chk#	078738	11/8/2019	MN STATE FIRE CHIEFS ASSN		
E	101-42-422-340	TRAINING	\$325.00	200004154	CONFERENCE ATTENDEE- GILES
E	101-42-422-340	TRAINING	\$325.00	200004178	CONFERENCE ATTENDEE- SATTLER
Total	MN STATE FIRE CHIEFS ASSN		\$650.00		
Paid Chk#	078739	11/8/2019	MN TEAMSTERS-PUBLIC & LAW ENF		
G	101-21707	UNION DUES/FAIR SHARE PAYABL	\$1,672.00	11-2019	TEAMSTERS UNION DUES
Total	MN TEAMSTERS-PUBLIC & LAW ENF		\$1,672.00		
Paid Chk#	078740	11/8/2019	MOLITOR EXCAVATING INC		
E	601-49-493-412	R & M-DISTRIBUTION	\$3,915.00	176-19	N WATER TOWER
E	603-49-850-401	R & M - OTHER	\$8,940.00	196-19	CTY RD 29 AND 14TH AVE NE
Total	MOLITOR EXCAVATING INC		\$12,855.00		
Paid Chk#	078741	11/8/2019	M-R SIGN CO INC		
E	101-43-434-403	TRAFFIC SIGNS	\$10,375.84	206451	SIGNS
E	101-43-434-403	TRAFFIC SIGNS	\$57.00	206452	SIGNS
E	101-43-434-403	TRAFFIC SIGNS	\$255.00	206453	SCHOOL SPEED LIMIT SIGN

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E 101-43-434-403	TRAFFIC SIGNS		\$264.30	206454	NO PARKING SIGN
E 101-43-434-403	TRAFFIC SIGNS		\$569.32	206462	SIGN
Total M-R SIGN CO INC			\$11,521.46		
Paid Chk# 078742	11/8/2019	NCPERS MINNESOTA			
G 101-21706	PERA LIFE INSURANCE PAYABLE		\$64.00	752400112019	PERA LIFE INSURANCE PREMIUM
Total NCPERS MINNESOTA			\$64.00		
Paid Chk# 078743	11/8/2019	O REILLY AUTO PARTS			
E 101-43-434-404	R & M- EQUIPMENT		\$27.24	1572-242630	COPPER PLUG/CARB CLNER- STEETS
E 101-43-434-404	R & M- EQUIPMENT		\$9.97	1572-242743	CABIN FILTER- STREETS
E 101-43-434-404	R & M- EQUIPMENT		\$5.99	1572-243253	OIL FILTER- STREETS
E 101-42-425-404	R & M- EQUIPMENT		\$590.60	1572-243307	BATTEY- PD
E 101-42-422-404	R & M- EQUIPMENT		\$178.41	1572-243372	PIGGY KIT/BAND CLAMP- FD
Total O REILLY AUTO PARTS			\$812.21		
Paid Chk# 078744	11/8/2019	OXYGEN SERVICE COMPANY			
E 101-42-421-210	SUPPLIES/MATERIALS		\$24.83	08302080	MEDICAL OXYGEN
Total OXYGEN SERVICE COMPANY			\$24.83		
Paid Chk# 078745	11/8/2019	PITNEY BOWES GLOBAL FIN SERV L			
E 101-41-414-414	LEASES-EQUIPMENT		\$351.87	3103498155	LEASE CHARGES- CITY HALL
Total PITNEY BOWES GLOBAL FIN SERV L			\$351.87		
Paid Chk# 078746	11/8/2019	POSITIVE PROMOTIONS			
E 101-42-422-429	FIRE PREVENTION SUPPLIES		\$524.49	06399008	FIRE PREVENTION WEEK SUPPLIES
Total POSITIVE PROMOTIONS			\$524.49		
Paid Chk# 078747	11/8/2019	PRAIRIE RESTORATIONS INC			
E 101-41-465-305	CONSULTANTS-OTHER		\$250.00	21383	COOL SEASON GRASS OVER SPRAY- CITY HALL
E 101-45-452-305	CONSULTANTS-OTHER		\$200.00	21384	SAUK RIVER PARK MANAGEMENT
Total PRAIRIE RESTORATIONS INC			\$450.00		
Paid Chk# 078748	11/8/2019	R&H PAINTING			
E 602-49-496-401	R & M - OTHER		\$11,440.00	1013	INSTALL SPECTRASHIELD LINER SYSTEM
Total R&H PAINTING			\$11,440.00		
Paid Chk# 078749	11/8/2019	REPUBLIC SERVICES #891			
E 101-45-451-384	REFUSE		\$338.88	0891-0009508	WASTE- COMM CENTER
E 101-45-451-384	REFUSE		\$159.76	0891-0009508	RECYCLE- COMM CENTER
E 101-42-421-384	REFUSE		\$367.45	0891-0009508	WASTE/RECYCLE- PD
E 101-41-414-384	REFUSE		\$252.43	0891-0009508	WASTE/RECYCLE- CITY HALL
E 101-43-434-384	REFUSE		\$362.97	0891-0009508	WASTE-MAIT
E 101-41-414-384	REFUSE		\$5.95	0891-0009508	ADMIN FEES
E 101-45-452-413	RENTALS		\$84.81	0891-0009515	WATAB
E 101-43-436-413	RENTALS		\$273.70	0891-0009515	COMPOST
E 101-45-452-413	RENTALS		\$56.07	0891-0009515	VAL SMITH
E 101-41-414-384	REFUSE		\$5.95	0891-0009515	ADMIN

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Total REPUBLIC SERVICES #891			\$1,907.97		
Paid Chk# 078750	11/8/2019	SARTELL AREA CHAMBER OF COMMER			
E 223-46-465-305	CONSULTANTS-OTHER		\$875.00	11-2019	EXECUTIVE DIRECTOR CONTRIBUTION
al SARTELL AREA CHAMBER OF COMMER			\$875.00		
Paid Chk# 078751	11/8/2019	SARTELL HARDWARE HANK			
E 101-45-452-210	SUPPLIES/MATERIALS		\$4.99	140939	PLAYGROUND SUPPLIES
E 601-49-493-412	R & M-DISTRIBUTION		\$49.98	141931	MILKHOUSE HEATER- WATER
E 101-42-422-404	R & M- EQUIPMENT		\$21.98	141940	ADJUSTABLE NOZZLE
E 101-43-434-210	SUPPLIES/MATERIALS		\$34.30	142218	UPS PACKAGE- FOUTAIN LIGHT
E 101-42-421-210	SUPPLIES/MATERIALS		\$9.99	142283	LIGHT BULBS- PD
E 101-43-434-210	SUPPLIES/MATERIALS		\$6.99	142474	COMPOST YARD LIGHT
E 101-43-434-210	SUPPLIES/MATERIALS		\$22.47	142482	SUPPLIES- STREETS
E 101-42-421-240	SMALL TOOLS		\$1.68	142551	HEX KEY- PD
E 101-45-451-210	SUPPLIES/MATERIALS		\$13.99	1627	SUPPLIES- COMM CENTER
E 101-45-452-210	SUPPLIES/MATERIALS		\$35.88	218456	ANTIFREEZE- PARKS
E 101-45-452-210	SUPPLIES/MATERIALS		\$32.99	219022	MOUSE/RAT POISON- PARKS
E 101-42-422-210	SUPPLIES/MATERIALS		\$24.99	993	FIRE EXTINGUISHER- FD
Total SARTELL HARDWARE HANK			\$260.23		
Paid Chk# 078752	11/8/2019	SARTELL SCHOOL DISTRICT			
E 101-45-451-206	CONTRACTS PAYMENTS		\$16,166.67	11-2019	COMMUNITY CENTER MGMT SERVICES
Total SARTELL SCHOOL DISTRICT			\$16,166.67		
Paid Chk# 078753	11/8/2019	SIRCHIE FINGER PRINT LABORATOR			
E 101-42-421-210	SUPPLIES/MATERIALS		\$72.90	0422144-IN	EVIDENCE SUPPLIES
Total SIRCHIE FINGER PRINT LABORATOR			\$72.90		
Paid Chk# 078754	11/8/2019	SPECTRUM SUPPLY CO.			
E 101-43-434-210	SUPPLIES/MATERIALS		\$562.25	57693	SUPPLIES
Total SPECTRUM SUPPLY CO.			\$562.25		
Paid Chk# 078755	11/8/2019	STEARNS CNTY RECORDER			
E 101-41-414-305	CONSULTANTS-OTHER		\$25.00	11072019	LANDSHARK
Total STEARNS CNTY RECORDER			\$25.00		
Paid Chk# 078756	11/8/2019	STRACK CONSTRUCTION COMPANY			
E 436-42-360-305	CONSULTANTS-OTHER		\$50,459.24	18111-C8	PUBLIC SAFETY FACILITY
Total STRACK CONSTRUCTION COMPANY			\$50,459.24		
Paid Chk# 078757	11/8/2019	TENVOORDE FORD INC			
E 101-42-421-405	R & M - VEHICLES		\$802.37	5131946	PARTS- PD #16
E 101-42-421-405	R & M - VEHICLES		(\$191.73)	5132002	RETURN- ISOLATOR ASY
E 101-42-421-405	R & M - VEHICLES		\$63.77	5132044	DEFLECTOR- AIR-PD
Total TENVOORDE FORD INC			\$674.41		
Paid Chk# 078758	11/8/2019	USIC LOCATING SERVICES			
E 101-43-434-305	CONSULTANTS-OTHER		\$320.00	355668	STREET LIGHT LOCATES

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Total USIC LOCATING SERVICES			\$320.00		
Paid Chk# 078759	11/8/2019	XCEL ENERGY			
E 101-41-414-381	UTILITY ELECTRICITY		\$720.50	659546321	CITY HALL ELECTRIC
E 101-41-414-383	UTILITY GAS		\$96.97	659546321	CITY HALL GAS
E 101-42-421-381	UTILITY ELECTRICITY		\$872.98	659546321	POLICE ELECTRIC
E 101-42-421-383	UTILITY GAS		\$170.43	659546321	POLICE GAS
E 101-42-422-381	UTILITY ELECTRICITY		\$491.05	659546321	FIRE STATION EELCTRIC
E 101-42-422-383	UTILITY GAS		\$33.10	659546321	FIRE STATION GAS
E 101-42-425-381	UTILITY ELECTRICITY		\$162.32	659546321	CIVIL DEFENSE ELECTRIC
E 101-43-434-381	UTILITY ELECTRICITY		\$1,133.33	659546321	PW BLDG ELECTRIC
E 101-43-434-383	UTILITY GAS		\$157.79	659546321	PW BLDG GAS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING		\$942.20	659546321	STREET LIGHTS/ TRAFFIC SIGNALS
E 221-45-452-381	UTILITY ELECTRICITY		\$166.45	659546321	WELCOME SIGNS
E 101-45-454-381	UTILITY ELECTRICITY		\$170.14	659546321	SKATING RINK ELECTRIC
E 101-45-452-381	UTILITY ELECTRICITY		\$21.02	659546321	PARK ELECTRIC
E 601-49-493-389	UTIL ELEC-TOWERS		\$157.08	659546321	WATER TOWER ELECTRIC
E 601-49-493-388	UTIL ELEC-WELLS		\$1,023.39	659546321	WELL ELECTRIC
E 601-49-493-387	UTIL ELEC-WATER PLANTS		\$6,642.28	659546321	WATER PLANT ELECTRIC
E 601-49-493-382	UTILITY GAS - WATER PLANT		\$711.86	659546321	WATER PLANT GAS
E 602-49-496-381	UTILITY ELECTRICITY		\$5,665.95	659546321	LIFT STATION ELECTRIC
E 101-45-451-381	UTILITY ELECTRICITY		\$3,556.82	659741683	850 19TH ST S
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING		\$40.15	659744032	7 RIVERSIDE DR
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING		\$203.01	659748291	802 12TH ST N
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING		\$67.14	659753029	1107 CENTRAL PARK
E 436-42-360-381	UTILITY ELECTRICITY		\$261.56	659757960	501 PINECONE RD
E 250-49-441-381	UTILITY ELECTRICITY		\$19.45	659766928	514 2 1/2 ST N
Total XCEL ENERGY			\$23,486.97		
Paid Chk# 078760	11/12/2019	BRAUN INTERTEC			
E 433-46-465-305	CONSULTANTS-OTHER		\$1,000.00	B192009	PINECONE ROAD NORTH PROJECT
Total BRAUN INTERTEC			\$1,000.00		
Paid Chk# 078761	11/12/2019	DINGMANN, LUCAS			
E 101-42-422-330	TRANSPORTATION/LODGING		\$174.00	102219	MILEAGE DINGMANN FIRE CHIEF'S CONFERENCE
E 101-42-422-330	TRANSPORTATION/LODGING		\$583.14	102219	LODGING DINGMANN FIRE CHIEF'S CONFERENCE
E 101-42-422-330	TRANSPORTATION/LODGING		\$320.00	102219	PER DIEM DINGMANN FIRE CHIEF'S CONFERENCE
Total DINGMANN, LUCAS			\$1,077.14		
Paid Chk# 078762	11/12/2019	EMERGENCY RESPONSE SOLUTIONS			
E 101-42-422-170	CLOTHING ALLOWANCE		\$559.65	13932	FIREFIGHTER GLOVES
otal EMERGENCY RESPONSE SOLUTIONS			\$559.65		
Paid Chk# 078763	11/12/2019	ERKENS WATER SOFTENER SERV INC			
E 101-42-422-210	SUPPLIES/MATERIALS		\$20.70	160956	SOLAR SALT
otal ERKENS WATER SOFTENER SERV INC			\$20.70		
Paid Chk# 078764	11/12/2019	GILES, RANDALL			
E 101-42-422-330	TRANSPORTATION/LODGING		\$169.36	102219	MILEAGE GILES FIRE CHIEF'S CONFERENCE

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E 101-42-422-330	TRANSPORTATION/LODGING		\$583.14	102219	LODGING GILES FIRE CHIEF'S CONFERENCE
E 101-42-422-330	TRANSPORTATION/LODGING		\$320.00	102219	PER DIEM GILES FIRE CHIEF'S CONFERENCE
Total GILES, RANDALL			\$1,072.50		
Paid Chk# 078765	11/12/2019	OSTLIE, HEIDI			
E 101-41-414-330	TRANSPORTATION/LODGING		\$189.20	111219	NOV 2019 MILEAGE
Total OSTLIE, HEIDI			\$189.20		
Paid Chk# 078766	11/12/2019	RINKE-NOONAN			
E 101-41-465-308	LEGAL		\$1,054.50	305022	ANNEXATION ISSUES
E 101-41-414-308	LEGAL		\$2,166.00	305023	GENERAL MATTERS - LEGAL
E 101-41-465-308	LEGAL		\$313.50	305024	ZONING ORDINANCE
E 101-41-465-308	LEGAL		\$171.50	305025	EASEMENT VACATION AND OUTLOT SALE
E 101-41-465-308	LEGAL		\$85.50	305026	JOINT PLANNING ISSUES
E 101-41-465-308	LEGAL		\$2,105.50	305120	AIM/VERSO SITE
Total RINKE-NOONAN			\$5,896.50		
Paid Chk# 078767	11/12/2019	SARTELL AREA CHAMBER OF COMMER			
G 101-15500	PREPAID EXPENSES		\$230.00	2435	2020 MEMBERSHIP DUES - SARTELL AREA
al SARTELL AREA CHAMBER OF COMMER			\$230.00		
Paid Chk# 078768	11/12/2019	SATTler JR, JAMES R			
E 101-42-422-330	TRANSPORTATION/LODGING		\$583.14	110519	LODGING SATTler MN FIRE CHIEF'S CONFERENCE - DULUTH
E 101-42-422-330	TRANSPORTATION/LODGING		\$169.36	110519	MILEAGE SATTler MN FIRE CHIEF'S CONFERENCE - DULUTH
E 101-42-422-330	TRANSPORTATION/LODGING		\$400.00	110519	PER DIEM SATTler MN FIRE CHIEF'S CONFERENCE - DULUTH
Total SATTler JR, JAMES R			\$1,152.50		
Paid Chk# 078769	11/12/2019	STEARNS CNTY RECORDER			
E 101-41-465-351	RECORDING FEES		\$46.00	201900002947	RECORD EASEMENT
Total STEARNS CNTY RECORDER			\$46.00		
Paid Chk# 078770	11/12/2019	ATLAS FOUNDATION COMPANY LLC			
E 430-46-465-500	CAPITAL OUTLAY		\$245.00	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total ATLAS FOUNDATION COMPANY LLC			\$245.00		
Paid Chk# 078771	11/12/2019	BRAUN INTERTEC			
E 430-46-465-500	CAPITAL OUTLAY		\$815.00	B186959	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total BRAUN INTERTEC			\$815.00		
Paid Chk# 078772	11/12/2019	G & J AWNING & CANVAS INC			
E 430-46-465-500	CAPITAL OUTLAY		\$23,195.00	24598	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
E 430-46-465-500	CAPITAL OUTLAY		\$416.83	24598	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total G & J AWNING & CANVAS INC			\$23,611.83		
Paid Chk# 078773	11/12/2019	HEATER RENTAL SERVICES LLC			
E 430-46-465-500	CAPITAL OUTLAY		\$242.16	15568	LAKE FRANCIS PERF PATIO DRAW #4 FINAL

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Total	HEATER RENTAL SERVICES LLC		\$242.16		
Paid Chk#	078774	11/12/2019	K JOHNSON CONSTRUCTION INC		
E	430-46-465-500	CAPITAL OUTLAY	\$735.00	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	K JOHNSON CONSTRUCTION INC		\$735.00		
Paid Chk#	078775	11/12/2019	LIBERTY ELECTRIC & SECURITY IN		
E	430-46-465-500	CAPITAL OUTLAY	\$295.00	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	LIBERTY ELECTRIC & SECURITY IN		\$295.00		
Paid Chk#	078776	11/12/2019	MARNANTELI S		
E	101-41-411-430	MISCELLANEOUS	\$31.00	111219	11-12-19 SPECIAL COUNCIL MEETING
Total	MARNANTELI S		\$31.00		
Paid Chk#	078777	11/12/2019	MILLER ARCHITECTS/BLDRS LLC		
E	430-46-465-500	CAPITAL OUTLAY	\$6,880.46	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	MILLER ARCHITECTS/BLDRS LLC		\$6,880.46		
Paid Chk#	078778	11/12/2019	MINNESOTA BLACKTOPPING		
E	430-46-465-500	CAPITAL OUTLAY	\$127.50	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	MINNESOTA BLACKTOPPING		\$127.50		
Paid Chk#	078779	11/12/2019	NETTERS WELDING & FABRICATION		
E	430-46-465-500	CAPITAL OUTLAY	\$329.00	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	NETTERS WELDING & FABRICATION		\$329.00		
Paid Chk#	078780	11/12/2019	PIONEER WELDING LLC		
E	430-46-465-500	CAPITAL OUTLAY	\$1,900.00	387	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	PIONEER WELDING LLC		\$1,900.00		
Paid Chk#	078781	11/12/2019	SCHEFERS EXCAVATING INC		
E	430-46-465-500	CAPITAL OUTLAY	\$1,067.50	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	SCHEFERS EXCAVATING INC		\$1,067.50		
Paid Chk#	078782	11/12/2019	VIRNIG PAINTING COMPANY		
E	430-46-465-500	CAPITAL OUTLAY	\$205.00	111219	LAKE FRANCIS PERF PATIO DRAW #4 FINAL
Total	VIRNIG PAINTING COMPANY		\$205.00		
Paid Chk#	078783	11/12/2019	C & L EXCAVATING INC		
E	450-43-431-500	CAPITAL OUTLAY	\$872,118.26	7	2019 EAST SIDE RECONSTRUCTION PROJECT PAY APP 7
Total	C & L EXCAVATING INC		\$872,118.26		
Paid Chk#	078784	11/13/2019	LMC INSURANCE TRUST		
E	101-41-414-360	COMP LIAB INSURANCE	\$1,000.00	5323	DEDUCTIBLE FOR CLAIM
Total	LMC INSURANCE TRUST		\$1,000.00		
Paid Chk#	078785	11/14/2019	BRIAN KLINEFELTER FOUNDATION		
G	101-21708	EMPLOYEE GIVING CONTR PAYAB	\$15.00		EE DONATIONS

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Total	BRIAN KLINEFELTER FOUNDATION		\$15.00		
Paid Chk#	078786	11/14/2019	SARTELL INDEPENDENT POLICE ASN		
G 101-21718	SARTELL IND POLICE ASSOCIATIO		\$184.00		SARTELL IPA CONTRIBUTIONS
Total	SARTELL INDEPENDENT POLICE ASN		\$184.00		
Paid Chk#	078787	11/14/2019	SARTELL ST STEPHEN EDUC FOUND		
G 101-21708	EMPLOYEE GIVING CONTR PAYAB		\$10.00		EE GIVING
Total	SARTELL ST STEPHEN EDUC FOUND		\$10.00		
Paid Chk#	078788	11/18/2019	ADVANCED INTEGRATED TECH		
E 101-42-421-320	COMM/TELE/INTERNET		\$1,530.87	193043677	PD PHONE SERVICES
E 101-42-422-320	COMM/TELE/INTERNET		\$100.51	193043677	FIRE PHONE SERVICES
E 101-41-414-320	COMM/TELE/INTERNET		\$740.49	193043677	CITY HALL PHONE SERVICES
E 101-43-434-320	COMM/TELE/INTERNET		\$61.06	193043677	PW PHONE SERVICES
E 601-49-493-320	COMM/TELE/INTERNET		\$21.79	193043677	WATER PLANT PHONE SERVICES
E 601-49-493-320	COMM/TELE/INTERNET		\$21.79	193043677	WATER PLANT 2 PHONE SERVICES
E 101-43-434-320	COMM/TELE/INTERNET		\$102.94	193043677	PW BLDG PHONE SERVICES
E 601-49-493-320	COMM/TELE/INTERNET		\$21.79	193043677	WATER PLANT 3 PHONE SERVICES
E 101-45-451-320	COMM/TELE/INTERNET		\$264.08	193043677	COMMUNITY CETNER PHONE SERVICE
Total	ADVANCED INTEGRATED TECH		\$2,865.32		
Paid Chk#	078789	11/18/2019	AMERICAN DOOR WORKS		
E 101-43-434-406	R & M - BLDG		\$1,074.06	0216868-IN	REPAIRS
Total	AMERICAN DOOR WORKS		\$1,074.06		
Paid Chk#	078790	11/18/2019	AMERIPRIDE LINEN/APPAREL SERV		
E 101-45-451-406	R & M - BLDG		\$162.26	2201262144	TOWELS, MOPS, MATS, PAPER SERVICES-COMMCENTER
Total	AMERIPRIDE LINEN/APPAREL SERV		\$162.26		
Paid Chk#	078791	11/18/2019	ARNOLD S		
E 101-45-452-404	R & M- EQUIPMENT		\$248.95	FC77972	LAWN MOWER- BRIAN
Total	ARNOLD S		\$248.95		
Paid Chk#	078792	11/18/2019	CDW GOVERNMENT, INC.		
E 101-42-422-240	SMALL TOOLS		\$37.94	VPN5672	NETGEAR/STARTECH 12FT- FD
E 601-49-493-210	SUPPLIES/MATERIALS		\$290.16	VPQ9386	CYBEROWER- BEMBOOM
E 101-42-422-240	SMALL TOOLS		(\$31.01)	VRB1309	RETURN-NETGEAR- FD
Total	CDW GOVERNMENT, INC.		\$297.09		
Paid Chk#	078793	11/18/2019	CENTRAL LOCKSMITHS		
E 601-49-493-210	SUPPLIES/MATERIALS		\$10.00	358116	KEY MARK
Total	CENTRAL LOCKSMITHS		\$10.00		
Paid Chk#	078794	11/18/2019	CORE & MAIN LP		
E 601-49-493-412	R & M-DISTRIBUTION		\$81.11	L485059	MAIN VLV RBR URETHANE
Total	CORE & MAIN LP		\$81.11		

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Paid Chk#	078795	11/18/2019	DESIGN ELECTRIC INC		
E 101-43-434-403	TRAFFIC SIGNS		\$151.65	11083	REPAIR 4TH ST/PINECONE SCHOOL CROSSING
E 601-49-493-412	R & M-DISTRIBUTION		\$840.89	11084	EAST WATER TOWER AVIATION LIGHT TRIPPING BREAKER
E 101-43-434-417	STREET LIGHT REPAIRS		\$774.82	11085	REPAIR 2 LIGHTS ON SCOUT DR
E 101-42-421-406	R & M - BLDG		\$135.00	11086	REPAIR EXHAUST FANS- PD
E 101-43-434-401	R & M - OTHER		\$467.73	11087	CHECK FOUNTAIN LIGHT AT LAKE FRANCIS
E 101-43-434-401	R & M - OTHER		\$328.99	11088	DISCONNECT POWER TO SIGN AT 125 PINECONE RD N
E 101-45-453-401	R & M - OTHER		\$135.00	11089	DISCONNECT POWER TO WATAB POOL WEEK OF OCT 23RD
E 101-43-434-417	STREET LIGHT REPAIRS		\$6,283.00	11090	ORDER AND INSTALL REPLACEMENT CYCLONE LIGHT POLE AT HERITAGE AND 7TH
	Total	DESIGN ELECTRIC INC	\$9,117.08		
Paid Chk#	078796	11/18/2019	EVOQUA WATER TECHNOLOGIES LLC		
E 602-49-496-210	SUPPLIES/MATERIALS		\$2,440.00	904222074	ODOR CONTROL
	Total	EVOQUA WATER TECHNOLOGIES LLC	\$2,440.00		
Paid Chk#	078797	11/18/2019	FLAHERTY & HOOD PA		
E 601-49-414-308	LEGAL		\$2,188.80	13803	LAGOON #3 LEGISLATIVE
E 601-49-414-308	LEGAL		\$2,598.75	13804	ENVIRONMENTAL LEGAL SERVICES
	Total	FLAHERTY & HOOD PA	\$4,787.55		
Paid Chk#	078798	11/18/2019	FSSOLUTIONS		
E 101-43-434-305	CONSULTANTS-OTHER		\$97.95	FL00336362	BREATH TEST/DOT URINE TEST
	Total	FSSOLUTIONS	\$97.95		
Paid Chk#	078799	11/18/2019	GRAY, MATT		
E 101-42-421-330	TRANSPORTATION/LODGING		\$33.02	11092019	REIMB ALICE TRAINING
	Total	GRAY, MATT	\$33.02		
Paid Chk#	078800	11/18/2019	HACH COMPANY		
E 601-49-493-210	SUPPLIES/MATERIALS		\$667.63	11714612	SUPPLIES
	Total	HACH COMPANY	\$667.63		
Paid Chk#	078801	11/18/2019	ICKLER MACHINE COMPANY		
E 101-43-434-210	SUPPLIES/MATERIALS		\$49.77	19-84552	SUPPLIES-SHOP
	Total	ICKLER MACHINE COMPANY	\$49.77		
Paid Chk#	078802	11/18/2019	JOHN DEERE FINANCIAL		
E 101-45-452-404	R & M- EQUIPMENT		\$100.49	2037560	LAWN MOWER- BRIANS
	Total	JOHN DEERE FINANCIAL	\$100.49		
Paid Chk#	078803	11/18/2019	KIMS KLEANING		
E 101-42-421-409	CONTRACTED CLEANING		\$560.00	999061	PD CLEANING
E 101-43-434-409	CONTRACTED CLEANING		\$450.00	999061	MAINT CLEANING
E 101-42-422-409	CONTRACTED CLEANING		\$70.00	999061	FIRE DEPT CLEANING
	Total	KIMS KLEANING	\$1,080.00		

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Paid Chk# 078804	11/18/2019	LAWSON PRODUCTS INC			
E 101-43-434-210	SUPPLIES/MATERIALS		\$386.55	9307140912	SUPPLIES
Total	LAWSON PRODUCTS INC		\$386.55		
Paid Chk# 078805	11/18/2019	MARCO TECHNOLOGIES LLC NW7128			
E 101-42-422-414	LEASES-EQUIPMENT		\$17.50	INV6994170	CONTRACT PAYMENT- FD
Total	MARCO TECHNOLOGIES LLC NW7128		\$17.50		
Paid Chk# 078806	11/18/2019	MINNESOTA PAVING & MATERIALS			
E 101-43-434-210	SUPPLIES/MATERIALS		\$3,921.00	1553621	COLD MIX
Total	MINNESOTA PAVING & MATERIALS		\$3,921.00		
Paid Chk# 078807	11/18/2019	MUSTANG SIGNS & GRAPHICS			
E 101-42-421-405	R & M - VEHICLES		\$357.08	23264	SQUAD GRAPHICS
Total	MUSTANG SIGNS & GRAPHICS		\$357.08		
Paid Chk# 078808	11/18/2019	NORTHWEST ASSOCIATED CONSULTAN			
E 101-41-465-305	CONSULTANTS-OTHER		\$596.02	24522	ORDERLY ANNEXATION STUDY
Total	NORTHWEST ASSOCIATED CONSULTAN		\$596.02		
Paid Chk# 078809	11/18/2019	NUSS TRUCK AND EQUIPMENT			
E 101-43-434-404	R & M- EQUIPMENT		\$155.44	351285	REPAIR VOLVO
Total	NUSS TRUCK AND EQUIPMENT		\$155.44		
Paid Chk# 078810	11/18/2019	O REILLY AUTO PARTS			
E 101-43-434-210	SUPPLIES/MATERIALS		\$3.31	1572-243511	MALE CONN- SHOP
E 101-42-422-210	SUPPLIES/MATERIALS		\$3.97	1572-243514	MALE CONN- FIRE DEPT
E 101-43-434-210	SUPPLIES/MATERIALS		(\$3.31)	1572-243528	RETURNED- MALE CONN
E 101-45-452-404	R & M- EQUIPMENT		\$35.89	1572-243642	FILTERS- PARKS
E 101-45-452-404	R & M- EQUIPMENT		\$87.89	1572-243697	FUEL FILTER
E 101-43-434-405	R & M - VEHICLES		\$97.40	1572-244160	SENSOR- SHOP
Total	O REILLY AUTO PARTS		\$225.15		
Paid Chk# 078811	11/18/2019	PROFESSIONAL OFFICE SERV INC			
E 601-49-414-354	PRINTING AND BINDING		\$8.75	003008329	UTILITY BILLS
E 602-49-414-354	PRINTING AND BINDING		\$8.75	003008329	UTILITY BILLS
Total	PROFESSIONAL OFFICE SERV INC		\$17.50		
Paid Chk# 078812	11/18/2019	RDO EQUIPMENT CO			
E 101-43-434-210	SUPPLIES/MATERIALS		(\$281.36)	P41957	CREDIT- SUPPLIES
E 101-43-434-404	R & M- EQUIPMENT		\$165.67	P45034	REPAIRS
E 101-43-434-210	SUPPLIES/MATERIALS		\$186.14	P45692	SUPPLIES- STREETS
Total	RDO EQUIPMENT CO		\$70.45		
Paid Chk# 078813	11/18/2019	SARTELL HARDWARE HANK			
E 601-49-493-210	SUPPLIES/MATERIALS		\$12.99	1003	SUPPLIES
E 101-45-452-210	SUPPLIES/MATERIALS		\$4.99	141529	SUPPLIES- PARKS
E 101-43-434-210	SUPPLIES/MATERIALS		\$7.99	141756	TIES
E 101-43-434-210	SUPPLIES/MATERIALS		(\$7.99)	141757	RE USABLE TIES- RETURN

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E 101-43-434-210	SUPPLIES/MATERIALS	\$7.99	141843	CYLINDER- STREETS
E 101-42-421-240	SMALL TOOLS	\$8.53	142907	HEX KEY- PD
E 101-45-451-210	SUPPLIES/MATERIALS	\$8.99	2059	LIGHTCLIP- COMM CENTER
Total SARTELL HARDWARE HANK		\$43.49		
<hr/>				
Paid Chk# 078814	11/18/2019	STEARNS ELECTRIC ASSOCIATION		
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$34.00	11132019	20TH AVE S LIGHTING
E 602-49-496-381	UTILITY ELECTRICITY	\$125.96	11132019	LIFT STATION
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$1,604.40	11132019	PINE TREE POND LIGHTING
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$98.00	11132019	PINECONE ROAD N LIGHT CKT
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$176.40	11132019	PINECONE ROAD S LIGHT CKT
E 101-42-425-381	UTILITY ELECTRICITY	\$24.75	11132019	SIREN FERCHÉ SOUTH
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$64.26	11132019	2 1/2 STREET LIGHT CKT
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$40.09	11132019	1021 19TH AVE
E 101-43-436-381	UTILITY ELECTRICITY	\$50.60	11132019	COMPOST SITE ELECTRIC
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$54.78	11132019	MADISON CROSSING LIGHTING
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$24.90	11132019	NEWPORT II STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$29.88	11132019	AVALON VILLAGE 5 STR LIGHT
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$14.94	11132019	FOX RUN III STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$19.92	11132019	TIFFANY MEADOWS STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$9.96	11132019	PINE LAKE VILLAGE STR LIGHTS
E 101-42-425-381	UTILITY ELECTRICITY	\$26.64	11132019	FOX RUN SIREN
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$42.81	11132019	SIERRA LOOP STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$48.71	11132019	15TH ST S STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$38.20	11132019	SCOUT DR & UTAH RD STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$45.67	11132019	1300 PINECONE RD S STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$39.88	11132019	1729 PINECONE RD S STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$49.34	11132019	ST LIGHT CKT/2ND ST & THEISEN
E 601-49-493-387	UTIL ELEC-WATER PLANTS	\$2,615.29	11132019	1201 COUNTY RD 4 - WATER PLANT
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$41.35	11132019	1901 11TH ST N STR LIGHTS
E 601-49-493-388	UTIL ELEC-WELLS	\$1,319.31	11132019	WELLS 15 & 16 ELECTRIC
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$24.90	11132019	AVALON VILLAGE PLATS 7 & 8 LGT
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$39.67	11132019	NEXT TO 2063 SANDSTONE LOOP N
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$19.92	11132019	SANDSTONE VLG STR LIGHTS
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$31.00	11142019	2155 4TH ST NORTH
Total STEARNS ELECTRIC ASSOCIATION		\$6,755.53		
<hr/>				
Paid Chk# 078815	11/18/2019	THEIS, CATHY		
E 101-42-421-305	CONSULTANTS-OTHER	\$0.00	21-2019	PROF SERVICES
E 101-42-421-305	CONSULTANTS-OTHER	\$0.00	22-2019	PROF SERVICES
E 101-42-421-305	CONSULTANTS-OTHER	\$20.00	23-2019	PROF SERVICES
Total THEIS, CATHY		\$20.00		
<hr/>				
Paid Chk# 078816	11/18/2019	TRAUT COMPANIES		
E 601-49-493-314	WATER TESTING	\$50.00	313415	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	313457	WATER TESTING
E 601-49-493-314	WATER TESTING	\$150.00	313535	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	313724	WATER TESTING

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E 601-49-493-314	WATER TESTING	\$50.00	313737	WATER TESTING
E 601-49-493-314	WATER TESTING	\$75.00	313789	WATER TESTING
E 601-49-493-314	WATER TESTING	\$100.00	313864	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	313955	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	313968	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314174	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314194	WATER TESTING
E 601-49-493-314	WATER TESTING	\$75.00	314261	WATER TESTING
E 601-49-493-314	WATER TESTING	\$100.00	314381	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314476	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314538	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314564	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	314712	WATER TESTING
E 601-49-493-314	WATER TESTING	\$75.00	314824	WATER TESTING
E 601-49-493-314	WATER TESTING	\$100.00	315193	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	315229	WATER TESTING
E 601-49-493-314	WATER TESTING	\$100.00	315485	WATER TESTING
E 601-49-493-314	WATER TESTING	\$50.00	315845	WATER TESTING
E 601-49-493-314	WATER TESTING	\$25.00	316124	WATER TESTING
Total TRAUT COMPANIES		\$1,500.00		
<hr/>				
Paid Chk# 078817	11/18/2019	USIC LOCATING SERVICES		
E 101-43-434-305	CONSULTANTS-OTHER	\$240.00	356454	STREET LIGHT LOCATES
Total USIC LOCATING SERVICES		\$240.00		
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Paid Chk# 078818	11/18/2019	VERIZON WIRELESS		
E 101-42-422-320	COMM/TELE/INTERNET	\$70.02	9841218326	JET PACKS-FD
E 101-42-421-320	COMM/TELE/INTERNET	\$1,558.48	9841218326	PD PHONES
E 602-49-496-320	COMM/TELE/INTERNET	\$35.01	9841218326	UTILITY
E 601-49-493-320	COMM/TELE/INTERNET	\$35.01	9841218326	UTILITY
E 221-45-452-320	COMM/TELE/INTERNET	\$10.02	9841539856	PCRS SIGNS
E 602-49-496-320	COMM/TELE/INTERNET	\$350.30	9841539856	LIFT STATION
Total VERIZON WIRELESS		\$2,058.84		
<hr/>				
Paid Chk# 078819	11/18/2019	XCEL ENERGY		
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$8,104.45	660273565	125 PINECONE RD
E 436-42-360-381	UTILITY ELECTRICITY	\$317.55	660633805	501 PINECONE RD TEMP
Total XCEL ENERGY		\$8,422.00		
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Paid Chk# 078820	11/22/2019	AMERIPRIDE LINEN/APPAREL SERV		
E 101-43-434-170	CLOTHING ALLOWANCE	\$46.12	2201262044	UNIFORMS
E 101-45-452-170	CLOTHING ALLOWANCE	\$31.46	2201262044	UNIFORMS
E 601-49-493-170	CLOTHING ALLOWANCE	\$40.90	2201262044	UNIFORMS
E 602-49-496-170	CLOTHING ALLOWANCE	\$7.86	2201262044	UNIFORMS
E 101-43-434-406	R & M - BLDG	\$36.02	2201262044	MATS, MOPS, TOWELS - SHOP
E 101-43-434-170	CLOTHING ALLOWANCE	\$46.12	2201265076	UNIFORMS
E 101-45-452-170	CLOTHING ALLOWANCE	\$31.46	2201265076	UNIFORMS
E 601-49-493-170	CLOTHING ALLOWANCE	\$40.90	2201265076	UNIFORMS

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E 602-49-496-170	CLOTHING ALLOWANCE		\$7.86	2201265076	UNIFORMS
E 101-43-434-406	R & M - BLDG		\$117.45	2201265076	MOPS, MATS, TOWELS- SHOP
E 101-43-434-406	R & M - BLDG		\$32.28	2201265079	TOWELS, MOPS, MATS- UTILITY SHOP
E 101-41-414-406	R & M - BLDG		\$46.55	2201265104	MATS, PAPER SERIVCES- CITY HALL
Total AMERIPRIDE LINEN/APPAREL SERV			\$484.98		
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Paid Chk# 078821	11/22/2019	CENTRAL LOCKSMITHS			
E 602-49-496-210	SUPPLIES/MATERIALS		\$65.00	358252	MEDECO PADLOCK BODY
Total CENTRAL LOCKSMITHS			\$65.00		
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Paid Chk# 078822	11/22/2019	CITY OF ST CLOUD			
E 602-49-497-315	TREATMENT		\$93,251.56	AR017696	OCT 2019 WW TREATMENT CHARGES
E 602-49-496-401	R & M - OTHER		\$61,385.25	AR017696	OCT 2019 WW RUE PROJECT
E 602-49-496-401	R & M - OTHER		\$21,682.83	AR017696	OCT 2019 WW NR2 DEBT SERVICES
E 602-49-496-401	R & M - OTHER		\$20,876.12	AR017696	OCT 2019 SERVICE CHARGES
Total CITY OF ST CLOUD			\$197,195.76		
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Paid Chk# 078823	11/22/2019	COILS FLAGS & FLAGPOLES			
E 101-43-434-210	SUPPLIES/MATERIALS		\$436.00	1181	NYLON MN O/D
Total COILS FLAGS & FLAGPOLES			\$436.00		
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Paid Chk# 078824	11/22/2019	ERICA & SHANNON MOHS			
R 601-49-400-37710	WATER SALES		\$217.49	11142019	000000315701
Total ERICA & SHANNON MOHS			\$217.49		
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Paid Chk# 078825	11/22/2019	GILLUND ENTERPRISES			
E 601-49-493-210	SUPPLIES/MATERIALS		\$78.41	865995	DIESEL FUEL ANTIGELL
E 101-43-434-210	SUPPLIES/MATERIALS		\$78.41	865995	DIESEL FUEL ANTIGELL
E 101-42-422-210	SUPPLIES/MATERIALS		\$78.41	865995	DIESEL FUEL ANTIGELL
E 101-42-421-210	SUPPLIES/MATERIALS		\$78.40	865995	DIESEL FUEL ANTIGELL
E 602-49-496-210	SUPPLIES/MATERIALS		\$78.41	865995	DIESEL FUEL ANTIGELL
Total GILLUND ENTERPRISES			\$392.04		
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Paid Chk# 078826	11/22/2019	GRAINGER			
E 101-43-434-210	SUPPLIES/MATERIALS		\$41.28	9362478423	WINDOW SQUEEGEE
Total GRAINGER			\$41.28		
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Paid Chk# 078827	11/22/2019	GRANITE PEST CONTROL LLC			
E 101-42-421-305	CONSULTANTS-OTHER		\$125.00	95385	PEST CONTROLL- PD
E 101-41-414-305	CONSULTANTS-OTHER		\$91.00	95386	PEST CONTROL- CITY HALL
Total GRANITE PEST CONTROL LLC			\$216.00		
<hr/>					
Paid Chk# 078828	11/22/2019	HANDYMAN S INC.			
E 101-45-451-406	R & M - BLDG		\$29.48	170483	FAUCET CORE- COMM CENTER
Total HANDYMAN S INC.			\$29.48		
<hr/>					
Paid Chk# 078829	11/22/2019	HILLYARD/HUTCHINSON			
E 101-45-451-210	SUPPLIES/MATERIALS		\$510.56	603665397	BAGS FOR VACUUM/CLEANER/DEFOAMER

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Total HILLYARD/HUTCHINSON			\$510.56		
Paid Chk# 078830	11/22/2019	JIMS SNOWMOBILE & MARINE INC			
E 101-45-452-404	R & M- EQUIPMENT		\$102.59	1093031	SNOWMOBLIE- PARKS
Total JIMS SNOWMOBILE & MARINE INC			\$102.59		
Paid Chk# 078831	11/22/2019	KEVIN MULCAHLY			
R 601-49-400-37710	WATER SALES		\$52.44	11142019	000000080303
Total KEVIN MULCAHLY			\$52.44		
Paid Chk# 078832	11/22/2019	KODIAK POWER SYSTEMS, INC			
E 101-43-434-404	R & M- EQUIPMENT		\$2,520.00	KPS0459	LIFT STATION #1/#3/PW/PD/PORTABLE GENERATOR
Total KODIAK POWER SYSTEMS, INC			\$2,520.00		
Paid Chk# 078833	11/22/2019	LOCATORS & SUPPLIES INC			
E 101-43-434-210	SUPPLIES/MATERIALS		\$373.15	0280891-IN	SUPPLIES
Total LOCATORS & SUPPLIES INC			\$373.15		
Paid Chk# 078834	11/22/2019	MARCO TECHNOLOGIES LLC-COPIERS			
E 101-42-421-414	LEASES-EQUIPMENT		\$329.22	400118618	CONTRACT PAYMENT- PD
tal MARCO TECHNOLOGIES LLC-COPIERS			\$329.22		
Paid Chk# 078835	11/22/2019	MENARDS			
E 101-43-434-210	SUPPLIES/MATERIALS		\$391.51	28539	SIDE WALK SALT
Total MENARDS			\$391.51		
Paid Chk# 078836	11/22/2019	MICHAEL/JOLENE SINGH			
R 601-49-400-37710	WATER SALES		\$77.03	11142019	000000398601
Total MICHAEL/JOLENE SINGH			\$77.03		
Paid Chk# 078837	11/22/2019	MICHELLE WILLIAMS			
R 601-49-400-37710	WATER SALES		\$31.20	11142019	000000414201
Total MICHELLE WILLIAMS			\$31.20		
Paid Chk# 078838	11/22/2019	MIMBACH FLEET SUPPLY			
E 101-43-434-210	SUPPLIES/MATERIALS		\$201.87	160592	TOP WORK RUBBER
Total MIMBACH FLEET SUPPLY			\$201.87		
Paid Chk# 078839	11/22/2019	MN CHIEFS OF POLICE ASSN			
E 101-42-421-434	DUES & SUBSCRIPTIONS		\$351.00	9923	MEMBERSHIP RENEWAL 2020
Total MN CHIEFS OF POLICE ASSN			\$351.00		
Paid Chk# 078840	11/22/2019	NCPERS MINNESOTA			
G 101-21706	PERA LIFE INSURANCE PAYABLE		\$64.00	752400122019	DEC PERA LIFE INSURANCE PREMIUM
Total NCPERS MINNESOTA			\$64.00		
Paid Chk# 078841	11/22/2019	O REILLY AUTO PARTS			
E 101-43-434-210	SUPPLIES/MATERIALS		\$138.54	1572-242605	HYD FITTING- SHOP
E 101-43-434-405	R & M - VEHICLES		\$85.48	1572-244544	TPMS SENSOR- STREETS

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E 101-42-421-405	R & M - VEHICLES	\$5.99	1572-244966		TOGGLE SWITCH- PD
	Total O REILLY AUTO PARTS	\$230.01			
Paid Chk# 078842	11/22/2019	OFFICE DEPOT OFFICE MAX			
E 101-41-414-200	OFFICE SUPPLIES	\$31.99	388282372001		LABLES- CITY
E 101-41-414-200	OFFICE SUPPLIES	\$85.09	388958507001		PAPER- CITY
E 101-41-414-200	OFFICE SUPPLIES	\$6.87	388959367001		PENS- CITY
E 101-41-414-200	OFFICE SUPPLIES	(\$6.87)	390317869001		PENS RETURNED- CITY
E 101-42-422-200	OFFICE SUPPLIES	\$58.19	391125366001		TONER- FD
E 101-41-414-200	OFFICE SUPPLIES	\$26.00	393030488001		POST ITS FLAGS- CITY
E 101-45-451-200	OFFICE SUPPLIES	\$279.18	393660427001		OFFICE SUPPLIES- COMM CENTER
	Total OFFICE DEPOT OFFICE MAX	\$480.45			
Paid Chk# 078843	11/22/2019	OPG3 INC			
E 101-41-414-203	SOFTWARE/SUPPORT FEES	\$2,824.00	3686		LASERFICHE ANNUAL FEES- 2019
	Total OPG3 INC	\$2,824.00			
Paid Chk# 078844	11/22/2019	OXYGEN SERVICE COMPANY			
E 101-42-421-210	SUPPLIES/MATERIALS	\$24.83	08304548		MEDICAL OXYGEN
	Total OXYGEN SERVICE COMPANY	\$24.83			
Paid Chk# 078845	11/22/2019	PATRICK/ROBIN MARUSHIN			
R 601-49-400-37710	WATER SALES	\$240.74	11142019		000000143201
	Total PATRICK/ROBIN MARUSHIN	\$240.74			
Paid Chk# 078846	11/22/2019	POWERHOUSE OUTDOOR EQUIP INC			
E 101-45-452-404	R & M- EQUIPMENT	\$104.78	539336		FILTERS- PARKS
	Total POWERHOUSE OUTDOOR EQUIP INC	\$104.78			
Paid Chk# 078847	11/22/2019	SARTELL HARDWARE HANK			
E 101-43-434-404	R & M- EQUIPMENT	\$4.59	2173		ANCHOR SHACKLE- KUBOTA
E 101-43-434-210	SUPPLIES/MATERIALS	\$5.99	2203		SPRAY PAINT- SHOP
E 601-49-493-314	WATER TESTING	\$8.42	2442		UPS PACKAGE- WATER
E 101-43-434-210	SUPPLIES/MATERIALS	\$139.99	2452		TARP- PW
E 101-43-434-210	SUPPLIES/MATERIALS	\$11.92	2497		XMAS LIGHTS
	Total SARTELL HARDWARE HANK	\$170.91			
Paid Chk# 078848	11/22/2019	SHIFT TECHNOLOGIES INC			
E 101-43-434-203	SOFTWARE/SUPPORT FEES	\$118.00	53609		BACKUP SOFTWARE- JOHN/JEFF
E 101-41-414-203	SOFTWARE/SUPPORT FEES	\$963.60	53612		SOFTWARE- CITY HALL
E 101-42-422-203	SOFTWARE/SUPPORT FEES	\$221.40	53613		FD REPAIR
	Total SHIFT TECHNOLOGIES INC	\$1,303.00			
Paid Chk# 078849	11/22/2019	SMITH, WESLEY			
R 601-49-400-37710	WATER SALES	\$312.56	1106 17TH ST		REIMB FINAL OVERPAYMENT ON UTILITY
	Total SMITH, WESLEY	\$312.56			
Paid Chk# 078850	11/22/2019	SWITCHBOARD ADVERTISING LLC			

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E 101-41-465-305	CONSULTANTS-OTHER	\$2,750.00	11202019	PHOTOGRAPHY AND STORYTELLING DAY-PAYMENT 2/2
Total	SWITCHBOARD ADVERTISING LLC	\$2,750.00		
Paid Chk# 078851	11/22/2019	TENVOORDE FORD INC		
E 101-43-434-405	R & M - VEHICLES	\$28.64	5132454	HANDEL SEAT B- STREETS
E 101-42-421-405	R & M - VEHICLES	\$83.62	5132454	TPMS SENSOR KIT- PD
Total	TENVOORDE FORD INC	\$112.26		
Paid Chk# 078852	11/22/2019	THOMAS TOOL & SUPPLY, INC.		
E 101-43-434-210	SUPPLIES/MATERIALS	\$44.93	M08076	BLADE PULLY
Total	THOMAS TOOL & SUPPLY, INC.	\$44.93		
Paid Chk# 078853	11/22/2019	TIREMAXX SERVICE CENTERS		
E 101-45-452-404	R & M- EQUIPMENT	\$36.00	276524	CARLISLE- PARKS
Total	TIREMAXX SERVICE CENTERS	\$36.00		
Paid Chk# 078854	11/22/2019	TOTAL CONTROL SYSTEMS INC		
E 601-49-493-305	CONSULTANTS-OTHER	\$1,502.40	9060	INTERNAL FAN ON BACKWASH PUMP- SOUTH WTP
Total	TOTAL CONTROL SYSTEMS INC	\$1,502.40		
Paid Chk# 078855	11/22/2019	TRAUT COMPANIES		
E 101-45-452-401	R & M - OTHER	\$1,140.00	311452	SPRINKLER SYSTEM BLOWOUT CHAMPIONFIELD & PINECONE
E 101-45-452-401	R & M - OTHER	\$480.00	311453	BLOWOUT SPRINKLERS- PINECONE PARK
E 601-49-493-314	WATER TESTING	\$110.00	321244	WATER TESTING
E 601-49-493-314	WATER TESTING	\$100.00	321314	WATER TESTING
Total	TRAUT COMPANIES	\$1,830.00		
Paid Chk# 078856	11/22/2019	USIC LOCATING SERVICES		
E 101-43-434-305	CONSULTANTS-OTHER	\$334.00	356759	STREET LIGHT LOCATES
Total	USIC LOCATING SERVICES	\$334.00		
Paid Chk# 078857	11/22/2019	WACOSA		
E 101-41-414-409	CONTRACTED CLEANING	\$314.60	6645	CITY HALL CLEANING
Total	WACOSA	\$314.60		
Paid Chk# 078858	11/22/2019	XCEL ENERGY		
E 101-43-434-386	UTIL-PROTECTIVE LIGHTING	\$1,673.57	661293992	125 PINECONE RD N
Total	XCEL ENERGY	\$1,673.57		
Paid Chk# 078859	11/26/2019	BRIAN KLINEFELTER FOUNDATION		
G 101-21708	EMPLOYEE GIVING CONTR PAYAB	\$40.00		EE DONATIONS
Total	BRIAN KLINEFELTER FOUNDATION	\$40.00		
Paid Chk# 078860	11/26/2019	SARTELL ST STEPHEN EDUC FOUND		
G 101-21708	EMPLOYEE GIVING CONTR PAYAB	\$10.00		EE GIVING
Total	SARTELL ST STEPHEN EDUC FOUND	\$10.00		
Paid Chk# 078861	11/27/2019	AMERIPRIDE LINEN/APPAREL SERV		

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E 601-49-493-406	R & M - BLDG	\$47.36	2201267436	TOWELS, MOPS, MATS- EAST WATER PLANT
E 101-43-434-170	CLOTHING ALLOWANCE	\$48.03	2201267461	UNIFORMS
E 101-45-452-170	CLOTHING ALLOWANCE	\$33.65	2201267461	UNIFORMS
E 601-49-493-170	CLOTHING ALLOWANCE	\$40.31	2201267461	UNIFORMS
E 602-49-496-170	CLOTHING ALLOWANCE	\$7.75	2201267461	UNIFORMS
E 101-43-434-406	R & M - BLDG	\$30.92	2201267461	MOPS, MATS- SHOP
E 601-49-493-406	R & M - BLDG	\$50.04	2201267480	TOWELS, MOPS, MATS- NW WATER PLANT
E 601-49-493-406	R & M - BLDG	\$40.19	2201267524	SW WATER PLANT
E 101-45-451-406	R & M - BLDG	\$194.01	2201267526	TOWELS, MOPS, MATS- COMM CENTER
E 101-43-434-406	R & M - BLDG	\$77.18	2210094276	2 PLY PAPER- MAINT SHOP
Total AMERIPRIDE LINEN/APPAREL SERV		\$569.44		
Paid Chk# 078862	11/27/2019 BATTERBERRY-HECIMOVICH, JOHN			
E 101-42-421-330	TRANSPORTATION/LODGING	\$25.72	11212019	REIMB MEALS- CIT MN TRAINING
Total BATTERBERRY-HECIMOVICH, JOHN		\$25.72		
Paid Chk# 078863	11/27/2019 BRAUN INTERTEC			
E 450-43-431-305	CONSULTANTS-OTHER	\$5,524.75	B194290	2019 EAST SIDE RECON- PROJECT # SARTELL 145169
Total BRAUN INTERTEC		\$5,524.75		
Paid Chk# 078864	11/27/2019 CDW GOVERNMENT, INC.			
E 101-41-414-430	MISCELLANEOUS	\$114.44	VSX5383	SCANNER ROLLERS-AMBER/JILL
Total CDW GOVERNMENT, INC.		\$114.44		
Paid Chk# 078865	11/27/2019 COLONIAL LIFE			
G 101-21716	COLONIAL ACCIDENT & CANCER I	\$410.23	3506136-1201	BCN: E3506136 VOL LIFE INSURANCE
Total COLONIAL LIFE		\$410.23		
Paid Chk# 078866	11/27/2019 CYRUS/MARGARET SWENSON			
R 601-49-400-37710	WATER SALES	\$132.00	11252019	000000253601
Total CYRUS/MARGARET SWENSON		\$132.00		
Paid Chk# 078867	11/27/2019 DARREL NEMETH INC			
E 101-42-424-336	ELECTRICAL INSPECTIONS	\$2,098.65	11-2019	ELECTRICAL PERMIT INSPECTIONS
Total DARREL NEMETH INC		\$2,098.65		
Paid Chk# 078868	11/27/2019 EMERGENCY AUTOMOTIVE TECH INC			
E 412-42-421-500	CAPITAL OUTLAY	\$238.54	AW102819-4	SETINA FLAT PANEL KIT/ NEW SQUAD EQUIPMENT
Total EMERGENCY AUTOMOTIVE TECH INC		\$238.54		
Paid Chk# 078869	11/27/2019 GRANITE CITY DETAILING			
E 101-42-421-405	R & M - VEHICLES	\$80.00	3718	NEW CAR CLEAN-PD
Total GRANITE CITY DETAILING		\$80.00		
Paid Chk# 078870	11/27/2019 GROSZ, CURT			
E 101-42-421-330	TRANSPORTATION/LODGING	\$5.00	10282019	REIMB TZD CONFERENCE
Total GROSZ, CURT		\$5.00		

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Paid Chk# 078871	11/27/2019	INTERSTATE ALL BATTERY CTR			
E 101-42-421-405	R & M - VEHICLES		\$381.90	192230101037	AUTOMOTIVE BATTERY- PD
Total	INTERSTATE ALL BATTERY CTR		\$381.90		
Paid Chk# 078872	11/27/2019	JESSICA/TIMOTHY ROWEN			
R 601-49-400-37710	WATER SALES		\$174.00	11252019	000000055202
Total	JESSICA/TIMOTHY ROWEN		\$174.00		
Paid Chk# 078873	11/27/2019	LANDSCAPE STRUCTURES INCL			
E 435-45-452-500	CAPITAL OUTLAY		\$87,707.76	INV-081538	WATAB PARK PLAYGROUND
Total	LANDSCAPE STRUCTURES INCL		\$87,707.76		
Paid Chk# 078874	11/27/2019	MARUDAS PRINT SERVICES			
E 101-41-414-354	PRINTING AND BINDING		\$309.89	28438	LASER A/P CHECKS
Total	MARUDAS PRINT SERVICES		\$309.89		
Paid Chk# 078875	11/27/2019	MILLER, JORDAN JAMES			
E 101-42-421-330	TRANSPORTATION/LODGING		\$55.29	11262019	REIMB MEALS/MILEAGE- CIT TRAINING
Total	MILLER, JORDAN JAMES		\$55.29		
Paid Chk# 078876	11/27/2019	MN DEPT OF HEALTH			
G 601-20819	SAFE DRINKING WATER ACT		\$7,552.00	4THQTR2019	4TH QTR 2019
Total	MN DEPT OF HEALTH		\$7,552.00		
Paid Chk# 078877	11/27/2019	PAUL ORNDORFF			
R 601-49-400-37710	WATER SALES		\$201.12	11252019	000000100101
Total	PAUL ORNDORFF		\$201.12		
Paid Chk# 078878	11/27/2019	PEKAREK, JASON			
R 101-42-424-32210	BUILDING PERMIT		\$35.00	11072019	REFUND OF BUILDING PERMIT
Total	PEKAREK, JASON		\$35.00		
Paid Chk# 078879	11/27/2019	PURCHASE POWER-PITNEY BOWES			
E 101-41-414-322	POSTAGE		\$366.61	11252019	POSTAGE- CITY HALL
Total	PURCHASE POWER-PITNEY BOWES		\$366.61		
Paid Chk# 078880	11/27/2019	RDO EQUIPMENT CO			
E 101-43-434-210	SUPPLIES/MATERIALS		\$281.36	P41957A	PAYMENT- SUPPLIES
Total	RDO EQUIPMENT CO		\$281.36		
Paid Chk# 078881	11/27/2019	RENGEL PRINTING CO INC			
E 101-42-421-200	OFFICE SUPPLIES		\$155.29	116077	STOLEN PROPERTY REPORTS
Total	RENGEL PRINTING CO INC		\$155.29		
Paid Chk# 078882	11/27/2019	SHORT ELLIOTT HENDRICKSON INC			
E 433-46-465-303	ENGINEERING		\$4,180.48	376979	2018 PINECONE RD IMPROVEMENTS
E 436-42-360-303	ENGINEERING		\$5,351.32	376981	PUBLIC SAGETY FACILITY SURVEY
E 603-49-850-303	ENGINEERING		\$2,241.00	376983	GENERAL ENGINEERING
E 101-41-465-303	ENGINEERING		\$1,663.00	376983	GENERAL ENGINEERING

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E 101-43-434-303	ENGINEERING	\$1,203.04	376983	GENERAL ENGINEERING
E 601-49-493-303	ENGINEERING	\$1,964.00	376983	GENERAL ENGINEERING
E 101-41-465-303	ENGINEERING	\$755.30	376983	MISC INSPECTIONS
E 101-43-434-303	ENGINEERING	\$452.00	376983	WCA LGU
E 417-43-431-303	ENGINEERING	\$137.80	376987	2019 CITY HALL PARKING LOT
E 601-49-493-303	ENGINEERING	\$2,843.96	377063	WTP DECOMMISSIONING
E 402-46-465-303	ENGINEERING	\$747.90	377177	PCP BALL FIELDS
E 450-43-431-303	ENGINEERING	\$75,636.72	377179	2019 EAST SIDE RECONSTRUCTION
Total SHORT ELLIOTT HENDRICKSON INC		\$97,176.52		
<hr/>				
Paid Chk# 078883	11/27/2019	SOURCEWELL		
E 101-41-465-305	CONSULTANTS-OTHER	\$690.00	0000027780	PLANNING/ZONING SERVCIES FOR OCTOBER
Total SOURCEWELL		\$690.00		
<hr/>				
Paid Chk# 078884	11/27/2019	SPRINT		
E 101-42-424-320	COMM/TELE/INTERNET	\$50.00	584068813-14	INSPECTIONS DATA
E 101-42-424-320	COMM/TELE/INTERNET	\$15.00	852875115-14	INSPECTIONS DATA
E 101-42-421-320	COMM/TELE/INTERNET	\$15.00	852875115-14	PD- DATA
E 601-49-493-320	COMM/TELE/INTERNET	\$15.00	852875115-14	UTILITY- DATA
Total SPRINT		\$95.00		
<hr/>				
Paid Chk# 078885	11/27/2019	ST CLOUD AREA CHAMBER OF COMM		
G 101-15500	PREPAID EXPENSES	\$895.00	83101	2020 DUES
otal ST CLOUD AREA CHAMBER OF COMM		\$895.00		
<hr/>				
Paid Chk# 078886	11/27/2019	ST CLOUD TIMES		
E 101-41-465-350	PUBLICATIONS	\$71.48	0003819866	NOTICE OF PH- PLAT BLACKBERRY RIDGE
E 101-41-465-350	PUBLICATIONS	\$64.32	0003846308	SUMMARY ORD- TITLE 10 ZONING
E 101-41-465-350	PUBLICATIONS	\$58.95	0003846324	PH- ZONING ORD
E 101-41-411-350	PUBLICATIONS	\$57.16	0003846350	PH- ADA TRANISTION PLAN
E 101-41-465-350	PUBLICATIONS	\$53.58	0003871958	SUMMARY ORD- TITLE 10 ZONING
Total ST CLOUD TIMES		\$305.49		
<hr/>				
Paid Chk# 078887	11/27/2019	STEARNS CNTY AUDITOR-TREASURER		
E 101-41-417-430	MISCELLANEOUS	\$10,800.00	2019-0000003	2019 POLL PAD & DS200 RENTALS
otal STEARNS CNTY AUDITOR-TREASURER		\$10,800.00		
<hr/>				
Paid Chk# 078888	11/27/2019	THE STANDARD		
G 101-21715	LIFE INSURNACE - THE STANDARD	\$2,390.57	155531NOV20	LIFE INS & LTD INS PREMIUMS
Total THE STANDARD		\$2,390.57		
<hr/>				
Paid Chk# 078889	11/27/2019	THEIS, CATHY		
E 101-42-421-305	CONSULTANTS-OTHER	\$125.00	24-2019	PROF SERVICES
Total THEIS, CATHY		\$125.00		
<hr/>				
Paid Chk# 078890	11/27/2019	TRAUT COMPANIES		
E 601-49-493-314	WATER TESTING	\$175.00	321711	WATER TESTING
Total TRAUT COMPANIES		\$175.00		

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Paid Chk# 078891	12/2/2019	HUGHES, JAMES J.			
E 101-42-421-430	MISCELLANEOUS		\$100.00		DONATION FROM SARTELL SENIOR CONNECTION
	Total	HUGHES, JAMES J.	\$100.00		
		10100 US BANK	\$1,592,351.86		

Fund Summary

10100 US BANK	
101 GENERAL	\$158,661.61
217 POLICE RESERVES	\$81.98
221 BEAUTIFICATION	\$176.47
223 LODGING TAX	\$875.00
250 CEMETERY FUND	\$4,190.45
402 PUBLIC IMPROVEMENT REVOLVING	\$747.90
412 PD EQUIPMENT FUND	\$500.70
415 TECHNOLOGY FUND	\$400.00
417 STREET FUND	\$137.80
430 COMMUNITY CENTER PROJECT	\$36,453.45
431 TOWN SQUARE/ANGEL OF HOPE	\$17.00
433 PINECONE ROAD 2018	\$5,180.48
435 2017A SALES TAX ABATEMENT	\$87,707.76
436 PUBLIC SAFETY FACILITY	\$64,152.31
450 2019 EAST SIDE RECON PROJECT	\$953,279.73
601 WATER FUND	\$41,212.79
602 SEWER FUND	\$227,395.43
603 STORMWATER FUND	\$11,181.00
	\$1,592,351.86

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10100 US BANK				
Paid Chk#	004220E	11/14/2019	EFTPS VOICE RESPONSE SYSTEM	
G 101-21701	FEDERAL WH, MC, SS, FICA	\$23,845.00		FED WH, MEDICARE, SS
Total	EFTPS VOICE RESPONSE SYSTEM	\$23,845.00		
Paid Chk#	004221E	11/14/2019	EMPOWER RETIREMENT	
G 101-21712	HEALTH CARE SAVINGS PLAN	\$3,753.53		HEALTH CARE SAVINGS PLAN
Total	EMPOWER RETIREMENT	\$3,753.53		
Paid Chk#	004222E	11/14/2019	EMPOWER RETIREMENT	
G 101-21711	MSRS DEFERRED COMP PAYABLE	\$3,095.81		DEF COMP PAYROLL #23
Total	EMPOWER RETIREMENT	\$3,095.81		
Paid Chk#	004223E	11/14/2019	MN DEPT OF REVENUE	
G 101-21702	STATE WITHHOLDING	\$5,616.42		STATE WITHHOLDING
Total	MN DEPT OF REVENUE	\$5,616.42		
Paid Chk#	004224E	11/14/2019	PUBLIC EMPLOYEE RETIREMENT ASN	
G 101-21704	EMPLOYEE PERA WITHHELD	\$26,649.42		PERA CONTRIBUTIONS
Total	PUBLIC EMPLOYEE RETIREMENT ASN	\$26,649.42		
Paid Chk#	004225E	11/14/2019	TOTAL ADMIN SERVICES CORP	
G 101-21713	TASC FLEX PLAN HSA/MED/DEP	\$2,589.37		FLEX MED, DEPENDENT, EE H S A
Total	TOTAL ADMIN SERVICES CORP	\$2,589.37		
Paid Chk#	004226E	11/14/2019	CHARTER COMMUNICATIONS	
E 101-42-421-320	COMM/TELE/INTERNET	\$122.14	001186609161	POLICE INTERNET & TV
E 101-42-421-320	COMM/TELE/INTERNET	(\$122.14)	001186609161	POLICE INTERNET & TV
E 101-42-421-320	COMM/TELE/INTERNET	\$143.78	001186610161	310 2nd St S
E 101-42-421-320	COMM/TELE/INTERNET	(\$143.78)	001186610161	310 2nd St S
E 101-42-422-320	COMM/TELE/INTERNET	\$144.01	015776610011	FIRE DEPARTMENT TV & INTERNET
E 101-42-422-320	COMM/TELE/INTERNET	(\$144.01)	015776610011	FIRE DEPARTMENT TV & INTERNET
E 101-41-414-320	COMM/TELE/INTERNET	\$143.63	018283010011	City hall TV & Internet
E 101-41-414-320	COMM/TELE/INTERNET	(\$143.63)	018283010011	City hall TV & Internet
E 601-49-493-320	COMM/TELE/INTERNET	\$99.98	018589010011	907 WTR TREAT PLANT
E 601-49-493-320	COMM/TELE/INTERNET	(\$99.98)	018589010011	907 WTR TREAT PLANT
E 101-43-434-320	COMM/TELE/INTERNET	\$126.37	019398510011	230 4th Ave MAINT
E 101-43-434-320	COMM/TELE/INTERNET	(\$126.37)	019398510011	230 4th Ave MAINT
E 601-49-493-320	COMM/TELE/INTERNET	\$99.98	019617810011	1377 WTR TREAT PLANT
E 601-49-493-320	COMM/TELE/INTERNET	(\$99.98)	019617810011	1377 WTR TREAT PLANT
E 101-43-434-320	COMM/TELE/INTERNET	\$117.40	019832309171	306 MAINT
E 101-43-434-320	COMM/TELE/INTERNET	(\$117.40)	019832309171	306 MAINT
E 101-43-434-320	COMM/TELE/INTERNET	\$117.40	019832310171	306 4th Ave S Maint
E 101-43-434-320	COMM/TELE/INTERNET	(\$117.40)	019832310171	306 4th Ave S Maint
E 101-45-451-320	COMM/TELE/INTERNET	\$345.00	035152610071	COMMUNITY Center Fiber
E 101-45-455-320	COMM/TELE/INTERNET	\$345.00	035152610071	Community Center Fiber
E 101-45-451-320	COMM/TELE/INTERNET	(\$345.00)	035152610071	COMMUNITY Center Fiber
E 101-45-455-320	COMM/TELE/INTERNET	(\$345.00)	035152610071	Community Center Fiber

CITY OF SARTELL

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***Check Detail Register©**

October 2019 to December 2019

		Check Amt	Invoice	Comment
E 101-45-455-320	COMM/TELE/INTERNET	\$129.25	035171609181	850 LIBRARY LOCKER
E 101-45-455-320	COMM/TELE/INTERNET	(\$129.25)	035171609181	850 LIBRARY LOCKER
E 101-45-455-320	COMM/TELE/INTERNET	\$132.08	035171610181	850 19th St S Library Locker
E 101-45-455-320	COMM/TELE/INTERNET	(\$132.08)	035171610181	850 19th St S Library Locker
Total	CHARTER COMMUNICATIONS	\$0.00		
<hr/>				
Paid Chk# 004227E	11/14/2019	PAYMENT SERVICE NETWORK		
E 601-49-414-203	SOFTWARE/SUPPORT FEES	\$2,503.80	203213	SEPT 2019 PSN CC FEES UTILITY
E 602-49-414-203	SOFTWARE/SUPPORT FEES	\$207.02	203215	SEPT 2019 WEB STORE CC FEES
E 101-43-436-203	SOFTWARE/SUPPORT FEES	\$28.07	203226	SEPT 2019 COMPOST PERMIT
Total	PAYMENT SERVICE NETWORK	\$2,738.89		
<hr/>				
Paid Chk# 004228E	11/18/2019	CHARTER COMMUNICATIONS		
E 101-42-421-320	COMM/TELE/INTERNET	\$122.14	001186609161	POLICE INTERNET & TV
E 101-42-422-320	COMM/TELE/INTERNET	\$144.01	015776610011	FIRE DEPARTMENT TV & INTERNET
E 101-41-414-320	COMM/TELE/INTERNET	\$143.63	018283010011	City hall TV & Internet
E 601-49-493-320	COMM/TELE/INTERNET	\$99.98	018589010011	907 WTR TREAT PLANT
E 101-43-434-320	COMM/TELE/INTERNET	\$126.37	019398510011	230 4th Ave MAINT
E 601-49-493-320	COMM/TELE/INTERNET	\$99.98	019617810011	1377 WTR TREAT PLANT
E 101-43-434-320	COMM/TELE/INTERNET	\$117.40	019832309171	306 MAINT
E 101-45-451-320	COMM/TELE/INTERNET	\$345.00	035152610071	COMMUNITY Center Fiber
E 101-45-455-320	COMM/TELE/INTERNET	\$345.00	035152610071	Community Center Fiber
E 101-45-455-320	COMM/TELE/INTERNET	\$129.25	035171609181	850 LIBRARY LOCKER
Total	CHARTER COMMUNICATIONS	\$1,672.76		
<hr/>				
Paid Chk# 004229E	11/18/2019	HEALTHPARTNERS		
G 101-21705	HEALTH & DENTAL PREMIUMS	\$31,429.95	92243993	HEALTH & DENTAL PREMIUM
Total	HEALTHPARTNERS	\$31,429.95		
<hr/>				
Paid Chk# 004230E	11/18/2019	4M FUND		
E 101-41-414-202	BANK & WIRE FEES	\$46.95	OCT2019	OCT 2019 BANK FEES
Total	4M FUND	\$46.95		
<hr/>				
Paid Chk# 004231E	11/19/2019	MN DEPT OF REVENUE-SALES/USE		
G 101-20813	SALES TAX PAYABLE	\$350.00		OCT 2019 SALES TAX
G 601-20813	SALES TAX PAYABLE	\$2,568.00		OCT 2019 WATER SALES TAX
Total	MN DEPT OF REVENUE-SALES/USE	\$2,918.00		
<hr/>				
Paid Chk# 004232E	11/25/2019	MN DEPT OF REVENUE		
G 101-21702	STATE WITHHOLDING	\$7,644.38		STATE WITHHOLDING
Total	MN DEPT OF REVENUE	\$7,644.38		
<hr/>				
Paid Chk# 004233E	11/26/2019	EFTPS VOICE RESPONSE SYSTEM		
G 101-21701	FEDERAL WH, MC, SS, FICA	\$23,823.61		FED WH, MEDICARE, SS
Total	EFTPS VOICE RESPONSE SYSTEM	\$23,823.61		
<hr/>				
Paid Chk# 004234E	11/26/2019	EMPOWER RETIREMENT		
G 101-21711	MSRS DEFERRED COMP PAYABLE	\$3,095.81		Def Comp

CITY OF SARTELL

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***Check Detail Register©**

October 2019 to December 2019

		Check Amt	Invoice	Comment
<hr/>				
Total	EMPOWER RETIREMENT	\$3,095.81		
<hr/>				
Paid Chk#	004235E 11/26/2019	EMPOWER RETIREMENT		
G 101-21712	HEALTH CARE SAVINGS PLAN	\$3,641.18		HCSP
Total	EMPOWER RETIREMENT	\$3,641.18		
<hr/>				
Paid Chk#	004236E 11/26/2019	MN DEPT OF REVENUE		
G 101-21702	STATE WITHHOLDING	\$5,573.13		STATE WITHHOLDING
Total	MN DEPT OF REVENUE	\$5,573.13		
<hr/>				
Paid Chk#	004237E 11/26/2019	PUBLIC EMPLOYEE RETIREMENT ASN		
G 101-21704	EMPLOYEE PERA WITHHELD	\$25,657.88		PERA CONTRIBUTIONS
Total	PUBLIC EMPLOYEE RETIREMENT ASN	\$25,657.88		
<hr/>				
Paid Chk#	004238E 11/26/2019	TOTAL ADMIN SERVICES CORP		
G 101-21713	TASC FLEX PLAN HSA/MED/DEP	\$2,589.37		FLEX MED, DEPENDENT, EE H S A
Total	TOTAL ADMIN SERVICES CORP	\$2,589.37		
<hr/>				
Paid Chk#	004239E 11/26/2019	PUBLIC EMPLOYEE RETIREMENT ASN		
G 101-21704	EMPLOYEE PERA WITHHELD	\$192.52		PERA CONTRIBUTIONS
Total	PUBLIC EMPLOYEE RETIREMENT ASN	\$192.52		
<hr/>				
Paid Chk#	004240E 11/26/2019	MN DEPT OF REVENUE		
G 101-21702	STATE WITHHOLDING	\$142.22		STATE WITHHOLDING
Total	MN DEPT OF REVENUE	\$142.22		
<hr/>				
Paid Chk#	004241E 11/26/2019	EFTPS VOICE RESPONSE SYSTEM		
G 101-21701	FEDERAL WH, MC, SS, FICA	\$1,876.71		FED WH, MEDICARE, SS
Total	EFTPS VOICE RESPONSE SYSTEM	\$1,876.71		
<hr/>				
	10100 US BANK	\$178,592.91		

Fund Summary

10100 US BANK	
101 GENERAL	\$173,114.13
601 WATER FUND	\$5,271.76
602 SEWER FUND	\$207.02
	<hr/>
	\$178,592.91

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6d
Agenda Section: Consent	Item: Watab Versacourts	
<p>RECOMMENDATION: Staff recommends approval of the attached low quotes.</p> <p>BACKGROUND: The Council previously budgeted \$35,000 from your Watab Park project toward tennis court replacements. Staff got two quotes for replacement with one from C&C Courts, Inc at \$34,102.80 and the other from Versacourt totaling \$30,490.99. Staff has worked with Versacourt previously on your Celebration Park and Wilds Park projects and we recommend their low quotes for the work.</p> <p>BUDGET/FISCAL IMPACT: The final quotes are below budget for the project.</p> <p>ATTACHMENTS: Versacourt quotes</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the low quotes. If the item is removed from consent, a separate motion is requested to approve the low quotes.</p>		



Versacourt, LLC

P.O. Box 927

Dalton, GA 30722

P: 800-540-4899 | F: 706-529-0849

Email: mary@sartellmn.com
Date: 11/21/2019
Rep: Todd Cannon | todd.cannon@versacourt.com

Customer Name: City of Sartell - John Kothenbeutel
Terms: Prepay
P.O. #:

Billing
320-258-7316

Shipping

56377 MN

Versacourt Kit: Game | 40'-10" by 98'-3"
Required concreted pad size: 41'-0" by 98'-5"
Distance from front of backboard to edge of concrete: 36

I hereby accept and agree to the terms of this proposal:

Customer Signature

Quantity 1	Color	Description	Unit Price	Total
		Versacourt Custom Court	\$ 11,007.36	\$ 11,007.36
	TBD	Court Outdoor		
	TBD	Lane Outdoor		
	TBD	1 Tile Border Outdoor		
	TBD	Ramp (Post) Game Outdoor Ramp	\$ 332.00	\$ 332.00
	TBD	Ramp (Receiver) Game Outdoor Ramp	\$ 332.00	\$ 332.00
	TBD	Corner Outdoor	\$ 20.00	\$ 20.00
Quantity	Description		Unit Price	Total
1	Game Lines - Basketball - Half Court		\$ 400.00	\$ 400.00
1	Additional Lines - Pickle Ball		\$ 390.00	\$ 390.00
1	BH-ZENITH-72A-48:Ascent Zenith Stationary 6" Pole (48" Overhang) 72" x 42" Acrylic Backboard		\$ 1,996.40	\$ 1,996.40
1	VN-PBNET: Pickle-Ball Net System w/Poles, Sleeves, Net, & Tie-Down		\$ 736.87	\$ 736.87
			Shipping:	\$ 1,561.00
				\$ 16,775.63
Notes:				

Shipping Quote Prices are valid for 7 days
All Other Quote Prices are valid for 30 days

Due to dimensions of our tile, painted game lines may not meet standard regulation
Customers in Georgia or Missouri are subject to sales tax which is not included on this quote



Versacourt, LLC

P.O. Box 927

Dalton, GA 30722

P: 800-540-4899 | F: 706-529-0849

Email: mary@sartellmn.com
Date: 11/21/2019
Rep: Todd Cannon | todd.cannon@versacourt.com

Customer Name: City of Sartell - John Kothenbeutel
Terms: Prepay
P.O. #:

Billing
320-258-7316

Shipping

56377 MN

Versacourt Kit: Game | 40'-10" by 98'-3"
Required concreted pad size: 41'-0" by 98'-5"
Distance from front of backboard to edge of concrete: 36

I hereby accept and agree to the terms of this proposal:

Customer Signature

Quantity 1	Color	Description	Unit Price	Total
	TBD	Versacourt Custom Court	\$ 11,007.36	\$ 11,007.36
	TBD	Court Outdoor		
	TBD	Lane Outdoor		
	TBD	1 Tile Border Outdoor		
	TBD	Ramp (Post) Game Outdoor Ramp	\$ 332.00	\$ 332.00
	TBD	Ramp (Receiver) Game Outdoor Ramp	\$ 332.00	\$ 332.00
	TBD	Corner Outdoor	\$ 20.00	\$ 20.00
Quantity	Description		Unit Price	Total
1	Game Lines - Tennis - Full Court		\$ 690.00	\$ 690.00

Shipping Quote Prices are valid for 7 days
All Other Quote Prices are valid for 30 days

Due to dimensions of our tile, painted game lines may not meet standard regulation
Customers in Georgia or Missouri are subject to sales tax which is not included on this quote

City of Sartell
Regular City Council Meeting Dates 2020

Monday, January 13, 2020 at 6:00 pm

Monday, January 27, 2020 at 6:00 pm

Monday, February 10, 2020 at 6:00 pm

Monday, February 24, 2020 at 6:00 pm

Monday, March 9, 2020 at 6:00 pm

Monday, March 23, 2020 – ISD 748 SPRING BREAK; NO COUNCIL MEETING

Monday, April 13, 2020 at 6:00 pm

Monday, April 27, 2020 at 6:00 pm

Monday, May 11, 2020 at 6:00 pm

Monday, May 25, 2020 - MEMORIAL DAY HOLIDAY; NO COUNCIL MEETING

Monday, June 8, 2020 at 6:00 pm

Monday, June 22, 2020 at 6:00 pm

Monday, July 13, 2020 at 6:00 pm

Monday, July 27, 2020 at 6:00 pm

Monday, August 10, 2020 at 6:00 pm

Monday, August 24, 2020 at 6:00 pm

Monday, September 14, 2020 at 6:00 pm

Monday, September 28, 2020 at 6:00 pm

Monday, October 12, 2020 at 6:00 pm

Monday, October 26, 2020 at 6:00 pm

Monday, November 9, 2020 at 6:00 pm

Monday, November 23, 2020 at 6:00 pm

Monday, December 14, 2020 at 6:00 pm

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):

\$2,500 from Walmart for PD's annual Shop with a Cop event

\$600 to Sartell PD from Sartell Chamber of Commerce

\$100 to Sartell PD from Sartell Senior Connection

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 9th DAY OF DECEMBER, 2019.

MAYOR

ATTEST:

CITY ADMINISTRATOR

SEAL

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration/Finance	Meeting Date: December 9, 2019	Agenda Item No. 6g
Agenda Section: Consent	Item: Approving Resolution Designating Polling Places	
<p>RECOMMENDATION: Adoption of the attached Resolution.</p> <p>BACKGROUND: The 2017 Legislative Session yielded a number of changes that affect city governments. One of the changes that passed into law was the requirement for the governing body of each municipality to designate, by resolution or ordinance, the polling place for each election precinct. The polling places designated would be in effect for the calendar year unless a change is made.</p> <p>Staff has a recommended resolution attached which identifies the polling places for 2020.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Recommended Resolution.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as adoption of the attached Resolution. If this item is removed from consent, a separate motion is recommended to approve the attached Resolution.</p>		

City of Sartell

A RESOLUTION DESIGNATING POLLING PLACES

RESOLUTION NO. _____

WHEREAS, Minnesota Statutes 204B.16, subd. 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling place locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

NOW, THEREFORE BE IT IS RESOLVED, that the Sartell City Council hereby designates the following polling places for 2020:

PRECINCT 1 – Sartell Community Center, 850 19th Street S.

PRECINCT 2 – Country Manor Campus, 520 1st Street NE.

PRECINCT 3 – Sartell Community Center, 850 19th Street S.

PRECINCT 4 – First United Methodist Church, 1107 Pinecone Road, S.

PRECINCT 5 – Messiah Lutheran Church, 320 4th Avenue N.

PRECINCT 6 – Celebration Lutheran Church, 1500 Pinecone Road N.

PRECINCT 7 – Sartell City Hall, 125 Pinecone Road N.

AND BE IT FURTHER RESOLVED, that the Finance Director or City Administrator is hereby authorized to designate a replacement meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution that becomes unavailable for use by the City;

AND BE IT FURTHER RESOLVED, that the Finance Director or City Administrator is hereby authorized to designate an emergency replacement polling place meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution when necessary to ensure a safe and secure location for voting;

AND BE IT FURTHER RESOLVED, that the Finance Director or City Administrator is directed to send a copy of this resolution and any subsequent polling place designations to the Stearns County Elections Office and the Benton County Elections Office.

Adopted by the Council of the City of Sartell, Minnesota this 9th day of December, 2019.

Mayor

ATTEST:

City Administrator

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 09, 2019	Agenda Item No. 6h
Agenda Section: Consent	Item: 2020 Liquor License Renewals	
<p>STAFF RECOMMENDATION: Approval</p> <p>BOARD/COMMISSION/OTHER RECOMMENDATION: None needed</p> <p>PREVIOUS COUNCIL ACTION: None</p> <p>BACKGROUND: Attached is a listing of the 2020 liquor license renewal applications. All establishments that held licenses in 2019 have submitted renewals for 2020; with the exception of St. Benedict's Senior Community, dba Chateau Waters. This establishment has applied for a Consumption and Display Permit versus an On Sale/On Sale Sunday Liquor License.</p> <p>As of today, none of the properties holding a 2019 liquor license are on the delinquent taxpayers list on the Minnesota Department of Public Safety's website. I have also verified property tax payment status through the county websites, and all establishments are current with their payments. All required insurance certificates have been submitted. All of the establishments have passed their fire inspections. I have received notice from Deputy Chief Schreiner that all license holders have passed the appropriate background checks.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: 2020 Liquor License Renewal List</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the application. If the item is removed from Consent, a separate motion is requested to approve the 2020 liquor license renewals.</p>		

**2020 LIQUOR LICENSE RENEWALS
CITY OF SARTELL**

ON SALE/ON SALE SUNDAY LIQUOR LICENSE HOLDERS:

ANEJOS LLC, dba ANEJOS
1733 PINECONE RD S, SUITE 600
SARTELL MN 56377
PID 92.57044.0398

BALYLE, INC., dba GREAT RIVER BOWL
208 2ND STREET SOUTH
PO BOX 339
SARTELL MN 56377
PID 92.56581.0100

BLACKBERRY OPERATING CO. INC/BLACKBERRY GOLF COURSE LLC
3125 CLUB HOUSE ROAD
PO BOX 264
SARTELL MN 56377
PID 92.56572.0040

G ALLEN'S REST/SPORTS BAR INC.,
dba G ALLEN'S RESTAURANT/SPORTS BAR (2 a.m. closing)
116 EVERGREEN DRIVE
SARTELL MN 56377
PID 92.56579.0052

HOPWOK & EAT, INC.,
dba HOUSE OF PIZZA/PACIFIC WOK TERRIYAKI GRILL
1733 PINE CONE ROAD S
SARTELL MN 56377
PID 92.57044.0398

JBMJ COMPANY, INC., dba RIVER BOAT DEPOT
2 RIVERSIDE AVENUE NORTH
SARTELL MN 56377
PID 92.56918.0000

MARBLE EYES, dba BLUE LINE BAR & GRILL
1101 2ND ST S #108
SARTELL MN 56377
PID 92.57113.0190

**2020 LIQUOR LICENSE RENEWALS
CITY OF SARTELL**

Cont...ON SALE/ON SALE SUNDAY LIQUOR LICENSE HOLDERS:

MULLIGAN'S STEAKHOUSE, INC.

dba The Grands at Mulligan's

601 PINE CONE ROAD NORTH

SARTELL MN 56377

PID 92.56523.0002

THE FOUNDATION FOR HEALTH CARE CONTINUUM

dba DRAKES

520 2ST ST NE

SARTELL MN 56377

PID 18.00028.00

WEST SIDE DISCOUNT LIQUOR LEARNING CENTER INC.

1005 2ND STREET SOUTH

SARTELL MN 56377

PID 92.57049.0062

WINNERS OF SARTELL, INC.

dba WINNERS BAR AND SPORTS GRILL (2 a.m. closing)

311 2ND ST S

SARTELL MN 56377

PID 92.56925.0000

**2020 LIQUOR LICENSE RENEWALS
CITY OF SARTELL**

OFF SALE LIQUOR LICENSE HOLDERS:

COBORNS
1710 PINECONE RD S
SARTELL MN 56377
PID 92.57044.0385

MIDWEST INVESTMENT LLC dba MINI MART #3
208 1ST ST NE
SARTELL MN 56377
PID 18.00568.00

SAM'S CLUB #8183
207 COUNTY RD 120
SARTELL MN 56377
PID 92.56570.0150

SARTELL LIQUOR LLC, dba SARTELL LIQUOR
101 7TH STREET NORTH, UNIT #6
SARTELL MN 56377
PID 92.57046.0605

WESTSIDE LIQUOR OF SARTELL INC, DBA WESTSIDE LIQUOR OF SARTELL
1001 2ND ST S STE 1000
SARTELL MN 56377
PID 92.57049.0062

**2020 LIQUOR LICENSE RENEWALS
CITY OF SARTELL**

OFF SALE 3.2% MALT LIQUOR LICENSE HOLDERS:

KWIK TRIP #153
105 2ND ST. S.
SARTELL MN 56377
PID 92.56823.0500

NORTHERN TIER RETAIL LLC
SPEEDWAY #4425
230 PINECONE RD
SARTELL MN 56377
PID 92.57113.0500

WALMART SUPERCENTER #1633
21 COUNTY ROAD 120
SARTELL MN 56377
PID 92.56570.0153

ON SALE WINE LICENSE HOLDERS:

BOULDER RIDGE GOLF CLUB, INC.,
dba PINE RIDGE GOLF COURSE
801 PINECONE ROAD
SARTELL MN 56377
PID 92.56577.0050

ON SALE 3.2% MALT LIQUOR LICENSE HOLDERS:

BOULDER RIDGE GOLF CLUB, INC.,
dba PINE RIDGE GOLF COURSE
801 PINECONE ROAD
SARTELL MN 56377
PID 92.56522.0050

CONSUMPTION AND DISPLAY PERMITS:

ST. BENEDICT'S SENIOR COMMUNITY dba CHATEAU WATERS
960 19TH ST S
SARTELL MN 56377
PID 92.56579.0800

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: 12/09/2019	Agenda Item No. 6i
Agenda Section: Consent	Item: 2020 Refuse Haulers License Renewals	
<p>STAFF RECOMMENDATION: Approval</p> <p>BOARD/COMMISSION/OTHER RECOMMENDATION: None needed</p> <p>PREVIOUS COUNCIL ACTION: None</p> <p>BACKGROUND: 2020 renewal of refuse haulers licenses. The following is a list of the refuse haulers who have turned in their applications and required certificates of insurance. Staff requests council approval, contingent on receiving payment from Republic Services by December 31, 2019.</p> <p>Advanced Disposal – 4 vehicles (\$1,00.00) Waste Management – 13 vehicles (\$2,800.00) West Central Sanitation – 3 vehicles (\$800.00) Republic Services – 11 vehicles (\$2,400.00)</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: None</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the refuse haulers licenses for 2020. If item is removed from Consent, separate motion is requested approving the 2020 refuse haulers licenses.</p>		

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department Finance	Meeting Date December 9, 2019	Agenda Item No. 06j
Agenda Section Consent Agenda	Item Fund Closure & Fund Transfers	

RECOMMENDATION: Staff recommends approval of the recommended fund closures and transfers effective December 1, 2019.

BACKGROUND:

These fund transfers are ones that weren't done in July with the other budgeted transfers. Below is a summary of each transfer and a brief explanation of why the transfer is necessary.

- Close Fund 334 – 2005A&2006B/2014A 2005& 2006 Projects and transfer all balance sheet amounts into Debt Service Fund 335
 - The debt in Fund 334 was paid in full in 2019, so this fund is no longer needed. Any balances remaining will be transferred to Debt Service Fund 335.
- Transfer \$30,000 from Beautification Fund 221 to Public Works Equipment Fund 414
 - The Beautification Fund had a \$30,000 budget in 2019 to purchase mowers and various parks equipment. Instead of purchasing public works equipment out of multiple funds, staff is recommending the Beautification Fund transfer funds to the Public Works Equipment Fund so all public works equipment can be purchased out of the same fund. This makes the audit process much more streamlined and makes the total cost of public works equipment more transparent because they are all accounted for in one fund.
- Transfer \$35,618 from the Water Fund 601 to the General Fund 101
 - This is an annual budgeted transfer to share other administrative costs that aren't allocated to each enterprise fund
- Transfer \$35,618 from the Sewer Fund 602 to the General Fund 101
 - This is an annual budgeted transfer to share other administrative costs that aren't allocated to each enterprise fund

- Transfer \$35,618 from the Storm Water Fund 603 to the General Fund 101
 - This is an annual budgeted transfer to share other administrative costs that aren't allocated to each enterprise fund
- Transfer \$10,323 from 232 Small Cities Revolving Loan Fund to Economic Development Fund 224
 - The City received a partial loan payback in 2017, however, the payback amount was under \$35,000, so the federal loan fund doesn't recognize those funds as pay back funds. Because they aren't recognized as revolving loan funds, they may be transferred to the Economic Development Fund and may be used for other economic development-related expenditures.

COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the recommended fund closures and transfers. If this item is removed from the consent agenda, a separate motion is requested approving the fund closures/transfers.

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6k
Agenda Section: Consent	Item: Annexation Petitions	
<p>RECOMMENDATION: Approve the resolutions allowing for the annexation of certain properties from LeSauk Township.</p> <p>BACKGROUND: Donald and Cynthia Zell are requesting the approval to annex the property located at 2201 Pinecone Road North from LeSauk Township to the City of Sartell. The purpose of annexation is to obtain city services on the existing single-family home. This is a property along Pinecone Road which received incentives for annexation as a result of the 2018 roadway project including waiving the City annexation, plumbing and excavation fees, and the reduction in SAC/WAC fees (to be paid at the time of connection or can be wrapped into assessment as outlined on attached Resolution).</p> <p>Cindy Forst is requesting the approval to annex the property located at 872 Terry Lane from LeSauk Township to the City of Sartell. The purpose of the annexation is to obtain City services for new home construction. This property will pay standard fees for connection at the time they pull their building permit.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Resolutions Annexing Property and Location Maps</p> <p>ACTION REQUESTED: Consent agenda approval serves as approval of the annexations. If item is removed from consent, separate motion is requested to adopt the Resolutions approving the annexations.</p>		

RESOLUTION NO. _____

**RESOLUTION ACCEPTING PETITION AND APPROVING ANNEXATION
UNDER OA-276 SARTELL/LESAUK TOWNSHIP
2201 Pinecone Road North, SARTELL
PARCEL #17.08956.0000**

WHEREAS, the City of Sartell and the Town of LeSauk are parties to an orderly annexation agreement by the Municipal Boundary Adjustment Unit as OA-276 and as amended; and

WHEREAS, in OA-276 and as amended, the Town and the City mutually stated that the agreement set forth all the conditions for annexation of the area designated for orderly annexation and that no consideration by the Municipal Boundary Adjustments Unit is necessary. The Municipal Boundary Adjustments Unit may review and comment but shall, within thirty (30) days, order annexation in accordance with the terms and conditions of this agreement; and

WHEREAS, a petition for annexation was filed with the Sartell City Administrator-Clerk on November 5, 2019; and

WHEREAS, the petition was signed by 100% of the affected property owners; and

WHEREAS, the petition was presented to the City Council for their review at a regular meeting held on December 9, 2019; and

WHEREAS, the quantity of land embraced within the area described in the petition and bounded herein is not in excess of 200 acres of land, no part of which is included within the limits of any other incorporated city; and

WHEREAS, a public hearing is not required to be held by the City because 100% of the property owners of the land to be annexed signed the petition; and

WHEREAS, the land described in the petition does abut upon the present city limits thereof and is included in an existing orderly annexation agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL, MINNESOTA: That the City Council hereby determines that the annexation will be in the best interest of the City and of the territory affected; that the territory described herein does abut upon the City limits and is urban or suburban in character; and that none of said territory is now included within the limits of any incorporated city.

BE IT ALSO RESOLVED: That the Town and the City mutually state that the joint resolution and agreement sets forth all the conditions for annexation of the area designated herein for orderly annexation and that no consideration by the Municipal Boundary Adjustments is necessary. The Municipal Boundary Adjustments may review and comment but shall, within thirty (30) days, order annexation in accordance with the terms and conditions of this agreement.

BE IT FURTHER RESOLVED: That the City of Sartell will act as the Local Governmental Unit, for purposes of administering environmental reviews, in addition to local subdivision and zoning regulations, upon such time as the annexation is reviewed by the Municipal Boundary Adjustments. No official applications will be reviewed by the City Council until the annexation correspondence from the Municipal Boundary Adjustments has been received by the Stearns County Auditor.

BE IT FURTHER RESOLVED: That the future land use plan designates the property as low density residential (single-family homes).

BE IT FURTHER RESOLVED: That said property is being annexed to the City of Sartell under zoning classification of R-1, Single Family Residential, is .69 acres, and will have a population of 2.

BE IT FURTHER RESOLVED: That the Council action also approved fee reductions for the Sewer Availability Charge (SAC) from the actual 2019 rate of \$3,075 down to \$1,500, and Water Availability Charge (WAC) from the actual 2019 rate of \$3,821 down to \$1,500. These reduced SAC and WAC fees are contingent on a connection completion deadline by 12/31/2020.

BE IT FURTHER RESOLVED: That the plumbing permit and excavation permit fees are waived, but the application would still need to be submitted for review by the City and residents would need to purchase a water meter at actual cost of \$378.80 (includes the water meter, water turn on fee, and 7.625% sales tax). The reduction or waiver of fees is contingent on an annexation application submittal deadline of 12/31/2019 and connection completion deadline by 12/31/2020.

BE IT FURTHER RESOLVED: That based on City Council action, the assessments and terms for this property include an interest rate of 4%, for a term of 15 years for a total Street/Utility Assessment \$12,623.17. The SAC/WAC charges will be included in the assessment collected over a period of 15 years, unless paid in full at the time of pulling an excavation permit.

BE IT FURTHER RESOLVED: That the following described property is hereby annexed to the City of Sartell, Minnesota, the same as if it had originally been made a part thereof:

2201 Pinecone Road North, SARTELL

A part of the Southeast Quarter (SE ¼) of Section Eight (8), in Township One Hundred Twenty-five (125) North, of Range Twenty-eight (28) West, Stearns County, Minnesota, described as follows, to-wit: Beginning at the Northeast corner of said SE ¼, thence along the North line of said SE ¼ North 89 degrees 06 minutes West 33 feet to the West 33 foot right-of-way line of Public Road; thence along said right-of-way line due South 624.85 feet to the point of beginning of the tract herein described; thence due West 242.00 feet; thence due South 125 feet; thence due East 242.00 feet to the West 33 foot right-of-way line of Public Road; thence along said right-of-way line due North 125.0 feet to the point of beginning.

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

Mayor

ATTEST:

Administrator

SEAL

RESOLUTION NO. _____

**RESOLUTION ACCEPTING PETITION AND APPROVING ANNEXATION
UNDER OA-276 SARTELL/LESAUK TOWNSHIP
872 TERRY LANE, SARTELL
PARCEL #17.09392.0000**

WHEREAS, the City of Sartell and the Town of LeSauk are parties to an orderly annexation agreement by the Municipal Boundary Adjustment Unit as OA-276 and as amended; and

WHEREAS, in OA-276 and as amended, the Town and the City mutually stated that the agreement set forth all the conditions for annexation of the area designated for orderly annexation and that no consideration by the Municipal Boundary Adjustments Unit is necessary. The Municipal Boundary Adjustments Unit may review and comment but shall, within thirty (30) days, order annexation in accordance with the terms and conditions of this agreement; and

WHEREAS, a petition for annexation was filed with the Sartell City Administrator-Clerk on November 26, 2019; and

WHEREAS, the petition was signed by 100% of the affected property owners; and

WHEREAS, the petition was presented to the City Council for their review at a regular meeting held on December 9, 2019; and

WHEREAS, the quantity of land embraced within the area described in the petition and bounded herein is not in excess of 200 acres of land, no part of which is included within the limits of any other incorporated city; and

WHEREAS, a public hearing is not required to be held by the City because 100% of the property owners of the land to be annexed signed the petition; and

WHEREAS, the land described in the petition does abut upon the present city limits thereof and is included in an existing orderly annexation agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL, MINNESOTA: That the City Council hereby determines that the annexation will be in the best interest of the City and of the territory affected; that the territory described herein does abut upon the City limits and is urban or suburban in character; and that none of said territory is now included within the limits of any incorporated city.

BE IT ALSO RESOLVED: That the Town and the City mutually state that the joint resolution and agreement sets forth all the conditions for annexation of the area designated herein for orderly annexation and that no consideration by the Municipal Boundary Adjustments is necessary. The Municipal Boundary Adjustments may review and comment but shall, within thirty (30) days, order annexation in accordance with the terms and conditions of this agreement.

BE IT FURTHER RESOLVED: That the City of Sartell will act as the Local Governmental Unit, for purposes of administering environmental reviews, in addition to local subdivision and zoning regulations, upon such time as the annexation is reviewed by the Municipal Boundary Adjustments. No official applications will be reviewed by the City Council until the annexation correspondence from the Municipal Boundary Adjustments has been received by the Stearns County Auditor.

BE IT FURTHER RESOLVED: That the future land use plan designates the property as low density residential (single-family homes).

BE IT FURTHER RESOLVED: That said property is being annexed to the City of Sartell under zoning classification of R-1, Single Family Residential, is .44 acres, and has a population of 0.

BE IT FURTHER RESOLVED: That the following described property is hereby annexed to the City of Sartell, Minnesota, the same as if it had originally been made a part thereof:

872 Terry Lane, Sartell

Lot Five (5), in Block One (1) in Meyer Park Plat Two (2), according to the Plat and Survey thereof, on file and of record in the Office of the Register of Deeds, in and for Stearns County, Minnesota.

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

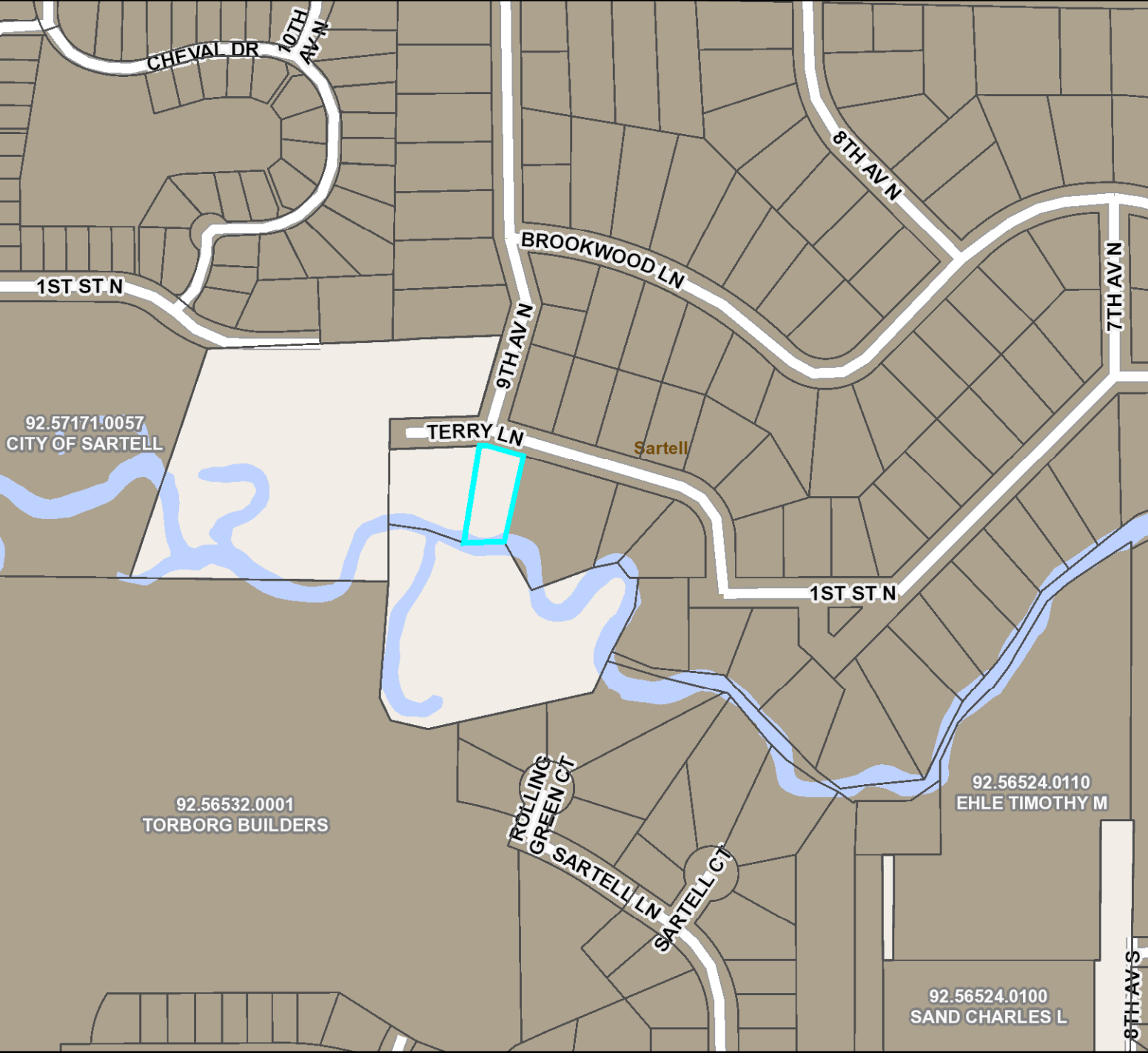
Mayor

ATTEST:

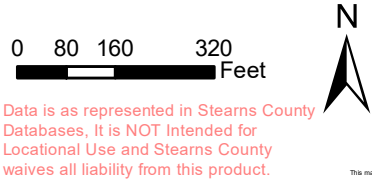
Administrator

SEAL

Forst Annexation



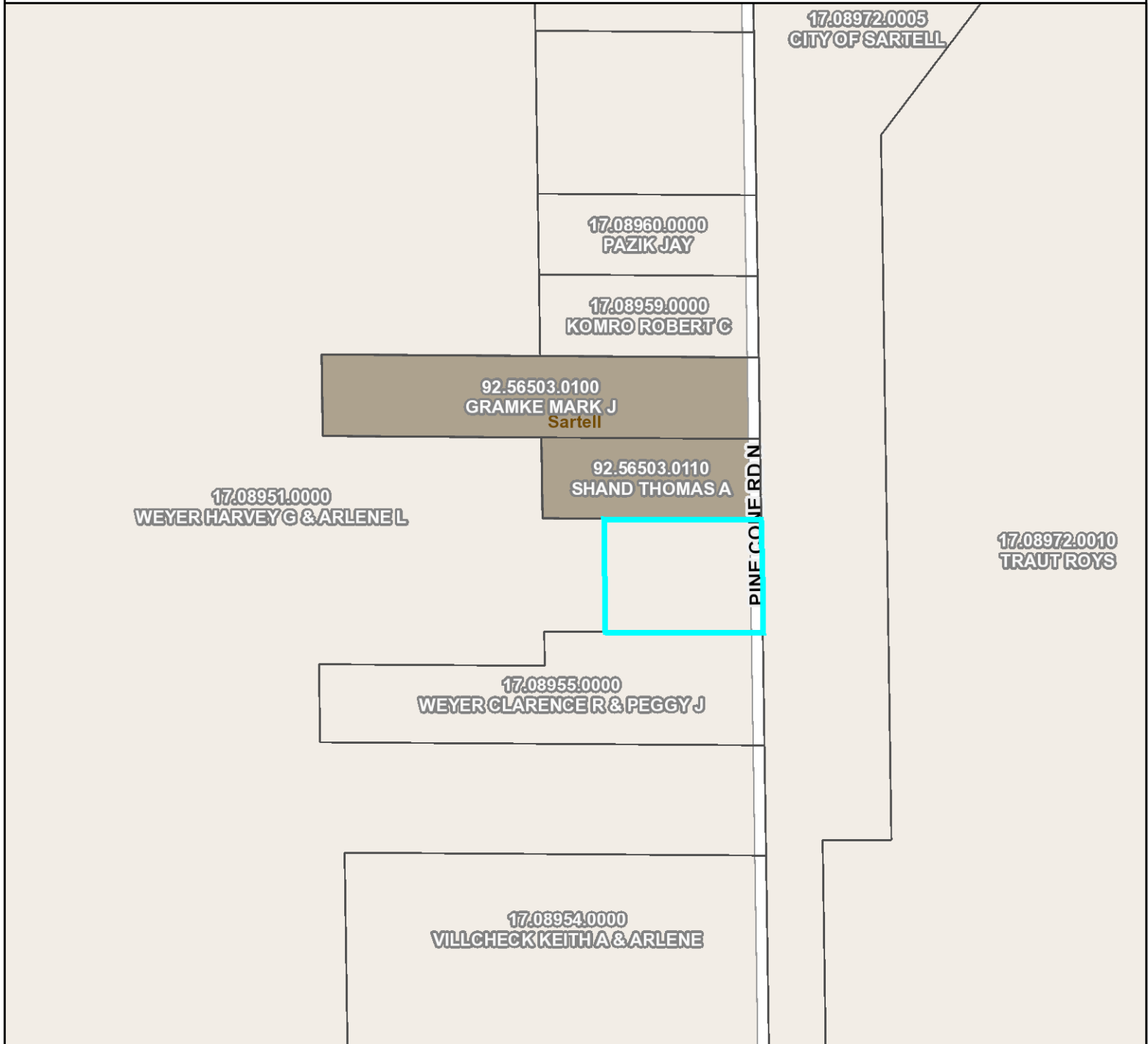
Legend
□ Parcels



Auditor/Treasurer
Division of Land Management
December 4, 2019



Zell Annexation



Legend



Parcels

0 37.5 75 150
Feet



Data is as represented in Stearns County Databases, It is NOT Intended for Locational Use and Stearns County waives all liability from this product.

This map is made available on an "as is" basis, without express or implied warranty of any sort including, specifically, any implied warranties of fitness for a particular purpose, warranties of merchantability or warranties relating to the accuracy or completeness of the database(s).

Auditor/Treasurer
Division of Land Management
November 14, 2019



SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Engineering	Meeting Date: December 9, 2019	Agenda Item No. 61
Agenda Section: Consent	Item: City Hall Parking Lot	
<p>STAFF RECOMMENDATION: Staff recommends approval of the final compensating change order and final payment to Knife River Corporation.</p> <p>PREVIOUS COUNCIL ACTION:</p> <ul style="list-style-type: none">February 11, 2019, Council awarded project to Knife River. <p>BACKGROUND: The construction of this project is complete, and the final payment and final compensating change order are attached. The compensating change order is simply to make the contract amount equal to the final payment.</p> <p>BUDGET/FISCAL IMPACT: The final project construction cost is \$109,346.57, with the final compensating change order of \$4,281.63.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none">1. Final Compensating Change Order No. 1.2. Application for Payment No. 2 (FINAL). <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the compensating change order and final payment for this project. If the item is removed from consent, a separate motion is requested to approve the change order and final payment.</p>		

CHANGE ORDER NO. 1

OWNER City of Sartell DATE September 16, 2019
CONTRACTOR Knife River Corp.
ENGINEER SEH
Contract N/A OWNER's No. SARTE 149817 (G055)
Project 2019 City Hall Parking Lot Overlay, Sartell, MN

You are directed to make the following changes in the Contract Documents:

Description: Compensating change order.

See attached Exhibit A TOTAL DEDUCT (\$4,281.63)

Reason for Change Order: Adjust bidding quantity to as-built quantity.

Attachments: Exhibit A

ITEM	CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES	
		Substantial Completion	Ready for Final Payment
Original Contract Price:	\$113,628.20	07/12/19	07/12/19
Net increase (decrease) from previous Change Order No. :	N/A	No Change	No Change
Contract price prior to the Change Order:	\$113,628.20	No Change	No Change
Net increase (decrease) of this Change Order:	(\$4,281.63)	No Change	No Change
Contract price with all approved Change Orders:	\$109,346.57	07/12/19	07/12/19

In accordance with the Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

RECOMMENDED:

SEH
PO Box 1717
St. Cloud, MN 56302-1717

By: 

Title: Project Engineer

Date: 09/16/19

APPROVED:

City of Sartell
125 Pinecone Road North
Sartell, MN 56377

By: _____

Title: _____

Date: _____

ACCEPTED:

Knife River Corp.
PO Box 1333
St. Cloud, MN 56302-1333

By: 

Title: PROJECT MANAGER

Date: 9-16-19

CHANGE ORDER NO. 1 - EXHIBIT A

CONTRACTOR FOR:

2019 CITY HALL PARKING LOT OVERLAY

PROJECT NO. SARTE 149817

AGREEMENT DATE:

02/11/18

OWNER SARTELL, MN

CONTRACTOR KNIFE RIVER CORP - NORTH CENTRAL

FOR WORK ACCOMPLISHED THROUGH:

07/20/19

ITEM	DESCRIPTION	UNIT	UNIT COST	CONTRACT		THIS PAYMENT		WORK TO DATE		CO #1 DIFFERENCE
				QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	
1	MOBILIZATION	LUMP SUM	\$12,500.00	1.00	\$12,500.00		\$0.00	1.00	\$12,500.00	\$0.00
2	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$5.50	133.00	\$731.50		\$0.00	232.00	\$1,276.00	\$544.50
3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$4.25	45.00	\$191.25		\$0.00	10.00	\$42.50	(\$148.75)
4	REMOVE CONCRETE PAVEMENT	SQ YD	\$6.00	218.00	\$1,308.00		\$0.00	240.00	\$1,440.00	\$132.00
5	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$5.50	26.00	\$143.00		\$0.00	20.00	\$110.00	(\$33.00)
6	REMOVE CATCH BASIN AND SUPPLY AND INSTALL A NEW CASTING	EACH	\$200.00	2.00	\$400.00		\$0.00	3.00	\$600.00	\$200.00
7	REMOVE CONCRETE CURB AND GUTTER	LIN FT	\$4.75	461.00	\$2,189.75		\$0.00	589.00	\$2,797.75	\$608.00
8	ADJUST VALVE BOX	EACH	\$350.00	2.00	\$700.00	3.00	\$1,050.00	5.00	\$1,750.00	\$1,050.00
9	MILL BITUMINOUS (2" OVER ENTIRE PARKING LOT)	SQ YD	\$2.50	5,364.00	\$13,410.00		\$0.00	5,364.00	\$13,410.00	\$0.00
10	TYPE SP 9.5 WEAR COURSE MIX (3,B)	TON	\$68.00	644.00	\$43,792.00		\$0.00	605.19	\$41,152.92	(\$2,639.08)
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.50	268.00	\$670.00		\$0.00	370.00	\$925.00	\$255.00
12	BITUMINOUS TRAIL RESTORATION	SQ YD	\$150.00	10.00	\$1,500.00		\$0.00	0.00	\$0.00	(\$1,500.00)
13	B612 CONCRETE CURB AND GUTTER	LIN FT	\$23.00	461.00	\$10,603.00		\$0.00	589.00	\$13,547.00	\$2,944.00
14	4" CONCRETE WALK W/4" GRANULAR BEDDING	SQ FT	\$5.00	1,305.00	\$6,525.00		\$0.00	1,232.50	\$6,162.50	(\$362.50)
15	6" CONCRETE WALK W/4" GRANULAR BEDDING	SQ FT	\$7.00	1,030.00	\$7,210.00		\$0.00	813.00	\$5,691.00	(\$1,519.00)
16	TRUNCATED DOMES	SQ FT	\$50.00	104.00	\$5,200.00		\$0.00	104.00	\$5,200.00	\$0.00
17	STREET SWEEPING TYPE WET PICKUP	HOUR	\$130.00	2.00	\$260.00		\$0.00	0.00	\$0.00	(\$260.00)
18	FURNISH AND INSTALL CASTING	EACH	\$1,350.00	2.00	\$2,700.00		\$0.00	0.00	\$0.00	(\$2,700.00)
19	INLET PROTECTION	EACH	\$200.00	5.00	\$1,000.00		\$0.00	5.00	\$1,000.00	\$0.00
20	SCREENED TOPSOIL BORROW (LV)	CU YD	\$35.00	21.00	\$735.00		\$0.00	0.00	\$0.00	(\$735.00)
21	TURF RESTORATION	SQ YD	\$10.00	127.00	\$1,270.00		\$0.00	127.00	\$1,270.00	\$0.00
22	YELLOW CURB PAINT	LIN FT	\$0.35	139.00	\$48.65		\$0.00	0.00	\$0.00	(\$48.65)
23	4" SOLID LINE YELLOW - PAINT	LIN FT	\$0.30	1,650.00	\$495.00		\$0.00	1,425.00	\$427.50	(\$67.50)
24	24" SOLID LINE WHITE - PAINT	LIN FT	\$0.55	15.00	\$8.25		\$0.00	12.00	\$6.60	(\$1.65)
25	ZEBRA CROSSWALK WHITE - PAINT	SQ FT	\$0.30	126.00	\$37.80		\$0.00	126.00	\$37.80	\$0.00
TOTAL ITEMS BID					\$113,628.20		\$1,050.00		\$109,346.57	(\$4,281.63)
SUMMARY										
TOTAL ITEMS BID					\$113,628.20		\$1,050.00		\$109,346.57	(\$4,281.63)
TOTAL					\$113,628.20		\$1,050.00		\$109,346.57	(\$4,281.63)

ol. AH

APPLICATION FOR PAYMENT NO. 2 (FINAL)

CONTRACTOR FOR:

2019 CITY HALL PARKING LOT OVERLAY

PROJECT NO. SARTE 149817
OWNER SARTELL, MN
CONTRACTOR KNIFE RIVER CORP - NORTH CENTRAL

AGREEMENT DATE: 02/11/18

FOR WORK ACCOMPLISHED THROUGH: 07/20/19

ITEM	DESCRIPTION	UNIT	UNIT COST	CONTRACT		THIS PAYMENT		WORK TO DATE	
				QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	MOBILIZATION	LUMP SUM	\$12,500.00	1.00	\$12,500.00		\$0.00	1.00	\$12,500.00
2	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$5.50	133.00	\$731.50		\$0.00	232.00	\$1,276.00
3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$4.25	45.00	\$191.25		\$0.00	10.00	\$42.50
4	REMOVE CONCRETE PAVEMENT	SQ YD	\$6.00	218.00	\$1,308.00		\$0.00	240.00	\$1,440.00
5	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$5.50	26.00	\$143.00		\$0.00	20.00	\$110.00
6	REMOVE CATCH BASIN AND SUPPLY AND INSTALL A NEW CASTING	EACH	\$200.00	2.00	\$400.00		\$0.00	3.00	\$600.00
7	REMOVE CONCRETE CURB AND GUTTER	LIN FT	\$4.75	461.00	\$2,189.75		\$0.00	589.00	\$2,797.75
8	ADJUST VALVE BOX	EACH	\$350.00	2.00	\$700.00	3.00	\$1,050.00	5.00	\$1,750.00
9	MILL BITUMINOUS (2" OVER ENTIRE PARKING LOT)	SQ YD	\$2.50	5,364.00	\$13,410.00		\$0.00	5,364.00	\$13,410.00
10	TYPE SP 9.5 WEAR COURSE MIX (3,B)	TON	\$68.00	644.00	\$43,792.00		\$0.00	605.19	\$41,152.92
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.50	268.00	\$670.00		\$0.00	370.00	\$925.00
12	BITUMINOUS TRAIL RESTORATION	SQ YD	\$150.00	10.00	\$1,500.00		\$0.00	0.00	\$0.00
13	B612 CONCRETE CURB AND GUTTER	LIN FT	\$23.00	461.00	\$10,603.00		\$0.00	589.00	\$13,547.00
14	4" CONCRETE WALK W/4" GRANULAR BEDDING	SQ FT	\$5.00	1,305.00	\$6,525.00		\$0.00	1,232.50	\$6,162.50
15	6" CONCRETE WALK W/4" GRANULAR BEDDING	SQ FT	\$7.00	1,030.00	\$7,210.00		\$0.00	813.00	\$5,691.00
16	TRUNCATED DOMES	SQ FT	\$50.00	104.00	\$5,200.00		\$0.00	104.00	\$5,200.00
17	STREET SWEEPING TYPE WET PICKUP	hour	\$130.00	2.00	\$260.00		\$0.00	0.00	\$0.00
18	FURNISH AND INSTALL CASTING	EACH	\$1,350.00	2.00	\$2,700.00		\$0.00	0.00	\$0.00
19	INLET PROTECTION	EACH	\$200.00	5.00	\$1,000.00		\$0.00	5.00	\$1,000.00
20	SCREENED TOPSOIL BORROW (LV)	CU YD	\$35.00	21.00	\$735.00		\$0.00	0.00	\$0.00
21	TURF RESTORATION	SQ YD	\$10.00	127.00	\$1,270.00		\$0.00	127.00	\$1,270.00
22	YELLOW CURB PAINT	LIN FT	\$0.35	139.00	\$48.65		\$0.00	0.00	\$0.00
23	4" SOLID LINE YELLOW - PAINT	LIN FT	\$0.30	1,650.00	\$495.00		\$0.00	1,425.00	\$427.50
24	24" SOLID LINE WHITE - PAINT	LIN FT	\$0.55	15.00	\$8.25		\$0.00	12.00	\$6.60
25	ZEBRA CROSSWALK WHITE - PAINT	SQ FT	\$0.30	126.00	\$37.80		\$0.00	126.00	\$37.80
TOTAL ITEMS BID					\$113,628.20		\$1,050.00		\$109,346.57
CHANGE ORDER NO. 1									
	COMPENSATING CHANGE ORDER	LUMP SUM	(\$4,281.63)	1.00	(\$4,281.63)		\$0.00	0.00	\$0.00
SUMMARY									
TOTAL ITEMS BID					\$113,628.20		\$1,050.00		\$109,346.57
CHANGE ORDER NO. 1					(\$4,281.63)				
TOTAL					\$109,346.57		\$1,050.00		\$109,346.57

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute. In accordance with Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

Gross Amount Due \$109,346.57
Less Retainage (0%) \$0.00

Amount Eligible to Date \$109,346.57
Less Previous Payments \$102,881.74

Amount Due This Application \$6,464.83

SUBMITTED KNIFE RIVER CORP - NORTH CENTRAL
PO BOX 1333
ST. CLOUD, MN 5302-1333

BY:

John F. Quade, President

DATE:

10-17-19

RECOMMENDED SEH
PO BOX 1717
ST. CLOUD, MN 56302-1717

BY:

SEH

DATE:

10/31/19

APPROVED CITY OF SARTELL
125 PINECONE ROAD NE
SARTELL, MN 56377

BY:

DATE:

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Public Works and Police Department	Meeting Date: December 9, 2019	Agenda Item No. 6m
Agenda Section: Consent	Item: Memorial Marker Guidelines	
<p>RECOMMENDATION: Approve the attached Guidelines.</p> <p>BACKGROUND: Our Police Department and Public Works Department are recommending the City adopt Memorial Marker Guidelines similar to those Stearns County follows both for public safety and for consistency.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Recommended Guidelines.</p> <p>ACTION REQUESTED: Consent agenda approval serves as approval of the guidelines. If item is removed from consent, separate motion is requested to adopt the guidelines.</p>		

CITY OF SARTELL

MEMORIAL MARKER GUIDELINES

Background

Crashes on roadways are traumatic events for all those involved. Crashes that result in loss of life are even more tragic, and they impact many lives including the family and friends of the victim. The City of Sartell understands the pain caused by these events and recognizes that some people's grieving could include the placement of memorials near the site.

The City of Sartell will be understanding and compassionate since this is a sensitive issue and will encourage other ways to memorialize the person(s) rather than a marker along the roadway since the main concern is safety. These markers can be a physical and/or visual hazard to other motorists, and no one wants these memorials to be the cause of another crash at the same location.

Typically, hazards associated with this type of marker may include non-breakaway physical objects within the clear zone; visual distractions that can cause erratic driving behavior both day and night; vehicles parked adjacent to the traveled way and in areas of narrow shoulders; pedestrians on or near the roadway, children exiting or entering vehicles from the roadway side of parked vehicles, physical obstructions that could cause problems with snowmobiles, dirt bikes, ATVs, as well as maintenance activities such as mowing and snowplowing. Any physical post driven into the ground is a hazard above ground and may also be an additional hazard if it strikes an underground utility such as a power cable.

Minnesota Statute References

Minnesota Statute 160.2715 (a) states, "Except for the actions of the road authorities, their agents, employees, contractors and utilities in carrying out their duties imposed by law or contract . . . it shall be unlawful to: (5) dig any holes in the highway . . .; (9) place or maintain an advertisement within the limits of any highway; (10) paint, print, place, or affix any advertisement or any object within the limits of the highway."

Minnesota Statute 169.34 Subd. 1. (a) states, "No person shall stop, stand, or park a vehicle . . .; (15) at any place where official signs prohibit stopping."

Definitions

Memorial markers are physical objects that are placed along roadway right of way, marking the site of a fatal crash.

Memorial Marker Guideline

City of Sartell guidelines regarding placement of memorial markers are as follows:

Temporary memorial markers may be placed along City roadways and remain for an appropriate time, not to exceed six (6) months. Memorial markers will be removed if:

- They do not meet safety criteria within the clear zone (physical or visual),
- They negatively impact the free flow of traffic,

- They are located outside the clear zone but constitute a hazard if hit by either on- or off-roadway vehicles,
- They interfere with routine maintenance operations

Removed memorial markers shall be stored for retrieval at the City public works shop for a minimum of 30 days prior to disposal.

Effective Date

December 9, 2019

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 60
Agenda Section: Consent	Item: Calling Public Hearing	
<p>STAFF RECOMMENDATION: Staff recommends calling a public hearing to amend your animal control ordinance to remove the requirement for City licenses.</p> <p>BACKGROUND: As previously discussed by Council, staff has worked with City Council on updates to your current ordinance language and we will hold a public hearing at your January 13th meeting before Council considers final adoption.</p> <p>BUDGET/FISCAL IMPACT: City will lose license revenues, but will also reduce costs by eliminating the licensing process, and will be fairer to residents since we have far more dogs in the City than the number being licensed.</p> <p>ATTACHMENTS: Draft ordinance.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval to call the public hearing. If the item is removed from consent, a separate motion is requested calling public hearing.</p>		

ORDINANCE NO. _____

An Ordinance Amending Chapter 2 of Title 5 of the Sartell City Code

The City Council of the City of Sartell ordains:

Section 1: Section 5-2-1 is hereby amended as follows:

ANIMAL CONTROL OFFICER: The city staff charged with the duty of picking up and impounding ~~unlicensed dogs, strays and~~**or** abandoned animals as herein provided.

Section 2: Section 5-2-2 is hereby deleted in its entirety.

Section 3: Section 5-2-3 is hereby amended as follows:

- A. *Generally.* ~~Except for kennels licensed under this Chapter,~~ No more than two dogs over six (6) months of age shall be owned, kept or harbored on the premises of a single family home or per dwelling unit for multi-family properties.
1. *Grandfathering.* Owners who currently possess dogs in excess of the limitations set forth in this Ordinance, and who ~~meet~~**met** licensing requirements prior to the date of enactment, will be allowed to continue to ~~license~~**possess** such dogs ~~annually~~ for as long as such dogs reside in the City. Once such ~~currently licensed~~ dogs become deceased or ~~are unlicensed for or~~ do not live within the City for a period of 6 months, the limitations set forth shall again apply.
2. *Fostering.* Owners who provide foster care for animals through the Tri-County Humane Society **or other foster agencies** ~~may be granted annual dog licenses without providing information regarding the identification of each animal fostered, but they~~ are still subject to the number limitations and other provisions of this Ordinance.
- ~~3. *Service Animals.* Service animals used by a licensed peace officer may be granted annual dog licenses without payment of a license fee.~~
- ~~4. *Commercial dog kennels* as provided in Section 5-2-17.~~

Section 4. Section 5-2-5, Subparagraph D is hereby added to read as follows:

D. Owners of animals found running at large are subject to a fine pursuant to the City's fee schedule.

Section 5. Section 5-2-7, Subparagraph A is hereby amended to read as follows:

- A. *Dogs and Cats Rabies Immunization Required.* All dogs and cats over the age of six (6) months harbored or maintained within the City shall be immunized against rabies by a licensed veterinarian. The vaccines used and their duration of immunity against rabies will be as recommended by the National Association of State Public Health Veterinarians (NASPHV) in their current Compendium of Animal Rabies Prevention and Control. **A certificate from the veterinarian inoculating said dog or cat shall be presented to the Animal Control Officer by the animal's owner upon demand. Failure to provide evidence**

of rabies immunization upon request may subject the owner to a fine pursuant to the City's fee schedule.

Section 6: Section 5-2-8, Subparagraph G is hereby deleted in its entirety.

Section 7: Current Section 5-2-9 is hereby renumbered as Section 5-2-10 and current Section 5-2-10 is hereby renumbered as Section 5-2-9.

Section 8: Current Section 5-2-9, Subparagraph A.2.f. is hereby amended as follows:

- f. *Annual Registration Fee.* The owner of a dangerous ~~dog~~ **animal** is required to complete an annual registration form and pay annual registration fee as set by the City Council ~~in addition to the annual dog license.~~ If the ~~dog~~ **animal** is impounded the fee will be paid prior to the animal's release; and

Section 9: Current Section 5-2-10, Subparagraph A.5. is hereby amended as follows:

5. *Annual Registration Fee.* The owner of a potentially dangerous animal is required to complete an annual registration form and pay annual registration fee as set by the City Council ~~in addition to the annual dog license.~~ If the animal is impounded the fee will be paid prior to the animal's release; and

Section 10: Section 5-2-12, Subparagraph A is hereby amended as follows:

- A. *Dogs.* The Animal Control Officer or any duly authorized assistant may impound any dog found in the City without the currently effective ~~tag~~ **rabies vaccination** provided for in this ordinance; or any dog found at large at any time within the City.

Section 11: Section 5-2-13 is hereby amended as follows:

Animals may be redeemed from the Animal Shelter by the owner any time, during office hours, within five (5) business days after seizure and impounding, upon a statement of ownership, ~~proof that a license has been issued for a dog,~~ and ~~proof of payment to the City of the impounding fee,~~ including the cost of caring for the animal during the impound period. The animal will be released to the owner, unless it is being held for rabies observation or for potentially dangerous or dangerous dog designation. ~~The amount of the fee will be the amount established by the City Council.~~

Section 12: Section 5-2-17 is hereby amended as follows:

5-2-17: ~~KENNELS; LICENSE REQUIRED~~ **COMMERCIAL KENNELS:** No person will maintain a kennel within the City except in a location permitted by the zoning and subdivision code as a commercial kennel. ~~The kennel license fee will be fixed from time to time by the Council and will be obtained in the same manner as the dog license. The license will expire annually on last day of December of each year.~~

Section 13: Summary Publication.

At least four-fifths of the City Council's members direct the Administrator to publish only the title and a summary of this Ordinance as follows:

“ORDINANCE AMENDING CHAPTER 2 OF TITLE 5 OF THE SARTELL CITY
CODE. The ordinance amends various provisions of the Animal Ordinance to eliminate
the requirement for licensing of dogs”

Section 14: This Ordinance shall be effective upon publication.

Adopted this _____ day of _____, 2019.

Mayor

ATTEST:

City Clerk

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6p
Agenda Section: Consent	Item: Personnel Policies	
<p>RECOMMENDATION: Approve the attached Personnel Policies revision, including employee acknowledgement form for City employee applicants as firefighters.</p> <p>BACKGROUND: City staff and personnel committee have been working on revisions to allow public safety employees to serve on the Sartell Fire Department as we allow members from other City departments. While we won't be able to allow on duty public safety officials to respond to fire calls, we did want the opportunity for potential off duty response.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Proposed policy revisions and employee acknowledgement form.</p> <p>ACTION REQUESTED: Consent agenda approval serves as approval of the policy change and waiver form. If item is removed from consent, separate motion is requested to adopt the revised policy language, including employee waiver form.</p>		

8.10 Leave for Service as a Sartell Firefighter

Regular employees of the City, ~~excluding those in positions whose primary function is providing emergency response services (e.g. licensed police officers),~~ are allowed to apply and be appointed to serve on the City's Fire Department subject to an Acknowledgement form provided by City being signed by such employee and other requirements as follows:

- 1 – Exempt employees must attain the approval and adhere to the terms and protocol for service as established by their ~~immediate supervisor,~~ department manager and City Administrator.
- 2 – Non-exempt employees are allowed uncompensated personal leave (but may use their comp time or vacation time in employee's discretion, in addition to being paid the standard firefighter response compensation) to respond to certain paged fire calls as an active duty firefighter for the Sartell Fire Department as follows:
 - a. Non-public safety employees are ~~Employee is authorized uncompensated personal leave to respond only on a second page for a significant or major emergency event that occurs or lapses into~~ during their scheduled work shift on first or second page and subject to pre-approval by the employee's immediate supervisor or Department Manager. ~~Response on first page during their scheduled work shift may be authorized by Department Manager based on department needs and workloads at time of page.~~
 - b. Public safety employees (Fire Marshal and employees of the police department) may not respond to fire calls in their capacity as a firefighter while on duty as a City employee, except as directed by the Police Chief (as to police department employees) or Fire Chief (as to Fire Marshal). Overtime compensation applicable to certain public safety employees (fire related full time employees) also serving as Sartell firefighters shall be calculated at the rate for the job performed as overtime (i.e. firefighter pay rate for time accrued as firefighter).
 - c. All other time and service provided as a Sartell Firefighter must be provided outside of the employee's scheduled work shift.

Appointment and compensation is subject to the discretion of the City Council as established in its Policy and Procedures for the Sartell Fire Department and the annual nominal compensation schedule for the Sartell Fire Department.

ACKNOWLEDGEMENT BY CITY OF SARTELL EMPLOYEE

The undersigned ("Employee") acknowledges that Employee is currently a full-time employee of the City of Sartell, Minnesota ("City") and that Employee is applying to serve as a firefighter for the City of Sartell. Employee acknowledges that the City has not requested such application and that appointments to the Sartell Fire Department are made through a separate process from full time employment appointments. Employee's status as a City Employee will not be impacted by service as a Sartell firefighter nor will status as a Sartell firefighter be impacted by service as a City Employee.

Employee acknowledges that, should Employee be appointed as a Sartell firefighter, Employee will be released from Employee's full-time employment duties during work hours to respond to calls as a firefighter in the sole discretion of the City. Employee must use personal or vacation time to respond to such calls as a firefighter during work hours. Any after hour responses by Employee will be in Employee's own discretion and on Employee's own time with compensation to be made at the standard Sartell firefighter rates for such service through completion of Sartell firefighter timecards that are maintained and processed separately from Employee's City employment timecards. All requirements for the pre-approval of overtime apply to both positions. Employee acknowledges that certain response rates as a firefighter are required in order to obtain credit for service and eligibility for fire relief benefits. In the event the Employee is not released from full-time duties to respond to calls as a firefighter, Employee must utilize after hours responses in order to meet the required response rate. Employee waives any claim against the City for Employee's inability to maintain the required response rate or failure to meet eligibility standards for fire relief benefits.

Employee hereby acknowledges their desire to serve on the Sartell Fire Department is motivated by a commitment to serve in the same capacity and at the same pay rates as any non-City employees serving the Sartell Fire Department and they make no claim to additional compensation for service as a Sartell firefighter.

Printed Name

Signature

Date: _____

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6q
Agenda Section: Consent Agenda	Item: Software Purchase	
<p>BACKGROUND: Council reps Fitzthum and Andel met with Community Center management as part of the City-School subcommittee to review a recommended software purchase for the City and School. The City would pay the \$5,950 yearly fee, and the School would pay the \$5,000 yearly for add ons (Afterschool Care, Additional Merchant, and Digital Attendance) and we propose splitting the \$500 implementation fee between the City and School.</p> <p>BUDGET/FISCAL IMPACT: \$250 one time cost and \$5,950 annually from the Community Center operating budget.</p> <p>ATTACHMENTS: Software proposal – final signed contract will be subject to revisions as recommended by City Attorney.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda serves as approval of the software acquisition to be shared between City and School District. If item is removed from consent, a separate motion is requested to approve the purchase.</p>		

November 1, 2019

Kristine O'Brien
Community Education Director
Sartell-St Stephen Community Education
212 Third Avenue North
Sartell, MN, 56377

Dear Kristine,

Thank you for considering CommunityPass Online Registration and Payment Management software. CommunityPass includes a carefully constructed, comprehensive combination of products and services providing:

- Support for online, phone-in, mail-in and walk-in registration
- Credit card, check and cash payment processing
- Real-time reporting and email messaging
- Self-service site and software administration

Our business model, which is based in part on an annual software subscription, requires us to pay attention not just to our customer's initial needs, but to their ongoing needs as our profitability is based on maintaining a high rate of subscription renewals. The result is a strong, personal investment in our customers' ongoing success. We have a great track record and are looking forward to the opportunity to share our success with you.

We are pleased to provide the following Agreement for Services for your review. *If you agree the terms, please sign Page 2 of this document and send back to Capturepoint for countersignature either by mail (address listed above), fax or scan/email. Our fax number is 201-689-2123.*

Please feel free to contact us if you have any questions.

Sincerely,

Nick Fuentes
Capturepoint
201-689-2323 x221
nfuentes@capturepoint.com

Price Quote

141 Dayton Street
Ridgewood, NJ 07450
Phone: 201-689-2323
Fax: 201-689-2123
www.capturepoint.com

Fees

Item	Implementation (One-Time) ¹	Subscription (Annual)	Item Total
- Implementation Management (\$3,000 WAIVED)	\$ 500.00	\$ -	\$500.00
- Web Based Training (8 sessions - \$2,000 WAIVED)	\$ 0.00	\$ -	\$0.00
- CommunityPass Recreation (1 site – Community Center) ¹	\$ 0.00	\$ 5,950.00	\$5,950.00
- Additional Merchant Account (1 Site - Community Education)	\$ 0.00	\$ 1,250.00	\$1,250.00
- After Care Manager	\$ 0.00	\$ 1,875.00	\$1,875.00
- Digital Attendance (3 Sites)	\$ 0.00	\$ 1,875.00	\$1,875.00
Total (Year 1)	\$500.00	\$10,950.00	\$11,450.00

- Promotion valid thru 12/31/2019. Implementation Fees waived up to \$5,000 (excludes Travel & Expenses and on-site training/consulting).**
- See Agreement for Services #9 and #10 for incremental payment processing fees.

Dates & Point of Contact

Item	
Client Name & Account Number	Sartell-St Stephen Community Education; SSS35247
Agreement of Services Version	1.0
Point of Contact Name Title Address Phone Email	Kristine O'Brien Community Education Director 212 Third Avenue North, Sartell, MN 56377 (320) 258-7333 kristine.obrien@sartell.k12.mn.us

APPROVALS:

The signatures below, or the submission of payment or a purchase order, constitute agreement to the terms of this Agreement and the terms outlined in Appendices A, B and C. *Please sign and send back to Capturepoint for countersignature either by mail, fax or email/scan (photos are not accepted). Our fax number is 201-689-2123.*

For Sartell-St Stephen Community Education:

Name: _____
Title: _____
Signature: _____
Date: _____

For Capturepoint:

Name: _____
Title: _____
Signature: _____
Date: _____

Client: Sartell-St Stephen Community Education
Contact: Kristine O'Brien, Community Education Director

Account #: SSS35247
Version: 1.0

The agreement ("Agreement") begins on the later of the dates it is signed ("Effective Date"), between Capturepoint LLC d/b/a Capturepoint ("Capturepoint"), with principal offices at 141 Dayton Street, Suite 204, in Ridgewood, NJ, 07450 and Sartell-St Stephen Community Education ("Client"), with its principal place of business located at 212 Third Avenue North, Sartell, MN 56377

1. Services. Capturepoint will provide software and services ("Services") as defined in the Price Quote and described in Appendix A – Capturepoint Services Description, which is incorporated herein by this reference as defined herein. All services "checked" in Appendix A are included as Services to be provided by Capturepoint for the fees specified in the Price Quote. Capturepoint's performance shall be in a competent and professional manner equal to high quality performance by a professional services company.

2. Excluded Services. Excluded Services are i) Enhancements, which are system wide change requests submitted by the Client and ii) Customization, which are changes that impact only the Client's system. Customization is defined as custom eligibility, custom pricing, custom reports, custom validations, public site design, or other customized product features. Excluded Services are subject to additional fees and not included in the standard Services.

3. Services Fees. Fees for Services are either i) Annual Subscription or ii) One-Time, which are based on estimates. Should the hours required for Professional Services exceed the estimates provided, Capturepoint will provide written documentation including a detailed explanation of the variance and providing a new estimate for approval by the Client.

4. CommunityPass. CommunityPass is a Service and its Annual Subscription fee is based on i) the CommunityPass Package selected in Appendix A – Capturepoint Services and ii) the number of Organizations and as defined in the Price Quote. An Organization is an individual entity that operates autonomously. A CommunityPass subscription does not include any additional Services.

5. Subscription Start Date. The Subscription Start Date is i) the date the 12-month subscription commences and ii) occurs 30 days after the Effective Date or after the first training session is completed, whichever occurs first.

6. Renewal Date. The Renewal Date is the first day of the month of the Subscription Start Date in the following year.

7. Ownership. Client owns all content and registration data ("Files") generated via the Services. Should the contract between Capturepoint and Client be terminated for whatever reason, Capturepoint will provide all Client Files promptly to the appropriate individual at the Client upon request. Capturepoint shall retain all right, title and interest in and to its software, copyrights, trademarks, service marks, logo and trade names worldwide ("Intellectual Property"). The Intellectual Property is licensed, not sold. The Intellectual Property is protected by copyright and other intellectual property laws and treaties. Client shall use the Intellectual

Property only as provided, and shall not alter the Intellectual Property in any way, or act or permit action in any way that would impair Capturepoint's rights in its Intellectual Property. Client acknowledges that the use of the Intellectual Property shall not create any right, title or interest in or to such Intellectual Property.

8. Support Services. By signing the Agreement for Services, Client agrees to the support terms and conditions as defined in Appendix B – Capturepoint Support.

9. Payment Processing Fees. Payment Processing Fees are included in this Agreement. Capturepoint charges a 2.6% payment processing fee plus \$.25/transaction fee for Visa, Mastercard and Discover. Capturepoint charges a 3.6% payment processing fee plus \$.25/transaction fee for American Express. Capturepoint charges a 1% payment processing fee for E-Check plus \$.25/transaction fee. E-Check is an electronic payment funded by the buyer's bank account. A \$35 Insufficient funds fees will be charged if the Client does not hold sufficient funds in their bank account to cover Capturepoint's Payment Processing Fees per debit.

10. Payment Processing Terms and Conditions. Capturepoint will provide payment processing services as defined in <https://www.communitypass.net/payment-terms-and-conditions/>, which is incorporated herein by this reference as defined herein.

11. Additional Merchant Accounts. This Agreement is for use of Services with one (1) merchant account, which services one (1) Organization. One merchant account includes one (1) Card Present (used for in-person use) account and one (1) Card Not Present (used for online use) account. Subscriptions requiring more than one merchant account are subject to an additional annual Service Fee. Clients that do not implement Card Present and Card Not Present accounts simultaneously are subject to additional One-Time fees.

12. Training. Training is session based and is priced/Service. It is intended to be "train-the-trainer" sessions. i) The Client is responsible for coordinating the trainee(s) to attend training; ii) trainees will train the entire Client's staff; iii) For On-Site CommunityPass training, Capturepoint will train up to five (5) people/Service at no additional cost; iv) Staff will be trained at a location designated by the Client; v) Each trainee will have access to a computer and the Internet, so that multiple users can be trained simultaneously; vi) Capturepoint will provide access to meeting software during Web-based training; vii) Travel & Expenses for On-Site training are priced separately; viii) Additional Web-based retraining is recommended per year to handle any retraining or staff turnover. If any of the above conditions are not met, the price of training may be altered.

13. Price Quote. The Price Quote is specifically incorporated by this reference and sets forth all fees due and payable from Client for the Services described herein. The Price Quote cost estimate is valid for 60 days from the Date of this Agreement.

14. Wait Charge. Capturepoint may invoke a \$100/day wait charge if Client does not provide the items listed in Section

15 prior to the implementation start date. Capturepoint will notify Client in writing when this charge is invoked.

15. Client Obligations. The following are responsibilities that Capturepoint expects of its customers.

- a. Designated Contact. Client will provide a single, primary point of contact that will serve as a subject matter expert to quickly resolve issues that arise during the implementation and throughout Term of service.
- b. Chargebacks. Client agrees that any disputes between Client and a Cardholder relating to a transaction funded directly to the Client shall be settled between Client and the Cardholder directly. Client understands that such disputes can result in a Cardholder issued "Chargeback" to Client. A Chargeback occurs when a merchant issues credit to a cardholder's account. Chargeback(s) can be avoided by settling disputes with the Cardholder directly or issuing a refunded transaction. Such chargeback disputes may require Client to provide a copy of the signed credit card receipt.
- c. Hardware Purchase. Any hardware required for this implementation must be purchased, installed and tested by the Client. Capturepoint bears no responsibility for acquiring hardware. Capturepoint does not directly guarantee or warranty any hardware equipment purchased through Capturepoint or from another vendor. Any equipment purchased through Capturepoint is non-refundable. Hardware quote is valid for 90 days from the date on this Agreement of Services or December 31st of the current year, whichever comes first.
- d. Hardware Integration and Support. Hardware including, but not limited to, bar code scanners, web cameras, touch screens, ID printers, credit card swipes and door lock systems purchased from other sources may not have the required programming to work with the Services. Capturepoint does not provide hardware programming or maintenance, and does not guarantee or warranty hardware purchased via Capturepoint or elsewhere will work with Capturepoint Services.
- e. Policies. Client is responsible for providing policy information pertaining to their specific rules of operation, such as, Code of Conduct, Internet, Refund and Privacy Policy. The Privacy Policy is posted on the Public Site. The Privacy Policy automatically defaults to Capturepoint's Privacy Policy if the Client does not supply one. The Capturepoint Terms of Use is posted on the Administrator Site. All administrators of the Services must comply with the Terms of Use. Failure to comply with the Terms of Use policy may result in the suspension or termination of Services.
- f. Internet Service. Client is responsible for the purchase and set up of their Internet service, which is required for the use of Services. Capturepoint does not provide Internet service connection support or maintenance. For the best performance of Services, Capturepoint recommends using a broad-band Internet connection capable of upload and download speeds of at least 1MB per second. Capturepoint supports the following browsers: Microsoft Internet Explorer 9, Microsoft Edge (v14 or later), Mozilla Firefox (v53 or later), Google Chrome (v58 or later), Safari (v10.1 or later) and Opera (v45 or later).

g. Bank Account. Client will provide a valid Bank Account and routing number to Capturepoint to debit Fees via ACH electronic banking. Should the Bank Account change, Client must notify Capturepoint in writing immediately or risk 1) delay receipt of Registration Fees and 2) being subject to Insufficient Funds Fees for non-payment of Service Fees.

h. User Roles. Client is responsible for creating, approving or de-permissioning user roles. Client should have a transition plan for administrators that join or leave the organization. Capturepoint does not create or approve user roles, unless Client provides written approval of the changes. User roles may not be deleted.

i. Setup. Client is responsible for organizing and entering their content, which, includes but is not limited to, catalog, facility, memberships and financial information, unless Client purchases the Program Setup or Reservation Manager Setup Service.

j. Online Gaming/Gambling. Client is responsible for complying with their state gaming authority's laws and regulations regarding online gaming. Gaming may include, but is not limited to, raffles, contests, 50/50s, etc. Failure to comply with the state law may result in suspension or termination of the Service.

16. Cloud Computing. Capturepoint uses web-based software that users access from any computer with an Internet connection. The software is hosted by and resides on Capturepoint servers. The software can integrate with the following hardware items, which if using must be purchased, installed and tested, prior to using the Services: Cash drawer, Receipt Printer, Digital Camera/Web Cam, Bar Code Scanner, Photo ID Printer, and Door Lock Systems.

17. Security. Capturepoint uses advanced technology for Internet security. When you access our site, Secure Socket Layer (SSL) technology protects your information using both server authentication and data encryption, ensuring that your data is safe, secure, and available only to registered users ("Users") in your organization. Client data will be inaccessible to unauthorized visitors.

Capturepoint provides each Client's User with a unique user name and password that must be entered each time a User logs on. Capturepoint issues a session cookie ("Cookie") only to record encrypted authentication information for the duration of a specific session. The session Cookie does not include either the username or password of the user. Capturepoint does not use Cookies to store other confidential user and session information, but instead implements more advanced security methods based on dynamic data and encoded session IDs.

Capturepoint products are hosted in a secure server environment that uses a firewall and other advanced technology to prevent interference or access from outside intruders.

18. Overtime charges. Work performed outside of the Regular Service Hours, at the specific request of the Client, are subject to overtime charges. Should the Client request overtime hours, both Client and Capturepoint should provide written approval of the overtime hours. Upon completion of the work, Capturepoint will provide written documentation, of the overtime hours worked.

19. Payment. Capturepoint will invoice Client for One-Time Set Up Fees incurred upon execution of this Agreement. Capturepoint will invoice for the Annual Subscription fees on the Subscription Start Date. On the Renewal Date,

Capturepoint will submit one annual invoice to the Client. Payment is due within thirty (30) days of Client's receipt of each invoice. Should any invoice remain unpaid for more than thirty (30) days, interest shall be paid at a rate of 1.5% per month.

20. Receipt of Payment. Receipt of payment by cash, check, cashier's check, money order or other means or receipt of a Purchase Order by the Client confirms acceptance of the Terms & Conditions as defined in the Agreement of Services and serves as approval of the Terms & Conditions in lieu of Client signature.

21. Term. This agreement shall have a term of twelve (12) months commencing on the Subscription Start Date, unless terminated as provided in Section 22. This Agreement will automatically renew for additional (12) month terms.

22. Termination. Either party may, upon giving thirty (30) days written notice identifying specifically the basis for such notice, terminate this Agreement. In the event this Agreement is terminated, Client shall pay Capturepoint for all Services rendered and expenses incurred prior to the date of termination. Capturepoint will not pro-rate or return funds for the current subscription period.

23. W9. Capturepoint's current year W9 is located in Appendix D.

24. Exclusions. The Agreement does not include any additional Services that are not set forth in this Agreement. Additional requirements will be documented and agreed to prior to the execution of this Agreement.

25. Warranty. Capturepoint warrants that its Services will be performed in a good and workmanlike manner. Capturepoint shall re-perform any work not in compliance with this warranty brought to its attention within a reasonable time (not to exceed sixty (60) days), after that work is performed. Except as represented in this Agreement, all Services are provided "AS IS." THE PRECEDING IS CAPTUREPOINT'S ONLY EXPRESS WARRANTY CONCERNING THE SERVICES AND IS MADE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES AND REPRESENTATIONS, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, INFORMATIONAL CONTENT, SYSTEMS INTEGRATION, NON-INFRINGEMENT, INTERFERENCE WITH ENJOYMENT OR OTHERWISE.

26. Indemnification. Client shall indemnify and hold Capturepoint harmless from third party claims arising out of its use of the Services.

27. Limitation of Liability. The sole liability of either party to the other (whether in contract, tort, negligence, strict liability in tort, by statute or otherwise) for any claim in any manner related to this Agreement shall in no event in the aggregate exceed, in the case of Capturepoint's liability, the fees received by Capturepoint for the Services giving rise to the liability, or, in the case of Client, the total fees payable to Capturepoint. In no event shall either party be liable for consequential, incidental, indirect, special or punitive loss, damage or expenses (including lost profits). Any action by either party must be brought within two (2) years after the cause of action arose.

28. Integration. This Agreement and its attached appendices constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements and understandings of the parties in connection herewith, and not covenant,

representation or condition not expressed in this Agreement shall affect, or be effective, to interpret, change expand or restrict the express provisions of this Agreement.

29. Modification of Agreement by Writing. This Agreement may not be modified, amended, waived, extended, changed, discharged, assigned or terminated orally or by any act or failure to act on the part of either party. This Agreement may be modified, amended, waived, extended, changed, discharged, assigned or terminated only by an agreement in writing signed by both parties.

30. Assignment. Neither party may assign this Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld or delayed.

31. Notice. Any notice or other communication provided under this Agreement shall be in writing and shall be effective either when delivered personally to the other party, or five (5) days following deposit of such notice or communication into the United States mail (certified mail, return receipt requested, or first class postage), facsimile (with delivery confirmation) e-mail to the point of contact at the email address set forth in this Agreement, or overnight delivery services (with delivery confirmation), addressed to such party at the address set forth in this Agreement. Either party may designate a different address by notice to the other given in accordance with this Agreement.

32. Force Majeure. Neither party will be liable for any delays or failures to perform due to causes beyond that party's control.

33. Branding. Client shall not use Capturepoint's name outside Client's organization without Capturepoint's express written consent, which may be withheld by Capturepoint in its sole discretion.

34. Waiver. No delay on the part of either party to this Agreement in exercising any right, power of privilege under this Agreement shall operate as a waiver of any such right, power or privilege.

35. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of New Jersey, without giving effect to conflict of law rules.

36. Agreement Execution. This Amendment may be executed simultaneously in counterparts, and by PDF or other electronic transmission, each of which counterparts shall be deemed an original, but all of which together shall constitute one and the same instrument, provided that all such counterparts, in the aggregate, shall contain the signatures of all parties hereto.

APPENDIX A - CAPTUREPOINT SERVICES DESCRIPTION

Capturepoint Products

Capturepoint is comprehensive cloud-based software that provides online data collection, payment, and reporting to cover all aspects of administration. For product descriptions, visit <http://communitypass.net/features/index.html>.

CommunityPass Packages

- ☐ *CommunityPass Essentials*
- ☐ *CommunityPass Membership*
- ☒ *CommunityPass Recreation*
- ☐ *CommunityPass Enterprise*
- ☐ *CommunityPass School*

A La Carte Features

- ☒ *After Care*
- ☐ *Bonds*
- ☐ *Digital Attendance (1 Site). *Requires After Care.*
- ☐ *Facility Rentals (Permits)*
- ☐ *Gateway Support*
- ☐ *Instructor Site*
- ☐ *League & Scheduling*
- ☐ *Pass Fulfillment*
- ☐ *Student Manager*
- ☐ *Ticket Redemption*

Capturepoint Professional Services

Capturepoint's experienced professionals are available to support the planning, implementation, and optimization of Capturepoint Services. For service descriptions, visit <http://communitypass.net/features/index.html>.

CommunityPass Set Up Service

- ☒ *CommunityPass Setup.* Activation of a CommunityPass subscription, E-Commerce, creation and testing of 1 administrator account, setting of account-specific defaults and Webinar Training.
 - ☐ *CommunityPass Essentials*
 - ☐ *CommunityPass Membership*
 - ☒ *CommunityPass Recreation*
 - ☐ *CommunityPass Enterprise*
 - ☐ *CommunityPass School*

Training Services

- ☐ *On-Site Training.* Training includes syllabus, training materials and training site. Training is session based and priced per Service. Training is a "train-the-trainer" service. Refer to Agreement of Services Section 12 for terms and conditions.
- ☒ *Web-Based Training.* Training includes syllabus and training materials. Training is session based and is priced per Service. Training is a "train-the-trainer" service. Refer to Agreement of Services Section 12 for terms and conditions.

Sessions Included:

- ☒ *CommunityPass Setup.* Core training course to set up content, users and programs. Admins should take this course before starting a CommunityPass deployment or when taking over an existing deployment.
- ☒ *CommunityPass Customer Management.* Core training course that focuses on managing an organization's front desk, including processing registrations, payments, refunds, transfers and withdrawals.
- ☒ *CommunityPass Reporting.* Core training course that shows how to run standard and ad hoc reports.
- ☐ *CommunityPass Q&A.* For A "freestyle" 2-hour session lets the trainer help execute what was learned in the Setup and Front Desk sessions. The trainer can assist with program entry, new user setup, setting eligibility and capacity rules or any other item covered in the Setup and Front Desk sessions.

Feature Training Sessions:

- ☒ *After Care*
- ☒ *Digital Attendance*
- ☒ *Facilities Setup*
- ☒ *Facilities Customer Management*
- ☐ *Instructor Site*
- ☐ *Leagues & Scheduling*
- ☒ *Memberships, ID Scanning & POS*
- ☐ *Pass Fulfillment*
- ☐ *Ticket Redemption*

Consulting Services

- ☐ Business Analysis & Consulting. Identify custom requirements, configurations, reporting, etc. through a series of meetings led by a Consultant. Includes time for documentation.
- ☐ Customization. Customize eligibility rules, reports, public site design, or other product features or Enhancements to meet the unique needs the Client.
- ☐ Data Entry. Capturepoint will enter catalog data into CommunityPass.
- ☐ Data Migration. Migrate your membership database from spreadsheets or a prior system. Capturepoint will merge like records, purge duplicates and upload a clean membership list. Data migration process dependent on the organization's current installation of software. Migration includes individual/account meta-data, membership ID data and current member status. Family Upload of no more than one year of family data from existing client database to Capturepoint. Financial and transactional history is not included.
- ☒ E-Commerce Integration. Connection of CommunityPass to Client merchant bank and transaction testing. All monies will deposit into one merchant account, unless the client purchased Additional Merchant Accounts.
- ☐ Facilities Set Up. Capturepoint facilities analysis collects, organizes and imports existing facility information into the Scheduler.
- ☒ Implementation Management. Implementation Management identifies all of the areas where CommunityPass will impact existing workflow, policies, procedures and marketing, enabling Capturepoint to

suggest the optimal approach to implementing Capturepoint products. A Capturepoint Consultant manages the implementation and organizes up to six (6) weekly status meetings.

- ☐ Program Set Up. Capturepoint analyzes, organizes and enters catalog and brochures into the system.
- ☐ Report Analysis & Design. A Capturepoint Consultant analyzes your existing reports and makes recommendations whether your organization needs 1) pre-built, 2) custom, or 3) Report Builder reports.
- ☐ Post-Launch Managed Support. Post-Launch Managed Support is designed to accommodate unexpected issues that occurs post implementation. Your organization receives access to a Capturepoint Consultant who organizes weekly status meetings and manages follow up tasks for a specified time period. Rollout Management commences after completion of CommunityPass training. *Required for phased rollouts, which includes multi-product or enterprise implementations.*
- ☐ Student Upload Service. Provide the development and customization to upload your Student Information System (SIS) into CommunityPass. Capturepoint 1) loads the student database, 2) creates family accounts and 3) prepares letters to send to users.
- ☐ Systems Integration. Capturepoint offers three options for systems integration. All three options include the creation of a custom file format that would align with the upload requirements of the software.

APPENDIX B – CAPTUREPOINT SUPPORT

1. Service Hours. Regular Service Hours are Monday - Friday, 9:00am - 5:00pm ET. Emergency Hours are 24/7.
2. Severity Levels. There are two types of service levels:
 - a. Severity Level 1. The site is wholly or substantially inoperable or interrupted.
 - b. Severity Level 2. The site experiences a minor error and the impact to normal activities is minimal, including bugs and enhancements.
3. Support. "Support" is included with your Capturepoint Subscription and includes: 1) Severity Level 1 support 24X7 2) Severity Level 2 support during Regular Service Hours 3) access to CommunityPass Help & Training, 4) access to the Ticket Management System (TMS), 5) bug fixes, 6) analysis and resolution of issues with the system by a Capturepoint Technical Resource that cannot otherwise be solved by a Customer Service representative. Initial analysis and recommendations is included with your Capturepoint license. Relief for a problem may be a billable service. Support **does not** include Training or Professional Services.
4. Response Times. Capturepoint will attempt to resolve issues as quickly as possible; however, we make no guarantees or representations, either expressed or implied, regarding resolution time of any issue. If the issue is categorized as Severity Level 1, we will work on it until it is resolved, provided the issue is within the scope of our control. If a Severity Level 2 alert occurs outside of Regular Service Hours, on weekends, or on a holiday, resolution may not occur until the next business day. If we cannot reach the Designated Contact, as defined as the Client's primary contact, outside of Regular Service Hours and such contact is needed to rectify your issue, Capturepoint may not be able to provide support.
5. Tickets. "Tickets" are requests for Support. Each incoming request will be assigned a number, which must be referenced in the subject of all correspondence. Severity Level 1 Tickets take prioritization over all other Tickets, unless otherwise advised by the Client.
6. Ticket Management System "TMS". All requests for Support requiring a Ticket are submitted via TMS, Capturepoint's proprietary system. Acknowledgements, status updates and closure documentation will be transmitted through TMS. TMS is available 24/7 and monitored regularly by Capturepoint support staff.
7. Ticket Process Flow. To maintain organization and communication with Client, Capturepoint will perform the following tasks for each new or changed Support request.
 - a. Receipt of request. All Support requests by either telephone or email are routed to a Customer Service Representative who verifies the contact information. Designated Contacts may be required to approve Support requests submitted by other members of the Client's organization. Requests will be addressed in the order received. Capturepoint does not accept Support requests via text messaging, website or fax.
 - b. Problem Triage. Analyze request and investigate potential solutions or answers. Capturepoint will: 1) solve your request immediately, 2) research your request and provide a response, or 3) open a Ticket. If a Ticket is opened, Capturepoint will assess and record time estimates for each request and assign a Severity Level.
 - c. Relief. Relief is the answer to the request or, in the case of a product defect, a temporary fix, a workaround (configuration changes, temporarily turning off non-critical product functionality) or an action plan to get the software up and running. Once Relief is provided, Capturepoint may downgrade the severity of the Ticket. Relief provided to the problem may also be the solution that the Client confirms resolves the issue and the Ticket will be closed. Relief for a problem may be a billable service. Clients will be notified if the solution to fix the issue is billable prior to starting any Ticket work.
 - d. Ticket Resolution. If Relief is delivered and it has not resolved the problem, Capturepoint will continue research until Ticket resolution is found and delivered and confirms that it resolves the problem, at which time the Ticket will be closed. Ticket Resolution as related to the Ticket, is defined as a permanent solution to the problem. A permanent solution may be available as a fix and for some Tickets a permanent solution may be available in the next release. Also, custom fixes or work-arounds may be developed to circumvent a product defect that will not be included in future releases; in such Tickets, these fixes and workarounds will be considered a permanent resolution by Capturepoint.
8. Enhancements. Enhancements are system wide change requests submitted by the Designated Contact via TMS. If approved, Capturepoint will prioritize the enhancement within the product development cycle. Completion of the enhancement will vary based on its complexity and development priorities. Expediting an approved enhancement request may be a billable service.
9. Capturepoint Responsibilities. The following are responsibilities that Capturepoint expects of its Clients will perform. In some cases, Capturepoint may require Client to engage in billable services.
 - a. Ticket Management. Capturepoint will use commercially reasonable efforts to manage and address the Client's Ticket based on the Severity Level and its complexity. All Ticket Management targets and delivery timelines are goals and not commitments, and the actual timing may vary.
 - b. Bug Fixes. Capturepoint will remedy defects or failures within the system. Capturepoint will prioritize bugs based on critical impact to the system and use commercially reasonable efforts to remedy bugs in a timely manner. Bug fixes do not include problems caused by Client negligence, abuse or misapplication; use of Capturepoint products other than as is specified in the product documentation or other Tickets beyond the control of Capturepoint. Capturepoint makes no

representation or warranty that all bugs will be fixed.

- c. Availability of Product. Company will strive to achieve 100% availability of Service, except for scheduled maintenance windows, which Company will perform outside of Regular Service Hours, when possible. Company will notify Client in advance of scheduled maintenance. Company technical support will be available for Severity Level 1 issue resolution 24 hours a day, 7 days a week. Lack of accessibility to the Services because of problems outside the control of Company, as described in this Agreement for Services, will not be counted against this availability requirement.
- d. Replication of Client problems. Capturepoint makes every effort to duplicate Client problems. There are times, however, when a Customer Service Representative is unable to replicate the issue. When this happens, Capturepoint gathers all pertinent information before escalating an issue. The Customer Service Representatives have direct access to Technical Support Representatives, who analyze issues and makes recommendations for solving the problem, which may require billable services. Capturepoint works together as a team to bring timely resolution to Client reported problems and strive to maintain a high level of Client satisfaction.
- e. Materials. All support materials are maintained electronically and can be accessed through CommunityPass Help & Training. Capturepoint does not provide paper copies of its support materials.
- f. Consulting. At times, a Consultant may be required to resolve a problem or evaluate a business issue. The need for a Consultant is evaluated on a case-by-case basis by Capturepoint management. Dispatching a Consultant, either, on site or remotely, will occur once a signed agreement has been entered into between the Client and Capturepoint. This agreement shall be detailed within a statement of work and is a billable service.
- g. Message Manager. Message Manager is a bulk email delivery tool that transmits multiple email messages within a single batch. Bulk email messages are delivered through a separate engine than transactional email messages such as receipts, outstanding payment notices and tuition reminders are processed on a first come first served basis. As a result, bulk email delivery may not occur immediately after the request has been submitted. Capturepoint makes every effort to ensure that messages are delivered; however, there are many reasons outside of Capturepoint's control that may prevent bulk email messages from being delivered (e.g. spam filters.)
- h. Asset Storage. Capturepoint stores all Client Assets (i.e. images, documents, forms) in Amazon CloudFront. Capturepoint adheres to all Terms & Condition stipulated by Amazon CloudFront hosting agreement, which can be found at <https://aws.amazon.com/partners/terms-and-conditions/>.

Customer Service Representatives will not:

- i. Guide Client through step-by-step implementations or provide remote implementation assistance for Capturepoint products.
 - j. Perform ticket work outside Client's Support contract.
 - k. Support of any software other than the specified line of Capturepoint Services.
 - l. Support of hardware or third-party products. However, Capturepoint will make a reasonable effort to help you get a resolution to your hardware or third-party vendor problem within standard resolution time goals. The Ticket is kept open until the resolution is delivered or it is determined that Capturepoint cannot control the hardware or third party issue, at which time we will inform the Client that Capturepoint is not able to resolve the issue and the Ticket is closed.
 - m. Assistance with problems caused by Client negligence, abuse or misapplication; use of Capturepoint products other than as is specified in the product documentation or other causes beyond the control of Capturepoint; any other problem that is excluded under Capturepoint's standard support terms or problems caused by any unsupported hardware and/or software.
10. Client Responsibilities. The following are responsibilities that Capturepoint expects of its Clients. To ensure that the problem or question is resolved as promptly as possible, the Client should meet these responsibilities before requesting Support.
- a. Requirements Definition & Ticket Prioritization. Client is responsible for describing system changes or enhancements in a Ticket ("Requirements Definition"), setting Ticket priorities and managing the Ticket list for Capturepoint. Only Tickets that are "Not Started" may be prioritized. Once a Ticket is "In Progress," the Client can no longer prioritize the Ticket. If Capturepoint defines requirements, the time spent defining requirements may be a billable service.
 - b. Provide Capturepoint with timely responses and any information reasonably needed to address a Ticket.
 - c. Thoroughly review all product documentation before contacting Support for assistance. Check self-service resources on CommunityPass Help & Training. Capturepoint strongly encourages Client to make use of these resources and provide feedback on areas where we can expand and improve value.
 - d. Client should use reasonable efforts to isolate, document and report errors to Support.
 - e. Severity Level 1 Request. If the Client is experiencing a Severity Level 1 issue, call Capturepoint. Do not send emails for Severity 1 issue. Client should abide by the Severity Level 1 terms. Abuse or misuse of the terms more than three times will result in fees and overtime

penalties, time and a half of the consulting rate for time spent analyzing and researching the problem.

- f. Capturepoint will not accept Support requests directly from Client's end users. It is the Client's responsibility to service your customer calls and inquiries. A console is available for Client's to update contact information for end users.
- g. Capturepoint will support all Administrative Users of CommunityPass. However, Client should assign a Designated Contact as the primary contact. Typically, the Organization Administrator is the Designated Contact. A Designated Contact needs to have a basic understanding and access to expertise in the tasks related to administering and trouble-shooting CommunityPass. Capturepoint encourages organizations to filter all support requests through the Designated Contact, as Capturepoint will typically require approval and feedback from the Designated Contact prior to resolving Tickets and questions.

- h. Asset Upload. Client may only upload Assets which the Client has all necessary copyright and other rights. If the Client uploads an Asset, anyone with access to that Asset may view and download copies of the Asset. Client is solely responsible for how the Client shares Assets and who may access Your Assets that the Client shares. Client may not upload Assets (a) that contain defamatory, threatening, abusive, pornographic, or otherwise objectionable material, (b) that advocate bigotry, hatred, or illegal discrimination, or (c) if sharing those files violates any law, any intellectual property, publicity, privacy, or other right of others, or any license or other agreement by which the Client is bound.

- 11. Changes to Capturepoint Support. Capturepoint reserves the right to amend our support policies and will notify Client in writing of any changes.

APPENDIX C – W9

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Capturepoint, LLC		
2 Business name/disregarded entity name, if different from above Capturepoint		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		
<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate		
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
<input type="checkbox"/> Other (see instructions) ▶ _____		
5 Address (number, street, and apt. or suite no.) See instructions. PO Box 2487		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
6 City, state, and ZIP code Columbus, GA 31902		
7 List account number(s) here (optional)		
Requester's name and address (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
2	2		3	6	6	2	6	9	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Shirley Sands</i>	Date ▶ 5/22/2019
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Cat. No. 10231X

Form W-9 (Rev. 10-2018)

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Finance & Public Works	Meeting Date: December 9, 2019	Agenda Item No. 6r
Agenda Section: Consent	Item: Approval of 2020 Budgeted Public Works Equipment Purchases	
<p>RECOMMENDATION: Staff recommends authorizing staff to purchase the budgeted 2020 skid loader and attachments and the 2020 Kubota tractor and tiller, per the quotes provided.</p> <p>BACKGROUND: The City has included the purchase of a new skid loader and attachments to replace an existing skid loader, and the replacement of a Kubota tractor with attachments and tiller, in the 2020 capital budget. This equipment takes a number of weeks to be ready before the City is able to pick up the equipment and begin using it, so staff is requesting authorization to order the equipment now so it will be available sooner in 2020.</p> <p>BUDGET/FISCAL IMPACT: The quote for the skid loader is \$53,610, less trade in value of the former skid loader of \$15,500 to bring the total cost of the skid loader to \$38,110. The Kubota with attachments and tiller quote is \$36,185, however, after trade in value of a 2018 Kubota of \$25,900, making the total net price \$10,285. These items are included in the 2020 public works equipment fund budget.</p> <p>ATTACHMENTS: Equipment quotes.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval authorizes staff to sign the equipment quotes and order the equipment. If this item is removed from the consent agenda, a separate motion is requested authorizing staff to sign the equipment quotes and order the equipment.</p>		

STATE OF MINNESOTA
PRICING PAGE - METHOD # 1
(Typed Responses Required)

August, 2018

SKID/TRACK LOADERS & OEM ATTACHMENTS: OEM OPTIONS AND ATTACHMENTS

Spec #	Description	Price
1.0	Price for base unit:	\$ 34,440.00
2.0	Skid/Track Loader Options: Use this section to offer additional skid/track loader options such as hand controls, gauges, heater, enclosed cab etc.. These options should be for skid steer power unit and not attachments.	
2.2	PRESSURIZED CAB, HEATER/DEFROSTER, AIR CONDITIONING & DOOR	\$ 3,250.00
2.4	AIR SUSPENSION SEAT-CLOTH	\$ 540.00
2.5	ELECTRIC WORK TOOL CONTROL	\$ 520.00
2.7	TWO SPEED CONTROL	\$ 1,370.00
2.8	HYDRAULIC COUPLER	\$ 660.00
2.9	RIDE CONTROL	\$ 700.00
2.10	HIGH FLOW HYDRAULICS w/DUAL SELF LEVEL	\$ 3,010.00
2.12	RADIO AM-FM, CD, BLUETOOTH	\$ 340.00
2.14	ADVANCED DISPLAY WITH BACKUP CAMERA	\$ 920.00
2.15	PROPORTIONAL HYDRAULICS	INCLUDED
2.17	HEAVY DUTY BATTERY W/DISCONNECT	\$ 90.00
2.21	COUNTERWEIGHT, MACHINE EXTERNAL	\$ 690.00
2.25	PRODUCT LINK, CELLULAR, PL240	INCLUDED
2.36	TIRES, 12 X 16.5 10PR CAT- 72" WIDTH	\$ 480.00
3.0	Bucket Options: Use this section to offer bucket options such as standard, snow or combination buckets, etc..	
3.3	BUCKET-GENERAL PURPOSE, BOLT ON CUTTING EDGE 74"	\$ 1,310.00
5.0	Pallet forks: Use this section to offer fork options, such as pallet forks, bale handler, etc..	
5.1	FORKS, 48" PALLET W/ CARRIAGE	\$ 270.00
16.0	Auger: Use this section to offer auger options.	
16.2	AUGER, A19B	\$ 2,250.00
16.6	BIT, AUGER 12"	\$ 450.00
16.8	BIT, AUGER 18"	\$ 640.00
16.24	EXTENSION, AUGER 12"	\$ 120.00
20.0	EXTENDED WARRANTY OPTIONS Use this section to offer performance/warranty options, number these items starting with 20.1, 20.2, 20.3, etc. (Specify years, miles or hours extended term covers.)	
20.40	7 Year / 3,000 Hour Powertrain + Hydraulics + Technology Warranty	\$ 1,560.00
20.46	*does not include travel charges	
20.47	*see attached warranty statement	
Total Price less warranty		\$ 53,610.00
Trade Value Cat 246C Ser# JAY-00353		\$ 15,500.00
Total Price after trade		\$ 38,110.00

23.0	DELIVERY STARTING POINT - City, State, Zip (See Special Terms and Conditions - no flat rate allowed.)	Price Per Loaded Mile:	Nearest Ziegler Location \$3.00
24.0	INSTALLATION - PER HOUR (Hourly Shop Rate): Installation services may be requested on an "as needed" basis - see special terms and conditions.)		\$130.00
25.0	PRICE FOR ADDITIONAL SERVICE MANUAL		\$950.00
26.0	PRICE FOR ADDITIONAL PARTS MANUAL		\$50.00
27.0	PRICE FOR ADDITIONAL OPERATIONS MANUAL		\$50.00

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6s
Agenda Section: Consent	Item: Flaherty & Hood Proposal	
<p>STAFF RECOMMENDATION: Staff recommends approval of the attached Proposal. Flaherty & Hood recommends starting their work now and so we are amending your agenda to get this approval as quickly as possible.</p> <p>BACKGROUND: The City obtained authorization to implement a food and beverage tax to help fund recreational capital and operations using proceeds from that tax rather than property tax. We favor that option because it means visitors to our Sartell bars and restaurants (including the hundreds who visit Sartell's recreational amenities and tournaments) actually help pay for those amenities through the tax. But the current legislation requires a vote by November of 2020 and then limits the proceeds to just five years. Council would like more time to work with the community on best uses for the revenues and a longer collection term than five years for voters to consider. Flaherty & Hood's proposal would seek both of those changes to the legislation.</p> <p>BUDGET/FISCAL IMPACT: None – we will use general fund proceeds for the agreement.</p> <p>ATTACHMENTS: Recommended proposal.</p> <p>COUNCIL ACTION REQUESTED: Consent agenda approval serves as approval of the proposal. If item is removed from consent, a separate motion is requested to approve the proposal.</p>		



December 5, 2019

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

Dear Mary,

Thank you for your inquiry regarding legislative services for the 2020 legislative session. This letter serves as both proposal and agreement for Flaherty & Hood, P.A. to provide services related to the City of Sartell's request to amend the city's currently authorized food and beverage tax during the 2020 session.

Flaherty & Hood is well-positioned to assist the City of Sartell in seeking changes to the city's food and beverage tax at the Legislature. Our firm has deep experience working on local sales tax issues for communities across the state. In addition to our work to successfully pass the extension of the St. Cloud area cities sales tax, we have also worked on sales taxes for the cities of Rochester, Mankato, North Mankato, and Cloquet, among others. There are very few firms with as much experience in local option sales taxes, food and beverage taxes, and lodging taxes as Flaherty & Hood.

Scope of Services

In order to successfully secure passage of your tax provision, Flaherty & Hood staff will assist the City of Sartell with the following legislative activities:

- Developing and executing a legislative strategy
- Drafting necessary legislation and amendments
- Securing bill authors
- Direct lobbying of committee chairs, key legislators, and the Walz Administration
- Creating handouts and other informational materials
- Monitoring progress of the omnibus tax bill through the legislative process
- Coordinating testimony at legislative hearings

Project Management and Costs

Marty Seifert will be the day-to-day point of contact for the City of Sartell at the firm and he will be primarily responsible for execution of the legislative activities described in this agreement. Marty will be assisted by firm shareholder Bradley Peterson, who will have ultimate responsibility for service delivery on behalf of the firm. Other staff will be available to assist as needed.

Total fee for services would be \$15,000. This is a flat-rate fee that will be billed in two increments of \$7,500 at the beginning of January 2020 and the beginning of April 2020.

Term of services would commence upon approval by the Sartell City Council and would run through May 31, 2020. Either party may terminate this agreement with written notice to the other party. Should a termination occur, the City of Sartell will owe a pro-rated portion of the total fee due up to the time of the termination.

By entering into this agreement, the City understands that Flaherty & Hood represents other cities seeking provisions in the omnibus tax bill. Flaherty & Hood advocates for each client's interests strenuously on their own merits. We do not believe that there is any conflict between our representation of Sartell and other cities that may be seeking a local option sales tax. If a conflict arises, we will immediately be in touch with both clients and seek to resolve the conflict to the satisfaction of both parties.

Conclusion

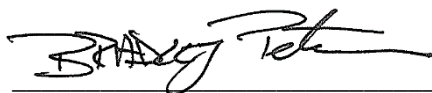
Flaherty & Hood is pleased to provide legislative services to the City of Sartell for the 2020 session and we are confident that we can have a significant impact in advancing your interests.

If the proposal contained in this letter meets your approval, please sign and return one copy to Flaherty & Hood and retain a copy for your records.

Very truly yours,

FLAHERTY & HOOD, P.A.

By:



Bradley Peterson, Shareholder Attorney

Accepted By: _____

Ryan Fitzthum, Mayor

Accepted By: _____

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 6t
Agenda Section: Consent	Item: Agreement for Legal Services	
<p>RECOMMENDATION: Approve attached Agreement.</p> <p>PREVIOUS COUNCIL ACTION: The Council made a few tweaks to our legal services agreement with St. Cloud last year, and those changes are reflected in this Agreement version for 2020. Although this reflects a 3% salary increase for City Attorney's office, it is actually a reduced amount since we removed some of the civil legal work St. Cloud had been under contract for and that will all be under your regular civil attorney relationship with Rinke-Noonan.</p> <p>BACKGROUND: The City contracts with St. Cloud for prosecution services and they will also handle administrative hearings, code enforcement, and Emergency Operations Plan legal work for Sartell.</p> <p>BUDGET/FISCAL IMPACT: The proposed contract is within the 2020 budget.</p> <p>ATTACHMENTS: Joint Powers Agreement for Legal Services.</p> <p>COUNCIL ACTIONS REQUESTED: Consent agenda approval serves as approval of the Agreement as presented. If item is removed from Consent, separate motion is requested approving Agreement.</p>		

JOINT POWERS AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT, hereinafter referred to as the “Agreement,” is entered into by and between the City of Sartell, hereinafter referred to as “Sartell,” and the City of St. Cloud, hereinafter referred to as “St. Cloud,” both parties being governmental and political subdivisions of the State of Minnesota.

WITNESSETH:

WHEREAS, St. Cloud and Sartell have had an ongoing agreement under which St. Cloud provided certain legal services to Sartell; and

WHEREAS, St. Cloud employs full-time attorneys who practice criminal law, are experienced, and familiar with the prosecution of crimes Sartell police officers encounter, and employs full-time civil attorneys who are familiar with the administrative enforcement of City Code violations.

WHEREAS, St. Cloud is willing to provide legal services of the St. Cloud City Attorney’s Office to Sartell to assist with criminal law prosecutions, City Code enforcement, and provide legal services for Sartell’s Emergency Operations Plan.

NOW, THEREFORE, Sartell and St. Cloud, pursuant to the authority contained in Minnesota Statutes, Section 471.59, commonly known as the Joint Powers Act, in order to accomplish the foregoing purposes, agree as follows:

1. **ST. CLOUD TO ASSIST**

The St. Cloud City Attorney’s Office will represent the City of Sartell in all criminal prosecutions authorized under Minn. Stat. § 484.87, Subd. 3, resulting from Sartell’s Police and code enforcement activities. This representation would include any appeals to higher courts resulting from the prosecutions we handle. This representation will also include administrative hearings related to code enforcement, forfeitures or matters traditionally handled by criminal prosecution.

The St. Cloud City Attorney’s Office will also assist the City of Sartell in providing legal services for Sartell’s Emergency Operations Plan.

2. **ATTORNEYS TO REPRESENT OWN JURISDICTION FIRST**

It is the express understanding of the parties hereto that the first and foremost priority of the St. Cloud City Attorneys and staff is to provide legal services to St. Cloud. It is therefore expressly understood that the assistance contracted for by this Agreement will be provided only if the St. Cloud City Attorneys and staff can provide such assistance without unduly jeopardizing the protection and needs of St. Cloud.

3. NO LIABILITY FOR FAILING TO ASSIST

It is expressly understood that neither St. Cloud nor its City Attorneys shall be in any way liable for any claim based upon a failure for any reason to provide assistance when requested by the Sartell.

4. ST. CLOUD EMPLOYEES

St. Cloud City Attorneys and staff providing assistance to Sartell pursuant to this Agreement will remain employees of St. Cloud and will be paid by St. Cloud, not Sartell.

5. PAYMENT TO ST. CLOUD

In 2020, Sartell will reimburse St. Cloud for the assistance of the St. Cloud City Attorneys a fee of \$3,732.03 per month. Payments will be made quarterly during each year that this Agreement is in effect. Following termination of this Agreement this paragraph will survive and remain fully enforceable until payment is received by St. Cloud.

6. NO LIABILITY TO ASSISTING JURISDICTION FOR DAMAGES

It is expressly understood and agreed that Sartell will fully indemnify and hold harmless St. Cloud, its officer's agents and employees against all claims, losses, damage, liability, suits, judgments, costs and expenses by reason of the action or inaction of St. Cloud employees assigned to assist Sartell. This agreement to indemnify and hold harmless does not constitute a waiver by any member of limitations on liability provided by Minnesota Statutes, Chapter 466.

7. DURATION

This Agreement will be effective on January 1, 2020. This Agreement will remain in full force and effect until it is terminated in the manner provided herein. This Agreement supersedes and replaces all prior agreements between St. Cloud and Sartell relating to the provision of legal services to Sartell.

8. TERMINATION

Either party upon seven days written notice to the other party may terminate this Agreement. Such notice will be delivered to the City Administrator of the respective party.

IN WITNESS WHEREOF, Sartell and St. Cloud have, by action of their governing bodies, caused this Agreement to be executed in accordance with the authority of Minnesota Statutes §§ 471.59

Approved by the City Council

CITY OF SARTELL

BY _____
Its Mayor

Date of Signature _____

Attest _____
Its City Administrator

Date of Signature _____

Approved by the City Council

CITY OF ST. CLOUD

BY _____
Its Mayor

Date of Signature _____

Attest _____
Its City Clerk

Date of Signature _____

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Finance/Administration	Meeting Date: December 9, 2019	Agenda Item No. 7a
Agenda Section: Public Hearings	Item: 2020 Final Budget and Levy & Public Hearing and Public Hearing and Adoption of 2020 Fee Schedule	

STAFF RECOMMENDATION: Pending public hearing input, staff recommends approval of the action items listed at the bottom under “Council Action Requested”.

BACKGROUND:

2020 Budget and Tax Levy (Subject to Public Hearing)

The preliminary budget was projected to decrease the City’s tax rate from 41.39% to 41.141%, or a 0.60% decrease. Since the adoption of the preliminary budget, staff and Council have made some additional minor adjustments resulting in a further decrease of the tax rate for the Final Proposed 2020 Budget. The 2020 tax rate is now projected to decrease from 41.39% to 41.009%, or a 0.92% decrease.

The attached budget documents include line item revenue and expenditure budgets for all of the City’s funds. These budgets also factor in and provide funding for the following major projects/events:

- Funds 2020 as an election year, including funding for the Presidential Primary election that will be held in 2020
- Includes funding toward future street overlay and reconstruction projects and police, fire, and public works equipment replacement
- Includes operating costs for the new public safety facility which is projected to be occupied around mid-year 2020

All of these projects and events are funded in the 2020 budget while still decreasing the City’s tax rate. This final budget also funds Union wage increases for 2020 per the current Union contract in place through December 31, 2020. The final budget includes a salary increase allowance for non-Union wage increases, even though no decision will be made on those until we receive results of the Springsted Compensation Study. The Study is anticipated to be completed in early January and will be presented to the Council. At that time, the Council can set final non-Union 2020 wages, based upon recommendations from study. Future tax rates are projected to remain stable because of the City’s commitment to planning for large projects and future factors that may affect the City’s budgets and tax rate.

2020 Fire Pay Rates (Not subject to Public Hearing)

Also included in this packet is a resolution establishing the 2020 Fire Department Pay Rates. The resolution increases fire department pay rates at a percentage equal to settled union contracts.

2020 Fire Relief Association Increase in Retirement Benefits (Not subject to Public Hearing)

A resolution is also included that authorizes an increase in retirement benefits for the Sartell Fire Relief Association. This increase must be approved by the City Council because the City is required to contribute to any shortfalls (if they occur) in the pension fund. Projections show that the relief association's retirement fund continue to show a fund surplus, even with this increase in benefit level.

2020 Fee Schedule (Subject to Public Hearing)

A proposed 2020 Fee Schedule is included in the packet. Notable proposed changes to the 2020 fee schedule include:

- Animal licenses fees have been changed to a zero charge because the Council is considering a change to the ordinance that wouldn't require animals to be licensed unless the animal is considered dangerous or potentially dangerous
- Increase in Non-Resident compost stickers and an increase in additional and replacement stickers for both residents and non-residents
- Reduce the Annexation Petition fee from \$450 to \$0 and only charge the annexing property the state pass-through fees
- Removing the billiard and pool table license fees from the fee schedule
- Removing the mechanical amusement device license from the fee schedule
- Increasing the Watab Creek Park Shelter and Val Smith Park Shelter rental fees for residents from \$50 to \$75 and non-residents from \$100 to \$150 to cover the costs of cleaning the facilities
- Adding a sanitary sewer base fee of \$5.00 for each bi-monthly billing period
- Removing the water service minimum charge and adding a water service base fee of \$5.00 per bi-monthly billing period

ATTACHMENTS:

- Resolution Approving Final 2020 Budget and Levy
- Resolution Establishing 2020 Fire Pay Rates
- Resolution Authorizing an Increase in Retirement Benefits for the Sartell Fire Department Relief Association
- Final 2020 General Fund Budget
- Final 2020 All Funds Budget
- Ordinance & Summary Ordinance Adopting 2020 Fee Schedule

COUNCIL ACTION REQUESTED:

2020 Final Budget and Levy

- Open Public Hearing on 2020 Final Budget and Levy and receive public comment
- Motion to adopt Resolution Approving Final 2020 Budget and Levy

Related Items Not Subject to Public Hearing

- Motion to adopt Resolution Establishing 2020 Fire Pay Rates (Fitzthum, Elness abstain)
- Motion to adopt Resolution Authorizing an Increase in Retirement Benefits for the Sartell Fire Department Relief Association (Fitzthum, Elness abstain)

COUNCIL ACTION REQUESTED (CONTINUED):

2020 Fee Schedule

- Open Public Hearing on proposed 2020 Fee Schedule and receive public comment
- Motion to adopt Ordinance & Summary Ordinance Adopting 2020 Fee Schedule

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

RESOLUTION NO. _____

RESOLUTION APPROVING THE FINAL 2020
BUDGET AND TAX LEVY
COLLECTIBLE IN 2020

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

That the following sums of money be levied, collectible in 2020, upon taxable property in the City of Sartell, for the following purposes:

General Fund	\$ 5,155,467
Capital/Equipment Funds	\$ 451,500
Street Abatement (2015 Pinecone Road)	\$ 422,000
2006/2012 Debt Service (PW Facility)	\$ 145,000
2018 Public Safety Facility Phase 1	\$ 650,500
2019 Public Safety Facility Phase 2	\$ 130,000
2019 Fire Platform Truck Debt Service	\$ <u>52,000</u>
 Total Preliminary Levy	 \$ 7,006,467

That a final General Fund budget of \$7,298,693 is hereby adopted and that a detailed line item budget for the General Fund, as well as for all other City funds, including debt service funds, capital improvement funds, and utility funds, has been presented to the City Council and is hereby adopted for the year 2020.

The City Administrator/Clerk is hereby instructed to transmit a copy of this Resolution to the County Auditors of Stearns and Benton Counties, Minnesota.

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

And the following voted against the same:

And the following were absent:

Whereupon, the Resolution was declared passed and adopted this 9th day of December, 2019.

Mayor

ATTEST:

City Administrator/Clerk

RESOLUTION NO. _____

**RESOLUTION ESTABLISHING 2020
PAY RATES FOR FIRE DEPARTMENT**

WHEREAS, the City Council desires to establish fair compensation rates for officers and members of the Sartell Fire Department in accordance with the policies and procedures of the Department which are reviewed and approved by the Sartell City Council; and

WHEREAS, officers and members of the Department provide many services on a volunteer, uncompensated basis, but the City provides nominal compensation for the specified required duties outlined in the policies and procedures;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL, MINNESOTA: That the Council hereby adopts the following compensation rates for members of the Sartell Fire Department effective January 1, 2020:

Fire Call Pay: ~~\$12.80~~ **\$13.18** per hour with minimum compensation per call of 1.5 hours.
Officer in charge receives ~~\$19.20~~ **\$19.78** per hour with minimum compensation per call of 1.5 hours.

Truck and fire hose checks, squad drills, Fire Prevention Open House, station clean up, SCBA flow testing, safety meetings and safety audits, First Responder Refresher training (only if provided at Sartell Fire Department facility unless approved by Fire Chief) and other required training: ~~\$10.75~~ **\$11.07** per hour. If firefighter's primary employer requires First Responder training and firefighter has First Responder certification through primary employer, firefighter will not be compensated if they elect to attend the same training sponsored by the Fire Department.

State Fire School or other approved conferences or training (not including Relief Association or Sartell Fire provided training): \$80 for half day; \$160 for full day

Special Events which are charged to the permit applicant (Fireworks for private parties): \$25 per hour

Most other duties are volunteer work and will not be compensated beyond the monthly compensation amounts outlined below (examples: mock car accident, Sartell Summer Parade, Fireworks for the City, visits to daycares and schools, Community waterball fights, Relief Association meetings, fundraisers, sandbagging unless called out as emergency response, etc.)

The following nominal compensation, payable on monthly basis, in addition to above hourly rates (monthly compensation intended to cover various duties, including but not limited to applicant scoring, Chiefs Association meetings, Lake Region meetings, training material preparation, monthly drill meetings, conducting agility tests, City meetings, including staff meetings, Council meetings, committee meetings such as building committee and similar):

Fire Chief: ~~\$564~~ **\$581** per month
Assistant Chiefs: ~~\$256~~ **\$264** per month each
Captains: ~~\$128~~ **\$132** per month each
Training Officer: ~~\$118~~ **\$122** per month
Safety Officer: ~~\$87~~ **\$90** per month
Secretary/Treasurer: ~~\$87~~ **\$90** per month
Non-officer Firefighters will receive ~~\$50~~ **\$52** per month in addition to the above hourly rates

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

Mayor

ATTEST:

Administrator-Clerk

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING INCREASE IN RETIREMENT
BENEFITS FOR THE SARTELL FIRE DEPARTMENT RELIEF ASSOCIATION**

WHEREAS, the Sartell Fire Department Relief Association has held their annual meeting as required in the By-laws of the Association; and

WHEREAS, the audit of the Relief Association's finances and projections regarding its pension fund have been completed by the Relief's auditor; and

WHEREAS, upon vote of the Board of Directors of the Relief Association, it was agreed to increase the pension benefits to the members of the Fire Department to \$4,220 effective January 1, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL, MINNESOTA: That the council finds that sufficient funds are available to authorize the requested increase and the Sartell Fire Department Relief Association should be allowed an increase in retirement benefits from \$4,115 per year to \$4,220 per year effective January 1, 2020.

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

Mayor

ATTEST:

Administrator-Clerk

CITY OF SARTELL

Revenue Budget Worksheet-2020

12/04/19 8:03 AM

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Account Descr	2017 Amt	2018 Amt	2019 YTD Amt	2019 Budget	2020 Budget
FUND 101 GENERAL					
DEPT 41 GENERAL GOVERNMENT					
R 101-41-350-31010 CURRENT AD VALOREM T	\$4,692,099.38	\$5,077,140.15	\$2,672,239.49	\$5,169,562.00	\$5,155,467.00
R 101-41-350-31020 DELINQUENT AD VALORE	-\$88,119.23	-\$27,142.23	\$8,849.91	\$0.00	\$0.00
R 101-41-350-31030 MARKET VALUE CREDIT	\$352.08	\$184.41	\$160.01	\$0.00	\$0.00
R 101-41-350-33401 LOCAL GOVERNMENT AID	\$146,956.00	\$211,588.00	\$106,873.50	\$213,747.00	\$324,117.00
R 101-41-350-33404 PERA AID	\$2,402.00	\$2,402.00	\$1,201.00	\$2,402.00	\$2,402.00
R 101-41-350-36210 INTEREST INCOME	\$30,579.35	\$51,180.00	\$99,769.62	\$40,000.00	\$50,000.00
R 101-41-350-36250 MISCELLANEOUS	\$18.33	\$978.99	\$309.16	\$0.00	\$0.00
R 101-41-350-39101 SALE OR LOSS OF PROPE	\$0.00	\$12.33	\$1,311.26	\$0.00	\$0.00
R 101-41-350-39203 TRANSFER IN	\$101,211.00	\$110,806.55	\$274,253.23	\$106,854.00	\$110,060.00
R 101-41-350-39410 REFUNDS AND REIMBURS	\$17,596.61	\$249.73	\$947.50	\$0.00	\$2,500.00
R 101-41-414-34111 LICENSE VERIFICATION F	\$510.00	\$430.00	\$460.00	\$400.00	\$450.00
R 101-41-414-34112 BUILDING ADMIN FEE	\$0.00	\$28.50	\$0.00	\$0.00	\$0.00
R 101-41-414-35104 ADMINISTRATIVE FINES	\$1,100.00	\$1,124.00	\$550.00	\$1,000.00	\$1,000.00
R 101-41-414-36221 ADVERTISING/SIGN RENT	\$17,735.00	\$15,362.29	\$12,201.69	\$20,000.00	\$20,000.00
R 101-41-414-36250 MISCELLANEOUS	\$9,784.26	\$9,460.10	\$3,553.55	\$2,000.00	\$3,000.00
R 101-41-465-32287 OTHER PERMITS	\$3,298.00	\$3,264.00	\$3,484.75	\$3,000.00	\$3,200.00
R 101-41-465-33632 OTHER GRANTS - OPERAT	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-41-465-34107 ASSESSMENT SEARCHES	\$2,745.00	\$2,520.00	\$2,280.00	\$2,500.00	\$2,500.00
R 101-41-465-34110 LAND USE APPLICATION F	\$39,595.00	\$8,600.00	\$13,010.00	\$10,000.00	\$11,000.00
DEPT 41 GENERAL GOVERNMENT	\$4,979,362.78	\$5,468,188.82	\$3,201,454.67	\$5,571,465.00	\$5,685,696.00
DEPT 42 PUBLIC SAFETY					
R 101-42-421-32110 LIQUOR LICENSE	\$40,055.00	\$40,095.00	\$39,905.00	\$40,000.00	\$40,100.00
R 101-42-421-32181 CIGARETTE LICENSE	\$4,500.00	\$4,275.00	\$3,825.00	\$4,200.00	\$3,825.00
R 101-42-421-32187 OTHER LICENSE	\$49,928.00	\$58,478.00	\$56,239.00	\$50,000.00	\$58,000.00
R 101-42-421-33416 POLICE TRAINING REIMB	\$6,652.12	\$18,183.07	\$20,877.71	\$16,000.00	\$21,000.00
R 101-42-421-33421 STATE MUNICIPAL POLICE	\$156,049.77	\$165,301.83	\$187,770.49	\$166,050.00	\$197,000.00
R 101-42-421-33425 SCHOOL LIAISON REIMBU	\$114,814.71	\$119,018.29	\$91,352.59	\$128,277.00	\$119,620.00
R 101-42-421-33426 GANG STRIKE FORCE REI	\$0.00	\$47,164.17	\$32,513.44	\$44,000.00	\$51,000.00
R 101-42-421-33633 STATE GRANT - OPERATI	\$12,089.85	\$21,385.51	\$32,413.46	\$45,000.00	\$45,000.00
R 101-42-421-34204 PUBLIC SAFETY OTHER -	\$2,990.53	\$3,176.46	\$2,369.55	\$2,500.00	\$3,000.00
R 101-42-421-34950 OTHER CHARGES FOR SE	\$12,524.57	\$5,063.03	\$5,201.75	\$7,000.00	\$6,000.00
R 101-42-421-35101 COURT FINES	\$46,725.28	\$52,049.59	\$37,891.68	\$49,000.00	\$52,000.00
R 101-42-421-35102 TRAFFIC FINES	\$1,915.00	\$2,512.50	\$4,535.00	\$2,000.00	\$4,500.00
R 101-42-421-35103 OTHER FINES	\$1,927.75	\$6,073.83	\$415.00	\$5,500.00	\$1,000.00
R 101-42-421-35104 ADMINISTRATIVE FINES	\$680.00	\$1,761.00	\$810.00	\$1,000.00	\$1,000.00
R 101-42-421-36230 CONTRIBUTIONS & DONA	\$0.00	\$3,250.00	\$2,700.00	\$0.00	\$0.00
R 101-42-421-36250 MISCELLANEOUS	\$166.61	\$1,659.75	\$4,832.54	\$1,000.00	\$2,500.00
R 101-42-421-39410 REFUNDS AND REIMBURS	\$18,052.14	\$8,245.06	\$12,153.40	\$8,000.00	\$2,000.00
R 101-42-422-33415 FIRE TRAINING REIMBUR	\$6,204.34	\$5,290.53	\$7,999.57	\$6,150.00	\$2,436.00
R 101-42-422-33424 STATE MUNICIPAL FIRE A	\$96,967.07	\$99,013.87	\$99,659.99	\$96,000.00	\$100,000.00
R 101-42-422-33631 TOWNSHIP FIRE AGREEM	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
R 101-42-422-33635 TOWNSHIP BLDG REIMB	\$4,196.46	\$3,231.18	\$0.00	\$3,000.00	\$3,200.00
R 101-42-422-34201 PUBLIC SAFETY FIRE LOC	\$1,665.00	\$1,170.00	\$575.00	\$1,000.00	\$1,000.00
R 101-42-422-34202 PUBLIC SAFETY FIRE CALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42-422-34204 PUBLIC SAFETY OTHER -	\$0.00	\$210.00	\$200.00	\$0.00	\$0.00
R 101-42-422-39410 REFUNDS AND REIMBURS	\$0.00	\$1,154.36	\$0.00	\$0.00	\$0.00
R 101-42-424-32183 GENERAL CONTRACTOR L	\$1,755.00	\$2,280.00	\$2,335.00	\$2,000.00	\$2,200.00
R 101-42-424-32184 HVAC LICENSE	\$4,048.50	\$3,049.50	\$4,140.00	\$3,000.00	\$4,000.00
R 101-42-424-32210 BUILDING PERMIT	\$587,376.92	\$219,377.69	\$176,212.20	\$275,000.00	\$275,000.00
R 101-42-424-32211 ADDL INSPECTION FEES	\$0.00	\$50.00	\$57.00	\$0.00	\$0.00

Account Descr	2017 Amt	2018 Amt	2019 YTD Amt	2019 Budget	2020 Budget
R 101-42-424-32212 BLDG PLAN REVIEW FEES	\$197,666.59	\$89,969.38	\$74,755.99	\$130,000.00	\$130,000.00
R 101-42-424-32215 FIRE INSP/PERMITS/REVI	\$13,730.23	\$36,086.30	\$10,973.84	\$13,000.00	\$13,000.00
R 101-42-424-32220 MECHANICAL PERMIT	\$36,330.98	\$111,507.28	\$30,912.52	\$40,000.00	\$40,000.00
R 101-42-424-32221 MECHANICAL PLAN REVIE	\$450.00	\$1,209.30	\$4,115.00	\$0.00	\$0.00
R 101-42-424-32230 PLUMBING PERMIT	\$36,786.95	\$51,630.70	\$26,832.62	\$40,000.00	\$40,000.00
R 101-42-424-32260 ELECTRICAL PERMIT	\$53,128.50	\$52,942.50	\$36,620.25	\$40,000.00	\$47,000.00
R 101-42-424-32287 OTHER PERMITS	\$0.00	\$191.00	\$197.00	\$0.00	\$0.00
R 101-42-424-34950 OTHER CHARGES FOR SE	\$29.37	\$77.40	\$60.00	\$0.00	\$0.00
R 101-42-427-32240 ANIMAL LICENSE	\$16,385.00	\$16,690.00	\$17,230.55	\$16,000.00	\$0.00
R 101-42-427-34950 OTHER CHARGES FOR SE	\$1,225.00	\$1,191.00	\$860.00	\$900.00	\$1,000.00
DEPT 42 PUBLIC SAFETY	\$1,567,017.24	\$1,294,014.08	\$1,069,542.14	\$1,275,577.00	\$1,306,381.00
DEPT 43 PUBLIC WORKS					
R 101-43-434-32182 REFUSE LICENSE	\$5,200.00	\$5,400.00	\$10,200.00	\$5,400.00	\$6,600.00
R 101-43-434-32185 CABLE FRANCHISE LICENS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43-434-32187 OTHER LICENSE	\$454.00	\$190.00	\$200.00	\$0.00	\$0.00
R 101-43-434-32270 STREET EXCAVATION PER	\$5,747.50	\$12,796.90	\$5,375.00	\$10,000.00	\$5,000.00
R 101-43-434-33630 COUNTY MAINTENANCE A	\$29,219.07	\$29,384.78	\$6,870.00	\$29,000.00	\$29,000.00
R 101-43-434-34104 LAND DISTURBANCE PER	\$2,950.00	\$3,310.00	\$3,025.00	\$3,000.00	\$3,000.00
R 101-43-434-34300 STREET SWEEPING/SANDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43-434-34303 PUBLIC WORKS-MAINTAN	\$3,455.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-43-434-36223 MISC. RENTAL	\$1,844.52	\$1,899.86	\$1,956.85	\$1,500.00	\$2,016.00
R 101-43-434-36230 CONTRIBUTIONS & DONA	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
R 101-43-434-36250 MISCELLANEOUS	\$1,032.70	\$1,879.78	\$1,554.35	\$500.00	\$1,500.00
R 101-43-434-39410 REFUNDS AND REIMBURS	\$13,969.21	\$35,199.38	\$28,592.75	\$13,000.00	\$13,000.00
R 101-43-436-32280 COMPOST SITE PERMIT	\$77,008.00	\$80,594.00	\$82,238.45	\$80,000.00	\$80,000.00
R 101-43-436-33632 OTHER GRANTS - OPERAT	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00
R 101-43-436-36250 MISCELLANEOUS	\$3,954.00	\$370.08	\$50.00	\$0.00	\$0.00
DEPT 43 PUBLIC WORKS	\$147,834.00	\$174,524.78	\$140,062.40	\$145,400.00	\$143,116.00
DEPT 45 CULTURE & RECREATION					
R 101-45-451-34740 PARK & REC - REGISTRAT	\$0.00	\$42.00	\$0.00	\$0.00	\$0.00
R 101-45-451-34950 OTHER CHARGES FOR SE	\$446.74	\$748.95	\$77.57	\$800.00	\$500.00
R 101-45-451-36217 WALKING TRACK RENTAL	\$0.00	\$0.00	\$5,616.00	\$0.00	\$18,000.00
R 101-45-451-36218 KIDZONE RENTAL	\$0.00	\$0.00	\$374.00	\$0.00	\$1,000.00
R 101-45-451-36219 COFFEE SERVICE	\$172.88	\$1,510.89	\$612.89	\$1,000.00	\$1,000.00
R 101-45-451-36221 ADVERTISING/SIGN RENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45-451-36223 MISC. RENTAL	\$10,736.82	\$21,648.03	\$13,512.05	\$18,000.00	\$500.00
R 101-45-451-36224 GYM RENTAL	\$16,939.09	\$75,683.64	\$81,145.70	\$60,000.00	\$78,000.00
R 101-45-451-36225 ROOM RENTAL	\$1,639.52	\$26,025.72	\$42,805.91	\$17,000.00	\$40,000.00
R 101-45-451-36226 VENDING MACHINE REVE	\$112.67	\$991.56	\$1,529.04	\$1,200.00	\$1,500.00
R 101-45-451-36227 CONCESSIONS REVENUES	\$4,853.58	\$20,009.82	\$14,166.80	\$20,000.00	\$15,000.00
R 101-45-451-36228 CATERING FEES	\$200.32	\$809.39	\$2,576.07	\$1,000.00	\$2,000.00
R 101-45-451-36229 LIQUOR FEES	\$0.00	\$102.34	\$0.00	\$0.00	\$0.00
R 101-45-451-36230 CONTRIBUTIONS & DONA	\$0.00	\$84.30	\$0.00	\$0.00	\$0.00
R 101-45-451-36250 MISCELLANEOUS	\$5.50	\$179.91	\$0.00	\$0.00	\$0.00
R 101-45-452-33422 STATE GRANTS - CAPITAL	\$0.00	\$1,750.00	\$0.00	\$0.00	\$0.00
R 101-45-452-36220 PARK RENTAL	\$3,609.00	\$2,138.84	\$5,103.59	\$4,000.00	\$5,000.00
R 101-45-452-39410 REFUNDS AND REIMBURS	\$738.08	\$0.00	\$0.00	\$0.00	\$0.00
R 101-45-453-36250 MISCELLANEOUS	\$1,420.00	\$2,074.05	\$906.11	\$700.00	\$1,000.00
DEPT 45 CULTURE & RECREATION	\$40,874.20	\$153,799.44	\$168,425.73	\$123,700.00	\$163,500.00
FUND 101 GENERAL	\$6,735,088.22	\$7,090,527.12	\$4,579,484.94	\$7,116,142.00	\$7,298,693.00

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Expenditure Budget Worksheet-2020

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Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
FUND 101 GENERAL					
DEPT 41 GENERAL GOVERNMENT					
DIV 411 COUNCILMEMBERS					
E 101-41-411-106 REGULAR MEETING S	\$20,799.84	\$20,799.84	\$19,066.52	\$20,800.00	\$20,800.00
E 101-41-411-121 EMPLOYER PERA CON	\$780.12	\$780.12	\$715.11	\$1,040.00	\$1,040.00
E 101-41-411-122 EMPLOYER FICA/MED	\$946.32	\$946.32	\$561.66	\$1,592.00	\$1,591.00
E 101-41-411-150 WORKERS COMPENS	\$49.75	\$6.25	\$40.00	\$100.00	\$100.00
E 101-41-411-200 OFFICE SUPPLIES	\$0.00	\$54.85	\$0.00	\$100.00	\$100.00
E 101-41-411-210 SUPPLIES/MATERIAL	\$62.21	\$98.79	\$16.60	\$100.00	\$100.00
E 101-41-411-330 TRANSPORTATION/L	\$1,228.11	\$58.23	\$1,205.88	\$1,500.00	\$1,500.00
E 101-41-411-340 TRAINING	\$670.00	\$0.00	\$3,375.00	\$1,000.00	\$1,000.00
E 101-41-411-350 PUBLICATIONS	\$2,551.80	\$2,639.74	\$3,178.17	\$3,000.00	\$3,000.00
E 101-41-411-360 COMP LIAB INSURAN	\$1,800.00	\$1,074.17	\$277.42	\$1,000.00	\$1,500.00
E 101-41-411-430 MISCELLANEOUS	\$297.38	\$633.80	\$964.22	\$500.00	\$700.00
E 101-41-411-434 DUES & SUBSCRIPTI	\$40,546.00	\$42,507.00	\$44,955.00	\$43,500.00	\$44,050.00
E 101-41-411-439 CONTRIBUTIONS	\$9,933.00	\$7,683.00	\$2,915.00	\$2,915.00	\$2,915.00
DIV 411 COUNCILMEMBERS	\$79,664.53	\$77,282.11	\$77,270.58	\$77,147.00	\$78,396.00
DIV 413 MAYOR					
E 101-41-413-106 REGULAR MEETING S	\$7,500.00	\$7,500.00	\$6,875.00	\$7,500.00	\$7,500.00
E 101-41-413-121 EMPLOYER PERA CON	\$375.00	\$375.00	\$351.25	\$375.00	\$375.00
E 101-41-413-122 EMPLOYER FICA/MED	\$108.72	\$108.72	\$100.38	\$574.00	\$574.00
E 101-41-413-150 WORKERS COMPENS	\$5.28	\$38.75	\$17.00	\$50.00	\$50.00
E 101-41-413-200 OFFICE SUPPLIES	\$0.00	\$83.83	\$10.75	\$100.00	\$100.00
E 101-41-413-320 COMM/TELE/INTERN	\$0.00	\$0.00	\$400.00	\$0.00	\$600.00
E 101-41-413-330 TRANSPORTATION/L	\$0.00	\$332.58	\$439.78	\$2,500.00	\$2,500.00
E 101-41-413-340 TRAINING	\$0.00	\$0.00	\$1,600.00	\$0.00	\$500.00
E 101-41-413-360 COMP LIAB INSURAN	\$400.00	\$243.54	\$42.25	\$500.00	\$500.00
E 101-41-413-430 MISCELLANEOUS	\$0.00	\$0.00	\$38.82	\$100.00	\$100.00
E 101-41-413-434 DUES & SUBSCRIPTI	\$0.00	\$30.00	\$30.00	\$50.00	\$50.00
DIV 413 MAYOR	\$8,389.00	\$8,712.42	\$9,905.23	\$11,749.00	\$12,849.00
DIV 414 ADMINISTRATION					
E 101-41-414-101 REGULAR WAGES & S	\$239,216.28	\$275,464.33	\$288,285.20	\$329,337.00	\$356,081.00
E 101-41-414-102 OVERTIME WAGES	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-41-414-103 PART-TIME WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-414-104 TEMPORARY WAGES	\$5,054.50	\$7,709.50	\$0.00	\$3,000.00	\$0.00
E 101-41-414-121 EMPLOYER PERA CON	\$20,723.92	\$21,127.65	\$22,231.46	\$24,925.00	\$26,931.00
E 101-41-414-122 EMPLOYER FICA/MED	\$17,141.86	\$21,910.22	\$22,376.40	\$25,653.00	\$27,470.00
E 101-41-414-130 ER PAID HEALTH INS	\$27,898.42	\$25,964.29	\$24,900.11	\$25,400.00	\$27,782.00
E 101-41-414-131 BENEFIT PLAN ADMI	\$1,074.00	\$1,798.36	\$1,133.00	\$2,000.00	\$2,000.00
E 101-41-414-132 ER PAID DENTAL INS	\$0.00	\$1,139.48	\$1,135.52	\$1,850.00	\$2,074.00
E 101-41-414-133 ER PAID LIFE/LTD IN	\$0.00	\$1,472.13	\$1,630.34	\$1,850.00	\$1,992.00
E 101-41-414-142 UNEMPLOYMENT	\$0.00	\$0.00	\$5,799.20	\$0.00	\$0.00
E 101-41-414-150 WORKERS COMPENS	\$1,550.37	\$1,481.00	\$1,739.00	\$1,800.00	\$1,800.00
E 101-41-414-200 OFFICE SUPPLIES	\$4,806.53	\$2,804.96	\$4,204.70	\$5,000.00	\$5,000.00
E 101-41-414-202 BANK & WIRE FEES	\$10,970.45	\$12,321.36	\$9,166.24	\$11,000.00	\$13,000.00
E 101-41-414-203 SOFTWARE/SUPPORT	\$11,253.36	\$7,900.68	\$19,073.57	\$15,100.00	\$15,000.00
E 101-41-414-210 SUPPLIES/MATERIAL	\$1,837.48	\$2,081.95	\$1,191.81	\$2,200.00	\$2,000.00
E 101-41-414-240 SMALL TOOLS	\$44.91	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-414-303 ENGINEERING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-414-305 CONSULTANTS-OTHE	\$707.00	\$564.73	\$3,439.85	\$500.00	\$600.00
E 101-41-414-308 LEGAL	\$9,596.00	\$11,842.25	\$23,228.65	\$15,000.00	\$15,000.00
E 101-41-414-309 ASSESSING	\$40,917.96	\$40,484.10	\$40,504.39	\$43,000.00	\$43,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 101-41-414-310 AUDITING	\$20,100.00	\$20,177.00	\$18,399.00	\$20,100.00	\$21,000.00
E 101-41-414-320 COMM/TELE/INTERN	\$6,400.74	\$12,906.09	\$10,469.23	\$12,000.00	\$13,000.00
E 101-41-414-322 POSTAGE	\$5,075.19	\$6,075.00	\$4,777.62	\$5,500.00	\$6,000.00
E 101-41-414-330 TRANSPORTATION/L	\$1,491.19	\$2,551.73	\$5,594.33	\$5,000.00	\$5,000.00
E 101-41-414-340 TRAINING	\$2,503.00	\$3,205.68	\$3,049.00	\$3,500.00	\$3,500.00
E 101-41-414-354 PRINTING AND BINDI	\$619.78	\$499.27	\$619.78	\$800.00	\$800.00
E 101-41-414-360 COMP LIAB INSURAN	\$4,323.00	\$3,953.62	\$5,523.96	\$6,000.00	\$6,000.00
E 101-41-414-381 UTILITY ELECTRICIT	\$10,783.40	\$9,137.86	\$6,660.74	\$11,000.00	\$11,000.00
E 101-41-414-383 UTILITY GAS	\$4,035.19	\$3,422.76	\$2,948.96	\$5,000.00	\$5,000.00
E 101-41-414-384 REFUSE	\$2,508.43	\$2,943.68	\$2,579.57	\$2,800.00	\$3,500.00
E 101-41-414-401 R & M - OTHER	\$1,333.79	\$21.84	\$1,581.08	\$500.00	\$1,500.00
E 101-41-414-404 R & M- EQUIPMENT	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-41-414-406 R & M - BLDG	\$15,043.12	\$5,624.28	\$6,111.12	\$10,000.00	\$10,000.00
E 101-41-414-409 CONTRACTED CLEANI	\$3,109.35	\$3,390.49	\$2,737.02	\$5,000.00	\$5,000.00
E 101-41-414-414 LEASES-EQUIPMENT	\$11,119.63	\$6,218.23	\$8,236.79	\$11,500.00	\$11,000.00
E 101-41-414-430 MISCELLANEOUS	\$3,467.42	\$1,819.52	\$2,982.99	\$3,000.00	\$3,000.00
E 101-41-414-434 DUES & SUBSCRIPTI	\$1,860.90	\$1,421.35	\$1,762.50	\$2,000.00	\$2,000.00
E 101-41-414-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$72,400.00	\$0.00	\$0.00
DIV 414 ADMINISTRATION	\$486,567.17	\$519,435.39	\$626,473.13	\$612,315.00	\$647,030.00
DIV 417 ELECTIONS					
E 101-41-417-104 TEMPORARY WAGES	\$0.00	\$18,019.78	\$0.00	\$0.00	\$32,000.00
E 101-41-417-121 EMPLOYER PERA CON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-417-122 EMPLOYER FICA/MED	\$0.00	\$19.43	\$0.00	\$0.00	\$0.00
E 101-41-417-130 ER PAID HEALTH INS	\$0.00	\$54.04	\$0.00	\$0.00	\$0.00
E 101-41-417-132 ER PAID DENTAL INS	\$0.00	\$3.60	\$0.00	\$0.00	\$0.00
E 101-41-417-133 ER PAID LIFE/LTD IN	\$0.00	\$1.54	\$0.00	\$0.00	\$0.00
E 101-41-417-210 SUPPLIES/MATERIAL	\$0.00	\$1,703.65	\$190.09	\$0.00	\$2,500.00
E 101-41-417-305 CONSULTANTS-OTHE	\$0.00	\$3,200.00	\$0.00	\$0.00	\$0.00
E 101-41-417-330 TRANSPORTATION/L	\$20.33	\$1,313.98	\$61.13	\$0.00	\$1,600.00
E 101-41-417-350 PUBLICATIONS	\$0.00	\$971.21	\$0.00	\$0.00	\$2,500.00
E 101-41-417-401 R & M - OTHER	\$3,356.88	\$2,094.94	\$173.36	\$2,100.00	\$2,100.00
E 101-41-417-430 MISCELLANEOUS	\$0.00	\$9,408.85	\$10,800.00	\$10,500.00	\$10,000.00
DIV 417 ELECTIONS	\$3,377.21	\$36,791.02	\$11,224.58	\$12,600.00	\$50,700.00
DIV 465 COMMUNITY DEVELOPMENT					
E 101-41-465-101 REGULAR WAGES & S	\$133,480.39	\$148,673.37	\$99,236.78	\$153,213.00	\$178,210.00
E 101-41-465-102 OVERTIME WAGES	\$144.18	\$0.00	\$0.00	\$250.00	\$250.00
E 101-41-465-121 EMPLOYER PERA CON	\$10,249.13	\$11,338.24	\$7,851.06	\$11,510.00	\$13,384.00
E 101-41-465-122 EMPLOYER FICA/MED	\$10,340.08	\$11,428.53	\$7,620.26	\$11,740.00	\$13,652.00
E 101-41-465-130 ER PAID HEALTH INS	\$11,987.90	\$10,880.94	\$8,081.07	\$10,200.00	\$22,096.00
E 101-41-465-132 ER PAID DENTAL INS	\$0.00	\$669.12	\$490.62	\$850.00	\$693.00
E 101-41-465-133 ER PAID LIFE/LTD IN	\$0.00	\$763.12	\$589.58	\$850.00	\$997.00
E 101-41-465-150 WORKERS COMPENS	\$310.27	\$296.20	\$348.00	\$400.00	\$400.00
E 101-41-465-200 OFFICE SUPPLIES	\$608.05	\$496.78	\$173.58	\$700.00	\$700.00
E 101-41-465-203 SOFTWARE/SUPPORT	\$201.84	\$139.95	\$139.95	\$250.00	\$200.00
E 101-41-465-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-465-303 ENGINEERING	\$25,245.43	\$5,197.24	\$30,462.79	\$10,000.00	\$10,000.00
E 101-41-465-305 CONSULTANTS-OTHE	\$270.00	\$0.00	\$19,961.78	\$500.00	\$300.00
E 101-41-465-307 SPECIAL STUDIES	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00
E 101-41-465-308 LEGAL	\$19,342.50	\$15,163.00	\$34,894.00	\$15,000.00	\$20,000.00
E 101-41-465-320 COMM/TELE/INTERN	\$1,901.33	\$659.88	\$380.70	\$2,000.00	\$660.00
E 101-41-465-330 TRANSPORTATION/L	\$1,699.86	\$1,294.82	\$3,246.94	\$3,000.00	\$3,000.00
E 101-41-465-340 TRAINING	\$1,572.00	\$1,195.00	\$1,511.99	\$3,000.00	\$3,000.00
E 101-41-465-350 PUBLICATIONS	\$2,592.01	\$2,044.52	\$1,294.99	\$3,000.00	\$2,500.00
E 101-41-465-351 RECORDING FEES	\$577.00	\$648.00	\$138.00	\$500.00	\$700.00
E 101-41-465-360 COMP LIAB INSURAN	\$19,943.00	\$21,399.25	\$19,469.15	\$25,000.00	\$22,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 101-41-465-401 R & M - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41-465-430 MISCELLANEOUS	\$0.00	\$273.42	\$996.83	\$200.00	\$300.00
E 101-41-465-434 DUES & SUBSCRIPTI	\$700.00	\$2,417.00	\$0.00	\$1,500.00	\$1,500.00
DIV 465 COMMUNITY DEVELOPM	\$246,164.97	\$234,978.38	\$236,888.07	\$258,663.00	\$294,542.00
DEPT 41 GENERAL GOVERNMENT	\$824,162.88	\$877,199.32	\$961,761.59	\$972,474.00	\$1,083,517.00
DEPT 42 PUBLIC SAFETY					
DIV 421 POLICE					
E 101-42-421-101 REGULAR WAGES & S	\$1,350,550.80	\$1,543,900.76	\$1,529,537.74	\$1,739,327.00	\$1,857,465.00
E 101-42-421-102 OVERTIME WAGES	\$39,674.04	\$53,559.10	\$65,016.99	\$50,000.00	\$60,000.00
E 101-42-421-103 PART-TIME WAGES	\$7,492.16	\$7,983.68	\$7,514.88	\$44,595.00	\$45,925.00
E 101-42-421-104 TEMPORARY WAGES	\$774.35	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42-421-109 POLICE-HOLIDAY WA	\$45,373.48	\$45,151.26	\$46,593.93	\$45,000.00	\$48,000.00
E 101-42-421-111 SALARIES-GRANTS	\$10,025.16	\$8,956.76	\$8,799.07	\$10,000.00	\$10,000.00
E 101-42-421-114 OVERTIME - VOTF	\$0.00	\$490.80	\$0.00	\$0.00	\$0.00
E 101-42-421-121 EMPLOYER PERA CON	\$224,967.93	\$255,412.91	\$265,470.79	\$291,696.00	\$326,509.00
E 101-42-421-122 EMPLOYER FICA/MED	\$27,202.15	\$37,132.65	\$28,543.38	\$44,187.00	\$47,101.00
E 101-42-421-130 ER PAID HEALTH INS	\$239,047.53	\$220,773.50	\$208,446.62	\$232,100.00	\$262,345.00
E 101-42-421-132 ER PAID DENTAL INS	\$0.00	\$12,156.41	\$14,617.06	\$17,650.00	\$17,430.00
E 101-42-421-133 ER PAID LIFE/LTD IN	\$0.00	\$8,455.83	\$8,591.81	\$8,800.00	\$10,740.00
E 101-42-421-135 MEDICAL	\$464.00	\$923.00	\$1,007.00	\$1,000.00	\$1,000.00
E 101-42-421-150 WORKERS COMPENS	\$48,120.11	\$41,440.70	\$61,741.00	\$45,000.00	\$55,000.00
E 101-42-421-170 CLOTHING ALLOWAN	\$22,312.11	\$27,770.83	\$24,442.97	\$30,000.00	\$30,000.00
E 101-42-421-200 OFFICE SUPPLIES	\$5,733.92	\$5,926.33	\$5,070.30	\$6,000.00	\$8,000.00
E 101-42-421-203 SOFTWARE/SUPPORT	\$200.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-42-421-204 STATE SHARE OF AD	\$340.00	\$440.00	\$380.00	\$500.00	\$500.00
E 101-42-421-210 SUPPLIES/MATERIAL	\$11,450.28	\$25,833.15	\$22,014.25	\$20,000.00	\$26,000.00
E 101-42-421-211 SAFETY SUPPLIES/OS	\$2,098.52	\$2,973.29	\$1,144.10	\$2,000.00	\$3,000.00
E 101-42-421-212 FUELS	\$39,547.55	\$39,767.92	\$17,132.28	\$40,000.00	\$40,000.00
E 101-42-421-240 SMALL TOOLS	\$3,941.54	\$2,837.48	\$1,394.66	\$2,500.00	\$11,000.00
E 101-42-421-305 CONSULTANTS-OTHE	\$3,886.84	\$4,077.48	\$16,179.24	\$16,225.00	\$16,225.00
E 101-42-421-306 INFORMATION SERVI	\$39,141.62	\$34,411.38	\$34,061.87	\$40,000.00	\$40,000.00
E 101-42-421-308 LEGAL	\$47,940.00	\$48,192.50	\$36,523.75	\$48,000.00	\$50,000.00
E 101-42-421-320 COMM/TELE/INTERN	\$33,203.26	\$41,666.94	\$36,415.22	\$40,000.00	\$48,000.00
E 101-42-421-322 POSTAGE	\$2,017.14	\$2,828.47	\$1,301.93	\$2,600.00	\$3,000.00
E 101-42-421-330 TRANSPORTATION/L	\$5,678.10	\$7,636.94	\$5,467.77	\$7,000.00	\$9,000.00
E 101-42-421-340 TRAINING	\$12,117.75	\$11,426.56	\$9,559.52	\$12,000.00	\$15,000.00
E 101-42-421-350 PUBLICATIONS	\$753.61	\$0.00	\$305.73	\$800.00	\$0.00
E 101-42-421-360 COMP LIAB INSURAN	\$39,720.00	\$53,085.33	\$73,609.41	\$68,000.00	\$75,000.00
E 101-42-421-381 UTILITY ELECTRICIT	\$9,712.08	\$9,546.10	\$7,847.00	\$9,500.00	\$22,800.00
E 101-42-421-383 UTILITY GAS	\$4,899.36	\$2,962.52	\$3,678.67	\$5,000.00	\$13,200.00
E 101-42-421-384 REFUSE	\$3,590.82	\$4,216.44	\$3,603.83	\$3,800.00	\$4,000.00
E 101-42-421-401 R & M - OTHER	\$800.44	\$2,942.28	\$662.83	\$3,000.00	\$3,000.00
E 101-42-421-404 R & M- EQUIPMENT	\$2,760.14	\$3,049.47	\$6,716.82	\$3,500.00	\$3,500.00
E 101-42-421-405 R & M - VEHICLES	\$30,239.37	\$15,365.57	\$17,573.18	\$18,000.00	\$18,000.00
E 101-42-421-406 R & M - BLDG	\$7,216.77	\$5,462.95	\$1,773.25	\$5,000.00	\$5,000.00
E 101-42-421-409 CONTRACTED CLEANI	\$6,720.00	\$6,720.00	\$5,460.00	\$14,000.00	\$14,000.00
E 101-42-421-413 RENTALS	\$209.86	\$0.00	\$0.00	\$300.00	\$0.00
E 101-42-421-414 LEASES-EQUIPMENT	\$6,120.38	\$8,268.15	\$6,057.17	\$7,000.00	\$7,000.00
E 101-42-421-430 MISCELLANEOUS	\$7,285.89	\$3,942.41	\$3,229.97	\$2,500.00	\$3,000.00
E 101-42-421-431 POLICE RESERVES	\$1,553.91	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
E 101-42-421-434 DUES & SUBSCRIPTI	\$3,186.85	\$2,936.85	\$2,215.25	\$3,200.00	\$3,200.00
E 101-42-421-435 CRIME PREVENTION-	\$1,523.04	\$706.80	\$126.74	\$1,000.00	\$2,000.00
E 101-42-421-436 SPECIAL PROJECTS	\$32,495.24	\$13,340.78	\$0.00	\$0.00	\$0.00
E 101-42-421-515 JUDGEMENTS & LOSS	\$3,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
E 101-42-421-550 CAP OUTLAY-EQUIP	\$10,800.00	\$11,725.00	\$0.00	\$0.00	\$0.00
E 101-42-421-720 TRANSFER OUT	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$0.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
DIV 421 POLICE	\$2,401,888.10	\$2,643,897.28	\$2,597,327.98	\$2,947,780.00	\$3,216,440.00
DIV 422 FIRE					
E 101-42-422-101 REGULAR WAGES & S	\$76,779.40	\$98,717.75	\$104,819.19	\$95,000.00	\$100,000.00
E 101-42-422-122 EMPLOYER FICA/MED	\$5,860.00	\$7,538.02	\$8,018.67	\$7,300.00	\$7,650.00
E 101-42-422-127 FIRE RELIEF CONTRI	\$10,600.00	\$11,000.00	\$11,000.00	\$11,000.00	\$20,000.00
E 101-42-422-128 FIRE STATE AID PASS	\$96,967.07	\$99,013.87	\$99,659.99	\$96,000.00	\$100,000.00
E 101-42-422-135 MEDICAL	\$2,322.00	\$1,174.60	\$0.00	\$2,000.00	\$2,000.00
E 101-42-422-150 WORKERS COMPENS	\$27,950.11	\$26,338.23	\$27,865.00	\$30,000.00	\$30,000.00
E 101-42-422-170 CLOTHING ALLOWAN	\$27,799.30	\$22,752.13	\$1,851.62	\$22,000.00	\$23,000.00
E 101-42-422-200 OFFICE SUPPLIES	\$33.87	\$1,300.68	\$165.59	\$800.00	\$800.00
E 101-42-422-203 SOFTWARE/SUPPORT	\$2,274.60	\$2,481.60	\$2,214.00	\$2,500.00	\$2,500.00
E 101-42-422-210 SUPPLIES/MATERIAL	\$1,686.20	\$1,748.99	\$1,701.04	\$2,000.00	\$2,000.00
E 101-42-422-211 SAFETY SUPPLIES/OS	\$1,212.83	\$308.26	\$0.00	\$1,000.00	\$1,000.00
E 101-42-422-212 FUELS	\$2,820.98	\$3,217.18	\$1,227.63	\$3,000.00	\$3,200.00
E 101-42-422-240 SMALL TOOLS	\$4,265.61	\$4,526.76	\$960.13	\$5,000.00	\$5,000.00
E 101-42-422-305 CONSULTANTS-OTHE	-\$150.00	\$0.00	\$1,298.05	\$0.00	\$0.00
E 101-42-422-310 AUDITING	\$3,775.00	\$2,051.00	\$6,347.00	\$4,000.00	\$2,200.00
E 101-42-422-320 COMM/TELE/INTERN	\$4,308.77	\$6,159.38	\$3,443.90	\$6,000.00	\$6,000.00
E 101-42-422-330 TRANSPORTATION/L	\$1,519.92	\$3,728.88	\$5,509.34	\$3,000.00	\$3,500.00
E 101-42-422-340 TRAINING	\$5,041.75	\$7,965.00	\$7,464.57	\$8,000.00	\$8,000.00
E 101-42-422-350 PUBLICATIONS	\$572.00	\$0.00	\$0.00	\$600.00	\$600.00
E 101-42-422-360 COMP LIAB INSURAN	\$13,505.50	\$10,137.16	\$4,514.10	\$7,000.00	\$10,500.00
E 101-42-422-381 UTILITY ELECTRICIT	\$5,321.26	\$4,500.61	\$4,413.94	\$5,500.00	\$14,700.00
E 101-42-422-383 UTILITY GAS	\$3,107.57	\$2,935.62	\$3,058.17	\$3,500.00	\$9,000.00
E 101-42-422-384 REFUSE	\$355.56	\$0.00	\$0.00	\$500.00	\$0.00
E 101-42-422-401 R & M - OTHER	\$1,809.53	\$2,304.75	\$179.30	\$1,000.00	\$2,500.00
E 101-42-422-404 R & M- EQUIPMENT	\$10,647.02	\$15,290.86	\$12,403.50	\$15,000.00	\$15,000.00
E 101-42-422-405 R & M - VEHICLES	\$9,668.46	\$11,248.14	\$19,699.63	\$15,000.00	\$15,000.00
E 101-42-422-406 R & M - BLDG	\$1,636.76	\$641.72	\$489.00	\$5,000.00	\$5,000.00
E 101-42-422-409 CONTRACTED CLEANI	\$1,053.91	\$1,015.00	\$665.00	\$3,000.00	\$3,000.00
E 101-42-422-413 RENTALS	\$173.67	\$0.00	\$0.00	\$350.00	\$0.00
E 101-42-422-414 LEASES-EQUIPMENT	\$477.50	\$0.00	\$105.00	\$500.00	\$500.00
E 101-42-422-429 FIRE PREVENTION SU	\$1,550.13	\$2,050.18	\$979.97	\$2,200.00	\$2,200.00
E 101-42-422-430 MISCELLANEOUS	\$504.94	\$1,185.38	\$299.59	\$1,200.00	\$1,200.00
E 101-42-422-434 DUES & SUBSCRIPTI	\$1,122.50	\$1,204.00	\$993.00	\$1,200.00	\$1,250.00
E 101-42-422-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42-422-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 422 FIRE	\$326,573.72	\$352,535.75	\$331,345.92	\$360,150.00	\$397,300.00
DIV 424 BUILDING & INSPECTIONS					
E 101-42-424-101 REGULAR WAGES & S	\$226,172.96	\$245,894.34	\$228,649.71	\$173,880.00	\$184,500.00
E 101-42-424-102 OVERTIME WAGES	\$1,749.72	\$803.21	\$562.10	\$1,500.00	\$1,500.00
E 101-42-424-103 PART-TIME WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42-424-121 EMPLOYER PERA CON	\$17,264.93	\$18,714.95	\$17,485.43	\$13,154.00	\$13,950.00
E 101-42-424-122 EMPLOYER FICA/MED	\$17,465.61	\$18,673.47	\$17,150.66	\$13,417.00	\$14,229.00
E 101-42-424-130 ER PAID HEALTH INS	\$31,691.58	\$44,244.31	\$35,675.97	\$40,100.00	\$31,522.00
E 101-42-424-132 ER PAID DENTAL INS	\$0.00	\$2,609.88	\$3,487.77	\$3,850.00	\$3,116.00
E 101-42-424-133 ER PAID LIFE/LTD IN	\$0.00	\$1,377.16	\$1,329.90	\$1,350.00	\$1,110.00
E 101-42-424-150 WORKERS COMPENS	\$600.58	\$392.00	\$513.00	\$500.00	\$500.00
E 101-42-424-170 CLOTHING ALLOWAN	\$272.84	\$793.96	\$795.00	\$500.00	\$800.00
E 101-42-424-200 OFFICE SUPPLIES	\$1,811.99	\$1,361.11	\$622.31	\$1,800.00	\$1,800.00
E 101-42-424-203 SOFTWARE/SUPPORT	\$2,490.00	\$1,500.00	\$1,635.94	\$2,000.00	\$4,000.00
E 101-42-424-210 SUPPLIES/MATERIAL	\$3,623.22	\$1,881.98	\$1,583.91	\$3,000.00	\$6,000.00
E 101-42-424-212 FUELS	\$2,200.26	\$3,076.06	\$1,985.75	\$3,000.00	\$3,100.00
E 101-42-424-240 SMALL TOOLS	\$822.24	\$0.00	\$0.00	\$500.00	\$0.00
E 101-42-424-313 FIRE PLAN REVIEW F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 101-42-424-320 COMM/TELE/INTERN	\$5,052.50	\$2,621.98	\$2,497.56	\$3,500.00	\$3,000.00
E 101-42-424-330 TRANSPORTATION/L	\$1,043.59	\$1,585.41	\$1,290.50	\$2,000.00	\$2,500.00
E 101-42-424-332 BUILDING INSPECTIO	\$8,047.50	\$7,463.50	\$9,614.00	\$2,500.00	\$2,500.00
E 101-42-424-336 ELECTRICAL INSPECT	\$39,965.94	\$40,739.65	\$41,173.79	\$34,000.00	\$40,000.00
E 101-42-424-340 TRAINING	\$3,564.13	\$1,508.07	\$3,426.07	\$4,000.00	\$4,500.00
E 101-42-424-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-42-424-360 COMP LIAB INSURAN	\$899.50	\$852.08	\$1,727.15	\$1,000.00	\$2,000.00
E 101-42-424-404 R & M- EQUIPMENT	\$0.00	\$0.00	\$23.34	\$0.00	\$0.00
E 101-42-424-405 R & M - VEHICLES	\$1,884.59	\$3,104.69	\$402.34	\$2,000.00	\$1,000.00
E 101-42-424-430 MISCELLANEOUS	\$226.06	\$319.32	\$70.49	\$500.00	\$500.00
E 101-42-424-434 DUES & SUBSCRIPTI	\$345.00	\$535.00	\$135.00	\$1,000.00	\$1,000.00
DIV 424 BUILDING & INSPECTIO	\$367,194.74	\$400,052.13	\$371,837.69	\$309,551.00	\$323,127.00
DIV 425 EMERGENCY MANAGEMENT					
E 101-42-425-200 OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00
E 101-42-425-305 CONSULTANTS-OTHE	\$0.00	\$0.00	\$6,000.00	\$8,000.00	\$1,000.00
E 101-42-425-330 TRANSPORTATION/L	\$664.41	\$485.26	\$1,050.93	\$1,000.00	\$1,500.00
E 101-42-425-340 TRAINING	\$550.00	\$0.00	\$575.00	\$600.00	\$3,200.00
E 101-42-425-381 UTILITY ELECTRICIT	\$2,833.49	\$3,130.40	\$2,869.22	\$3,000.00	\$500.00
E 101-42-425-404 R & M- EQUIPMENT	\$496.02	\$113.47	\$590.60	\$500.00	\$0.00
E 101-42-425-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
E 101-42-425-434 DUES & SUBSCRIPTI	\$260.00	\$0.00	\$0.00	\$250.00	\$0.00
DIV 425 EMERGENCY MANAGEME	\$4,803.92	\$3,729.13	\$11,085.75	\$13,350.00	\$14,450.00
DIV 427 ANIMAL CONTROL					
E 101-42-427-210 SUPPLIES/MATERIAL	\$2,856.96	\$2,830.99	\$2,880.27	\$3,000.00	\$3,000.00
E 101-42-427-305 CONSULTANTS-OTHE	\$1,475.00	\$1,600.00	\$900.00	\$1,500.00	\$1,600.00
E 101-42-427-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42-427-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 427 ANIMAL CONTROL	\$4,331.96	\$4,430.99	\$3,780.27	\$4,500.00	\$4,600.00
DEPT 42 PUBLIC SAFETY	\$3,104,792.44	\$3,404,645.28	\$3,315,377.61	\$3,635,331.00	\$3,955,917.00
DEPT 43 PUBLIC WORKS					
DIV 434 MAINTENANCE					
E 101-43-434-101 REGULAR WAGES & S	\$303,939.80	\$345,861.28	\$355,845.54	\$383,511.00	\$424,263.00
E 101-43-434-102 OVERTIME WAGES	\$2,451.05	\$6,631.70	\$7,722.59	\$10,000.00	\$10,000.00
E 101-43-434-104 TEMPORARY WAGES	\$13,275.13	\$6,689.39	\$9,592.50	\$15,000.00	\$15,000.00
E 101-43-434-121 EMPLOYER PERA CON	\$23,499.43	\$26,962.48	\$27,901.85	\$29,513.00	\$33,695.00
E 101-43-434-122 EMPLOYER FICA/MED	\$24,139.05	\$26,922.75	\$27,812.02	\$31,251.00	\$34,369.00
E 101-43-434-130 ER PAID HEALTH INS	\$43,765.24	\$52,938.72	\$50,830.30	\$57,500.00	\$64,695.00
E 101-43-434-132 ER PAID DENTAL INS	\$0.00	\$2,695.02	\$3,729.44	\$4,500.00	\$4,271.00
E 101-43-434-133 ER PAID LIFE/LTD IN	\$0.00	\$1,987.57	\$2,089.91	\$2,250.00	\$2,540.00
E 101-43-434-135 MEDICAL	\$0.00	\$114.00	\$0.00	\$500.00	\$0.00
E 101-43-434-150 WORKERS COMPENS	\$25,949.28	\$21,729.41	\$29,796.44	\$25,000.00	\$25,000.00
E 101-43-434-170 CLOTHING ALLOWAN	\$3,542.92	\$3,538.00	\$3,908.05	\$4,000.00	\$4,000.00
E 101-43-434-200 OFFICE SUPPLIES	\$467.83	\$325.36	\$660.30	\$500.00	\$800.00
E 101-43-434-203 SOFTWARE/SUPPORT	\$449.00	\$931.40	\$1,282.60	\$1,000.00	\$1,000.00
E 101-43-434-206 CONTRACTS PAYMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43-434-209 ROAD SALT/SAND	\$64,917.82	\$66,163.25	\$115,974.96	\$95,000.00	\$115,000.00
E 101-43-434-210 SUPPLIES/MATERIAL	\$22,969.53	\$33,420.72	\$52,811.79	\$30,000.00	\$35,000.00
E 101-43-434-211 SAFETY SUPPLIES/OS	\$958.86	\$1,945.44	\$1,703.86	\$2,000.00	\$2,000.00
E 101-43-434-212 FUELS	\$49,017.85	\$57,540.70	\$34,517.36	\$50,000.00	\$58,000.00
E 101-43-434-240 SMALL TOOLS	\$8,431.68	\$3,081.18	\$2,390.62	\$5,000.00	\$5,000.00
E 101-43-434-303 ENGINEERING	\$70,481.42	\$42,561.10	\$63,173.97	\$50,000.00	\$50,000.00
E 101-43-434-305 CONSULTANTS-OTHE	\$20,458.45	\$26,169.83	\$19,864.13	\$25,000.00	\$25,000.00
E 101-43-434-320 COMM/TELE/INTERN	\$6,428.70	\$6,603.87	\$5,998.28	\$7,000.00	\$7,000.00
E 101-43-434-330 TRANSPORTATION/L	\$194.24	\$104.00	\$0.00	\$1,000.00	\$1,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 101-43-434-340 TRAINING	\$1,622.50	\$2,245.67	\$550.00	\$2,500.00	\$2,500.00
E 101-43-434-350 PUBLICATIONS	\$0.00	\$289.27	\$0.00	\$500.00	\$0.00
E 101-43-434-360 COMP LIAB INSURAN	\$23,343.00	\$21,956.16	\$23,707.17	\$25,000.00	\$25,000.00
E 101-43-434-381 UTILITY ELECTRICIT	\$13,177.64	\$15,565.37	\$11,274.89	\$15,000.00	\$16,000.00
E 101-43-434-383 UTILITY GAS	\$14,128.79	\$10,326.37	\$11,480.70	\$13,000.00	\$14,000.00
E 101-43-434-384 REFUSE	\$3,740.48	\$4,454.20	\$3,776.26	\$4,000.00	\$5,000.00
E 101-43-434-386 UTIL-PROTECTIVE LI	\$169,242.47	\$176,805.06	\$140,309.99	\$175,000.00	\$180,000.00
E 101-43-434-400 STRIPING - STREETS	\$2,727.85	\$4,861.39	\$5,254.00	\$10,000.00	\$8,000.00
E 101-43-434-401 R & M - OTHER	\$7,161.48	\$4,651.33	\$7,669.87	\$7,000.00	\$6,000.00
E 101-43-434-403 TRAFFIC SIGNS	\$21,846.11	\$13,069.44	\$18,628.10	\$20,000.00	\$15,000.00
E 101-43-434-404 R & M- EQUIPMENT	\$63,510.23	\$91,447.94	\$78,079.23	\$80,000.00	\$90,000.00
E 101-43-434-405 R & M - VEHICLES	\$20,547.05	\$8,361.74	\$14,102.10	\$20,000.00	\$20,000.00
E 101-43-434-406 R & M - BLDG	\$17,729.75	\$21,092.39	\$28,053.78	\$18,000.00	\$20,000.00
E 101-43-434-407 REPAIR-SEALCOAT/R	\$37,855.07	\$40,967.64	\$0.00	\$40,000.00	\$40,000.00
E 101-43-434-409 CONTRACTED CLEANI	\$4,600.00	\$5,050.00	\$4,444.00	\$5,000.00	\$5,000.00
E 101-43-434-413 RENTALS	\$337.20	\$169.00	\$1,431.50	\$500.00	\$1,500.00
E 101-43-434-417 STREET LIGHT REPAI	\$11,326.90	\$27,398.89	\$26,878.06	\$15,000.00	\$30,000.00
E 101-43-434-430 MISCELLANEOUS	\$164.00	\$453.93	\$307.57	\$500.00	\$500.00
E 101-43-434-434 DUES & SUBSCRIPTI	\$565.01	\$117.05	\$0.00	\$600.00	\$600.00
E 101-43-434-515 JUDGEMENTS & LOSS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43-434-550 CAP OUTLAY-EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 434 MAINTENANCE	\$1,098,962.81	\$1,184,200.01	\$1,193,553.73	\$1,281,125.00	\$1,396,733.00
DIV 436 COMPOST FACILITY					
E 101-43-436-104 TEMPORARY WAGES	\$8,170.42	\$7,931.01	\$8,739.00	\$10,000.00	\$10,000.00
E 101-43-436-121 EMPLOYER PERA CON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43-436-122 EMPLOYER FICA/MED	\$625.08	\$606.71	\$668.59	\$765.00	\$765.00
E 101-43-436-150 WORKERS COMPENS	-\$52.21	-\$12.95	\$101.00	\$200.00	\$200.00
E 101-43-436-203 SOFTWARE/SUPPORT	\$616.94	\$619.99	\$595.05	\$500.00	\$700.00
E 101-43-436-210 SUPPLIES/MATERIAL	\$611.76	\$670.75	\$715.35	\$1,000.00	\$1,000.00
E 101-43-436-305 CONSULTANTS-OTHE	\$174.00	\$149.50	\$177.50	\$0.00	\$0.00
E 101-43-436-381 UTILITY ELECTRICIT	\$381.42	\$344.35	\$323.47	\$400.00	\$400.00
E 101-43-436-401 R & M - OTHER	\$2,462.40	\$0.00	\$4,500.00	\$3,000.00	\$2,500.00
E 101-43-436-413 RENTALS	\$936.25	\$1,965.06	\$1,585.93	\$2,000.00	\$7,000.00
E 101-43-436-414 LEASES-EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 436 COMPOST FACILITY	\$13,926.06	\$12,274.42	\$17,405.89	\$17,865.00	\$22,565.00
DEPT 43 PUBLIC WORKS	\$1,112,888.87	\$1,196,474.43	\$1,210,959.62	\$1,298,990.00	\$1,419,298.00
DEPT 45 CULTURE & RECREATION					
DIV 451 RECREATION					
E 101-45-451-103 PART-TIME WAGES	\$0.00	\$0.00	\$9,046.50	\$0.00	\$20,000.00
E 101-45-451-122 EMPLOYER FICA/MED	\$0.00	\$0.00	\$692.09	\$0.00	\$1,530.00
E 101-45-451-200 OFFICE SUPPLIES	\$2,799.89	\$2,548.53	\$2,366.00	\$3,000.00	\$3,000.00
E 101-45-451-201 CONCESSIONS PROD	\$2,706.03	\$7,153.39	\$3,804.71	\$8,000.00	\$8,000.00
E 101-45-451-202 BANK & WIRE FEES	\$408.44	\$1,226.26	\$2,117.74	\$1,200.00	\$2,400.00
E 101-45-451-203 SOFTWARE/SUPPORT	\$0.00	\$607.20	\$1,223.20	\$1,000.00	\$1,000.00
E 101-45-451-206 CONTRACTS PAYMEN	\$0.00	\$207,000.00	\$190,214.69	\$212,175.00	\$194,000.00
E 101-45-451-210 SUPPLIES/MATERIAL	\$11,100.17	\$17,614.51	\$7,170.67	\$12,000.00	\$10,000.00
E 101-45-451-215 OPERATING SUPPLIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45-451-223 REPAIR SUPPLIES - B	\$24.98	\$0.00	\$0.00	\$500.00	\$0.00
E 101-45-451-305 CONSULTANTS-OTHE	\$59,217.20	\$11,079.02	\$8,183.00	\$7,500.00	\$7,500.00
E 101-45-451-320 COMM/TELE/INTERN	\$2,679.60	\$7,618.59	\$6,883.34	\$7,500.00	\$9,000.00
E 101-45-451-322 POSTAGE	\$0.00	\$0.00	\$14.35	\$400.00	\$200.00
E 101-45-451-350 PUBLICATIONS	\$0.00	\$405.00	\$99.00	\$500.00	\$500.00
E 101-45-451-354 PRINTING AND BINDI	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-45-451-360 COMP LIAB INSURAN	\$0.00	\$2,852.50	\$7,567.74	\$6,000.00	\$8,000.00
E 101-45-451-381 UTILITY ELECTRICIT	\$10,766.26	\$50,371.63	\$38,536.42	\$45,000.00	\$52,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 101-45-451-383 UTILITY GAS	\$6,194.74	\$14,908.69	\$7,684.97	\$18,000.00	\$16,000.00
E 101-45-451-384 REFUSE	\$1,334.04	\$4,767.69	\$4,968.64	\$5,000.00	\$5,000.00
E 101-45-451-404 R & M- EQUIPMENT	\$0.00	\$2,006.40	\$4,188.19	\$4,000.00	\$4,000.00
E 101-45-451-406 R & M - BLDG	\$683.99	\$4,233.38	\$17,551.44	\$4,000.00	\$15,000.00
E 101-45-451-409 CONTRACTED CLEANI	\$3,840.00	\$15,302.60	\$6,000.21	\$24,000.00	\$2,000.00
E 101-45-451-430 MISCELLANEOUS	\$30.00	\$458.18	\$65.00	\$0.00	\$0.00
E 101-45-451-434 DUES & SUBSCRIPTI	\$620.00	\$45.00	\$0.00	\$500.00	\$500.00
E 101-45-451-437 AIDS TO OTHER GOV	\$24,000.00	\$24,000.00	\$0.00	\$24,000.00	\$24,000.00
DIV 451 RECREATION	\$126,405.34	\$374,198.57	\$318,377.90	\$384,775.00	\$383,630.00
DIV 452 PARKS					
E 101-45-452-101 REGULAR WAGES & S	\$151,312.90	\$174,114.60	\$171,674.34	\$184,635.00	\$196,891.00
E 101-45-452-102 OVERTIME WAGES	\$169.25	\$1,368.86	\$2,594.61	\$1,500.00	\$2,000.00
E 101-45-452-104 TEMPORARY WAGES	\$2,481.00	\$6,152.65	\$39,753.00	\$8,000.00	\$9,000.00
E 101-45-452-121 EMPLOYER PERA CON	\$11,506.76	\$13,302.05	\$13,194.03	\$13,923.00	\$14,917.00
E 101-45-452-122 EMPLOYER FICA/MED	\$11,843.39	\$13,781.82	\$16,050.86	\$15,120.00	\$15,904.00
E 101-45-452-130 ER PAID HEALTH INS	\$26,503.80	\$33,439.02	\$29,104.12	\$31,700.00	\$37,545.00
E 101-45-452-132 ER PAID DENTAL INS	\$0.00	\$1,752.72	\$1,900.91	\$2,100.00	\$2,177.00
E 101-45-452-133 ER PAID LIFE/LTD IN	\$0.00	\$1,019.84	\$1,024.00	\$1,100.00	\$2,541.00
E 101-45-452-135 MEDICAL	\$114.00	\$0.00	\$0.00	\$200.00	\$0.00
E 101-45-452-150 WORKERS COMPENS	\$6,728.37	\$6,563.76	\$8,571.00	\$7,000.00	\$9,000.00
E 101-45-452-170 CLOTHING ALLOWAN	\$2,112.77	\$2,322.10	\$2,324.19	\$2,200.00	\$2,500.00
E 101-45-452-200 OFFICE SUPPLIES	\$16.84	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45-452-203 SOFTWARE/SUPPORT	\$463.48	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45-452-210 SUPPLIES/MATERIAL	\$25,500.72	\$29,641.04	\$15,439.13	\$25,000.00	\$25,000.00
E 101-45-452-211 SAFETY SUPPLIES/OS	\$126.48	\$0.00	\$0.00	\$500.00	\$500.00
E 101-45-452-212 FUELS	\$682.00	\$1,156.34	\$1,073.93	\$1,000.00	\$1,300.00
E 101-45-452-229 LANDSCAPING MATE	\$50.00	\$0.00	\$86.10	\$0.00	\$500.00
E 101-45-452-240 SMALL TOOLS	\$2,526.91	\$0.00	\$130.85	\$1,000.00	\$1,500.00
E 101-45-452-305 CONSULTANTS-OTHE	\$4,552.00	\$1,090.78	\$1,402.20	\$3,000.00	\$2,000.00
E 101-45-452-320 COMM/TELE/INTERN	\$630.38	\$588.02	\$457.56	\$800.00	\$800.00
E 101-45-452-330 TRANSPORTATION/L	\$0.00	\$1.64	\$0.00	\$250.00	\$250.00
E 101-45-452-340 TRAINING	\$1,748.76	\$170.00	\$985.00	\$2,000.00	\$2,000.00
E 101-45-452-350 PUBLICATIONS	\$772.32	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45-452-360 COMP LIAB INSURAN	\$21,173.00	\$18,588.58	\$21,045.50	\$22,000.00	\$22,000.00
E 101-45-452-381 UTILITY ELECTRICIT	\$1,191.59	\$884.76	\$584.78	\$1,200.00	\$1,200.00
E 101-45-452-383 UTILITY GAS	\$0.00	\$10.34	\$0.00	\$100.00	\$0.00
E 101-45-452-401 R & M - OTHER	\$17,522.93	\$18,202.68	\$8,867.73	\$18,000.00	\$18,000.00
E 101-45-452-404 R & M- EQUIPMENT	\$7,787.11	\$10,444.59	\$5,494.50	\$9,000.00	\$10,000.00
E 101-45-452-405 R & M - VEHICLES	\$207.03	\$1,299.47	\$306.10	\$2,000.00	\$2,000.00
E 101-45-452-406 R & M - BLDG	\$1,388.01	\$2,751.82	\$888.15	\$2,000.00	\$2,500.00
E 101-45-452-413 RENTALS	\$13,935.13	\$13,704.59	\$13,978.54	\$15,000.00	\$14,000.00
E 101-45-452-430 MISCELLANEOUS	\$10.00	\$122.59	\$40.00	\$500.00	\$500.00
DIV 452 PARKS	\$313,056.93	\$352,474.66	\$356,971.13	\$370,828.00	\$396,525.00
DIV 453 POOLS					
E 101-45-453-210 SUPPLIES/MATERIAL	\$3,890.51	\$3,579.66	\$3,546.47	\$4,000.00	\$4,000.00
E 101-45-453-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00
E 101-45-453-305 CONSULTANTS-OTHE	\$21,369.00	\$22,433.82	\$22,753.02	\$23,000.00	\$11,500.00
E 101-45-453-320 COMM/TELE/INTERN	\$289.92	\$339.18	\$242.68	\$500.00	\$500.00
E 101-45-453-330 TRANSPORTATION/L	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-45-453-340 TRAINING	\$285.00	\$0.00	\$0.00	\$500.00	\$500.00
E 101-45-453-360 COMP LIAB INSURAN	\$3,111.00	\$2,173.29	\$1,285.60	\$1,500.00	\$3,000.00
E 101-45-453-381 UTILITY ELECTRICIT	\$1,417.44	\$29.95	\$0.00	\$1,000.00	\$0.00
E 101-45-453-401 R & M - OTHER	\$610.90	\$443.66	\$5,450.00	\$3,000.00	\$3,000.00
E 101-45-453-430 MISCELLANEOUS	\$300.00	\$0.00	\$0.00	\$450.00	\$0.00
DIV 453 POOLS	\$31,273.77	\$28,999.56	\$33,277.77	\$34,650.00	\$22,500.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
DIV 454 RINKS					
E 101-45-454-104 TEMPORARY WAGES	\$1,959.40	\$3,030.00	\$3,165.00	\$4,500.00	\$4,000.00
E 101-45-454-122 EMPLOYER FICA/MED	\$149.90	\$231.78	\$242.15	\$344.00	\$306.00
E 101-45-454-150 WORKERS COMPENS	\$178.56	\$176.51	\$145.00	\$200.00	\$300.00
E 101-45-454-210 SUPPLIES/MATERIAL	\$961.51	\$216.32	\$0.00	\$500.00	\$500.00
E 101-45-454-320 COMM/TELE/INTERN	\$144.84	\$145.52	\$0.00	\$250.00	\$0.00
E 101-45-454-360 COMP LIAB INSURAN	\$1,164.00	\$1,097.12	\$567.89	\$1,300.00	\$1,200.00
E 101-45-454-381 UTILITY ELECTRICIT	\$2,950.59	\$3,232.12	\$3,265.22	\$3,500.00	\$3,500.00
E 101-45-454-401 R & M - OTHER	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
E 101-45-454-413 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45-454-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 454 RINKS	\$7,508.80	\$8,129.37	\$7,385.26	\$11,094.00	\$10,306.00
DIV 455 LIBRARY SERVICES					
E 101-45-455-206 CONTRACTS PAYMEN	\$0.00	\$7,954.31	\$6,098.57	\$19,000.00	\$18,500.00
E 101-45-455-210 SUPPLIES/MATERIAL	\$1,559.73	\$1,136.99	\$274.55	\$500.00	\$500.00
E 101-45-455-320 COMM/TELE/INTERN	\$2,152.15	\$7,933.95	\$4,729.83	\$7,500.00	\$8,000.00
DIV 455 LIBRARY SERVICES	\$3,711.88	\$17,025.25	\$11,102.95	\$27,000.00	\$27,000.00
DEPT 45 CULTURE & RECREATION	\$481,956.72	\$780,827.41	\$727,115.01	\$828,347.00	\$839,961.00
DEPT 48 CAPITAL PROJECTS					
DIV 463 OTHER FINANCIAL USES					
E 101-48-463-720 TRANSFER OUT	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-48-463-721 TRANSFER OUT - FD	\$65,000.00	\$50,000.00	\$30,000.00	\$30,000.00	\$0.00
E 101-48-463-722 TRANSFER OUT - PD	\$80,000.00	\$110,000.00	\$180,000.00	\$0.00	\$0.00
E 101-48-463-723 TRANSFER OUT - TEC	\$50,000.00	\$55,000.00	\$43,750.00	\$0.00	\$0.00
E 101-48-463-724 TRANSFER OUT - BLD	\$145,000.00	\$155,000.00	\$175,000.00	\$175,000.00	\$0.00
E 101-48-463-725 TRANSFER OUT - STR	\$0.00	\$40,000.00	\$10,000.00	\$10,000.00	\$0.00
E 101-48-463-726 TRANSFER OUT - PW	\$485,000.00	\$270,000.00	\$240,000.00	\$160,000.00	\$0.00
E 101-48-463-727 TRANSFER OUT - CIV	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00	\$0.00
E 101-48-463-731 TRANSFER OUT - PAR	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00
DIV 463 OTHER FINANCIAL USES	\$871,000.00	\$688,000.00	\$684,750.00	\$381,000.00	\$0.00
DEPT 48 CAPITAL PROJECTS	\$871,000.00	\$688,000.00	\$684,750.00	\$381,000.00	\$0.00
FUND 101 GENERAL	\$6,394,800.91	\$6,947,146.44	\$6,899,963.83	\$7,116,142.00	\$7,298,693.00

YOUTH PROGRAMS FUND (FUND 212)

	Actual	Actual	Budgeted	Budget
	2017	2018	2019	2020
Revenue				
Contributions & Donations	7,782	6,131	6,000	6,000
Transfer from General Fund	6,000	6,000	5,000	-
Interest on Investments	46	197	-	350
Total Revenues	13,828	12,328	11,000	6,350
Expenditures				
Temporary Wages - PAL	203	432	1,000	500
Employer FICA/Medicare - PAL	16	33	76	38
Supplies/Materials	7,497	4,493	7,500	7,500
Transportation/Lodging	-	-	600	400
Training	-	-	200	200
Miscellaneous	1,056	716	1,000	1,000
Total Expenditures	8,772	5,674	10,376	9,638
Net Change in Fund Balance	5,056	6,654	624	(3,288)
Fund Balance Beginning	5,365	10,421	17,075	17,699
Fund Balance Ending	10,421	17,075	17,699	14,411

DUI FORFEITURE FUND (FUND 214)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Sale of Forfeited Property - DUI	2,064	569	-	2,500
Miscellaneous (reimbursement of towing fees)	2,343	7,000	-	2,500
Interest on Investments	149	369	-	500
Total Revenues	4,556	7,938	-	5,500
Expenditures				
Supplies/Materials	731	-	-	500
Small Tools	4,383	-	-	1,000
Repair & Maint Vehicles	-	-	-	3,000
Miscellaneous (towing fees)	730	881	-	1,000
Total Expenditures	5,844	881	-	5,500
Net Change in Fund Balance	(1,288)	7,057	-	-
Fund Balance Beginning	23,309	22,021	29,078	29,078
Fund Balance Ending	22,021	29,078	29,078	29,078

POLICE RESERVES FUND (FUND 217)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Contributions & Donations	5,400	3,000	2,500	3,000
Transfers from General Fund	1,500	1,500	1,500	1,500
Interest on Investments	43	95	-	150
Total Revenues	6,943	4,595	4,000	4,650
Expenditures				
Clothing Allowance	2,369	1,142	1,000	1,500
Supplies/Materials	2,067	3,699	2,000	3,000
Small Tools	-	33	-	-
Total Expenditures	4,436	4,874	3,000	4,500
Net Change in Fund Balance	2,507	(279)	1,000	150
Fund Balance Beginning	5,638	8,145	7,866	8,866
Fund Balance Ending	8,145	7,866	8,866	9,016

BEAUTIFICATION/PARK IMPROVEMENT FUND (FUND 221)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Tower Rental	153,127	160,677	145,000	150,000
Round Up Funds (used to be in fund 211)			2,600	2,600
Escrow Fees - Land Use Apps	-	13,900	-	-
Contributions & Donations	7,000	-	-	-
Miscellaneous	-	-	-	-
Sale of Property	-	3,500	-	-
Transfer In (close Fund 211 Park Improvement Fund into 221)	-	-	8,768	-
Transfer In (close Fund 215 Special Initiatives Fund into 221)	-	-	3,792	-
Interest on Investments	1,063	2,263	1,500	2,000
Total Revenues	161,190	180,340	161,660	154,600
Expenditures				
Temporary Wages	22,608	20,120	45,000	45,000
Employer FICA/Medicare	1,729	1,539	3,500	3,443
Supplies/Materials	20,537	32,554	25,000	25,000
Holiday Decorations	2,935	13,339	10,000	10,000
Landscaping Materials	1,550	-	8,000	8,000
Engineering	519	-	-	-
Consultants-Other (turf contract)	32,700	20,925	27,000	30,000
Comm/Tele/Internet	120	139	-	200
Utility Electricity	2,453	2,267	2,500	2,500
Repair & Maintenance Other	612	-	1,000	1,000
Capital Outlay (Apex Lighting Upgrade at Bernicks Arena)		31,036	-	-
Capital Outlay (mowers/park equip)	-	96,928	30,000	-
Capital Outlay (outdoor lighting at Pinecone Central Park)	-	-	11,000	-
Capital Outlay (park improvements based on PC suggestions/community conversations)			20,000	20,000
Transfer Out (to 211 Park Improvement Fund)	20,000	20,000	-	-
Transfer Out (to 416 Public Works Equipment Fund)	-	-	-	30,000
Total Expenditures	105,763	238,847	183,000	175,143
Net Change in Fund Balance	55,427	(58,507)	(21,340)	(20,543)
Fund Balance Beginning	133,837	189,264	130,757	109,417
Fund Balance Ending	189,264	130,757	109,417	88,875

FORFEITURE FUND (FUND 222)

(Criminal Forfeiture)

Revenue

Miscellaneous (reimbursement of towing fees)

Sale of Forfeited Property - Criminal

Refunds and Reimbursements

Interest on Investments

Total Revenues**Expenditures**

Supplies/Materials

Small Tools

Miscellaneous

Capital Outlay

Total Expenditures**Net Change in Fund Balance****Fund Balance Beginning****Fund Balance Ending**

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
	111	657	-	500
	1,574	6,326	-	3,500
	212	562	-	500
	-	51	-	70
	1,897	7,596	-	4,570
	-	2,359	-	1,000
	-	-	-	2,000
	873	2,491	-	1,500
	-	20	-	-
	873	4,870	-	4,500
	1,024	2,726	-	70
	(88)	936	3,662	3,662
	936	3,662	3,662	3,732

LODGING TAX FUND (FUND 223)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Lodging Tax	31,859	37,631	34,000	37,000
Interest on Investments	83	419	150	500
Total Revenues	31,942	38,050	34,150	37,500
Expenditures				
Software/Support Fees	7,178	4,835	8,000	8,220
Supplies/Materials	-	-	4,000	1,500
Consultants-Other	8,178	10,216	15,000	10,500
Marketing	-	-	-	8,500
Miscellaneous	1,743	2,699	4,000	4,000
Special Projects	700	1,500	3,000	4,500
Total Expenditures	17,799	19,250	34,000	37,220
Net Change in Fund Balance	14,143	18,800	150	280
Fund Balance Beginning	5,303	19,446	38,246	38,396
Fund Balance Ending	19,446	38,246	38,396	38,676

ECONOMIC DEVELOPMENT FUND (FUND 224)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Current Ad Valorem Taxes (Arena Abatement)	22,455	22,318	11,234	-
Delinquent Ad Valorem Taxes	86	(25)	-	-
Interest on Investments	596	909	100	1,000
Total Revenues	23,137	23,202	11,334	1,000
Expenditures				
Consultants - Other	55	225	-	-
Miscellaneous	1,000	1,020	1,000	1,000
Payment of Tax Abatement	22,468	22,467	11,234	-
Total Expenditures	23,523	23,712	12,234	1,000
Net Change in Fund Balance	(386)	(510)	(900)	-
Fund Balance Beginning	58,828	58,442	57,932	57,032
Fund Balance Ending	58,442	57,932	57,032	57,032

PEG ACCESS FEE FUND (FUND 225)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
PEG Access Fees	32,039	29,634	32,000	30,000
Interest on Investments	533	1,508	750	2,000
Total Revenues	32,572	31,142	32,750	32,000
Expenditures				
Small Tools	294	90	500	500
Repair & Maintenance - Equipment	883	10	1,500	1,500
Miscellaneous	(43)	115	500	500
Capital Outlay	4,093	14,589	15,000	15,000
Total Expenditures	5,227	14,804	17,500	17,500
Net Change in Fund Balance	27,345	16,338	15,250	14,500
Fund Balance Beginning	75,069	102,414	118,752	134,002
Fund Balance Ending	102,414	118,752	134,002	148,502

SMALL CITIES REVOLVING LOAN FUND (FUND 232)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Miscellaneous	13,362	-	-	
Interest on Investments	88	174	237	200
Total Revenues	13,450	174	237	200
Expenditures				
Application for SCDP Grant App (Consultants - Other)	-	1,750	-	-
Total Expenditures	-	1,750	-	-
Net Change in Fund Balance	13,450	(1,576)	237	200
Fund Balance Beginning	-	13,450	11,874	12,111
Fund Balance Ending	13,450	11,874	12,111	12,311

MINNESOTA INVESTMENT FUND (MIF) (FUND 233)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Interest on Investments	712	1,433	-	2,000
Total Revenues	712	1,433	-	2,000
Expenditures				
Community & Economic Development	-	-	-	-
Total Expenditures	-	-	-	-
Net Change in Fund Balance	712	1,433	-	2,000
Fund Balance Beginning	100,000	100,712	102,145	102,145
Fund Balance Ending	100,712	102,145	102,145	104,145

LOCAL SALES TAX FUND (FUND 241)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Sales Tax Revenue	1,209,371	1,255,558	1,282,521	1,200,000
Sales Tax Revenue for Trails	-	-	-	108,250
Federal TAP Grant (Heritage Drive Trail)	-	-	-	-
Transfers In	617,884	-	-	-
Interest on Investments	3,011	8,454	6,000	13,000
Total Revenues	1,830,266	1,264,012	1,288,521	1,321,250
Expenditures				
Consultants - Other	-	-	-	-
Special Projects	-	-	-	-
Capital Outlay	55,339	-	-	-
Principal	245,000	-	-	-
Interest	130,600	-	-	-
Fiscal Agent Fees	450	-	-	-
Heritage Drive Trail (TAP Grant match is \$271,000)	-	-	-	-
Transfer Out (to Interfund Loan Repay - Pinecone Road Phase 1 of 3)	-	-	-	-
Transfer Out (to Debt Service Fund 338 - 2018 Pinecone Road 2 of 3)	-	-	232,000	425,000
Transfer Out (to Debt Service Fund - Heritage/50th)	700,000	700,000	-	-
Transfer Out (to Debt Service Fund 336 - Community Amenities Phase 1)	243,500	452,500	575,000	569,000
Transfer Out (to Debt Service Fund 337 - Community Amenities Phase 2)	-	91,000	190,000	231,000
Total Expenditures	1,374,889	1,243,500	997,000	1,225,000
Net Change in Fund Balance	455,377	20,512	291,521	96,250
Fund Balance Beginning	(77,688)	377,689	398,201	689,722
Fund Balance Ending	377,689	398,201	689,722	785,972

CEMETERY FUND (FUND 250)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Burial Site Preparation	2,450	3,075	2,500	2,500
Other Charges for Services	100	-	-	-
Cemetery - Sale of Lots	3,350	2,400	2,500	2,500
Interest on Investments	263	671	400	1,000
Total Revenues	6,163	6,146	5,400	6,000
Expenditures				
Temporary Wages	-	-	-	5,000
Employer FICA/MEDICARE	-	-	-	383
Supplies/Materials	1,118	-	500	500
Utility Electricity	-	-	-	100
Cemetery Maintenance	1,362	2,600	2,500	2,500
Total Expenditures	2,480	2,600	3,000	8,483
Net Change in Fund Balance	3,683	3,546	2,400	(2,483)
Fund Balance Beginning	40,957	44,640	48,186	50,586
Fund Balance Ending	44,640	48,186	50,586	48,104

REGIONAL PARK FUND (FUND 260)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	97,911	14,223	-	10,000
Sale or Loss of Property	751	-	-	-
Interest on Investments	790	(218)	-	-
Total Revenues	99,452	14,005	-	10,000
Expenditures				
Engineering	-	-	-	-
Repair & Maintenance - Other	13,066	-	-	-
Capital Outlay	524,138	-	-	-
Total Expenditures	537,204	-	-	-
Net Change in Fund Balance	(437,752)	14,005	-	10,000
Fund Balance Beginning	5,724	(432,028)	(418,023)	(418,023)
Fund Balance Ending	(432,028)	(418,023)	(418,023)	(408,023)

PARK DISTRICT 1 FUND (FUND 261)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	122,400	37,332	-	-
State Grants - Capital	-	-	-	-
Interest on Investments	588	2,313	-	1,500
Total Revenues	122,988	39,645	-	1,500
Expenditures				
Sauk River Regional Park Bridge	-	16,812	-	-
Huntington Park Irrigation & Landscaping	-	19,900	-	-
Lake Francis Outdoor Stage	-	-	87,853	-
Transfer Out	-	-	-	-
Total Expenditures	-	36,712	87,853	-
Net Change in Fund Balance	122,988	2,933	(87,853)	1,500
Fund Balance Beginning	34,937	157,925	160,858	73,005
Fund Balance Ending	157,925	160,858	73,005	74,505

PARK DISTRICT 2 FUND (FUND 262)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	10,281	-	-	-
Interest on Investments	758	(885)	-	-
Total Revenues	11,039	(885)	-	-
Expenditures				
Watab Park Shelter	-	125,085	-	-
Total Expenditures	-	125,085	-	-
Net Change in Fund Balance	11,039	(125,970)	-	-
Fund Balance Beginning	114,559	125,598	(372)	(372)
Fund Balance Ending	125,598	(372)	(372)	(372)

PARK DISTRICT 3 FUND (FUND 263)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	85,366	19,560	-	-
Interest on Investments	90	496	-	500
Total Revenues	85,456	20,056	-	500
Expenditures				
Apex Lighting Improvement Project - Bernicks Arer	-	29,721	-	-
Total Expenditures	-	29,721	-	-
Net Change in Fund Balance	85,456	(9,665)	-	500
Fund Balance Beginning	(49,904)	35,552	25,887	25,887
Fund Balance Ending	35,552	25,887	25,887	26,387

PARK DISTRICT 4 FUND (FUND 264)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	43,904	-	-	-
Interest on Investments	284	65	-	-
Total Revenues	44,188	65	-	-
Expenditures				
Pinecone Central Park Assoc Agreement - Champic	48,000	-	-	-
Wilds Versacourt - Basketball Court	-	34,699	-	-
Total Expenditures	48,000	34,699	-	-
Net Change in Fund Balance	(3,812)	(34,634)	-	-
Fund Balance Beginning	34,384	30,572	(4,062)	(4,062)
Fund Balance Ending	30,572	(4,062)	(4,062)	(4,062)

PARK DISTRICT 5 FUND (FUND 265)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	-	-	-	-
Interest on Investments	175	68	-	100
Total Revenues	175	68	-	100
Expenditures				
Pinecone Central Park Assoc Agreement - Champic	40,000	-	-	-
Total Expenditures	40,000	-	-	-
Net Change in Fund Balance	(39,825)	68	-	100
Fund Balance Beginning	44,643	4,818	4,886	4,886
Fund Balance Ending	4,818	4,886	4,886	4,986

PARK DISTRICT 6 FUND (FUND 266)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Parkland Fees	2,347	-	-	-
Transfer In	20,000	-	-	-
Interest on Investments	(38)	48	-	50
Total Revenues	22,309	48	-	50
Expenditures				
Engineering	44	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	44	-	-	-
Net Change in Fund Balance	22,265	48	-	50
Fund Balance Beginning	(18,836)	3,429	3,477	3,477
Fund Balance Ending	3,429	3,477	3,477	3,527

RECREATIONAL FIELD FUND (FUND 267)

	Actual	Actual	Budgeted	BUDGET
	2017	2018	2019	2020
Revenue				
Golf Course Lease (Miscellaneous Revenue)	25,750	26,523	27,319	28,412
Interest on Investments	107	231	-	300
Total Revenues	25,857	26,754	27,319	28,712
Expenditures				
Engineering	9,825	-	-	-
Pinecone Central Park Assoc. (Consultants - Other)	16,749	26,523	27,319	28,412
Total Expenditures	26,574	26,523	27,319	28,412
Net Change in Fund Balance	(717)	231	-	300
Fund Balance Beginning	14,943	14,226	14,457	14,457
Fund Balance Ending	14,226	14,457	14,457	14,757

2009B GO CIP Bonds (Fund 321)

City Hall/PD Refunding

Revenue

	Actual	Budgeted	BUDGET
	2018	2019	2020
Property Tax Levy	233,572	215,000	-
Transfer in (from Bldg Fund 410)	-	-	80,000
Delinquent Taxes	(1,685)	-	-
Interest on Investments	266	(558)	-
Total Revenues	232,153	214,442	80,000

Expenditures

Principal	200,000	210,000	215,000
Interest	17,862	11,069	3,763
Fiscal Agent Fees	500	450	450
Total Expenditures	218,362	221,519	219,213

Net Change in Fund Balance	13,791	(7,077)	(139,213)
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Fund Balance Beginning	127,418	141,209	134,132
Fund Balance Ending	141,209	134,132	(5,080)

2010B Advance Sewer Refunding Bonds (Fund 326)

Refunds 2003A Bonds - West Side Interceptor/27th St. Stor

	Actual	Budgeted	BUDGET
	2018	2019	2020
Revenue			
Transfer In (602-Sewer)	180,000	170,000	170,000
Transfer In (603-Storm Water)	55,000	55,000	55,000
Interest on Investments	(18)		
Total Revenues	234,982	225,000	225,000
Expenditures			
Principal	190,000	200,000	200,000
Interest	39,310	36,125	30,375
Fiscal Agent Fees	500	550	550
Total Expenditures	229,810	236,675	230,925
Net Change in Fund Balance	5,172	(11,675)	(5,925)

2010B MSA Refunding Bonds (Fund 327)	Actual	Budgeted	BUDGET
Refunds 2000C Bonds - Pinecone Road	2018	2019	2020
Revenue			
Municipal State Aid - Construction	77,013	74,025	
Interest on Investments	2,020	-	
Total Revenues	79,033	74,025	-
Expenditures			
Principal	75,000	70,000	70,000
Interest	3,044	3,063	1,050
Fiscal Agent Fees	-	-	-
Total Expenditures	78,044	73,063	71,050
Net Change in Fund Balance	989	963	(71,050)
Fund Balance Beginning	147,342	148,331	149,293
Fund Balance Ending	148,331	149,293	78,243

2010B Advance Utility Refunding (Fund 328)		ACTUAL	ACTUAL	BUDGETED	BUDGET
Refunds 2001B Utility Rev Bond (North Water Tower)		2017	2018	2019	2020
Revenue					
Transfer In (from 601 - Water Fund)		305,000	305,000	292,000	292,000
Interest on Investments		(584)	(925)	-	
Total Revenues		304,416	304,075	292,000	292,000
Expenditures					
Principal		270,000	275,000	285,000	295,000
Interest		37,113	29,619	21,919	13,575
Fiscal Agent Fees		-	-	-	-
Total Expenditures		307,113	304,619	306,919	308,575
Net Change in Fund Balance		(2,697)	(544)	(14,919)	(16,575)

2012A Refunding CIP (Fund 330)

Refunds 2006A CIP Portion (PW Facility & Fire Truck)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Property Tax Levy	-	-	-	145,000
Transfer In (from 410 building Fund)	145,000	145,000	145,000	-
Interest on Investments	-	545		
Total Revenues	145,000	145,545	145,000	145,000
Expenditures				
Principal	125,000	125,000	130,000	135,000
Interest	28,000	25,500	22,950	20,300
Fiscal Agent Fees	-	500	550	550
Total Expenditures	153,000	151,000	153,500	155,850
Net Change in Fund Balance	(8,000)	(5,455)	(8,500)	(10,850)
Fund Balance Beginning	78,452	78,452	72,997	64,497
Fund Balance Ending	70,452	72,997	64,497	53,647

2012A Refunding Sewer Bonds (Fund 331)

Refunds 2006A (Lift Station #1)

Revenue

Transfer In (from 602 - Sewer Fund)

Transfer In (from 225 - SAC Fund)

Interest on Investments

Total Revenues**Expenditures**

Principal

Interest

Fiscal Agent Fees

Total Expenditures**Net Change in Fund Balance**

Actual	Actual	Budgeted	BUDGET
2017	2018	2019	2020
25,000	25,000	25,000	175,000
150,000	150,000	150,000	-
(544)	38	-	
174,456	175,038	175,000	175,000
140,000	145,000	150,000	155,000
32,569	28,510	26,769	23,719
-	-	-	-
172,569	173,510	176,769	178,719
1,887	1,528	(1,769)	(3,719)

2015A G.O. Bonds (FUND 335)

Pinecone Road Phase 1

Revenue

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Property Tax Levy	442,071	442,071	440,000	422,000
Delinquent Taxes	(597)	(597)	-	-
Transfer In (from 241 Sales Tax)	-	-	-	-
Interest on Investments	2,350	2,350	-	1,500
Total Revenues	443,824	443,824	440,000	423,500

Expenditures

Principal	315,000	315,000	320,000	330,000
Interest	125,000	125,000	118,650	112,150
Fiscal Agent Fees	500	500	650	550
Total Expenditures	440,500	440,500	439,300	442,700

Net Change in Fund Balance	3,324	3,324	700	(19,200)
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Fund Balance Beginning	891,015	891,015	894,339	895,039
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Fund Balance Ending	894,339	894,339	895,039	875,839
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2016A Abatement Bonds (Fund 336)		Actual	Actual	Budget	BUDGET
Community Ammenities Phase 1 (comm ctr)		2017	2018	2019	2020
Revenue					
Transfer In (from 241 - Sales Tax Fund)		452,500	452,500	569,000	569,000
Interest on Investments		(1,653)	(1,653)	-	
Total Revenues		450,847	450,847	569,000	569,000
Expenditures					
Principal		210,000	210,000	335,000	345,000
Interest		241,744	241,744	233,569	223,369
Fiscal Agent Fees		450	450	550	550
Total Expenditures		452,194	452,194	569,119	568,919
Net Change in Fund Balance		(1,347)	(1,347)	(119)	81
Fund Balance Beginning		21	21	(1,326)	(1,445)
Fund Balance Ending		(1,326)	(1,326)	(1,445)	(1,363)

2017A G.O. Bonds (FUND 337)

4th Ave; 2017 Overlays & 27th St N; Ammenities

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Federal Funds - (4th Avenue)	1,371,775	1,371,775	-	-
Special Assessments (4th Avenue)	276,560	276,560	-	20,000
Transfer In - Sales Tax Fund (Amenities)	91,000	91,000	190,000	231,000
Transfer In - Street Fund (2017 Overlays/27th St. N.)	33,000	33,000	135,000	146,500
Transfer In - Street Fund (4th Avenue)	-	-	-	-
Transfer In - Trunk Water Fund \$578,300 (4th Avenue)	-	-	-	-
Transfer In - Trunk Storm Water Fund \$652,100 (4th Avenue)	-	-	-	-
Transfer In - Trunk Sewer Fund \$193,900 (4th Avenue)	-	-	-	-
Transfer In - 4th Ave project fund balance (Fund 429)	-	-	410,000	-
Interest on Investments	1,865	1,865	-	16,000
Total Revenues	1,774,201	1,774,201	735,000	413,500
Expenditures				
Principal (Amenities)	-	-	90,000	135,000
Interest (Amenities)	90,090	90,090	98,750	95,375
Principal (4th Avenue)	-	-	295,000	350,000
Interest (4th Avenue)	97,583	97,583	104,000	94,325
Principal (2017 Overlay/27th St. N.)	-	-	100,000	115,000
Interest (2017 Overlay/27th St. N.)	32,378	32,378	34,475	31,250
Fiscal Agent Fees	475	475	500	550
Total Expenditures	220,525	220,525	722,725	821,500
Net Change in Fund Balance	1,553,676	1,553,676	12,275	(408,000)
Fund Balance Beginning	-	-	1,553,676	1,565,951
Fund Balance Ending	1,553,676	1,553,676	1,565,951	1,157,951

2018A GO Bonds (Fund 338)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
Public Safety Facility Phase 1; CR29/East Utilities; 2018 Pine	2017	2018	2019	2020

Revenue

Property Tax Levy - PS Facility Portion	-	-	418,915	650,500
Delinquent Taxes - PS Facility Portion	-	-	-	-
Transfer In (601 - Water Fund) Water Tower Rehab	-	-	94,000	94,000
Transfer In (241 - Sales Tax) 2018 Pinecone Road Project	-	-	232,000	421,500
Transfer In (417 - Street Fund) CR29/East Side Utilities	-	-	145,000	323,500
Transfer In (601 - Water Fund) CR29/East Side Utilities	-	-	-	-
Transfer In (602 - Sewer Fund) CR29/East Side Utilities	-	-	-	-
Special Assessments - CR29/East Side Utilities	-	30,580	30,000	30,000
Interest on Investments	-	112	(8,059)	-
Total Revenues	-	30,691	911,856	1,519,500

Expenditures

Principal - Public Safety Facility	-	-	-	300,000
Interest - Public Safety Facility	-	-	418,486	350,350
Principal - CR29/East Utilities	-	-	-	205,000
Interest - CR29/East Utilities	-	-	144,251	118,225
Principal - 2018 Pinecone Road North Project	-	-	-	230,000
Interest - 2018 Pinecone Road North Project	-	-	230,951	191,738
Principal - Huntington Water Tower Rehab	-	-	-	65,000
Interest - Huntington Water Tower Rehab	-	-	43,971	35,975
Fiscal Agent Fees	-	-	550	550
Total Expenditures	-	-	838,208	1,496,838

Net Change in Fund Balance	-	30,691	73,647	22,663
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2018B GO Refunding (Fund 339)

Refunds 2008B (Water Rev Fund 319) & 2009A Bonds (Water & Sewer Rev Fund 320)

BUDGETED	BUDGET
2019	2020

Revenue

Transfer In (226 - WAC Fund/601 Water Fund) 08B Debt	277,000	277,000
Transfer In (226 - WAC Fund/601 Water Fund) 09A Debt	565,000	565,000
Interest on Investments	-	-
Total Revenues	842,000	842,000

Expenditures

Principal - 08B Water Rev	205,000	210,000
Interest - 08B Water Rev	78,600	65,850
Principal - 09A Water & Sewer Rev	375,000	405,000
Interest - 09A Water & Sewer Rev	170,628	145,050
Fiscal Agent Fees	-	550
Total Expenditures	829,228	826,450

Net Change in Fund Balance**12,773 15,550**

2018C GO Refunding (Fund 340)

Refunds 2010A GO Bonds (Fund 325) Heritage/Roberts/50th

BUDGETED	BUDGET
2019	2020

Revenue

Municipal State Aid Construction

Transfer In (601 - Water Fund)

Transfer In (602 - Sewer Fund)

Transfer In (603 - Storm Water Fund)

Interest on Investments

-

-

-

13,770

20,000

Total Revenues**13,770****20,000****Expenditures**

Principal - 09A Water & Sewer Rev

Interest - 09A Water & Sewer Rev

Fiscal Agent Fees

350,000

340,000

107,574

87,750

-

550

Total Expenditures**457,574****428,300****Net Change in Fund Balance****(443,804)****(408,300)**

2019A GO Bonds (Fund 341)

Public Safety Facility Phase 2; East Side Street Reconstruction; Fire Truck

BUDGETED	BUDGET
2019	2020

Revenue

Property Tax Levy - PS Facility Portion	-	130,000
Delinquent Taxes - PS Facility Portion	-	-
Transfer In (417 - Street Fund) East Side Street Reconstruction	-	325,000
Transfer In (601 - Water Fund) East Side Street Reconstruction	-	-
Transfer In (602 - Sewer Fund) East Side Street Reconstruction	-	-
Special Assessments East Side Reconstruction Project	-	30,000
Property Tax Levy - Fire Truck	-	52,000
Delinquent Taxes - Fire Truck	-	-
Interest on Investments	-	-
Total Revenues	-	537,000

Expenditures

Principal - Public Safety Facility	-	-
Interest - Public Safety Facility	-	128,606
Principal - East Side Street Reconstruction	-	-
Interest - East Side Street Reconstruction	-	323,400
Principal - Fire Truck	-	-
Interest - Fire Truck	-	51,300
Fiscal Agent Fees	-	550
Total Expenditures	-	503,856

Net Change in Fund Balance	-	33,144
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Fund Balance Beginning	-	-
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Fund Balance Ending	-	33,144
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PUBLIC IMPROVEMENT REVOLVING (FUND 402)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Escrow Fees - Land Use Applications	-	-	
Delinquent Ad Valorem Taxes	-	335	
Special Assessments	83,687	60,000	60,000
MSA	65,683		
Refunds & Reimbursements	1,260	-	
Transfer In (Close out Old Debt Service Funds)	124,120	-	
Interest on Investments	16,554	-	25,000
Total Revenues	291,304	60,335	85,000
Expenditures			
Champion Field	27,750	2,646	-
Pinecone Central Park Ballfields	43,711	5,687	-
Watab Park	6,319	-	-
CR1 Loan Principal to St. Cloud	400,000	-	-
CR1 Loan Interest to St. Cloud	48,000	-	-
Public Safety Campus Study	18,508	-	-
Public Safety Facility Construction	-	-	1,000,000
Bond Continuing Disclosure Fees/Post Issuance Compliance	3,800	200	-
Special Assessment/Truth in Taxation Notice Charges	-	123	
Community Center Consulting Contract (Lyle Mathiasen)	15,000	-	-
Johnson Controls (energy efficiency project)	19,700	-	-
Total Expenditures	582,787	8,656	1,000,000
Net Change in Fund Balance	(291,484)	51,679	(915,000)
Fund Balance Beginning	807,941	516,457	568,137
Fund Balance Ending	516,457	568,137	(346,863)

BUILDING FUND (FUND 410)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Capital Levy (2019 and prior transfer from General	145,000	155,000	175,000	45,000
Interest on Investments	7	24	500	300
Total Revenues	145,007	155,024	175,500	45,300
Expenditures				
Window Cleaning - All Buildings	3,947	-	-	-
Carpet and Chair Replacements	12,077	-	-	-
Debt Service 321 - final		-	-	80,000
Debt Service for PW Addition		-	-	-
Transfer Out (to Debt Service Fund 330 PW facility	145,000	145,000	145,000	-
Total Expenditures	161,024	145,000	145,000	80,000
Net Change in Fund Balance	(16,017)	10,024	30,500	(34,700)
Fund Balance Beginning	-	(5,693)	4,331	34,831
Fund Balance Ending	(5,693)	4,331	34,831	131

POLICE DEPARTMENT EQUIPMENT (FUND 412)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
SAC/WAC General Fund Loan Repay (straight to PD Eq	-	-	180,000	120,000
Transfer From General Fund (Budget Allocation)	100,000	110,000	-	-
Admin Fines (City-retained portion)	340	200	300	-
Contributions & Donations	-	11,101	1,500	-
Sale or Loss of Property	20,790	24,206	-	-
Interest on Investments	7	(275)	-	500
Total Revenues	121,136	145,232	181,800	120,500
Expenditures				
Vehicle Replacement & Equipment	127,704	200,694	120,000	40,000
ADD PATROL OFFICER - ADD NEW SQUAD/EQUIP	-	-	-	-
Squad Camera Replacement	-	-	-	100,000
Total Expenditures	127,704	200,694	120,000	140,000
Net Change in Fund Balance	(6,567)	(55,462)	61,800	(19,500)
Fund Balance Beginning	49,559	42,992	(12,470)	49,330
Fund Balance Ending	42,992	(12,470)	49,330	29,830

FIRE DEPARTMENT EQUIPMENT (FUND 413)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Transfer from General Fund (Budget Allocation)	65,000	50,000	30,000	40,000
Bond Proceeds - Platform Truck (2019)		-	1,013,666	-
Contributions & Donations	125	50	-	-
Miscellaneous Rental	300			
Sale or Loss of Property	196			
Interest on Investments	1,231	2,964	14,984	15,000
Total Revenues	66,852	53,014	1,058,650	55,000
Expenditures				
Crew Cab Pickup (2018)	-	36,605	-	-
Radio Replacements	-	100,000	-	-
Replace Air Packs	-	-	-	80,000
2019 Platform Truck (2019)	-	-	-	1,177,071
Pager Rotation	-	-	2,500	2,500
Jaws of Life (2022)	-	-	-	-
Replace 1990 Freightliner Pumper Truck (2025)	-	-	-	-
Replace 1991 Ford F350 Grass Rig (2025)	-	-	-	-
Replace Zodiac Boat (2028)	-	-	-	-
Replace Rescue One Boat & Trailer (2029)	-	-	-	-
Replace 1995 Tanker Truck (2030)	-	-	-	-
Replace 1988 GMC Air Van/Command Center (2030)	-	-	-	-
Replace 2001 Ford F-350 Rescue Truck (2031)	-	-	-	-
Replace 2007 Spartan Pumper Fire Truck (2037)	-	-	-	-
Replace 2008 Ford F350 Pickup Grass Rig (2038)	-	-	-	-
Cost of Bond Issuance	-	-	13,666	-
Total Expenditures	-	136,605	16,166	1,259,571
Net Change in Fund Balance	66,852	(83,591)	1,042,484	(1,204,571)
Fund Balance Beginning	188,097	254,949	171,358	1,213,842
Fund Balance Ending	254,949	171,358	1,213,842	9,271

PUBLIC WORKS EQUIPMENT (FUND 414)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Contributions & Donations	1,000	500	-	-
Sale of Capital Asset	4,085	48,700	-	-
Transfer from General Fund Reserves	-	-	-	-
Transfer from General Fund (Budget Allocation)	545,000	270,000	160,000	175,000
Transfer from Beautification Fund	-	-	30,000	30,000
TIF Owed General Fund (to PW Equipment Fund)	-	-	80,000	80,000
Interest on Investments	421	(934)	(3,039)	-
Total Revenues	550,506	318,266	266,961	285,000
Expenditures				
Pickup	91,776	-	30,000	30,000
Equipment Replacement	-	-	5,000	10,000
Mower Rotations	30,000	-	-	30,000
Mechanic Tool Set Replacement (5 year replace)	-	19,379	-	-
2018/2035 100HP Tractor/Blower (15 year replace)	-	87,542	-	-
2007/2023 Ditch Mower Tractor (15 year replace)	-	-	-	-
Add Ditch Mower 2019 (5-6 year replace)	-	-	9,000	-
Ditch Mower (5-6 year replace)	-	-	-	-
Add 2020 Brush Hog (6 year replace)	-	-	-	8,000
Replace 2004/2018 Sweeper (15 year replace)	-	231,462	-	-
Replace 2008/2024 Sweeper (15 year replace)	-	-	-	-
Kubota UTV with Attachments (15 year replace)	-	-	35,000	-
Kubota UTV with Attachments (15 year replace)	-	-	-	-
John Deere Gator UTV (15 year replace)	-	-	-	-
Skid Loader Replacement 2020/2036 (15 year replace)	-	-	-	50,000
Painter Replacement - Street Striping (6 year replace)	-	-	10,000	-
2013 Street Patcher Replacement (10 year replace)	-	-	-	-
2,000 Brine Tank and Spray Unit (10 year replace)	-	-	-	15,000
Add Large Snowblower 2020 (10 year replace)	-	-	156,737	-
Replace 2003/2018/2033 Sterling Plow (15 year replace)	-	193,993	-	-
Replace 2005/2022/2037 Plow Truck (15 year replace)	-	-	-	-
Replace 2007/2024/2038 Plow Truck (15 year replace)	-	-	-	-
Replace 2011/2027 Freightliner Plow Truck (15 year replace)	-	-	-	-
Replace 2015/2030 Western Plow Truck (15 year replace)	-	-	-	-
Replace 2016/2031 Mack Plow Truck (15 year replace)	-	-	-	-
Replace 2016/2032 Mack Plow Truck (15 year replace)	-	-	-	-
Replace 2008/2026 Loader (15 year replace)	-	-	-	-
Add Loader 2018/2033 (15 year replace)	-	149,430	-	-
Add Loader 2018/2035 (15 year replace)	-	147,816	-	-
Total Expenditures	121,776	829,622	245,737	143,000
Net Change in Fund Balance	428,731	(511,356)	21,224	142,000
Fund Balance Beginning	-	359,068	(152,288)	(131,064)
Fund Balance Ending	359,068	(152,288)	(131,064)	10,936

TECHNOLOGY FUND (FUND 415)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
SAC/WAC Loan Repay to General Fund (bypass GF and straight to Tech Fund)			43,750	23,750
Transfer from General Fund (Budget Allocation)	50,000	55,000	-	15,000
Interest on Investments	202	280	311	-
Total Revenues	50,202	55,280	44,061	38,750
Expenditures				
Tech Rotations	43,824	14,768	23,000	15,000
Server Replacement 2018		22,227	-	-
Laserfiche Server		-	15,000	-
City Website Update		18,000	20,000	-
Network Security Assessment		3,600	4,000	-
Public Safety Radios		20,503	-	-
Job Classification Study		-	21,200	-
Laserfiche Upgrades		-	-	-
Total Expenditures	43,824	79,098	83,200	15,000
Net Change in Fund Balance	6,378	(23,818)	(39,139)	23,750
Fund Balance Beginning	33,024	39,402	15,584	(23,555)
Fund Balance Ending	39,402	15,584	(23,555)	195

EMERGENCY MANAGEMENT (FUND 416)

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Transfer from General Fund (Budget Allocation)	8,000	8,000	6,000	6,000
Interest on Investments	48	195	150	150
Total Revenues	8,048	8,195	6,150	6,150
Expenditures				
East Side Siren Upgrade	-	-	20,000	-
Total Expenditures	-	-	20,000	-
Net Change in Fund Balance	8,048	8,195	(13,850)	6,150
Fund Balance Beginning	(202)	7,846	16,041	2,191
Fund Balance Ending	7,846	16,041	2,191	8,341

STREETS CAPITAL IMPROVEMENT (FUND 417)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Franchise Fees	610,314	600,000	600,000
State Grant - Capital	10,534	-	-
Federal Safe Routes to School Grant	-	-	250,000
Federal Surface Transportation Block Grant STBGP	-	-	-
Bonding - 19th Avenue Project	-	-	-
Budget Allocation	40,000	10,000	175,000
MSA Advance Reimbursement	-	910,236	910,236
MSA Maintenance	-	14,190	28,000
Sales Tax Interfund Loan Repay	-	-	-
Stearns Reimb 2nd Street S Roundabout	-	-	-
Transfer In (Close Fund 405 MSA Maintenance into 417)	-	51,100	-
Interest on Investments	43,924	50,000	25,000
Total Revenues	704,773	1,635,526	1,988,236

Expenditures

Transf Out - DS Fund 322/334 (2006 projects) thru 2019	225,000	225,000	-
Transf Out - DS Fund 337 (2017 Overlays)	33,000	33,000	135,000
Transf Out - DS Fund 337 (4th Avenue)	-	-	-
Transf Out - DS Fund 338 (CR29 & Utility Bridge)	-	-	145,000
Transf Out - DS Fund 341 (East Side)	-	-	325,000
Stearns Co. Loan Pmt (Heritage/LeSauk) (PIR fund 2017-2018; S	-	436,000	424,000
Repair - Sealcoat	10,722	-	-
2017 Overlays/ 27th Street North	142,878	-	-
Celebration Alleys & Drainage	44,889	522,837	-
Lighting Efficiency Upgrade (Apex)	252,083	138,058	-
City Share of Kwik Trip Intersection	2,535	-	-
City Hall Parking Lot Overlay	-	125,128	-
School District Trail Lighting - City Portion	-	130,000	-
4th Avenue Trail Connection	-	53,379	-
Stearns Electric Street Light Buyout/Conversion	-	-	-
2019 Safe Routes To School and Related Streets 7th, 5th, etc.	-	500,000	1,408,905
Overlays - amounts TBD	-	-	-
Public Safety Facility	-	-	1,000,000
Public Safety Engineering Fees - turn lane	-	25,000	-
19th Avenue Project	-	-	-
STBGP Match Debt Service on 2.85M (19th & 65th Ave)	-	-	-
Total Expenditures	711,107	2,188,402	3,437,905

Net Change in Fund Balance (6,334) (552,876) (1,449,669)

Cash Balance Beginning	1,863,402	2,615,194	2,062,318
Cash Balance Ending	2,615,194	2,062,318	612,649

COMMUNITY CENTER (FUND 430)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Contributions/Donations	22,000	22,000	22,000
Interest Income	2,330	-	-
Total Revenues	24,330	22,000	22,000
Expenditures			
Community Center	106,239	107,176	-
Total Expenditures	106,239	107,176	-
Net Change in Fund Balance	(81,909)	(85,176)	22,000
Fund Balance Beginning	337,569	255,660	170,484
Fund Balance Ending	255,660	170,484	192,484

TOWN SQUARE/ANGEL OF HOPE (FUND 431)

ACTUAL	BUDGETED	BUDGET
2018	2019	2020

Revenue

Contributions & Donations	1,200	900	1,000
Interest Income	168	200	150
Total Revenues	1,368	1,100	1,150

Expenditures

Angel of Hope Bricks	68	355	300
Lake Francis Stage - Engineering	4,363	-	-
Total Expenditures	4,431	355	300

Net Change in Fund Balance	(3,063)	745	850
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Fund Balance Beginning	12,143	9,080	9,825
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Fund Balance Ending	9,080	9,825	10,675
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2018 PINECONE ROAD (FUND 433)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Municipal State Aid - Construction	800,000	-	-
Special Assessments	949,016	-	-
Bond Proceeds	4,855,000	-	-
Premium on Bonds Sold	348,408	-	-
Refunds and Reimbursements	-	158,009	-
Interest Earnings	18,111	-	-
Total Revenues	6,970,535	158,009	-
Expenditures			
2018 Pinecone Road Project	6,162,457	500,000	-
Total Expenditures	6,162,457	500,000	-
Net Change in Fund Balance	808,078	(341,991)	-
Fund Balance Beginning	(278,228)	529,850	187,859
Fund Balance Ending	529,850	187,859	187,859

2018 CR 29 & EAST SIDE UTILITIES (FUND 434)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Special Assessments	4,927	15,000	15,000
Bond Proceeds	2,595,000	-	-
Premiums on Bonds Sold	323,864	-	-
Refunds & Reimbursements	1,710	-	-
Interest Earnings	10,455	1,500	1,000
Total Revenues	2,935,956	16,500	16,000
Expenditures			
CR 29/East Side Utilities	2,692,637	123,126	-
Total Expenditures	2,692,637	123,126	-
Net Change in Fund Balance	243,319	(106,626)	16,000
Fund Balance Beginning	(152,486)	90,833	(15,793)
Fund Balance Ending	90,833	(15,793)	207

2017A SALES TAX ABATEMENT (AMMENITIES) FUND

	ACTUAL	ACTUAL	BUDGETED	BUDGET
	2017	2018	2019	2020
Revenue				
Pledges - Contributions & Donations	45,000	12,500	18,250	18,250
Bond Proceeds	3,369,501	-	-	-
Premium on Bonds Sold	173,042	-	-	-
Interest Income	5,139	27,026	17,000	15,000
Total Revenues	3,592,682	39,526	35,250	33,250
Expenditures				
Bank Fees	973	3,027	1,300	1,000
Community Center Costs - Refund 417 (Transfer Out)	1,000,000	-	-	-
Arena Parking Lot Costs - Refund 241 (Transfer Out)	617,884	-	-	-
Pledges to Pinecone Central Park Association	45,000	12,500	-	-
Champion Field Upgrades	377,500	226,233	1,000	-
Watab Park Pool/Splash Pad and Park Upgrades	-	-	250,000	250,000
Bond Issuance Cost/Discount	55,543	-	-	-
Total Expenditures	2,096,900	241,760	252,300	251,000
Net Change in Fund Balance	1,495,782	(202,234)	(217,050)	(217,750)
Fund Balance Beginning	-	1,495,782	1,293,548	1,076,498
Fund Balance Ending	1,495,782	1,293,548	1,076,498	858,748

PUBLIC SAFETY FACILITY (FUND 436)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Bond Proceeds	9,340,000	2,500,000	-
Premium on Bonds Sold	442,987	-	-
Transfer In (from Streets Fund 417)	-	-	1,000,000
Transfer In (from PIR Fund 402)	-	-	1,000,000
Interest Income	97,787	165,000	20,000
Total Revenues	9,880,774	2,665,000	2,020,000
Expenditures			
Public Safety Facility	2,338,705	10,000,000	2,200,000
Total Expenditures	2,338,705	10,000,000	2,200,000
Net Change in Fund Balance	7,542,069	(7,335,000)	(180,000)
Fund Balance Beginning	-	7,542,069	207,069
Fund Balance Ending	7,542,069	207,069	27,069

TIF DISTRICT 5-2 PHEASANT (FUND 441)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Tax Increment	23,338	23,500	24,000
Interest Income	195	-	200
Total Revenues	23,533	23,500	24,200
Expenditures			
Auditing	398	400	400
Admin Fees (Heidi's time for TIF Reports, payment:	439	700	700
Publications	139	150	150
Pay-As-You-Go Note	21,004	21,000	21,000
Total Expenditures	21,980	22,250	22,250
Net Change in Fund Balance	1,553	1,250	1,950
Fund Balance Beginning	12,497	14,050	15,300
Fund Balance Ending	14,050	15,300	17,250

TIF DISTRICT 5-4 REKER (FUND 444)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Tax Increment	105,734	105,000	105,000
Interest Earnings	504	-	500
Total Revenues	106,238	105,000	105,500
Expenditures			
Auditing	398	400	400
Admin Fees (Heidi's time for TIF Reports, payments;	439	700	700
Publications	139	140	150
Miscellaneous	212	300	300
Transfer Out (owed to General Fund for Building Per	-	95,000	101,000
Transfer Out (to SAC Fund for Building Permit)	47,580	-	-
Transfer Out (to WAC Fund for Building Permit)	47,580	-	-
Total Expenditures	96,348	96,540	102,550
Net Change in Fund Balance	9,890	8,460	2,950
Fund Balance Beginning	15,093	24,983	33,443
Fund Balance Ending	24,983	33,443	36,393

TIF DISTRICT 5-5 BURL OAKS (FUND 445)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Tax Increment	29,951	30,000	30,000
Interest Earnings	22	-	50
Total Revenues	29,973	30,000	30,050
Expenditures			
Auditing	398	400	400
Admin Fees (Heidi's time for TIF Reports, payment:	439	700	700
Publications	139	140	150
Miscellaneous	60	300	300
Pay-As-You-Go Note	26,956	27,000	28,000
Interest	351	-	500
Total Expenditures	28,343	28,540	30,050
Net Change in Fund Balance	1,630	1,460	-
Fund Balance Beginning	(8,755)	(7,125)	(5,665)
Fund Balance Ending	(7,125)	(5,665)	(5,665)

TIF DISTRICT 5-6 TOPPAN MERRILL (FUND 446)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Tax Increment	-	-	-
Interest Earnings	-	-	-
Total Revenues	-	-	-
Expenditures			
Auditing	-	-	-
Admin Fees (Heidi's time for TIF Reports, payment:	-	-	-
Legal & Consultants	-	15,000	-
Publications	-	-	-
Miscellaneous	-	-	-
Pay-As-You-Go Note	-	-	-
Interest	-	-	-
Total Expenditures	-	15,000	-
Net Change in Fund Balance	-	(15,000)	-
Fund Balance Beginning	-	-	(15,000)
Fund Balance Ending	-	(15,000)	(15,000)

2019 EAST SIDE STREET RECONSTRUCTION (FUND)			
	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Bond Proceeds	-	6,500,000	-
Premium on Bonds Sold	-	-	-
Special Assessments	-	-	30,000
Interest Income	(1,287)	50,000	20,000
Total Revenues	(1,287)	6,550,000	50,000
Expenditures			
Engineering	267,305	900,000	-
Consultants-Other	-	100,000	-
Publications	660	-	-
Capital Outlay	23,207	5,000,000	300,000
Bond Discount	-	-	-
Bond Issuance Cost	-	-	-
Total Expenditures	291,172	6,000,000	300,000
Net Change in Fund Balance	(292,459)	550,000	(250,000)
Fund Balance Beginning	-	(292,459)	257,541
Fund Balance Ending	(292,459)	257,541	7,541

2019 SAFE ROUTES TO SCHOOLS & RELATED STREETS (FUND 4)

	ACTUAL	BUDGETED	BUDGET
	2018	2019	2020
Revenue			
Special Assessments	-	-	-
Safe Routes to Schools Grant	-	-	250,000
Transfer in (From 417 - Streets Fund)	-	-	1,658,905
Interest Earnings	(212)	-	
Total Revenues	(212)	-	1,908,905
Expenditures			
Engineering	55,189	90,000	200,000
Consultants-Other	90	6,500	10,000
Publications	252	100	-
Capital Outlay	-	-	1,500,000
Total Expenditures	55,531	96,600	1,710,000
Net Change in Fund Balance	(55,743)	(96,600)	198,905
Fund Balance Beginning	-	(55,743)	(152,343)
Fund Balance Ending	(55,743)	(152,343)	46,562

CITY OF SARTELL

Revenue Budget Worksheet-2020

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Account Descr	2017 Amt	2018 Amt	2019 YTD Amt	2019 Budget	2020 Budget
FUND 601 WATER FUND					
DEPT 49 ENTERPRISES					
R 601-49-400-32150 WATER CONTRACTOR LIC	\$2,375.00	\$1,750.00	\$375.00	\$2,000.00	\$500.00
R 601-49-400-33407 STATE PENSION CONTRIB	\$130.00	\$2,375.00	\$0.00	\$0.00	\$0.00
R 601-49-400-33422 STATE GRANTS - CAPITAL	\$0.00	\$0.00	\$4,452.50	\$0.00	\$0.00
R 601-49-400-36210 INTEREST INCOME	\$5,816.44	\$38,063.37	\$89,416.22	\$15,000.00	\$90,000.00
R 601-49-400-36250 MISCELLANEOUS	\$0.00	\$815.70	\$0.00	\$0.00	\$0.00
R 601-49-400-36260 CONTRIBUTED REVENUE	\$485,167.67	\$1,340,469.92	\$0.00	\$0.00	\$0.00
R 601-49-400-37116 WATER TRUNK CHARGE	\$0.00	\$0.00	\$33,382.00	\$0.00	\$0.00
R 601-49-400-37710 WATER SALES	\$1,810,566.64	\$1,947,412.54	\$1,409,827.55	\$2,100,000.00	\$2,150,000.00
R 601-49-400-37711 WATER METER SALE	\$20,095.09	\$37,371.76	\$28,975.00	\$20,000.00	\$30,000.00
R 601-49-400-37712 WATER CONNECTION	\$0.00	\$0.00	\$68,204.00	\$0.00	\$0.00
R 601-49-400-37713 WATER TURN ON	\$1,250.00	\$1,574.99	\$1,210.00	\$1,200.00	\$500.00
R 601-49-400-37716 WELLHEAD PROTECTION	\$0.93	\$3.83	\$0.00	\$0.00	\$0.00
R 601-49-400-37760 WATER SALES LATE PENA	\$21,644.25	\$26,672.24	\$15,915.45	\$20,000.00	\$20,000.00
R 601-49-400-39101 SALE OR LOSS OF PROPER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49-400-39203 TRANSFER IN	\$0.00	\$0.00	\$1,707,848.00	\$0.00	\$0.00
R 601-49-400-39310 BOND PROCEEDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49-400-39321 PREMIUMS ON BONDS SO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-49-400-39410 REFUNDS AND REIMBURS	\$1,256.00	\$8,592.08	\$17,703.28	\$0.00	\$0.00
R 601-49-414-34109 LBG ADMIN REIMBURSEM	\$41,170.30	\$15,930.68	\$7,141.00	\$35,000.00	\$10,000.00
DEPT 49 ENTERPRISES	\$2,389,472.32	\$3,421,032.11	\$3,384,450.00	\$2,193,200.00	\$2,301,000.00
FUND 601 WATER FUND	\$2,389,472.32	\$3,421,032.11	\$3,384,450.00	\$2,193,200.00	\$2,301,000.00

CITY OF SARTELL

Expenditure Budget Worksheet-2020

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Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
FUND 601 WATER FUND					
DEPT 49 ENTERPRISES					
DIV 400 WATER					
E 601-49-400-610 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-400-611 INTEREST	\$0.00	\$22,024.72	\$0.00	\$0.00	\$0.00
DIV 400 WATER	\$0.00	\$22,024.72	\$0.00	\$0.00	\$0.00
DIV 414 ADMINISTRATION					
E 601-49-414-101 REGULAR WAGES & S	\$26,150.29	\$26,148.40	\$25,449.60	\$27,566.00	\$28,669.00
E 601-49-414-102 OVERTIME WAGES	\$1,093.17	\$1,012.85	\$681.11	\$1,000.00	\$1,000.00
E 601-49-414-121 EMPLOYER PERA CON	\$30,323.37	\$1,154.04	\$2,044.02	\$4,142.00	\$2,225.00
E 601-49-414-122 EMPLOYER FICA/MED	\$1,858.22	\$1,928.31	\$1,839.72	\$2,128.00	\$2,270.00
E 601-49-414-130 ER PAID HEALTH INS	\$11,668.04	\$6,366.34	\$6,860.09	\$7,900.00	\$8,374.00
E 601-49-414-132 ER PAID DENTAL INS	\$0.00	\$374.52	\$476.08	\$519.00	\$540.00
E 601-49-414-133 ER PAID LIFE/LTD IN	\$0.00	\$156.69	\$151.01	\$170.00	\$179.00
E 601-49-414-150 WORKERS COMPENS	\$154.64	\$148.10	\$175.00	\$200.00	\$200.00
E 601-49-414-200 OFFICE SUPPLIES	\$0.00	\$52.61	\$205.74	\$500.00	\$500.00
E 601-49-414-202 BANK & WIRE FEES	\$0.00	\$872.20	\$1,078.50	\$500.00	\$1,200.00
E 601-49-414-203 SOFTWARE/SUPPORT	\$19,562.85	\$18,708.92	\$13,244.83	\$20,000.00	\$20,000.00
E 601-49-414-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-414-305 CONSULTANTS-OTHE	\$2,637.32	\$0.00	\$0.00	\$5,000.00	\$0.00
E 601-49-414-308 LEGAL	\$0.00	\$0.00	\$40,264.80	\$0.00	\$40,000.00
E 601-49-414-310 AUDITING	\$3,100.00	\$3,101.00	\$2,866.00	\$3,100.00	\$3,100.00
E 601-49-414-311 LBG ADMIN FEES	\$36,441.00	\$30,522.00	\$35,234.00	\$35,000.00	\$35,000.00
E 601-49-414-320 COMM/TELE/INTERN	\$310.44	\$0.00	\$0.00	\$200.00	\$0.00
E 601-49-414-322 POSTAGE	\$40.00	\$0.00	\$0.00	\$200.00	\$0.00
E 601-49-414-330 TRANSPORTATION/L	\$49.76	\$0.00	\$0.00	\$500.00	\$0.00
E 601-49-414-340 TRAINING	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 601-49-414-354 PRINTING AND BINDI	\$10,640.11	\$10,691.73	\$9,049.27	\$11,000.00	\$11,000.00
E 601-49-414-401 R & M - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-414-413 RENTALS	\$300.00	\$300.00	\$150.00	\$300.00	\$300.00
E 601-49-414-430 MISCELLANEOUS	\$1,027.06	\$1,203.83	\$0.00	\$1,200.00	\$1,200.00
E 601-49-414-729 TRANSFER OUT - TO	\$33,737.00	\$34,581.00	\$0.00	\$35,618.00	\$36,687.00
DIV 414 ADMINISTRATION	\$179,093.27	\$137,322.54	\$139,769.77	\$157,243.00	\$192,444.00
DIV 493 WATER DEPARTMENT					
E 601-49-493-101 REGULAR WAGES & S	\$279,582.57	\$331,912.80	\$309,464.06	\$343,033.00	\$377,336.00
E 601-49-493-102 OVERTIME WAGES	\$68.20	\$286.18	\$621.77	\$5,000.00	\$1,000.00
E 601-49-493-104 TEMPORARY WAGES	\$0.00	\$0.00	\$6,877.50	\$0.00	\$0.00
E 601-49-493-112 ON CALL WAGES	\$5,150.15	\$6,450.30	\$5,729.38	\$7,000.00	\$7,000.00
E 601-49-493-121 EMPLOYER PERA CON	\$21,858.12	\$25,468.77	\$24,351.63	\$26,627.00	\$28,900.00
E 601-49-493-122 EMPLOYER FICA/MED	\$20,352.69	\$23,621.38	\$23,189.16	\$26,450.00	\$29,478.00
E 601-49-493-130 ER PAID HEALTH INS	\$76,343.93	\$65,834.63	\$56,233.31	\$58,000.00	\$61,480.00
E 601-49-493-132 ER PAID DENTAL INS	\$0.00	\$3,378.69	\$3,902.67	\$4,300.00	\$4,472.00
E 601-49-493-133 ER PAID LIFE/LTD IN	\$0.00	\$1,785.04	\$1,815.31	\$1,950.00	\$2,048.00
E 601-49-493-150 WORKERS COMPENS	\$8,946.17	\$7,681.16	\$8,997.00	\$12,000.00	\$12,000.00
E 601-49-493-170 CLOTHING ALLOWAN	\$2,769.50	\$3,139.66	\$3,296.49	\$4,000.00	\$4,000.00
E 601-49-493-200 OFFICE SUPPLIES	\$510.83	\$227.16	\$280.72	\$1,000.00	\$1,000.00
E 601-49-493-210 SUPPLIES/MATERIALS	\$5,015.71	\$9,927.55	\$11,382.09	\$8,000.00	\$12,000.00
E 601-49-493-211 SAFETY SUPPLIES/OS	\$0.00	\$195.04	\$59.59	\$1,000.00	\$1,000.00
E 601-49-493-212 FUELS	\$7,787.00	\$10,016.56	\$6,701.45	\$9,000.00	\$10,000.00
E 601-49-493-214 SUPPLIES - WATER C	\$134,841.19	\$120,497.85	\$103,963.63	\$140,000.00	\$140,000.00
E 601-49-493-227 SUPPLIES - WATER M	\$21,076.10	\$59,922.79	\$25,841.04	\$50,000.00	\$50,000.00
E 601-49-493-240 SMALL TOOLS	\$697.93	\$601.76	\$942.26	\$2,000.00	\$2,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 601-49-493-303 ENGINEERING	\$98,463.11	\$67,779.53	\$48,482.53	\$30,000.00	\$60,000.00
E 601-49-493-305 CONSULTANTS-OTHE	\$16,328.20	\$18,987.56	\$3,192.59	\$10,000.00	\$15,000.00
E 601-49-493-314 WATER TESTING	\$5,598.30	\$5,177.31	\$2,844.03	\$6,000.00	\$6,000.00
E 601-49-493-320 COMM/TELE/INTERN	\$9,497.81	\$9,379.30	\$8,012.47	\$11,000.00	\$11,000.00
E 601-49-493-330 TRANSPORTATION/L	\$1,118.51	\$35.00	\$40.25	\$1,500.00	\$1,500.00
E 601-49-493-340 TRAINING	\$1,692.50	\$1,317.00	\$1,050.00	\$2,000.00	\$2,000.00
E 601-49-493-350 PUBLICATIONS	\$0.00	\$142.53	\$0.00	\$500.00	\$500.00
E 601-49-493-355 PERMITS-MISCELLAN	\$10,795.77	\$10,780.17	\$10,736.26	\$11,000.00	\$11,000.00
E 601-49-493-360 COMP LIAB INSURAN	\$16,545.00	\$15,130.50	\$20,793.78	\$19,000.00	\$22,000.00
E 601-49-493-381 UTILITY ELECTRICIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-493-382 UTILITY GAS - WATE	\$13,124.12	\$13,137.01	\$12,475.05	\$18,000.00	\$18,000.00
E 601-49-493-383 UTILITY GAS	\$1,260.87	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-493-384 REFUSE	\$738.85	\$470.29	\$0.00	\$1,000.00	\$1,000.00
E 601-49-493-387 UTIL ELEC-WATER PL	\$129,709.71	\$128,606.63	\$109,420.95	\$130,000.00	\$130,000.00
E 601-49-493-388 UTIL ELEC-WELLS	\$39,378.85	\$34,768.91	\$27,686.71	\$40,000.00	\$40,000.00
E 601-49-493-389 UTIL ELEC-TOWERS	\$2,588.01	\$2,269.50	\$2,440.60	\$3,500.00	\$3,500.00
E 601-49-493-401 R & M - OTHER	\$13,437.93	\$7,445.00	\$1,198.50	\$8,000.00	\$8,000.00
E 601-49-493-404 R & M- EQUIPMENT	\$6,580.46	\$5,812.78	\$2,289.00	\$8,000.00	\$8,000.00
E 601-49-493-405 R & M - VEHICLES	\$2,614.05	\$3,343.48	\$1,880.35	\$4,000.00	\$4,000.00
E 601-49-493-406 R & M - BLDG	\$6,698.66	\$18,144.73	\$6,737.32	\$6,000.00	\$6,000.00
E 601-49-493-410 R & M-WATER PLANT	\$56,884.31	\$18,622.36	\$28,090.15	\$30,000.00	\$30,000.00
E 601-49-493-411 R & M-POWER&PUMP	\$11,598.08	\$9,980.00	\$24,160.24	\$30,000.00	\$30,000.00
E 601-49-493-412 R & M-DISTRIBUTION	\$19,021.76	\$36,204.17	\$46,912.73	\$25,000.00	\$40,000.00
E 601-49-493-413 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-493-430 MISCELLANEOUS	\$279.00	\$808.00	\$926.45	\$1,000.00	\$1,000.00
E 601-49-493-434 DUES & SUBSCRIPTI	\$0.00	\$250.00	\$0.00	\$750.00	\$1,000.00
E 601-49-493-445 DEPRECIATION	\$935,871.55	\$943,570.19	\$0.00	\$0.00	\$950,000.00
E 601-49-493-500 CAPITAL OUTLAY	\$10,000.00	\$63,764.78	\$935,686.01	\$25,000.00	\$0.00
E 601-49-493-515 JUDGEMENTS & LOSS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49-493-621 COST OF ISSUANCE	\$0.00	\$5,843.57	\$0.00	\$0.00	\$0.00
E 601-49-493-623 BOND DISCOUNT	\$0.00	\$5,890.64	\$0.00	\$0.00	\$0.00
E 601-49-493-720 TRANSFER OUT	\$641,522.00	\$524,522.00	\$1,428,000.00	\$595,000.00	\$0.00
DIV 493 WATER DEPARTMENT	\$2,636,347.50	\$2,623,130.26	\$3,316,705.03	\$1,715,610.00	\$2,143,214.00
DEPT 49 ENTERPRISES	\$2,815,440.77	\$2,782,477.52	\$3,456,474.80	\$1,872,853.00	\$2,335,658.00
FUND 601 WATER FUND	\$2,815,440.77	\$2,782,477.52	\$3,456,474.80	\$1,872,853.00	\$2,335,658.00

Account Descr	2017 Amt	2018 Amt	2019 YTD Amt	2019 Budget	2020 Budget
FUND 602 SEWER FUND					
DEPT 49 ENTERPRISES					
R 602-49-450-32287 OTHER PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-49-450-33407 STATE PENSION CONTRIB	\$26.00	\$458.00	\$0.00	\$0.00	\$0.00
R 602-49-450-35103 OTHER FINES	\$100.00	\$0.00	\$200.00	\$0.00	\$0.00
R 602-49-450-36210 INTEREST INCOME	-\$1,666.43	-\$948.89	\$25,456.63	\$0.00	\$50,000.00
R 602-49-450-36260 CONTRIBUTED REVENUE	\$288,458.61	\$1,371,737.83	\$0.00	\$0.00	\$0.00
R 602-49-450-37810 SEWER CHARGES	\$2,070,395.93	\$2,290,736.96	\$1,918,915.56	\$2,450,000.00	\$2,500,000.00
R 602-49-450-37811 SEWER CONNECT	\$0.00	\$0.00	\$51,800.00	\$0.00	\$0.00
R 602-49-450-37813 SEWER TRUNK CHARGE	\$0.00	\$0.00	\$33,382.00	\$0.00	\$0.00
R 602-49-450-37860 SEWER CHARGES LATE PE	\$16,740.13	\$23,640.54	\$15,617.61	\$20,000.00	\$20,000.00
R 602-49-450-39203 TRANSFER IN	\$540,000.00	\$540,000.00	\$1,439,294.83	\$540,000.00	\$0.00
R 602-49-450-39410 REFUNDS AND REIMBURS	\$0.00	\$101,925.33	\$0.00	\$0.00	\$0.00
DEPT 49 ENTERPRISES	\$2,914,054.24	\$4,327,549.77	\$3,484,666.63	\$3,010,000.00	\$2,570,000.00
FUND 602 SEWER FUND	\$2,914,054.24	\$4,327,549.77	\$3,484,666.63	\$3,010,000.00	\$2,570,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
FUND 602 SEWER FUND					
DEPT 49 ENTERPRISES					
DIV 414 ADMINISTRATION					
E 602-49-414-101 REGULAR WAGES & S	\$26,133.63	\$26,188.40	\$25,449.60	\$27,566.00	\$29,220.00
E 602-49-414-102 OVERTIME WAGES	\$1,093.12	\$1,012.78	\$681.01	\$1,000.00	\$1,000.00
E 602-49-414-121 EMPLOYER PERA CON	-\$19,815.55	-\$145.03	\$2,044.03	\$2,142.00	\$2,267.00
E 602-49-414-122 EMPLOYER FICA/MED	\$1,858.25	\$1,928.34	\$1,839.74	\$2,128.00	\$2,312.00
E 602-49-414-130 ER PAID HEALTH INS	\$1,925.99	\$6,366.34	\$6,860.12	\$7,900.00	\$8,374.00
E 602-49-414-132 ER PAID DENTAL INS	\$0.00	\$374.52	\$476.08	\$519.00	\$540.00
E 602-49-414-133 ER PAID LIFE/LTD IN	\$0.00	\$156.69	\$151.10	\$170.00	\$179.00
E 602-49-414-150 WORKERS COMPENS	\$154.64	\$148.10	\$174.00	\$300.00	\$300.00
E 602-49-414-200 OFFICE SUPPLIES	\$0.00	\$78.58	\$0.00	\$500.00	\$500.00
E 602-49-414-203 SOFTWARE/SUPPORT	\$16,993.23	\$18,413.95	\$15,422.90	\$20,000.00	\$20,000.00
E 602-49-414-240 SMALL TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-414-305 CONSULTANTS-OTHE	\$191.03	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-414-310 AUDITING	\$3,100.00	\$3,101.00	\$3,009.00	\$3,300.00	\$3,300.00
E 602-49-414-320 COMM/TELE/INTERN	\$310.40	\$0.00	\$0.00	\$200.00	\$200.00
E 602-49-414-322 POSTAGE	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00
E 602-49-414-330 TRANSPORTATION/L	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
E 602-49-414-340 TRAINING	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
E 602-49-414-354 PRINTING AND BINDI	\$10,615.10	\$10,691.71	\$9,049.24	\$11,000.00	\$11,000.00
E 602-49-414-401 R & M - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-414-413 RENTALS	\$300.00	\$300.00	\$150.00	\$250.00	\$250.00
E 602-49-414-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-414-729 TRANSFER OUT - TO	\$33,737.00	\$34,581.00	\$0.00	\$35,618.00	\$36,687.00
DIV 414 ADMINISTRATION	\$76,596.84	\$103,196.38	\$65,306.82	\$112,843.00	\$116,129.00
DIV 496 SEWER MAINTENANCE					
E 602-49-496-101 REGULAR WAGES & S	\$95,216.98	\$84,410.80	\$81,144.00	\$87,908.00	\$92,304.00
E 602-49-496-102 OVERTIME WAGES	\$68.21	\$0.00	\$0.00	\$3,000.00	\$1,000.00
E 602-49-496-104 TEMPORARY WAGES	\$3,405.00	\$0.00	\$0.00	\$7,500.00	\$3,000.00
E 602-49-496-112 ON CALL WAGES	\$5,149.88	\$6,450.22	\$5,729.16	\$6,700.00	\$6,700.00
E 602-49-496-121 EMPLOYER PERA CON	\$7,725.95	\$6,937.18	\$6,743.88	\$7,321.00	\$7,500.00
E 602-49-496-122 EMPLOYER FICA/MED	\$7,471.21	\$6,374.00	\$6,337.99	\$7,831.00	\$7,880.00
E 602-49-496-130 ER PAID HEALTH INS	\$5,062.03	\$16,507.75	\$13,077.80	\$14,000.00	\$14,840.00
E 602-49-496-132 ER PAID DENTAL INS	\$0.00	\$778.59	\$927.10	\$950.00	\$998.00
E 602-49-496-133 ER PAID LIFE/LTD IN	\$0.00	\$478.54	\$484.01	\$500.00	\$520.00
E 602-49-496-150 WORKERS COMPENS	\$2,702.58	\$2,206.68	\$1,843.00	\$3,000.00	\$3,300.00
E 602-49-496-170 CLOTHING ALLOWAN	\$698.80	\$557.59	\$506.70	\$1,000.00	\$1,000.00
E 602-49-496-210 SUPPLIES/MATERIALS	\$76,452.99	\$83,026.32	\$67,414.03	\$70,000.00	\$75,000.00
E 602-49-496-212 FUELS	\$2,040.15	\$5,008.46	\$3,346.00	\$4,500.00	\$5,000.00
E 602-49-496-240 SMALL TOOLS	\$928.55	\$499.10	\$340.85	\$1,000.00	\$1,000.00
E 602-49-496-303 ENGINEERING	\$46,015.48	\$19,973.09	\$14,171.78	\$30,000.00	\$30,000.00
E 602-49-496-305 CONSULTANTS-OTHE	\$5,388.10	\$9,495.74	\$5,675.01	\$5,000.00	\$9,000.00
E 602-49-496-320 COMM/TELE/INTERN	\$3,263.28	\$4,969.65	\$4,758.76	\$5,000.00	\$5,000.00
E 602-49-496-330 TRANSPORTATION/L	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
E 602-49-496-340 TRAINING	\$682.50	\$1,810.00	\$450.00	\$1,000.00	\$1,000.00
E 602-49-496-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-496-355 PERMITS-MISCELLAN	\$2,029.00	\$0.00	\$0.00	\$250.00	\$0.00
E 602-49-496-360 COMP LIAB INSURAN	\$21,618.50	\$24,025.66	\$23,395.88	\$28,000.00	\$25,000.00
E 602-49-496-381 UTILITY ELECTRICIT	\$48,203.39	\$41,036.56	\$41,008.77	\$48,000.00	\$48,000.00
E 602-49-496-383 UTILITY GAS	\$0.00	\$1,960.16	\$2,983.48	\$2,500.00	\$3,000.00
E 602-49-496-401 R & M - OTHER	\$295,034.42	\$84,413.45	\$1,084,604.04	\$100,000.00	\$100,000.00
E 602-49-496-404 R & M- EQUIPMENT	-\$65,430.40	\$20,254.14	\$16,941.72	\$10,000.00	\$10,000.00
E 602-49-496-405 R & M - VEHICLES	\$1,062.11	\$0.00	\$39.17	\$3,000.00	\$3,000.00
E 602-49-496-406 R & M - BLDG	\$1,402.95	\$1,245.45	\$0.00	\$1,000.00	\$1,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
E 602-49-496-413 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-496-430 MISCELLANEOUS	\$23.00	\$136.00	\$69.00	\$500.00	\$500.00
E 602-49-496-434 DUES & SUBSCRIPTI	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
E 602-49-496-500 CAPITAL OUTLAY	\$0.00	-\$25,994.79	\$99,474.65	\$25,000.00	\$0.00
E 602-49-496-515 JUDGEMENTS & LOSS	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-496-611 INTEREST	\$210,729.60	\$208,683.14	\$0.00	\$250,000.00	\$0.00
E 602-49-496-720 TRANSFER OUT	\$355,000.00	\$355,000.00	\$508,750.00	\$255,000.00	\$0.00
DIV 496 SEWER MAINTENANCE	\$1,133,744.26	\$960,243.48	\$1,990,216.78	\$980,560.00	\$456,542.00
DIV 497 SEWER DISPOSAL					
E 602-49-497-315 TREATMENT	\$702,335.31	\$738,508.40	\$740,397.76	\$750,000.00	\$780,000.00
E 602-49-497-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49-497-445 DEPRECIATION	\$999,059.37	\$987,835.90	\$0.00	\$1,000,000.00	\$1,000,000.00
DIV 497 SEWER DISPOSAL	\$1,701,394.68	\$1,726,344.30	\$740,397.76	\$1,750,000.00	\$1,780,000.00
DEPT 49 ENTERPRISES	\$2,911,735.78	\$2,789,784.16	\$2,795,921.36	\$2,843,403.00	\$2,352,671.00
FUND 602 SEWER FUND	\$2,911,735.78	\$2,789,784.16	\$2,795,921.36	\$2,843,403.00	\$2,352,671.00

Account Descr	2017 Amt	2018 Amt	2019 YTD Amt	2019 Budget	2020 Budget
FUND 603 STORMWATER FUND					
DEPT 49 ENTERPRISES					
R 603-49-850-36210 INTEREST INCOME	\$798.86	\$3,318.99	\$19,543.65	\$0.00	\$20,000.00
R 603-49-850-36260 CONTRIBUTED REVENUE	\$588,457.46	\$1,523,414.81	\$0.00	\$0.00	\$0.00
R 603-49-850-37814 STORMWATER TRUNK CH	\$0.00	\$0.00	\$57,066.48	\$0.00	\$0.00
R 603-49-850-37910 STORMWATER CHARGES	\$419,666.27	\$443,174.42	\$379,286.50	\$474,000.00	\$475,000.00
R 603-49-850-39203 TRANSFER IN	\$0.00	\$0.00	\$679,801.94	\$0.00	\$0.00
R 603-49-850-39410 REFUNDS AND REIMBURS	\$0.00	\$0.00	\$2,550.00	\$0.00	\$0.00
DEPT 49 ENTERPRISES	\$1,008,922.59	\$1,969,908.22	\$1,138,248.57	\$474,000.00	\$495,000.00
FUND 603 STORMWATER FUND	\$1,008,922.59	\$1,969,908.22	\$1,138,248.57	\$474,000.00	\$495,000.00

Budget Line Items	2017 Amt	2018 Amt	2019 YTD Amt	2019 YTD Budget	2020 Budget
FUND 603 STORMWATER FUND					
DEPT 49 ENTERPRISES					
DIV 850 STORM UTILITY					
E 603-49-850-104 TEMPORARY WAGES	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
E 603-49-850-122 EMPLOYER FICA/MED	\$0.00	\$0.00	\$0.00	\$0.00	\$1,530.00
E 603-49-850-203 SOFTWARE/SUPPORT	\$500.00	\$750.00	\$962.00	\$500.00	\$1,200.00
E 603-49-850-210 SUPPLIES/MATERIALS	\$0.00	\$0.00	\$845.00	\$1,000.00	\$1,000.00
E 603-49-850-303 ENGINEERING	\$35,788.09	\$51,079.55	\$92,805.16	\$20,000.00	\$50,000.00
E 603-49-850-305 CONSULTANTS-OTHE	\$0.00	\$0.00	\$0.00	\$35,000.00	\$0.00
E 603-49-850-310 AUDITING	\$3,100.00	\$3,101.00	\$3,009.00	\$3,300.00	\$3,300.00
E 603-49-850-320 COMM/TELE/INTERN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 603-49-850-350 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 603-49-850-355 PERMITS-MISCELLAN	\$0.00	\$400.00	\$0.00	\$500.00	\$500.00
E 603-49-850-401 R & M - OTHER	\$36,619.34	\$47,518.50	\$57,663.44	\$50,000.00	\$50,000.00
E 603-49-850-430 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 603-49-850-434 DUES & SUBSCRIPTI	\$3,053.00	\$3,910.00	\$4,099.00	\$5,000.00	\$5,000.00
E 603-49-850-445 DEPRECIATION	\$434,553.96	\$443,415.80	\$0.00	\$0.00	\$460,000.00
E 603-49-850-500 CAPITAL OUTLAY	\$0.00	-\$44,787.30	-\$15,119.94	\$0.00	\$0.00
E 603-49-850-720 TRANSFER OUT	\$164,578.00	\$114,578.00	\$113,493.13	\$80,000.00	\$0.00
E 603-49-850-729 TRANSFER OUT - TO	\$33,737.00	\$34,581.00	\$0.00	\$35,618.00	\$36,687.00
DIV 850 STORM UTILITY	\$711,929.39	\$654,546.55	\$257,756.79	\$251,418.00	\$629,217.00
DEPT 49 ENTERPRISES	\$711,929.39	\$654,546.55	\$257,756.79	\$251,418.00	\$629,217.00
FUND 603 STORMWATER FUND	\$711,929.39	\$654,546.55	\$257,756.79	\$251,418.00	\$629,217.00

The following official summary of the ordinance referred to has been approved by the City Council of Sartell as clearly informing the public of the intent and effect of the ordinance:

SUMMARY ORDINANCE NO. _____

AN ORDINANCE AMENDING CITY FEE SCHEDULE

The Council of the City of Sartell hereby ordains:

Summary

The 2020 Schedule of City fees is hereby adopted. The fees adopted include Administrative, Cemetery, Compost, Development-Related, Fire Department, Licenses, Liquor, Maps, Parks, Police, Public Safety, Public Works, Rental, and Utility Service Fees.

Effective Date

That this ordinance is effective on January 1, 2020.

A printed copy of the entire ordinance itemizing all City fees is available for inspection by any person during regular office hours at the office of the City Clerk at the Sartell City Hall.

PASSED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

MAYOR

ATTEST:

ADMINISTRATOR-CLERK

SEAL

ORDINANCE NO. _____

AN ORDINANCE AMENDING CITY FEE SCHEDULE

The Council of the City of Sartell hereby ordains:

SECTION 1. FEE SCHEDULE

That the attached schedule of City fees is hereby adopted.

SECTION 2. EFFECTIVE DATE

That this ordinance is effective on January 1, 2020.

PASSED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

MAYOR

ATTEST:

ADMINISTRATOR-CLERK

SEAL

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
ADMINISTRATIVE			
Photocopies (first 100 pages)	\$.25/page	\$.25/page	
Photocopies (after 100 pages)	\$.15/page	\$.15/page	PLUS \$16/hour
Data Retrieval for public data requests	Salary & benefit costs of lowest cost employee able to do the data retrieval	Salary & benefit costs of lowest cost employee able to do the data retrieval	
Municipal election filing fee	\$5	\$5	
Fax Machine Usage	\$1 per page	\$1 per page	For non-City of Sartell government faxes
Returned check	\$30	\$30	
Council Meeting DVD	\$5	\$5	
Notary Fee - per document	\$1	\$1	
Turf Grass & Vegetation Maint Fine	\$50	\$50	per lot penalty if not paid w/in 30 days
Pinecone Road Sign Rental - top sign panel - announcements	\$5 per day or \$15 per week	\$5 per day or \$15 per week	Community events, subject to City approval; plus tax
Pinecone Road Sign Rental - bottom sign panel - advertisements	\$2,400/year	\$2,400/year	Plus tax; all signs subject to City approval
	\$1,500/6 mos	\$1,500/6 mos	
	\$900/3 mos	\$900/3 mos	
	\$350/1 mo	\$350/1 mo	
	\$100/week	\$100/week	
Plus set up/admin fee	\$50 set up; \$15 per change	\$50 set up; \$15 per change	Plus tax
Electrical Affidavit Books	\$25 pickup; + postage to ship	\$25 pickup; + postage to ship	1 book
	\$50 pickup; + postage to ship	\$50 pickup; + postage to ship	2 books
	\$75 pickup; + postage to ship	\$75 pickup; + postage to ship	3 books
	\$100 pickup; + postage to ship	\$100 pickup; + postage to ship	4 books

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Special Assessment Search	\$15; \$20 same day	\$15; \$20 same day	Written request required; per parcel
Municipal Subsidy Application	\$5,000	\$5,000	Deposit, plus actual costs
ANIMALS			
Dog License - 4 mos. or older	\$30	\$0	Current rabies vaccine - unspayed
Dog License - 4 mos. or older	\$15	\$0	Current rabies vaccine - spayed
Dog License - purchased after April 1	\$40	\$0	Current rabies vaccine - unspayed
Dog License - purchased after April 1	\$25	\$0	Current rabies vaccine - spayed
Duplicate dog license	\$5	\$0	
Impounding Fee - per licensed animal	\$50 + impound fees	\$0	1st offense/license year
or animal not requiring license	\$60 + impound fees	\$0	2nd offense/license year
	\$85 + impound fees	\$0	3rd offense/license year
Impounding Fee - per unlicensed dog or non-resident animal *	\$70 + impound fees	\$0	1st offense/license year
* must get dog license prior to release if City resident	\$85 + impound fees	\$0	2nd offense/license year
	\$115 + impound fees	\$0	3rd offense/license year
Potentially Dangerous Animal Registration	\$100	\$100	per year – in addition to dog license
Dangerous Animal Registration	\$100	\$200	per year – in addition to dog license & potentially dangerous dog license
Kennel License (only grandfathered in) - due December 31st annually	\$65	\$0	Annual fee - each dog must also be separately licensed
Animal Running at Large	NEW	\$50	
Failure to provide proof of rabies vaccine	NEW	\$75	
CEMETERY			
Cemetery Lot - resident	\$600	\$600	
Cemetery Lot - non-resident	\$850	\$850	
Open & Close Grave (Summer Rates)	Per contract + \$100	Per contract + \$100	Contract pricing subject to change
Adult	\$600	\$600	Includes \$100 admin
Infant (up to 3 feet)	\$375	\$375	Includes \$100 admin
Cremation	\$375	\$375	Includes \$100 admin

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Open & Close Grave (Winter Rates)	Per contract + \$100	Per contract + \$100	Contract pricing subject to change
Adult	\$750	\$750	Includes \$100 admin
Infant (up to 3 feet)	\$500	\$500	Includes \$100 admin
Cremation	\$500	\$500	Includes \$100 admin
Private Family Mausoleum Interment	\$300	\$300	Contract pricing
Sunday or holiday burial surcharge	\$75	\$75	
Monument, Marker, Mausoleum Foundation	\$50	\$50	
Locate Fee			
COMPOST			
Sticker Fee - Sartell City residents	\$30	\$30	first vehicle per household
Additional Sticker - Sartell City resident	\$5	\$10	each additional vehicle per household
Replacement sticker fee - Sartell City resident (for lost or damaged compost permits)	\$5	\$10	
Sticker Fee - Non-residents	\$60	\$70	per vehicle; limited to residents of LeSauk Township and City of St. Cloud
Additional Sticker - Non-resident	\$5	\$10	each additional vehicle per household
Replacement sticker fee - Non-resident (for lost or damaged compost permits)	\$5	\$10	
Sticker Fee - manufactured home park property owners	\$100	\$100	per Park per vehicle
DEVELOPMENT RELATED			
Blasting Permit	\$250	\$250	Plus engineering
Mailbox Swing Away Post (no box included)	NEW	\$50	Post only - no box or installation included
State Surcharge	Actual surcharge cost added to each permit	Actual surcharge cost added to each permit	
Building Permit Fees	\$34	\$34	\$0 - \$2,000
	\$57	\$57	\$2,001 - \$10,000
	\$115	\$115	\$10,001 - \$25,000
	\$0.006	\$0.006	\$25,001 - \$50,000
	\$0.006	\$0.006	\$50,001 - \$75,000

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
	\$0.006	\$0.006	\$75,001 - \$100,000
	\$0.006	\$0.006	\$100,001 - \$500,000
	\$0.006	\$0.006	\$500,001 - \$1,000,000
	\$6,000 + \$0.005 x value > \$1 million	\$6,000 + \$0.005 x value > \$1 million	\$1,000,000+
Inspections - other than normal business hours	\$80	\$80	per hour - 1 hr min
Inspections - other/miscellaneous/re-inspections	\$50	\$50	per hour - 1 hr min
Building Plan Review Fee	65% of permit fee	65% of permit fee	Comm/Ind/Multi-Family Only
	25% of permit fee	25% of permit fee	New Single Family Construction Only
	50% of permit fee	50% of permit fee	Other residential (additions, decks, etc)
	25% of permit fee	25% of permit fee	Residential - similar plans
House/Large Object Moving Permit	Based upon valuation; \$100	Based upon valuation; \$100 minimum	Moves to/from City - applications at City Hall
	\$100	\$100	Pass thru City only - apply at Police Dept
Demolition Permit	\$50 minimum	\$50 minimum	Based upon same valuation as bldg permit
Land Disturbance Permit	\$50	\$50	Single Family Residential (principal structure only)
	\$75	\$75	Comm/Ind/Multi-Family/Development Sites
Shingle Replacement Permit	\$70	\$70	
Window Replacement Permit	\$70	\$70	
Door Replacement Permit	\$70	\$70	
Siding Replacement Permit	\$70	\$70	
Replacement Building Inspection Record Card	Deck, roofing, siding, lower level finish, fence, etc card: \$10 Single family or larger projects: \$20	Deck, roofing, siding, lower level finish, fence, etc card: \$10 Single family or larger projects: \$20	

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Investigation Fee/Work without a permit	Double Bldg Permit Fee, minimum \$70	Double Bldg Permit Fee, minimum \$70	Includes zoning, sign, LD permits
Temporary or Seasonal Structure	\$50	\$50	per event or season
Plumbing Fees-per fixture	\$8.75	\$8.75	
Plumbing Fees-pump discharge	\$30	\$30	
Plumbing Fees-per inspection replace piping	\$30	\$30	
Plumbing Fees-water conditioner-residential	\$30	\$30	
Plumbing Fees-water conditioner-commercial	\$50	\$50	
Plumbing Fees-minimum	\$30	\$30	
Plumbing Fees - backflow preventer (rpz/pvb)	\$30	\$30	
Plumbing (Commercial)	2% x value; \$50 minimum	2% x value; \$50 minimum	
Mechanical (Commercial)	2% x value; \$50 minimum	2% x value; \$50 minimum	
HVAC Plan review (Commercial)	10% of mechanical permit; \$50 minimum	10% of mechanical permit; \$50 minimum	
Mechanical Fees-per furnace/air handler & ductwork	\$48.50	\$48.50	new installations-residential
Mechanical Fees-per appliance	\$30	\$30	new installations-residential
Mechanical Fees- new gas piping	\$30 minimum; \$11 each opening	\$30 minimum; \$11 each opening	residential
Mechanical Fees-minimum	\$30	\$30	residential
Electrical Fees	Per State fee schedule	Per State fee schedule	
Building Permit Refunds			No refund of permit fees after construction work begins 50% of permit fees will be retained as a processing fee No refund of plan review or land disturbance fees after plans have been reviewed

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Automatic Fire Extinguishing System Inspection Fee	2% of System Cost; \$60 min fee	2% of System Cost; \$60 min fee	80% of plan review & land disturbance fees if plan review not completed Refund must be requested before permit application expires (180 days)
Fire Alarm/Monitoring Installation Permit	2% of System Cost; \$60 min fee	2% of System Cost; \$60 min fee	
Fire Suppression (Hood) Installation Permit	2% of System Cost; \$60 min fee	2% of System Cost; \$60 min fee	
Auto Extinguish, Fire Alarm & Fire Suppression (Hood) Plan Review Fee	65% of permit fee	65% of permit fee	
Zoning Permit	\$40	\$40	
Lawn Irrigation System Permit	\$35	\$35	
Change of Use/Occupancy classification (when no construction being done)	\$100	\$100	per hour - 1 hr min
Driveway curb cut	\$25	\$25	post infrastructure construction, except no permit fee for new construction, just a notice to the City for additional inspection
Boat dock permit	\$30	\$30	annual fee
Permanent Sign	\$80	\$80	Building & Planning Staff Approval
Temp Signs 1-4	\$200	\$200	
Temp Signs 5-10	\$400	\$400	
Temp Signs 11-20	\$800	\$800	
Temp Signs - each sign over 20	\$50	\$50	
Temp Commercial Sign	\$100	\$100	3 signs per year included in permit fee
Temp Construction Sign	\$35	\$35	
Community Events Sign	\$35	\$35	Planning Staff Approval
Street sign - installed	\$120	\$120	per sign
Confiscated sign recovery	\$15	\$15	per sign
Water/Sewer Hookup Inspection - single family	\$50	\$50	each inspection

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Water/Sewer Hookup Inspection -	\$100	\$100	each inspection
Comm/Indus/Institut/Multi-family	\$20	\$20	Annual Registration Fee
Right of Way Management	\$35/hole plus \$35 per 100 lineal feet up to 400 feet; \$25 per 100 feet beyond 400	\$35/hole plus \$35 per 100 lineal feet up to 400 feet; \$25 per 100 feet beyond 400	Excavation Permit
	\$50 base fee plus 5 cents per lineal foot for overhead work	\$50 base fee plus 5 cents per lineal foot for overhead work	Obstruction Permit
	\$25	\$25	Permit Extension
	\$20 plus \$10 per day	\$20 plus \$10 per day after	Delay Penalty Fee
Water Trunk Charge, attached Ex A sample	\$2,546	\$2,546	Per acre - paid at time of final plat signing
Sewer Trunk Charge, attached Ex A sample	\$2,546	\$2,546	Per acre - paid at time of final plat signing
Storm Trunk Charge, attached Ex A sample	\$0.100	\$0.100	Per square foot - single family residential
	\$0.134	\$0.134	Per square foot - multi family residential
	\$0.201	\$0.201	Per square foot - commercial/industrial
Park Dedication-Single Family	1,150 sq ft or \$978	1,150 sq ft or \$978	per unit: paid or dedicated at final plat
Park Dedication-Multiple Family	1,150 sq ft or \$978	1,150 sq ft or \$978	per unit: paid or dedicated at site plan or final plat approval
Park Dedication - Commercial/Industrial	5% land or cash equiv \$1.64 per sq ft	5% land or cash equiv \$1.64 per sq ft	Cash or land - Council discretion: paid at final plat
Special Meeting of Council, Planning Comm or Park Board	\$400	\$400	
Public Hearing Continuation requested by applicant	\$100	\$100	
Wetland delineation review	\$800	\$800	\$700 to engineer
Wetland Application (WCA Permit)	\$700	\$700	\$600 to engineer

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Wetland No-Loss & Exemption Determination	\$300	\$300	\$200 to engineer
Wetland Banking Application	\$1,700	\$1,700	\$1,500 to engineer
EAW Review	\$1,500	\$1,500	\$1,200 to engineer
AUAR/EIS Review	\$1,500	\$1,500	plus reimbursables, including engineering
Annexation Petition	\$450	\$0	State fees only
Conditional Use Permit Application	\$425	\$425	Includes recording fee
Interim Use Permit Application	\$425	\$425	Includes recording fee
Land Use Plan/Map Amendment	\$775	\$775	
Small Cell/DAS ROW Co-location Application	\$500	\$500	Includes up to 5 small wireless facilities. An additional \$100 for each small wireless facility beyond five. Annual fee of \$270 per small wireless facility for all recurring fees.
Small Cell/DAS ROW New Pole Application	\$1,000	\$1,000	Annual fee of \$270 per small wireless facility for all recurring fees.
Site plan review for commercial and industrial sites less than 1 acre	\$1,500	\$1,500	\$1,100 to engineer; each revision/resubmittal will require \$1,000 addl fee (\$800 to engineer)
Site plan review for commercial and industrial sites of 1 to 5 acres	\$2,000	\$2,000	\$1,500 to engineer; each revision/resubmittal will require \$1,500 addl fee (\$1,100 to engineer)
Site plan review for all residential projects (except single family detached) and all commercial and industrial sites larger than 5 acre site	\$3,000	\$3,000	\$2,000 to engineer; each revision/resubmittal will require \$2,000 addl fee (\$1,400 to engineer)
Review Certificate of survey/Minor Subdivision	\$425	\$425	
Staff or Planning Commission Sketch	\$400	\$400	\$300 to engineer
Plan/Concept Plan review			
New or Revised Grading or drainage plans review	\$500 base fee + \$10 per lot	\$500 base fee + \$10 per lot	All fees to engineer

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Residential Preliminary Plat Review - first 80 lots	\$800 + \$35 per lot + \$90 County Fee	\$800 + \$35 per lot + \$90 County Fee	\$400 to Engineer first 10 lots; \$35 per lot 10-80;
Residential Preliminary Plat Review - each addl lot over 80	\$20	\$20	per lot fee to Engineer
Comm/Ind Preliminary Plat Review - first 10 lots	\$800 + \$200 per lot + \$90 County fee	\$800 + \$200 per lot + \$90 County fee	per lot fee to Engineer
Comm/Ind Preliminary Plat Review - each addl lot over 10	\$50	\$50	per lot fees to Engineer
Residential PUD/ESA preplat - first 80 lots	\$900 + \$35 per lot	\$900 + \$35 per lot	Plus \$90 County fee; \$400 plus per lot fee to engineer
Residential PUD/ESA preplat - each lot over 80	\$15	\$15	per lot fee to Engineer
Comm/Ind PUD/ESA preplat - first 10 lots	\$900 + \$200 per lot	\$900 + \$200 per lot	Plus \$90 County fee; per lot fee to engineer
Comm/Ind PUD/ESA preplat - each lot over 10	\$50	\$50	per lot fee to Engineer
Final Plat	\$600	\$600	\$500 to engineer
Vacation Petition	\$525	\$525	Includes County fees
Variance Petition	\$375	\$375	Includes County fees
Zoning Change	\$775	\$775	

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
FIRE DEPARTMENT			
Sale of consumer fireworks - inside a building	\$100	\$100	Annual
Sale of consumer fireworks - outside a building	\$350	\$350	Annual
Pyrotechnic Displays - seasonal	\$250 plus FD equip itemized below	\$250 plus FD equip itemized below	Plus fire dept standby fees; May 1st through October 31st
Pyrotechnic Displays - single event	\$150 plus FD equip itemized below	\$150 plus FD equip itemized below	Plus fire dept standby fees
*WAIVED FOR COUNTRY LIGHTS FESTIVAL			
Fire Safe House	\$25	\$25	per rental - Mutual Aid members
	\$150	\$150	per rental - non Mutual Aid members
Engine pumper/ladder	\$350 per hour	\$350 per hour	Includes 4 firefighters
Tenders/tanker	\$250 per hour	\$250 per hour	Includes 2 firefighters
Air Van/cube	\$300 per hour	\$300 per hour	Includes 4 firefighters
Rescue squad/truck	\$250 per hour	\$250 per hour	Includes 3 firefighters
Brush rig/All terrain 6x6	\$200 per hour	\$200 per hour	Includes 2 firefighters
Brush rig/boat	\$225 per hour	\$225 per hour	Includes 2-3 firefighters
Brush rig	\$175 per hour	\$175 per hour	Includes 2 firefighters
Fire Lock Boxes	\$185 surf mount; \$205 recess	\$185 surf mount; \$205 recess	
Fire Watch	\$100/hr	\$100/hr	Owner given 45 min to have rep on site; otherwise hourly rate starts with 2 hour minimum applied
Flammable Fluids	\$184	\$184	per site - bulk
	\$106	\$106	gas stations dispensing
	\$45	\$45	miscellaneous
High Piled Storage	\$50	\$50	Over 500 square feet
Hood/grease duct cleaning	\$50	\$50	
Tanks - removal or installation	\$50 + 65% plan review	\$50 + 65% plan review	
Natural Resource Mgmt Burn Permit	\$30	\$30	1 to 5 acres
	\$50	\$50	Over 5 acres
Tents/Temp Membrane Structures	\$50	\$50	per Fire Code

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Daycare/Foster - other State Inspec	\$50	\$50	
Repetitive False Alarms	\$350	\$350	More than 3 in calendar year
<u>LICENSES</u>			
Billiard & pool table	\$15 per location plus \$15 per table	\$0	Annual fee
Cigarettes	\$225	\$225	per year
Contractors- commercial	\$60	\$60	Cert of insurance & \$25,000 bond or copy of
HVAC	\$60	\$60	Cert of insurance & \$25,000 bond or copy of
Sign Installers	\$60	\$60	Cert of insurance & \$25,000 bond or copy of
Home Occupations- first year	\$125	\$125	Need Permit from Zoning Administrator
Home Occupations- renewal	\$80	\$80	
Junk Dealer	\$1,000	\$1,000	\$2,000 bond
Plumber's License Verification Fee	\$10	\$10	
Mechanical amusement devices - per machine	\$15 per location plus \$15 per machine	\$0	Annual fee
Refuse hauler license - first vehicle	\$400	\$400	Cert. Of Insur.-liability & wkrs comp
Each additional vehicle	\$200	\$200	
Transient Merchant	\$80	\$80	per day
Transient Merchant - non profit	\$10	\$10	per day
Transient Merchant background check	\$15	\$15	per name
Excavator's License	\$125	\$125	\$5,000 bond; cert. of insur; per year; no additional ROW annual registration fee required

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
<i>LIQUOR - INTOXICATING</i>			Prorated to quarters - no refunds
Investigation Fee	In state: \$250 + \$50 per person requiring background up to \$500 Out State: \$5,000	In state: \$250 + \$50 per person requiring background up to \$500 Out State: \$5,000	On initial application only
On Sale	\$3,000	\$3,000	Copy of liquor liability policy
Off Sale	\$150	\$150	Copy of liquor liability policy
Club On Sale < 200 members	\$300	\$300	Copy of liquor liability policy
201 - 500 members	\$500	\$500	Copy of liquor liability policy
501 - 1,000 members	\$650	\$650	Copy of liquor liability policy
1,001 - 2,000 members	\$800	\$800	Copy of liquor liability policy
2,001 - 4,000 members	\$1,000	\$1,000	Copy of liquor liability policy
4,001 - 6,000 members	\$2,000	\$2,000	Copy of liquor liability policy
6,001 + members	\$3,000	\$3,000	Copy of liquor liability policy
2 AM Closing	\$0	\$0	In combination w/base license
Temporary (clubs & non-profits)	\$20	\$20	Copy of liquor liability policy
Consumption & Display	\$300	\$300	Copy of liquor liability policy
Outdoor/Patio License	\$0	\$0	In combination w/base license & CUP
Sunday On Sale	\$200	\$200	Copy of liquor liability policy
<i>LIQUOR - WINE&BEER</i>			Prorated to quarters - no refunds
On Sale - 3.2 Beer	\$150	\$150	Copy of liquor liability policy
Off Sale - 3.2 Beer	\$65	\$65	Copy of liquor liability policy
Temporary 3.2 On Sale - per day	\$20	\$20	Copy of liquor liability policy
On Sale - Wine License	\$200	\$200	Copy of liquor liability policy
<i>MAPS</i>			
Base Map - large	\$25	\$25	
Base Map - 11 x 17	\$10	\$10	
Zoning Map - large	\$50	\$50	
Zoning Map - 11 x 17	\$10	\$10	
Land use plan map - large	\$50	\$50	

CITY OF SARTELL

Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Land use plan map - 11 x 17	\$10	\$10	
Copy of any above on a CD	\$5	\$5	
<i>PARKS/PAVILIONS - Rental Fees & Damage Deposits waived for Partner organizations under Agreement with the City; shelter rentals available May 1 thru Sept 30 unless otherwise noted</i>			
North Side Park Shelter - resident	\$30	\$30	Rental form & liquor form (if applic.)
North Side Park Shelter - non resident	\$60	\$60	Rental form & liquor form (if applic.)
Northside Park Soccer Field	\$10	\$10	Per hour for reserved use
Lions Park Gazebo - resident	\$25	\$25	Per hour; Rental form & liquor form (if applic.)
Lions Park Gazebo - non resident	\$50	\$50	Per hour; Rental form & liquor form (if applic.)
Watab Creek Park Shelter - resident	\$50	\$75	Rental form & liquor form (if applic.)
Watab Creek Park Shelter - non resident	\$100	\$150	Rental form & liquor form (if applic.)
Val Smith Park Shelter - resident	\$50	\$75	Rental form & liquor form (if applic.)
Val Smith Park Shelter - non resident	\$100	\$150	Rental form & liquor form (if applic.)
Pine Cone Regional Park Shelter resident - May 1 - Oct 31	\$40	\$40	Rental form & liquor form (if applic.)
Pine Cone Regional Park Shelter - non resident - May 1 - Oct 31	\$80	\$80	Rental form & liquor form (if applic.)
Rental Admin Fee	\$25	\$25	Fee for cancelling or re-scheduling park shelter rental after making initial reservation; full rental forfeited if cancel or re-schedule within 14 days of scheduled rental date
Damage Deposit	\$100	\$100	required on all parks
<i>POLICE</i>			
Photocopies (first 100 pages)	\$.25/page	\$.25/page	
Photocopies (after 100 pages)	\$.15/page	\$.15/page	PLUS \$16/hour
Duplicate Permit Charge	\$5	\$5	
Fax Machine Usage	\$1 per page	\$1 per page	
VHS copies	\$25	\$25	per copy
DVD/CD Copies	\$5	\$5	per copy

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
PBT Samples	\$10	\$10	
Fingerprinting	\$15	\$15	
Paper Service Fee	\$65	\$65	
Repetitive False Alarms - Police and Fire	\$85 for 2nd; \$160 for 3rd and subsequent	\$85 for 2nd; \$160 for 3rd and subsequent	within 1 year period
Impounded Vehicle Storage Fee	\$25	\$25	per day
Firearms storage fee	\$2/day	\$2/day	\$500 maximum
Prohibited Parking	\$25	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking on Wrong Side of Street	\$25	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking Violation - Fire Hydrant/Lane	\$25	\$25	Plus \$5 late fee if not paid w/in 7 days
Forfeiture processing administrative fee	\$65	\$65	
Winter Parking Violation	\$25	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking Variance Permit	\$25	\$25	Parking variance for up to 14 days
PUBLIC SAFETY			
Extraordinary events/demand on public services and/or intentional false alarms or arson response	Case by Case Basis	Case by Case Basis	Charges to recipient or services for arson, intentional false alarms, or extended emergency response/response causing extraordinary costs to the City will be determined using the City's fee schedule rates for equipment and actual costs for personnel
SPECIAL EVENTS - WAIVED FOR SUMMERFEST & APPLE DUATHLON; Street barricade & block party permit fees are waived for National Night Out provided PD approves street closure plans and applicant picks up barricades from PW Dept.			
Special Event Permit/Block Party	\$20	\$20	Requires Council approval - add additional charges which may apply as itemized below
Special Event Services - licensed police officer	\$65/hour or actual cost on holidays	\$65/hour or actual cost on holidays	3 hour min
Special Event Services - reserve officer	\$20/hour	\$20/hour	3 hour min; May be used in conjunction with licensed officer
Special Event Services - squad car	\$25 per squad	\$25 per squad	Per event - In addition to officer fees

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Noise Exemption	\$50	\$50	
Private Parking Lot Utilization w/liquor	\$25	\$25	
Pyrotechnic Displays	See FD fees	See FD fees	
Street Closure- barricades	\$40	\$40	
No Parking Signs	\$25	\$25	Required for all road races
Parade/Race on Street	\$50	\$50	
PUBLIC WORKS			
Dump truck (w/operator)	\$170	\$170	per hour; 1 hour minimum
Tractor (w/operator)	\$170	\$170	per hour; 1 hour minimum
Sweeper (w/operator)	\$180	\$180	per hour; 1 hour minimum
Wheel Loader (w/operator)	\$170	\$170	per hour; 1 hour minimum
Skid Loader (w/operator)	\$120	\$120	per hour; 1 hour minimum
Riding mower/snowblower (w/operator)	\$105	\$105	per hour; 1 hour minimum
Pickup Truck (w/operator)	\$105	\$105	per hour; 1 hour minimum
Jetter (w/operator)	\$180	\$180	per hour; 1 hour minimum
Vac machine (w/operator)	\$230	\$230	per hour; 1 hour minimum
Tree Spade (w/operator)	\$170	\$170	per hour; 1 hour minimum
Picnic Tables	\$50	\$50	Per hour, per City staff person; Only available in off season (Oct-March)
Additional Admin Fee	\$50	\$50	add to equip rental for turf ordinance
Additional Personnel Fee to increase above 1	\$50	\$50	per hour additional to all above
Street light/public infrastructure knock down/damage administrative fee	\$200	\$200	in addition to actual light replacement costs
Street sign knock down replacement fee	\$150	\$150	replacement fee

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
RENTAL DWELLINGS			
License fee - up to 2 Units	\$100	\$100	Reinstatement of revoked licenses require same fees regardless of time of year for reinstatement
License fee - Each addl unit above 2	\$55	\$55	
License fee - Each addl unit above 2 - crime free	\$15	\$15	
Additional Inspections (after initial and one re-inspection)	\$75	\$75	
Late fee - license renewal filed or paid after deadline	\$150 up to 2 units plus additional \$5 per unit above 2	\$150 up to 2 units plus additional \$5 per unit above 2	Late fees are <u>in addition to</u> all base license fees
UTILITY SERVICE FEES			
Sanitary Sewer Service Rates:			
Base Fee	NEW	\$5.00	Bi-monthly base sewer fee
Service Charge			
Residential & churches, convents, elem & high schools, mobile homes, nursing homes & nursing apartments	\$4.93 per 100 cubic feet	\$5.13 per 100 cubic feet	Based upon bi-monthly water usage except months of June-Sept based upon winter water use per City ordinance
Residential	\$46	\$50	Bi-monthly flat sewer rate where un-metered
Commercial	\$4.93 per 100 cubic feet	\$5.13 per 100 cubic feet	Volume calculated as 100% of the current bi-monthly water usage
Large industrial - Dezurik, Verso, Grede	\$4.93 per 100 cubic feet	\$5.13 per 100 cubic feet	Volume calculated at 100% of sewage discharge into system
Excess Sewer Strength beyond domestic strength	actual	actual	per charge from treating agency
Sewer Availability Charge (SAC)	\$3,075	\$3,167	per unit; see minimums below;- year end permits & plan review must be paid w/in 30 days of permit approval to lock rates

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Water Service Rates:			
Base Fee	NEW	\$5.00	Bi-monthly base water fee
Service Charge	\$16.14	\$16.80	Minimum charge -- first 600 c.f.
Service Charge	\$2.69 per 100 cubic feet	\$2.80 per 100 cubic feet	above 600 c.f.
Service Charge--seniors 65 + old; only for pre-2009 accounts which were grandfathered in	\$8.07	\$8.40	Minimum charge for pre-2009 grandfathered in only -- first 600 c.f.; over 600 c.f. at same rates as above
Construction water turn-on fee	\$20	\$20	
Delinquent payment fee	\$10 or 10%	\$10 or 10%	of past-due balance: higher of the two
Red Tag fee	\$10	\$10	Charged if property red tagged for late payment - in addition to initial delinquent payment fee of \$10 or 10%
Water turn on after shut-off for non-payment	\$50	\$50	
Water turn on after shut-off for non-payment: after hours	\$70	\$70	
Requested water turn-on/off	\$15	\$15	
Requested water turn-on/off: after hours	\$50/hour	\$50/hour	Two hour minimum charge
Water tap in	\$175	\$175	
Water Availability Charge (WAC)	\$3,821	\$3,936	per unit; see minimums below; plus State sales tax; year end permits & plan review must be paid w/in 30 days of permit approval to lock rates
Water Meter Charge	actual cost of meter	actual cost of meter	For initial meter installation or for replacement meter replaced prematurely because of damage or Owner preference
Alternate Meter System Reading Fee	\$50 install and \$25 per billing cycle thereafter	\$50 install and \$25 per billing cycle thereafter	For any new meter not able to be remotely read due to Owner preference

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Fee Schedule

Type	Current	<u>DRAFT</u> 2020	Comments
Meter Access Charge/Non-Compliance Fee	\$25	\$25	Charged monthly until City can access meter
Unauthorized hydrant access	\$500	\$500	
Hydrant Permit	\$30	\$30	
Safe Water Act	\$1.62	\$1.62	State fee pass thru - was annual and will be bi-monthly charge beginning Jan/Feb 2020 cycle
Storm Sewer Utility Rates:			
Storm Utility - Single Family Res	\$14.50	\$14.50	4 units or less; per account per billing
Storm Utility - Commercial/Multi/Other	\$35.00	\$37.00	5 or more resid/all C/I; per account per bi-monthly billing

Exhibit A

Sample Trunk Charge Calculations

Sample Parcel:

Total Parcel Area	20.0 Acres
Dedicated Right of Way	4.0 Acres
Delineated Wetlands	1.5 Acres
Existing Water Body easement (ditch, pond, etc.)	0.5 Acres

Trunk Sanitary Sewer Charges:

20.0 AC x \$ Current Rate = Trunk Sanitary Sewer Charge*

Trunk Water Main Charges:

20.0 AC x \$ Current Rate = Trunk Water Main Charge*

Trunk Storm Sewer Charges:

(20.0 AC – 4.0 AC – 1.5 AC – 0.50 AC) x \$ Current Rate = Trunk Storm Sewer Charge*

*If over-sizing of the lateral utility lines is required of the Developer, those costs are deducted from the trunk charges due. Estimated costs of over-sizing will be based upon the current project cost estimate, or by a reasonable estimate of the City Engineer.

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Police	Meeting Date: December 9, 2019	Agenda Item No. 9a
Agenda Section: New Business	Item: Emergency Operations Plan	
<p>STAFF RECOMMENDATION: Staff recommends adoption of the attached Resolution.</p> <p>BACKGROUND: Chief Hughes will present Council with information on the Emergency Operations Plan for the City and request your approval.</p> <p>BUDGET/FISCAL IMPACT: None.</p> <p>ATTACHMENTS: Recommended Resolution.</p> <p>COUNCIL ACTION REQUESTED: Motion to adopt attached Resolution.</p>		

RESOLUTION NO. _____
RESOLUTION ADOPTING CITY OF SARTELL
EMERGENCY OPERATIONS PLAN UPDATE

WHEREAS, the Sartell City Council deems it advisable and in the best interest of the City to keep its Emergency Operations Plan updated and accurate; and

WHEREAS, the Emergency Management Director for Sartell continuously reviews and updates the Plan as needed, with official Council approval of such updates approximately every 5 years;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SARTELL AS FOLLOW:

1. That the City of Sartell Emergency Operations Plan, as updated by the City's Emergency Management Director, is hereby adopted.
2. That the City's Emergency Management Director is authorized to continually review and update the plan with contact information for various annexes and other necessary updates to keep the Plan functional in the case of an emergency.
3. That the City's Emergency Management Director will bring an updated Plan to the Council approximately every 5 years for Council review and official update adoption.

Adopted by the Sartell City Council this 9th day of December, 2018.

MAYOR

CITY ADMINISTRATOR

SEAL

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 9b
Agenda Section: New Business	Item: Subdivision Ordinance	
<p>BACKGROUND: The City recently updated outdated portions of your Zoning Ordinance to allow for large lot residential development applications. We are now presenting for Council approval our recommended Subdivision Ordinance recommendations for the same purpose. The City Attorney has reviewed to update some outdated terms but also to provide for the type of large lot residential option you want available for Council consideration.</p> <p>PLANNING COMMISSION RECOMMENDATION: The Planning Commission actually held the public hearing on these revisions and they had one comment suggesting they specify which MN Statute we will follow for giving required notice. It was a clerical suggestion that the Planning Commission adopted into their recommendation. However, I since confirmed with the City Attorney and we do not recommend that reference addition – doing so is one of the issues that outdates an ordinance as statutory references continuously change.</p> <p>ATTACHMENTS: Recommended Ordinance.</p> <p>COUNCIL ACTION REQUESTED: Motion to adopt Ordinance.</p>		

ORDINANCE NO. _____
An Ordinance Amending Title 11 of the Sartell City Code

The City Council of the City of Sartell ordains:

Section 1: Section 11-2-8 is hereby amended as follows:

11-2-8: DEDICATIONS FOR PUBLIC USE: Where deemed essential by the ~~City Planning Commission~~, upon consideration of the type of development and especially in large scale unit developments not anticipated in a master plan, the ~~Planning Commission~~ **City** may discuss a dedication or reservation of such other sites or area of a character, extent or location suitable to the needs created by such developments for parks and other neighborhood purposes.

Section 2: Section 11-2-10, Subsections D. and E. are hereby amended as follows:

- A. Land which the ~~Planning Commission or the~~ **City Council** finds to be unsuitable for land subdivision due to flooding, inadequate drainage, steep slopes, rock formations or other features likely to be harmful to the safety and general health of future residents, or land which could not be adequately served by utilities or other public facilities or public access; such land shall not be subdivided unless adequate methods are provided for overcoming such conditions; or the land is platted as outlots;
- B. Divisions of land where the division is to permit the adding of a parcel of land to an abutting lot or to create two (2) lots and the newly created property line will not cause the land or any structure to be in violation of this Ordinance or the Zoning Ordinance, provided Minor Subdivision Platting Requirements of Section ~~11-3-2~~ **11-3-2** are followed.

Section 3: Section 11-3-6, Subsection E. is hereby amended as follows:

- E. Upon receipt of the completed application, preliminary plat, together with any necessary supplementary information, the Planning and Community Development Director or his/her designee shall set a public hearing for public review of the preliminary plat by the City Council **with notice provided pursuant to any requirements of Minnesota Statutes.** ~~For properties that have been identified as Environmentally Sensitive Areas, the preliminary plat will also have a public hearing at a Planning Commission meeting. Notice of the hearing may be a legal or display advertisement and shall consist of a legal property description, description of the request, and shall be published in the official newspaper at least ten (10) days prior to the hearing. Written notification of the hearing shall be mailed at least ten (10) days prior to the hearing. Requests affecting and located within non-platted areas of the City shall be noticed to all property owners within three hundred fifty (350) feet of the property in question. A copy of the notice and a list of the property owners and addresses to which the notice was sent shall be attested and made a part of the records of the proceeding.~~

Section 4: Section 11-3-7, Subsection C. 3. is hereby amended as follows:

- 3. A utility plan shall be prepared and signed by a licensed engineer showing the Locations and size of proposed street lighting, storm sewer, sanitary sewer lines, water mains,

culverts and other stormwater facilities or underground facilities within the subject property and to a distance of one hundred fifty (150) feet beyond the outside boundary of the proposed plat. Data such as grades, invert elevations and location of catch basins, manholes and hydrants shall also be shown. ~~If the development is proposed in a Large Lot Residential zone and utilizes well and septic, applicant will provide such other information as the City deems necessary, including but not limited to identification of a primary and secondary septic site for each lot, well study reports, and fire protection well/hydrant plans.~~

Section 5: Section 11-4-2, Subsection B. 2. is hereby amended as follows:

2. R-2 to R-4 – A land dedication of ~~900 to 1,150~~ square feet per unit ~~depending upon private park improvements made on the site which reduces the proportionate demand as determined and approved by the City Council.~~

Section 6: Section 11-7-1, Subsection D.2.b. is hereby amended to read as follows:

- b. The orderly extension of municipal drinking water is not feasible ~~and the City does not find installation of private wells to be appropriate for the particular area or development or is not proposed as part of subdivision improvements.~~

Section 7: Section 11-7-1, Subsection D.4.b. is hereby amended to read as follows:

- b. The orderly extension of municipal sanitary sewer is not feasible ~~and the City does not find installation of private septic systems to be appropriate for the particular area or development or is not proposed as part of subdivision improvements.~~

Section 8: Section 11-7-4 is hereby deleted in its entirety.

Section 9: Summary Publication.

At least four-fifths of the City Council's members direct the Administrator to publish only the title and a summary of this Ordinance as follows:

“ORDINANCE AMENDING TITLE 11 OF THE SARTELL CITY CODE. The ordinance amendment revises various provisions of the City's subdivision ordinance, including provisions for private well and septic systems.”

Section 10: This Ordinance shall be effective upon publication.

Adopted this 9th day of December, 2019.

Mayor

ATTEST:

City Clerk

SARTELL CITY COUNCIL

AGENDA COVER SHEET

Originating Department: Administration	Meeting Date: December 9, 2019	Agenda Item No. 9c
Agenda Section: New Business	Item: Commission Appointments	
<p>RECOMMENDATION: Approve the resolution appointing City Commissioners.</p> <p>BACKGROUND: The City opened up applications for your Planning Commission and Economic Development Commission. We have received two applications for Planning Commission and two applications for Economic Development Commission. Nate Crowe is currently on the Planning Commission and has applied for re-appointment, which staff recommends. Ben Drewes is currently on your EDC, and has applied to Planning Commission and staff recommends that appointment as well.</p> <p>Ben's appointment to Planning Commission would then leave you with two vacancies on your EDC, and I am attaching two applications for that Commission as well. It is up to Council if you would like to appoint these two to the EDC, or first schedule interviews. We will then still have a potential Planning Commission vacancy but I will confirm that for Council for action at an upcoming meeting.</p> <p>BUDGET/FISCAL IMPACT: None</p> <p>ATTACHMENTS: Applications and Resolution Making Commission Appointments.</p> <p>ACTION REQUESTED: Direction to staff on interviews and motion to adopt attached Resolution.</p>		

RESOLUTION NO. _____**RESOLUTION MAKING CERTAIN COMMISSION APPOINTMENTS**

WHEREAS, the following are the current City Commission members and terms:

Commission	Orig Appt Date	Current Appt Date	Name	Term Expires
Planning	1/1/11	1/1/17	Dave Lindbloom–termed out	12/31/19
Planning	1/1/17	1/1/17	Nathan Crowe - reapplied	12/31/19
Planning	6/13/16	6/13/16	Abby Legatt	12/31/19
Planning	2/25/19	2/25/19	Kelly Mager	12/31/21
Planning	4/8/19	4/8/19	Joseph Foster	12/31/20
Econ Dev	2/22/16	1/1/19	Ben Drewes	12/31/21
Econ Dev	1/1/13	1/1/19	Bruce Stainbrook	12/31/21
Econ Dev	1/1/17	1/1/17	VACANT	12/31/19
Econ Dev	4/8/19	4/8/19	Rachel Lolmasteymaugh	12/31/20
Econ Dev	11/27/17	11/27/17	Anna Gruber	12/31/20
Econ Dev	11/27/17	11/27/17	Mark Osendorf	12/31/20
Econ Dev	4/8/19	4/8/19	Pat Lynch	12/31/21
Econ Dev	4/8/19	4/8/19	Kayla Schoenberg	12/31/21
CVB	3/11/19	3/11/19	Rachel Lolmasteymaugh	12/31/21
CVB	1/1/16	1/1/19	Jon Erickson	12/31/21
CVB	1/1/16	1/1/19	Jason Peterson	12/31/21
CVB	1/1/16	1/1/17	Sonja Babich	12/31/19
CVB	1/1/16	1/1/17	Bill Worzala	12/31/19
CVB	6/1/17	6/1/17	Kris O'Brien	12/31/19
CVB	1/1/16	1/1/18	Jason Mathiasen	12/31/20
CVB	1/1/16	1/1/18	Scott Widor	12/31/20
CVB	1/1/16	1/1/18	Brandon Testa	12/31/20

And WHEREAS, the Council now wishes to make certain appointments and re-appointments to its boards and commissions;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SARTELL, That the following appointments are hereby made to fill Board & Commission terms:

Commission	Orig Appt Date	Current Appt Date	Name	Term Expires
Planning	1/1/20	1/1/20	Ben Drewes	12/31/22
Planning	1/1/17	1/1/20	Nate Crowe	12/31/11
EDC	1/1/20	1/1/20	Alex Lewandowski	12/31/21
EDC	1/1/20	1/1/20	Sheena Thieschafer	12/31/22

ADOPTED BY THE SARTELL CITY COUNCIL THIS 9th DAY OF DECEMBER, 2019.

ATTEST:

MAYOR

CITY ADMINISTRATOR

Office Use Only:
Interview Date: _____

Sartell

APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS

I am making application for appointment to:

_____ Planning Commission
☒ Economic Development Commission
_____ Park Commission
_____ Other _____

Name Alex Lewandowski
Address 902 15th St N, Sartell, MN 56377
Telephone (Home) 320-428-4343 (Work) 320-968-4351
Email dowski2@yahoo.com

Presently Employed at: Distinctive Cabinet Design

State the reason(s) for seeking appointment to the above selected commission:

Sartell is where my family's future lies. We started our family here over five years ago because we knew it was where we wanted our kids to learn and grow. I would be privileged to play a roll in framing the future for them and the valued citizens of Sartell.


Provide knowledge or training that you have that may be useful to the above selected commission:

- B.S. Degree in Business Mgmt w/ a focus in HR from SCSU (includes courses in economics, leadership, and business development)
- Member of the leadership committee at Distinctive Cabinet Design

Commission meetings are held in the evening once, twice, and sometimes more often, per month and/or during the day. Do you foresee any problem making a commitment to attend required meetings on a regular basis? No

Please list any community or other organizations to which you now belong:
Society for Human Resource Managers (CMSHRM)

Please feel free to attach any relevant materials to your application.

Date 11/20/19 Signature 

Office Use Only:

Interview Date: _____



APPLICATION FOR APPOINTMENT TO ECONOMIC DEVELOPMENT COMMISSION

Name Sheena Thieschafer

Address 2032 Sandstone Loop N

Telephone (Home) (320) 217-4155

(Work) (320) 257-8205

Email sheena.thieschafer@chrobinson.com

Presently Employed at: C.H. Robinson

State the reason(s) for seeking appointment to the above selected commission:

I am seeking appointment to support the economic growth of the current businesses in Sartell, but also work hard to attract new business to the Sartell community.

Provide knowledge or training related to economic development, marketing or other useful skills that you have that may be useful to the commission:

I work as a sales director for C.H. Robinson, the majority of my time is spent with companies that are seeking to improve business processes in efforts to grow in revenue and reach. I support new business opportunities as well. From a leadership perspective, I have led many small group committees such as, board of directors for Robinson Cares, United Way cabinet member, president of Oak Hill Estates HOA, etc

What experience, knowledge and training would you bring that would demonstrate an understanding of long range economic development:

My experience working with mid-large size companies could be leveraged as we work to attractive new sustainable businesses and stimulate the growth within existing businesses. I'm a master of setting agendas, facilitating productive meetings, and preparing actionable follow up.

Commission meetings are held in the morning (7 am) every other month and/or during the day. Do you foresee any problem making a commitment to attend required meetings on a regular basis? Business travel would be prioritized, outside of that no.

Please feel free to attach any relevant materials to your application.

Date 11/22/2019

Signature

NOTICE OF SETBACKS

The City of Sartell, Minnesota, a Minnesota municipal corporation, hereby places the following setbacks for principal structure on the following described real property:

Lot 9, Block 1, Sierra Cove Plat 2, according to the recorded plat thereof, Stearns County, Minnesota;

Front yard setback:	30 feet
Rear yard setback:	30 feet or outside of delineated wetland or other easements as identified on plat, whichever is greater
Interior side yard setback:	10 feet
Street side yard setback:	15 feet

Setbacks for accessory structures, fences, or other structures shall comply with current City Ordinances at the time of building or zoning application for such additions.

This Notice shall constitute a covenant running with the land and shall be binding on all future owners of the Property and is for the benefit of the City of Sartell and its taxpayers.

IN WITNESS WHEREOF, the undersigned has signed this _____ day of December, 2019.

City of Sartell

By _____
Its City Administrator/Clerk

Acknowledged by owner of Lot 9, Block 1, Sierra Cove Plat 2

Woodland Homes, Inc.

By _____
Its _____

State of Minnesota)
)ss.
County of Stearns)

The foregoing instrument was acknowledged before me this _____ day of December, 2019, by Mary Degiovanni, the City Administrator/Clerk of the City of Sartell, a Minnesota municipal corporation, on behalf of the City of Sartell.

Signature of Notary Public

State of Minnesota)
)ss.
County of Stearns)

The foregoing instrument was acknowledged before me this _____ day of December, 2019, by Robert Klaphake, the President of Woodland Homes, Inc.

Signature of Notary Public

This Instrument Drafted by:
City of Sartell
125 Pinecone Road North
Sartell, MN 56377

Sartell Police Department

TO: MARY DEGIOVANNI, MAYOR AND CITY COUNCIL
FROM: CHIEF HUGHES
SUBJECT: DECEMBER 9 MTG - GENERAL INFORMATION
DATE: DECEMBER 5, 2019
CC: MEMO FILE

- In December the officers will be having their POST mandated use of force training at the department.
- Our annual Shop with a Cop event at Walmart is coming up December 10. With the grant from Walmart and donation from Bernicks, we have \$2,500.00 in gift cards to use for the kids. Our SROs and school staff will help identify children in need to participate in the event.
- The Sartell Senior Connection has donated some funds to the PD to purchase gift cards to be handed out to Sartell seniors in need.
- Our monthly activity report will look a lot different for some time. With the update to the field-based reporting and RMS system, the report format followed previously cannot be accomplished without manually going through the 800 plus calls individually to break them down into categories. Stearns County is aware of this and working with the vendor on a fix to the problem.

The report itself currently is 95 pages, but overall the various calls for service have been consistent with previous months activity. Again, we hope to get a resolution for this so we have a less burdensome document to view on your end.

- Stearns County Emergency Management Director will be present as we provide an overview of the work done to update the city Emergency Operations Plan and subsequent adoption after the presentation. The work on updating the plan was a year-long process working with many personnel within the city to review, update their assigned annexes that are part of the over all plan. Please note that the plan will not be provided to the council as a whole or it becomes a public document, but should any of you want to sit down with me one on one, I'd be happy to review it with you.

PUBLIC WORKS DEPARTMENT

MONTHLY REPORT

December 9th ,2019

Streets

- Sign Repair/Replacement
- Pot Hole Patching
- Street Sweeping
- Install Holiday Lights
- Install Holiday Decorations Community Center
- Pre-Treat Roads
- Plow

Parks

- Garbage
- Tree Trimming
- Community Center Cleaning
- Mow/Trim/Bag Leaves
- Vac Leaves
- Install Holiday Lights
- Plow

Utilities

- Locates and Operations
- Continue Monitoring Odor Control System Lift Station #1
- Water Plant Operations
- Construction Projects
- Sanitary sewer Cleaning
- Sanitary Sewer Force Main Break Repair
- Plow

Compost

- Closed For Season : November 16th

Professional Development/Other

- Safety Training
-



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MEMORANDUM

TO: Mayor and Council Members

FROM: Jon Halter and April Ryan, City Engineers

DATE: December 9, 2019

RE: Monthly Engineering Update
SEH No. SARTE General 14.00

Active projects:

East Side Reconstruction:

Construction on the Eastside Reconstruction project is substantially completed for this construction season. Final pavement, mill & overlay (Phase 5), final turf restorations and punch list items will be completed in spring / early summer of 2020.

SRTS and Street & Utility Improvements:

This project construction is planned to begin in the spring of 2020.

2020 City of St. Cloud Reconstruction – Sartell Force Main:

The City of St. Cloud approved the reconstruction of 25th Avenue North at its last council meeting. The City of Sartell's main sanitary force main is located within 25th Avenue. In conjunction with St. Cloud's project, Sartell will remove a portion of the existing force main and utilize the new gravity sewer.

15th Street South (Short Road with temp cul-de-sac off of Roberts Road):

Plans for this project are complete, and we are waiting on the contractor to propose a construction schedule.

Karma Estates:

Phase 1 of this project is substantially complete.

West Bridgeport:

This project is substantially complete, with the final lift of pavement and punch list items to be completed next summer.

Arbor Trails 3:

The utilities have been installed, and the 1st lift of bituminous have been paved on this project. This project is substantially complete other than punch list items.

Scenic Drive Erosion Issues:

This project will address an ongoing flooding issue and re-stabilize the Watab Creek bank. The design and permitting will be completed over the winter with construction in spring 2020.

2020 East Water Treatment Plant Decommissioning:

We are currently working on a decommissioning plan for the East WTP, with the plan to solicit bids to decommission and demolish the East WTP this winter or early spring.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717
SEH is 100% employee-owned | sehinc.com | 320.229.4300 | 800.572.0617 | 888.908.8166 fax

Projects that are on the Horizon for further discussion and council consideration:

County Road 1:

The construction of this project will be moved from 2021 to 2022 to allow for more time to vet out and apply for potential funding sources to help with the project and flood mitigation measures.

2022 19th Avenue South (Assessment Project):

The City of Sartell has received \$1.93M of federal funding for this reconstruction project. The proposed improvements include widening 19th Avenue (County Road 4 to County Road 133) to a 3-lane roadway with an off road bike trail. The total project cost is estimated to be \$5.5M. Based on the significant right of way impacts on this project, we will be looking to begin the preliminary design later this winter or next spring. The idea would be to develop the project far enough (topo survey and preliminary road and stormwater design) to identify the right of way needs so that we can begin meeting with property owners next year.

2020 Intersection Study of Pinecone Road and 7th Street North:

Based on recent council discussions, analyzing this intersection will wait until the fall of 2021 after the remaining school traffic pattern changes have played out. With the significant traffic pattern changes expected next fall; we will strategically wait to begin this study, so that decisions could be made on real world traffic counts rather than what previously would have been assumptions.

Water Tower or Ground Storage Tank:

The Water Comp Plan identified a need for additional water storage and the subsequent Water Storage Facility Study identified the desired location as Pinecone Central Park for a 1 Million Gallon water tower or ground storage tank. We are recommending either a composite water tower to minimize future painting costs, or a ground storage tank; but a final determination would be made during the design phase when the pros and cons of each option could be further considered and discussed with the City.

Staff will look to schedule a future meeting with the council to discuss Sartell's water system to better understand and prioritize future needs.

North Water Treatment Plant Needs Assessment:

SEH and public works staff has discussed the need and benefit of performing a Needs Assessment of the North WTP. The purpose of a Needs Assessment is to develop an understanding of the current plant condition and capacity in order to develop a maintenance, and if need be -- an expansion plan, that will extend the useful life another 20 years. The product of this effort is a report that provides a "snapshot" summary of the Plant's current conditions and capacity and provides a cost estimate and timeline for any identified maintenance or improvement item to aid the City of Sartell in budgeting, maintaining and optimizing this facility into the future.

Staff will look to schedule a future meeting with the council to discuss Sartell's water system to better understand and prioritize future needs.

Heaving Culvert and Concrete Repairs:

Both public works and engineering receive frequent complaints concerns related to cracked or settling curbs, heaving storm sewers, castings that need adjustments, and drainage complaints. Engineering has prepared some preliminary plans / thoughts as to what some potential fixes might include. Further discussion and prioritization is needed; but a small construction project next summer may need to be considered to fix some of the problem areas.

Pond Dredging:

There are approximately 106 stormwater treatment ponds that are owned and operated by the City of Sartell. Pond assessments for 28 ponds were completed this past summer to assess the need for pond maintenance/dredging and to help meet the City's NPDES MS4 permit requirements. Two ponds have been identified and recommended

for cleaning/dredging. As soon as the ice on the ponds is thick enough, Braun will complete sediment core samples and testing of pond sediment per the MPCA Managing Stormwater Sediment BMP Guidance, which will help staff plan for the dredging operation and specifically where the material needs to be disposed.

Pinecone and 2nd Street South RAB cracking:

Cracking in the concrete pavement at this RAB has developed, and staff is currently looking into options for replace the affected panels. We are continuing to monitor the cracks, and will likely be looking to make the concrete panel replacements next summer. This will likely cause a partial closure of the RAB for approximately one week while the work is completed.

Forcemain Break:

As you may have heard, we had another break on the forcemain that is located under County Road 1. There have been several breaks in this FM in the past few years. SEH is working with city staff to develop a proposal that will likely be brought to the council in January that would include a scope to better understand what is causing the breaks and provide some recommended solutions going forward.

jmh/mrb

c: Mary Degiovanni, City of Sartell
John Kothenbeutel, City of Sartell

p:\p\ts\sartel\common\city council\monthly updates\2019\m monthly update 120919.docx

TO: Mayor and Members of the Council
FROM: Sourcewell; A. Kaisershot
DATE: 12/5/2019
RE: Planning and Community Development Department Report

DEVELOPMENT PROJECTS

Northern Meadows: We expect a resubmittal of a preliminary plat for Northern Meadows in the month of January. This subdivision seeks to plat large lot, single family homes, larger than one (1) acre in size. A rezoning to R1-B Large Lot Single Family Residential will also be required for this property. Staff is compiling preliminary comments based on the previous submittal to aid in the review process and provide guidance to the applicant. The submittal proposes private well and septic systems. Coordination with outside partners at Stearns County and Minnesota Pollution Control Agency (MPCA) will need to occur; among others.

NEW HOME APPLICATIONS

The city experienced an increase in new home applications in the month of November. This was as expected with the weather and changing forecasts. We identified areas for change and are finalizing a process to ensure that the submission and review process is seamless, as various internal department and external consultants (Sourcewell) review this content. We'll be identifying additional ways in which we can improve the review process and maximize our outputs; including reviewing the application itself and look for areas of improvement. Outreach efforts may also be explored.

ORDINANCE REVIEW

Shoreland Ordinances: We are going to spend some time this winter reviewing the city's shoreland ordinance, and how these ordinances align and comply with the Minnesota Shoreland Rules (6120). These rules establish minimum standards to protect habitat and water quality, as well as preserve property values. These standards are implemented through the city's local shoreland ordinances. It appears there are many pieces of a shoreland ordinance within your zoning code, approved by the DNR, but staff will evaluate the effectiveness of this language and how we can better align and conform with standard shoreland ordinance language that is very common, if not best practice, in the area. This assessment has been a task the city has been looking to complete, and now is a great time to advance this work!

General Overview: As we work through land use applications, we'll be identifying and tagging areas within your zoning and subdivision code that could be updated.

FUTURE LAND USE PLANNING

We have held three (3) discussions with the City Council, Planning Commission, and Economic Development Commission around existing and future land use planning within the city. The moratorium on R5-Planned Unit Development has prompted this review and evaluation, and provides the opportunity to 1) study and identify existing and future land use in the city, 2) gather data and input, and 3) identify and develop future land use scenarios. Notes from each meeting will be compiled and shared outward. Regarding outreach, staff will coordinate with the developer community through focus groups and one on one meetings. We will also deploy a survey, for public input, in late winter. We're evaluating the benefits in combining ongoing and concurrent survey efforts in hope to maximize our response numbers, but also to have a holistic and encompassing survey that addresses various aspects of community and economic development. This inventory work through open dialogue and community input is vital in identifying appropriate outputs and solutions. More to come as this project progresses!

"Designing a dream city is easy; rebuilding a living one takes imagination." – Jane Jacobs



Finance Report December 9, 2019

Capital Projects: Major current year capital project status is as follows (see engineer's monthly report for infrastructure project updates):

2019 Capital Project Description	Cost	Funding Source	Fund(s)	Status
Mower purchase less trade in	30,000	Beautification Fund	211	approved 1-28-19
PD Squad Rotations	120,000	PD Equipment Fund	412	approved by council in 2018 - waiting for squads to come in in lieu of this, approved replacement pickup box and
PW Pickup	30,000	PW Equipment Fund	414	tommy gate
PW Pickup	30,000	Water/Sewer Funds	601/602	approved 4-8-19
Kubota with attachments	35,000	PW Equipment Fund	414	approved 1-28-19
Painter Replacement (Street Striping)	10,000	PW Equipment Fund	414	approved 2-11-19
Replace Ditch Mower	9,000	PW Equipment Fund	414	approved 1-28-19
Job Classification Study	21,200	Technology Fund	415	approved 11-13-18
Website Updates	20,000	Technology Fund	415	approved 8-27-18
Website Updates	18,000	General Fund Reserves	101	approved 8-27-18
Laserfiche Server	15,000	Technology Fund	415	
East Side Siren Upgrade	20,000	Civil Defense Fund	416	approved 7-8-19
City Hall Parking Lot Overlay	140,000	Street Fund	417	approved 2-11-19

Updates:

- **2020 Budget:** The preliminary budget and levy were set at the September 23rd council meeting. Additional revisions were made by staff and Council at various meetings. The City Council will receive public input on the 2020 Budget and Levy at the December 9, 2019 Council meeting, then will consider adopting the final 2020 Budget and Levy.
- **Public Safety Facilities:** Ongoing – the project status report and cost report from Strack is attached to this memo.
- **Classification and Compensation Study:** This project is ongoing. A formal update and report are expected soon.

October 2019 Finance Reports

Attached for the Council's review are the October 2019 revenue and expenditure, cash, and investment reports. Also attached is the November Public Safety Facility project status and Public Safety Facility cost reports. General Fund revenues and expenditures were at 62.67% and 87.53%, respectively at the end of October.

General Fund Revenues

General government revenues largely consist of property taxes, local government aid, transfers in, advertising sign rental, and land use application fees. The first property tax payment was received in June and the remaining first half property tax payment was received in July. The second half property tax payment will be received November 29th.

Public safety revenues consist of liquor, tobacco, and rental license fees, state police aid, school liaison reimbursement, court fines, state fire aid, township fire agreement revenues, building, plumbing, and electrical permit fees, and plan review fees. Liquor, cigarette, rental, and other licenses are due at the beginning of the year, so those annual revenues have been recognized already. Major revenues in October include building, plumbing, mechanical, and electrical permits.

Public works revenues include the county maintenance agreement revenue, compost site permits, street excavation permits, and refuse licenses. Major October revenues received are from compost site permits and rental revenue from the former water tower site.

Park and recreation revenues consist of park rental fees and rental fees associated with the Sartell Community Center. Community Center revenues are at 122.21% of budget at the end of October 2019. Gym rentals are at 119.27% of budget and room rentals are at 236.82% of budget at the end of October.

General Fund Expenditures

Overall, expenditures are over the expected 83.33% as of the end of October at 87.53%, however, much of the expenditure amount that is over the expected amount is due to the addition of one-time transfers being made that weren't in the budget. Those transfers flowed through the General Fund and out to various Capital Funds to help fund future capital needs. Without those additional expenditures, the percent expended drops to 83.26% and is right on the expected percentage as of the end of October.

Mayor and Council Member expenses are at 75.57% and 97.56%, respectively, as of the end of October. Some of the expenditures in the Council budget are annual dues to the League of Minnesota Cities and other organizations, which accounts for why the expenditures are above the expected amount as of the end of October.

Because 2019 is not a regular election year for the city, the only real expenses will be related to the rental of election equipment from the counties during the year. Those bills for 2019 have not been received yet.

Fire department expenditures are at 86.38% as of the end of October. Expenditures are slightly above the expected percentage as of the end of October because the City just received the state fire aid at the end of October and paid those out to the Fire Relief Association.

The building and inspections department budget is over budget mainly due to the fire marshal salary and benefits being coded to the building and inspections department rather than the police department, where it was budgeted. Because of that, the building and inspections department wages and benefits are higher than budget, but the police department wages and benefits are lower than budget, so there is a zero net effect overall.

Annual budgeted transfers were approved and made in July, along with some additional transfers out to capital improvement funds. The General Fund received reimbursement for loans to the SAC and WAC Funds, then the General Fund took those reimbursements and put them into the capital funds for future capital needs. There will be a few additional minor transfers at the end of the year to allocate seasonal park expenses to the Beautification Fund from the General Fund. Those will happen in December.

CITY OF SARTELL
GENERAL FUND BUDGET REVENUE AND EXPENDITURES REPORT
OCTOBER 2019

% of the year: 83.33%

	BUDGET	OCTOBER REVENUES	YTD REVENUES	VARIANCE	PERCENT OF BUDGET
General Government	5,571,465	30,971	3,195,485	2,375,980	57.35%
Public Safety	1,275,577	37,768	978,882	296,695	76.74%
Public Works	145,400	5,232	134,163	11,237	92.27%
Parks and Recreation	123,700	19,589	151,440	(27,740)	122.43%
TOTAL REVENUES	7,116,142	93,560	4,459,970	2,656,172	62.67%

	BUDGET	OCTOBER EXPENDITURES	YTD EXPENDITURES	VARIANCE	PERCENT EXPENDED
Council Members	77,147	2,327	75,264	1,883	97.56%
Mayor	11,749	716	8,879	2,870	75.57%
Administration	612,315	48,388	526,511	85,804	85.99%
Elections	12,600	-	363	12,237	2.88%
Community Development	258,663	17,081	220,309	38,354	85.17%
Police	2,947,780	198,680	2,300,950	646,830	78.06%
Fire	360,150	129,667	311,085	49,065	86.38%
Building & Inspections	309,551	29,730	329,639	(20,088)	106.49%
Emergency Management	13,350	2,207	10,282	3,068	77.02%
Animal Control	4,500	973	3,780	720	84.00%
Maintenance	1,281,125	92,898	1,078,067	203,058	84.15%
Compost Facility	17,865	1,390	10,942	6,923	61.25%
Recreation	384,775	27,650	292,810	91,965	76.10%
Parks	370,828	24,454	323,824	47,004	87.32%
Pools	34,650	58	33,143	1,507	95.65%
Rinks	11,094	103	7,216	3,878	65.04%
Library Services	27,000	474	10,827	16,173	40.10%
Transfers Out	381,000	-	684,750	(303,750)	179.72%
TOTAL EXPENDITURES	7,116,142	576,796	6,228,641	887,501	87.53%

WITHOUT EXTRA TRSF	7,116,142	576,796	5,924,891	1,191,251	83.26%
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**CITY OF SARTELL
MONTHLY CASH BALANCE REPORT**

Fund #	Fund Name	10/31/2019 Cash Balance	
101	General Fund	\$1,913,885.88	
211	Park Improvement Fund	\$0.00	CLOSED
212	Youth Programs Fund	\$17,551.82	
214	DUI Forfeiture Fund	\$23,849.72	
215	Special Initiatives Fund	\$0.00	CLOSED
217	Police Reserves Fund	\$8,260.65	
221	Beautification Fund	\$222,452.97	
222	Forfeiture Fund	\$1,949.21	
223	Lodging Tax Fund	\$43,752.19	
224	Economic Development Fund	\$48,084.77	
225	Sewer Capacity Fund	\$0.00	CLOSED
226	Water Capacity Fund	\$0.00	CLOSED
227	PEG Access Fees Fund	\$124,638.87	
229	Trunk Water Fund	\$0.00	CLOSED
230	Trunk Storm Fund	\$0.00	CLOSED
231	Trunk Sewer Fund	\$0.00	CLOSED
232	Small Cities Revolving Fund	\$10,323.06	
233	MIF Revolving Loan Fund	\$104,192.86	
241	Local Sales Tax Fund (2007+)	\$888,914.62	
250	Cemetery Fund	\$37,072.18	
260	Regional Park Fund	(\$5,169.88)	
261	Park District 1	\$3,714.26	
262	Park District 2	(\$211.23)	
263	Park District 3	\$42,876.72	
264	Park District 4	\$3,680.58	
265	Park District 5	\$4,984.05	
266	Park District 6	\$3,547.03	
267	Recreational Field Fund	\$14,746.91	
321	CIP Bonds 2009B	\$29,993.91	
326	Sewer share of 2010B Refunding Bonds	\$85,818.49	
327	MSA share of 2010B Refunding Bonds	\$148,721.09	
328	Water share 2010B Refunding Bonds	\$18,829.33	
330	2012A Bonds - refunds 312	\$64,313.08	
331	2012A Bonds - refunds 315	\$40,902.29	
334	2014A Bonds	(\$170,566.51)	
335	2015A Bonds	\$176,586.46	
336	2016A Bonds	(\$1,915.00)	
337	2017A Bonds	\$2,163,431.73	
338	2018A Bonds	(\$108,207.35)	
339	2018B Bonds (refunds 2008B & 2009A)	\$71,563.51	
340	2018C Bonds (refunds 2010A)	\$1,194,741.83	
341	2019A Bonds	\$99,536.00	
402	Public Improvement Revolving Fund	\$1,141,475.04	
405	MSA Street Maintenance Fund	\$0.00	CLOSED
410	Building Fund	\$34,640.21	
412	PD Equipment Fund	\$76,342.97	
413	FD Equipment Fund	\$1,235,487.76	
414	PW Equipment Fund	\$15,446.82	
415	Technology Fund	\$9,662.37	
416	Emergency Management Fund	\$8,120.91	

**CITY OF SARTELL
MONTHLY CASH BALANCE REPORT**

Fund #	Fund Name	10/31/2019 Cash Balance
417	Street Improvement Fund	\$1,879,201.95
429	4th/50th Road Project	\$0.00 CLOSED
430	Community Center Project	\$203,937.20
431	Town Square/Angel of Hope	\$9,814.08
433	Pinecone Road 2018	\$408,022.93
434	CR 29 & East Side Streets	(\$24,126.21)
435	2017A Sales Tax Abatement	\$758,806.91
436	Public Safety Facility	\$5,518,406.16
441	Pheasant Crest TIF District 5-2	\$15,196.08
444	Reker TIF District 5-4	\$30,725.69
445	Burl Oaks TIF District 5-5	\$1,106.85
446	Toppan-Merrill TIF District 5-6	(\$14,293.59)
450	2019 East Side Reconstruction	\$1,900,128.59
451	2019 Safe Routes to Schools/Rel Streets	(\$149,981.98)
601	Water Fund	\$2,854,188.71
602	Sewer Fund	\$1,532,326.13
603	Storm Fund	\$1,179,348.01
TOTALS		<u>\$25,950,829.69</u>

		CITY OF SARTELL				
		INVESTMENTS				
		10/31/2019				
CASH HOLDINGS				MATURITY	CURRENT	PAID
	INVESTMENT	INTEREST RATE	TERM	DATE	VALUE	EARNINGS
	4M Plus	1.74%			1,638,428.86	2,513.38
	Subtotal 4M Plus				1,638,428.86	2,513.38
	US Bank/4M Checking	1.67%			2,386,567.49	3,101.97
	Subtotal US Bank/4M Checking				2,386,567.49	3,101.97
	Bank Vista Money Market	1.11%			249,559.51	233.27
	Subtotal Bank Vista				249,559.51	233.27
	Bremer Bank Money Market	1.70%			514,496.18	753.59
	Subtotal Bremer Bank				514,496.18	753.59
	Moreton Capital Markets - US Bank	1.74%			332,992.25	414.39
	Subtotal Moreton Capital Markets - US Bank				332,992.25	414.39
	TD Ameritrade - Govt Obligations/mutual funds	1.61%			734,221.14	432.69
	TD Ameritrade				2,854.97	19.11
	TD Ameritrade - 2017A bond fund Govt Oblig/mutual	1.61%			697,000.00	1,042.30
	TD Ameritrade - 2017A bond fund				4,076.19	0.06
	TD Ameritrade - 2018A bond fund Govt Oblig/mutual	1.61%			778,660.00	2,670.50
	TD Ameritrade - 2018A bond fund				3,686.05	0.03
	Subtotal TD Ameritrade				2,220,498.35	4,164.69
	4M 2019A Bond Fund	1.67%			253,209.43	640.08
	Subtotal 4M 2019A Bond Fund				253,209.43	640.08
	Totals & Average rate:				7,595,752.07	11,821.37
					29.27%	
INVESTMENTS						
PURCHASE				MATURITY	CURRENT	PAID
DATE	INVESTMENT	INTEREST RATE	TERM	DATE	VALUE	EARNINGS
10/1/16	CD - Liberty Bank	0.70%	3 YR	10/01/19	MATURED	437.57
10/1/19	CD - Liberty Bank	2.42%	3 YR	10/01/22	248,000.00	
	Subtotal Liberty Bank	1.56%			248,000.00	437.57
9/13/19	CD - Central MN Credit Union	2.45%	3 YR	09/13/22	250,000.00	
9/6/19	CD - Central MN Credit Union	2.65%	4 YR	09/06/23	245,000.00	
9/4/19	CD - Central MN Credit Union	2.70%	5 YR	09/04/24	245,000.00	
	Subtotal Central MN Credit Union	2.68%			740,000.00	-
12/21/18	CD - Northeast Community Bank, White Plains, NY	2.78%	1 YR	12/23/19	243,000.00	
12/21/18	CD - Capital Community Bank, Provo, UT	2.73%	1 YR	12/23/19	243,100.00	
	Subtotal 4M Investments	2.76%			486,100.00	-
4/3/19	CD - Fifth Third Bank	2.45%	1 YR	04/03/20	245,882.00	
4/12/19	CD - NOA Bank, Duluth	2.40%	1.5 YR	10/13/20	246,663.55	483.29
12/26/18	Muni Bond - Penn Hills, PA	2.90%	2 YR	12/01/20	151,438.50	
2/21/19	Muni Bond - Germantown, WI School Dist	2.55%	2 YR 2 mo	04/01/21	217,018.20	4,620.00
1/23/19	Muni Bond - Owensboro, KY	3.00%	2.5 YR	06/01/21	139,218.75	
4/12/19	CD - EagleBank	2.45%	1.5 YR	10/12/21	248,207.05	493.36
4/1/19	CD - Ally Bank Midvale, UT	2.65%	3 YR	03/28/22	249,762.80	
7/12/19	CD - Envision Bank, MA	2.35%	3 YR	07/12/22	245,333.20	
1/23/19	Muni Bond - Gateway, PA School Dist	2.85%	3.5 YR	07/15/22	99,702.00	
8/7/19	CD - Franklin Synergy Bk, Tenn	2.15%	3.5 YR	02/07/23	245,159.25	
4/26/19	CD - Silvergate Bank	2.70%	4 YR	04/26/23	CALLED	543.70
7/15/19	Muni Bond - Oregon ST Sch Brds Assn Pension	2.30%	4 YR	06/30/23	101,477.70	
8/7/19	CD - Enerbank USA, Salt Lake City, UT	2.30%	4 YR	07/21/23	245,426.30	463.15
10/11/19	CD - BMW Bank North Amer, Salt Lake City, UT	1.85%	4 YR	10/11/23	244,534.50	
5/7/19	Muni Bond - Lee & Dekalb Counties, Ill	2.60%	4 YR 9 mo	02/01/24	157,387.50	
6/24/19	Muni Bond - Connecticut ST	2.30%	4 YR 9 mo	03/15/24	206,380.00	
5/30/19	Muni Bond - Tulsa County, Okla Indpt Sch Dist	2.70%	4 YR 11 mo	05/01/24	523,625.00	
7/15/19	Muni Bond - Oregon Sch Brds Assn Pension	2.25%	5 YR	06/30/24	173,793.00	
4/30/19	Muni Bond - Carroll Jo Daviess Counties, Ill	2.95%	5 YR 10 mo	02/01/25	204,727.35	
7/16/19	Muni Bond - California ST	2.35%	5 YR 9 mo	04/01/25	170,856.00	2,700.00
5/7/19	Muni Bond - Connecticut ST	2.95%	6 YR 4 mo	09/15/25	393,455.40	
10/11/19	Muni Bond - Rosemead Calif Sch Dist	2.13%	6 YR 10 mo	08/01/26	360,682.05	(43.09)
	Subtotal Moreton Capital Markets	2.51%			4,870,730.10	9,260.41
10/15/14	CD - Sallie Mae Bank Murray, UT	2.47%	5 YR	10/15/19	MATURED	2,662.52
10/1/14	CD - Discover Bank	2.41%	5 YR	10/16/19	MATURED	2,662.52
11/15/18	US Treasury Senior Note	2.51%	1 YR	11/15/19	275,156.75	
12/8/17	CD - Morgan Stanley Pvt Bk Purchas	2.44%	2 YR	12/09/19	247,088.92	
1/4/18	CD - Synchrony Bank	2.45%	2 YR	01/13/20	247,269.23	
4/8/19	Muni Bond - Mound, MN	2.00%	10 mos	02/01/20	60,036.00	
10/26/17	CD - Key Bank National Assn, Ohio	2.49%	2.5 YR	04/04/20	247,182.78	2,167.17
7/30/18	CD - First Republic Bank, San Francisco	2.47%	2 YR	07/27/20	250,098.08	
8/7/18	CD - Stock Yds Bank & Trust Co	2.47%	2 YR	08/07/20	250,068.32	
1/24/19	Muni Bond - Brockton, MA	3.69%	1 YR 8 mos	08/01/20	174,063.00	
9/10/19	CD - Cathay Bank	1.75%	1 YR	09/10/20	149,128.14	
10/19/17	CD - Goldman Sachs Bank USA, NY	2.46%	3 YR	10/19/20	248,627.44	2,424.62
4/4/19	Muni Bond - Eagan, MN Recreational Facility	2.00%	1 YR 10 mos	02/01/21	100,453.00	
6/26/19	CD - Texas Exchange Bk, Crowley	2.25%	1 YR 9 mos	03/26/21	194,225.04	358.77
6/14/18	CD - Wells Fargo Bank NA	2.51%	3 YR	06/14/21	224,419.80	542.47
7/25/18	CD - CitiBank National Association	2.55%	3 YR	07/26/21	253,284.88	
10/19/17	CD - Barclays Bank, Delaware	2.62%	4 YR	10/18/21	249,589.68	2,611.13
7/5/19	CD - Morgan Stanley Bank NA	2.20%	3 YR	07/05/22	251,216.10	
8/7/19	CD - Capital One Bank (USA)	2.15%	3 YR	08/01/22	249,867.44	
9/5/19	Fed Home Loan Mtg Corp Note M/W Cibi	1.85%	3 YR	08/19/22	248,685.00	
7/18/19	Muni Bond - New York, NY	2.37%	5 YR 5 mo	12/01/24	373,281.30	
8/6/19	Muni Bond - Minnesota State Gen Fund Revenue	2.61%	10 YR 10 mo	06/01/30	401,823.40	
	Subtotal TD Ameritrade	2.40%			4,695,564.30	13,429.20

INVESTMENTS						
PURCHASE				MATURITY	CURRENT	PAID
DATE	INVESTMENT	INTEREST RATE	TERM	DATE	VALUE	EARNINGS
7/3/19	CD - Sandy Spring Bank	2.05%	3 mos	10/03/19	MATURED	1,286.61
7/3/19	CD - Luther Burbank S&L Assn, CA	2.10%	3 mos	10/08/19	MATURED	1,317.99
6/28/19	CD - Citizens Community Federal	2.05%	4 mos	10/28/19	MATURED	419.55
6/28/19	US Treasury Bill	2.07%	5 mos	11/29/19	1,006,840.80	
6/28/19	CD - Millington Bank	2.05%	6 mos	12/30/19	249,191.73	
7/3/19	CD - RBS Citizens NA Providence, RI	2.05%	6 mos	01/03/20	249,206.67	
7/12/19	CD - Dime Community Bank	2.05%	6 mos	01/13/20	249,244.02	
	Subtotal TD 2018A Bond Fund	2.06%			1,754,483.22	3,024.15
2/1/19	CD - Western Alliance Bank - C	2.42%	8 mos	10/15/19	MATURED	15,282.15
2/7/19	US Treasury N/B	2.43%	9 mos	10/31/19	MATURED	1,568.75
2/1/19	CD - First National Bank of Weatherford	2.47%	9.5 mos	11/12/19	240,600.00	
2/1/19	CD - Prudential Bank	2.43%	9.5 mos	11/12/19	245,300.00	
2/1/19	CD - Orrstown Bank	2.42%	9.5 mos	11/12/19	240,800.00	
2/1/19	CD - First National Bank / The First, NA	2.46%	9.5 mos	11/12/19	245,300.00	
2/1/19	CD - Brookline Bank	2.46%	9.5 mos	11/12/19	245,300.00	
2/1/19	CD - ELGA Credit Union	2.49%	10 mos	12/09/19	238,900.00	
2/1/19	CD - Newbank, NA	2.44%	10 mos	12/09/19	244,200.00	
2/1/19	CD - First Internet Bank of Indiana	2.44%	10 mos	12/09/19	239,100.00	
2/1/19	CD - Capital Bank	2.44%	10 mos	12/09/19	244,200.00	
2/1/19	CD - Citadel FCU	2.44%	10 mos	12/09/19	239,000.00	
2/1/19	CD - Western Alliance Bank - C	2.44%	10 mos	12/09/19	294,600.00	
2/1/19	CD - Mainstreet Bank	2.63%	11.5 mos	01/13/20	243,800.00	
2/1/19	CD - Pacific Western Bank	2.59%	11.5 mos	01/13/20	243,900.00	
2/1/19	CD - Bank of Washington	2.49%	11.5 mos	01/13/20	228,800.00	
2/1/19	CD - Preferred Bank	2.50%	11.5 mos	01/13/20	244,100.00	
6/11/19	CD - Texas Capital Bank	2.37%	8 mos	02/10/20	246,100.00	
6/11/19	CD - East Boston Savings Bank	2.25%	8 mos	02/10/20	161,400.00	
6/11/19	CD - Modern Bank, NA	2.24%	8 mos	02/10/20	246,300.00	
6/11/19	CD - Bank 7	2.27%	8 mos	02/10/20	246,200.00	
6/11/19	CD - Bank of China	2.59%	9 mos	03/09/20	245,200.00	
6/11/19	CD - Rockford B&TC	2.34%	9 mos	03/09/20	245,700.00	
6/11/19	CD - Village Bank & Trust - Wintrust	2.35%	9 mos	03/09/20	245,700.00	
6/11/19	CD - Beverly Bank & Trust Co, NA - Wintrust	2.35%	9 mos	03/09/20	245,700.00	
	Subtotal 4M 2019A Bond Fund	2.43%			5,560,200.00	16,850.90
	Total CD/Bonds & Average rate:	2.38%			18,355,077.62	43,002.23
					70.73%	
	TOTAL EARNINGS PAID:	54,823.60				
		25,950,829.69				
	TOTAL CURRENT ACCOUNTS/INVESTMENTS:					
	Bank Vista	249,559.51				
	Bremer Bank	514,496.18				
	Moreton Capital Markets	5,203,722.35				
	TD Ameritrade	5,432,640.41				
	TD 2017A Bond Fund	701,076.19				
	TD 2018A Bond Fund	2,536,829.27				
	4M 2019A Bond Fund	5,813,409.43				
	Liberty Bank CD	248,000.00				
	Central Minnesota Credit Union CDs	740,000.00				
	4M CDs	486,100.00				
	4M Checking	2,386,567.49				
	4M Plus	1,638,428.86				
	TOTAL	25,950,829.69				

SARTELL PUBLIC SAFETY FACILITY MONTHLY STATUS REPORT

SARTELL CITY COUNCIL

November 2019

REPORT #7

Summary Construction Report>

The base layer of bituminous parking lot and final curbing work have now been completed and the exterior site work for the season is concluded as scheduled. The exterior brick work is nearly complete, with two small sections yet to be completed, followed by architectural panels and glazing. The major focus is now on the interior rough-in work for all mechanical disciplines, electrical, interior masonry, miscellaneous framing, door frame setting and sheetrock work at critical mechanical penetration areas.

As of the 30th of November, the items below are complete as follows:

3A CONCRETE	95%	10C LOCKERS	0%
3B PRECAST CONCRETE	100%	10D FLAG POLES	0%
4A STONE & MASONRY	80%	10E EXTERIOR BUILDING SIGNAGE	0%
5A STRUCTURAL STEEL (MAT)	100%	10F EXTERIOR MON SIGNAGE	0%
5B STEEL (LABOR)	90%	10G POLICE AND FIRE SPECIALTIES	0%
5C MISC METALS (MATERIAL)	35%	11A EQUIPMENT	0%
6A ROUGH CARPENTRY	90%	12A WINDOW COVERINGS	0%
6B ARCHITECTURAL WOODWORK	0%	12B POLICE & FIRE FURNISHINGS	0%
6C FINISH CARPENTRY (LABOR)	3%	21 FIRE SUPPRESSION	45%
7A METAL PANELS	0%	22/23 PLUMBING & HVAC	40%
7B ROOFING	95%	26 ELECTRICAL	40%
7C JOINT PROTECTION	0%	27A COMM-PA, INTC & CAB	0%
7D FOAMED-IN-PLACE INSULATION	90%	27B COMM-DAS	0%
8A DOORS AND FRAMES (MAT)	10%	27C COMM-AV	75%
8B OVERHEAD & COILING DOORS	90%	28A ELECTRONIC SAFETY & SEC-FA	0%
8C GLASS & GLAZING	0%	28B ELECTRONIC SAFETY & SEC-AC	5%
8D DETN DOORS AND FRAMES	0%	28C ELECTRONIC SAFETY & SEC-SV	5%
9A STUD FRAMING & GYP SYSTEM	35%	31 EARTHWORK	96%
9B TILING	20%	32A ASPHALT PAVING	65%
9C ACOUSTICAL CEILINGS	0%	32B CONCRETE PAVING	65%
9D FLOORING	0%	32C CHAIN LINK FENCE & GATES	0%
9E EPOXY FLOORING	0%	32D LANDSCAPE & IRRIGATION	0%
9F PAINTING AND COATINGS	0%	32E SYNTHETIC GRASS SURFACES	0%
10A SPECIALITES (MATERIAL)	0%	32F EMER VEH TRAFFIC SIGNALING	75%
10B OPERABLE WALL PARTITIONS	0%	33 SITE UTILITIES	97%

Budget Report>

The project remains on budget at \$12,645,954 or \$474,046 under the \$13,120,000 budget approved by Council with no anticipated upcoming issues. The Construction Contingency balance as of the date of this report is at \$372,820.68 with \$-(17,227.60) of funds utilized during the current period.

Report Date>

December 2, 2019

Report Submitted By>

Robert Strack

