

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
November 7, 2023
7:00 pm
AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Pledge of Allegiance.
3. Consent Agenda
 - 3A. Minutes of the September 5, 2023 City Council meeting.
 - 3B. Agenda.
 - 3C. Bills Payable, Receipts and Treasurer’s Report.
 - 3D. Other
4. Sheriff’s Report
5. Building Inspector’s Report – Mike Wallen.
6. Fire Department
 - 6A. Monthly Report
 - 6B. Benefit Increase Request
7. Emerald Ponds/CAP Homes
8. Open Forum -10 Minute Limit.
9. Engineer’s Report
 - 9A. MSA
 - 9B. Task Order
10. Public Works Update
 - 10A. Hidden Lake Park Shelter Irrigation System Quote
11. Planning Commission Recommendation – A&E Storage Site Plan and CUP, Resolution #2023-14
12. Public Hearing – Vacating Drainage and Utility Easements Pleasure Land, Resolution #2023-15
13. Council Member Comments/Purview.
14. Clerk's Report.
 - 14A. St. Cloud Request Homelessness Working Group
 - 14B. Lynden Township Shared Road Agreement Discussion
 - 14C. Personnel Policy Discussion
 - 14D. Tax Rate Information
15. Adjourn.

REMINDERS: Planning Commission Meeting, Monday, November 5, 6:30pm
 Veteran’s Day Holiday, Friday, November 10, City Hall Closed
 Thanksgiving Holiday, Thursday and Friday, November 23 and 24, City Hall
 Closed
 Planning Commission Meeting, Monday, December 4, 6:30pm
 Regular City Council Meeting, Tuesday, December 5, 2023 7pm

CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
October 3, 2023
7:00 pm

Administrative Summary

Consent Agenda – all items are in the packets.

Sheriff's and Building Inspector's Reports – included in the packets.

Fire Report – the monthly report is included in the packets along with a request from the Relief Association to consider increasing their annual benefit. I believe Butch will be in attendance for that discussion.

Emerald Ponds Twin Home Discussion – I have included in the packets emails I have received from Emerald Ponds residents about concerns with the buildings being built by CAP Homes along with pictures of the status of those builds and a copy of the Emerald Ponds Developer's agreement. I believe the builder, developer and a number of residents will be in attendance to discuss this issue.

Engineer's Report – Jeremy asked that we adopt a new Master Service Agreement which I have included in the packets. He will also be providing a Task Order agreement for the 2024 Street Project that will be included with the updated packets.

Public Works Update – Chad will be at the meeting to present the quote from Traut Wells to attach the Hidden Lake Park irrigation system to a pump out of the pond.

Resolution #2023-14, A&E Storage Site Plan and CUP – the planning commission will be meeting Monday and the materials provided assume the recommend amending the existing site plan and CUP approval.

Resolution #2023-15, Vacating Drainage and Utility Easements in Kiffmeyer and White Oak Addition – we need to hold a public hearing on this as we are vacating the drainage and utility easements on the interior of the proposed Pleasure Land plat.

Clerk's Report – I have included in the packets a request from the City of St. Cloud and the probable tax rate. I will also discuss a meeting Jeff and I had with Lynden Township on our joint road agreement and ask that we schedule a work session to go over our personnel policy as some things will need to change based on laws passed last legislative session.

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
October 3, 2023**

CALL TO ORDER: The meeting was called to order by Mayor Zenzen at 7:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Zenzen, Council Members Backes, Schmitz, Coleman and Hommerding; Fire Chief Kramer, Asst. Fire Chief Steinhofer, Stearns County Deputy Widman, Engineer Boots, Attorney Couri, and Clerk/Administrator McCabe.

OTHERS PRESENT: Jackie Steinhofer, Sheri Stang, Keith Winter, Dan Hiemenz, Jim Honer

CONSENT AGENDA: Mr. McCabe asked that we add one payable to Xcel Energy in an amount of \$50. He also stated he had added the 2024 sheriff's contract to the updated packet that was sent out earlier today.

A motion was made to approve the consent agenda as amended by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, September 5, 2023.
Bill Payable, Receipts and Treasurer's Report dated October 3, 2023 and for US Bank payment and Checks #24845e – 24865e and #28449 -28500 and #25028-25121.

City Council Agenda, October 3, 2023
2024 Stearns County Sheriff's Contract

SHERIFF'S REPORT: Lt. Widman presented the Sheriff's report. He indicated 45 hours were spent on the contract in the month and reviewed the call types and answered questions from the Council.

A motion was made to approve the Sheriff's report as presented by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

BUILDING INSPECTOR'S

REPORT: Mr. McCabe presented the monthly building inspector's report. He noted there were 41 total permits issued during the month of September including four new home permits bringing the total to the year to 23. He noted we also have three new commercial buildings for the year.

A motion was made to approve the building inspectors report by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

Mr. McCabe indicated the inspector wanted direction on how often he should attend. Mayor Zenzen would like to see him more often during the busier months. Others thought it is not necessary as the written report tells them what they need to know.

**FIRE DEPT.
REPORT:**

Chief Kramer said they had 11 calls in August bringing the total to 93 for the year. Training was on auto extraction.

A motion was made to approve the report by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

Chief Kramer stated he got a late quote for turn out gear.

A motion was made to approve the purchase of turn out gear in an amount of \$13,684 by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

Mr. Hommerding asked about the backup power; Chief Kramer stated it isn't done yet but it is being covered by warranty.

**PARK BOARD
RECOMMENDATION
SHED LEASE:**

Mr. McCabe stated the park board at their meeting recommended we lease space in the ball field sheds to the baseball teams for their equipment. Mr. Couri presented a draft agreement and explained it is a generic lease and the terms of the lease. Mr. Couri stated there wasn't a consideration included in the draft and what would the Council like to have as a contractual price. Mr. Backes wondered if we should allow them use for maintenance of the field. Mayor Zenzen wondered if we would have to lease to other organizations and stated he would be more open to allowing them to have their own shed. Mr. Winter, speaking for the St. Augusta Little League Association, talked about their plan moving forward. Mr. Schmitz brought up the fact that he thought this was discussed and decided last meeting. Mr. Winter stated he thinks it is a communication issue. Mr. Hommerding indicated they have a plan for expanding the parks. Ms. Coleman stated she would like to approve based on park board recommendation. Mr. Backes said consideration should just be routine maintenance (dragging the infield, tamping the pitcher's mound and batter's box, cleaning the dugouts and removal of garbage from the field)

A motion was made to approve the lease as amended by Mr. Couri with SALLA once a corporation is established by Ms. Coleman, seconded by Mr. Backes. Motion carried unanimously.

OPEN FORUM: No comments offered.

ENGINEER'S REPORT:

Mr. Boots indicated he reviewed the F Street site and the work covered by the Letter of Credit is substantially complete and recommended we approve releasing the letter of credit.

A motion was made to release the F Street Letter of Credit by Mr. Schmitz, seconded by Mr. Hommerding. Motion carried unanimously.

Mr. Boots indicated he along with Mayor Zenzen and Mr. McCabe met with a representative of Knife River after they once again withdrew their application for a mining pit on the Honer property. He indicated Knife River believed the requirement of supplying signed plans was the final straw as they wouldn't meet their target return on investment. Knife River stated the material available wasn't the high return rock and granite but low value sand and class 5. Mr. Boots explained to Knife River the City's MS4 permit requires them to document more than if we didn't have an MS4 designation and that is why signed plans are necessary. Knife River stated he thought it was redundant for permits they are already required to acquire from state agencies. Mr. Couri explained why the requirements are included in the ordinance and how that covers the City.

COUNCIL MEMBER PURVIEW:

Mr. Backes asked about the lights at the dog park and was told they are in and working.

Mayor Zenzen indicated he thinks we need to RFP our planning consultant. Mr. McCabe stated maybe we RFP just the comp plan review.

A motion was made to send an RFP for the comp plan review by Mayor Zenzen, seconded by Mr. Backes. Motion carried unanimously.

CITY ADMINISTRATOR REPORT:

Attorney Couri stated he had visited the Winkleman site and he is not in compliance with the settlement agreement. He explained that he has visited with Winkleman and indicates he needs to clean up the garages. He provided pictures of the outside areas and explained the progress that is being made. Mr. Couri stated the court asked for an update and Mr. Couri explained that there is progress being made and he would visit with the Council to see their wishes. Mr. Couri

suggested to the Council that we ride the progress being made and allow time for additional progress. He indicated we could look again in a month or two. Consensus from the council was to allow the progress and not fight it out in court.

ADJOURMENT: A motion was made to adjourn at 8:45pm by Mr. Hommerding, seconded by Ms. Coleman. Motion carried unanimously.

Approved this 7th Day of November, 2023.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

City of St. Augusta

11/02/23 11:25 AM

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*Receipt Book

October 2023

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
14853R	101-41000-3221	Building Permits	\$101.00	10/10/2023	general - Pipers	10 02 23 rct
14855R	101-41000-3221	Building Permits	\$363.88	10/10/2023	general - Anthony's	10 02 23 rct
14856R	101-41000-3340	Electric Permits	\$59.00	10/10/2023	general - Sunset Electric	10 02 23 rct
14857R	101-41000-3340	Electric Permits	\$71.00	10/10/2023	general - Faber	10 02 23 rct
14858R	602-49450-3720	Sewer Sales	\$843.59	10/10/2023	sewer - Oct 23 rct	10 02 23 rct
14858R	601-49400-3710	Water Sales	\$1,254.25	10/10/2023	water dept - Oct 23rct	10 02 23 rct
14858R	601-49400-3130	General Sales and Use Tax	\$2.25	10/10/2023	water dept - Oct 23 rct	10 02 23 rct
14858R	605-43160-3740	Electricity Sales	\$8.11	10/10/2023	EU - Oct 23 rct	10 02 23 rct
14858R	606-49450-3728	Sewer Replacement Fund	\$60.31	10/10/2023	SRF - Oct 23 rct	10 02 23 rct
14859R	101-41000-3221	Building Permits	\$6,987.13	10/10/2023	general - Werschay Homes	10 04 23 rct
14859R	101-41000-3225	Right of Way Permits	\$300.00	10/10/2023	general - Werschay Homes	10 04 23 rct
14859R	101-41000-3218	Mailbox Posts/911 Signs	\$30.00	10/10/2023	general - Werschay Homes	10 04 23 rct
14860R	101-41000-3221	Building Permits	\$101.00	10/10/2023	general - Hampton Const	10 04 23 rct
14861R	101-41000-3340	Electric Permits	\$137.00	10/10/2023	general - J Becker	10 04 23 rct
14862R	101-41000-3221	Building Permits	\$404.00	10/10/2023	general - Mech Bros	10 04 23 rct
14863R	606-49450-3728	Sewer Replacement Fund	\$37.86	10/10/2023	SRF - Oct 23 rct	10 04 23 rct
14863R	602-49450-3720	Sewer Sales	\$626.63	10/10/2023	sewer - Oct 23 rct	10 04 23 rct
14863R	601-49400-3710	Water Sales	\$786.88	10/10/2023	water dept - Oct 23rct	10 04 23 rct
14863R	605-43160-3740	Electricity Sales	\$7.85	10/10/2023	EU - Oct 23 rct	10 04 23 rct
14865R	101-41000-3221	Building Permits	\$1,513.96	10/10/2023	general - Bradbury Stern	10 03 23 rct
14866R	606-49450-3728	Sewer Replacement Fund	\$14.99	10/10/2023	SRF - Oct 23 rct	10 03 23 rct
14866R	605-43160-3740	Electricity Sales	\$7.55	10/10/2023	EU - Oct 23 rct	10 03 23 rct
14866R	601-49400-3710	Water Sales	\$293.50	10/10/2023	water dept - Oct 23rct	10 03 23 rct
14866R	602-49450-3720	Sewer Sales	\$380.34	10/10/2023	sewer - Oct 23 rct	10 03 23 rct
14867R	101-41000-3620	Miscellaneous Revenues	\$60.00	10/10/2023	general - purchase doggie bags	10 05 23 rct
14869R	602-49450-3720	Sewer Sales	\$420.76	10/10/2023	sewer - Oct 23 rct	10 05 23 rct
14869R	606-49450-3728	Sewer Replacement Fund	\$18.01	10/10/2023	SRF - Oct 23 rct	10 05 23 rct
14869R	605-43160-3740	Electricity Sales	\$8.19	10/10/2023	EU - Oct 23 rct	10 05 23 rct
14869R	601-49400-3130	General Sales and Use Tax	\$2.25	10/10/2023	water dept - Oct 23 rct	10 05 23 rct
14869R	601-49400-3710	Water Sales	\$420.59	10/10/2023	water dept - Oct 23rct	10 05 23 rct
14870R	101-41000-3221	Building Permits	\$101.00	10/17/2023	general - P Stotesberry	10 11 23 rct
14871R	603-43254-3720	Sewer Availability Charges	\$6,000.00	10/10/2023	SAC - Cap Properties (town homes)	10 06 23 rct
14871R	603-43254-3710	Water Availability Charges	\$6,000.00	10/10/2023	WAC - Cap Properties (town homes)	10 06 23 rct
14871R	603-43254-3720	Sewer Availability Charges	\$6,000.00	10/10/2023	SAC - Cap Properties (town homes)	10 06 23 rct
14871R	601-49400-3710	Meter Sales	\$2,900.00	10/10/2023	water dept - Cap Properties (town ho	10 06 23 rct
14871R	101-41000-3221	Building Permits	\$4,362.14	10/10/2023	general - Cap Properties (town home	10 06 23 rct
14871R	601-49400-3710	Meter Sales	\$2,900.00	10/10/2023	water dept - Cap Properties (town ho	10 06 23 rct
14871R	603-43254-3710	Water Availability Charges	\$6,000.00	10/10/2023	WAC - Cap Properties (town homes)	10 06 23 rct
14871R	101-41000-3225	Right of Way Permits	\$600.00	10/10/2023	general - Cap Properties (town home	10 06 23 rct
14871R	101-41000-3221	Building Permits	\$4,362.14	10/10/2023	general - Cap Properties (town home	10 06 23 rct
14873R	101-41000-3221	Building Permits	\$101.00	10/10/2023	general - H&S	10 06 23 rct
14875R	606-49450-3728	Sewer Replacement Fund	\$12.76	10/10/2023	SRF - Oct 23 rct	10 06 23 rct
14875R	601-49400-3710	Water Sales	\$300.08	10/10/2023	water dept - Oct 23rct	10 06 23 rct
14875R	602-49450-3720	Sewer Sales	\$138.97	10/10/2023	sewer - Oct 23 rct	10 06 23 rct
14875R	605-43160-3740	Electricity Sales	\$2.00	10/10/2023	EU - Oct 23 rct	10 06 23 rct
14876R	101-41000-3221	Building Permits	\$101.00	10/17/2023	general - Pipers	10 11 23 rct
14877R	101-41000-3221	Building Permits	\$202.00	10/17/2023	general - Augusta Plmb	10 11 23 rct
14878R	101-41000-3931	Election Assistance	\$188.94	11/1/2023	elections - 2023 voter funding	10 31 23 cc cty
14878R	101-41000-3931	Election Assistance	\$218.61	11/1/2023	elections - 2023 voter funding	10 31 23 cc cty
14879R	101-41000-3340	Electric Permits	\$36.00	11/1/2023	general - Ryans Electric	10 31 23 cc cty

City of St. Augusta

*Receipt Book

October 2023

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
14880R	101-41000-3340	Electric Permits	\$36.00	10/17/2023	general - Delton Elec	10 11 23 rct
14881R	601-49400-3710	Water Sales	\$767.96	10/17/2023	water dept - Oct 23rct	10 11 23 rct
14881R	605-43160-3740	Electricity Sales	\$10.24	10/17/2023	EU - Oct 23 rct	10 11 23 rct
14881R	606-49450-3728	Sewer Replacement Fund	\$24.69	10/17/2023	SRF - Oct 23 rct	10 11 23 rct
14881R	602-49450-3720	Sewer Sales	\$647.90	10/17/2023	sewer - Oct 23 rct	10 11 23 rct
14882R	101-41000-3221	Building Permits	\$101.00	10/17/2023	general - Oberg	10 12 23 rct
14883R	101-41000-3410	Assessment Search Fees	\$10.00	10/17/2023	general - S Ball	10 12 23 rct
14884R	101-41000-3340	Electric Permits	\$136.00	10/17/2023	general - Mike's	10 12 23 rct
14885R	101-41000-3340	Electric Permits	\$36.00	10/17/2023	general - Klein	10 12 23 rct
14886R	101-41000-3221	Building Permits	\$101.00	10/17/2023	general - Results	10 12 23 rct
14888R	101-41000-3340	Electric Permits	\$136.00	10/17/2023	H&S	10 13 23 rct
14889R	602-49450-3720	Sewer Sales	\$1,413.70	10/17/2023	sewer - Oct 23 rct	10 13 23 rct
14889R	606-49450-3728	Sewer Replacement Fund	\$61.67	10/17/2023	SRF - Oct 23 rct	10 13 23 rct
14889R	605-43160-3740	Electricity Sales	\$25.23	10/17/2023	EU - Oct 23 rct	10 13 23 rct
14889R	601-49400-3710	Water Sales	\$1,415.55	10/17/2023	water dept - Oct 23rct	10 13 23 rct
14890R	601-49400-3710	Meter Sales	\$1,805.20	10/17/2023	water dept - Precise Refrig	10 16 23 rct
14891R	450-42270-3623	Contributions and Donations	\$2,000.00	10/17/2023	CIP - fire dept - Club Almar	10 16 23 rct
14892R	101-41000-3500	Fines and Forfeits	\$434.06	11/1/2023	general - misdemeanors	10 31 23 cc cty
14893R	101-41000-3221	Building Permits	\$101.00	10/17/2023	general - Mech Bros	10 16 23 rct
14894R	450-41000-3340	Cable TV Franchise Fee	\$647.88	10/17/2023	CIP - general, Midco	10 16 23 rct
14895R	605-43160-3740	Electricity Sales	\$8.09	10/17/2023	EU - Oct 23 rct	10 16 23 rct
14895R	606-49450-3728	Sewer Replacement Fund	\$26.19	10/17/2023	SRF - Oct 23 rct	10 16 23 rct
14895R	601-49400-3710	Water Sales	\$695.12	10/17/2023	water dept - Oct 23rct	10 16 23 rct
14895R	601-49400-3130	General Sales and Use Tax	\$2.15	10/17/2023	water dept - Oct 23 rct	10 16 23 rct
14895R	602-49450-3720	Sewer Sales	\$815.83	10/17/2023	sewer - Oct 23 rct	10 16 23 rct
14896R	101-41000-3340	Electric Permits	\$36.00	10/17/2023	general - Klein Electric	10 16 23 rct 2
14897R	101-41000-3340	Electric Permits	\$35.00	10/17/2023	general - Hubbard Elec	10 16 23 rct 2
14898R	101-41000-3340	Electric Permits	\$36.00	10/17/2023	general - JT Elec	10 16 23 rct 2
14899R	101-41000-3340	Electric Permits	\$71.00	10/17/2023	general - Augusta Elec	10 16 23 rct 2
14900R	101-41000-3221	Building Permits	\$272.38	10/17/2023	general - Your Homes Improvement	10 16 23 rct 2
14901R	101-41000-3340	Electric Permits	\$72.00	10/17/2023	general - Mech Energy	10 16 23 rct 2
14901R	101-41000-3221	Building Permits	\$202.00	10/17/2023	general - Mech Energy	10 16 23 rct 2
14902R	602-49450-3720	Sewer Sales	\$3,509.83	10/17/2023	sewer - Oct 23 rct	10 16 23 rct 2
14902R	601-49400-3130	General Sales and Use Tax	\$24.39	10/17/2023	water dept - Oct 23 rct	10 16 23 rct 2
14902R	606-49450-3728	Sewer Replacement Fund	\$136.51	10/17/2023	SRF - Oct 23 rct	10 16 23 rct 2
14902R	601-49400-3710	Water Sales	\$3,295.16	10/17/2023	water dept - Oct 23rct	10 16 23 rct 2
14902R	607-41000-3710	Storm Sewer Sales	\$0.00	10/17/2023	SW - Oct 23 rct	10 16 23 rct 2
14902R	605-43160-3740	Electricity Sales	\$35.97	10/17/2023	EU - Oct 23 rct	10 16 23 rct 2
14903R	101-41000-3221	Building Permits	\$202.00	10/25/2023	general - BD Exteriors	10 18 23 rct
14904R	601-49400-3710	Water Sales	\$1,569.49	10/25/2023	water dept - Oct 23rct	10 18 23 rct
14904R	605-43160-3740	Electricity Sales	\$24.81	10/25/2023	EU - Oct 23 rct	10 18 23 rct
14904R	606-49450-3728	Sewer Replacement Fund	\$74.97	10/25/2023	SRF - Oct 23 rct	10 18 23 rct
14904R	602-49450-3720	Sewer Sales	\$1,276.77	10/25/2023	sewer - Oct 23 rct	10 18 23 rct
14905R	603-43254-3710	Water Availability Charges	\$3,000.00	10/25/2023	WAC - Arvola Homes	10 18 23 rct 2
14905R	603-43254-3720	Sewer Availability Charges	\$3,000.00	10/25/2023	SAC - Arvola Homes	10 18 23 rct 2
14905R	601-49400-3710	Meter Sales	\$325.00	10/25/2023	water dept - Arvola Homes	10 18 23 rct 2
14905R	101-41000-3225	Right of Way Permits	\$300.00	10/25/2023	general - Arvola Homes	10 18 23 rct 2
14905R	101-41000-3221	Building Permits	\$3,380.88	10/25/2023	general - Arvola Homes	10 18 23 rct 2
14906R	101-41000-3620	Miscellaneous Revenues	\$53.18	10/25/2023	general - overpayment Aflac Hollerm	10 18 23 rct 2
14907R	602-49450-3720	Sewer Sales	\$1,457.46	10/25/2023	sewer - Oct 23 rct	10 18 23 rct 2

City of St. Augusta

*Receipt Book

October 2023

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
14907R	606-49450-3728	Sewer Replacement Fund	\$105.82	10/25/2023	SRF - Oct 23 rct	10 18 23 rct 2
14907R	605-43160-3740	Electricity Sales	\$105.82	10/25/2023	EU - Oct 23 rct	10 18 23 rct 2
14907R	601-49400-3130	General Sales and Use Tax	\$17.71	10/25/2023	water dept - Oct 23 rct	10 18 23 rct 2
14907R	601-49400-3710	Water Sales	\$2,106.63	10/25/2023	water dept - Oct 23rct	10 18 23 rct 2
14908R	101-41000-3221	Building Permits	\$101.00	10/25/2023		10 20 23 rct
14909R	101-41000-3340	Electric Permits	\$72.00	10/25/2023	general - spartan elec	10 20 23 rct
14910R	601-49400-3130	General Sales and Use Tax	\$40.45	10/25/2023	water dept - Oct 23 rct	10 20 23 rct
14910R	606-49450-3728	Sewer Replacement Fund	\$123.88	10/25/2023	SRF - Oct 23 rct	10 20 23 rct
14910R	605-43160-3740	Electricity Sales	\$26.38	10/25/2023	EU - Oct 23 rct	10 20 23 rct
14910R	601-49400-3710	Water Sales	\$2,444.07	10/25/2023	water dept - Oct 23rct	10 20 23 rct
14910R	602-49450-3720	Sewer Sales	\$1,633.02	10/25/2023	sewer - Oct 23 rct	10 20 23 rct
14911R	606-49450-3728	Sewer Replacement Fund	\$112.51	10/25/2023	SRF - Oct 23 rct	10 20 23 rct 2
14911R	601-49400-3710	Water Sales	\$2,522.18	10/25/2023	water dept - Oct 23rct	10 20 23 rct 2
14911R	605-43160-3740	Electricity Sales	\$40.37	10/25/2023	EU - Oct 23 rct	10 20 23 rct 2
14911R	602-49450-3720	Sewer Sales	\$2,345.46	10/25/2023	sewer - Oct 23 rct	10 20 23 rct 2
14911R	601-49400-3130	General Sales and Use Tax	\$5.62	10/25/2023	water dept - Oct 23 rct	10 20 23 rct 2
14912R	101-41000-3221	Building Permits	\$101.00	10/25/2023	general - Gary Fruth Const	10 24 23 rct
14913R	101-41000-3221	Building Permits	\$344.63	10/25/2023	general - A Cockeroff	10 24 23 rct
14914R	101-41000-3221	Building Permits	\$101.00	11/1/2023	general - Excel Energy	10 31 23 cc ct
14915R	101-41000-3221	Building Permits	\$101.00	10/25/2023	general - BD Exteriors	10 24 23 rct
14916R	602-49450-3720	Sewer Sales	\$1,879.47	10/25/2023	sewer - Oct 23 rct	10 24 23 rct
14916R	605-43160-3740	Electricity Sales	\$34.87	10/25/2023	EU - Oct 23 rct	10 24 23 rct
14916R	601-49400-3710	Water Sales	\$2,110.94	10/25/2023	water dept - Oct 23rct	10 24 23 rct
14916R	606-49450-3728	Sewer Replacement Fund	\$102.08	10/25/2023	SRF - Oct 23 rct	10 24 23 rct
14917R	602-49450-3720	Sewer Sales	\$2,472.73	11/1/2023	sewer - Oct 23 rct	10 25 23 rct
14917R	606-49450-3728	Sewer Replacement Fund	\$121.15	11/1/2023	SRF - Oct 23 rct	10 25 23 rct
14917R	605-43160-3740	Electricity Sales	\$37.70	11/1/2023	EU - Oct 23 rct	10 25 23 rct
14917R	601-49400-3710	Water Sales	\$2,648.45	11/1/2023	water dept - Oct 23rct	10 25 23 rct
14917R	601-49400-3130	General Sales and Use Tax	\$11.34	11/1/2023	water dept - Oct 23 rct	10 25 23 rct
14919R	602-49450-3720	Sewer Sales	\$1,156.90	11/1/2023	sewer - Oct 23 rct	10 26 23 rct
14919R	601-49400-3710	Water Sales	\$1,463.78	11/1/2023	water dept - Oct 23rct	10 26 23 rct
14919R	605-43160-3740	Electricity Sales	\$23.60	11/1/2023	EU - Oct 23 rct	10 26 23 rct
14919R	606-49450-3728	Sewer Replacement Fund	\$68.40	11/1/2023	SRF - Oct 23 rct	10 26 23 rct
14920R	607-41000-3710	Storm Sewer Sales	\$28.80	11/1/2023	SW - Oct 23 rct	10 30 23 rct
14920R	602-49450-3720	Sewer Sales	\$5,008.51	11/1/2023	sewer - Oct 23 rct	10 30 23 rct
14920R	606-49450-3728	Sewer Replacement Fund	\$326.03	11/1/2023	SRF - Oct 23 rct	10 30 23 rct
14920R	601-49400-3710	Water Sales	\$4,185.93	11/1/2023	water dept - Oct 23rct	10 30 23 rct
14920R	605-43160-3740	Electricity Sales	\$35.82	11/1/2023	EU - Oct 23 rct	10 30 23 rct
14920R	601-49400-3130	General Sales and Use Tax	\$6.52	11/1/2023	water dept - Oct 23 rct	10 30 23 rct
14922R	450-41130-3103	Gravel Tax	\$4,471.55	11/1/2023	CIP - pw dept, gravel tax	10 31 23 cc ct
14928R	101-41000-3340	Electric Franchise Fee	\$5,295.00	11/1/2023	general - Stearns Electric	10 31 23 cc ct
14929R	101-41000-3340	Electric Permits	\$36.00	11/1/2023	general - Ryans Electric	Oct 23 cc ct st
14930R	101-41000-3221	Building Permits	\$101.00	11/1/2023	general - Excel Energy	Oct 23 cc ct st
14931R	450-41130-3103	Gravel Tax	\$4,471.55	11/1/2023	CIP - pw dept, gravel tax	Oct 23 cc ct st
14932R	101-41000-3931	Election Assistance	\$188.94	11/1/2023	elections - 2023 voter funding	Oct 23 cc ct st
14932R	101-41000-3931	Election Assistance	\$218.61	11/1/2023	elections - 2023 voter funding	Oct 23 cc ct st
14933R	101-41000-3500	Fines and Forfeits	\$434.06	11/1/2023	general - misdemeanors	Oct 23 cc ct st
14934R	101-41000-3340	Electric Franchise Fee	\$5,295.00	11/1/2023	general - Stearns Electric	Oct 23 cc ct st
14887163R	606-49450-3728	Sewer Replacement Fund	\$7.25	10/17/2023	SRF - Oct 23 rct	10 12 23 rct
14887163R	605-43160-3740	Electricity Sales	\$3.76	10/17/2023	EU - Oct 23 rct	10 12 23 rct

City of St. Augusta
*Receipt Book

October 2023

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
14887163 R	601-49400-3130	General Sales and Use Tax	\$2.15	10/17/2023	water dept - Oct 23 rct	10 12 23 rct
14887163 R	601-49400-3710	Water Sales	\$163.23	10/17/2023	water dept - Oct 23rct	10 12 23 rct
14887163 R	602-49450-3720	Sewer Sales	\$151.09	10/17/2023	sewer - Oct 23 rct	10 12 23 rct
Grand Total			\$144,710.54			

***Check Summary Register©**

Checks 10/05/23-11/07/23

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
24866e PERA	10/11/2023	\$2,079.08	emp pd pera
24867e STATE BANK OF KIMBALL	10/11/2023	\$4,147.65	941 taxes
24868e JOHN HANCOCK	10/11/2023	\$1,150.00	g - Hollermann def comp pay 21 23
24869e BLUE CROSS BLUE SHIELD	10/11/2023	\$5,218.97	Chad - employer paid insurance
24870e STEARNS ELECTRIC ASSOCIATI	10/11/2023	\$2,271.19	fire dept - fire hall
24871e JOHN HANCOCK	10/12/2023	\$1,150.00	g - pay 18 23 def comp Hollermann
24872e BANK FEES	10/12/2023	\$10.30	general - US Bank fee
24873e JOHN HANCOCK	10/31/2023	\$1,150.00	g - def comp pay 22 2023 Hollermann
24874e PERA	10/31/2023	\$2,014.38	emp pd pera
24875e STATE BANK OF KIMBALL	10/31/2023	\$3,744.13	941 taxes
24876e US BANK BLASHACK	10/31/2023	\$294.04	pw dept - fuel for Oct 2023
24877e US BANK HOLLERMANN	10/31/2023	\$4,423.27	pw dept - fuel for Oct 2023
24878e US BANK KIFFMEYER	10/31/2023	\$1,832.44	pw dept - fuel for Oct 2023
24879e US BANK MCCABE	10/31/2023	\$544.39	parks dept - supplies, Spectrum
24880e US BANK RASMUSON	10/31/2023	\$227.92	fire dept - Midco
24881e US BANK VOIGT	10/31/2023	\$288.80	fire dept - supplies, Home Depot
24882e US BANK WOLTERS	10/31/2023	\$18.34	parks dept - supplies, Menards
24883e MN DEPT OF REVENUE	11/1/2023	\$1,524.39	emp pd state taxes
24884e STATE BANK OF KIMBALL	11/1/2023	\$143.55	941 taxes
25122 BILL MCCABE	10/5/2023	\$209.00	g - McCabe bill pymt
25123 BLASHACK, CHAD C.	10/11/2023	\$1,679.17	
25124 HILL, MARY M	10/11/2023	\$823.36	
25125 HOLLERMANN, PAUL A.	10/11/2023	\$1,515.91	
25126 KIFFMEYER, MARK G.	10/11/2023	\$1,590.41	
25127 McCABE, WILLIAM R.	10/11/2023	\$2,509.61	
25128 RASMUSON, TERESA M.	10/11/2023	\$99.17	
25129 SCHLUETER, STEVEN F.	10/11/2023	\$422.62	
25130 VOIGT, MASON M	10/11/2023	\$357.87	
25131 WAIBEL, THOMAS F.	10/11/2023	\$218.17	
25132 WOLTERS, KENNETH G	10/11/2023	\$615.76	
25133 MARK KIFFMEYER	10/18/2023	\$75.00	pw dept - boot allowance
25134 ST. AUGUSTA LEGION	10/18/2023	\$200.00	general - Stearns County Municipal League me
25135 BILL MCCABE	10/18/2023	\$451.29	g - McCabe body scan thing
25136 BLASHACK, CHAD C.	10/25/2023	\$1,679.17	
25137 HILL, MARY M	10/25/2023	\$759.52	
25138 HOLLERMANN, PAUL A.	10/25/2023	\$1,577.76	
25139 KIFFMEYER, MARK G.	10/25/2023	\$1,590.41	
25140 McCABE, WILLIAM R.	10/25/2023	\$2,509.61	
25141 RASMUSON, TERESA M.	10/25/2023	\$99.17	
25142 SCHLUETER, STEVEN F.	10/25/2023	\$109.10	
25143 VOIGT, MASON M	10/25/2023	\$357.87	
25144 WOLTERS, KENNETH G	10/25/2023	\$232.04	
25145 BILL MCCABE	10/25/2023	\$206.38	g - McCabe Rx
25146 BILL MCCABE	10/31/2023	\$197.44	g - McCabe rx
25147 KRAMER, JOSEPH S.	10/31/2023	\$657.81	
25148 BILL MCCABE	11/2/2023	\$94.82	g - McCabe Rx
25149 AFLAC	11/7/2023	\$515.48	g - employee paid insurance
25150 ZAYO GROUP	11/7/2023	\$309.44	sewer dept - telephone
25151 ASTECH	11/7/2023	\$82,177.15	CIP - pw, seal coating project final quantities
25152 CASEY SCHROEDER	11/7/2023	\$650.00	general - carpet cleaning
25153 CENTER POINT ENERGY	11/7/2023	\$38.03	fire dept - gas usage
25154 CHRISTY SAVAGE	11/7/2023	\$33.35	fire dept - supplies for training, Amazon
25155 CITY OF ST. AUGUSTA	11/7/2023	\$86.22	general - Oct 2023 usage

***Check Summary Register©**

Checks 10/05/23-11/07/23

Name	Check Date	Check Amt	
25156	CITY OF ST. CLOUD	11/7/2023	\$45,390.62 sewer dept - Aug 23 treatment charges
25157	COLLABORATIVE PLANNING LLC	11/7/2023	\$3,570.00 general - general planning
25158	CORE & MAIN LP	11/7/2023	\$2,620.00 water dept - annual support
25159	CORY WENZ	11/7/2023	\$100.14 water dept - refund oiverpayment
25160	COURI & RUPPE PLLP	11/7/2023	\$967.50 general - general legal counsel
25161	F.I.R.E.	11/7/2023	\$1,200.00 fire dept - Confined space
25162	GOPHER STATE ONE-CALL	11/7/2023	\$222.74 water dept - locates
25163	HOTSY OF MINNESOTA	11/7/2023	\$428.97 fire dept - car wash bulk soap
25164	ICM HOMES LLC	11/7/2023	\$69.51 water dept - refund overpayment
25165	INITIATIVE FOUNDATION	11/7/2023	\$250.00 general - 2023 pledge allocation
25166	INSPECTRON	11/7/2023	\$59,304.95 general - 3rd qtr 2023 inspections
25167	KELLY C JOHNSON INC	11/7/2023	\$873.80 general - Oct 2023 permits
25168	KENNETH WOLTERS	11/7/2023	\$47.16 parks dept - Oct 2023 mileage
25169	LEAGUE OF MN CITIES	11/7/2023	\$2,632.00 general - work comp insurance
25170	MACQUEEN EMERGENCY	11/7/2023	\$180.00 pw dept - gas calibration
25171	MARCO	11/7/2023	\$108.90 general - copier contract
25172	MICHAEL THULL	11/7/2023	\$167.62 water dept - refund overpayment
25173	ML SCHENDZIELOS AND SONS I	11/7/2023	\$1,125.00 pw dept - grading city roads
25174	MN DEPT OF LABOR & INDUSTR	11/7/2023	\$3,360.96 general - 3rd qtr 2023 surcharge
25175	NELSONS SANITATION & RENTA	11/7/2023	\$149.14 parks dept - toilet rental KP Oct 23
25176	RITEWAY BUSINESS FORMS	11/7/2023	\$1,104.72 water dept - utility billing postcards
25177	RMB ENVIRONMENTAL LABORA	11/7/2023	\$104.54 sewer dept - ww effluent
25178	SC TIMES	11/7/2023	\$191.80 general - sign ordinance publication
25179	STEARNS COUNTY AUDITOR/TR	11/7/2023	\$1,950.00 elections - equipment rental
25180	TRAUT COMPANIES	11/7/2023	\$70.00 sewer dept - sample #'s 231758 & 213759
25181	VIKING COCA COLA BOTTLING C	11/7/2023	\$824.00 fire dept - Nat'l Night Out beverages
25182	WEST CENTRAL SANITATION	11/7/2023	\$584.12 general - garbage service
25183	ZIEGLER	11/7/2023	\$351.05 pw dept - stump grinder
25184	MASON VOIGT	11/7/2023	\$94.32 parks dept - Oct 2023 mileage (144x..655)
25185	MOORE ENGINEERING	11/7/2023	\$39,882.73 general - Knife River
25186	STEVE SCHLUETER	11/7/2023	\$39.30 parks dept - Oct 2023 mileage (60x.655)
Total Checks			\$304,846.54

Michael G. Zenzen

FILTER: [Check Date] between #10/05/23# and #11/07/23# and [Check Nbr]>0 and [Cash Act]='10100'

***Check Detail Register©**

Batch: 11 07 23 addl

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25184	11/07/23	MASON VOIGT			
E 101-45200-430		Miscellaneous	\$94.32		parks dept - Oct 2023 mileage (144x.655)
		Total	\$94.32		
25185 11/07/23 MOORE ENGINEERING					
E 101-41000-303		Engineering Fees	\$1,290.00	35680	general - Knife River
E 101-41000-303		Engineering Fees	\$860.00	35680	general - F Street
E 101-41000-303		Engineering Fees	\$860.00	35680	general - Unger Storage review
E 101-41000-303		Engineering Fees	\$310.00	35681	general - general engineering
E 450-41130-230		Overlaying	\$36,562.73	35682	CIP - pw dept, 2024 street improvements
		Total	\$39,882.73		
25186 11/07/23 STEVE SCHLUETER					
E 101-45200-430		Miscellaneous	\$39.30		parks dept - Oct 2023 mileage (60x.655)
		Total	\$39.30		
		10100 STATE BANK OF KIMBAL	\$40,016.35		

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	\$3,453.62
450 CAPITAL PROJECT FUND	\$36,562.73
	\$40,016.35

Michael G. Zenzen

***Check Detail Register©**

Batch: Nov 7 23 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25149	11/07/23	AFLAC			
G 101-21710		Other Deductions	\$364.40		g - employee paid insurance
G 601-21710		Other Deductions	\$75.54		g - employee paid insurance
G 602-21710		Other Deductions	\$75.54		g - employee paid insurance
		Total	\$515.48		
25150	11/07/23	ZAYO GROUP			
E 602-49450-321		Telephone	\$309.44		sewer dept - telephone
		Total	\$309.44		
25151	11/07/23	ASTECH			
E 450-41130-233		Seal Coating	\$82,177.15	23-467	CIP - pw, seal coating project final quantities
		Total	\$82,177.15		
25152	11/07/23	CASEY SCHROEDER			
E 101-41000-520		Buildings and Structures	\$650.00		general - carpet cleaning
		Total	\$650.00		
25153	11/07/23	CENTER POINT ENERGY			
E 101-42270-387		Fire Dept Utilities	\$38.03		fire dept - gas usage
		Total	\$38.03		
25154	11/07/23	CHRISTY SAVAGE			
E 101-42270-208		Training, Inst., Travel	\$33.35		fire dept - supplies for training, Amazon
		Total	\$33.35		
25155	11/07/23	CITY OF ST. AUGUSTA			
E 101-41000-736		city halls sewer/water expe	\$86.22		general - Oct 2023 usage
		Total	\$86.22		
25156	11/07/23	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$33,983.47	AR029377	water dept - Aug 23 water usage
E 602-49450-313		Sewer/Contract Services	\$5,431.24	AR029377	sewer dept - Aug 23 treatment charges
E 602-47000-602		NR2 Project - principal/int	\$5,975.91	AR029377	sewer dept - Aug 23 NR2
		Total	\$45,390.62		
25157	11/07/23	COLLABORATIVE PLANNING LLC			
E 101-41000-307		Planning (GENERAL)	\$1,260.00	2023-291	general - general planning
E 101-41000-307		Planning (GENERAL)	\$1,650.00	2023-292	general - Knife River
E 101-41000-307		Planning (GENERAL)	\$660.00	2023-293	general - Pleasureland
		Total	\$3,570.00		
25158	11/07/23	CORE & MAIN LP			
E 601-49400-433		Dues and Subscriptions	\$1,310.00	T742663	water dept - annual support
E 602-49450-433		Dues and Subscriptions	\$1,310.00	T742663	sewer dept - annual support
		Total	\$2,620.00		
25159	11/07/23	CORY WENZ			
E 601-49400-430		Miscellaneous	\$50.07		water dept - refund overpayment
E 602-49450-430		Miscellaneous	\$50.07		sewer dept - refund overpayment

***Check Detail Register©**

Batch: Nov 7 23 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	\$100.14		
25160	11/07/23	COURI & RUPPE PLLP			
E 101-41000-304		Legal Fees	\$860.00		general - general legal counsel
E 101-41000-304		Legal Fees	\$107.50		general - Winkleman
		Total	\$967.50		
25161	11/07/23	F.I.R.E.			
E 101-42270-208		Training, Inst., Travel	\$1,200.00	6469	fire dept - Confined space
		Total	\$1,200.00		
25162	11/07/23	GOPHER STATE ONE-CALL			
E 601-49400-314		Gopher State One Calls	\$111.37	3090757	water dept - locates
E 602-49450-314		Gopher State One Calls	\$111.37	3090757	sewer dept - locates
		Total	\$222.74		
25163	11/07/23	HOTSY OF MINNESOTA			
E 101-42270-220		Repair/Maint Supply	\$428.97	18550	fire dept - car wash bulk soap
		Total	\$428.97		
25164	11/07/23	ICM HOMES LLC			
E 601-49400-430		Miscellaneous	\$34.76		water dept - refund overpayment
E 602-49450-430		Miscellaneous	\$34.75		sewer dept - refund overpayment
		Total	\$69.51		
25165	11/07/23	INITIATIVE FOUNDATION			
E 101-41110-433		Dues and Subscriptions	\$250.00		general - 2023 pledge allocation
		Total	\$250.00		
25166	11/07/23	INSPECTRON			
E 101-41220-300		support services	\$59,304.95		general - 3rd qtr 2023 inspections
		Total	\$59,304.95		
25167	11/07/23	KELLY C JOHNSON INC			
E 101-41220-742		Electrical Insp	\$873.80		general - Oct 2023 permits
		Total	\$873.80		
25168	11/07/23	KENNETH WOLTERS			
E 101-45200-430		Miscellaneous	\$47.16		parks dept - Oct 2023 mileage
		Total	\$47.16		
25169	11/07/23	LEAGUE OF MN CITIES			
E 101-41000-151		Worker s Comp Insurance	\$81.59		general - work comp insurance
E 101-41130-150		Worker s Comp	\$1,350.22		pw dept - work comp insurance
E 601-49400-150		Worker s Comp	\$338.21		water dept - work comp insurance
E 602-49450-150		Worker s Comp	\$338.21		sewer dept - work comp insurance
E 101-45200-150		Worker s Comp	\$128.97		parks dept - work comp insurance
E 101-42270-150		Worker s Comp	\$394.80		fire dept - work comp insurance
		Total	\$2,632.00		
25170	11/07/23	MACQUEEN EMERGENCY			
E 101-41130-220		Repair/Maint Supply	\$180.00	P20759	pw dept - gas calibration

***Check Detail Register©**

Batch: Nov 7 23 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$180.00	
25171	11/07/23	MARCO			
E 101-41000-300		support services	\$108.90	513776047	general - copier contract
			Total	\$108.90	
25172	11/07/23	MICHAEL THULL			
E 607-41000-342		Refunds	\$167.62		water dept - refund overpayment
			Total	\$167.62	
25173	11/07/23	ML SCHENDZIELOS AND SONS INC			
E 101-41130-220		Repair/Maint Supply	\$1,125.00	11124	pw dept - grading city roads
			Total	\$1,125.00	
25174	11/07/23	MN DEPT OF LABOR & INDUSTRY			
E 101-41220-722		Bldg Permit Surcharge	\$3,360.96		general - 3rd qtr 2023 surcharge
			Total	\$3,360.96	
25175	11/07/23	NELSONS SANITATION & RENTAL IN			
E 101-45200-410		Rentals	\$74.57	14309	parks dept - toilet rental HLP Oct 23
E 101-45200-410		Rentals	\$74.57	14310	parks dept - toilet rental KP Oct 23
			Total	\$149.14	
25176	11/07/23	RITEWAY BUSINESS FORMS			
E 601-49400-210		Operating Supplies (GEN	\$552.36	23-32783	water dept - utility billing postcards
E 602-49450-210		Operating Supplies (GEN	\$552.36	23-32783	sewer dept - utility billing postcards
			Total	\$1,104.72	
25177	11/07/23	RMB ENVIRONMENTAL LABORATORIES			
E 602-49450-316		Sample Analysis	\$104.54	D053104	sewer dept - ww effluent
			Total	\$104.54	
25178	11/07/23	SC TIMES			
E 101-41000-205		Ordinance Publication	\$118.53	0005920920	general - sign ordinance publication
E 101-41000-203		Legal Notice Publication	\$73.27	0005920920	general - variance public hearing notice
			Total	\$191.80	
25179	11/07/23	STEARNS COUNTY AUDITOR/TREAS			
E 101-41410-534		Equipment	\$1,950.00	2023-000000	elections - equipment rental
			Total	\$1,950.00	
25180	11/07/23	TRAUT COMPANIES			
E 601-49400-316		Sample Analysis	\$70.00	363991	sewer dept - sample #'s 231758 & 213759
			Total	\$70.00	
25181	11/07/23	VIKING COCA COLA BOTTLING CO			
E 101-42270-320		Natl Night Out	\$824.00		fire dept - Nat'l Night Out beverages
			Total	\$824.00	
25182	11/07/23	WEST CENTRAL SANITATION			
E 101-41000-384		Refuse/Garbage Disposal	\$213.37		general - garbage service
E 101-45200-384		Refuse/Garbage Disposal	\$336.27		parks dept - garbage service

***Check Detail Register©**

Batch: Nov 7 23 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42270-384		Refuse/Garbage Disposal		\$34.48	fire dept - garbage service
		Total		\$584.12	
25183	11/07/23	ZIEGLER			
E 101-41130-220		Repair/Maint Supply		\$351.05	IN001212662 pw dept - stump grinder
		Total		\$351.05	
		10100 STATE BANK OF KIMBAL		\$211,758.91	

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	\$78,594.93
450 CAPITAL PROJECT FUND	\$82,177.15
601 WATER FUND	\$36,525.78
602 SEWER FUND	\$14,293.43
607 STORMWATER UTILITY	\$167.62
	<u>\$211,758.91</u>

Michael G. Zenzen

***Check Detail Register©**

Batch: Nov 7 2023 US Bank

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
24876 e	10/31/23	US BANK BLASHACK			
E 101-41130-220		Repair/Maint Supply	\$182.77		pw dept - fuel for Oct 2023
E 602-49450-212		Motor Fuels	\$7.88		sewer dept - fuel for Oct 2023
E 101-45200-220		Repair/Maint Supply	\$103.39		parks dept - supplies, Menards
		Total	\$294.04		
24877 e 10/31/23 US BANK HOLLERMANN					
E 101-41130-212		Motor Fuels	\$532.05		pw dept - fuel for Oct 2023
E 101-45200-212		Motor Fuels	\$46.38		parks dept - fuel for Oct 2023
E 101-41130-220		Repair/Maint Supply	\$3,844.84		pw dept - tires for plow truck, Poms
		Total	\$4,423.27		
24878 e 10/31/23 US BANK KIFFMEYER					
E 101-41130-212		Motor Fuels	\$258.36		pw dept - fuel for Oct 2023
E 101-45200-212		Motor Fuels	\$53.25		parks dept- fuel for Oct 2023
E 101-41130-220		Repair/Maint Supply	\$667.85		pw dept - parts/supplies for truck, Fairchild
E 101-41130-220		Repair/Maint Supply	\$528.50		pw dept - parts/supplies for mower, Arnolds
E 101-41130-220		Repair/Maint Supply	\$5.54		pw dept - supplies, Midway Iron
E 101-45200-220		Repair/Maint Supply	\$49.60		parks dept - supplies, Ziegler
E 101-41130-220		Repair/Maint Supply	\$60.67		pw dept - supplies, Menards
E 101-41130-220		Repair/Maint Supply	\$157.94		pw dept - shop supplies, Auto Value
E 101-41130-220		Repair/Maint Supply	\$50.73		pw dept - supplies, Midway Iron
		Total	\$1,832.44		
24879 e 10/31/23 US BANK MCCABE					
E 101-45200-220		Repair/Maint Supply	\$199.47		parks dept - supplies, Spectrum
E 101-45200-220		Repair/Maint Supply	\$344.92		parks dept - supplies, Mutt Mitt
		Total	\$544.39		
24880 e 10/31/23 US BANK RASMUSON					
E 101-42270-321		Telephone	\$105.50		fire dept - Midco
E 101-42270-323		Internet	\$122.42		fire dept - Midco
		Total	\$227.92		
24881 e 10/31/23 US BANK VOIGT					
E 101-45200-220		Repair/Maint Supply	\$60.80		fire dept - supplies, Home Depot
E 101-45200-220		Repair/Maint Supply	\$228.00		fire dept - emails, Google
		Total	\$288.80		
24882 e 10/31/23 US BANK WOLTERS					
E 101-45200-220		Repair/Maint Supply	\$18.34		parks dept - supplies, Menards
		Total	\$18.34		
10100 STATE BANK OF KIMBAL			\$7,629.20		

***Check Detail Register©**

Batch: Nov 7 2023 US Bank

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 STATE BANK OF KIMBAL

101 GENERAL FUND			\$7,621.32		
602 SEWER FUND			\$7.88		
			<u>\$7,629.20</u>		

Michael G. Zenzen

	General Fund	CIP Fund	Debt Service	SAC/WAC Fund	Water Fund	Sewer Fund	Storm Water	Sewer Debt	Street Light	ARPA Funds	Monthly Totals
Cash Balance 12/31/2022(audited)	\$ 1,208,861	\$ 1,527,107.00	\$ 199,677	\$ 82,873	\$ 114,574	\$ 970,866	\$ 61,528	\$ 145,999	\$ 5,773	\$ 187,917	\$ 4,505,175
Receipts January 2023	\$ 27,468	\$ 58,776.62	\$ 482	\$ 526	\$ 21,525	\$ 26,688	\$ 8,627	\$ 850	\$ 340		\$ 145,282
Ex. January 2023	\$ 66,860		\$ 495	\$ 84,868	\$ 162,914		\$ 1,099		\$ 323		\$ 316,559
Receipts February 2023	\$ 27,349	\$ 37,000.03			\$ 25,303	\$ 31,499	\$ 1,370	\$ 990	\$ 415		\$ 123,926
Ex. February 2023	\$ 83,785	\$ 13,258.00			\$ 33,638	\$ 35,279	\$ 2,020		\$ 323	\$ 31,440	\$ 199,743
Receipts March 2023	\$ 16,354	\$ 52,057.77		\$ 6,000	\$ 21,802	\$ 27,641	\$ 433	\$ 833	\$ 395		\$ 125,515
Ex. March 2023	\$ 56,585	\$ 114,396.60			\$ 6,309	\$ 656,009	\$ 1,285		\$ 647		\$ 835,232
Receipts April 2023	\$ 97,366	\$ 2,690.98		\$ 180,000	\$ 20,495	\$ 24,160	\$ 1,072	\$ 743	\$ 334		\$ 326,860
Ex. April 2023	\$ 75,326	\$ 102,433.45			\$ 22,394	\$ 19,247	\$ 1,653		\$ 249	\$ 28,800	\$ 250,102
Receipts May 2023	\$ 33,406	\$ 17,453.32		\$ 12,000	\$ 21,560	\$ 27,115	\$ 1,124	\$ 842	\$ 406		\$ 113,907
Ex. May 2023	\$ 176,864	\$ 32,936.20			\$ 39,433	\$ 31,815	\$ 1,902				\$ 282,950
Receipts June 2023	\$ 457,748	\$ 234,625.83	\$ 21,477	\$ 41,778	\$ 28,129	\$ 26,225	\$ 1,558	\$ 1,245	\$ 336		\$ 813,121
Ex. June 2023	\$ 151,533	\$ 134,647.30			\$ 5,954	\$ 6,159	\$ 1,211		\$ 323	\$ 3,000	\$ 302,827
Receipts July 2023	\$ 18,538	\$ 58,576.04			\$ 27,927	\$ 26,257	\$ 230	\$ 1,429	\$ 345		\$ 133,301
Ex. July 2023	\$ 87,497	\$ 945.42			\$ 19,823	\$ 17,725	\$ 7,120		\$ 323	\$ 4,320	\$ 137,753
Receipts August 2023	\$ 57,155	\$ 151,110.12		\$ 18,000	\$ 34,979	\$ 26,504	\$ 58	\$ 1,597	\$ 436		\$ 289,840
Ex. August 2023	\$ 142,564	\$ 22,052.61			\$ 33,260	\$ 58,022	\$ 1,649		\$ 323		\$ 257,871
Receipts September 2023											\$ -
Ex. September 2023	\$ 50,794	\$ 208,690.41			\$ 78,872	\$ 31,030	\$ 2,365			\$ 1,077	\$ 372,827
Receipts October 2023											\$ -
Ex. October 2023											\$ -
Receipts November 2023											\$ -
Ex. November 2023											\$ -
Receipts December 2023											\$ -
Ex. December 2023											\$ -
Cash Balance	\$ 1,052,439	\$ 1,510,037.72	\$ 221,141	\$ 256,309	\$ (86,303)	\$ 331,669	\$ 55,696	\$ 154,526	\$ 6,268	\$ 119,280	\$ 3,621,063

2023 CIP Breakdown	Unallocated	Admin	Park	Streets	Fire	Total
Beginning Balance -12/31/2022						
Un-Audited	\$367,184.63	\$76,663.85	\$839,421.80	\$239,878.27	\$3,958.45	\$1,527,107.00
January Sales Tax			\$ 25,672.76	\$ 25,672.75		\$51,345.51
January Property Tax				\$ 4,052.28	\$ 715.10	\$4,767.38
January Cable Franchise Fees		\$ 663.73				\$663.73
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
2022 Street Project Inspection				\$ (13,258.00)		(\$13,258.00)
February Sales Tax			\$ 16,909.93	\$ 16,909.92		\$33,819.85
February Cable Franchise Fees		\$ 655.18				\$655.18
Park Dedication Fee			\$ 525.00			\$525.00
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Seal Coating Engineering				\$ (555.00)		(\$555.00)
Plow Truck Chassis and Registration				\$ (89,004.45)		(\$89,004.45)
Radios					\$ (2,415.00)	(\$2,415.00)
Garage Heaters		\$ (5,800.00)				(\$5,800.00)
2022 Street Project Final				\$ (16,622.15)		(\$16,622.15)
March Sales Tax			\$ 48,239.03	\$ 489.03		\$48,728.06
March Cable Franchise Fees		\$ 663.74				\$663.74
Park Dedication Fee			\$ 525.00			\$525.00
Aggregate Tax				\$ 140.97		\$140.97
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Radios					\$ (2,449.45)	(\$2,449.45)
2023 Street Project Engineering				\$ (215.00)		(\$215.00)
Wheel Loader				\$ (88,379.00)		(\$88,379.00)
Trailer for Wheel Loader				\$ (11,890.00)		(\$11,890.00)
April Cable Franchise Fees		\$ 690.98				\$690.98
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Seal Coating Engineering				\$ (1,045.00)		(\$1,045.00)
Garage Heaters		\$ (4,976.00)				(\$4,976.00)
Radios					\$ (26,415.20)	(\$26,415.20)
Park Dedication Fee			\$ 525.00			\$525.00
May Cable Franchise Fees		\$ 678.32				\$678.32
Wheel Loader Sale				\$ 14,250.00		\$14,250.00
Meat Raffle Proceeds					\$ 2,000.00	\$2,000.00
Street project engineering				\$ (1,122.50)		(\$1,122.50)
Park Ball Field Shed			\$ (4,379.80)			(\$4,379.80)
Plow Truck Build Out				\$ (117,468.00)		(\$117,468.00)
New Mower			\$ (11,677.00)			(\$11,677.00)
June Cable Franchise Fees		\$ 669.08				\$669.08
June Property Tax				\$ 177,807.13	\$ 56,149.62	\$233,956.75
Fire Hall Tables					\$ (945.42)	(\$945.42)
Local Government Aid				\$ 55,402.00		\$55,402.00
July Cable Franchise Fees		\$ 674.04				\$674.04
Center Point Grant					\$ 2,500.00	\$2,500.00
2021 Street Project Final				\$ (10,947.73)		(\$10,947.73)
2022 Street Project (Striping)				\$ (11,104.88)		(\$11,104.88)
August Sales Tax			\$ 66,632.83	\$ 66,632.82		\$133,265.65
August Cable Franchise Fees		\$ 662.49				\$662.49
Aggregate Tax				\$ 1,181.98		\$1,181.98
Sale of Dump Truck				\$ 16,000.00		\$16,000.00
250th Street Overlay Share				\$ (202,995.41)		(\$202,995.41)
Plow Truck Accessories				\$ (940.00)		(\$940.00)
Radios					\$ (4,755.00)	(\$4,755.00)
						\$0.00
						\$0.00
						\$0.00
Totals	\$367,184.63	\$71,245.41	\$982,394.55	\$52,870.03	\$36,343.10	\$1,510,037.72

Unallocated - Reserved

Eagle Drive	\$ 17,912.00
215th Street	\$ 53,375.50
Trails (Sales Tax Specific)	\$ 191,000.00

	2023	Spent/Received	% of Budget	Remaining Amount
Revenues	Budget	As of Sept. 5, 2023	Spent	
General Fund	\$1,058,837	\$ 781,089	73.77%	\$277,748
Capital Improvement Fund	\$836,081	\$ 612,633	73.27%	\$223,448
Water Fund	\$272,547	\$ 230,279	84.49%	\$42,268
Sewer Fund	\$560,753	\$ 249,320	44.46%	\$311,433
Sewer Debt Fund	\$12,500	\$ 9,601	76.80%	\$2,899
Street Light Fund	\$4,500	\$ 3,598	79.95%	\$902
WAC/SAC Improvement Fund	\$89,508	\$ 264,304	295.29%	(\$174,796)
Debt Service	\$41,000	\$ 22,362	54.54%	\$18,638
Storm Water	\$55,000	\$ 14,427	26.23%	\$40,573
American Rescue Plan	\$0		#DIV/0!	\$0
Total Revenues	\$2,930,726	\$ 2,187,612	74.64%	\$743,114
Expenditures				
General Fund	\$1,055,402	\$ 915,225	86.72%	\$140,177
Capital Improvement Fund	\$850,800	\$ 629,800	74.02%	\$221,000
Water Fund	\$260,772	\$ 330,304	126.66%	(\$69,532)
Sewer Fund	\$555,580	\$ 1,020,755	183.73%	(\$465,175)
Storm Water Utility Fund	\$36,009	\$ 20,851	57.91%	\$15,158
Street Light Fund	\$4,380	\$ 2,835	64.73%	\$1,545
WAC/SAC Improvement Fund	\$240,000		0.00%	\$240,000
Debt Service	\$36,795	\$ 495	1.35%	\$36,300
American Rescue Plan		\$ 68,637	#DIV/0!	(\$68,637)
Total Expenditures	\$3,039,738	\$ 2,988,902	98.33%	\$50,836

General Fund				
	2023	Spent	% of Budget	Remaining Amount
	Budget	As of Sept. 5, 2023	Spent	
Administration	\$ 384,294	\$ 355,697	92.56%	\$ 28,597
Council	\$ 35,031	\$ 17,202	49.11%	\$ 17,828
Boards and Commissions	\$ 3,500	\$ 2,160	61.71%	\$ 1,340
Building Inspection	\$ 75,000	\$ 154,329	205.77%	\$ (79,329)
Elections	\$ 2,200	\$ 2,047	93.05%	\$ 153
Fire	\$ 226,521	\$ 79,332	35.02%	\$ 147,189
Streets	\$ 241,191	\$ 235,385	97.59%	\$ 5,806
Parks	\$ 87,666	\$ 69,073	78.79%	\$ 18,592
Total General Fund	\$ 1,055,402	\$ 915,225	86.72%	\$ 140,177

ST AUGUSTA CONTRACT

OCTOBER 2023

TOTAL HOURS: 43

[See attached activity list for details]

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23080626	2559	10/1/2023 00:54:35	10/1/2023 02:01:11	[10/01/2023 02:00:58 : MOB : 2559] MINEA -ST AUGUSTA CONTRACT SCHEDULED 0100-0200 -1.0 HOURS COMPLETED
ST AUGUSTA	23080892	2552	10/2/2023 02:40:03	10/2/2023 03:40:14	[10/02/2023 03:40:07 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -ALL APPEARED NORMAL -0240-0340 -TOTAL CONTRACT TIME 1 HOUR
ST AUGUSTA	23081401	2550	10/3/2023 19:47:45	10/3/2023 20:52:11	[10/03/2023 20:50:29 : MOB : 2550] FISCHER -MAJESTIC DR, 238TH AVE, RIDGEVIEW DR, GARDEN HILLS DR, GALAXY DR. -CONTRACT COMPLETE 2050 [10/03/2023 19:48:06 : MOB : 2550] FISCHER -CONTRACT INITIATED 1947.
ST AUGUSTA	23081628	2568	10/4/2023 18:15:01	10/4/2023 19:16:26	[10/04/2023 19:16:19 : MOB : 2568] LUST CONTRACT 1815 HRS TO 1915 HOURS
ST AUGUSTA	23081774	2579	10/5/2023 11:03:22	10/5/2023 12:19:37	[10/05/2023 12:16:52 : MOB : 2579] ROMSTAD 2579 - ONE HOUR CONTRACT TIME [10/05/2023 12:16:40 : MOB : 2579] - GENERAL PATROL THROUGHOUT - PATROLED CITY AND COUNTY ROADS - TRAFFIC STOP HWY 15 - 35 MPH ZONE - CITED
ST AUGUSTA	23081919	2556K9	10/5/2023 22:43:03	10/5/2023 23:43:17	[10/05/2023 23:43:11 : MOB : 2556K9] 1 HR CONTRACT 2243-2343

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23081952	2572	10/6/2023 04:46:16	10/6/2023 05:47:02	[10/06/2023 05:44:41 : MOB : 2572] -one hour contract 0446 to 0546 hours -patrolled area isenberg
ST AUGUSTA	23082004	2566	10/6/2023 10:17:46	10/6/2023 11:50:48	[10/06/2023 11:42:56 : MOB : 2566] SCHMIDT - CONTRACT 1 HOUR 1017-1117 - PATROLLED DOWNTOWN - STORAGE, INDUSTRIAL, RESIDENTIAL - COMPLETED POR CHECK - NO REPORT
ST AUGUSTA	23082311	2565	10/7/2023 10:45:15	10/7/2023 11:45:18	[10/07/2023 11:45:11 : MOB : 2565] SANA/WELLS - COMPLETED 1 HR CONTRACT 1045-1145. - PATROLLED RESIDENTIAL AREAS AND BUSINESSES. - MONITORED TRAFFIC NEAR THE CHURCH.
ST AUGUSTA	23082394	2553	10/7/2023 17:25:25	10/7/2023 18:30:26	[10/07/2023 18:30:06 : MOB : 2553] ROSENFELD 1 HOUR ST AUGUSTA CONTRACT
ST AUGUSTA	23082580	2565	10/8/2023 10:41:53	10/8/2023 11:46:09	[10/08/2023 11:46:04 : MOB : 2565] SANA/WELLS - COMPLETED 1HR CONTR 1041-1141. - PATROLLED RESIDENTIAL AREA AND MONITORED TRAFFIC IN THE SOUTH WEST AND CENTRAL PARTS OF ST AUGUSTA. - ALL LOOKS GOOD/NORMAL.
ST AUGUSTA	23082686	2586	10/8/2023 20:15:54	10/8/2023 21:15:31	[10/08/2023 21:15:27 : MOB : 2586] Schwinghammer - Start of Contract - 2015 - Limited patrol, worked on contacting people and updating info for townships flags for the new CAD system, within the City of St. Augusta - Was able to complete a number of them - End of Contract - 2115

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23082765	2547	10/9/2023 09:03:22	10/9/2023 10:06:03	[10/09/2023 10:04:59 : MOB : 2547] WELLS 0900-0930 -CHECKED AREAS AROUND TOWNSITE -BUSINESSES AND NEIGHBORHOODS -CR115 0930-1000 -CHECKED AREAS AROUND LUX -NEIGHBORHOODS -STORAGE SHED AREAS -CASEYS AREA -ONE HR COMPLETE
ST AUGUSTA	23082979	2572	10/10/2023 02:00:04	10/10/2023 03:00:08	[10/10/2023 02:59:32 : MOB : 2572] -one hour contract 0200 to 0300 hours -patrolled area isenberg
ST AUGUSTA	23083100	2547	10/10/2023 13:25:25	10/10/2023 14:33:09	[10/10/2023 14:32:57 : MOB : 2547] WELLS 1325-1355 -CHECKED AREAS AROUND LUX -BUSINESSES -230TH ST -NEIGHBORHOODS 1355-1425 -CHECKED AREAS IN TOWNSITE -BUSINESSES -PARKS -NEIGHBORHOODS -ONE HR COMPLETE
ST AUGUSTA	23083265	2551	10/11/2023 05:17:31	10/11/2023 06:17:43	[10/11/2023 06:17:38 : MOB : 2551] SALFER - 1 HOUR CONTRACT COMPLETE. 0517 - 0617 HOURS. - PATROLLED COUNTY ROADS, TOWNSITE, NEIGHBORHOODS, AND MONITORED TRAFFIC. - NTR

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23083496	2575	10/12/2023 03:05:35	10/12/2023 04:05:48	[10/12/2023 04:05:36 : MOB : 2575] T KIESLING - 1 HOUR CONTRACT COMPLETE, 0305 TO 0405 HRS - PATROLLED CITY STREETS, STORAGE UNITS, AND RAN TRAFFIC ON HIGHWAY 15/CR47. NO TRAFFIC VIOLATIONS OBSERVED. - NOTHING FURTHER.
ST AUGUSTA	23083543	2544	10/12/2023 08:54:25	10/12/2023 09:58:15	
ST AUGUSTA	23083963	2555	10/13/2023 17:51:33	10/13/2023 19:02:46	[10/13/2023 19:02:40 : MOB : 2555] END 1900 TOTAL 1 HOUR C.SCHWEGEL [10/13/2023 18:54:51 : MOB : 2555] LUX TOWNSITE [10/13/2023 18:51:47 : MOB : 2555] [10/13/2023 18:49:13 : MOB : 2555] TERRACE HILLS [10/13/2023 18:42:47 : MOB : 2555] RIDGE CREEK [10/13/2023 18:35:24 : MOB : 2555] CHERRYWOOD ESTATES [10/13/2023 18:29:50 : MOB : 2555] EMERALD PONDS [10/13/2023 18:25:48 : MOB : 2555] EAGLES LANDING [10/13/2023 18:16:46 : MOB : 2555] BLACKBERRY FARMS [10/13/2023 18:11:36 : MOB : 2555] RES/BUSINESS AREAS AROUND TOWNSITE [10/13/2023 18:02:08 : MOB : 2555]

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23084113	2544	10/14/2023 10:12:56	10/14/2023 11:10:04	
ST AUGUSTA	23084427	2544	10/15/2023 11:51:50	10/15/2023 12:51:29	
ST AUGUSTA	23084514	2550	10/15/2023 19:36:59	10/15/2023 21:07:00	<p>[10/15/2023 21:06:49 : MOB : 2550] FISCHER - CONTRACT INITIATED 1936 -HWY 15 -RETURN TO CONTRACT 2010 -67THAVE, 43 AVE, MAJESTIC DR, KIFFMEYER PARK, CITY HALL -CONTRACT COMPLETE 2106</p> <p>[10/15/2023 20:56:23 : pos3 : 01MRDOUCET] 2056</p> <p>[10/15/2023 20:05:15 : MOB : 2556K9] CLEARED AT 1942 FOR ASSTAIN WAITE PARK</p>
ST AUGUSTA	23084590	2508	10/16/2023 04:46:14	10/16/2023 06:18:17	<p>[10/16/2023 06:18:09 : MOB : 2508] WATSON PATROLLED MULTIPLE AREAS OF CITY - ONE CITATION FOR NO PROOF OF INSURANCE ALONG WITH VERBAL FOR SPEED - ONE HOUR CONTRACT COMPLETED - 0446-0618</p>
ST AUGUSTA	23084697	2567	10/16/2023 14:01:20	10/16/2023 15:06:56	<p>[10/16/2023 15:06:53 : MOB : 2567] - Start of CONTR: 1400. - End of CONTR: 1500. - Total time, 1 hour.</p>
ST AUGUSTA	23085084	2588	10/17/2023 20:10:47	10/17/2023 21:14:39	<p>[10/17/2023 21:10:07 : MOB : 2588] TROEN -STARTED 20:10 -ENDED 21:10 -2 SUSPICIOUS VEHICLES -NOTHING TO REPORT -WG S-54/BWC -NO REP</p> <p>[10/17/2023 20:19:16 : pos14 : 01NJSTENDE]</p>

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23085325	2586	10/18/2023 17:28:36	10/18/2023 19:10:42	[10/18/2023 19:10:22 : MOB : 2586] Schwinghammer - Start of Contract - 1728 - Stationary presence - Worked on computer flags for new system within city of St. Augusta, all of them that are in city are now complete - Cleared for call at 1824, was still in St Augusta at the end of the contract - End of Contract - 1828 - 1 Hour Contract
ST AUGUSTA	23085445	2554	10/19/2023 01:57:52	10/19/2023 02:58:26	[10/19/2023 02:58:18 : MOB : 2554] BELLMONT - PATROLLED NEIGHBORHOODS, BUSINESSES, MISC. - TIME 0157 TO 0257 HOURS
ST AUGUSTA	23085652	2588	10/19/2023 20:31:31	10/19/2023 21:31:13	[10/19/2023 21:30:41 : MOB : 2588] TROEN -STARTED 20:31 -ENDED 21:31 -PATROLLED TOWNSITE AND PARK -NOTHING TO REPORT
ST AUGUSTA	23085823	2572	10/20/2023 15:00:22	10/20/2023 16:03:55	[10/20/2023 16:03:48 : MOB : 2572] -one hour contract 1500-1600 hrs -patrolled area isenberg
ST AUGUSTA	23086133	2583	10/21/2023 19:55:00	10/21/2023 21:03:50	[10/21/2023 21:03:44 : MOB : 2583] STEVENS START: 1955 END: 2103 PATROLLED HARVEST OF HORROR EVENT, RESIDENTIAL AREAS, COUNTY ROADS, HIDDEN LAKE PARK. 1 TRAFFIC STOP/CITE FOR DAR.

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23086233	2552	10/22/2023 02:35:48	10/22/2023 03:35:14	[10/22/2023 03:35:05 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -0235-0335 HOURS -TOTAL TIME OF CONTRACT 1 HOUR -ALL APPEARED NORMAL
ST AUGUSTA	23086453	2575	10/23/2023 05:32:15	10/23/2023 06:38:53	[10/23/2023 06:38:46 : MOB : 2575] T KIESLING - 23086454 - TS FOR SPEED, VW GIVEN - 23086457 - TS FOR FAIL TO USE TURN SIGNAL/DISPLAY EXP REG. VW - 1 HR CONTR COMPLETE 0532 TO 0632
ST AUGUSTA	23086703	2551	10/24/2023 05:13:13	10/24/2023 06:13:43	[10/24/2023 06:13:37 : MOB : 2551] SALFER - 1 HOUR CONTRACT COMPLETE. 0513 - 0613 HOURS. - PATROLLED COUNTY ROADS/ NEIGHBORHOODS, STORAGE UNITS,67TH AVE BUSINESSES, FIREHALL, CASEYS, & DELUX. - NTR
ST AUGUSTA	23086743	2579	10/24/2023 08:57:12	10/24/2023 10:56:12	[10/24/2023 10:56:05 : MOB : 2579] - GENERAL PATROL THROUGHOUT CITY - FUP RELATED TO THEFT AT DELUX LIQUOR - CLRD FOR 25 MINS DUE TO MEDICAL - ONE HOUR CONTRACT TIME - 0900-1030 HRS [10/24/2023 09:43:31 : MOB : 2579] BACK ON CONTRACT AT 0943 [10/24/2023 09:18:59 : pos14 : 01mjhollan] cleared at 0918 for med in rockville
ST AUGUSTA	23086995	2508	10/25/2023 03:10:42	10/25/2023 04:10:10	[10/25/2023 04:10:04 : MOB : 2508] PATROLLED CITY - VERY QUIET - ONE HOUR CONTRACT 0310- 0410

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23087209	2555	10/25/2023 18:00:37	10/25/2023 19:10:33	<p>[10/25/2023 19:10:30 : MOB : 2555] end 1907 total time 1 hour c.schwegel</p> <p>[10/25/2023 19:10:16 : MOB : 2555] gregory park</p> <p>[10/25/2023 18:59:33 : MOB : 2555] lux townsite</p> <p>[10/25/2023 18:59:09 : MOB : 2555] terrace hills</p> <p>[10/25/2023 18:49:59 : MOB : 2555] ridge creek</p> <p>[10/25/2023 18:45:40 : MOB : 2555] cherrywood estates</p> <p>[10/25/2023 18:36:59 : MOB : 2555] emerald ponds</p> <p>[10/25/2023 18:33:20 : MOB : 2555] eagles landing</p> <p>[10/25/2023 18:23:28 : MOB : 2555] blackberry farms</p> <p>[10/25/2023 18:19:48 : MOB : 2555] res/business areas around townsite</p> <p>[10/25/2023 18:09:20 : MOB : 2555] delux business center/fuel at casey`s</p> <p>[10/25/2023 18:07:57 : MOB : 2555] start 1807</p>
ST AUGUSTA	23087427	2562	10/26/2023 12:06:42	10/26/2023 13:14:48	<p>[10/26/2023 13:09:41 : MOB : 2562] -I CHECKED THE SOUTHERN AREA OF THE TOWNSHIP. -THE RESIDENTIAL AREAS WERE QUIET. -SOME CONSTRUCTION HAPPENING WITHIN THE RESIDENTIAL AREAS.</p>

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23087506	2581	10/26/2023 17:43:54	10/26/2023 18:45:16	<p>[10/26/2023 18:45:13 : MOB : 2581] ULBRICHT -1 HOUR CONTRACT (1743-1843) -3 STOPS</p> <p>[10/26/2023 18:44:48 : MOB : 2581] 23087516 TRAFFIC STOP</p> <p>[10/26/2023 18:18:38 : MOB : 2581] 23087511 - TRAFFIC STOP</p> <p>[10/26/2023 18:05:28 : MOB : 2581] 23087508 - TRAFFIC STOP</p>
ST AUGUSTA	23087696	2572	10/27/2023 14:00:14	10/27/2023 15:00:30	<p>[10/27/2023 15:00:24 : MOB : 2572] -one hour contract 1400-1500 hours -patrolled area isenberg</p>
ST AUGUSTA	23087894	2562	10/28/2023 07:47:23	10/28/2023 08:53:18	<p>[10/28/2023 08:53:12 : MOB : 2562] -SOME OF THE BUSINESSES WERE OPEN. -SOME FOLKS OUT DOING YARDWORK AND WALKING THROUGH THE NEIGHBORHOODS. -THE CHURCH AND SCHOOL WERE CLOSED WITH NO ONE AROUND. -SOME TRAFFIC THROUGH TOWN WITH NO ISSUES. -THE FIREHALL WAS SECURE. LJMCLAUGHLIN</p>
ST AUGUSTA	23088309	2552	10/30/2023 00:47:00	10/30/2023 02:47:48	<p>[10/30/2023 02:47:42 : MOB : 2552] ROMSTAD 2552 -PATROLLED BUSINESS AND RESIDENTIAL AREAS -EVENING CAR MISTAKENLY DID A ROCKVILLE CONTRACT INSTEAD OF A ST.AUGUSTA CONTRACT -MIDNIGHTS DID A TWO HOUR ST.AUGUSTA CONTRACT INSTEAD OF DOING A ROCKVILLE CONTRACT -0047-0247HOURS -TOTAL TIME OF CONTRACT 2 HOURS -ALL APPEARED NORMAL</p>

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ST AUGUSTA	23088761	2583	10/31/2023 17:18:09	10/31/2023 18:18:31	[10/31/2023 18:18:25 : MOB : 2583] STEVENS START: 1718 END: 1818 LATE DUE TO MEETING. PATROLLED RESIDENTIAL AREAS AND COUNTY ROADS. HANDED OUT CANDY FOR HALLOWEEN.

ALL CALLS - OCTOBER 2023 - ST AUGUSTA

City	Date Received	Call Number	Complaint	Description
ST AUGUSTA	10/9/2023 00:13:31	23082731	911A	911 ABANDONED CALL
ST AUGUSTA	10/24/2023 18:35:27	23086930	911A	911 ABANDONED CALL
ST AUGUSTA	10/4/2023 12:46:00	23081557	911H	911 HANGUP CALL
ST AUGUSTA	10/5/2023 10:17:57	23081760	AL	ALARM
ST AUGUSTA	10/7/2023 14:29:17	23082356	ALFALSE	FALSE ALARM
ST AUGUSTA	10/15/2023 00:16:06	23084329	ALFALSE	FALSE ALARM
ST AUGUSTA	10/23/2023 12:51:34	23086527	ALFALSE	FALSE ALARM
ST AUGUSTA	10/21/2023 21:39:30	23086154	ANI	ANIMAL COMPLAINT
ST AUGUSTA	10/31/2023 11:26:28	23088623	ASEX	SEXUAL ASSAULT
ST AUGUSTA	10/23/2023 06:03:01	23086458	ASSTA	AGENCY ASSIST
ST AUGUSTA	10/9/2023 20:15:51	23082923	ASSTA	AGENCY ASSIST
ST AUGUSTA	10/6/2023 13:56:21	23082065	ASSTA	AGENCY ASSIST
ST AUGUSTA	10/17/2023 10:03:24	23084917	ASSTP	PERSONAL ASSIST
ST AUGUSTA	10/22/2023 12:26:20	23086309	ASSTP	PERSONAL ASSIST
ST AUGUSTA	10/21/2023 18:59:54	23086120	ASSTP	PERSONAL ASSIST
ST AUGUSTA	10/20/2023 15:20:04	23085826	ASSTP	PERSONAL ASSIST
ST AUGUSTA	10/27/2023 16:39:01	23087727	ASSTP	PERSONAL ASSIST
ST AUGUSTA	10/16/2023 20:52:51	23084799	BHEALTH	BEHAVIORAL HEALTH
ST AUGUSTA	10/14/2023 11:40:02	23084124	CC	CITIZEN CONTACT
ST AUGUSTA	10/17/2023 22:16:27	23085110	CC	CITIZEN CONTACT
ST AUGUSTA	10/5/2023 09:06:49	23081752	CIVIL	CIVIL MATTER
ST AUGUSTA	10/29/2023 22:08:22	23088283	CO	CARBON MONOXIDE CALL WITHO
ST AUGUSTA	10/7/2023 18:31:31	23082407	COMENG	COMMUNITY ENGAGEMENT
ST AUGUSTA	10/8/2023 10:41:53	23082580	CONTR	CONTRACT
ST AUGUSTA	10/7/2023 17:25:25	23082394	CONTR	CONTRACT
ST AUGUSTA	10/8/2023 20:15:54	23082686	CONTR	CONTRACT
ST AUGUSTA	10/9/2023 09:03:22	23082765	CONTR	CONTRACT
ST AUGUSTA	10/7/2023 10:45:15	23082311	CONTR	CONTRACT
ST AUGUSTA	10/3/2023 19:47:45	23081401	CONTR	CONTRACT
ST AUGUSTA	10/5/2023 22:43:03	23081919	CONTR	CONTRACT
ST AUGUSTA	10/6/2023 04:46:16	23081952	CONTR	CONTRACT
ST AUGUSTA	10/6/2023 10:17:46	23082004	CONTR	CONTRACT
ST AUGUSTA	10/5/2023 11:03:22	23081774	CONTR	CONTRACT
ST AUGUSTA	10/4/2023 18:15:01	23081628	CONTR	CONTRACT
ST AUGUSTA	10/1/2023 00:54:35	23080626	CONTR	CONTRACT
ST AUGUSTA	10/2/2023 02:40:03	23080892	CONTR	CONTRACT
ST AUGUSTA	10/14/2023 10:12:56	23084113	CONTR	CONTRACT
ST AUGUSTA	10/15/2023 11:51:50	23084427	CONTR	CONTRACT
ST AUGUSTA	10/15/2023 19:36:59	23084514	CONTR	CONTRACT
ST AUGUSTA	10/16/2023 04:46:14	23084590	CONTR	CONTRACT
ST AUGUSTA	10/16/2023 14:01:20	23084697	CONTR	CONTRACT
ST AUGUSTA	10/17/2023 20:10:47	23085084	CONTR	CONTRACT
ST AUGUSTA	10/10/2023 02:00:04	23082979	CONTR	CONTRACT
ST AUGUSTA	10/10/2023 13:25:25	23083100	CONTR	CONTRACT
ST AUGUSTA	10/11/2023 05:17:31	23083265	CONTR	CONTRACT
ST AUGUSTA	10/12/2023 03:05:35	23083496	CONTR	CONTRACT
ST AUGUSTA	10/12/2023 08:54:25	23083543	CONTR	CONTRACT
ST AUGUSTA	10/13/2023 17:51:33	23083963	CONTR	CONTRACT
ST AUGUSTA	10/30/2023 00:47:00	23088309	CONTR	CONTRACT
ST AUGUSTA	10/31/2023 17:18:09	23088761	CONTR	CONTRACT
ST AUGUSTA	10/28/2023 07:47:23	23087894	CONTR	CONTRACT
ST AUGUSTA	10/27/2023 14:00:14	23087696	CONTR	CONTRACT
ST AUGUSTA	10/25/2023 18:00:37	23087209	CONTR	CONTRACT
ST AUGUSTA	10/25/2023 03:10:42	23086995	CONTR	CONTRACT
ST AUGUSTA	10/26/2023 12:06:42	23087427	CONTR	CONTRACT
ST AUGUSTA	10/26/2023 17:43:54	23087506	CONTR	CONTRACT
ST AUGUSTA	10/19/2023 01:57:52	23085445	CONTR	CONTRACT
ST AUGUSTA	10/18/2023 17:28:36	23085325	CONTR	CONTRACT
ST AUGUSTA	10/20/2023 15:00:22	23085823	CONTR	CONTRACT

City	Date_Received	Call_Number	Complaint	Description
ST AUGUSTA	10/19/2023 20:31:31	23085652	CONTR	CONTRACT
ST AUGUSTA	10/21/2023 19:55:00	23086133	CONTR	CONTRACT
ST AUGUSTA	10/22/2023 02:35:48	23086233	CONTR	CONTRACT
ST AUGUSTA	10/23/2023 05:32:15	23086453	CONTR	CONTRACT
ST AUGUSTA	10/24/2023 05:13:13	23086703	CONTR	CONTRACT
ST AUGUSTA	10/24/2023 08:57:12	23086743	CONTR	CONTRACT
ST AUGUSTA	10/23/2023 11:44:58	23086514	CORESP	CO-RESPONDER
ST AUGUSTA	10/23/2023 15:37:27	23086573	CRASH	ACCIDENT
ST AUGUSTA	10/9/2023 01:55:50	23082738	DANCOV	DANCO VIOLATION
ST AUGUSTA	10/31/2023 12:48:33	23088658	DOG	DOG COMPLAINT/BARKING
ST AUGUSTA	10/13/2023 12:20:20	23083813	DRILL	DRILL
ST AUGUSTA	10/8/2023 16:37:48	23082648	DRIVE	DRIVING COMPLAINT
ST AUGUSTA	10/14/2023 01:08:49	23084058	DWI	DRUNK DRIVER ARREST
ST AUGUSTA	10/28/2023 17:27:39	23087993	DWI	DRUNK DRIVER ARREST
ST AUGUSTA	10/5/2023 00:19:05	23081686	FALIN	FALSE INFO TO AN OFFICER
ST AUGUSTA	10/20/2023 13:43:53	23085804	FIELD C	FIELD CONTACT
ST AUGUSTA	10/3/2023 19:24:10	23081399	FIREB	FIRE BUILDING
ST AUGUSTA	10/14/2023 18:58:26	23084231	FIREU	FIRE UNKNOWN
ST AUGUSTA	10/13/2023 10:42:10	23083794	FRAUD	FRAUD
ST AUGUSTA	10/19/2023 12:30:46	23085539	FRAUD	FRAUD
ST AUGUSTA	10/25/2023 13:25:52	23087124	FRAUD	FRAUD
ST AUGUSTA	10/28/2023 14:53:23	23087955	HAZ	HAZARD
ST AUGUSTA	10/31/2023 02:50:11	23088561	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/22/2023 15:12:48	23086351	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/13/2023 07:59:33	23083771	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/15/2023 15:47:18	23084463	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/2/2023 16:12:45	23081039	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/9/2023 10:09:06	23082779	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/6/2023 21:09:35	23082189	MED	MEDICAL EMERGENCY
ST AUGUSTA	10/3/2023 19:13:08	23081398	MEETING	ATTEND MEETING
ST AUGUSTA	10/7/2023 00:31:51	23082240	OPEND	OPEN DOOR
ST AUGUSTA	10/20/2023 23:11:55	23085944	ORD	ORDINANCE VIOLATION
ST AUGUSTA	10/25/2023 19:41:50	23087239	PAPSV	PAPER SERVICE
ST AUGUSTA	10/17/2023 10:42:40	23084922	PAPSV	PAPER SERVICE
ST AUGUSTA	10/31/2023 22:28:21	23088801	PARKS	SEASONAL PARKING
ST AUGUSTA	10/13/2023 16:37:58	23083932	PHONECALL	PHONE CALL
ST AUGUSTA	10/7/2023 16:01:01	23082367	RW	REPORT WRITING
ST AUGUSTA	10/5/2023 11:05:08	23081775	SALE	SHERIFF SALE
ST AUGUSTA	10/25/2023 17:46:38	23087207	SPEEDTRL	SPEED TRAILER
ST AUGUSTA	10/13/2023 07:06:57	23083762	SUIC	SUICIDE THREAT
ST AUGUSTA	10/17/2023 08:44:09	23084895	SUSA	SUSPICIOUS ACTIVITY
ST AUGUSTA	10/26/2023 23:48:11	23087582	SUSA	SUSPICIOUS ACTIVITY
ST AUGUSTA	10/17/2023 20:51:11	23085092	SUSA	SUSPICIOUS ACTIVITY
ST AUGUSTA	10/18/2023 18:20:14	23085338	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	10/17/2023 20:19:08	23085087	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	10/13/2023 22:17:02	23084030	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	10/6/2023 23:09:48	23082224	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	10/7/2023 00:08:54	23082238	SUSV	SUSPICIOUS VEHICLE
ST AUGUSTA	10/14/2023 20:39:03	23084260	THEFT	THEFT
ST AUGUSTA	10/16/2023 05:53:04	23084596	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/12/2023 04:12:28	23083505	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/11/2023 21:01:50	23083462	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/10/2023 11:04:15	23083056	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/10/2023 00:49:28	23082971	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/9/2023 17:24:10	23082884	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/5/2023 11:59:04	23081787	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/3/2023 13:21:01	23081304	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/1/2023 17:11:30	23080755	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/18/2023 21:30:08	23085399	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/18/2023 21:41:14	23085402	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/20/2023 13:09:14	23085795	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/22/2023 16:55:54	23086376	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/21/2023 20:39:08	23086140	TRAFFIC STOP	TRAFFIC STOP

City	Date_Received	Call_Number	Complaint	Description
ST AUGUSTA	10/21/2023 21:06:38	23086144	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/21/2023 21:19:15	23086148	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/21/2023 21:23:02	23086149	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/23/2023 05:39:10	23086454	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/23/2023 06:00:51	23086457	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/23/2023 07:01:47	23086463	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/27/2023 00:42:35	23087587	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/25/2023 19:48:10	23087240	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/26/2023 17:52:11	23087508	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/26/2023 18:13:54	23087511	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/26/2023 18:37:54	23087516	TRAFFIC STOP	TRAFFIC STOP
ST AUGUSTA	10/20/2023 17:00:06	23085853	VERB	VERBAL DISPUTE
ST AUGUSTA	10/18/2023 13:23:41	23085259	WELF	WELFARE CHECK
ST AUGUSTA	10/30/2023 14:44:40	23088446	WELF	WELFARE CHECK
ST AUGUSTA	10/16/2023 23:24:08	23084827	WELF	WELFARE CHECK

CONTRACTS - OCTOBER 2023 - ST AUGUSTA

<u>Actual Incid City</u>	<u>Date Received</u>	<u>Comp</u>	<u>Call Number</u>	<u>Complaint</u>	<u>First Unit</u>
ST AUGUSTA	10/1/2023 00:54:35	02:01:11	23080626	CONTR	2559
ST AUGUSTA	10/2/2023 02:40:03	03:40:14	23080892	CONTR	2552
ST AUGUSTA	10/3/2023 19:47:45	20:52:11	23081401	CONTR	2550
ST AUGUSTA	10/4/2023 18:15:01	19:16:26	23081628	CONTR	2568
ST AUGUSTA	10/5/2023 11:03:22	12:19:37	23081774	CONTR	2579
ST AUGUSTA	10/5/2023 22:43:03	23:43:17	23081919	CONTR	2556K9
ST AUGUSTA	10/6/2023 04:46:16	05:47:02	23081952	CONTR	2572
ST AUGUSTA	10/6/2023 10:17:46	11:50:48	23082004	CONTR	2566
ST AUGUSTA	10/7/2023 10:45:15	11:45:18	23082311	CONTR	2565
ST AUGUSTA	10/7/2023 17:25:25	18:30:26	23082394	CONTR	2553
ST AUGUSTA	10/8/2023 10:41:53	11:46:09	23082580	CONTR	2565
ST AUGUSTA	10/8/2023 20:15:54	21:15:31	23082686	CONTR	2586
ST AUGUSTA	10/9/2023 09:03:22	10:06:03	23082765	CONTR	2547
ST AUGUSTA	10/10/2023 02:00:04	03:00:08	23082979	CONTR	2572
ST AUGUSTA	10/10/2023 13:25:25	14:33:09	23083100	CONTR	2547
ST AUGUSTA	10/11/2023 05:17:31	06:17:43	23083265	CONTR	2551
ST AUGUSTA	10/12/2023 03:05:35	04:05:48	23083496	CONTR	2575
ST AUGUSTA	10/12/2023 08:54:25	09:58:15	23083543	CONTR	2544
ST AUGUSTA	10/13/2023 17:51:33	19:02:46	23083963	CONTR	2555
ST AUGUSTA	10/14/2023 10:12:56	11:10:04	23084113	CONTR	2544
ST AUGUSTA	10/15/2023 11:51:50	12:51:29	23084427	CONTR	2544
ST AUGUSTA	10/15/2023 19:36:59	21:07:00	23084514	CONTR	2550
ST AUGUSTA	10/16/2023 04:46:14	06:18:17	23084590	CONTR	2508
ST AUGUSTA	10/16/2023 14:01:20	15:06:56	23084697	CONTR	2567
ST AUGUSTA	10/17/2023 20:10:47	21:14:39	23085084	CONTR	2588
ST AUGUSTA	10/18/2023 17:28:36	19:10:42	23085325	CONTR	2586
ST AUGUSTA	10/19/2023 01:57:52	02:58:26	23085445	CONTR	2554
ST AUGUSTA	10/19/2023 20:31:31	21:31:13	23085652	CONTR	2588
ST AUGUSTA	10/20/2023 15:00:22	16:03:55	23085823	CONTR	2572
ST AUGUSTA	10/21/2023 19:55:00	21:03:50	23086133	CONTR	2583
ST AUGUSTA	10/22/2023 02:35:48	03:35:14	23086233	CONTR	2552
ST AUGUSTA	10/23/2023 05:32:15	06:38:53	23086453	CONTR	2575
ST AUGUSTA	10/24/2023 05:13:13	06:13:43	23086703	CONTR	2551
ST AUGUSTA	10/24/2023 08:57:12	10:56:12	23086743	CONTR	2579
ST AUGUSTA	10/25/2023 03:10:42	04:10:10	23086995	CONTR	2508
ST AUGUSTA	10/25/2023 18:00:37	19:10:33	23087209	CONTR	2555
ST AUGUSTA	10/26/2023 12:06:42	13:14:48	23087427	CONTR	2562
ST AUGUSTA	10/26/2023 17:43:54	18:45:16	23087506	CONTR	2581
ST AUGUSTA	10/27/2023 14:00:14	15:00:30	23087696	CONTR	2572
ST AUGUSTA	10/28/2023 07:47:23	08:53:18	23087894	CONTR	2562
ST AUGUSTA	10/30/2023 00:47:00	02:47:48	23088309	CONTR	2552
ST AUGUSTA	10/31/2023 17:18:09	18:18:31	23088761	CONTR	2583

Stearns County Sheriff's Office Citations from APS

11/1/2023

<u>Offense Date</u>	<u>City</u>	<u>Officer Name</u>	<u>Citation Number</u>	<u>Case #</u>	<u>Statute</u>	<u>Charge</u>
10/28/2023 5:31:00	St. Augusta	KIFFMEYER MEGAN	730023090323	23087993	169A.26.1(b)	TRAFFIC - DWI - THIRD-DEGREE DRIVING W
10/28/2023 5:31:00	St. Augusta	KIFFMEYER MEGAN	730023090323	23087993	169A.27.1	TRAFFIC - DWI - FOURTH-DEGREE DRIVING
10/22/2023 4:55:00	St. Augusta	MILNE ZACHARY	730023091280	23086376	171.24.2	DAR -DRIVING AFTER REVOCATION
10/21/2023 8:39:00	St. Augusta	STEVENS BRITTANY	730023088921	23086140	171.24.2	DAR -DRIVING AFTER REVOCATION
10/16/2023 5:58:00	St. Augusta	WATSON NATHAN	730023080587	23084596	169.791.2(a)	INSURANCE - NO PROOF

TOTAL: 5

Permits	Issue_Date	PRMTPYPE	CONSTTYPE	prmtsno	prmtstr	POLNAME	App_Company	Valuation
AUG23-000359	10/02/2023	Mechanical	Residential New Construction	1997	238TH	DAVID S MILLER	MECHANICAL BROTHERS LLC	21126
AUG23-000360	10/02/2023	Plumbing	Residential New Construction	1997	238TH	DAVID S MILLER	MECHANICAL BROTHERS LLC	16544
AUG23-000361	10/02/2023	Mechanical	Residential New Construction	2768	PLATINUM	JASON BEALL	MECHANICAL BROTHERS LLC	21420
AUG23-000362	10/02/2023	Plumbing	Residential New Construction	2768	PLATINUM	JASON BEALL	MECHANICAL BROTHERS LLC	19945
AUG23-000363	10/02/2023	Building	Residential Roofing	22624	STATE HIGHWAY 15	JOSHUA J DEWALL	OBERG ROOFING & REMODELING INC	12112.2
AUG23-000364	10/04/2023	Building	Interior Remodel	23430	TERRACE HILLS	DANE & ASHTON NELSEN	YOUR HOME IMPROVEMENT COMPANY	6000
AUG23-000365	10/04/2023	Plumbing	Residential Interior Remodel	23430	TERRACE HILLS	DANE & ASHTON NELSEN	YOUR HOME IMPROVEMENT COMPANY	1000
AUG23-000366	10/05/2023	Mechanical	Residential Alteration	24482	18TH	DAVID & KAY REED	AUGUSTA PLUMBING LLC	11000
AUG23-000367	10/05/2023	Mechanical	Residential Alteration	2139	250TH	ROBERT & JOYCE RAU	AUGUSTA PLUMBING LLC	1300
AUG23-000368	10/06/2023	Plumbing	Residential New Construction	22027	MAJESTIC	ROBERT PLOMBON	PIPERS PLUMBING	48800
AUG23-000369	10/06/2023	Building	New Construction	2486	TOPAZ	CAP CUSTOM HOMES	CAP CUSTOM HOMES	340000
AUG23-000370	10/06/2023	Mechanical	Residential New Construction	2486	TOPAZ	CAP CUSTOM HOMES	SOLUTIONS PLUMBING & MECHANICAL	15500
AUG23-000371	10/06/2023	Plumbing	Residential New Construction	2486	TOPAZ	CAP CUSTOM HOMES	SOLUTIONS PLUMBING & MECHANICAL	14000
AUG23-000372	10/06/2023	Building	New Construction	2492	TOPAZ	CAP CUSTOM HOMES	CAP CUSTOM HOMES	340000
AUG23-000373	10/06/2023	Mechanical	Residential New Construction	2492	TOPAZ	CAP CUSTOM HOMES	SOLUTIONS PLUMBING & MECHANICAL	15500
AUG23-000374	10/06/2023	Plumbing	Residential New Construction	2492	TOPAZ	CAP CUSTOM HOMES	SOLUTIONS PLUMBING & MECHANICAL	14000
AUG23-000375	10/06/2023	Building	Residential Roofing	4209	236TH	KEVIN & JOANNE ALBERS	BD EXTERIORS INC	13532
AUG23-000376	10/09/2023	Mechanical	Residential New Construction	6394	COUNTY RD 141	DANIEL HASELKAMP	CLEAN EARTH GEOTHERMAL	50000
AUG23-000377	10/11/2023	Building	Deck/Porch	21879	TALON	ANDREW M COCKCROFT	ANDREW M COCKCROFT	15000
AUG23-000378	10/11/2023	Building	Residential Roofing	24085	67TH	JEFFREY C & WANDA F BORCHARDT	OBERG ROOFING & REMODELING INC	20194.76
AUG23-000379	10/11/2023	Building	Residential Roofing	24168	68TH	DAVID A FRANKLIN	Results Contracting	9000
AUG23-000380	10/11/2023	Building	Residential Roofing	22455	FAIRFIELD	RYAN & MARIA VOIGT	BD EXTERIORS INC	12461.16
AUG23-000381	10/16/2023	Building	New Construction	2430	RUBY	ARVOLA BUILDERS INC	ARVOLA BUILDERS INC	350000
AUG23-000382	10/16/2023	Mechanical	Residential Alteration	24085	COUNTY ROAD 75	GREG & JEAN STEINHOFER FAMILY TRUST	MECHANICAL ENERGY SYSTEM	9892
AUG23-000383	10/16/2023	Building	New Construction	21917	53rd	GREEN ACRE FIELDS	HENDEL CONSTRUCTION LLC	900000
AUG23-000384	10/18/2023	Mechanical	Residential Alteration	5448	GARDEN HILLS	WAYNE M KOEPLIN REV TRUST	MECHANICAL ENERGY SYSTEM	5598
AUG23-000385	10/18/2023	Mechanical	Residential New Construction	22027	MAJESTIC	ROBERT PLOMBON	MECHANICAL BROTHERS LLC	137650
AUG23-000386	10/18/2023	Building	Interior Remodel	25200	AUGUSTA	ST CLOUD TRUCK SALES INC	Alliance Building Corporation	75000
AUG23-000387	10/18/2023	Building	Residential Roofing	5235	COUNTY ROAD 136	GARY L & JANET M HAAG	EJ TIMMERS REMODELING LLC	18000
AUG23-000388	10/18/2023	Building	Residential Roofing	23035	FALLOW	TROY R & CHASIDY M THOMPSON	BD EXTERIORS INC	32000
AUG23-000389	10/19/2023	Building	Residential Siding	24308	32ND	JEFFREY J & CARMEN J TSCHIDA	GARY FRUTH CONSTRUCTION LLC	22000
AUG23-000390	10/19/2023	Mechanical	Residential Alteration	6858	242ND	MATTHEW FOURNELLE	H & S HEATING & A/C INC	16767
AUG23-000391	10/19/2023	Mechanical	Residential Alteration	4485	FARMDALE	VICTOR C & ANNA MAE ELDRED	H & S HEATING & A/C INC	3573
AUG23-000392	10/27/2023	Building	Sign	6515	COUNTY ROAD 136	CASEYS RETAIL COMPANY	ATWOOD ELECTRIC INC	16610
AUG23-000393	10/30/2023	Building	Residential Roofing	1606	FOREST GLEN	JASON M & SHANNON M RUFF	OBERG ROOFING & REMODELING INC	15300



St. Augusta Fire Department

Physical Address: 23415 43rd Ave.

Mailing Address: 1914 250th St. * St. Augusta, MN 56301

Phone: (320) 258-0240 * Fax: (320) 258-0239

E-mail: fire.hall@staugustafd.org

Fire Chief: Joe Kramer * Asst. Fire Chief: Shawn Steinhofner

September 2023

Run report

Emergency calls as of report date:

- 9-1-23 Medical
- 9-5-23 Medical
- 9-5-23 Fire (Cancelled)
- 9-11-23 Medical
- 9-13-23 Medical
- 9-16-23 Medical
- 9-23-23 Medical
- 9-23-23 Medical
- 9-25-23 Medical
- 9-28-23 Medical
- 9-30-23 Medical
- 9-30-23 Medical
- 9-30-23 Medical

13 calls for September

95 calls for 2023 (101 calls as of this date last year)

Monthly training:

September's training, we did a in house scene size up scenarios. Fire Inc also held a master streams pumping class with hands on.

City Council,

We are here tonight to ask for a benefit level increase, as agreed upon with our last increase, it has been two years since our last increase.

We would like to do the same thing again; we are asking for a \$250 per year of service benefit level increase, which would bring it from \$1500 to \$1750 per year of service. With this increase, we would not ask for another increase for another two years.

We have no upcoming pay outs, that we know of. There are 7 firefighters that would qualify for a payout within the next two years, if they decided to resign, and even at that, they would not be at 100%

We have over \$430,000 in a pension account, as of September 30, 2023. Our state aid money is increasing a little every year, as the city is growing. This current year we received over \$28,600 from state aid.

I have attached a copy of our current schedule form, it shows how many years firefighters have in, and their expected payout.

If you have any additional questions, please ask us at the meeting.

Thank you for your consideration and time.

SAFD

Saint Augusta Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (SC-23)



Office of the State Auditor

Report created on 4/4/2023

Saint Augusta Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)
Active Members

Annual benefit level in effect for 2023: \$1,500									
Minimum Retirement Age: 50									
Years Required for Full Vesting: 20						2023		2024	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Adam P. Sandhurst	Active	05/24/1983	09/05/2006			17	18,974	18	20,693
Benjamin M. Voigt	Active	09/22/1986	09/05/2006			17	17,364	18	18,937
Daryl James Stang	Active	02/14/1966	09/05/2006			17	23,336	18	25,450
Duane J. Stang	Active	06/22/1970	09/05/2006	3		17	23,336	18	25,450
Herman C. Roerick	Active	08/08/1963	09/05/2006			17	23,336	18	25,450
Jason R. Koshiol	Active	11/14/1986	09/05/2006			17	17,364	18	18,937
Joseph S. Kramer	Active	11/26/1980	09/05/2006	6		17	20,734	18	22,612
Rick Lee Schultz	Active	11/12/1957	09/05/2006			17	23,336	18	25,450
Shawn Gregory Steinhofer	Active	09/15/1975	09/05/2006			17	23,336	18	25,450
Steven Frank Schlueter	Active	03/09/1971	09/05/2006			17	23,336	18	25,450
Scott Louis Hanisch	Active	02/26/1984	06/02/2008			16	17,338	17	18,974
Craig Cordie	Active	06/29/1990	03/15/2010			14	12,705	15	14,021
Casey Schreiner	Active	10/10/1993	03/30/2014			10	8,305	11	9,410
Patrick Savage	Active	01/08/1984	03/30/2014			10	10,836	11	12,278
Lauren Stang	Active	07/24/1996	09/28/2015			8	6,080	9	7,046
Rusty Brockway	Active	02/10/1973	09/28/2015			8	8,417	9	9,753
Alex Bahr	Active	10/29/1988	08/22/2016			7	6,740	8	7,933
Jake Schwinghammer	Active	07/16/1989	08/22/2016			7	6,543	8	7,702
Lucas Skogstap	Active	10/31/1988	09/09/2019			4	3,739	5	4,814
Tanner Toenies	Active	02/17/1999	09/09/2019			4	2,782	5	3,582
Derek Buck	Active	11/30/1997	12/27/2021			2	1,476	3	2,280
Jeremy Huehn	Active	01/26/1983	12/27/2021			2	1,762	3	2,723
Luke Schwinghammer	Active	04/02/1985	12/27/2021			2	1,762	3	2,723
Ashley Eichten	Active	04/27/1996	04/26/2022			2	1,520	3	2,349

Saint Augusta Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)
Deferred Members

	Birth Date	Yrs Of Service		Deferred Interest Paid	Interest Period	Leaves Of Absence
	Entry Date	Benefit Level	Vesting Min Yrs Required	Interest Option		Member Status Name
Name	Separation Date	Vesting Percent	Return To Service	Months Of Service Paid	Liability Curr	Liability Next
Brandon J. Billig	03/26/1982	7 Years 8 Months		No		12 Months
	09/05/2006	500	5 Years			Deferred
	06/01/2015	48 %	No	Yes	1,840	1,840
	Rate of Return	-				
Josh D. Laudenbach	09/20/1984	9 Years 8 Months		No		5 Months
	09/05/2006	750	5 Years			Deferred
	10/17/2016	56 %	No	Yes	4,060	4,060
	Rate of Return	-				
Michael Tabatt	12/19/1972	15 Years 0 Months		No		0 Months
	02/07/2006	1,250	5 Years			Deferred
	02/07/2021	80 %	No	Yes	15,000	15,000
	Rate of Return	-				
Mitch James Roussele	07/06/1986	8 Years 10 Months		No		0 Months
	09/05/2006	750	5 Years			Deferred
	07/21/2015	52 %	No	Yes	3,445	3,445
	Rate of Return	-				
Robert Clement Claseman	07/11/1973	15 Years 6 Months		No		0 Months
	09/05/2006	1,500	5 Years			Deferred
	03/07/2022	80 %	No	Yes	18,600	18,600
	Rate of Return	-				

Saint Augusta Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)
Unpaid Installments

Name	Member Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2023 Estimated Liability	2024 Estimated Liability
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No Unpaid Installments

Saint Augusta Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)
Financial Projections

Calculation of Normal Cost	2023	2024
Total Active Member Liabilities	304,457	339,467
Total Deferred Member Liabilities	42,945	42,945
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. 347,402	B. 382,412
Normal Cost (Cell B - Cell A)		C. 35,010

Projection of Net Assets for Year Ending December 31, 2023

Special Fund Assets at December 31, 2022 (FIRE-22 ending assets)	1.	436,354
Projected Income for 2023		
Fire State Aid	D.	21,818
Supplemental State Aid (actual 2022 supplemental state aid)	E.	4,255
Municipal / Independent Fire Dept. Contributions	F.	3,000
Interest / Dividends	G.	11,222
Appreciation / (Depreciation)	H.	21,817
Member Dues	I.	0
Other Revenues	J.	0
Total Projected Income for 2023 (Add Lines D through J)	2.	62,112
Projected Expenses for 2023		
Service Pensions	K.	0
Other Benefits	L.	0
Administrative Expenses	M.	0
Total Projected Expenses for 2023 (Add Lines K through M)	3.	0
Projected Net Assets at December 31, 2023 (Line 1 + Line 2 - Line 3)	4.	498,466

Projection of Surplus or (Deficit) as of December 31, 2023

Projected Assets (Line 4)	5.	498,466
2023 Accrued Liability (Page 4, cell A)	6.	347,402
Surplus or (Deficit) (Line 5 - Line 6)	7.	151,064

Saint Augusta Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)

Calculation of Required Contribution

Year Incurred	Deficit Information - Original		Deficit Information - Adjusted		
	Original Amount	Amount Retired as of 12/31/2022	Original Amount	Amount Retired as of 12/31/2023	Amount Left to Retire 1/1/2024
2014	0	0	0	0	0
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	0	0	0	0	0
2020	0	0	0	0	0
2021	0	0	0	0	0
2022	0	0	0	0	0
2023	0	0	0	0	0
Totals	0	0	0	0	0

Normal Cost	8.	35,010
2022 Administrative Expense (FIRE-22)	2022 9.	1,398
2023 Projected Administrative Expense	2023	1,447
Amortization of Deficit (Total of Original Amount X 0.10)	10.	0
10% of Surplus	11.	15,106
Fire and Supplemental Aid	12.	26,073
Member Dues	13.	0
5% of Projected Assets at December 31st, 2023	14.	24,923
Required Contribution	15.	0

Saint Augusta Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2023, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 65b3f93e-57dd-4261-af44-0b754c306343 displayed in the lower left corner of each page.

We, the officers of the Saint Augusta Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

- 1) The annual benefit level of \$1,500 per year of service was approved by the Relief Association's board of trustees and, if required by Minn. Stat. § 424A.092, ratified by the affiliated municipal governing board or independent nonprofit firefighting corporation;
- 2) We understand that this form shows that the Relief Association has a projected SURPLUS of \$151,064 and a projected funding ratio of 143.48 percent; and
- 3) The required 2024 contribution is \$0 based on the financial requirements of the Relief Association's Special Fund for the 2023 calendar year.

Signature of President	First Name	Last Name	Date
Signature of Secretary	First Name	Last Name	Date
Signature of Treasurer	First Name	Last Name	Date

Municipal Clerk / Independent Secretary Certification*

I received the completed Schedule Form from the Saint Augusta Fire Relief Association with Confirmation Id 65b3f93e-57dd-4261-af44-0b754c306343 displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	First Name	Last Name	Date

* See the form instructions for additional information about certification requirements.

Bill McCabe

From: JimKathy Sartell <jimkathy2495@gmail.com>
Sent: Monday, October 30, 2023 3:47 PM
To: bmccabe@staugustamn.com
Subject: Emerald Ponds new construction / zoning

Mr McCabe - I obtained your Email address from the City of Augusta website and need to contact you regarding new construction in our Emerald Ponds development. There are multiple building sites next to each other with similar foundations on Topaz Street. The initial foundation construction activity did not concern me; the area was platted for twinhomes and it appeared as such. As the structure was built and the additional, similar foundations appeared in close proximity, my suspicion grew. One of these is now erected and appears to be a multi-family dwelling with 4 electric service meters (installed last week), and 4 single car garages with entrance doors in each garage.

The development lot/plat layout identifies this section as twinhome lots, and I suspect city zoning also regulates housing types (ex: R-1 Suburban Residential district.) This situation is concerning and objectionable to me, and I'm sure will be for others in the neighborhood as they become aware of the situation. I did not purchase my home with an understanding this type of housing would be permitted; the development was marketed then and remains now as single family lots, twin homes, and cottage/patio homes. I am very concerned with the situation and the impact to my, and neighborhood, valuations, plus other related effects. I am notifying you and request you investigate, respond and rectify before further structure completion (conversion to twinhome design and use is reasonable), and to let you know I am preparing to pursue appropriate action to protect my interests.

Regards,

Jim Sartell
2495 Topaz St
St. Augusta
218-367-3603

Bill McCabe

From: Robert Connors <robert_connors@q.com>
Sent: Wednesday, November 1, 2023 8:58 PM
To: bmccabe@staugustamn.com
Subject: Emerald Ponds Development

Hello, our names are Robert and Stephanie Connors, we live in the Emerald Ponds neighborhood and are concerned about the multi family complexes that are being developed on Topaz St. Our family moved here because it is a nice quiet neighborhood with single family lots, not multi-family developments. One of the complexes is nearly complete and there are two more foundations that have been laid that are the same size. The one that is nearly complete has 4 single car garages with individual entrances in each. It appears to accommodate 4 separate families. If all 3 lots are set up that way it would be 12 families in 3 lots. Our understanding is that this development was only permitted for single family homes, not multi family complexes. We moved out of St. Cloud to avoid the crowded neighborhoods, higher crime rates and lower property values that multi-family housing can bring. We are wondering what options we have and if there is an upcoming city council meeting where this could be addressed?

Thank you,

Robert and Stephanie Connors
robert_connors@q.com

Bill McCabe

From: Cyndi Evans <CLEV@preferredcredit.com>
Sent: Tuesday, October 31, 2023 5:32 PM
To: bmccabe@staugustamn.com
Subject: Emerald Ponds Development

Hello Mr. McCabe,

I am writing to express my concern with the potential of rental units being built in the Emerald Ponds neighborhood. When we purchased our home here, the development was planned for single family, twin homes, and patio homes, so we were surprised to hear that a 4-plex was being built.

We do have a concern for what rental units could bring to this neighborhood especially if it was not zoned for this type of property. We understand the City is aware of the situation and has temporarily halted the work on the other 2 dwellings.

We hope the resolution will be that these dwellings will be twin homes which would be consistent with the current existing home on that side of Topaz Street.

Thank you for your time.

Sincerely
Cyndi Evans

Bill McCabe

From: Bridgett Braaten <braaten331@gmail.com>
Sent: Tuesday, October 31, 2023 4:47 PM
To: bmccabe@staugustamn.com
Subject: Multi Family Homes in Emerald Ponds Development

Hi,

Today I received noticed that the emerald ponds development area has multi family homes being contacted. It sounds as though this was not the original intention for these lots when this development was proposed. It has always been marketed as a single, twin or patio homes. I am definitely against multi family homes in this area. If multi family homes go up and the area is full of rentals, I will sell so will many others. I left living in St cloud for this exact reason.

I attempted to checkout the date and time of future city council meetings online but was unable to find anything. Can you please provide me with this information?

Thanks,
Bridgett

Bill McCabe

From: Paul Keyworth <paulrkeyworth@hotmail.com>
Sent: Friday, November 3, 2023 10:51 AM
To: bmccabe@staugustamn.com
Cc: 瑾瑜_Vivian 詹 Chang
Subject: New Topaz St. construction / city council meeting

Dear Mr. McCabe,

We live on Ruby Street in the Emerald Ponds neighbourhood. Jim Sartell is our neighbor, and we share his strong concern about the development of multi-family dwellings along Topaz Street. A major reason why we decided to purchase a house in this development is that it was, and still is, marketed as being a neighborhood of “single family lots, twin homes, and cottage/patio homes” as the sign at the entrance to Emerald Ponds states.



It is frustrating that we can already see these new multi-family structures from the rear of our property, which will undoubtedly lower the value of our investment and have other undesirable impacts on our residential environment. Therefore, we will join Jim and other dissatisfied neighbors in opposing the construction of these new buildings.

I will be traveling out of the country on Tuesday, so I am afraid I will not be able to attend the city council meeting; however, my wife Vivian (cc'd) will try to come if her schedule allows. Please could you tell me the time and place of the meeting?

Thank you for your attention to this matter and any further information you can provide.

Sincerely,

Paul Keyworth

2446 Ruby St.

Bill McCabe

From: Brian Rassier <brassier@gmail.com>
Sent: Sunday, November 5, 2023 6:54 AM
To: Bill McCabe
Subject: Zoning/Permits and Emerald Ponds

Hello -

I'm not sure who I should contact about this concern. My family lives in the Emerald Ponds neighborhood. When we purchased our home the neighborhood was marketed as a single family home neighborhood with some twin homes and cottage/patio homes. In the last couple months there has been some new construction that is not in line with that layout. It appears that there are currently 3 multi-family homes being built, each home supporting 4 residential units (4 electrical service meters and 4 garage doors). This type of structure significantly changes the neighborhood density with increased traffic, as well as a high probability of rental property, etc.

Can you help me understand if these lots were ever zoned for 4 residential units on a single lot? I feel that with this unexpected change, the investment in my home will suffer, and the makeup of the neighborhood will be negatively impacted for my family.

Any help/guidance you can give would be appreciated
-Brian and Katie Rassier

4750

1130021

04 OCT 14 PM 1:45

COUNTY RECORDER
STEARNS COUNTY, MN
DIANE GRUNDHOEFER

BY DK DEPUTY

**DEVELOPER'S AGREEMENT
CITY OF ST. AUGUSTA
Emerald Ponds**

THIS AGREEMENT, entered into this 4th day of May, 2004 by and between Rolling Green, Inc. ("Developer"), and the City of St. Augusta, County of Stearns, State of Minnesota, ("City");

WITNESSETH:

WHEREAS, Developer is the fee owner and developer of the real property described in Exhibit A, attached hereto and incorporated herein by reference, which real property has received preliminary plat approval to subdivide 145.08 gross acres into 370 lots for purposes of constructing 277 single family residential lots, 54 two-family townhomes, and 39 single-family townhomes (also known as patio homes) as shown on Exhibit B and which shall hereinafter be referred to in its entirety as "Development" and will submit final plats for these lands in phases over the course of several years;

WHEREAS, Developer has received final plat approval to subdivide 39.942 gross acres into 129 lots for purposes of constructing 128 residential lots which will contain a total of 40 two-family townhomes and 88 single-family homes in the plat intended to bear the name "Emerald Ponds" as shown on Exhibit C and legally described on Exhibit A and shall hereinafter be referred to as "Said Plat," "Emerald Ponds," or "Subject Property;" and

WHEREAS, Said Plat is a part of the Development over which preliminary plat approval has been granted; and

WHEREAS, this Agreement shall serve as a master agreement for all of the Development over which preliminary plat approval have been granted and as a primary

Developer's Agreement for the first phase to be platted as "Emerald Ponds" described as "Said Plat"; and whereas, separate Developer's Agreements shall be required at the time of final platting of all future phases of the Development following Said Plat; and

WHEREAS, this Agreement is entered into for the purpose of setting forth and memorializing for the parties and subsequent owners, the understandings and covenants of the parties concerning the Development and Said Plat and the conditions imposed thereon. Therefore, this Agreement shall apply both to said Plat and to the Development; and

WHEREAS, the City has given final approval of Developer's Plat of Emerald Ponds contingent upon compliance with certain City requirements including, but not limited to, matters set forth herein; and

WHEREAS, the City requires that certain public improvements including, but not limited to bituminous street, curb and gutter, sanitary sewer, municipal water, grading, storm water ponds and storm sewer (hereafter "Municipal Improvements") be installed to serve the Subject Property and other properties affected by the development of Developer's land, to be installed and financed by Developer; and

WHEREAS, the City further requires that certain on- and off-site improvements be installed by the Developer within Said Plat, which improvements consist of boulevards, top soil and ground cover to prevent erosion, grading control per lot, street signs, street cleanup during project development, erosion control, and other site-related items; and

WHEREAS, this Agreement is entered into for the purpose of setting forth and memorializing for the parties and subsequent owners, the understandings and covenants of the parties concerning the development of the Said Plat and the conditions imposed thereon;

NOW, THEREFORE, IT IS HEREBY AND HEREIN MUTUALLY AGREED, in consideration of each party's promises and considerations herein set forth, as follows:

1. **Construction of Municipal Improvements.**

- A. The Developer shall construct those Municipal Improvements located on and off Said Plat as detailed in the Plans and Specifications for Emerald Ponds as prepared by Midwest Land Surveyors & Civil Engineers, Inc., dated March 12, 2004 and March 10, 2004, respectively, and on file with the City Clerk, said improvements to include installation of bituminous street, sanitary sewer, storm sewer, municipal water, curb, gutter, sidewalk and site grading. All

such improvements shall be constructed according to the standards adopted by the City, along with all items required by the City Engineer. Unless the City Engineer specifies a later date, said improvements shall be installed before October 1, 2004, except the bituminous wear course, which shall be installed after July 1, 2005 but before September 15, 2005.

- B. Developer shall provide the City with lien waivers from all contractors and subcontractors engaged to construct said improvements on Said Plat. Should Developer fail to provide the City with all applicable lien waivers, the City reserves the right to draw upon Developer's surety and pay any contractors who performed work on any Municipal Improvements and whom Developer has failed to fully pay for the performance of said work.
- C. The City shall, at its option, have the City Engineer present on Said Plat for inspection purposes at such times as the City may deem necessary during the construction and installation of said Municipal Improvements. Developer agrees to pay for all costs incurred by the City during said inspections. Upon request, the City shall provide Developer with time sheets and work records to verify such costs before payment by Developer.

2. **Construction of On- and Off-Site Improvements.**

- A. Developer shall construct all on- and off-site improvements including installation of street signs, traffic signs, yard top soil, vegetation required by ordinance, grading control per lot, street cleanup during project development, and erosion control, all as required by the City. Developer may leave existing vegetative cover on all areas of any lot not disturbed during grading until such time as an occupancy permit is issued for said lot, at which time vegetation required by the ordinance shall be installed. Said on- and off-site improvements on Said Plat shall be installed no later than September 1, 2004, with the exception of erosion control, which shall be installed upon initial grading of Said Plat.
- B. Notwithstanding the requirements of subparagraph 2A above, the Developer shall install to the City's satisfaction improvements for each lot or parcel within sixty (60) days of the date that a certificate of occupancy (temporary or permanent) is issued by the City for a building located on the lot, unless the certificate of occupancy is issued after October 1st and before March 30th in any given year, in which case said improvements shall be so completed by the following June 15th.
- C. In addition, the Developer shall, at its own expense, cause street signs and traffic

control signals to be of such type and to be installed at such locations as required by the City Engineer and shall be consistent with the size and type of signs currently used elsewhere in the City.

- D. Developer shall install storm water retention/water quality ponds and basins upon Said Plat as shown on the Grading, Drainage and Erosion Control Plan attached as Exhibit D. Said ponds and basins shall be dedicated to the City, and Developer shall provide the City with perpetual drainage easements over such ponds. Said retention ponds and basins shall be installed prior to the installation of utilities.
3. **Construction of Sanitary Sewer and Municipal Water Trunk Lines.** The Developer and City have previously entered into a Utility Reimbursement Agreement dated January 20, 2004 related to the construction of sanitary sewer and municipal water trunk lines. This Agreement shall not act to modify the Utility Reimbursement Agreement, except that Developer agrees that it shall pay any Trunk District fees established pursuant to the Utility Reimbursement Agreement which apply to Said Plat at the later of the release of Said Plat by the City or the adoption of the Trunk District fee ordinance.
4. **Use of Lots.** It is the Developer's and City's intent that the following be constructed on the numbered lots in Said Development: 277 single family residential lots, 54 two-family townhomes, and 39 single-family townhomes, with one residential unit per numbered lot. Developer agrees that it shall not construct any units other than said dwelling units set out in this paragraph. Other requirements of the City's Residential District, R-4, shall be strictly complied with as to all lots in Said Development (unless such requirements are eliminated due to rezoning by the City after all lots in Said Plat have been developed), except as follows:
- A. The following lots in the Development (as shown on Exhibit B) shall have minimum setbacks of 35 feet from Stearns County State Aid Highway No. 7:
- Lots 2 through 32, Block 1
 - Lot 48, Block 1
 - Lots 1, 8, 9, 33 and 34, Block 7
 - Lots 1, 23, 24, and 25, Block 21
- B. Lot 40, Block 7 shall be limited in use as a common lot for the benefit of Lots 1-39, Block 7, and shall not be a buildable lot. Lot 40, Block 7 shall be maintained by the Homeowners' Association which is required to be established by this

Agreement.

- C. The Developer shall establish a Homeowners' Association via a recorded covenant encompassing lots 1-40, Block 7. Said covenants and agreements are to be submitted to the City Attorney for review and approval. Said Homeowners' Association shall be responsible for snow and ice removal on the public streets abutting lots 1-40, Block 7. Said snow and ice removal shall be conducted in such a manner that the paved portion of such streets remain free of snow and ice at all times, with snow and ice clearing operations to begin within six hours of an accumulation of snow in excess of two inches or an accumulation of ice in excess of one-eighth of an inch on the paved street surface. In the event the Homeowners' Association fails to commence snow or ice clearing operations within the times set out in this subparagraph, the City may, but shall not be required to, clear the snow and ice from said streets and the Homeowners' Association shall pay the City's costs (including labor, fixed overhead, materials, and wear and tear on equipment) incurred in removing the snow and ice. The Homeowners' Association shall pay the cost of repairing any damage which occurs to such streets as a result of snow and ice removal operations. All payments required under this subparagraph shall be made within 30 days of billing by the City.
- D. No lot driveway accesses shall be permitted on 28th Avenue.
- E. All lots which front 23rd Avenue for access shall include a driveway with on-site turn-around to assure vehicles may enter 23rd Avenue in a forward direction.

5. **Surety Requirements.**

- A. Developer will provide the City with a surety in the form of a letter of credit or bond (as reasonably approved by the City Attorney) as security that the obligations of the Developer under this contract shall be performed. Said surety shall be in the amount of \$1,767,054 . Said surety must meet the reasonable approval of the City attorney as to form and issuing bank or company.
- B. The City may draw on said surety to complete work not performed by Developer (including but not limited to on- and off-site improvements, Municipal Improvements described above, erosion control, and other such measures), to pay liens on property to be dedicated to the City, to reimburse itself for costs incurred in the drafting, execution, administration or

enforcement of this Agreement, or to otherwise fulfill the obligations of Developer under this Agreement.

- C. In the event that any cash, or other surety referred to herein is ever utilized and found to be deficient in amount to pay or reimburse the City in total as required herein, the Developer agrees that upon being billed by the City, Developer will pay within thirty (30) days of the mailing of said billing, the said deficient amount. If there should be an overage in the amount of utilized security, the City will, upon making said determination, refund to the Developer any monies which the City has in its possession which are in excess of the actual costs of the project as paid by the City.
- D. Developer hereby agrees to allow the City to specially assess Developer's property for any and all costs incurred by the City in enforcing any of the terms of this agreement should Developer's surety prove insufficient or should Developer fail to maintain said surety in the amount required above within 30 days of mailing of written request by the City.
- E. In the event a surety referred to herein may become null and void prior to the time at which all monetary or other obligations of the Developer are paid or satisfied, it is agreed that the Developer shall provide the City with a new surety, acceptable to the City, at least forty-five (45) days prior to the expiration of the original surety. If a new surety is not received as required above, the City may without notice to Developer declare a default in the terms of this Agreement and thence draw in part or in total, at the City's discretion, upon the expiring surety to avoid the loss of surety for the continued obligation. The form of any surety must be approved by the City Attorney prior to its issuance.

6. **Surety Release.**

- A. Periodically, as payments are made by the Developer for the completion of portions of the Municipal Improvements and/or On- and Off-site Improvements, and when it is reasonably prudent, the Developer may request of the City that the surety be proportionately reduced for that portion of the Municipal Improvements which have been fully completed and payment made therefore. All such decisions shall be at the reasonable discretion of the City Council. The City's reasonable cost for processing reduction request(s) shall be billed to the Developer. Such cost shall be paid to the City within thirty (30) days of the date of mailing of the billing.

- B. The Developer may request of the City a reduction or release of any surety as follows:
- i. When another acceptable letter of credit or surety is furnished to the City to replace a prior letter of credit or surety.
 - ii. When all or a portion of the Municipal Improvements or the on- and off-site improvements have been installed, the letter of credit or surety may be reduced by the dollar amount attributable to that portion of improvements so installed.
 - iii. As to all requests brought under this paragraph, the City Council shall have reasonable discretion whether to reduce or not to reduce said letter of credit or surety.
- C. The costs incurred by the City in processing any reduction request shall be billed to the Developer and paid to the City within thirty (30) days of billing.

7. **Abandonment of Project - Costs and Expenses.** In the event Developer should abandon the proposed development of the Subject Property, the City's reasonable costs and expenses related to attorney's fees, professional review, drafting of this Agreement, preparation of the feasibility report, plans and specifications, and any other expenses undertaken in reliance upon Developer's various assertions shall be paid by said Developer within thirty (30) days after receipt of a bill for such costs from the City. In addition, in the event the Developer abandons the project, in whole or in part, ceases substantial field work for more than nine (9) months, or fails to provide sufficient ground-cover to prevent continuing soil erosion from the Said Plat Developer agrees to pay all costs the City may incur in taking whatever action is reasonably necessary to provide ground-cover and otherwise restore Said Plat to the point where undeveloped grounds are level and covered with permanent vegetation sufficient to prevent continuing soil erosion from Said Plat. In the event that said costs are not paid, the City may withdraw funds from the above-mentioned surety for the purpose of paying the costs referred to in this paragraph.
8. **Developer to Pay City's Costs and Expenses.** It is understood and agreed that the Developer will reimburse the City for all reasonable administrative, legal, planning, engineering and other professional costs incurred in the creation, administration, enforcement or execution of this Agreement and the approval of Said Plat, as well as

all reasonable engineering expenses incurred by the City in designing, approving, installing, and inspecting said Improvements described above. Developer agrees to pay all such costs within thirty (30) days of billing by the City. If Developer fails to pay said amounts, Developer agrees to allow the City to reimburse itself from said surety and/or assess the amount owed against any or all of the Said Plat only if the surety is inadequate. Developer has the right to request time sheets or work records to verify said billing prior to payment.

9. **Erosion and Siltation Control.** Before any grading is started on any site, all erosion control measures as shown on the approved Grading, Drainage and Erosion Control Plan shall be strictly complied with as set forth in the attached Exhibit D. Developer shall also install all reasonable erosion control measures deemed necessary by the City Engineer should the erosion control plan prove inadequate in any respect.

10. **Maintain Public Property Damaged or Cluttered During Construction.**

Developer agrees to assume full financial responsibility for any damage which may occur to public property including but not limited to streets, street sub- base, base, bituminous surface, curb, and utility system when said damage occurs as a result of the activity which takes place during the development of Said Plat. The Developer further agrees to pay all costs required to repair the streets and/or utility systems damaged or cluttered with debris when occurring as a direct or indirect result of the construction that takes place in Said Plat within two years of the date of this Agreement.

Developer agrees to clean the streets on a daily basis if reasonably required by the City. Developer further agrees that any damage to public property occurring as a result of construction activity on Said Plat within two years of the date of this Agreement will be repaired immediately if deemed to be an emergency by the City. Developer further agrees that any damage to public property as a result of construction activity on Said Plat within two years of the date of this Agreement will be repaired within 14 days if not deemed to be an emergency by the City.

In the event the Developer fails to clean up, maintain or repair the damaged public property mentioned above, the City may immediately undertake making or causing it to be cleaned up, repaired or maintained. When the City undertakes such activity, the Developer shall reimburse the City for all of its reasonable expenses within thirty (30) days of its billing to the Developer. If the Developer fails to pay said bill within thirty (30) days, then the City may reimburse itself from the Surety, and, if the surety is insufficient to fully reimburse the City, specially assess any such remaining costs against the lots within Said Plat and/or take necessary legal action to recover such

costs and the Developer agrees that the City shall be entitled to reasonable attorney's fees incurred by the City as a result of such legal action.

11. **Temporary Easement Rights.** Developer shall provide access to the Subject Property at all reasonable times to the City or its representatives for purposes of inspection or to accomplish any necessary work pursuant to this Agreement.
12. **Miscellaneous.**
 - A. Developer agrees that all construction items required under this Agreement are items for which Developer is responsible for completing and all work shall be done at Developer's expense.
 - B. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Contract is for any reason held invalid by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Contract.
 - C. No building permits shall be issued until the base course of bituminous pavement is installed on the street abutting the lot to which the permit is to be issued. If building permits are issued prior to the completion and acceptance of public improvements, the Developer assumes all liability and the costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, its contractors, subcontractors, materialmen, employees, agents, or third parties.
 - D. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Contract shall not be a waiver or release.
 - E. This Contract shall run with the land and shall be recorded against the title to the property.
 - F. The Developer represents to the City that to the best of Developer's knowledge, Said Plat complies with all applicable City, County, State and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If the City determines that Said Plat does not comply, the City may, at its option, refuse

to allow construction or development work in the plat until the Developer so complies. Upon the City's demand, the Developer shall cease work until there is compliance.

- G. Prior to the execution of this Agreement and prior to the start of any construction on the Subject Property, Developer shall provide the City with evidence of good and marketable title to all of Subject Property. Evidence of good and marketable title shall consist of a Title Insurance Policy or Commitment from a national title insurance company, or an abstract of title updated by an abstract company registered under the laws of the State of Minnesota.
- H. Developer shall comply with all water, ponding and wetland related restrictions required by the City and Stearns County Environmental Services Department.
- I. Developer shall obtain all required driveway, utility and other permits as required by either the City Engineer and/or Stearns County.
- J. All driveway accesses onto City streets are to be approved by the City Engineer.
- K. All accesses to and improvements to CSAH 7 shall be approved by the City Engineer and Stearns County.
- L. All roads in Said Plat shall be maintained by the Developer until such time as the City accepts the dedication of said roads.
- M. All areas on outlots upon which the soil has been disturbed shall be seeded to prevent soil erosion, except areas previously delineated as wetlands. All such seeding must meet the approval of the City Engineer.
- N. Prior to the sale of any lot(s) within Said Plat, Developer shall provide the City with a copy of the sales literature or other appropriate documentation with information apprising potential lot buyers of the agricultural nature and use of the adjacent parcel including, but not limited to, a "Right to Farm Disclosure Statement" and "Farm Related Noise Disclosure Statement". Said literature is subject to the approval of the City. Such literature shall be distributed to all potential lot purchasers prior to entering into an agreement to purchase a lot.
- O. All driveways will be hard surfaced with either bituminous, concrete, pavers or such other substance as approved by the City.

- P. Developer shall cause the front yard of each lot to be sodded and rear and side yards brought to grade and seeded with grass seed within the later of twenty one days after 1) the issuance of an occupancy permit, or 2) the installation of a sidewalk on the lot to be sodded and seeded. However, all homes issued a Certificate of Occupancy after October 15th and before May 31st, shall have until the following June 30th to satisfy the requirements of this paragraph.
- Q. Developer shall locate all existing drain tiles on Said Plat and connect them to the City's storm sewer. Developer shall expand the storm sewer and ponding systems, if necessary, to accommodate said drain tile flows.
- R. All holding ponds located on Said Plat shall have vehicular access acceptable to the City Engineer for maintenance purposes.
- S. Developer shall take all reasonable actions and precautions to preserve mature trees located on Said Plat.
- T. Pavement of 23rd Avenue shall be widened by two feet on each side of the roadway at the sole expense of Developer, such widening to occur with the phased construction of the Development at a time to be determined by the City Engineer. Further, Developer shall be responsible for paying for the additional overlay of four feet of 23rd Avenue (representing the two two-foot wide additional pavement areas), with the City paying for the remaining overlay cost of the traveled portion of the road. The City shall determine the timing of the installation of the overlay.
- U. Upon full build-out of the plat, the City may conduct a traffic study relating to the use of 23rd Avenue to determine if a left turn lane from 23rd Avenue to the west-bound CSAH 7 lane is necessary. If such a left turn lane is found necessary by the City, the Developer shall pay a proportion of the cost of such turn lane equal to the proportion of traffic projected to use the left turn lane which comes from the Development versus all traffic projected to use the left turn lane.

13. **Violation of Agreement.**

- A. In the case of default by the Developer, its successors or assigns, of any of the covenants and agreements herein contained, the City shall give Developer thirty days mailed notice thereof (via certified mail), and if such default is not cured within said thirty day period, the City is hereby granted the right and the privilege

to declare any deficiencies governed by this Agreement due and payable to the City in full, unless the Developer can demonstrate that said cure cannot reasonably be accomplished in 30 days, in which case the Developer shall be in default at such time as the cure could reasonably have been accomplished but was not so accomplished. The thirty day notice period shall be deemed to run from the date of deposit in the United States Mail. Upon failure to cure by Developer, the City may thence immediately and without notice or consent of the Developer use all of the deposited cash or other surety funds to complete the Developer's obligations under this Agreement, and to bring legal action against the Developer to collect any sums due to the City pursuant to this Agreement, plus all costs and reasonable attorney's fees incurred in enforcing this agreement.

- B. Notwithstanding the thirty day notice period provided for in paragraph 12.A. above, in the event that a default by Developer will reasonably result in irreparable harm to the environment or to public property, or result in an imminent and serious public safety hazard, the City may immediately exercise all remedies available to it under this agreement in an effort to prevent, reduce or otherwise mitigate such irreparable harm or safety hazard, provided that the City makes good-faith, reasonable efforts to notify the Developer as soon as is practicable of the default, the projected irreparable harm or safety hazard, and the intended actions of the City to remedy said harm.
- C. Paragraph 13.A. shall not apply to any acts or rights of the City under paragraph 5.E. above, and no notice need be given to the Developer as a condition precedent to the City declaring a default or drawing upon the expiring surety as therein authorized. The City may elect to give notice to Developer of the City's intent to draw upon the surety without waiving the City's right to draw upon the surety at a future time without notice to the Developer.
- D. Breach of any of the material terms of this Contract by the Developer shall be grounds for denial of building permits.

14. **Dedications to the City.**

A. **Municipal Improvement Dedications:** The Developer, upon presentation to the City of evidence of good and marketable title to Subject Property, and upon completion of all construction work and certification of completion by the City Engineer, shall make the following dedications to the City:

- 1. Developer shall dedicate to the City all streets, sanitary sewer, storm

sewer, municipal water, sidewalks and all drainage improvements within Said Plat, including but not limited to any drainage swales located on or within designated utility easements.

2. Upon acceptance of dedication of the Municipal Improvements described above, Developer shall provide the City with "Record Drawings" ("As-Builts") of all streets dedicated to the City. Acceptance by the City of any dedication shall occur upon passage of a written resolution by the City Council to that effect.
3. Developer shall deed to the City by warranty deed the following lots:
 - a. Outlot B as shown on the final plat of Emerald Ponds attached as Exhibit C; and

- B. Park Dedications:** Developer acknowledges and agrees that in order to satisfy the City's park dedication requirements for the 128 residentially zoned lots in Said Final Plat for Emerald Ponds, the City is due a cash payment totaling \$67,200.00 (\$525 per lot x 128 lots in Said Plat). Developer and City have entered into a Utility Reimbursement Agreement dated January 20, 2004 under which 80% of the park dedication due to the City will be credited pursuant to payments made by the Developer under said Utility Reimbursement Agreement. Accordingly, Developer shall pay the remaining 20% due in the amount of \$13,440.00 prior to the release of Said Plat by the City. With regard to future phases of the Development as shown on attached Exhibit B, Developer shall pay the City's park dedication fees in place at the time of final platting of that phase of the Development, subject to the terms of the Utility Reimbursement Agreement.
- C. Road Funding:** In lieu of requiring Developer to pave 28th Avenue as such road abuts the Development, Developer shall pay the City \$154,658.00, representing one-half the cost of paving 28th Avenue for the length abutting the Development. Developer may elect to defer said payment until the earlier of the final platting of any lots in Blocks 17, 18, 19 or 20, as shown on Exhibit B, provided that if Developer elects to defer said payment, the amount of the payment set out in this subparagraph shall be adjusted from the date of this agreement to the date of payment using the Engineering News Record Construction Cost Index.

15. **Phased Development.** As said Plat is a phase of a multi-phased preliminary plat, Developer agrees that the City may refuse to approve final plats of subsequent phases until public improvements for all prior phases have been satisfactorily completed. Development of subsequent phases may not proceed until Development Contracts for such phases are approved by the City. Approval of this phase of the Development shall not be construed as approval of future phases nor shall approval of this phase bind the City to approve future Development phases. All future Development phases shall be governed by the City's Comprehensive Plan, Zoning ordinance, Subdivision ordinance, and other ordinances in effect at the time such future Development phases are approved by the City.

All additional phases of the Development shall be developed consistent with the preliminary plat of Emerald Ponds attached as Ex. B within 10 years of the date of this Agreement.

16. **Indemnity.** Developer shall hold the City and its officers, employees and agents harmless from claims made by Developer and third parties for damages sustained or costs incurred resulting from Said Plat approval and development. The Developer shall indemnify the City and its officers and employees for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees. Third parties shall have no recourse against the City under this contract.

17. **Prior Agreements.** The parties acknowledge that they have entered into a Utility Reimbursement Agreement and Agreement to Pay Engineering Costs relating to utilities for Said Plat. This Agreement is not intended to supercede or in any way change the terms of those Agreements.

18. **Assignment of Contract.** The obligations of the Developer under this Contract cannot be assigned without the express written consent of the City Council through resolution.

19. **Limited Approval.** Approval of this Agreement by the City in no way constitutes approval of anything other than that which is explicitly specified in this Agreement.

20. **Professional Fees.** The Developer will pay all reasonable professional fees incurred by the City as a result of City efforts to enforce the terms of this Agreement. Said fees include attorney's fees, engineer's fees, planner's fees, and any other professional fees incurred by the City in attempting to enforce the terms of this Agreement. The Developer will also pay all reasonable attorney's and professional

fees incurred by the City in the event an action is brought upon a bond or other surety furnished by the Developer as provided herein.

21. **Plans Attached as Exhibits.** All plans attached to this Agreement as Exhibits are incorporated into this Agreement by reference as they appear. Unless otherwise specified in this Agreement, Developer is bound by said plans and responsible for implementation of said plans as herein incorporated.

22. **Integration Clause, Modification by Written Agreement Only.** This Agreement represents the full and complete understanding of the parties and neither party is relying on any prior agreement or statement(s), whether oral or written. Modification of this Agreement may occur only if in writing and signed by a duly authorized agent of both parties.

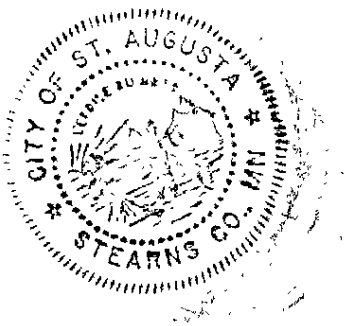
23. **Notification Information.** Any notices to the parties herein shall be in writing, delivered by hand (to the City Clerk for the City) or registered mail addressed as follows to the following parties:

City Clerk
City of St. Augusta
1914 250th Street
St. Augusta, MN 56301

Rolling Green, Inc.
15525 32nd Avenue North
Plymouth, MN 55447

24. **Agreement Effect.** This Agreement shall be binding upon and extend to the representatives, heirs, successors and assigns of the Parties hereto.

CITY OF ST. AUGUSTA



By *B. J. Kene*
Its Mayor

By *A. Ae*
Its Administrator/Clerk

Notary Public

DRAFTED BY:

Couri and MacArthur Law Office
P.O. Box 369
705 Central Avenue East
St. Michael, MN 55376
(763) 497-1930

EXHIBIT A TO DEVELOPER'S AGREEMENT

The legal description of the property to which this Developer's Agreement applies is as follows:

Lots 1-40, Block 1 ✓
Lots 1-5, Block 2 ✓
Lots 1-30, Block 3 ✓
Lots 1-3, Block 4 ✓
Lots 1-9, Block 5 ✓
Lots 1 and 2, Block 6 ✓
Lots 1-40, Block 7 ✓
Outlots A' and B' ✓

Emerald Ponds, City of St. Augusta, Stearns County, Minnesota.

EXHIBIT B

Preliminary Plat of Emerald Ponds (entire property)

EXHIBIT C

Final Plat of Emerald Ponds (phase one)

EXHIBIT D

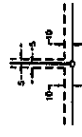
Grading, Drainage and Erosion Control Plan

EMERALD PONDS

INSET 2

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MAR 15 2004
RECEIVED

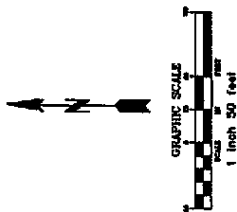
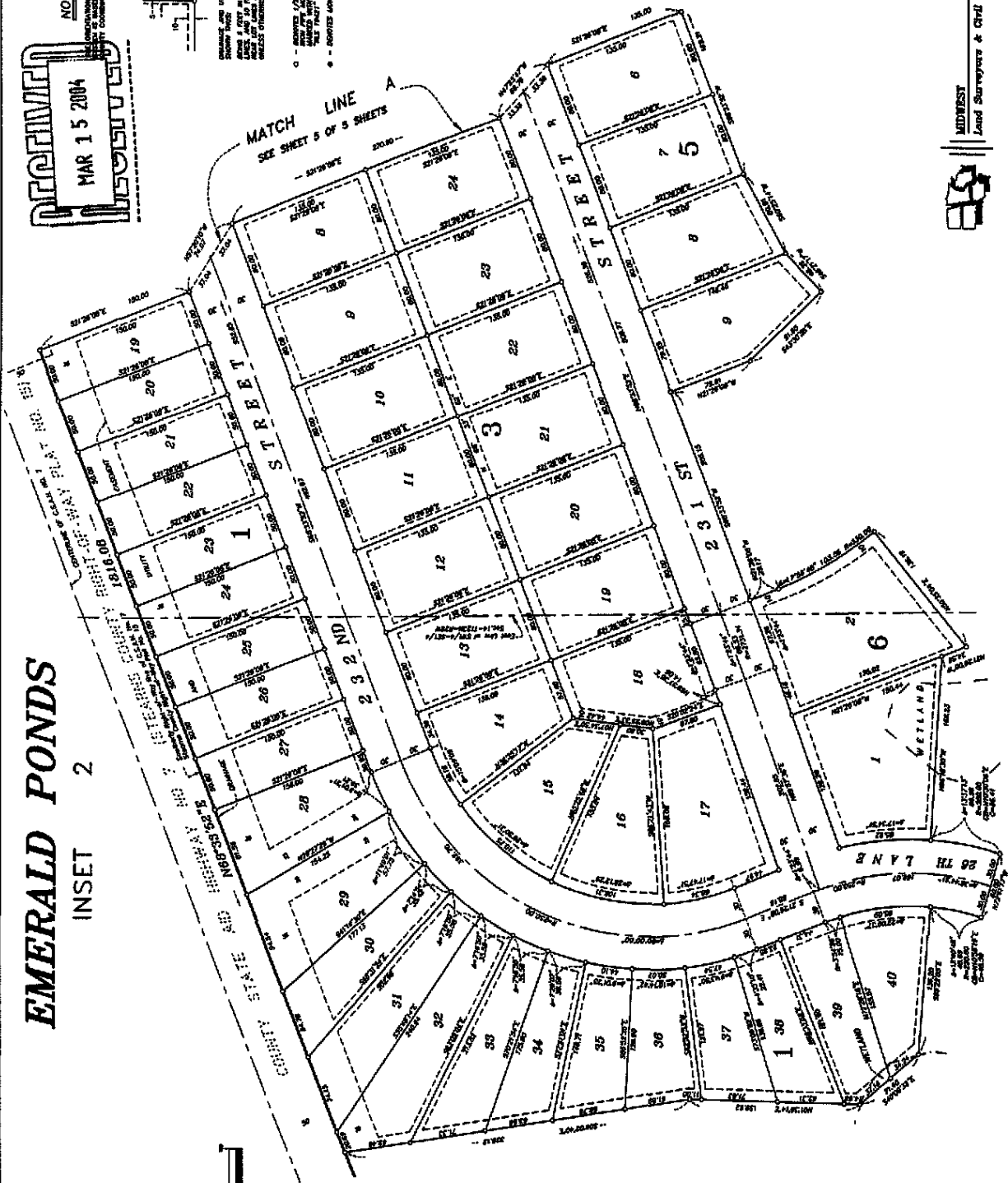
NOTES:
1. ALL DISTANCES ARE TO BE MEASURED ALONG THE CENTERLINE OF THE ROAD OR RAILROAD UNLESS OTHERWISE SHOWN ON THE PLAN.



2. ALL DISTANCES ARE TO BE MEASURED ALONG THE CENTERLINE OF THE ROAD OR RAILROAD UNLESS OTHERWISE SHOWN ON THE PLAN.

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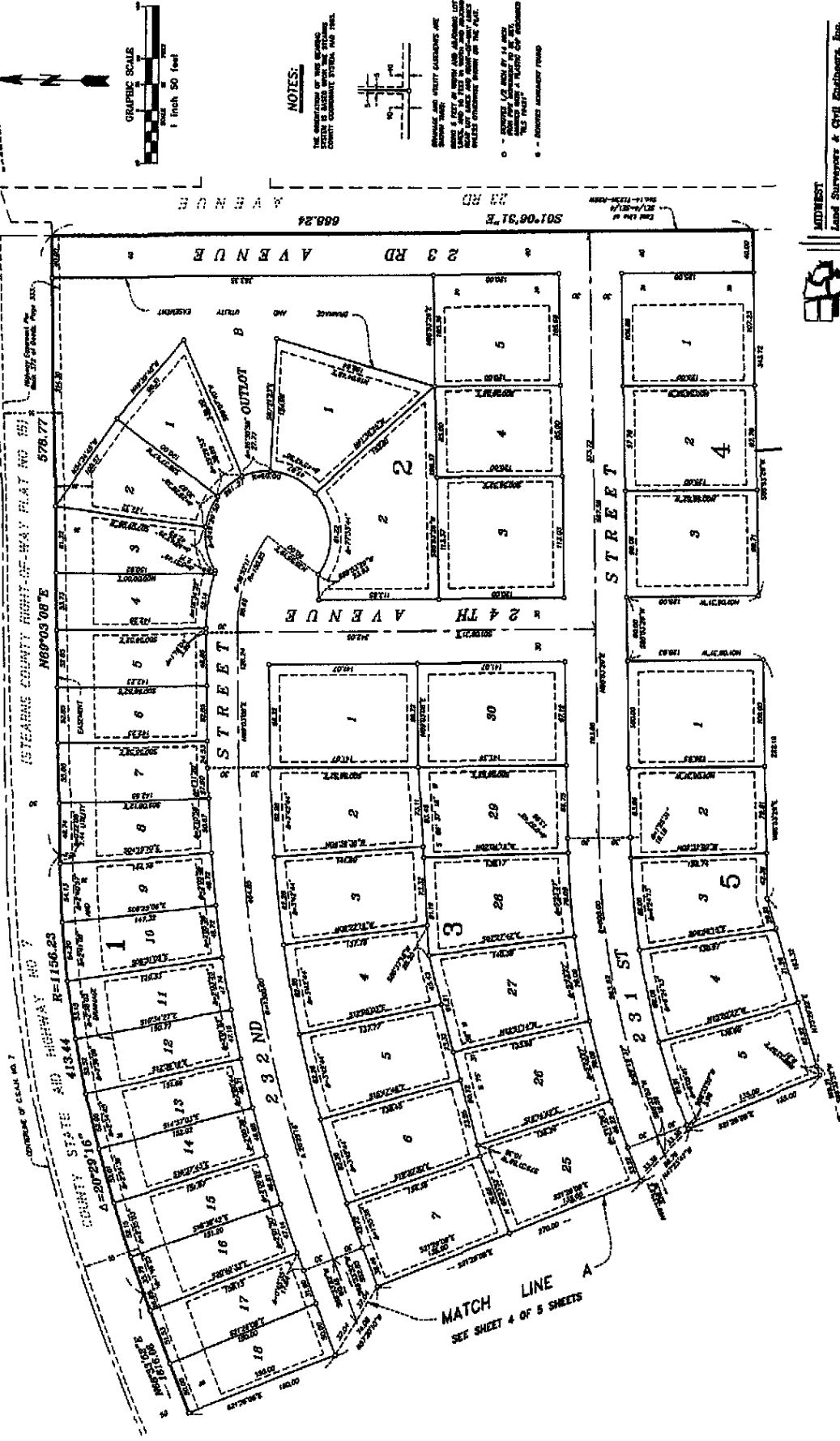


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Land Surveyors & Civil Engineers, Inc.

EMERALD PONDS

INSET 3

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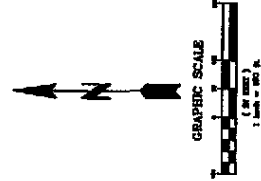
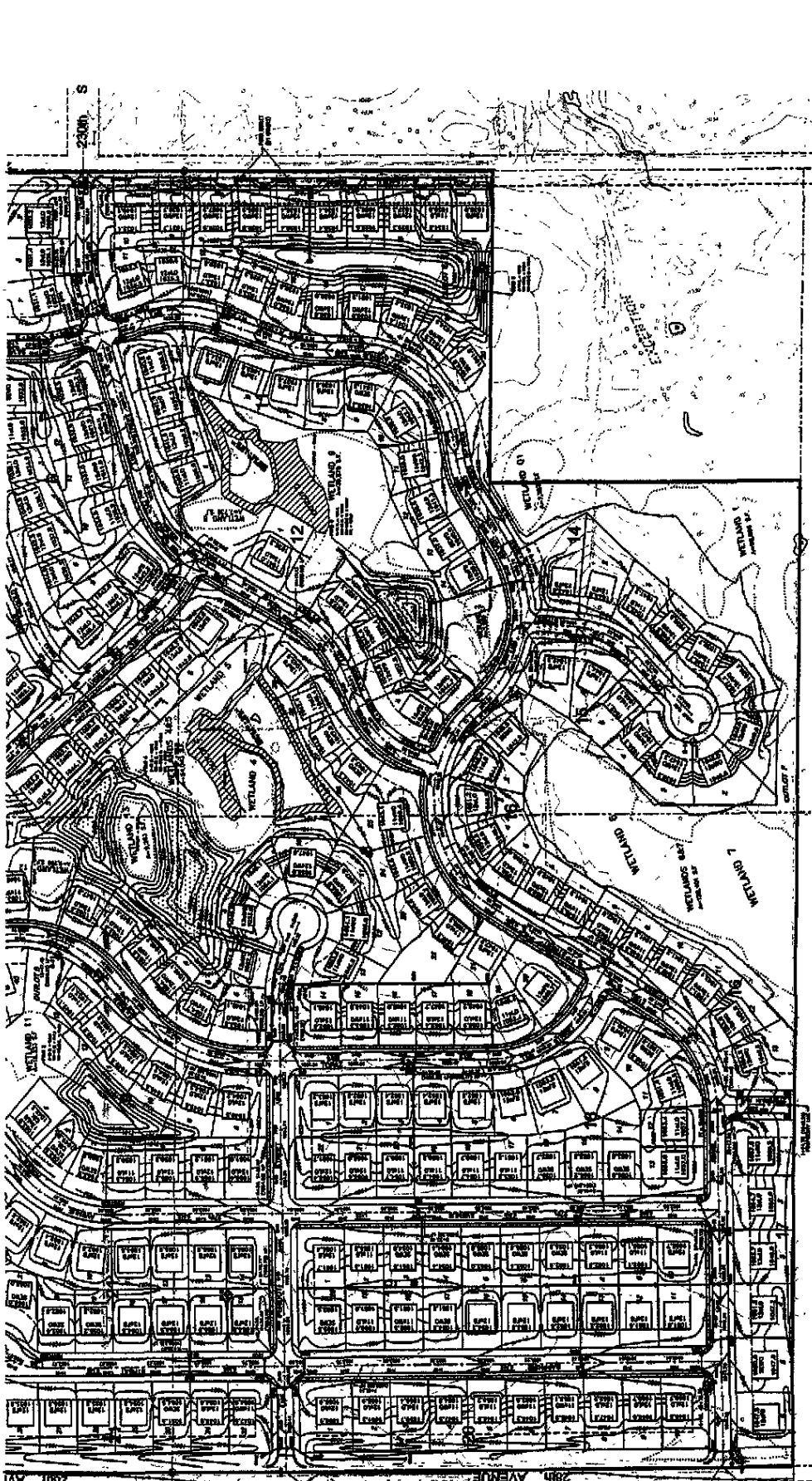


SHEET 5 OF 5 SHEETS

SCR 2501 33



MURPHY
Land Surveyors & Civil Engineers, Inc.



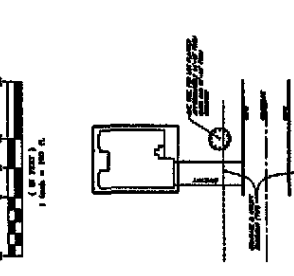
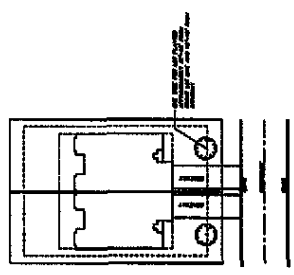
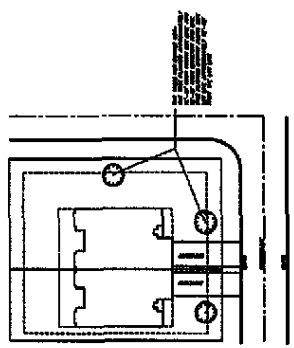
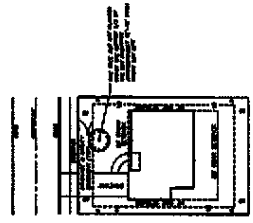
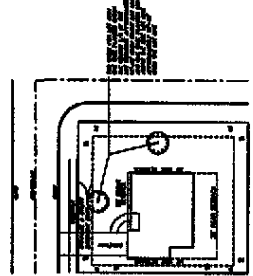
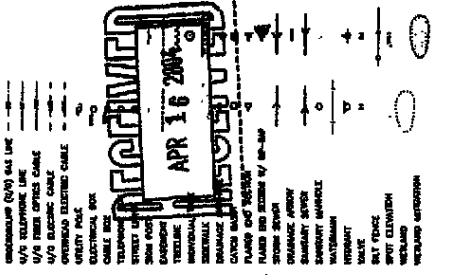
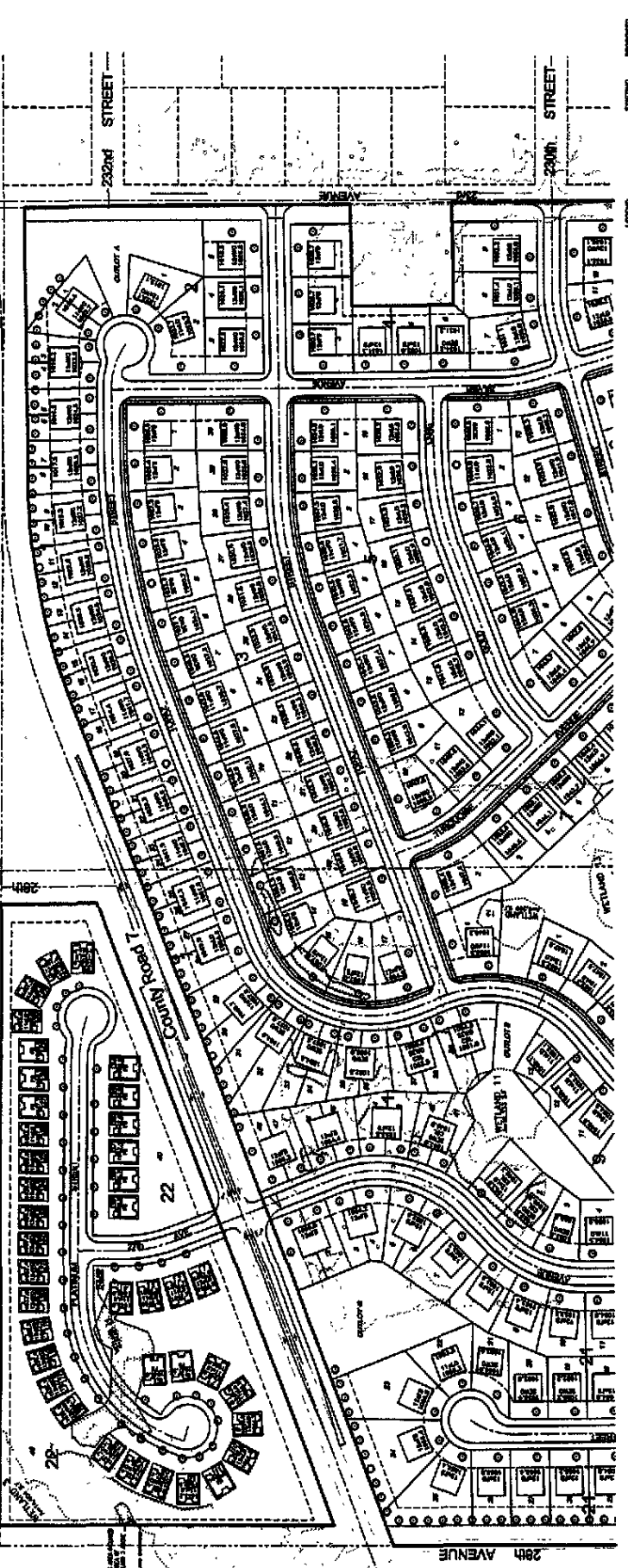
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PROJECTS

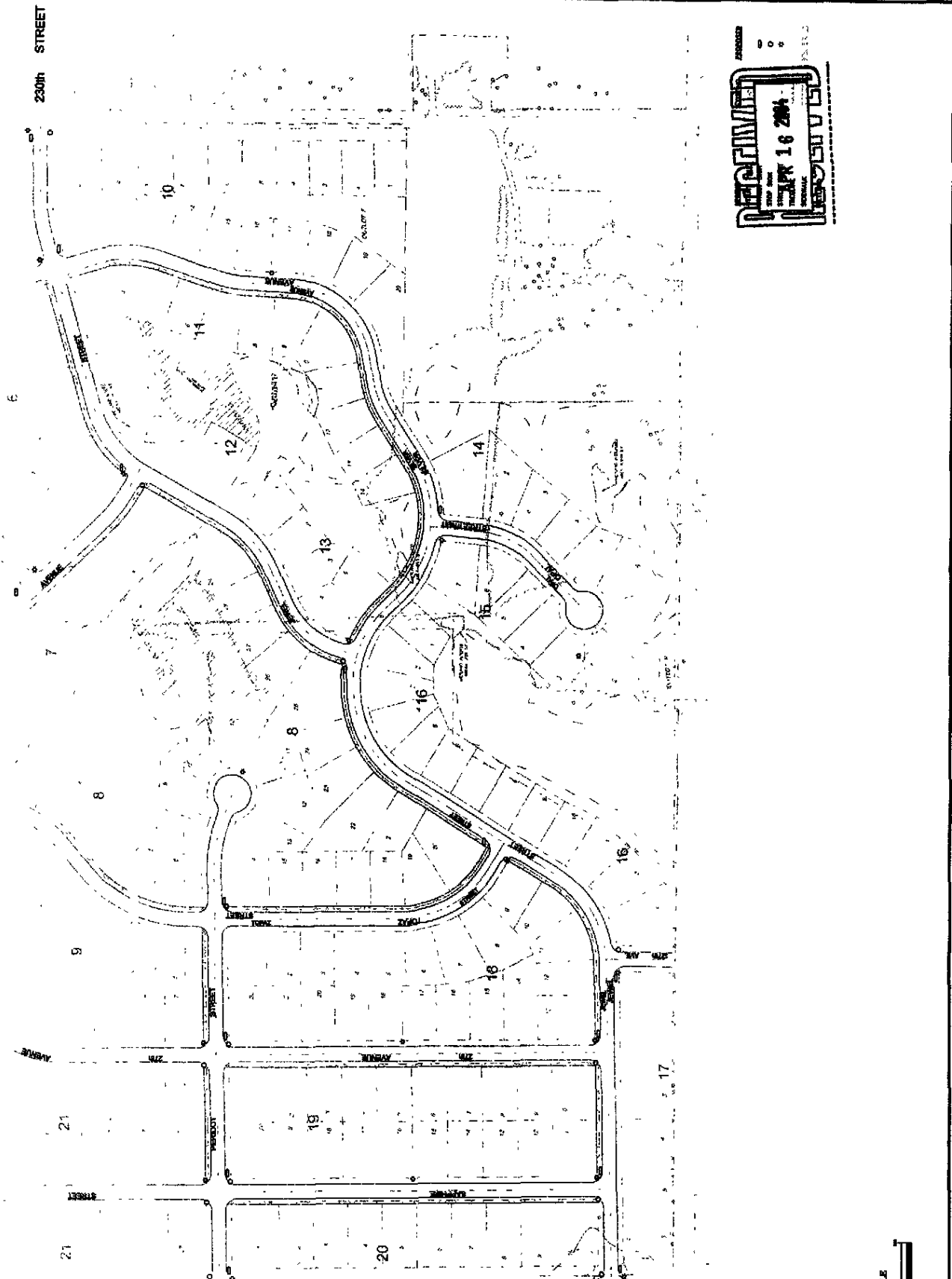
Lead Developers & Civil Engineers, Inc.
 12345 Main Street, Suite 100
 Minneapolis, MN 55401
 Phone: (612) 555-1234
 Fax: (612) 555-5678



EMERALD PONDS
 PRELIMINARY TREE PLANTING PLAN
 For: Saint Auguste, Minnesota
 Developers Resource Company

DATE: 04/16/2004
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 APPROVED BY: [Name]





Master Service Agreement – (Task order)

THIS IS AN AGREEMENT effective as of August 16, 2023 (“Effective Date”) between
City of St. Augusta, MN (“Owner”) and
Moore Engineering, Inc. (“Engineer”).

From time to time Owner may request that Engineer provide professional services for Specific Projects. Each significant engagement will be documented by a Task Order. This Agreement sets forth the general terms and conditions which shall apply to all engineering services and Task Orders duly executed under this Agreement.

Owner and Engineer further agree as follows:

1.01 *Scope*

- A. General engineering services and consulting to assist, advise, and act on behalf of the City of St. Augusta, MN regarding all proceedings and projects of the City, including regular attendance at meetings of the City; surveys, inspection and maintenance of existing projects, including assessment projects, street, sewer, and water projects; development, study, survey, design, bidding, contract administration, and right of way acquisition regarding new projects, and improvements to the City's existing projects; regular cooperation and interaction with the City's staff, legal counsel, and other consultants; and otherwise performing all other tasks as necessary to act on the City's behalf. General engineering requests and City Engineer duties will be handled on a time & material basis at a reduced hourly rate of \$80 per hour for the initial 10 hours of each month (regardless of staff category), then according to the rate schedule attached, as Exhibit A.
- B. Engineer's services (not deemed as general engineering) will be detailed in a duly executed Task Order for each Specific Project. The general format of a Task Order is shown in Attachment 1 to this Agreement. Each Task Order will indicate the specific services to be performed, deliverables to be provided, schedule for completing services, and fee for providing services.
- C. This Agreement is not a commitment by Owner or Engineer to issue any Task Orders.
- D. Engineer may be entitled to appropriate adjustment in Engineer's compensation arising from:
 - a. Changes in the instructions or approvals given by Owner, untimely decisions by Owner, or enactment or revision of codes, laws or regulations, or official interpretations that cause an unreasonable amount of change to the project scope of work or previously approved documents.
 - b. Significant changes in the Project including, but not limited to, size, quality, complexity, schedule or budget, or procurement method.

2.01 *Task Order Procedure*

- A. Owner and Engineer shall agree on the scope, time for performance, and basis of compensation for each Task Order. Each duly executed Task Order shall be subject to the terms and conditions of this Agreement. In the event of a conflict between terms of the duly executed Task Order and this Agreement, the provisions of the duly executed Task Order shall take precedence with regard to the Specific Project referenced in the Task Order.
- B. Engineer will commence performance as set forth in the Task Order upon receipt of executed Task Order.

3.01 *Term*

- A. This Agreement shall remain in effect and applicable to Task Orders issued hereunder from the Effective Date of the Agreement until such time as either Owner or Engineer propose to materially change the Agreement.
- B. The Standard Hourly Rates and reimbursable expense schedule, in Exhibit A, may be adjusted annually by the Employment Cost Index (ECI) as published by the US Department of Labor for professional and related total compensation, seasonally adjusted. If the annual adjustment exceeds three percent for any category rate increase approval shall be obtained by the Owner to modify the rates.

4.01 *Times for Rendering Services*

- A. The times for performing services or providing deliverables will be stated in each Task Order. If no times are so stated, Engineer will perform services and provide deliverables within a reasonable time.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- C. If Owner authorizes changes in the scope, extent, or character of the Specific Project referenced in an executed Task Order, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- D. Owner shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the Engineer's performance of its services.
- E. If completion of any portion of the Services or Work for the Project or any Specific Project is delayed for causes beyond the control of or without the fault of Engineer, including Force Majeure, the time of performance of the Engineer's Services or Work will be extended for a period equal to the delay and fee equitably adjusted. Neither party shall be liable to the other for failure to perform as a result of an event of Force Majeure. Force Majeure includes, without limitation, acts of God; acts of the public enemy; acts of war, terrorism, acts of federal, state, local, or foreign governments; fires; floods; epidemics; strikes; riots; freight embargoes; lawsuit or court order and unusually severe weather.

5.01 *Standard of Performance*

- A. The standard of care for all professional engineering and related services under this Agreement shall be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality.
- B. Engineer shall perform the professional engineering and related services under this Agreement as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.
- C. Subject to the standard of care set forth in Paragraph 5.01.A, Engineer and its Consultants may use or rely upon design elements in information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers and publishers of technical standards.
- D. Engineer shall review laws, rules, regulations, ordinances, codes, and Owner-mandated standards policies, procedures and instructions provided to the Engineer in writing and that are in effect as of the date of this Agreement applicable to the Engineer's performance services under this Agreement subject to the standard of care set forth in Paragraph 5.01.A and to the extent compliance is consistent with professional practice requirements. Engineer shall respond in the design of the Project to requirements imposed by governmental authorities having jurisdiction over the Project. Changes to any laws, rules, regulations, ordinances, codes, Owner-mandated standards, policies procedures and instructions or requirements of governmental authorities after the effective date of this Agreement may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, and/or compensation. If, during Engineer's review of applicable laws, rules, regulations, ordinances and codes, and Owner-mandated standards, Engineer identifies any conflict between such laws, rules, regulations, ordinances and codes, and Owner-mandated standards, Engineer shall notify Owner of the nature and impact of such conflict. Owner agrees to cooperate and work with Engineer in an effort to resolve any such conflict.

6.01 *Billing and Payment*

- A. Invoices shall be submitted monthly by Engineer, are due upon presentation, and shall be considered past due if not paid within 30 days of the invoice date. If payment is not received by Engineer within 45 days of the invoice date, Owner shall pay as interest an additional charge of one percent (1.0%) or the maximum allowable by law, whichever is lower, of the past due amount per month. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal. Invoices are due and payable in accordance with the provisions of Minn. Stat. § 471.425. No claim for payment by Engineer shall be paid unless it is detailed and otherwise in compliance with the claim requirements of Minn. Stat. §§ 471.38; 471.391 and any other applicable law. Before paying a claim that involved the use of materials or labor supplied by someone other than Engineer, the Owner may require Engineer to supply proof of payment for such materials or labor. Further, Engineer shall provide, if required under Minn. Stat. § 290.97, the Owner with an IC-134 form signed by the Minnesota Department of Revenue indicating compliance with the withholding requirements of Minn. Stat. § 290.92.
- B. If Owner objects to any portion of an invoice, Owner shall so notify Engineer in writing within 35 days of receipt of the invoice. Owner shall identify the specific cause of the disagreement and shall pay when due that portion of the invoice not in dispute. Interest as stated above shall be paid by Owner on all disputed invoiced amounts resolved in Engineer's favor and unpaid for more than 45 days after date of submission.

- C. If Owner fails to make payments when due and such payments are not in dispute, or otherwise is in breach of this Agreement, Engineer may suspend performance of services upon seven (7) days' notice to Owner. Engineer shall have no liability whatsoever to Owner for any costs or damages as a result of such suspension caused by any breach of this Agreement by Owner.

7.01 *Indemnification and Mutual Waiver*

- A. *Indemnification by Engineer:* To the fullest extent permitted by Laws and Regulations, Engineer shall indemnify and hold harmless Owner, and Owner's officers, directors, members, partners, agents, consultants, and employees from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to this Agreement, any Task Order, or any Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Engineer or Engineer's officers, directors, members, partners, agents, employees, or Consultants.
- B. *Indemnification by Owner:* To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Specific Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or Owner's officers, directors, members, partners, agents, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Specific Project, provided, however, that the Owner's liability under this provision shall not exceed the municipal tort liability limits set forth in Minn. Stat. § 466.04.
- C. *No Defense Obligation:* The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated.
- D. *Percentage Share of Negligence:* To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

8.01 *Insurance*

- A. During the term of this Agreement, Engineer shall maintain not less than the following insurance coverages:
 - a. Workers' Compensation Insurance – statutory amount
 - b. Employer's Liability Insurance - \$100,000 each accident, \$500,000 disease policy limit, \$100,000 disease each employee

- c. Commercial General Liability Insurance - \$2,000,000 per occurrence / \$2,000,000 aggregate
 - d. Automobile Liability Insurance - \$2,000,000 combined single limit
 - e. Professional Liability Insurance - \$2,000,000 per claim / \$2,000,000 aggregate
 - f. At any time, Owner may request that Engineer, at Owner's sole expense, provide additional insurance coverage or increased limits that are more protective than those maintained by Engineer.
- B. Engineer shall procure and maintain insurance as set forth in this Section 8.01. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer.

9.01 *Owner's Responsibilities*

- A. Owner shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of Engineer.
- B. Owner shall be responsible for, and Engineer may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement. Engineer may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require Engineer to affirmatively determine the accuracy of information that is prepared for Owner by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by Engineer.
- C. Owner shall provide for Engineer's right to enter the property owned by Owner and/or others in order for Engineer to fulfill its services.
- D. Owner shall promptly report to Engineer any deficiencies or suspected deficiencies in Engineer's work or services of which Owner becomes aware so that Engineer may take measures to minimize the consequences of such deficiencies. Upon notice to Engineer and by mutual agreement between the parties, Engineer shall correct such deficiencies without additional compensation except to the extent such action is attributable to deficiencies in Owner-furnished information.

10.01 *Allocation of Risks; Limitation of Remedies*

- A. It is intended by the parties to this Agreement that Engineer's services in connection with the Project shall not subject Engineer's individual employees, officers, or directors to any personal legal exposure for the risks associated with this Project. Therefore, Owner agrees that as Owner's sole and exclusive remedy, any claim, demand or suit arising out of Engineer's services in connection with the Project shall be directed and/or asserted only against Engineer and not against any of Engineer's individual employees, officers, or directors, except that such employees, officers or directors may be liable to Owner for negligent or intentional acts outside the scope of their employment.

11.01 *Termination*

- A. This Agreement may be terminated by either party upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
- B. Payments Upon Termination.
 - a. In the event of any termination under the terms of this Agreement, Engineer will be entitled to invoice Owner for all services performed or furnished and all expenses incurred through the effective date of termination.
 - b. In the event of termination by Engineer for cause, in addition to invoicing for those items identified in paragraph 11.01.B.a above, Engineer shall be entitled to invoice Owner and shall be paid a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's consultants, and other related close-out costs.

12.01 *Third Party Beneficiaries*

- A. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Owner and not for the benefit of any other party. No other party shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or Engineer.

13.01 *Dispute Resolution*

- A. Engineer and Owner will attempt in good faith to resolve through negotiation any dispute, claim, counterclaim, or controversy arising out of or relating to this Agreement (hereafter collectively referred to as "Dispute"). If the Dispute is not resolved by these negotiations, the parties agree to submit any such unresolved Dispute to mediation. Either party may commence mediation by providing the other party a written request for mediation, setting forth the subject of the Dispute and the relief requested. The parties will cooperate with one another in selecting a mediator, and in scheduling the mediation proceedings. The parties will share equally in the costs of the mediator. Neither party may commence a civil action with respect to the matters submitted to mediation until after the completion of the initial mediation session, or 45 days after the date of filing the written request for mediation, whichever occurs first. Mediation may continue after the commencement of a civil action, if the parties so desire. The provisions of this paragraph may be enforced by any Court of competent jurisdiction.

14.01 *Use of Documents*

- A. All Documents are instruments of service, and Owner shall retain sole ownership and property interest in said Documents, including drawings and specifications, prepared or furnished by engineer (and Engineer's affiliates, subsidiaries, independent professional associates, consultants, and subcontractors) pursuant to this Agreement. Owner shall retain all rights of ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Owner). Engineer may make and retain copies for information and reference in connection with the use of the

Documents on the Project. Owner acknowledges the following with regard to the documents: (1) Owner acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; and (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Consultants.

- B. If Engineer is required to prepare or furnish Drawings or Specifications under this Agreement, Engineer shall deliver to Owner at least one original printed record version of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.
- C. If Engineer at Owner's request verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Owner shall compensate Engineer at rates or in an amount to be agreed upon by Owner and Engineer.

15.02 *Controlling Law*

- A. This Agreement is to be governed by the law of the State of Minnesota, without regard to the conflicts of laws principles therein.

16.01 *Exhibits Included*

- A. Exhibit A: Engineers Standard Hourly Billing Schedule.
- B. Exhibit B, Amendment to Agreement/Task Order. Owner and Engineer may use this form to modify the Agreement or a specific Task Order.

17.01 *Suggested Form of Task Order*

- A. The suggested form of task order is attached as Attachment 1, and shall be used as the basis for preparing a specific Task Order for each specific project under this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on Page 1.

Owner: City of St. Augusta, MN

Engineer: Moore Engineering, Inc.

By: _____

By:  _____

Print name: Mike Zenzen

Print name: Kent Ritterman, PE

Title: Mayor

Title: Civil Sector Leader

Date Signed: _____

Date Signed: 10/12/2023

Address for Owner's receipt of notices:

Address for Engineer's receipt of notices:

1914 250th Street

3315 Roosevelt Road, Suite 300

St. Augusta, MN 56301

St. Cloud, MN 56301

Designated Representative:

Designated Representative:

William McCabe

Jeremy Boots, PE

Title: City Administrator

Title: Project Manager

Phone Number: 320-654-0387

Phone Number: 320-218-5493

E-Mail Address: bmccabe@staugustamn.com

E-Mail Address: jeremy.boots@mooreengineeringinc.co

m

Sample Task Order

In accordance the Master Service Agreement between [Add Owner's Name] (Owner) and Moore Engineering Inc. (Engineer), dated _____, 20[XX] ("Agreement"), Owner and Engineer agree as follows:

A. Specific Project Data

1. Title: _____
2. Description: _____

B. Project Understanding

1. BACKGROUND:
2. GENERAL DESCRIPTION OF PROJECT:
3. PROJECT OBJECTIVES:

C. Scope of Work

1. To meet the project objectives above, Engineer proposes to provide the following services:

D. Basis of Proposal

1. The following items form the basis of this Proposal:

E. Schedule

1. Engineer will perform the Scope of Work listed above in accordance the following schedule:

F. Payments to Engineer:

1. Owner shall pay Engineer for services rendered as follows:
2. Engineer will perform the tasks specified in the Scope of Work above for the lump sum fee of **[{WRITTEN DOLLARS} (\$xx,xxx)]** Invoices will be submitted monthly based on the Engineers estimate of the percent complete.
3. Engineer will performs the tasks specified in the Scope of Work above on a Category Billing Rate basis using the actual hours worked times the appropriate Category Billing Rate plus the actual direct expenses incurred, including subconsultant fees, times a multiplier of 1.15. Category Billing Rates are provided in Attachment [X] to this proposal. Category Billing Rates and expense costs listed in Attachment [X] are valid through the end of the current year. On January 1 in

each subsequent year, Category Billing Rates and reimbursable expenses may be adjusted to meet market conditions.

4. Based on our current understanding of the work, we estimate the overall fee for this project to be [**WRITTEN DOLLARS**] {(\$xx,xxx)}.

G. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 20xx

Owner:

Engineer: Moore Engineering, Inc.

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate No. 11-C

State of: Minnesota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: _____

Title: _____

Title: _____

Address:

Address:

E-Mail Address: _____

E-Mail Address: _____

Phone: _____

Phone: _____

This is **EXHIBIT A**, consisting of 1 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order** dated August 16, 2023.

**MOORE ENGINEERING, INC.
2023 BILLING SCHEDULE**

Effective January 1, 2023

NOTE: Rates contained in this Billing Schedule are valid until December 31, 2023. After December 31, 2023, Hourly Billing Rates will be escalated annually and direct expenses may be adjusted to meet market conditions.

	<u>Description</u>	<u>Billing Rate Per Hour</u>
1	Principal - SR Project Manager	\$215.00
2	Project Manager - SR PE - SR Technical Advisor	\$205 - \$210
3	Professional Engineer	\$185 - \$195
4	Graduate - Project Engineer I, II	\$155 - \$175
5	Engineering Designer I,II, SR	\$150 - \$175
6	Engineering Technician I, II, III	\$115- \$140
7	Environmental Scientist I, II, II	\$130 - \$185
8	Environmental Technician I, II	\$100 - \$115
9	Landscape Architect I, II, SR	\$150-170
10	CADD Technician I, II, III	\$135 - \$145
11	GIS Programmer I,II,III	\$145 - \$160
12	GIS Technician I, II, III	\$135- \$145
13	Senior Land Surveyor	\$195.00
14	Land Surveyor	\$180.00
15	Survey Manager	\$160.00
16	Survey Crew Chief I, II - Survey Data Analyst	\$145 - \$155
17	Project Coordinator	\$190.00
18	Survey Technician I,II, III	\$100 - \$115
19	Construction Engineer/Specialist, I, II, SR	\$155 - \$180
20	Administrative Assistant	\$100.00

Travel Expenses	Project Mileage	Per current IRS rate per mile	
	Lodging	Cost * 1.15	
	Meals	Cost * 1.15	
	Per Diem	\$60.00	per day
Survey Supplies	Iron Pins	\$1.25	each
	Fence Posts	\$5.00	each
	Motorized Offroad Vehicles	\$75.00	per day
Miscellaneous	Project Expenses	Cost * 1.15	
	Sub Consultants	Cost * 1.15	

This is **EXHIBIT B**, consisting of _____ pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order** dated _____.

Amendment To [Agreement] [Task Order No. _____]

1. Background Data:

- a. Effective Date of [Agreement] [Task Order]:
- b. Owner:
- c. Engineer:
- d. Specific Project:

2. Description of Modifications

[Include the following paragraphs that are applicable and delete those not applicable to this amendment. Refer to paragraph numbers used in the Agreement or a previous amendment for clarity with respect to the modifications to be made. Use paragraph numbers in this document for ease of reference herein and in future correspondence or amendments.]

- a. Engineer shall perform the following Additional Services:
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the [Agreement] [Task Order] and previous amendments, if any, is modified as follows:
- c. The responsibilities of Owner with respect to the [Agreement] [Task Order] are modified as follows:
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:
- e. The schedule for rendering services under this [Agreement] [Task Order] is modified as follows:
- f. Other portions of the [Agreement] [Task Order] (including previous amendments, if any) are modified as follows:

[List other Attachments, if any]

3. Task Order Summary (Reference only)

- a. Original **[Agreement]** **[Task Order]** amount: \$[]
- b. Net change for prior amendments: \$[]
- c. This amendment amount: \$[]
- d. Adjusted **[Agreement]** **[Task Order]** amount: \$[]

The foregoing **[Agreement]** **[Task Order]** Summary is for reference only and does not alter the terms of the **[Agreement]** **[Task Order]**, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced **[Agreement]** **[Task Order]** as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER:

ENGINEER:

By: _____

By: _____

Title: _____

Title: _____

Date

Date

Signed: _____

Signed: _____

From Brandon Tchida <BrandonT@trautcompanies.com>
To "publicworks@staugustamn.com" <publicworks@staugustamn.com>
Date 09/06/2023 09:19
Subject Traut Companies - Irrigation Estimate - ATT: Chad Blashack

Morning,

Last week I stopped out at Hidden Lake Park off of 43rd Ave to look at what would be involved in converting the system to pull water from the lake for the irrigation system.

We would be looking at installing a ¹pump, pump stand, suction line, screen, and ball & socket at the lake; then, we would pull our new mainline from the pump location to one of the existing valve boxes, and connect the mainline to the system. The ³mainline that comes from the building would be cut and converted to a spigot that would be used for a blowout point. We would also need to trench a ⁴conduit down to the pump that would be used to get power to the pump. For that portion, we would have to have an electrician wire up a ²relay to power the pump, and get new 220V service wired for the pump (our bid does not include the cost of electricians). Once that is all done, we would have to run through the zones and ⁵repair anything that we crossed while pulling those lines. Finally, we would run through the system and look for any bad heads that are needing to be replaced, of which I did note at least 3-4 that I noticed while running through the system.

As for the cost of all this:

1. 1HP Starite HNE pump/pump stand/screen cart/ball&socket/fittings - \$1,850.00
2. Pump Start Relay - \$170
3. Pulling mainline from pump and converting system - \$350
4. Pulling Conduit from the building to pump location - \$600
5. Repairing existing system zone lines, sprinkler heads, or any other repairs - \$500
6. **Total Cost - \$3,470**

If you would like to go ahead and get this on the schedule, just let me know and I'll see when I can fit it into my schedule.

Thanks,

Brandon Tchida | Irrigation Supervisor

Traut Companies

32640 Co Rd 133

Saint Joseph, MN 56374

P: 320-251-5090

D: 320-406-2666

www.trautcompanies.com

Ch. G. G. G.

**CITY OF ST. AUGUSTA
COUNTY OF STEARNS**

RESOLUTION #2023-14

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND SITE PLAN
FOR A PROJECT KNOWN AS A & E STORAGE, LLC**

WHEREAS, Red Willow Properties, LLC (“Developer”) is the applicant for an application related to property legally described as follows:

Lots 4 through 6, Block 2, COUNTRY SQUARE PLAT FOUR

(the “Subject Property”); and

WHEREAS, the property is zoned Business Warehouse; and

WHEREAS, the property was previously granted a CUP and Site Plan approval on August 3rd, 2021; and

WHEREAS, the Developer has submitted an application for an amended Site Plan so as to allow the Developer to improve the Subject Property into mini-storage as shown in the plans for A & E Storage, LLC, the most recent revision of said plans along with those prepared by Moore Engineering Services, Inc. and dated June 1, 2021 (unless noted differently below) and containing the following sheets:

1. Title Sheet
2. Legend and Abbreviations
3. General Notes
4. SWPPP Notes
5. SWPPP Notes (cont.)
6. SWPPP Notes (cont.)
7. SWPPP Maps
8. Removal Plan
9. Dimension and Utility Plans
10. Erosion and Grading Plans
11. Details – Erosion Control
12. Details – Paving
13. Amended Site Plan
14. Revised Site Plan (computer generated in October, 2023.)

(the “Site Plans”); and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on November 6, 2023. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, the City Council makes the following findings:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. *Immediately adjacent properties are vacant and owned by the developer, and are zoned for similar uses.*
- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area.
- C. That adequate utilities, access streets, drainage, and other necessary facilities have been or will be provided for the proposed conditional use.
- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed conditional use.
- E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result from the proposed conditional use.
- F. That proper facilities are or will be provided which would eliminate any traffic generation or traffic hazard which may result from the proposed conditional use.
- G. That there is a demonstrated need for the proposed use. .
- H. That the proposed use is in compliance with any land use plan adopted by the City.
- I. That the affected property does not contain any wetlands or public water over which the United States, the State of Minnesota, or their respective agencies or political subdivisions have control or jurisdiction, or which are otherwise regulated by the United States, the State of Minnesota, or their respective agencies or political subdivisions. .

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby approves the application for a conditional use permit subject to the following conditions:

1. All comments contained within the memo from Moore Engineering dated June 23, 2021, the memo from Collaborative Planning dated July 29, 2021, and the memo from City Administrator Bill McCabe dated November 2, 2023 are incorporated herein (collectively referred to as the “Staff Memos”).
2. The site shall be in substantial conformance with the site plan for A & E Storage, LLC prepared by Moore Engineering and dated June 1, 2021 (the “Site Plan”), except as modified to address comments within the Staff Memos, the variance approved in Resolution # 2021-10 and this Site Plan/Conditional Use Permit approved as Resolution # 2023-14.
3. To the extent that there are differences or conflicts between the Site Plan and this resolution, the terms of this resolution shall be controlling.
4. Outdoor storage of cars, boats and recreational vehicles may occur on the areas shown as either buildings or heavy-duty pavement on the Site Plan until such time as the buildings

are constructed or August 1, 2031, whichever comes first. No other items may be stored outside.

5. As buildings are constructed, the size of the area permitted to be used for outside storage shall decrease. No outside storage is permitted within 40 feet of any building.
6. Outside storage must be screened from view of the right of way or neighboring properties by a fence that is at least 6 feet tall and 90% opaque.
7. Plans for lighting and signage were not submitted. Prior to exterior lighting and signage being installed on the property, the applicant shall obtain appropriate permits from the City.
8. The owner shall enter into a maintenance agreement with the City for stormwater management facilities.
9. The site shall be operated and maintained in compliance with all local, state and federal regulations, as may be amended from time to time. The owner shall be responsible for obtaining and complying with all necessary permits from any other governmental agencies prior to commencement of development activities on the site.

Adopted by the City Council this 7th day of November, 2023.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

CITY OF ST. AUGUSTA MEMORANDUM

To: Honorable Mayor and City Council Members
Planning Commission Members

From: Bill McCabe, City Clerk/Administrator

Date: November 2, 2023

Request: **Request for a site plan review, building addition.**

GENERAL INFORMATION

Applicant/Owner: Red Willow Properties, DBA A&E Storage

Project Location: 23633 67th Avenue

Existing Land Use / BW, Business Warehouse District

Surrounding Land Use/ North: BW, Business Warehouse District
Zoning: East: BW, Business Warehouse District
South: BW, Business Warehouse District
West: BW, Business Warehouse District

Comprehensive Plan: The St. Augusta (2001) Comprehensive Plan lists this area as a urban service area.

Deadline for Agency	Application Date:	9/21/2023
Action:	60 Days:	11/20/2023
	Extension Letter Mailed:	N/A
	120 Days:	01/19/2024

REQUESTED ACTION

The Applicants, A&E Storage, is simply amending their application from 2021 as the layout of buildings has changed along with size of the buildings. They will still require a Conditional Use Permit to allow for outdoor storage on the lot until the building(s) are constructed.

ORDINANCE AUTHORITY

Zoning Ordinance

Section 10 details the procedure for a site plan review. The amended site plan is included along with the original plans from 2021.

RECOMMENDATION

Staff recommends approval of the of the site plan.

Collaborative Planning, LLC

MEMORANDUM

TO: Planning Commission

FROM: Cindy Nash, AICP/EDFP

DATE: July 29, 2021

SUBJECT: **A&E Storage** for (1) Variance; and (2) and Conditional Use Permit / Site Plan.

LOCATION: Lots 4-6, Block 2, COUNTRY SQUARE PLAT FOUR

Description of Request

The applicant is proposing to develop the property into a mini-storage site. The buildings would be constructed over a period of time as market demand warrants. The applicant is requesting that the site be allowed to remain unpaved until the buildings are constructed, and that outside storage of vehicles and boats be permitted on the undeveloped portions of the site until such time as the buildings are constructed.

Applications for the following are requested:

1. A variance to permit the site to be unpaved.
2. A Conditional Use Permit for outside storage
3. Site plan.

Item 2: Recommendation on Variance related to paving

Public Hearing: August 2, 2021 Planning Commission

The proposed development does not meet all of the ordinance requirements for approval. In particular, the zoning ordinance requires that areas that are used for varying types of outdoor use (parking, open and outdoor storage, and open or outdoor service, sale or rental) must be blacktopped or concrete surfaced.

The plans provided by the applicant show that they are planning to blacktop the areas around the buildings. The applicant would like to wait to blacktop these areas until after each building is constructed and utilize those areas for outdoor storage in the meantime. Outdoor storage is an accessory uses that may be permitted by Conditional Use Permit, but this CUP requires that all areas under that accessory use by either blacktopped or concrete (Sections 58.06 A. of the Zoning Ordinance). An application has been made for a Conditional Use Permit for outdoor storage.

Variances

The Board of Appeals may grant variances from the ordinance when there is supporting evidence related to various findings required under the Zoning Ordinance. In considering requests for variance, the Zoning Ordinance requires that findings be made such that the proposed action will not:

1. Impair an adequate supply of light and air to adjacent property.
2. Unreasonably increase the congestion in the public street.
3. Increase the danger of fire or endanger the public safety.
4. Unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. Violate the intent and purpose of the Comprehensive Plan.

Further, a variance from the ordinance can be granted if the applicant or owner establishes that there are practical difficulties in complying with the ordinance. Practical difficulties, as used in connection with the granting of a variance, requires an affirmative finding of the following criteria:

- a. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance;

- b. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
- c. The variance, if granted, will not alter the essential character of the locality.
- d. Economic considerations alone do not constitute practical difficulties.

Staff Recommendation

The Planning Commission should make a recommendation regarding the proposed variances. If the Planning Commission is inclined to recommend approval, it is recommended that the following conditions be included:

1. Outdoor storage may be permitted on non-bituminous or concrete surfaces over the area approved for outside storage in the Conditional Use Permit until such time that each permanent building is constructed in substantial conformance with the plans for A & E Storage, LLC prepared by Moore Engineering and dated June 1, 2021 (the "Site Plan"). Within 60 days of the issuance of a Certificate of Occupancy for any building, the area surrounding that building shall be paved in bituminous. The driveway entrance to the site on 66th Avenue shall be paved prior to occupancy of the site for any use.
2. By August 1, 2031, the owner shall cause one of the following to occur:
 - a. The site shall be fully developed in conformance with the Site Plan approved in Resolution # 2021-11.
 - b. All areas used for outdoor storage shall be on paved surfaces, and only within the locations approved in Resolution # 2021-11.
 - c. The owner has requested termination of the Conditional Use Permit for outdoor storage approved in Resolution # 2021-11.

The variance shall expire and be considered null and void if construction of the improvements as shown on the Site Plans has not begun by August 3, 2022.

Item 2: Recommendation on Conditional Use Permit/Site Plan

Description of Request

The Developer has applied for a Conditional Use Permit for outdoor storage in the area shown on the Site Plan that identifies future buildings and parking area. This outdoor storage is requested to be on a surface that is not yet bituminous. A variance has been requested related to this surfacing requirement.

Standards for Granting Conditional Use Permits

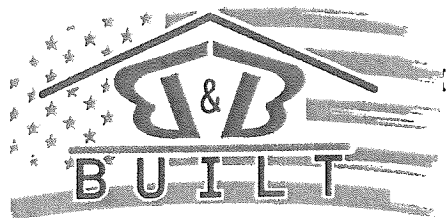
Conditional use permits may be granted by the City Council after finding that the use meets the standards. A review and findings related to the standards included in Section 4.02 F. of the Zoning Ordinance and as outlined below is necessary follows:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted.
- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area.
- C. That adequate utilities, access streets, drainage, and other necessary facilities have been or will be provided for the proposed conditional use.
- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed conditional use.
- E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result from the proposed conditional use.
- F. That proper facilities are or will be provided which would eliminate any traffic generation or traffic hazard which may result from the proposed conditional use.
- G. That there is a demonstrated need for the proposed use.
- H. That the proposed use is in compliance with any land use plan adopted by the City.
- I. That the affected property does not contain any wetlands or public water over which the United States, the State of Minnesota, or their respective agencies or political subdivisions have control or jurisdiction, or which are otherwise regulated by the United States, the State of Minnesota, or their respective agencies or political subdivisions.

Staff Recommendation

Staff recommends approval of the application, subject to the following conditions:

1. All comments contained within the memo from Moore Engineering dated June 23, 2021 and the memo from Collaborative Planning dated July 29, 2021 are incorporated herein (collectively referred to as the “Staff Memos”).
2. The site shall be in substantial conformance with the site plan for A & E Storage, LLC prepared by Moore Engineering and dated June 1, 2021 (the “Site Plan”), except as modified to address comments within the Staff Memos, the variance approved in Resolution # 2021-10 and this Site Plan/Conditional Use Permit approved as Resolution # 2021-11.
3. To the extent that there are differences or conflicts between the Site Plan and this resolution, the terms of this resolution shall be controlling.
4. Outdoor storage of cars, boats and recreational vehicles may occur on the areas shown as either buildings or heavy-duty pavement on the Site Plan until such time as the buildings are constructed or August 1, 2031, whichever comes first. No other items may be stored outside.
5. As buildings are constructed, the size of the area permitted to be used for outside storage shall decrease. No outside storage is permitted within 40 feet of any building.
6. Outside storage must be screened from view of the right of way or neighboring properties by a fence that is at least 6 feet tall and 90% opaque.
7. Plans for lighting and signage were not submitted. Prior to exterior lighting and signage being installed on the property, the applicant shall obtain appropriate permits from the City.
8. The owner shall enter into a maintenance agreement with the City for stormwater management facilities.
9. The site shall be operated and maintained in compliance with all local, state and federal regulations, as may be amended from time to time. The owner shall be responsible for obtaining and complying with all necessary permits from any other governmental agencies prior to commencement of development activities on the site.



MN License #782910

PO Box 34 • Becker, MN 55308

Phone: 763-286-7332

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REINERT
St Augusta MN

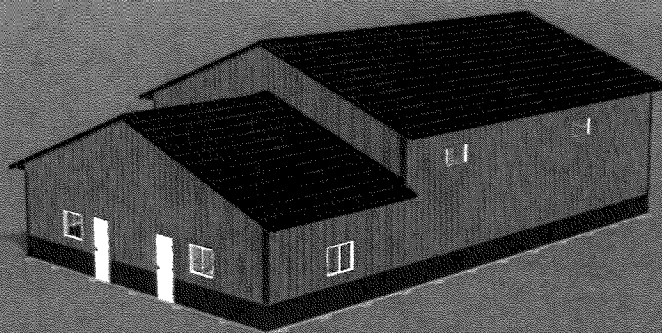
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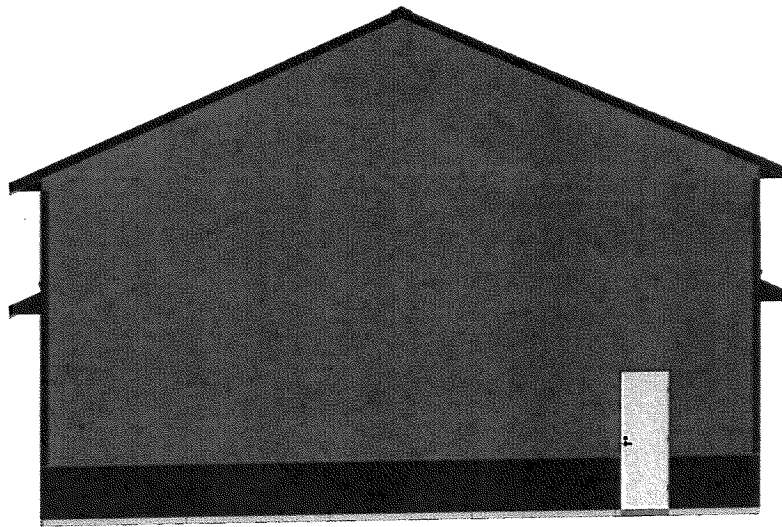
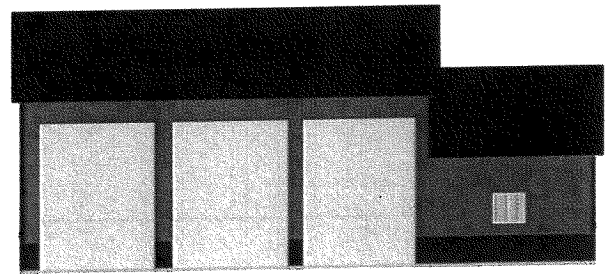
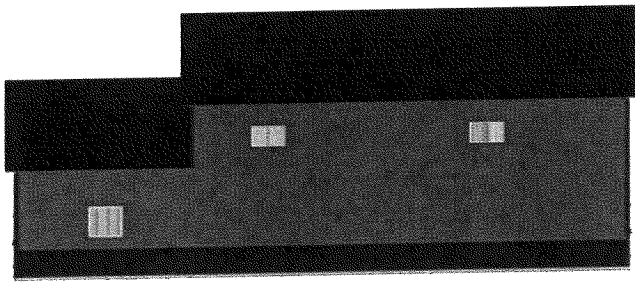
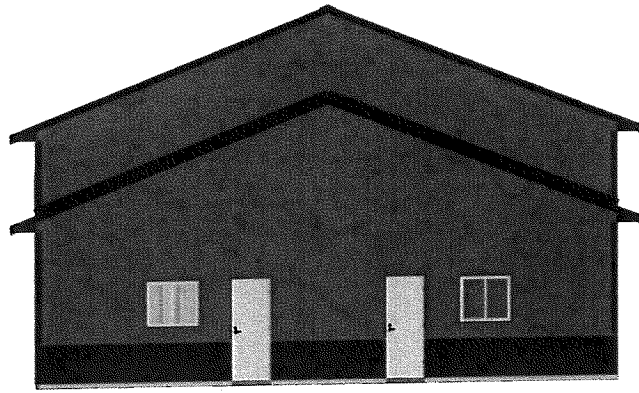
BUILDING SPECIFICATIONS:

45'W X 50'L X 16'H

ATTACHED BUILDING DETAIL:

A - Enclosed - Gable - 4/12 - 45'x20' - 10' Ceiling - 0' 4"
deep slab - 2' OH - Front of Main Building





To view your building in an interactive 3d view, copy and paste link below

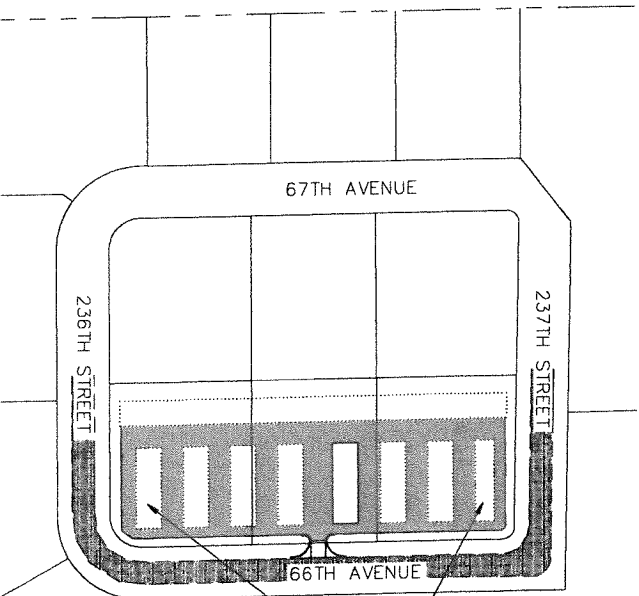
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A&E STORAGE, LLC

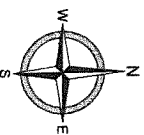
PROPOSED SELF-STORAGE FACILITY

ST. AUGUSTA, MINNESOTA

VICINITY MAP



PROJECT LOCATION



PROJECT No. 21894



moore

 engineering, inc.

 Consulting Engineering • Land Surveying

 3315 Roosevelt Road, Suite 300 • St. Cloud, Minnesota

www.mooreengineeringinc.com

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD KOESTER, P.E.

DATE: 08/22/21 LIC. NO. 44333

Project Description/Location

Project is mainly located along 66th Avenue in St. Augusta, Minnesota in Stearns County - between 236th Street and 237th Street.
 The latitude/longitude of the approximate centroid of the project is 94°14'55"W- latitude and 45°27'59" N- longitude. Google Earth was utilized to acquire the project coordinates.

The Planned Scope of the Project Includes:

- Building and paving for a new self-storage facility - phased construction.
- **Special and Impaired Waters** - There are no Special and Impaired Waters within one (1) mile of the project limits.

Designated Trout Stream - There are trout streams within one (1) mile of the project limits:

- A trout stream (tributary) is at least 0.65 miles south-southeasterly.
- Lumborg Creek is also at least 0.36 miles south-southeasterly.

Galvanneal Fens - There are no galvanneal fens within one (1) mile of the project limits.

Outstanding Resource Value Waters (ORVWS) - There are no ORVWS within one (1) mile of the project limits.

Total Maximum Daily Load (TMDL) Waters - The Stauk River is located within four (4) miles of the project limits.

- The Stauk River has an impairment for mercury, nutrients, and PCB in fish tissues.

Environmentally Sensitive Areas - There are environmentally sensitive areas wetlands

nearby of the project limits (Frostwater Emergent Wetland habitat) that flow into a Prairie habitat on the nearby side Minnesota Highway 15.
 The Contractor should refer to <https://www.kns.gov/wetlands/dm/Moore.html> and https://www.dnr.state.mn.us/dec/dec/wetlands/ssa/wetlands_ssa.htm for additional information.

Classification code: PEM1A

System Palustrine (P) The Palustrine System includes all non-tidal wetlands dominated by trees, shrubs, persistent emergents, emergent mosses or lichens, and all such wetlands that occur in local areas where salinity due to ocean-derived salts is below 0.5 ppt. It also includes wetlands lacking such vegetation, but with all of the following four characteristics: (1) area less than 8 ha (20 acres); (2) active wave-formed or bedrock shoreline features lacking; (3) water depth in the deepest part of basin less than 2.5 m (8.2 ft) at low water; and (4) salinity due to ocean-derived salts less than 0.5 ppt.

Class Emergent (EM) Characterized by erect, rooted, herbaceous hydrophytes, excluding mosses and lichens. This vegetation is present for most of the growing season in most years. These wetlands are usually dominated by perennial plants.

Subclass Persistent (1) Dominated by species that normally remain standing at least until the beginning of the next growing season. This subclass is found only in the Estuarine and Palustrine systems.

Water Regime Temporarily Flooded (A): Surface water is present for brief periods (from a few days to a few weeks) during the growing season, but the water table usually lies well below the ground surface for the most of the season.

Classification code: PEM1C

System Palustrine (P) The Palustrine System includes all non-tidal wetlands dominated by trees, shrubs, persistent emergents, emergent mosses or lichens, and all such wetlands that occur in local areas where salinity due to ocean-derived salts is below 0.5 ppt. It also includes wetlands lacking such vegetation, but with all of the following four characteristics: (1) area less than 8 ha (20 acres); (2) active wave-formed or bedrock shoreline features lacking; (3) water depth in the deepest part of basin less than 2.5 m (8.2 ft) at low water; and (4) salinity due to ocean-derived salts less than 0.5 ppt.

Class Emergent (EM) Characterized by erect, rooted, herbaceous hydrophytes, excluding mosses and lichens. This vegetation is present for most of the growing season in most years. These wetlands are usually dominated by perennial plants.

Subclass Persistent (1) Dominated by species that normally remain standing at least until the beginning of the next growing season. This subclass is found only in the Estuarine and Palustrine systems.

Water Regime Seasonally Flooded (C): Surface water is present for extended periods especially early in the growing season, but is absent by the end of the growing season in most years. The water table after flooding ceases is variable, extending from saturated to the surface to a water table well below the ground surface.

Classification code: R2UBFX

System Upland (R) The Upland System includes all wetlands and deepwater habitats contained within a channel, with two exceptions: (1) wetlands dominated by trees, shrubs, persistent emergents, emergent mosses, or lichens, and (2) habitats with water containing ocean-derived salts of 0.5 ppt or greater. A channel is an open conduit either naturally or artificially created which periodically or continuously contains moving water, or which forms a connecting link between two bodies of standing water.

Subsystem Lower Perennial (2) This subsystem is characterized by a low gradient. There is no tidal influence, and some water flows all year, except during years of extreme drought. The substrate consists mainly of sand and mud. Oxygen deficits may sometimes occur. The fauna is composed mainly of species that reach their maximum abundance in still water, and true planktonic organisms are common. The gradient is lower than that of the Upper Perennial Subsystem and the floodplain is well developed.

Class Unconsolidated Bottom (UB) Includes all wetlands and deepwater habitats with at least 25% cover of particles smaller than stones (less than 67 cm), and a vegetative cover less than 30%.

Water Regime Semipermanently Flooded (F): Surface water persists throughout the growing season in most years. When surface water is absent, the water table is usually at or very near the land surface.

Special Modifier Emergent (X): This Modifier is used to identify wetland basins or channels that were excavated by humans.

Existing Site Conditions - The existing site is currently open and grassed with surrounding roadway ditches.

Project Contacts

Owner:	Agency	Contact	Phone
	City of St. Augusta	St. Augusta Office	320.654.0387
SWPPP Designer:	Moore Engineering, Inc.	Jay Koester, P.E.	320.281.5493, Ext. 1112
Contractor:	Construction SWPPP Manager		
Party Responsible for Long Term O & M:	City of St. Augusta	St. Augusta Office	320.654.0387
State:	MPCA	Bill McCabe	651.757.2119 800.657.3894

Stormwater Pollution Prevention Plan (SWPPP) Amendments

Permittee must amend SWPPP as necessary to include additional requirements to correct problems identified or address the following situations:

1. There is a change in design, construction, operation, maintenance, weather, or seasonal conditions.
2. Inspections or investigations by site owner or operators, USEPA, or MPCA officials determine the SWPPP is not minimizing discharge of pollutants to surface waters or underground waters or discharges are causing water quality standard exceedances.
3. The SWPPP is not achieving the objectives of minimizing pollutants in stormwater discharges associated with construction activity, or the SWPPP is not consistent with the terms and conditions of the permit.
4. The MPCA determines that the project's stormwater discharges may cause, have reasonable potential to cause, or contribute to non-attainment of any applicable requirements of the permit.

Chain of Responsibility

The Contractor is the permittee for the National Pollutant Discharge Elimination System (NPDES) construction permit. The Contractor is responsible to comply with all aspects of the NPDES construction permit at all times until the Notice of Termination (NOT) has been filed with the Minnesota Pollution Control Agency (MPCA). The Contractor will develop a chain of

command with all operators on the site to ensure that the SWPPP will be implemented and stay in effect until the construction project is complete, the entire site has undergone final stabilization, and a Notice of Termination (NOT) has been submitted to the MPCA.

Contractor Responsibilities

The Contractor shall be responsible for compliance with, monitoring, and maintenance of the requirement of the MPCA general storm water permit for construction activity.

The Contractor must identify a certified erosion and sediment control supervisor. This person must be knowledgeable and experienced in the application of erosion prevention and sediment control BMPs. This person is to oversee the implementation of this SWPPP and the installation, inspection, and maintenance of the erosion prevention and sediment control BMPs before, during, and after construction. The SWPPP is to remain in effect until the project is complete, the entire site has undergone final stabilization, and the MPCA permit been terminated (see Final Stabilization).

Project Personnel and Training

This SWPPP was prepared by personnel that are certified in the design of construction SWPPP. Copies of the certifications are on file with Moore Engineering, Inc. and are available upon request.

Provide a certified erosion control supervisor in good standing who is knowledgeable and experienced in the application of erosion prevention and sediment control best management practices. The erosion control supervisor will work with the Project Engineer to oversee the implementation of the SWPPP and the installation, inspection, and maintenance of the erosion prevention and sediment control BMPs before, during and after construction until the notice of termination (NOT) has been filed with the MPCA. Provide proof of certification at the preconstruction meeting. Work will not be allowed to commence until proof of certification has been provided to the Project Engineer.

Provide at least one (1) certified installer for each Contractor or Subcontractor that performs installation. Provide proof of certification at the preconstruction meeting. Work will not be allowed to commence until proof of certification has been provided to the Project Engineer.

Site Inspection and Maintenance

Inspect the entire construction site a minimum of once every seven (7) days during active construction and within 24 hours after a rainfall event greater than one-half (0.57) inch in 24 hours. Inspect all temporary and permanent water quality management, erosion prevention and sediment control BMPs until the site has undergone final stabilization and the NOT has been submitted. Inspect surface water including drainage ditches for signs of erosion and sediment deposition. Inspect construction site vehicle exit locations for evidence of tracking. Inspect construction site vehicle exit locations for evidence of tracking. Inspect surrounding properties for evidence of off-site sediment accumulation. Inspect infiltration areas for signs of sediment deposition and compaction.

Record all inspections and maintenance activities in writing within 24 hours of above stated rainfall and inspection schedule. Submit inspection reports in a format that is acceptable to the Project Engineer. Include at least the following in the records of each inspection and maintenance activity:

- A. Date and time of inspections;
- B. Name of persons conducting inspections;
- C. Findings of inspections, including recommendations for corrective actions;
- D. Corrective actions taken, including dates, times, and party completing maintenance activities;
- E. Date and amount of all rainfall events greater than one-half (0.57) inch in 24 hours; and
- F. Documents and changes made to the SWPPP.

Repair, repair, or supplement all nonfunctional BMPs by the end of the next business day following discovery unless listed differently below.

- A. Repair, replace, or supplement perimeter control devices when it becomes nonfunctional or sediment reaches one-half (1/2) the height of the device. Complete repairs by the end of the next business day following discovery.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD KOESTER, P.E.
 DATE: 06/16/2021 LIC. NO. 44333



C-003

SWPPP NOTES
 A&E STORAGE, LLC
 PROPOSED SELF-STORAGE FACILITY
 ST. AUGUSTA, MINNESOTA
 SWPPP NOTES

DATE:	06/16/2021
REVISION:	
REVISION:	
REVISION:	
REVISION:	
REVISION:	
PROJECT No.	21804
MANAGER	JB
DESIGNER	JMK
DRAWN BY	JMK
REVIEWER:	JB

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD ROESTER, P.E.
 DATE: 08/xx/2021 L.C. NO. 44333



DATE:	08/11/2021
REVISION:	—
REVISION:	—
REVISION:	—
REVISION:	—
REVISION:	—
REVISION:	—
PROJECT NO.:	21894
MANAGER:	JRK
DESIGNER:	JRK
DRAWN BY:	JRK
CHECKED BY:	JRK
REVIEWER:	JRK

Temporary dewatering activities may be required. Therefore, it is possible that a permit for the temporary appropriation of waters of the state, non-irrigation from MN/DNR will be required for this project. The Contractor is responsible for obtaining this permit prior to commencing dewatering activities. All temporary dewatering shall be discharged to an approved location for treatment prior to discharge to the receiving water. Submit a site management plan to the Engineer for approval prior to commencing work.

D. The following types of waters have work in water exclusions. No work in the water is allowed during the exclusion dates. See DNR permit for which waterbodies this applies to.

Waterbody	Exclusion Dates
Lakes	April 1 – June 30
Non-Trot Streams	March 15 – June 15
Trot Streams	September 1 – April 1

Landscaping Notes

- A. Filter logs shall be placed, as needed, to trap sediment on the lower edge of beds or tree holes. Filter logs will be left to photo degrade.
- B. Tilling for beds or tree holes must be planted and mulched with wood chip within seven (7) days or straw mulched until planting operations can be completed.
- C. Any pond corners opened due to tilting for shrub beds or tree holes must be planted and mulched with wood chip within 24 hours or straw mulched until planting operations can be completed.

Sediment Control Practices

Silt fence is to be used as perimeter control and installed prior to construction as shown on the SWPPP plan sheets. The silt fence is to remain in place until final turf establishment.

Borials, silt fence, and rock checks will be used to abate sheet flow and prevent fills, when determined necessary throughout the construction process.

All culvert inlets are to be protected by appropriate BMPs during construction and until all sources of potential sediment production are stabilized (See SWPPP plan sheets).

Temporary stockpiles are not to be placed in stormwater conveyance or surface waters and they are to be surrounded by silt fences.

Energy dissipation will be provided at all discharge points. Dewatering or basin draining activities will not cause erosion in receiving channels or adversely impact wetlands.

Dewatering

The installation of underground utilities may require dewatering at various areas throughout the project. A Department of Natural Resources (DNR) water appropriation permit must be obtained prior to dewatering activity. All dewater discharge will be subject to the approvals and stipulations of the DNR permit.

Turbid or sediment filled discharge must be discharged to a temporary or permanent sedimentation basin or it must be treated by an appropriate BMP before site discharge. Discharge from sedimentation basins must be protected from erosion and scouring by an acceptable energy dissipation method, such as rock riprap, or sandbags.

- I. Locate perimeter control on the contour to capture overland, low-velocity sheet flows down gradient or at exposed soils and prior to discharging to surface waters. Place s-hooks at a maximum of 100 foot intervals.
- J. Provide perimeter control around all stockpiles. Place BMP a minimum five (5) feet from the toe of slope where feasible. Do not place stockpiles in natural buffer areas, surface waters or stormwater conveyances.
- K. Floating silt curtain is allowed as perimeter control for in water work only. Place the floating silt curtain as close to shore as possible. Place perimeter control BMP on land immediately after the in water work is completed.
- L. Ditch checks will be placed as indicated on the plans during all phases of construction.
- M. Protect storm sewer inlets at all times with the appropriate inlet protection for each specific phase of construction. Provide inlet protection devices with emergency overflow capabilities. Silt fences placed in the inlet grates is not an acceptable inlet protection BMP for grading operations. Silt fences placed in the grates is only allowed for short intervals during milling or paving operations. Inlet protection devices may need to be placed multiple times in the same location over the life of the contract. Inlet protection devices will be paid for once per inlet regardless of the number of times the BMP is placed. Keep all storm sewer inlet protection devices in good functional condition at all times. Replace inlet protection devices with a suitable alternative if the Project Engineer deems an inlet protection device to be nonfunctional, in poor condition, ineffective, or not appropriate for the current construction activities. There will be no cost for replacement of inlet protection devices.
- N. Place construction silt, as necessary, to prevent tracking of sediment onto paved surfaces both on and off the project site. Provide construction silt of sufficient size to prevent track, but maintain construction exits when evidence of tracking is discovered. Regular street sweeping is not an acceptable alternative to proper construction exit installation and maintenance.
- O. Discharge turbid or sediment laden water to temporary sediment basins whenever feasible. In the event that it is not feasible to discharge the sediment laden water to a temporary sediment basin, the water must be treated so that it does not cause a nuisance condition in the sediment basin or temporary sediment traps to the design capacity after all upgradient land disturbing activity is completed.
- P. Provide scour protection at any outfall of dewatering activities.
- Q. Provide stabilization in any trenches cut for dewatering or site draining purposes.
- R. Remove sediment from stormwater system at the end of project.
- S. Preserve a 50 foot natural buffer or (if buffer is infeasible) provide redundant sediment controls when a surface water is located within 50 feet of land disturbances and stormwater flows to the surface water. See Water Resources notes.

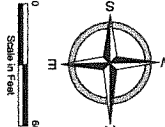
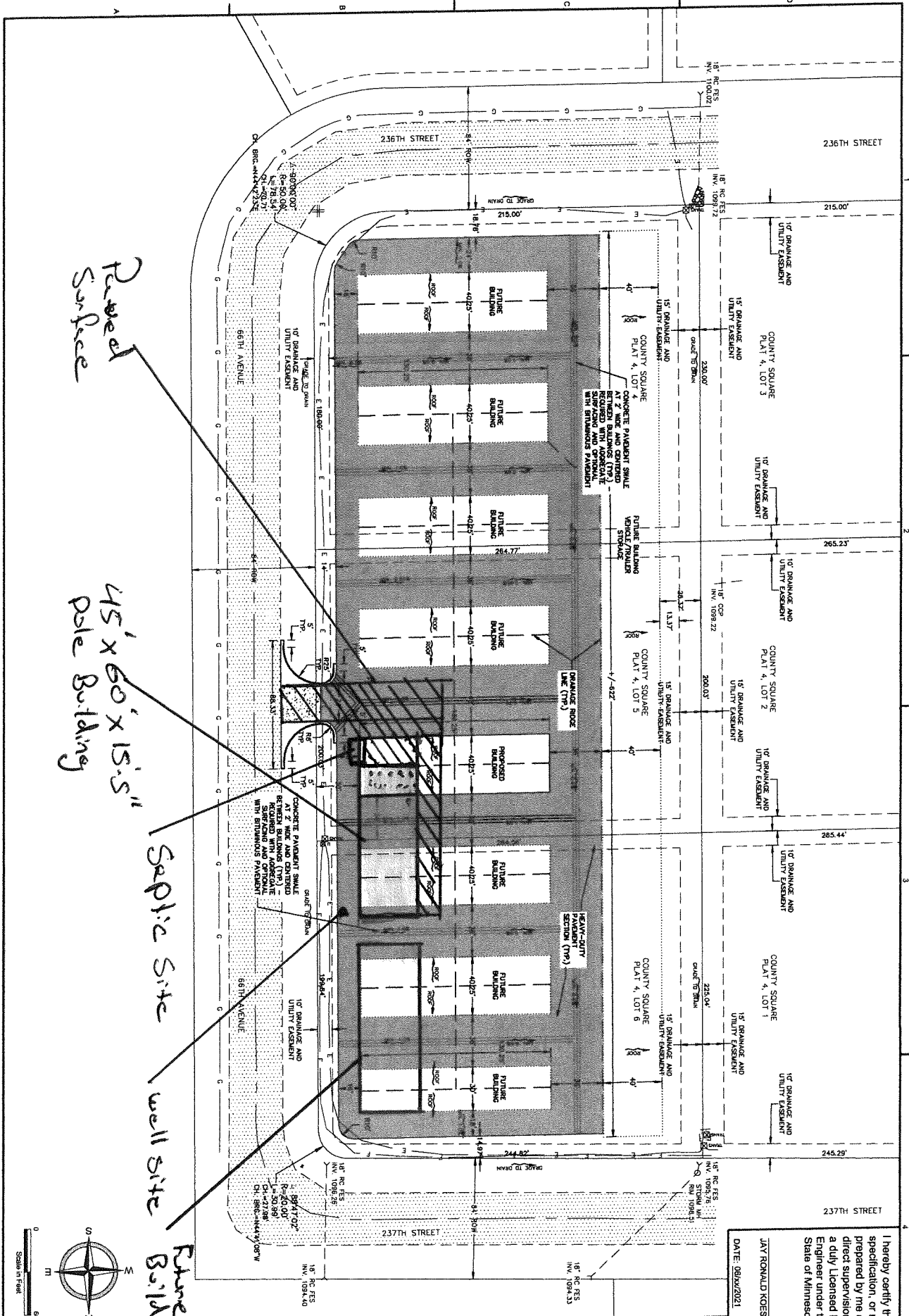
Water Resources Notes

These notes along with the Stormwater Pollution Prevention Plan (SWPPP) narrative are intended to give information on critical drainage features, natural resources and Contractor operations that may impact drainage and natural resources.

- A. The size and elevation of culverts, storm sewer pipes, catch basins, ponds, infiltration/retention basins, permeable ditch blocks, and overflow devices have been specifically designed to conform to Moore Engineering, Inc. design standards, Minnesota Pollution Control Agency (MPCA) permit requirements, and any watershed district permit requirements. The design computations are on file with Moore Engineering, Inc. Changing these items or the direction of flow from what is shown on the plans may cause problems of the Project and could mean the Project is out of compliance with the approved permits. Any changes to the size, elevation, or direction of flow of the drainage system must be approved by Moore Engineering, Inc.
- B. Any subsurface drainage lines damaged during construction shall be repaired, replaced, or removed, and connected to the existing tile or drainage system to ensure that existing upland drainage is perpetuated. This should be done to the approval and satisfaction of the Engineer.
- C. The following water related permits apply to this project:

Agency	Type of permit
Minnesota Pollution Control Agency (MPCA)	NPDES construction permit
Watershed District	N/A
Department of Natural Resources (DNR)	N/A
Army Corps of Engineers	N/A

Review all permits for any special conditions that will affect the construction of the project.



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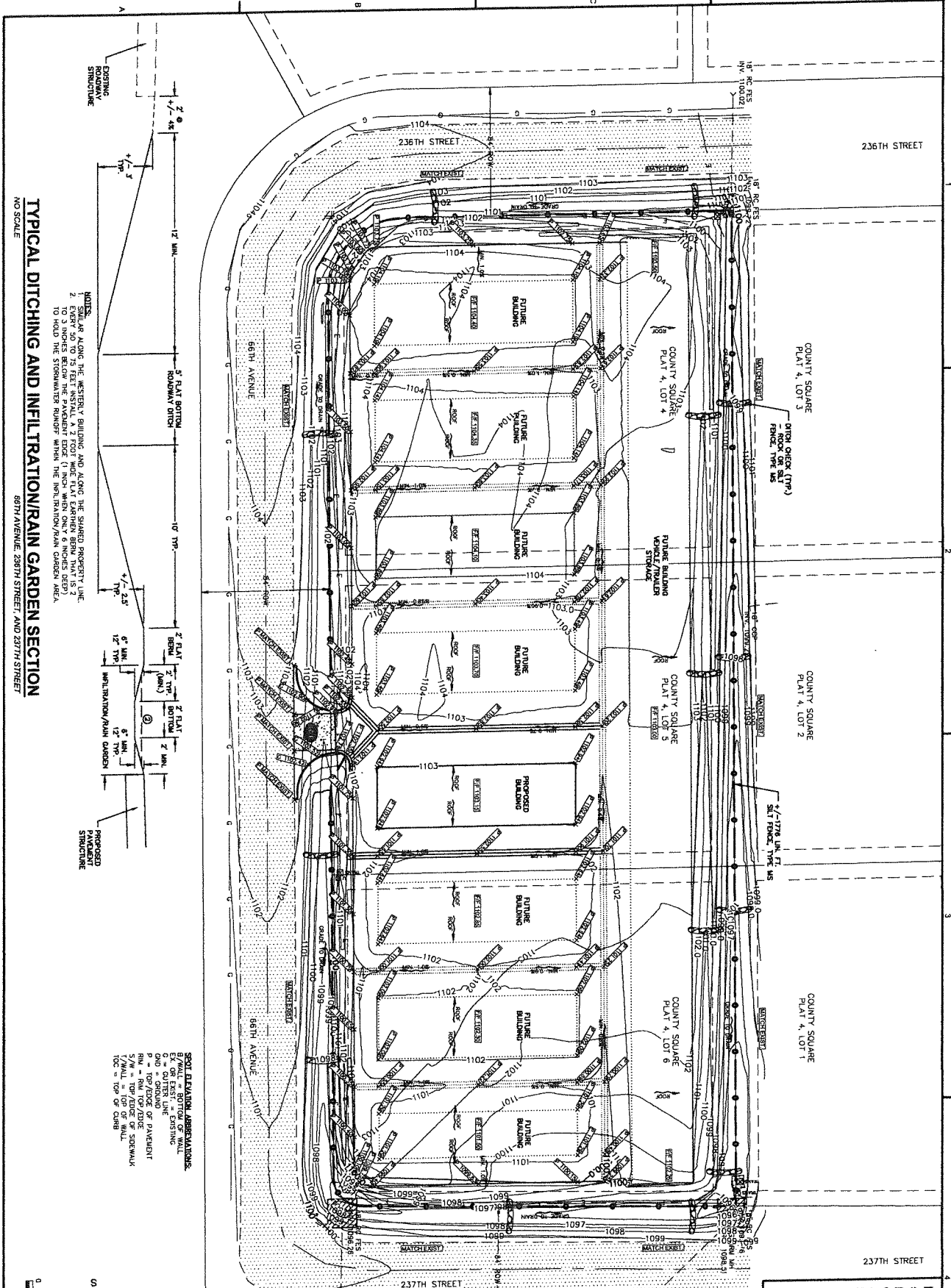
PROJECT No. 21894
 MANAGER JAB
 DESIGNER JAK
 DRAWER JAK
 REVIEWER JAB

DIMENSION AND UTILITY PLANS
A&E STORAGE, LLC
PROPOSED SELF-STORAGE FACILITY
ST. AUGUSTA, MINNESOTA
DIMENSION AND UTILITY PLANS



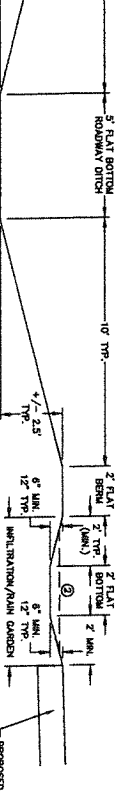
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD KOESTER, P.E.
 DATE: 08/26/2021 LIC. NO. 44333

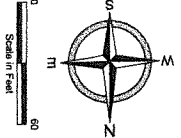


TYPICAL DITCHING AND INFILTRATION/RAIN GARDEN SECTION
 NO SCALE

NOTES:
 1. SHALING ALONG THE WESTERN BUILDING AND ALONG THE SHARED PROPERTY LINE.
 2. EVERY 50 TO 75 FEET INSTALL A 2 FOOT WIDE FLAT EARthen BERM THAT IS 2 FEET HIGH AND 2 FEET WIDE TO HOLD THE STORMWATER RUNOFF WITHIN THE INFILTRATION/RAIN GARDEN AREA.



SOIL ELEVATION ABBREVIATIONS:
 E = 1' ELEVATION
 S = 2' ELEVATION
 G = 3' ELEVATION
 P = 4' ELEVATION
 R = 5' ELEVATION
 M = 6' ELEVATION
 T = 7' ELEVATION
 C = 8' ELEVATION
 O = 9' ELEVATION
 U = 10' ELEVATION
 V = 11' ELEVATION
 W = 12' ELEVATION
 X = 13' ELEVATION
 Y = 14' ELEVATION
 Z = 15' ELEVATION



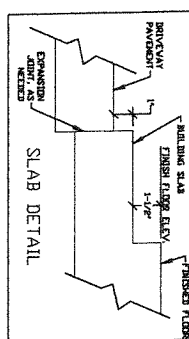
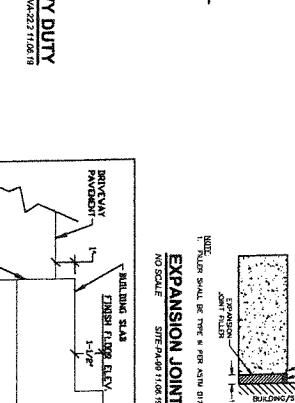
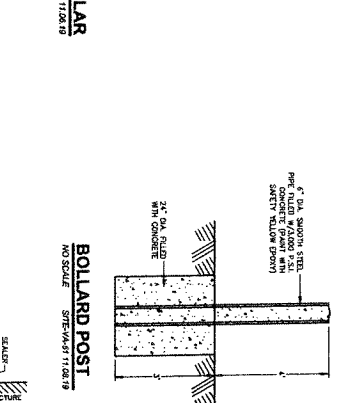
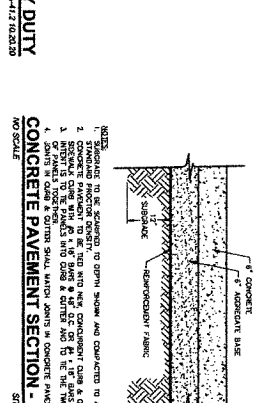
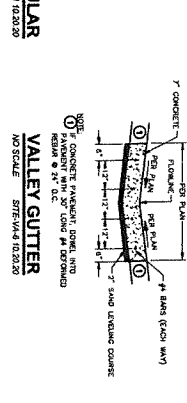
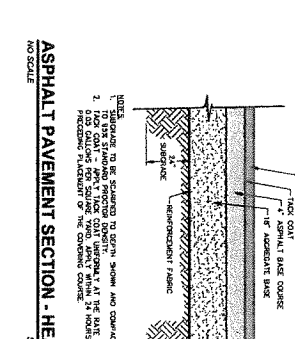
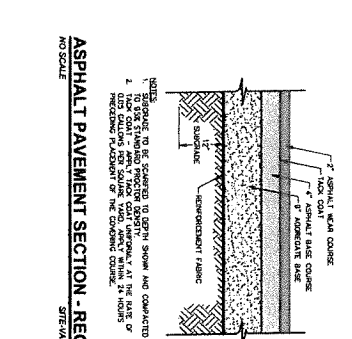
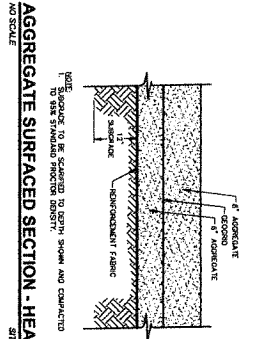
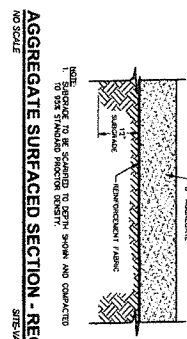
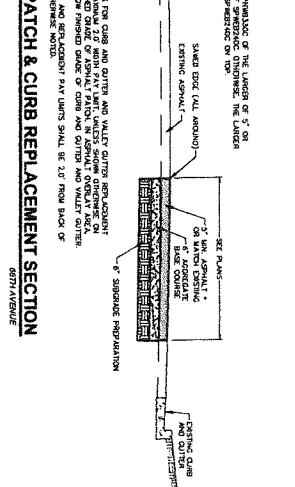
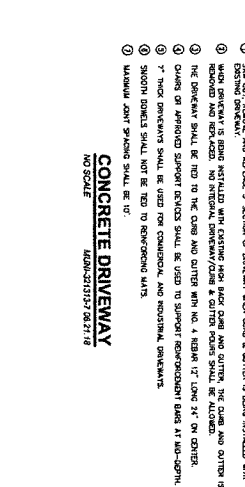
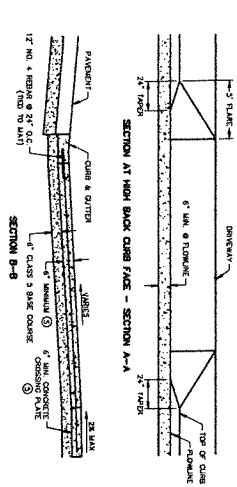
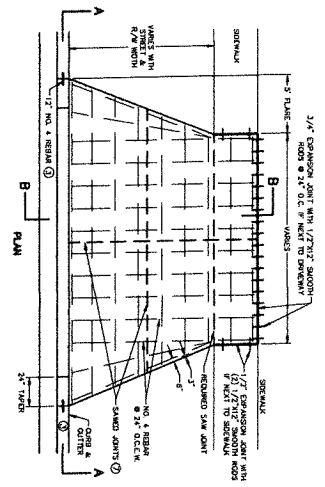
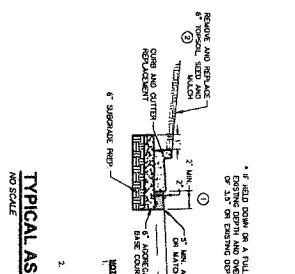
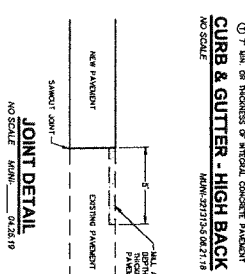
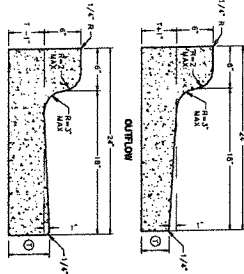
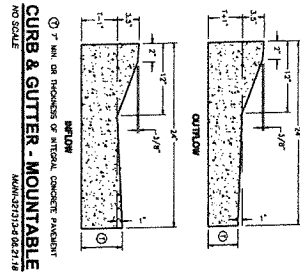
C-301
 SHEET 10 OF 12

EROSION CONTROL AND GRADING PLANS
A&E STORAGE, LLC
PROPOSED SELF-STORAGE FACILITY
ST. AUGUSTA, MINNESOTA
EROSION CONTROL AND GRADING PLANS



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD KOESTER, P.E.
 DATE: 09/22/2021 LIC. NO. 44333



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

JAY RONALD KOESTER, P.E.
LIC. NO. 44333
DATE: 09/22/2021



DATE	09/01/2021
REVISION	
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REVISION	
REVISION	
REVISION	
PROJECT No.	2180A
MANAGER	JR
DESIGNER	JK
CHECKER	JK
REVIEWER	JR

DETAILS - PAVING
A&E STORAGE, LLC
PROPOSED SELF-STORAGE FACILITY
ST. AUGUSTA, MINNESOTA
DETAILS - PAVING

C-402
SHEET 12 OF 12

**CITY OF ST. AUGUSTA
STEARNS COUNTY
RESOLUTION NO. 2023-15
RESOLUTION VACATING PORTIONS OF DRAINAGE AND UTILITY EASEMENTS IN
KIFFMEYER AND WHITE OAK ADDITION WITHIN
THE CITY OF ST. AUGUSTA**

WHEREAS, the City Council, pursuant to a petition submitted to it by Pleasure Land under Minnesota Statute §412.851, did hold a public hearing on November 7, 2023 at 7:00p.m. at the St. Augusta City Hall. At said time and place the City Council heard all interested parties on whether to vacate portions of drainage and utility easements described below in this resolution.

WHEREAS, all notice requirements of Minnesota Statute §412.851 have been satisfied;
and

WHEREAS, the City Council finds and determines that it is in the public interest to vacate those portions of the drainage and utility easements described below as such easements are no longer required by the City.

NOW THEREFORE BE IT RESOLVED that the City Council of City of St. Augusta, Stearns County, Minnesota does hereby order as follows:

All drainage & utility easements within Lots 4, 5, & 6, Block 1, and Lots 1 & 2, Block 2, all of KIFFMEYER ADDITION, according to the recorded plat thereof, Stearns County, Minnesota, excepting there from that part of said Lot 4 conveyed to the City of St. Augusta in a certain warranty deed dated October 25, 2021, recorded on May 20, 2022, as Document Number 1632973.

AND

The drainage and utility easements within former 250th Street vacated per Resolution No. 2021-06 recorded as Document number 1623241, being part of KIFFMEYER ADDITION, and part of WHITE OAK ADDITION, according to the recorded plats thereof, Stearns County, Minnesota, described as follows:

Commencing at a found iron monument which designates the southeasterly corner of Lot 5, Block 1, said KIFFMEYER ADDITION; thence South 89 degrees 49 minutes 42 seconds West on an assumed bearing along the south line of said Lot 5 for a distance of 112.50 feet to the easterly line of said Dedicated 250th Street, said point is the point of beginning; thence northwesterly along the

northerly line of said Dedicated 250th Street, on a non-tangential curve concave to the southwest, having a central angle of 126 degrees 49 minutes 08 seconds and a radius of 60.30 feet, for an arc distance of 133.47 feet (chord bearing North 69 degrees 17 minutes 26 seconds West); thence southeasterly on a non-tangential curve concave to the southwest, having a central angle of 124 degrees 26 minutes 40 seconds and a radius of 72.00 feet, for an arc distance of 156.38 feet (chord bearing South 35 degrees 06 minutes 49 seconds East) to the southerly line of said Dedicated 250th Street; thence North 89 degrees 49 minutes 42 seconds East along the southerly line of said Dedicated 250th Street for a distance of 27.79 feet to the southeasterly corner of said Dedicated 250th Street; thence North 00 degrees 10 minutes 18 seconds West along the easterly line of said Dedicated 250th Street for a distance of 66.00 feet to the point of beginning. Together with all of 250th Street as dedicated on said WHITE OAK ADDITION.

AND

All drainage & utility easements within Lot 1, Block 1, WHITE OAK ADDITION, according to the recorded plat thereof, Stearns County, Minnesota, excepting therefrom that part of said Lot 1 being conveyed to the City of St. Augusta in a certain warranty deed dated October 25, 2021, recorded on May 20, 2022, as Document Number 1632974.

NOW THEREFORE BE IT FURTHER RESOLVED the City Clerk is directed to file a certified copy of this Order in the records of the City and a “Notice of Completion of Proceeding” with the Office of the Stearns County Auditor and Recorder.

Passed by the St. Augusta City Council on the 7th day of November, 2023.

CITY OF ST. AUGUSTA

Michael G. Zenzen, Mayor

William R. McCabe, City Clerk/Administrator

This Document Prepared and Drafted by:

William R. McCabe
St. Augusta City Administrator/Clerk
City of St. Augusta
1914 250th Street
St. Augusta, MN 56301
320-654-0387

Bill McCabe

From: Matthew Staehling <Matthew.Staehling@ci.stcloud.mn.us>
Sent: Friday, October 20, 2023 4:50 PM
To: ROLSON@ci.sauk-rapids.mn.us; Shauna Johnson; Anna.Gruber@sartellmn.com; bmccabe@staugustamn.com; dmurphy@cityofstjoseph.com
Subject: Homelessness Working Group

Good Afternoon,

Please forgive the late Friday afternoon email... Yesterday afternoon our local Homelessness Working Group reconvened to discuss current opportunities and challenges relating to homelessness in our metro area. The working group is comprised of area service providers and tri-county public health officials. The working group expressed a strong desire to have input from our entire region including counties and area cities. On behalf of Mayor Kleis, I am asking if each city would be willing to appoint a representative from your respective cities to help inform the working group? The appointee could be an interested citizen or a service provider. This is not a request for financial investment or any other commitment other than simply being part of a community conversation. Please let me know if your city is interested in participating in the conversation.

Have a great weekend!

Matt

