# CITY OF ST. AUGUSTA CITY COUNCIL WORKSHOP MEETING

April 15, 2025 7:00 pm

### **AGENDA**

- 1. Call Meeting to Order Mayor Schmitz.
- 2. Pledge of Allegiance.
- 3. Consent Agenda

3A. Bills Payable

3B. Other

- 4. CIP Planning
- 5. Adjourn.

REMINDERS: Regular City Council Workshop Meeting, Tuesday, April 15, 2025 7:00pm

Area Cities Meeting, Tuesday, April 29, 2025 5:30pm at site TBD Planning Commission Meeting, Monday, May 5, 2025 6:00pm Regular City Council Meeting, Tuesday, May 6, 2025 7:00pm

Joint Planning Commission/Council Workshop, Tuesday, May 13, 7:00pm Stearns County Municipal League Meeting, Tuesday, May 20, 2025 time and

place TBD

### \*Check Summary Register©

Checks 04/02/25-04/15/25

7	Name	Check Date	Check Am	
10100	STATE BANK OF KIMBAL			
24517	GREAT AMERICA FINANCIAL SE	4/15/2025	\$121.34	general - mobile internet
24518	INSPECTRON	4/15/2025	\$10,910.47	general - 1st qtr 2025 permits
24519	KERVIN ZANZ	4/15/2025		sewer dept - reimburse overpayment
24520	MN DEPT OF LABOR & INDUSTR	4/15/2025	\$533.00	general - 1st qtr 2025 surcharge
24521	PAUL KOSHIOL	4/15/2025	\$12,829.00	CIP - parks dept, dog park shelter
24522	WEST CENTRAL SANITATION	4/15/2025	\$262.71	general - garbage service
24523	WILLIAM JARNOT	4/15/2025	\$55.71	water dept - reimburse overpayment
24524	XCEL ENERGY	4/15/2025		general - Mar 2025 usage
24525	CENTER POINT ENERGY	4/15/2025	\$383.37	fire dept - gas usage
24526	JASON KOSHOIL	4/15/2025		fire dept - straw for burning house down
24527	LMCIT	4/15/2025	\$14,988.00	general - 2025 work comp premium
24528	GANNETT MN LOCALIQ	4/15/2025	\$156.26	general - zoning amendment public hearing
25268e	JOHN HANCOCK	4/2/2025	\$1,150.00	g - rasmuson def comp pay 7 25
25269e	BANK FEES	4/2/2025	\$9.81	general - US Bank credit card fee/misc pera
25270e	STATE OF MINNESOTA	4/3/2025	\$757.00	parks dept - 1st qtr sales tax
25271e	BLUE CROSS BLUE SHIELD	4/9/2025	\$4,428.96	Chad - employer paid insurance
25272e	STEARNS ELECTRIC ASSOCIATI	4/9/2025	\$1,784.57	fire dept - fire hall
25273e	PERA	4/10/2025	\$2,169.98	emp pd pera
25274e	STATE BANK OF KIMBALL	4/10/2025	\$3,908.50	941 taxes
25275e	JOHN HANCOCK	4/10/2025	\$1,150.00	g - def comp pay 8 25 Hollermann
26479	VOID	4/10/2025	\$0.00	
26489	VALLEY GREEN COMPANIES	4/2/2025	\$1,223.10	parks dept - HLP fertilizer
26490	BILL MCCABE	4/3/2025	\$245.60	g - McCabe co-pay
26491	BLASHACK, CHAD C.	4/10/2025	\$1,779.84	
26492	HILL, MARY M	4/10/2025	\$894.31	
26493	HOLLERMANN, PAUL A.	4/10/2025	\$1,700.85	
26494	KIFFMEYER, MARK G.	4/10/2025	\$1,697.85	
26495	McCABE, WILLIAM R.	4/10/2025	\$2,936.28	
26496	RASMUSON, TERESA M.	4/10/2025	\$236.64	
26497	SCHLUETER, STEVEN F.	4/10/2025	\$115.33	
26498	WAIBEL, THOMAS F.	4/10/2025	\$72.37	
26499	CITY OF ST. AUGUSTA	4/15/2025	\$77.71	general - Mar 2025 usage
26500	CITY OF ST. CLOUD	4/15/2025	\$26,762.25	water dept - Feb 25 usage
	1	otal Checks	\$94,101.53	-

Jeffery J Schmitz

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		Total	\$121.34			
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		support services	\$10,910.47	_	general - 1st qtr 2025 permits	
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E 6	602-49450-430	Miscellaneous	\$43.73		sewer dept - reimburse overpayment	
		Total	\$87.47	-		
2452	0 04/15/2	5 MN DEPT OF LABOR & IN	IDUSTRY	ACCOUNTS OF THE PROPERTY OF TH		
E 1	01-41220-722	Bldg Permit Surcharge	\$533.00		general - 1st qtr 2025 surcharge	
		Total	\$533.00	-		
2452 <sup>-</sup>	1 04/15/2	5 PAUL KOSHIOL	***************************************			
E 4	50-45200-430	Miscellaneous	\$12,829.00		CIP - parks dept, dog park shelter	
		Total	\$12,829.00	-	· · · · · · · · · · · · · · · · · · ·	
2452	<b>2</b> 04/15/2	WEST CENTRAL SANITAT	ΓΙΟΝ			
E 1	01-41000-384	Refuse/Garbage Disposal			general - garbage service	
E 101-42270-384		Refuse/Garbage Disposal	\$36.54	13407973	fire dept - garbage service	
		Total	\$262.71	=	, ,	
2452:	3 04/15/2	WILLIAM JARNOT	TP-109-100-100-100-100-100-100-100-100-100		**************************************	
E 6	01-49400-430	Miscellaneous	\$27.85		water dept - reimburse overpayment	
E 6	02-49450-430	Miscellaneous	\$27.86		sewer dept - reimburse overpayment	
		Total	\$55.71	•		
24524	4 04/15/2	XCEL ENERGY				
E 101-41000-383		Gas Utilities	\$548.25		general - Mar 2025 usage	
		Total	\$548.25		<u> </u>	
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		Total	\$77.71		<u> </u>	
26500	04/15/25	CITY OF ST. CLOUD				
	01-49400-312	Water/Contract Services	\$15,325.19		water dept - Feb 25 usage	
	02-49450-313	Sewer/Contract Services	\$6,450.75		sewer dept - Feb 25 treatment charges	
	02-47000-602	NR2 Project - principal/int	\$4,986.31		sewer dept - Feb 25 NR2	
		Total	\$26,762.25		55.15. 35pt 1 00 20 111/2	
		10100	\$52,187.91			
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101 GENE	RAL FUND	\$12,453.48				
450 CAPITAL PROJECT FUND			\$12,829.00			
601 WATER FUND 602 SEWER FUND			\$15,396.78			
			\$11,508.65			
			\$52,187.91			
Jeffery J S	Schmitz					

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E 101-42270-384		Refuse/Garbage Disposal	\$226.17 \$36.54	13407973	general - garbage service	
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24523	04/15/25	WILLIAM JARNOT				
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E 601	-49400-312	Water/Contract Services	\$15,325.19		water dept - Feb 25 usage	
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		Total	\$26,762.25		work 1 OD 20 141/2	
		10100	\$52,187.91			
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Check # Check Date Vendor Name	Amount Invoice Comment
Fund Summary	Amount Invoice Comment
10100 STATE BANK OF KIMBAL  101 GENERAL FUND  450 CAPITAL PROJECT FUND  601 WATER FUND  602 SEWER FUND	\$12,453.48 \$12,829.00 \$15,396.78 \$11,508.65
Jeffery J Schmitz	\$52,187.91



mooreengineeringinc.com

# Workshop Information Sheet

**Date of Workshop:** April 15, 2025

**Presenter:** Chris Bunders, Senior Project Manager

Workshop Location: City of St. Augusta

1914 250<sup>th</sup> Street St. Augusta, MN 56301

**Subject:** Capital Improvement Plan (CIP)

### **Purpose of Workshop:**

The upcoming City Council workshop will initiate the creation and implementation of the City's first Capital Improvement Plan (CIP). The objective is to strategically identify, prioritize, budget, and align infrastructure projects to meet St Augusta's current and future needs effectively.

### Why This Matters:

Implementing a CIP provides a unique opportunity to collaboratively establish clear, meaningful priorities that reflect the community's values and long-term vision. By thoughtfully identifying and prioritizing your capital investments today, it will create a solid foundation that future leaders can build upon. This proactive approach ensures continuity, promotes efficient use of public resources, and strives to maintain a consistent, community-supported vision for years to come.

### Goals for the Workshop:

- Introduce the concept and benefits of capital improvement planning.
- Project identification and prioritization: Discuss and clarify the City's infrastructure needs, goals, and priorities.
  - Establishing criteria for project selection (e.g., urgency, community impact, economic benefits).
  - Balancing immediate infrastructure needs with strategic, long-term planning.
- Ensure alignment of CIP development with community vision and strategic planning efforts.

### **How to Prepare for the Workshop:**

 Identify Needs: Reflect on infrastructure needs within the community and bring relevant data or concerns to discuss.

- Engage with Constituents: Seek input from residents regarding infrastructure improvements and priorities they value most.
- Think Strategically: Consider the long-term vision for the community and which projects could significantly contribute to achieving it.

#### **Desired Outcome:**

By the end of this workshop, we hope to have a good start for:

- Establishing foundational guidelines for developing the City's first CIP.
- Providing direction on the identification of ideas and needs to be included in the CIP.
- Agree upon initial criteria and strategies for project prioritization.
- Discuss any next steps for community involvement and ongoing communication.

Your thoughtful preparation and active participation are critical to successfully defining the items that will be contained in the CIP. We look forward to your valuable insights and collaboration.

#### **Future Topics:**

The following are some future topics that will complement the process.

- 1. Funding and Budgeting
  - o Identifying potential funding sources (grants, bonds, partnerships).
  - o Establishing initial budget guidelines and financial parameters.
- 2. Community Engagement
  - o Developing methods to effectively gather input and feedback from residents.
  - Planning transparent communication to ensure community understanding and support.

### **Possible Projects:**

Below are a few project ideas to help as you prepare for the meeting and generate thoughts about the upcoming discussion.

- Overall Street Inventory
- Gaberdine Road
- WTP, Wells, Water Tower & distribution
- Fire Department
- Street & Utility Department
- City Hall Offices
- Parks and Trails throughout the community
- Sewer & water utilities to the west side of the City