

NOTICE OF ALBANY CITY COUNCIL MEETING

There will be a meeting of the City Council in and for the City of Albany, Stearns County, Minnesota at 6:30 o'clock in the evening on Wednesday, September 7, 2016, in the Council Room at 400 Railroad Avenue for the said City.

AGENDA

1. Convene meeting
2. Pledge of Allegiance
3. Audit Bills
4. Act on regular Council minutes of the meeting held on August 17th
5. Open Forum/Public comment
6. Jason Selix, 106 Whispering Oaks Lane - request minor subdivision of Lot 15, Block 3, Whispering Oaks at Two River, according to the recorded plat
7. Jason Murray, David Drown Associates – present 2015 Tax Increment Finance District Activity and Management Report
-discuss JOBZ termination and tax abatement payments related to 2017 Budget
8. Tom Schneider, Clerk/Adm. – present proposed 2017 Budget
-Ozzie Carbajal, Police Chief
9. Public Hearing – request by Cory and Lisa Schiffler to vacate five (5) foot drainage and utility easement Whispering Oaks at Two River (Lot 6 and Lot 7, Block 1)
10. Jeremy Mathiasen, City Engineer -Project Updates
-2016 Capital Improvements – Consideration of Payment Voucher No. 4 for Larson Excavating Contractor Inc.
11. Joe Mergen, Public Works Supervisor
12. Laurie Dingmann, Park Board and Community Education Liaison
13. John R. Harlander, Street Department and Albany Township Liaison
14. Tom Kasner, Fire Department, EDA Board, and Equipment –present bids for 1996 Ford Fire Truck (surplus property)
15. Ozzie Carbajal, Police Chief – recommendation to approve Stearns County Attorney Office Criminal Prosecution Contract 2017-18.
16. John Greer, Police Department and Planning Commission
17. Daron Gersch, Utility Department and Albany Golf Club
18. Tom Schneider, Clerk/Adm. - present 2AM License application renewal for Rookies Sports Bar, Inc.
-present amendment to Deferred Payment Loan Repayment Agreement between Sean and Christine Artley and Economic Development Authority (EDA).
19. Mayor's announcements and letters
20. Announce next meeting date and adjourn

Tom Schneider
Clerk/Adm.



320-845-4244
320-845-2346 Fax
P. O. Box 370
Albany, Minnesota 56307

CERTIFICATE OF COMPLIANCE

The undersigned, being the duly qualified and acting City Clerk/Administrator of the City of Albany, Minnesota, does hereby certify that at a meeting of the Albany City Council held on August 3, 2016, such Council did review and approve an application submitted by Jason Selix, 106 Whispering Oaks Lane, Albany, MN 56307, for an administrative subdivision of certain real property located in the City of Albany, with such subdivided property described in Exhibit A.

The undersigned further certifies that the City of Albany, through its Council, determined that the administrative subdivision is in compliance with all relevant state statutes, ordinances and subdivision regulations of the City of Albany, Minnesota.

Dated this 7th day of September, 2016.

new

Daron Gersch, Mayor

Tom Schneider, Clerk/Adm.

(SEAL)

EXHIBIT A

Proposed Legal Descriptions.

TRACT "A"

That part of Lot 15, Block 3, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota, lying northeasterly of the following described line.

Commencing at the northeasterly corner of said Lot 15; thence South 10°26'24" West (assumed bearing), along the easterly line of said Lot 15, a distance of 41.28 feet, thence South 25°28'26" West, along the easterly line of said Lot 15, a distance of 60.27 feet to the point of beginning of the line to be described; thence North 50°49'44" West, a distance of 233.07 feet to a point on the northwesterly line of said Lot 15, said point bears South 31°30'37" West, a distance of 45.88 feet (chord bearing and chord distance), from the northerly most corner of said Lot 15 and said line there terminating.

Containing 16142.00 Square Feet, more or less.

Subject to all easements and right of ways on record.

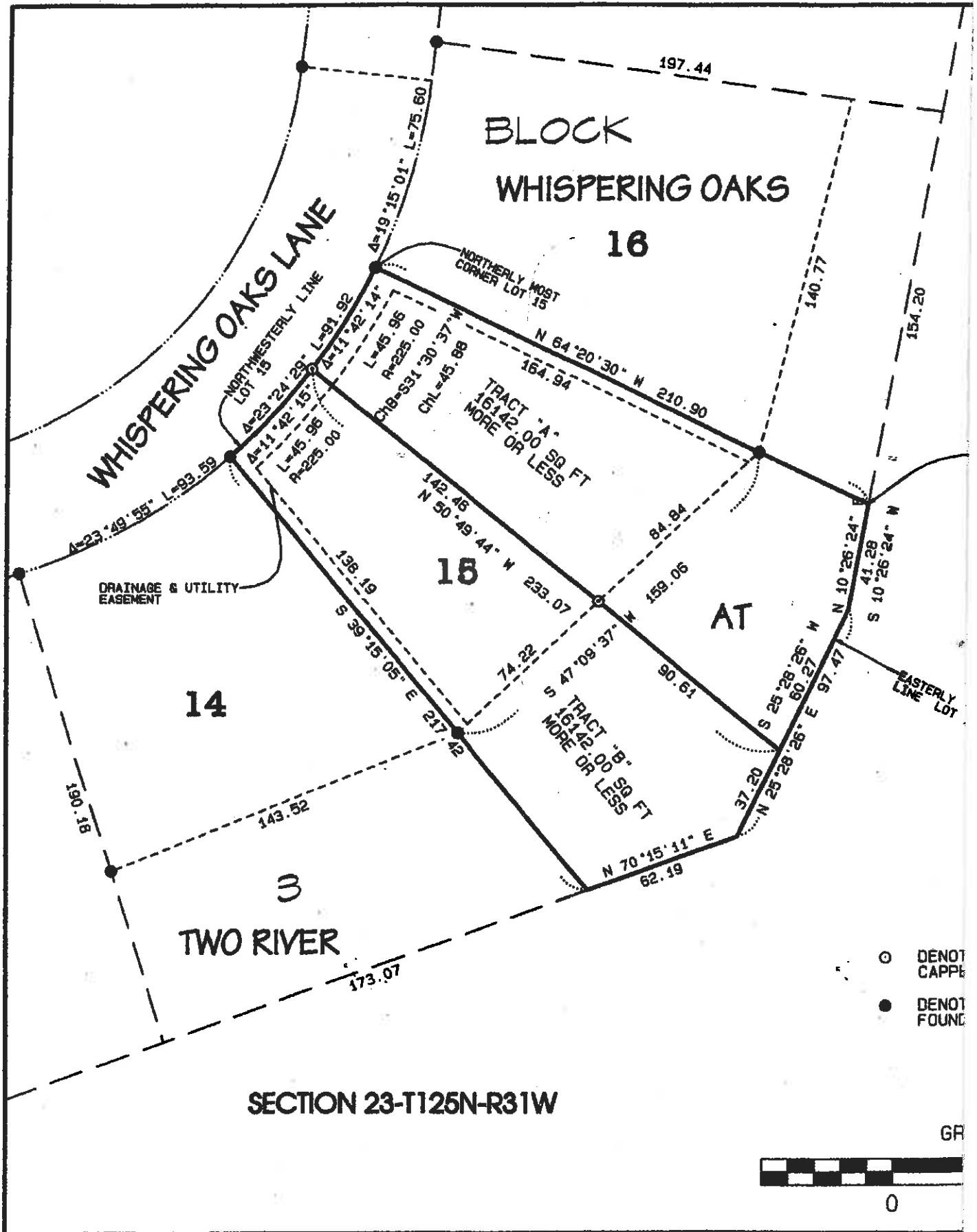
TRACT "B"

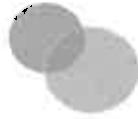
That part of Lot 15, Block 3, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota, lying southwesterly of the following described line.

Commencing at the northeasterly corner of said Lot 15; thence South 10°26'24" West (assumed bearing), along the easterly line of said Lot 15, a distance of 41.28 feet, thence South 25°28'26" West, along the easterly line of said Lot 15, a distance of 60.27 feet to the point of beginning of the line to be described; thence North 50°49'44" West, a distance of 233.07 feet to a point on the northwesterly line of said Lot 15, said point bears South 31°30'37" West, a distance of 45.88 feet (chord bearing and chord distance), from the northerly most corner of said Lot 15 and said line there terminating.

Containing 16142.50 Square Feet, more or less.

Subject to all easements and right of ways on record.





DDA

**David Drown Associates, Inc.
Public Finance Advisors**

Parkers Prairie Office:
13979 County Highway 42
Parkers Prairie, MN 56361
(612)920-3320 ext. 110 | fax (612) 605-2375
www.daviddrown.com

August 19, 2016

Revised TIF Management and Recommendation Letter

Honorable Mayor Mr. Daron Gersch
Mr. Tom Schneider, City Administrator
City of Albany
400 Railroad Avenue
P.O. Box 370
Albany, MN 56307-0370

Honorable Mayor, Council Members and Mr. Schneider:

The purpose of this letter is to report on the completion of your 2015 TIF Reports to the State Auditor's Office by the required deadline, to provide a brief review of the status of your TIF Districts, and to recommend any actions that should be taken.

Downtown Redevelopment District No. 3. This is the large TIF District covering much of downtown and the industrial park, including Kraft. The Redevelopment District was originally created on October 27, 1990, was modified in December 1999 and has a required Decertification date of December 31, 2017.

Three (3) separate G.O. TIF bonds were issued for projects in this area in the past, two have been paid off and a 2010A Refunding bond remains outstanding, with a principal balance of \$65,000. The final bond payment is scheduled for 2016 and the City will have one final year of increment collections after that. The city also transferred \$60,000 to District No. 14 to fund demolition expenses of the Family Dentistry Project. The only remaining obligation this district has is the Railroad Avenue improvements.

At the end of 2015, this district had a fund balance of \$369,115. We project by the end of 2017, this district will have roughly \$375,000 available to fund the Railroad Avenue project.

Management Action: We have identified no issues with this TIF district.

Country Estates/Mercy Manor TIF District No. 4

This Housing TIF District includes part of Leo Sand's residential development on the west side and the Mercy Manor elderly housing project. This District was originally created on October 11, 1995, modified on July 24, 1996 and has a required decertification date of December 31, 2022.

The only remaining obligation of this District is a TIF portion of the 2005C Bonds which originally funded improvements in that area. The final payments on the bonds are in 2016. The City also receive some revenues from a Mercy Manor guarantee, whenever their taxes fall below a certain level. With the decertification of the district, the agreement will remain in place until the assessment is paid with the City.

Management Action: Bonds have been paid in full and this district was appropriately decertified at the end of 2015. The district carries a zero balance and this should be the final report for this TIF district. With this decertification, the City should receive roughly \$11,000 in taxes.

Country Inn TIF District No. 5. This Redevelopment TIF District was created on July 24, 1996 in conjunction with the Country Inn motel development and has a required decertification date of December 31, 2023.

The City issued a \$350,000 TIF revenue bond in 1997 payable only from tax increments from this District. The TIF district has a small deficit of \$2,856.

Management Issues: We have identified no compliance issues with this TIF District.

Haislet School TIF District No. 6. This Redevelopment TIF District was created to redevelop the former school site for residential development. The District was created on October 23, 1996 and has a required decertification date of December 31, 2024. The City issued a \$200,000 G.O. TIF Bond in 1997 to finance the demolition costs associated with this project, and later refinanced this bond in 2010.

Original projections of tax increments were not expected to fully cover bond payments thus the City has supplemented the payments with general fund dollars. At the end of 2015, this TIF District accumulated a deficit of \$23,387. Bond payments are scheduled to be completed in 2018. At the completion of the bond payments, increments can be used to repay the general fund dollars used to supplement bond payments. Based on current increment, this debt should be repaid by 2022.

Management Issues: We have identified no compliance issues with this TIF District.

Chrysler and Funeral Home TIF District No. 10. This Redevelopment TIF District provided direct assistance to the Chrysler dealership and Funeral Home projects. The District was created on September 16, 1999, modified on April 18, 2001 and has a required decertification date of December 31, 2026.

The City issued a \$230,000 TIF Revenue bond for the Chrysler project and a \$200,000 TIF Revenue Bond for the Funeral Home project. Each bond is payable from the tax increments generated by the respective projects. At the end of 2015, the bonds had the following balances:

2000A Chrysler Bond	\$ 12,328
2001A Funeral Home Bond	\$224,527

Due to the size of this district, this district generates a significant surplus each year. In 2015, the district generated a surplus of \$44,966, generating a fund balance of \$160,335.

Management Issues: We have identified no compliance issues with this TIF District. The final payment for the Chrysler note will be in 2016, leaving the Funeral Home note as the lone obligation for this district. TIF Statute requires that once the City has enough funds to meet the obligations of the district, obligations must be paid and the TIF District must be decertified. Based on this statutory requirement, we have successfully negotiated a payoff with Bremer Bank on the Funeral Home note. Bremer Bank has accepted our offer of \$74,868 to complete the obligation with the City.

If the City accepts the payoff, the City should make this payment by September 15, 2016 and we will move to decertify this TIF district at the end of 2016.

Stonebrooke Housing TIF District No. 11.

This Housing TIF District assisted Leo Sand's development of this single family residential subdivision, and a single apartment project. The District was created on September 27, 1999 and has a required decertification date of December 31, 2026.

The original deal called for the City to keep \$16,527 in increments to cover payments on the original 99B bonds, with the remainder rebated to the developer. The 99B bonds were refunded with the 04C bonds, and the pay-go portion was replaced with the 05C bonds. So, tax increments are now used for payments on these two bonds.

Management Action: Bonds have been paid in full and this district was appropriately decertified at the end of 2015. The district carries a zero balance and this should be the final report for this TIF district. With this decertification, the City should receive roughly \$17,000 in taxes.

Business & Industrial Park TIF District No. 12. This Economic Development TIF District assisted Preferred Controls in the new industrial park. The District was created on June 7, 2007 and has a required decertification date of December 31, 2017.

The only outstanding obligation in this district is a pay-as-you-go note to Preferred Controls. The note amount was originally \$165,898 and will have an outstanding balance of \$125,457 at the end of 2015. The District has a fund balance of \$24,025. Final payment will be February 1, 2018.

Management Issues: We have identified no compliance issues with this TIF District.

Albany Manufacturing & Industrial Park TIF District No. 13. This Economic Development TIF District was created in 2010 and includes parcels in the new industrial park and the Peternell parcel. The district has a pay-as-you-go obligation of \$99,999 for the Peternell/Albany Manufacturing project, plus an internal loan which paid for the costs of setting up the TIF District.

The Interfund loan for this district was paid off in 2015 and the district has a fund balance of \$1,124.

Management Issues: We have identified no compliance issues with this TIF District.

Commercial Corridor TIF District No. 14. This Redevelopment was created June 20, 2012 to include the property along the Highway 238/8th Street corridor north of the interstate to Railroad Avenue and was later modified on February 6, 2013 to add the parcel adjacent to City Hall for the Albany Family Dentistry project. The district was subsequently modified in 2014 to include the Mother of Mercy assisted living care facility.

The City has entered into three development agreements, summarized as follows:

8th Street Rentals LLC:

8th Street Rentals LLC redeveloped the former Koglin site located structure north of the I-94 overpass as a mixed use development. The pay-as-you-go agreement provides for reimbursement of up to \$145,000 of eligible improvements utilizing 90% of the increment for a term not to exceed nine years (February 2026). Payments on this note are scheduled to begin on August 1, 2016.

Spychala Real Estate/Albany Family Dentistry:

The City provided Albany Family Dentistry with \$60,000 of cash up front assistance for demolition and site improvements. These funds were borrowed from TIF District No. 3. The agreement also provided for pay-as-you-go assistance for an additional \$30,000 of eligible costs to be funded with 90% of increments. This note carries a balance of \$22,765.

Mother of Mercy Development LLC:

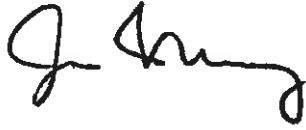
Mother of Mercy plans to redevelopment of the former convent portion of their campus. The existing brick structure will be demolished and replaced by a three story assisted living, memory care and day care facility. The City will utilize 90% of the increment generated by the project to reimburse the Developer for documented expenses, plus interest of 4%, for a term of 12 years not to exceed \$308,000. First payment is anticipated for August 1, 2018

At the conclusion of 2015, the fund had a balance of 10,798.

Management Issues: We have identified no compliance issues with this TIF District. However, just a friendly reminder that as projects are completed in this district, the City should document all expenditures funded with TIF revenues. For all expenses funded or reimbursed with tax increments, you should require the developers to submit copies of paid invoices or similar evidence to confirm actual costs incurred. You may choose to keep these invoices in this transcript, as part of your permanent records.

As always, we will be available to answer any questions or to assist in the completion of the TIF related activities that you may have in the administration of your TIF Districts. Thank you so much for the opportunity to be of assistance to the City.

Respectfully,

A handwritten signature in black ink, appearing to read "Jason Murray". The signature is fluid and cursive, with the first name "Jason" being more prominent than the last name "Murray".

Jason Murray, Associate
David Drown Associates, Inc.
jason@daaviddrown.com

CITY OF ALBANY - 2017
ALBANY, MINNESOTA

Preliminary **09/07/15**

Y.T.D
 30-Jun

ADMINISTRATION	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Full-time Employees regular	\$97,850	\$91,556	\$99,000	\$46,162	\$99,000	\$0
Sick Pay	\$1,500	\$1,575	\$1,500	\$2,115	\$1,500	\$0
Vacation Pay	\$10,000	\$11,118	\$10,000	\$6,147	\$11,000	\$1,000
Holiday Pay	\$5,100	\$5,178	\$5,100	\$2,786	\$5,400	\$300
PERA	\$8,800	\$8,135	\$8,800	\$4,442	\$8,800	\$0
FICA	\$9,500	\$9,688	\$9,600	\$4,218	\$9,800	\$200
Employer Paid Health	\$18,000	\$11,439	\$18,000	\$8,547	\$15,000	(\$3,000)
Employer Paid H.S.A.	\$3,700	\$3,216	\$5,700	\$1,653	\$3,700	(\$2,000)
Workers Compensation	\$1,000	\$559	\$1,000	\$0	\$1,000	\$0
Office Supplies	\$4,500	\$1,899	\$9,500	\$6,889	\$4,500	(\$5,000)
Other Professional Services	\$1,500	\$0	\$1,500	\$0	\$1,500	\$0
Auditing and Acct'g Service	\$24,500	\$29,060	\$24,500	\$0	\$26,000	\$1,500
Engineering fees	\$1,500	\$1,719	\$1,500	\$63	\$1,500	\$0
Legal Fees	\$14,000	\$11,941	\$14,000	\$1,833	\$14,000	\$0
Assessor Fees	\$14,750	\$13,343	\$14,750	\$0	\$14,750	\$0
Planning Commission	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0
Telephone	\$5,500	\$4,176	\$5,500	\$2,236	\$5,000	(\$500)
General Notices and Pub. Inf.	\$5,000	\$5,017	\$5,000	\$1,577	\$5,000	\$0
General Liability Insurance	\$4,000	\$4,823	\$4,000	\$0	\$4,500	\$500
Electric Utilities	\$3,700	\$2,967	\$3,700	\$1,354	\$3,700	\$0
Gas Utilities	\$1,100	\$495	\$1,100	\$339	\$1,000	(\$100)
Repairs/Maint Buildings	\$4,500	\$2,232	\$4,500	\$3,329	\$4,500	\$0
Repairs/Maint Machinery/Equip	\$1,000	\$664	\$1,000	\$359	\$1,000	\$0
Dues and Subscriptions	\$10,000	\$17,831	\$8,500	\$10,152	\$10,000	\$1,500
Transfers to Reserve Fund	\$0	\$0	\$0	\$0	\$20,000	\$20,000
ADMINISTRATION TOTAL	\$252,000	\$238,631	\$258,750	\$104,201	\$273,150	\$14,400
						5.57%
COUNCIL	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Wages	\$14,000	\$16,135	\$14,000	\$0	\$15,000	\$1,000
COUNCIL TOTAL	\$14,000	\$16,135	\$14,000	\$0	\$15,000	\$1,000

ELECTIONS	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Temporary employees	\$0.00	\$0	\$2,500	\$0	\$0	(\$2,500)
Training and Instruction	\$0.00	\$0	\$900	\$0	\$0	(\$900)
Repairs/Maint Machinery/Equip	\$0.00	\$437	\$2,000	\$0	\$0	(\$2,000)
ELECTIONS TOTAL	\$0	\$437	\$5,400	\$0	\$0	(\$5,400)

POLICE DEPARTMENT	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Full time employees regular	\$197,505	\$214,120	\$205,000	\$115,665	\$226,574	\$21,574
Part time employees	\$15,500	\$31,459	\$15,500	\$11,802	\$15,500	\$0
Sick pay	\$4,800	\$2,739	\$4,800	\$3,442	\$3,700	(\$1,100)
vacation pay	\$8,500	\$9,042	\$8,500	\$432	\$9,550	\$1,050
Holiday pay	\$12,500	\$8,648	\$12,500	\$4,054	\$5,000	(\$7,500)
PERA	\$31,500	\$35,090	\$31,500	\$20,027	\$36,000	\$4,500
FICA	\$5,600	\$10,051	\$5,600	\$4,296	\$6,500	\$900
Health Insurance	\$35,000	\$13,704	\$27,000	\$11,550	\$15,000	(\$12,000)
Employer Paid H.S.A.	\$6,500	\$6,169	\$7,500	\$7,812	\$8,500	\$1,000
Workers Compensation Ins.	\$7,000	\$13,654	\$7,000	\$2,714	\$6,000	(\$1,000)
Uniform Allowance	\$3,500	\$6,468	\$3,500	\$1,571	\$4,500	\$1,000
Office Supplies	\$4,500	\$5,524	\$9,300	\$3,860	\$4,500	(\$4,800)
Training and Instruction	\$7,000	\$10,332	\$8,000	\$11,407	\$10,000	\$2,000
Motor Fuels	\$14,000	\$5,372	\$12,000	\$2,540	\$8,000	(\$4,000)
Legal Fees	\$15,000	\$17,555	\$15,000	\$6,615	\$15,000	\$0
Telephone	\$3,000	\$2,445	\$3,000	\$1,129	\$2,700	(\$300)
General Liability Insurance	\$3,500	\$7,291	\$3,500	\$0	\$7,300	\$3,800
Electric Utilities	\$2,200	\$1,904	\$2,200	\$928	\$2,200	\$0
Gas Utilities	\$1,000	\$335	\$1,000	\$233	\$750	(\$250)
Repairs/Maint. Buildings	\$2,000	\$3,787	\$2,000	\$7,322	\$3,500	\$1,500
Repairs/Maint. Machinery/Equip	\$7,500	\$15,202	\$7,500	\$3,179	\$5,000	(\$2,500)
Computer O/M	\$6,000	\$6,036	\$6,000	\$4,379	\$6,000	\$0
Dues and subscriptions	\$1,500	\$18,671	\$2,500	\$4,377	\$4,000	\$1,500
Other Misc.	\$0	\$1,360	\$0	\$0	\$0	\$0
Animal Dog Misc.	\$250	\$450	\$250	\$100	\$250	\$0
Capital Outlay	\$21,820	\$34,710	\$23,820	\$1,057	\$23,820	\$0
xxxx	\$0	\$0	\$0	\$0	\$0	\$0
POLICE TOTAL	\$417,175	\$482,118	\$424,470	\$230,491	\$429,844	\$5,374

1.27%

FIRE DEPARTMENT	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Wages/trng/meetings/WC	\$80,500	\$101,556	\$55,500	\$8,172	\$67,000	\$11,500
workers compensation begin 2016	\$0	\$0	\$30,000	\$4,647	\$25,000	(\$5,000)
Fire Pension Contribution	\$44,150	\$50,929	\$44,150	\$0	\$48,000	\$3,850
Supplies	\$1,150	\$612	\$1,150	\$318	\$1,150	\$0
Legal Fees	\$200	\$338	\$200	\$0	\$200	\$0
Telephone	\$2,300	\$1,921	\$2,300	\$967	\$2,300	\$0
Legal Notices Pub/dues/Subscription	\$2,800	\$3,345	\$2,800	\$667	\$2,800	\$0
General Liability Insurance	\$10,000	\$12,255	\$10,000	\$0	\$10,000	\$0
Electric Utilities	\$2,900	\$2,284	\$2,900	\$1,225	\$2,900	\$0
Gas Utilities	\$3,600	\$1,802	\$3,600	\$1,094	\$3,600	\$0
Repairs/Maint Buildings	\$3,000	\$3,299	\$3,000	\$2,574	\$3,000	\$0
Repairs/Maint Machinery/Equip	\$20,800	\$21,643	\$20,800	\$22,022	\$20,800	\$0
Capital Outlay	\$25,000	\$25,000	\$25,750	\$25,750	\$26,523	\$773
Other Equip. DNR/New	\$2,000	\$0	\$2,000	\$0	\$2,000	\$0
xxx	\$0	\$0	\$0	\$0	\$0	\$0
FIRE TOTAL	\$198,400	\$224,984	\$204,150	\$67,436	\$215,273	\$11,123

5.45%

HWYS STREETS, & ROADS	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Full time employees regular	\$60,000	\$56,964	\$68,000	\$25,482	\$65,000	(\$3,000)
Sick Pay	\$1,000	\$856	\$1,000	\$571	\$1,000	\$0
Vacation Pay	\$3,000	\$3,374	\$3,000	\$1,257	\$3,500	\$500
Holiday Pay	\$1,700	\$1,577	\$1,700	\$872	\$1,700	\$0
PERA	\$5,200	\$4,555	\$5,300	\$2,110	\$5,300	\$0
FICA	\$5,500	\$5,598	\$5,500	\$2,013	\$5,700	\$200
Health Insurance	\$13,000	\$7,251	\$12,000	\$4,644	\$9,500	(\$2,500)
Employer Paid H.S.A.	\$3,000	\$2,014	\$2,750	\$988	\$2,500	(\$250)
Workers Compensation	\$3,900	\$2,570	\$3,800	\$335	\$3,000	(\$800)
Office Supplies	\$1,300	\$771	\$4,300	\$165	\$1,200	(\$3,100)
Training/Instruction/dues/fees/clothing	\$4,000	\$4,033	\$3,000	\$5,394	\$4,000	\$1,000
Motor Fuels	\$0	\$6,207	\$0	\$0	\$0	\$0
Street Maintenance Materials	\$65,000	\$36,627	\$70,000	\$10,940	\$75,000	\$5,000
Engineering fees	\$5,000	\$1,360	\$5,000	\$378	\$2,500	(\$2,500)
Telephone	\$1,500	\$1,287	\$1,500	\$705	\$1,500	\$0
General Notices and Publication	\$200	\$304	\$200	\$0	\$250	\$50
General Liability Insurance	\$7,500	\$10,272	\$8,000	\$0	\$11,000	\$3,000
Electric Utilities	\$50,000	\$38,341	\$50,000	\$19,932	\$45,000	(\$5,000)
Gas Utilities	\$5,000	\$3,060	\$6,200	\$2,045	\$5,000	(\$1,200)
Repairs/Maint Buildings	\$3,000	\$1,266	\$3,000	\$607	\$3,000	\$0
Repairs/Maint Machinery/Equip	\$25,000	\$11,318	\$25,000	\$8,578	\$25,000	\$0
Machinery Rentals/Hire/Engineering	\$25,000	\$8,724	\$35,000	\$6,728	\$20,000	(\$15,000)
Capital Outlay	\$62,000	\$62,000	\$75,500	\$75,500	\$69,500	(\$6,000)
STREET TOTAL	\$350,800	\$270,329	\$389,750	\$169,244	\$360,150	(\$29,600)

-7.59%

PARK DEPARTMENT	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Full time employees regular	\$13,000	\$12,259	\$13,000	\$9,421	\$14,000	\$1,000
Part Time employees	\$10,000	\$11,162	\$11,500	\$4,759	\$11,500	\$0
Temporary employees regular (Board)	\$0	\$0	\$500	\$0	\$500	\$0
Sick Pay	\$800	\$899	\$800	\$571	\$900	\$100
Vacation Pay	\$2,500	\$3,374	\$2,500	\$1,257	\$3,500	\$1,000
Holiday Pay	\$1,500	\$1,620	\$1,800	\$872	\$1,800	\$0
PERA	\$1,500	\$1,364	\$1,500	\$950	\$1,500	\$0
FICA	\$2,300	\$2,748	\$2,600	\$1,261	\$2,900	\$300
Health Insurance	\$4,000	\$2,192	\$3,500	\$2,413	\$3,500	\$0
Employer Paid H.S.A.	\$500	\$591	\$500	\$495	\$650	\$150
Workers Comp Insurance	\$1,000	\$566	\$1,000	\$343	\$1,000	\$0
Operating Supplies	\$5,500	\$3,513	\$5,500	\$2,190	\$5,500	\$0
Telephone	\$500	\$428	\$500	\$208	\$500	\$0
General Notices and Publication	\$0	\$90	\$0	\$0	\$0	\$0
General Liability Insurance	\$4,600	\$6,337	\$5,000	\$0	\$6,600	\$1,600
Electric Utilities	\$2,300	\$2,413	\$2,600	\$1,220	\$2,500	(\$100)
Gas Utilities	\$750	\$344	\$750	\$190	\$500	(\$250)
Repairs/Maintenance Building	\$1,500	\$4,416	\$2,000	\$1,706	\$2,300	\$300
Repairs/Maint Machinery/Equip	\$6,500	\$6,422	\$8,000	\$3,568	\$22,500	\$14,500
Machinery Rentals/Hire	\$5,000	\$533	\$2,000	\$1,063	\$2,000	\$0
Summer Recreation	\$1,000	\$1,070	\$1,000	\$0	\$1,000	\$0
Capital OUTLAY Equipment	\$9,500	\$9,500	\$12,000	\$0	\$13,000	\$1,000
Dues/subscriptions/legal fees	\$2,000	\$2,627	\$2,000	\$1,743	\$2,500	\$500
xxxx	\$0	\$0	\$0			\$0
PARK TOTAL	\$76,250	\$74,468	\$80,550	\$34,230	\$100,650	\$20,100
						24.95%

LIBRARY DEPARTMENT	2015	2015 ACTUAL	2016	2016	2017	CHANGE
General Liability Insurance	\$4,900	\$3,801	\$4,900	\$0	\$4,500	(\$400)
Electric Utilities	\$3,700	\$3,298	\$3,700	\$1,622	\$3,600	(\$100)
Gas Utilities	\$750	\$568	\$750	\$397	\$700	(\$50)
Repairs/Maint Buildings	\$7,000	\$8,478	\$7,000	\$2,964	\$8,000	\$1,000
LIBRARY TOTAL	\$16,350	\$16,145	\$16,350	\$4,983	\$16,800	\$450
						2.75%

MISC	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Building Official/state surcharge fees	\$30,000	\$40,683	\$30,000	\$23,464	\$40,000	\$10,000
xxxx	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Management Dir./siren	\$3,000	\$3,219	\$3,000	\$1,084	\$3,300	\$300
MISC TOTAL	\$33,000	\$43,902	\$33,000	\$24,548	\$43,300	\$10,300

ESTIMATED INCOME	2015	2015 ACTUAL	2015	2016	2017	CHANGE
Licenses and Permits	\$11,200	\$11,236	\$11,700	\$9,031	\$11,700	\$0
Apartment License fee	\$1,000	\$1,240	\$1,000	\$1,598	\$1,100	\$100
Building Permits	\$15,000	\$45,189	\$18,000	\$18,375	\$40,000	\$22,000
Animal License	\$2,900	\$2,820	\$3,000	\$2,880	\$2,900	(\$100)
Fire Insurance Refund	\$1,500	\$2,346	\$1,500	\$0	\$1,500	\$0
Police Other Grants/donations/SafeSob	\$0	\$6,441	\$25,000	\$963	\$25,000	\$0
Fire State Aid	\$20,000	\$25,679	\$25,000	\$1,000	\$25,000	\$0
Local Government Aid	\$697,366	\$732,397	\$699,794	\$349,897	\$700,000	\$206
Snow Rem. HWY 238/gas refund	\$10,000	\$7,936	\$10,000	\$4,548	\$8,000	(\$2,000)
Police Training Refund (PERA)-Aid	\$16,000	\$29,688	\$20,000	\$1,250	\$30,000	\$10,000
Zoning and Subdivision fees	\$2,750	\$4,778	\$3,000	\$4,545	\$4,000	\$1,000
Assessment Search Fees	\$750	\$900	\$750	\$445	\$800	\$50
Fire Protection Services, CIP	\$65,000	\$71,363	\$73,000	\$64,341	\$73,000	\$0
Police Accident Reports/ins refund	\$2,000	\$3,128	\$2,000	\$1,360	\$2,775	\$775
Fire Calls, Grants, Trng. Refund	\$20,000	\$25,410	\$20,000	\$19,122	\$25,000	\$5,000
Highways and Street Charge	\$5,000	\$795	\$4,500	\$400	\$1,000	(\$3,500)
Golf Fees (Cart License)	\$750	\$1,137	\$750	\$400	\$1,000	\$250
Park Fees	\$2,500	\$6,177	\$3,000	\$2,050	\$3,000	\$0
Fines and Forfeits	\$16,000	\$21,975	\$17,750	\$25,039	\$20,000	\$2,250
LMCIT Dividend/refund	\$2,500	\$3,886	\$2,500	\$0	\$2,500	\$0
Interest Earnings	\$12,000	\$9,220	\$9,000	\$1,080	\$9,000	\$0
Cable TV Revenues	\$28,000	\$30,060	\$30,000	\$30,949	\$31,000	\$1,000
XXX	\$0	\$0	\$0	\$0	\$0	\$0
Misc. revenue	\$1,500	\$1,941	\$1,500	\$0	\$1,500	\$0
SUB-TOTAL INCOME	\$933,716	\$1,045,742	\$982,744	\$539,273	\$1,018,775	\$37,031
PROPERTY TAX	\$424,259		\$443,676		\$434,392	(\$9,284)
TOTAL INCOME	\$1,357,975		\$1,426,420		\$1,454,167	\$27,747

ESTIMATED OUTLAY	2015	2015 ACTUAL	2016	2016	2017	CHANGE
Adminstration	\$252,000	\$238,631	\$258,750	\$104,201	\$273,150	\$14,400
Council	\$14,000	\$16,135	\$14,000	\$0	\$15,000	\$1,000
Elections	\$0	\$437	\$5,400	\$0	\$0	(\$5,400)
Police	\$417,175	\$482,118	\$424,470	\$230,491	\$429,844	\$5,374
Fire	\$198,400	\$224,984	\$204,150	\$67,436	\$215,273	\$11,123
HWYS, Streets & Roadway	\$350,800	\$270,329	\$389,750	\$169,244	\$360,150	(\$29,600)
Park	\$76,250	\$74,468	\$80,550	\$34,230	\$100,650	\$20,100
Library	\$16,350	\$16,145	\$16,350	\$4,983	\$16,800	\$450
Misc.	\$33,000	\$43,902	\$33,000	\$24,548	\$43,300	\$10,300
TOTAL ESTIMATED OUTLAY	\$1,357,975	\$1,367,149	\$1,426,420	\$635,133	\$1,454,167	\$27,747
						2%

DEBT SERVICE	2015	2016	2017	CHANGE
xxxx	\$0	\$0	\$0	\$0
xxxx	\$0	\$0	\$0	\$0
GO & PIR BONDS (ALL) Per DDA	\$260,000	\$260,000	\$260,000	\$0
DEBT SERVICE TOTAL	\$260,000	\$260,000	\$260,000	\$0
				0%

TAX ABATEMENT	2015	2016	2017	CHANGE
Albany Fleet Store	\$8,500	\$8,500	\$8,500	\$0
Wells Concrete	\$0	\$0	\$70,000	\$70,000
TAX ABATEMENT TOTAL	\$8,500	\$8,500	\$78,500	\$70,000
TOTAL LEVY	\$692,759	\$712,176	\$772,892	\$60,716

Proposed 2017
% inc.
8.53%

TAX CAPACITY CERTIFIED RATE CALC

	ASSESSMENT		JOBZ	TOTAL	
	ROLL LEVEL 9			VALUE	RATE
	2016 VALUE	LNTC	LNTC		
	LEVY	2/11/2016			
ALBANY CITY					
ABATEMENT	8,500	1,552,249		1,552,249	0.54759256%
BONDS	260,000	1,552,249	135,890	1,688,139	15.40157534%
REVENUE	443,676	1,552,249		1,552,249	28.58278536%
	712,176				44.53195327%

TAX CAPACITY CERTIFIED RATE CALC

	ASSESSMENT		JOBZ	TOTAL	
	ROLL LEVEL 4			VALUE	RATE
	Proposed 2017 VALUE	LNTC	LNTC		
	LEVY	8/15/2016			
ALBANY CITY					
ABATEMENT	78,500	1,741,844		1,741,844	4.50671817%
BONDS	260,000	1,741,844		1,741,844	14.92670985%
REVENUE	434,392	1,741,844		1,741,844	24.93862826%
	772,892				44.37205628%



NOTICE
DRAINAGE AND UTILITY EASMENT VACATION
CITY OF ALBANY, MINNESOTA

NOTICE IS HEREBY GIVEN that a public hearing will be held before the City Council of Albany, MN, at 400 Railroad Avenue, the Albany City Hall, on the 7th day of September, 2016, at 6:30 o'clock in the evening or as soon as thereafter to hear all persons present upon action taken by the City Council to vacate an existing 5.00 foot drainage and utility easement over, under and across the westerly 5.00 feet of Lot 6, Block 1, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota, as measured at right angles to, contiguous and parallel with the westerly line of said Lot 6 and the easterly 5.00 feet of Lot 7, said Block 1, as measured at right angles to, contiguous and parallel with the easterly line of said Lot 7, less and except the northerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous and parallel with the northerly line of said Lots 6 and 7 and the southerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous, and parallel with the southerly line of said Lots 6 and 7.

Dated this 3rd day of August, 2016.

Tom Schneider
Clerk/Adm.

Published in the Albany Enterprise on August 24 and August 31, 2016.

**NOTICE OF COMPLETION OF VACATION
DRAINAGE AND UTILITY EASEMENT
PROCEEDING BY THE CITY OF ALBANY**

Notice is hereby given:

The City Council for the City of Albany did review and approve by the requisite number of votes to vacate a drainage and utility easement legally described as follows:

5.00 foot drainage and utility easement over, under and across the westerly 5.00 feet of Lot 6, Block 1, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota, as measured at right angles to, contiguous and parallel with the westerly line of said Lot 6 and the easterly 5.00 feet of Lot 7, said Block 1, as measured at right angles to, contiguous and parallel with the easterly line of said Lot 7, less and except the northerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous and parallel with the northerly line of said Lots 6 and 7 and the southerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous, and parallel with the southerly line of said Lots 6 and 7

By action of the City Council, the easement described above is now vacated.

Dated this 7th day of September, 2016.

CITY OF ALBANY

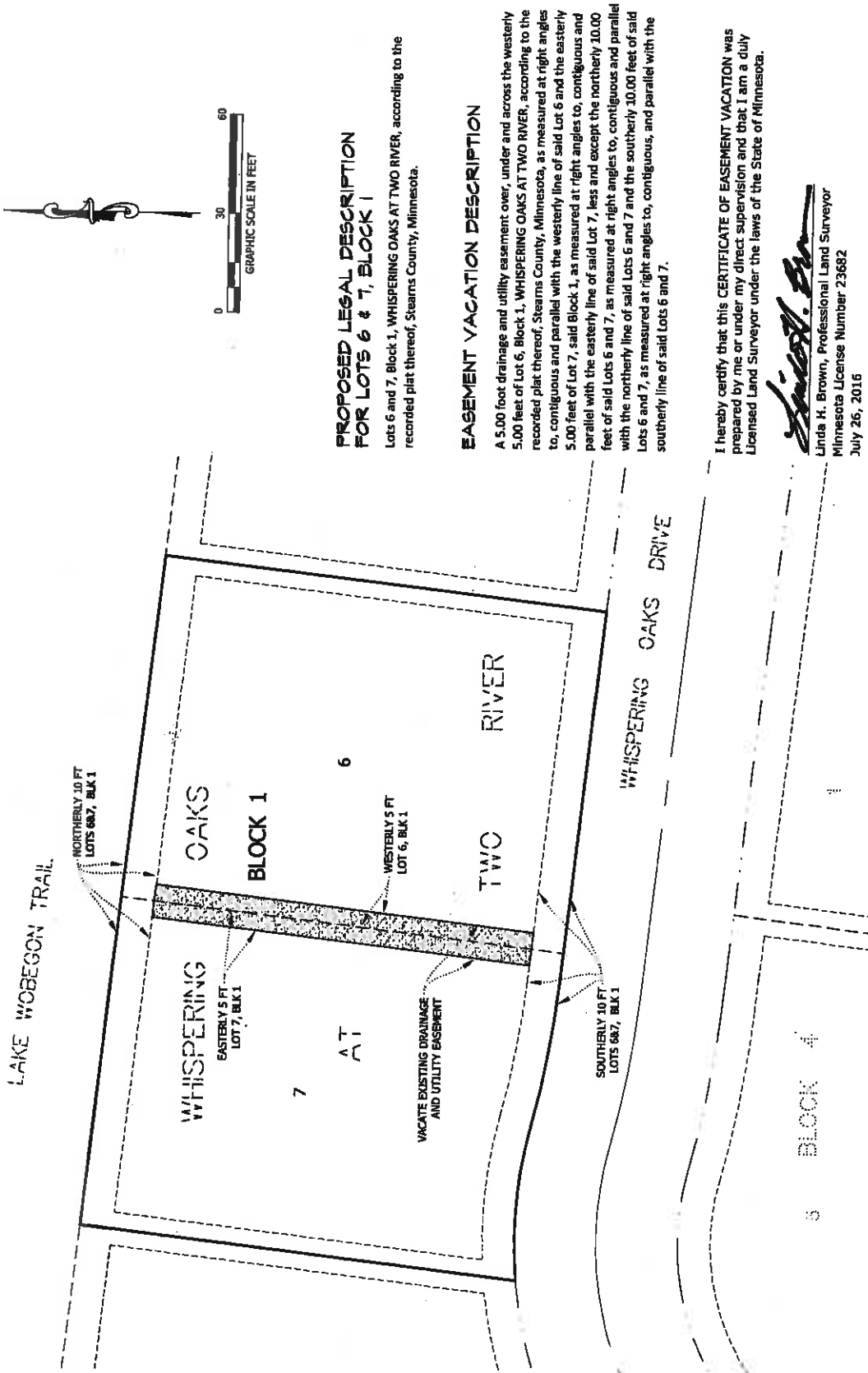
Daron Gersch, Mayor

Tom Schneider, Clerk/Adm.

(S E A L)

Exhibit "A"

Certificate of Easement Vacation



PROPOSED LEGAL DESCRIPTION FOR LOTS 6 & 7, BLOCK 1

Lots 6 and 7, Block 1, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota.

EASEMENT VACATION DESCRIPTION

A 5.00 foot drainage and utility easement over, under and across the westerly 5.00 feet of Lot 6, Block 1, WHISPERING OAKS AT TWO RIVER, according to the recorded plat thereof, Stearns County, Minnesota, as measured at right angles to, contiguous and parallel with the westerly line of said Lot 6 and the easterly 5.00 feet of Lot 7, said Block 1, as measured at right angles to, contiguous and parallel with the easterly line of said Lot 7, less and except the northerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous and parallel with the northerly line of said Lots 6 and 7 and the southerly 10.00 feet of said Lots 6 and 7, as measured at right angles to, contiguous, and parallel with the southerly line of said Lots 6 and 7.

I hereby certify that this CERTIFICATE OF EASEMENT VACATION was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Linda H. Brown
 Linda H. Brown, Professional Land Surveyor
 Minnesota License Number 23682
 July 26, 2016

Stategic

SL Cloud Office
 3717 23rd Street South
 Saint Cloud, MN 56301
 Phone: 320-251-4558
 Fax: 320-251-6252
 Website: www.stategic.com

DATE :	7/26/2016
APPROVED BY :	LHB
CHECKED BY :	
DESIGNED BY :	
DRAWN BY :	MM
SURVEY BY :	

CITY OF ALBANY
 EASEMENT VACATION
 LOTS 6 & 7, BLOCK 1
 WHISPERING OAKS AT TWO RIVER

193801690V606
PROJECT NUMBER
193801690
SHEET NUMBER
V606

THIS DOCUMENT IS THE PROPERTY OF STRATEGIC SURVEYING AND CONSULTING, INC. (SIC) AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF STRATEGIC SURVEYING AND CONSULTING, INC. (SIC). THE USER OF THIS DOCUMENT IS ADVISED THAT THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.

To:	Mr. Tom Schneider and Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	September 2, 2016

Reference: Engineering Update for the 9/7/16 Council Meeting

2015 Capital Improvements

The final parking lot striping was completed this week. We are working with the Contractor to prepare the final payment voucher and closeout documentation.

5th Street Roadway and Utility Improvements

The first lift of bituminous pavement is now in place and the Contractor is now working on restoring the boulevard areas. Larson will start hauling in new topsoil early next week and will hopefully be ready for seeding towards the end of the week.

The roadway is open to traffic and school busses although roadwork signs remain in place during the restoration work. The Contractor will be installing mailbox clusters as discussed during the following week.

Payment Voucher No.4 will be presented at the Council Meeting for your consideration.

1st Street / TH 238 Improvements

We are not actively working on this project. We've gone as far as we can without the final storm sewer information needed from MnDOT.

If you have any specific project questions for me before the council meeting feel free to give me a call or shoot me an email.

Jeremy

Jeremy.mathiasen@stantec.com

320.529.4366

Memo



Tom Schneider &
City Council members

From: Jeremy Mathiasen

File: 2016 Capital Improvements

Date: September 2, 2016

Reference: Payment Voucher No. 4 for Larson Excavating Contractors Inc.

For your consideration at your 9/7/16 council meeting is Payment Voucher No. 4 for the 2016 Capital Improvements.

Payment Voucher No. 4 has been prepared for your review and generally includes the remaining aggregate base, the concrete curb and gutter, concrete driveways, and bituminous non-wearing course. The amount due as a result of **Payment Voucher No. 4 is \$265,658.76.**

At this time we are recommending approval of Payment Voucher No. 4 for Larson Excavating Contractors Inc. Should you have any questions about the work completed to date feel free to contact me.

STANTEC CONSULTING SERVICES INC.

Jeremy B. Mathiasen

Jeremy Mathiasen
Senior Project Manager
Office: 320.529.4366

One Team. Infinite Solutions.

mj v:\1938\active\193803392\communications\correspondence\council_jbm*payment voucher #4.docx



Owner: City of Albany, P. O. Box 379, Albany, MN 56307-0370	Date: August 29, 2016
For Period: 7/24/2016 thru 8/27/2016	Request No: 4
Contractor: Larson Excavating Contractors, Inc., 41354 Co. Rd. 9, Holdingford, MN 56340	

CONTRACTOR'S REQUEST FOR PAYMENT
2016 STREET AND UTILITY IMPROVEMENTS
STANTEC PROJECT NO. 193803392

SUMMARY

1	Original Contract Amount		\$	<u>1,136,817.61</u>
2	Change Order - Addition	\$	<u>45,894.84</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>1,182,712.45</u>
5	Value Completed to Date		\$	<u>990,451.06</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>990,451.06</u>
8	Less Retainage 5%		\$	<u>49,522.55</u>
9	Subtotal		\$	<u>940,928.51</u>
10	Less Amount Paid Previously		\$	<u>675,269.74</u>
11	Liquidated damages -		\$	<u> </u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>4</u>		\$	<u>265,658.76</u>

Recommended for Approval by:
STANTEC

Jaemy Mathis 8-2-16

Approved by Contractor:
LARSON EXCAVATING CONTRACTORS, INC.

[Signature]

Approved by Owner:
CITY OF ALBANY

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID:							
1	CLEAR AND GRUB	TREE	4	200.00		12.0	\$2,400.00
2	ABANDON PIPE SEWER (SANITARY)	LIN FT	340	1.00			\$0.00
3	REMOVE WATER MAIN	LIN FT	3184	0.01		3,184.0	\$31.84
4	REMOVE HYDRANT ASSEMBLY	EACH	2	10.00		2.0	\$20.00
5	REMOVE GATE VALVE & BOX	EACH	6	10.00		6.0	\$60.00
6	REMOVE MANHOLE (SANITARY)	EACH	8	100.00		8.0	\$800.00
7	REMOVE CURB AND GUTTER	LIN FT	7235	0.01		7,236.0	\$72.36
8	REMOVE CONCRETE WALK	SQ YD	60.6	0.01		61.0	\$0.61
9	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	1399.6	0.01		1400	\$14.00
10	RECLAIM BITUMINOUS ROADWAY PAVEMENT	SQ YD	14141	1.02		14141	\$14,423.82
11	REMOVE BITUMINOUS PAVEMENT	SQ YD	282	2.00		141	\$282.00
12	SAWING BITUMINOUS PAVEMENT	LIN FT	240	3.00	348	864	\$2,592.00
13	TRAFFIC CONTROL	LUMP SUM	1	7245.00		0.8	\$5,796.00
14	SALVAGE MAIL BOX SUPPORT	EACH	20	25.00		21	\$525.00
15	SALVAGE & REINSTALL CONCRETE DRIVEWAY PAVEMENT	SQ FT	200	10.00			\$0.00
16	INSTALL MAIL BOX SUPPORT	EACH	20	25.00			\$0.00
17	POND EXCAVATION (P)	CU YD	8440	7.00		7906	\$55,342.00
18	COMMON EXCAVATION (P)	CU YD	10354	5.00		10278	\$51,390.00
19	SUBGRADE EXCAVATION (EV)	CU YD	750	8.00		592	\$4,736.00
20	SELECT GRANULAR BORROW (LV)	CU YD	8721	5.00		8894	\$44,470.00
21	SALVAGED AGGREGATE (CV)	CU YD	1000	5.00		1000	\$5,000.00
22	GEOTEXTILE FABRIC TYPE V	SQ YD	19014	0.50		16602	\$8,301.00
23	AGGREGATE BASE (LV) CLASS 5 (ROADWAY)	CU YD	5677	14.07	3983.75	5009.1	\$70,478.04
24	AGGREGATE BASE (LV) CLASS 5 (DRIVEWAY)	CU YD	240	14.07			\$0.00
25	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	1505	60.42	27.79	27.79	\$1,679.07
26	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	2006	55.47	1600	1600	\$88,752.00
27	5" CONCRETE WALK	SQ FT	60	9.09	442.3	442.3	\$4,020.51
28	TRUNCATED DOMES	SQ FT	12	50.50		8	\$404.00
29	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	7185	11.60	7202	7202	\$83,543.20
30	7" CONCRETE VALLEY GUTTER & APRONS	SQ YD	93	72.72	45.34	45.34	\$3,297.12
31	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	1540	44.42	871.23	871.23	\$38,700.04
32	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	115	24.89		115	\$2,862.35
33	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	265	26.35		273	\$7,193.55
34	18" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	502	28.41		595	\$16,903.95
35	21" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	480	31.10		408	\$12,688.80
36	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	131	32.83		8	\$262.64
37	15" RC PIPE APRON	EACH	1	657.23		1	\$657.23
38	21" RC PIPE APRON	EACH	1	968.01		1	\$968.01
39	24" RC PIPE APRON	EACH	1	1232.45			\$0.00
40	CONSTRUCT DRAINAGE STRUCTURE DESIGN I-	EACH	5	1505.96		5	\$7,529.80
41	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-402C	EACH	9	2412.65		10	\$24,126.50
42	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-402C	EACH	1	3244.77		1	\$3,244.77
43	SEDIMENTATION CONTROL STRUCTURE	EACH	1	4313.43		1	\$4,313.43
44	CONNECT TO EXISTING STORM SEWER	EACH	2	1000.00		2	\$2,000.00
45	RANDOM RIPRAP CLASS III	TON	60	60.00	15	30	\$1,800.00
46	GEOTEXTILE FILTER TYPE IV	SQ YD	20	1.00	10	20	\$20.00
47	4" PERF PE PIPE DRAIN	LIN FT	7015	3.60		7486	\$26,949.60
48	4" DRAIN TILE RISER W/ COVER	EACH	36	167.81		31	\$5,202.11
49	8" PVC SANITARY SEWER PIPE, SDR 35, 8-13' DEEP	LIN FT	2456	33.73		2526	\$85,201.98
50	8" PVC SANITARY SEWER PIPE, SDR 35, 13-18' DEEP	LIN FT	225	38.73		225	\$8,714.25
51	CONSTRUCT SANITARY MANHOLE	EACH	8	2631.43		8	\$21,051.44
52	SANITARY MANHOLE OVERDEPTH	LIN FT	17.8	79.48		17.59	\$1,398.05
53	CONSTRUCT 8" OUTSIDE DROP	EACH	1	2069.70		1	\$2,069.70
54	8" EXCESS DROP CONNECTION DEPTH	LIN FT	7.3	243.56		7.3	\$1,777.99
55	4" PVC SANITARY SERVICE PIPE	LIN FT	1258	12.33		1135	\$13,994.55
56	8"X4" PVC WYE	EACH	37	234.70		38	\$8,918.60
57	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	37	119.50		36	\$4,302.00
58	CONNECT TO EXISTING SANITARY SEWER	EACH	4	581.24		4	\$2,324.96
59	SANITARY SEWER BY-PASS PUMPING	LUMP SUM	1	12500.00		1	\$12,500.00
60	TELEVISION SANITARY SEWER	LIN FT	2681	1.44			\$0.00
61	6" PVC WATERMAIN	LIN FT	52	25.70		83	\$2,133.10
62	8" PVC WATERMAIN	LIN FT	3542	25.27		3517	\$88,874.59
63	6" GATE VALVE AND BOX	EACH	5	1307.94		6	\$7,847.64
64	8" GATE VALVE AND BOX	EACH	12	1781.30		11	\$19,594.30
65	5" HYDRANT	EACH	5	3928.11		6	\$23,568.66
66	FITTINGS	POUND	1188	6.41		1216	\$7,794.56
67	8" WATER MAIN OFFSET	EACH	1	2500.00		1	\$2,500.00
68	1" CORPORATION STOP	EACH	37	169.15		37	\$6,258.55
69	1" CURB STOP & BOX	EACH	37	275.31		37	\$10,186.47
70	1" TYPE K COPPER PIPE	LIN FT	1235	14.12		1326	\$18,723.12
71	CONNECT TO EXISTING WATER MAIN	EACH	8	716.64		6	\$4,299.84
72	CONNECT TO EXISTING WATER SERVICE	EACH	33	113.99		37	\$4,217.63
73	3" POLYSTYRENE INSULATION	SQ YD	32	40.33		48.58	\$1,959.23

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
74	SILT FENCE, TYPE MACHINE SLICED	LIN FT	1381	2.00		1741	\$3,482.00
75	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	120	2.00	61	61	\$122.00
76	TURF STABILIZATION MAT	SQ YD	15	81.60			\$0.00
77	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	4	400.00		3	\$1,200.00
78	FLOTATION SILT CURTAIN	EACH	255	10.00		250	\$2,500.00
79	STORM DRAIN INLET PROTECTION	EACH	20	25.00	16	20	\$500.00
80	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	20	75.00		45	\$3,375.00
	TOTAL BASE BID:						<u>\$975,243.56</u>
CHANGE ORDER NO. 1							
81	SELECT TOPSOIL BORROW (LV)	CU YD	2000	10.00		629	\$6,290.00
82	HYDRAULIC SOIL STABILIZER TYPE 5, INCL. SEED (RESIDENTIAL TURF) & FERTILIZER	SQ YD	11400	1.22			\$0.00
83	SEED & FERTILIZER (WET)	SQ YD	2140	1.28			\$0.00
84	SEED & FERTILIZER (GENERAL ROADSIDE)	SQ YD	2400	1.22	287	3567	\$4,351.74
85	EROSION CONTROL BLANKET, CAT. 3	SQ YD	2400	1.28	287	3567	\$4,565.76
86	HYDRAULIC SOIL STABILIZER TYPE 5 (TEMP STABILIZATION)	POUND	5324	0.61			\$0.00
	TOTAL CHANGE ORDER NO. 1						<u>\$15,207.50</u>
	TOTAL BASE BID						\$975,243.56
	TOTAL CHANGE ORDER NO. 1						<u>\$15,207.50</u>
	TOTAL WORK COMPLETED TO DATE						<u>\$990,451.06</u>

PROJECT PAYMENT STATUS

OWNER CITY OF ALBANY
STANTEC PROJECT NO. 193803392
CONTRACTOR LARSON EXCAVATING CONTRACTORS, INC.

CHANGE ORDERS

No.	Date	Description	Amount
1	4/19/2016	CHANGE ORDER TO INCLUDE RESTORATION WORK FOR THE BOULEVARDS AND AROUND THE POND.	\$45,894.84
Total Change Orders			\$45,894.84

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	04/25/2016	05/21/2016	242,646.34	12,770.86	255,417.20
2	05/22/2016	06/25/2016	296,019.60	28,350.84	567,016.78
3	06/26/2016	07/23/2016	136,603.80	35,540.51	710,810.26
4	06/26/2016	07/23/2016	265,658.76	49,522.55	990,451.06

Material on Hand

Total Payment to Date		\$940,928.51	Original Contract	\$1,136,817.61
Retainage Pay No. 4		49,522.55	Change Orders	\$45,894.84
Total Amount Earned		\$990,451.06	Revised Contract	\$1,182,712.45

**CITY OF ALBANY
SALE OF SURPLUS PROPERTY**

The City of Albany has for sale a 1996 Ford F-Series Fire Truck. Sealed Bids for will be opened at 3:00 PM, on Wednesday, August 31, 2016, at the Albany City Hall, 400 Railroad Avenue. Truck specifics are as follows: Gas Engine, 6 Speed Manual Transmission, 2000 Gallon Tank, 500 gpm Darley Pump, 6,092 miles. Lights and Siren to be removed by fire department. A fax will not be accepted. Bids must be marked on the outside envelope "Ford Fire Truck" and may be mailed to: Albany Fire Department, P.O. Box 1, Albany, MN 56307. If you have any questions, please contact Gary Winkels, Fire Chief, at 320-980-4894 during business hours. The City of Albany reserves the right to accept or reject all bids.

Tom Schneider
Clerk/Adm.

Published in the Albany Enterprise,
August 17, 2016.



Wells Concrete would like to make an offer on the 1996 Ford F-Series Fire truck of \$12,591.82

Thanks,

MATT EVERDING | DIRECTOR OF LOGISTICS

210 Inspiration Lane

Albany, Mn 56307

DIRECT 320.845.8547

OFFICE 320.845.2229

MOBILE 320.492.5902

matt.everding@wellsconcrete.com

WellsConcrete.com

Kotzer Excavating, Inc.

21745 340th Street

Albany, MN 56307

Phone # 320-980-0015

Fax # (320) 845-6211

ESTIMATE

DATE	ESTIMATE #
8/30/2016	1778

TO
THE CITY OF ALBANY 400 RAILROAD AVE BOX 370 ALBANY MN 56307

	PROJECT
DESCRIPTION	TOTAL
Kotzer Excavating agree's to pay \$5001.00 for 1996 ford fire truck	5,001.00

TOTAL	\$5,001.00
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Customer Signature _____

AGREEMENT FOR PROSECUTION SERVICES

THIS AGREEMENT is made and entered into by and between the COUNTY OF STEARNS and the STEARNS COUNTY ATTORNEY, hereinafter referred to collectively as the "County," and the CITY OF ALBANY, MINNESOTA, hereinafter referred to as the "Municipality;"

WHEREAS, the Municipality desires to engage the services of the County to prosecute petty misdemeanor, misdemeanor and gross misdemeanor criminal and traffic offenses, including criminal and traffic state law violations and criminal and traffic probation violations that arise under state law which occur within the jurisdiction of the Municipality;

WHEREAS, Minn. Stat. § 484.87, subd. 3, allows for a Municipality to enter into an Agreement with the County Board and the County Attorney for the County to provide such prosecution services for criminal offenses that occur within the Municipality. Said "Prosecution Services" include the following: (1) prosecuting petty misdemeanor, misdemeanor and gross misdemeanor criminal and traffic offenses arising under state law and criminal and traffic probation violations that occur within the jurisdiction of the Municipality; (2) giving advice and guidance on prosecution matters, procedures and policies to Municipal law enforcement relating to criminal prosecutions; (3) providing P.O.S.T. accredited law enforcement training for the Municipality law enforcement officers when such training is being provided or sponsored by the County; (4) providing victim assistance and/or services as mandated by Minn. Stat. § 611A; (5) completing criminal appeals before the Minnesota Court of Appeals and the Minnesota Supreme Court on matters arising under state law which occur within the jurisdiction of the Municipality; and, (6) providing administrative advice and assistance and legal services in district court and Minnesota's courts of appeal related to civil administrative and judicial forfeitures originated by the Municipality's law enforcement agency;

WHEREAS, logistically, functionally and financially such an Agreement is mutually beneficial to both the County and Municipality.

NOW, THEREFORE, in consideration of the mutual covenants and understandings contained herein, the County and Municipality enter into the following Agreement:

1. TERM AND COST OF THE AGREEMENT

- A) The County will provide the Municipality with the prosecution services above-referenced for cases that occur within the jurisdiction of the Municipality beginning January 1, 2017. This Agreement will continue for the calendar years 2017 and 2018. Any Agreement for prosecution services for future years will be finalized by November 1 of the year before such service is to commence. If such an Agreement is not reached, this Agreement will expire on January 1 of the following year.
 - i) Beginning January 1, 2017, the Municipality will pay \$10,000 (ten thousand dollars) to the County, said money to be used to fulfill this Agreement, including the payment of salary, benefits, and other costs incurred by the County in performance of its obligations hereunder for

calendar year 2017. Municipality will pay County one-half on May 15 of each contract year, and one-half on October 15 of each contract year.

- ii) January 1, 2018 the Municipality will pay \$10,000 (ten thousand dollars) to the County for calendar year 2018, said money to be used to fulfill this Agreement, including the payment of salary, benefits, and other costs incurred by the County in performance of its obligations hereunder. Municipality will pay County one-half on May 15 of each contract year, and one-half on October 15 of each contract year.

- B) The County will provide all prosecution services, administrative services, overhead, secretary and paralegal support in fulfilling its obligations under and for the term of this Agreement. The Municipality will forward all law enforcement files to the County at no charge to the County.

2. **MODIFICATION**

Any alteration, modification, amendment or waiver of provisions of the Agreement shall be valid only when it has been reduced to writing and signed by representatives of all parties.

3. **TERMINATION OF AGREEMENT**

Either party may terminate this Agreement at any time, with or without cause, upon 90 days notice, in writing, delivered by certified mail or in person to the City Clerk for the Municipality or County Attorney for the County. During the term of this Agreement, the County will not increase the fees stipulated to in this Agreement. Unless a separate written agreement is reached, on expiration or termination of this contract, the Municipality's new attorney(s) will undertake representation of the Municipality in all matters then filed, pending, or otherwise before the Court as a result of the County's representation of the Municipality. On expiration or termination of this contract, at the Municipality's request, the County will electronically duplicate and deliver files that were the subject of representation pursuant to this agreement to the Municipality in the electronic format that suits the business needs and practices of the County.

4. **INTEGRATION**

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

5. **SERVICES SPECIFICALLY EXCLUDED**

The Parties acknowledge and agree that the County will not prosecute violations of local ordinances adopted by the Municipality. Local ordinance enforcement remains the sole responsibility of the Municipality. The Parties further acknowledge and agree that as a term or condition of this contract, the County will not provide representation to the Municipality on criminal prosecution related matters, if any, venued in any federal

district or federal appellate court. Likewise, the County will not provide representation or advice or otherwise participate in any administrative citation process, regardless of statutory authorization for such programs.

6. **RELEASE AND INDEMNIFICATION**

The Parties further acknowledge and agree that the County will not indemnify in any way or defend civil claims for damages or any other cause(s) of action alleging wrongdoing by the County on behalf of the Municipality, whether in federal or state court, if any, arising in relation to any criminal prosecution or administrative or judicial forfeiture action undertaken by the County on behalf of Municipality. The Municipality remains solely responsible for defense of such claims, including but not limited to civil litigation expenses, settlement costs, and court ordered awards.

IN WITNESS WHEREOF, the Municipality, by motion duly adopted by its governing body, caused this Agreement to be signed by its Mayor and attested by its Clerk; and the County of Stearns, by the County Board of Commissioners, has caused this Agreement to be signed by the Chair Person and Clerk of said Board, and by the Stearns County Attorney, effective on the date and for the duration as above-referenced.

Dated: _____

CITY OF ALBANY

By: _____
Daron Gersch, Mayor

Attest: _____
Tom Schneider
City Administrator/Clerk

Dated: _____

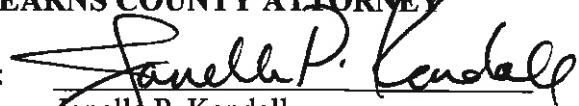
COUNTY OF STEARNS

By: _____
Steve Notch, Chair
Stearns County Board

By: _____
Randy Schreifels
County Auditor/Treasurer

Dated: 8-24-16

STEARNS COUNTY ATTORNEY

By: 
Janelle P. Kendall
County Attorney

**AMENDMENT TO DEFERRED PAYMENT LOAN
REPAYMENT AGREEMENT, MORTGAGE AND PERSONAL GUARANTEE**

THIS AMENDMENT is entered into this ____ day of _____, 2016 by and between Sean Artley and Christine K. Artley, husband and wife, referred to as "OWNER", and the City of Albany a Minnesota municipal corporation, having its principal office at City Hall, Albany, Minnesota 56301, hereinafter referred to as "CITY".

WHEREAS, OWNER and the Albany Economic Development Authority (the "EDA") entered into a Deferred payment Loan Repayment Agreement, Mortgage and Personal Guaranty dated January 12, 2013, and recorded on January 30, 2013 as Document No. 1390254 (the "Agreement");

WHEREAS, the Agreement granted the EDA a mortgage in the Property described therein (the "Property") and contained certain covenants restricting the sale of the Property;

WHEREAS, the purpose of the sale restriction in the Agreement was to ensure that the business located on the Property remained in operation;

WHEREAS, OWNER desires to sell the Property on a Contract for Deed with the intent that the purchasers shall continue the business currently operated on the Property for at least the duration of the Agreement;

WHEREAS, the City Council of the City of Albany divested the EDA of the authority over these loans in 2015, transferring said authority to the City Council; and

WHEREAS, the parties desire to amend the Agreement;

NOW, THEREFORE, the parties do hereby agree as follows:

1. The Property is hereby released from the sale restriction and mortgage lien created by the Agreement.
2. OWNER, shall remain personally obligated on the repayment terms which shall be triggered solely if the bar and banquet center or similar business ceases to be operated on the Property on or before January 12, 2020, provided that if OWNER acts diligently to cancel the Contract for Deed and reopens the business within sixty days, the default will be forgiven by the EDA. Repayment shall be in accordance with the terms of the Agreement.
3. The parties stipulate and agree that the total loan proceeds were \$10,662.49.

IN WITNESS WHEREOF; the parties have executed this Amendment to Deferred Payment Loan Repayment Agreement and Mortgage.

Sean Artley

Date

Christine K. Artley

Date

CITY OF ALBANY

Daron Gersch, Mayor

Date

ATTEST:

Tom Schneider, City Administrator

Date

STATE OF MINNESOTA)
) SS
COUNTY OF STEARNS)

On this ___ day of _____, 2016, before me appeared Sean Artley and Christine K. Artley, husband and wife, to me personally know to be the persons described in as Owner and who executed the foregoing instrument and acknowledges that they executed the same as their free act and deed.

Notary seal

Notary Public Signature

STATE OF MINNESOTA)
) ss.
COUNTY OF STEARNS)

The foregoing instrument was acknowledged before me this this ____ day of _____, 2016, by Daron Gersch and Tom Schneider, the Mayor and City Administrator, respectively, of the City of Albany, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:
Susan M. Kadlec - 0290385
Jovanovich, Kadlec & Athmann, PA
1010 W. St. Germain, Suite 420
St. Cloud, MN 56301
Telephone: (320) 230-0203