



**City Council – Meeting Agenda
August 2, 2016 –5:30 P.M. – Foley City Hall**

1. Call the meeting to order
2. Pledge of Allegiance
3. Approve the agenda
4. Mayor's Comments & Open Forum
5. Consent Agenda:
 - a. Meeting Minutes July 5 & 19, 2016
 - b. Liability Coverage-Waiver, not waiving monetary limit established by statutes
 - c. Granting waiver per ord. 310.24, upon receipt of \$100.00 per ¼., 121 Hill
 - d. Granting water bill request, 251 4th Ave. N
 - e. 2017 Employee compensation adjustments, personnel committee recommendation.
 - f. Payment of the list of bills
6. Coalition of Greater Minnesota Cities, Carolyn Jackson, Senior Lobbyist, Flaherty and Hood
7. Pouch Tec Industries; Overview
8. Public Hearing Pouch Tech Industries, 347 Glen Street:
Amendment to the Conditional Use Permit
Variances: Parking, set back & driveway width
9. Pouch Tec Industries; Site Plan, Development Agreement & Discharge Permit
10. Contract Subscription Solar Garden, Geronimo Energy
11. Capital Planning & Budget 2017
12. City Administrator hiring process
13. Department Reports: Police, Public Works, City Engineer, City Attorney, Pool & Administrator
14. Open Forum
15. Old Business
16. New Business
17. Mayor's Communication

July 25, 2016

City of Foley
Attn: Robert Barbian
PO Box 709
Foley, MN 56329

RE: Request Extension for I&I Compliance

This letter is to request an extension on the compliance of the I&I project for the residents of 121 Hill Ave. Their health has been poor and is expected to deteriorate. Thank you for your understanding during this difficult time.

Sincerely,

Duane Foss
Son to the residents
of 121 Hill Ave

MEMO

To: Mayor, City Council Members & Interested Parties

From: Personnel Committee

Date: July 28, 2016

RE: 2017 Employee compensation adjustments

Background:

The Personnel Committee met to review compensation provided to all city employees. The step schedule has been in place since 2012 with a one year renewal covering 2016. The step schedule is based on years of service and satisfactory job performance. If performance is satisfactory, employees move to the next step in the pay plan with each year of service, there is no additional cost of living or general wage increases with the step schedule.

The 2016 step schedule amendment was done in expectation of working out the details of a Police Union contract.

Recommendation:

For now, the Personnel Committee recommends the City Council renew the current step schedule for 2017, allowing employees to advance an additional step provided a satisfactory job performance review occurs.

No additional adjustments are recommended at this time.

July 1, 2016

Mr. Robert Barbian

City Administrator

City of Foley

251 4th Avenue North

Foley, MN 56329

Re: Disputed Water and Sewer Bill

Dear Mr. Barbian:

You and I have spoken in person and by telephone concerning the water and sewer bill, a copy of which is attached. Yesterday, I paid the bill to avoid additional fees, but as I told you in our last conversation, I dispute the bill because it is, in my view, fundamentally unfair. I also told you that I would be sending you a letter about the bill to ask that the issue be presented to the City Council for its consideration at a council meeting at which I can attend.

As you know, the home at 331 3rd Avenue is owned by my wife Kathy Murphy Studer. It is her childhood home which was built by her parents Dan and Thelma Murphy. When her mother died in June 2005, my wife inherited the home. For the past 11 years, with the exception of two short periods when her nephews Chad and Monte Murphy each briefly lived there when they and their families were between homes, no one has lived permanently in the home. My wife and I occasionally visit Foley to visit with friends and family. Our usual stay is one or two days.

As a result, we have been paying the quarterly minimum amount of about \$75 for 8000 gallons of water (as I understand) for about 11 years even though our water use never came close that amount through our use. It would be interesting for me to know what the actual amount of water usage for each quarter was, so I could calculate the total water actually used for which we paid in the range of \$3000.

As I explained, our situation is very unique. I suspect that this situation has never occurred previously in Foley, and it is unlikely to occur again. We had been directed by the City to make a number of changes at the home to keep water from being directed into the sewer. One change was to plumb the sump pump so that water from the pump would not enter the sewer. This change was made by Mike Kasner so that the water from the pump would be pumped outside of the house – in our case, in the back yard. He finished this change on a Friday. On the next Tuesday or Wednesday, my wife and I came to Foley. When I went to the house, I heard the sump pump running continuously. When I went into the basement, I discovered water leaking in the basement from the first floor. We contacted a plumber who came immediately to repair the pipe that was leaking. He later told me that the pipe had not burst. Rather, it was leaking from below the first floor bathroom. When I asked him how long it would take for 53000+ gallons of water to be discharged (the amount of gallons on the bill), he said that it would take about 3 days with the water running full blast. He also said that the leak that he repaired was not running full blast.

I promptly used a shop vac to vacuum the water from the indoor/outdoor carpeting on the side of the basement where the water was leaking, and I vacuumed about 8 gallons of water.

After I received the quarterly bill, I spoke with Mr. Kasner about it. I asked whether the water would have gone into the sewer. He indicated that it would not have. The water would have gone into the sump pump pit because the flow of the water would have reached that pit in the basement floor before it reached the floor drain for the sewer. His conclusion was supported by the fact that I heard that sump pump running continually when I entered the house.

We paid about \$700 to have the water from the sump pump diverted to the outside because the City wanted to reduce the amount of water going into the sewer system. The water from the leak didn't go into the sewer. The sump pump did exactly what it was supposed to do – prevented about 53,000 gallons of water from entering the sewer system. Despite that, the bill includes a charge of \$305.78 for the sewer.

You had the water meter checked, and I was told that it was operating correctly. So, I proposed to you that I pay for the water charge (\$257.50) and pay the minimum for the sewer charge (800 gallons?) which you said would be about \$40. The quarterly bill would be reduced to that amount. You ultimately told me that you thought that this was a fair proposal, but you wanted to check with your staff. In our last phone call, you indicated that the staff disagreed with you. The only reason that you could give is that a reduction of the water/sewer bill had not be done before. You and I both know that this is incorrect. I had told you about my conversation with Brian Weiss. He told me that his bill had been adjusted when he had a leak on the second floor of his house which went into the lower floors. You, subsequently, told me that you confirmed this with Brian.

The amount of the bill is not really the issue. It is a question of fairness:

1. We have "overpaid" for our water usage for 11 years.
2. We paid about \$700 to keep water out of the sewer system. Even though it did exactly that, we still have to pay for the "use" of the sewer. Incidentally, the total cost for all of the changes required by the City was about \$2,000.
3. At least, one other person had the bill adjusted in a similar circumstance.

Finally, the facts of our situation are very unique. What is the likelihood that another homeowner will have a leak in the house, and the water will not go into the sewer system? I submit that it is very unlikely, so any precedent would not be far reaching.

Please pass this letter along to the members of the City Council, and schedule any discussion before them on a date on which I can attend.

Sincerely yours,



William P. Studer

CITY OF FOLEY
251 4TH AVENUE NORTH
P.O. BOX 709
FOLEY, MINNESOTA 56329
(320) 968-7260



SERVE AT 331 3RD AVE DATE 4/14/2016
48

For Service From 1/1/2016 to 3/31/2016

CHARGES/CREDITS	DATE	METER READING PREVIOUS	PRESENT	USAGE	AMOUNT
PREV BAL					\$75.09
RECEIPT					-\$75.09
WATER		28453	82099	53646	\$257.50
SEWER				53646	\$305.78
MN TEST FE					\$1.59
RECYCLE FE					\$0.00
CUR CHRGS					\$564.87
TOTAL DUE					\$564.87

RETURN THIS PORTION WITH YOUR PAYMENT

CITY OF FOLEY
251 4TH AVE. N. P.O. BOX 709
FOLEY, MN 56329

ACCT. NO.

Due By 06/30/2016

01-00000290-00-2

AMT.

\$564.87

After 06/30/2016 Pay \$574.87

KATHY MURPHY-STUDER
53 DEER HILLS CIRCLE
NORTH OAKS MN 55127

AFTER 6/30/2016 PAY \$574.87 AMOUNT DUE NOW \$564.87

Amount Due Upon Receipt - Pay Online - www.ci.foley.mn.us

01-00000290-00-2



ACCOUNT NUMBER

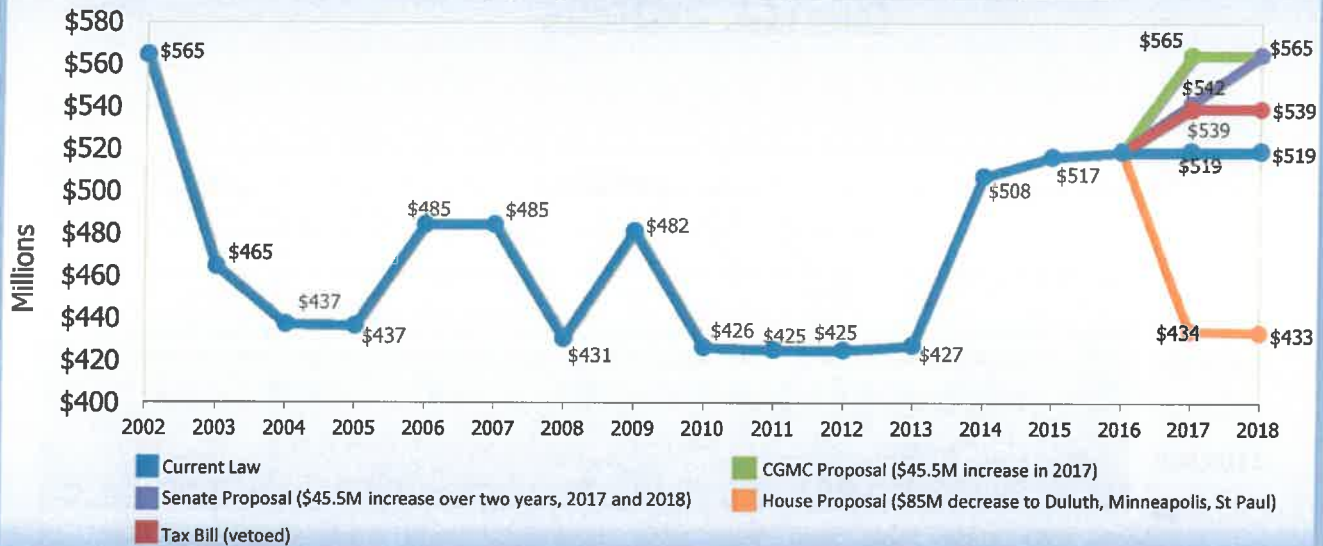
Bills to be approved August 2, 2016

Badger Meter	Water & Sewer Meters - Service Renewal	\$	1,413.60
Bob Barbian	Pool Supplies	\$	80.00
CNASurety Direct Bill	MN Blanket Notary Errors & Omissions Poli	\$	37.50
Central McGowan	Medical Cylinders - PD & FD	\$	86.85
Ess Brothers	Super Glue, Adj Rings & Valve Risers - PW	\$	596.50
Five Starr Auto Repair	Compressor Oil & Freon - 2006 Chev Silver	\$	95.20
Foley Drug	Batteries	\$	4.63
Foley Medical Center	Drug Testing	\$	91.00
G & K Services	PW Uniforms	\$	324.81
Hawkins	Water Chemicals	\$	1,058.74
Kalton Communications	Pool	\$	32.00
First National Bank	Validity Screening Annual Fee	\$	106.00
First National Bank - PD	Supplies	\$	193.48
JM Truck & Tractor Repair	Hose for Street Sweeper	\$	156.00
MacQueen Equipment	Parts - SD	\$	473.22
Marco	Copier Monthly Lease	\$	263.77
MN Dept of Admini	Monthly Lease Rent - PD	\$	474.00
MDA Fleet & Surplus	2012 Chevrolet Impala - PD	\$	5,300.00
MN Rural Water Association	Yearly Membership	\$	275.00
Nuss Truck Froup	Mtce Repair	\$	74.76
Road Milling Inc	Road Maintenance	\$	4,875.00
Short Elliott Hendrickson	Industrial Park Wetland	\$	2,000.00
Short Elliott Hendrickson	Private Property I&I Inspections	\$	5,184.75
Short Elliott Hendrickson	Industrial Park sewer analysis TIF-I-9	\$	3,199.58
Short Elliott Hendrickson	2016 4th Avenue N. Project	\$	5,708.56
Short Elliott Hendrickson	Water System Plan Study	\$	4,044.00
Tri County Humane Society	Stray Cat	\$	25.00
		\$	36,173.95

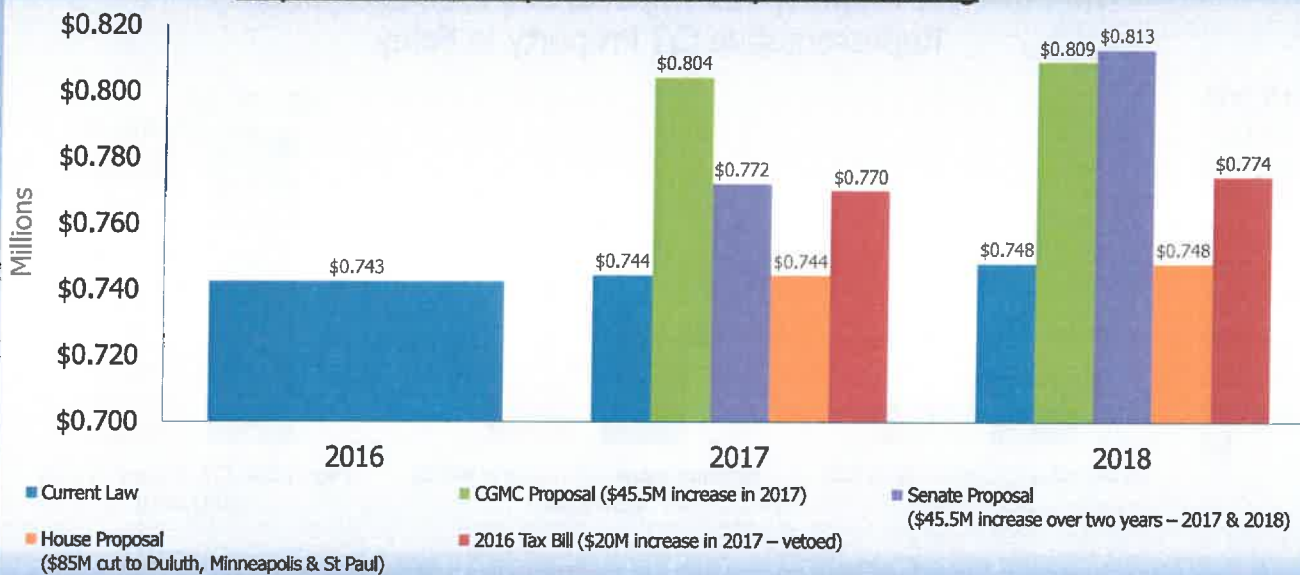


CGMC City Report - Foley

State LGA Appropriation History and 2016 Proposals



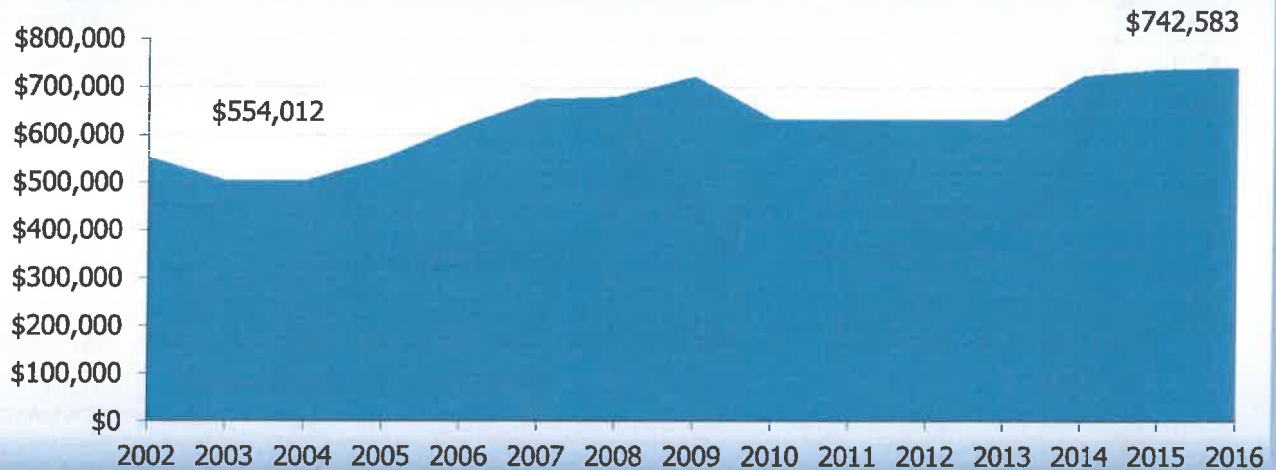
Impact of LGA Proposals on Foley LGA Funding



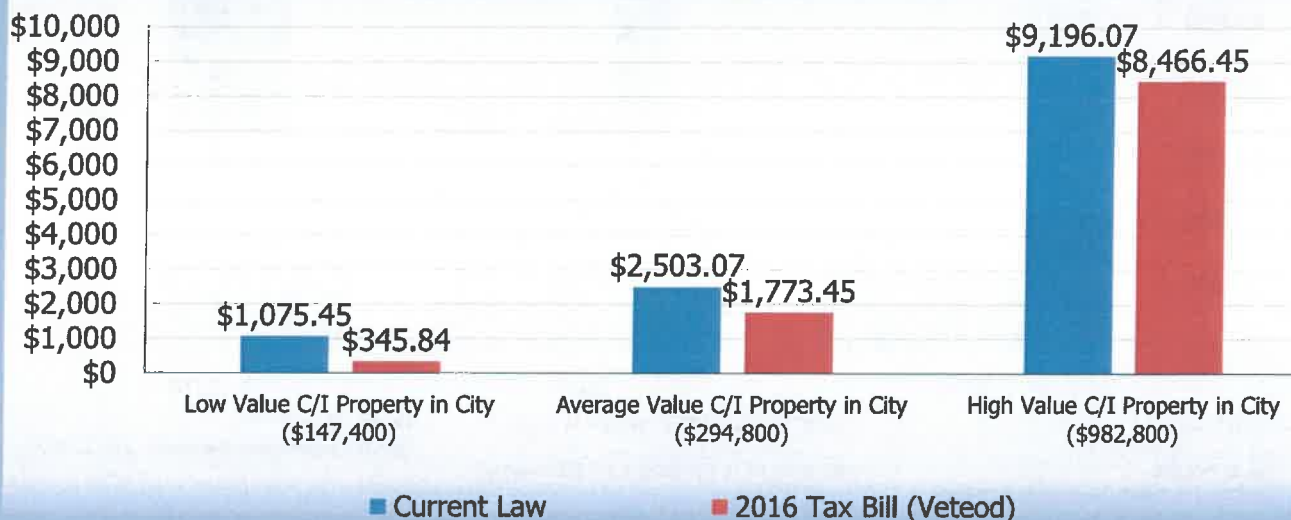
The City of Foley would have received \$770,195 for its 2017 LGA under the 2016 Tax Bill, which is an increase of \$27,612 from its 2016 LGA (\$742,583). Since the Tax Bill did not pass, Foley's 2017 LGA is estimated to be \$744,481 -- assuming no special session.



Foley LGA, 2002-2016



The State C/I Property Tax Impacts of \$100k Exemption on Representative C/I Property in Foley



Businesses in the City of Foley would have seen significant reductions in their state C/I property taxes under the exemption on property value up to \$100,000, proposed in the vetoed 2016 Tax Bill.



2016 Legislative Session Outcome of Greater Minnesota Priorities

	CGMC Goal	Governor	Senate	House	Outcome
Local Government Aid (LGA)	<ul style="list-style-type: none"> CGMC supports \$45.5M base funding increase CGMC opposes formula changes 	\$21M one-time increase	\$45.5M base funding increase	\$85M cut based on reductions to Minneapolis, St. Paul & Duluth	Tax bill pocket-vetoed by Governor (bill included \$20M increase in base funding & no formula changes)
Workforce Housing Tax Credit	\$40M in one-time funding	\$0	\$40M in one-time funding over 6 years	\$0	\$0 (not included in tax bill)
Clean water infrastructure grant & loan programs <ul style="list-style-type: none"> Point Source Implementation Grant (PSIG) Program Wastewater Infrastructure Funding (WIF) Program State matching funds for USEPA Capitalization Grants 	CGMC supports Governor and Senate positions totaling \$167M and policy changes to the PSIG & WIF programs	\$167M and PSIG & WIF policy changes	Senate DFL: \$167M and PSIG & WIF policy changes	House GOP: \$146M and PSIG & WIF policy changes	No bonding bill (final bonding bill that failed to meet deadline included \$133.5M and PSIG & WIF policy changes)
Greater MN Business Development Public Infrastructure (BDPI) Grant Program	At least \$15M	\$21M	Senate DFL: \$15M	House GOP: \$10M	No bonding bill (final bill that failed to meet deadline included \$12M)
Border-to-Border Broadband Development Grant Program	CGMC supports Senate policy changes with the highest possible funding	\$100M, no policy changes	\$85M, policy changes that make more cities eligible for grants	\$40M, policy changes that make fewer cities eligible for grants and changes that will delay or stop needed projects	\$35M, policy changes that will further limit the grant program and make it more difficult for cities to receive a grant



2016 Legislative Session Outcome of Greater Minnesota Priorities - Transportation

CGMC Goal	Governor's Original Proposal	Governor's Compromise Plan 1	Governor's Compromise Plan 2	Senate Final Official Offer	House Final Official Offer
Long-term, comprehensive transportation plan with new revenue	Comprehensive plan funded by a 16.5-cent "gross receipts" tax on gas (\$440M+/yr), \$145M/yr tab fee increase	<ul style="list-style-type: none"> Comprehensive plan funded with \$200M/yr from general fund, 5-cent gas tax increase (\$150M/yr), \$250M/yr tab fee increase Silent on Trunk Highway bonding 	<ul style="list-style-type: none"> Comprehensive plan funded with \$200M/yr from general fund, \$400M/yr tab fee increase Silent on Trunk Highway bonding 	<ul style="list-style-type: none"> Comprehensive plan funded with 12-cent gas tax increase (\$360M/yr), \$180M/yr tab fee increase \$100M/yr Trunk Highway bonding 	<ul style="list-style-type: none"> Comprehensive plan funded with \$300M+/yr from general fund (sales tax on auto parts), \$100M/yr tab fee increase \$200M/yr Trunk Highway bonding
Corridors of Commerce: \$200M/yr (cash and bonding)	\$200M/yr Trunk Highway bonding for 8 years	No details provided	No details provided	\$500M Trunk Highway bonding over 10 years (\$50M/yr)	\$46M one-time cash, \$812M Trunk Highway bonding over 6 years (\$125M/yr)
City Streets: \$25M/yr each for cities with populations over and under 5,000	Silent on city streets	No details provided	No details provided	\$28.5M/yr each for cities under/over 5,000	\$25M+/yr for cities under 5,000

Legislature's Stop-Gap Plan

On the final day of session, after negotiations on a long-term comprehensive bill had broken down, legislators came up with a stop-gap plan to fund transportation in the bonding bill:

Corridors of Commerce - Trunk Highway Bonding	Corridors of Commerce - Cash	City Streets - Cities with pop. under 5,000	City Streets - Cities with pop. 5,000+
Failed bonding bill \$0	\$199.5M	Included in a list as eligible for \$100.5M cash	Included in a list as eligible for \$100.5M cash



Labor & Employee Relations Committee

Purpose

The purpose of the Coalition of Greater Minnesota Cities Labor & Employee Relations Committee (Labor Committee) is 1) to develop a coordinated effort among greater Minnesota cities on managing labor and employee relations and negotiating labor contracts through researching and developing databases, advocating positive changes to labor processes, and by providing a forum for networking, discussing and implementing uniform labor policies and negotiating strategies; and 2) to make available expert and coordinated advice—at a significantly reduced rate—on employment and labor relations issues facing greater Minnesota cities.

Labor Committee Services

The Labor Committee provides the services listed below to CGMC cities as part of its joint action program:

Publications

Quarterly newsletter on relevant labor relations and public employment issues.

Wages and Insurance Database

Database tracking greater Minnesota labor contract settlements and interest arbitration awards on wages, health insurance contributions and cost-saving measures.

Cluster Analysis Database

Computer Cluster Analysis Database for cities to identify comparable cities for purposes of labor contract negotiations and interest arbitrations. Cluster Analysis is a statistical data analysis tool, which sorts cities into groups where the degree of socio-economic association is strong based on input criteria commonly considered by arbitrators.

Arbitrator Database

Maintain and further develop an arbitrator selection database. This database allows cities, on a reduced fee-for-service basis (see Individual Consultation Services), to request an analysis of those lists of seven arbitrators received from the Bureau of Mediation Services, whereby the listed arbitrators are analyzed and ranked for purposes of selecting arbitrators in grievance and interest arbitrations.

Legislative Services

Analyze and summarize labor relations and public employment law changes made during the legislative session and report to cities.

Labor Seminar

Prepare and present a Labor and Employee Relations Seminar, based on topics selected by the Committee, one time each in the northern and southern parts of the state.

Committee Meetings

Prepare materials and present information at Labor Committee meetings.

Strategy

Develop joint labor contract negotiation strategy and policy positions/guidelines for member cities to use as benchmarks in their labor contract negotiations.

Coordination

Coordinate efforts with the LMC and other labor and management organizations and governmental agencies.

Contact Us

For more information, call Flaherty & Hood, P.A., CGMC's representative, at 651-225-8840, or contact:
Brandon Fitzsimmons: bmfitzsimmons@flaherty-hood.com
Carol Loncar: clloncar@flaherty-hood.com

CGMC Labor & Employee Relations Committee

Individual Consultation Services

Through the Labor Committee program, CGMC cities have access to consultation services on labor relations and public employment issues impacting their individual city on a reduced fee-for-service basis. Examples of services available to CGMC cities are listed below.

Labor Relations Services

Labor Contract Negotiations

Represent cities in labor contract negotiations and mediations with employee unions; develop strategies and proposals; review labor contracts and recommend changes; and collect, compile and summarize data from comparable cities on wages, health insurance and other data.

Grievances

Investigate employee and union grievances, draft responses and settlement proposals for cities, and attend and represent cities at grievance meetings.

Arbitrations

Represent cities in grievance and interest arbitration hearings, and compile and analyze relevant data, including ability to pay and comparable cities analyses.

Arbitrator Selection

Research state provided lists of arbitrators for grievance and interest arbitrations and provide ranking order for purposes of striking and selection.

Bureau of Mediation Services (BMS) Proceedings

Prepare responses to and filings with the Bureau of Mediation Services (BMS) and represent cities at meetings, negotiations, mediations and hearings related to strikes; certification, decertification and affiliation; unit determinations and clarifications; fair share fee challenges; and independent review.

Human Resources Services

Policy and Job Audits

Draft, revise and interpret policies, employee handbooks, administrative manuals, performance evaluations and job descriptions.

Management Training

Conduct training sessions for management employees on hiring, performance matters, discipline, handling grievances and other employment matters.

Employment Law Services

Representation

Represent cities in negotiations, mediation, arbitration, administrative proceedings, litigation and appeals.

Advice

Advise cities on compliance with public labor and employment laws; selecting and hiring employees; investigating misconduct, harassment and discrimination; and discipline and discharge actions.

Investigations

Investigate personnel misconduct, performance problems, harassment and discrimination.

Job Classification and Compensation Services

Job Analysis

Review job classification systems, conduct incumbent and supervisor interviews, prepare and analyze job questionnaires, observe jobs and draft job descriptions.

Job Evaluation

Prepare and establish comparisons of jobs to determine the appropriate job worth using point factor, factor comparison, job ranking, job classification or market data methods.

Compensation

Draft a classification and compensation plan. Establish pay structure and total compensation packages. Analyze market data.

Pay Equity

Review, analyze and recommend changes to classification and compensation system to ensure legal compliance. Prepare pay equity report to State and advise and represent in any contested matter involving legal compliance.

Organizational

Analyze and make recommendations related to work flow processes, organizational structure, workforce staffing, productivity, retention, workplace environment, communication, innovation and collaboration

MEMO

To: Mayor, City Council Members & Interested Parties

From: Planning Commission summarized by Robert Barbian, Administrator

Date: July 26, 2016

RE: Site Plan, Amendment to Conditional Use & Variance application: PouchTec.

Background:

The company has presented an expansion project that adds 48,600 square feet. The project is laid out in two phases. The approvals sought are for the complete 48,600 square feet. Please see June 23rd letter of interest and related applications from PouchTec Industries in the Planning Commission Packet. The letter and application provides an overview of the company, the approvals sought and the project.

The Planning Commission has discussed each of the items that follow and recommends to the City Council that the approvals be granted with the 10 conditions listed at the end of the memo. City supervisors and consultants were heavily involved in completing the analysis and compiling the terms of approval.

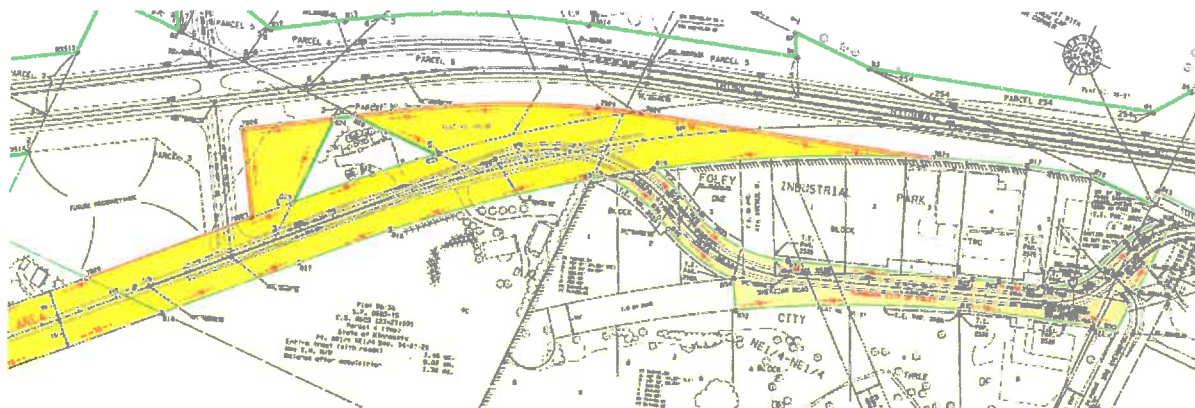
Amendment to Conditional Use Permit: (zoning)

The current facility is located in a B-2 Highway Business District zoning with a Conditional Use Permit. The Conditional Use Permit was granted due to the B-2 City Zoning code requiring a conditional use permit for packaged food processing. The conditional use was granted in about April of 2009.

With the additional land and building being added an amendment to the Condition Use is required. The amendment is to include the improvements laid out on the land currently owned by PouchTec and those being sold by the City to PouchTec. The map below shows lot 2 which is to be sold to Pouch Tec to accommodate the expansion needs related to storm water, it is about 1.02 acres.



In addition the land being conveyed by the County to the City will be transferred to PouchTec as shown on the map below. It is a portion of the land highlighted in yellow immediately adjacent and north of the PouchTec site.



Please see the plans showing the two phase project. The plans show each of the phases. In the staff recommendation below, a number of conditions have been identified as part of the approval.

Site Plan:

The site plan shows the improvements planned. Note there is a Phase I plan sheet and a Phase II plan sheet. The Phase I shows the 10,800 square foot addition and related site conditions which includes a temporary parking area. Phase II is the 37,800 square foot addition and related site conditions. The 10,800 square foot addition is primarily to open up 3 initial loading docks, with 2 future docks, and a material handling area. The 37,800 square foot building is primarily for warehousing and a 7,000 square foot production area.

The plans show storm water areas, screening, signage, lighting and landscaping.

Vacation:

The portion of 4th Ave N between Sheridan Road and the Highway 23 road right of way is planned to be vacated and included in the conveyance to PouchTec to facilitate their development. Due to the realignment of both Sheridan Road and Highway 23, there is no future purpose for the 4th Avenue right of way since MnDOT will not allow it to connect to the highway.

Variance:

The variance is sought for setback, driveway width and parking.

Setback: As you look at the plans take note of the northwest corner near the property line. According to City Ordinances the setback for a rear is to be 20'. The 37,800 square foot building is ~7 feet from the property line. The lands to the north are owned by Benton County, previously excess MNDOT property. The City is under discussion with the County to acquire this land, should this happen PouchTec will be acquiring the adjacent land from the City and the setback will not be an issue and this aspect of the variance will evaporate.

Driveway width allowing needed truck movement. Establish a single driveway by loading docks to be 100' in width. There are a number of wide driveways at commercial and industrial facilities.

Parking: With Phase I there will be a temporary parking area until Phase II is started. Please see the plans. Phase Parking to be asphalted should Phase II not proceed within 24 months of Phase I

completion.. In addition for Phase II over and near the oil pipeline the company is seeking authorization to use crushed granite. This is permissible across the street in I-2 Industrial zoned property but not in B-2 Highway Business District. On another site in the industrial park with the pipeline, rock has been allowed with a variance. The variance is to allow an affordable method to accommodate excavation when needed by the gas line company.

Sewer Discharge Permit:

The expansion requires amendment to PouchTec's existing sewer discharge permit to allow the expansion. While that permit is beyond the land use purview of the Planning Commission, amendment of the permit will be a condition of land use approval. The permit is being addressed by City staff and consultants and will be part of any final approval by the Council.

Recommendation:

To either table, approve, or approve with conditions.

The Site Plan with the Certificate of Survey, Conditional Use Amendment and the Variances conditions are as follows:

1. The architectural plans are reviewed, found compliant to the 2015 MN State Building Code and approved by the Building Official prior to any work commencing on the site. Architectural Plans are to be finalized after site plans are approved, this is standard.
2. The City Engineer approve the storm water plan & grading. This has been primarily completed although verification will occur.
3. Public Works Director/Fire Chief approve of water service and fire access.
4. The Conditional Use Permit Amendment public hearing occurs and it is determined to be appropriate by the City Council for the expansion as reflected in the site plans.
5. The variance public hearing occur and it is determined to be appropriate by the City Council for the parking, set back, and driveway width.
6. The vacation public hearing occur and it is determined to be appropriate by the City Council.
7. That the Certificate of Survey is conditioned upon the sale of property with 4th Avenue being vacated effective upon PouchTec's execution of a development agreement and purchase agreement on the sale of the lot.
8. That PouchTec's sewer discharge permit be amended prior to occupancy.
9. That all fees be paid; Building Permit, Water Access Charge and Sewer Access Charge.
10. That the Conditional Use permit is subject to final transfer occurring and extended to the excess right of way that is expected to be received from the County.

MEMO

To: Mayor, City Council Members & Interested Parties
From: Personnel Committee
Date: July 28, 2016

RE: Hiring process City Administrator

Background:

The Personnel Committee met to consider the hiring process.

Council members have all reviewed the applicants and ranked the top candidates. The top five candidates have been identified. The proceeding is a draft timeline:

August 2nd: Council finalizes top candidates & authorizes interview meeting date(s).

August 16th & 17th Council Members conduct 50 minute interviews in a.m.

Council conducts background & reference checks on top two candidates August 22.

Develop terms, start date and make offer by August 30th

Sept Council meeting, the hiring is finalized.

Start date Middle of September.

Memo

To: Mayor Dave Mosford, City Council Members & Appointed City Officials

From: Robert Barbian, Administrator

Date: July 28, 2016

Re: Capital Planning & Budget 2017

The Financial Management Plan established in 2015 had a number of projections with changes that are now taking place and being considered. Council directions on priorities for next year projects are in order. Upon obtaining some feedback from the Council for next year 2017, the multiyear plan can be modified to see the impacts and the budget for 2017 will be completed. Below is an outline of capital items covered in various discussions for 2016 and 2017. This will be helpful to project city borrowing for 2016 and or 2017.

2016

4th Ave. N ~1.2 with city share ~450K
1 Ton # 1 @ 42,519.00
1 Ton #2 @ 37,056.00
721 Case Loader 1995 130K
First Responder, used @ 175K.

2017 anticipated or discussed

Dewey Street ~ 1.525K city share 503K
2nd Ave. 707K
3rd Ave. 683K
Plow Truck – Sterling 240K
Asphalt hot-box 15K

2016 Smaller items:

Pool Chemical Rm 15K & Bottom Coat 8K.
Police Lease Buy out 8K

?

Proposed schedule for Dewey Street:

August 2 - Council Authorize Study (Probably a \$10k-\$15k effort)
September 6 - Present Study and set public hearing
October 4 - Public Hearing and Authorize Design
October / November - Topo Survey and Design
December 1st - State Aid Variance Deadline (Meeting on 12/22)

The Preliminary Budget must be completed and adopted by September 30th. The following is proposed:

- August 16th Budget presented by Department Heads for Council consideration
- September 6th review & adjust budget
- September 20th review & adopt Preliminary and setting levy max
- October and November consider any budget modifications
- December 2nd or after, (Council meeting scheduled December 6th) hold Public Comment Meeting, cannot be held prior to Nov. 25th.

Should you have questions, comments and or concerns please contact Mark Pappenfus, Jon Halter or me.



SEH

1200 22nd Avenue South
St. Cloud, MN 56302-1717
320.228.4300
Building a Better World for All of Life

Project: FOLEYGEN
Print Date: 8/18/2015

Map by:
Project:
Source:

CAPITOL IMPROVEMENT PLAN

DEWEY STREET, 2ND AVENUE, & 3RD AVENUE - PHASING OPTION 2

Foley, Minnesota

Figure 3

This map is a preliminary map and should not be used for any legal or financial purposes. It is intended for informational purposes only. The map is not a warranty of accuracy or completeness. The map is not a representation of the City of St. Cloud or the County of Lake Superior. The map is not a representation of the City of St. Cloud or the County of Lake Superior. The map is not a representation of the City of St. Cloud or the County of Lake Superior.