



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, July 11, 2022
7:00 P.M.**

The City of Montrose is committed to maintaining a safe, welcoming, family-friendly community, with affordable housing, where parents can raise their families; to ensuring our skilled, motivated employees provide high quality public services at a value; to sound stewardship and fiscal responsibility to ensure our city remains strong and prosperous, both now and into the future; to nurturing business-friendly partnerships to promote economic development and local jobs; to thoughtfully address community needs and plan for growth, innovation and sustainable development; and to ethical leadership that is responsive and accountable to our citizens.

Montrose Community Center
200 Center Avenue South
Montrose, Minnesota 55363

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

A. Ms. Therese Marszalek, MA Div. – Buffalo Covenant Church

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. June 13, 2022 Regular City Council Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, July 11, 2022 – prepared by M. Sommerfeld

2. Fire Department, July 11, 2022 – prepared by M. Sommerfeld

C. Monthly Utility Adjustments, June 2022 – prepared by C. Gerard

D. Appointment of Year 2022 Election Judges

E. Schedule City Council Workshop for Monday, July 25, 2022 at 5:00 p.m. at Montrose Community Center

7. WRIGHT COUNTY SHERIFF'S OFFICE

A. June, 2022 Monthly Report and Hours Report

8. REPORTS AND RECOMMENDATIONS OF THE CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS, AND COMMITTEES

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. June, 2022 Activity Report

C. Park and Recreation

1. Park Shelter for Regional Park

D. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 4

2. 2021 Downtown Improvement Project Phase II – Pay Application No. 3

3. Updates from City Engineer

E. Public Works

1. Updates

9. OLD BUSINESS

A. ABDO Professional Services

B. Montrose Days Follow-Up

10. NEW BUSINESS

A. Boy Scouts Summer Event

B. American Rescue Plan Act Funds - \$356,742.12

C. Fire Department Funding

11. OPEN FORUM

12. UPCOMING MEETINGS

A. Planning and Zoning Commission Meeting with Public Hearing – July 13, 2022 at 7:00 p.m. at the Montrose Community Center

B. Park and Recreation Meeting – Monday, July 18, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room

- C. Economic Development Authority Meeting – Tuesday, July 19, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room
- D. City Council Workshop – Monday, July 25, 2022 at 5:00 p.m. at the Montrose Community Center
- E. Regular City Council Meeting – Monday, August 8, 2022 at 7:00 p.m. at the Montrose Community Center

13. ACKNOWLEDGEMENTS

14. ADJOURNMENT

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, June 13, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, June 13, 2022 at 7:00 p.m.

Mayor Moynagh called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Robert W. Moynagh III
 Council Member Sam Solarz
 Council Member Nicole Andreoff

Absent: Council Member Tom Marszalek
 Council Member David Paradeise

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Dan Remer, Public Works Director
 Mr. Michael Sommerfeld, City Clerk/Treasurer
 Ms. Cristy Gerard, Deputy Clerk
 Mr. Justin Kannas, City Engineer
 Ms. Jennifer Selchow, Environmental Project Engineer
 Mr. Charles Smallwood, Planning Commission Chair

3. INVOCATION

A. Pastor Cathy Jones from Grace Place gave the Invocation.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Council Member Andreoff motioned to approve the June 13, 2022 City Council Agenda as presented. Council Member Solarz seconded the motion. Motion carried 3-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the May 23, 2022 Rescheduled Regular City Council Meeting

B. Accounts Payable

1. Approved the June 13, 2022 Accounts Payable for the City of Montrose
2. Approved the June 13, 2022 Accounts Payable for the Montrose Fire Department

C. Approved the Monthly Utility Adjustments for May 2022

- D. Approved Scheduling a Public Hearing for Planning and Zoning to be held on July 13, 2022 at 7:00 p.m. at the Montrose Community Center to Discuss Ordinance 1020**

Council Member Andreoff motioned to approve the June 13, 2022 Consent Agenda as presented. Mayor Moynagh seconded the motion. Motion carried 3-0.

7. 2021 AUDIT REPORT – ABDO

- A. ABDO Audit Report – Please see June 13, 2022 City Council Workshop for full Audit Presentation**

Mr. Andy Berg, from ABDO, summarized the findings for the 2021 Audit Report for the City of Montrose. Mr. Berg stated that ABDO issued a clean and unmodified opinion for the 2021 Audit Report, with two internal control findings. Full audit available on the City of Montrose Website under Finance, or by request at City Hall.

Mayor Moynagh motioned to accept the 2021 Audit Prepared by ABDO. Council Member Solarz seconded the motion. Motion carried 3-0.

- B. ABDO Professional Services Proposal**

Mr. Sommerfeld stated that the City has been looking for some help with some of the financial aspects of the City Clerk/Treasurer position, including budget assistance. Mr. Sommerfeld stated that ABDO offers professional services for a variety of financial aspects for the City Clerk position. Mr. Sommerfeld stated that, at this time, the staff would be looking for some of the hourly assistance with budgeting and quarterly reporting to start with, and perhaps incorporate some of their other services down the line. Ms. Bonniwell stated that the information is just being presented to Council at this time so they can think about it and make a decision on whether or not to approve ABDO Professional Services at the July meeting.

8. WRIGHT COUNTY SHERIFF'S OFFICE

- A. May, 2022 Monthly Report presented in packet.**

Wright County was not present at the meeting. Sergeant Triplett stated that there has been extra enforcement present in the project area to help alleviate traffic issues. Sergeant Triplett also added that people should be extra vigilant now that school is out and to be watching for kids in the street and take precautions to lock doors on cars and homes to prevent theft.

9. REPORTS AND RECOMMENDATIONS OF CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS AND COMMITTEES

- A. City Council**

1. Monthly Activity Report

The City Council Members gave a brief overview of the meetings, activities and/or events they

attended.

B. Montrose Fire Department

1. May, 2022 Activity Report

Chief Triplett asked if there were any questions on the report and their response numbers are up again.

C. City Planner

1. June 8, 2022 Planning and Zoning Meeting Minutes

Mr. Charles Smallwood, Planning and Zoning Commission Chair, summarized the minutes from the June 8, 2022 Planning and Zoning Discussion as there was no quorum, so it was not an official meeting.

D. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 3

Mayor Moynagh motioned to approve the 2021 Downtown Improvement Project Phase I – Pay Application No. 3. Council Member Andreoff seconded the motion. Motion carried 3-0.

2. 2021 Downtown Improvement Project Phase II – Pay Application No. 2

Mayor Moynagh motioned to approve the 2021 Downtown Improvement Project Phase II – Pay Application No. 2. Council Member Solarz seconded the motion. Motion carried 3-0.

3. Forest Creek Trail Repair Quotes

Mr. Voge stated that staff received quotes per Council direction to repair the trail at the Forest Creek Park that was damaged when the playground was installed. Mr. Voge stated that they solicited quotes from the two contractors that are already in town completing the 2021 Downtown Improvement Project. Kuechle Underground submitted a quote of \$25,810.00 for the work to be done, and Northdale Construction submitted a quote of \$41,769.20. Mr. Voge stated that staff recommends the low bid of \$25,810.00 from Kuechle Underground to complete the repair on the Forest Creek Trail. Mr. Voge stated that the repair would begin at Cole Ave and go to the east past the new playground as well as fix the concrete pedestrian ramp at both ends of trail to ensure ADA compliance.

Mayor Moynagh motioned to approve a change order to award Kuechle Underground with the Forest Creek Trail Repair. Council Member Solarz seconded the motion. Motion carried 3-0.

4. Waste Water Treatment Facility Plan

Mr. Voge stated that the City of Montrose's Wastewater Treatment Facility (WWTF) is in the process of a Minnesota Pollution Control Agency (MPCA) and National Pollutant Discharge Elimination System (NPDES) 5-year permit renewal. Mr. Voge stated staff has determined that the WWTF is operating at 83% capacity and expected to exceed 100% capacity within the next 2-3 years. The future needs of the WWTF depend on projected growth and emerging limits throughout the permit renewal process.

Mr. Voge stated that the City of Montrose's WWTF was upgraded in 2004 with a design life of 20 years. The process includes a fine screen, high intensity aeration ponds, polishing ponds, final clarifiers, and a UV disinfection system. A facility plan is necessary to help the City determine its needs and the most suitable, cost-effective alternatives for the next 20 years of development. It is the first step in pursuing funding for improvements.

Mr. Voge stated that the facility planning process is as follows:

1. A project kickoff meeting will be held at the WWTF with the City and wastewater treatment operations staff to identify, discuss, and gather information necessary for the preparation of the report.
2. The existing wastewater flow and loading data will be reviewed and projections updated for the 20-year planning period. Based on the population and wastewater data projections, the design criteria will be developed which will be used for the treatment alternative evaluation. Population projects are critical to the facility planning process and will require City Council input and approval. The City Planner will also need to be involved in the process.
3. Evaluate the existing system and identify any deficiencies.
4. Review treatment and disposal alternatives to address current needs and proposed changes.
5. Provide estimated operational and construction costs.
6. Provide discussion on financing alternatives.
7. Provide environmental review worksheet to MPCA.
8. Bolton & Menk, Inc. will attend a meeting with the City of Montrose to review the completed report and discuss recommendations with staff and council members.
9. Bolton & Menk, Inc. will attend a public hearing for presentation of the facility plan to Montrose residents as required by MPCA, if funding is pursued.
10. Assist the City in submitting the report to the MPCA for Clean Water Revolving Fund financing and any grant opportunities through the Minnesota Public Facilities Authority.

Mr. Voge stated that if Council desires to proceed with the Facility Planning process, staff recommends the adoption of Resolution 2022-24, included in the packet. Mr. Voge stated that during the planning process and into potential construction, it will be important to review future development proposals with respect to existing WWTF capacity.

Mr. Voge stated that the proposed plan is a requirement of the MPCA along with a detailed feasibility report.

Mayor Moynagh motioned to approve Resolution 2022-24 – *A Resolution Ordering Preparation of Report on Improvement*. Council Member Solarz seconded the motion. Motion carried 3-0.

5. Water Treatment System Study

Ms. Jennifer Selchow stated that Council was provided with an extensive water system study report that was included in the packet for the meeting. Ms. Selchow stated that Council has directed Bolton and Menk to research a water treatment facility to address the city's manganese levels within the water system which exist above the MDH recommended Health Based Values. The report evaluates the city's water system including: Historical water demands; Conservatively low population projection; Future water demands; Existing water supply; Existing water storage; and Existing water quality. Ms. Selchow stated that the information in the report led to three options for removing manganese: 1) Construct a new treatment facility using gravity filtration; 2) Construct a new treatment facility using filtration and lime softening; and 3) Construct a new treatment facility using filtration and reverse osmosis.

Ms. Selchow stated that the design process will be a minimum of 36-months working from preliminary engineering through project completion. This preliminary schedule is approximate due to specific funding deadlines, plan approval deadlines, and construction delivery unknowns. Ms. Selchow stated that the total project costs vary from \$11-\$22 million, depending on the type of plant that is chosen. Ms. Selchow stated the Council needed to think about the following questions and next steps: 1) Is the Council interested in further pursuit of a WTP to improve water quality; 2) If so, does the Council want to consider regionalization with Waverly; 3) Consideration of site evaluations, survey, and preliminary engineering; 4) Consideration of a preliminary rate impact study; and 5) Public open house.

Mayor Moynagh motioned to accept the Water Study Report and Direct Staff to Continue with a Preliminary Design and Regionalization Discussions with Waverly. Council Member Solarz seconded the motion. Motion carried 3-0.

6. Updates from City Engineer

Mr. Voge stated that progress for both phases of the 2021 Downtown Improvement Project are progressing mostly on schedule and things are going well. Mr. Voge stated that County Road 12 will be closed at 2nd St S beginning on June 20th to be reopened by July 1st.

E. Public Works

1. Firemen Parking at Public Works Shop

Mr. Remer stated that the Firemen cannot park at the garage spots in front of the Public Works shop in case Public Works needs to access an emergency generator or other equipment. Mr. Remer asked for the Fire Department cooperation in this manner as Public Works responds to emergency situations too and need to have access at all times to that building.

2. Public Works Updates

Mr. Remer stated that the new Maintenance Worker I, Ryan Ross, will start on Monday, June 20th and staff is looking forward to having a new team member.

10. OLD BUSINESS

A. Update May 23, 2022 Request for Council Action from Mr. Charles Smallwood – 200 Crystal Lane

1. Traffic Issues on Crystal Lane and Mindy Lane

Mr. Charles Smallwood stated that he appeared before Council at the May 23, 2022 meeting in regard to the traffic issues on Crystal Lane. Mr. Smallwood stated that the requested traffic changes were denied, and instead additional enforcement was offered. Mr. Smallwood stated that according to the contract the city has with Wright County, there is coverage from 10am to 2am and leaves morning rush unenforced. Mr. Smallwood continued stating that since the last meeting, fast moving traffic and failure to stop at stop signs has increased. Mr. Smallwood stated that a neighbor was nearly hit at Crystal and Emerson walking his dog, a camper was hit on Crystal Lane while parked on the street in front of the property. Mr. Smallwood stated that it was totally unacceptable with the number of children in the neighborhood.

Mr. Smallwood, once again, asked the Council to change the intersection of Crystal Lane and Mindy Lane to an all-way stop intersection with the continued increased enforcement of the area. Mr. Smallwood had a petition signed by many neighbors in the area that would like to see an all-

way stop sign at that intersection as well. Mr. Smallwood implored the Council to consider this traffic change before it is too late and someone gets injured or killed because of the traffic going through there.

Mayor Moynagh motioned to approve a 3-way stop sign to be installed at the corner of Crystal Lane and Mindy Lane. Council Member Andreoff seconded the motion. Motion carried 3-0.

B. Electricity for Montrose Days at Veterans Park

Mr. Remer stated that he was finally able to receive a quote for the work to be done to install a new 50 AMP 120/240 Volt receptacle at the light pole at Veterans Park for a total of \$735.00. Mr. Remer stated that would be just for the outlet, and the band or MDC would need to have a long enough cord to run to the large outlet.

Mayor Moynagh asked if this installation would benefit public works or the city after the event is hosted and Mr. Remer stated that no the city has no use for that kind of power at the light pole. Mayor Moynagh stated this item would be tabled until the July 11, 2022 City Council Meeting.

C. “No Mow May” Follow-Up

Ms. Bonniwell stated that staff has been getting a lot of complaints about people not mowing their lawns and some are getting very long and unruly around town. Ms. Bonniwell asked for the motion not to mow be rescinded so staff can once again enforce the grass ordinance.

Council Member Solarz motioned to rescind “No Mow May” and return to regular code enforcement for yard grass and weeds. Mayor Moynagh seconded the motion. Motion carried 3-0.

11. NEW BUSINESS

No New Business.

12. OPEN FORUM

A. Stephanie Neiffer – 202 Crystal Lane

Ms. Neiffer stated her Open Forum Request was addressed with the motion to allow a 3-way stop sign to be placed at the intersection of Crystal Lane and Mindy Lane.

13. UPCOMING MEETINGS

- A. Park and Recreation Meeting – Monday, June 20, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room**
- B. Economic Development Authority Meeting – Tuesday, June 21, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room**
- C. Regular City Council Meeting – Monday, July 11, 2022 at 7:00 p.m. at the Montrose Community Center**
- D. Planning and Zoning Commission Meeting and Public Hearing – Wednesday, July 13, 2022 at 7:00 p.m. at the Montrose Community Center**

14. ACKNOWLEDGEMENTS

- A. Mayor Moynagh thanked Pastor Paul for his service to the City Council and wished him well in retirement. Mayor Moynagh also acknowledged the VFW for putting on a great Memorial Day Service.

15. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Regular City Council Meeting at 8:15 p.m. Council Member Solarz seconded the motion. Motion carried 3-0.

Robert W. Moynagh, III Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

ACCOUNTS PAYABLE LIST

July 11, 2022

Payroll	06/13/22 Payroll	13979.28
Payroll	06/27/22 Payroll	14984.44
IRS-Federal Tax Payment	06/13/22 FED/FICA Tax	4633.77
IRS-Federal Tax Payment	06/27/22 FED/FICA Tax	4818.04
MN Dept. of Revenue	06/13/22 State Withholding	874.51
MN Dept. of Revenue	06/27/22 State Withholding	922.54
PERA	06/13/22 Payroll	2709.90
PERA	06/27/22 Payroll	2805.40
*Ameritas Life Ins.	Employee Optical Ins.	49.40
MN Dept. of Revenue	June Sales Tax	89.00
Payment Service Network	June PSN/ACH Fees	1276.04
*AFSCME #65	June Union Dues	117.30
Aramark	Uniforms/Floor Mats	150.56
Bauernschmitt, Wilbert & Joar	D.I. Proj. Easement	2000.00
*Bolton & Menk	Engineering Services	685.00
Cardmember Services	Training Travel Expense	810.91
Cardmember Services	PW Pump Parts	161.05
Carlson Construction	D.I. Proj. - House Removal	8000.00
Centra Sota Coop.	WWTP Chemicals	291.35
*Citizens State Bank	June H.S.A. Deposit	550.00
Crosstown Mechanical	Comm. Ctr. Oven Repair	337.35
Delano Rental	Parks/PW Equip. Rental	279.39
Grainger	WWTP Buidling Materials	102.75
Hawkins	Water/WWTP Chemicals	6987.43
Hillyard	Comm. Ctr. Cleaning Chem.	545.95
Jenson, Marie	May CH/CC Cleaning	590.00
*Kennedy & Graven	Legal Fees	2513.80
Lincoln Nat'l Life Ins.	July Life Ins.	134.15
*Metro West Insp. Svcs.	May Final Permits	3485.03
Midwest Machinery Co.	Mower Repairs/Maint.	784.44
Mini Biff	Parks, WWTP Sani. Rentals	588.54
MN Rural Water Assoc.	Membership	1132.20
Muddy Feet Lawn Service	May Parks Mowing	10174.67
MVTL Laboratories	Water Testing	74.00
MVTL Laboratories	WWTP Testing	358.60
Paumen Computer Services	Monthly IT/Backup & Support	460.00
Pitney Bowes Inc.	Postage Meter Rental	180.00
Schwickerts Tecta Amer.	W/WW Building Roof Maint.	440.00
Steiner Auto Parts	PW Vehicle Maint. Supp.	111.56
Wex Bank	PW, Str, Sew, WW Vehicle Fuel	941.95

July 11, 2022

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Windstream	Telephone Service	114.38
Wright-Hennepin Co-op	Electrical Services	291.93
Xcel Energy	Electric/Gas Charges	2949.67

ACCOUNTS PAYABLE SUBTOTAL	93486.28
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Abdo	State Auditor Reporting	825.00
Adam's Pest Control	Comm. Ctr./CH Pest Control	161.06
Aramark	Uniforms/Floor Mats	150.56
Badger Meter	June Hosting	161.13
*Bolton & Menk	Engineering Services	10878.00
Bolton & Menk	D.I. Proj. Engineering	109015.00
Braun InterTec	D.I. Proj. Envir. Engineer.	2878.75
*Colonial Life Ins.	July Employee Ins.	29.34
Comcast	Internet Service	543.48
Culligan	Softener Svcs.	71.50
Delano True Value	WWTP/CH Maint. Mats.	36.97
*Delta Dental	June Dental Insurance	438.30
Econo Signs	Street Signs	1085.20
Gopher State One Call	Water/Sewer Locates	122.85
Grainger	WWTP Supplies	36.24
*IUOE Local #49	July Union Dues	175.00
IUOE Local #49 CPF	June HRA	800.00
IUOE Local #49 FBF	August Health,Dental	6725.00
Jenson, Marie	Jun CH/CC Cleaning	740.00
Jordan Concrete Const.	Sidewalk Repairs	3000.00
Kuechle Underground	Dwtn. Proj. Phase 1, App. 4	1038348.85
*Madison Nat'l Life	July Disability Ins.	349.42
Marszalek, Thomas	Travel Expense	47.39
Menards	PW,Parks,WW,CH Maint. Mats.	400.60
Mid-American Rsch. Chem.	Parks/Streets Chemicals	2294.15
Muddy Feet Lawn Service	June Parks Mowing	12718.34
MVTL Labs	WWTP Testing	431.50
Northdale Construction Co.	Dwtn. Proj. Phase 2, App. 3	344494.56
Nuso (NEC Cloud Comm.)	Telephone Service	186.96
Nystrom Publishing	Summer Newsletter	2121.07
OPG-3, Inc.	Laserfiche Maint. Contract	1424.00
Parkson	WWTP System Repair Mats.	1910.32
Pitney Bowes Purchase Power	Postage Refill	2020.99
Rivard Companies, Inc.	Parks Woodchips	1835.00
Solarz, Sam	Conference Travel Expense	163.80
U.C. Laboratory	Water Testing	144.00

July 11, 2022

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US Internet	Email Hosting	149.25
U.S. Bank	Watermain Debt Interest	4950.00
U.S. Bank	Clementa Debt Interest	5050.00
USA BlueBook	Water/WWTP Supplies	363.88
Verizon	Cellphones/Tablets	375.94
Wakesun	Electrical Services	7677.65
Walmart	CH Office/Cleaning Supplies	182.03
Wright Co. Finance Dept.	July Patrol Svcs.	25610.83
*Wright Co. Journal Press	Legal Notices	604.88
Wright Co. Recorder	Recording	322.00
TOTAL ACCOUNTS PAYABLE		1685537.07

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE*** Appendix**

Payments received to offset checks written

Payroll Deduction	AFSCME #65 June Dues	117.30
Payroll Deduction	June H.S.A. Deposit	450.00
Payroll Deduction	June Optical Ins.	49.40
Payroll Deduction	July Disability Ins.	349.42
Payroll Deduction	IUOE #49 Jul. Union Dues	175.00
Payroll Deduction	July EE Ins.	29.34
Developer Expense	Bolton & Menk	665.00
Developer Expense	Metro West Insp. Svcs.	3485.03

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

July 11, 2022

American Pressure Inc.	Vehicle Repair	412.62
Precision Prints	Medical Reports	132.07
Schwickerts Tecta Amer.	FD Building Roof Maint.	110.00
Wex Bank	Vehicle Fuel	313.18

ACCOUNTS PAYABLE SUBTOTAL	967.87
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Comcast	Internet Service	97.85
*Customized Fire App. Trg.	Firefighter Training	1650.00
Menards	Station Supplies	64.60
Municipal Emergency Svcs.	Hose Adapters	731.88
Verizon	FD iPad	40.01

TOTAL ACCOUNTS PAYABLE	3552.21
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MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE
Monthly Adjustments

07/01/22 9:47 AM
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Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00005000-00-	Adjustment	Sewer Collection	Service	(\$1.61)	6/28/2022
01-00001937-00-	Adjustment	Hang Disconnect N	Service	\$25.00	6/10/2022
01-00001146-00-	Adjustment	Hang Disconnect N	Service	\$25.00	6/10/2022
01-00006011-00-	Adjustment	R Water	Service	(\$1.60)	6/28/2022
01-00006011-00-	Adjustment	Sewer Collection	Service	(\$1.47)	6/28/2022
01-00006011-00-	Adjustment	WWTP	Service	(\$1.49)	6/28/2022
01-00006011-00-	Adjustment	Storm Water	Service	(\$0.25)	6/28/2022
01-00001618-00-	Adjustment	Combo Water	Service	(\$0.92)	6/28/2022
01-00001618-00-	Adjustment	Sewer Collection	Service	(\$0.84)	6/28/2022
01-00001618-00-	Adjustment	WWTP	Service	(\$0.89)	6/28/2022
01-00005096-00-	Adjustment	NSF	Service	\$30.00	6/2/2022
01-00005000-00-	Adjustment	Combo Water	Service	(\$4.10)	6/28/2022
01-00002508-00-	Adjustment	Storm Water	Service	(\$0.25)	6/29/2022
01-00005000-00-	Adjustment	WWTP	Service	(\$1.62)	6/28/2022
01-00005000-00-	Adjustment	Storm Water	Service	(\$0.25)	6/28/2022
01-00001880-00-	Adjustment	R Water	Service	(\$0.92)	6/28/2022
01-00001880-00-	Adjustment	WWTP	Service	(\$0.87)	6/28/2022
01-00001880-00-	Adjustment	Sewer Collection	Service	(\$0.84)	6/28/2022
01-00001880-00-	Adjustment	Storm Water	Service	(\$0.20)	6/28/2022
01-00002508-00-	Adjustment	R Water	Service	(\$2.28)	6/29/2022
01-00002508-00-	Adjustment	Sewer Collection	Service	(\$2.07)	6/29/2022
01-00002508-00-	Adjustment	WWTP	Service	(\$2.06)	6/29/2022
01-00001618-00-	Adjustment	Storm Water	Service	(\$0.25)	6/28/2022
				\$55.22	

((Type="Adjustment")) AND ((Date Between [enter start date] And [enter stop date]))

2022 ELECTION JUDGES

Please, appoint the following as election judges and/or alternates for the August 09, 2022 primary election and the November 8, 2022 general election for the City of Montrose.

Michael Sommerfeld
Cristy Gerard
Jessica Bonniwell
Joan Bauernschmitt
Roger Fraumann
Philip Goski
Helen Helgeson
Therese Marszalek
Todd Nelson
Michelle Otto
Luke Resemius
Tami Surprenant



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Montrose Monthly Report 2022

Printed on July 1, 2022

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Abandoned Total: 1					
06/03/22 23:41	911 Abandoned	2022043853			911
911 Hang-up Total: 2					
06/13/22 22:35	911 Hang-up	2022047134			911
06/21/22 17:53	911 Hang-up	2022049757			911
911 Hang-up; Domestic Disturbance Total: 1					
06/13/22 17:43	911 Hang-up; Domestic	2022047046	Domestic Disturbance	WP22014740	911
911 Hang-up; Fireworks Total: 1					
06/25/22 22:28	911 Hang-up; Fireworks	2022051011			911
911 Open Line Total: 5					
06/01/22 20:17	911 Open Line	2022043099			911
06/07/22 18:45	911 Open Line	2022045020			911
06/16/22 08:23	911 Open Line	2022047851			911
06/24/22 13:33	911 Open Line	2022050521			911
06/25/22 04:11	911 Open Line	2022050757			911
911 Open Line; 911 Hang-up Total: 1					
06/30/22 19:49	911 Open Line; 911	2022052556			911
911 Open Line; Domestic Disturbance Total: 1					
06/13/22 19:32	911 Open Line;	2022047081	Domestic Disturbance	WP22014749	911
911 Open Line; Medical - Seizure Total: 1					
06/25/22 16:48	911 Open Line; Medical	2022050905			911
Animal Total: 2					
06/05/22 15:09	Animal	2022044290	Animal	WP22013841	911
06/24/22 19:43	Animal	2022050631	Animal	WP22015940	
Animal - Bites - Attacks Total: 1					
06/03/22 20:16	Animal - Bites - Attacks	2022043791	Animal - Bites - Attacks	WP22013647	Phone
Assault Total: 1					
06/26/22 19:07	Assault	2022051209	Assault	WP22016116	911
Burglary Total: 1					
06/10/22 07:52	Burglary	2022045839	Criminal Damage to Property	WP22014340	911
Check Welfare Total: 4					
06/25/22 10:49	Check Welfare	2022050804	Check Welfare	WP22015998	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
06/26/22 01:55	Check Welfare	2022051052	Check Welfare	WP22016061	Phone
06/26/22 15:48	Check Welfare	2022051163	Check Welfare	WP22016100	911
06/27/22 19:50	Check Welfare	2022051527	Check Welfare	WP22016234	Phone

Citizen Aid Total: 4

06/13/22 09:47	Citizen Aid	2022046870			911
06/22/22 13:54	Citizen Aid	2022049940	Citizen Aid	WP22015712	Phone
06/28/22 19:21	Citizen Aid	2022051876	Citizen Aid	WP22016344	Phone
06/29/22 19:03	Citizen Aid	2022052177	Citizen Aid	WP22016467	Phone

Civil Complaint Total: 8

06/02/22 20:52	Civil Complaint	2022043470	Civil Complaint	WP22013529	Phone
06/03/22 14:46	Civil Complaint	2022043665	Civil Complaint	WP22013600	Phone
06/14/22 21:26	Civil Complaint	2022047454	Civil Complaint	WP22014869	Phone
06/21/22 20:07	Civil Complaint	2022049792	Civil Complaint	WP22015660	911
06/23/22 17:07	Civil Complaint	2022050266	Civil Complaint	WP22015816	Phone
06/23/22 22:23	Civil Complaint	2022050367	Civil Complaint	WP22015848	911
06/24/22 18:11	Civil Complaint	2022050612	Civil Complaint	WP22015933	Phone
06/30/22 16:05	Civil Complaint	2022052484	Civil Complaint	WP22016568	Phone

Civil Process Total: 15

06/08/22 15:28	Civil Process	2022045277			Officer
06/09/22 09:45	Civil Process	2022045503			Officer
06/13/22 15:45	Civil Process	2022047000			Officer
06/14/22 14:48	Civil Process	2022047326			Officer
06/14/22 14:59	Civil Process	2022047330			Officer
06/15/22 08:12	Civil Process	2022047547			Officer
06/16/22 10:11	Civil Process	2022047884			Officer
06/16/22 16:07	Civil Process	2022048005			Officer
06/17/22 10:05	Civil Process	2022048220			Officer
06/24/22 11:15	Civil Process	2022050479			Officer
06/24/22 11:26	Civil Process	2022050482			Officer
06/24/22 11:39	Civil Process	2022050487			Officer
06/24/22 11:49	Civil Process	2022050491			Officer
06/28/22 16:27	Civil Process	2022051816			Officer
06/30/22 12:22	Civil Process	2022052403			Officer

Court Order Violation Total: 1

06/17/22 14:59	Court Order Violation	2022048319	Court Order Violation	WP22015161	
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Criminal Damage to Property Total: 1

06/14/22 10:30	Criminal Damage to	2022047250	Criminal Damage to Property	WP22014800	
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Disabled Vehicle Total: 1

06/17/22 15:43	Disabled Vehicle	2022048328			Phone
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Drug Court Home Visit Total: 1

06/18/22 15:45	Drug Court Home Visit	2022048678			
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Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Dumping Total: 1					
06/20/22 13:29	Dumping	2022049352	Dumping	WP22015501	Phone
Fight Total: 1					
06/11/22 01:20	Fight	2022046189	Fight	WP22014452	911
Fire - Gas Leak Total: 2					
06/15/22 09:36	Fire - Gas Leak	2022047560	Fire - Gas Leak	WP22014906	911
06/30/22 12:24	Fire - Gas Leak	2022052404	Fire - Gas Leak	WP22016531	911
Fire - Other Total: 1					
06/03/22 20:55	Fire - Other	2022043806	Fire - Other	WP22013654	911
Fraud - Forgery Total: 1					
06/10/22 08:22	Fraud - Forgery	2022045845	Fraud - Forgery	WP22014342	Phone
Fraud - Internet Total: 1					
06/22/22 15:12	Fraud - Internet	2022049963	Fraud - Internet	WP22015718	Phone
Gun Incident Total: 2					
06/04/22 21:03	Gun Incident	2022044109	Gun Incident	WP22013773	911
06/11/22 02:03	Gun Incident	2022046199	Gun Incident	WP22014458	911
Harassment Total: 1					
06/18/22 09:55	Harassment	2022048568	Harassment	WP22015243	911
Info Total: 4					
06/06/22 14:48	Info	2022044596			Phone
06/07/22 16:43	Info	2022044961			Phone
06/16/22 07:33	Info	2022047839			Phone
06/23/22 04:29	Info	2022050106	Info	WP22015753	Phone
Juvenile - Complaint Total: 1					
06/03/22 23:03	Juvenile - Complaint	2022043844	Juvenile - Complaint	WP22013668	911
Lost - Found Property Total: 2					
06/18/22 16:44	Lost - Found Property	2022048708	Lost - Found Property	WP22015275	
06/27/22 13:25	Lost - Found Property	2022051380	Lost - Found Property	WP22016190	
Medical - Allergies - Stings Total: 1					
06/08/22 20:37	Medical - Allergies -	2022045386	Medical - Allergies - Stings	WP22014214	911
Medical - Back Pain Total: 1					
06/24/22 12:36	Medical - Back Pain	2022050506			911
Medical - Childbirth - Obstetrics Total: 1					
06/30/22 19:41	Medical - Childbirth -	2022052554			911
Medical - Fall Under 6 Feet Total: 2					
06/01/22 20:47	Medical - Fall Under 6	2022043107			911
06/28/22 13:15	Medical - Fall Under 6	2022051753			911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Medical - Heart Problems Total: 1					
06/03/22 23:56	Medical - Heart	2022043860			911
Medical - Overdose - Poisoning Total: 2					
06/15/22 02:08	Medical - Overdose -	2022047513	Medical - Overdose - Poisoning	WP22014890	911
06/30/22 19:50	Medical - Overdose -	2022052557			911
Medical - Psychiatric - Behavioral Total: 1					
06/01/22 23:33	Medical - Psychiatric -	2022043156	Medical - Seizure	WP22013415	911
Medical - Seizure Total: 1					
06/22/22 15:25	Medical - Seizure	2022049968			911
Medical - Sick Total: 5					
06/02/22 13:32	Medical - Sick	2022043299			911
06/19/22 15:10	Medical - Sick	2022049030			911
06/20/22 04:12	Medical - Sick	2022049223	Medical - Sick	WP22015444	911
06/22/22 08:09	Medical - Sick	2022049882			911
06/25/22 17:45	Medical - Sick	2022050924			911
Medical - Sick; Dispatch - CAD - Addressing Problems Total: 1					
06/18/22 14:34	Medical - Sick; Dispatch	2022048652			911
Medical - Unconscious - Fainting Total: 2					
06/07/22 10:21	Medical - Unconscious -	2022044841			911
06/24/22 12:20	Medical - Unconscious -	2022050500			Phone
Motorist Aid Total: 1					
06/23/22 22:32	Motorist Aid	2022050372			Phone
MVA - Car Deer Total: 1					
06/07/22 21:30	MVA - Car Deer	2022045058	MVA - Car Deer	WP22014094	Phone
MVA - Hit & Run Total: 1					
06/12/22 16:21	MVA - Hit & Run	2022046688	MVA - Hit & Run	WP22014626	911
Noise Total: 3					
06/17/22 00:23	Noise	2022048154	Noise	WP22015107	911
06/18/22 20:07	Noise	2022048775	Noise	WP22015295	
06/18/22 22:17	Noise	2022048809	Noise	WP22015305	
Parking Total: 1					
06/04/22 15:56	Parking	2022044015	Parking	WP22013730	
Probation Check Total: 3					
06/21/22 11:38	Probation Check	2022049651			Officer
06/21/22 11:48	Probation Check	2022049654			Officer
06/27/22 15:24	Probation Check	2022051412			Officer
Residential General Alarm Total: 1					
06/13/22 13:43	Residential General	2022046944			Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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SIA Area Watch Total: 2

06/04/22 15:10	SIA Area Watch	2022044004			
06/14/22 04:10	SIA Area Watch	2022047175			

SIA City Council - City Hall Total: 1

06/13/22 17:59	SIA City Council - City	2022047054			Officer
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Stolen - Vehicle Total: 1

06/16/22 06:12	Stolen - Vehicle	2022047823	Stolen - Vehicle	WP22015003	911
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Suspicious - Circumstances Total: 4

06/14/22 17:27	Suspicious -	2022047376	Suspicious - Circumstances	WP22014852	Phone
06/24/22 03:05	Suspicious -	2022050406	Suspicious - Circumstances	WP22015860	911
06/28/22 12:38	Suspicious -	2022051740	Suspicious - Circumstances	WP22016301	Phone
06/29/22 10:39	Suspicious -	2022052017	Suspicious - Circumstances	WP22016407	Phone

Suspicious - Person - Vehicle Total: 7

06/01/22 15:50	Suspicious - Person -	2022043020	Suspicious - Person - Vehicle	WP22013373	911
06/01/22 17:12	Suspicious - Person -	2022043047	Domestic Disturbance	WP22013387	911
06/09/22 12:49	Suspicious - Person -	2022045555	Suspicious - Person - Vehicle	WP22014267	Phone
06/11/22 01:12	Suspicious - Person -	2022046187	Suspicious - Person - Vehicle	WP22014451	Officer
06/24/22 00:56	Suspicious - Person -	2022050394	Suspicious - Person - Vehicle	WP22015857	Phone
06/29/22 03:08	Suspicious - Person -	2022051965	Suspicious - Person - Vehicle	WP22016384	911
06/29/22 22:08	Suspicious - Person -	2022052229	Suspicious - Person - Vehicle	WP22016487	Phone

Theft Total: 2

06/07/22 15:15	Theft	2022044930	Theft	WP22014044	
06/14/22 13:38	Theft	2022047301	Theft	WP22014821	Phone

Theft - From Vehicle Total: 1

06/30/22 15:19	Theft - From Vehicle	2022052469	Theft - From Vehicle	WP22016555	Phone
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Threats Total: 1

06/29/22 15:35	Threats	2022052092	Threats	WP22016442	Phone
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Traffic - Complaint Total: 8

06/03/22 11:40	Traffic - Complaint	2022043603	Traffic - Complaint	WP22013570	Phone
06/03/22 16:13	Traffic - Complaint	2022043708	Traffic - Complaint	WP22013619	911
06/03/22 21:28	Traffic - Complaint	2022043819	Traffic - Complaint	WP22013657	911
06/16/22 12:05	Traffic - Complaint	2022047918	Traffic - Complaint	WP22015027	Phone
06/23/22 19:12	Traffic - Complaint	2022050309	Traffic - Complaint	WP22015826	911
06/24/22 17:35	Traffic - Complaint	2022050596	Traffic - Complaint	WP22015932	Phone
06/25/22 16:46	Traffic - Complaint	2022050903	DUI	WP22016029	911
06/27/22 16:47	Traffic - Complaint	2022051450	Traffic - Complaint	WP22016210	Phone

Traffic Stop Total: 62

06/01/22 09:08	Traffic Stop	2022042882			Officer
06/02/22 21:50	Traffic Stop	2022043487			Officer
06/02/22 22:44	Traffic Stop	2022043505			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
06/04/22 13:19	Traffic Stop	2022043976			Officer
06/04/22 14:57	Traffic Stop	2022044000			Officer
06/04/22 15:41	Traffic Stop	2022044010	Traffic Stop	WP22013729	Officer
06/04/22 16:45	Traffic Stop	2022044022			Officer
06/04/22 19:26	Traffic Stop	2022044080			Officer
06/04/22 19:46	Traffic Stop	2022044088	Traffic Stop	WP22013759	Officer
06/05/22 23:04	Traffic Stop	2022044420	Traffic Stop	WP22013882	Officer
06/06/22 07:09	Traffic Stop	2022044466	Traffic Stop	BP22005120	Officer
06/06/22 15:42	Traffic Stop	2022044621			Officer
06/06/22 21:16	Traffic Stop	2022044742			Officer
06/06/22 23:34	Traffic Stop	2022044770			Officer
06/07/22 14:26	Traffic Stop	2022044913			
06/07/22 16:07	Traffic Stop	2022044950			Officer
06/07/22 22:58	Traffic Stop	2022045085			Officer
06/10/22 07:53	Traffic Stop	2022045840			Officer
06/10/22 08:46	Traffic Stop	2022045850			Officer
06/10/22 09:41	Traffic Stop	2022045863	Traffic Stop	WP22014349	Officer
06/11/22 15:03	Traffic Stop	2022046325			Officer
06/12/22 19:24	Traffic Stop	2022046741			Officer
06/12/22 19:35	Traffic Stop	2022046743			Officer
06/12/22 21:47	Traffic Stop	2022046788			Officer
06/13/22 22:57	Traffic Stop	2022047140			Officer
06/15/22 23:30	Traffic Stop	2022047789			Officer
06/16/22 01:49	Traffic Stop	2022047805			Officer
06/16/22 21:38	Traffic Stop	2022048106			Officer
06/16/22 22:41	Traffic Stop	2022048131			Officer
06/17/22 16:25	Traffic Stop	2022048350			Officer
06/17/22 23:38	Traffic Stop	2022048490			Officer
06/18/22 06:24	Traffic Stop	2022048532			Officer
06/18/22 08:42	Traffic Stop	2022048555			Officer
06/18/22 18:18	Traffic Stop	2022048743	Traffic Stop	WP22015286	Officer
06/19/22 22:00	Traffic Stop	2022049183			Officer
06/20/22 02:29	Traffic Stop	2022049219			Officer
06/20/22 08:41	Traffic Stop	2022049260	Traffic Stop	WP22015457	Officer
06/20/22 10:09	Traffic Stop	2022049277			Officer
06/24/22 10:53	Traffic Stop	2022050474			Officer
06/24/22 13:25	Traffic Stop	2022050519			Officer
06/24/22 20:29	Traffic Stop	2022050643	Traffic Stop	WP22015946	Officer
06/25/22 00:19	Traffic Stop	2022050714			Officer
06/25/22 00:45	Traffic Stop	2022050720			Officer
06/25/22 11:45	Traffic Stop	2022050819			Officer
06/25/22 13:38	Traffic Stop	2022050846			Officer
06/25/22 15:36	Traffic Stop	2022050876			Officer
06/26/22 01:19	Traffic Stop	2022051045			Officer
06/26/22 01:44	Traffic Stop	2022051050			Officer
06/26/22 14:20	Traffic Stop	2022051141			Officer
06/27/22 01:21	Traffic Stop	2022051271			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
06/27/22 21:29	Traffic Stop	2022051549			Officer
06/28/22 05:24	Traffic Stop	2022051604			Officer
06/28/22 05:31	Traffic Stop	2022051609	Traffic Stop	WP22016262	Officer
06/28/22 05:49	Traffic Stop	2022051616	Traffic Stop	WP22016263	Officer
06/28/22 05:58	Traffic Stop	2022051620	Traffic Stop	WP22016264	Officer
06/28/22 06:14	Traffic Stop	2022051624	Traffic Stop	WP22016265	Officer
06/28/22 06:47	Traffic Stop	2022051630			Officer
06/28/22 07:01	Traffic Stop	2022051634	Traffic Stop	WP22016267	Officer
06/28/22 07:13	Traffic Stop	2022051638	Traffic Stop	WP22016268	Officer
06/28/22 07:31	Traffic Stop	2022051646			Officer
06/28/22 22:30	Traffic Stop	2022051936			Officer
06/30/22 19:06	Traffic Stop	2022052537			Officer

Trespass Total: 1

06/15/22 08:04	Trespass	2022047545	Trespass	WP22014901	Phone
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Unwanted Person Total: 1

06/11/22 22:08	Unwanted Person	2022046475	Domestic Disturbance	WP22014545	Phone
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Warrant - Arrest Total: 1

06/20/22 00:14	Warrant - Arrest	2022049205	Court Order Violation	WP22015438	Officer
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Warrant - Attempt Total: 3

06/02/22 20:34	Warrant - Attempt	2022043466	Warrant - Arrest	WP22013530	
06/28/22 15:13	Warrant - Attempt	2022051793			Officer
06/29/22 11:39	Warrant - Attempt	2022052031	Warrant - Attempt	WP22016418	Officer

Total Records: 194

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,840.00
Starting Hours (beginning of month):	3,422.50
M-T-D (detailed below):	493.50
Balance going forward (to next month):	2,929.00
Y-T-D:	2,911.00

** Estimated Hours not verified by final monthly payroll

Shift Start

Date	Shift Start Time	Shift Stop Date	Shift Stop Time	Schedule	Position	Time Type	Regular Hours
1-Jun-22	10:00	1-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
1-Jun-22	20:00	2-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
2-Jun-22	10:00	2-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
2-Jun-22	20:00	3-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
3-Jun-22	10:00	3-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
3-Jun-22	20:00	4-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
4-Jun-22	10:00	4-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
4-Jun-22	20:00	5-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
5-Jun-22	10:00	5-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
5-Jun-22	20:00	6-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
6-Jun-22	10:00	6-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
6-Jun-22	20:00	7-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
7-Jun-22	10:00	7-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
7-Jun-22	20:00	8-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
8-Jun-22	8:00	8-Jun-22	18:00	Montrose/Wave	4620 Sheriff Gener		10.00
8-Jun-22	20:00	9-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
9-Jun-22	10:00	9-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
9-Jun-22	20:00	10-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
10-Jun-22	10:00	10-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
10-Jun-22	18:00	11-Jun-22	0:00	Montrose/Wave	4630 Sheriff Gener		6.00
11-Jun-22	10:00	11-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
11-Jun-22	20:00	12-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
12-Jun-22	10:00	12-Jun-22	16:00	Montrose/Wave	4620 Sheriff Gener		6.00
12-Jun-22	16:00	12-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		4.00
12-Jun-22	20:00	13-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
13-Jun-22	10:00	13-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
13-Jun-22	20:00	14-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
13-Jun-22	20:00	14-Jun-22	0:45	Extra Hours: Mo	4620 EOS Premium		4.75
14-Jun-22	4:15	14-Jun-22	6:00	Montrose/Wave	4640 Sheriff Gener		1.75
14-Jun-22	10:00	14-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
14-Jun-22	20:00	15-Jun-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
15-Jun-22	10:00	15-Jun-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00

15-Jun-22	20:00	16-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
16-Jun-22	10:00	16-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
16-Jun-22	20:00	17-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
17-Jun-22	10:00	17-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
17-Jun-22	20:00	18-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
18-Jun-22	10:00	18-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
18-Jun-22	20:00	19-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
19-Jun-22	10:00	19-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
19-Jun-22	20:00	20-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
20-Jun-22	2:00	20-Jun-22	3:45 Extra Hours: Mo	4630 Sheriff Premia	1.75
20-Jun-22	10:00	20-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
20-Jun-22	20:00	21-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
21-Jun-22	2:00	21-Jun-22	5:45 Extra Hours: Mo	4630 EOS Premium	3.75
21-Jun-22	12:00	21-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	8.00
21-Jun-22	20:00	22-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
22-Jun-22	10:00	22-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
22-Jun-22	20:00	23-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
23-Jun-22	10:00	23-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
23-Jun-22	20:00	24-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
24-Jun-22	10:00	24-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
24-Jun-22	20:00	25-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
24-Jun-22	20:00	24-Jun-22	21:30 Extra Hours: Mo	4620 EOS Premium	1.50
25-Jun-22	10:00	25-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
25-Jun-22	20:00	26-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
25-Jun-22	20:00	25-Jun-22	21:00 Extra Hours: Mo	4620 EOS Premium	1.00
26-Jun-22	10:00	26-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
26-Jun-22	20:00	27-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
26-Jun-22	20:00	26-Jun-22	21:00 Extra Hours: Mo	4620 EOS Premium	1.00
27-Jun-22	10:00	27-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
27-Jun-22	20:00	28-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
28-Jun-22	10:00	28-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
28-Jun-22	20:00	29-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
29-Jun-22	10:00	29-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
29-Jun-22	20:00	30-Jun-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
30-Jun-22	10:00	30-Jun-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
30-Jun-22	20:00	1-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00

TOTAL:	493.50
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Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 06/01/2022 thru 06/30/2022 (JUNE)

CALLS

Total Calls: 32

of Calls JUNE 2021 = 27

EMS Calls: 22

2021 vs 2022 (2022 = +5)

Other Calls:

- 06/30 - #22162 – Gas Leak – Montrose
- 06/28 - #22158 – Mutual Aid to Delano FD - Motor Vehicle Accident –Franklin Twsp
- 06/28 - #22157 – Mutual Aid to Waverly FD – Structure Fire – Waverly City
- 06/26 - #22155 – Motor Vehicle Accident (Canceled) – Franklin Township
- 06/24 - #22151 – Mutual Aid to Watertown FD – Grass Fire – Woodland Twsp
- 06/21 - #22146 – Fire Alarm – Franklin Township
- 06/20 - #22145 – Motor Vehicle Accident – Marysville Township
- 06/15 - #22142 – Gas Leak – Montrose
- 06/11 - #22140 – Gas Leak – Woodland Township
- 06/09 - #22139 – Illegal Burn – Woodland Township

Total calls to Date 2022 – 164

2021 vs 2022 (2022 = +21)

Total calls this time in 2021 - 143

Call Districts

Montrose City: 19 Franklin Township: 4 Marysville Township: 4
Woodland Township: 4 Other: 1 (Waverly City)

TRAINING:

- 06/07/2022 – Staff Meeting/Truck Maintenance
- 06/14/2022 – Auto Extrication Training (CFRT)
- 06/21/2022 – High Flow Water/Pumps (CFRT)

Other Activities, Special Mention, Etc.

- 06/11/2022 – Birthday Driveby
- 06/13/2022 – City Council Meeting
- 06/18/2022 – Buffalo Days Parade (DeWitte & Paradeise)
- 06/23 thru 06/25 – MFRA Event – Parking at Buffalo Rodeo
- 06/26/2022 – Howard Lake Days Parade (Stoll & DeWitte)

SPECIAL INFO

- Attended Construction Meetings Throughout month

Acknowledgments

- Officer Group (Assistant Chief & Captains) For helping out during a busy month while Chief had been tied up with work/personnel items
- Thank you to the Firefighters who have been participating in neighboring city parades
- Mike Marketon – Going around town and checking Fire Department lock boxes
- Karels Brothers for donation of 2 cars for auto extrication training
- Kuechle underground for helping us move/smash the cars for auto ex training
- Craft Pattern & Mold for allowing us to use their property for high flow water training



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

MEMORANDUM

Date: July 7, 2022

To: Honorable Mayor Moynagh
City Council Members
City of Montrose, Minnesota

From: Justin Kannas, P.E.
Assistant City Engineer

Subject: Regional Park – Park Shelter Grant
City of Montrose, Minnesota
Project No.: W13.120546

We have been working through preliminary design of the Park Shelter. We have met with City staff several times and with the Park Board once, with a second meeting scheduled for July 11th, to discuss design aspects of the shelter. As part of the preliminary design process, a construction budget estimate has been prepared by a contractor. The estimate is based on a concept design and not a complete set of bidding documents. The estimate is not a bid but rather an estimate based upon preliminary available information. Utilizing this preliminary construction estimate, the total estimated project cost is \$810,000. Attached is a detailed breakdown of the estimated costs.

The City has been awarded a \$250,000 grant for this project through the DNR Outdoor Recreation Grant Program. The grant expiration date is June 30, 2023; however, the DNR has indicated that this deadline can be extended by one year if necessary. The DNR requires that the City continue moving forward to make progress towards construction completion prior to issuance of a formal extension.

The project costs are substantially higher than they were in 2017 when the original park shelter concept was developed and grants were applied for. City staff and the Park Board have discussed the project budget and options to reduce costs. One option discussed included completing the overhead roof and utility rough ins for the enclosure area only at this time with intention to complete the enclosure area in the future. However, we have received confirmation from the DNR that the grant requires the restrooms and shelter area to be constructed within the grant timeframe.

We are seeking direction from the City Council regarding how to move forward with this project. If the City would like to continue moving forward, I would recommend the City Council approve a preliminary project budget based upon the attached information. If approved, we will then continue into final design, preparation of bidding documents, and bidding. Bids would be brought to the City Council for consideration. At that time, the city can decide to continue moving forward into construction or reject all bids.

If you have any questions, please call.
JAV/kp

DEVETTER DESIGN GROUP



July 7, 2022

**MONTROSE PARK SHELTER
COST ALIGNMENT STRATEGIES**

322 FIRST
AVENUE NORTH
SUITE 300
MINNEAPOLIS
MN 55401
TELEPHONE
612-871-2188

BUILDING BUDGET BY BRADBURY STAMM:	\$685,000
SITE DEVELOPMENT:	
SEWER AND WATER	\$25,000
SITE CONCRETE	\$10,000
ENGINEERING AND ADMINISTRATION	\$90,000
PROJECT BUDGET TOTAL:	\$810,000

Note: Construction budgets are based on conceptual drawings which contain limited project information. They are not "bid" numbers but rather opinions of project cost based on the available information.

COST REDUCTION OPTIONS:

Option #1	Eliminate Glued Lams – Wood Trusses		
		Carpentry:	\$65,000
Option #2	Eliminate Stone Cladding:		
		Masonry:	\$36,400
Option #3	Eliminate Windows:		
		Storefront/Glass:	\$9,720
Option #4	Reduce Shelter Size by Half		
		Carpentry:	\$70,000
		Concrete:	\$10,000
		Total:	\$80,000

ARCHITECTURE

Bradbury Stamm

Construction Since 1923

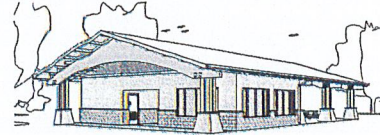
Montrose Park Shelter

June 20, 2022

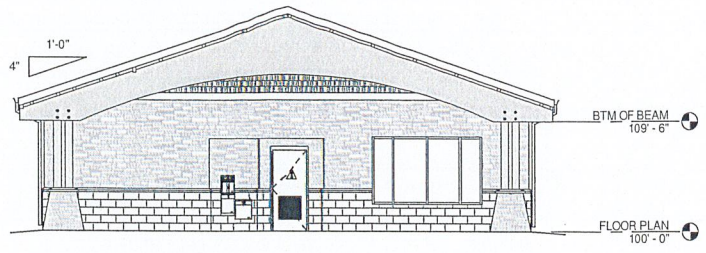
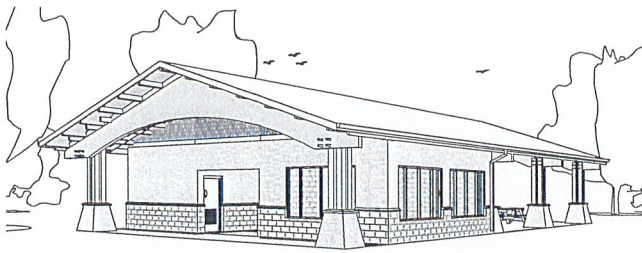
Montrose, MN

DeVetter Design Group

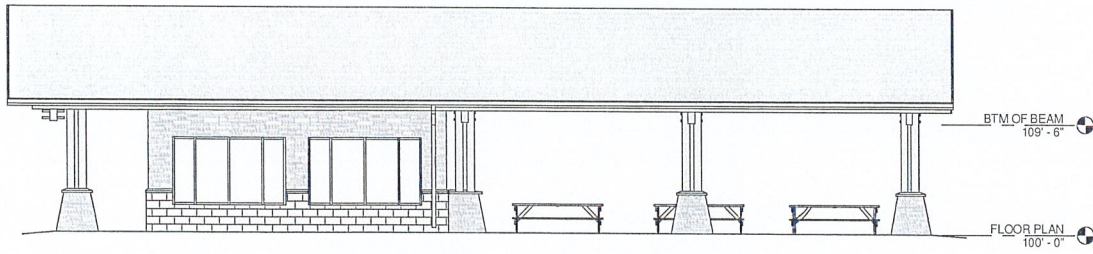
SCHEMATIC BUDGET



Description		
01 A	GENERAL CONDITIONS	72,364
B	FIELD WORK SUMMARY SHEET	8,433
C	FIELD LABOR SUMMARY SHEET	1,500
D	PERMITS AND FEES	7,471
E	WINTER CONDITIONS	0
03 A	BUILDING CONCRETE	41,561
04 A	MASONRY	120,123
06 A	CARPENTRY / GLUED LAM / WOOD DECKING	205,650
D	CASEWORK	1,920
07 E	ROOFING SYSTEM	16,170
F	SIDING AT GABLE ENDS	4,375
H	SEALANTS	1,500
08 A	DOORS AND HARDWARE	8,053
B	OVERHEAD DOORS	none shown
C	STOREFRONT / GLASS	9,720
09 B	DRYWALL	3,780
I	PAINTING / WALLCOVERING	11,750
10 A	TOILET COMPARTMENTS & ACCESSORIES	5,029
22 A	PLUMBING / HVAC	41,493
26 A	ELECTRICAL	16,400
31 A	EARTHWORK	11,100
32 E	LANDSCAPING	10,895
33 A	SITE UTILITIES	UNDER SEPARATE CONTRACT
Direct Cost		599,287
	CONTINGENCY 5.00%	29,964
	ESCALATION CONTINGENCY 0.00%	0
	Subtotal	629,251
	OH & P 8.00%	50,340
	Subtotal	679,591
	Bond	5,472
	Subtotal	685,064
	MISC 0.00%	0
	Base Bid Total Total	685,064
	0.0000%	0
	BUDGET Total w/ Tax	685,064

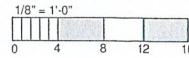


① WEST ELEV.
1/8" = 1'-0"

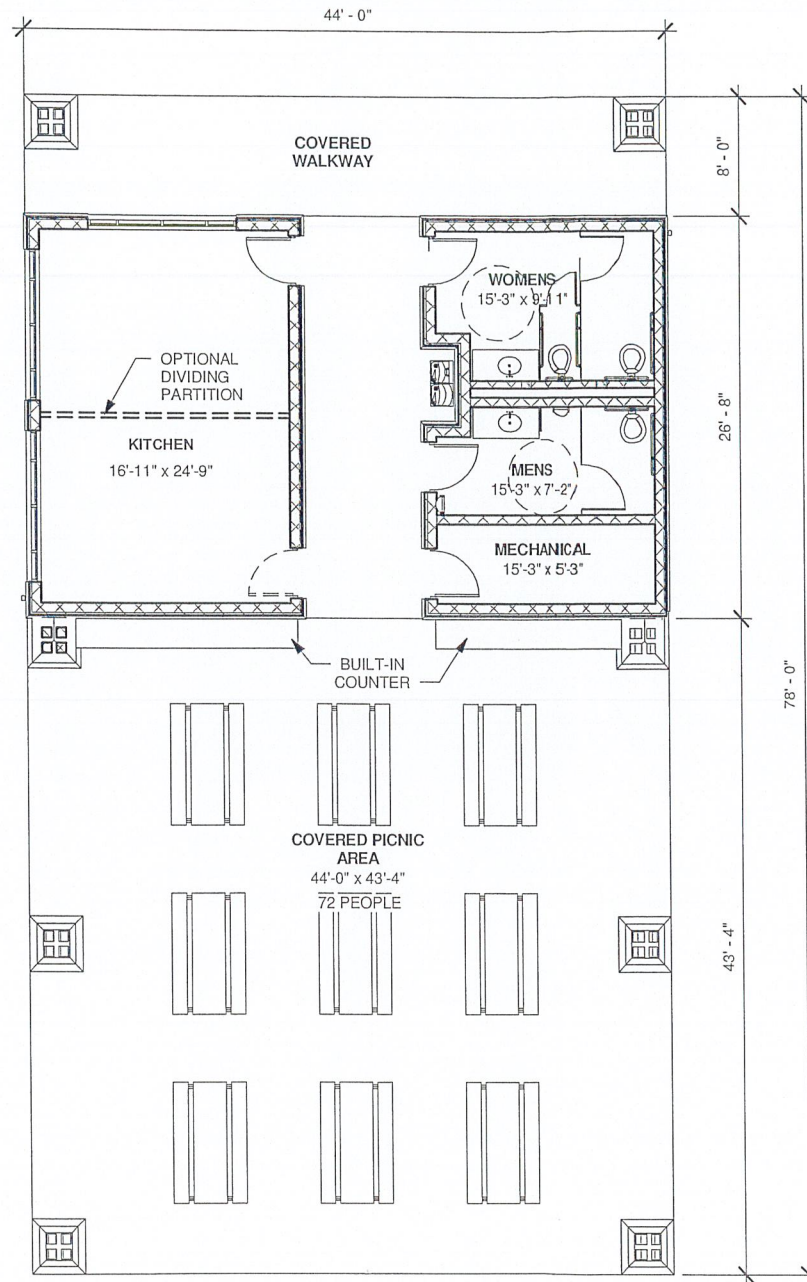
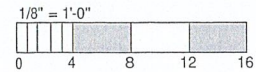


② SOUTH ELEV.
1/8" = 1'-0"

PARK SHELTER
MONTROSE, MN



BRUNTON
ARCHITECTS & ENGINEERS



① PROPOSED FLOOR PLAN - OPTION B
1/8" = 1'-0"

PARK SHELTER
MONTROSE, MN





CITY OF MONTROSE | REGIONAL PARK - PARK SHELTER | RECREATION SITE PLAN





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2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

July 5, 2022

Jessica Bonniwell
City Administrator
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363

RE: 2021 Downtown Improvement Project Phase 1
City of Montrose, Minnesota
Project No.: W13.120514

Dear Jessica:

Please find enclosed Payment Estimate No. 4 for the above referenced project. The estimate includes all work completed through June 29, 2022. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Kuechle Underground, Inc. and one to me for our files.

If you have any questions on the above, please call.

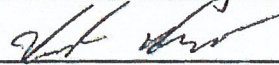
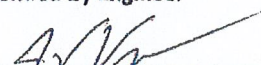
Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Project Engineer

Enclosures

Contractor's Application for Payment

Owner: <u>City of Montrose</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Kuechle Underground</u> Project: <u>2021 Downtown Improvement Project - Phase 1</u> Contract: <u>2021 Downtown Improvement Project - Phase 1</u>	Owner's Project No.: _____ Engineer's Project No.: <u>W13.120514</u> Other Project No.: _____																																				
Application No.: <u>4</u> Application Date: <u>7/1/2022</u> Application Period: From <u>6/1/2022</u> to <u>6/27/2022</u>																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">5,185,007.34</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">55,399.00</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">5,240,406.34</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,077,090.74</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td> a. <u>5%</u> X \$ <u>2,077,090.74</u> Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">103,854.54</td> </tr> <tr> <td> b. _____ X \$ _____ Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">103,854.54</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,973,236.20</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">934,887.35</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,038,348.85</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">3,163,315.60</td> </tr> </table>		1. Original Contract Price	\$	5,185,007.34	2. Net change by Change Orders	\$	55,399.00	3. Current Contract Price (Line 1 + Line 2)	\$	5,240,406.34	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	2,077,090.74	5. Retainage			a. <u>5%</u> X \$ <u>2,077,090.74</u> Work Completed	\$	103,854.54	b. _____ X \$ _____ Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	103,854.54	6. Amount eligible to date (Line 4 - Line 5.c)	\$	1,973,236.20	7. Less previous payments (Line 6 from prior application)	\$	934,887.35	8. Amount due this application	\$	1,038,348.85	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	3,163,315.60
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: <u>Kuechle Underground Inc.</u> Signature: <u></u> Date: <u>7-1-2022</u> Name: <u>Brandon Kuechle</u> Title: <u>Project Manager</u>																																					
Recommended by Engineer By: <u></u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>07/05/2022</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																																				

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose							Owner's Project No.:							
Engineer:	Bolton & Menk, Inc.							Engineer's Project No.:							
Contractor:	Kuechle Underground							Contractor's Project No.:							
Project:	2021 Downtown Improvement Project - Phase 1														
Contract:	2021 Downtown Improvement Project - Phase 1														
Application No.:		4	Application Period:		From	06/01/22	to	06/27/22	Application Date:			07/01/22			
A	B	C	D	E	F	G	H	I	J	K	L				
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)	Balance to Finish (F - J) (\$)				
												Contract Information		Work Completed	
Original Contract															
1	MOBILIZATION	1.00	LUMP SUM	152,000.00	152,000.00	0.45	68,400.00		68,400.00	45%	83,600.00				
2	CLEARING	71.00	TREE	200.00	14,200.00	38.00	7,600.00		7,600.00	54%	6,600.00				
3	GRUBBING	71.00	TREE	50.00	3,550.00	36.00	1,800.00		1,800.00	51%	1,750.00				
4	CLEARING (BUSH)	20.00	SQ YD	10.00	200.00	20.00	200.00		200.00	100%	-				
5	20' WIDE TEMPORARY GRAVEL ROAD WITH GEOTEXTILE	1.00	LUMP SUM	3,800.00	3,800.00	1.00	3,800.00		3,800.00	100%	-				
6	REMOVE CURB AND GUTTER	2,654.00	LIN FT	4.00	10,616.00	2,727.00	10,908.00		10,908.00	103%	(292.00)				
7	REMOVE BITUMINOUS PAVEMENT	25,459.00	SQ YD	2.00	50,918.00	25,769.00	51,538.00		51,538.00	101%	(620.00)				
8	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	2,025.00	SQ YD	4.00	8,100.00	1,395.31	5,581.32		5,581.32	69%	2,518.68				
9	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,585.00	SQ YD	4.00	6,340.00	1,203.77	4,815.08		4,815.08	76%	1,524.92				
10	REMOVE CONCRETE WALK	3,331.00	SQ YD	3.00	9,993.00	2,404.40	7,213.20		7,213.20	72%	2,779.80				
11	REMOVE BOLLARD	14.00	EACH	150.00	2,100.00	2.00	300.00		300.00	14%	1,800.00				
12	REMOVE GUARD RAIL	73.00	LIN FT	10.00	730.00	-	-		-	-	730.00				
13	SALVAGE SIGN	39.00	EACH	25.00	975.00	10.00	250.00		250.00	26%	725.00				
14	SALVAGE MAILBOX	7.00	EACH	125.00	875.00	7.00	875.00		875.00	100%	-				
15	SALVAGE FENCE	48.00	LIN FT	10.00	480.00	-	-		-	-	480.00				
16	SALVAGE PAVERS	65.00	SQ FT	35.00	2,275.00	-	-		-	-	2,275.00				
17	SALVAGE LANDSCAPING	415.00	SQ FT	6.00	2,490.00	-	-		-	-	2,490.00				
18	COMMON LABORERS	50.00	HOURL	75.00	3,750.00	-	-		-	-	3,750.00				
19	3.0 CU YD SHOVEL	50.00	HOURL	180.00	9,000.00	-	-		-	-	9,000.00				
20	DOZER	50.00	HOURL	125.00	6,250.00	-	-		-	-	6,250.00				
21	12 CU YD TRUCK	50.00	HOURL	125.00	6,250.00	-	-		-	-	6,250.00				
22	3.0 CU YD FRONT END LOADER	50.00	HOURL	150.00	7,500.00	-	-		-	-	7,500.00				
23	SKID LOADER	50.00	HOURL	140.00	7,000.00	16.50	2,310.00		2,310.00	33%	4,690.00				
24	1.5 CU YD BACKHOE	50.00	HOURL	160.00	8,000.00	-	-		-	-	8,000.00				
25	COMMON EXCAVATION (P)	24,675.00	CU YD	15.00	370,125.00	9,558.58	143,378.70		143,378.70	39%	226,746.30				
26	SUBGRADE EXCAVATION (EV)	1,970.00	CU YD	15.00	29,550.00	2,077.18	31,157.40		31,157.40	105%	(1,607.40)				
27	RUBBLE EXCAVATION (EV)	885.00	CU YD	8.00	7,080.00	-	-		-	-	7,080.00				
28	HAUL & DISPOSE OF RUBBLE (LV)	1,155.00	CU YD	7.00	8,085.00	-	-		-	-	8,085.00				
29	EXCAVATION SPECIAL (EV)	885.00	CU YD	8.00	7,080.00	-	-		-	-	7,080.00				
30	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LV)	1,155.00	CU YD	62.00	71,610.00	-	-		-	-	71,610.00				
31	TRENCH COMPACTION SPECIAL	6.00	ROAD STATION	200.00	1,200.00	-	-		-	-	1,200.00				
32	SELECT GRANULAR BORROW (CV)	13,470.00	CU YD	19.00	255,930.00	7,486.61	142,245.97		142,245.97	56%	113,684.03				
33	GEOTEXTILE FABRIC TYPE V	29,125.00	SQ YD	2.62	76,307.50	11,796.60	30,907.09		30,907.09	41%	45,400.41				
34	AGGREGATE BASE (CV) CLASS 5	8,035.00	CU YD	25.00	200,875.00	2,521.20	63,030.00		63,030.00	31%	137,845.00				
35	AGGREGATE SURFACING (CV) CLASS 2	101.00	CU YD	30.00	3,030.00	-	-		-	-	3,030.00				
36	TYPE SP 9.5 WEARING COURSE MIX (2,B)	2,250.00	TON	68.00	153,000.00	-	-		-	-	153,000.00				
37	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	3,810.00	TON	66.00	251,460.00	-	-		-	-	251,460.00				
38	BITUMINOUS DRIVEWAY PAVEMENT	1,095.00	SQ YD	17.00	18,615.00	-	-		-	-	18,615.00				
39	BITUMINOUS STREET PATCH	235.00	SQ YD	24.00	5,640.00	-	-		-	-	5,640.00				
40	BITUMINOUS PATCH, COUNTY ROAD 12	530.00	SQ YD	24.00	12,720.00	-	-		-	-	12,720.00				
41	5" CONCRETE WALK	37,950.00	SQ FT	5.75	218,212.50	-	-		-	-	218,212.50				
42	6" CONCRETE WALK (PEDESTRIAN RAMPS)	3,070.00	SQ FT	9.00	27,630.00	-	-		-	-	27,630.00				
43	CONCRETE CURB & GUTTER DESIGN B618	14,610.00	LIN FT	14.00	204,540.00	-	-		-	-	204,540.00				
44	7" CONCRETE DRIVEWAY PAVEMENT	2,620.00	SQ YD	59.00	154,580.00	-	-		-	-	154,580.00				

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Kuechle Underground	Contractor's Project No.:	
Project:	2021 Downtown Improvement Project - Phase 1		
Contract:	2021 Downtown Improvement Project - Phase 1		

Application No.: 4		Application Period: From 06/01/22 to 06/27/22		Application Date: 07/01/22							
A	B	C	D	E	F	G	H	I	J	K	L
Bld Item No.	Description	Contract Information			Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H+I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work					Value of Work Completed to Date (E X G) (\$)
45	8" CONCRETE DRIVEWAY PAVEMENT	625.00	SQ YD	66.00	41,250.00	-	-	-	-	-	41,250.00
46	TRUNCATED DOMES	400.00	SQ FT	50.00	20,000.00	-	-	-	-	-	20,000.00
47	4" PVC EDGE DRAIN	13,960.00	LIN FT	8.00	111,680.00	5,447.00	43,576.00	43,576.00	39%	68,104.00	
48	4" DRAIN CLEANOUT (ONE WAY)	13.00	EACH	117.00	1,521.00	6.00	702.00	702.00	46%	819.00	
49	4" DRAIN CLEANOUT (TWO WAY)	13.00	EACH	250.00	3,250.00	2.00	500.00	500.00	15%	2,750.00	
50	4" PRECAST CONCRETE HEADWALL	2.00	EACH	290.00	580.00	-	-	-	-	-	580.00
51	SUMP PUMP DRAINLINE SERVICE	21.00	EACH	138.00	2,898.00	5.00	690.00	690.00	24%	2,208.00	
52	TRAFFIC CONTROL	1.00	LUMP SUM	12,000.00	12,000.00	0.45	5,400.00	5,400.00	45%	6,600.00	
53	REMOVE EXISTING PAVEMENT MARKING	126.00	SQ FT	3.00	378.00	-	-	-	-	-	378.00
54	PEDESTRIAN CROSS WALK MARKING	1,746.00	SQ FT	3.90	6,809.40	-	-	-	-	-	6,809.40
55	4" PAVEMENT MARKING STRIPING (MULTICOMPONENT)	280.00	LIN FT	1.00	280.00	-	-	-	-	-	280.00
56	CONCRETE BOLLARD	22.00	EACH	130.00	2,860.00	-	-	-	-	-	2,860.00
57	FURNISH & INSTALL SIGN TYPE C	19.00	EACH	380.00	7,220.00	-	-	-	-	-	7,220.00
58	FURNISH & INSTALL SIGN (STREET NAME)	15.00	EACH	400.00	6,000.00	-	-	-	-	-	6,000.00
59	REINSTALL SIGN	2.00	EACH	200.00	400.00	-	-	-	-	-	400.00
60	REINSTALL MAILBOX	7.00	EACH	250.00	1,750.00	-	-	-	-	-	1,750.00
61	REINSTALL FENCE	48.00	LIN FT	20.00	960.00	-	-	-	-	-	960.00
62	REINSTALL PAVERS	65.00	SQ FT	50.00	3,250.00	-	-	-	-	-	3,250.00
63	REINSTALL LANDSCAPING	415.00	SQ FT	6.00	2,490.00	-	-	-	-	-	2,490.00
64	SEDIMENT CONTROL LOG, TYPE WOOD CHIP	100.00	LIN FT	3.00	300.00	200.00	600.00	600.00	200%	(300.00)	
65	SEDIMENT CONTROL LOG, TYPE ROCK	100.00	LIN FT	10.00	1,000.00	-	-	-	-	-	1,000.00
66	SILT FENCE, TYPE MS	4,655.00	LIN FT	1.50	6,982.50	60.00	90.00	90.00	1%	6,892.50	
67	EROSION CONTROL BLANKET, CAT 3N	2,300.00	SQ YD	1.35	3,105.00	-	-	-	-	-	3,105.00
68	STORM DRAIN INLET PROTECTION	82.00	EACH	250.00	20,500.00	-	-	-	-	-	20,500.00
69	STABILIZED CONSTRUCTION EXIT	7.00	EACH	750.00	5,250.00	-	-	-	-	-	5,250.00
70	SALVAGE, SCREEN, RESPREAD EXISTING TOPSOIL	1.00	LUMP SUM	97,000.00	97,000.00	-	-	-	-	-	97,000.00
71	COMMON TOPSOIL BORROW (LV)	2,764.00	CU YD	0.01	27.64	-	-	-	-	-	27.64
72	TEMPORARY MULCH, HYDROMULCH	11,065.00	SQ YD	0.90	9,958.50	-	-	-	-	-	9,958.50
73	TURF ESTABLISHMENT (SOD)	3,525.00	SQ YD	9.00	31,725.00	-	-	-	-	-	31,725.00
74	TURF ESTABLISHMENT (SEED)	2.28	ACRE	7,000.00	15,960.00	-	-	-	-	-	15,960.00
75	REMOVE STORM SEWER PIPE (12" & LARGER)	3,088.00	LIN FT	9.00	27,792.00	1,775.00	15,975.00	15,975.00	57%	11,817.00	
76	REMOVE STORM MANHOLE OR CATCH BASIN	24.00	EACH	230.00	5,520.00	17.00	3,910.00	3,910.00	71%	1,610.00	
77	CONNECT TO EXISTING STORM STRUCTURE	5.00	EACH	1,600.00	8,000.00	5.00	8,000.00	8,000.00	100%	-	
78	CONNECT TO EXISTING STORM PIPE	4.00	EACH	780.00	3,120.00	3.00	2,340.00	2,340.00	75%	780.00	
79	8" PVC PIPE SEWER, SDR 26	20.00	LIN FT	38.00	760.00	72.00	2,736.00	2,736.00	360%	(1,976.00)	
80	8" DIP PIPE SEWER	28.00	LIN FT	62.00	1,736.00	20.00	1,240.00	1,240.00	71%	496.00	
81	12" RC PIPE SEWER CLASS V	1,151.00	LIN FT	48.00	55,248.00	279.00	13,392.00	13,392.00	24%	41,856.00	
82	15" RC PIPE SEWER CLASS V	1,459.00	LIN FT	53.00	77,327.00	1,005.00	53,265.00	53,265.00	69%	24,062.00	
83	18" RC PIPE SEWER CLASS III	126.00	LIN FT	57.00	7,182.00	102.00	5,814.00	5,814.00	81%	1,368.00	
84	21" RC PIPE SEWER CLASS III	661.00	LIN FT	66.00	43,626.00	502.00	33,132.00	33,132.00	76%	10,494.00	
85	24" RC PIPE SEWER CLASS III	349.00	LIN FT	73.00	25,477.00	365.00	26,645.00	26,645.00	105%	(1,168.00)	
86	27" RC PIPE SEWER CLASS III	679.00	LIN FT	89.00	60,431.00	679.00	60,431.00	60,431.00	100%	-	
87	30" RC PIPE SEWER CLASS III	69.00	LIN FT	101.00	6,969.00	-	-	-	-	-	6,969.00
88	12" RCP APRON	3.00	EACH	880.00	2,640.00	-	-	-	-	-	2,640.00
89	15" RCP APRON	2.00	EACH	950.00	1,900.00	2.00	1,900.00	1,900.00	100%	-	

Unit Price

EJCDC C-620 Contractor's Application for Payment
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2 of 4

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Montrose
 Engineer: Bolton & Menk, Inc.
 Contractor: Kuechle Underground
 Project: 2021 Downtown Improvement Project - Phase 1
 Contract: 2021 Downtown Improvement Project - Phase 1

Owner's Project No.:
 Engineer's Project No.: W13.120514
 Contractor's Project No.:

Application No.: 4		Application Period: From 06/01/22		to 06/27/22		Application Date: 07/01/22					
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information			Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)	Balance to Finish (F - J) (\$)	
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work					Value of Work Completed to Date (E X G) (\$)
90	24" RCP APRON	1.00	EACH	1,200.00	1,200.00	1.00	1,200.00		1,200.00	100%	-
91	27" RCP APRON	1.00	EACH	1,300.00	1,300.00	1.00	1,300.00		1,300.00	100%	-
92	30" RCP APRON	1.00	EACH	1,500.00	1,500.00	-	-		-	-	1,500.00
93	TRASH GUARD FOR 15" PIPE APRON	2.00	EACH	480.00	960.00	2.00	960.00		960.00	100%	-
94	TRASH GUARD FOR 24" PIPE APRON	1.00	EACH	1,100.00	1,100.00	1.00	1,100.00		1,100.00	100%	-
95	TRASH GUARD FOR 27" PIPE APRON	1.00	EACH	1,200.00	1,200.00	1.00	1,200.00		1,200.00	100%	-
96	TRASH GUARD FOR 30" PIPE APRON	1.00	EACH	1,300.00	1,300.00	-	-		-	-	1,300.00
97	RIP RAP, CLASS III	90.00	CU YD	79.00	7,110.00	15.00	1,185.00		1,185.00	17%	5,925.00
98	CONSTRUCT DRAINAGE STRUCTURE, DES SPECIAL-1	1.00	EACH	2,100.00	2,100.00	-	-		-	-	2,100.00
99	CONSTRUCT DRAINAGE STRUCTURE, DES H	75.70	LIN FT	460.00	34,822.00	37.71	17,351.20		17,351.20	50%	17,470.80
100	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	20.20	LIN FT	680.00	13,736.00	19.98	13,586.40		13,586.40	99%	149.60
101	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	78.20	LIN FT	620.00	48,484.00	40.21	24,936.40		24,936.40	51%	23,547.60
102	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4020	27.40	LIN FT	700.00	19,180.00	20.46	14,322.00		14,322.00	75%	4,858.00
103	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4022	39.30	LIN FT	720.00	28,296.00	32.70	23,544.00		23,544.00	83%	4,752.00
104	CONSTRUCT DRAINAGE STRUCTURE, DES 84-4022	9.50	LIN FT	1,600.00	15,200.00	-	-		-	-	15,200.00
105	INTERIOR LINING OF CATCH BASIN RINGS	50.00	EACH	810.00	40,500.00	-	-		-	-	40,500.00
106	CASTING ASSEMBLY (STORM)	57.00	EACH	500.00	28,500.00	-	-		-	-	28,500.00
107	ADJUST FRAME AND RING CASTING (STORM)	5.00	EACH	330.00	1,650.00	-	-		-	-	1,650.00
108	TELEWISE EXISTING SANITARY SEWER	4,395.00	LIN FT	2.55	11,207.25	4,953.60	12,631.68		12,631.68	113%	(1,424.43)
109	TELEWISE EXISTING SANITARY SEWER SERVICE FOR LOCATION & DEPTH	67.00	EACH	290.00	19,430.00	65.00	18,850.00		18,850.00	97%	580.00
110	ABANDON & SAND FILL SANITARY SEWER PIPE	2,155.00	LIN FT	7.81	16,830.55	-	-		-	-	16,830.55
111	ABANDON & SAND FILL SANITARY SEWER MANHOLE	3.00	EACH	950.00	2,850.00	-	-		-	-	2,850.00
112	REMOVE SANITARY SEWER PIPE	2,195.00	LIN FT	2.50	5,487.50	1,860.00	4,650.00		4,650.00	85%	837.50
113	REMOVE SANITARY MANHOLE	18.00	EACH	200.00	3,600.00	12.00	2,400.00		2,400.00	67%	1,200.00
114	CONNECT TO EXISTING SANITARY SEWER MAIN	5.00	EACH	1,400.00	7,000.00	4.00	5,600.00		5,600.00	80%	1,400.00
115	CONNECT TO EXISTING SANITARY SEWER MANHOLE	3.00	EACH	3,600.00	10,800.00	2.00	7,200.00		7,200.00	67%	3,600.00
116	8"x6" PVC WYE, SDR 26	74.00	EACH	1,200.00	88,800.00	51.00	61,200.00		61,200.00	69%	27,600.00
117	6" PVC SANITARY SERVICE PIPE, SDR 26	2,309.00	LIN FT	23.00	53,107.00	1,560.00	35,880.00		35,880.00	68%	17,227.00
118	6" SANITARY CLEAN OUT	1.00	EACH	880.00	880.00	-	-		-	-	880.00
119	8" PVC PIPE SEWER, SDR 35	5,824.00	LIN FT	81.00	471,744.00	3,890.00	315,090.00		315,090.00	67%	156,654.00
120	CONSTRUCT SANITARY SEWER MANHOLE, DES 4007C	339.70	LIN FT	310.00	105,307.00	219.66	68,094.60		68,094.60	65%	37,212.40
121	CONSTRUCT OUTSIDE DROP	10.10	LIN FT	1,200.00	12,120.00	9.20	11,040.00		11,040.00	91%	1,080.00
122	CASTING ASSEMBLY (SANITARY)	24.00	EACH	820.00	19,680.00	-	-		-	-	19,680.00
123	CASTING ASSEMBLY SPECIAL - CLEANOUT	1.00	EACH	250.00	250.00	-	-		-	-	250.00
124	ADJUST FRAME AND RING CASTING (SANITARY)	29.00	EACH	330.00	9,570.00	-	-		-	-	9,570.00
125	REMOVE WATERMAIN	2,450.00	LIN FT	2.00	4,900.00	2,312.00	4,624.00		4,624.00	94%	276.00
126	REMOVE HYDRANT	13.00	EACH	50.00	650.00	10.00	500.00		500.00	77%	150.00
127	TEMPORARY WATER SERVICE	1.00	LUMP SUM	45,000.00	45,000.00	0.75	33,750.00		33,750.00	75%	11,250.00
128	CONNECT TO EXISTING WATERMAIN	14.00	EACH	1,800.00	25,200.00	10.00	18,000.00		18,000.00	71%	7,200.00
129	HYDRANT (8.5' BURY)	16.00	EACH	5,400.00	86,400.00	10.00	54,000.00		54,000.00	63%	32,400.00
130	6" GATE VALVE AND BOX	21.00	EACH	2,100.00	44,100.00	12.00	25,200.00		25,200.00	57%	18,900.00
131	8" GATE VALVE AND BOX	23.00	EACH	2,600.00	59,800.00	17.00	44,200.00		44,200.00	74%	15,600.00
132	10" GATE VALVE AND BOX	8.00	EACH	3,600.00	28,800.00	3.00	10,800.00		10,800.00	38%	18,000.00
133	CASTING ASSEMBLY SPECIAL - CURB STOP	4.00	EACH	220.00	880.00	-	-		-	-	880.00
134	1" CORPORATION STOP & SADDLE	67.00	EACH	630.00	42,210.00	37.00	23,310.00		23,310.00	55%	18,900.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose
Engineer:	Bolton & Menk, Inc.
Contractor:	Kuechle Underground
Project:	2021 Downtown Improvement Project - Phase 1
Contract:	2021 Downtown Improvement Project - Phase 1

Owner's Project No.: _____
 Engineer's Project No.: W13.120514
 Contractor's Project No.: _____

[illegible]



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

July 5, 2022

Jessica Bonniwell
City Administrator
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363

RE: 2021 Downtown Improvement Project Phase 2
City of Montrose, Minnesota
Project No.: W13.120514

Dear Jessica:

Please find enclosed Payment Estimate No. 3 for the above referenced project. The estimate includes all work completed through June 29, 2022. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Northdale Construction Company, Inc. and one to me for our files.

Also enclosed is Change Order 1 for the above referenced project. The change order has been prepared to authorize the additional cost for revising the fence type from a chain link fence to a privacy fence for house 271 1st Street N. If council agrees, please sign and date three copies and return one to Northdale Construction Company, Inc. and one to me for our files.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Project Engineer

Enclosures

Contractor's Application for Payment

Owner: <u>City of Montrose</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Northdale Construction Company, Inc.</u> Project: <u>2021 Downtown Improvement Project Phase 2</u> Contract: <u>2021 Downtown Improvement Project Phase 2</u>	Owner's Project No.: _____ Engineer's Project No.: <u>W13.120514</u> Agency's Project No.: _____																								
Application No.: <u>3</u> Application Date: <u>7/1/2022</u> Application Period: From <u>6/1/2022</u> to <u>6/27/2022</u>																									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 40%; text-align: right;">\$ 2,588,459.79</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$ 2,588,459.79</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$ 992,471.74</td> </tr> <tr> <td>5. Retainage</td> <td></td> </tr> <tr> <td> a. 5% X \$ 992,471.74 Work Completed</td> <td style="text-align: right;">\$ 49,623.59</td> </tr> <tr> <td> b. X \$ - Stored Materials</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$ 49,623.59</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$ 942,848.15</td> </tr> <tr> <td>7. Less previous payments</td> <td style="text-align: right;">\$ 598,353.59</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$ 344,494.56</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$ 1,595,988.05</td> </tr> </table>		1. Original Contract Price	\$ 2,588,459.79	2. Net change by Change Orders	\$ -	3. Current Contract Price (Line 1 + Line 2)	\$ 2,588,459.79	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 992,471.74	5. Retainage		a. 5% X \$ 992,471.74 Work Completed	\$ 49,623.59	b. X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ 49,623.59	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 942,848.15	7. Less previous payments	\$ 598,353.59	8. Amount due this application	\$ 344,494.56	9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 1,595,988.05
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: <u>Northdale Construction Company, Inc.</u>																									
Signature: <u>Sheila Goeb</u> Name: <u>Sheila Goeb</u>	Date: <u>7-1-2022</u> Title: <u>Controller</u>																								
Recommended by Engineer By: <u>Jared Voge</u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>07/05/2022</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																								

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Northdale Construction Company, Inc.	Agency's Project No.:	
Project:	2021 Downtown Improvement Project Phase 2		
Contract:	2021 Downtown Improvement Project Phase 2		

Application No.: 3		Application Period:		From	06/01/22	to	06/27/22	Application Date: 07/01/22			
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)	Balance to Finish (F - J) (\$)
Original Contract											
1	MOBILIZATION	1.00	LUMP SUM	32,152.50	32,152.50	0.40	12,861.00		12,861.00	40%	19,291.50
2	CLEARING	9.00	TREE	735.00	6,615.00	9.00	6,615.00		6,615.00	100%	-
3	GRUBBING	9.00	TREE	131.25	1,181.25	9.00	1,181.25		1,181.25	100%	-
4	REMOVE CURB AND GUTTER	1,060.00	LIN FT	5.00	5,300.00	1,060.00	5,300.00		5,300.00	100%	-
5	1.5" MILL BITUMINOUS PAVEMENT	12,870.00	SQ YD	1.05	13,513.50	-	-		-		13,513.50
6	REMOVE BITUMINOUS PAVEMENT	13,625.00	SQ YD	2.47	33,653.75	13,625.00	33,653.75		33,653.75	100%	-
7	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	SQ YD	7.50	787.50	125.00	937.50		937.50	119%	(150.00)
8	REMOVE CONCRETE DRIVEWAY PAVEMENT	395.00	SQ YD	10.00	3,950.00	395.00	3,950.00		3,950.00	100%	-
9	REMOVE CONCRETE WALK	1,503.00	SQ YD	10.00	15,030.00	1,477.00	14,770.00		14,770.00	98%	260.00
10	REMOVE BOLLARD	4.00	EACH	136.95	547.80	-	-		-		547.80
11	REMOVE GUARD RAIL	28.00	LIN FT	25.00	700.00	-	-		-		700.00
12	REMOVE FENCE	90.00	LIN FT	5.38	484.20	-	-		-		484.20
13	SALVAGE SIGN	18.00	EACH	42.00	756.00	-	-		-		756.00
14	SALVAGE MAILBOX	29.00	EACH	78.75	2,283.75	29.00	2,283.75		2,283.75	100%	-
15	SALVAGE FENCE	279.00	LIN FT	8.69	2,424.51	8.00	69.52		69.52	3%	2,354.99
16	COMMON LABORERS	20.00	HOUR	105.00	2,100.00	-	-		-		2,100.00
17	3.0 CU YD SHOVEL	10.00	HOUR	483.87	4,838.70	-	-		-		4,838.70
18	DOZER	10.00	HOUR	310.47	3,104.70	-	-		-		3,104.70
19	12 CU YD TRUCK	10.00	HOUR	136.95	1,369.50	-	-		-		1,369.50
20	3.0 CU YD FRONT END LOADER	10.00	HOUR	311.67	3,116.70	-	-		-		3,116.70
21	SKID LOADER	10.00	HOUR	188.07	1,880.70	-	-		-		1,880.70
22	1.5 CU YD BACKHOE	10.00	HOUR	365.22	3,652.20	-	-		-		3,652.20
23	STREET SWEEPING	25.00	HOUR	136.50	3,412.50	-	-		-		3,412.50
24	COMMON EXCAVATION (P)	13,670.00	CU YD	14.00	191,380.00	881.69	12,343.66		12,343.66	6%	179,036.34
25	SUBGRADE EXCAVATION (EV)	1,065.00	CU YD	14.00	14,910.00	-	-		-		14,910.00
26	SELECT GRANULAR BORROW (CV)	6,355.00	CU YD	21.98	139,682.90	766.80	16,854.26		16,854.26	12%	122,828.64
27	GEOTEXTILE FABRIC TYPE V	15,850.00	SQ YD	1.46	23,141.00	423.89	618.88		618.88	3%	22,522.12
28	AGGREGATE BASE (CV) CLASS 5	4,370.00	CU YD	34.73	151,770.10	442.53	15,369.07		15,369.07	10%	136,401.03
29	AGGREGATE SURFACING (CV) CLASS 2	29.00	CU YD	43.04	1,248.16	-	-		-		1,248.16
30	TYPE SP 9.5 WEARING COURSE MIX (2,B)	2,500.00	TON	83.48	208,700.00	-	-		-		208,700.00
31	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	2,390.00	TON	75.08	179,441.20	-	-		-		179,441.20
32	BITUMINOUS PATCH, MILL & OVERLAY AREA	50.00	SQ YD	42.00	2,100.00	-	-		-		2,100.00
33	5" CONCRETE WALK	17,702.00	SQ FT	6.45	114,177.90	-	-		-		114,177.90
34	6" CONCRETE WALK (PEDESTRIAN RAMPS)	883.00	SQ FT	15.78	13,933.74	-	-		-		13,933.74
35	TRUNCATED DOMES	128.00	SQ FT	63.00	8,064.00	-	-		-		8,064.00
36	CONCRETE CURB & GUTTER DESIGN B618	7,105.00	LIN FT	14.70	104,443.50	-	-		-		104,443.50
37	CONCRETE CURB & GUTTER DESIGN B418	945.00	LIN FT	17.85	16,868.25	-	-		-		16,868.25
38	7" CONCRETE DRIVEWAY PAVEMENT	600.00	SQ YD	98.15	58,890.00	-	-		-		58,890.00
39	BITUMINOUS DRIVEWAY PAVEMENT	165.00	SQ YD	53.00	8,745.00	-	-		-		8,745.00
40	4" PVC EDGE DRAIN	7,190.00	LIN FT	14.07	101,163.30	528.00	7,428.96		7,428.96	7%	93,734.34

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Northdale Construction Company, Inc.	Agency's Project No.:	
Project:	2021 Downtown Improvement Project Phase 2		
Contract:	2021 Downtown Improvement Project Phase 2		

Application No.: 3		Application Period:		From	06/01/22	to	06/27/22	Application Date: 07/01/22			
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / J) (%)	Balance to Finish (F - J) (\$)
						Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
41	4" DRAIN CLEANOUT (ONE WAY)	4.00	EACH	249.83	999.32	-	-		-		999.32
42	4" DRAIN CLEANOUT (TWO WAY)	9.00	EACH	387.91	3,491.19	1.00	387.91		387.91	11%	3,103.28
43	4" CONCRETE HEADWALL	1.00	EACH	572.26	572.26	-	-		-		572.26
44	CASTING ASSEMBLY SPECIAL - EDGE DRAIN CLEAN OUT	3.00	EACH	360.16	1,080.48	-	-		-		1,080.48
45	SUMP PUMP DRAINLINE SERVICE	10.00	EACH	379.77	3,797.70	-	-		-		3,797.70
46	TRAFFIC CONTROL	1.00	LUMP SUM	4,725.00	4,725.00	0.50	2,362.50		2,362.50	50%	2,362.50
47	4" DOUBLE YELLOW PAVEMENT MARKING STRIPING	5,870.00	LIN FT	0.65	3,815.50	-	-		-		3,815.50
48	PEDESTRIAN CROSS WALK MARKING	540.00	SQ FT	5.04	2,721.60	-	-		-		2,721.60
49	CONCRETE BOLLARD	3.00	EACH	365.22	1,095.66	-	-		-		1,095.66
50	FURNISH & INSTALL SIGN TYPE C	9.00	EACH	525.00	4,725.00	-	-		-		4,725.00
51	FURNISH & INSTALL SIGN (STREET NAME)	8.00	EACH	525.00	4,200.00	-	-		-		4,200.00
52	REINSTALL SIGN	5.00	EACH	367.50	1,837.50	-	-		-		1,837.50
53	REINSTALL MAILBOX	29.00	EACH	131.25	3,806.25	-	-		-		3,806.25
54	REINSTALL FENCE	240.00	LIN FT	21.92	5,260.80	-	-		-		5,260.80
55	REINSTALL PAVERS	20.00	SQ FT	42.00	840.00	-	-		-		840.00
56	4' CHAIN LINK FENCE	90.00	LIN FT	40.50	3,645.00	-	-		-		3,645.00
57	SEDIMENT CONTROL LOG, TYPE WOOD CHIP	100.00	LIN FT	3.15	315.00	-	-		-		315.00
58	SEDIMENT CONTROL LOG, ROCK	100.00	LIN FT	9.45	945.00	4.00	37.80		37.80	4%	907.20
59	SILT FENCE, TYPE MS	4,003.00	LIN FT	1.76	7,045.28	4,208.00	7,406.08		7,406.08	105%	(360.80)
60	EROSION CONTROL BLANKET, CAT 20	2,070.00	SQ YD	1.47	3,042.90	-	-		-		3,042.90
61	STORM DRAIN INLET PROTECTION	26.00	EACH	319.54	8,308.04	13.00	4,154.02		4,154.02	50%	4,154.02
62	STABILIZED CONSTRUCTION EXIT	1.00	EACH	2,741.51	2,741.51	-	-		-		2,741.51
63	SALVAGE, SCREEN, RESPREAD EXISTING TOPSOIL	1.00	LUMP SUM	18,103.45	18,103.45	-	-		-		18,103.45
64	COMMON TOPSOIL BORROW (LV)	1,260.00	CU YD	41.38	52,138.80	-	-		-		52,138.80
65	TEMPORARY MULCH, HYDROMULCH	5,010.00	SQ YD	0.89	4,458.90	-	-		-		4,458.90
66	TURF ESTABLISHMENT (SOD)	1,843.00	SQ YD	8.93	16,457.99	-	-		-		16,457.99
67	TURF ESTABLISHMENT (SEED)	1.03	ACRE	5,512.50	5,677.88	-	-		-		5,677.88
68	REMOVE STORM SEWER PIPE (12" & LARGER)	407.00	LIN FT	18.26	7,431.82	407.00	7,431.82		7,431.82	100%	-
69	REMOVE STORM MANHOLE OR CATCH BASIN	2.00	EACH	913.04	1,826.08	2.00	1,826.08		1,826.08	100%	-
70	CONNECT TO EXISTING STORM PIPE	3.00	EACH	1,186.44	3,559.32	3.00	3,559.32		3,559.32	100%	-
71	CONNECT TO EXISTING STORM STRUCTURE	2.00	EACH	1,553.25	3,106.50	2.00	3,106.50		3,106.50	100%	-
72	8" PVC PIPE SEWER, SDR 26	29.00	LIN FT	60.88	1,765.52	49.00	2,983.12		2,983.12	169%	(1,217.60)
73	12" RC PIPE SEWER CLASS V	318.00	LIN FT	74.20	23,595.60	318.00	23,595.60		23,595.60	100%	-
74	15" RC PIPE SEWER CLASS V	360.00	LIN FT	72.73	26,182.80	360.00	26,182.80		26,182.80	100%	-
75	18" RC PIPE SEWER CLASS III	543.00	LIN FT	76.82	41,713.26	543.00	41,713.26		41,713.26	100%	-
76	21" RC PIPE SEWER CLASS III	250.00	LIN FT	91.18	22,795.00	250.00	22,795.00		22,795.00	100%	-
77	15" RCP APRON	2.00	EACH	1,164.04	2,328.08	2.00	2,328.08		2,328.08	100%	-
78	TRASH GUARD FOR 15" RCP APRON	2.00	EACH	798.08	1,596.16	2.00	1,596.16		1,596.16	100%	-
79	RIP RAP, CLASS III	16.00	CU YD	228.26	3,652.16	16.00	3,652.16		3,652.16	100%	-
80	CONSTRUCT DRAINAGE STRUCTURE, DES SPECIAL-1	1.00	EACH	2,178.42	2,178.42	1.00	2,178.42		2,178.42	100%	-
81	CONSTRUCT DRAINAGE STRUCTURE, DES R-1	37.40	LIN FT	613.33	22,938.54	37.40	22,938.54		22,938.54	100%	-

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Northdale Construction Company, Inc.	Agency's Project No.:	
Project:	2021 Downtown Improvement Project Phase 2		
Contract:	2021 Downtown Improvement Project Phase 2		

Application No.:		3		Application Period:		From		06/01/22		to		06/27/22		Application Date:		07/01/22	
A	B	C	D	E	F	G	H	I	J	K	L						
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / J) (%)	Balance to Finish (F - J) (\$)						
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (H + I) (\$)										
82	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	5.80	LIN FT	535.36	3,105.09	5.80	3,105.09		3,105.09	100%	-						
83	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	43.40	LIN FT	524.13	22,747.24	43.40	22,747.24		22,747.24	100%	-						
84	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4020	18.60	LIN FT	788.11	14,658.85	18.60	14,658.85		14,658.85	100%	-						
85	CONSTRUCT DRAINAGE STRUCTURE, DES 72-4020	11.00	LIN FT	967.29	10,640.19	11.00	10,640.19		10,640.19	100%	-						
86	INTERIOR LINING OF CATCH BASIN RINGS	35.00	EACH	787.50	27,562.50	-	-		-	-	27,562.50						
87	CASTING ASSEMBLY (STORM)	25.00	EACH	1,209.02	30,225.50	-	-		-	-	30,225.50						
88	ADJUST FRAME AND RING CASTING (STORM)	5.00	EACH	443.26	2,216.30	-	-		-	-	2,216.30						
89	SALVAGE & REINSTALL CASTING	9.00	EACH	684.93	6,164.37	-	-		-	-	6,164.37						
90	REMOVE SANITARY MANHOLE	5.00	EACH	913.04	4,565.20	5.00	4,565.20		4,565.20	100%	-						
91	CONNECT TO EXISTING SANITARY SEWER MAIN	2.00	EACH	1,302.38	2,604.76	2.00	2,604.76		2,604.76	100%	-						
92	8"X6" PVC WYE, SDR 26	9.00	EACH	710.02	6,390.18	8.00	5,680.16		5,680.16	89%	710.02						
93	6" PVC SANITARY SERVICE PIPE, SDR 26	270.00	LIN FT	51.98	14,034.60	189.00	9,824.22		9,824.22	70%	4,210.38						
94	8" PVC PIPE SEWER, SDR 35	1,301.00	LIN FT	56.03	72,895.03	1,301.00	72,895.03		72,895.03	100%	-						
95	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4007C	69.00	LIN FT	461.19	31,822.11	69.00	31,822.11		31,822.11	100%	-						
96	CASTING ASSEMBLY (SANITARY)	7.00	EACH	773.50	5,414.50	-	-		-	-	5,414.50						
97	ADJUST FRAME AND RING CASTING (SANITARY)	9.00	EACH	671.52	6,043.68	-	-		-	-	6,043.68						
98	ABANDON AND SAND FILL WATERMAIN	155.00	LIN FT	6.39	990.45	-	-		-	-	990.45						
99	REMOVE HYDRANT	4.00	EACH	273.94	1,095.76	4.00	1,095.76		1,095.76	100%	-						
100	4" POLYSTYRENE INSULATION	20.00	SQ YD	58.78	1,175.60	53.72	3,157.66		3,157.66	269%	(1,982.06)						
101	TEMPORARY WATER SERVICE	1.00	LUMP SUM	18,260.87	18,260.87	1.00	18,260.87		18,260.87	100%	-						
102	CONNECT TO EXISTING WATERMAIN	7.00	EACH	1,438.81	10,071.67	7.00	10,071.67		10,071.67	100%	-						
103	HYDRANT (8.5' BURY)	7.00	EACH	5,894.31	41,260.17	7.00	41,260.17		41,260.17	100%	-						
104	6" GATE VALVE AND BOX	7.00	EACH	2,068.72	14,481.04	7.00	14,481.04		14,481.04	100%	-						
105	8" GATE VALVE AND BOX	12.00	EACH	2,819.25	33,831.00	12.00	33,831.00		33,831.00	100%	-						
106	CASTING ASSEMBLY SPECIAL	2.00	EACH	360.16	720.32	-	-		-	-	720.32						
107	1" CORPORATION STOP	9.00	EACH	349.33	3,143.97	8.00	2,794.64		2,794.64	89%	349.33						
108	1" CURB STOP & BOX	9.00	EACH	699.61	6,296.49	8.00	5,596.88		5,596.88	89%	699.61						
109	1" PE WATER SERVICE PIPE	205.00	LIN FT	42.91	8,796.55	148.00	6,350.68		6,350.68	72%	2,445.87						
110	6" C900 PVC WATERMAIN	170.00	LIN FT	56.04	9,526.80	170.00	9,526.80		9,526.80	100%	-						
111	8" C900 PVC WATERMAIN	2,060.00	LIN FT	54.91	113,114.60	2,060.00	113,114.60		113,114.60	100%	-						
112	12" C900 PVC RAW WATERMAIN	2,605.00	LIN FT	83.04	216,319.20	2,597.00	215,654.88		215,654.88	100%	664.32						
113	WATERMAIN FITTINGS	1,640.00	POUND	13.59	22,287.60	1,725.00	23,442.75		23,442.75	105%	(1,155.15)						
114	REPLACE VALVE BOX	4.00	EACH	817.72	3,270.88	1.00	817.72		817.72	25%	2,453.16						
115	ADJUST VALVE BOX	14.00	EACH	228.26	3,195.64	-	-		-	-	3,195.64						
116	LANDSCAPING ALLOWANCE	1.00	ALLOWANCE	7,500.00	7,500.00	-	-		-	-	7,500.00						
Original Contract Totals					\$ 2,588,459.79		\$ 992,471.74	\$ -	\$ 992,471.74	38%	\$ 1,595,988.05						

CHANGE ORDER NO.: 1

Owner: City of Montrose
 Engineer: Bolton & Menk, Inc.
 Contractor: Northdale Construction, Inc.
 Project: 2021 Downtown Improvement Project – Phase 2
 Contract Name: 2021 Downtown Improvement Project – Phase 2
 Date Issued: 07/01/2022

Owner's Project No.:
 Engineer's Project No.: W13.120514
 Contractor's Project No.:
 Effective Date of Change Order: 07/11/2022

The Contract is modified as follows upon execution of this Change Order:

Description:

As part of the project, the existing privacy fence to 271 1st Street N has been removed due to conflicts with the improvements and its location within City right-of-way. A 4-foot chain link fence was included with the project since the existing fence did not comply with the City ordinance requirements (4' maximum height and 75% open space). Council authorized the installation of a 6-foot privacy fence to replace the existing privacy fence.

The contract unit price for the 4' chain link fence is \$40.50 per linear foot. The fence replacement is approximately 90 feet, which results in a cost of approximately \$3,645.00 for the installation of the chain link fence. The contractor supplied us with a unit price of \$89.84 to install 90 feet of 6' postmaster cedar privacy fence. The cost for the installation of the privacy fence is approximately \$8,085.60. This would result in an increase of \$4,440.60 to install the privacy fence instead of the chain link fence.

This Change Order replaces item 56 4' Chain Link Fence at a unit price of \$40.50 per linear foot with item 56 6' Cedar Privacy Fence at a unit price of \$89.84 per linear foot.

Attachments:

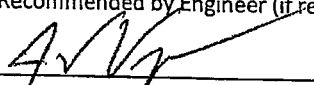
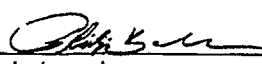
None

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 2,588,459.79		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	
Increase from previously approved Change Orders No. 0:		Increase from previously approved Change Orders No. 0 :	
\$ 0.00		Substantial Completion: _____	
		Ready for final payment: _____	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 2,588,459.79		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	
Increase this Change Order:		Increase this Change Order:	
\$ 4,440.60		Substantial Completion: _____	
		Ready for final payment: _____	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 2,592,900.39		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	

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	Recommended by Engineer (if required)	Accepted by Contractor
By:		
Title:	City Engineer, Jared Voge, P.E.	President
Date:	07/05/2022	
	Authorized by Owner	
By:	_____	
Title:	_____	
Date:	_____	

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Proposal for Outsourced Accounting Services for
City of Montrose

311 Buffalo Ave. S, P.O. Box 25
Montrose, Minnesota 55353

Proposed By:

Victoria Holthaus, CPA
Partner | Abdo
Abdo Financial Solutions
Victoria.holthaus@abdofs.com
Direct Line 952.715.3069

Value

We at Abdo help cities achieve their financial goals.

Fees are based on the scope, assumptions and timeline outlined within this proposal.

<u>DELIVERABLE</u>	<u>INVESTMENT</u>	<u>SELECTION OF SERVICES</u>
Process Evaluation	\$ 19,500	<input type="checkbox"/>
Long-term Financial Plan	14,500	<input type="checkbox"/>
Accounting Services:		
Monthly Support	Hourly Rate	<input type="checkbox"/>
Cash and Investment	Hourly Rate	<input type="checkbox"/>
Budget Assistance	Hourly Rate	<input type="checkbox"/>
Quarterly Financial Reporting	\$1,900 / quarter	<input type="checkbox"/>
<u>ACCOUNTING SERVICES (PROVIDED AT HOURLY RATE, WITH EXCEPTION OF QUARTERLY REPORTS)</u>		<u>HOURLY FEE</u>

Associate	\$165
Manager	240
Senior Manager	295
Partner	405

Abdo FS hourly bill rates are subject to change on September 1st of each year.

Monthly fees will be invoiced throughout the remainder of this contract. Process Evaluation and Long-term Plan will be invoiced 50% at the start of the project, and 50% sixty (60) days later.

In an effort to reduce environmental impact, you will receive printable, downloadable PDFs of your report. To receive one (1) paper report, you will be charged \$150 for a set-up fee. Additional paper copies will be charged at the rate of \$50 per report.

This quote is valid for thirty (30) days.

Scope of Services

Abdo FS Contract Task	Client Responsibility	Frequency
Cash and Investment Monitoring	(Hourly Rate Service)	
Reconcile cash and investments		Monthly
Review monthly to ensure timely and accurately balance		Monthly
Verify bank has proper amount of collateral pledged to City's account	Request monthly collateral statement from the bank	Monthly
Review cash flow to ensure proper amounts are available for operations		Monthly
Quarterly Reporting	(Fixed Fee Service)	
Complete quarterly dashboard of key indicators		Quarterly
Provide narrative to quarterly financial report	Review and provide input	Quarterly
Monthly Support	(Hourly Rate Service)	
Assist the client with general ledger coding of taxes, special assessments, debt, capital, and other items as necessary.		
Perform analytical procedures on general ledger accounts and provide assistance to the client in reconciling general ledger accounts.		
Review monthly budget to actual reports for coding errors	Review and provide input	Monthly
Review journal entries and payroll entries to ensure accuracy	Review and provide input	Bi-weekly
Review payroll and other monthly/quarterly reports	Review and provide input	Monthly/Quarterly
Monthly City meeting		Monthly

Scope of Services

Abdo FS Contract Task	Client Responsibility	Frequency
Budget Assistance	<i>(Hourly Rate Service)</i>	
Provide technical assistance for the preparation of the following items:	Provide individual responsible for the budget process and preparation	All tasks will be performed one time
Budget calendar		
Personnel budget		
Budget assumptions		
Budget worksheets for departments		
Budget workshop presentation		
Preliminary budget report and tax levy calculation		
Certification of preliminary levy		
Continued refinement of the budget		
Final budget report and tax levy calculation		
Truth-in-taxation presentation		
Certification of final levy		
Submittal of budget reports to MN Revenue, MN Office of the State Auditor, and newspaper publication		