



**CITY COUNCIL MEETING AGENDA  
JANUARY 16, 2024, AT 6:30 PM  
COUNCIL CHAMBERS**

*The City Council is provided background information for agenda items in advance by city staff, committees, and boards. Many decisions regarding agenda items are based upon this information, as well as: City policy and practices, input from constituents, questions or information that has not yet been presented or discussed regarding an agenda item. If you have a concern or question, please ask to be recognized by the mayor during the "Citizens addressing the Council" portion of the agenda.*

1. Call Meeting to Order and Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda
4. Citizens Addressing the Council

*State your name and address for the record. Please keep comments under 3 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.*

**CONSENT AGENDA**

5. Approval of Consent Agenda
  - A) Approval of Bills
  - B) January 2, 2024, City Council Meeting Minutes
  - C) Lawful Gambling License for Sibley County Ag Association, May 17, 2024 Bingo
  - D) Lawful Gambling License for Sibley County Ag Association, 2024 Bull Riding Event Raffle

**NEW BUSINESS**

6. DGR Engineering, Chad Rasmussen P.E.
7. Resolution 10-2024 Election Judges 2024
8. Recodification, CivicPlus

**OLD BUSINESS**

9. City Fundraising, Attorney Janssen
10. Well #3
11. City Lot

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

12. Maintenance Update, Kirby Weckworth
13. December PD Reports, Written Submission
14. Year End PD Reports, Chief Glenn Gerads
15. City Administrator Update, Jessica Steinke
16. City Attorney Update, Ken Janssen

**MISCELLANEOUS BUSINESS**

17. Workshop Tour Dates, Fire/EMS/PD

**ADJOURNMENT**

**DATES TO REMEMBER**

- 1.25.24 7:00pm Township Meeting – Ambulance/Fire
- 2.01.24 5:30pm Arlington EDA
- 2.01.24 6:30pm Arlington Planning and Zoning, *Pending Agenda Items*
- 2.05.24 6:30pm Arlington City Council
- 2.19.24 CLOSED – Presidents Day
- 2.20.24 6:30pm Arlington City Council

**\*Check Summary Register©**

10150 Unposted

Name	Check Date	Check Amt
<b>10150 Cash</b>		
Unposted ALPHA WIRELESS COMM.	1/11/2024	\$1,303.00
Unposted ARETE ADVISORS	1/11/2024	\$2,430.00
Unposted ARLINGTON AUTO & FARM SUP	1/11/2024	\$1,130.85
Unposted BORDER STATES ELECTRIC	1/11/2024	\$8,347.33
Unposted BOUND TREE MEDICAL, LLC	1/11/2024	\$989.58
Unposted CINTAS	1/11/2024	\$336.10
Unposted COORDINATED BUSINESS SYST	1/11/2024	\$417.45
Unposted FillMeUp	1/11/2024	\$936.64
Unposted FRANSEN BANK - ZUMBROTA	1/11/2024	\$34,442.00
Unposted GOPHER STATE ONE CALL	1/11/2024	\$27.00
Unposted HAGGENMILLER LUMBER/SNOW	1/11/2024	\$48.05
Unposted HEIMAN FIRE EQUIPMENT	1/11/2024	\$471.00
Unposted JERRY'S TRANSMISSION SERVI	1/11/2024	\$133.12
Unposted KLEHR GRADING	1/11/2024	\$460.00
Unposted LEAGUE OF MN CITIES	1/11/2024	\$270.00
Unposted LINDE GAS & EQUIP	1/11/2024	\$453.15
Unposted MATHESON TRI-GAS INC.	1/11/2024	\$132.62
Unposted MAVERICK AUTOMOTIVE	1/11/2024	\$2,319.71
Unposted MCDONALD HOPKINS	1/11/2024	\$1,230.30
Unposted MN DEPT. OF LABOR AND INDU	1/11/2024	\$20.00
Unposted MN DEPT. OF PUBLIC SAFETY	1/11/2024	\$200.00
Unposted MN MUNICIPAL POWER AGENCY	1/11/2024	\$141,184.16
Unposted MN RURAL WATER ASSN	1/11/2024	\$400.00
Unposted NELSON GRANITE LIMITED	1/11/2024	\$1,230.50
Unposted NORTHLAND TRUST SERVICES,	1/11/2024	\$314,671.88
Unposted RENVILLE SIBLEY SANITATION	1/11/2024	\$1,046.48
Unposted RIDGEVIEW-SIBLEY MEDICAL C	1/11/2024	\$54.55
Unposted SIBLEY COUNTY DAC	1/11/2024	\$495.84
Unposted SUMMIT FIRE PROTECTION	1/11/2024	\$457.00
Unposted U.S. BANK TRUST NATL ASSOC.	1/11/2024	\$288,027.50
Unposted VOS CONSTRUCTION	1/11/2024	\$20,000.00
Unposted XCEL ENERGY	1/11/2024	\$526.75
Unposted ZARNOTH BRUSH WORKS, INC	1/11/2024	\$361.60
<b>Total Checks</b>		<b>\$824,554.16</b>

**Fund Summary**

	10150 Cash
101 General Fund	\$10,998.95
201 Fire Fund	\$1,443.76
202 Ambulance Fund	\$2,127.33
203 Community Center Fund	\$750.48
207 Cemetery Fund	\$1,230.50
315 Sinking Fund - 2012 GO Improv.	\$10,211.79
317 Sinking Fund - 2015 GO Improv.	\$90,837.75
318 Sinking Fund - 2017 GO Improv.	\$76,735.30
321 Sinking Fund - 2019 GO Improv.	\$70,750.00
351 FIRE TRUCK - 2019 Tanker	\$21,312.50
601 Water Fund	\$129,061.62
602 Sewer Fund	\$45,739.16
603 AGI Sewer Fund	\$55,126.07
604 Electric Fund	\$201,757.69
605 Storm Water Drainage Fund	\$106,471.26
	<b>\$824,554.16</b>

Payments

Current Period: JANUARY 2024

Payments Batch 01-16-24 PAY		\$824,554.16		
Refer	16117 ALPHA WIRELESS COMM.	-		
Cash Payment	E 101-42110-508 Radio-Mobile/Base	2024 PD RADIO AGRMT, FD PAGER REPAIRS		\$918.00
Invoice				
Cash Payment	E 201-42280-508 Radio-Mobile/Base	2024 PD RADIO AGRMT, FD PAGER REPAIRS		\$385.00
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$1,303.00
Refer	16118 ARETE ADVISORS	-		
Cash Payment	E 101-41400-300 Professional Srvs	ADD'L EMAIL INVESTIGATION REPORT		\$2,430.00
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$2,430.00
Refer	16119 ARLINGTON AUTO & FARM SUPPL	-		
Cash Payment	E 101-43000-485 Gas and Repair Miscella	DEC- VEHICLE PARTS & OIL		\$1,075.95
Invoice				
Cash Payment	E 201-42280-485 Gas and Repair Miscella	DEC- VEHICLE PARTS & OIL		\$54.90
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$1,130.85
Refer	16120 BORDER STATES ELECTRIC	-		
Cash Payment	E 604-49550-635 Transformers,Wire,Pole	FINAL 3-PHASE ELEC METERS		\$8,347.33
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$8,347.33
Refer	16121 BOUND TREE MEDICAL, LLC	-		
Cash Payment	E 202-42153-217 Other Operating Supplie	DEC- AMB. SUPPLIES		\$989.58
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$989.58
Refer	16122 CINTAS	-		
Cash Payment	E 101-43000-210 Operating Supplies	MTHLY SHOP AGRMTS & FIRST-AID FILL		\$70.61
Invoice				
Cash Payment	E 101-43000-420 Shop Equipment	MTHLY SHOP AGRMTS & FIRST-AID FILL		\$265.49
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$336.10
Refer	16123 COORDINATED BUSINESS SYSTE	-		
Cash Payment	E 101-41400-321 Telephone	DEC- PHONE BILLS		\$191.71
Invoice				
Cash Payment	E 101-42110-321 Telephone	DEC- PHONE BILLS		\$141.46
Invoice				
Cash Payment	E 101-43000-321 Telephone	DEC- PHONE BILLS		\$28.09
Invoice				
Cash Payment	E 202-42153-321 Telephone	DEC- PHONE BILLS		\$56.19
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$417.45
Refer	16124 FILLMEUP	-		
Cash Payment	E 101-42110-480 Gas & Repair-Police Car	DEC- FUEL		\$325.23
Invoice				
Cash Payment	E 101-43000-485 Gas and Repair Miscella	DEC- FUEL		\$611.41
Invoice				
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$936.64
Refer	16125 FRANSEN BANK - ZUMBROTA	-		

Payments

Current Period: JANUARY 2024

Cash Payment	E 603-47000-601	Debt Srv Bond Principal	FEB. 1st- '15 WW BOND PMT (FINAL)		\$34,000.00
Invoice					
Cash Payment	E 603-47000-611	Bond Interest	FEB. 1st- '15 WW BOND PMT (FINAL)		\$442.00
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$34,442.00
Refer	16126 <i>GOPHER STATE ONE CALL</i>				
Cash Payment	E 604-49550-637	Service Locations	DEC- LOCATE TICKETS		\$27.00
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$27.00
Refer	16127 <i>HAGGENMILLER LUMBER/SNOW</i>				
Cash Payment	E 101-45202-220	Repair/Maint Supply	DEC- ICE RINK MATERIALS		\$48.05
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$48.05
Refer	16128 <i>HEIMAN FIRE EQUIPMENT</i>				
Cash Payment	E 201-42280-417	Uniforms/Outerwear	FIRE- TURNOUT GEAR NAME PANELS		\$471.00
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$471.00
Refer	16129 <i>JERRY S TRANSMISSION SERVIC</i>				
Cash Payment	E 202-42153-485	Gas and Repair Miscella	AMB- '16 RIG MAINT.		\$133.12
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$133.12
Refer	16130 <i>KLEHR GRADING</i>				
Cash Payment	E 101-43000-487	Grading Streets/Alleys	DEC. 29th GRADING		\$460.00
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$460.00
Refer	16131 <i>LEAGUE OF MN CITIES</i>				
Cash Payment	E 101-42110-208	Training and Instruction	PD- 2024 'PATROL' TRAINING		\$270.00
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$270.00
Refer	16132 <i>LINDE GAS &amp; EQUIP.</i>				
Cash Payment	E 202-42153-217	Other Operating Supplie	DEC- AMB. OXYGEN		\$453.15
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$453.15
Refer	16133 <i>MATHESON TRI-GAS</i>				
Cash Payment	E 101-43000-210	Operating Supplies	DEC- SHOP TANK RENTAL		\$132.62
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$132.62
Refer	16134 <i>MAVERICK AUTOMOTIVE</i>				
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	DEC- FUEL & REPAIRS		\$367.42
Invoice					
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	DEC- FUEL & REPAIRS		\$978.01
Invoice					
Cash Payment	E 101-43000-485	Gas and Repair Miscella	DEC- FUEL & REPAIRS		\$25.00
Invoice					
Cash Payment	E 201-42280-485	Gas and Repair Miscella	DEC- FUEL & REPAIRS		\$517.66
Invoice					
Cash Payment	E 202-42153-485	Gas and Repair Miscella	DEC- FUEL & REPAIRS		\$431.62
Invoice					
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	\$2,319.71

Payments

Current Period: JANUARY 2024

Refer	16135	MCDONALD HOPKINS	-			
Cash Payment	E 101-41400-300	Professional Svcs		ADD'L EMAIL INVESTIGATION		\$1,230.30
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$1,230.30
Refer	16136	MN DEPT. OF LABOR AND INDUST	-			
Cash Payment	E 203-45000-170	Permits and Licenses		2024- EVENT CTR. BOILER LIC.		\$20.00
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$20.00
Refer	16137	MN DEPT. OF PUBLIC SAFETY	-			
Cash Payment	E 601-49400-170	Permits and Licenses		ANNUAL- W/WW HAZ. MATERIAL PERMIT		\$100.00
Invoice						
Cash Payment	E 603-49450-170	Permits and Licenses		ANNUAL- W/WW HAZ. MATERIAL PERMIT		\$100.00
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$200.00
Refer	16138	MN MUNI. POWER AGENCY	-			
Cash Payment	E 604-49550-389	Electric Energy Purchas		DEC- ENERGY		\$141,184.16
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$141,184.16
Refer	16139	MN RURAL WATER ASSN	-			
Cash Payment	E 601-49400-433	Dues and Subscriptions		2024 ASSOC. MEMBERSHIP DUES		\$400.00
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$400.00
Refer	16140	NELSON GRANITE LIMITED	-			
Cash Payment	E 207-49990-733	Reimbursible Expense		COL. NAME PLAQUES (ARNESON & DUFFY)		\$613.50
Invoice						
Cash Payment	E 207-49990-733	Reimbursible Expense		COL. NAME PLAQUES (ARNESON & DUFFY)		\$617.00
Invoice						
Transaction Date	1/11/2024		Cash	10150	<b>Total</b>	\$1,230.50
Refer	16141	NORTHLAND TRUST SERVICES, IN	-			
Cash Payment	E 315-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$9,500.00
Invoice						
Cash Payment	E 315-47000-611	Bond Interest		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$711.79
Invoice						
Cash Payment	E 317-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$80,600.00
Invoice						
Cash Payment	E 317-47000-611	Bond Interest		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$10,237.75
Invoice						
Cash Payment	E 318-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$67,500.00
Invoice						
Cash Payment	E 318-47000-611	Bond Interest		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$9,235.30
Invoice						
Cash Payment	E 601-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$44,775.00
Invoice						
Cash Payment	E 601-47000-611	Bond Interest		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$5,406.87
Invoice						
Cash Payment	E 602-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$26,650.00
Invoice						
Cash Payment	E 602-47000-611	Bond Interest		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$3,016.16
Invoice						
Cash Payment	E 605-47000-601	Debt Srv Bond Principal		FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$50,975.00
Invoice						

Payments

Current Period: JANUARY 2024

Cash Payment Invoice	E 605-47000-611	Bond Interest	FEB. 1st BOND PMTS- '12, '15, '15 IMP.		\$6,064.01
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	<b>\$314,671.88</b>
Refer	16142 <i>RENVILLE SIBLEY SANITATION</i>				
Cash Payment Invoice	E 101-41940-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$40.02
Cash Payment Invoice	E 101-42110-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$9.58
Cash Payment Invoice	E 101-43000-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$71.06
Cash Payment Invoice	E 101-43000-385	Recycling	DEC- CITY GARBAGE & RECYCLING		\$628.00
Cash Payment Invoice	E 101-45202-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$112.32
Cash Payment Invoice	E 101-45500-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$18.70
Cash Payment Invoice	E 201-42280-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$15.20
Cash Payment Invoice	E 202-42153-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$9.12
Cash Payment Invoice	E 203-45000-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$85.16
Cash Payment Invoice	E 603-49450-384	Refuse/Garbage Dispos	DEC- CITY GARBAGE & RECYCLING		\$57.32
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	<b>\$1,046.48</b>
Refer	16143 <i>RIDGEVIEW - SIBLEY MEDICAL CT</i>				
Cash Payment Invoice	E 202-42153-217	Other Operating Supplie	DEC- AMB. Rx SUPPLIES		\$54.55
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	<b>\$54.55</b>
Refer	16144 <i>SIBLEY COUNTY DAC</i>				
Cash Payment Invoice	E 101-41940-219	Cleaning	DEC- CLEANING & UB BILL STUFFING		\$188.32
Cash Payment Invoice	E 203-45000-300	Professional Srvs	DEC- CLEANING & UB BILL STUFFING		\$188.32
Cash Payment Invoice	E 604-49550-218	Office Expense	DEC- CLEANING & UB BILL STUFFING		\$119.20
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	<b>\$495.84</b>
Refer	16145 <i>SUMMIT FIRE PROTECTION</i>				
Cash Payment Invoice	E 203-45000-396	Safety Program & Equip	DEC- EVENT CTR FIRE ALARM TESTING		\$457.00
Transaction Date	1/11/2024	Cash	10150	<b>Total</b>	<b>\$457.00</b>
Refer	16146 <i>U.S. BANK TRUST NATL ASSOC.</i>				
Cash Payment Invoice	E 321-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec		\$55,000.00
Cash Payment Invoice	E 321-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec		\$15,750.00
Cash Payment Invoice	E 351-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec		\$20,000.00
Cash Payment Invoice	E 351-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec		\$1,312.50

Payments

Current Period: JANUARY 2024

Cash Payment Invoice	E 601-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$63,343.00
Cash Payment Invoice	E 601-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$15,036.75
Cash Payment Invoice	E 602-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$12,675.00
Cash Payment Invoice	E 602-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$3,398.00
Cash Payment Invoice	E 604-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$45,000.00
Cash Payment Invoice	E 604-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$7,080.00
Cash Payment Invoice	E 605-47000-601	Debt Srv Bond Principal	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$38,982.00
Cash Payment Invoice	E 605-47000-611	Bond Interest	FEB. 1st BOND PMTS- '19IMP, '22Wtr, '14Elec	\$10,450.25
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$288,027.50
Refer	16147 VOS CONSTRUCTION			-
Cash Payment Invoice	E 603-49450-409	Rep/Sup-WW Facility	WWPT- DOOR REPLACEMENT PMT #1	\$20,000.00
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$20,000.00
Refer	16148 XCEL ENERGY			-
Cash Payment Invoice	E 603-49450-381	Electric & Heat Utilities	DEC- GREEN ISLE LIFT STATION ELEC BILL	\$526.75
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$526.75
Refer	16149 ZARNOTH BRUSH WORKS, INC			-
Cash Payment Invoice	E 101-43000-485	Gas and Repair Miscella	STREET SWEEPER BRUSHES	\$361.60
Transaction Date	1/11/2024	Cash	10150	<b>Total</b> \$361.60

Fund Summary

	10150 Cash
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317 Sinking Fund - 2015 GO Improv.	\$90,837.75
318 Sinking Fund - 2017 GO Improv.	\$76,735.30
321 Sinking Fund - 2019 GO Improv.	\$70,750.00
351 FIRE TRUCK - 2019 Tanker	\$21,312.50
601 Water Fund	\$129,061.62
602 Sewer Fund	\$45,739.16
603 AGI Sewer Fund	\$55,126.07
604 Electric Fund	\$201,757.69
605 Storm Water Drainage Fund	\$106,471.26
	<b>\$824,554.16</b>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$824,554.16
<b>Total</b>	<b>\$824,554.16</b>





**CITY COUNCIL MEETING MINUTES  
JANUARY 2, 2024, AT 6:30 PM  
COUNCIL CHAMBERS**

*The City Council is provided background information for agenda items in advance by city staff, committees, and boards. Many decisions regarding agenda items are based upon this information, as well as: City policy and practices, input from constituents, questions or information that has not yet been presented or discussed regarding an agenda item. If you have a concern or question, please ask to be recognized by the mayor during the "Citizens addressing the Council" portion of the agenda.*

1. Call Meeting to Order and Pledge of Allegiance- *Meeting was called to order at 6:30 pm by Mayor Scharpe.*

2. Roll Call-  
Members Present- *Mayor Matthew Scharpe, Councilmembers Dave Meyer, John Thomes, Jeff Matz, Christina Litfin, Curtis Ling*

Members Absent- *City Administrator Jessica Steinke, City Attorney Ken Janssen*

Staff Present- *Fire Chief Doug Mackenthun, Police Officer Brandon Legg, Library Director Andy Kelton, Administrative Assistant Gwen Scharpe*

Guests Present- *Kurt Menk of the Arlington Enterprise, Tim Haggemiller, Mike Scharping, Peter Weber, Tim Jahr, Wade Schneider, Jim Klingelutz, Dakota Robinson, Felicia Brockoff, Kim Quast, Jen and Jason Quast, Brittney St. John, Paul Pieper, Jody Pieper, Samantha Pieper, Amy Berger, Stacy Hoechst*

3. Approval of the Agenda- *Thomes made a motion to approve the agenda. Matz seconded. Motion carried with all voting in favor.*

4. Citizens Addressing the Council  
*State your name and address for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.*

*No one addressed the Council.*

**CONSENT AGENDA**

5. Approval of Consent Agenda  
A) Approval of Bills  
B) December 18, 2023, City Council Meeting Minutes  
C) 3.2 Liquor License for the Arlington A's Baseball Team  
*Meyer made a motion to approve the consent agenda. Ling seconded. Motion carried with all voting in favor.*

**OLD BUSINESS**

6. Property at 23315 State Hwy 5, Paul Pieper- *Pieper read a statement to the Council.*

**NEW BUSINESS**





7. Fire Department Quote, Chief Doug Mackenthun- *Chief Mackenthun gave a year end report to the Council. Meyer made a motion to approve the quote from NAPA for an air compressor, install kit and in-line dryer. Thomes seconded. Motion carried with all voting in favor.*
8. Resolution 1-2024- A RESOLUTION DESIGNATING THE OFFICIAL CITY DEPOSITORY  
*Meyer made a motion to approve Resolution 1-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Thomes; and upon poll being taken thereon the following voted in favor thereof: Ling, Litfin, Matz, Thomes, Meyer; the following against: none; the following abstained: none; the following were absent: none.*
9. Resolution 2-2024- A RESOLUTION AUTHORIZING SIGNATURE AUTHORITY FOR CITY ACCOUNTS  
*Thomes made a motion to approve Resolution 2-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Litfin; and up on poll being taken thereon the following voted in favor thereof: Meyer, Litfin, Ling, Thomes, Matz; the following voted against: none; the following abstained: none; and the following were absent: none.*
10. Resolution 3-2024- A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER  
*Matz made a motion to approve Resolution 3-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ling; and upon poll being taken thereon the following voted in favor thereof: Ling, Meyer, Thomes, Matz, Litfin; the following voted against: none; the following abstained: none; the following were absent: none.*
11. Resolution 4-2024 – A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE  
*Litfin made a motion to approve Resolution 4-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Meyer; and upon poll being taken thereon the following voted in favor thereof: Ling, Litfin, Matz, Thomes, Meyer; and the following voted against the same: none; and the following abstained from voting: none; and the following were absent: none.*
12. Resolution 5-2024 – A RESOLUTION APPOINTING CITY ADMINISTRATOR AND AUTHORIZING THE CITY OF ARLINGTON TO CONTINUE CONTRACT WITH JESSICA STEINKE  
*Meyer made a motion to approve Resolution 5-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Matz; and upon poll being taken thereon the following voted in favor thereof: Matz, Ling, Thomes, Litfin, Meyer; the following voted against: none; the following abstained: none; the following were absent: none.*
13. Resolution 6-2024 – A RESOLUTION RADIFYING MAYORAL APPOINTMENTS AND COMMITTEES  
*Thomes made a motion to approve Resolution 6-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ling; and upon poll being taken thereon the following voted in favor thereof: Meyer, Litfin, Ling, Matz, Thomes; and the following voted against the same: none; and the following abstained: none; and the following were absent: none.*



14. Resolution 7-2024 – A RESOLUTION POSTPONING APPOINTMENTS TO SAID COMMITTEES  
*Matz made a motion to approve Resolution 7-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Thomes; and upon poll being taken thereon the following voted in favor thereof: Thomes, Meyer, Litfin, Ling, Matz; and the following voted against the same: none; and the following abstained from voting: none; and the following were absent: none.*
15. Resolution 8-2024 – A RESOLUTION ADOPTING THE 2024 CITY CALENDAR  
*Meyer made a motion to approve Resolution 8-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Thomes; and upon poll being taken thereon the following voted in favor thereof: Matz, Ling, Thomes, Litfin, Meyer; the following voted against: none; the following abstained: none; and the following were absent: none.*
16. Resolution 9-2024 – A RESOLUTION ADOPTING THE 2024 CITY BUDGET  
*Litfin made a motion to approve Resolution 9-2024. The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Matz; and upon poll being taken thereon the following voted in favor thereof: Thomes, Ling, Matz, Litfin, Meyer and the following were absent: none.*

#### **REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

17. People Service November Report, Written- *Submitted report.*
18. November 2023 Statement of Funds- *Submitted report.*
19. City Administrator Update, Jessica Steinke- *No report, Steinke not present at the meeting.*

#### **MISCELLANEOUS BUSINESS**

##### 20. Christmas Lights

*There was discussion regarding the updating of Christmas lights. Scharpe commented that the City Office is looking into the possibility of the city fundraising for the Christmas lights. Public Works to get an estimated dollar amount of what is needed for new Christmas lights.*

*Thomes commented on a well at Northland Drying.*

#### **ADJOURNMENT**

*Thomes made a motion to adjourn the meeting at 7:07 pm. Ling seconded. Motion carried with all voting in favor.*

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*City Administrator Jessica Steinke*

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*Mayor Matthew Scharpe*

**DGR ENGINEERING**  
**Master Agreement for Professional Services**  
**Task Order Version**

THIS AGREEMENT is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between City of Arlington, Minnesota, hereinafter referred to as “Client” and DeWild Grant Reckert and Associates Company, d/b/a DGR Engineering, hereinafter referred to as “Consultant”.

WHEREAS, Client requires professional services on occasion; and,

WHEREAS, Consultant is willing to provide such services upon the terms and conditions hereinafter set forth,

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree to the following general terms and conditions:

**1. BASIC AGREEMENT:**

- 1.1. TASK ORDERS:** From time to time Client may request that Consultant provide services. Each request shall be documented in a Task Order consistent with the format of Exhibit A to this Agreement, and, upon acceptance as evidenced by signature of Consultant and Client, shall be considered an amendment to this Agreement.
- 1.2. GENERAL:** This Agreement sets forth the general terms and conditions which will apply to all services rendered. Consultant shall provide or cause to be provided the services set forth in this Agreement and any subsequent amendments including Task Orders; and Client shall pay Consultant for such services as set forth in Paragraph 3.3 and the Task Order.
- 1.3. TERM:** This Master Agreement shall be effective on the date shown above, until terminated as provided in paragraph 4.2 below.

**2. CONSULTANT’S RESPONSIBILITIES:**

- 2.1. SERVICES PROVIDED:** Each Task Order will describe services to be performed and deliverables, if any, to be provided. Consultant shall not be obligated to perform any prospective Task Order unless and until Client and Consultant agree as to the scope of Consultant's services, time for performance, Consultant's compensation, and Client’s responsibilities. Each duly executed Task Order shall be subject to the terms and conditions of this Agreement.
- 2.2. STANDARD OF CARE:** The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession

practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

**2.3. INDEPENDENT CONTRACTOR:** All labor, material and equipment necessary to complete the Services shall be provided by Consultant as an independent contractor. Consultant shall be solely responsible for the means and methods used to complete its Services. Consultant is not an employee of or in a joint venture with Client.

**2.4. TIMELINESS OF PERFORMANCE:** The Consultant will perform its Services with reasonable diligence and expediency consistent with sound professional practices.

### **3. CLIENT'S RESPONSIBILITY:**

**3.1. DUTY TO PROVIDE INFORMATION:** Client agrees to provide Consultant with any and all documents, including but not limited to, structural documents, geotechnical reports and other technical information regarding the location where Services are to be performed (the "Site"), if any, which are available to Client and which relate to the Services. Client shall be responsible for, and Consultant may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, documents and other information furnished by Client to Consultant under the Agreement. Consultant may use such requirements, reports, data, documents and information in performing or furnishing Services under the Agreement. Client shall make decisions and carry out its other responsibilities in a timely manner under the Agreement so as not to delay Consultant's Services.

**3.2. PERMITS AND LICENSES:** Client agrees to timely obtain and provide all licenses, permits, registrations, certificates and government or agency approvals that may be required to commence and/or complete Client's Project.

**3.3. PAYMENT AND TERMS:** Consultant shall prepare invoices in accordance with its standard invoicing practices and the specific Task Order. Consultant shall submit its invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due Consultant for services and expenses within 30 days after receipt of Consultant's invoice, then Client will be considered in breach of the payment terms of this Agreement, and the compounded amount due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day.

If Client disputes an invoice, Client may withhold until resolution of the disputed portion only that portion so disputed, and must pay the undisputed portion.

Whenever Consultant is entitled to compensation for the charges of Sub-consultants used by the Consultant as part of the services provided to the Client, those charges shall be billed to the Client at the amount billed to the Consultant by the Sub-consultant times a factor of 1.0.

Client shall pay all governmental taxes and fees applicable to Consultant's services, which, unless specifically listed in the Fee Arrangement portion of the Task Order, shall be in addition to the compensation to which Consultant is entitled under this Agreement. If after the Effective Date of a Task Order any governmental entity takes a legislative action that imposes sales or use taxes, fees, or charges on Consultant's services or compensation different than as described by the Task Order, then the Consultant may invoice such new taxes, fees, or charges as a Reimbursable Expense to which a factor of 1.0 shall be applied. Client shall reimburse Consultant for the cost of such invoiced new taxes, fees, and charges; such reimbursement shall be in addition to the compensation to which Consultant is entitled under the terms of the specific Task Order.

#### **4. GENERAL CONSIDERATIONS:**

**4.1. OWNERSHIP OF DOCUMENTS:** All data, reports, drawings, specifications, record drawings, work-product, and other deliverables (whether in printed or electronic format) provided by or furnished by Consultant pursuant to the Agreement (the "Documents") are instruments of service in respect to this Project, and Consultant shall retain an ownership and property interest therein (including the right of reuse at the discretion of Consultant) whether or not the Project is completed. Notwithstanding the foregoing, upon completion of the project or termination of the services and payment of all monies due the Consultant, Consultant hereby grants to Client a royalty-free, non-exclusive unlimited license to utilize Consultant's Documents provided to Client as part of the Services to the extent necessary for the construction, operation, maintenance or repair of the Project or any unit or component thereof. Client may also make and retain copies of Documents for information and reference in connection with use on the Project by Client and others. Such Documents are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by Consultant, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Consultant, its officers, directors, employees, agents, or Consultants. Client shall indemnify and hold harmless Consultant, its officers, directors, partners, employees, agents, and its Consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting there from.

**4.2. SUSPENSION AND TERMINATION:** If the client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon seven (7) days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

Either party may terminate this Agreement or any individual Task Order by giving the other party a written seven (7) days notice of its intent to terminate. Client shall pay for all services rendered and all reimbursable costs incurred by Consultant up to the date of termination. Payment to Consultant shall be made within 30 days of the date of termination.

**4.3. INSURANCE:** Consultant will purchase and maintain such insurance as is reasonable and necessary for the Services being performed. The insurance required by this section shall include the coverage and be written for not less than the limits of liability and coverage as hereinafter provided, or as required by law, whichever is greater.

Workers Compensation:	Statutory Limits in state where Project is located
Commercial General Liability:	\$1,000,000 each occurrence \$2,000,000 general aggregate
Professional Liability:	\$2,000,000 per claim \$2,000,000 general aggregate
Umbrella Liability:	\$5,000,000 each occurrence \$5,000,000 general aggregate

Upon Client's request, Consultant shall deliver to Client certificates of insurance evidencing the coverage set forth above.

**4.4. OPINIONS OF COST:** Consultant's opinions of probable Construction Cost are to be made on the basis of Consultant's experience and qualifications and represent Consultant's estimate as an experienced and qualified professional generally familiar with the construction industry. However, because Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Consultant. If Client requires greater assurance as to probable Construction Cost, Client must employ an independent cost estimator.

**4.5. STATUS DURING CONSTRUCTION:** If Construction Observation is included in the scope of services, the Consultant shall visit the Project site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the Client and the Consultant, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow the Consultant, as an experienced professional, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Construction Contract Documents.

Based on this general observation, the Consultant shall keep the Client informed about the progress of the Work and shall endeavor to inform the Client of observed deficiencies in the Work. If the Client desires more extensive project observation or full-time project representation, the Client shall request that such services be provided by the Consultant as Additional Services on the Task Order.

The Consultant shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Construction Contract Documents.

The Consultant shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Consultant does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Construction Contract Documents or any applicable laws, codes, rules or regulations.

## **5. MISCELLANEOUS PROVISIONS:**

- 5.1. MUTUAL WAIVERS:** To the fullest extent permitted by law, Client and Consultant (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Consultant's total liability to Client and to all construction contractors and subcontractors on construction related to any services provided, due to Consultant's negligent acts, errors, or omissions, shall be limited to \$50,000 or the total amount of compensation received by Consultant for the subject Task Order, whichever is greater.
- 5.2. CODE COMPLIANCE:** The Consultant shall exercise usual and customary professional care in its efforts to comply with applicable laws, codes and regulations in effect as of the date of each respective Task Order issued by Client to Consultant. Design changes made necessary by newly enacted laws, codes and regulations after the Task Order date shall entitle the Consultant to a reasonable adjustment in the schedule and additional compensation based upon Consultant's Standard Fee Schedule in effect when the work is completed. In the event of a conflict between laws, codes and regulations of various governmental entities having jurisdiction over a Project under this Agreement, the Consultant shall notify the Client of the nature and impact of such conflict. The Client agrees to cooperate and work with the Consultant in an effort to resolve this conflict.
- 5.3. DISPUTE RESOLUTION:** The Parties agree to submit all disputes between them to formal non-binding mediation prior to exercising their rights under the Agreement or under law.



- 5.4. SEVERABILITY:** Any term or provision of this Agreement found to be invalid or unenforceable under any applicable statute or rule of law shall be deemed omitted and the remainder of this Agreement shall remain in full force and effect.
- 5.5. ASSIGNMENT:** Neither Client nor Consultant may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) under the Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Agreement.
- 5.6. GOVERNING LAW and JURISDICTION:** Client and Consultant agree that the Contract Documents and any legal actions concerning their validity, interpretation and performance shall be governed by the laws of the State in which the project is located.

**IN WITNESS WHEREOF,** the parties hereto have executed this Master Agreement for Professional Services as of the date first above written.

<u>City of Arlington, Minnesota</u> (Client)	<u>DeWild Grant Reckert and Associates Company          d/b/a DGR Engineering</u> (Consultant)
By: _____	By: _____
Title: _____ (Authorized signature and Title)	Title: _____ (Authorized signature and Title)
Date: _____	Date: _____
Address: _____	Address: <u>1302 South Union Street</u>
City: _____	City: <u>Rock Rapids, IA 51246</u>
Phone: _____	Phone: <u>712-472-2531</u>

**EXHIBIT A  
TASK ORDER**

Task Order No. \_\_\_\_\_

Effective Date: \_\_\_\_\_

**Task Order Amendment to the  
DGR ENGINEERING  
Master Agreement for Professional Services**

DGR Engineering (Consultant) agrees to provide to: City of Arlington, Minnesota (Client), the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services executed by and between Consultant and Client on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**TASK ORDER PROJECT NAME:**

**TASK ORDER PROJECT DESCRIPTION:**

**DGR CONTACT PERSON:**

**CLIENT CONTACT PERSON:**

**SCOPE OF WORK:**

**FEE ARRANGEMENT:**

**SPECIAL TERMS AND CONDITIONS:**

City of Arlington, Minnesota  
(Client)

DeWild Grant Reckert and Associates Company  
d/b/a DGR Engineering  
(Consultant)

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_  
(Authorized signature and Title)

Title: \_\_\_\_\_  
(Authorized signature and Title)

Address: \_\_\_\_\_

Address: 1302 South Union Street

City: \_\_\_\_\_

City: Rock Rapids, IA 51246

Date: \_\_\_\_\_

Date: \_\_\_\_\_



APPENDIX I

**DGR ENGINEERING**

JANUARY 2024

**HOURLY FEE SCHEDULE A**

<b>Personnel Grade</b>	<b>Engineer Hourly Rate</b>	<b>Technician Hourly Rate</b>	<b>Administrative Hourly Rate</b>
01	\$126	\$75	\$75
02	\$134	\$80	\$80
03	\$142	\$85	\$85
04	\$152	\$90	\$90
05	\$162	\$95	\$95
06	\$172	\$100	\$102
07	\$182	\$106	\$109
08	\$193	\$113	\$117
09	\$204	\$120	\$125
10	\$216	\$127	\$135
11	\$228	\$135	\$145
12	\$241	\$143	\$155
13	\$254	\$151	\$170
14	\$264	\$161	\$200
15	\$271	\$172	\$249

Reimbursable Expenses:

1. Standard vehicle mileage at the IRS standard mileage rate in effect at the time.
2. Survey/staking/heavy duty trucks at IRS standard mileage rate plus \$0.25 per mile.
3. Other travel, subsistence, lodging at actual out-of-pocket cost.
4. GPS Survey Equipment (when used) at \$31.25 per hour.
5. ATV and UTV Equipment (when applicable) at \$12.50 per hour.



Councilmember \_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION 10-2024**

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE 2024 ELECTIONS**

**WHEREAS**, the City of Arlington and Kelso Township have combined polling places; and

**WHEREAS**, a Presidential Nomination Primary Election will be held on Tuesday, March 5, 2024 and polls must be open from 7:00 a.m. to 8:00 p.m.

**WHEREAS**, a State Primary Election will be held on Tuesday, August 13, 2024, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

**WHEREAS**, a General Election will be held on Tuesday, November 5, 2024, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

**WHEREAS**, Minnesota Statute 204B.21, subd. 2 requires Election Judges for precincts in a municipality be appointed by the governing body of the municipality; and

**WHEREAS**, the City of Arlington has one precinct; and

**WHEREAS**, the attached list of individuals have applied to serve as Election Judges for the Presidential Nomination Primary, State Primary and General Elections and have agreed to perform all statutory duties related to the election process.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Arlington, Minnesota, that the attached list of individuals is hereby approved for the 2024 elections.

**BE IT FURTHER RESOLVED**, that the hourly wage for training time and the election judge services are hereby approved for the 2024 elections at \$15.00 per hour, except that the Head Judges will be paid \$15.50 per hour. Mileage incurred due to training and election duties shall be reimbursed at the current IRS rate.

**FURTHERMORE BE IT RESOLVED**, that the City Administrator is hereby authorized to appoint any substitutions to Election Judges if necessary.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_, and upon poll being taken thereon the following voted in favor thereof: \_\_\_\_\_; and the following voted against the same: \_\_\_\_\_; and the following abstained from voting: \_\_\_\_\_; and the following were absent: \_\_\_\_\_.

The foregoing resolution was adopted by the City Council of the City of Arlington this 16th day of January, 2024.

Signed: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Administrator

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

**ELECTION JUDGES – 2024 PRESIDENTIAL NOMINATION PRIMARY,  
STATE PRIMARY & GENERAL ELECTION SCHEDULE**

**MORNING SHIFT** (6:00 am – 2:45 pm)  
Legal Minimum Requirement: 4 Judges\*

**AFTERNOON SHIFT** (2:30 – 8:00 pm+)  
Legal Minimum Requirement: 4 Judges\*

\*(6 Judges NEEDED to cover the following positions:  
3 Poll Pads-Roster/Registration Judges, 2 Receipt/Ballot Judges, 1 Voting Machine Judge)

*(HCF – Health Care Facility Judge)*

Vicki Pomplun – Election Official (for all elections)/HCF

Theresa Wroge – AM Head Judge/HCF

Renae Dose – PM Head Judge

Pat Grabitske – HCF

Nancy Mathwig

Sheila Henke

Lyle Wiest

Barb Luepke

Travis Brelje

Whitney Wiest

Ruth Voight

Gwen Scharpe

Pauline Wiemann

Kevin Pioske

Carol Mader

Kevin Pioske

**municode**  
codification

POWERED BY CIVICPLUS

**Recodification,  
Supplementation,  
and Online Code  
Hosting Services**

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# CivicPlus Company Overview

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## CivicPlus History

CivicPlus began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. Over the years, CivicPlus has continued to implement new technologies and merge with industry forerunners to maintain the highest standards of excellence and efficiency for our customers. This includes the addition of Municode, LLC, adding their reliable and esteemed codification services to the CivicPlus portfolio.



Our portfolio includes solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, 311 and CRM, process automation and digital services, codification, licensing and permits, web governance and ADA remediation, social media archiving, and FOIA management.

### EXPERIENCE

**70+** Years of Codification Experience

**12,000+** Customers

**4,200+** Clerks Served

**900+** Employees

### RECOGNITION

**Inc. 5000** 11-time Honoree

**GovTech** 2022 Top 100 Company

**Stevie® Awards** Recognized with multiple, global awards for sales and customer service excellence

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.

### Primary Office

302 S. 4th Street Suite 500

Manhattan, KS 66502

Toll Free: 888.228.2233 | Fax: 785.587.8951

[civicplus.com](http://civicplus.com)



civicplus.com

# Powering & Empowering Government

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations.

Local government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

What sets us apart is our Civic Experience Platform. CivicPlus is the only government technology company exclusively committed to powering and empowering local governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among residents.

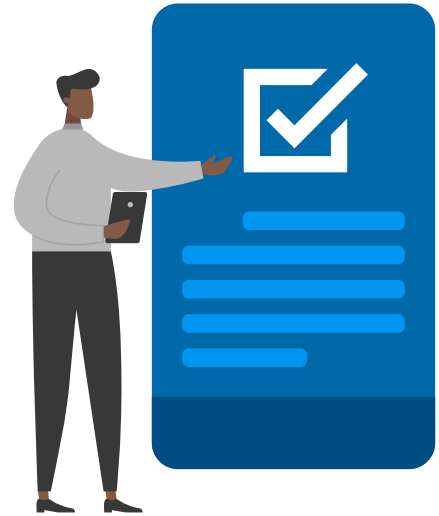
For more information on how the Civic Experience can create better resident experiences via our integrated code, website, and agenda and meeting management solutions, watch this [video](#).



# Recodification

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During the recodification process, the attorney assigned to your project will organize and examine all ordinances and code-related material in order to produce a code of ordinances that is free from conflicts and inconsistencies and conforms to state statutes. Your codification attorney will be available to consult with you and your staff at any time during the recodification process. This personal dialogue ensures that your code will accurately reflect the intent of your ordinances and the unique needs of your community. The complete process is outlined below, followed by the scope of services for supplementation and online hosting of your new code.



## Recodification Process

1. **Ordinances** – Only legislation of a general and permanent nature, passed in final form by you, as set forth in this proposal, will be included in the code. All material that we receive will be acknowledged via e-mail to establish a record of included ordinances. Legislation not of a general and permanent nature is not included as part of the code and does not need to be provided to us. Notations can be added in the code to reference legislation adopted by reference, if elected.
2. **Attorney Analysis and Review of Material** – Your codification attorney, along with their team of legal editors, proofreaders, and indexers will be assigned to this project. Our legal team will research legislation permanent in nature submitted by you to ensure conformity with state statutes and to determine if there are any inconsistencies or conflicts within the legislation itself. If requested, we will suggest a structure and organization for the code and provide a table of contents indicating the recommended structure.
3. **Page Format Options** – Based on our experience codifying legislation for thousands of customers, we have devised a standard style that has proven time and again to provide the most user-friendly and readable code for staff and residents alike. We will provide our Style Guide which outlines this effective style and layout. Any deviations from this style will add time and cost to your project. Please reach out for additional information.
4. **References** – We will provide state statutes references within the code. Editorial notes will be provided as appropriate. Internal cross references within the code will be hyperlinked in the online version.
5. **Legal Memorandum** – We will provide you with a user-friendly Legal Memorandum containing all our analyses and recommendations. This memorandum will reflect our attorney’s Legal Review and will provide you with recommendations to remove conflicts and inconsistencies; delete obsolete provisions; conform to state statutes, when appropriate; and ensure compliance with your charter (if included in the project). This approach facilitates collaboration and dissemination among departments, thus making the process as easy for you as possible.
6. **Conference** – Within 45 days of your receipt of the Legal Memorandum, we will conduct a conference via either telephone or webinar to review the Legal Memorandum and our recommendations. All interested



personnel may be included, but your attorney and clerk are essential. Issues discovered during the legal research will be discussed at the conference, with the goal of the conference being to come to agreement on any required changes. Your attorney has the final decision-making authority for resolution of issues brought up at the conference or noted in the Legal Memorandum. Up to three hours is included in the contract with additional hours available for purchase.

7. **Editing and Proofreading** – Our team will edit the text of your code to reflect proper grammar and stylistic consistency. We will not reword any provision that changes the substantive intent of the code unless you approve the revision. However, non-substantive revisions to improve readability are a part of the process. We will proofread your code. The text will be reviewed for sense and structure and to ensure the implementation of the decisions by your attorney and our attorney.
8. **Index, Graphics, and Tables** – Our team will create a hierarchical, subject matter Index (if elected) and all tables (contents, ordinance disposition, etc.) for your code as necessitated by the materials provided. We will insert the graphics you have provided into the printed and electronic versions of the code.

The following tables will be created and are included in the quoted cost: supplement history table, code comparative table, and ordinance history table. An additional hourly charge applies for creation, modification, addition, or updating of any table or schedule (including traffic and fee tables or schedule) other than those enumerated above.

Tabular matter, defined as algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion can also be reviewed and included for an additional charge.

9. **Post Conference Code Draft** – After editing and proofreading, one post-conference code draft (Proofs) incorporating solutions captured in the Legal Memorandum and agreed upon at the legal conference will be delivered to you for final review prior to printing and shipping. You will have 30 days to review and provide any needed corrections. We guarantee typographical correctness. Any errors attributable to our team will be corrected at no charge during the term of this agreement. Any new legislation adopted after the code draft is provided will be held for your first supplement unless you would like to add it to the project for an additional charge.
10. **Sample Adopting Ordinance** – Our attorney will provide a sample adopting ordinance upon completion of the recodification.
11. **Printing and Binding** – We will print your new code on high quality acid-free paper, with an SFI (Sustainable Forest Initiative) certification. These copies will be housed in heavy duty, three-post leatherette binders (with four color choices), name-stamped on the front and spine of each binder. Divider tabs for each major section of the code and index (if elected) will also be provided.





# Recodification Timeline

<b>STEP 1</b>	Immediately	<b>CUSTOMER</b> sends signed contract and all applicable material. <b>CIVICPLUS</b> acknowledges contract, provides a Disposition List of all ordinances/material received.
<b>STEP 2</b>	Within 2 Weeks	<b>CIVICPLUS</b> provides a project introduction letter outlining all phases of the project and all material received to date. <b>CUSTOMER</b> confirms CivicPlus has all applicable materials.
<b>STEP 3</b>	Within 6-8 Months	<b>CIVICPLUS</b> submits Legal Memorandum. <b>CUSTOMER</b> attorney reviews Legal Memorandum and prepares questions/ comments for conference.
<b>STEP 4</b>	Within 45 Days	<b>CIVICPLUS</b> hosts Legal Memorandum conference. <b>CUSTOMER</b> attorney and other interested officials meet virtually with CivicPlus to discuss issues of concern noted in the Legal Memorandum and come to an agreement on the implementation of recommended changes.
<b>STEP 5</b>	Within 2-3 Months	<b>CIVICPLUS</b> submits final code draft. <b>CUSTOMER</b> reviews code draft, and returns it to CivicPlus within 30 days, with all corrections noted for final implementation and publication.
<b>STEP 6</b>	Within 2-3 Months	<b>CIVICPLUS</b> delivers final code and model adopting ordinance. <b>CUSTOMER</b> adopts code and provides CivicPlus with a copy of the officially enacted adopting ordinance. CivicPlus ships the code and publishes code online via our Online Code Hosting system. Supplementation begins anew with Supplement No. 1.

## MEETING DEADLINES

The time frame for completion of the recodification project is **within 12 to 18 months from our receipt of all relevant material in an editable, electronic format** and excepting any delays occasioned by your submission of the material or return of the draft code. **More time would need to be added to this project timeline if the materials provided have to be converted to an editable, electronic format as well as incurring additional fees.** Adhering to an established schedule of deadlines is critical to the success of this project and will ensure the contents of the Legal Memorandum remain current and complete at the time the code is adopted and published. Legislation added to the project must be approved and received prior to the established cutoff date.

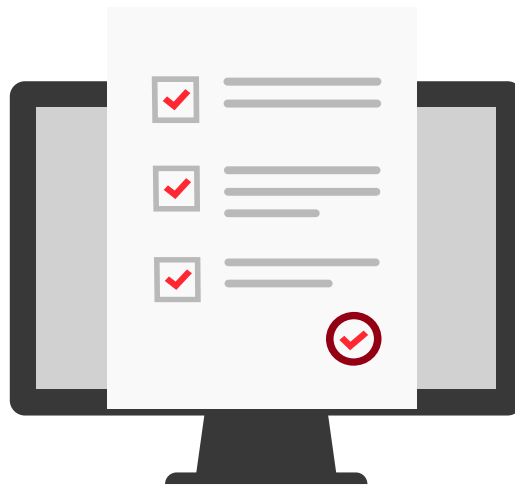
To ensure a successful project completion, it is important that a conference is held to discuss the findings of the Legal Memorandum within 45 days of its receipt, and that the subsequent code draft we provide be returned within 30 days with any revisions noted. Following the delivery of the final code draft for customer proofing, any extensive changes requested in the code content, and/or any material added to the code that was not previously contemplated, will be subject to an additional code draft update fee. Further, if the code draft is not returned within 30 days, additional update fees may apply.

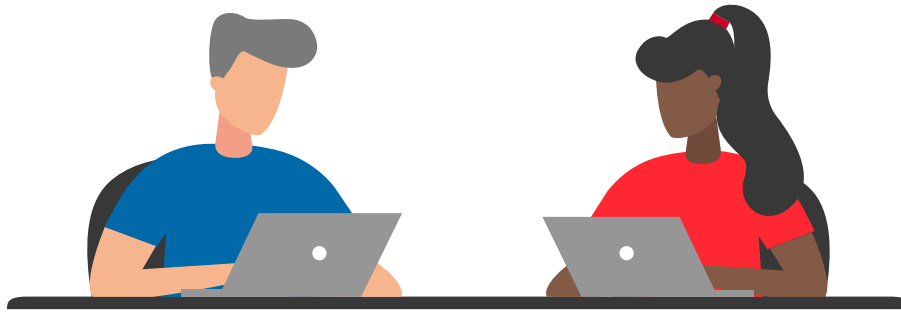


# Your Role

Your participation in the Scope of Services for Recodification of the code is anticipated to be as follows:

- Provide all ordinances and code material in an editable, electronic format, preferably Microsoft Word format.
- Provide images, graphics, and tabular matter, preferably in original electronic format.
- Be available to answer any questions from the codification attorney conducting the project.
- Attend the conference to discuss the findings of the Legal Memorandum.
- Work with the codification attorney to resolve the findings of the Legal Memorandum.
- Determine the desired formatting and style of the new code.
- Return the draft code within 30 days with any revisions noted.
- Adopt the newly recodified code.





# Supplementation Services





Our supplementation process has been designed for timeliness, efficiency, simplicity, and most of all, for our customers' convenience. Supplements will be provided on your chosen schedule, and you will be billed on an annual basis. Color printing and an increase in the desired number of supplement hard copies may result in an increase in the annual fee.

We pride ourselves on a turnaround time of **40 to 45 days for printed supplements** and can provide our always-up-to-date **electronic update services within 15 days**. The online code is updated within three days after shipping the supplement; there is no additional fee for this service. Rush supplements will be assessed an additional one-time fee. A recent analysis of our printed supplement services indicated an editorial error rate of less than 0.1 percent, which is made possible by our attention to detail, ongoing communication with our customers, and strict quality control checks to ensure we continue to produce the best printed and electronic supplements available in our industry. Any errors attributable to CivicPlus during the preparation, printing, and maintenance of the code will be corrected at no cost. The printed supplement process is outlined as follows:

## Supplementation Process

1. **Initial Receipt** – The receipt of the new legislation will be acknowledged within 24 hours. Our production support team will record the adoption date, effective date, and ordinance number(s). You will be advised promptly if any pertinent information is missing from your submission. Your material will then be immediately forwarded to our supplement team for codification. If our OrdBank service is elected (advance legislation service), the legislation will be posted online within 48 hours as a PDF under "adopted legislation not yet codified" at this time.

**If you utilize OrdBank and a CivicPlus agenda and meetings management solution, your newly adopted legislation will be posted on the landing page of your online code of ordinances within one minute of sending said legislation to CivicPlus.**

Printed Supplementation Process	
	Submission of Materials
	Editorial Review
	Mark Up
	Indexing
	Proofreading
	Corrections
	Printing & Shipping
	Upload to the Internet





2. **Editorial Review** – Our editorial team will review all ordinances received to determine whether the ordinance should be included in your code; where the ordinance should be placed; whether the ordinance conflicts with your existing code format; what material should be removed from your existing code; whether history notes will be added; what tables will be updated; and whether the table of contents in the front of the code and at the chapter/title level should be amended. If any significant errors or numbering issues are noted, your editor will contact you for clarification. Our editorial team will make no substantive changes to your legislation; however, minor typographical errors will be corrected as part of the supplement process. Should the editorial, legal, or proofreading team find discrepancies in your ordinances, we will communicate with you promptly.

**If you utilize OrdBank and our CivicPlus agenda and meetings management solution, the history notes throughout your code of ordinances will be automatically linked to the meeting in which your newly adopted legislation was considered. Your team and your residents will have permanent and instant access to the agenda, minutes, videos, and votes related to your legislation. Further, supplementation services with the OrdBank feature and our meetings and agenda management solutions can enjoy enhanced history notes. Click [here](#) to see a short demonstration.**

3. **Indexing** – If an Index is elected, your supplement will be sent to our indexing team, where new legislation is indexed and cross-referenced in all appropriate locations.
4. **Proofreading** – The proofreader assigned to your editorial team will then examine your supplement line by line to ensure editorial accuracy, code hierarchy, and layout and confirm that your supplement is grammatically correct and free of errors in spelling and capitalization. Finally, your supplement is examined line by line again to ensure that the improvements made by the editorial team are thorough and accurate. The original ordinance is compared with the newly added text to ensure editorial accuracy.
5. **Posting the Supplement Online** – After your supplement has been completed, your online code will be updated within one to three days, and we will provide any electronic products requested. You will receive a notification that the website has been updated via email. If our CodeBank Compare + eNotify service is elected, subscribers will be notified when the online code is updated. When your code is updated, all internal cross-reference links are updated on our Online Code Hosting system.

**With our OrdBank feature, each history note will be linked to the ordinance that amended the respective section. With our CivicPlus agenda and meetings management to Online Code Hosting integration, your OrdBank powered history notes will be permanently and automatically linked to the meetings in which the associated legislation was adopted.**

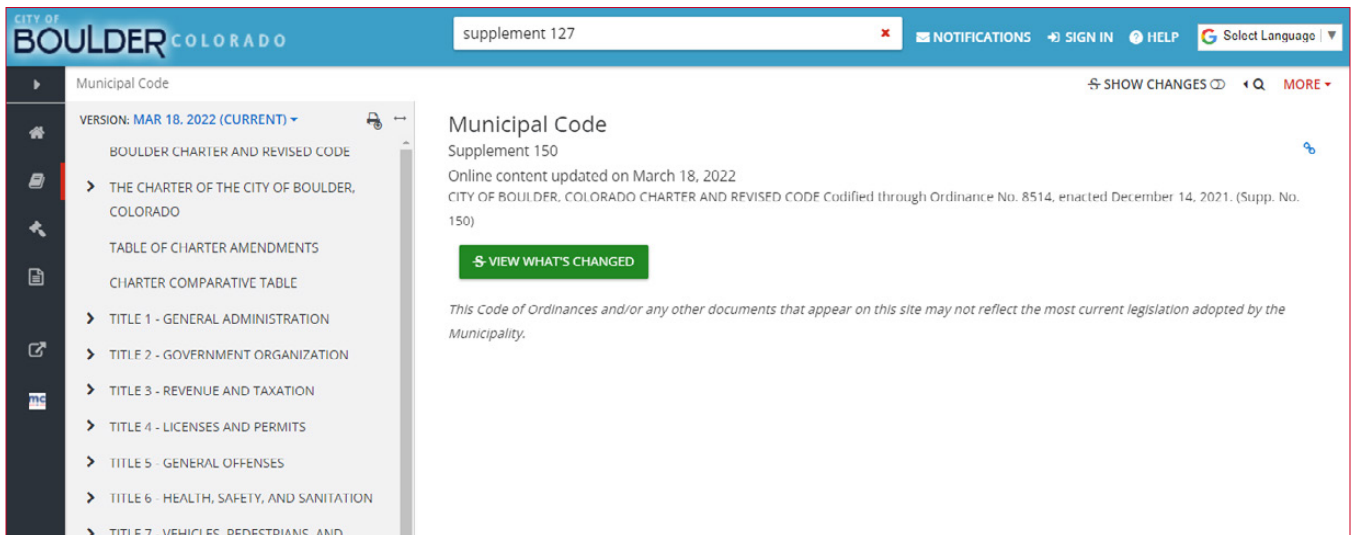
6. **Printing and Shipping** – We will print, cut, hole-punch, insert divider tabs (if elected), and ship your supplement to you per your elected schedule.



# Online Code Hosting

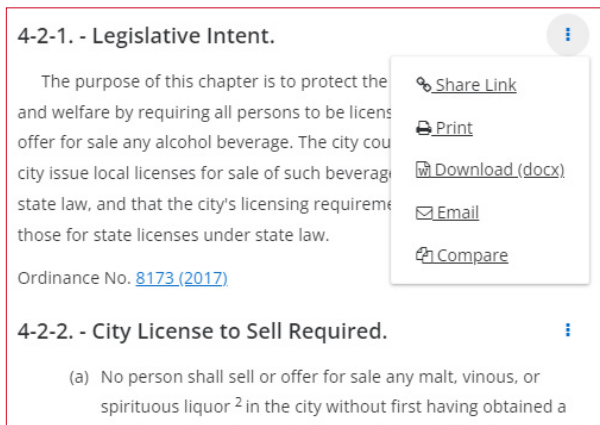
Our Online Code Hosting system is continuously enhanced and improved by our in-house team of Internet Technology professionals. It includes Standard and upgradeable Premium features, designed to provide a wide variety of additional capabilities for researching and navigating your code and preserving its history.

Our system is extremely user-friendly and requires no special training or login information. In addition, we offer a variety of on-demand video tutorials. We can also host a personalized training webinar for you and your staff to demonstrate our online features and capabilities before your new code goes live online.



## Online Code Hosting Standard Features

**Responsive Design** – We designed our intuitive User Interface (UI) to provide easy access to our full suite of features from any device, including a tablet or mobile device running iOS or Android.



**Print/Save/Email** – With delivery available in Microsoft Word or PDF format, users can share a link, print, download (as a Microsoft Word document), or email files at the section, article, or chapter levels or even non-sequential sections from multiple portions of your code(s).

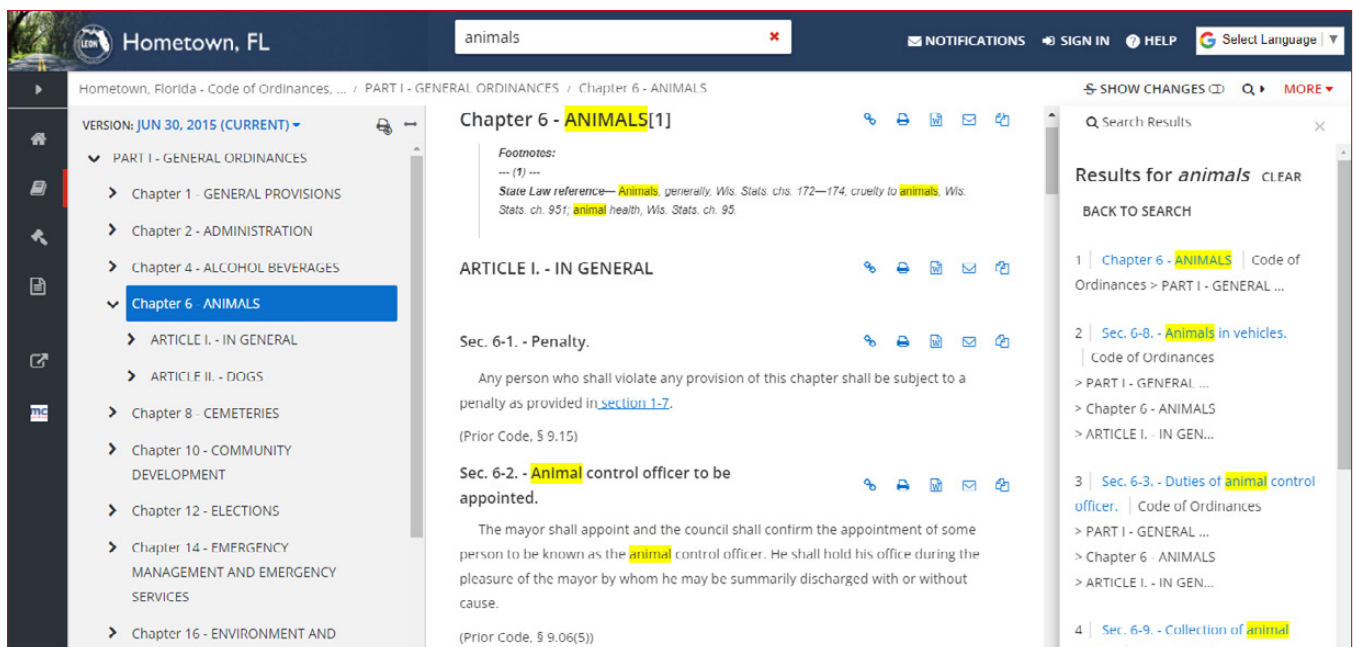
Not all codification companies enable you to download Microsoft Word documents directly from the website. Being able to do so enhances your ability to draft new legislation.

**Social Media Sharing** – You and your users can share code sections via Facebook and Twitter. This functionality makes it easier for you and your team to utilize social media to engage your community and enhance your level of transparency.

**Browsing** – Online Code Hosting provides a persistent breadcrumb trail when browsing or searching and a Previous/ Next button at the top and bottom of any document you’re viewing. The table of contents and content pane also sync as you scroll to deliver the most intuitive reading experience possible.

**Ease of Navigation** – Our collapsible table of contents, continuous next-hit feature, and internal and external hyperlinking and cross-referencing features simplify and enhance the navigation of your online code, allowing your staff and residents the capability of simultaneously searching your code, ordinances, minutes, resolutions, budgets, and more.

**Searching** – Our powerful search engine allows users to easily search the code using keywords or phrases and print, download, or email any portion of your code. Search starts on a dedicated page, then moves to a persistent right-hand sidebar as you cycle through the results, which enables a user to quickly move through search results and view results simultaneously. The section also indexes your code, returning more accurate, granular results. Search results can be sorted by relevance or book order.



- **Advanced Searching** – Conduct searches using Natural Language (think Google) or Boolean Logic, including simple or advanced searches supporting stemming, wildcards, proximity searches, and a global synonym list.
- **Multiple Publications** – Multiple publications (e.g., code, zoning) incorporated into the Online Code Hosting system will be searchable from one interface.
- **Narrow Searching** – Search terms can be applied to the entire code or narrowed within specific chapters or sections with the ability to sort results by relevance or book order.
- **Stored Searching** – Online Code Hosting allows all search result listings to be bookmarked under your browser’s bookmark tabs; users need only conduct a search and press Ctrl+D to add the search result listing to your browser’s tabs.
- **Searchable Ordinances** – With our OrdBank service, ordinances posted pre- and post-codification are full-text searchable.
- **Search All Content Types** – If you use our OrdBank or MuniDocs service, you can search any combination of your code, ordinances, and MuniDocs simultaneously; Search results are labeled for easy identification.

**Internal Cross-Reference Linking** – Cross-references within your code are linked to their respective destination article, chapter, or section.

**Mouseover (clue tips)** – Navigate to your code, and any linked cross-reference will quickly display in the pop-up preview window.

**Collapsible TOC** – The table of contents collapses, providing additional real estate with which you may view your code. Easily view your maps, graphs, and charts by enlarging the item.

**Translation** – Google Translate allows users to view our hosted codes in over 100+ languages.

**Static Linking** – Copy links of any section, chapter, or title to share via email or social media.

**Scrolling Tables and Charts** – Headers stay fixed while you scroll through the table/chart.

**GIS** – We can provide a permalink to any code section and assist staff in creating a link from your GIS system to relevant code sections.

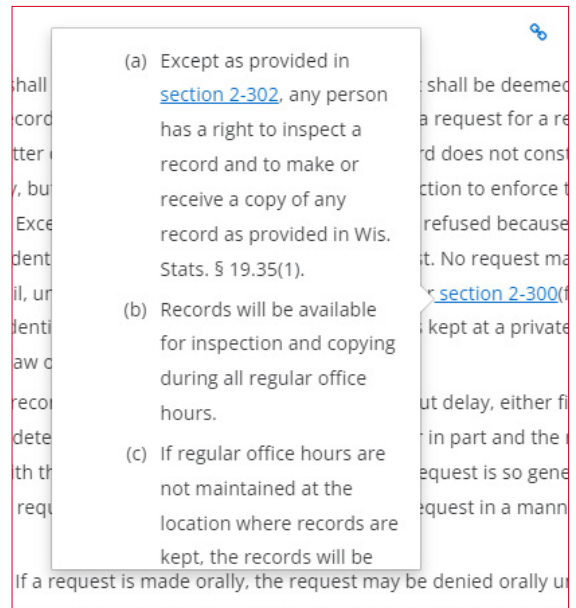
**In-line Images and PDFs** – We take great care to ensure that your images match online and in print and are captured at the highest quality possible. Our online graphics can be enlarged by hiding the table of contents to maximize the image. CivicPlus can also incorporate PDFs of certain portions of the code that have particular viewing and layout requirements.

**Public Notes** – Post public notes or documents within the online code to inform residents about current issues pertinent to any specific section of your code.

**Website Accessibility** – The User Interface and all HTML content viewed via our Online Code Hosting System's web application are WCAG 2.1 Level AA compliant. While we take several steps to improve the accessibility of PDF documents uploaded to the Online Code Hosting System, we cannot guarantee full ADA compliance of PDF documents. If a fully ADA compliant PDF document is uploaded to our Online Code Hosting System, it will remain compliant while stored in our system. Each PDF document uploaded to our system is OCR scanned and document title, primary language, and other PDF metadata fields, and base level of tags for screen readers are set.

**Hosting and Security** – Our tech stack includes HTML5 and CSS3, Javascript (AngularJS), and a RESTful API written in C# running on .Net Core. All content is rendered in standard HTML and is viewable in all modern browsers, including PC: Microsoft Internet Explorer 10 or later, Firefox 3.6 or later, macOS®: Safari™ 5.0 or later, and Chrome 18 or later. We host our Online Code Hosting System in Microsoft's Azure Government secure cloud environment and guarantee an SLA of 99.95 percent uptime. SSL encryption is used by default to secure access to the site, and the entire system is backed up to multiple geographic locations within the Azure Government cloud ecosystem.

**Support** – Phone, email, and web support for residents and staff: 24-hour email response; phone support from 7 a.m. to 8 p.m. CT. We offer a variety of video tutorials, and we are always available to host a personalized webinar for you and your staff to demonstrate our online features.



# Online Code Hosting Premium Features

There are multiple premium features available to enhance your staff and residents' experience using and searching through your code – most available for purchase in our Premium Bundle or à la carte.

## Premium Bundle

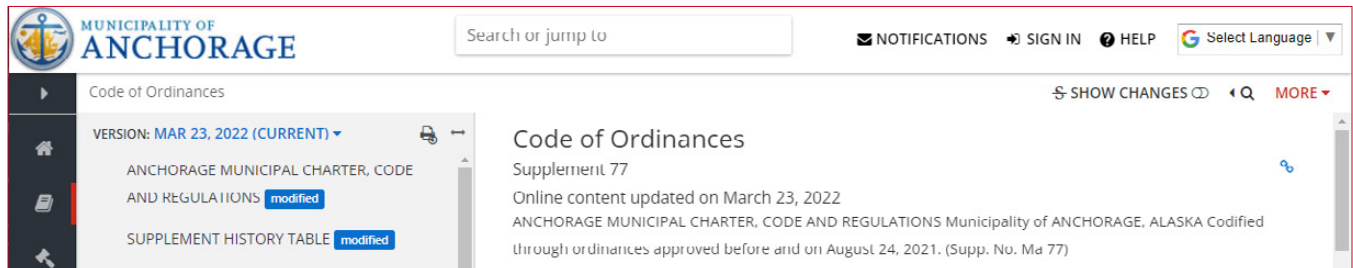
We recommend our Premium Bundle for the most transparent and feature-rich code possible at the best cost savings. The bundle includes our annual online code hosting and maintenance service along with each of the following features:

- Custom Banner
- CodeBank
- CodeBank Compare + eNotify
- OrdBank
- MuniPRO Service

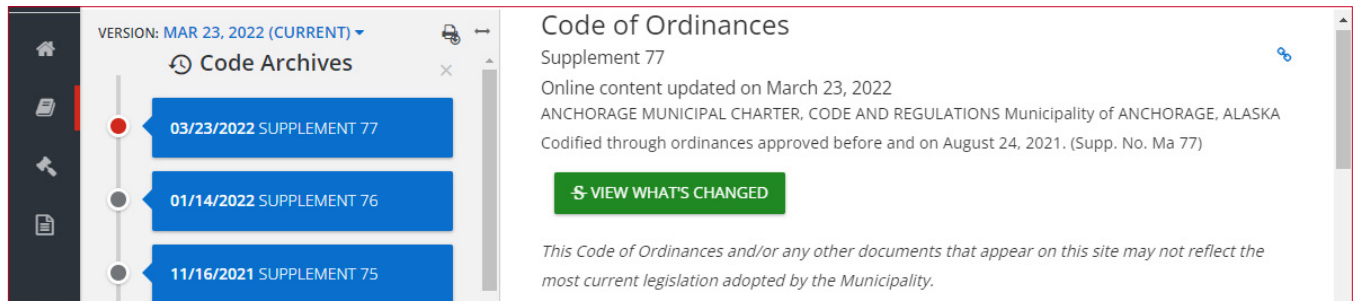
OrdLink and MuniDocs can be added to a Premium Bundle, if desired.

## Summary of All Premium Features

**Custom Banner** – We can customize the look and feel of your code to match your website more closely.



**CodeBank** – Our CodeBank feature provides an online archival system for previous supplements of your code. Empower your staff and residents to access every previous code version with one click.





**CodeBank Compare + eNotify** – Our CodeBank Compare service is a powerful feature that allows users to select a past version of your online code and compare it to any other version. The differences will be shown via highlights (added material) or strikethrough (deleted material). Users will be notified of the changes in the table of contents and within the text of the code via “modified,” “new,” or “removed” badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes made. In addition, the CodeBank Compare service will show all amendments to your code that were implemented during the most recent update. Please note that the CodeBank feature is required to access CodeBank Compare.

Get Notified ✕

Fill out the form below to receive an email notification every time we receive new ordinances or the selected publication is updated online.

Email  
Enter email

Profession  
Select One ▼

Publications ✔

- Code of Ordinances
  - CODE OF THE CITY OF ARVADA, COLORADO
  - SUPPLEMENT HISTORY TABLE
- Part I - CHARTER
- Chapter 1 - GENERAL PROVISIONS
- Chapter 2 - ADMINISTRATION
- Chapter 6 - ALCOHOLIC BEVERAGES

✕ CLOSE SUBMIT

Our eNotify service allows users to enroll online and receive email notifications each time the online code is updated. Please note that the CodeBank Compare feature is required to utilize the eNotify service.

**OrdBank** – With our OrdBank solution, newly adopted, amendatory legislation will be posted online between supplements. Upon completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the “OrdBank” tab. All ordinances for codification and all ordinances for linking via our OrdBank feature can be emailed to us at [municodeords@civicplus.com](mailto:municodeords@civicplus.com).

Arvada, Colorado - ... / Chapter 102 - UT... / ARTICLE II. - WAT... / DIVISION 6. - WA... / Sec. 102-161. - R...

VERSION: DEC 30, 2021 (CURRENT) ▾

- ▶ DIVISION 5. - SEWAGE
- ▼ DIVISION 6. - WATER FEES AND RATES
  - Sec. 102-161. - Residential water fees within city.
  - Sec. 102-161.5. - Residential water fees within the Jefferson Center Metropolitan District, the Leyden Rock Metropolitan District, the Leyden Ranch Metropolitan District, and Candelas Filings 2, 3, 4 and designated properties in Candelas Filing 1.

latest edition of the AWWA Manual M22, "Sizing Water Service Lines and Meters," which is hereby adopted by reference, justifies the change. Calculations so made will be submitted to the Utilities Director for review and approval.

(Code 1981, § 33-77; Ord. No. 2574, § 1, 11-21-1988; Ord. No. 2671, § 14, 10-16-1989; Ord. No. 2763, § 3, 11-5-1990; Ord. No. 2823, § 11, 7-1-1991; Ord. No. 2931, § 10, 10-19-1992; Ord. No. 2938, § 1, 12-14-1992; Ord. No. 3127, § 10, 10-24-1994; Ord. No. 3202, § 5, 8-7-1995; Ord. No. 3223, § 7, 10-23-1995; Ord. No. 3262, § 9, 4-15-1996; Ord. No. 3297, § 1, 10-21-1996; Ord. No. 3403, § 15, 10-20-1997; Ord. No. 3489, § 1, 10-26-1998; Ord. No. 3560, § 3, 10-11-1999; Ord. No. 3650, § 1, 10-23-2000; Ord. No. 3722, § 1, 10-8-2001; Ord. No. 3773, § 1, 10-21-2002; Ord. No. 3839, § 1, 10-13-2003; Ord. No. 3920, § 1, 11-8-2004; Ord. No. 3969, § 1, 10-10-2005; [Ord. No. 4027, § 1, 10-16-2006](#); [Ord. No. 4099, § 1, 11-19-2007, eff. 1-1-2008](#); [Ord. No. 4139, § 1, 11-17-2008, eff. 1-1-2009](#); [Ord. No. 4184, § 2, 10-19-2009, eff. 1-1-2010](#); [Ord. No. 4193, § 1, 1-11-2010, eff. 7-1-2010, 1-1-2011](#); [Ord. No. 4361, § 1, 10-22-2012, eff. 1-1-2013](#); [Ord. No. 4411, § 1, 10-21-2013, eff. 1-1-2014](#); [Ord. No. 4465, § 1, 10-20-2014, eff. 1-1-2015](#); [Ord. No. 4524, § 1, 10-19-2015, eff. 1-1-2016](#); [Ord. No. 4571, § 1, eff. 1-1-2017](#))

Sec. 102-161.5. - Residential water fees within the Jefferson Center Metropolitan District, the Leyden

**OrdLink** – Before incorporating the ordinances into your code via supplementation, the OrdLink feature can hyperlink newly adopted amendatory ordinances to the amended code section. Linked sections are highlighted in the table of contents, and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your code, they are added to your OrdBank repository and hyperlinked to your history notes. This service lets everyone know that new ordinances have been adopted. OrdLink must be purchased with OrdBank or as an addition to the Premium Bundle.

VERSION: JUL 29, 2021 (CURRENT) ▾

IRVINE MUNICIPAL CODE

SUPPLEMENT HISTORY TABLE modified

- ▶ CHARTER - CITY OF IRVINE
- ▼ TITLE 1 - GENERAL SERVICES Amended
  - ▼ Division 1 - GENERAL PROVISIONS Amended
    - Sec. 1-1-101. - How designated, cited.
    - Sec. 1-1-102. - Rules of construction, definitions.
    - Sec. 1-1-103. - Headings; catchlines of sections; history notes; etc.
    - Sec. 1-1-104. - Incorporation by reference.
    - Sec. 1-1-105. - Reference to Code, conflicts.

< TITLE 1 - GENERAL SERVICES Division 2 - CITY COUNCIL >

Division 1 - GENERAL PROVISIONS

Amended by Ordinance No. 21-15

Sec. 1-1-101. - How designated, cited.

This Code, which consists of administrative, criminal and regulatory ordinances of this City, shall be known as the "Irvine Municipal Code," and it shall be sufficient to refer to said Code as the "Irvine Municipal Code" in any prosecution for the violation thereof; it shall also be sufficient to designate any ordinance adding to, amending or repealing said Code as an addition to or amendment to or repeal of the "Irvine Municipal Code."

(Code 1976, § I.A-101)

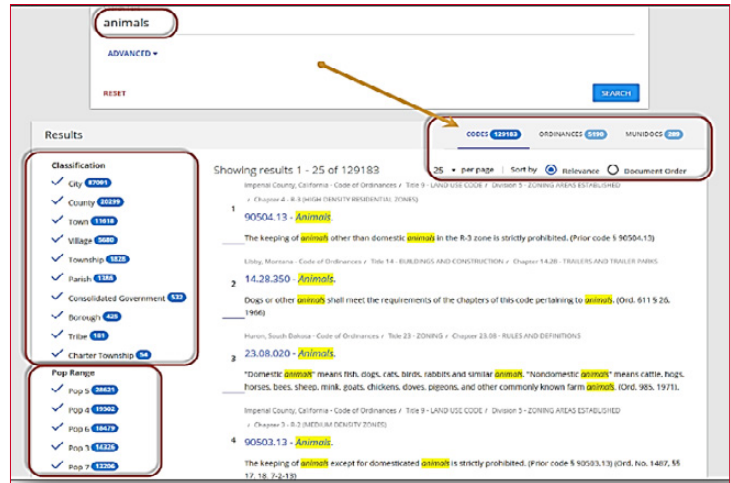
Charter reference— Codification of ordinances, [§ 409](#).

Sec. 1-1-102. - Rules of construction, definitions.

In the construction of this Code and of all ordinances of this City, the following definitions and rules of construction shall be observed, unless to do so would be inconsistent with the manifest

**MuniPRO Services** – MuniPRO searching allows you to search the over 4,000 codes we host (the entire country, a single state, or individually selected codes of your choosing). MuniPRO searches are ideal for researching local regulations of interest or discovering how other communities are dealing with similar issues. In addition, MuniPRO provides subscribers with the following tools:

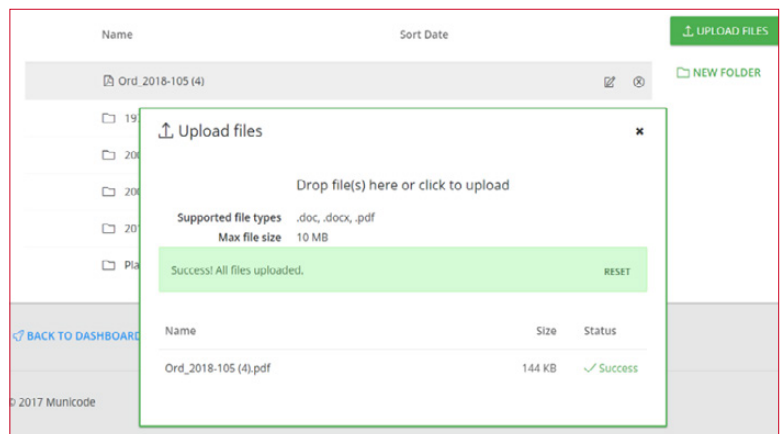
- **Multiple Code Search** – Search all codes within one state, multiple codes within one state, or search all codes in the U.S. hosted by CivicPlus; search results are sorted by relevancy and indicate the source publication, showing excerpts and keyword highlighting.
- **MuniPRO Saved Searches** – Save frequently used or complex searches for easy retrieval from the MuniPRO Dashboard.
- **MuniPRO Notes** – Create a note and attach it to any section in any publication; note icons are present when viewing the section, alerting the user to a previously written note; a global listing of notes can be accessed and managed from the MuniPRO Dashboard.
- **MuniPRO Drafts** – Begin a new ordinance draft to keep track of pending legislation.
  - Draft icons are present when viewing the section, alerting the user to a previously created draft.
  - A global listing of drafts can also be accessed and managed from the MuniPRO Dashboard.



**MuniDocs** – MuniDocs allows you to upload many types of documents to browse and search alongside your online code and is fully searchable and filterable. After users log in, they are presented with a dashboard that allows them to upload new documents and manage previously uploaded documents. When uploaded, users can pick from a list of predefined document types.

Uploading a document is as simple as dragging and dropping the document from your computer into the upload dialog box on the admin dashboard. Uploaded documents are immediately converted to PDF and indexed for search. Users may upload .rtf, .doc, .docx, and .pdf documents and organize these documents by nested folders. The public can then browse and search these documents immediately.

Your MuniDocs files can also serve as storage for archived ordinances within MuniDocs. Unlike our online OrdBank feature, these self-loaded archived ordinances will not be linked to the legislation within the online code.





# Optional Enhancements

We are confident in the ability of our proposed project to meet your main needs. However, we recommend the following options that could positively impact your experience and goals.

<b>Recodification</b>
Gender Neutralization of code
Archival OrdBank, per ordinance
One additional hour of virtual conference with attorney
Creation, modification, addition, or updating of any table or schedule (including traffic and fee tables or schedules) not described as included
<b>Supplementation</b>
Upgrade to Full-Service Schedule Plus: Schedule increased to monthly print or monthly electronic
Code in Microsoft Word (DOCX) (sent via email download)
Adobe PDF of the complete code (sent via email download)
Adobe PDF of each supplement (sent via email download)
State Statute Linking
Additional copies, reprints, binders, and/or tab orders
Legal services, creation of fee schedules, gender neutral review/implementation, and/or external linking
Codifying a: <ul style="list-style-type: none"> <li>• Complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent)</li> <li>• New adopted full Chapter/Title Appendix</li> <li>• Newly adopted term change legislation</li> </ul>
The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent)
<b>Online Code Hosting</b>
Custom Banner
CodeBank
CodeBank Compare + eNotify
OrdBank
OrdLink (must be purchased with OrdBank)
MuniPRO Service
MuniDocs (includes 25GB of storage)
Premium Bundle: Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank, and MuniPRO Service



# Additional Solutions and Services

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Our Civic Experience Platform provides a bridge between citizens and governments for positive interactions. We offer the following solutions and services for our customers:

- Municipal Websites
- Meetings and Agenda Management
- Codification
- Emergency and Mass Notifications
- Parks and Recreation Management
- 311 and Citizen Relationship Management
- Process Automation and Digital Services
- Public Works
- Fire and Life Safety Inspections
- Planning, Permitting, Licensing, and Code Enforcement
- Web Governance and ADA Remediation (ADA Compliance, Quality Assurance, Internal Policy Compliance, Site Functionality Optimization)
- Social Media Archiving
- FOIA Management



Visit our [website](#) or reach out to your Account Executive for additional information, to schedule a demo, or to obtain a quote.

## Disclaimer

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### Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with you.





# Arlington Police Department

Glenn Gerads, Chief of Police

108 4th Ave. NW, Arlington, MN 55307  
Office: (507)964-5200 Fax: (507)964-2737  
E-mail: [police@arlingtonmn.gov](mailto:police@arlingtonmn.gov)

## DECEMBER 2023 – 413 Recorded ICR's

Traffic Stops	138
Business/Door Checks	97
Agency Assist	28
Directed Patrol/Traffic Detail	27
Park Checks	13
Residence Watch	13
Medical Calls	9
Apartment Checks	9
Suspicious Activity	8
Animal Calls	7
Public Assist	7
School Patrols	7
Informational	7
Ordinance/Parking Violations	5
Civil Matters	4
Warrant/Search Checks/Arrests	3
Harassment Complaint	3
Motorist Assist	3
Burglary	3
Juvenile Trouble/Truancy	2
Driving Complaint	2
Child Protection/Custody	2
Accidents	2
Adult Protection	2
Traffic Hazard	2
Noise Complaint	1
Welfare Checks	1
Fire Call	1
Alarms	1
Theft	1
Fight in Progress	1
911 Hang-up	1
OFP/HRO Violation	1
Scams	1
Found Property	1

Glenn Gerads #301  
Chief of Police



# **Arlington Police Department**

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## **DECEMBER 2023**

### 12-1-23

- Child Protection – 400 Block E. Adams St.
- Public Assist – 100 Block 4<sup>th</sup> Ave. NW
- Juvenile Trouble – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection 401<sup>st</sup> Ave. & Hwy 5
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – 200 Block W. Main St.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE. & E. Clinton St.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – 400 Block 5<sup>th</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Medical Call/Agency Assist – 700 Block Chestnut Dr.
- Business Check – 200 Block W. Main St.
- Park Check – 400 Block 2<sup>nd</sup> Ave. NE
- Traffic Stop – Intersection W. Alden St. & Hwy 5

### 12-2-23

- Traffic Stop – Intersection W. Adams St. & 3<sup>rd</sup> Ave. SW
- Traffic Hazard – Intersection 1<sup>st</sup> Ave. S. & Adams St.
- Parking Violation – Intersection W. Main St. & 4<sup>th</sup> Ave.
- Parking Violation – Intersection W. Main St. & 2<sup>nd</sup> Ave.
- Parking Violation – Intersection W. Main St. & 2<sup>nd</sup> Ave.
- Traffic Hazard – Intersection 9<sup>th</sup> Ave. NW & W. Brooks St.
- Suspicious Activity – 100 Block E. Alden St.
- Traffic Stop – Intersection 5<sup>th</sup> Ave. & W. Main St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Juvenile Trouble – 100 Block W. Chandler St.
- Found Property – 100 Block 4<sup>th</sup> Ave. NW
- Directed Patrol/Traffic Detail/Public Event/Public Relations – Main St.

### 12-3-23

- Agency Assist/Public Assist – 100 Block 4<sup>th</sup> Ave. NW (SO)
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 800 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Informational – Intersection W. Main St. & 2<sup>nd</sup> Ave. NW
- Medical Call/Agency Assist – 700 Block Chestnut Dr.
- Business Check – 600 Block W. Chandler St.
- Business Check – 23100 Block 401<sup>st</sup> Ave.



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- Business Check – 23200 Block 401<sup>st</sup> Ave.
- Park Check – 24200 Block 38<sup>th</sup> Ave.
- Business Check – 400 Block 4<sup>th</sup> Ave. NE

## 12-4-23

- Agency Assist – 100 Block 4<sup>th</sup> Ave. NW
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW
- Civil Matter – 100 Block 5th Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Directed Patrol – 400 Block W. Brooks St.
- Public Assist – 100 Block 4<sup>th</sup> Ave. NW
- Traffic Stop – 400 Block 4<sup>th</sup> Ave. NE
- Agency Assist/Missing Person – Recreation Rd., Gaylord
- Public Event/Business Check – 200 Block Shamrock Dr.
- Traffic Stop – Intersection Hwy 5 & 2<sup>nd</sup> Ave. NW
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 23200 Block 401<sup>st</sup> Ave.
- Traffic Stop – Intersection Hwy 5 & Cty. Rd. 12 (SO)
- Residence Watch – 300 Block Frenzel Dr.
- Park Check – 24200 Block 387<sup>th</sup> Ave.
- Business Check – 600 Block W. Chandler St.
- Burglary/Agency Assist – 300 Block W. Main St.

## 12-5-23

- Informational – 400 Block Railroad, Gaylord
- Agency Assist/Traffic Stop – Intersection Main Ave. & 1<sup>st</sup> St., Gaylord
- Directed Patrol – 400 Block E. Adams St.
- Residence Watch – 400 Block W. Brooks St.
- Business Check/Directed Patrol – 100 Block W. Main St.
- Business Check – 400 Block W. Main St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Residence Watch – 300 Block Frenzel Dr.

## 12-6-23

- Park Check – 400 Block 2<sup>nd</sup> Ave. NE
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 600 Block W. Chandler St.
- Suspicious Activity – 300 Block W. Main St.
- Suspicious Activity – 300 Block 1<sup>st</sup> Ave. S.
- Accident – 300 Block 3<sup>rd</sup> Ave. SW



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- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE & E. Adams St.
- Business Check – 800 Block W. Chandler St.
- Traffic Stop – Intersection W. Chandler St. & 6<sup>th</sup> Ave. NW
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Agency Assist/Traffic Stop – Intersection Hwy 5 & 381<sup>st</sup> St.
- Traffic Stop/Agency Assist – Intersection E. Adams St. & 1<sup>st</sup> Ave. S.
- Traffic Stop – Intersection W. Main St. & Hwy 5

### 12-7-23

- Business Check – 400 Block 5<sup>th</sup> Ave. NW
- Business Check – 23100 Block 401<sup>st</sup> Ave.
- Traffic Stop – Intersection Hwy 5 & 230<sup>th</sup> St. (SO)
- Harassment Complaint – 500 Block E. Elmwood St.
- Traffic Stop – Intersection Main St. & 1<sup>st</sup> Ave.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Medical Call/Agency Assist/Fire Call – 42200 Block 266<sup>th</sup> St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Traffic Stop – Intersection W. Adams St. & Hwy 5
- Business Check – 1000 Circle Dr.
- Residence Watch – 300 Block Frenzel Dr.
- Business Check – 600 Block W. Chandler St.
- Business/Door Checks – 100 Block W. Main St.
- Business/Door Checks – 200 Block W. Main St.
- Business/Door Checks – 300 Block W. Main St.

### 12-8-23

- Business/Door Checks – 400 Block W. Main St.
- Suspicious Activity – 300 Block W. Main St.
- Animal Call – 300 Block E. Baker St.
- Business Check – 200 Block Shamrock Dr.
- Traffic Stop – Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection E. Elmwood St. & 4<sup>th</sup> Ave. SE
- Traffic Stop – Intersection E. Dayton St. & 4<sup>th</sup> Ave. SE
- Directed Patrol – 400 Block W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Agency Assist – 400 Block W. Douglas St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection 2<sup>nd</sup> Ave. NW & W. Chandler St.



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- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Park Check – 400 Block 7<sup>th</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Baker St.

### 12-9-23

- Business Check – 600 Block W. Chandler St.
- Agency Assist/Alarm – 700 Block W. Main St. (SO)
- Fire Call/Agency Assist – 200 Block E. Alden St.
- Traffic Stop – Intersection 236<sup>th</sup> St. & 411<sup>th</sup> Ave. (SO)
- Directed Patrol – 400 Block E. Adams St.
- Public Assist – 100 Block Shamrock Dr.
- Business Check – 200 Block Shamrock Dr.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection 7<sup>th</sup> Ave. NW & Lynch St.
- Traffic Stop – Intersection W. Adams St. & 3<sup>rd</sup> Ave. SW
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Motorist Assist – Intersection E. Alden St. & 2<sup>nd</sup> Ave. NE
- Agency Assist/Traffic Stop – Intersection S. 5<sup>th</sup> St. & MN St., Henderson (*actual assist @ Jail*)

### 12-10-23

- Business Check – 500 Block W. Main St.
- Residence Watch – 300 Block Frenzel Dr.
- Directed Patrol – 400 Block W. Brooks St.
- Business Check – 200 Block Shamrock Dr.
- Informational – 200 Block Shamrock Dr.
- Business Checks – 23100 Block 401<sup>st</sup> Ave.
- Business Checks – 23100 Block Hwy 5
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Apartment Checks – 700 Block Chestnut Dr.
- Apartment Checks – 400 Block W. Elgin St.
- Directed Patrol – 400 Block W. Alden St.
- Apartment Checks – 100 Block 7<sup>th</sup> Ave. SW
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Directed Patrol – 400 Block E. Adams St.

### 12-11-23

- Agency Assist/Accident – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Driving Complaint – Intersection Hwy 5 & Cty. Rd. 9 (SO)
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW
- Public Assist – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Business Check – 1000 Block Circle Dr.



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- Agency Assist/Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Agency Assist/Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Business Check – 600 Block W. Chandler St.
- Park Check – 24200 Block 387<sup>th</sup> Ave.

### 12-12-23

- Park Check – 300 Block 1<sup>st</sup> Ave. S.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & Hwy 5 (SO)
- Animal Call – 100 Block 1<sup>st</sup> Ave. N.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & Hwy 5
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection 5<sup>th</sup> Ave. SE & Freedom Dr.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Motorist Assist – Intersection Hwy 5 & 230<sup>th</sup> St.
- Business Check – 200 Block Shamrock Dr.
- Motorist Assist – Intersection Hwy 5 & W. Baker St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection W. Chandler St. & 4<sup>th</sup> Ave. NW
- Agency Assist/Domestic – 8<sup>th</sup> St., Gaylord
- Park Check – 300 Block 1<sup>st</sup> Ave. S.
- Medical Call/Agency Assist – 800 Block W. Chandler St.

### 12-13-23

- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Traffic Stop – Intersection Hwy 5 & 230<sup>th</sup> St. (SO)
- Business Check – 200 Block Shamrock Dr.
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Adult Prot./Agency Assist – 35300 Block Hwy 19, Henderson (*actual-800 Block W. Main St., Arl*)
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 300 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & 2<sup>nd</sup> Ave NW
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & Chestnut Dr.
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Traffic Stop – Intersection W. Chandler St. & 7<sup>th</sup> Ave. NW
- Residence Watch – 300 Block Frenzel Dr.





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## 12-14-23

- Adult Protection – 600 Block W. Chandler St.
- Traffic Stop – 100 Block Railroad St. N., Green Isle
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Alden St.
- Directed Patrol – 400 Block E. Adams St.
- Scam – 300 Block W. Main St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Business Check – 600 Block W. Chandler St.

## 12-15-23

- Apartment Checks – 400 Block W. Elgin St.
- Apartment Checks – 700 Block Chestnut Dr.
- Residence Watch – 300 Block Frenzel Dr.
- Agency Assist/Scam - 200 Block Main Ave., Gaylord
- Animal Call – 100 Block Henderson Rd.
- Accident – 400 Block E. Adams St.
- Harassment Complaint – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection W. Main St. & Hwy 5
- Medical Call/Agency Assist – 100 Block 7<sup>th</sup> Ave. SW
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Alden St.
- Traffic Stop – Intersection Hwy 5 & 2<sup>nd</sup> Ave. NW
- Public Assist – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection 2<sup>nd</sup> Ave. NW & W. Elgin St.
- Warrant Arrest – 400 Block E. Adams St.
- Park Check – 24200 Block 387<sup>th</sup> Ave.

## 12-16-23

- Business Check – 23100 Block 401<sup>st</sup> Ave.
- Traffic Stop – Intersection 3<sup>rd</sup> Ave. NW & W. Alden St.
- Business Check – 800 Block W. Chandler St.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Traffic Stop – Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Agency Assist/Medical Call – 600 Block 3<sup>rd</sup> St., Gaylord
- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE & E. Clinton St.
- Business Check – 1100 Block Circle Dr.
- Burglary – 600 Block W. Brooks St.
- Business Check – 400 Block 4<sup>th</sup> Ave. NE
- Traffic Stop – 100 Block 7<sup>th</sup> Ave. SW



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- Park Check – 400 Block 2<sup>nd</sup> Ave. NE
- Suspicious Activity – 23200 Block 401<sup>st</sup> Ave.
- Traffic Stop – Intersection 401<sup>st</sup> Ave. & Hwy 5

### 12-17-23

- Residence Watch – 300 Block Frenzel Dr.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check – 1000 Block Circle Dr.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 23200 Block 401<sup>st</sup> Ave.
- 911 Hangup – 600 Block E. Brooks St.
- Business Check – 600 Block W. Chandler St.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. NE & E. Brooks St.
- Apartment Checks – 700 Block Chestnut Dr.

### 12-18-23

- Child Protection – 100 Block 4<sup>th</sup> Ave. NW
- Animal Call – 500 Block W. Adams St.
- Burglary – 100 Block E. Douglas St.
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection 5<sup>th</sup> Ave. SE & E. Elmwood St.
- Traffic Stop – Intersection E. Dayton St. & 5<sup>th</sup> Ave. SE
- Traffic Stop – Intersection 2<sup>nd</sup> Ave. NE & E. Chandler St.
- Business Check – 200 Block Shamrock Dr.
- Traffic Stop – Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 23200 Block 401<sup>st</sup> Ave.
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Agency Assist/Suspicious Activity – Intersection Hwy 5 & 260<sup>th</sup> St.

### 12-19-23

- Residence Watch – 300 Block Frenzel Dr.
- Agency Assist/Funeral Escort – 100 Block W. Chandler St. (SO)
- Informational – 200 Block 3<sup>rd</sup> Ave. NW
- Business Check – 200 Block Shamrock Dr.
- Directed Patrol – 400 Block E. Adams St.
- Informational – 400 Block E. Adams St.
- Traffic Stop – Intersection 3<sup>rd</sup> Ave. NW & W. Alden St.
- Traffic Stop – Intersection W. Brooks St. & 8<sup>th</sup> Ave.
- Traffic Detail – W. Brooks St. & 7<sup>th</sup> Ave. NW
- Traffic Stop – Intersection 4<sup>th</sup> Ave. NW & W. Brooks St.
- Theft – 700 Block Chestnut Dr.



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- Traffic Stop – Intersection 411<sup>th</sup> Ave. & Cty. Rd. 12
- School Patrol/School Event – 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Traffic Stop – Intersection Hwy 5 & 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & 230<sup>th</sup> St.
- Agency Assist/Driving Complaint – Intersection 10<sup>th</sup> St. & 266<sup>th</sup> St., Gaylord (*actual @ RSMC*)
- Traffic Stop – Intersection W. Main St. & 6<sup>th</sup> Ave.

## 12-20-23

- Residence Watch – 300 Block Frenzel Dr.
- Traffic Stop – Intersection Freedom Dr. & 6<sup>th</sup> Ave. SE
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Traffic Stop – Intersection 401<sup>st</sup> Ave. & Hwy 5
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 1000 Block Circle Dr.
- Warrant Check – 700 Block Marion Dr.
- Business Check – 800 Block W. Chandler St.
- Medical Call/Agency Assist – 600 Block Marion Dr.
- Park Check – 300 Block 1<sup>st</sup> Ave. S.
- Park Check – 24200 Block 387<sup>th</sup> Ave.
- Apartment Checks – 400 Block W. Elgin St.

## 12-21-23

- Business Check – 23100 Block 401<sup>st</sup> Ave.
- Civil Matter – 100 Block E. Douglas St.
- Animal Call – 200 Block E. Clinton St.
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection 1<sup>st</sup> Ave. & Main St.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE & E. Baker St.
- Traffic Stop – Intersection Cty. Rd. 17 & Circle Ln.
- Traffic Stop – Intersection W. Chandler St. & 3<sup>rd</sup> Ave. NW
- Business Check – 1100 Block Circle Dr.
- Business Check – 23200 Block 401<sup>st</sup> Ave.
- Medical Call/Agency Assist – 600 Block Marion Dr.
- Business Check – 600 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.

## 12-22-23

- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Business Check – 200 Block Shamrock Dr.
- School Patrol – 200 Block 3<sup>rd</sup> Ave. NW



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- Traffic Stop – Intersection W. Chandler St. & 6<sup>th</sup> Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Traffic Detail – Intersection W. Brooks St. & 6<sup>th</sup> Ave. NW
- Warrant Check/Agency Assist – 700 Block Marion Dr.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 23200 Block 401<sup>st</sup> Ave.
- Traffic Stop – Intersection 300 Block 4<sup>th</sup> Ave. NW
- Apartment Checks – 400 Block W. Elgin St.
- Apartment Checks – 700 Block Chestnut Dr.
- Business Check – 600 Block W. Chandler St.

## 12-23-23

- Informational – Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection 2<sup>nd</sup> Ave. SW & W. Adams St.
- Traffic Stop – 300 Block E. Main St.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. & W. Chandler St.
- Traffic Detail – Intersection W. Brooks St. & 7<sup>th</sup> Ave. NW
- Parking Violation – 300 Block W. Adams St.
- Traffic Stop – Intersection W. Brooks St. & 7.5 Ave. NW
- Traffic Stop – Intersection W. Main St. & 411<sup>th</sup> Ave.
- Agency Assist/Traffic Stop – Intersection Sheila Dr. & Hwy 5
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Agency Assist/Domestic – 400 Block 10<sup>th</sup> St., Gaylord
- Noise Complaint – 300 Block W. Main St.
- Business Check – 23200 Block 401<sup>st</sup> Ave.

## 12-24-23

- Traffic Stop – Intersection 4<sup>th</sup> Ave. NE & Hwy 5 (SO)
- Agency Assist/Public Assist – Intersection Hwy 5 E. of Gaylord
- Agency Assist/Public Assist – 100 Block 3<sup>rd</sup> Ave. SW (SO)
- Civil Matter – 100 Block 4<sup>th</sup> Ave. NW
- Civil Matter – 200 Block E. Dayton St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 1000 Block Circle Dr.



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## 12-25-23

- Medical Call/Agency Assist – 400 Block Circle Ln.
- Residence Watch – 300 Block Frenzel Dr.
- Business Check – 400 Block 4<sup>th</sup> Ave. NE
- Business Check – 600 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.

## 12-26-23

- OFP Violation – 500 Block E. Elmwood St. (SO)
- Traffic Stop – Intersection 401<sup>st</sup> Ave. & Hwy 5
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Traffic Stop – 23200 Block 401<sup>st</sup> Ave.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Traffic Stop – Intersection Main St. & 1<sup>st</sup> Ave.
- Traffic Stop – Intersection W. Main St. & 7<sup>th</sup> Ave.
- Welfare Check – 200 Block W. Main St.
- Medical Call/Agency Assist – 800 Block W. Chandler St.
- Business Check – 23100 Block 401<sup>st</sup> Ave.

## 12-27-23

- Traffic Stop – Intersection W. Main St. & 2<sup>nd</sup> Ave. NW
- Suspicious Activity – 500 Block E. Elmwood St.
- Directed Patrol – 400 Block E. Adams St.
- Animal Call – 100 Block E. Baker St.
- Animal Call – 400 Block W. Baker St.
- Ordinance Violation – Intersection 3<sup>rd</sup> Ave. NE & E. Alden St.
- Traffic Stop – Intersection 8<sup>th</sup> Ave. NW & W. Chandler St.
- Traffic Stop – 500 Block Freedom Dr.
- Traffic Stop – Intersection Freedom Dr. & Creekview Ln.
- Traffic Detail – Intersection W. Brooks St. & 7<sup>th</sup> Ave. NW
- Suspicious Activity/Agency Assist – 800 Block W. Main St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & 236<sup>th</sup> St. (SO)
- Traffic Stop – Intersection W. Alden St. & 1<sup>st</sup> Ave. N.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Residence Watch – 300 Block Frenzel Dr.

## 12-28-23

- Park Check – 24200 Block 387<sup>th</sup> Ave.
- Agency Assist/Welfare Check/Medical Call – 600 Block W. Alden St. (SO)



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Glenn Gerads, Chief of Police

108 4th Ave. NW, Arlington, MN 55307

Office: (507)964-5200 Fax: (507)964-2737

E-mail: [police@arlingtonmn.gov](mailto:police@arlingtonmn.gov)

- Informational – 100 Block 4<sup>th</sup> Ave. NW
- Public Assist – 100 Block 4<sup>th</sup> Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Traffic Detail – Intersection W. Brooks St. & 7<sup>th</sup> Ave. NW
- Traffic Stop – Intersection W. Brooks St. & 411<sup>th</sup> Ave.
- Traffic Stop – Intersection E. Main St. & 4<sup>th</sup> Ave.
- Traffic Stop – 100 Block 1<sup>st</sup> Ave. N.
- Agency Assist/Traffic Stop – Intersection Hwy 5 & 401<sup>st</sup> Ave. (SO)
- Suspicious Activity/Agency Assist – 500 Block 2<sup>nd</sup> Ave. NW
- Agency Assist/Driving Complaint – Intersection Cty. Rd. 17 & Hwy 19
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Agency Assist/Suspicious Activity – 600 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.

### 12-29-23

- Traffic Stop – Intersection Hwy 5 & W. Adams St.
- Agency Assist/Scam – 24100 Block 395<sup>th</sup> Ln.
- Traffic Stop – Intersection 5<sup>th</sup> Ave. & W. Baker St.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Public Assist – 600 Block W. Adams St.
- Business Check – 800 Block W. Chandler St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Business Check – 23100 Block Hwy 5
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Harassment Complaint – 500 Block E. Elmwood St.
- Fight in Progress/Agency Assist – 400 Block E. Adams St.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Business Check – 100 Block 1<sup>st</sup> Ave. N.
- Business Check – 500 Block W. Main St.

### 12-30-23

- Alarm – 200 Block E. Main St.
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Agency Assist/Welfare Check – 800 Block W. Main St. (SO)
- Agency Assist/Juvenile Trouble – 100 Block E. Clinton St. (SO)
- Traffic Stop – Intersection Cty. Rd. 9 & Hwy 5 (SO)



## ***Arlington Police Department***

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### 12-31-23

- Traffic Stop – 400 Block 4<sup>th</sup> Ave. NE
- Traffic Stop – Intersection 3<sup>rd</sup> Ave. & Main St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & Hwy 5
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Business Check – 500 Block 2<sup>nd</sup> Ave. NW
- Driving Complaint – Intersection Hwy 5 & Marion Dr.
- Business Check – 23100 Block 401<sup>st</sup> Ave.
- Business Check – 100 Block Henderson Rd.
- Business Check – 1000 Block Circle Dr.
- Directed Patrol – 400 Block E. Adams St.
- Residence Watch – 300 Block Frenzel Dr.

Glenn Gerads #301  
Chief of Police

**ARLINGTON POLICE DEPARTMENT 2023 MONTHLY CALLS**

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<b>TOTALS</b>
911 Hang-Up		1	5	1	4	4	3	4	2	5	8	1	<b>38</b>
Accident	3	1	3	2	1	2	1	1	1		3	2	<b>20</b>
Adult Protection	1	3	1	1		2			1	1		2	<b>12</b>
Agency Assist	17	28	22	26	22	35	25	31	21	30	21	28	<b>306</b>
Alarms (Burglary/Smoke/Fire)	2	1			1		2	1		2		1	<b>10</b>
Animal Calls	4	4	2	6	11	6	12	6	6	5	6	7	<b>75</b>
Apartment Checks		5	4	4	4	2		6	3	6	9	9	<b>52</b>
Assault						1		1	1	1			<b>4</b>
Burglary												3	<b>3</b>
Business/Door Checks	52	39	77	97	87	95	113	103	100	97	103	97	<b>1060</b>
Child Endangerment				1						1			<b>2</b>
Child Protection/Custody	1	2	3	3	2	2	1	4	3	6	2	2	<b>31</b>
Civil Matters	5	5	7	6	5	3	7	9	3	5	4	4	<b>63</b>
Criminal Sexual Conduct	2			1	2	1	1						<b>7</b>
Death							1						<b>1</b>
Directed Patrol/Traffic Detail	70	42	41	21	18	23	26	13	20	16	22	27	<b>339</b>
Domestic	2	1	1		3	1		4	2	3	3		<b>20</b>
Driving Complaint	1	2	1	3	3	4	5	6	4	3	2	2	<b>36</b>
DUI/DWI					1			1			1		<b>3</b>
Fight in Progress			1									1	<b>2</b>
Fire Call				1	1	1	1		2	1	3	1	<b>11</b>
Found Property			2	1	2	4	3	2		1	2	1	<b>18</b>
Funeral/Public Escort	1				2	1			1		1		<b>6</b>
Harassment Complaints	1		1	3		1	1		1		3	3	<b>14</b>
Helipad Security											1		<b>1</b>
Informational	9	7	7	5	8	10	18	14	17	18	12	7	<b>132</b>
Juvenile Trouble/Truancy	2	1	4		3	1	1	1	2	1	3	2	<b>21</b>
K9 Activity/Demos/Training/Sniff													<b>0</b>
Medical Calls	7	8	8	5	4	3	10	8	8	7	3	9	<b>80</b>
Minor/Underage Consump/Possess					1								<b>1</b>
Missing Person/Runaway											1		<b>1</b>
Motorist Assist	3	1		3		4		2	1	5	3	3	<b>25</b>
Motor Vehicle Theft		1			1				1				<b>3</b>
Narcotic Sale/Possession					1								<b>1</b>
Noise Complaint	3	1		3	2	4	5	7	6	7	4	1	<b>43</b>
OFF/HRO/POR/Probation Violations		1	7								2	1	<b>11</b>
Open Door						1	1						<b>2</b>
Ordinance Violations/Parking Violations	3	4	4	2	11	7	7	16	12	8	5	5	<b>84</b>
Paper Service/Deliquent Notices	6	3											<b>9</b>
Park Checks	32	9	23	25	21	25	21	27	18	19	26	13	<b>259</b>
Prisoner Transport													<b>0</b>
Property Damage	2	2	3	1	2	3	1	2	5	2	2		<b>25</b>
Public Assist	2	8	7	4	4	10	5	10	12	11	8	7	<b>88</b>
Public Relations/School/CC Event	1	1	2	6		10	14	10	12	9	5		<b>70</b>
Residence Watch	15	4	19	4	1	4	7	2	3	1	11	13	<b>84</b>
Scams		2			2		2	1	1			1	<b>9</b>
School Patrols	2	3	3	15	12	2		2	12	9	14	7	<b>81</b>
Suicidal			2							1			<b>3</b>
Suspicious Activity	3	3	8	6	8	10	9	12	9	14	10	8	<b>100</b>
Theft	2	1	2	1	4		2	6	4	6	4	1	<b>33</b>
Threats		1	1		1			3	2	1	2		<b>11</b>
Traffic Hazard		1				2		2		1	1	2	<b>9</b>
Traffic Stops	37	44	130	108	120	127	149	117	142	109	120	138	<b>1341</b>
Trespass		1							1				<b>2</b>
Vandalism				1	1			1	3				<b>6</b>
Vehicle Lockout		1		1	2	1	3	2	2	1			<b>13</b>
Voter Fraud													<b>0</b>
Warrant (Search/Check/Arrest)	1				2	3	1	1	2	1		3	<b>14</b>
Welfare Check	3	2	1	4	3	2	4	2	2	2		1	<b>26</b>
<b>TOTALS</b>	<b>295</b>	<b>244</b>	<b>402</b>	<b>371</b>	<b>383</b>	<b>417</b>	<b>462</b>	<b>440</b>	<b>448</b>	<b>416</b>	<b>430</b>	<b>413</b>	<b>4721</b>

\*Chief & 1 FT Officer (Jan), Chief & 2 FT Officers (Feb - Dec)

{Public Relations: School/CC Event/Council Mtg: officer stopped to see how event was going or asked to provide security @ mtg}



## ARLINGTON POLICE CALLS YEARLY TOTALS

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
911 Hang-Up	9	18	16	15	18	25	38		
Accident	18	30	22	24	22	18	20		
Adult Protection	12	7	11	9	11	11	12		
Agency Assist	135	125	155	148	124	160	306		
Alarms (Burglary/Smoke/Fire)	31	30	39	38	42	20	10		
Animal Calls	40	89	89	99	55	53	75		
Apartment Checks	51	137	114	3	0	1	52		
Assault	5	10	11	7	3	6	4		
Burglary	6	3	4	2	2	6	3		
Business Checks/Door Checks	317	401	349	159	14	197	1060		
Child Endangerment	3	3	9	1	2	3	2		
Child Protection/Custody	18	34	28	28	8	16	31		
Civil Matters	20	20	40	30	24	30	63		
Criminal Sexual Conduct	2	3	0	2	1	2	7		
Death	4	15	2	0	3	4	1		
Directed Patrol/Traffic Detail	13	1	39	71	3	111	339		
Diversion	1	0	0	0	0	0	0		
Domestic	20	19	0	26	15	15	20		
Driving Complaint	23	26	21	48	36	18	36		
DUI/DWI	9	11	38	6	7	5	3		
Escort Court Ord	0	0	10	0	0	0	0		
Fight in Progress	3	4	4	1	0	1	2		
Fire Call	1	15	14	9	6	15	11		
Found Property	17	18	25	14	12	20	18		
Funeral/Public Escort	13	5	10	2	4	2	6		
Harassment Complaints	11	16	25	15	7	9	14		
Helipad Security	3	8	11	12	3	0	1		
Informational	23	48	134	116	75	68	132		
Juvenile Trouble/Truancy/Curfew	21	18	44	53	20	22	21		
K-9 Sniff/Activity/Training	0	23	12	1	0	1	0		
Medical Calls	29	65	134	83	65	68	80		
Minor/Underage Consump/Possess	2	4	2	0	1	0	1		
Missing Person/Runaway	9	0	5	3	2	5	1		
Motorist Assist	16	30	41	18	15	7	25		
Motor Vehicle Theft	1	3	3	1	2	1	3		
Narcotic Sale/Possession	8	9	6	4	5	1	1		
Noise Complaint	17	34	111	58	24	25	43		
OFF/HRO/Probation Violations	2	12	11	7	2	4	11		
Open Door	7	15	20	12	2	2	2		
Ordinance Violations/Parking Violations	55	231	194	88	52	52	84		
Paper Service/Delinquent Notices	30	2	0	0	0	0	9		
Park Checks	360	189	249	171	3	75	259		
Parking Violations	45	98	155	71	43	32	0		
Possess Stolen Property	0	0	0	0	0	0	0		
Prisoner Transport	1	0	0	0	0	0	0		
Property Damage	10	13	30	22	16	11	25		
Public Assist	97	136	191	195	66	55	88		
Public Relations/School/CC Event	38	70	73	22	0	4	70		
Residence Watch	42	90	103	124	18	167	84		
Scams	11	21	21	20	11	9	9		
School Patrols	65	114	120	41	1	9	81		
Skywarn/Weather Warn	0	0	0	0	0	0	0		
Suicidal	2	1	3	0	3	3	3		
Suspicious Activity	110	108	171	138	99	72	100		
Theft	38	52	73	47	21	25	33		
Threats	3	6	7	17	4	8	11		
Traffic Hazard	6	9	20	7	14	1	9		
Traffic Stops	327	732	1307	824	935	444	1341		
Trespass	5	8	7	7	4	1	2		
Vandalism	20	7	3	6	4	1	6		
Vehicle Lockout	18	40	29	18	2	5	13		
Voter Fraud	1	1	0	0	0	0	0		
Warrant (Search/Check/Arrest)	28	45	39	9	18	13	14		
Welfare Check	29	26	42	36	27	27	26		
<b>TOTAL CALLS</b>	<b>2261</b>	<b>3308</b>	<b>4446</b>	<b>2988</b>	<b>1976</b>	<b>1966</b>	<b>4721</b>	<b>0</b>	<b>0</b>

\*2017 - 2 FT officers (Jan, Feb) (Voigt, Rovinsky), 1.5 FT officers (Mar) (Rovinsky left, Voigt), 1 FT Officer (Voigt) & Gaylord PD/Chief Assist (April-Jun),

1 FT officer/acting interim chief (Voigt) (July), 2 FT officers (Aug-Sept) (Voigt left, Sandquist),

1 FT officer (Sandquist) & (SO) interim chief, 1 Chief & 2 FT officers (Dec) (Petterson, Sandquist, Jancoski)

\*2018 - Chief & 1.5 FT officers (Jan) (Petterson, Sanquist left, Jancoski), Chief & 1 FT officer (Feb-Apr) (Petterson, Jancoski),

Chief & 2 FT officers (May-Dec) (Petterson, Jancoski, Noxon)

\*2019 - Chief & 2 FT officers (Jan-Mar) (Petterson, Jancoski, Noxon), Chief & 3 FT officers (Apr-Dec) (Petterson, Jancoski, Noxon, Holasek)

\*2020 - Chief & 3 FT officers (officer out on W.C. 6 mo. & officer out 3 mo. materinty leave), (Chief Petterson to Chief Konechne (June))

\*2021 - Chief & 2.5 FT officers (Jan-mid Feb; 1 officer out W.C. first half of year) (Jancoski/Daily left),

Chief & 2 FT officers (mid Feb-Apr) (Konechne, Noxon, Holasek),

Chief & 2.5 FT officers (May-mid Jul) (Konechne, Noxon left, Holasek, Walton),

Chief & 2 FT officers (mid Jul-Aug) (Holasek left, Walton, Lenertz hired w no overlap),

Chief & 2.5 FT officers (Sept-mid Nov) (Konechne, Walton left, Lenertz, Brewer),

2 FT officers (mid-Nov-Dec w Interim Chief from SO Dec. (Konechne left, Lenertz, Brewer)

\*\*Council voted not to fill officer vacancy

\*2022 - {SO} Interim Chief [admin only] (Jan-Jul) (Kompellen), FT Chief (Aug-Dec) (Gerads),

2 FT patrol officers (Jan-mid Jun) (Lenertz Brewer left), 1 FT officer (mid Jun-Sept) (Lenertz), 2 FT officers (Sept-mid Oct) (Lenertz left, Legg), 1 FT officer (mid Oct-Dec) (Legg)

\*2023 - Chief & 1 FT officer (Jan) (Gerads, Legg), Chief & 2 FT officers (Feb-Dec) (Gerads, Legg, Campbell)