

**WILLMAR CITY COUNCIL MEETING  
JANUARY 17, 2012, 7:00 P.M.  
COUNCIL CHAMBERS, WILLMAR MUNICIPAL UTILITIES  
700 WEST LITCHFIELD AVENUE, WILLMAR, MINNESOTA**

**AGENDA**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Consent Items:
  - Approve:
    - A. City Council Minutes of January 3, 2012
    - B. Municipal Utilities Commission Minutes of January 9, 2012
    - C. Rice Hospital Board Minutes of January 11, 2012
    - D. Planning Commission Minutes of January 11, 2012
    - E. Accounts Payable through December 30, 2011, and January, 2012
  - Accept:
    - F. Building Inspection Report for December, 2011
    - G. Willmar Design Center Minutes of December 6, 2011
    - H. Applications for Exempt Permits: Willmar Fests, Inc.  
Prairie Pothole Chapter, MN Waterfowl Association  
Rocky Mountain Elk Foundation, Prairie Lakes Chapter
6. Items Removed from Consent Agenda
7. Willmar City Council Open Forum
8. Finance Committee Report for January 9, 2012
  - Action Items:
    - A. Consideration of Rice Memorial Hospital Bond Refunding
    - B. Consideration of PFA Funding, Western Interceptor
    - C. Consideration of Fire Department Donation
    - D. Consideration of WRAC-8 Budget Adjustment
9. Public Works/Safety Committee Report for January 10, 2012
  - Action Items:
    - A. Consideration of Airport Hangar Uses
    - B. Consideration of Contract with Short Elliott Henrickson
    - C. Consideration of Contract with SafeAssure for Safety Training
    - D. Order Preparation of Improvement Report for 2012 Improvements
10. Labor Relations Committee Report for January 11, 2012
  - Action Items:
    - A. Consideration of Hiring Additional Police Officers
    - B. Consideration of Public Works Director's Probationary Period
11. Community Development Committee Report for January 12, 2012
12. Announcement of Council Committee Meeting Dates

13. Miscellany:  
A.  
B.  
C.

14. Adjourn

WILLMAR CITY COUNCIL PROCEEDINGS  
COUNCIL CHAMBERS  
WILLMAR MUNICIPAL UTILITIES BUILDING  
WILLMAR, MINNESOTA

January 3, 2012  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Frank Yanish. Members present on a roll call were Mayor Yanish, Council Members Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Steve Ahmann, Rick Fagerlie, Jim Dokken, and Tim Johnson; Present 9, Absent 0.

Also present were City Administrator Charlene Stevens, City Attorney Richard Ronning, Police Chief David Wyffels, Finance Director Steve Okins, Planning and Development Services Director Bruce Peterson, and City Clerk Kevin Halliday.

Council Member Ahmann offered a motion adopting the Consent Agenda which included the following: City Council Minutes of December 19, Rice Hospital Board Minutes of December 14, Municipal Utilities Commission Minutes of December 27, Accounts Payable through November 30, and Convention and Visitors Bureau Board Minutes of October 18 and November 22, 2011; and Mayor Appointments: Zoning Appeals Board - Louis Estrada; and Planning Commission - Bob Poe and Virgilio Aguirre Jr. Council Member Reese seconded the motion, which carried.

At 7:02 p.m. Mayor Yanish opened the public hearing on an Ordinance Authorizing the Issuance of General Obligation Hospital Revenue Refunding Bonds, Series 2012A. Mike Schramm, Rice Hospital CEO, informed the Mayor and Council of ongoing discussions regarding refinancing the outstanding bonds as part of the 2002 Hospital building project and \$51.2 million bond issue. Underwriting firms have recently advised the Hospital to pursue refunding/refinancing in early 2012 at an estimated savings of 7 percent. Kathy Aho, President of Springsted Incorporated, indicated the estimated refunding bonds would total up to \$47 million. The Bonds will be sold through a negotiated process with a February 27, 2012, closing date. February of 2013 would be the first bond redemption date (first call) of the 2002 bond issue. Upon hearing all those who wished to be heard, Mayor Yanish closed the hearing at 7:29 p.m.

Council Member Anderson offered a motion to adopt, assign a number, and order final publication of the Ordinance Authorizing the Issuance of General Obligation Hospital Revenue Refunding Bonds, Series 2012A. Council Member Reese seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

On behalf of a Council Member request, Rice Hospital CEO Mike Schramm addressed the Council regarding joint commission accreditation which is conducted once every three years and recently completed. The Commission utilized patient tracers which followed patient care from admission to discharge, monitored pharmacy protocols, and issued direct findings and indirect findings affecting patient care. This matter was for information only.

At 7:30 p.m. Mayor Yanish opened the public hearing on an Ordinance to Rezone Certain Lands from R-4 to R-3. Planning and Development Services Director Peterson informed the Mayor and Council that the Planning Commission initiated the rezone of several blocks south of the Central Business District from R-4 (medium density multi-family resident) to R-3 (low density multi-family residential) to all single family, duplexes, tri-plexes and four-plexes as legal permitted uses to make financing and resale more feasible for the existing single family homes. The Planning Commission held a hearing and approved the rezone request. Upon hearing all those who wished to be heard, Mayor Yanish closed the hearing at 7:31 p.m.

Council Member Anderson offered a motion to adopt, assign a number, and order final publication of the Ordinance Amending Municipal Ordinance No. 1060, the Willmar Zoning Ordinance. Council

Member Reese seconded the motion, which carried.

Mayor Yanish acknowledged that no one had signed up to address the City Council during its scheduled Open Forum.

Council Member Ahmann moved to remove from the table the Ordinance Amending the Charter of the City of Willmar with Council Member Anderson seconding the motion, which carried. Since the public hearing was closed December 19, 2011, the Council began its discussion. Council Member Christianson stated that he doesn't support the super majority for overriding the Willmar Municipal Utilities Commission or Rice Hospital Board as he opined the Council is the last line of defense from the electorate.

Council Member Anderson felt the Council appoints qualified individuals to run the Willmar Municipal Utilities and Rice Hospital and doesn't see a problem with the super majority. Council Member Reese offered a like opinion. Council Member Christianson objected to the required adoption of the Minnesota Mayors' Association Rules of Order, seeing no need for new rules. Council Member Ahmann indicated that the super majority hasn't been a problem in the past. Council Members expressed their appreciation to the Charter Commission for their dedication to the Charter review. Council Member Christianson asked Charter Commission Chairman Shawn Mueske to clarify some issues and comment on the vote of the Commission on the super majority.

Council Member Reese offered a motion to adopt, assign a number, and order final publication of the Ordinance Amending the Charter of the City of Willmar. Council Member DeBlieck seconded the motion, which failed on a roll call vote of Ayes 6, Noes 2 - Council Members Christianson and Dokken voted "No" (State law requires all affirmative votes to amend the Charter).

The Mayor and Council discussed a Resolution appointing a responsible authority to administer the requirements for collection, storage, use and dissemination of data. Following discussion, Resolution No. 1 was introduced by Council Member DeBlieck, seconded by Council Member Reese, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

AUTHORIZING EXECUTION OF AGREEMENT

WHEREAS, Minnesota Statutes, Section 13.02, Subd. 6, requires that the City of Willmar appoint one person as the Responsible Authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City; and

WHEREAS, the City Council of the City of Willmar shares the concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively and technically qualified Responsible Authority as required under the Statute.

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, that the City Administrator Charlene Stevens be appointed as the Responsible Authority for the purpose of meeting all requirements of Minnesota Statutes, Sections 13.02-13.87, as amended, and with rules as lawfully promulgated by the Commissioner of Administration as published in the State Register.

Dated this third day of January, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Announcements for Council Committee meeting dates were as follows: Finance, January 9; Public Works/Safety, January 10; Labor Relation, January 11; and Community Development, January 12, 2012.

There being no further business to come before the Council, the meeting adjourned at 7:55 p.m. upon motion by Council Member DeBlieck, seconded by Council Member Ahmann, and carried.

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SECRETARY TO THE COUNCIL

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**JANUARY 9, 2012**

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, January 9, 2012 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Matt Schrupp, Dan Holtz, Jerry Gesch, and Carol Laumer. Absent were Commissioners Dave Baker and Doug Lindblad.

Others present at the meeting were: City Attorney Rich Ronning, Interim Co-Manager Wes Hompe, Interim Co-Manager Larry Heinen, Manager of Electric Services Jeff Kimpling, Director of Water/Heating Bart Murphy, Power Supply Broker Chris Carlson, Director of Electric Production Jon Folkedahl, Mayor Frank Yanish, City Administrator Charlene Stevens, City Councilmen Bruce DeBlieck, Jim Dokken & Ron Christianson, WC Tribune Journalist David Little, and Bruce Gomm.

Due to the absence of Commission President Baker, Vice President Salzer opened the meeting by requesting a resolution approve to the Consent Agenda. Commissioner Gesch offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

**RESOLUTION NO. 2**

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the December 27, 2011 Commission Meeting;
- ❖ Minutes from the January 5, 2012 Special Meeting; and,
- ❖ Bills represented by vouchers No. 120001 to No. 120079 inclusive in the amount of \$220,040.97, with a MISO credit in the amount of \$18,167.57.

Dated this 9<sup>th</sup> day of January 2012.

\_\_\_\_\_  
Vice President

ATTEST:

\_\_\_\_\_  
Secretary

The foregoing resolution was adopted by a vote of five ayes and zero nays.

Power Supply Broker Carlson reviewed with the Commission the November 2011 Power Supply. Carlson noted that due to trade secrets and confidential information included previously on the report, the report now reflects a newly revised format. This was for information only.

Vice President Salzer then moved to the discussion regarding Requests for Proposals to conduct an assessment of the WMU organization. Commissioner Schrupp made a motion to reopen the subject tabled at the January 5, 2012 Special MUC Meeting. Commissioner Laumer seconded the motion which carried by a vote of five ayes and zero nays.

Vice President Salzer turned over the RFP update to Commissioner Schrupp. Commissioner Schrupp indicated that a copy of the new RFP has been distributed to all Commissioners. Commissioner Schrupp and Interim Co-Managers Heinen & Hompe met earlier in the day to review the proposed RFP. Commissioner Schrupp reviewed with the Commission the three components that comprise the RFP. The three sections would be: 1) Request for Proposals to Conduct an Organizational Review of WMU; 2) Deliverables/Outputs; and, 3) Requirements of the Proposals. Commissioner Schrupp made a motion to accept the RFP as presented. Commissioner Holtz seconded. Questions then raised by Commissioners included: setting a time frame for the work, identifying the criteria for selection of a firm, determination of firms to receive the proposal, language to cancel the work, and the Commission approval process. Commissioner Schrupp indicated that January 25, 2012 at 4:00 p.m. would be the deadline for submission of the RFP. Written proposals will be reviewed by the WMU Labor Committee and presented to the Commission with a recommendation for final Commission approval. The successful firm will deliver in person to the Commission their final report at the end of their assessment. Following discussion, the motion was amended to include: 1) add the date of January 25, 2012 at 4:00 p.m. for the submission deadline of the RFP; 2) add that a final presentation be made by the selected firm at the end of their assessment to the Commission; and, 3) add Interim Co-Manager Hompe's email address to the document as the contact person. The motion carried by a vote of five ayes and zero nays.

At this time, Vice President Salzer noted that there were several organizational matters to be addressed. The first matter would be to establish regular meeting times and location for the year 2012. Following discussion, Commissioner Schrupp made a motion to set the 2012 Municipal Utilities Commission meeting schedule as presented with meetings to be held on the second and fourth Mondays of each month (unless otherwise designated) at 11:45 a.m. in the Municipal Utilities Auditorium. Commissioner Laumer seconded the motion which carried by a vote of five ayes and zero nays.

Vice President Salzer then announced the recommendations for appointments to the Labor Relations Committee and the Planning Committee for 2012. Appointments to the Labor Committee were as follows: Commissioners Laumer, Schrupp, and Baker. Appointments to the Planning Committee were as follows: Commissioners Gesch, Holtz, and Salzer. Commissioner Schrupp made a motion to approve the list of appointments as recommended. Commissioner Gesch seconded the motion which carried by a vote of five ayes and zero nays.

Manager of Electric Services Kimpling reviewed with the Commission a complete listing of membership dues paid by WMU in 2011. The document included a description of each itemized fee. This was for information only.

Interim Co-Managers Hompe & Heinen made a request to the Commission to schedule a meeting of the WMU Planning Committee. The main topic to be addressed would be the Power Plant Improvement Project. A desirable meeting date would be during the week of January 16<sup>th</sup>.

Interim Co-Managers Hompe & Heinen reminded the Commission of the upcoming MMUA Winter Legislative Conference to be held February 8-20, 2012. All interest parties are asked to contact Beth Mattheisen.

With no other business to come before the Commission, Commissioner Schrupp made a motion to adjourn the meeting. Commissioner Holtz seconded the motion, and the meeting was adjourned by a vote of five ayes and zero nays.

Respectfully submitted,

WILLMAR MUNICIPAL UTILITIES

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Jeff Kimpling  
Manager of Electric Services

ATTEST:

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Matt Schrupp, Secretary

RICE MEMORIAL HOSPITAL

BOARD OF DIRECTORS

January 11, 2012

**PRESENT:** David Anfinson, President; Steve Cederstrom, Vice President; Dr. Robert Kruger, Secretary; Dr. Michael Gardner, Treasurer; and Directors Jenna Fischer, Eric Weiberg and Wayne Larson

**ADMINISTRATIVE STAFF:** Michael Schramm, Bill Fenske, Teri Beyer, Dale Hustedt, Wendy Ulferts, Sandy Roelofs

**GUESTS:** Dr. Lee Cafferty, Jim Dokken, Kris Cervin, Jess Vagle, Shelly Woltjer, Bev Weflen, Jean Raatz

**Call to Order/Minutes:** President Anfinson called the meeting to order at 5:30 p.m. A motion was made by Director Gardner, seconded by Director Cederstrom, and carried that the minutes of the December 14, 2011 meeting be approved as written.

**Quality Report/Board Education – 2011 Quality Improvement Project Highlights:**

1. Teri Beyer distributed information to the Board for their review, which included: a) Compilation of annual reports of projects focused on/addressed in 2011. b) 2012 Care Improvement Plan.
2. Electrolyte Replacement Protocol – Kris Cervin: a) Electrolyte Protocol was set as a core measure goal for 2010 by the Care Improvement Team. b) A team was formed to develop and implement the Electrolyte Replacement Protocol. c) An Aim Statement for the protocol for 2011 was developed. d) The protocol “go-live” date was set for July 21, 2010. e) All physicians, nurses and pharmacists were sent communication about the availability of the protocol. f) Initial observations were reviewed. g) Data was collected by analyzing 39 Electrolyte Replacement Protocols used and 45 Electrolyte Replacements NOT using the protocol. h) The Electrolyte Replacement Team met on December 10<sup>th</sup>, post-implementation, to discuss positive and negative observations/necessary adjustments. i) Electrolyte protocol outcome data.
3. Safe Patient Discharge Transitions – Jess Vagle: a) Background of project reviewed. b) Key players. c) Focus areas. d) Medication management – home medication list accuracy. e) Patient and family discharge preparation: 1) patient and family learning. 2) daily weights. f) Comprehensive discharge plan. g) Statewide outcome measurements. h) Community partnerships.

**Financial Report:** Bill Fenske reviewed information from the November 30, 2011 financial reports in regard to the following: 1) November was a positive month in terms of operating performance compared to the budget and last year. 2) The overall net operating income was \$456,000 compared to a budgeted operating loss of \$12,000 and last year’s operating income of \$8,400. 3) Patient revenues were \$1.6 million (10.5%) greater than budget for the month and 11.8% greater than last year. 4) Other operating revenues were \$41,000 (3.2%) less than budget due to lower anticipated profitability in November at Willmar Medical Services (WMS) as a result of Radiation Oncology being closed during the new equipment installation process. 5) Net expenses were \$8.5 million which was \$590,000 (7.5%) greater than budget. 6) Year to date, the overall net operating income was \$4.2 million compared to budgeted operating income of \$405,000 and last year’s operating loss of \$1.1 million. A motion was made by Director Weiberg, seconded by Director Larson and carried that the November 30, 2011 financial statements be approved as presented.

**Medical Staff Report – Dr. Lee Cafferty:** 1) Epic CIS Update: 100% of the Active Medical Staff have now signed up for the physician training on the new Epic system. He expressed thanks to the Medical Staff for their participation in the training, as well as to Teri Beyer, Wendy Ulferts, Jess Vagle and Kathy Dillon for their efforts/hard work in this process. 2) Discussion was held by the Credentials Committee regarding whether residents on clinical rotations at Rice should be considered as “medical students” or whether they should be credentialed and privileged and work independently without need for co-signature on orders and reports. A motion was made by Director Larson, seconded by Director Cederstrom, and carried that the minutes of the December 27, 2011 Medical Staff Executive and Credentials Committee meetings be approved as presented, and that the following applications to the Medical Staff of Rice Memorial Hospital be approved:

**INITIAL APPLICATIONS:** Allied Health Staff: Lowell Einerson, D.D.S. – Dentist/Department of Surgery. Private Practice, Alexandria, MN. Barbara Zajicek, D.D.S. – Dentist/Department of Surgery. Semi-retired from Parkview Dental, Hutchinson, MN. **REAPPOINTMENT APPLICATIONS:** Active Staff: Samuel Camp, M.D. – Family Practice/Department of Family Practice. Affiliated Community Medical Center, Willmar, MN. Andrew Hoffmann, M.D. – Family Practice-Emergency Medicine/Department of Family Practice-Department of Emergency Medicine. Family Practice Medical Center, Willmar, MN. KerriAnn Mahon, M.D. – Pediatrics/Department of Pediatrics. Affiliated Community Medical Center, Willmar, MN. Affiliate Staff: Julie Hanna, M.D. – Neurology/Department of Internal Medicine. Minnesota Epilepsy Group, P.A., St. Paul, MN. Mark Johnston, D.P.M. – Podiatrist/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. Patricia Penovich, M.D. – Neurology/Department of Internal Medicine. Minnesota Epilepsy Group, P.A., St. Paul, MN. David Whaley, M.D. – Resident in Psychiatry/Department of Psychiatry. Rice Institute, Willmar, MN. James Wire, M.D. – Plastic Surgeon/Department of Surgery. Private Practice, Chaska, MN. Allied Health Staff: Wendy Arnold, ST – Surgical Assistant/Department of Surgery. St. Cloud Orthopedic Associates, Ltd., Sartell, MN. Responsible Physician: Christopher Widstrom, M.D. Alysa Bergstrom, LDA – Surgical Assistant/Department of Surgery. Oral-Facial Surgery, PA, Willmar, MN. Responsible Physician: James Hughes, D.D.S. Sharon Cramlet, LPN – Surgical Assistant/Department of Surgery. Willmar Medical Services, Willmar, MN. Responsible Physician: Kevin Unger, M.D. Dixie Johnson, LDA – Surgical Assistant/Department of Surgery. Rice Regional Dental Clinic, Willmar, MN. Responsible Dentist: Linda Jackson, D.D.S. Scooter Lippert, LICSW – Social Worker/Department of Psychiatry. Rice Institute for Counseling and Education, Willmar, MN. Responsible Physician: Daniel Scott, M.D. Nicholas Pruett, PA-C – Physician Assistant/Department of Surgery. Central Minnesota Neurosciences, Sartell, MN. Responsible Physician: Jeff Gerdes, M.D. Michael Thomas, D.D.S. – Dentist/Department of Surgery. Camden Dental Clinic, Marshall, MN. Responsible Dentist: Linda Jackson, D.D.S. Diane Zorn, LP – Licensed Psychologist/Department of Psychiatry. Affiliated Community Medical Center, Willmar, MN. Responsible Physician: David Newcomer, D.O.

**CEO Report – Mike Schramm:**

1. CFO Resignation: It was announced that Bill Fenske has resigned his position as Chief Financial Officer of Rice Hospital effective February 24. The Executive Team is currently developing a plan for the transition process during the recruitment of a new CFO for Rice. CEO Schramm, Jim Dokken and President Anfinson all expressed thanks for the hard work Bill has done as well as his talents and leadership skills in order to accomplish the Hospital's financial goals set forth.
2. Epic Clinical Information System (CIS) Update: The "go live" date set for the Epic system is February 1. A tremendous amount of work is being done on the implementation process and training for staff and physicians.
3. Wellness Grant: In order to improve the health of our community, Rice has been given a grant partnership opportunity through the Allina Health System. The grant focuses on three areas which include obesity, smoking cessation and mental health. Mr. Schramm has met with both Family Practice Medical Center (FPMC) and Affiliated Community Medical Centers (ACMC) Board Presidents on this opportunity. One of the aims of the grant is not to duplicate efforts in the local community. More information on the Wellness Grant will be shared with the Medical Staff and the Board as this process continues.
4. Upcoming Educational Session: Work continues on scheduling an educational session for Board Members and the Medical Staff, jointly sponsored by the Hospital, ACMC and FPMC. The topic for the session will be "health care reform from a payer perspective." The tentative date for the meeting is set for January 26.
5. Shared Health Resources (SHR): The SHR Management Committee has approved the refinancing of outstanding debt which is scheduled to come due in 2013. SHR was able to refinance with Bremer Bank at a competitive rate, as well as alleviate some of the language with the existing debt.
6. Space Planning: Architectural facility planning continues for both Rice Care Center (RCC) and Rice Hospital.
  - a) The Hospital continues to review options and alternatives for space needs/planning for both the Laboratory and Imaging Services which were not addressed in the last building and remodeling project.
  - b) Planning efforts are underway for Phases C and D of the building and expansion project at the Care Center

which was previously approved by the Board. Phases C and D include renovation of the existing space where the residents currently reside.

7. Rice Home Medical (RHM): As part of the Growth plan for RHM, work continues on growing and improving sales, as well as its organizational restructuring plan. Changes include three primary areas of management: Sales, Business Development and Operations. As a result, the interview process is underway for a Sales Director for RHM. Efforts also continue for a permanent site location for the Redwoods Falls Home Medical site which recently moved to its temporary location.
8. Rice Health Foundation: Shirley Carter has been hired as the Executive Director for the Foundation and will begin her duties at Rice on March 12. She did make a visit to the Willmar community on January 2<sup>nd</sup>.
9. Anesthesia Services: Meetings continue between ACMC and Rice in order to review ways/opportunities for improving this service line. Work continues on the details for the structure/model for providing these services in an effort to best meet the needs of the community.

**New Business:**

**Bond Refunding Parameters Resolution:** Discussions continue in regard to the refinancing of the outstanding bonds as part of the Hospital's building project completed in 2006. Meetings have been held with the underwriting firm, City Officials and the City's financial advisors and discussions are ongoing in regard to the refinancing of the bonds. A proposed resolution was reviewed with the Board requesting that the City Council authorize the issuance and sale of General Obligation Hospital Revenue Refunding Bonds, Series 2012A. Discussion followed by the Board. Director Fischer asked that a copy of the City resolution be provided to the Board in future discussions concerning the refinancing of the bonds. **A motion was made by Director Larson, seconded by Director Weiberg, and carried that the following resolution be approved as presented and recommended:**

**RESOLUTION CONCURRING IN THE ACTION OF THE CITY COUNCIL  
OF THE CITY OF WILLMAR AUTHORIZING ISSUANCE AND  
SALE OF GENERAL OBLIGATION HOSPITAL REVENUE  
REFUNDING BONDS, SERIES 2012A  
(RICE MEMORIAL HOSPITAL PROJECT)**

WHEREAS, the City of Willmar, Minnesota (the "City") has issued heretofore its General Obligation Hospital Revenue Bonds, Series 2002 (Rice Memorial Hospital Project) (the "Prior Bonds") to finance the acquisition and betterment, including expansion and renovation, of the Rice Memorial Hospital (the "Hospital"); and

WHEREAS, the Rice Memorial Hospital Board (the "Board") has determined that it is in the best interests of the City and the Hospital to refund the \$43,645,000 aggregate principal amount of the Prior Bonds which mature on or after February 1, 2013 (the "Refunded Bonds") to achieve debt service savings; and

WHEREAS, at the request of the Board, on January 17, 2012, the City Council of the City will consider a Resolution Authorizing Issuance and Sale of General Obligation Hospital Revenue Refunding Bonds, Series 2012A (Rice Memorial Hospital Project) (the "Resolution") to provide funds to refund the Refunded Bonds.

WHEREAS, the Resolution will be in substantially the form on file with the Secretary of the Hospital.

NOW, THEREFORE, BE IT RESOLVED by the Rice Memorial Hospital Board of the City of Willmar, Kandiyohi County, Minnesota, as follows:

1. The Board hereby authorizes and requests that the City Council issue its General Obligation Hospital Revenue Refunding Bonds, Series 2012A (Rice Memorial Hospital Project) (the "Bonds").

2. The Board hereby joins in and concurs in the adoption of the Resolution, and adopts all of the covenants and agreements contained therein with the same force and effect as if said Resolution had been adopted by the Board, which Resolution, in the form actually adopted, is incorporated by reference in and made a part of this

resolution to the same extent and with the same force and effect as if set out fully herein. The approval hereby given to the Resolution includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the Pricing Committee described therein.

3. The Board acknowledges and agrees that, as the Resolution requires, the Hospital shall remit hospital revenues to the City Finance Director on a monthly basis in amounts sufficient to pay the annual principal and the semi-annual interest due on the Bonds.

2012 Board Committee Appointments: President Anfinson presented the Board Committee appointments for 2012. It was the consensus of the Board that the proposed appointments be accepted as recommended.

Hospital Committee/City Council Reports:

1. Board Trustee Conference: Directors Weiberg and Gardner reviewed sessions they attended during the Winter Trustee Conference on "Trends and Issues for Trustee Governance." The conference was sponsored by the Minnesota Hospital Association and was held on January 6-8.
2. Director Fischer encouraged the Board to attend one of two educational opportunities to be held at the Willmar Education and Arts Center (WEAC) on January 12. The topic of the session is, "Understanding the Somali Culture."
3. Shared Health Resources (SHR): Directors Cederstrom and Anfinson reported on the December 28 SHR Management Committee meeting.
4. Willmar Medical Services: Director Anfinson reported on the Willmar Medical Services Board meeting he attended on December 27.
5. Councilman Dokken reported on the City Council meeting of January 3 and also reviewed the schedule of upcoming Council Committee meetings.
6. The Hospital Board's Executive Committee met on January 11. In attendance were Directors Anfinson, Cederstrom and Gardner.

Adjournment: There being no further business, the meeting was adjourned at 7:03 p.m.

Submitted by:

Robert Kruger, M.D., Secretary

sr

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, JANUARY 11, 2012**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, January 11, 2012, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

\*\* Members Present: Mark Klema, Scott Thaden, Andrew Engan, Gary Geiger, Nick Davis, and Bob Poe.

\*\* Members Absent: Charlie Oakes, Randy Czarnetski, and Virgilio Aquirre.

\*\* Others Present: Ryan Voz, Mark Jerzak, Bruce Peterson- Director of Planning and Development Services, Megan Sauer- Planner.

2. REORGANIZATION: Mr. Thaden made a motion, seconded by Mr. Geiger to nominate Mr. Klema for Chair, Mr. Oakes for Vice Chair, and Mr. Engan for secretary.

The motion carried.

3. MINUTES: The minutes of the December 14, 2011 meeting were approved with the correction of the spelling of Mr. Geiger.

4. STINGERS TRAILER DISCUSSION CONTINUED: The Commission continued the discussion of a possible new office trailer at the ball park for the Stingers organization and Ryan Voz and Mark Jerzak were present for the discussion. The Stingers were offered the lease of a trailer that is larger and more insulated for use as office space at Bill Taunton field. It would be tied down and skirted. The office space would be more user friendly in the winter, but would not have City sewer or water.

The Planning Commission opined that ideally a permanent structure would be built on the site, but that is not feasible at this time. A step up in the temporary office structure is a step forward. They saw the new trailer to be unobtrusive and as long, as there aren't ADA issues and only Stinger signage, they saw no issue with the new trailer.

Mr. Thaden made a motion, seconded by Mr. Geiger, to approve the new trailer building at the existing office location with the conditions as follows:

- A. The trailer be tied down and properly skirted.
- B. The trailer shall meet all necessary codes/ADA requirements.
- C. The signage shall meet the Zoning Ordinance stipulations.
- D. The temporary office will be re-reviewed at the January 2014 Planning Commission meeting.

The motion carried.

5. GREENSTEP CITIES PROGRAM: Mr. Thaden made a motion, seconded by Mr. Engan, to take the matter off the table and open the topic up for further discussion.

The motion carried.

The Commission discussed the benefits and impact the program would have on the community. They also talked about it being a citizen driven process and that staff time and City dollars would be limited. They talked about the program being inherently good, but that the City Council will ultimately decide if it's a program the City should participate in.

Mr. Scott reiterated the motion that was already on the table, to encourage the City Council to adopt a resolution to participate in the program after Mr. Bjur and Mr. Vetsch present the GreenSteps Program and sub-committee findings to the City Council.

The motion carried.

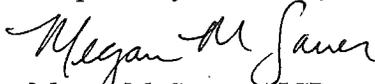
6. MISCELLANY: Staff presented a possible future annexation on the north side of town east of Eagles Landing along 8<sup>th</sup> St. NE. There are some failing septic systems and a possible support and solution for the problem of the home owners would be annexation and City services. The best way to service these homes with sewer would be gravity feed. And through its due diligence the City discovered there are two tax forfeiture lots that are low lying and swampy (probably unbuildable), but would be needed for the gravity sewer plans due to existing elevations (easements in the future would be much more costly). Staff asked the Commission to support the acquisition of the two lots for future utilities.

Mr. Engan made a motion, seconded by Mr. Geiger, to recommend that the City acquire the two forfeiture lots to allow future access to sewer lines and for stormwater retention.

The motion carried.

7. There being no further business to come before the Commission, the meeting adjourned at 7:46 p.m.

Respectfully submitted,



Megan M. Sauer, AICP  
Planner/Airport Manager





VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WAL-MART COMMUNITY 31974 12/30/11 000789 CITY SALES TAX 31974 12/30/11 CHRISTMAS LIGHTS VENDOR TOTAL	0.12 26.68 26.80 26.80		111811 111811 *CHECK TOTAL		D N D N	SALES TAX PAYABL GENERAL SUPPLIES	101.206000 207.45001.0229
WEST CENTRAL COMMUNICATI 31975 12/30/11 000796 RADIO INSTALLATION 31975 12/30/11 RADIO INSTALLATION 31975 12/30/11 PAGER CHARGERS VENDOR TOTAL	47.14 118.27 82.29 247.70 247.70		072129S 072157S 072195S *CHECK TOTAL		D N D N D N	INVENTORIES-MDSE INVENTORIES-MDSE SMALL TOOLS	101.125000 101.125000 101.42412.0221
WEST CENTRAL PRINTING 31976 12/30/11 000803 HOLME-BUSINESS CARDS 31976 12/30/11 FORFEITURE RECEIPTS VENDOR TOTAL	44.95 99.54 144.49 144.49		15815 15822 *CHECK TOTAL		D N D N	OFFICE SUPPLIES OFFICE SUPPLIES	101.42411.0220 101.42411.0220
WEST CENTRAL SANITATION 31977 12/30/11 00805 GARBAGE SERVICE-NOVEMBER 31977 12/30/11 GARBAGE SERVICE-NOVEMBER VENDOR TOTAL	61.05 51.16 249.51 722.30 61.03 134.83 51.16 274.76 1,605.80 1,605.80		1573100/11-11 1573100/11-11 1573100/11-11 1573100/11-11 1573100/11-11 1573100/11-11 1573100/11-11 2468500/11-11 *CHECK TOTAL		D N D N D N D N D N D N D N	CLEANING AND WAS CLEANING AND WAS	101.41408.0338 101.42412.0338 101.43425.0338 101.43425.0338 101.45427.0338 101.45433.0338 101.45435.0338 651.48474.0338
WEST CENTRAL TRIBUNE 31978 12/30/11 00807 DOG/CAT LICENSE NOTICES 31978 12/30/11 AERATION WARNING 31978 12/30/11 AERATION WARNING 31978 12/30/11 ANNUAL SUBSCRIPTION VENDOR TOTAL	176.64 353.28 317.95 168.15 1,016.02 1,016.02		CL03030378 DI03054229 DI03054230 177823700/12 *CHECK TOTAL		D N D N D N D N	PRINTING AND PUB PRINTING AND PUB PRINTING AND PUB PREPAID EXPENSES	101.41403.0331 101.43425.0331 101.43425.0331 207.128000
WILLMAR DESIGN CENTER 31979 12/30/11 002348 EXPENSE REIMBURSEMENT VENDOR TOTAL	1,039.43		122211		D N	DOWNTOWN ITEMS	101.41428.0820
WILLMAR WATER & SPAS 31980 12/30/11 000831 WTR PURIFIER RENTAL-DEC 31980 12/30/11 SOFTENER SALT VENDOR TOTAL	37.41 24.53 61.94 61.94		11-12 24442 *CHECK TOTAL		D N D N	RENTS GENERAL SUPPLIES	101.41408.0440 101.41408.0229

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GL540R-V07.12 PAGE 4  
CITY OF WILLMAR

VENDOR NAME AND NUMBER  
CHECK# DATE DESCRIPTION  
ZEE MEDICAL SERVICE 000839  
31981 12/30/11 FIRST AID SUPPLIES

AMOUNT	CLAIM	INVOICE	PO#	F	S	9	EX	M	ACCOUNT	NAME	ACCOUNT
70.75		54167823		D	N					SUBSISTENCE OF P	101.41408.0227

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
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REPORT TOTALS:

3,034,085.88

RECORDS PRINTED - 000067

FUND RECAP:		
FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	1,845,128.11
207	W.R.A.C. - 8	1,212.33
208	CONVENTION & VISITORS BUREAU	21,000.00
220	LOCAL OPTION SALES TAX	81,000.00
310	D.S. - 2010 BOND	2,000.00
350	RICE HOSPITAL DEBT SERVICE	558,000.00
420	LOCAL OPT SALES TAX PROJECTS	1,115.00
450	CAPITAL IMPROVEMENT FUND	1,355.03
651	WASTE TREATMENT	492,275.41
741	OFFICE SERVICES	16,000.00
742	PUB. IMP. REVOLVING	15,000.00
TOTAL ALL FUNDS		3,034,085.88

BANK RECAP:		
BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	3,034,085.88
TOTAL ALL BANKS		3,034,085.88

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ACEC OF MINNESOTA 32096 01/12/12 THOMPSON-AWARDS BANQUET .01799	80.00		011012		D N	TRAVEL-CONF. -SCH	651.48474.0333
AFFILIATED MED CENTERS 31993 01/12/12 *11* METABOLIC TESTING 000028	760.00		6262		D N	SUBSISTENCE OF P	101.42412.0337
31993 01/12/12 *11* METABOLIC TESTING	95.00		6263		D N	SUBSISTENCE OF P	101.42412.0337
	855.00	*CHECK TOTAL					
VENDOR TOTAL	855.00						
AFFORDABLE PUMPING SERVI 31994 01/12/12 *11* SEPTIC PUMPING 002404	170.00		18083		D N	CLEANING AND WAS	101.43430.0338
AMERICAN WELDING & GAS I 31995 01/12/12 *11* CYLINDER RENTAL 000057	9.61		01567894		D N	RENTS	101.43425.0440
ARBOR DAY FOUNDATION 32097 01/12/12 GILBERTSON-MERSHP DUES 000548	2.09		010612		D N	PREPAID EXPENSES	101.128000
32097 01/12/12 GILBERTSON-MERSHP DUES	22.91		010612		D N	SUBSCRIPTIONS AN	101.43425.0443
	25.00	*CHECK TOTAL					
VENDOR TOTAL	25.00						
ASCAP 32098 01/12/12 LICENSE FEE 001253	320.00		010912		D N	LICENSES AND TAX	101.45433.0445
BAKER GRAPHICS 31996 01/12/12 *11* #114924-GRAPHICS 000917	453.53		8328		D N	MACHINERY AND AU	450.42411.0553
32099 01/12/12 DECALS FOR SQUAD #18	12.83		8384		D N	GENERAL SUPPLIES	101.42411.0229
	466.36						
VENDOR TOTAL	466.36						
BECKER ARENA PRODUCTS IN 31997 01/12/12 *11* HOCKEY BOARD GLASS 000097	959.14		00087244		D N	MICE, OF STRUCTU	101.45433.0225
31997 01/12/12 *11* GLASS FOR WALL PR	5,856.75		118587-1		D N	BUILDINGS AND ST	450.45433.0551
	6,815.89	*CHECK TOTAL					
VENDOR TOTAL	6,815.89						
BENNETT OFFICE TECHNOLOG 31998 01/12/12 *11* WEBSITE HOSTING FEE 000099	15.00		155495		D N	COMMUNICATIONS	208.45005.0330
32100 01/12/12 WEBSITE HOSTING FEES	15.00		156723		D N	COMMUNICATIONS	208.45005.0330
	30.00						
VENDOR TOTAL	30.00						
BENNETT VENTURES INC 31999 01/12/12 *11* RE-PRGRM ELEC LOCK 001323	55.00		1976		D N	PROFESSIONAL SER	101.42412.0446
BERNICK'S PEPSI-COLA CO 32000 01/12/12 *11* CONCESSION SUPPLIES 000103	60.00		5894		D N	GENERAL SUPPLIES	101.45433.0229
32000 01/12/12 *11* CONCESSION SUPPLIES	180.62		6515		D N	GENERAL SUPPLIES	101.45433.0229
	240.62	*CHECK TOTAL					
VENDOR TOTAL	240.62						



VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	EX M	ACCOUNT NAME	ACCOUNT
CARD SERVICES			002552								
32004	01/12/12	*11*	CONCESSION SUPPLIES	69.51		120111		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	HOLIDAY BLITZ SUPPL	89.10		120211		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	CONCESSION SUPPLIES	45.62		120308		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	CONCESSION SUPPLIES	65.56		120813		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	CONCESSION SUPPLIES	33.00		120915		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	CONCESSION SUPPLIES	94.27		121712		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	MAYOR'S CONTINGENCY	84.56		121917		D	N	OTHER SERVICES	101.41401.0339
32004	01/12/12	*11*	CONCESSION SUPPLIES	20.72		122013		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	COFFEE	24.58		122310		D	N	SUBSISTENCE OF P	101.41408.0227
32004	01/12/12	*11*	CONCESSION SUPPLIES	27.94		122712		D	N	GENERAL SUPPLIES	101.45433.0229
32004	01/12/12	*11*	CITY SALES TAX	0.56		122811		D	N	SALES TAX PAYABL	101.206000
32004	01/12/12	*11*	CONCESSION SUPPLIES	22.88		122811		D	N	GENERAL SUPPLIES	101.45433.0229
			VENDOR TOTAL	578.30		*CHECK TOTAL					
				578.30							
CARRANZA/NOE			002547								
32102	01/12/12	PROFESSIONAL SERVICES		50.00		011012		D	M 07	PROFESSIONAL SER	101.42411.0446
CARRANZA/NORMA I			002542								
32103	01/12/12	PROFESSIONAL SERVICES		45.00		010812		D	M 07	PROFESSIONAL SER	101.42411.0446
CENTERPOINT ENERGY			000467								
32005	01/12/12	*11*	NATURAL GAS CHARGES	62.23		6038773/12-11		D	N	UTILITIES	101.43425.0332
32005	01/12/12	*11*	NATURAL GAS CHARGES	409.68		6048932/12-11		D	N	UTILITIES	651.48474.0332
32005	01/12/12	*11*	NATURAL GAS CHARGES	273.11		6048932/12-11		D	N	UTILITIES	651.48475.0332
32005	01/12/12	*11*	NATURAL GAS CHARGES	106.21		6069198/12-11		D	N	UTILITIES	101.43425.0332
32005	01/12/12	*11*	NATURAL GAS CHARGES	45.96		6072309/12-11		D	N	UTILITIES	101.45437.0332
32005	01/12/12	*11*	NATURAL GAS CHARGES	12.82		6093527/12-11		D	N	UTILITIES	101.43425.0332
			VENDOR TOTAL	910.01		*CHECK TOTAL					
				910.01							
CENTRAL LAKES COOPERATIV			001259								
32006	01/12/12	*11*	MUNI HDWRKS GREASE	825.09		33939		D	N	MOTOR FUELS AND	651.48474.0222
CHAPPELL CENTRAL INC			000156								
32007	01/12/12	*11*	REPL. ZONE VALVE	320.00		00047476		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. HOT WTR SUPPL	664.00		00047477		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. HOT WTR SUPPL	736.00		00047478		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. ZONE VALVES 1,	474.00		00047479		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. THERMOSTATS	191.30		00047480		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. RELIEF VALVE	112.22		00047481		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. ZONE VALVE	116.00		00047553		D	N	MTC. OF STRUCTU	101.45427.0225
32007	01/12/12	*11*	REPL. ZONE VALVE	85.50		00047553		D	N	MTC. OF STRUCTU	101.45427.0335
32007	01/12/12	*11*	CK SE ENTRY HEATER	95.00		00047554		D	N	MTC. OF STRUCTU	101.41408.0335
32007	01/12/12	*11*	CHANGE OUT RADIATOR	959.02		00047554		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	ZONE VALVE/THERMOS.	650.37		00047556		D	N	MTC. OF STRUCTU	101.41408.0225
32007	01/12/12	*11*	REPL. RADIATOR CNTL	404.18		00047557		D	N	MTC. OF STRUCTU	101.45427.0225

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	B	X	M	ACCOUNT NAME	ACCOUNT
CHAPPELL CENTRAL, INC			000156												
	32007	01/12/12	*11* REPL. RADIATOR CNTL	85.50		00047557		D	N					MTCE. OF STRUCTU	101.45427.0335
	32007	01/12/12	*11* INST. ZONE VALVE	432.43		00047558		D	N					MTCE. OF STRUCTU	101.41408.0225
	32007	01/12/12	*11* CHECKED PUMP-LABOR	95.00		00047576		D	N					MTCE. OF STRUCTU	101.45427.0335
	32007	01/12/12	*11* CHECKED RADIATOR	95.00		00047577		D	N					MTCE. OF STRUCTU	101.41408.0225
	32007	01/12/12	*11* REPL. RADIATOR PRTS	211.90		00047578		D	N					MTCE. OF STRUCTU	101.45427.0335
	32007	01/12/12	*11* REPL. RADIATOR PRTS	142.50		00047578		D	N					MTCE. OF STRUCTU	101.45427.0335
	32007	01/12/12	*11* CHECKED HT CONTROLS	190.00		00047579		D	N					MTCE. OF STRUCTU	101.45427.0335
	32007	01/12/12	*11* REPL. SENSOR	37.67		00047580		D	N					MTCE. OF STRUCTU	101.45435.0225
	32007	01/12/12	*11* REPL. SENSOR	213.75		00047580		D	N					MTCE. OF STRUCTU	101.45435.0335
	32007	01/12/12	*11* LOUVER/DAMPER/CNT	3,915.00		00113617		D	N					MTCE. OF STRUCTU	101.41408.0225
			11,226.34			*CHECK TOTAL									
32104	01/12/12		FILTERS	173.40		00113921		D	N					MTCE. OF STRUCTU	101.41408.0225
			VENDOR TOTAL	11,399.74											
CITY OF WILLMAR-GENERAL			000292												
	32008	01/12/12	*11* BLDG PERMIT #20493	633.50		2011-20493		D	N					BUILDINGS AND ST	450.41408.0551
COMPUTER PROF. UNLIMITED			000065												
	32105	01/12/12	ASSESSOR MEETING	60.00		STMT/1-12		D	N					TRAVEL-CONF.-SCH	101.41404.0333
	32105	01/12/12	CAMA MONTHLY SUPPORT-JAN	138.00		STMT/1-12		D	N					MTCE. OF EQUIPME	101.41404.0334
			VENDOR TOTAL	198.00		*CHECK TOTAL									
CONCRETE PRODUCTS NEW LO			000076												
	32009	01/12/12	*11* POST BLOCK MAT'L	307.80		153526		D	N					BUILDINGS AND ST	450.45433.0551
COPIER BUSINESS SOLUTION			001934												
	32010	01/12/12	*11* COPIER MTCE CHARGE	61.09		202548		D	N					MTCE. OF EQUIPME	101.42412.0334
	32010	01/12/12	*11* COPIER MTCE CHARGE	38.20		202649		D	N					MTCE. OF EQUIPME	101.41405.0334
			VENDOR TOTAL	99.29		*CHECK TOTAL									
CROW CHEMICAL & LIGHTING			000186												
	32011	01/12/12	*11* HAND CLEANER	148.56		400411		D	N					GENERAL SUPPLIES	651.48476.0229
CULLIGAN SOFT WATER SERV			000188												
	32012	01/12/12	*11* SOFTENER SALT	52.80		1005424/12-11		D	N					GENERAL SUPPLIES	101.45435.0229
	32012	01/12/12	*11* SOFTENER RENTAL	30.99		1005424/12-11		D	N					RENTS	101.45435.0440
			VENDOR TOTAL	83.79		*CHECK TOTAL									
32106	01/12/12		WATER COOLER RENTAL	256.50		1058704/12		D	N					RENTS	101.42411.0440
			VENDOR TOTAL	340.29											
DEPT OF HUMAN SERVICES			002914												
	32107	01/12/12	#22 RICE CARE CENTER-	16,033.69		00000051610		D	N					OTHER CHARGES	350.47402.0449

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DIGITAL-ALLY INC 32013 01/12/12 *11* REPAIR VIDEO CAMERA	145.00	1044090		D N	MTCE. OF EQUIPME	101.42411.0334
DONOHUE & ASSOCIATES 32014 01/12/12 *11* TRTWMNT/CONVEYANCE	2,317.14	11485-39		D N	CONTRACTS PAYABL	432.207485
32014 01/12/12 *11* WESTERN COLLECTO	25,600.40	11678-15		D N	CONTRACTS PAYABL	651.207000
VENDOR TOTAL	27,917.54	*CHECK TOTAL				
DUNINCK INC 32108 01/12/12 DITCH CLEANOUT	3,696.00	104609		D N	MTCE. OF OTHER I	417.48014.0336
ED DAVIS BUSINESS MACHIN 32015 01/12/12 *11* OFFICE SUPPLIES	128.25	110897		D N	OFFICE SUPPLIES	101.45433.0220
32015 01/12/12 *11* OFFICE SUPPLIES	55.54	111291		D N	OFFICE SUPPLIES	741.48001.0220
32015 01/12/12 *11* OFFICE SUPPLIES	45.36	111453		D N	OFFICE SUPPLIES	741.48001.0220
VENDOR TOTAL	229.15	*CHECK TOTAL				
ED'S SERVICE CENTER & SA 32016 01/12/12 *11* TOWING CHARGES-DEC	740.05	STMT/12-11		D N	OTHER SERVICES	101.42411.0339
32016 01/12/12 *11* TOWING CHARGES	38.95	109880		D N	OTHER SERVICES	101.43430.0339
VENDOR TOTAL	779.00	*CHECK TOTAL				
ELM FARMS INC 31984 01/05/12 ROW ACQUISITION	3,000.00	010312		D N	LAND	432.48503.0550
ETTERMAN ENTERPRISES 32017 01/12/12 *11* LIFT STATION PARTS	46.50	178545		D M 07	GENERAL SUPPLIES	651.48476.0229
32109 01/12/12 5 OSHA SAFETY GAS CANS	439.54	166873		D M 07	SMALL TOOLS	651.48474.0221
32109 01/12/12 5 OSHA SAFETY GAS CANS	293.02	166873		D M 07	SMALL TOOLS	651.48475.0221
32109 01/12/12 DUCT TAPE/SUPPLIES	160.79	178669		D M 07	GENERAL SUPPLIES	651.48474.0229
32109 01/12/12 DUCT TAPE/SUPPLIES	107.20	178669		D M 07	GENERAL SUPPLIES	651.48475.0229
32109 01/12/12 OIL SPILL BLANKET/PAD	122.41	178670		D M 07	GENERAL SUPPLIES	651.48474.0229
32109 01/12/12 OIL SPILL BLANKET/PAD	81.61	178670		D M 07	GENERAL SUPPLIES	651.48475.0229
VENDOR TOTAL	1,204.57	*CHECK TOTAL				
EXCEL OVERHEAD DOOR 32018 01/12/12 *11* SFTY AUDIT UPGRADES	78.82	16857		D N	MTCE. OF OTHER I	651.48474.0226
EXPLORE MN TOURISM 32110 01/12/12 EXPLORER NEWSPAPER ADS	325.00	WLACVB		D N	OTHER CHARGES	208.45010.0449
32110 01/12/12 VISITOR GUIDE DISTRIB.	525.00	WLACVB		D N	OTHER CHARGES	208.45010.0449
VENDOR TOTAL	850.00	*CHECK TOTAL				

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
FARNAM'S GENUINE PARTS 32019 01/12/12 *11* BRAKE PARTS 000249	242.04		639267		D N	INVENTORIES-MDSE	101.125000
FIRE FIGHTER & DETECT AL 32020 01/12/12 *11* REPL. SMOKE DETECTO	183.00		47361		D N	MTCE. OF STRUCTU	101.41408.0225
32020 01/12/12 *11* REPL. SMOKE DETECTO	95.00		47361		D N	MTCE. OF STRUCTU	101.41408.0335
VENDOR TOTAL	278.00	*CHECK TOTAL					
FISCHER/BETH 32021 01/12/12 *11* OFFICE SUPPLIES 002484	15.98		123111		D M 07	OFFICE SUPPLIES	208.45005.0220
32021 01/12/12 *11* MILEAGE 10/25-12/31	246.42		123111		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
VENDOR TOTAL	262.40	*CHECK TOTAL					
G & S STAFFING SERVICES 32022 01/12/12 *11* TEMP PERSONNEL 000286	139.57		27037		D N	SALARIES-TEMP. E	101.45435.0112
32022 01/12/12 *11* TEMP PERSONNEL	139.57		27057		D N	SALARIES-TEMP. E	101.45435.0112
VENDOR TOTAL	279.14	*CHECK TOTAL					
GALLS 32023 01/12/12 *11* CAR #18-LIGHTBAR 000288	1,364.18		511835505		D N	MACHINERY AND AU	450.42411.0553
GENERAL MAILING SERVICES 32024 01/12/12 *11* POSTAGE 000293	100.81		4790		D N	POSTAGE	101.41401.0223
32024 01/12/12 *11* POSTAGE	47.80		4790		D N	POSTAGE	101.41402.0223
32024 01/12/12 *11* POSTAGE	8.72		4790		D N	POSTAGE	101.41403.0223
32024 01/12/12 *11* POSTAGE	1.62		4790		D N	POSTAGE	101.41404.0223
32024 01/12/12 *11* POSTAGE	2.36		4790		D N	POSTAGE	101.41405.0223
32024 01/12/12 *11* POSTAGE	15.00		4790		D N	POSTAGE	101.41408.0223
32024 01/12/12 *11* POSTAGE	0.54		4790		D N	POSTAGE	101.42411.0223
32024 01/12/12 *11* POSTAGE	3.98		4790		D N	POSTAGE	101.42417.0223
32024 01/12/12 *11* POSTAGE	0.54		4790		D N	POSTAGE	101.43417.0223
32024 01/12/12 *11* POSTAGE	6.12		4790		D N	POSTAGE	101.43430.0223
32024 01/12/12 *11* POSTAGE	3.78		4790		D N	POSTAGE	208.45005.0223
32024 01/12/12 *11* POSTAGE	0.32		4790		D N	POSTAGE	651.48474.0223
32024 01/12/12 *11* POSTAGE	27.44		4826		D N	POSTAGE	651.48475.0223
32024 01/12/12 *11* POSTAGE	24.94		4826		D N	POSTAGE	101.41401.0223
32024 01/12/12 *11* POSTAGE	98.13		4826		D N	POSTAGE	101.41402.0223
32024 01/12/12 *11* POSTAGE	23.76		4826		D N	POSTAGE	101.41403.0223
32024 01/12/12 *11* POSTAGE	0.54		4826		D N	POSTAGE	101.41404.0223
32024 01/12/12 *11* POSTAGE	15.00		4826		D N	POSTAGE	101.41405.0223
32024 01/12/12 *11* POSTAGE	3.96		4826		D N	POSTAGE	101.41408.0223
32024 01/12/12 *11* POSTAGE	5.16		4826		D N	POSTAGE	101.42412.0223
32024 01/12/12 *11* POSTAGE	5.79		4826		D N	POSTAGE	101.43417.0223
32024 01/12/12 *11* POSTAGE	8.02		4826		D N	POSTAGE	101.43425.0223

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES	000293							
32024 01/12/12 *11*	POSTAGE 12/19-12/23	1.15		4826		D N	POSTAGE	651.48474.0223
32024 01/12/12 *11*	POSTAGE 12/19-12/23	0.77		4826		D N	POSTAGE	651.48475.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	27.50		4903		D N	POSTAGE	101.41401.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	19.98		4903		D N	POSTAGE	101.41402.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	38.84		4903		D N	POSTAGE	101.41403.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	12.96		4903		D N	POSTAGE	101.41404.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	15.00		4903		D N	POSTAGE	101.41408.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	0.54		4903		D N	POSTAGE	101.41428.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	2.70		4903		D N	POSTAGE	101.42411.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	12.54		4903		D N	POSTAGE	101.42412.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	0.54		4903		D N	POSTAGE	101.43417.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	3.24		4903		D N	POSTAGE	101.43425.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	5.40		4903		D N	POSTAGE	101.43430.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	16.74		4903		D N	POSTAGE	101.45433.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	1.38		4903		D N	POSTAGE	101.45435.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	3.24		4903		D N	POSTAGE	208.45005.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	1.15		4903		D N	POSTAGE	651.48474.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	0.77		4903		D N	POSTAGE	651.48475.0223
32024 01/12/12 *11*	POSTAGE 12/26-12/30	349.42		4945		D N	POSTAGE	208.45005.0223
32024 01/12/12 *11*	TOURISM POSTAGE	920.32		4946		D N	POSTAGE	208.45006.0223
	VENDOR TOTAL	1,838.73		*CHECK TOTAL				
GONZALEZ/JULIA A	002926							
31985 01/05/12 ROW ACQUISITION		510.00		010312		D N	LAND	432.48503.0550
GRAHAM CONSTRUCTION SERV	002656							
32025 01/12/12 *11* CONSTRUCT WTP	10,000.00			0812-C/EST. 31		D N	CONTRACTS PAY.-G	432.207812
GRAINGER INC	000786							
32026 01/12/12 *11* BLDG PIPE LABELS	572.21			9708817862		D N	MTCE. OF STRUCTU	101.45433.0225
32026 01/12/12 *11* PLUMBING BLDG SIGNS	140.64			9712293399		D N	MTCE. OF STRUCTU	101.45433.0225
	VENDOR TOTAL	712.85		*CHECK TOTAL				
GREEN MILL	001985							
32027 01/12/12 *11* EXEC COMMITTEE LNCH	8.19			7249		D N	TRAVEL-CONF.-SCH	101.41403.0333
32027 01/12/12 *11* EXEC COMMITTEE LNCH	40.92			7249		D N	TRAVEL-CONF.-SCH	208.45005.0333
32027 01/12/12 *11* STAFF MTG-MEALS	85.90			7276		D N	TRAVEL-CONF.-SCH	208.45005.0333
	VENDOR TOTAL	135.01		*CHECK TOTAL				
GURLEY'S FOODS	001711							
32028 01/12/12 *11* 2ND 1/2 TAX ABTWN	1,803.50			121911		D N	REFUNDS AND REIM	101.41428.0882
HANSEN ADVERTISING SPECI	000321							
32029 01/12/12 *11* PROMOTIONAL ITEMS	1,362.66			29613		D N	OTHER CHARGES	208.45010.0449

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	EX M	ACCOUNT NAME	ACCOUNT
HANSEN ADVERTISING SPECI			000321								
32029	01/12/12	*11*	PROMOTIONAL ITEMS	227.11		29614		D	N	OTHER CHARGES	208.45006.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	227.11		29615		D	N	OTHER CHARGES	208.45006.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	433.14		29616		D	N	OTHER CHARGES	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	608.12		29617		D	N	OTHER CHARGES	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	718.20		29618		D	N	OTHER CHARGES	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	869.96		29619		D	N	OTHER CHARGES	208.45011.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	3,290.68		29620		D	N	ADVERTISING	208.45015.0447
32029	01/12/12	*11*	PROMOTIONAL ITEMS	1,715.34		29623		D	N	ADVERTISING	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	3,799.41		29624		D	N	ADVERTISING	208.45015.0447
32029	01/12/12	*11*	PROMOTIONAL ITEMS	646.37		29625		D	N	OTHER CHARGES	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	282.68		29626		D	N	OTHER CHARGES	208.45008.0449
32029	01/12/12	*11*	PROMOTIONAL ITEMS	1,885.28		29627		D	N	OTHER CHARGES	208.45010.0449
			VENDOR TOTAL	16,066.06		*CHECK TOTAL					
HARDWARE HANK EXPRESS			000452								
32030	01/12/12	*11*	PARTS FOR GOAL NETS	5.01		120611		D	N	MTCE. OF OTHER I	101.43425.0226
32030	01/12/12	*11*	BATTERIES	4.27		121211		D	N	GENERAL SUPPLIES	101.41408.0229
32030	01/12/12	*11*	NUTS/BOLTS/FASTENER	1.59		122311		D	N	GENERAL SUPPLIES	101.41408.0229
32030	01/12/12	*11*	MOUNTING SQUARES	3.41		122711		D	N	GENERAL SUPPLIES	101.41409.0229
			VENDOR TOTAL	14.28		*CHECK TOTAL					
HARTLAND OFFICIALS ASSOC			002608								
32031	01/12/12	*11*	PROF. SERVICES	560.00		011112		D	N	PROFESSIONAL SER	101.45432.0446
HAWKINS INC			000325								
32032	01/12/12	*11*	FERRIC CHLORIDE	4,269.33		3293980 RI		D	N	GENERAL SUPPLIES	651.48475.0229
HEGLUND CATERING			002036								
32033	01/12/12	*11*	CVB BOARD LUNCHES	78.18		5483		D	N	TRAVEL-CONF. -SCH	208.45005.0333
HEIDCKER BROS.			001254								
31986	01/05/12	ROW	ACQUISITION	13,900.00		010312		D	N	LAND	432.48503.0550
HERC-U-LIFT			002640								
32034	01/12/12	*11*	EQUIPMENT RENTAL	491.63		R009480-8		D	N	RENTS	101.45433.0440
HERITAGE BANK			000001								
32111	01/12/12	#141	2001 GO IMP BOND- 2,975.00			010312		D	N	INTEREST	301.47100.0444
32111	01/12/12	#141	2001 GO IMP BON 140,000.00			010312		D	N	BONDS	301.47100.0660
32111	01/12/12	#142	2002 GO IMP BOND- 3,675.00			010312		D	N	INTEREST	302.47100.0444
32111	01/12/12	#142	2002 GO IMP BON 100,000.00			010312		D	N	BONDS	302.47100.0660
32111	01/12/12	#144	2003 GO IMP BOND- 3,355.00			010312		D	N	INTEREST	303.47100.0444
32111	01/12/12	#144	2003 GO IMP BOND 55,000.00			010312		D	N	BONDS	303.47100.0660
32111	01/12/12	#153	2007 GO IMP BOND 43,625.00			010312		D	N	INTEREST	307.47100.0444
32111	01/12/12	#153	2007 GO IMP BON 335,000.00			010312		D	N	BONDS	307.47100.0660



VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
KANDI ENTERTAINMENT CENT 32115 01/12/12 DBL PYMT-INV 30566/30586 000373	16.43		010912		D N	REFUNDS AND REIM	208.45005.0882
KANDIYOHI CO AUDITOR 32040 01/12/12 *11* LANDFILL CHARGES 000376	7.70		272498		D N	CLEANING AND WAS	651.48478.0338
32040 01/12/12 *11* LANDFILL CHARGES	7.70		272498		D N	CLEANING AND WAS	651.48479.0338
	15.40	*CHECK TOTAL					
32116 01/12/12 13 AIR CARDS JAN-MAR VENDOR TOTAL	1,559.61		010112		D N	COMMUNICATIONS	101.42411.0330
KANDIYOHI CO RECORDER'S 32041 01/12/12 *11* RECORDING FEES 000382	56.00		596670		D N	PROFESSIONAL SER	432.48503.0446
KANDIYOHI CO RECYCLING A 32042 01/12/12 *11* LAMP RECYCLING 002296	3.50		123011		D N	CLEANING AND WAS	101.45427.0338
32117 01/12/12 LAMP RECYCLING VENDOR TOTAL	136.00		010312		D N	CLEANING AND WAS	101.43425.0338
KANDIYOHI CO TREASURER 32118 01/12/12 LICENSE TABS 000385	32.00		010912		D N	LICENSES AND TAX	101.41402.0445
32118 01/12/12 LICENSE TABS	48.00		010912		D N	LICENSES AND TAX	101.41408.0445
32118 01/12/12 LICENSE TABS	16.00		010912		D N	LICENSES AND TAX	101.42411.0445
32118 01/12/12 LICENSE TABS	64.00		010912		D N	LICENSES AND TAX	101.43417.0445
32118 01/12/12 LICENSE TABS	576.00		010912		D N	LICENSES AND TAX	101.43425.0445
32118 01/12/12 LICENSE TABS	16.00		010912		D N	LICENSES AND TAX	101.43425.0445
32118 01/12/12 LICENSE TABS	32.00		010912		D N	LICENSES AND TAX	101.43430.0445
32118 01/12/12 LICENSE TABS	16.00		010912		D N	LICENSES AND TAX	101.43430.0445
32118 01/12/12 LICENSE TABS	16.00		010912		D N	LICENSES AND TAX	101.45432.0445
32118 01/12/12 LICENSE TABS	112.00		010912		D N	LICENSES AND TAX	101.45433.0445
	928.00	*CHECK TOTAL					651.48484.0445
	928.00	VENDOR TOTAL					
KDJS AM-FM 32043 01/12/12 *11* ADVERTISING 000388	180.00		2946-1		D N	ADVERTISING	101.45433.0447
32043 01/12/12 *11* ADVERTISING	112.50		2946-2		D N	ADVERTISING	101.45433.0447
32043 01/12/12 *11* ADVERTISING	585.00		2946-3		D N	ADVERTISING	101.45433.0447
	877.50	*CHECK TOTAL					
	877.50	VENDOR TOTAL					
KENNEDY & GRAVEN, CHARTE 32044 01/12/12 *11* PROF. SERVICES 002520	45.00		105838		D N	PROFESSIONAL SER	432.48483.0446
KOLSTAD/KRISTIAN M 32045 01/12/12 *11* INVESTIGATION 001723	2.14		120		D N	SUBSISTENCE OF P	101.42411.0227
32119 01/12/12 INVESTIGATION-MEAL EXP.	9.00		121		D N	SUBSISTENCE OF P	101.42411.0227

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
KOLSTAD/KRISTIAN M 32119 01/12/12	001723 INVESTIGATION-PRKG FEES	4.00		121		D	N	GENERAL SUPPLIES	101.42411.0229
	VENDOR TOTAL	13.00	*CHECK TOTAL						
		15.14							
KREPS/CAROLINE J & JOHN 31991 01/05/12	002639 ROW ACQUISITION	28,000.00		010312		M	N	LAND	432.48503.0550
KVAM IMPLEMENT CO 32046 01/12/12	000397 *11* HINGE FOR BOBCAT	9.26		78767		D	N	MTCE. OF EQUIPME	101.43425.0224
KVAM/THOMAS A 31987 01/05/12	002927 ROW ACQUISITION	13,250.00		010312		D	N	LAND	432.48503.0550
LAKESIDE PRESS 32047 01/12/12	001646 *11* BUSINESS CARDS	131.03		101311		D	N	OFFICE SUPPLIES	651.48474.0220
	*11* ENVELOPES	1,165.74		101312		D	N	PRINTING AND PUB	208.45005.0331
	VENDOR TOTAL	1,296.77	*CHECK TOTAL						
		1,296.77							
LEAGUE OF MN CITIES 32048 01/12/12	INS 000983 *11* CLAIM #11076236	72.17		11076236		D	N	INSURANCE DEDUCT	101.41428.0822
MADISON NATIONAL LIFE 32120 01/12/12	002249 LTD PREMIUM-JANUARY	36.28		186		D	N	EMPLOYER INSUR.	101.41400.0114
	LTD PREMIUM-JANUARY	85.04		186		D	N	EMPLOYER INSUR.	101.41402.0114
	LTD PREMIUM-JANUARY	35.74		186		D	N	EMPLOYER INSUR.	101.41403.0114
	LTD PREMIUM-JANUARY	42.93		186		D	N	EMPLOYER INSUR.	101.41404.0114
	LTD PREMIUM-JANUARY	58.17		186		D	N	EMPLOYER INSUR.	101.41405.0114
	LTD PREMIUM-JANUARY	31.03		186		D	N	EMPLOYER INSUR.	101.41406.0114
	LTD PREMIUM-JANUARY	7.39		186		D	N	EMPLOYER INSUR.	101.41408.0114
	LTD PREMIUM-JANUARY	26.91		186		D	N	EMPLOYER INSUR.	101.41409.0114
	LTD PREMIUM-JANUARY	3.93		186		D	N	EMPLOYER INSUR.	101.41424.0114
	LTD PREMIUM-JANUARY	556.78		186		D	N	EMPLOYER INSUR.	101.42411.0114
	LTD PREMIUM-JANUARY	43.89		186		D	N	EMPLOYER INSUR.	101.42412.0114
	LTD PREMIUM-JANUARY	66.89		186		D	N	EMPLOYER INSUR.	101.43417.0114
	LTD PREMIUM-JANUARY	262.96		186		D	N	EMPLOYER INSUR.	101.43425.0114
	LTD PREMIUM-JANUARY	26.43		186		D	N	EMPLOYER INSUR.	101.45432.0114
	LTD PREMIUM-JANUARY	41.80		186		D	N	EMPLOYER INSUR.	101.45433.0114
	LTD PREMIUM-JANUARY	6.39		186		D	N	EMPLOYER INSUR.	101.45437.0114
	LTD PREMIUM-JANUARY	13.35		186		D	N	EMPLOYER INSUR.	207.45001.0114
	LTD PREMIUM-JANUARY	134.89		186		D	N	EMPLOYER INSUR.	651.48484.0114
	LTD PREMIUM-JANUARY	12.77		186		D	N	EMPLOYER INSUR.	651.48485.0114
	LTD PREMIUM-JANUARY	13.35		186		D	N	EMPLOYER INSUR.	651.48486.0114
	VENDOR TOTAL	1,506.92	*CHECK TOTAL						
		1,506.92							
MENARDS 32049 01/12/12	000449 *11* WALL INSULATION	10,689.63		5356		D	N	BUILDINGS AND ST	450.45433.0551

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MENARDS	000449							
32049 01/12/12	*11* WALL INSULATION	975.42		6309		D N	BUILDINGS AND ST	450.45433.0551
32049 01/12/12	*11* BLDG MTCE-PARTS	28.83		8288		D N	MTCE. OF STRUCTU	101.45433.0225
32049 01/12/12	*11* PAINTING SUPPLIES	21.35		8876		D N	GENERAL SUPPLIES	651.48474.0229
		11,715.23	*CHECK TOTAL					
32121 01/12/12	FIRE EXT. HOLDERS	4.04		10417		D N	MTCE. OF EQUIPME	101.41402.0224
32121 01/12/12	FIRE EXT. HOLDERS	12.12		10417		D N	MTCE. OF EQUIPME	101.41408.0224
32121 01/12/12	FIRE EXT. HOLDERS	4.04		10417		D N	MTCE. OF EQUIPME	101.43425.0224
32121 01/12/12	FIRE EXT. HOLDERS	8.08		10417		D N	MTCE. OF EQUIPME	101.43430.0224
32121 01/12/12	BLDG MTCE-PARTS	212.72		10606		D N	MTCE. OF STRUCTU	101.43425.0225
32121 01/12/12	BLDG MTCE-PARTS	7.30		10606		D N	MTCE. OF STRUCTU	101.43430.0225
32121 01/12/12	LIGHT BULBS FOR BLDG	5.06		10625		D N	MTCE. OF STRUCTU	101.43430.0225
32121 01/12/12	CONNECTOR FOR SHOP LTS	253.36	*CHECK TOTAL					
	VENDOR TOTAL	11,968.59						
MES - MIDAM	002918							
32050 01/12/12	*11* FIREFIGHTER BOOTS	340.77		00280296		D N	SUBSISTENCE OF P	101.42412.0227
METRO FIRE	000450							
32051 01/12/12	*11* FIRE EXT. HOLDERS	444.54		37478		D N	SMALL TOOLS	101.42412.0221
32051 01/12/12	*11* ROPE RESCUE GLOVES	44.96		37906		D N	SUBSISTENCE OF P	101.42412.0227
32051 01/12/12	*11* SCBA HOSE LINE	851.03		38519		D N	SMALL TOOLS	101.42412.0221
32051 01/12/12	*11* FIRE GEAR NAME PNLS	235.81		40935		D N	SUBSISTENCE OF P	101.42412.0227
32051 01/12/12	*11* LEATHER FRONTS	107.61		41157		D N	SUBSISTENCE OF P	101.42412.0227
32051 01/12/12	*11* SCBA SERVICE WORK	85.43		41214		D N	MTCE. OF EQUIPME	101.42412.0334
32051 01/12/12	*11* FIREFIGHTER HELMET	288.35		42663		D N	SUBSISTENCE OF P	101.42412.0227
32051 01/12/12	*11* SCBA BATTERIES	17.07		42663		D N	GENERAL SUPPLIES	101.42412.0229
32051 01/12/12	*11* EYE PROTECTION	213.71		42931		D N	SUBSISTENCE OF P	101.42412.0227
	VENDOR TOTAL	3,288.51	*CHECK TOTAL					
MIAMA	000453							
32122 01/12/12	MEMBERSHIP DUES	145.00		1982		D N	LICENSES AND TAX	101.45433.0445
MID-STATES ORG CRIME INF	001343							
32123 01/12/12	MEMBERSHIP DUES	200.00		43046-16153		D N	SUBSCRIPTIONS AN	101.42411.0443
MIKE'S SMALL ENGINE CENT	002699							
32052 01/12/12	*11* GAS/OIL	1.75		3117007		D N	MOTOR FUELS AND	101.43425.0222
32052 01/12/12	*11* POLE SAW REPAIR	5.34		3117007		D N	MTCE. OF EQUIPME	101.43425.0224
32052 01/12/12	*11* POLE SAW REPAIR	37.80		3117007		D N	MTCE. OF EQUIPME	101.43425.0334
	VENDOR TOTAL	44.89	*CHECK TOTAL					
MILLS AUTOMOTIVE GROUP	000432							
32053 01/12/12	*11* MANIFOLD BOLTS	7.89		2003598		D N	INVENTORIES-MDSE	101.125000

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MINI BIFF LLC 32054 01/12/12 *11* TOILET RENTALS 32054 01/12/12 *11* TOILET RENTALS VENDOR TOTAL	78.01 78.01 156.02 156.02	A-48634 A-48640 *CHECK TOTAL		D N D N	RENTS RENTS	101.43425.0440 101.43425.0440
MN DEPT OF AGRICULTURE 32124 01/12/12 PESTICIDE LICENSE APPL. MN DEPT OF LABOR & INDUS 32055 01/12/12 *11* ELEC INSPECTION MN DEPT OF LABOR & INDUS 32056 01/12/12 *11* 4TH QTR SURCHARGE 2,072.63 MN DEPT OF LABOR & INDUS 32125 01/12/12 MARCUS-LICENSE RENEWAL 32125 01/12/12 MARCUS-LICENSE RENEWAL VENDOR TOTAL	50.00 37.00 2,072.63 28.08 16.92 45.00	010612 ELE STMT/12-11 632448 632448 *CHECK TOTAL		D N D N D N D N D N D N	LICENSES AND TAX PROFESSIONAL SER OTHER CHARGES PREPAID EXPENSES LICENSES AND TAX OTHER CHARGES	101.43425.0445 101.43425.0446 101.41402.0449 651.128000 651.48474.0445 101.45432.0449
MN SPORTS FEDERATION 32126 01/12/12 TEAM MEMBERSHIP FEES 32126 01/12/12 TEAM MEMBERSHIP FEES 32126 01/12/12 TEAM MEMBERSHIP FEES 32126 01/12/12 TEAM MEMBERSHIP FEES VENDOR TOTAL	90.00 90.00 90.00 60.00 330.00 330.00	010612 010612 010612 010612 *CHECK TOTAL		D N D N D N D N	OTHER CHARGES OTHER CHARGES OTHER CHARGES OTHER CHARGES	101.45432.0449 101.45432.0449 101.45432.0449 101.45432.0449
MN UC FUND 32057 01/12/12 *11* UNEMPL. BENEFITS 1,149.25 MPSTMA 32127 01/12/12 MEMBERSHIP DUES	1,149.25 50.00	07977283/12-11 010612		D N D N	RE-EMPLOYMENT IN SUBSCRIPTIONS AN	101.41428.0815 101.43425.0443
MUNICIPAL UTILITIES 32058 01/12/12 *11* UTILITIES FOR DEC 3,084.95 32058 01/12/12 *11* UTILITIES FOR DEC 3,725.84 32058 01/12/12 *11* UTILITIES FOR DEC 3,350.60 32058 01/12/12 *11* UTILITIES FOR DEC 3,184.85 32058 01/12/12 *11* UTILITIES FOR DEC 3,184.31 32058 01/12/12 *11* UTILITIES FOR DE 10,335.57 32058 01/12/12 *11* UTILITIES FOR DEC 862.64 32058 01/12/12 *11* UTILITIES FOR DEC 110.30 32058 01/12/12 *11* UTILITIES FOR DEC 496.50 32058 01/12/12 *11* UTILITIES FOR DE 20,441.98 32058 01/12/12 *11* ADMIN FEE 900.00 32058 01/12/12 *11* UTILITIES FOR DE 13,627.98	3,084.95 3,725.84 3,350.60 3,184.85 3,184.31 10,335.57 862.64 110.30 496.50 20,441.98 900.00 13,627.98	12/11 12/11 12/11 12/11 12/11 12/11 12/11 12/11 12/11 12/11 12/11 12/11		D N D N	UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES PROFESSIONAL SER UTILITIES	101.41408.0332 101.42412.0332 101.43425.0332 101.43430.0332 101.45427.0332 101.45433.0332 101.45435.0332 101.45437.0332 101.45001.0332 651.48474.0332 651.48474.0446 651.48475.0332

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MUNICIPAL UTILITIES 32058 01/12/12	000541 *11* ADMIN FEE	600.00		12/11		D N	PROFESSIONAL SER UTILITIES	651.48475.0446
32058 01/12/12	*11* UTILITIES FOR DEC	3,060.70		12/11		D N	UTILITIES	651.48476.0332
32058 01/12/12	*11* UTILITIES FOR DEC	333.99		12/11		D N	UTILITIES	651.48477.0332
	VENDOR TOTAL	64,300.21		*CHECK TOTAL				
		64,300.21						
MVTL LABORATORIES INC 32059 01/12/12	000544 *11* MERCURY TESTING	263.40		584745		D N	PROFESSIONAL SER	651.48474.0446
32059 01/12/12	*11* MERCURY TESTING	175.60		584745		D N	PROFESSIONAL SER	651.48475.0446
	VENDOR TOTAL	439.00		*CHECK TOTAL				
		439.00						
32128 01/12/12	PROFESSIONAL SERVICES	63.00		585123		D N	PROFESSIONAL SER	651.48475.0446
	VENDOR TOTAL	502.00						
		502.00						
NELAC INSTITUTE/THE 32129 01/12/12	002869 MEMBERSHIP DUES	50.00		2822		D N	SUBSCRIPTIONS AN	651.48474.0443
NELSON INTERNATIONAL 32060 01/12/12	000568 *11* REPAIR DASH LTS	230.51		301947		D N	INVENTORIES-MDSE	101.125000
NELSON/JANICE E 31992 01/06/12	002931 ROW ACQUISITION	2,910.00		010312		D N	LAND	432.48503.0550
NORTHERN BUSINESS PRODUC 32061 01/12/12	002322 *11* OFFICE SUPPLIES	32.06		389090-0		D N	OFFICE SUPPLIES	741.48001.0220
32061 01/12/12	*11* OFFICE SUPPLIES	32.78		398771-0		D N	OFFICE SUPPLIES	741.48001.0220
32061 01/12/12	*11* OFFICE SUPPLIES	38.42		398771-1		D N	OFFICE SUPPLIES	741.48001.0220
	VENDOR TOTAL	103.26		*CHECK TOTAL				
		103.26						
NORTHERN STATES SUPPLY 32062 01/12/12	000585 *11* 24' OSHA LADDER	433.93		786805		D N	SMALL TOOLS	101.45433.0221
32062 01/12/12	*11* SWITCH FOR SAW	36.66		791297		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	470.59		*CHECK TOTAL				
		470.59						
OFFICE SERVICES 32063 01/12/12	000589 *11* OFFICE SUPPLIES-DEC	54.06		STMT/12-11		D N	OFFICE SUPPLIES	101.41400.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	28.78		STMT/12-11		D N	OFFICE SUPPLIES	101.41401.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	91.17		STMT/12-11		D N	OFFICE SUPPLIES	101.41402.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	47.68		STMT/12-11		D N	OFFICE SUPPLIES	101.41403.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	42.75		STMT/12-11		D N	OFFICE SUPPLIES	101.41405.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	7.99		STMT/12-11		D N	OFFICE SUPPLIES	101.41409.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	70.12		STMT/12-11		D N	OFFICE SUPPLIES	101.42411.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	62.08		STMT/12-11		D N	OFFICE SUPPLIES	101.43417.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	0.70		STMT/12-11		D N	OFFICE SUPPLIES	101.43425.0220
32063 01/12/12	*11* OFFICE SUPPLIES-DEC	1.90		STMT/12-11		D N	OFFICE SUPPLIES	101.43430.0220

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
OFFICE SERVICES 32063 01/12/12 *11* OFFICE SUPPLIES-DEC 32063 01/12/12 *11* OFFICE SUPPLIES-DEC 32063 01/12/12 *11* OFFICE SUPPLIES-DEC	000589 OFFICE SUPPLIES-DEC OFFICE SUPPLIES-DEC OFFICE SUPPLIES-DEC	8.20 24.79 16.52 456.74 456.74		STMT/12-11 STMT/12-11 STMT/12-11 *CHECK TOTAL		D N D N D N	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	207.45001.0220 651.48474.0220 651.48475.0220
PEST PRO II 32130 01/12/12 PROFESSIONAL SERVICES	001968 PROFESSIONAL SERVICES	38.48		10707		D N	PROFESSIONAL SER	101.45435.0446
PETE'S COMMUNICATIONS 32064 01/12/12 *11* REPL. SWITCH-PARTS 32064 01/12/12 *11* REPL. SWITCH-LABOR	000610 SWITCH-PARTS SWITCH-LABOR	15.98 96.00 111.98 111.98		0051107 0051107 *CHECK TOTAL		D N D N	MTCE. OF EQUIPME MTCE. OF EQUIPME	101.42411.0224 101.42411.0334
PETERSON *PETTY CASH/BR 32065 01/12/12 *11* REIMB. PETTY CASH 32065 01/12/12 *11* REIMB. PETTY CASH	000609 PETTY CASH PETTY CASH PETTY CASH PETTY CASH PETTY CASH	103.01 4.09 25.49 5.57 52.51 190.67 190.67		122811 122811 122811 122811 122811 *CHECK TOTAL		D N D N D N D N D N	OFFICE SUPPLIES SUBSISTENCE OF P SUBSISTENCE OF P GENERAL SUPPLIES TRAVEL-CONF.-SCH	101.41401.0220 101.41401.0227 101.41402.0227 101.41402.0229 101.41402.0333
POWER SYSTEMS SOLUTIONS 32066 01/12/12 *11* PROGRAM GENERATOR	002930 PROGRAM GENERATOR	9,600.00		3010		D N	OTHER CHARGES	432.48494.0449
PRINT MASTERS 32067 01/12/12 *11* WINTER BROCHURES	000624 WINTER BROCHURES	84.43		72163		D N	PRINTING AND PUB	101.45435.0331
QUILL CORPORATION 32068 01/12/12 *11* OFFICE SUPPLIES 32068 01/12/12 *11* AS400 DATA CARTRIDG 32068 01/12/12 *11* OFFICE SUPPLIES 32068 01/12/12 *11* OFFICE SUPPLIES 32068 01/12/12 *11* AS400 DATA CARTRIDG	000635 OFFICE SUPPLIES AS400 DATA CARTRIDG OFFICE SUPPLIES OFFICE SUPPLIES AS400 DATA CARTRIDG	744.19 508.13 71.31 11.66 381.13 1,716.42 1,716.42		8885459 8885459 8885480 8887140 8887687 *CHECK TOTAL		D N D N D N D N D N	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	101.41405.0220 101.41409.0220 101.41405.0220 101.41405.0220 101.41409.0220
RDO EQUIPMENT CO 32069 01/12/12 *11* GRAPPLE BUCKET	000291 GRAPPLE BUCKET	14,428.13		E01250		D N	MACHINERY AND AU	450.43425.0553
ROTARY CLUB OF WILLMAR 32131 01/12/12 QUARTERLY MEALS 32131 01/12/12 ALL SERV. CLUB LUNCHEON 32131 01/12/12 QUARTERLY DUES JAN-MAR	000829 QUARTERLY MEALS ALL SERV. CLUB LUNCHEON QUARTERLY DUES JAN-MAR	138.67 12.00 46.66 197.33 197.33		252 252 252 *CHECK TOTAL		D N D N D N	SUBSISTENCE OF P SUBSISTENCE OF P SUBSCRIPTIONS AN	101.41400.0227 101.41400.0227 101.41400.0443

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
RUDNINGEN/ERIC 32070 01/12/12	.01798 *11* FUEL REIMBURSEMENT	16.11		122111		D N	MOTOR FUELS AND	101.43430.0222
RUNNING'S SUPPLY INC 32071 01/12/12	001418 *11* GLOVES	19.98		2830217		D N	SUBSISTENCE OF P	651.48478.0227
32071 01/12/12	*11* MGOH TANK MATERIAL	54.67		2830722		D N	MTCE. OF OTHER I	651.48475.0226
32071 01/12/12	*11* SAWZALL BLADE SET	32.06		2830735		D N	SMALL TOOLS	651.48474.0221
	VENDOR TOTAL	106.71		*CHECK TOTAL				
		106.71						
SAND ELECTRIC 32072 01/12/12	000678 *11* REPAIR HNGR OUTLET	65.49		2518		D N	MTCE. OF OTHER I	101.43430.0336
SCHWEGMAN'S CLEANERS 32073 01/12/12	000682 *11* DRY CLEANING SERV.	14.46		390201		D N	PROFESSIONAL SER	101.42412.0446
32073 01/12/12	*11* DRY CLEANING SERV.	9.67		390203		D N	PROFESSIONAL SER	101.42412.0446
	VENDOR TOTAL	24.13		*CHECK TOTAL				
		24.13						
SERVICE CENTER/CITY OF W	000685							
32074 01/12/12	*11* GAS-77.8 GALLONS	245.40		STMT/12-11		D N	MOTOR FUELS AND	101.41402.0222
32074 01/12/12	*11* GAS-30.8 GALLONS	97.76		STMT/12-11		D N	MOTOR FUELS AND	101.41408.0222
32074 01/12/12	*11* EQUIP REPAIR-PARTS	18.85		STMT/12-11		D N	MTCE. OF EQUIPME	101.41408.0224
32074 01/12/12	*11* EQUIP REPAIR-OIL	76.65		STMT/12-11		D N	MOTOR FUELS AND	101.42411.0222
32074 01/12/12	*11* GAS-2079.6 GALLON	6,531.75		STMT/12-11		D N	MOTOR FUELS AND	101.42411.0222
32074 01/12/12	*11* EQUIP REPAIR-OIL	27.20		STMT/12-11		D N	MOTOR FUELS AND	101.42411.0222
32074 01/12/12	*11* EQUIP REPAIR-PART	1,048.17		STMT/12-11		D N	MTCE. OF EQUIPME	101.42411.0224
32074 01/12/12	*11* EQUIP REPAIR-PARTS	467.11		STMT/12-11		D N	MTCE. OF EQUIPME	101.42411.0224
32074 01/12/12	*11* DIESEL-42 GALLONS	137.14		STMT/12-11		D N	MOTOR FUELS AND	101.42412.0222
32074 01/12/12	*11* GAS-59.5 GALLONS	185.43		STMT/12-11		D N	MOTOR FUELS AND	101.42412.0222
32074 01/12/12	*11* EQUIP REPAIR-PARTS	12.07		STMT/12-11		D N	MTCE. OF EQUIPME	101.42412.0224
32074 01/12/12	*11* EQUIP REPAIR-OIL	494.75		STMT/12-11		D N	MOTOR FUELS AND	101.43417.0222
32074 01/12/12	*11* GAS-71.6 GALLONS	217.66		STMT/12-11		D N	MOTOR FUELS AND	101.43425.0222
32074 01/12/12	*11* EQUIP REPAIR-OIL	494.75		STMT/12-11		D N	MOTOR FUELS AND	101.43425.0222
32074 01/12/12	*11* DIESEL-893.9 GAL.	2,930.94		STMT/12-11		D N	MOTOR FUELS AND	101.43425.0222
32074 01/12/12	*11* GAS-1060.1 GALLON	3,283.09		STMT/12-11		D N	MOTOR FUELS AND	101.43425.0222
32074 01/12/12	*11* EQUIP REPAIR-OIL	37.00		STMT/12-11		D N	MTCE. OF EQUIPME	101.43425.0224
32074 01/12/12	*11* EQUIP REPAIR-PART	3,676.60		STMT/12-11		D N	MOTOR FUELS AND	101.43430.0222
32074 01/12/12	*11* EQUIP REPAIR-PARTS	81.09		STMT/12-11		D N	MOTOR FUELS AND	101.45433.0222
32074 01/12/12	*11* GAS-57.8 GALLONS	175.71		STMT/12-11		D N	MTCE. OF EQUIPME	101.45433.0224
32074 01/12/12	*11* GAS-57.8 GALLONS	180.33		STMT/12-11		D N	MOTOR FUELS AND	101.45433.0224
32074 01/12/12	*11* EQUIP REPAIR-PARTS	3.52		STMT/12-11		D N	MTCE. OF EQUIPME	101.45433.0224
32074 01/12/12	*11* EQUIP REPAIR-PARTS	52.10		STMT/12-11		D N	MTCE. OF EQUIPME	101.45433.0224
32074 01/12/12	*11* DIESEL-226.9 GAL.	771.96		STMT/12-11		D N	MOTOR FUELS AND	651.48476.0222
	VENDOR TOTAL	20,752.28		*CHECK TOTAL				
		20,752.28						
SESAC 32132 01/12/12	001285 MUSIC LICENSE FEE	148.50		3396735		D N	LICENSES AND TAX	101.45433.0445

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SPICER COMMERCIAL CLUB 32075 01/12/12 *11* SPECIAL PROJ. FND 1,000.00	1,000.00		120811		D N	OTHER CHARGES	208.45013.0449
SPRINGSTED INCORPORATED 32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	306.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	307.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	308.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	310.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	311.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	327.47100.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	330.43430.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	OTHER CHARGES	350.47400.0449
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	DUE FROM M.U.C.-	742.123006
32076 01/12/12 *11* PROF. SERVICES	200.00		11-129		D N	DUE FROM M.U.C.-	742.123006
	2,000.00	*CHECK TOTAL					
	2,000.00						
STATEWIDE DISTRIBUTING I 32077 01/12/12 *11* KLEENEX	34.63		93798		D N	GENERAL SUPPLIES	651.48474.0229
32077 01/12/12 *11* KLEENEX	23.08		93798		D N	GENERAL SUPPLIES	651.48475.0229
	57.71	*CHECK TOTAL					
32133 01/12/12 CONCESSION SUPPLIES	193.10		093818		D N	GENERAL SUPPLIES	101.45433.0229
32133 01/12/12 CLEANING SUPPLIES	18.47		093825		D N	CLEANING AND WAS	651.48474.0228
32133 01/12/12 CLEANING SUPPLIES	12.31		093825		D N	CLEANING AND WAS	651.48475.0228
	223.88	*CHECK TOTAL					
	281.59						
VENDOR TOTAL							
SW - WEST CNTRL SERVICES 32134 01/12/12 HEALTH INSURANCE-JAN	3,152.63		C247		D N	EMPLOYER INSUR.	101.41400.0114
32134 01/12/12 HEALTH INSURANCE-JAN	4,749.00		C247		D N	EMPLOYER INSUR.	101.41402.0114
32134 01/12/12 HEALTH INSURANCE-JAN	3,103.50		C247		D N	EMPLOYER INSUR.	101.41403.0114
32134 01/12/12 HEALTH INSURANCE-JAN	4,405.50		C247		D N	EMPLOYER INSUR.	101.41404.0114
32134 01/12/12 HEALTH INSURANCE-JAN	5,081.50		C247		D N	EMPLOYER INSUR.	101.41405.0114
32134 01/12/12 HEALTH INSURANCE-JAN	1,861.50		C247		D N	EMPLOYER INSUR.	101.41406.0114
32134 01/12/12 HEALTH INSURANCE-JAN	1,302.00		C247		D N	EMPLOYER INSUR.	101.41408.0114
32134 01/12/12 HEALTH INSURANCE-JAN	3,103.50		C247		D N	EMPLOYER INSUR.	101.41409.0114
32134 01/12/12 HEALTH INSURANCE-JAN	4,450.37		C247		D N	EMPLOYER INSUR.	101.41424.0114
32134 01/12/12 HEALTH INSURANCE-JAN	7,880.00		C247		D N	RETIRED EMPLOYEE	101.41428.0818
32134 01/12/12 HEALTH INSURANCE-JAN	29,106.96		C247		D N	INS. PASS THROUGH	101.41428.0819
32134 01/12/12 HEALTH INSURANCE-JAN	42,409.00		C247		D N	EMPLOYER INSUR.	101.42411.0114
32134 01/12/12 HEALTH INSURANCE-JAN	4,254.80		C247		D N	EMPLOYER INSUR.	101.42412.0114
32134 01/12/12 HEALTH INSURANCE-JAN	6,858.00		C247		D N	EMPLOYER INSUR.	101.43417.0114
32134 01/12/12 HEALTH INSURANCE-JAN	20,511.50		C247		D N	EMPLOYER INSUR.	101.43425.0114
32134 01/12/12 HEALTH INSURANCE-JAN	1,224.50		C247		D N	EMPLOYER INSUR.	101.45432.0114
32134 01/12/12 HEALTH INSURANCE-JAN	4,954.00		C247		D N	EMPLOYER INSUR.	101.45433.0114
32134 01/12/12 HEALTH INSURANCE-JAN	6,511.00		C247		D N	EMPLOYER INSUR.	101.45437.0114
32134 01/12/12 HEALTH INSURANCE-JAN	2,227.24		C247		D N	EMPLOYER INSUR.	207.45001.0114

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SW - WEST CNTRL SERVICES	000892							
32134 01/12/12	HEALTH INSURANCE-JAN	12,766.00	C247			D N	EMPLOYER INSUR.	651.48484.0114
32134 01/12/12	HEALTH INSURANCE-JAN	1,302.00	C247			D N	EMPLOYER INSUR.	651.48485.0114
32134 01/12/12	HEALTH INSURANCE-JAN	1,302.00	C247			D N	EMPLOYER INSUR.	651.48486.0114
32134 01/12/12	HEALTH INSURANCE-FEB	3,152.63	C248			D N	EMPLOYER INSUR.	101.41400.0114
32134 01/12/12	HEALTH INSURANCE-FEB	4,749.00	C248			D N	EMPLOYER INSUR.	101.41402.0114
32134 01/12/12	HEALTH INSURANCE-FEB	3,103.50	C248			D N	EMPLOYER INSUR.	101.41403.0114
32134 01/12/12	HEALTH INSURANCE-FEB	4,405.50	C248			D N	EMPLOYER INSUR.	101.41404.0114
32134 01/12/12	HEALTH INSURANCE-FEB	5,081.50	C248			D N	EMPLOYER INSUR.	101.41405.0114
32134 01/12/12	HEALTH INSURANCE-FEB	1,861.50	C248			D N	EMPLOYER INSUR.	101.41406.0114
32134 01/12/12	HEALTH INSURANCE-FEB	1,302.00	C248			D N	EMPLOYER INSUR.	101.41408.0114
32134 01/12/12	HEALTH INSURANCE-FEB	3,103.50	C248			D N	EMPLOYER INSUR.	101.41409.0114
32134 01/12/12	HEALTH INSURANCE-FEB	4,500.37	C248			D N	EMPLOYER INSUR.	101.41424.0114
32134 01/12/12	HEALTH INSURANCE-FEB	8,524.00	C248			D N	RETIRED EMPLOYEE	101.41428.0818
32134 01/12/12	HEALTH INSURANCE-FEB	28,869.96	C248			D N	INS. PASS THROUGH	101.41428.0819
32134 01/12/12	HEALTH INSURANCE-FEB	42,646.00	C248			D N	EMPLOYER INSUR.	101.42411.0114
32134 01/12/12	HEALTH INSURANCE-FEB	4,254.80	C248			D N	EMPLOYER INSUR.	101.42412.0114
32134 01/12/12	HEALTH INSURANCE-FEB	6,858.00	C248			D N	EMPLOYER INSUR.	101.43417.0114
32134 01/12/12	HEALTH INSURANCE-FEB	20,511.50	C248			D N	EMPLOYER INSUR.	101.43425.0114
32134 01/12/12	HEALTH INSURANCE-FEB	1,224.50	C248			D N	EMPLOYER INSUR.	101.45432.0114
32134 01/12/12	HEALTH INSURANCE-FEB	4,954.00	C248			D N	EMPLOYER INSUR.	101.45433.0114
32134 01/12/12	HEALTH INSURANCE-FEB	651.00	C248			D N	EMPLOYER INSUR.	101.45437.0114
32134 01/12/12	HEALTH INSURANCE-FEB	2,227.24	C248			D N	EMPLOYER INSUR.	207.45001.0114
32134 01/12/12	HEALTH INSURANCE-FEB	12,766.00	C248			D N	EMPLOYER INSUR.	651.48484.0114
32134 01/12/12	HEALTH INSURANCE-FEB	1,302.00	C248			D N	EMPLOYER INSUR.	651.48485.0114
32134 01/12/12	HEALTH INSURANCE-FEB	1,302.00	C248			D N	EMPLOYER INSUR.	651.48486.0114
	VENDOR TOTAL	325,957.00	*CHECK TOTAL					
TAHER, INC	000623							
32078 01/12/12	*11* CVB BOARD LUNCHESES	9.18	2099			D N	TRAVEL-CONF.-SCH	101.41401.0333
32078 01/12/12	*11* CVB BOARD LUNCHESES	9.18	2099			D N	TRAVEL-CONF.-SCH	101.41403.0333
32078 01/12/12	*11* CVB BOARD LUNCHESES	128.50	2099			D N	TRAVEL-CONF.-SCH	101.45433.0333
32078 01/12/12	*11* CVB BOARD LUNCHESES	156.04	2099			D N	TRAVEL-CONF.-SCH	208.45005.0333
	VENDOR TOTAL	156.04	*CHECK TOTAL					
THOMPSON	000745							
32079 01/12/12	*PETTY CASH/CO	60.44	122911			D N	GENERAL SUPPLIES	651.48474.0229
32079 01/12/12	*11* REIMB. PETTY CASH	16.43	122911			D N	GENERAL SUPPLIES	651.48475.0229
32079 01/12/12	*11* REIMB. PETTY CASH	6.43	122911			D N	POSTAGE	651.48478.0223
32079 01/12/12	*11* REIMB. PETTY CASH	83.30	122911			D N	POSTAGE	651.48478.0223
	VENDOR TOTAL	83.30	*CHECK TOTAL					
TIMBER WHOLESALERS INC	001182							
31988 01/05/12	ROW ACQUISITION	11,700.00	010312			D N	LAND	432.48503.0550
TIRES PLUS	000747							
32080 01/12/12	*11* TIRE REPAIR-LABOR	13.00	216503			D N	MTCE. OF EQUIPME	101.42411.0334

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
TOSHIBA FINANCIAL SERVIC 000218 32135 01/12/12 COPIER LEASE AGRMT	120.77	011012		D N	RENTS	101.42412.0440
TRADEHOME SHOES 000253 32081 01/12/12 *11* SCHUELER-SFTY BOOTS	75.00	102911		D N	SUBSISTENCE OF P	651.48474.0227
32081 01/12/12 *11* SCHUELER-SFTY BOOTS	50.00	102911		D N	SUBSISTENCE OF P	651.48475.0227
VENDOR TOTAL	125.00	*CHECK TOTAL				
TRAVEL GUIDES FREE 002717 32082 01/12/12 *11* TRAVEL GUIDE AD	162.36	13651		D N	OTHER CHARGES	208.45010.0449
USPCA REGION 18 002275 32136 01/12/12 LANGE-MEMBERSHIP DUES	40.00	010512		D N	SUBSCRIPTIONS AN	101.42411.0443
VALLEY NAT'L GASES WV LL 002898 32083 01/12/12 *11* UTILITY/WORK GLOVES	59.32	03787930		D N	SUBSISTENCE OF P	101.42412.0227
32083 01/12/12 *11* CYLINDER RENTAL	41.28	03827730		D N	RENTS	101.45433.0440
VENDOR TOTAL	100.60	*CHECK TOTAL				
VARGAS SR./ALEJANDRO 002928 31989 01/05/12 ROW ACQUISITION	900.00	010312		D N	LAND	432.48503.0550
VISTAR CORPORATION 002566 32084 01/12/12 *11* CONCESSION SUPPLIES	772.03	32643661		D N	GENERAL SUPPLIES	101.45433.0229
WEST CENTRAL ELECTRIC SU 000798 32085 01/12/12 *11* REPL. HILLTOP LTS	31.97	1169990-000101		D N	OTHER IMPROVEMEN	450.43425.0554
WEST CENTRAL INDUSTRIES 000801 32086 01/12/12 *11* COOKIES-DWNTWN MTG	47.50	00031708		D N	SUBSISTENCE OF P	101.41401.0227
32086 01/12/12 *11* CLEANING SERVICES	694.69	00031838		D N	CLEANING AND WAS	101.45435.0338
32086 01/12/12 *11* DONATION	15,000.00	010512		D N	MEALS ON WHEELS	101.44428.0811
VENDOR TOTAL	15,742.19	*CHECK TOTAL				
WEST CENTRAL SANITATION 000805 32087 01/12/12 *11* GARBAGE SERVICE-DEC	104.18	1573100/12-11		D N	CLEANING AND WAS	101.41408.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	51.16	1573100/12-11		D N	CLEANING AND WAS	101.42412.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	249.51	1573100/12-11		D N	CLEANING AND WAS	101.43425.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	679.18	1573100/12-11		D N	CLEANING AND WAS	101.43425.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	61.03	1573100/12-11		D N	CLEANING AND WAS	101.45427.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	144.07	1573100/12-11		D N	CLEANING AND WAS	101.45433.0338
32087 01/12/12 *11* GARBAGE SERVICE-DEC	51.16	1573100/12-11		D N	CLEANING AND WAS	101.45435.0338
VENDOR TOTAL	1,340.29	*CHECK TOTAL				

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL TRIBUNE 000807									
32088 01/12/12	*11* NOTICE PUBLISHED	16.56		CL03030757		D	N	PRINTING AND PUB	101.41401.0331
32088 01/12/12	*11* ORDINANCE PUBLISHED	93.36		DI03054240		D	N	PRINTING AND PUB	101.41401.0331
32088 01/12/12	*11* NOTICE PUBLISHED	93.84		D103054241		D	N	PRINTING AND PUB	101.41401.0331
		209.76		*CHECK TOTAL					
32137 01/12/12 DOG/CAT LICENSE NOTICES									
32137 01/12/12	NOTICE PUBLISHED	88.32		CL03030379		D	N	PRINTING AND PUB	101.41403.0331
32137 01/12/12	ORDINANCE PUBLISHED	19.32		CL03030758		D	N	PRINTING AND PUB	101.41401.0331
32137 01/12/12	ORDINANCE PUBLISHED	126.96		DI03057052		D	N	PRINTING AND PUB	101.41401.0331
32137 01/12/12	ORDINANCE PUBLISHED	110.40		DI03057053		D	N	PRINTING AND PUB	101.41401.0331
32137 01/12/12	ANNUAL SUBSCRIPTION	14.02		177823911/12		D	N	PREPAID EXPENSES	101.128000
32137 01/12/12	ANNUAL SUBSCRIPTION	154.13		177823911/12		D	N	SUBSCRIPTIONS AN	101.42411.0443
		513.15		*CHECK TOTAL					
	VENDOR TOTAL	722.91							
WILLMAR AUTO VALUE 002689									
32089 01/12/12	*11* EXHAUST MANIFOLD	94.04		600927		D	N	INVENTORIES-MDSE	101.125000
32089 01/12/12	*11* GASKET SET	83.14		600937		D	N	INVENTORIES-MDSE	101.125000
32089 01/12/12	*11* WATER PUMP/BELT	69.55		600979		D	N	INVENTORIES-MDSE	101.125000
32089 01/12/12	*11* THERMOSTAT	16.03		600985		D	N	INVENTORIES-MDSE	101.125000
		262.76		*CHECK TOTAL					
	VENDOR TOTAL	262.76							
WILLMAR CHAMBER OF COMME 000812									
32090 01/12/12	*11* DIRECTOR SALARY	7,675.00		STMT/12-11		D	N	SALARIES-REG. EM	208.45005.0110
32090 01/12/12	*11* ASSISTANT SALARY	1,784.52		STMT/12-11		D	N	SALARIES-REG. EM	208.45005.0110
32090 01/12/12	*11* FICA & INSURANCE	1,329.37		STMT/12-11		D	N	EMPLOYER PENSION	208.45005.0113
32090 01/12/12	*11* IRA CONTRIBUTION	230.26		STMT/12-11		D	N	EMPLOYER PENSION	208.45005.0113
32090 01/12/12	*11* STATE UNEMPL. TAX	28.56		STMT/12-11		D	N	EMPLOYER PENSION	208.45005.0113
32090 01/12/12	*11* FEDERAL UNEMPL. TAX	7.11		STMT/12-11		D	N	EMPLOYER PENSION	208.45005.0113
32090 01/12/12	*11* MN WORKFORCE FEE	8.70		STMT/12-11		D	N	EMPLOYER PENSION	208.45005.0113
32090 01/12/12	*11* PHOTO COPIES-DEC	47.68		STMT/12-11		D	N	OFFICE SUPPLIES	208.45005.0220
32090 01/12/12	*11* PAYROLL FEE	42.58		STMT/12-11		D	N	OTHER SERVICES	208.45005.0339
32090 01/12/12	*11* FLEX FEE	12.63		STMT/12-11		D	N	OTHER SERVICES	208.45005.0339
32090 01/12/12	*11* OFFICE RENT-DEC	626.61		STMT/12-11		D	N	RENTS	208.45005.0440
32090 01/12/12	*11* INTERNET-4TH QTR	49.50		35754		D	N	COMMUNICATIONS	208.45005.0330
32090 01/12/12	*11* WEBSITE HOSTING	48.00		35824		D	N	PROFESSIONAL SER	208.45005.0446
		11,890.52		*CHECK TOTAL					
	VENDOR TOTAL	11,890.52							
WILLMAR PET HOSPITAL 000826									
32091 01/12/12	*11* K-9 MEDICATION	92.15		0030441		D	N	PROFESSIONAL SER	101.42411.0446
WILLMAR PUBLIC SCHOOLS 000827									
32092 01/12/12	*11* SCHOOL'S TKT SALE	1,493.40		123011		D	N	REFUNDS AND REIM	101.45433.0882
WILLMAR WATER & SPAS 000831									
32093 01/12/12	*11* SOFTENER SALT	8.76		24618		D	N	GENERAL SUPPLIES	101.43430.0229

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WINDSTREAM 32094 01/12/12 *11* MONTHLY SERV-DEC 002100	92.84		STMT/12-11		D N	COMMUNICATIONS	101.41402.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	138.62		STMT/12-11		D N	COMMUNICATIONS	101.41403.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	42.93		STMT/12-11		D N	COMMUNICATIONS	101.41404.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	42.93		STMT/12-11		D N	COMMUNICATIONS	101.41405.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	147.23		STMT/12-11		D N	COMMUNICATIONS	101.41406.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	378.95		STMT/12-11		D N	COMMUNICATIONS	101.41408.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	118.71		STMT/12-11		D N	COMMUNICATIONS	101.41409.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	40.13		STMT/12-11		D N	COMMUNICATIONS	101.42411.0330
32094 01/12/12 *11* LONG DISTANCE-DEC	0.02		STMT/12-11		D N	COMMUNICATIONS	101.42411.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	181.21		STMT/12-11		D N	COMMUNICATIONS	101.42412.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	93.74		STMT/12-11		D N	COMMUNICATIONS	101.43417.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	367.84		STMT/12-11		D N	COMMUNICATIONS	101.43425.0330
32094 01/12/12 *11* LONG DISTANCE-DEC	1.01		STMT/12-11		D N	COMMUNICATIONS	101.43425.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	229.65		STMT/12-11		D N	COMMUNICATIONS	101.43430.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	226.80		STMT/12-11		D N	COMMUNICATIONS	101.45433.0330
32094 01/12/12 *11* LONG DISTANCE-DEC	1.43		STMT/12-11		D N	COMMUNICATIONS	101.45433.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	122.52		STMT/12-11		D N	COMMUNICATIONS	101.45435.0330
32094 01/12/12 *11* LONG DISTANCE-DEC	0.59		STMT/12-11		D N	COMMUNICATIONS	101.45435.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	19.45CR		STMT/12-11		D N	COMMUNICATIONS	207.45001.0330
32094 01/12/12 *11* LONG DISTANCE-DEC	2.15		STMT/12-11		D N	COMMUNICATIONS	207.45001.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	79.82		STMT/12-11		D N	COMMUNICATIONS	651.48474.0330
32094 01/12/12 *11* MONTHLY SERV-DEC	53.00		STMT/12-11		D N	COMMUNICATIONS	651.48475.0330
32094 01/12/12 *11* MONTHLY SERVICE-DEC	175.43		3552/12-11		D N	COMMUNICATIONS	208.45005.0330
	2,518.10		*CHECK TOTAL				
	2,518.10		VENDOR TOTAL				
YUNGERBERG/MARK & LIANE 002929	660.00		010312		D N	LAND	432.48503.0550
31990 01/05/12 ROW ACQUISITION							
5 STAR WALT'S LLC 000790	23.89		713756		D N	MTCE. OF EQUIPME	101.43425.0334
32095 01/12/12 *11* CAR WASHES							
32138 01/12/12 PREPAID CAR WASHES	3,000.00		2012WASHES		D N	MTCE. OF EQUIPME	101.42411.0334
VENDOR TOTAL	3,023.89						

ACS FINANCIAL SYSTEM  
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CITY OF WILLMAR  
GL540R-V07.12 PAGE 22

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
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REPORT TOTALS:

4,359,703.53

RECORDS PRINTED - 000558

FUND RECAP:		
FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	402,324.17
207	W.R.A.C. - 8	4,955.23
208	CONVENTION & VISITORS BUREAU	35,029.20
301	D.S. - 2001 BOND	142,975.00
302	D.S. - 2002 BOND	103,675.00
303	D.S. - 2003 BOND	58,355.00
306	D.S. - 2006 BOND	200.00
307	D.S. - 2007A BOND	378,825.00
308	D.S. - 2008 BOND	177,305.00
310	D.S. - 2010 BOND	205,893.75
311	D.S. - 2011 BOND	17,948.89
327	D.S. - 2007B BOND	189,700.00
330	D.S. - 2004C BOND AIRPORT	200.00
350	RICE HOSPITAL DEBT SERVICE	2,275,858.69
417	C.P. - SURFACE WATER	3,696.00
432	C.P. - WASTE TREATMENT	107,911.94
450	CAPITAL IMPROVEMENT FUND	38,374.88
651	WASTE TREATMENT	214,870.76
741	OFFICE SERVICES	1,205.02
742	PUB. IMP. REVOLVING	400.00
TOTAL ALL FUNDS		4,359,703.53

BANK RECAP:		
BANK NAME		DISBURSEMENTS
HERT HERITAGE BANK		4,359,703.53
TOTAL ALL BANKS		4,359,703.53

# City of Willmar, Minnesota Building Inspection Report

From 12/01/2011 To 12/31/2011

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
20374	12/5/2011	CONCORDE BANK 909 20TH Avenue SE	95-138-0100 L 10; B 1 Countryside Addition	Move/Raze Demolition	REMOVE RESIDENCE DESTROYED BY FIRE.	\$0.00	\$75.00
20437	12/19/2011	WILLMAR MUNICIPAL UTILITIES STEVE WEARDA 920 Pacific Avenue SW	95-003-1205 L 1-12; B PT OF 14-16 Original City	Move/Raze Demolition	DEMO OLD STORAGE BUILDING 20X248	\$0.00	\$150.00
20439	12/19/2011	WILLMAR MUNICIPAL UTILITIES 704 Benson Avenue SW	95-003-2000 L ; B 15,16,19,20 Original City	Commercial Add/Alter Commercial/Alteration	REPLACE POWER PLANE ROOF	\$10,217.00	\$293.45
20454	12/5/2011	LEAH M BROUWER 1209 10TH Street SE	95-670-0530 L 3; B 3 Pleasant View Addition	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$700.00	\$37.45
20457	12/1/2011	JOHN TERWISSCHA HOPE PREGNANCY 1520 MAVIS Lane SE	95-923-0010 L ; B Unplatted Sect. 23 S ; T ; R	Commercial New Commercial	CONSTRUCT 3496 SF OFFICE BLDG.	\$343,726.72	\$3,648.82
20458	12/1/2011	EARL HABBEN 1200 9th Street SW	95-922-7270 L ; B S 22; T 119; R 35	Residential Add/Alter Drainage system	5 - WALL ANCHORS SOUTH WALL	\$2,500.00	\$105.90

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
20463	12/2/2011	PAULA MEINERT 501 25th Street SE	95-668-4340 L 1; B 1 Pheasant Run, 7 Addn	Residential Add/Alter Residential/Alteration	REPAIR HOUSE AND GARAGE DAMAGED BY FIRE	\$50,000.00	\$829.65
20464	12/8/2011	TIM & KAREN MCLAUGHLIN 1213 28th Street NW	95-135-0440 L 24; B 2 College View Addition	Residential Add/Alter Remodel	REMODEL BATHROOM	\$1,500.00	\$68.65
20465	12/6/2011	SONIA GOMEZ 1413 14TH Avenue NE	95-911-0310 L ; B S 11; T 119; R 35	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$11,000.00	\$35.50
20468	12/6/2011	STEVE MADSEN 1408 10th Street SE	95-671-0330 L PT OF 3; B 3 Pleasant View 2nd Addn	Residential Add/Alter Reroofing	RESIDENTIAL REROOFING	\$6,000.00	\$33.00
20469	12/6/2011	BOB MORGAN 716 8TH Street SW	95-006-3210 L 4; B 79 First Addition	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,600.00	\$31.80
20470	12/12/2011	AL & DONNA HOFFMAN 921 Becker Avenue SW	95-003-6790 L PT OF 12-14; B 55 Original City	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$15,000.00	\$37.50
20472	12/12/2011	THOMAS HACKER 515 9TH Street NW	95-820-0990 L PTS. OF 4; B 5 Thorpe & Lien's Addition	Residential Add/Alter Residential/Alteration	INSTALL 9 FOUNDATION ANCHORS/ 84' DRAINTILE	\$7,840.00	\$196.07

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
20473	12/13/2011	DAVE BAKER 1001 1ST Street S SUITE 3	95-252-0140 L PTS. OF 10 - 13; B 10 Glarum's 2nd Addition	Commercial Add/Alter Commercial/Alteration	NEW TENANT IMPROVEMENTS	\$8,500.00	\$251.34
20474	12/12/2011	SCOTT WILSON 703 4th Street SE	95-250-0140 L 14; B 1 Glarum's Addition	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$12,000.00	\$56.00
20475	12/16/2011	JUAN MEJIA 119 5th Street SW	95-003-2460 L PTS. OF 10-12; B 23 Original City	Commercial Add/Alter Commercial/Alteration	CONSTRUCT 8' X 7' OFFICE IN GROCERY STORE	\$800.00	\$48.66
20478	12/14/2011	WEST CENTRAL STEEL 2011 Gorton Avenue NW	95-916-4800 L ; B S 16; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	INSTALL 2 - CO2 /DUST COLLECTION SYSTEMS	\$26,942.00	\$620.26
20480	12/27/2011	JESSICA FALK 912 1st Street S	95-280-3040 L PTS. OF 4-5; B 17 Hanson's Addition	Commercial Add/Alter Commercial/Alteration	INTERIOR REMODEL FOR NEW DENTAL CLINIC	\$197,000.00	\$2,362.71
20481	12/30/2011	WILLMAR ASSEMBLY OF GOD 3821 Abbott Drive SE	95-714-0270 L 7; B 2 South Industrial Park	Commercial Add/Alter Commercial/Alteration	CONSTRUCT 23,991 SF, TWO STORY III-B; ADDN.	\$2,227,374.57	\$14,955.95
20482	12/20/2011	DONATO BASTIAN 209 4th Street SW	95-003-3200 L PTS. OF 10 - 12; B 29 Original City	Commercial Add/Alter Commercial/Alteration	CONSTRUCT OFFICE AND DINING AREA	\$10,500.00	\$293.59

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee	
20483	12/15/2011	SHIRLEY NELSON 604 9TH Street SW	95-006-2610 L 2; B 75 First Addition	Residential Add/Alter Residential/Alteration	REPLACE FRONT STEPS	\$2,000.00	\$88.15	
20486	12/23/2011	CHARTER COMMUNICATIONS 400 Lakeland Drive NE	95-912-0980 L ; B S 12; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	INSTALL FM 200 SUPPRESSION SYSTEM	\$15,587.00	\$399.25	
20491	12/23/2011	JOHN & CINDY POHLMAN 1617 16th Avenue NW	95-603-0380 L 28; B 2 Oslo Heights	Residential Add/Alter Residential/Alteration	INTERIOR DRAINTILE 116'	\$4,628.40	\$141.96	
20494	12/20/2011	REGENCY MOBILE HOME 1400 Lakeland Drive SE Lot 65	95-980-6050 L 65; B S ; T ; R	Mobile Home In/Out Demolition	DEMO - AC4899 '72 ARTCRAFT 14X60 PINK/WHT	\$0.00	\$25.00	
20498	12/30/2011	THOMAS H STEINMAN 2601 Fairway Drive NE	95-212-0010 L 1; B 1 Fairway Park Estates	Residential Add/Alter Deck	RESIDENTAIL DECK	\$3,456.00	\$123.88	
<b>Current Year Current Month Totals</b>							<b>25</b>	<b>\$2,960,871.69 \$24,909.55</b>
<b>Previous Year Current Month Valuation</b>							<b>\$4,126,041.03</b>	
<b>Current YTD Valuation From 01/01/2011 To 12/31/2011</b>							<b>\$16,002,724.40</b>	
<b>Previous YTD Valuation</b>							<b>\$22,520,064.14</b>	

WILLMAR DESIGN CENTER

Board of Directors Meeting--Wednesday, December 6, 2011

4:00 PM – Litchfield Avenue and 4<sup>th</sup> Street

Christianson and Associates 2<sup>nd</sup> Floor Board Room

Board Members Present: Carol Laumer, Gary Geiger, Jana Palmquist, Don Williamson, Warren Hagen, Dale Hustad, Richard Arne, John Christianson, Al Juhnke, Paul Mikkelson, Connie Feig.

Excused Absence: Richard Engan, Rod Hanson, Debi Brandt, Steve Ahmann (City Council Liaison)

Guests: Chris Roering, Laura Borgerding, Zak Mahboub, Tom Amberg

Staff: Bev Dougherty, Project Coordinator and Adam Arvidson, Urban Planner

Vice- President Carol Laumer called the meeting to order at 4:05 PM.

Introductions were made.

Additions to the Agenda: None

The November 9, 2011, minutes were approved as submitted.

The Treasurer's report was presented. The 2012 budget reflects

the city-approved budget of \$25,000. The contract of Adam Arvidson is not included in this budget, nor are the downtown beautification projects. The office rent and administrative services have been eliminated. We are obligated for the office lease (5 year lease) to the summer of 2013. Discussion included contacting the County and inviting them to be part of the downtown revitalization goals. The County is involved with two buildings – the Courthouse and the County office building. Adam has worked with Commissioner Larson regarding the plans.

M/S/C to approve the November report and the revised budget for 2012.

OLD BUSINESS:

1. Community Owned Grocery update:

Beverly Dougherty was selected to be on the West Central Partnership

Local Foods Committee. They are looking at Willmar as a distribution hub for locally- grown food. The University of MN Morris is part of this planning and focus. The slow-food-a-thon event, held November 16 at North American State Bank, was well received and quite successful as awareness for COG

2. Lakeland Hotel Housing Status

Richard Engan and Rick Goodeman, developer, are moving forward on market-rate apartments on the 2<sup>nd</sup> and 3<sup>rd</sup> floor of the Lakeland Hotel. Grant money has been secured for the planning process.

NEW BUSINESS:

1. Nominating committee for 2012:

Chris Roering, Laura Borgerding, Zack Mahboub, and Tom Amberg were presented for consideration as new WDC board members.

M/S/C to accept by unanimous vote.

Our Treasurer, John Christianson, is willing to continue. We thank him for his service and for the use of his facilities for meetings and events.

## 2. Resignation:

The resignation of Bob Bonawitz was presented. M/S/C to accept as presented.

## 3. January 2012 Meeting

The January 2012 meeting will be held Wednesday, January 11, at 7:30 AM, location to be determined. MN Main Street Accreditation will be on the agenda, as will be Committee structure moving forward.

## COMMITTEE REPORTS

1. Urbanize-Restore Committee: Pre applications to DEED are being reviewed. Discussion will continue following the community meeting being held tonight.

2. Connections Committee: Bike rack plan is ready and has been presented at Community Ed and Rec. Committee will follow up on many missing areas for bike racks.

3. Commons-Promotion Committee: Don Williamson presented the stakeholder levels and benefit list created by the committee. This tool will be used when asking for financial support from stakeholders. M/S/C to accept as printed and put into practice in 2012. Thanks were extended to Don and his Committee (Jana, Andy E., Linda and Beverly) for decorating the baskets downtown for the Holidays.

4. Holidayze: Connie reported the snow during the day kept the crowd down, but it was once again a great event, with a great after-party.

## ANNOUNCEMENTS:

The National Preservation Alliance Conference will be held April 1-4, 2012, in Baltimore, MD. This is a national stage for our COG and Bev and Linda will be presenting the subject: "GROWING A FARMERS MARKET INTO A COOPERATIVE GROCERY AND DELI--the return of the corner grocery and community gathering space"

All present were encouraged to attend the 7 PM Community Meeting held tonight at Bethel Church. A history of downtown planning to-date will be presented, followed by community response as we plan for moving forward.

The first Tuesday social follows this meeting (5-7 PM) at Christianson and Associates. All are invited to participate prior to attending the meeting at Bethel.

M/S/C to adjourn meeting at 5:05.

Next meeting 7:30 AM January 11, 2012

Meeting place to be determined.

Submitted by Connie Feig, Secretary

# LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
<b>\$100</b>	<b>\$50</b>

**ORGANIZATION INFORMATION** Check# 7448 \$ 50.00

Organization name <b>Willmar Fests, Inc.</b>	Previous gambling permit number <b>X-33503-11-001</b>
---	--

Minnesota tax ID number, if any	Federal employer ID number, if any <b>41-1653995</b>
---------------------------------	---

**Type of nonprofit organization.** Check one.

Fraternal   
  Religious   
  Veterans   
  Other nonprofit organization

Mailing address <b>P. O. Box 755</b>	City <b>Willmar</b>	State <b>MN</b>	Zip Code <b>56201</b>	County <b>Kandiyohi</b>
---	------------------------	--------------------	--------------------------	----------------------------

Name of chief executive officer (CEO) <b>Kevin Halliday</b>	Daytime phone number <b>320-214-5166</b>	Email address <b>khalliday@ci.willmar.mn.us</b>
--	---	--

**Attach a copy of ONE of the following for proof of nonprofit status.**

Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.

**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .**  
 Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155  
 Phone: 651-296-2803

**IRS income tax exemption [501(c)] letter in your organization's name.**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.  
**Ribbins Island City Park**

Address (do not use PO box) <b>601 Hwy 71 NE</b>	City or township <b>Willmar</b>	Zip Code <b>56201</b>	County <b>Kandiyohi</b>
---	------------------------------------	--------------------------	----------------------------

Date(s) of activity (for raffles, indicate the date of the drawing)  
**June 23, 2012**

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo\*   
  Raffles   
 Paddlewheels\*   
 Pull-Tabs\*   
 Tipboards\*

\* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. **EXCEPTION:** Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4000.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

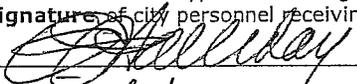
**If the gambling premises is within city limits,** a city official must check the action that the city is taking on this application and sign the application.

The application is acknowledged with no waiting period.

The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print city name City of Willmar

On behalf of the city, I acknowledge this application.  
**Signature** of city personnel receiving application  


Title City Clerk Treasurer Date 1-5-2012

**If the gambling premises is located in a township,** a county official must check the action that the county is taking on this application and sign the application.  
**A township official is not required to sign the application.**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print county name \_\_\_\_\_

On behalf of the county, I acknowledge this application.  
**Signature** of county personnel receiving application  
 \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**(Optional) TOWNSHIP:** On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

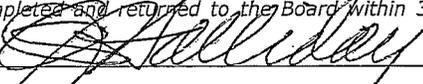
Print township name \_\_\_\_\_

**Signature** of township official acknowledging application  
 \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE** Print form and have CEO sign

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature  Date 1-5-2012

**Complete a separate application** for each gambling event:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

**Send application with:**

- a copy of your proof of nonprofit status, and
- application fee for each event

Make check payable to "State of Minnesota."

**To:** Gambling Control Board  
 1711 West County Road B, Suite 300 South  
 Roseville, MN 55113

**Financial report and recordkeeping required**

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at [www.gcb.state.mn.us](http://www.gcb.state.mn.us). Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

**Questions?**  
 Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**Reset Form**

**Minnesota Lawful Gambling**  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:  
 - conducts lawful gambling on five or fewer days, and  
 - awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
<b>\$100</b>	<b>\$50</b>

ORGANIZATION INFORMATION		Check # _____	\$ _____
Organization name <b>Prairie Pothole Chapter, MN Waterfowl Assn</b>		Previous gambling permit number <b>X- 05558-11</b>	
Minnesota tax ID number, if any	Federal employer ID number, if any		
<b>Type of nonprofit organization.</b> Check one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization			
Mailing address <b>PO Box 14</b>	City <b>Willmar</b>	State <b>MN</b>	Zip Code <b>56201</b>
County <b>Kandiyohi</b>			
Name of chief executive officer (CEO) <b>Troy D. Heck</b>	Daytime phone number <b>320-235-0560</b>	Email address <b>Klaassenheck@hotmail.com</b>	
<b>Attach a copy of ONE of the following for proof of nonprofit status.</b>			
Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.			
<input checked="" type="checkbox"/> <b>Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .</b> Don't have a copy? This certificate must be obtained each year from: Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803			
<input type="checkbox"/> <b>IRS income tax exemption [501(c)] letter in your organization's name.</b> Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.			
<input type="checkbox"/> <b>IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)</b> If your organization falls under a parent organization, attach copies of <u>both</u> of the following: a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and b. the charter or letter from your parent organization recognizing your organization as a subordinate.			
GAMBLING PREMISES INFORMATION			
Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place. <b>Holiday Inn and convention center</b>			
Address (do not use PO box) <b>2100 U.S. 12 Willmar</b>	City or township <b>Willmar</b>	Zip Code <b>56201</b>	County <b>Kandiyohi</b>
Date(s) of activity (for raffles, indicate the date of the drawing) <b>March 02, 2012</b>			
Check the box or boxes that indicate the type of gambling activity your organization will conduct: Bingo*      Raffles      Paddlewheels*      Pull-Tabs*      Tipboards*			
* <b>Gambling equipment</b> for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.  To find a licensed distributor, go to <a href="http://www.gcb.state.mn.us">www.gcb.state.mn.us</a> and click on List of Licensed Distributors, or call 651-639-4000.			

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

**If the gambling premises is within city limits,** a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name City of Wellmar

On behalf of the city, I acknowledge this application.  
Signature of city personnel receiving application

[Signature]  
Title City Clerk Treasurer Date 1/6/2012

**If the gambling premises is located in a township,** a county official must check the action that the county is taking on this application and sign the application. **A township official is not required to sign the application.**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name \_\_\_\_\_

On behalf of the county, I acknowledge this application.  
Signature of county personnel receiving application

\_\_\_\_\_  
Title \_\_\_\_\_ Date \_\_\_\_\_

**(Optional) TOWNSHIP:** On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name \_\_\_\_\_

Signature of township official acknowledging application  
Title \_\_\_\_\_ Date \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE** Print form and have CEO sign

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature [Signature] Date 1-5-12

**Complete a separate application** for each gambling event:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

**Send application with:**

- a copy of your proof of nonprofit status, and
- application fee for each event

Make check payable to "State of Minnesota."

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Financial report and recordkeeping required**  
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at [www.gcb.state.mn.us](http://www.gcb.state.mn.us). Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

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Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



# STATE OF MINNESOTA

OFFICE OF THE ATTORNEY GENERAL

LORI SWANSON  
ATTORNEY GENERAL

SUITE 1200  
445 MINNESOTA STREET  
ST. PAUL, MN 55101-2130  
TELEPHONE: (651) 296-9412

October 28, 2011

MINNESOTA WATERFOWL ASSOCIATION, INC.  
ATTN BOB PAGE  
907 FIRST ST N  
HOPKINS, MN 55343-

**FOR FISCAL YEAR ENDING: 5/31/2011**

Dear Sir or Madam:

This Office has received the annual report which was recently filed for the above referenced charitable organization. Your organization's registration has been continued pursuant to Minnesota Statutes chapter 309, the Charitable Solicitations Act.

We wish to remind you that registration is not an endorsement of the organization and that Minnesota law prohibits any person from misrepresenting the meaning of registration.

Since many grant making organizations require evidence of registration with this office, we suggest that you **retain this letter in your files**.

Your next annual report and financial statement will be due on the 15th day of the seventh month after the close of your organization's fiscal year end.

Sincerely,

A handwritten signature in cursive script, appearing to read "C. Nelson".

CYNDI H. H. NELSON  
Registration Administrator, Charities  
Telephone: (651) 757-1311

# LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

**ORGANIZATION INFORMATION** Check # 2337403096 \$ 50.00

Organization name <u>PRAIRIE LAKES CHAPTER</u> <u>Rocky Mountain Elk Foundation</u>	Previous gambling permit number <u>X-04845-11-001</u>
--	--

Minnesota tax ID number, if any	Federal employer ID number, if any
---------------------------------	------------------------------------

Type of nonprofit organization. Check one.

Fraternal   
  Religious   
  Veterans   
  Other nonprofit organization

Mailing address 12773 212<sup>th</sup> Ave. N.E. New London   
 City NEW LONDON   
 State MN   
 Zip Code 56273   
 County Kandiyohi

Name of chief executive officer (CEO) Marlin K. Niss   
 Daytime phone number 320-894-8061   
 Email address marlinniss@formafed.com

**Attach a copy of ONE of the following for proof of nonprofit status.**

Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.

**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .**  
 Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155  
 Phone: 651-296-2803

**IRS income tax exemption [501(c)] letter in your organization's name.**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.  
Kend's Entertainment Center Willmar   
 City or township WILLMAR   
 Zip Code 56201   
 County Kandiyohi

Address (do not use PO box) 500 19<sup>th</sup> Ave. S.E.

Date(s) of activity (for raffles, indicate the date of the drawing)  
Feb 25<sup>th</sup>, 2012

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo\*   
  Raffles   
 Paddlewheels\*   
 Pull-Tabs\*   
 Tipboards\*

\* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4000.

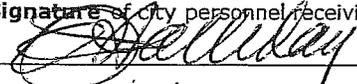
**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

**If the gambling premises is within city limits,** a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name City of Willmar

On behalf of the city, I acknowledge this application.  
Signature of city personnel receiving application



Title City Clerk/Treasurer Date 12/29/2011

**If the gambling premises is located in a township,** a county official must check the action that the county is taking on this application and sign the application. **A township official is not required to sign the application.**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name \_\_\_\_\_

On behalf of the county, I acknowledge this application.  
Signature of county personnel receiving application

\_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**(Optional) TOWNSHIP:** On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

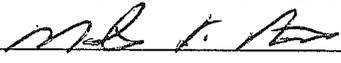
Print township name \_\_\_\_\_

Signature of township official acknowledging application

Title \_\_\_\_\_ Date \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE** Print form and have CEO sign

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature  Date 12-29-11

**Complete a separate application** for each gambling event:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

**Send application with:**

- a copy of your proof of nonprofit status, and
- application fee for each event

Make check payable to "State of Minnesota."

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Financial report and recordkeeping required**  
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at [www.gcb.state.mn.us](http://www.gcb.state.mn.us). Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

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**FINANCE COMMITTEE REPORT  
CITY OF WILLMAR  
MONDAY, JANUARY 9, 2012**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, January 9, 2012, in Conference Room #1 at the City Office Building. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	.....	Chair
	Rick Fagerlie	.....	Vice Chair
	Tim Johnson	.....	Member
	Jim Dokken	.....	Member
	Charlene Stevens	.....	City Administrator
	Steve Okins	.....	City Finance Director
	Kevin Halliday	.....	City Clerk-Treasurer

Others present included Bill Fenske, Rice Hospital; Kathy Aho, Springsted, Inc.; Jenny Boulton, Kennedy & Graven; Josh Halvorson, Donohue & Associates; Rudy Vigil, WRAC-8 Coordinator; and Carol Gluth, Accounting Supervisor.

**Item No. 1 – Public Comment ( Information )**

Chair Anderson acknowledged that no one was present to address comments to the Committee.

**Item No. 2 – Rice Memorial Hospital Bond Refunding ( Resolution )**

Staff explained to the Committee that previous Council action authorized the issuance of Hospital Revenue Refunding Bonds for refinancing the outstanding 2002 Hospital Bonds. It has been determined that no more than \$47 million would be required for this refinancing with a required cost savings of a minimum of three percent. The Hospital Board will be meeting on January 11, 2012, to review and approve this bond issue. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Dokken and passed to make the following:

**RECOMMENDATION:** to introduce a resolution setting parameters for the 2012 Hospital Bond Issue not to exceed \$47 million in new hospital revenue bonds and a minimum cost savings of three percent. The resolution should further state that the pricing committee is to consist of the City Administrator, the City Finance Director, Rice Hospital CEO, and Rice Hospital CFO. This resolution is subject to Rice Hospital Board approval.

**Item No. 3 – PFA Funding – Western Interceptor ( Resolution )**

Josh Halvorson of Donohue & Associates explained to the Committee that the City of Willmar previously applied for placement on the Minnesota Public Facilities Authority's Intended Use Plan as indication of its intent to borrow funds under PFA's Clean Water Revolving Fund Loan Program. Mr. Halvorson was now requesting authorization to submit the application to borrow funds needed to finance the Western Interceptor Sewer project. It is estimated that the loan amount would total \$3,519,453. The Local Option Sales Tax program

would fund an additional \$1.4 million for the portion of this project located in the specified Industrial Park area that qualifies for the use of these funds. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Johnson and passed to make the following:

RECOMMENDATION: to introduce a resolution approving the submission of an application to the Minnesota Public Facilities Authority Clean Water Revolving Fund for the Western Interceptor Sewer project.

**Item No. 4 – Fire Department Donation ( Resolution )**

City Finance Director Okins informed the Committee that a donation of \$209.75 has been received from the Bunde Christian Reformed Church of Clara City to assist with costs for the purchase of the aluminum ATV trailer purchased from Dahlberg Sales. Staff was requesting the 2011 Fire Department Capital Budget be amended to reflect this increase in revenue. Following discussion, it was moved by Council Member Dokken, seconded by Council Member Johnson, and passed to make the following:

RECOMMENDATION: 1) to introduce a resolution accepting the donation of \$209.75 from the Bunde Christian Reformed Church of Clara City and to send a letter of appreciation; and 2) to introduce a resolution amending the 2011 Fire Department budget.

**Item No. 5 – WRAC-8 Budget Adjustment ( Resolution )**

Staff presented to the Committee a request to increase the 2012 WRAC-8 Capital Budget by \$8,000 for an upgrade to the audio system at the City Council Chambers. It has recently been discovered that the existing equipment, which was first installed in 1992, is showing signs of intermittent failure. The ceiling speakers are quickly deteriorating and a new mixer is necessary for quality productions. It is proposed to transfer this \$8,000 from WRAC-8 reserves. Following discussion, it was moved by Council Member Dokken, seconded by Council Member Fagerlie and passed to make the following:

RECOMMENDATION: to introduce a resolution to increase the 2012 WRAC-8 Capital Budget by \$8,000 from WRAC-8 Reserves to fund this audio system upgrade at the City Council Chambers.

There being no further business to come before the Committee, the meeting was adjourned at 5:15 p.m. upon motion by Council Member Fagerlie, seconded by Council Member Johnson, and carried.

Respectfully submitted,



Carol Gluth

Accounting Supervisor

EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY OF  
WILLMAR, MINNESOTA

HELD: January 17, 2012

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Kandiyohi County, Minnesota, was duly held at the Municipal Utilities Building in said City on Tuesday, the 17<sup>th</sup> day of January, 2012, at 7:00 o'clock P.M. for the purpose in part of authorizing the issuance of General Obligation Hospital Revenue Refunding Bonds, Series 2012A (Rice Memorial Hospital Project) of said City.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF  
GENERAL OBLIGATION  
HOSPITAL REVENUE REFUNDING BONDS, SERIES 2012A  
(RICE MEMORIAL HOSPITAL PROJECT)  
AND PROVIDING FOR THEIR ISSUANCE

A. WHEREAS, the City of Willmar, Minnesota (the "City"), through the Rice Memorial Hospital Board (the "Board") owns and operates the Rice Memorial Hospital as a revenue producing public facility (the "Hospital" or "Hospital Facilities") and the following bonds are outstanding which constitute first and prior liens upon the Net Revenues (as hereinafter defined) of the Hospital Facilities: (1) the City's General Obligation Hospital Revenue Bonds, Series 2002 (Rice Memorial Hospital Project) (the "Prior Bonds") and (2) the City's Hospital Revenue Note, Series 2011 (Rice Care Center Project) dated March 11, 2011 (the "Series 2011 Note"); and

B. The Board has entered into a guaranty agreement dated as of May 11, 1994 (the "Guaranty") in favor of Wells Fargo Bank, National Association (the "Bank") pursuant to which the Board guaranteed the obligations of Shared Health Resources under that certain Construction and Term Loan Agreement dated May 11, 1994; and

C. WHEREAS, the Board and the Bank subsequently modified the Guaranty to provide that payment of obligations under the Guaranty is subordinate to payment of the Parity Debt (as defined in Section 17); and

D. WHEREAS, the Board owns 99% of the membership interests in Rice Home Medical, LLC which has entered into an Installment or Single Payment Note (Breakfunding Indemnity) dated as of July 27, 2007, which is payable from the revenues of Rice

Home Medical, LLC and secured by a mortgage on real property owned by Rice Home Medical, LLC and therefore is not deemed to be Parity Debt; and

E. WHEREAS, the Board has also entered into the following obligations payable from the Net Revenues of the Hospital Facilities and which are not issued on a parity of lien with the Parity Bonds but which have a second and subordinate lien on the Net Revenues: (1) the Note dated January 1, 2004 to Rice Health Foundation and (2) the Promissory Note and Security Agreement dated April 24, 2009 to North American State Bank (collectively, and together with the Guaranty, the "Subordinate Debt"); and

F. WHEREAS, on December 19, 2011, the City Council adopted a resolution calling a public hearing on an Ordinance entitled "An Ordinance Authorizing the Issuance of General Obligation Hospital Revenue Refunding Bonds, Series 2012A" (the "Ordinance"); and

G. WHEREAS, a public hearing on the adoption of the Ordinance was held on January 3, 2012, and following the public hearing, the City Council adopted the Ordinance as Ordinance No. 1326; and

H. WHEREAS, the proceeds of the Prior Bonds were used to finance the acquisition and betterment, including the expansion and renovation, of the Rice Memorial Hospital (the "Project"); and

I. WHEREAS, the City Council has heretofore determined and declared that it is necessary and expedient to issue its general obligation hospital revenue refunding bonds pursuant to Minnesota Statutes, Chapter 475 and Sections 447.45 to 447.50, to provide funds to refund the \$43,645,000 aggregate principal amount of the Prior Bonds which mature on or after February 1, 2013 (the "Refunded Bonds") to refinance the Project and achieve debt service savings; and

J. WHEREAS, \$42,445,000 aggregate principal amount of the Refunded Bonds which mature on and after February 1, 2014 (the "Redeemed Bonds"), are callable on February 1, 2013, as provided in the resolution authorizing the issuance of the Prior Bonds adopted by the City on November 6, 2002 (the "Prior Resolution") and, together with \$1,200,000 aggregate principal amount of the Refunded Bonds which mature on February 1, 2013, will be defeased as provided in the Prior Resolution and as further provided herein; and

K. WHEREAS, the City has determined that the General Obligation Hospital Revenue Refunding Bonds, Series 2012A (Rice Memorial Hospital Project) (the "Bonds" or individually, each a "Bond") shall be sold by private negotiation and the City has retained Springsted Incorporated, an independent financial consultant; therefore, the City is authorized to negotiate the sale of the Bonds without compliance with the public sale requirements of Chapter 475; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Willmar, Minnesota, as follows:

1. Findings. It is hereby found, determined and declared that:

(a) The Bonds. It is advisable, expedient and necessary to issue the Bonds in an amount not to exceed \$47,000,000 to refund the Refunded Bonds to achieve debt service savings.

(b) Prior Outstanding Obligations. Except for the Prior Bonds, the Series 2011 Note, the Subordinate Debt and the Guaranty, neither the City nor the Board has any outstanding bonds, warrants, certificates, or other obligations or evidences of indebtedness, or money borrowed for or on account of said Hospital or indebtedness for which any of the Net Revenues of all or a part of the Hospital has been appropriated or pledged.

(c) Parity Debt Test. (i) All of the payments required to be made into the various funds and accounts provided for in the resolutions authorizing the issuance of the Parity Debt have been made; and (ii) the Net Revenues of the Hospital for each of the two most recent completed Fiscal Years have been as follows:

<u>Year Ended</u>	<u>2009</u>	<u>2010</u>
REVENUES	\$91,749,692	94,722,918
OPERATING EXPENSES	(90,787,397)	(93,637,444)
DEPRECIATION AND AMORTIZATION	7,381,548	7,113,281
INTEREST EXPENSE	2,548,576	2,523,057
NET REVENUES	\$10,892,449	\$10,721,812

Said Net Revenues for each of the preceding two completed Fiscal Years is more than \$4,964,601.20, which is 1.25 times the amount of the maximum annual Principal and Interest Requirements of all Parity Debt, including the estimated debt service on the Bonds, and excluding the Guaranty, and therefore the City is authorized to issue the Bonds secured by the Net Revenues of the Hospital on a parity of lien with the Parity Debt and as refunding indebtedness pursuant to Section 21.6 of the Prior Resolution and Section 20.6 of the resolution authorizing the Series 2011 Note.

2. Sufficiency of Net Revenues. The estimated Net Revenues to be derived from the operation of the Hospital Facilities during the term of the Bonds are projected to be more than sufficient to produce Net Revenues after current costs of operation and maintenance adequate to pay principal and interest when due on the Bonds authorized herein, the Parity Debt, the Subordinate Debt and the Guaranty and to maintain reasonable reserves therefor.

3. Delegation of Acceptance of Offer. The Pricing Committee described in paragraph 4 below is hereby authorized to negotiate the sale of the Bonds to Piper Jaffray & Co. (the "Purchaser") to purchase the Bonds, in accordance with the terms of the Bond Purchase Agreement, a form of which is on file with the City Clerk (the "Bond Purchase Agreement").

4. Terms of Bonds.

(a) Title; Original Issue Date; Denominations. The Bonds shall be titled “General Obligation Hospital Revenue Refunding Bonds, Series 2012A (Rice Memorial Hospital Project)”, shall be dated as of their date of original issuance and shall be issued forthwith on or after such date as fully registered bonds. The Bonds shall be numbered from R-1 upward in the denomination of \$5,000 each or in any integral multiple thereof of a single maturity.

(b) Delegation of Acceptance of Offer, Determination of Principal Amount, Maturities, Interest Rates, Original Issue Discount and Purchaser’s Discount. The City Council hereby delegates to the Administrator and Finance Director of the City and the Chief Executive Officer and Chief Financial Officer of the Hospital (the “Pricing Committee”) the power to determine, by negotiation with the Purchaser terms of the Bonds including, without limitation, the price at which the Bonds will be purchased, the original principal amount of the Bonds, the maturity schedule, any optional redemption provisions or mandatory sinking fund redemption schedule for the Bonds, and the interest rates for each maturity; provided that (i) the final maturity date for the Bonds shall not be later than February 1, 2032, (ii) the dollar amount of the present value of the debt service for the Bonds shall be lower by at least 3% than the dollar amount of such present value of the debt service for the Refunded Bonds as required in Minnesota Statutes, Section 475.67, subdivision 12, (iii) the principal amount of the Bonds shall not exceed \$47,000,000, (iv) the Purchaser’s discount and the net original issue discount, if any, together shall not exceed 2% of the original principal amount of the Bonds.

(c) Execution of Bond Purchase Agreement. The Mayor and City Administrator are hereby directed to execute the Bond Purchase Agreement, in substantially the form on file with the City Clerk, but including final terms of the Bonds determined by the Pricing Committee. Execution and delivery of the final Bond Purchase Agreement shall constitute conclusive evidence of the terms of the Bonds determined by the Pricing Committee.

(d) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or successors to its functions hereunder (the “Depository”) will act as securities depository for the Bonds, and to this end:

(i) The Bonds shall be initially issued and, so long as they remain in book entry form only (the “Book Entry Only Period”), shall at all times be in the form of a separate single fully registered Bond for each maturity of the Bonds; and for purposes of complying with this requirement under paragraphs 7 (with respect to optional redemption) and 12 (with respect to registration, transfer, and exchange) Authorized Denominations for any Bond shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Bond.

(ii) Upon initial issuance, ownership of the Bonds shall be registered in a bond register maintained by U.S. Bank National Association, Saint Paul, Minnesota (the "Bond Registrar") in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Bonds neither the City nor the Bond Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Bonds as securities depository (the "Participant") or the person for which a Participant holds an interest in the Bonds shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Bond Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Bonds, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Bonds, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Bonds, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Bonds (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting rights to certain Participants to whose accounts the Bonds are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Bond Registrar may treat as and deem the Depository to be the absolute owner of the Bonds for the purpose of payment of the principal of and premium, if any, and interest on the Bonds, for the purpose of giving notices of redemption and other matters with respect to the Bonds, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Bonds, and for all purpose whatsoever. The Bond Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the Holder of the Holders of the Bonds as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Bond Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10 hereof (with respect to registration, transfer and exchange), references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Bond is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on

such Bond and all notices with respect to such Bond shall be made and given, respectively, by the Bond Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations, to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Bonds (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Bonds, collectively hereinafter referred to as the "Letter of Representations").

The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

5. Purpose. The Bonds shall provide funds to refund the Refunded Bonds (the "Refunding").

6. Interest. The Bonds shall bear interest payable semiannually on February 1 and August 1 of each year commencing August 1, 2012, calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum determined by the Pricing Committee and set forth in the Bond Purchase Agreement. It is hereby found, determined and declared that, in accordance with Minnesota Statutes, Section 475.67, subdivision 12, the Refunding shall result in a reduction of the present value of the dollar amount of the debt service to the City. The dollar amount of the present value of the debt service for the Bonds, calculated as required in Minnesota Statutes, Section 475.67, subdivision 12, shall be lower by at least 3% than the dollar amount of such present value of the debt service for the Refunded Bonds.

7. Optional Redemption. The Bonds shall be subject to redemption and prepayment at the option of the City on such date as determined by the Pricing Committee. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and principal amounts within each maturity to be redeemed shall be determined by the City and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Bonds.

8. Bond Registrar. U.S. Bank National Association, in St. Paul, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Bonds (the "Bond Registrar"), and shall do so unless and until a successor Bond Registrar is duly appointed, all pursuant to any contract the City and Bond Registrar shall execute which is consistent herewith. The Bond Registrar shall also serve as paying agent unless and until a successor-paying agent is duly appointed. Principal and interest on the Bonds shall be paid to the registered holders (or record holder) of the Bonds in the manner set forth in the form of Bond and paragraph 14 of this resolution.

9. Form of Bond. The Bonds to be issued hereunder, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
KANDIYOHI COUNTY  
CITY OF WILLMAR

R- \_\_\_\_\_

\$ \_\_\_\_\_

GENERAL OBLIGATION HOSPITAL  
REVENUE REFUNDING BOND, SERIES 2012A  
(RICE MEMORIAL HOSPITAL PROJECT)

<u>INTEREST</u> <u>RATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>DATE</u> OF ORIGINAL <u>ISSUE</u>	<u>CUSIP</u>
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REGISTERED OWNER: \_\_\_\_\_

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that the City of Willmar, Kandiyohi County, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, unless called for earlier redemption, the principal amount specified above, on the maturity date specified above, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date"), commencing August 1, 2012, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of U.S. Bank, National Association, in St. Paul, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Bondholders not less than 10 days prior to the Special Record Date. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America. So long as this Bond is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Bond and notice with respect thereto shall be made as provided in the Letter of Representations, as defined

in the Resolution, and surrender of this Bond shall not be required for payment of the redemption price upon a partial redemption of this Bond. Until termination of the book-entry only system pursuant to the Resolution, Bonds may only be registered in the name of the Depository or its Nominee.

Redemption. All Bonds of this issue (the "Bonds") maturing in the years \_\_\_\_ to \_\_\_\_\_, both inclusive, are subject to redemption and prepayment at the option of the Issuer on February 1, 20\_\_, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and principal amount within each maturity to be redeemed shall be determined by the Issuer and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected Holder of the Bonds.

Mandatory Redemption. Bonds maturing in the years \_\_\_\_ and \_\_\_\_ (collectively, the "Term Bonds") are subject to mandatory redemption on February 1, in the years and principal amounts as follows:

Mandatory Redemption Schedule

Term Bond

<u>Year</u>	<u>Principal Amount</u>
-------------	-------------------------

\$

(maturity)

Term Bond

<u>Year</u>	<u>Principal Amount</u>
-------------	-------------------------

\$

(maturity)

or, if less than such amount is then outstanding, an amount equal to the aggregate principal amount of the Bonds then outstanding.

The Issuer, may, at its option to be exercised on or before the 30th day next preceding any date specified in the Mandatory Redemption Schedule above, deliver to the Bond Registrar written notice, which shall (a) specify a principal amount of such Term Bonds previously redeemed (otherwise than pursuant to the above Mandatory Redemption Schedule) or purchased and cancelled by the Registrar and not theretofore applied as a credit against any redemption of Bonds pursuant to the above Mandatory Redemption Schedule, and (b) instruct the Bond Registrar to apply the principal amount of such Term Bonds so delivered or previously redeemed or purchased and cancelled for credit against the principal installments to be prepaid pursuant to the Mandatory Redemption Schedule and selected by the Issuer. Each such Term Bond so delivered or previously redeemed or purchased and cancelled shall be credited by the Registrar against the principal installments to be prepaid pursuant to the Mandatory Redemption Schedule and selected by the Issuer.

Selection of Bonds for Redemption; Partial Redemption. To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar shall assign to each Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers assigned to the Bonds, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of such Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and Bond Registrar duly executed by the Holder thereof or his, her or its attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of such Bond, without service charge, a new Bond or Bonds of the same series having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by such Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Issuance; Purpose; General Obligation. This Bond is one of an issue in the total principal amount of \$\_\_\_\_\_, all of like date of original issue and tenor, except as to number, maturity, interest rate, denomination and redemption privilege, which Bond has been issued pursuant to and in full conformity with the Constitution, laws of the State of Minnesota and the Charter of the Issuer and pursuant to a resolution adopted by the City Council on January 17, 2012 (the "Resolution"), for the purpose of providing money to refund on February 1, 2013 the outstanding General Obligation Hospital Revenue Bonds, Series 2002 (Rice Memorial Hospital Project) (the "Prior Bonds"), the proceeds of which were used to finance the acquisition and betterment, including the expansion and renovation, of the Rice Memorial Hospital. This Bond is payable out of the Hospital Fund of the Issuer. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Bonds are issuable solely as fully registered bonds in denominations of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered Bonds of other authorized denominations in equal aggregate principal amounts at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by his, her or its attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered Bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an authorized denomination or denominations, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owners. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided (except as provided on the reverse side hereof with respect to the Record Date) and for all other purposes, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

Not Qualified Tax-Exempt Obligations. The Bonds of this issue have not been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota and the Charter of the Issuer to be done, to happen and to be performed, precedent to and in the issuance of this Bond, have been done, have happened and have been performed, in regular and due form, time and manner as required by law; that the Issuer has covenanted and agreed with the Holders of the Bonds that it will impose and collect charges for the service, use and availability of its municipal hospital facility at the times and in amounts necessary to produce Net Revenues (as defined in the Resolution) adequate to pay all principal and interest when due on the Bonds and all Parity Debt (as defined in the Resolution); and that the Issuer will levy a direct, annual, irrevocable ad valorem tax upon all of the taxable property of the Issuer, without limitation as to rate or amount, for the years and in amounts sufficient to pay the principal and interest on the Bonds of this issue

as they respectively become due, if the Net Revenues of the Hospital and any other revenues irrevocably appropriated to the Debt Service Account are insufficient therefor; and that this Bond, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional, statutory or Charter limitation of indebtedness.

IN WITNESS WHEREOF, the City of Willmar, Kandiyohi County, Minnesota, by its City Council has caused this Bond to be sealed with a facsimile of its official seal and to be executed on its behalf by the facsimile signatures of its Mayor and its City Clerk, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration

Registrable by: U.S. BANK NATIONAL  
ASSOCIATION

\_\_\_\_\_

BOND REGISTRAR'S  
CERTIFICATE OF  
AUTHENTICATION

Payable at: U.S. BANK NATIONAL  
ASSOCIATION

This Bond is one of the  
Bonds described in the  
Resolution mentioned  
within.

CITY OF WILLMAR, KANDIYOHI COUNTY,  
MINNESOTA

U.S. BANK NATIONAL ASSOCIATION  
Bond Registrar

/s/ Facsimile

\_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Authorized Signature

/s/ Facsimile

\_\_\_\_\_  
Clerk

---

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN - as joint tenants with right of survivorship  
and not as tenants in common

UTMA \_\_\_\_\_ as custodian for \_\_\_\_\_  
(Cust) (Minor)

under the \_\_\_\_\_ Uniform  
(State)

Transfers to Minors Act

Additional abbreviations may also be used  
though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

\_\_\_\_\_

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a) (2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the transferee requested below is provided.

Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Include information for all joint owners  
if the Bond is held by joint account.)



10. Execution; Temporary Bonds. The Bonds shall be executed on behalf of the City by the signatures of its Mayor and City Clerk and be sealed with the seal of the City; provided, however, that the seal of the City may be a printed facsimile; and provided further that both of such signatures may be printed facsimiles and the corporate seal may be omitted on the Bonds as permitted by law. In the event of disability or resignation or other absence of either such officer, the Bonds may be signed by the manual or facsimile signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery. The City may elect to deliver, in lieu of printed definitive bonds, one or more typewritten temporary bonds in substantially the form set forth above. The temporary bonds may be executed with photocopied facsimile signatures of the Mayor and Clerk. Such temporary bonds shall, upon the printing of the definitive bonds and the execution thereof, be exchanged therefor and cancelled.

11. Authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on such Bond, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Bond Registrar. Certificates of Authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate the signatures of officers of the City on each Bond by execution of the Certificate of Authentication on the Bond and by inserting the date of authentication in the space provided, except that for purposes of the Bonds delivered to the Purchaser, the Bond Registrar shall insert as a date of authentication the date of original issue. The executed Certificate of Authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

12. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of Bonds and the registration of transfers of Bonds entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any authorized denomination or denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no bond may be registered in blank or in the name of "bearer" or similar designation.

At the option of the holder, Bonds may be exchanged for Bonds of any authorized denomination or denominations of a like aggregate principal amount and stated maturity, upon surrender of the Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Bonds are so surrendered for exchange, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of authentication of, and deliver the Bonds which the holder making the exchange is entitled to receive.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly cancelled by the Bond Registrar and thereafter disposed of as directed by the City.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Bonds surrendered for such exchange or transfer.

Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the holder thereof or his attorney duly authorized in writing.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost Bonds.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates. The Clerk is hereby authorized to negotiate and execute the terms of said agreement.

13. Rights Upon Transfer or Exchange. Each Bond delivered upon transfer of or in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond.

14. Interest Payment; Record Date. Interest on any Bond shall be paid on each interest payment date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the City maintained by the Bond Registrar and at the address appearing thereon at the close of business on the 15th day of the calendar month next preceding such interest payment date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than 10 days prior to the Special Record Date.

15. Treatment of Registered Owner. The City and Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 14 above) on, such Bond and for all other purposes whatsoever whether or not such Bond shall be overdue, and neither the City nor the Bond Registrar shall be affected by notice to the contrary.

16. Delivery; Application of Proceeds. The Bonds when so prepared and executed shall be delivered by the City Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

17. Definitions. For purposes of this Resolution the following capitalized items not otherwise defined herein shall have the following meanings:

Additional Bonds: any additional bonds made payable from Net Revenues and issued subsequent to the issuance of the Bonds in accordance with Sections 21.5 and 21.6 hereof;

Additional Indebtedness: any Indebtedness incurred or assumed by the City or the Board and payable from Net Revenues, subsequent to the issuance of the Bonds;

Additional Long-Term Indebtedness: all Additional Indebtedness incurred or assumed by the City or the Board payable more than one year from the date of creation thereof, including Indebtedness whenever payable if renewable pursuant to the terms thereof or a revolving loan agreement to a date more than one year after the date of creation of such Indebtedness and including lease rental obligations payable more than one year from the date of creation thereof which under GAAP are shown on the balance sheet as a liability;

Board: the Rice Memorial Hospital Board organized under the Charter of the City, its successor and assigns;

Contributions: the aggregate amount of all contributions, grants, gifts, bequests and devises actually received by the Hospital in the form of cash or marketable securities which are not restricted in any way which would prevent their application to the payment of debt service;

Debt Service Coverage Ratio: for a Fiscal Year, the ratio of Net Revenues to the Total Principal and Interest Requirements in such Fiscal Year determined in accordance with GAAP consistently applied;

Fiscal Year: the calendar year or any other twelve-month period specified by the Board as the fiscal year of the Hospital;

General Obligation Bonds: the Bonds and any other general obligation bonds of the City made payable from Net Revenues and secured by a pledge of the full faith and credit of the City;

GAAP: generally accepted accounting principles;

Guaranty: the Guaranty, dated May 11, 1994, executed by Rice Memorial Hospital in favor of Norwest Bank Minnesota Central, National Association (now known as Wells Fargo Bank, National Association) pursuant to which the Board guaranteed the obligations of Shared Health Resources under that certain Construction and Term Loan Agreement dated May 11, 1994;

Hospital or Hospital Facilities: all buildings, structures, improvements, equipment facilities and land under the jurisdiction of the Board, collectively designated as the Rice Memorial Hospital under the Charter of the City;

Hospital Assets: the Hospital and any other properties constituting capital assets subject to the jurisdiction of the Board;

Indebtedness the Bonds, the Guaranty, the Parity Debt, the Subordinate Debt, any Additional Bonds and all other obligations appearing as liabilities on the balance sheet of the Hospital for the payment of moneys incurred or assumed by the Board, all as determined in accordance with GAAP, except that such Indebtedness shall not include:

(a) Indebtedness incurred in the ordinary course of business for other than borrowed money (including without limitation accounts payable, accrued expenses, social security and unemployment insurance liabilities);

(b) any continuing obligation to pay principal of and interest on Indebtedness for which there has been established an escrow or similar fund or account, satisfactory to the Holder of such Indebtedness (or a trustee or agent acting on behalf of such Holder), for the payment in full of such Indebtedness when due and for which such Holder (or such trustee or agent) has exclusive recourse; and

(c) any crossover refunding Indebtedness prior to the earliest crossover date provided that (i) no principal is scheduled to become due on such Indebtedness on or before said crossover date; and (ii) sufficient funds are deposited in escrow to pay interest to become due on such Indebtedness on or before said crossover date.

Independent Accountant: a certified public accountant or firm of certified public accountants registered and qualified to practice as such under the laws of the State of Minnesota and not regularly employed by the Board or otherwise by the City except to perform independent audits of the books and records or to make other similar periodic reviews;

Independent Counsel: any attorney duly admitted to practice law before the highest court of any state, who may be counsel to the Board or to the City; and any opinion of Independent Counsel shall be a written opinion signed by such Counsel;

Independent Management Consultant: any Person qualified to study operations of hospitals who, in the judgment of the Board has a favorable national reputation for skill and experience in such work and who is not an employee or officer of the Board or of the City and is selected and appointed by the Board;

Lease: the Lease, dated May 11, 1994 by and between Shared Health Resources and Rice Memorial Hospital and any amendment thereto which does not convert the Lease into a financing lease;

Long-Term Indebtedness: Indebtedness which is not Short-Term Indebtedness;

Net Proceeds: with respect to any insurance payment or Condemnation award, the gross proceeds remaining therefrom after payment to the City of all costs reasonably incurred by it in connection with any condemnation proceedings or the collection of insurance, including, but not limited to attorney's fees and expert witness fees;

Net Revenues: all Revenues minus Operating Expenses;

Operating Expenses: the reasonable and necessary costs of administering, operating and maintaining the Hospital, including rentals paid under the Lease, but excluding (i) non-recurring or extraordinary losses, (ii) depreciation, (iii) unrealized losses arising from the periodic valuation of investments, (iv) amortization, (v) interest expenses, all determined in accordance with GAAP.

Parity Debt: the Series 2011 Note, the Bonds (unless, until and to the extent that the City Council subordinates the Bonds to the payment of debt service on the other Parity Debt as provided in Section 21.6 of this Resolution) and any Additional Long-Term Indebtedness or Additional Bonds secured by a pledge of Net Revenues on a parity of lien with the lien on Net Revenue securing all other Parity Debt as and to the extent as provided in Sections 21.5, 21.6, 21.7 or 21.8 of this Resolution;

Permitted Encumbrances: as of any particular time, (i) liens for special assessments not then delinquent, (ii) security interests securing Additional Long-Term Indebtedness permitted under Section 21.8 of this Resolution, (iii) utility, access and other easements and rights-of-way, mineral rights, restrictions and exceptions that an Independent Engineer certifies will not interfere with or impair the use of or operations being conducted in the Hospital, (iv) such minor defects, irregularities, encumbrances, easements, rights-of-way and clouds on title as normally exist with respect to properties similar in character to the Hospital and as do not in the aggregate, in the opinion of Independent Counsel, materially impair the use of or operations being conducted in the Hospital, (v) encumbrances permitted by any provision of this Resolution;

Person: any individual, corporation, partnership, joint venture, association, joint stock company, trust, unincorporated organization, government, or any agency or political subdivision thereof;

Principal and Interest Requirements of Long-Term Parity Indebtedness: with respect to Long-Term Indebtedness issued as Parity Debt for any Fiscal Year, the sum of the amount required to (i) pay the principal and interest scheduled to become due on any loans consisting of Long-Term Indebtedness during such Fiscal Year, and (ii) make the payments or rentals scheduled to become due under any installment purchase contract, lease purchase agreement, lease or similar financing agreement consisting of such Additional Long-Term Indebtedness during such Fiscal Year;

Revenue Bonds: the Series 2011 Note and any Additional Bonds hereafter issued as Parity Debt which are not issued as General Obligation Bonds;

Revenues: for any period the sum of (a) all operating and non-operating revenues, including Contributions and gross patient service revenues less contractual allowances and provisions for free care and discounted care if such amounts are initially includible as operating revenues, (b) other operating revenues, and (c) other non-operating revenues, all as determined in accordance with GAAP; provided that any such "Revenues" shall not take into account any extraordinary or non-recurring items;

Reserve Requirement: (i) the maximum principal and interest to become due on the Parity Debt, the Bonds or any Additional Bonds in any Fiscal Year;

Subordinate Debt: the Guaranty, the Note dated January 1, 2004, to Rice Health Foundation, the Promissory Note and Security Agreement dated April 24, 2009, to North American State Bank and any other Long Term Indebtedness hereinafter issued by the City or Board and secured by a pledge of Net Revenues subordinate to the pledge to the Parity Debt;

Short-Term Indebtedness: Indebtedness having an original maturity less than or equal to one year, and not renewable or extendible at the option of the obligor thereon for a term greater than one year beyond the date of original issuance and Indebtedness which has no set maturity date and is payable on demand; and

Total Principal and Interest Requirements: for any Fiscal Year, the amount required to pay principal and interest scheduled to become due on the Parity Debt, the Subordinate Debt, the Indebtedness guaranteed by the Guaranty, any Additional Bonds and any Additional Long Term Indebtedness.

18. Funds and Accounts. For the convenience and proper administration of the proceeds derived from the sale of the Bonds and for the payment of principal of and interest on the Bonds, the Hospital Fund (the "Fund") heretofore established shall continue to be in effect, subject to the following accounts hereby or heretofore established:

(i) Escrow Account. The City will create an Escrow Account which shall be maintained as an escrow account with U.S. Bank National Association (the "Escrow Agent") in Saint Paul, Minnesota, which is a suitable financial institution within or without the State whose deposits are insured by the Federal Deposit Insurance Corporation and whose combined capital and surplus is not less than \$500,000. The moneys in the Escrow Account shall be used solely for the purposes herein set forth and for no other purpose, except that any surplus in the Escrow Account may be remitted to the City, all in accordance with an Escrow Agreement (the "Escrow Agreement") by and between the City and the Escrow Agent. A form of the Escrow Agreement is on file in the office of the City Clerk. Bond proceeds in the amount set forth in the Escrow Agreement, together with all investment earnings thereon plus other available municipal funds (estimated to be \$0) required to adequately fund the Escrow Account for the purposes set forth herein, are hereby pledged and appropriated and shall be deposited with the Escrow Agent and applied to fund the Escrow Account. The Escrow Account shall be invested in securities maturing or callable at the option of the holder on such dates and bearing interest at such rates as shall be required to provide sufficient funds, together with any cash or other funds retained in the Escrow Account, to pay when due the accrued interest, the principal amount of outstanding Bonds to maturity or to the date called for redemption and to pay any premium required for redemption. Any moneys remitted to the City upon termination of the Escrow Agreement shall be deposited in the General Obligation Debt Service Account.

(ii) Operation and Maintenance Account. An Operation and Maintenance Account, to be held by the Board as a separate account within the Fund, to which shall be deposited all Revenues (except earnings on the General

Obligation Bond Reserve Account and Revenue Bond Reserve Account), and from which shall be paid all Operating Expenses.

(iii) General Obligation Bond Debt Service Account. A General Obligation Bond Debt Service Account, to be held by the City. At Bond Closing, the City shall deposit in this account the interest accrued on the Bonds from their nominal date to the date of delivery of the Bonds to the Purchaser. From and after Bond Closing the City shall deposit in the General Obligation Debt Service Account:

(A) Commencing on March 15, 2012 and on the 15th day of each and every month thereafter through and including July 15, 2012, from Net Revenues, an amount equal to at least 1/10 of the total principal due on the Bonds on February 1, 2013 and an amount equal to at least 1/5 of the interest due on the Bonds on August 1, 2012, less the amount of accrued interest deposited in the General Obligation Bond Debt Service Account upon issuance of the Bonds. Thereafter, commencing on August 15, 2012 and on the 15th day of each and every month thereafter, from Net Revenues, an amount equal to at least 1/12 of the total principal due on the Bonds during the ensuing 12 months and an amount equal to at least 1/6 of the total amount of interest to become due on the Bonds within the next 6 months; provided, however, that no further payments need be made by the City to said account when the moneys held therein and in the General Obligation Bond Revenue Account are sufficient for the payment of all principal of the Bonds and any other General Obligation Bonds hereafter issued and the interest thereon to their respective material dates or their redemption dates for which irrevocable notice of call has been given; and provided further that earnings and any other sums (except Net Revenues) held herein may be credited against the payments otherwise required to be made under this clause (A);

(B) All taxes which may hereafter be levied and collected by the City for payment of principal and interest on the Bonds and any other General Obligation Bonds; and

(C) Any other sums on hand which the City may from time to time irrevocably pledge and appropriate for the payment of the Bonds and any other General Obligation Bonds and any interest thereon.

If the date payment is due under clause (A) above is not a business day, such payment shall be due on the next succeeding business day. The General Obligation Bond Debt Service Account shall be used solely to pay the principal and interest and any premiums for redemption of the Bonds and any other General Obligation Bonds hereafter issued by the City and made payable from said account as provided by law, and to pay any rebate due to the United States.

(iv) Revenue Bond Debt Service Account. The Revenue Bond Debt Service Account to be held by the City and maintained as a separate account within the Fund. There shall be deposited in the Revenue Bond Debt Service Account, from Net Revenues, on the 15th day of each and every month, an amount equal to not less than 1/6 of the interest to become due within the next six months on the Revenue Bonds payable semiannually, plus an amount equal to not less than 1/3 of the interest to become due within the next three months on the Revenue Bonds payable quarterly and 1/12 of the principal to become due on the Revenue Bonds within the next 12 months; provided any payments may be deferred until the first day of the month following the issuance of the Revenue Bonds, and provided further, that the accrued interest and unused discount deposited in the Revenue Bond Debt Service Account may be credited against the initial monthly payment required by this provision. When the amounts on hand in the Revenue Bond Debt Service Account and the Revenue Bond Reserve Account, hereinafter described, are sufficient for the payment of the Revenue Bonds and any Additional Bonds hereafter issued and made payable from such accounts and the interest thereon to their respective maturity dates or their redemption dates for which irrevocable notice of call has been given, then no further deposits need be made to the Revenue Bond Debt Service Account. The Revenue Bond Debt Service Account shall be used only to pay interest and principal due on the Revenue Bonds and any other bonds hereinafter issued and made payable from such account.

(v) General Obligation Bond Reserve Account. A General Obligation Reserve Account to be held by the City. Proceeds of the Bonds and Net Revenues of the Hospital in an amount to be determined by the Pricing Committee shall be deposited in the General Obligation Reserve Account at Bond Closing. Moneys in the General Obligation Bond Reserve Account shall be used only when and if moneys in the General Obligation Bond Debt Service Account or other moneys available therefore are insufficient to pay principal and interest on the Bonds; provided, however, that the moneys in the General Obligation Bond Reserve Account may be used to prepay the Bonds, when such moneys, together with other moneys available for such purpose, will retire all of the Bonds then outstanding. Earnings on sums held in the General Obligation Bond Reserve Account shall be retained therein, provided any balance in the General Obligation Bond Reserve Account in excess of the Reserve Requirement may be transferred to the General Obligation Bond Debt Service Account and credited against the next payment or payments due. In no event shall sums in the General Obligation Bond Reserve Account be used to fund the General Obligation Bond Debt Service Account so long as there are sufficient Net Revenues therefor.

(vi) Revenue Bond Reserve Account. A Revenue Bond Reserve Account to be held by the City and to be used only when and if moneys in the Revenue Bond Debt Service Account or other moneys available therefor are insufficient to pay principal and interest on the Revenue Bonds; provided, however, that the moneys in the Revenue Bond Reserve Account may be used to prepay the Revenue Bonds when such moneys, together with other moneys

available for such purpose, will retire all of the Revenue Bonds. Earnings on sums held in the Revenue Bond Reserve Account shall be retained therein, provided that any balance in the Revenue Bond Reserve Account in excess of said Reserve Requirement shall be transferred to the Revenue Bond Debt Service Account and credited against the next payments required to be made thereto. In no event may sums in the Revenue Bond Reserve Account be used to fund the Revenue Bond Debt Service Account so long as there are sufficient Net Revenues therefor.

(vii) Parity Accounts. One or more debt service and reserve accounts to be held by the City as separate accounts within the Fund to pay, or secure payment of, any other Parity Debt, and interest thereon, not payable from or secured by any of the foregoing accounts.

(viii) Surplus Net Revenues Account. A Surplus Net Revenues Account to be held by the Board and maintained as a separate account within the Fund, to which account shall be credited on the first of each and every month all Net Revenues in excess of the amounts then required to be deposited in the foregoing accounts. Sums in the Surplus Net Revenue Account may be used for any proper corporate purpose, including any payments due on any Subordinate Indebtedness and the payment of principal, interest and premium on any Indebtedness not payable from any of the foregoing accounts; provided that if the next received Net Revenues are insufficient to satisfy any of the monthly requirements for any of the foregoing accounts, any sums in the Surplus Net Revenues Account shall be promptly applied to cure the deficiency.

No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued, (2) as part of a reasonably required and replacement fund not in excess of 10% of the proceeds of the Bonds, and (3) in addition to the above in an amount not greater than the lesser of 5% of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Escrow Account, General Obligation Bond Debt Service Account or General Obligation Bond Reserve Account (or any other City account which will be used to pay principal or interest to become due on the bonds payable therefrom) (the "Accounts") in excess of amounts which under the applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the federal Internal Revenue Code of 1986, as amended (the "Code").

19. Sufficiency of Net Revenues. It is hereby found, determined and declared that the Net Revenues are estimated to be sufficient in amount to pay when due the

principal of and interest scheduled to become due on all Indebtedness, and the Net Revenues are hereby pledged to the various accounts held in the Fund, and to the payment of the Bonds and the Parity Debt and shall be applied for that purpose, to the extent and in the manner herein required to assure payment of the principal and interest requirements of the Bonds as the same become due. Nothing contained herein shall be deemed to preclude the City or the Board from making further pledges and appropriations of the Net Revenues for the payment of other or additional obligations as permitted under Sections 21.5, 21.6, 21.7 and 21.8 hereof, provided that it has first been determined by the Board or, in the case of Additional Bonds, the City, that the estimated Net Revenues will be sufficient in addition to all other payment sources, for the payment of all Indebtedness, and such Additional Indebtedness or Additional Bonds, and any such pledge and appropriation of the Net Revenues may, if permitted under Sections 21.5, 21.6, 21.7 and 21.8 hereof, be made superior or subordinate to, or on a parity with, the pledge and appropriation of Net Revenues herein made.

20. Priority of Application of Net Revenues. In the event the available Net Revenues (including sums in the Surplus Net Revenues Account) are insufficient to make all the required deposits into the accounts set forth in paragraph 18 clauses (iii) through (vii) hereof, the Net Revenues shall be deposited in the following order of priority:

First; Pro rata between the General Obligation Bond Debt Service Account, Revenue Bond Debt Service Account and any other debt service account or accounts from which any other Parity Debt is payable, based on the respective amounts then required to be deposited in said accounts;

Second; Pro rata to the General Obligation Bond Reserve Account, the Revenue Bond Reserve Account and any other debt service reserve account established to secure payment of debt service on any other Parity Debt, based on the respective deficiencies in said reserve accounts;

21. Additional Covenants. For the protection of the holders of the Bonds herein authorized, the Parity Debt and any Additional Bonds from time to time outstanding, the City herein covenants and agrees to and with the holders thereof from time to time as follows:

21.1 Payment of Principal and Interest. The City covenants that it will promptly pay or cause to be paid the principal of, and premium, if any, and interest on all Indebtedness at the place, on the dates and in the manner provided herein and in said form of Indebtedness, according to the terms thereof. The principal and interest are payable primarily from certain Net Revenues which are hereby specifically assigned and pledged to the payment thereof for the benefit of the Bondholders in the manner and to the extent herein specified, and the full faith and credit and taxing powers of the City are further irrevocably pledged for the prompt and full payment of said principal, interest and redemption premium, if any, on the General Obligation Bonds.

21.2 Performance of and Authority for Covenants. The City covenants that it will faithfully perform at all times any and all covenants, undertakings, stipulations and provisions contained in this Resolution, in any and every Bond executed, authenticated and delivered hereunder and in all proceedings of the City Council and the Board; that it

is duly authorized under the Constitution, laws of the State of Minnesota and the City Charter, including particularly and without limitation the Act, to issue the Bonds authorized hereby to adopt this Resolution, to assign and pledge the Net Revenues of the Hospital and full faith and credit and taxing powers of the City in the manner and to the extent herein set forth and to bind the Board with respect to all covenants, undertakings, stipulations and provisions contained in this Resolution; that all actions on the part of the City for the issuance of the Bonds and the adoption of this Resolution have been duly and effectively taken; and that the Bonds in the hands of the Holders thereof are and will be valid and enforceable obligations of the City according to the terms thereof.

21.3 Operation and Maintenance of Hospital. The City shall at all times operate or cause to be properly operated the Hospital as a revenue producing facility and in an efficient and economical manner, consistent with good business and operating practices; and the City shall cause the Hospital to be maintained, preserved and kept in good repair, making repairs, replacements and renewals thereof as, in the judgment of the Board, are necessary.

21.4 Rates and Charges.

(1) Subject to applicable law, the City covenants and agrees to charge fees and rates for the Hospital Facilities and services and to exercise such skill and diligence as to provide Revenues from the Hospital, together with other available funds, sufficient to pay promptly its Total Principal and Interest Requirements and expenses of operation, maintenance and repair of the Hospital. To the extent permitted by law, the City further agrees to revise the rates, fees and charges as may be necessary or proper to comply with the provisions of this Section.

(2) If in any Fiscal Year Net Revenues are less than 110% of the Total Principal and Interest Requirements during such Fiscal Year, then the City may require the Board to retain an Independent Management Consultant to make recommendations with respect to such rates, fees and charges and other matters relating to or affecting said Net Revenues; provided that the Board shall not be required to employ an Independent Management Consultant pursuant to this Section more often than once every 3 years. The recommendations of the Independent Management Consultant shall be presented by the Independent Management Consultant in writing to the Board and City Council, and the Board agrees that it shall accept and follow the recommendations of the Independent Management Consultant, to the maximum feasible extent, except as the Board shall specifically determine by resolution duly adopted (and not overruled by the City Council) not to accept and follow the recommendations of the Independent Management Consultant.

(3) The City recognizes that while the Bonds are outstanding (i) the method or methods by which hospitals are paid for services may continue to change from time to time (e.g., third-party reimbursements or payments, required or accepted methods for structuring fees, rentals, rates and other charges, private

and governmental insurance programs, federal and state regulatory laws and regulations) and (ii) other developments which are not now foreseeable may occur and substantially affect the financing and delivery of health care services. The Independent Management Consultant retained by the Board under this Section may recommend (with respect to the fees, rentals, rates or other charges and with respect to improvements or changes in the operations of or the services rendered by the Board) that either (i) no changes be made, or (ii) some change be made, even though such recommendation is not calculated to result in compliance with applicable provisions of this Resolution unless such provisions are amended, but such a recommendation may only be made if the Independent Management Consultant includes in his written report and recommendations a statement that, in his opinion, compliance with such recommendations will result in compliance with the provisions of this Section to the maximum extent feasible. If, by the terms of this Section, the Board is bound to follow such recommendations, then the City shall amend this Resolution to bring its provisions into conformity with such recommendations; provided that nothing herein shall be construed to excuse the City from (a) the payment in timely manner of all the payments required by this Resolution as the same become due and payable, and (b) the requirement under this Section to employ an Independent Management Consultant.

#### 21.5 Additional Parity Debt.

(1) The Bonds issued hereunder, together with the Parity Debt, shall be secured by a first charge and lien upon the Net Revenues of the Hospital on a parity of lien as provided in Sections 19 and 20 hereof. No Additional Bonds or Additional Long-Term Indebtedness shall be hereafter issued unless they are either (i) not secured by a lien on said Net Revenues (or any portion thereof), or (ii) are secured by a lien on said Net Revenues made expressly subject and subordinate to the lien upon said Net Revenues securing all Parity Debt; provided however, that Additional Bonds or Additional Long-Term Indebtedness may be issued on a parity of lien with the Parity Debt as provided in Sections 19 and 20 hereof so long as either (a) the Board delivers to the City a report or opinion of an Independent Accountant certifying that the annual Net Revenues of the Hospital for each of the two completed Fiscal Years immediately preceding the issuance of such Additional Bonds or Additional Long-Term Indebtedness were at least 1.25 times the maximum annual Principal and Interest Requirements of all Parity Debt, including the Additional Long Term Indebtedness proposed to be issued, to become due in any Fiscal Year, or (b) a report or opinion of an Independent Management Consultant setting forth an estimate of the annual Net Revenues of the Hospital for each of the next two succeeding Fiscal Years following the completion of any improvements to be financed by the Additional Bonds or Additional Long Term Indebtedness and stating that on the basis of such estimate, the Net Revenues for such two Fiscal Years is projected to be not less than 1.25 times the maximum annual Principal and Interest Requirements of all Parity Debt, including the Additional Long Term Indebtedness proposed to be issued. Such facts in clause (a) or (b) above

shall also be shown by the Certificate of the Chief Executive Officer of the Hospital and recited in the resolution of the City or the Board authorizing any such Additional Bonds or Additional Indebtedness.

(2) In addition to the requirements of (1) above, the following conditions shall be met for purposes of issuing Additional Bonds or Additional Indebtedness as Parity Debt:

(a) The payments required to be made (at the time of the issuance of such Parity Debt) into the various accounts provided for in the resolutions authorizing any Outstanding Parity Debt have been made.

(b) If the Parity Debt is Additional Bonds, the resolution authorizing such Additional Bonds provides for the pledge and payment into a reserve account for the Additional Bonds either: (i) on the date of issuance of the Additional Bonds, an amount equal to the Reserve Requirement for such Parity Debt, or (ii) monthly commencing on the date of the issuance of the Additional Bonds, Net Revenues equal to at least 1/48th of the Reserve Requirement.

(c) The proceeds of such Parity Debt shall be used only for the purpose of financing or refinancing improvements, additions, extensions, renewals or replacements to the Hospital.

(3) If the interest rate on any Long-Term Indebtedness varies, for purposes of making the calculations required under this Section 21.5, such interest rate shall be assumed to be the rate in effect on the date of calculation until the conversion date, and from and after each conversion date until the next conversion date or maturity, whichever is sooner, the rate that would have been in effect if the conversion date had been the date of calculation. A conversion date is a date on which the interest rate is by operation of the loan documents converted to a rate based on different rate setting criteria.

(4) The City or the Board may issue or incur Additional Bonds or Additional Indebtedness as Parity Debt without complying with the requirements of (1) above, to repair, restore, rebuild all or a portion of the Hospital damaged, destroyed or condemned, provided that all available Net Proceeds received from the damage, destruction or condemnation of the Hospital are first utilized.

(5) For the purpose of determining the Net Revenues, the amount of the Revenues of the Hospital may be adjusted by an Independent Accountant so as to reflect any changes in the amount of such Revenues which would have resulted if any revision of the schedule of rates and charges imposed at least 6 months prior to the time of issuance of any Additional Long Term Indebtedness had been in effect.

21.6 Subordinate Lien Bonds and Indebtedness; Refunding Bonds. Except as authorized in Sections 21.5, 21.7 and 21.8 hereof, the City and Board covenant and

agree that they will issue or incur no Indebtedness payable from the Net Revenues of all or a part of the Hospital or constituting in any manner a lien thereon, unless such obligations either (a) are not secured by any security interest or lien on Net Revenues (or any portion thereof) or (b) are secured by a lien on such Net Revenues which is expressly made subject and subordinate to the lien and charge of the Parity Debt on the Net Revenues, except that the Parity Debt, or any part thereof, may be refunded and the refunding indebtedness issued shall enjoy complete equality of lien with the portion of any Parity Debt not refunded, if there are any, provided that if only a portion of the outstanding Parity Debt shall be so refunded and if such Parity Debt shall be refunded in such manner that the annual principal and interest to become due on the refunding Parity Debt shall be greater than the annual principal and interest to become due on the Parity Debt to be refunded (assuming payment at their maturity), then such Parity Debt may not be refunded without the consent of the holders of the unrefunded portion of the outstanding Parity Debt. The City Council may at any time elect to subordinate any General Obligation Bonds, including the Bonds, to the payment of debt service on the other Parity Debt.

21.7 Short-Term Indebtedness. The Board may, to the extent permitted by law, incur Short-Term Indebtedness secured by a lien on Net Revenues prior to or on a parity with the Parity Debt for any one of the following purposes:

- (A) in the ordinary conduct of the Board's business and not for the purpose of borrowing money;
- (B) to borrow money not exceeding 10% of Revenues in its preceding Fiscal Year; or
- (C) to borrow money for improvements, major repairs or additions to the Hospital, if arrangements satisfactory to the City and consistent with the provisions of this Indenture have been made to repay the indebtedness from the proceeds of Additional Long-Term Indebtedness.

The Board may pledge to the payment of Short-Term Indebtedness incurred under clause (B) above accounts receivable from which Net Revenues are derived, and the lien created by said pledge may, at the election of the Board, be made superior or on a parity with the pledge and appropriate of Net Revenues herein made; provided that the aggregate of the Short-Term Indebtedness secured by such a pledge does not exceed 10% of the gross patient accounts receivable less than 90 days in age. No limitations are placed on the incurrence of Short Term Indebtedness secured by a lien on Net Revenues subordinate to the Parity Debt.

21.8 Capitalized Leases and Like Agreements and Purchase Money Security Interests. The Board may incur Additional Long-Term Indebtedness as a lease or installment purchase contract, as long as the annual payments thereunder, together with the aggregate annual payments of all other leases and installment purchase contracts which constitute Additional Long-Term Indebtedness do not exceed, as of the date the lease is effective 5%, of the Revenues in the then preceding Fiscal Year. The Board

may, to the extent permitted by law, incur Additional Long-Term Indebtedness (so long as the applicable conditions of this Resolution are met) and for such purpose grant a purchase money security interest in any tangible personal property or movable fixtures. In no event, however, may the Board secure Additional Long-Term Indebtedness by otherwise granting a mortgage in real estate constituting a part of the Hospital.

21.9 Possession of Hospital and Sale of Hospital Assets.

(1) The City shall maintain possession of the Hospital, provided that the City may, to the extent permitted by law, lease all or any part of the Hospital or enter into an agreement for the use or operation of the Hospital so long as (i) no such lease or agreement shall be inconsistent with the provisions of this Resolution, and (ii) the City shall remain fully obligated under this Resolution as if such lease or agreement had not been made.

(2) The City may sell or otherwise dispose of any of its Hospital Assets for fair consideration, as estimated by the Board, and upon determination by the Board or its chief financial officer that such sale or disposition will not materially impair the revenue producing capability of the Hospital, provided that such determination shall first be approved by the City if the fair market value of the Hospital Asset, as estimated by the Board, exceeds 2% of the value of the Hospital Assets as determined by the last annual audit report of the Hospital. Any sum paid to the City for such Hospital Asset shall be deposited in the Debt Service Account.

21.10 Insurance. The City agrees that it will maintain insurance, which may include (for liability insurance but not property insurance) one or more self-insurance programs covering such risks and in such amounts as, in its judgment, are adequate to protect it and its properties and operations and as are, with respect to health care activities and properties, customary for health care providers of similar size and character. Such insurance policies may include fire insurance, insurance coverage of boilers and other selected machinery items, general liability insurance and property damage coverage, comprehensive automobile liability insurance, worker's compensation coverage as required by the laws of the state in which such obligor does business, use and occupancy insurance covering all or a portion of the loss of operating revenues by reason of the total or partial interruption of health care services, professional liability insurance protecting against claims arising from any act or omission in the furnishing of health care services to any patient, and fidelity bonds on officers and employees of the City and Hospital who may have access to or custody of the Revenues of the Hospital.

21.11 Liens. The City will pay all utility charges, assessments and other charges arising from the operations of the Hospital which, if unpaid, would become a lien on the Hospital and will not permit any lien or encumbrance except Permitted Encumbrances to be established or to remain unsatisfied against the Hospital; provided that the City may in good faith contest any liens filed or established against the Hospital, and in such event may permit the items so contested to remain undischarged and unsatisfied during the period of such contest and any appeal therefrom unless by

nonpayment of any such items the Hospital or any part thereof will be subject to loss or forfeiture, in which event the City shall promptly pay and cause to be satisfied and discharged all such unpaid items. With respect to special assessments or other governmental charges that may lawfully be paid in installments over a period of years, with or without interest, the City shall be obligated to pay only such installments of principal and interest as are required to be paid. The City shall make all payments and comply with all covenants required by the terms of any security agreement constituting a Permitted Encumbrance on any Hospital Asset.

21.12 Alterations to Hospital. The Board may from time to time remodel and make additions, modifications, alterations, improvements and changes (hereinafter collectively referred to as "alterations") in or to the Hospital as the Board, in its discretion, may deem to be desirable for its uses and purposes; provided that such alterations shall not substantially impair the structural strength, utility or market value of the Hospital or materially impair its revenue producing capability.

All work in connection with any alternations or repairs to the Hospital shall be done promptly and in good workmanlike manner and in compliance with certificate of need laws or government regulations which may at that time be in full force and effect and with the building and zoning laws of the City and other governmental subdivisions wherein the orders, rules, regulations and requirements of all federal, state and municipal governments and the appropriate departments, commissions, boards and officers thereof, and shall not violate the provisions of any policy of insurance covering the Hospital, and the work shall be prosecuted with reasonable dispatch, unavoidable delays excepted.

21.13 Damage and Destruction. Amounts received by the City as insurance proceeds with respect to any casualty loss or as condemnation awards may be used in such manner as the City may determine, including, without limitation, applying such moneys to pay or prepay any Indebtedness in accordance with the terms thereof, subject to compliance with the provisions hereof and thereof; provided, however, that if the amount of such proceeds or awards received with respect to any casualty loss or condemnation exceeds 2% of the value of the Hospital Assets, such proceeds will be applied to the repair or replacement of the lost or damaged property in connection with which the proceeds or awards are received or to the payment or prepayment of any Indebtedness in accordance with the terms thereof.

21.14 Books, Records and Audit. The City shall keep proper and separate books of record and account relating to the Hospital and each fund and account established under this Resolution. Such books, together with all other books, agreements and papers of the City relating to the Hospital and such funds and accounts shall at all times be subject to inspection by the Holders of not less than 10% in principal amount of the Bonds then outstanding, and their duly authorized agents.

The Board shall file with the City on or before May 1 of each year, an annual audit relating to the Hospital, accompanied by an Independent Accountant's certificate, including a statement of assets and liabilities as of the end of each Fiscal Year, a

statement of revenues and expenses for such year, a statement of the amounts held in each fund and account described in Section 18 of this Resolution at the end of such year.

The Board shall also file with the City at least quarterly reports, relating to the Hospital including a statement of assets and liabilities, of revenues and expenses, and of the amounts held in each fund and account described in Section 18 of this Resolution.

The reports, statements and other documents required to be furnished to the City pursuant to any provisions of this Section shall be available for inspection of Bondholders at the office of the City and shall be mailed to each Bondholder who files a written request therefor with the City.

21.15 Accreditation. The City warrants that the Hospital is accredited by The Joint Commission and covenants that it will use its best efforts to maintain accreditation by the Joint Commission or its successors, unless in the opinion of the Board, it is not in the best interest of the City and the Bondholders to maintain such accreditation. The Board shall send to the City a true copy of the accreditation letter or in lieu thereof immediately upon any loss of accreditation, a statement by the Board that the Hospital is no longer accredited. Such statement shall set forth the reasons given by the accrediting body for non-accreditation.

21.16 Merger. The City agrees that, to the extent provided by law, it will not merge or consolidate the operations of the Hospital with the operations of and will not acquire and include as part of the operations of the Hospital substantially all of the assets and liabilities of, any entity or other department of the City unless (i) such action is not inconsistent with the provisions of this Resolution and (ii) there is filed with the City an opinion of Independent Counsel that such action will not adversely affect the tax exempt status of the Bonds for federal income tax purposes of the Bonds.

22. Defeasance. When all Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Bonds shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Bonds which are due on any date by irrevocably depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Bond Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, subject to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

23. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are irrevocably pledged. If the Net Revenues of the Hospital appropriated and pledged to the payment of principal and interest on the Bonds, together with other funds irrevocably appropriated to the General Obligation Debt Service Account and General Obligation Reserve Account herein established, shall at any time be insufficient to pay such principal and interest when due, the City covenants and agrees to levy, without limitation as to rate or amount an ad valorem tax upon all taxable property in the City sufficient to pay such principal and interest as it becomes due. If the balance in the General Obligation Debt Service Account and General Obligation Reserve Account is ever insufficient to pay all principal and interest then due on the Bonds payable therefrom, the deficiency shall be promptly paid out of any other accounts of the City which are available for such purpose, and such other funds may be reimbursed without interest from the General Obligation Debt Service Account or General Obligation Reserve Account when a sufficient balance is available therein.

24. Certificate of Registration. If no Certification of Intent is filed in accordance with Section 7.17 of the City Charter within 15 days after publication of the Ordinance, the City Clerk is hereby directed to file a certified copy of this resolution with the County Auditor of Kandiyohi County, Minnesota, together with such other information as he or she shall require, and to obtain the Auditor's certificate that the Bonds have been entered in the Auditor's Bond Register.

25. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance, certified copies of all proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Bonds as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

26. Continuing Disclosure.

(a) City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate (as defined below). Notwithstanding any other provision of this Resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

(b) Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as

originally executed and as it may be amended from time to time in accordance with the terms thereof.

27. Negative Covenant as to Use of Hospital. The City hereby covenants not to use the Hospital Facilities or to cause or permit them to be used in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

28. Tax-Exempt Status of the Bonds; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Bonds, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States.

29. No Designation of Qualified Tax-Exempt Obligations. The Bonds have not been deposited as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code.

30. Refunding Requirements. Until retirement of the Prior Bonds, all provisions theretofore made for the security thereof shall be observed by the City and all of its officers and agents. On or prior to the delivery of the Bonds the Mayor and Administrator shall, and are hereby authorized and directed to, execute on behalf of the City the Escrow Agreement. The Escrow Agreement is hereby approved and adopted and made a part of this resolution and the City covenants that it will promptly enforce all provisions thereof in the event of default thereunder by the Escrow Agent. Securities purchased from moneys in the Escrow Account shall be limited to securities set forth in Minnesota Statutes, Section 475.67, Subdivision 8, and any amendments or supplements thereto. Securities purchased from the Escrow Account shall be purchased simultaneously with the delivery of the Bonds. The City has investigated the facts and hereby finds and determines that the Escrow Agent is a suitable financial institution to act as escrow agent. The Redeemed Bonds shall be redeemed and prepaid in accordance with the terms and conditions set forth in the Notice of Call for Redemption substantially in the form attached to the Escrow Agreement, which terms and conditions are hereby approved and incorporated herein by reference. The Notice of Call for Redemption shall be given pursuant to the Escrow Agreement. Failure to give notice by mail to any registered owner, or any defect therein, will not affect the validity of any proceedings for the redemption of the Redeemed Bonds.

Springsted as agent for the City, is hereby authorized and directed to purchase on behalf of the City and in its name the appropriate United States Treasury Securities, State and Local Government Series, and/or open market securities from the proceeds of the Bonds and, to the extent necessary, other available funds, all in accordance with the provisions of this resolution and the Escrow Agreement and to execute all such documents (including the appropriate subscription forms) required to effect such purchase in accordance with the applicable U.S. Treasury Regulations.

31. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of

such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

32. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and, after a full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

**CITY OF WILLMAR  
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: January 17, 2012

<b>AGENDA ITEM:</b> Application to Minnesota Public Facilities Authority Clean Water Revolving Fund	<b>AGENDA SECTION:</b> Finance
<b>PREPARED BY:</b> Joshua Halvorson	<b>AGENDA ITEM NO.:</b>
<b>ATTACHMENTS:</b> Resolution	<b>APPROVED BY:</b>

The City of Willmar previously applied for placement on the Minnesota Public Facilities Authority's (PFA) Intended Use Plan as indication of its intent to borrow funds under PFA's Clean Water Revolving Fund Loan Program. Willmar is now filing its application to borrow funds needed to finance the Western Interceptor Sewer project.

The attached resolution authorizes the City Administrator to file application for the PFA Clean Water Revolving Fund Loan.

**COUNCIL CONSIDERATIONS**

Approve the submission of an application to the Minnesota Public Facilities Authority Clean Water Revolving Fund.

RESOLUTION NO. \_\_\_\_\_

*Resolution Authorizing the Submittal of an Application  
to the Clean Water Revolving Fund*

BE IT RESOLVED that the City of Willmar, Minnesota is hereby applying to the Minnesota Public Facilities Authority for a loan from the Clean Water Revolving Fund for improvements to its municipal wastewater treatment system as described in the loan application.

BE IT FURTHER RESOLVED that the City of Willmar estimates the loan amount to be \$3,519,453 or the actual cost of the project.

BE IT FURTHER RESOLVED that the City of Willmar has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

BE IT FURTHER RESOLVED that the City of Willmar hereby expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its general obligation bond to the Public Facilities Authority.

I CERTIFY THAT the above resolution was adopted by the Willmar City Council on January 17, 2012.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk-Treasurer

CITY OF WILLMAR

EXECUTIVE SUMMARY FOR ACTION

*Rec  
11/3/12  
[Signature]*

MEETING DATE:

AGENDA ITEM: Donation to Fire Department	AGENDA SECTION:
PREPARED BY: Marv Calvin Fire Chief	AGENDA ITEM #:
ATTACHMENTS: None	APPROVED BY:

The fire department is requesting permission to accept a donation in the amount of \$209.75 from Bunde Christian Reformed Church of Clara City.

We would like to put the monies toward the aluminum ATV trailer that we've purchased from Dahlberg Sales.

COUNCIL CONSIDERATIONS: Grant permission to the fire department to accept the \$209.75 donation from Bunde Christian Reformed Church and to adjust the budget accordingly in order for the monies to be put toward the ATV trailer.

*2011  
Capital  
Budget*

Resolution No. \_\_\_\_\_

WHEREAS, Bunde Christian Reformed Church of Clara City has given a donation of \$209.75 to the Willmar Fire Department,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Willmar to accept the \$209.75 donation, adjust the fire department's budget accordingly and that the City Administrator express the community's appreciation.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012

---

Mayor

Attest:

---

City Clerk

BUNDE CHRISTIAN REFORMED CHURCH  
GENERAL FUND  
5086 140TH AVENUE SE  
CLARA CITY, MN 56222  
PH 320-847-3520

CITIZENS STATE BANK  
CLARA CITY, MN 56222  
75-485/919

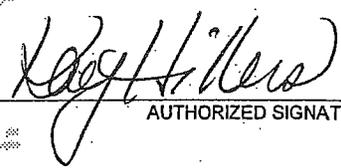
012314

11/17/2011

PAY TO THE ORDER OF Willmar Fire Department \$ \*\*209.75

Two Hundred Nine and 75/100 \*\*\*\*\* DOLLARS

Willmar Fire Department



AUTHORIZED SIGNATURE

offering

⑈012314⑈ ⑈091904856⑈ 10 229 3⑈

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

BUNDE CHRISTIAN REFORMED CHURCH / GENERAL FUND  
Willmar Fire Department

11/17/2011

012314

offering

209.75

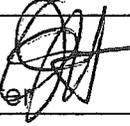
General Fund Checkin offering

209.75

**CITY OF WILLMAR**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE:** January 17, 2012

<b>AGENDA ITEM:</b> WRAC-8—City Council Chambers Audio System Upgrade	<b>AGENDA SECTION:</b>
<b>PREPARED BY:</b> Kevin J. Halliday City Clerk-Treasurer 	<b>AGENDA ITEM #:</b>
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b>

The City Council Chambers Audio System, first installed in 1992 by Radio Shack (with some late upgrades) is showing signs of intermittent failure. The ceiling speakers are failing quickly and a new mixer is paramount if quality productions are the expected outcome. Mr. Rudy Vigil will join me in quickly reviewing and equipment proposal. The request by staff will be to increase the budget \$8,000 taken from WRAC-8 reserves.

**COUNCIL CONSIDERATIONS:** Move to increase the WRAC-8 budget by \$8,000.

**NEW LIFE COMMUNICATIONS**

905 N. HWY 71  
Willmar, MN 56201

**Project Number 13764**

1/3/2012 Page: 1 **\*\* Proposal \*\***  
320-235-6404

WRAC  
Rudy Vigil  
417 Litchfield Avenue SW  
Willmar, MN 56201

C23001 320-231-0594 Fax: 320-231-0594 Ship Via Install  
Purchase Order #: +

**Project Title..: Upgrade Audio City Council Room**

Qty	Mfg-Item No.	Description	Unit Price	Extended
		Upgrade the audio system in the Willmar City Council Room.		
		Mixer: Replace mixer with a Digital Signal Processor (DSP). This will provide 20 inputs and 8 outputs.		
1	BSS-BLU-100	12 Mic/Line Input/8 Output Digital Signal Processor	2,038.40	2,038.40
1	BSS-BLU-BIB	8 Mic/Line Analog Break-in Box w/PS/Half Rack Width	946.40	946.40
1	BSS-Rack Mount Kit	Rack Mount Kit for Two BLU-BIB/BLU-BOB Devices	69.30	69.30
		Remote Controller		
1	BSS-BLU-10-BLK	Touch Screen Controller/Black f/Soundweb London	1,237.60	1,237.60
1	BSS-3RSU-Remote Panel	3 RS Black Panel f/BLU-10/BLU-8 Remote Panel	102.20	102.20
1		TrendNet TPS-S44 8-Port Ethernet Switch w/POE	75.00	75.00
		Upgrade Loudspeaker		
		This would be hung vertically off the ceiling.		
1		JBL CBT70J-1 2-Way Line Array Column Speaker	998.00	998.00
1		Omnimount 60 Series Ceiling Mount	89.00	89.00
		Increase top rack size at control desk		
1	Mid Atlantic-OBRK12	12RS (21") Oak Laminate Rack/18" Deep	140.10	140.10
1	Mid Atlantic-APV-4	4RS (7") Vented Hinged Access Panel/Black	36.95	36.95
1		Misc cable, connectors, hardware	125.00	125.00
		<b>Subtotal: Equipment</b>		<b>5,857.95</b>
		Installation		
3		DSP Programming Labor	70.00	210.00
2		Documentation Labor	60.00	120.00
2		Shop Labor	60.00	120.00
10		On-Site Install Labor Estimate	60.00	600.00
3		Set-up/EQ/Test Labor	70.00	210.00

**NEW LIFE COMMUNICATIONS**  
 905 N. HWY 71  
 Willmar, MN 56201

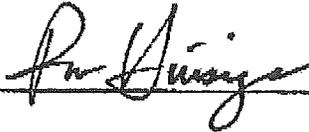
**Project Number 13764**  
 1/3/2012 Page: 2 **\*\* Proposal \*\***  
 320-235-6404

Qty	Mfg-Item No.	Description	Unit Price	Extended
		Subtotal: Installation		1,260.00
		Options:		
2	Mid Atlantic-UD2	Add drawers for storage of equipment in main equipment rack. 2 RS (3-1/2") Utility Drawer/Black COAT FINISH	99.79	199.58

MN Tax 503.08

This \*\* Proposal \*\* is Valid for 30 Days.

=====  
 \$7,820.61



\_\_\_\_\_  
 Ron Huisinga

I Accept This Quote \_\_\_\_\_  
 Net 30 days

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

**PUBLIC WORKS/SAFETY COMMITTEE REPORT 12-01**  
**CITY OF WILLMAR**  
**TUESDAY, JANUARY 10, 2012**

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, January 10, 2012, by Chairman Doug Reese at the City Office Building. Members present were: Council Members Ron Christianson, Bruce DeBlieck, and Rick Fagerlie. Also present were: Council Members Jim Dokken and Tim Johnson, Charlene Stevens, City Administrator; Holly Wilson, Public Works Director; Dave Wyffels, Police Chief; Pat Erickson, City Assessor; Megan Sauer, Planner/Airport Manager; David Little, "West Central Tribune," and Janell Sommers, Recording Secretary.

**1. CONSIDERATION OF AIRPORT HANGAR USES AND TAXATION:**

Staff informed the committee that at its November meeting, the Airport Commission discussed the use of private hangars at the airport. It was their recommendation a hangar may be used for either private aviation storage or commercial aviation purposes as long as building code requirements are met. The FAA was contacted and has responded that the use of hangars is up to the City's discretion as long as the business meets code and MPCA requirements. No grant monies or other agreements would be violated.

Secondly, the issue of taxation of hangars was discussed. City Assessor Erickson has informed staff that there is clarification at the State level that any private hangars used for business purposes, even non-aviation, will be commercially taxed. Notification of the hangar use is the hangar owner's responsibility. Staff recommended permitting both storage and commercial use of private hangars. A motion was made by Council Member Fagerlie, seconded by Council Member DeBlieck, and passed for the following

**RECOMMENDATION:**

Permit the use of both storage and commercial uses in the private hangar group via the hangar land leases with the City as long as code requirements are met.

**2. CONSIDER AGREEMENT WITH SEH FOR TRAFFIC ASSISTANCE:**

Staff requested permission to enter into a contract with Short Elliot Hendrickson (SEH) for miscellaneous traffic assistance services. The contract is an annual renewal and would be for 2012 at a cost not to exceed \$5,000.00. The money to fund the services would be from the Engineering budget under professional services. A motion was made by Council Member Christianson, seconded by Council Member Fagerlie, and passed for the following

**RECOMMENDATION:**

Approve staff's request to enter into a contract with Short Elliot Hendrickson for periodic traffic consulting services for an amount not to exceed \$5,000.00 for 2012 and authorize the City Administrator to sign on behalf of the City. (Resolution)

**3. CONSIDERATION OF SAFEASSURE CONTRACT FOR SAFETY TRAINING AND OSHA REQUIREMENTS:**

Police Chief Wyffels presented the renewal of the contract with SafeAssure for 2012. The contract provides safety training for all City employees, assistance in remaining compliant with OSHA laws, building inspections and a point-of-contact for any related issues or questions the City may have throughout the year. The cost of the 2012 contract has not increased from that of 2011 and remains at \$6,125.00. A motion was made by Council Member DeBlieck, seconded by Council Member Fagerlie, and passed for the following

**RECOMMENDATION:**

To authorize the Mayor and City Administrator to enter into an agreement with SafeAssure for \$6,125.00. (Resolution)

**4. ORDER PREPARATION OF IMPROVEMENT REPORT FOR 2012 STREET IMPROVEMENTS:**

Staff presented the proposed list of improvements for 2012. The list includes reconstruction, overlay, street lighting, and miscellaneous projects. Staff briefly reviewed the streets and miscellaneous items proposed for construction, which is based off the Five-Year Street Improvement Plan.

This year's improvements include reconstruction of 0.91 miles of streets, 0.81 miles of overlay of various streets, and 0.56 miles of new construction to include Willmar Avenue SW from Industrial Boulevard to 22<sup>nd</sup> Street SW.

Miscellaneous items include deck maintenance to the 1<sup>st</sup> Street Bridge, storm water related improvements yet to be identified, path and sidewalk construction, seal coat and crack sealing of various areas. The specifics of the streets are detailed in the project list presented by the Public Works Director. It was noted that the addition of a water main relocation near the Mn/DOT headquarters will be added and that an alternate bid for concrete on Roise from

1<sup>st</sup> to 3<sup>rd</sup> Street will be included for consideration. Following discussion, a motion was made by Council Member Christianson, seconded by Council Member DeBlieck, and passed for the following

**RECOMMENDATION:**

To order preparation of the Improvement Report for the 2012 Improvements.

**5. UPDATE ON RESIGNATION OF POLICE OFFICER (FOR INFORMATION ONLY):**

The committee was informed of the resignation of a police officer effective January 31, 2012.

**6. CONSIDERATION TO UPDATE CITY ORDINANCE NO. 906 – ARTICLE VII ALARM SYSTEMS (FOR INFORMATION ONLY):**

Police Chief Wyffels presented a request for consideration of changes along with implementing an alarm permit fee to the Alarm Systems Section 8-281 and 8-282 of the City's ordinance. Staff has determined these sections are outdated due to changes in technology and current business practices. Chief Wyffels presented an attachment with various language deletions and additions to update the document. New language proposed would address permit requirements.

Currently no consequence exists when a business or resident installs an alarm but does not complete the permit process. Having a permit provides information used to determine who the owner of the property is and contact information for the owner or designated key holders. Having a list of people to call prevents responding officers from being tied up at an alarm call for long periods of time. The recommendation is that the ordinance includes a penalty for those who have an alarm system installed which requires a police or fire response, but who have not submitted a permit application. The City may also want to consider charging a fee to acquire an alarm permit. Staff proposed a \$30 permit application fee with a three-year renewal. The committee discussed the proposed ordinance changes and it was the consensus of the members to refer the document to the City Attorney for review prior to taking any action. A specific concern was how to incorporate alarms that are not directly hard wired such as smoke detectors into the ordinance. This was for information only.

**7. MISCELLANEOUS ITEMS:**

The committee discussed the tree trimming being done by the Public Works staff as a result of time not being spent plowing and sanding due to the nice weather. The condition of the ice rinks and which ones have been kept open was also discussed.

Council Member Christianson commented on the School Board's use of iPads and "Board Book" and would like the Council to consider such a purchase.

There being no further business to come before the committee, the meeting adjourned at 5:52 p.m.

Respectfully submitted:



Holly Wilson, PE  
Public Works Director

Janell Sommers  
Recording Secretary

**CITY OF WILLMAR**

**EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: January 10, 2012

AGENDA ITEM:	Consideration of Hangar Uses and Taxation at Willmar Municipal Airport	AGENDA SECTION:
PREPARED BY:	Megan M. Sauer, AICP Planner/Airport Manager <i>MMS</i>	AGENDA ITEM #:
ATTACHMENTS:	FAA Letter, and City Assessor Letter	APPROVED BY:

The Airport Commission met on November 16, 2011. The use of private hangars at the Airport was discussed and the Airport Commission recommended the hangars be used for private aviation storage or commercial aviation purposes as long as building code requirements can be met. City Staff wrote a letter to the FAA to verify that hangar uses were at the discretion of the City and that no federal funding or other non-compliance matters would be triggered. The FAA responded that the use of the hangars is up to the City as long as the business would meet code and MPCA requirements. No grant monies or other agreements would be violated.

The second issue discussed at the Airport Commission meeting was the taxation of hangars. The City Assessor was queried about the matter and informed staff that there was clarification at the State level on hangar taxation. Any private hangars used for business purposes (even non-aviation purposes) will be commercially taxed. All private hangar owners will have to notify the City Assessor for payable taxes 2012 as to whether the hangars/planes are used for professional or private use.

<p>COUNCIL CONSIDERATIONS: Staff recommends permitting both storage and commercial uses in the private hangar group via the hangar land leases with the City as long as code requirements can be met.</p>
---



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Great Lakes Region  
Minneapolis Airports District Office  
6020 28<sup>th</sup> Ave S, Room 102  
Minneapolis, MN 55450

December 23, 2011

Megan M. Sauer, AICP  
Planner/Airport Manager  
City Office Building  
Box 755  
Willmar, MN 5201

Willmar Municipal Airport – John L. Rice Field  
Hangar Use Questions

Dear Ms. Sauer:

This letter is in response to your inquiry letter dated December 6, 2011, which was received December 8, 2011. You had several questions about use of hangars at the Willmar Municipal Airport.

Hangar CH-3, located on the public apron, is for sale, with a proposed buyer planning to store corporate aircraft in it. Can the aviation fuel line repair business, currently renting space in Hangar CH-3 for plane and parts storage, buy a private hangar in the private hangar development areas shown on the Airport Layout Plan?

As stated in my e-mail to you on November 14, 2011, the FAA cannot restrict the sale of a private hangar, other than to strongly encourage that hangars located along the public apron be used for purposes that serve the air-traveling public, or a corporate user. It is the City's responsibility to ensure that hangars are used for aviation purposes.

Do the taxiway area dimensions meet FAA design standards for the equipment to be stored in the private hangar?

Is use of T-Hangars at the City's discretion as long as they are aviation related?

T-Hangars are generally for cold storage of aircraft. Use of T-Hangars for business purposes is likely to require some sort of heating system.

The airport should also have some minimum standards established for the airport. Information on minimum standards can be found in the FAA Compliance Manual (FAA Order 5190.6B) located at

[http://www.faa.gov/documentLibrary/media/Order/5190\\_6b.pdf](http://www.faa.gov/documentLibrary/media/Order/5190_6b.pdf)

Refer to Chapters 10 and 14, Appendices C and O. There are other chapters that may be generally helpful for you to review.

Is there a requirement that hangars be located by use, or was it simply laid out that way during construction.

There is no requirement hangars be segregated by use. However, we recommend that, for orderly development and efficient use of airport property, general use and structure type (large bay hangar, small private bay hangars, and T-Hangars) be grouped with like structures, if possible. Planning in that regard, and following through with that plan usually serves the airport better than a random mix of structures, with varying support infrastructure requirements or needs, and avoids conflicts between users. Support infrastructure could include taxiway/taxilane design standards for differently sized aircraft, water lines for sprinkler systems, type of electrical service required, waste/pollution control systems, building code requirements, etc. Use of minimum standards also applies here.

Are there any issues or prohibitive measures to comingling private plane storage and commercial use?

The FAA does not prohibit comingling of private plane storage, and commercial use. Building codes and pollution control measures may cause some restrictions. As noted above, design standards for taxiway/taxilane areas are also more demanding for aircraft larger than the typical small plane stored in private bay hangars or T- Hangars.

Would any grant monies used to construct the ramp be required to be repaid?

As also noted in my November 14 e-mail, regarding the public apron areas, the FAA only participated in eligible public apron space, not in the strip of apron immediately in front of hangar CH-3. Therefore, unless the new owner of Hangar CH-3 is also taking over some of the apron space beyond what was what was ineligible at the time of construction, there would not be any grant money that would have to be returned. If there were grant monies to be returned, I believe they would apply to federal project obligations at the airport, not toward State Aeronautics "debt." MNDOT must make a determination if State funds were involved in the area of the apron immediately in front of the hangar, and how to apply any applicable repayment.

Is the FAA concerned if the t-hangars are taxed commercially or for private use?

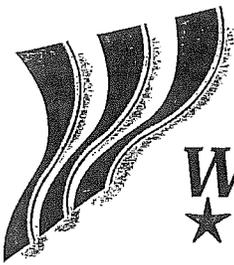
FAA grant assurances require consistent application of local regulations, as well as being as self-sustaining (Chapter 17 of FAA Order 5190.6B) as possible. If all commercial users on the airport are taxed at an equitable rate, and all private users are taxed at a different equitable rate, we would not have an issue, as long as it is reasonable and feasible to have a commercial use in a T-Hangar, and it is compatible with the airport's minimum standards.

If I have not fully answered your questions, or if you have any additional questions, please contact me.

Sincerely,

Tracy Schmidt, P.E.  
Program Manager

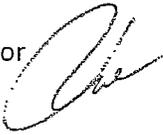
c: Dan Boerner – Mn/DOT Aeronautics



**WILLMAR**

**CITY ASSESSOR**

City Office Building  
Box 755  
Willmar, Minnesota 56201  
320-235-3100  
FAX 320-235-4917

TO: Megan M. Sauer, Planner/Airport Manager  
FROM: Patsy Erickson, City Assessor   
DATE: December 7, 2011  
RE: Taxation Airport Hangars

This memo is in response to your request for clarification of the property tax classification laws that apply to hangars located at the city airport.

First, I would like to say that all assessors received in April a notice from the Minnesota Department of Revenue with regard to the taxation and classification of airplane hangars. This notice stated that there was some confusion regarding the classification of hangars and that some earlier opinions issued by the Department of Revenue were incorrect. This letter included a detailed spreadsheet that covered when hangars are exempt, when they are taxable and if taxable, what the correct classification should be for the hangar.

After the notice was received, we were notified that the Department of Revenue would be covering in greater detail the taxation and classification of hangars at the PACE (Professional Assessment Certification and Education) course. I attended this course in October and received an updated spreadsheet that again detailed the taxation and classification of hangars.

After reviewing the spreadsheet and attending the course in October, I determined that the only hangars that are eligible for the "storage classification" are those used by a "private entity" for storage or repair of "personal use" aircraft. In the future, any hangar used for the storage or repair of a commercial use aircraft or for an aviation or general business will be classified "commercial".

For 1/2/2012 classification and future classifications of privately owned hangars, I will be mailing a form to all privately owned hangars. This form will ask them to verify how they are using their hangar – personal or business.

For your information, I have attached a copy of the spreadsheet received from the Department of Revenue that details the taxation and classification of hangars.

**MINNESOTA • REVENUE**  
**Property Tax Status of Airplane Hangars**

**Assumptions:** Hangar located on city-owned airport  
 Hangar is leased for PERSONAL-USE aircraft for a term of at least 1 year  
 If the lease term is less than 1 year, there is a potential for exemption, however lease terms which automatically renew are taxable.

Who Owns the Hangar?	What is the Population of the City?	How is the Hangar Used?	Is the LAND Taxable or Exempt?	Is the HANGAR Taxable or Exempt?	What is the Classification?
Government Entity	50,000 or less	Leased to or used by private entity for storage or repair of personal-use aircraft	Exempt	Exempt	NA
Government Entity	50,000 or less	Leased to or used by private entity as part of an aviation-related business	Exempt	Exempt	NA
Government Entity	50,000 or less	Leased to or used by private entity for storage or repair of commercial-use aircraft or for a business purpose which is <u>not</u> aviation-related (E.g. Corporate planes)	Taxable as personal property	Taxable as personal property	Class 3a Commercial
Government Entity	More than 50,000 or owned by MAC	Leased to or used by private entity for storage or repair of personal-use aircraft	Taxable as personal property	Taxable as personal property	Class 4c(7)
Government Entity	More than 50,000 or owned by MAC	Leased to or used by private entity as part of an aviation-related business	Taxable as personal property	Taxable as personal property	Class 3a Commercial
Government Entity	More than 50,000 or owned by MAC	Leased to or used by private entity for storage or repair of commercial-use aircraft and business use which is <u>not</u> aviation-related	Taxable as personal property	Taxable as personal property	Class 3a Commercial
Private Entity	50,000 or less	Used by private entity for storage or repair of personal-use aircraft	Exempt	Taxable as personal property	Class 4c(7)
Private Entity	50,000 or less	Used by private entity for part of an aviation-related business	Exempt	Taxable as personal property	Class 3a Commercial
Private Entity	50,000 or less	Used for storage or repair of commercial-use aircraft, and business use which is not aviation-related	Taxable as personal property	Taxable as personal property	Class 3a Commercial
Private Entity	More than 50,000 or owned by MAC	Used by private entity for storage or repair of personal-use aircraft	Taxable as personal property	Taxable as personal property	Class 4c(7)
Private Entity	More than 50,000 or owned by MAC	Used by private entity as part of an aviation-related business	Taxable as personal property	Taxable as personal property	Class 3a Commercial
Private Entity	More than 50,000 or owned by MAC	Used for storage or repair of commercial-use aircraft, and business use which is not aviation-related	Taxable as personal property	Taxable as personal property	Class 3a Commercial

**\*Updated 10/31/2011 - See Disclaimer on Front Cover\***

04/2011

**CITY OF WILLMAR  
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: January 17, 2012

<b>AGENDA ITEM:</b> Agreement Traffic Assistance	<b>AGENDA SECTION:</b>
<b>PREPARED BY:</b> Holly Wilson, Public Works Director 	<b>AGENDA ITEM NO.:</b>
<b>ATTACHMENTS:</b> Agreement and Resolution	<b>APPROVED BY:</b>

The City is in receipt of an agreement from Short Elliott Hendrickson (SEH) to provide occasional assistance for traffic systems. The City has been utilizing SEH for this type of assistance for years and this agreement would renew the services for 2012.

Staff recommends approval of the agreement and authorization for the City Administrator to sign on behalf of the City.

**COUNCIL CONSIDERATIONS**

Review staff recommendation and approve.



December 29, 2011

RE: Willmar, Minnesota  
2012 Traffic Assistance Services  
SEH No. WILLM 109167

Ms. Holly B. Wilson, PE  
City Engineer  
City of Willmar  
333 Sixth Street Southwest  
P.O. Box 755  
Willmar, Minnesota 56201

Dear Ms. Wilson:

The City of Willmar is looking for occasional assistance and analysis from a knowledgeable source to help deal with and address current issues related to City owned and operated traffic systems. To address this need, the City has requested that Short Elliott Hendrickson Inc. (SEH) provide to the City a proposal and cost estimate for providing these as-needed services during the 2012 construction season and calendar year.

SEH appreciates the opportunity to submit this proposal to the City of Willmar to continue to provide as-needed assistance with analysis and/or review of operational issues related to the City owned and operated traffic systems.

SEH has significant experience in all aspects relating to traffic signals. This experience includes design of new traffic signal systems, modifications of existing traffic signal systems, Emergency Vehicle Preemption (EVP) design, traffic signal timing and coordination, construction inspection, and review of signal systems to be able to note potential operational issues and assist with getting these issues addressed in a timely manner. Since 1978, SEH staff members have designed more than 500 traffic signals and more than 250 additional EVP system designs. A number of these designs have been for the City of Willmar, and SEH has been assisting the City with design and ongoing review of their traffic signal systems for the past several years.

SEH is committed to developing a work program for as-needed analysis and operational review of the City's traffic systems that will be compatible with the City's needs. We have met the City's high standards in our previous work, and will provide the same quality services for this project.

This letter proposal can be the basis for an agreement for ongoing as-needed assistance and analysis of the traffic systems and all subsequent services. As part of the project, we have put together the following Work Program for performing the work. The Work Program is fairly well defined based on previous cooperative efforts of SEH and the City of Willmar for this work. The Work Program does, however, provide flexibility to make the most efficient use of SEH and City staff.

#### Work Scope

Typical traffic engineering services available to the City through SEH may include but not be limited to the following:

1. SEH will be available to the City of Willmar to review and discuss City concerns related to noted operational issues and potential maintenance required on their traffic signal systems and overall traffic systems in general. Typically, SEH will be able to address City concerns within a 24-48 hour period, unless the issue requires a more immediate response.
2. SEH will review the City's traffic related issues and attempt to address the issue over the phone or via email if possible, describing what the City can check on at the system in question to attempt to address the issue themselves without SEH having to make a specific site visit to review the issue.
3. SEH will attempt to resolve the issues noted by the City using the City's own personnel, and will work with the City to solicit help from outside SEH and the City should the issue be unable to be addressed via SEH staff or City staff. This would include contacting either MnDOT District Traffic Office personnel (Willmar office) for assistance or contacting a private electrical contractor to obtain a price quote for reviewing and addressing the ongoing concern.
4. Note that SEH does not have the expertise or equipment needed to perform field modification work (such as re-lamping signals, re-aiming signal heads or EVP detectors, re-wiring work in pole bases or in the controller cabinet, etc.), but will work with the City so that a qualified person is retained to complete all required work in a timely manner.
5. SEH can also assist the City as needed with traffic counting and study needs, including but not limited to the following: setting traffic counters; taking turning movement counts; performing signal warrant analysis studies, gap studies, pedestrian studies, signing and pavement marking assistance, traffic and geometric analysis assistance, and other miscellaneous traffic related studies; and any other traffic related needs that the City may see fit to request assistance from SEH.

#### Staff

SEH proposes to use the following staff members to assist the City on an as-needed basis for the above mentioned work items:

#### John M. Gray, PE – Project Manager

John has worked on traffic signal design and construction services with SEH for nearly 24 years, and his experience includes the design of more than 500 traffic signals and 250 emergency vehicle preemption systems. He will be responsible for the initial evaluation, resolution of the issues, and be the primary contact with the City to oversee and address ongoing issues.

#### Thomas A. Sohrweide, PE, PTOE – Senior Project Engineer

Tom is a Senior Transportation Engineer/Project Manager with over 30 years of traffic engineering experience. His experience as a City Traffic Engineer and as a Project Manager in similar projects will be of great benefit to the overall scope of this work.

#### Roger Plum, PE, PTOE – Senior Project Engineer

Roger has several years of experience with the operation of traffic signal systems, both for the City of Minneapolis and for SEH. With the City of Minneapolis, Roger oversaw the operation and timing of over 700 coordinated traffic signal systems and has a great deal of experience with the overall operation of traffic signal systems (including controller cabinet operations).

Other staff members are available as needed to assist in a timely manner to help address any ongoing City traffic system related issues.

#### Schedule

SEH will be on-call with the City of Willmar to provide assistance on an as needed basis. SEH will work to address ongoing issues in a timely manner and will work with the City as needed to provide the required services stated above.

#### Proposed Contract/Fees

Site visits for review of traffic related items and issues would be completed as requested by the City at an estimated cost of \$1,000 to \$1,600 per site visit (depending on how long each site visit takes to address City issues). This includes mileage to and from the City of Willmar to SEH offices, and any other reimbursable expenses related to work on this project.

Miscellaneous traffic needs (including traffic counting and other services) can be performed by SEH at an estimated cost of approximately \$160 per hour. Included in any miscellaneous traffic needs will be mileage to and from the City of Willmar to SEH offices, and any other reimbursable expenses related to work on the miscellaneous traffic needs.

SEH will be available via phone or email to address ongoing issues and will bill the City only for time actually spent on addressing issues. Time spent on short return phone calls or emails will not be billed unless more than one hour is spent addressing the issue in question. Typically, the cost for an hour of service on this work is approximately \$160 per hour.

Traffic study work or analysis of issues on behalf of the City would be billed at the cost to actually complete the work requested by the City, including any mileage to and from the City of Willmar to SEH offices and any reimbursable expenses related to this work.

At this time, we would propose to the City a cost-not-to-exceed budget for providing miscellaneous traffic services of \$5,000 (except to exceed as authorized by the City) to cover any additional work performed by SEH for the City on an as-needed basis. We would also request that this contract with the City for providing these services cover work up to and including December 31, 2012.

A detailed analysis of each hour billed will be provided to the City with any invoices provided by SEH for this work, so that the City is fully aware of all work performed by SEH on behalf of the City to address City needs on this project. Reimbursable expenses will also be detailed for City information.

The above costs do not include attending any City Council or City Committee meetings.

Any additional tasks added to or deleted from this project due to significant changes in the general scope of the project or the project itself including, but not limited to, changes in size, complexity of character or type of construction, shall be by written amendment to contract signed by both parties.

The Agreement between SEH and the City of Willmar may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In the event of termination, SEH shall be compensated for services performed to termination date, including expenses and equipment costs then due and all terminal expenses. SEH will provide the City with reproducible copies of any documents already completed at the time of termination.

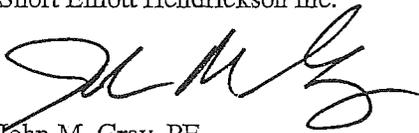
Ms. Holly B. Wilson, PE  
December 29, 2011  
Page 4

We appreciate the City's faith in SEH for our previous traffic services work within the City and strive to meet your needs for all signal and traffic related concerns within the City.

Please review our proposal, and feel free to contact me at 651.490.2073 to discuss further if needed. If acceptable to the City, please sign below and return one (1) signed copy to me for our records.

We appreciate your consideration of our proposal to provide additional miscellaneous traffic related services, and look forward to being able to serve you and the City of Willmar.

Sincerely,  
Short Elliott Hendrickson Inc.



John M. Gray, PE  
Senior Professional Traffic Engineer/Project Manager

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**CITY OF WILLMAR, MINNESOTA**

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

Title: \_\_\_\_\_

**Resolution No. \_\_\_\_\_**

Whereas the City of Willmar desires to retain a consultant to provide professional engineering services for providing assistance with oversight and review of operational issues related to the City-owned and operated traffic systems; and

Whereas a proposal has been made by, and an agreement prepared to retain, the firm of Short Elliott Hendrickson Inc. of St. Paul, Minnesota for said services not to exceed \$5,000.00 except to exceed as authorized by the City;

Now therefore be it resolved by the City Council of the City of Willmar that said agreement be approved and that the City Administrator be authorized to execute the same.

Dated this 17th day of January, 2012.

---

Mayor

Attest:

---

City Clerk

**CITY OF WILLMAR**  
**EXECUTIVE SUMMARY FOR ACTION**

MEETING DATE:

AGENDA ITEM: SafeAssure Contract	AGENDA SECTION:
PREPARED BY: Marv Calvin Fire Chief 	AGENDA ITEM #:
ATTACHMENTS:	APPROVED BY:

Staff is requesting to renew our contract with SafeAssure Consultants. This contract provides safety training for all City employees, assistance in remaining compliant with OSHA laws, building inspections and a point-of-contact for any related issues or questions the City may have throughout the year.

The cost of the 2012 contract has not increased from that of 2011 (\$6,125.00) and will be paid for by the City's safety budget.

<b>COUNCIL CONSIDERATIONS:</b> Grant staff permission to accept SafeAssure Consultant's 2012 contract for \$6,125.00.
---

SafeAssure Consultants Inc.

# Invoice

513 5th St. SW  
PO Box 281  
Willmar, MN 56201

Date	Invoice #
12/19/2011	441

<b>Bill To</b>
City of Willmar Marv Calvin, Fire Chief PO Box 755 Willmar MN 56201

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due on signing		12/19/2011			

Quantity	Item Code	Description	Price Each	Amount
	Consulting	Safety Training	6,125.00	6,125.00

101.42428-0817  
MJC

Thank you!! Work Safely!	<b>Total</b>	\$6,125.00
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Resolution No. \_\_\_\_\_

WHEREAS, SafeAssure Consultants has submitted their 2012 contract to the City of Willmar in the amount of \$6,125.00,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Willmar to accept the \$6,125.00 contract.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012

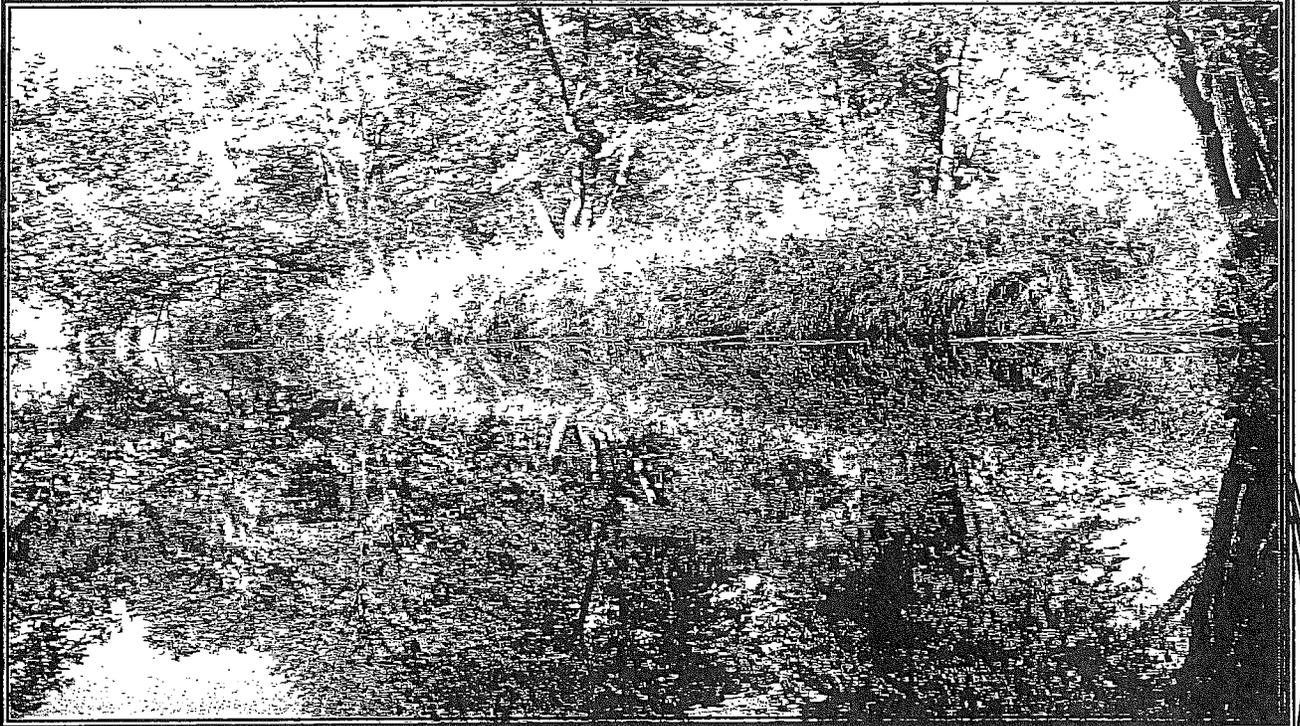
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Mayor

Attest:

---

City Clerk



*CITY OF  
WILLMAR CONTRACT*

**“THE SAFEASSURE  
ADVANTAGE”**

*JANUARY 2012*

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarifies written and training requirements.**

The required standards that apply to The City of Willmar are listed below:

**A.W.A.I.R.**

**MN Statute 182.653**

*"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".*

**EMERGENCY ACTION PLAN**

**29 CFR 1910.35 THRU .38**

*"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".*

**CONTROL OF HAZARDOUS ENERGY**

**29 CFR 1910.147 &**

**MN Statute 5207.0600**

*"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".*

**HAZARD COMMUNICATIONS**

**29 CFR 1910.1200 &**

**MN Statute 5206.0100 thru 5206.1200**

*"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the work-place..."*

**RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES 29 CFR 1904**

*"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."*

**CONFINED SPACE**

**29 CFR 1910.146**

*If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....*

**RESPIRATORY PROTECTION**

**29 CFR 1910.134**

*Written standard operating procedures governing the selection and use of respirators shall be established.*

**OCCUPATIONAL NOISE EXPOSURE**

**29 CFR 1910.95**

*The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels, and shall ensure employee participation in such a program.*

**BLOODBORNE PATHOGENS**

**29 CFR 1910.1030**

*Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.*

**POWERED INDUSTRIAL TRUCKS**

**29 CFR 1910.178**

*"Only trained and authorized operators shall be permitted to operate a powered industrial truck. Methods shall be devised to train operators in the safe operation of Powered Industrial Trucks".*

**GENERAL DUTY CLAUSE**

**PL91-596**

*"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."*

**PERSONAL PROTECTIVE EQUIPMENT**

**1926.95 a)**

*"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.*

**OVERHEAD CRANES**

**1910.179(j)(3)**

*Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....*

**ERGONOMICS**

**29 CFR PART 1910.900 THRU 1910.944**

*"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."*

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts. (Subparts represent multiple standards)

**1910 Subparts**

- Subpart D - Walking - Working Surfaces
- Subpart E - Means of Egress
- Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
- Subpart G - Occupational Health and Environmental Control
- Subpart H - Hazardous Materials
- Subpart I - Personal Protective Equipment
- Subpart J - General Environmental Controls
- Subpart K - Medical and First Aid
- Subpart L - Fire Protection
- Subpart M - Compressed Gas and Compressed Air Equipment
- Subpart N - Materials Handling and Storage
- Subpart O - Machinery and Machine Guarding
- Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
- Subpart Q - Welding, Cutting, and Brazing.
- Subpart S - Electrical
- Subpart Z - Toxic and Hazardous Substances

**1926 Subparts**

- Subpart C - General Safety and Health Provisions
- Subpart D - Occupational Health and Environmental Controls
- Subpart E - Personal Protective and Life Saving Equipment
- Subpart F - Fire Protection and Prevention
- Subpart G - Signs, Signals, and Barricades
- Subpart H - Materials Handling, Storage, Use, and Disposal
- Subpart I - Tools - Hand and Power
- Subpart J - Welding and Cutting
- Subpart K - Electrical
- Subpart L - Scaffolds
- Subpart M - Fall Protection
- Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
- Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
- Subpart P - Excavations
- Subpart V - Power Transmission and Distribution
- Subpart W - Rollover Protective Structures; Overhead Protection
- Subpart X - Stairways and Ladders
- Subpart Z - Toxic and Hazardous Substances
- Applicable MN OSHA 5205 Rules
- Applicable MN OSHA 5207 Rules
- Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of The City of Willmar to obtain as required to comply with OSHA standards.

Our contract year will begin on the signing of this proposal/contract. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

**All documents and classroom training produced by SafeAssure Consultants for The City of Willmar are for the sole and express use by The City of Willmar and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.**

**It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a contract year, will be made at no additional cost to The City of Willmar.**

**All written programs/services that are produced by SafeAssure Consultants, Inc. are guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse The City of Willmar should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.**

**ADDENDUM**  
**SAFETY PROGRAM RECOMMENDATIONS**  
**The City of Willmar**

**Written Programs & Training**

**A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)**

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

**Employee Right to Know/Hazard Communication**

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating DAMARCO Solutions, LLC, MSDS and data base program

**Lock Out/Tag Out (Control of Hazardous Energy)**

- review/modify or write site specific program
- documented training of all personnel

**Emergency Action Plan**

- review/modify or write site specific program
- documented training of all personnel

**Respiratory Protection**

- review/modify or write site specific program
- documented training of all personnel

**Bloodborne Pathogens**

- review/modify or write site specific program
- documented training of all personnel

**Cranes-Chains-Slings**

- review/modify or write site specific program
- documented training of all personnel (inspections)

**Hearing Conservation (Occupational Noise Exposure)**

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

**Personal Protective Equipment**

- review/modify or write site specific program
- documented training of all personnel

**Confined Space**

- review/modify or write site specific program
- documented training of all personal

### **Powered Industrial Trucks/Forklifts**

- review/modify or write site specific program
- documented training of all personnel
- testing and licensing

### **Ergonomics**

- review/modify or write site specific program
- documented training of all personnel
  - job hazards-recognition
  - control steps
  - reporting
  - management leadership requirements
  - employee participation requirements

### **General Safety Requirements**

- review/modify or write site specific program
- documented training of all personnel

### **The "SafeAssure Advantage"**

- On-Line training available for AWAIR, EAP, ERTK, ERGO, Bloodborne
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO2 testing in shops with 5 or more vehicle capacity)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

## Contract/ Agreement

THIS AGREEMENT is made this first day of January, 2012 between The City of Willmar, Willmar, Minnesota, herein referred to as The City of Willmar and SafeAssure Consultants, Inc. 200 S.W. Fourth Street, Willmar, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this contract/agreement, The City of Willmar (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum** of \$2,000,000.00 in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Harford" insurance companies.

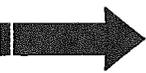
SafeAssure further agrees that The City of Willmar will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges The City of Willmar, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless The City of Willmar, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of The City of Willmar, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

**In consideration** of this signed agreement/contract, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide The City of Willmar, the aforementioned features and services. These features and services include but are not limited to OSHA compliance recommendations and consultations, providing scheduled classroom-training sessions, writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of The City of Willmar.

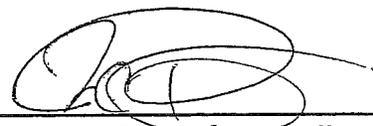
**ANNUAL \$ 6,125.00**

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

**TWELVE MONTH CONTRACT** 

X \_\_\_\_\_  
The City of Willmar

X \_\_\_\_\_  
The City of Willmar

X  \_\_\_\_\_  
SafeAssure Consultants, Inc.

***“Safety Wise We Specialize”***



***Post Office Box 756***

***Willmar, MN 56201***

***www.safeassure.com***

**CITY OF WILLMAR  
EXECUTIVE SUMMARY FOR ACTION**

CITY COUNCIL MEETING DATE: January 17, 2012

<b>AGENDA ITEM:</b> Order Preparation of Improvement Report	<b>AGENDA SECTION:</b>
<b>PREPARED BY:</b> Holly Wilson, Public Works Director 	<b>AGENDA ITEM NO.:</b>
<b>ATTACHMENTS:</b> Resolution and List	<b>APPROVED BY:</b>

The Engineering Department has prepared the list of streets proposed for improvements in 2012. The City Council is required to order the preparation of the Improvement Report to be presented at a future meeting.

**COUNCIL CONSIDERATIONS**

Consider resolution Ordering Preparation of the Improvement Report for 2012 Improvements.

# Project List for 2012

01-17-12

## Reconstruction

Oak Lane NW – 7<sup>th</sup> Street NW to east  
Russell Street NW – Ella Avenue NW to Olaf Avenue NW  
14<sup>th</sup> Street SW – Grace Avenue SW to Willmar Avenue SW  
Bernard Street SE – TH12 to Becker Avenue SE  
Elizabeth Avenue SE – Robert Street SE to 14<sup>th</sup> Street SE  
Roise Avenue SW – 4<sup>th</sup> Street SW to 1<sup>st</sup> Street

## Overlay

5<sup>th</sup> Street SW – Kandiyohi Avenue SW to Willmar Avenue SW  
9<sup>th</sup> Street SW – Willmar Avenue SW to 19<sup>th</sup> Avenue SW  
Willmar Avenue SW – CR5 to Industrial Boulevard

## New Construction

Willmar Avenue SW – Industrial Boulevard to 22<sup>nd</sup> Street SW

## Miscellaneous

1<sup>st</sup> Street Bridge – deck rehabilitation  
Storm Water Improvements  
22<sup>nd</sup> Avenue SW Path – Willmar Avenue to 15<sup>th</sup> Avenue  
24<sup>th</sup> Avenue SE Sidewalk – 1<sup>st</sup> Street to 550' east  
Willmar Avenue SW Path – CR5 to 22<sup>nd</sup> Street SW  
Cracksealing  
Seal Coat

**RESOLUTION NO. \_\_\_\_\_**  
**ORDER OF IMPROVEMENT REPORT**

WHEREAS, it is proposed to construct the following improvements under the 2012 Improvement Project:

grading, gravel base, curb and gutter, tiling, bituminous pavement, sidewalk, service lines, sanitary sewer, storm sewer, water main, and street lighting

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Section 429.011 to 429.111 (Laws 1953, Chapter 398, as amended).

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF WILLMAR, MINNESOTA:

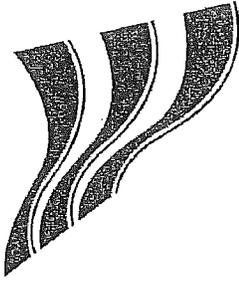
That the proposed improvement be referred to the City Engineer for study, and that she is instructed to report to the Council advising the Council in a preliminary way as to whether the proposed improvement is feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Dated this 17th day of January, 2012.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



**CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION**

**Agenda Item Number:** \_\_\_\_\_

**Meeting Date:** January 10, 2012

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** January 17, 2012

Approved  Denied  
 Amended  Tabled  
 Other

**Originating Department:** Police Department

**Action Requested:** Request an ordinance change along with consideration of implementing an alarm permit fee.

**Guiding Principle:** *To update Willmar City Ordinance Article VII – Alarm Systems Sec. 8-281 and 8-282 to reflect technological changes, streamline current business practices and address non-compliance issues with alarm permits.*

**Introduction:** The police and fire department have determined that the current city ordinance Article VII – Alarm Systems Sec. 8-281 and 8-282 are outdated due to changes in technology and current business practices. The Police Chief and Fire Chief have met and recommend the following ordinance changes.

**Background/Justification:**

1. Charging for false alarms is based upon a "fiscal year" of July 1 – June 30<sup>th</sup> each year. This wording causes confusion and argument with alarm permit holders when informed that they are being billed for their 6<sup>th</sup> false alarm in a year which might occur on January 1 of a new year. It also is cumbersome to clerical staff when preparing reports on alarm totals and amounts collected, as they have to run two separate reports for each half of a calendar year instead of being able to run one annual report. The recommendation is to change all "fiscal year" language to "calendar year" language.
2. "Permit Holder" is defined under clause (1) as: "any person having an alarm system position on the city-county communications center panel." The recommendation is to delete this language due to the fact that this form of alarm technology has been absent from the communications center for the past 12 years and ceased to exist when law enforcement moved to a new building in 2000.
3. Sec. 8-282 (c) also makes multiple references to "having an alarm system position on the city-county communications center panel" and that cancelation of that position is a consequence to certain actions. The recommendation is to remove all references to this language as well. To threaten removal from a position on a panel that hasn't existed in 12 years is useless language.
4. New language should be introduced addressing permit requirements. Currently no consequence exists when a business or resident installs an alarm but does not complete the permit process. Often, the only time police/fire agencies become aware that an alarm system exists is when it malfunctions for the first time and an agency responds to the alarm call. Business and residential property owners simply are not informing police/fire agencies of alarm installations.

Recommendation is the that the ordinance include language that provides a penalty for those who have an alarm system installed which required a police or fire response but who have not submitted a permit application. The reason for requiring a business or resident to complete a permit application (which currently has no fee associated to it) was to assist police/fire agencies when responding to the alarm call.

The application form provided information in determining who the owner of the property was, provided contact information for the owner or designated key holders (other responsible people). Having a list of people to call prevents responding officers from being tied up at an alarm call for long periods of time due to not being able to get ahold of someone to come and take the responsibility for the property. It is well known that police and fire will

respond to any reported alarm whether a permit is obtained or not.

A fair penalty would be to charge the same fee that is applied to permit holders that have had more than five false alarm responses in one year. However, persons/businesses who have not submitted an alarm permit for the address a police/fire agency responded to would have the penalty invoked after the second response to the address. The first police/fire response would generate a letter to the person/business advising them of the necessity to obtain a permit and failure to do so would invoke the penalty fee for each subsequent alarm until a permit was obtained.

5. Additionally, the Council may want to consider charging a fee to acquire an alarm permit. If so, new language should be added to that effect.

The recommendation is to charge \$30.00 for an alarm permit which is based upon a physical address. The permit would be valid for three (3) years from the time it was approved to the time it expires. At the end of three years, the permit holder would be required to re-apply for another permit.

The reason three (3) years is given as the life of a valid permit is because it has been determined that previous permits submitted in the past are generally useless and contain outdated key holder/owner information after that length of time. Businesses get sold, employees change jobs, houses are sold, people move or pass away, etc.

Requiring someone to submit a new application every year based on a \$10.00 fee per year is too onerous for everyone. It causes more work for a person/business and involves too much record updating for city staff. Anything longer than three years would most likely mean the information on the permit will probably be outdated and useless. Requiring a brand new permit every three years ensures that the information will never outdated longer than three years.

The fee is justified when considering staff time used to maintain records for alarm permits, along with staff time used when responding to the first five false alarms in which no charge is assessed against the permit holder.

**Fiscal Impact:** Permit fees (if implemented) could be considered as a possible source of revenue for the City of Willmar. If there are 500 registered alarm systems in the City, this would result on average, a \$5000.00 income revenue source to the City on an annual basis. (500 alarm systems x \$30.00 per permit = \$15,000.00 divided by a 3 year permit life = \$5000.00 per year).

**Alternatives:**

1. Do nothing and live with an outdated and a marginally useful ordinance.
2. Approve the language change as requested and but do not invoke the alarm permit fee or the fee applied to those who do not obtain a permit. Keep only the current penalty fee imposed after five false alarms in one year.
3. Approve the language change as requested but remove the alarm permit fee. Adopt the fee applied to those who do not obtain a permit and keep the fee for those who have more than 5 false alarms in one year
4. Approve the language change as requested and approve the implementation of charging an alarm permit fee along with a fee to those who do not obtain a permit.

**Staff Recommendation:** Exercise alternative #4.

**Reviewed by:** David Wyffels, Marv Calvin

**Preparer:** David Wyffels, Chief of Police

**Signature:**

**Comments:**

**Attachment #1**  
**Current Alarm Ordinance 906**

(Strike-through wording contains language that is being suggested to be removed from the current ordinance)

(Yellow highlighted areas contains language that is suggested to be added or modified from the current ordinance)

\*\*\*\*\*

Sec. 8-281. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- Alarm system means any mechanical or electrical device which is designed or used for the detection of an unauthorized entry into a building, structure or facility; for alerting others of the commission of an unlawful act within a building, structure or facility; for alerting others of a fire within a building, structure or facility; or for any combination of these purposes; and which emits a sound or transmits a signal or message when actuated. Alarm systems include, but are not limited to, direct dial telephone devices, audible alarms and proprietor alarms.
- False alarm means an alarm signal necessitating response by the city police department or the city fire department where an emergency situation does not exist.
- ~~Fiscal year means the period of time from July 1 of each year through June 30 of the following year.~~
- Calendar year means the period of time from January 1 of each year through December 31 of the same year.
- Notice means written notice, given by personal service upon the addressee or given by United States mail, postage prepaid, addressed to the person/business to be notified at his the last known address. Service of such notice shall be effective upon the completion of personal service, or upon depositing the notice in the United States mail.
- Permit holder means:
  - (1) ~~Any person having an alarm system position on the city-county communications center panel;~~
  - (2) Any person/business who has a direct dial telephone device type of alarm that rings into the city-county communications center;
  - (3) Any person/business whose alarm system is monitored by a private individual or business that notifies the city-county communications center by telephone that the alarm has been activated;  
or

- (4) Any person/business having an audible fire or intrusion alarm which, when set off, results in the police or fire department responding to the alarm, by hearing the alarm or by being notified of the alarm by a person calling it to the attention of the police or fire department.

(Code 1978, § 1403.01; Ord. No. 796, § 1, 2-2-83; Ord. No. 906, § 1, 6-3-87)

Sec. 8-282. - Charge for excessive false alarms or failure to obtain an alarm permit.

- a. Each permit holder shall be allowed five (5) false alarms for each building located at the permit holder's place of business/residence, in each fiscal calendar year, without charge from the city. Each false alarm after five (5) in any one (1) building and in any one (1) fiscal calendar year shall result in a charge in the amount kept on file at the office of the city clerk-treasurer.
- b. Each permit holder shall receive a written notice from the chief of police or the fire chief when the permit holder has had five (5) false alarms in one (1) fiscal calendar year.
- c. ~~Any permit holder who fails to pay the charges provided for in subsection (a) of this section within ten (10) days of receiving written notice to pay such charges shall be subject to cancellation of his position on the city-county communications center panel and cancellation of his permit. The permit holder shall receive a written notice advising him that the position and permit will be cancelled within twenty (20) days of the date of the notice. If all charges due the city under subsection (a) of this section are not paid within the specified period, the permit and the position shall be cancelled. If the~~ The permit holder has a direct dial telephone device type of system or an audible alarm system, he shall be given a written notice, after failing to pay within the twenty-day period, that all amounts due the city in accordance with subsection (a) of this section will be specially assessed against the permit holder's real estate or sued for in small claims court. If the city council elects to specially assess for the amounts due the city, a hearing shall be held before the assessment is ordered. A permit holder shall receive at least fifteen (15) days' written notice of the hearing. Notice shall be sufficient if mailed to the permit holder's address as shown in the real estate tax records.
- d. ~~A person whose permit and position have been cancelled under subsection (c) of this section shall be granted a new permit only after paying all charges due the city and after paying all fees and costs of a new permit holder. In addition, such person shall reimburse the city for any costs incurred in cancelling the prior permit and position.~~

A person/business who fails to obtain an alarm permit for a specific residence/business location which results in a police or fire response to an alarm at that address location will be assessed the same fee and subject to the same action that is applied to valid permit holders who have had more than five false alarms in one calendar year. This fee will apply to each subsequent alarm responded to by the police or fire agency after the first alarm was received or until the person/business obtains a valid permit.

A letter notifying the person/business of the ordinance requirements along with a permit application will be sent to the non-permitted person/business by the police or fire agency that responded to the alarm. This notice will be sent through the use of general mail and shortly after a first alarm occurred providing the person/business with opportunity to comply with permit requirements.

Sec. 8-283. - Process for obtaining an alarm permit, cost, and the recording of permit information.

- a. Alarm permit applications can be obtained by contacting City Office and requesting the application form. Completed applications shall be submitted to the City Office at the address indicated on the permit form along with the permit fee. The City Clerk will be responsible for accepting and recording the permit fee.

A copy of the permit application will be then be forwarded to the police/fire agencies and reviewed. Upon approval, the information will be entered into a shared database for police/fire response purposes. This same shared database will keep record of current permits along with date, time and number of false alarm calls that the police/fire agencies have responded to per location. It will also track person/business locations that have not obtained a permit but have required police/fire response to alarms.

- b. An alarm permit shall cost a permit holder \$30.00 and shall remain valid for a period of three years from the date the permit is approved. At that time a new permit must be applied for and completed.
- c. Once an alarm permit has been approved, the agency signing the approval will mail a signed and dated copy of the approved permit back to the business/person making application.
- d. Whenever a permit holder wishes to update information on an existing, valid, non-expired permit (i.e. new key holder information, etc.) there shall be no fee associated in doing so. The person/business need only submit another application form, check the update box and indicate the new information required for police/fire response. Since permits are based on address location, when selling a building, etc. a permit goes with the location and a new application is not required. A new owner can simply submit a permit application with the updated information indicated and the permit will remain valid until the original three year permit life has expired.

**City of Willmar  
Application for Alarm Permit**

*A permit is required for all intrusion, robbery and fire alarm systems in the City of Willmar.*

**Submit to:** Willmar City Office / Attn: City Clerk  
P/O Box 755  
333 SW 6<sup>th</sup> St.  
Willmar, MN 56201

New Application \_\_\_\_\_ Information Update \_\_\_\_\_

**Part 1: Alarm Location**

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

Business - (Permit Holder Name): \_\_\_\_\_

Residence - (Permit Holder Name): \_\_\_\_\_

Phone: \_\_\_\_\_

**Part 2: Alarm System**

Type(s) of alarm(s):    Intrusion \_\_\_\_\_    Robbery/ hold-up \_\_\_\_\_    Fire \_\_\_\_\_

Fire Alarms Only - U.L. Certification code (if required): \_\_\_\_\_

**Part 3. Alarm Monitoring Service**

Business name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

**Part 4. Area Being Monitored** – Briefly describe the general area covered by the alarm at the address/location specified. (Example: Includes house, garage and small shed in back yard OR Includes 60x40 main storage building, 20x30 foot office building to the east of the storage building, etc.).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Part 5: Emergency Contact Person(s) / Keyholder(s)**

Please include keyholder information, even if a monitoring service notifies the permit holder directly, in the event a problem is found on the premises.

Owner/Manager/Residents: \_\_\_\_\_ Phone: \_\_\_\_\_

Home address: \_\_\_\_\_ Phone: \_\_\_\_\_

Second home/ cabin, etc: \_\_\_\_\_ Phone: \_\_\_\_\_

Cellular phone, pager: \_\_\_\_\_

Work: \_\_\_\_\_ Phone: \_\_\_\_\_

First alternate: \_\_\_\_\_ Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Second alternate: \_\_\_\_\_ Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Other persons authorized access to property (employees, children, domestic help, etc):

**Part 6. Notification of changes**

Changes and updated information should be forwarded in writing to the City Clerk's address listed on the first page of this application. Make sure you mark as "Information Update".

**Part 7. Request**

I request that an alarm permit be issued for the above-described premises.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title, if business: \_\_\_\_\_

**Part 8: Permit Received**

Permit and Fee Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**Part 9: Permit Approval**

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

**LABOR RELATIONS COMMITTEE**

**MINUTES**

The Labor Relations Committee of the Willmar City Council met on Wednesday, January 11, 2012, in Conference Room No. 1 at the City Office Building.

Present:	Steve Ahmann	.....	Chair
	Tim Johnson	.....	Vice Chair
	Doug Reese	.....	Member
	Denis Anderson	.....	Member
	Charlene Stevens	.....	City Administrator

Others present included Mayor Frank Yanish, Council Members Ron Christianson and Bruce DeBlicke, Finance Director Steve Okins, Police Chief Dave Wyffels, Fire Chief Marv Calvin and David Little, West Central Tribune.

The meeting was called to order by Chair Ahmann at 4:45 p.m.

**Item No. 1    Consideration of Request to Hire Additional Police Officers (Motion)**

City Administrator Stevens presented the request to hire two additional police officers, one officer to replace a position vacated in July of 2011 and one officer to replace a position that will be vacated as of January 31, 2012. Ms. Stevens stated that in the interim the Crime Prevention Officer would be reassigned to patrol and that the crime prevention duties would be distributed amongst other officers as well as some services being eliminated. Ms. Stevens stated that if the decision is not to fill the vacant positions, the crime prevention program and duties will be changed and/or eliminated as necessary.

Chair Ahmann questioned the process and timeline for hiring police officers. Chief Wyffels responded that it takes approximately six months for a position to be advertised, interviewed, filled and then the completion of field training, after which an officer can patrol alone.

Chair Ahmann asked if there were any grant funds the City was risking by not filling the position. Chief Wyffels stated there were none.

Council Member Johnson asked for clarification on the number of patrol officers and how that is determined. Chief Wyffels stated there are currently 19 positions assigned and necessary for patrol and the need is determined by call volume and call types.

Council Member Reese questioned if a new officer were hired, would the Crime Prevention duties return. Chief Wyffels stated that Officer Dorn would resume the Crime Prevention responsibilities if additional officers were hired.

Chair Ahmann questioned what would happen if only one officer was hired rather than the two being requested. Chief Wyffels stated his concern that it could put the City in a position of stopping and starting the crime prevention program, which diminishes its effectiveness.

Council Member Johnson asked for standards on response time and call load. Council

Member Ahmann questioned if the officers were maxed out due to the 12-hour shifts.

Council Member Johnson questioned the impact of labor negotiations on the budget and hiring of officers. City Administrator Stevens stated that both positions were included in the 2012 budget and savings would be captured from the interim period in which the positions are vacant, as well as savings from hiring at lower wage in the scale.

Council Member Anderson expressed his desire to maintain the quality of services to the community. Council Member Johnson agreed and complimented the quality of the officers.

Council Member Reese stated that Public Safety also ranked high in the recent citizen survey.

Council Member Johnson requested some additional information regarding call load, response times and per capita comparisons.

Council Member Anderson made a motion, seconded by Council Member Reese, to authorize the hiring of two additional police officers. The motioned carried with Council Member Johnson in opposition.

### **Item No. 2 Update on Building Maintenance Activities (Information Only)**

City Administrator Stevens provided the Committee with an update on how the City would be addressing custodial services with only two full-time custodians. City Administrator Stevens stated that she, Public Works Director Wilson, Chief Calvin and Steve Brisendine had met and reviewed the maintenance needs and developed a strategy to seek proposals for custodial services, window cleaning and cleaning of floors.

City Administrator stated that four (4) separate RFPs would be issued by January 20, 2012. One RFP would be for semi-annual cleaning of the exterior windows of all city-owned facilities. A second RFP would be issued for deep cleaning of flooring at all buildings, either annually, semi-annually or quarterly, depending on the usage and type of flooring at the facility. Ms. Stevens also continued that the custodial services contracts would be divided into two – one for the Willmar Community and Activity Center, primarily because of the intensity of its programming, and a second RFP for the custodial services at the following facilities: WWTP Plant, Public Works Garage, Airport, Fire Department and former WWTP.

Ms. Stevens also stated that staff was still working on a solution for snow and ice removal at the WCAC, but felt that due to the relative mildness of this winter, the two existing custodians would attempt to manage it and staff would re-evaluate in November.

Chair Ahmann thanked staff for the update.

### **Item No. 3 Completion of Public Works Director's Probationary Period (Motion)**

City Administrator Stevens stated that Ms. Wilson had completed her one-year probationary period as Public Works Director on December 20, 2011, and that she was recommending Ms. Wilson be retained and that Ms. Wilson receive promotion to full Director status with the salary set at \$91,924 retroactive to December 20, 2011.

Council Member Reese made a motion, seconded by Council Member Anderson to promote Ms. Wilson to full Director status with pay retroactive to December 20, 2011. The motion carried unanimously.

**Item No. 4 City Attorney Replacement Process (Information Only)**

City Administrator Stevens recommended that the City issue a RFP for City Attorney Services and outlined the following process and timeline:

Issue RFPs:	February 1, 2012
RFPs Due:	March 1, 2012
Review of RFPs:	March 2-9, 2012
Interviews:	March 15, 2012
Appointment:	April 2, 2012.

City Administrator Stevens stated that she would recommend that the City Administrator, City Clerk, Planning and Development Services Director and Police Chief conduct the initial review of the RFPs and recommend one or two to the City Council for interviews.

City Administrator Stevens stated that she would recommend crafting the RFP with the criminal services as an alternate service as it had also been suggested that the City consider contracting with the County for those services.

Council Member Anderson expressed concerns with the tightness of the timetable. Council Member Johnson stated that it would not have to be mandatory for all Council Members to participate in the interviews. Ms. Stevens stated that it would not be necessary for the full Council to participate, but it would be encouraged.

The Committee directed City Administrator Stevens to finalize the RFP and proceed. This matter was for information only.

**Item No. 5 Close Meeting to Discuss Contract Negotiations (Information Only)**

At 5:40 p.m. Council Member Anderson, seconded by Council Member Johnson, made a motion to close the meeting to discuss strategy for contract negotiations. The motioned carried.

At 5:50 p.m., the meeting was reopened.

There being no further business, the meeting was adjourned on a motion by Council Member Anderson, seconded by Council Member Johnson and carried at 5:55 p.m.

Respectfully submitted,

Charlene Stevens,  
City Administrator

**COMMUNITY DEVELOPMENT COMMITTEE  
CITY OF WILLMAR, MINNESOTA  
THURSDAY, JANUARY 12, 2012**

**MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, January 12, 2012, in Conference Room No.1 at the City Office Building. Chair Dokken called the meeting to order at 4:45pm.

**Present:**

Jim Dokken	Chair
Bruce DeBlicek	Council Member
Steve Ahmann	Council Member
Ron Christianson	Council Member
Bruce Peterson	Director of Planning and Development Services
Charlene Stevens	City Administrator
Kevin Halliday	City Clerk/Treasurer

**Others present:** Frank Yanish – Mayor, Ryan Tillman, Luke Stillmeyer, Bonnie Thiel, and Laura Becker.

**1. PUBLIC COMMENTS (FOR INFORMATION ONLY)**

Ryan Tillman spoke of incidents at the Westwinds housing development. He was concerned about criminal behavior and traffic speeds. Luke Stillmeyer expressed his concern about children near the Westwinds development being exposed to criminal activity. They suggested better screening of tenants by the HRA. Council member Christianson explained that the HRA was doing the best they could with the screening process. Bonnie Thiel, a Westwind resident, said that the screening process isn't perfect and she suggested drug testing of potential tenants.

Laura Becker expressed appreciation for City involvement in the Somali culture meetings.

**2. 2010 CENSUS REDISTRICTING (FOR INFORMATION ONLY)**

The Committee began their discussion of the ward redistricting process. City Clerk Kevin Halliday presented information relative to the redistricting process for the Council wards. There are four main criteria for redistricting (See Attachment A). Further information on City ward redistricting was reviewed and discussed (See Attachment B). Staff will return in two weeks with proposals for redistricting the four Willmar wards.

**3. CITY LAND PURCHASE (MOTION)**

Staff presented a recommendation for the City to acquire two lots on the west side of 8<sup>th</sup> Street Northeast, just east of the Eagles Landing Addition (See Attachment C). The two lots are not in the City of Willmar at this time, but would be key to any future annexation and provision of utility services in that area. Major portions of the two lots are wetlands at this time, but there would be room to run a sanitary sewer line through the property to serve 8<sup>th</sup> Street Northeast, as well as provide space on-site for storm water retention. With renewed interest in annexation by some residents of 8<sup>th</sup> Street Northeast, staff believes it is prudent to proceed with the acquisition of the properties at this time. The two lots are both tax forfeited and could be had for the sum of

\$2,270.00.

Following discussion, a motion was made by Council member Christianson, seconded by Council member Ahmann, and passed for the following:

**RECOMMENDATION:** To purchase the two lots as proposed with funding through the Storm Water Fund.

**4. KIDROWSKI CONSTRUCTION SCHEDULE (FOR INFORMATION ONLY)**

Staff presented a letter from Mr. Kidrowski outlining his proposed construction schedule for the completion of the John's Supper Club Building (See Attachment D). The most recent report from staff was also discussed and the Committee expressed their hope that Mr. Kidrowski could stay on schedule.

**5. 201 HAVANA STREET NORTHEAST (MOTION)**

Staff presented two quotes for demolition of the property as requested by the Committee at their last meeting. The demolition quotes were in response to a recommendation by staff that the Council declare the home at 201 Havana Street Northeast as a dangerous structure and move for its immediate repair or demolition. Repair is unlikely as the home has suffered substantial fire damage. The Committee discussed the potential for long-term precedent if they did move to declare this structure as unsafe. Staff responded that if the property owner is not going to respond and fix the property, the City would have to step in and be responsible for the demolition, at which point it would fall into City ownership and the City would be able to dispose of the property. It was the opinion of staff that both the demolition quotes exceed the amount of money that the City would be likely to get for the sale of the property. Staff was asked to look into various alternatives such as working with Habitat for Humanity, working with a demolition contractor to see if they would take the property in exchange for the demolition, or other methods to reduce the City's financial exposure.

Following discussion, a motion was made by Council member DeBlicek, seconded by Council member Ahmann, and passed for the following:

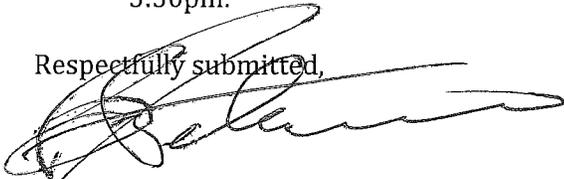
**RECOMMENDATION:** To declare the house at 201 Havana Street Northeast to be a dangerous structure and to pursue repair/demolition.

**6. MISCELLANY (FOR INFORMATION ONLY)**

Council member Christianson suggested that the Council consider having more of its members be allowed to vote on the various boards and commissions that they serve on.

7. There being no further business to come before the Committee, the meeting adjourned at 5:50pm.

Respectfully submitted,



Bruce D. Peterson, AICP  
Director of Planning and Development Services

Attachment A  
1-12-12

## Redistricting Criteria

- 1) Shift as few voters as possible especially senior citizens
- 2) Avoid shifting council members to another ward causing an election run off
- 3) Avoid removing a polling location out of a standing precinct necessitating finding a new polling location
- 4) Avoid shifting citizens from a nearby polling location to a new location some distance away

Practicable: Capable of being effected or executed; feasible

## 3.0 CITY WARDS

### 3.1 DEFINITION

Wards are elective districts in a city from which members of the city council are elected. Of the over 800 cities in Minnesota, approximately 80 use wards for electing council members, including 9 of the 10 largest cities in the state. The others elect their councils "at-large." In cities that elect their council members at-large, all citizens are able to vote for any council member and thus they meet the "One Person, One Vote" requirement of the U.S. Constitution. Cities with wards must redistrict their wards after the federal census, and must make the wards equal in population in order to meet the equal representation requirement. This process has an impact on a city's precincts and thus is often done in conjunction with precinct reestablishment. See Chapter 4 PRECINCTS for details about precincts and their reestablishment.

### 3.2 WARD REQUIREMENTS

#### 3.2.1 Ward boundaries

Wards must be drawn to meet statutory requirements in addition to population equality. These requirements influence the geography of the ward districts. The geographic requirements include:

- Wards are bounded by precinct lines,
- Wards are compact in area,
- Wards are composed of contiguous territory.  
(M.S. 205.84)

The requirement of precincts to be drawn on census block lines also effectively forces ward boundaries to be drawn on census block boundaries, as precincts cannot cross ward boundaries. (M.S. 204B.14 subd. 6)

Census block boundaries do not reflect any municipal annexation after January 1, 2010. If a city has annexed territory since that date, the precinct and ward plans should be written to include any annexed areas. However, the population of the recently annexed area may be difficult to accurately determine (see below for more information).

Remember to check your city charter to determine if it specifies additional requirements for the wards within your city beyond what is presented here.

#### 3.2.2 Population and city wards

##### 3.2.2.1 Population equality

Wards must be as equal in population as practicable. (M.S. 205.84 subd. 1)

It may not be possible to draw wards that are exactly equal in population. Situations where wards may have unequal population are:

- The total population of the city is not divisible by the number of wards, or
- The population totals within census blocks do not provide refined enough numbers to draw equal population wards.

### 3.2.2.2 Population in areas annexed after April 1, 2010

For the purpose of redistricting wards, the city must use the population counts that are certified by the U.S. Census Bureau and reflect the city's population as of April 1, 2010. Therefore, the city does not necessarily need to consider any annexation of population after the completion of the decennial census. However, case law has established that in some situations a city may consider post-census population changes or imminent development when redistricting wards.

The obvious problem in considering the population in territory annexed after the date of the census is the difficulty of precisely determining the size of that population. If an annexation includes an entire census block, population for that block is easy to determine. However, if a partial census block is annexed, the city may need to use another method to determine the population of the annexed area or the entire ward.

Since it is not possible to get an official population count for a portion of a census block, the city may form an estimate of the actual resident population annexed. However, if an estimate is used the city will need to be able to document how that estimate was developed in order to withstand a possible court challenge to the city's redistricting plan.

The population for the entire census block is available, and in most cases the actual number annexed is less than the total. If the total population of the census block would not cause the population of the ward to exceed Constitutional requirements, it may be sufficient to simply proceed as though the entire population of the census block were annexed for the purpose of calculating ward population.

## 3.3 WARD REDISTRICTING PROCESS

In addition to the information here, cities with wards should take into consideration the information in Chapter 4 PRECINCTS, especially section 4.3.3 Municipalities with multiple precincts. The ward redistricting process generally happens concurrently with the precinct establishment process.

### 3.3.1 Review city charter or policies

The city charter or official policies should be reviewed to determine if the city has established any specific redistricting related tasks. This is particularly true for cities with wards, whose charter may have ward requirements in addition to those specified in law. If there are any conflicts between the city's charter or policies and Minnesota law, cities should work with the city attorney to determine how best to reconcile the conflicts.

### 3.3.2 Acquire census block population data

Population is a major consideration when evaluating and redistricting city wards. The legal requirement to draw precincts on census block boundaries simplifies the calculation of ward population totals. To use census block population data it is necessary to have a map indicating block boundaries and the unique number for each census block.

Sources of maps of census blocks, tables of population totals, and other digital data are available from the sources listed in section 1.4.4 Sources of redistricting data.

**3.3.3 Describing ward boundaries**

There are many ways to describe ward boundaries. If a single feature (road, river, etc.) is the division between wards, it may be sufficient to define the wards in relation to that feature, for example “those portions of the city east of Main Street,” or “north of Clearwater Creek.” However, when ward boundaries follow multiple features, a metes and bounds description may be the best description.

A metes and bounds description is one that describes the boundaries of the wards in such a way that a person could walk the described boundary. An example that describes a portion of the Metropolitan Council’s 6<sup>th</sup> District is included in M.S. 473.123 subd. 3c (6):

*“The sixth council district consists of that portion of Hennepin county consisting of the cities of Golden Valley and St. Louis Park and that portion of the city of Minneapolis lying west and south of a line described as follows: commencing at the intersection of the southern boundary of the city of Minneapolis and Interstate Highway 35W, northerly along Interstate Highway 35W to Minnehaha Parkway, northeasterly along Minnehaha Parkway to 50th Street E., westerly along 50th Street E. to Stevens Avenue S., northerly along Stevens Avenue S. to 46th Street E., westerly along 46th Street E. to Nicollet Avenue S., northerly along Nicollet Avenue S. to 36th Street W...”*

A metes and bounds description may be preferable because it:

- is more easily understood by people unfamiliar with the city, and
- refers to relatively permanent features, not precincts, which tend to change over time.

When a ward redistricting plan is approved, any reference to a municipal or precinct boundary refers to that boundary on the day the plan is approved. It is not uncommon for municipal boundaries to change. A metes and bounds description may help to reinforce that when an annexation has occurred, a change in precincts and wards also has occurred.

**3.3.4 Public involvement**

It is recommended that cities solicit public involvement in the redistricting process. Public involvement may include multiple meetings during which the council considers a variety of redistricting plans, including those submitted by members of the public.

**3.3.5 Dates for establishing wards**

**3.3.5.1 Cities with council members elected by ward**

A city may not redistrict its wards before the state legislative redistricting plan has been adopted, except for first class cities electing council members by ward in 2011 (see 3.3.5.2 below). The city then must redistrict its wards, along with its precincts, within 60 days of legislative redistricting or by April 3, 2012, whichever comes first. (M.S. 204B.135 subd. 1)

An ordinance establishing new ward boundaries becomes effective on August 14, 2012, the date of the state primary election. (M.S. 205.84 subd. 2)

If the state legislative redistricting plan is adopted and/or any court challenges are resolved less than 19 weeks before the state primary in a year ending in two (after April 3 in 2012), there are alternate dates and procedures for redistricting or reestablishing local government elective districts. For more information on the alternate dates and procedures refer to Appendix A or contact the Elections Division of the Secretary of State’s Office.

BY

### **3.3.5.2 First class cities with council members elected by ward in 2011**

First class cities that will elect their council members by ward in 2011 may reestablish their ward boundaries no later than 14 days before the start of candidate filing. The filing period opens May 17, 2011, so the deadline is May 3, 2011. The new ward boundaries take effect on the date of the municipal primary, August 9, 2011. In this circumstance, precinct boundaries may be reestablished within four weeks of the adoption of ward boundaries. The ward boundaries may be modified after the legislature has been redistricted for the purpose of establishing precinct boundaries. (M.S. 204B.135, subd. 1; 204B.14, subd. 3(c); 205.84)

### **3.3.6 Publish and post ward plan**

While it is not specifically required to publish or post ward redistricting plans it is a good practice to publish and post plans to make them as widely available to the public as possible. If precincts are changed in the course of redistricting ward boundaries, follow notification guidelines in 4.3.6 Notification.

### **3.3.7 Notification of county and state**

In most cases, a change in ward boundaries will also necessitate a change in precinct boundaries, which requires notification of the county auditor and secretary of state. Cities that incorporate ward designations into their precinct names do not need to do any additional notification of their ward boundaries. In situations where precinct names do not reference the ward to which they belong, the city clerk should provide the county auditor with information about which precincts are in which wards. (M.S. 204B.14, subd. 5)

## **3.4 WARD REDISTRICTING AND THE CITY COUNCIL**

### **3.4.1 Residence in ward**

When elected, a member of the city council must be, and remain, a resident of the ward they represent.

If redistricting causes a ward boundary to move, and that boundary change causes a council member to be shifted into another ward, the council member is allowed to continue to serve for the remainder of their term. However, if the council member runs for re-election, they will need to become a resident of the ward they represent. (M.S. 205.84, subd. 2)

### **3.4.2 First class cities without staggered council terms**

Notwithstanding any home rule charter provision to the contrary, in a city of the first class where council members are elected by ward to serve for four years to terms that are not staggered, if the population of any ward changes by five percent or more, all council members must be elected to new terms at the first municipal general election after ward boundaries are redefined. However, if no municipal general election would otherwise occur in 2012 or 2013, a municipal general election must be held in one of those years. (M.S. 205.84, subd. 1(b))

### **3.4.3 Failure to redistrict**

Minnesota statutes provides a penalty if the city council fails to either confirm that existing wards meet statutory requirements, or redistrict wards to meet statutory requirements. The city council must take an action to either formally reconfirm or change ward boundaries within the time frames provided in law. In the event that the council fails to act in time, no further compensation shall be paid to the mayor or council members until such time as they act. (M.S. 205.84 subd. 2)

### 3.5 VOTER'S RIGHT TO CONTEST

Minnesota law provides guidance to citizens of their right to contest local government election district plans. A voter wishing to contest a city ward redistricting plan or compel redistricting must file with the district court in the county by the appropriate date:

- If the redistricting plan is approved before April 3, 2012, the voter must file within three weeks, but no later than April 10, 2012;
- If the redistricting plan is approved after April 3, 2012, the voter must file within one week.

Consult with the city attorney for additional information regarding the procedures for ward redistricting contests. (M.S. 204B.135 subs. 1 and 3 (a) and (b))



13-432-0380  
STATE OF MINNESOTA

13-432-0370  
STATE OF MINNESOTA

3645

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3361

3355

3350

3403

3404

3400

3401

3312

3310

Attachment D  
1-12-12

PAUL'S ELECTRIC  
PO Box 1644  
Willmar, MN 56201

Bruce Peterson  
Director of Planning and Development Services  
PO Box 755  
Willmar, MN 56201

Re: John's Super Club Building

Dear Bruce:

As of December 29, 2011, plumbing of upstairs apartments is being worked on and completed.

The first floor apartment has been poured and wall framing is in progress.

The week of January 6<sup>th</sup>, the electrical and plumbing rough in will be completed on the first floor apartment.

The week of 9<sup>th</sup> to 14<sup>th</sup> of January, staining of the concrete floors will be done.

Taping of the upstairs apartment will be completed by the 12<sup>th</sup> of January.

The suspended ceiling in upstairs apartments will be following the taping schedule.

The sprinklers installation on second floor will be done at the same time as the ceiling installation the week of the 16<sup>th</sup> to the 23<sup>rd</sup> of January.

Rough in of fire alarm system has been done on second floor.

After second floor plumbing is completed, first floor ceiling installation and double sheet rocking will be done. The plumber said the week of January 16<sup>th</sup>.

The week following, the sheet rocking and the HVAC installation will be completed on first floor.

The week of 23<sup>th</sup> the electrical and plumbing on second floor apartments will be finishing.

The heating in apartments is scheduled for installation for the week of January 28<sup>th</sup>.