WILLMAR CITY COUNCIL MEETING
MONDAY, OCTOBER 6, 2014, 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 September 15, 2014
   B. Willmar Municipal Utilities Minutes of September 23, 2014
   C. Rice Memorial Hospital Board Minutes of September 24, 2014
   D. Planning Commission Minutes of September 24, 2014
   E. Application for Exempt Permit – Fraternal Order of Eagles Auxiliary
   F. Accounts Payable Report through October 1, 2014
   Accept:
   G. Kandiyohi Area Transit Operations Board Minutes of July 22, 2014
   H. Willmar Lakes Area CVB Board Minutes of August 19, 2014
   I. Zoning Appeals Board Minutes of September 15, 2014
   J. Willmar Airport Commission Minutes of September 24, 2014
   K. WCER Joint Powers Board Minutes of September 26, 2014
   L. Building Inspection Report for September, 2014

6. Items Removed from Consent Agenda

7. Open Forum

8. Finance Committee Report of September 29, 2014
   Action Item:
   A. Reallocate 2014 Capital Improvements for the Civic Center Office Relocation Project
   B. Reallocate 2014 Capital Improvements - IT Budget for Backup/Disaster Recovery

9. Public Works/Safety Report of September 30, 2014
   Action Item:
   A. Localizer Drainage Improvements Contract
   B. Accept Change Order, Amend Budget and Authorize Final Payment for Project No. 1303-B
   C. Accept Change Order No. 1 - Project No. 1310
   D. Accept Change Order No. 2 – Project No. 1310

10. Community Development Report of October 2, 2014

11. Consideration of Certification of Unpaid Utility Charges as a Lien

12. Consideration of Civic Center Arena Special Event by On-Sale Liquor License Holder Permit

13. Consideration of Adoption of Resolution Appointing Election Judges for the General Election

14. Consideration of Consent to Easement Amendments on Bethesda Property

15. Cambridge Third Addition Final Plat

16. New Business

17. Old Business

18. Announcement of Council Committee Meeting Dates

19. Adjourn

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

September 15, 2014
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 Frank Yanish, Council Members Denis Anderson, Ron Christianson, Steve Ahmann, Audrey Nelsen, Tim Johnson, Rick Fagerlie, Jim Dokken and Bruce DeBlieck; Present 9, Absent 0.

Others present were City Clerk Kevin Halliday, Police Chief Jim Felt, Public Works Director Sean Christensen, Planning and Development Director Bruce Peterson, Finance Director Steve Okins, Fire Chief Gary Hendrickson, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

Council Member Ahmann removed Item No. 4 of the Labor Relations minutes from the agenda.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of September 2, Willmar Municipal Utilities Minutes of September 8, Application for Exempt Permit – Knights of Columbus Council #2764, Accounts Payable Report through September 10, Police Commission minutes of May 20, Willmar Community and Activity Center Minutes of September 2, and the Building Inspection Reports for July and August, 2014. Council Member DeBlieck seconded the motion, which carried.

At 7:02 p.m. Mayor Yanish opened the hearing to discuss an Ordinance that would amend Chapters 8 and 13 of the Municipal Code as it relates to municipal permits and the use of the sidewalks. The proposed ordinance was drafted to accommodate some new uses by the adjacent businesses. It allows for use by a permit 7 days per week, eliminates the daily property removal requirement, and allows consumption of alcoholic beverages sold or served by a valid licensed establishment. It also includes language that prohibits the obstruction of public right-of-way.

Mayor Yanish acknowledged Liv Fuchs, 4922 – 15th Street NW, Willmar who spoke in support of the proposed ordinance changes. Ms. Fuchs is one of the owners of a taproom in the downtown. She explained her seating will be for paying customers only and there will be monitoring for any underage consumption. She indicated they will be responsible for cleaning outside just as they would inside their establishment

Mayor Yanish then acknowledged Robin Olson, owner of Peterson Shoes, who expressed his concern for the enforcement of the ordinance and how it may exacerbate the loitering downtown.

Carol Laumer, 1313 Ella Avenue NW, spoke as a concerned citizen in favor of outdoor seating as it is inviting for the community and downtown. Many communities have outdoor seating and it creates activity rather than just empty sidewalks.

Tracy Hein, 1208 Campbell Avenue NW, expressed her concerns about what variety of furniture would be allowed outside for aesthetic reasons and asked it be defined in the ordinance.

Warren Hagen, 306 Becker Avenue SW, spoke in 100% support of the ordinance. After all were heard to speak for or against the vacation, Mayor Yanish closed the hearing at 7:08 p.m.

Council Member Anderson offered a motion to adopt, assign a number and order final publication of the Ordinance amending Chapters 8 and 13 of the Municipal Code as it relates to municipal permits and the use of the sidewalks. Council Member DeBlieck seconded the motion.

Council Member Anderson then offered an amendment to the motion to include in the proposed ordinance under Section 8.13, No. 6 – "furnishings must be suitable and manufactured for outdoor use and in generally good and serviceable condition." Council Member Christianson seconded the amendment to the motion.

Council Member Ahmann questioned the process on how the ordinance came about and asked for a brief history of the origination of the ordinance. Planning and Development Director Bruce Peterson briefed the Council in relation to the ongoing discussions with members of the Vision 2040 downtown group, City staff and members of the downtown business community and design group. Council Member Anderson opined he was at one of the meetings.

City Attorney Robert Scott was asked to clarify if Council Member Anderson's amendment to the ordinance is significant enough to require the ordinance be republished and another public hearing be held? Mr. Scott stated there was certainly enough substance to the amendment to require another publication and hearing.

Council Member Christianson indicated more input into the ordinance was necessary to further educate ourselves and discuss other aspects of the ordinance and to look at more specifics for the businesses that do not cater to food. He suggested the Council table the ordinance amendment and place it back on committee agenda. Council Member Christianson withdrew his second to the original motion.

Council Member Nelsen spoke in support of the ordinance stating there are already areas in the downtown that have tables and chairs out on the sidewalks and encouraged the Council to move forward. Council Member Nelsen seconded the original motion.

Council Member Christianson made a motion to table the ordinance amendment and send it back to committee. Council Member Ahmann seconded the motion, which carried. Council Members Nelson and DeBlieck voted "no."

Mayor Yanish asked Community Education and Recreation Director Steve Brisendine to come forward to recognize the retirement of LeAnne Freeman, Recreation Supervisor of 24 years. Ms. Freeman spoke and thanked the Mayor and Council for the opportunity to work, which also enabled her to make so many connections within the community. The Council presented to Ms. Freeman a token of appreciation for her many years of services.

Mayor Yanish acknowledged the request of Bob Skor, 617 SW 14th Street, to speak in the Open Forum. Mr. Skor thanked the Council for the debate on the proposed sidewalk ordinance and relayed a story about a boy in his childhood who rode his "flat wheel" and commenting on the position to not purchase new vehicles or equipment if we can make do with what we have.

Mayor Yanish then acknowledged Bob Enos, 905 Trott Avenue SW, who briefly addressed the renewal of the airport management contract stating he was surprised that there are no user fees for the airport. He felt this was an opportunity for the City to look at making it a "stand-alone" enterprise.

The Finance Committee Report for September 8, 2014 was presented to the Mayor and Council by Council Member Anderson. There were five items for consideration.

<u>Item No. 1</u> There were no comments from the public.

Item No. 2 Staff explained to the Committee that there are nine locker room doors in the Cardinal Arena at the Civic Center that are in need of replacement. This project is budgeted for $30,000 under the 2014 Capital Improvements Program. The lower of the two proposals received for this replacement is in the amount of $23,738. It was noted that this project will replace original doors dating back to the initial construction of the Civic Center in the early 1980's.

The Committee was recommending the Council authorize the Mayor and City Administrator to execute the contract with Chester Contracting, Inc., to replace the Civic Center doors in the amount of $23,738.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

WHEREAS the City of Willmar's 2014 Capital Improvement Program includes the replacement of doors at the Civic Center; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that the Mayor and City Administrator be authorized to execute the contract for $23,738 with Chester Contracting, Inc., for this door replacement.

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 The 2015 Budget Discussion included the following items for Council consideration:

A. Fund Balance Staff reviewed the Fund Balance Policy with the Committee and noted that it currently states under *Part a* of *Section 5. Unassigned "...The City will maintain an unrestricted fund balance in the General fund of an amount not less than 100% of the next year's budgeted expenditures of the General fund...".* Staff suggested this part be amended to reflect what the City has historically done, which is to maintain an unrestricted fund balance of "*...not less than $4,000,000 Working Capital, $1,000,000 Self Insurance, and $2,600,000 Stabilization...*". An amended policy will be prepared and brought back to the Committee for approval. Projected 2015 Fund Balances were also briefly reviewed. Staff noted that the only funds available to use at the City's discretion is the WRAC-8 Fund Balance, however, a portion of that has already been earmarked for capital improvements.

B. Tax Levy History Staff reviewed the 10-year history of the tax levy received as well as comparative property tax data reflecting similar size communities. Council Member Nelsen requested information on City tax rates versus County tax rates for the past ten years as well. Staff will research and compile this information. It was noted that the 2015 Tax Levy is required to be certified to Kandiyohi County by September 30, 2014. After considerable discussion, it was decided that the Finance Committee Meeting with Full Council should be scheduled for Monday, September 29, 2014, to enable approval of the tax levy within the required timeline. Chair Anderson would like to schedule a tour, prior to that meeting, for all Council Members to view the maintenance issues at all City properties. Staff will coordinate this effort.

C. Other Potential Revenue Sources Fire Chief Gary Hendrickson presented information to the Committee regarding insurance-paid fire call charges. There were about 30 fire

calls in 2013 where a property owner suffered some sort of property loss and the fire department was eligible for compensation under the fire department service charge, resulting in estimated revenue of $15,000, based on the $500 per call minimum. Estimated revenue to date for 2014 is $6,500. It was noted that Alexandria, Brainerd, and Owatonna do not charge for these fire calls. Council Member Fagerlie spoke in favor of instituting this insurance-paid fire call charge of $500.

Finance Director Okins provided the Committee with information from 2007 when the City had first discussed establishing a CenterPoint Energy franchise fee and noted that staff has contacted CenterPoint representatives for updated statistics for 2014. Based on the 2007 Analysis, the annual fee that would be paid to the City was approximately $250,000. Staff will present the updated information once it is received from CenterPoint.

Staff also presented an estimate of debt service costs that would be incurred if the Council chooses to issue bonds to fund deferred maintenance costs. Based on the most recent bond issued in 2014, the cost for $1,000,000 repaid over ten years would be $133,356 in interest.

It was the consensus of the Committee that further Council discussion is needed regarding Pavement Management and deferred maintenance issues. These items were received by the Council for information only.

Item No. 4 There was no old business.

Item No. 5 There was no new business.

The Finance Committee Report for September 8, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

The Public Works/Safety Committee Report for September 9, 2014 was presented to the Mayor and Council by Council Member Christianson. There were seven items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Public Works Director Sean Christensen brought forth, for approval, a resolution to allow the City to enter into an agreement with Eric's Aviation Services for the Airport Operations Supervisor. As per the Airport Commission's recommendation, staff along with the City Attorney drafted a new agreement with Eric's Aviation Services, Inc. with minor changes including haying the end of the runway, herbicide being applied by the Operations Supervisor with chemicals paid by the City, and assisting the Airport Manager in administrative matters. The proposed monthly fee schedule for 2015 would be $6,428.00, $6,524.00 in 2016 and $6,622.00 in 2017. Eric Rudningen, with Eric's Aviation Services, was present to answer additional questions from the Committee.

The Council was recommending the Committee approve the resolution for the City to enter into an agreement with Eric's Aviation Services for the Airport Operations Supervisor for the years 2015-2017.

Resolution No. 2 was introduced by Council Member Christianson, seconded by Council Member Anderson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

WHEREAS the City of Willmar desires to retain a firm to provide Airport Operations Supervisor for on-site airport management and maintenance for the City of Willmar; and

WHEREAS a proposal has been made by, and an agreement prepared to retain Eric's Aviation Services Inc. for $6,428.00 per month in 2015, $6,524.00 per month in 2016, and $6,622.00 per month in 2017 for said services;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that said agreement be approved and that the Mayor and City Administrator be authorized to execute the same.

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 Public Works Director Christensen brought forth, for approval, Work Order No. 3 with Bolton and Menk for the Airport Industrial Stormwater Permit and Stormwater Pollution Prevention Plan (SWPPP) in the amount of $7,150.00. The Airport Industrial Stormwater Permit renewal process is required for a new 2015 permit. The MPCA is also requiring a Stormwater Pollution Prevention Plan (SWPPP) to be submitted. The Work Order will cover the technical assistance provided by Bolton and Menk for the application and submittal of the permit and plan.

The Committee was recommending the Council approve the Work Order No. 3 with Bolton and Menk for the Airport Industrial Stormwater Permit and Stormwater Pollution Prevention Plan.

Resolution No. 3 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the City Administrator and the City of Willmar is hereby authorized to enter into Work Order #3 of the professional services contract between the City of Willmar and Bolton and Menk, Inc. The Work Order is not to exceed $7,150.00.

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 Public Works Director Christensen brought forth, for approval, the final project payment for Contract 1 of State Project No. A3401-63 intended for the turf restoration/establishment project of grass runway 03/21 in the amount of $27,857.61 to Kuechle Underground, Inc. of Kimball. Due to a wet June, a change order was included reducing the final contract by $18,068.00.

The Committee was recommending the Council approve the final project payment for Contract 1 of State Project No. A3401-63.

Resolution No. 4 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

ACCEPTING PROJECT AND AUTHORZING FINAL PAYMENT

IMPROVEMENT: Contract 1- State Project No. 3401-63 Turf Runway Improvements

CONTRACTOR:	Kuechle Underground, Inc.
DATE OF CONTRACT:	December 31, 2012
BEGIN WORK:	May 8, 2013
COMPLETE WORK:	June 25, 2014
APPROVE, ENGINEERING DEPT:	August 18, 2014

BE IT RESOLVED by the City Council of the city of Willmar, Minnesota, that:

1. The said City of Willmar Contract 1- State Project No. 3401-63 Turf Runway Improvements be herewith approved and accepted by the City of Willmar.

2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	$72,480.01
Change Order	$18,068.00
FINAL NET CONTRACT AMOUNT:	$54,412.01
FINAL PAYMENT DUE CONTRACTOR :	**$27,857.61**

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 5 Public Works Director Christensen brought forth, for approval, Amendment No. 2 to Work Order No. 1 of the Professional Services Contract with Bolton and Menk. Bolton and Menk provided additional construction engineering services for reseeding and fertilizing on the Turf Runway rehabilitation because of poor weather conditions in June. The amendment request totals $3,250.00 for the additional consultant time.

The Committee was recommending the Council approve the Amendment No. 2 to Work Order No. 1 Professional Services Contract with Bolton and Menk of the 2012 Airport Pavement Improvements.

Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the City Administrator and the City of Willmar is hereby authorized to enter into Amendment No. 2 of Workorder No. 1 of the professional services contract between the City of Willmar and Bolton and Menk, Inc. for the 2012 Airport Turf Improvements. The Work Order is not to exceed $3,250.00.

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 6 Chief of Police Jim Felt noted the jail census for September 9, 2014, was 101; 75 of those being Kandiyohi County inmates, 21 inmates from the MN Department of Corrections, 2 inmates from Swift County, 2 inmates from Big Stone County and 1 from Stevens County. The calls for service for the previous two weeks totaled 851. The majority of the calls are for traffic stops, followed by public assists and animal complaints. The Police Commission met this past week and authorized the internal promotion process for the Captain position. The deadline for resumes is scheduled for the 17th, a written test on the 22nd and appointment of the position in November. This was received for information only.

Item No. 7 Council Member Christianson brought concerns of drainage issues from private developer Dan Koosman to the Committee. Public Works Director Christensen explained the history as he knew it and further discussion with the Committee involved possible solution scenarios and the possibility of conversations with the Storm Water Task Force. This was received for information only.

The Public Works/Safety Committee Report for September 9, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

The Labor Relations Committee Report for September 10, 2014 was presented to the Mayor and Council by Council Member Ahmann. There were four items for consideration.

Item No. 1 There were no comments from the public.

Item No. 2 Fire Chief Gary Hendrickson presented his request to add a part-time position to assist the City with Emergency Management planning and coordination. Chief Hendrickson stated that the position would be for approximately 28 hours per month or 7 hours per week and would not include benefits. Chief Hendrickson stated that the position would help in reviewing and updating the City's plan, as well as assisting in coordinating training for staff and council, and planning for special events. Chief Hendrickson noted that the City does coordinate with the County's emergency management staff. Chief Hendrickson stated the position would have a likely wage of $14.00-$14.50 per hour.

A motion was made by Council Member Ahmann approve the addition of a one part-time employee to assist with emergency management planning. Council Member Anderson seconded the motion, which carried.

Item No. 3 City Clerk Halliday presented to the Committee a recommendation to advertise and fill the position of City Assessor. Mr. Halliday noted that the position vacancy would be created upon the retirement of Pat Erickson in December of 2014. Mr. Halliday stated that the City had previously explored options, such as merging with Kandiyohi County or contracting for the service, but the staff recommendation was to advertise and fill the position. Mr. Halliday noted that the position was a Range 9 with a salary range of $53,391-$69,423.

Committee members expressed some concerns regarding the availability of qualified applicants in the region and statewide.

A motion was made by Council Member Ahmann to approve the advertisement and filling of the City Assessor vacancy. Council Member Anderson seconded the motion, which carried.

Item No. 4 Under New Business Chair Ahmann offered some suggestions on how to possibly improve the manner in which requests for information by Council Members are handled. This was received for information only.

The Labor Relations Committee Report for September 10, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Anderson, and carried.

The Community Development Committee Report for September 11, 2014 was presented to the Mayor and Council by Council Member Fagerlie. There were six items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Staff presented a revised application form to be used for Tax Increment Financing and Tax Abatement requests. Included with the application form was a proposed fee schedule, and process flow chart. The Committee reviewed the documents at length. Questions were raised about the proposed fees for assistance. Staff responded that those were suggestions, and could be amended as desired. Council Member Ahmann stated that the flow chart was good for the City and the Developers as it shows the process and details responsibilities. Council Member Ahmann proposed more communication on the front end of financial requests to alleviate some of the concerns and issues that arose in the recent projects. Staff was asked to amend the application and to broaden the scope of information required. It will be brought to a Committee meeting at a later date for further review. This item was received for information only.

Item No. 3 The Committee discussed a proposal by staff that the City purchase wetland credits as part of the Wetland mitigation process for the new Industrial Park. An alternative to purchasing wetland credits would be establishing a wetland of approved type and form. That process becomes more expensive due to the requirements for wetland replacement that governs the amount of monitoring and weeding and potential reseeding that is required for a five year period. The proposed purchase of wetland credits was in the amount of $25,200, plus a transaction fee of $1,638. These funds are available in the local option sales tax fund, and would be part of the wetland improvement project.

A motion was made by Council Member Fagerlie that the City acquire the wetland credits as proposed for .7 acres in the amount of $25,200 plus a transaction fee of $1,638.00. Council Member Dokken seconded the motion, which carried.

Item No. 4 The Committee briefly reviewed the results of a recent EDC email survey of local businesses. Staff informed the Committee that a much broader business retention and expansion survey would be conducted by the EDC in the near future. The survey would be compatible with the work being done by the Lakes Area Chamber of Commerce, Grow Minnesota program. This was received by the Council for information only.

Item No. 5 Under Old Business staff informed the Committee that the old home at 511 7th ST NW was being demolished. Staff was asked to send a letter to Habitat for Humanity thanking them for removing the dilapidated property. This was received by the Council for information only.

Item No. 6 Under New Business staff provided reports on the following projects: Bethesda, Taco Bell, Jennie-O, Advanced Auto, Eagle Creek Golf Course, Elmquist Jewelry, and Suite Livin'. It was noted that construction valuations through August 2014 totaled an excess of $23 million. This was received by the Council for information only.

The Community Development Committee Report for September 11, 2014, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Fagerlie, seconded by Council Member Dokken, and carried.

City Clerk Kevin Halliday presented for the Council's consideration the City's financing plan for the City Auditorium Renovations. There were two items for consideration, one being the financing options and the other the awarding of the bids. The bids results were discussed first. The bids that were received on September 9, 2014 were reviewed including the alternates. Staff's recommendation is to stay with the base

bid, as it clearly renovates the Auditorium putting it back into the position it was before the remediation began and places the gun range quite operable with new furnishing on all walls, floors and ceilings. That base bid award would be to Cornerstone Construction for $744,000. In order to provide for financing the project from the initial Master Plan costs through this phase, the total cost is estimated at $1,097,521. The financing proposed by staff included from 2014, capital improvement allocations, the insurance deductible reserve reduction, PIR loan over five years, excess capital, WRAC8 reserves, excess vehicle replacement program dollars and prior year capital funds for a total of $1,121,000.

Discussion was held as to the future usage of the Auditorium and ADA requirements, the possibility of any monetary assistance from the Gun Club, and funding concerns and the ability to amend the proposed budget recommendations.

Resolution No. 6 was introduced by Council Member DeBlieck, seconded by Council Member Dokken, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

AUDITORIUM RESTORATION PROJECT

OTHER SERVICES:		RECEIVABLES:	
Mntc. Of Other Impr.	$937,200.00	Assigned WRAC 8 Bal	$163,000.00
Other Services	$97,879.00	2014 CIP	$376,000.00
TOTAL	$1,035,079.00	Prior Year CIP	$82,000.00
		2014 INS Loan	$250,000.00
		2014 PIR Loan	$250,000.00
OTHER CHARGES:		TOTAL	$1,121,000.00
Professional Services	$73,521.00		
Other Charges	$12,400.00	FINANCING:	
TOTAL	$85,921.00	Assigned WRAC 8 Bal	$163,000.00
		2014 CIP	$376,000.00
		Prior Year CIP	$82,000.00
		2014 INS Loan	$250,000.00
		2014 PIR Loan	$250,000.00
		TOTAL	$1,121,000.00
GRAND TOTAL	$1,121,000.00		

Resolution No. 7 was introduced by Council Member Anderson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 7

WHEREAS the City of Willmar desires to retain a firm to provide services for the Willmar Auditorium Restoration Project; and

WHEREAS a proposal has been made by, and an agreement prepared to retain the firm of Cornerstone Construction of Willmar, Minnesota for said services;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that said agreement which includes the base bid of $744,000 is approved and that the Mayor and City Administrator be authorized to execute the same.

Dated this 15th day of September, 2014.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Under New Business Council Member Ahmann asked Public Works Director Sean Christensen to meet with 19th Street SE neighbors regarding stormwater concerns. He questioned the Gesch property on the west side of Lakeland Drive by the YMCA and how its future development may affect the stormwater drainage.

Comments were made regarding the upcoming tour of City facilities, and Council Member Dokken mentioned that on October 8th there will be free flu shots to veterans and their spouses.

There was no Old Business to come before the Council.

Announcements for Council Committee meeting dates were as follows: Finance, September 29, Public Works/Safety, September 30, and Community Development October 2, 2014.

There being no further business to come before the Council, the meeting adjourned at 9:20 p.m. upon motion by Council Member Anderson, seconded by Council Member Christianson, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
SEPTEMBER 23, 2014

The Municipal Utilities Commission met in its rescheduled meeting on Tuesday, September 23, 2014 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Matt Schrupp, Carol Laumer, Jeff Nagel, Joe Gimse, and Justin Mattern. Absent was Commissioner Dan Holtz.

Others present at the meeting were: General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Customer Service Supervisor Stacy Stien, Power Production Supervisor Jon Folkedahl, Administrative Secretary Beth Mattheisen, City Council Liaison Bruce DeBlieck, City Attorney Robert Scott (via teleconference), WC Tribune Journalist David Little, and Legislative Lobbyists David Turch & Chase Kroll.

President Salzer opened the meeting by requesting a resolution to approve the Consent Agenda. Following a review, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Nagel seconded.

RESOLUTION NO. 38

"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 September 8, 2014 Commission meeting; and,
- Bills represented by vouchers No. 141728 to No. 141850 inclusive in the amount of $2,893,583.80 with a MISO charge in the amount of $9,530.03 and a Westmoreland Resource (coal) payment in the amount of $102,841.48.

Dated this 23rd day of September, 2014.

_____
President

ATTEST:

_____
Secretary

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

David Turch and Chase Kroll of the government relations firm David Turch and Associates (DTA) from Washington, DC, were in attendance to present the Commission with updates on a number of legislative issues facing the WMU and the electric industry. Topics of interest discussed included EPA regulations, rail shipping, and maintaining the tax-exempt status of municipal bonds. DTA presented a listing of prioritized projects and advised on possible funding options that may be available to WMU.

Commissioner Nagel reviewed with the Commission the minutes from the September 17th WMU Planning Committee meeting (see attached). Agenda items discussed included:

1) Cost of Service Study
2) Wind Turbine Update
3) Underground Cable Replacement Activities
4) Local Generation RFP Responses
5) Software Upgrade Project Update
6) Priam Substation Project Status Report

Following discussion, Commissioner Mattern offered a motion to approve the minutes of the September 17th WMU Planning Committee meeting as presented. Commissioner Schrupp seconded the motion which carried by a vote of six ayes and zero nays.

Following approval of the WMU Planning Committee meeting, General Manager Hompe was requesting the Commission to approve the authorization to enter into a service contract for an annual cleaning & maintenance contract and a monitoring services contract for its two wind turbine generators. The contracts (two) would both be with DeWind Company (the original supplier). The annual cleaning & maintenance contract would be in the amount of $29,000. The monitoring and software service contract would be in the amount of $3,500/month and would be a month-by-month contract. It was also noted that DeWind would provide training to WMU personnel to assist in the operation and maintenance of the wind turbines. Following discussion, Commissioner Laumer offered resolution to approve two service contracts with DeWind Company for the annual cleaning & maintenance and the monitoring services of Willmar's two wind turbine generators. Commissioner Mattern seconded.

RESOLUTION NO. 39

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposed service agreements (2) with DeWind Company of Irving, Texas, for the cleaning & maintenance and the monitoring & software services be approved. The annual cleaning & maintenance contract would be in the amount of $29,000. The month-by-month monitoring & software services contract would be in the amount of $3,500/month."

Dated this 23rd day of September, 2014.

_____
President

ATTEST:

_____
Secretary

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

Director of Finance Hunstad presented the Commission two financial reports for their review. The first report included the operating results analysis of the August 31, 2014 Year-to-Date Financial Report. The second informational data presented was the August 31, 2014 Investment Report. Following the review, the Commission expressed their appreciation for the data presented.

General Manager Hompe informed the Commission of the September 26th retirement of Rick Baker. Rick will be retiring from his position as Operations Foreman (Power Production Dept.) after 32

years with the WMU. The Commission expressed their gratitude for Rick's years of service and dedication. Congratulations!

General Manager Hompe informed the Commission a mediation session had been held to continue negotiations between WMU and IBEW Local Union #160. The session was held on September 22nd. No additional sessions have been scheduled.

General Manager Hompe reminded the Commissioners of a number of upcoming utility-related events. Items of interest included:

- APPA Utility Governance Webinar Series (nine-part series): #9: *"Achieving Excellence in Public Power Governance"*, Tuesday, September 30th @ 1:00-2:30 p.m.
- Annual WMU Open House – Tues., October 7th - 4:00-6:30 p.m. (Public Power Week)
- Due to the Columbus Day holiday, the next scheduled MUC meeting will be held on Tuesday, October 14th.

There being no further business to come before the Commission, Commissioner Nagel made a motion to adjourn the meeting. Commissioner Laumer seconded the motion, and the meeting was adjourned by a vote of six ayes and zero nays.

Respectfully Submitted,

WILLMAR MUNICPAL UTILITIES

_____

Beth Mattheisen
Administrative Secretary

ATTEST:

_____

Carol Laumer, Secretary

WILLMAR MUNICIPAL UTILITIES

WMU PLANNING COMMITTEE MEETING MINUTES
September 17, 2014 – 10:00 A.M.
WMU Conference Room

Attendees: Commissioners Dan Holtz (Chair), Justin Mattern & Jeff Nagel, General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Customer Service Supervisor Stacy Stien, and Power Supply Manager Chris Carlson. Commissioner Holtz called the meeting to order at 10:01 a.m.

The possible future use of iPads by Commissioners was briefly discussed. Further discussions will be held at a later date.

AGENDA ITEMS:

1. **Cost of Service Study Discussion:**
The Cost of Service Study is currently being conducted by Dave Berg. Dave met with Staff yesterday, Sept. 16th, to review the preliminary data capture and accuracy along with additional associated data. Process is running behind schedule. Dave has requested additional data in both the water & electric divisions. Also reviewed were the anticipated significant changes in capital spending (i.e. Priam Substation, Power Plant, Water Treatment Plants, etc.). Dave will be back on the Sept. 29th to finish the financial projections along with the rate design discussion with Staff. Overall objective is to have this study & recommended rate structures complete for use in establishing the 2015 Budget. Budget process will begin in later September. Final Commission approval will be sought in early December.

2. **Wind Turbines Update:**
Staff Electrical Engineer Jeron Smith had prepared a Wind Turbine Generator Maintenance Report for the Committee to review. Included in this report was service & maintenance data corresponding to each of the turbines. This data included both the frequency of events and duration of the shut downs (maintenance, outages/failures, response time, etc.). The response time by our WMU technicians (four-man Power Plant maintenance crew) is greatly improved over the previous service call responses. DeWind has continued to provide assistance in resolving a number of the issues.

   Director of Operations Harren informed the Committee that with the termination of the contracts with DeWind, Staff solicited six proposals for both the cleaning and required maintenance on the turbines as well as monitoring. Of the six, two proposals were received. One proposal was from DeWind for two separate contracts; one for the cleaning & maintenance, and one for providing monitoring services (i.e. software). A second vendor submitted a proposal for the cleaning portion only (no annual maintenance included). Staff was recommending that we enter into an agreement with DeWind for the two-week cleaning and annual maintenance service (one time) for the annual fee of $29,000. The monthly fee for the monitoring & software service agreement would be $3,500 (month-by-month agreement). These agreements would be reviewed and negotiated regularly. Additional contract clarification is needed. Staff training will also be provided by DeWind reps (resetting, monitoring, etc.) with a goal of attaining Staff certification. Parts listing will also be provided by DeWind. Facts and figures were discussed. DeWind will be scheduling a visit to clean and service the units as a result of negotiations for the service by the end of the month.

   Following considerable discussion, it was the consensus of the WMU Planning Committee to recommend entering into an agreement with DeWind for the annual cleaning & maintenance contract along with the agreement to provide monitoring services for WMU's two wind turbine generators. A request for Commission approval will be presented at the Sept. 23rd MUC meeting.

3. **Underground Cable Replacement Activities:**
General Manager Hompe reviewed with the Committee the current status of Willmar's underground cable system. With a number of the cables reaching the end of their life expectancy (and beyond), failures have been increasing as predicted. Planned replacement of underground cable is an on-going process which greatly reduces the outage incidents. The northside of Willmar has been one of our biggest areas of concern (due to the age and recent failures of the cable). Other recent outages to note include: Ridgewater College, WPC wash station, Post Office area, and Relco area. The process for

replacing the underground cable was reviewed. It was also noted that an increase in the budget to replace the outdated cables is to be expected.

General Manager Hompe informed for the Committee the 7th St. and Hwy 12 project currently in progress to install a new turn lane on Hwy 12 (directly across from the WMU Office). WMU Line Department personnel will be replacing conductor in this area.

4. **Local Generation RFP Responses:**
WMU received three responses for the Local Generation RFP. From Sept. 11-23, WMU Staff will be reviewing the proposals and contacting vendors with questions and further clarifications. After Sept. 29th, WMU will announce the finalists and schedule presentations with the WMU Planning Committee during the weeks of Oct 6-10 and Oct. 14-17. Final award will be announced at the regular MUC meeting on Oct. 27th.

5. **Software Upgrade Project Update:**
Director of Finance Hunstad presented the Committee with a progress report regarding with the computer software project upgrade. Multiple data conversion trials continue. Working on a number of issues involved in the project. We will be conducting weekly status meetings with the Project Manager Kevin Brizendine of NISC. Hunstad will be handling the financial side of the project and Customer Service Supervisor Stien will oversee the customer service portion of the project. WMU's staff project committee is primarily composed of: Tim Hunstad, Mike Sangren, Stacy Stien, Steve Wearda, Gwen Lipinski, and Janell Johnson. ABS (Accounting & Business Solutions) training sessions and the project schedule were reviewed. Anticipate a "go live date" of December 15th (financial side). 2014 will be "closed" on the new system with the 2015 budget files will be introduced on the new system. Marketing results were discussed including quicker reporting along with an increase in efficiencies.

Customer Service Supervisor Stien continued by reviewing with the Planning Committee the status of the CIS (Customer Information System) and CCB (Customer Care & Billing) portions of the project. IVUE is the software WMU will be using through NISC. Stien presented the Committee with a detailed schedule of dates which will include both training and testing involved as the conversion project progresses. Dates to note include: training for CSR (User Group) hands on training the week of Feb. 2nd; "Testing Actual Data" the week of March 2nd; file conversion completed by March 31st; and the actual "go live date" for April 6, 2015. Project management support will transition to live "Support Team" in July 2015. Stien stated that the new system is designed to create efficiencies throughout our office and extend those efficiencies to our customers. New features and benefits were reviewed. Stien also noted that the new system offers an iPad compatible program for a Call to Order-Board Meeting Application which is a secure app with data encryption both on the iPad and the NISC Cloud (possible future use by Commissioners).

Miscellaneous:

General Manager Hompe presented a brief update on the progress being made to purchase property for the Priam Substation Project (transmission line upgrade). WMU has received a final draft from Attorney Robert Scott. Following a review, the document will be forwarded to the property owners for their review. Anticipate having the purchase agreement signed by the end of this year. Transmission issues & activities involved in the project were discussed including the continuing effort to negotiate with Xcel Energy on an Interconnection Agreement.

Adjournment:

Following discussion, Commissioner Mattern offered a motion to adjourn the meeting of the WMU Planning Committee at 11:31 a.m. Commissioner Nagel seconded, and the motion was carried by a vote of three ayes and zero nays.

Rice Memorial Hospital

Board of Directors

September 24, 2014

PRESENT: David Anfinson, President; Dr. Douglas Allen, Vice President; Dr. Michael Gardner, Treasurer; Eric Weiberg, Secretary; and Directors Dr. Lachlan Smith, Jon Saunders and Andrea Carruthers

ADMINISTRATIVE STAFF: Michael Schramm, Chief Executive Officer; Bill Fenske, Teri Beyer, Wendy Ulferts, Sandy Roelofs

GUESTS: Dr. Fred Hund, Shirley Carter, Deb Buffington, Claire Taylor, Mary Beth Potter, Jackie Hinderks

Call to Order/Minutes: President Anfinson called the meeting to order at 5:30 p.m. **ACTION: A motion was made by Director Gardner, seconded by Director Allen, and carried to approve the Rice Memorial Hospital Board meeting minutes from August 20, 214 as written; as well as the July 31, 2014 Financial Statements, the September 11, 2014 Finance Committee meeting minutes; the August 26, 2014 Medical Staff Executive & Credentials Committee meeting minutes; and the June 19, 2014 Rice Health Foundation Board of Directors meeting minutes.**

Patient Experience: Teri Beyer reviewed correspondence received from a family member of a Hospice patient. She thanked the staff for the care given to her Mother. Rice Hospital's Hospice Program came highly recommended to their family, and they in turn will be highly recommending our program to others as a result of Rice's excellent Hospice Program and staff.

Dialysis Quality Report: A) Deb Buffington & Claire Taylor presented the Rice Memorial Hospital Dialysis QAPI Update in regard to the following: 1) Background information. 2) QAPI—Quality Assessment Performance Improvement efforts. 3) CMS regulations/changes made. 4) Facility total performance score. Certificate of Dialysis Facility total performance score for payment year 2014 was 85 out of 100, compared to the national average of 82 out of 100. Projected score for 2015 – 88 out of 100. 5) Performance Score Measures for 2016: a) Clinical Measures. b) Reporting Measures. 6) NOTICE Project (4/13 – 3/14): National Opportunity to improve Infection Control in ESRD. The NOTICE quarterly data feedback report was distributed and reviewed. 7) Current QAPI initiatives unique to Rice. 8) Challenges in QAPI process.

Medical Staff Report: A) Dr. Hund presented the 22 credentials files which were approved at the August 26, 2014 Credentials Committee meeting and stated that he is recommending the Board's final approval of these files/applications. B) Dr. Hund shared with the Board the changes he's seen in the Hospitalist program/services provided to our current patients, in regard to: 1) The level of acuity is much higher than in the past. 2) Payers/reimbursement issues. 3) Patient classifications—observation status, inpatient status, etc. **ACTION: A motion was made by Director Gardner, seconded by Director Allen and carried to approve the proposed Medical Staff Appointments for the month of August, 2014 as presented and recommended: Initial Applications: Allied Health Staff: Jamie Bohner, LDA – Surgical Assistant/Department of Surgery. Oral Facial Surgery, P.A., Willmar, MN. Responsible Provider: James R. Hughes, D.D.S. Maren Hall, D.D.S. – Dentist/Department of Surgery. University of Minnesota Department of Outreach, Minneapolis, MN. Amanda Hirman, LDA – Surgical Assistant/Department of Surgery. Oral Facial Surgery, Willmar, MN. Responsible Physician: Dale Bays, M.D., D.D.S. Jessica Vagle, APRN, CNS-BC, FNP-BC – Nurse Practitioner/Department of Internal Medicine. Willmar Medical Services, Willmar, MN. Responsible Physician: Ewa Wysokinska, M.D. Transfer from Locum Tenens to Active Staff Status: Richard Brue, D.O. – Internal Medicine-Hospitalist/Department of Internal Medicine. Sanford University of South Dakota Medical Center, Sioux Falls, SD. Reappointment Applications: Affiliate Staff: Richard Aplin, M.D. – Cardiovascular Disease/Department of Internal Medicine. CentraCare Clinic River Campus/Heart & Vascular Center, St. Cloud, MN. Gregory Hatfield, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Michael Heaney, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Lanning Houston, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Matthew Hwang, M.D. – Orthopedics/Department of Surgery. St. Cloud Orthopedic Associates, Ltd., Sartell, MN. David Jose, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Patrick**

Juenemann, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Suzanne Moffit, D.O. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. John Olsen, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Gregory Phelan, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Brian Sullivan, M.D. – Radiology/Department of Radiology. Suburban Radiologic Consultants, Bloomington, MN. Kevin Xie, M.D. – Neurology/Department of Internal Medicine. CentraCare River Campus, St. Cloud, MN. Allied Health Staff: Delores Alleckson, PMHNP-BC – Nurse Practitioner/Department of Psychiatry. Rice Institute for Counseling and Education, Willmar, MN. Responsible physician: Daniel Scott, M.D. Angela Beyerl, FNP-BC – Wound Ostomy Nurse Specialist-PICC Line Insertion Specialist. Rice Memorial Hospital, Willmar, MN. Responsible Physician: Kenneth Flowe, M.D. Andrea Bobis, PA-C – Physician Assistant/Department of Surgery. St. Cloud Orthopedic Associates, Ltd., Sartell, MN. Responsible Physician: Matthew Hwang, M.D. Jerome Pederson, D.D.S. – Dentist/Department of Surgery. Hibbing Community College Dental Clinic, Hibbing, MN. Kristi Phillips, PSYD, LP – Psychologist/Department of Psychiatry. Affiliated Community Medical Center, Willmar, MN. Responsible Physician: David Newcomer, D.O.

Rice Health Foundation Update – Shirley Carter: A) Rice Care Center (RCC) Building Project: 1) Approximately $300,000 is needed in order to reach our campaign goal of 2 million dollars. 2) RCC Open houses are being planned for October 28 and 29. B) Holiday Festival: Plans are underway for this year's Holiday Festival events to be held on November 14 and 15. This year's proceeds from the events will go to the Hospital's behavior health services bed expansion project. Pre-commitments of approximately $67,000 have been raised to date, with the Committee's fund raising goal set at $200,000. The Mental Health Department's staff is actively involved in the planning of the events. Invitations for the November 14 Gala Dinner and Silent Auction will be sent out soon. Ken Barlow, Meteorologist at KSTP-TV, Channel 5, will be our featured speaker at the Gala Dinner. C) The RHF Board held a Planned Giving educational session on September 19.

CEO Report – Mike Schramm:

A. Quality: 1) Members of the Laboratory staff participated in studies which were selected for presentation at upcoming National meetings in October and November. 2) Two Rice Hospital staff members were asked to present an improvement project at a recent VHA Upper Midwest meeting in Bloomington. 3) MHA representatives were at Rice on September 9 to recognize our nursing staff for their participation in the transforming care at the bedside (TCAB) project which resulted in greater efficiencies in care delivery.
B. Telestroke Program: Rice is moving forward with a Telestroke Program, in partnership with CentraCare Health in St. Cloud, in November. Dr. Flowe will present more information on this program to the Board at a future meeting. He made a presentation about the Telestroke Program at the RHF's Emeritus Physician's luncheon on September 9.
C. Rice Care Center: 1) The project continues to be on schedule and is progressing with a target date of completion at the end of September. 2) Open Houses at the Care Center will be held on October 28 and 29. 3) Census levels continue to be strong.
D. Willmar Medical Services: 1) Willmar Regional Cancer Center (WRCC): Locum coverage has been secured until Dr. Monterroso arrives next fall. Dr. Biss will start in early October and will be working at WRCC as well as at outreach sites. 2) Surgery Center: We have interviewed a consultant firm to assist us with future service and space planning for the Willmar Surgery Center.
E. Master Plan: Plans for the acuity adaptable rooms and mental health bed expansion are ready to be presented to the Board for review/action.
F. Recruitment: Recruitment efforts continue in the areas of Orthopedics, General Surgery and Hospitalist physicians. We have a commitment and a signed contract with an orthopedic surgeon who will likely start in early November.
G. Nurse Staffing Bill: Rice was one of 39 hospitals that received a letter from the Department of Health asking for additional data regarding how Rice staffs its nursing floors/units. Rice did not submit any additional data and the Department of Health has backed away from its original request.
H. Financial Report: The August financials were positive and our volumes have been stronger and more stable in the past few months. Inpatient and outpatient activity, surgical volumes, long term care volumes and Home Medical sales have been better.

I. Rewards & Recognition Committee: This Committee, which is part of service excellence efforts at Rice, recognizes our employees throughout the year. They have also implemented an annual Fall Basket event with a focus on Rice Employees supporting the community. Many of our staff in multiple departments created a basket to be donated to a charity or organization. There were 14 baskets representing 25 departments that benefited 13 organizations.

New Business:

A. Attorney General Report – Jackie Hinderks: She presented the following information to the Board as outlined and required in the Attorney General report and signed on an annual basis by the Hospital. 1) A meeting was held with CEO Mike Schramm in order to review and discuss the following: a) Review contract with third party collection agencies and determine whether to renew contract. b) Provide Attorney General's office with the percentage discount provided to uninsured patients as compared to the discount provided to Rice's most favored provider. c) Reviewed the filing of debt collection litigation against hospital patients. d) Reviewed the debt collection activities of RMH's debt collectors. e) Reviewed the debt collection activities of Rice's third party debt collection agencies. 2) Review of Charity Care Policies: Major changes to the policies presented were noted. All final policies will be posted on line in the near future. **ACTION: A motion was made by Director Allen, seconded by Director Weiberg and carried that the following Rice Memorial Hospital Policies and Procedures be approved as presented and recommended with noted revisions: 1) Financial Counseling Policy and Procedure. 2) Insurance Billing & Collections Procedures. 3) Financial Clearance Policy. 4) Claims Management Policy. 5) Collection Procedures for Self-Pay Accounts and/or Balances.**

B. 1) Architectural Plans for the proposed Mental Health/Rice Institute Bed Expansion & Acuity Adaptable Room projects were reviewed by Wendy Ulferts in regard to: a) Reasons these projects are needed at Rice Hospital. b) Design development model. c) Project definitions/concepts. d) Room design/floor plan. 2) Master Plan Projects Cost and Schedule – Bill Fenske: a) Budget for acuity adaptable patient room project - $320,000 with an 18 month payback due to staffing efficiencies. b) Behavioral Health project budgeted amount – $970,000 with a 24 month payback. Both projects been planned for the 2014 budget/forecast. c) Anticipated schedule for the projects: 1) Design development sign-off from Rice Memorial Hospital Board. 2) Construction documents issued. 3) Bidding approval from Rice Memorial Hospital. 4) Construction start date – December 1. 5) Patient room phase is yet to be determined but estimated timeframe of project is 10 weeks. 6) The Rice Institute renovation project is anticipated to take approximately 4 months to construct based on a two-phase schedule. **ACTION: A motion as made by Director Saunders, seconded by Director Gardner, and carried that Administration be authorized to move forward with the construction document and bidding process for the Acuity Adaptable Patient Room project and the Behavioral Health/Rice Institute bed expansion project.**

Adjournment: There being no further business, the meeting was adjourned at 6:55 p.m.

Submitted by:

Eric E. Weiberg, Secretary

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, SEPTEMBER 24, 2014

MINUTES

1. The Willmar Planning Commission met on Wednesday, September 24, 2014, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

   ** Members Present: Mark Klema, Andrew Engan, Margaret Fleck, Gary Geiger, Sandy Bebler, Bob Poe, and Aaron Larson.

   **Members Absent: Randy Czarnetzki, Scott Thaden.

   ** Others Present: Megan DeSchepper- Planner.

2. MINUTES: The minutes of the August 27, 2014 meeting were approved as submitted.

3. CAMBRIDGE THIRD ADDITION FINAL PLAT- FILE NO. 14-03: Staff presented the final plat of a six lot twin home development on property legally described as follows: Lot 6, 7, 8, 9, 10, 11, 12, 13, and 14 of Block 1, Terraplane Estates less the west 6' of said Lot 6 (2400 block of 3rd Ave. SE). The property is zoned R-4 Medium Density Multiple Family Residential. The development will consist of twin home rentals with six buildings and a total of 12 units. The private development shall be covered by private covenants and declarations for the private street. The developer shall have separate water and sewer shut off for each unit. And assessments shall be paid in full or apportioned.

   Staff comments were reviewed and discussed (see Attachment A).

   Mr. Poe made a motion, seconded by Mr. Larson, to approve the final plat with the following conditions:
   A. Each unit shall have separate water and sewer shut off valves and connections.
   B. Assessments shall either be paid in full or reapportioned prior to final plat signatures.
   C. Declarations and covenants shall be submitted for review and approval by the City prior to final plat recording and recorded congruous to the final plat for tracking to cover common areas, access, and utilities for the private development.
   D. Parking shall be limited to one side on the private street and shall be signed accordingly by the developer.

   The motion carried.

4. MID CENTRAL RESEARCH AND OUTREACH CENTER (MCROC) BUILDING-CITY ACQUISITION: Staff presented a request that the City accept the MCROC Building as a gift from Minn West Technology Campus. The City was a partner in the grant that funded the project and needs to formally accept the property as per a previous lease agreement. The U of M has a

long term lease on the building and MinnWest Technology Campus will continue to handle the management of the property.

The Planning Commission discussed the MCROC and what a good fit it is in the Technology District and on the MinnWest Campus.

Ms. Bebler made a motion, seconded by Mr. Engan, to recommend acquisition of the building as was anticipated with the grant.

The motion carried.

5. POSSIBLE ORDINANCE TEXT AMENDMENT DISCUSSION-KENNELS: Staff discussed a scenario that came up regarding dog kennels. Kennels are permitted in the industrial districts, but not in the GB (General Business) district. There was an inquiry from a dog groomer wondering if she could do indoor kenneling of animals at her business in the GB District. Staff suggested the matter could best be handled with a text amendment, perhaps with a conditional use permit to allow the Commission to attach conditions as necessary.

   The Planning Commission talked about the matter and that many of the GB zoned properties abut residential uses and that a kennel, even indoor kenneling would require outdoor exercising etc. to occur.

   The Commission was of the opinion that the text amendment wouldn't be something they were comfortable with and wouldn't recommend anyone applying for such a change.

6. BETHESDA EASEMENT RELEASE DISCUSSION: Staff explained that during the closing on the Bethesda properties their attorney noted that some of the private easement documents from the 90's had also been signed by the City due to some City utilities that went through the property. They will be covered by the new easements, but in order to cover said utilities etc., Bethesda needs the City's permission and sign-off on the new documents.

   Mr. Geiger, made a motion, seconded by Mr. Engan, to recommend the City Council sign off on the new easement documents as the City's utilities are covered by easements and the rest of the easements are private between Bethesda parcels.

   The motion carried.

7. There being no further business to come before the Commission, the meeting adjourned at 7:31 p.m.

Respectfully submitted,

Megan DeSchepper by MLB

Megan M. DeSchepper, AICP
Planner/Airport Manager

Attachment A

PLANNING COMMISSION-SEPTEMBER 24, 2014

STAFF COMMENTS

1. CAMBRIDGE THIRD ADDITION FINAL PLAT- FILE NO. 14-03:

- The applicant is RAK Construction, LLC, Willmar, MN.
- The applicant proposes a six lot replat for twin home development on property legally described as follows: Lots 6, 7, 8, 9, 10, 11, 12, 13, and 14 of Block 1, Terraplane Estates less the west 6' of said Lot 6 (2400 block of 3rd Ave. SE).
- The property is zoned R-4 Medium Density Multiple Family Residential.
- The property is accessed via 3rd Ave. SE an already existing private road (Outlot A).
- Architectural style is similar to the four-plexes to the west and will fit in with the neighborhood.
- The development will consist of twin homes that will be rental properties, 6 total buildings with 12 total units.
- As the property is private with a private street, utilities etc., covenants and declarations are required to ensure common areas and access is protected and shared.
- Outlot E shall be included on the declarations/covenants as that is how Lot 1 is accessed.
- There are assessments on the property that shall either be paid in full or reapportioned prior to final plat recording.
- MUC requires separate water and sewer connections be made for each unit so they can be shut off separately from the adjoining unit in the future should the need arise.

  RECOMMENDATION: Approve the final plat with the following conditions:

  A. Each unit shall have separate water and sewer shut off valves and connections.
  B. Assessments shall either be paid in full or reapportioned prior to final plat signatures.
  C. Declarations and covenants shall be submitted for review and approval by the City prior to final plat recording and recorded congruous to the final plat for tracking to cover common areas, access, and utilities for the private development.
  D. Parking shall be limited to one side on the private street and shall be signed accordingly by the developer.

Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

No fee

ORGANIZATION INFORMATION

Organization name	Previous gambling permit number
Fraternal Order of Eagles Auxiliary	XB-05997-13-005

Type of nonprofit organization. Check (√) one.

☑ Fraternal ☐ Religious ☐ Veterans ☐ Other nonprofit organization

Mailing address	City	State/Zip Code	County
136 SW 6th St.	Willmar	MN 56201	Kandiyohi

ATTACH A COPY OF ONE OF THE FOLLOWING FOR PROOF OF NONPROFIT STATUS

★ Do not attach a sales tax exempt status or federal ID employer 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

___ **Internal Revenue Service - 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.

___ **Internal Revenue Service - 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.

___ **Internal Revenue Service - proof previously submitted to Gambling Control Board**
If you previously submitted proof of nonprofit status from the Internal Revenue Service, no attachment is required.

EXCLUDED BINGO ACTIVITY

1. ✓ No ___ Yes Has your organization held a bingo event in the current calendar year?
If yes, list the dates when bingo was conducted _____

2. The proposed bingo event for which we are applying will be:
✓ one of four or fewer bingo events held this year. Dates 11-21-14 _____ _____ _____

OR

___ conducted up to 12 consecutive days in connection with a:

___ county fair. Dates _____

___ civic celebration. Dates _____

___ Minnesota state fair. Dates _____

3. Person in charge of bingo event Valora Carlson Daytime phone 320-894-3916

4. Name of premises where bingo will be conducted Fraternal Order of Eagles

5. Premises street address 136 SW 6th St.

6. City Willmar If township, name of township _____ County Kandiyohi

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be purchased from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4000.

Be sure to complete page 2

LG240B Application to Conduct Excluded Bingo

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge.

Chief executive officer's signature Charlotte Ruth Voelz Phone number 320-444-4311

Name (please print) Charlotte R Voelz Date 8 / 15 / 14

Local Unit of Government Acknowledgment and Approval

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print city name Willmar

Signature of city personnel receiving application

Title City Clerk Treasurer Date 9 / 23 / 14

If the gambling premises is located in a township, only the county is required to sign this application.

For the county: *On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.*

Print county name _____

Signature of county personnel receiving application

Title _____ Date ___/___/___

For the township: *On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits.*

A township has no statutory authority to approve or deny an application (Minn. Stat. 349.166, Subd. 2).

(Township signature is not required)

Print township name _____

Signature of township official acknowledging application

Title _____ Date ___/___/___

Mail Application and Attachment(s)

Send the application and proof of nonprofit status to:

Gambling Control Board
Suite 300 South
1711 W. County Rd. B
Roseville, MN 55113

Or, you may fax it to 651-639-4032.

You will receive a document from the Gambling Control Board with your excluded permit number for the gambling activity. Your organization must keep its bingo records for 3-1/2 years.

Questions? Contact 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.

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
AAFES SNACK BAR .01097												
40681 10/01/14	FLATTEN-MEAL EXPENSES	131.86		100		D	N				TRAVEL-CONF.-SCH	101.42411.0333
AB VACUUM CENTER 000008												
40682 10/01/14	VACUUM PARTS	84.90		594		D	M	07			MTCE. OF EQUIPME	651.48484.0224
AFFORDABLE PUMPING SERVI 002404												
40683 10/01/14	SEPTIC PUMPING	330.00		26099		D	N				CLEANING AND WAS	230.43430.0338
AIRPORT LIGHTING COMPANY 003115												
40684 10/01/14	RUNWAY LT MTCE-PARTS	392.15		36422		D	N				MTCE. OF OTHER I	230.43430.0226
ANDERSON/GAIL .02190												
40685 10/01/14	GARDEN DEPOSIT REFUND	15.00		090914		D	N				DEPOSITS	101.230000
ANDERSON/MICHAEL 001828												
40686 10/01/14	FUEL REIMBURSEMENT	21.00		614		D	N				MOTOR FUELS AND	101.42411.0222
40686 10/01/14	BLANDIN LDRSHP FOUND.	7.47		614		D	N				TRAVEL-CONF.-SCH	101.42411.0333
		28.47	*CHECK TOTAL									
	VENDOR TOTAL	28.47										
APPERT'S FOOD SERVICE 002526												
40687 10/01/14	CONCESSION SUPPLIES	840.84		409100271		D	N				GENERAL SUPPLIES	101.45433.0229
APPLIED CONCEPTS INC 001525												
40688 10/01/14	STALKER SAM SPEED TRLR	8,342.22		258901		D	N				FURNITURE AND EQ	450.42411.0552
BACKES TECHNOLOGY SERVIC 000087												
40689 10/01/14	MOVED VOICE JACK/CABLES	170.00		13313		D	N				MTCE. OF STRUCTU	101.41409.0335
BAKER/CHRISTOPHER .02199												
40678 09/23/14	REPL. PYRL CK FROM 9/18	307.66		19719		D	N				SALARIES-TEMP. E	101.43425.0112
BATTERY WHOLESALE INC 002860												
40690 10/01/14	UPS BATTERIES	104.88		23223		D	N				MTCE. OF EQUIPME	651.48484.0224
BENNETT OFFICE TECHNOLOG 000099												
40691 10/01/14	TONER	305.00		208794		D	N				OFFICE SUPPLIES	208.45005.0220
BERNICK'S PEPSI-COLA CO 000103												
40692 10/01/14	CONCESSION SUPPLIES	1,947.52		14042		D	N				GENERAL SUPPLIES	101.45433.0229
40692 10/01/14	CONCESSION SUPPLIES	366.66CR		3286		D	N				GENERAL SUPPLIES	101.45433.0229
		1,580.86	*CHECK TOTAL									
	VENDOR TOTAL	1,580.86										
BEST WESTERN KELLY INN 000106												
40693 10/01/14	SCHUELER-LODGING EXPENSE	186.54		487516		D	N				TRAVEL-CONF.-SCH	651.48486.0333

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BLEESS AUTOMOTIVE INC .01447													
40694	10/01/14	SIGN DEPOSIT REF 2014-22	100.00		2014-22			D	N			DEPOSITS-SIGN PE	101.230001
BNSF RAILWAY COMPANY 000129													
40695	10/01/14	WILLMAR AVE RR CROSSIN	4,910.37		90100931			D	N			MTCE. OF OTHER I	413.48452.0336
BOLTON & MENK INC 001010													
40696	10/01/14	GORTON AVE/9TH ST IMP	19,605.00		0170383			D	N			PROFESSIONAL SER	414.48451.0446
40696	10/01/14	REIMBURSABLE EXPENSES	40.36		0170383			D	N			PROFESSIONAL SER	414.48451.0446
40696	10/01/14	12TH ST SE IMPROVEMEN	10,362.50		0170388			D	N			PROFESSIONAL SER	414.48454.0446
40696	10/01/14	REIMBURSABLE EXPENSES	40.35		0170388			D	N			PROFESSIONAL SER	414.48454.0446
40696	10/01/14	IND. PARK 4TH ADDITIO	15,515.00		0170390			D	N			PROFESSIONAL SER	414.48455.0446
40696	10/01/14	L.S. DESIGN SERVICES	18,194.39		0170391			D	N			PROFESSIONAL SER	432.48507.0446
			63,757.60	*CHECK TOTAL									
		VENDOR TOTAL	63,757.60										
BRENNER/DONA .02191													
40697	10/01/14	GARDEN DEPOSIT REFUND	15.00		090914			D	N			DEPOSITS	101.230000
BSE 001980													
40698	10/01/14	WRAC-8 LIGHTS	500.00		907897254			D	N			MTCE. OF STRUCTU	101.41409.0225
40698	10/01/14	WEATHER PROOF COVERS	3.59		907913021			D	N			MTCE. OF STRUCTU	101.42412.0225
40698	10/01/14	ELEC PARTS FOR BLDG	209.65		907939460			D	N			MTCE. OF STRUCTU	101.45433.0225
40698	10/01/14	WASP/HORNET KILLER	7.58		907939463			D	N			GENERAL SUPPLIES	101.45433.0229
40698	10/01/14	ELEC PARTS FOR BLDG	9.84		907968348			D	N			MTCE. OF STRUCTU	101.45433.0225
40698	10/01/14	SPARE PLC BOARD	731.11		907982455			D	N			MTCE. OF EQUIPME	651.48484.0224
40698	10/01/14	ELECTRICAL PARTS	105.86		907982470			D	N			MTCE. OF STRUCTU	101.42412.0225
40698	10/01/14	LIGHTS FOR BLDG	107.60		907989302			D	N			MTCE. OF STRUCTU	101.43425.0225
40698	10/01/14	LIGHTS FOR BLDG	60.00		908004341			D	N			MTCE. OF STRUCTU	101.41409.0225
40698	10/01/14	LT BULB FOR FREEZER	2.26		908012764			D	N			GENERAL SUPPLIES	101.45433.0229
40698	10/01/14	LIGHTS FOR BLDG	327.51		908023514			D	N			MTCE. OF STRUCTU	101.41409.0225
40698	10/01/14	LEVEL	41.69		908029225			D	N			SMALL TOOLS	101.45433.0221
40698	10/01/14	ELEC PARTS FOR BLDG	183.97		908046294			D	N			MTCE. OF STRUCTU	651.48484.0225
			2,290.66	*CHECK TOTAL									
		VENDOR TOTAL	2,290.66										
BUSINESSWARE SOLUTIONS 002776													
40699	10/01/14	PRINT/PAGE COUNT	6.59		224062			D	N			OFFICE SUPPLIES	101.41400.0220
40699	10/01/14	PRINT/PAGE COUNT	31.01		224062			D	N			OFFICE SUPPLIES	101.41402.0220
40699	10/01/14	PRINT/PAGE COUNT	8.21		224062			D	N			OFFICE SUPPLIES	101.41403.0220
40699	10/01/14	PRINT/PAGE COUNT	8.75		224062			D	N			OFFICE SUPPLIES	101.41404.0220
40699	10/01/14	PRINT/PAGE COUNT	58.56		224062			D	N			OFFICE SUPPLIES	101.41405.0220
40699	10/01/14	PRINT/PAGE COUNT	10.14		224062			D	N			OFFICE SUPPLIES	101.41409.0220
40699	10/01/14	PRINT/PAGE COUNT	86.54		224062			D	N			OFFICE SUPPLIES	101.42411.0220
40699	10/01/14	PRINT/PAGE COUNT	21.58		224062			D	N			OFFICE SUPPLIES	101.43417.0220
40699	10/01/14	PRINT/PAGE COUNT	92.69		224062			D	N			OFFICE SUPPLIES	651.48484.0220
			324.07	*CHECK TOTAL									
		VENDOR TOTAL	324.07										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CANON FINANCIAL SERVICES		002336											
40700	10/01/14	COPIER LEASE AGRMT	24.88		14154158			D	N			RENTS	101.43425.0440
CARDMEMBER SERVICE		002365											
40675	09/18/14	IAFC MEMBERSHIP DUES	156.75		STMT/8-14			D	N			PREPAID EXPENSES	101.128000
40675	09/18/14	2015 ASCE MBRSHP DUES	255.00		STMT/8-14			D	N			PREPAID EXPENSES	101.128000
40675	09/18/14	STEVENS-VISION 2040 MTG	5.00		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.41400.0333
40675	09/18/14	STEVENS-ICMA CONFERENCE	434.70		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.41400.0333
40675	09/18/14	NOTARY RENEWAL FEE	120.00		STMT/8-14			D	N			LICENSES AND TAX	101.41400.0445
40675	09/18/14	NELSEN-LODGING EXPENSE	113.48		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.41401.0333
40675	09/18/14	OFFICE SUPPLIES	29.91		STMT/8-14			D	N			OFFICE SUPPLIES	101.41409.0220
40675	09/18/14	COMMERCIAL VACUUM	686.07		STMT/8-14			D	N			SMALL TOOLS	101.41409.0221
40675	09/18/14	TABLE TOP MIC STANDS	25.98		STMT/8-14			D	N			MTCE. OF EQUIPME	101.41409.0224
40675	09/18/14	POWER PACK FOR TABLETS	33.56		STMT/8-14			D	N			MTCE. OF EQUIPME	101.41409.0224
40675	09/18/14	WRAC 8 VIDEO CABLES	95.11		STMT/8-14			D	N			MTCE. OF EQUIPME	101.41409.0224
40675	09/18/14	STORAGE CARD FOR CAMERA	348.11		STMT/8-14			D	N			MTCE. OF EQUIPME	101.41409.0224
40675	09/18/14	WRAC 8 VIDEO CABLES	77.33CR		STMT/8-14			D	N			MTCE. OF EQUIPME	101.41409.0224
40675	09/18/14	SERVER ROOM PUMP	121.55		STMT/8-14			D	N			MTCE. OF STRUCTU	101.41409.0225
40675	09/18/14	TAGS FOR FUEL KEYS	18.24		STMT/8-14			D	N			GENERAL SUPPLIES	101.41409.0229
40675	09/18/14	TAGS FOR FUEL KEYS	31.74		STMT/8-14			D	N			GENERAL SUPPLIES	101.41409.0229
40675	09/18/14	TRAINING VIDEO SERIES	37.50		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.41409.0333
40675	09/18/14	BROADCASTER SUBSCRIP.	49.00		STMT/8-14			D	N			SUBSCRIPTIONS AN	101.41409.0443
40675	09/18/14	WEBSITE HOSTING FEE	91.87		STMT/8-14			D	N			PROFESSIONAL SER	101.41409.0446
40675	09/18/14	HENDRICKSON-SEMINAR REG.	195.00		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.42412.0333
40675	09/18/14	IAFC MEMBERSHIP DUES	52.25		STMT/8-14			D	N			SUBSCRIPTIONS AN	101.42412.0443
40675	09/18/14	SURVEY SERVICES	228.00		STMT/8-14			D	N			PROFESSIONAL SER	101.42412.0446
40675	09/18/14	TRAINING VIDEO SERIES	5.99		STMT/8-14			D	N			OFFICE SUPPLIES	101.43417.0220
40675	09/18/14	CHRISTIANSEN-MPPP MTG	150.00		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.43417.0333
40675	09/18/14	CHRISTIANSEN-PRKNG FEE	6.00		STMT/8-14			D	N			TRAVEL-CONF.-SCH	101.43417.0333
40675	09/18/14	OFFICE SUPPLIES	52.11		STMT/8-14			D	N			OFFICE SUPPLIES	101.45433.0220
40675	09/18/14	SALES TAX CREDIT	10.31CR		STMT/8-14			D	N			OFFICE SUPPLIES	101.45433.0220
40675	09/18/14	OFFICE DESK	2,505.93		STMT/8-14			D	N			SMALL TOOLS	101.45433.0221
40675	09/18/14	PHONE CASE	53.43		STMT/8-14			D	N			GENERAL SUPPLIES	101.45433.0229
			5,814.64	*CHECK TOTAL									
		VENDOR TOTAL	5,814.64										
CARRANZA/NOE		002547											
40701	10/01/14	INTERPRETED 09/17/14	75.00		091714			D	M	07		PROFESSIONAL SER	101.42411.0446
40701	10/01/14	INTERPRETED 09/17/14	50.00		091714			D	M	07		PROFESSIONAL SER	101.42411.0446
40701	10/01/14	INTERPRETED 09/27/14	50.00		092714			D	M	07		PROFESSIONAL SER	101.42411.0446
			175.00	*CHECK TOTAL									
		VENDOR TOTAL	175.00										
CENTERPOINT ENERGY		000467											
40702	10/01/14	NATURAL GAS CHARGES	13.46		6007936/9-14			D	N			UTILITIES	230.43430.0332
40702	10/01/14	NATURAL GAS CHARGES	13.46		6038773/9-14			D	N			UTILITIES	101.43425.0332
40702	10/01/14	NATURAL GAS CHARGES	76.31		6048932/9-14			D	N			UTILITIES	651.48484.0332
40702	10/01/14	NATURAL GAS CHARGES	53.26		6061271/9-14			D	N			UTILITIES	101.45433.0332

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CENTERPOINT ENERGY 000467													
40702	10/01/14	NATURAL GAS CHARGES	17.76		6069198/9-14			D	N			UTILITIES	101.43425.0332
40702	10/01/14	NATURAL GAS CHARGES	83.53		6084836/9-14			D	N			UTILITIES	101.45435.0332
40702	10/01/14	NATURAL GAS CHARGES	82.82		6085332/9-14			D	N			UTILITIES	101.45433.0332
40702	10/01/14	NATURAL GAS CHARGES	13.46		6093527/9-14			D	N			UTILITIES	101.43425.0332
40702	10/01/14	NATURAL GAS CHARGES	59.43		6102726/9-14			D	N			UTILITIES	101.42412.0332
40702	10/01/14	NATURAL GAS CHARGES	53.12		6725927/9-14			D	N			UTILITIES	230.43430.0332
40702	10/01/14	NATURAL GAS CHARGES	13.46		7177865/9-14			D	N			UTILITIES	230.43430.0332
40702	10/01/14	NATURAL GAS CHARGES	30.69		8503501/9-14			D	N			UTILITIES	651.48485.0332
40702	10/01/14	NATURAL GAS CHARGES	97.32		8512023/9-14			D	N			UTILITIES	651.48485.0332
40702	10/01/14	NATURAL GAS CHARGES	581.71		8795475/9-14			D	N			UTILITIES	651.48484.0332
			1,189.79	*CHECK TOTAL									
		VENDOR TOTAL	1,189.79										
CHARTER COMMUNICATIONS 000736													
40703	10/01/14	MONTHLY PHONE SERVICE	46.76		1136/10-14			D	N			COMMUNICATIONS	101.41409.0330
40703	10/01/14	MONTHLY PHONE SERVICE	143.69		2191/10-14			D	N			COMMUNICATIONS	101.41409.0330
40703	10/01/14	MONTHLY PHONE SERVICE	172.92		3552/9-14			D	N			COMMUNICATIONS	208.45005.0330
			363.37	*CHECK TOTAL									
		VENDOR TOTAL	363.37										
CROW CHEMICAL & LIGHTING 000186													
40704	10/01/14	GERMICIDAL SPRAY	36.00		4583			D	N			GENERAL SUPPLIES	651.48484.0229
CRYOTECH DEICING TECHNOL 002471													
40705	10/01/14	RUNWAY DEICER	2,433.18		IN32860			D	N			GENERAL SUPPLIES	230.43430.0229
DAN'S SHOP INC 002212													
40706	10/01/14	FILTERS	721.63		64824			D	N			INVENTORIES-MDSE	101.125000
DELTA DENTAL OF MINNESOT 002867													
40679	09/23/14	DENTAL INSURANCE-OCT	56.15		5686671			D	N			COBRA INS PREMIU	101.120001
40679	09/23/14	DENTAL INSURANCE-OCT	27.35		5686671			D	N			COBRA INS PREMIU	101.120001
40679	09/23/14	OCTOBER CORRECTION	16.30		5686671			D	N			RETIRED EMPLOYEE	101.41428.0818
			99.80	*CHECK TOTAL									
		VENDOR TOTAL	99.80										
DLT SOLUTIONS INC 001786													
40707	10/01/14	SOFTWARE LICENSING	2,107.19		4388002A			D	N			PREPAID EXPENSES	101.128000
40707	10/01/14	SUBSCRIPTION RENEWAL	754.28		4388002A			D	N			PREPAID EXPENSES	101.128000
40707	10/01/14	SUBSCRIPTION RENEWAL	538.80		4388002A			D	N			SUBSCRIPTIONS AN	101.43417.0443
40707	10/01/14	SOFTWARE LICENSING	1,505.15		4388002A			D	N			LICENSES AND TAX	101.43417.0445
			4,905.42	*CHECK TOTAL									
		VENDOR TOTAL	4,905.42										
DOOLEY'S PETROLEUM INC 002163													
40680	09/29/14	4,000 GALLONS UNLEADE	12,231.90		685408			D	N			INVENTORIES-MDSE	101.125000
40680	09/29/14	4,000 GALLONS DIESEL	11,552.00		685409			D	N			INVENTORIES-MDSE	101.125000
			23,783.90	*CHECK TOTAL									
		VENDOR TOTAL	23,783.90										

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DYNA SYSTEMS 000223								
40708 10/01/14	FENDER WASHERS	35.87		20820905		D N	MTCE. OF EQUIPME	101.43425.0224
40708 10/01/14	CABLE TIES	215.46		20820905		D N	GENERAL SUPPLIES	101.43425.0229
		251.33	*CHECK TOTAL					
	VENDOR TOTAL	251.33						
ED DAVIS BUSINESS MACHIN 000229								
40709 10/01/14	OFFICE SUPPLIES	96.84		134451		D N	OFFICE SUPPLIES	741.48001.0220
40709 10/01/14	OFFICE SUPPLIES	214.97		134613		D N	OFFICE SUPPLIES	741.48001.0220
40709 10/01/14	OFFICE SUPPLIES	39.25		134758		D N	OFFICE SUPPLIES	741.48001.0220
		351.06	*CHECK TOTAL					
	VENDOR TOTAL	351.06						
ELECTRIC PUMP INC 000788								
40710 10/01/14	PUMP #3 COOLING JACKET	1,643.60		0053678		D N	MTCE. OF EQUIPME	651.48485.0224
40710 10/01/14	JOTS PUMP STATION PUMP	460.60		0053696		D N	MTCE. OF EQUIPME	651.48485.0224
		2,104.20	*CHECK TOTAL					
	VENDOR TOTAL	2,104.20						
EMD MILLIPORE CORPORATIO 000464								
40711 10/01/14	LAB SUPPLIES	549.28		6916276		D N	GENERAL SUPPLIES	651.48484.0229
EMERGENCY RESPONSE SOLUT 003048								
40712 10/01/14	FITTINGS/WRENCHES	371.94		2514		D N	SMALL TOOLS	101.42412.0221
40712 10/01/14	HELMET	233.89		2712		D N	SUBSISTENCE OF P	101.42412.0227
40712 10/01/14	HELMET FRONT	47.66		2743		D N	SUBSISTENCE OF P	101.42412.0227
		653.49	*CHECK TOTAL					
	VENDOR TOTAL	653.49						
ENGAN ASSOCIATES P.A. 000240								
40713 10/01/14	RENOVATION DESIGN FEE	2,500.00		2014-246		D N	BUILDINGS AND ST	450.45427.0551
ERIC'S AVIATION SERVICES 002998								
40714 10/01/14	ON SITE MGMT SERV-OCT	6,333.33		STMT/10-14		D N	PROFESSIONAL SER	230.43430.0446
ERICKSON/PATSY 000952								
40715 10/01/14	CITY ASSESSOR AD	100.00		091714		D N	ADVERTISING	101.41404.0447
ETTERMAN ENTERPRISES 001567								
40716 10/01/14	JOTS PUMP STATION TOOL	29.58		216459		D M 07	SMALL TOOLS	651.48485.0221
FASTENAL COMPANY 001188								
40717 10/01/14	WRENCH HEX SOCKET	8.60		MNWIL119044		D N	SMALL TOOLS	651.48485.0221
40717 10/01/14	DUST MASKS	41.03		MNWIL119094		D N	SUBSISTENCE OF P	651.48484.0227
40717 10/01/14	SILICONE	9.07		MNWIL119274		D N	GENERAL SUPPLIES	101.42412.0229
		58.70	*CHECK TOTAL					
	VENDOR TOTAL	58.70						

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
FERNANDEZ/KELLY .02192								
40718 10/01/14	REFUND JERSEY DEPOSIT	30.00		091114		D N	REFUNDS AND REIM	101.41428.0882
FINANCE AND COMMERCE 002809								
40719 10/01/14	AD FOR BIDS-PROJ. 1405	198.33		741798031		D N	ADVERTISING	414.48455.0447
FIRE EQUIPMENT SPECIALTI 002109								
40720 10/01/14	FIRE GEAR REPAIR-LABOR	84.00		8514		D N	SUBSISTENCE OF P	101.42412.0337
FISCHER/BETH 002484								
40721 10/01/14	OFFICE SUPPLIES	21.46		092914		D M 07	OFFICE SUPPLIES	208.45005.0220
40721 10/01/14	CELL PHONE-AUGUST	14.77		092914		D M 07	COMMUNICATIONS	208.45005.0330
40721 10/01/14	CELL PHONE-SEPTEMBER	14.77		092914		D M 07	COMMUNICATIONS	208.45005.0330
40721 10/01/14	CELL PHONE-OCTOBER	14.77		092914		D M 07	COMMUNICATIONS	208.45005.0330
40721 10/01/14	MILEAGE 7/1-9/29/14	438.48		092914		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
		504.25	*CHECK TOTAL					
	VENDOR TOTAL	504.25						
FLATTEN/CHRISTOPHER 002647								
40722 10/01/14	BASIC SWAT SCHOOL	10.62		590		D N	TRAVEL-CONF.-SCH	101.42411.0333
FLEETPRIDE 002973								
40723 10/01/14	CONSTRUCTED PTO SHAFT	672.13		63465942		D N	INVENTORIES-MDSE	101.125000
40723 10/01/14	#011985-HITCH/BALL	68.57		63834026		D N	MTCE. OF EQUIPME	101.43425.0224
		740.70	*CHECK TOTAL					
	VENDOR TOTAL	740.70						
FLEMING/MANDY .02193								
40724 10/01/14	REFUND JERSEY DEPOSIT	30.00		091114		D N	REFUNDS AND REIM	101.41428.0882
FRANCOTYP-POSTALIA INC 001791								
40725 10/01/14	INK CARTRIDGE	107.81		RI102135111		D N	OFFICE SUPPLIES	101.42411.0220
FREEMAN/LE ANNE 000937								
40726 10/01/14	MILEAGE 7/1-7/31/14	221.20		073114		D N	TRAVEL-CONF.-SCH	101.45435.0333
40726 10/01/14	MILEAGE 8/1-8/31/14	183.12		083114		D N	TRAVEL-CONF.-SCH	101.45435.0333
40726 10/01/14	MILEAGE 9/1-9/17/14	34.72		091714		D N	TRAVEL-CONF.-SCH	101.45435.0333
		439.04	*CHECK TOTAL					
	VENDOR TOTAL	439.04						
FREMONT INDUSTRIES INC 002879								
40727 10/01/14	POLYMER	9,306.30		835643		D N	GENERAL SUPPLIES	651.48486.0229
FREY/DAVID .02194								
40728 10/01/14	GARDEN DEPOSIT REFUND	15.00		090914		D N	DEPOSITS	101.230000
G & K SERVICES 002465								
40729 10/01/14	CLEANING SERVICES	59.18		1043784278		D N	CLEANING AND WAS	230.43430.0338

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
G & K SERVICES		002465											
40729	10/01/14	CLEANING SERVICES	59.18		1043794901			D	N			CLEANING AND WAS	230.43430.0338
40729	10/01/14	CLEANING SERVICES	59.18		1043805501			D	N			CLEANING AND WAS	230.43430.0338
			177.54	*CHECK TOTAL									
		VENDOR TOTAL	177.54										
GARCIA/NICHOLE		.02074											
40730	10/01/14	REFUND SHELTER DEPOSIT	50.00		092214			D	N			DEPOSITS	101.230000
GENERAL MAILING SERVICES		000293											
40731	10/01/14	POSTAGE 08/25 - 08/29/14	12.39		13004			D	N			POSTAGE	101.41401.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	14.75		13004			D	N			POSTAGE	101.41402.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	94.99		13004			D	N			POSTAGE	101.41404.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	15.00		13004			D	N			POSTAGE	101.41408.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	0.59		13004			D	N			POSTAGE	101.42411.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	1.44		13004			D	N			POSTAGE	101.42412.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	31.49		13004			D	N			POSTAGE	101.43425.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	1.77		13004			D	N			POSTAGE	101.45432.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	4.29		13004			D	N			POSTAGE	101.45433.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	2.36		13004			D	N			POSTAGE	208.45005.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	0.59		13004			D	N			POSTAGE	230.43430.0223
40731	10/01/14	POSTAGE 08/25 - 08/29/14	2.95		13004			D	N			POSTAGE	651.48484.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	10.87		13064			D	N			POSTAGE	101.41401.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	24.19		13064			D	N			POSTAGE	101.41402.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	69.57		13064			D	N			POSTAGE	101.41403.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	4.72		13064			D	N			POSTAGE	101.41404.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	1.77		13064			D	N			POSTAGE	101.41405.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	15.00		13064			D	N			POSTAGE	101.41408.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	1.18		13064			D	N			POSTAGE	101.41428.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	0.59		13064			D	N			POSTAGE	101.42411.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	0.59		13064			D	N			POSTAGE	101.42412.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	7.93		13064			D	N			POSTAGE	101.43425.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	4.13		13064			D	N			POSTAGE	101.45432.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	6.62		13064			D	N			POSTAGE	101.45433.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	0.59		13064			D	N			POSTAGE	101.45435.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	7.62		13064			D	N			POSTAGE	230.43430.0223
40731	10/01/14	POSTAGE 09/01 - 09/05/14	2.83		13064			D	N			POSTAGE	651.48484.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	19.07		13092			D	N			POSTAGE	101.41401.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	15.34		13092			D	N			POSTAGE	101.41402.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	0.59		13092			D	N			POSTAGE	101.41403.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	3.54		13092			D	N			POSTAGE	101.41404.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	15.00		13092			D	N			POSTAGE	101.41408.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	0.59		13092			D	N			POSTAGE	101.41409.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	0.59		13092			D	N			POSTAGE	101.42411.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	6.74		13092			D	N			POSTAGE	101.43417.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	22.78		13092			D	N			POSTAGE	101.43425.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	1.18		13092			D	N			POSTAGE	101.45432.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	8.42		13092			D	N			POSTAGE	101.45433.0223

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES		000293											
40731	10/01/14	POSTAGE 09/08 - 09/12/14	2.95		13092			D	N			POSTAGE	101.45435.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	6.49		13092			D	N			POSTAGE	208.45005.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	38.75		13092			D	N			POSTAGE	230.43430.0223
40731	10/01/14	POSTAGE 09/08 - 09/12/14	0.59		13092			D	N			POSTAGE	651.48484.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	7.41		13120			D	N			POSTAGE	101.41401.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	23.01		13120			D	N			POSTAGE	101.41402.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	85.58		13120			D	N			POSTAGE	101.41403.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	3.49		13120			D	N			POSTAGE	101.41405.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	15.00		13120			D	N			POSTAGE	101.41408.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	43.66		13120			D	N			POSTAGE	101.41424.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	20.81		13120			D	N			POSTAGE	101.43425.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	10.62		13120			D	N			POSTAGE	101.45432.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	0.59		13120			D	N			POSTAGE	101.45435.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	1.13		13120			D	N			POSTAGE	230.43430.0223
40731	10/01/14	POSTAGE 09/15 - 09/19/14	1.18		13120			D	N			POSTAGE	651.48484.0223
			695.91	*CHECK TOTAL									
		VENDOR TOTAL	695.91										
GLIDDEN TRNG & CONSULTIN		003112											
40732	10/01/14	SEMINAR REGISTRATIONS	795.00		20844			D	N			TRAVEL-CONF.-SCH	101.42411.0333
GORRES/BETH		.02195											
40733	10/01/14	GARDEN DEPOSIT REFUND	15.00		090914			D	N			DEPOSITS	101.230000
GRAINGER INC		000786											
40734	10/01/14	R-22 REFRIGERANT	2,085.51		9521656729			D	N			GENERAL SUPPLIES	101.45433.0229
40734	10/01/14	HAND HELD SPRAYERS	36.48		9537573983			D	N			SMALL TOOLS	101.45433.0221
40734	10/01/14	FIRE HOSE NOZZLE	88.92		9544916456			D	N			SMALL TOOLS	651.48484.0221
			2,210.91	*CHECK TOTAL									
		VENDOR TOTAL	2,210.91										
HANSEN ADVERTISING SPECI		000321											
40735	10/01/14	10TH ANNIV. PROMO ITEMS	518.80		32885			D	N			OTHER SERVICES	101.45437.0339
40735	10/01/14	WELCOME BAGS	1,806.30		33095			D	N			GENERAL SUPPLIES	208.45005.0229
40735	10/01/14	WELCOME BAG SUPPLIES	1,764.44		33096			D	N			OTHER CHARGES	208.45008.0449
			4,089.54	*CHECK TOTAL									
		VENDOR TOTAL	4,089.54										
HARTLAND OFFICIALS ASSOC		002608											
40736	10/01/14	SB LEAGUE OFFICIALS	880.00		090214			D	N			PROFESSIONAL SER	101.45432.0446
40736	10/01/14	TENNIS OFFICIALS	600.00		090214			D	N			PROFESSIONAL SER	101.45432.0446
			1,480.00	*CHECK TOTAL									
		VENDOR TOTAL	1,480.00										
HAUG IMPLEMENT CO - JOHN		000324											
40737	10/01/14	OIL FILTERS	41.76		175200			D	N			MTCE. OF EQUIPME	651.48486.0224
40737	10/01/14	MOWER PARTS	53.20		175647			D	N			MTCE. OF EQUIPME	101.45433.0224

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HAUG IMPLEMENT CO - JOHN 000324													
40737	10/01/14	#125025-BUSHING	9.19		175734			D	N			MTCE. OF EQUIPME	101.43425.0224
40737	10/01/14	REPL. HONEYWAGON SHOVELS	127.61		176382			D	N			MTCE. OF EQUIPME	651.48486.0224
			231.76	*CHECK TOTAL									
		VENDOR TOTAL	231.76										
HAUG-KUBOTA LLC 002609													
40738	10/01/14	BOLT	1.36		R5023			D	N			MTCE. OF EQUIPME	651.48484.0224
40738	10/01/14	MOWER BLADES	61.35		5166			D	N			SMALL TOOLS	101.45433.0221
40738	10/01/14	MOWER BLADE/PARTS	63.34		5178			D	N			MTCE. OF EQUIPME	651.48484.0224
40738	10/01/14	OIL	29.20		5192			D	N			MOTOR FUELS AND	101.45433.0222
40738	10/01/14	OIL FILTER	67.15		5192			D	N			MTCE. OF EQUIPME	101.45433.0224
40738	10/01/14	OIL FILTER	44.85		5193			D	N			MTCE. OF EQUIPME	101.45433.0224
40738	10/01/14	UTIL. CART ROOF/WNDSHLD	705.00		5219			D	N			MACHINERY AND AU	651.48484.0553
40738	10/01/14	#115645-AXLE/BRNGS/SEAL	418.13		5238			D	N			MTCE. OF EQUIPME	101.43425.0224
			1,390.38	*CHECK TOTAL									
		VENDOR TOTAL	1,390.38										
HAWKINS INC 000325													
40739	10/01/14	FERRIC CHLORIDE	4,575.87		3642106 RI			D	N			GENERAL SUPPLIES	651.48484.0229
40739	10/01/14	FERRIC CHLORIDE	4,572.00		3644135 RI			D	N			GENERAL SUPPLIES	651.48484.0229
40739	10/01/14	FERRIC CHLORIDE	4,572.00		3647099 RI			D	N			GENERAL SUPPLIES	651.48484.0229
			13,719.87	*CHECK TOTAL									
		VENDOR TOTAL	13,719.87										
HAYNES WINDOW CLEANING S 000327													
40740	10/01/14	CLEANING SERVICES	60.00		24606			D	N			CLEANING AND WAS	101.41409.0338
HILLYARD FLOOR CARE SUPP 000333													
40741	10/01/14	CLEANING SUPPLIES	429.68		601305585			D	N			CLEANING AND WAS	101.45435.0228
40741	10/01/14	CLEANING SUPPLIES	341.80		601305593			D	N			CLEANING AND WAS	101.45435.0228
			771.48	*CHECK TOTAL									
		VENDOR TOTAL	771.48										
HUMANE SOCIETY OF KANDIY 002907													
40742	10/01/14	ANIMAL CARE SERV-3RD Q	7,200.00		6820			D	N			OTHER SERVICES	101.42411.0339
HYDRITE CHEMICAL CO 002837													
40743	10/01/14	ANTIFOAM	934.00		01738601			D	N			GENERAL SUPPLIES	651.48484.0229
40743	10/01/14	MAGNESIUM HYDROXIDE	9,114.30		01741464			D	N			GENERAL SUPPLIES	651.48484.0229
40743	10/01/14	ANTIFOAM	934.00CR		01741491			D	N			GENERAL SUPPLIES	651.48484.0229
40743	10/01/14	ANTIFOAM	924.00		01741510			D	N			GENERAL SUPPLIES	651.48484.0229
			10,038.30	*CHECK TOTAL									
		VENDOR TOTAL	10,038.30										
I & M LANDSCAPING NURSER 000343													
40744	10/01/14	GRASS SEED	187.50		27747			D	N			MTCE. OF OTHER I	101.43425.0226

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
IMAGE TREND INC		002910											
40745	10/01/14	SOFTWARE SUPPORT	500.00		29425			D	N			PROFESSIONAL SER	101.42412.0446
INNOVATIVE OFFICE SOLUTI		003023											
40746	10/01/14	COFFEE/PAPER PLATES	123.85		IN0611479			D	N			GENERAL SUPPLIES	101.42412.0229
INTERSTATE POWER SYSTEMS		001699											
40747	10/01/14	THREADLOCK ADHESIVE	38.31		608282 RI			D	N			GENERAL SUPPLIES	651.48484.0229
IVERSON/JEAN		.01780											
40748	10/01/14	GARDEN DEPOSIT REFUND	15.00		090914			D	N			DEPOSITS	101.230000
JAGUSH/JEFFREY		003037											
40749	10/01/14	MILEAGE 9/2-9/26/14	44.80		092914			D	N			TRAVEL-CONF.-SCH	101.43425.0333
40749	10/01/14	MILEAGE 9/2-9/26/14	44.80		092914			D	N			TRAVEL-CONF.-SCH	651.48484.0333
			89.60	*CHECK TOTAL									
		VENDOR TOTAL	89.60										
JIMMY JOHN'S		.02079											
40750	10/01/14	SIGN DEPOSIT REF 2014-24	100.00		2014-24			D	N			DEPOSITS-SIGN PE	101.230001
JOBSHQ		002923											
40751	10/01/14	FIREFIGHTER POSITION AD	397.00		103559/8-14			D	N			ADVERTISING	101.42412.0447
40751	10/01/14	PUB. WRKS/ARENA AD	379.44		103559/8-14			D	N			ADVERTISING	101.43425.0447
			776.44	*CHECK TOTAL									
		VENDOR TOTAL	776.44										
KANDIYOHI CO AUDITOR		000376											
40752	10/01/14	15 AIR CARDS JUL-SEP	1,574.55		100114			D	N			COMMUNICATIONS	101.42411.0330
KANDIYOHI CO PUBLIC WORK		000381											
40753	10/01/14	681.10 GALLONS UNLEADE	2,351.16		090814			D	N			INVENTORIES-MDSE	101.125000
40753	10/01/14	777.72 GALLONS DIESEL	2,741.48		090814			D	N			INVENTORIES-MDSE	101.125000
			5,092.64	*CHECK TOTAL									
		VENDOR TOTAL	5,092.64										
KANDIYOHI CO-OP ELECTRIC		000375											
40754	10/01/14	WELCOME TO WILLMAR SIGN	111.00		STMT/9-14			D	N			UTILITIES	101.43425.0332
40754	10/01/14	WELCOME TO WILLMAR SIGN	69.08		STMT/9-14			D	N			UTILITIES	101.43425.0332
40754	10/01/14	CO RD 23/HWY 71 BYPASS	141.00		STMT/9-14			D	N			UTILITIES	101.43425.0332
40754	10/01/14	ELEC SERV-LIFT STATIONS	995.00		STMT/9-14			D	N			UTILITIES	651.48485.0332
40754	10/01/14	ABBOTT DR LIFT STATION	130.00		STMT/9-14			D	N			UTILITIES	651.48485.0332
40754	10/01/14	ELEC SERV-SECURITY LIGHT	36.00		STMT/9-14			D	N			UTILITIES	651.48486.0332
			1,482.08	*CHECK TOTAL									
		VENDOR TOTAL	1,482.08										
KARSTEN/PEGGY		.01524											
40755	10/01/14	GARDEN DEPOSIT REFUND	35.00		090914			D	N			DEPOSITS	101.230000

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KENNEDY & GRAVEN, CHARTE 002520												
40756 10/01/14	2014A GO SWR REV BONDS	5,500.00		WL300-25			D	N			PROFESSIONAL SER	432.48504.0446
KORN FERRY LEADERSHIP 003114												
40757 10/01/14	SGT PROMOTION ASSMNT	1,050.00		195001083			D	N			PROFESSIONAL SER	101.42411.0446
KUECHLE UNDERGROUND INC 002657												
40758 10/01/14	TURF RUNWAY IMPROVEME	27,857.61		EST. 2/FINAL			D	N			MTCE. OF OTHER I	430.43430.0336
40758 10/01/14	4TH AVE SW IMPROVEME	100,875.75		1302-B/EST. 5			D	N			MTCE. OF OTHER I	413.48452.0336
		128,733.36	*CHECK TOTAL									
	VENDOR TOTAL	128,733.36										
LANGE/CRAIG 002000												
40759 10/01/14	LEADERSHIP ACADEMY	9.00		591			D	N			TRAVEL-CONF.-SCH	101.42411.0333
LEAGUE OF MN CITIES 000412												
40760 10/01/14	OKINS-MEETING REGIS.	40.00		203642			D	N			TRAVEL-CONF.-SCH	101.41405.0333
LET'S PLAY INC 002760												
40761 10/01/14	HOCKEY TOURNAMENT AD	535.00		13201			D	N			OTHER CHARGES	208.45011.0449
LEXIPOL LLC .02203												
40762 10/01/14	POLICY MANUAL SUBSCRIP	1,706.23		12034			D	N			PREPAID EXPENSES	101.128000
40762 10/01/14	POLICY MANUAL SUBSCRIP.	568.77		12034			D	N			SUBSCRIPTIONS AN	101.42412.0443
		2,275.00	*CHECK TOTAL									
	VENDOR TOTAL	2,275.00										
LIFELOC TECHNOLOGIES INC 000978												
40763 10/01/14	PBT MOUTH PIECES	85.50		0185712			D	N			GENERAL SUPPLIES	101.42411.0229
LINCOLN FINANCIAL GROUP 002789												
40764 10/01/14	LIFE INSURANCE-OCTOBER	41.75		M279			D	N			COBRA INS PREMIU	101.120001
40764 10/01/14	LIFE INSURANCE-OCTOBER	55.80		M279			D	N			EMPLOYER INSUR.	101.41400.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	48.75		M279			D	N			EMPLOYER INSUR.	101.41402.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	16.25		M279			D	N			EMPLOYER INSUR.	101.41403.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	29.25		M279			D	N			EMPLOYER INSUR.	101.41404.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	39.00		M279			D	N			EMPLOYER INSUR.	101.41405.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	9.75		M279			D	N			EMPLOYER INSUR.	101.41408.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	39.00		M279			D	N			EMPLOYER INSUR.	101.41409.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	3.25		M279			D	N			EMPLOYER INSUR.	101.41424.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	1,435.25		M279			D	N			INS. PASS THROUG	101.41428.0819
40764 10/01/14	LIFE INSURANCE-OCTOBER	341.25		M279			D	N			EMPLOYER INSUR.	101.42411.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	29.25		M279			D	N			EMPLOYER INSUR.	101.42412.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	43.87		M279			D	N			EMPLOYER INSUR.	101.43417.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	196.96		M279			D	N			EMPLOYER INSUR.	101.43425.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	9.75		M279			D	N			EMPLOYER INSUR.	101.45432.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	29.25		M279			D	N			EMPLOYER INSUR.	101.45433.0114
40764 10/01/14	LIFE INSURANCE-OCTOBER	5.85		M279			D	N			EMPLOYER INSUR.	101.45435.0114

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
LINCOLN FINANCIAL GROUP 002789													
40764	10/01/14	LIFE INSURANCE-OCTOBER	4.87		M279			D	N			EMPLOYER INSUR.	101.45437.0114
40764	10/01/14	LIFE INSURANCE-OCTOBER	89.70		M279			D	N			EMPLOYER INSUR.	651.48484.0114
40764	10/01/14	LIFE INSURANCE-OCTOBER	9.75		M279			D	N			EMPLOYER INSUR.	651.48485.0114
40764	10/01/14	LIFE INSURANCE-OCTOBER	9.75		M279			D	N			EMPLOYER INSUR.	651.48486.0114
			2,488.30	*CHECK TOTAL									
		VENDOR TOTAL	2,488.30										
LITTLE FALLS MACHINE INC 000928													
40765	10/01/14	WING SADDLE/PLOW CYL.	1,280.28		00054604			D	N			MTCE. OF EQUIPME	101.43425.0224
M & M COIN LAUNDRY .01152													
40766	10/01/14	SIGN DEPOSIT REF 2014-19	100.00		2014-19			D	N			DEPOSITS-SIGN PE	101.230001
MAAO/REGION VI 001271													
40767	10/01/14	MEMBERSHIP DUES	200.00		091814			D	N			PREPAID EXPENSES	101.128000
40767	10/01/14	MEMBERSHIP DUES	200.00		091814			D	N			PREPAID EXPENSES	101.128000
			400.00	*CHECK TOTAL									
		VENDOR TOTAL	400.00										
MACQUEEN EQUIPMENT INC 000427													
40768	10/01/14	SNOGO SNOW BLOWER	158,225.00		1140124			D	N			MACHINERY AND AU	450.43425.0553
40768	10/01/14	#130012-HOSE/BROOM	696.62		2145569			D	N			MTCE. OF EQUIPME	101.43425.0224
40768	10/01/14	SWEEPER BROOMS	2,619.95		2145685			D	N			MTCE. OF EQUIPME	101.43425.0224
40768	10/01/14	#130012-NOZZLES/GROMMETS	46.31		2145854			D	N			MTCE. OF EQUIPME	101.43425.0224
40768	10/01/14	FILTERS/CONNECTORS	293.03		2145959			D	N			MTCE. OF EQUIPME	101.43425.0224
			161,880.91	*CHECK TOTAL									
		VENDOR TOTAL	161,880.91										
MADISON NATIONAL LIFE 002249													
40769	10/01/14	LTD PREMIUM-OCTOBER	44.93		219			D	N			EMPLOYER INSUR.	101.41400.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	88.01		219			D	N			EMPLOYER INSUR.	101.41402.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	33.45		219			D	N			EMPLOYER INSUR.	101.41403.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	43.80		219			D	N			EMPLOYER INSUR.	101.41404.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	58.96		219			D	N			EMPLOYER INSUR.	101.41405.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	9.21		219			D	N			EMPLOYER INSUR.	101.41408.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	48.58		219			D	N			EMPLOYER INSUR.	101.41409.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	2.85		219			D	N			EMPLOYER INSUR.	101.41424.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	575.78		219			D	N			EMPLOYER INSUR.	101.42411.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	42.23		219			D	N			EMPLOYER INSUR.	101.42412.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	75.10		219			D	N			EMPLOYER INSUR.	101.43417.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	38.23		219			D	N			EMPLOYER INSUR.	101.43425.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	10.43		219			D	N			EMPLOYER INSUR.	101.45432.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	27.44		219			D	N			EMPLOYER INSUR.	101.45433.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	4.27		219			D	N			EMPLOYER INSUR.	101.45435.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	6.68		219			D	N			EMPLOYER INSUR.	101.45437.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	123.76		219			D	N			EMPLOYER INSUR.	651.48484.0114
40769	10/01/14	LTD PREMIUM-OCTOBER	13.35		219			D	N			EMPLOYER INSUR.	651.48485.0114

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MADISON NATIONAL LIFE		002249											
40769	10/01/14	LTD PREMIUM-OCTOBER	13.68		219			D	N			EMPLOYER INSUR.	651.48486.0114
			1,260.74	*CHECK TOTAL									
		VENDOR TOTAL	1,260.74										
MAGNUSON SHEET METAL INC		001121											
40770	10/01/14	A/C MTCE-LABOR	75.00		124679			D	N			MTCE. OF STRUCTU	101.45433.0335
MBPTA		001749											
40771	10/01/14	BONNEMA-SEMINAR REGIS.	75.00		091514			D	N			TRAVEL-CONF.-SCH	101.41402.0333
MENARDS		000449											
40772	10/01/14	ELEVATOR LT FIXTURE	25.46		57627			D	N			MTCE. OF STRUCTU	101.41408.0225
40772	10/01/14	WATER SHUT OFF PARTS	20.06		57644			D	N			MTCE. OF STRUCTU	651.48484.0225
40772	10/01/14	ANTIFREEZE	160.20		57928			D	N			GENERAL SUPPLIES	101.43425.0229
40772	10/01/14	BLDG MTCE-MATERIALS	52.88		58070			D	N			MTCE. OF STRUCTU	101.41409.0225
40772	10/01/14	HEADWORKS SUPPLIES	85.54		58075			D	N			GENERAL SUPPLIES	651.48484.0229
40772	10/01/14	SUPPLIES	13.44		58084			D	N			GENERAL SUPPLIES	101.41409.0229
40772	10/01/14	INFLUENT SAMPLER PARTS	14.79		58095			D	N			MTCE. OF STRUCTU	651.48484.0225
40772	10/01/14	PLUMBING PARTS	35.03		58098			D	N			MTCE. OF STRUCTU	101.43425.0225
40772	10/01/14	SUPPLIES	15.20		58151			D	N			GENERAL SUPPLIES	101.45427.0229
40772	10/01/14	BLDG MTCE-PARTS	61.64		58341			D	N			MTCE. OF STRUCTU	101.41409.0225
40772	10/01/14	CONCRETE CRACK FILLER	6.54		58439			D	N			MTCE. OF STRUCTU	651.48484.0225
40772	10/01/14	10'X 20' RUBBER ROOFING	198.00		58444			D	N			MTCE. OF STRUCTU	101.45437.0225
40772	10/01/14	PAINT	63.96		58533			D	N			MTCE. OF STRUCTU	101.41409.0225
40772	10/01/14	PAINTING SUPPLIES	21.52		58533			D	N			GENERAL SUPPLIES	101.41409.0229
40772	10/01/14	WALL BASE ADHESIVE	5.52		58613			D	N			GENERAL SUPPLIES	101.45433.0229
40772	10/01/14	PAINT FOR BLDG	63.96		58698			D	N			MTCE. OF STRUCTU	101.41409.0225
40772	10/01/14	WRAC-8 SUPPLIES	39.98		58698			D	N			GENERAL SUPPLIES	101.41409.0229
40772	10/01/14	PAINT TRAY LINER	3.35		58698			D	N			GENERAL SUPPLIES	101.41409.0229
40772	10/01/14	SWR PIPE-BIOSOLID TANKS	5.98		58702			D	N			MTCE. OF OTHER I	651.48486.0226
40772	10/01/14	BLDG MTCE-MATERIALS	7.19		58904			D	N			MTCE. OF STRUCTU	101.41409.0225
40772	10/01/14	ADHESIVE	9.00		58928			D	N			GENERAL SUPPLIES	101.45433.0229
40772	10/01/14	PLANT SUPPLIES	73.89		59149			D	N			GENERAL SUPPLIES	651.48484.0229
			983.13	*CHECK TOTAL									
		VENDOR TOTAL	983.13										
METRO SALES INC		003016											
40773	10/01/14	COPIER MTCE 9/12-10/11	201.36		INV70911			D	N			MTCE. OF EQUIPME	741.48001.0334
MINI BIFF LLC		001805											
40774	10/01/14	TOILET RENTALS	77.25		A-66393			D	N			RENTS	101.43425.0440
40774	10/01/14	TOILET RENTALS	154.50		A-66394			D	N			RENTS	101.43425.0440
40774	10/01/14	TOILET RENTALS	77.25		A-66395			D	N			RENTS	101.43425.0440
40774	10/01/14	TOILET RENTALS	77.25		A-66398			D	N			RENTS	101.43425.0440
40774	10/01/14	TOILET RENTALS	77.25		A-66399			D	N			RENTS	101.43425.0440
40774	10/01/14	TOILET RENTALS	64.38		A-66632			D	N			RENTS	101.43425.0440
			527.88	*CHECK TOTAL									
		VENDOR TOTAL	527.88										

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MINNEAPOLIS FINANCE DEPA 000466													
40775	10/01/14	AUTO PAWN TRANS FEE	139.50		400413005269			D	N			PROFESSIONAL SER	101.42411.0446
MN DEPT OF REVENUE 000492													
203	09/19/14	SALES TAX-AUGUST	1,829.00		STMT/8-14			M	N			SALES TAX PAYABL	101.206000
203	09/19/14	USE TAX-AUGUST	241.81		STMT/8-14			M	N			SALES TAX PAYABL	101.206000
203	09/19/14	USE TAX-AUGUST	2.17CR		STMT/8-14			M	N			GENERAL SUPPLIES	101.42411.0229
203	09/19/14	DIESEL FUEL TAX-AUGUST	81.17		STMT/8-14			M	N			MOTOR FUELS AND	101.43425.0222
203	09/19/14	USE TAX-AUGUST	137.91		STMT/8-14			M	N			MOTOR FUELS AND	101.43425.0222
203	09/19/14	USE TAX-AUGUST	0.31CR		STMT/8-14			M	N			GENERAL SUPPLIES	101.45433.0229
203	09/19/14	USE TAX-AUGUST	1.52CR		STMT/8-14			M	N			GENERAL SUPPLIES	101.45437.0229
203	09/19/14	USE TAX-AUGUST	2.28		STMT/8-14			M	N			MOTOR FUELS AND	230.43430.0222
203	09/19/14	DIESEL FUEL TAX-AUGUST	75.58		STMT/8-14			M	N			MOTOR FUELS AND	651.48485.0222
			2,363.75	*CHECK TOTAL									
		VENDOR TOTAL	2,363.75										
MN HWY SAFETY & RESEARCH 000352													
40776	10/01/14	LIEBL-SEMINAR REGIS.	469.00		629430-4013			D	N			TRAVEL-CONF.-SCH	101.42411.0333
40776	10/01/14	VAZQUEZ-SEMINAR REGIS.	396.00		629430-4029			D	N			TRAVEL-CONF.-SCH	101.42411.0333
40776	10/01/14	VAZQUEZ-SEMINAR REGIS.	469.00		629430-4034			D	N			TRAVEL-CONF.-SCH	101.42411.0333
			1,334.00	*CHECK TOTAL									
		VENDOR TOTAL	1,334.00										
MN POLLUTION CONTROL AGE 000511													
40777	10/01/14	WASTEWATER CERTIF. EXAM	55.00		091514			D	N			LICENSES AND TAX	651.48484.0445
MN POLLUTION CONTROL AGE 000512													
40674	09/11/14	SCHUELER-SEMINAR REGIS.	300.00		091114			D	N			TRAVEL-CONF.-SCH	651.48486.0333
MN SPORTS FEDERATION 000517													
40778	10/01/14	TEAM MEMBERSHIP FEES	52.00		092314			D	N			OTHER CHARGES	101.45432.0449
40778	10/01/14	TEAM MEMBERSHIP FEES	52.00		092314			D	N			OTHER CHARGES	101.45432.0449
			104.00	*CHECK TOTAL									
		VENDOR TOTAL	104.00										
MN STATE FIRE DEPARTMENT 000519													
40779	10/01/14	2015 MEMBERSHIP DUES	385.00		092914			D	N			PREPAID EXPENSES	101.128000
MONSON EXCAVATING LLC/GA 002040													
40780	10/01/14	CEMENT	301.50		1364CC			D	N			MTCE. OF OTHER I	101.43425.0226
40780	10/01/14	MIX FOR STREET PATCHIN	2,310.97		1419CC			D	N			MTCE. OF OTHER I	101.43425.0226
			2,612.47	*CHECK TOTAL									
		VENDOR TOTAL	2,612.47										
MOSS & BARNETT 001655													
40781	10/01/14	CATV LEGAL SERVICES	1,088.81		612139			D	N			PROFESSIONAL SER	101.41406.0446
MVTL LABORATORIES INC 000544													
40782	10/01/14	WASTEWATER TESTING	45.00		719687			D	N			PROFESSIONAL SER	651.48484.0446

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MVTL LABORATORIES INC		000544											
40782	10/01/14	WASTEWATER TESTING	439.75		720593			D	N			PROFESSIONAL SER	651.48484.0446
40782	10/01/14	BIOSOLIDS TESTING	1,929.50		720991			D	N			PROFESSIONAL SER	651.48486.0446
40782	10/01/14	WASTEWATER TESTING	494.00		721978			D	N			PROFESSIONAL SER	651.48484.0446
40782	10/01/14	WASTEWATER TESTING	45.00		722255			D	N			PROFESSIONAL SER	651.48484.0446
40782	10/01/14	STERILITY TEST	70.00		722983			D	N			PROFESSIONAL SER	651.48484.0446
			3,023.25	*CHECK TOTAL									
		VENDOR TOTAL	3,023.25										
NELSON/CHAD		001794											
40783	10/01/14	LEADERSHIP ACADEMY	8.12		592			D	N			TRAVEL-CONF.-SCH	101.42411.0333
NORBIE/MARK		.02200											
40784	10/01/14	REFUND BLDG PERMIT 22154	215.44		2014-22154			D	N			REFUNDS AND REIM	101.41428.0882
40784	10/01/14	REFUND BLDG PERMIT 22155	52.50		2014-22155			D	N			REFUNDS AND REIM	101.41428.0882
			267.94	*CHECK TOTAL									
		VENDOR TOTAL	267.94										
OFFICE SERVICES		000589											
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	140.17		STMT/8-14			D	N			OFFICE SUPPLIES	101.41400.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	24.76		STMT/8-14			D	N			OFFICE SUPPLIES	101.41401.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	452.64		STMT/8-14			D	N			OFFICE SUPPLIES	101.41402.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	89.41		STMT/8-14			D	N			OFFICE SUPPLIES	101.41403.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	69.59		STMT/8-14			D	N			OFFICE SUPPLIES	101.41404.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	298.87		STMT/8-14			D	N			OFFICE SUPPLIES	101.41405.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	14.06		STMT/8-14			D	N			OFFICE SUPPLIES	101.41409.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	2.88		STMT/8-14			D	N			OFFICE SUPPLIES	101.41424.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	127.96		STMT/8-14			D	N			OFFICE SUPPLIES	101.42411.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	11.43		STMT/8-14			D	N			OFFICE SUPPLIES	101.42412.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	189.88		STMT/8-14			D	N			OFFICE SUPPLIES	101.43417.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	20.73		STMT/8-14			D	N			OFFICE SUPPLIES	101.43425.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	44.81		STMT/8-14			D	N			OFFICE SUPPLIES	101.45432.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	4.40		STMT/8-14			D	N			OFFICE SUPPLIES	230.43430.0220
40785	10/01/14	OFFICE SUPPLIES-JUL/AUG	4.65		STMT/8-14			D	N			OFFICE SUPPLIES	651.48484.0220
			1,496.24	*CHECK TOTAL									
		VENDOR TOTAL	1,496.24										
PETERSON SHOE STORE		000608											
40786	10/01/14	QUAM-SAFETY BOOTS	125.00		159362			D	N			SUBSISTENCE OF P	101.43425.0227
40786	10/01/14	NELSON-SAFETY BOOTS	125.00		159573			D	N			SUBSISTENCE OF P	101.43425.0227
40786	10/01/14	DELEEUW-SAFETY BOOTS	125.00		159680			D	N			SUBSISTENCE OF P	101.43425.0227
			375.00	*CHECK TOTAL									
		VENDOR TOTAL	375.00										
PREMIUM WATERS INC		000374											
40787	10/01/14	DRINKING WATER	25.00		329949/8-14			D	N			SUBSISTENCE OF P	101.42412.0227
40787	10/01/14	SOFTENER SALT	12.00		329949/8-14			D	N			GENERAL SUPPLIES	101.42412.0229
			37.00	*CHECK TOTAL									
		VENDOR TOTAL	37.00										

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
PRICE/CRAIG .02196												
40788 10/01/14	REFUND JERSEY DEPOSIT	30.00		091114			D	N			REFUNDS AND REIM	101.41428.0882
QUALITY FLOW SYSTEMS INC 000633												
40789 10/01/14	L.S. IMPELLERS	1,671.34		28433			D	N			MTCE. OF EQUIPME	651.48485.0224
QUAM CONSTRUCTION CO INC 000634												
40790 10/01/14	FERNCO FOR SEWER REPAIR	88.00		1664			D	N			MTCE. OF OTHER I	101.43425.0226
QUICK SIGNS 001093												
40791 10/01/14	WHITE ADVERTISING BRD	748.00		170425			D	N			ADVERTISING	101.45433.0447
R & R SPECIALTIES INC 000636												
40792 10/01/14	BLADE SHARPENING	58.50		0055292			D	N			MTCE. OF EQUIPME	101.45433.0334
REKEDAL/LILA .02197												
40793 10/01/14	GARDEN DEPOSIT REFUND	15.00		090914			D	N			DEPOSITS	101.230000
RICOH USA INC 002101												
40794 10/01/14	COPIER LEASE AGRMT	632.00		93256692			D	N			RENTS	741.48001.0440
RIECKMAN/LAURAL .02201												
40795 10/01/14	CLEANING SUPPLIES	34.19		1213			D	N			CLEANING AND WAS	101.45435.0228
RODRIGUEZ/NORA .02202												
40796 10/01/14	REFUND SHELTER DEPOSIT	50.00		092214			D	N			DEPOSITS	101.230000
ROTARY CLUB OF WILLMAR 000829												
40797 10/01/14	QUARTERLY MEALS	136.50		1016			D	N			SUBSISTENCE OF P	101.41400.0227
40797 10/01/14	QUARTERLY DUES OCT-DEC	35.00		1016			D	N			SUBSCRIPTIONS AN	101.41400.0443
		171.50	*CHECK TOTAL									
	VENDOR TOTAL	171.50										
RULE TIRE SHOP 000665												
40798 10/01/14	#067795-TIRES	767.96		1-552			D	N			MTCE. OF EQUIPME	101.43425.0224
40798 10/01/14	#067795-INST. TIRES	39.96		1-552			D	N			MTCE. OF EQUIPME	101.43425.0334
40798 10/01/14	MOUNT ZAMBONI TIRES	80.00		1-583			D	N			MTCE. OF EQUIPME	101.45433.0334
40798 10/01/14	#059968-SWITCH TIRES	50.00		1-635			D	N			MTCE. OF EQUIPME	101.43425.0224
40798 10/01/14	#059968-SWITCH TIRES	180.00		1-635			D	N			MTCE. OF EQUIPME	101.43425.0334
		1,117.92	*CHECK TOTAL									
	VENDOR TOTAL	1,117.92										
RUNNING'S SUPPLY INC 001418												
40799 10/01/14	AIR COMPRESSOR OIL	43.96		3490509			D	N			MOTOR FUELS AND	651.48486.0222
40799 10/01/14	BOOT WASH HANGERS	24.97		3495977			D	N			MTCE. OF STRUCTU	651.48484.0225
40799 10/01/14	EYE BOLT CLAMPS	49.79		3495977			D	N			MTCE. OF STRUCTU	651.48484.0225
40799 10/01/14	WEED KILLER	755.37		3501248			D	N			GENERAL SUPPLIES	101.43425.0229
40799 10/01/14	MOUSE POISON	25.48		3502133			D	N			GENERAL SUPPLIES	101.43425.0229

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
RUNNING'S SUPPLY INC		001418											
40799	10/01/14	REUSABLE MOUSE TRAPS	23.46		3504258			D	N			SMALL TOOLS	101.43425.0221
40799	10/01/14	TORCH FOR TAC TRAILER	45.99		3505219			D	N			SMALL TOOLS	101.43425.0221
40799	10/01/14	INSECT FOGGER	75.96		3509602			D	N			GENERAL SUPPLIES	101.45433.0229
40799	10/01/14	HOSE VALVES	20.96		3509644			D	N			MTCE. OF EQUIPME	101.43425.0224
			1,065.94	*CHECK TOTAL									
		VENDOR TOTAL	1,065.94										
SCHUELER/ALLEN		002142											
40800	10/01/14	MWOA SECTION MEETING	73.92		090914			D	N			TRAVEL-CONF.-SCH	651.48484.0333
40800	10/01/14	LAND APPLICATIONS COURSE	101.36		092314			D	N			TRAVEL-CONF.-SCH	651.48486.0333
			175.28	*CHECK TOTAL									
		VENDOR TOTAL	175.28										
SCHWANKE TRACTOR & TRUCK		000681											
40801	10/01/14	GEAR PULLER	675.00		3877			D	N			SMALL TOOLS	651.48484.0221
SERVICE CENTER/CITY OF W		000685											
40802	10/01/14	EQUIPMENT REPAIR-OIL	23.80		STMT/8-14			D	N			MOTOR FUELS AND	101.42411.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	23.40		STMT/8-14			D	N			MTCE. OF EQUIPME	101.42411.0224
40802	10/01/14	EQUIPMENT REPAIR-PARTS	335.05		STMT/8-14			D	N			MTCE. OF EQUIPME	101.42412.0224
40802	10/01/14	EQUIPMENT REPAIR-OIL	10.20		STMT/8-14			D	N			MOTOR FUELS AND	101.43417.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	21.33		STMT/8-14			D	N			MTCE. OF EQUIPME	101.43417.0224
40802	10/01/14	EQUIPMENT REPAIR-OIL	412.30		STMT/8-14			D	N			MOTOR FUELS AND	101.43425.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	486.11		STMT/8-14			D	N			MTCE. OF EQUIPME	101.43425.0224
40802	10/01/14	EQUIPMENT REPAIR-OIL	13.60		STMT/8-14			D	N			MOTOR FUELS AND	101.45433.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	15.97		STMT/8-14			D	N			MTCE. OF EQUIPME	101.45433.0224
40802	10/01/14	GAS-55.58 GALLONS	180.64		STMT/8-14			D	N			MOTOR FUELS AND	101.41402.0222
40802	10/01/14	GAS-42.45 GALLONS	138.05		STMT/8-14			D	N			MOTOR FUELS AND	101.41408.0222
40802	10/01/14	GAS-2152.29 GALLONS	7,078.21		STMT/8-14			D	N			MOTOR FUELS AND	101.42411.0222
40802	10/01/14	DIESEL-164.54 GALLONS	517.05		STMT/8-14			D	N			MOTOR FUELS AND	101.42412.0222
40802	10/01/14	GAS-67.15 GALLONS	221.11		STMT/8-14			D	N			MOTOR FUELS AND	101.42412.0222
40802	10/01/14	GAS-117.29 GALLONS	384.68		STMT/8-14			D	N			MOTOR FUELS AND	101.43417.0222
40802	10/01/14	DIESEL-1757.02 GALLONS	5,542.97		STMT/8-14			D	N			MOTOR FUELS AND	101.43425.0222
40802	10/01/14	GAS-1168.04 GALLONS	3,818.86		STMT/8-14			D	N			MOTOR FUELS AND	101.43425.0222
40802	10/01/14	GAS-71.99 GALLONS	234.06		STMT/8-14			D	N			MOTOR FUELS AND	101.45433.0222
40802	10/01/14	DIESEL-20.01 GALLONS	63.03		STMT/8-14			D	N			MOTOR FUELS AND	230.43430.0222
40802	10/01/14	DIESEL-150.10 GALLONS	483.49		STMT/8-14			D	N			MOTOR FUELS AND	651.48485.0222
40802	10/01/14	EQUIPMENT REPAIR-OIL	68.64		STMT/9-14			D	N			MOTOR FUELS AND	101.42411.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	637.85		STMT/9-14			D	N			MTCE. OF EQUIPME	101.42411.0224
40802	10/01/14	EQUIPMENT REPAIR-OIL	205.26		STMT/9-14			D	N			MOTOR FUELS AND	101.43425.0222
40802	10/01/14	EQUIPMENT REPAIR-PARTS	196.90		STMT/9-14			D	N			MTCE. OF EQUIPME	101.43425.0224
			21,112.56	*CHECK TOTAL									
		VENDOR TOTAL	21,112.56										
SHERWIN WILLIAMS CO		000690											
40803	10/01/14	TRAFFIC PAINT	261.25		3323-6			D	N			GENERAL SUPPLIES	101.43425.0229
40803	10/01/14	PAINT FOR SIGNS	144.74		3558-7			D	N			MTCE. OF OTHER I	101.43425.0226
			405.99	*CHECK TOTAL									
		VENDOR TOTAL	405.99										

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
SHORT ELLIOT HENDRICKSON 001987												
40804 10/01/14	HWY 12 CORRIDOR STUDY	7,261.04		287263		D	N				OTHER IMPROVEMEN	450.43425.0554
SKOVIERA/SAM .01957												
40805 10/01/14	GARDEN DEPOSIT REFUND	30.00		090914		D	N				DEPOSITS	101.230000
SMITH/PATRICIA .02198												
40806 10/01/14	REFUND SHELTER DEPOSIT	50.00		091114		D	N				DEPOSITS	101.230000
SOMMERS/JANELL .00646												
40807 10/01/14	NOTARY FEE	20.00		58223		D	N				PROFESSIONAL SER	101.41400.0446
SRF CONSULTING GROUP INC 003049												
40808 10/01/14	PARK & REC MASTER PLAN	3,365.80		08539.00-2		D	N				PROFESSIONAL SER	101.45432.0446
STAR TRIBUNE 000710												
40809 10/01/14	MN EXPLORER AD	285.00		100020057		D	N				OTHER CHARGES	208.45010.0449
STARK PRESERVATION PLNG 003105												
40810 10/01/14	HISTORIC RESOURCE MITI	6,481.60		300		D	N				PROFESSIONAL SER	205.43451.0446
STATEWIDE DISTRIBUTING I 000718												
40811 10/01/14	CONCESSION SUPPLIES	92.00		098766		D	N				GENERAL SUPPLIES	101.45433.0229
STEVENS/CHARLENE 002905												
40812 10/01/14	ICMA CONFERENCE	41.84		092314		D	M	07			TRAVEL-CONF.-SCH	101.41400.0333
SW - WEST CNTRL SERVICES 000892												
40676 09/18/14	HEALTH INSURANCE-OCT	3,032.00		C279		D	N				COBRA INS PREMIU	101.120001
40676 09/18/14	HEALTH INSURANCE-OCT	4,061.00		C279		D	N				EMPLOYER INSUR.	101.41400.0114
40676 09/18/14	HEALTH INSURANCE-OCT	5,303.50		C279		D	N				EMPLOYER INSUR.	101.41402.0114
40676 09/18/14	HEALTH INSURANCE-OCT	3,101.50		C279		D	N				EMPLOYER INSUR.	101.41403.0114
40676 09/18/14	HEALTH INSURANCE-OCT	4,007.50		C279		D	N				EMPLOYER INSUR.	101.41404.0114
40676 09/18/14	HEALTH INSURANCE-OCT	6,579.50		C279		D	N				EMPLOYER INSUR.	101.41405.0114
40676 09/18/14	HEALTH INSURANCE-OCT	8,614.00		C279		D	N				EMPLOYER INSUR.	101.41409.0114
40676 09/18/14	HEALTH INSURANCE-OCT	357.00		C279		D	N				EMPLOYER INSUR.	101.41424.0114
40676 09/18/14	HEALTH INSURANCE-OCT	6,250.00		C279		D	N				RETIRED EMPLOYEE	101.41428.0818
40676 09/18/14	HEALTH INSURANCE-OCT	29,765.00		C279		D	N				INS. PASS THROUG	101.41428.0819
40676 09/18/14	HEALTH INSURANCE-OCT	44,121.00		C279		D	N				EMPLOYER INSUR.	101.42411.0114
40676 09/18/14	HEALTH INSURANCE-OCT	2,645.50		C279		D	N				EMPLOYER INSUR.	101.42412.0114
40676 09/18/14	HEALTH INSURANCE-OCT	7,442.00		C279		D	N				EMPLOYER INSUR.	101.43417.0114
40676 09/18/14	HEALTH INSURANCE-OCT	23,518.30		C279		D	N				EMPLOYER INSUR.	101.43425.0114
40676 09/18/14	HEALTH INSURANCE-OCT	766.60		C279		D	N				EMPLOYER INSUR.	101.45432.0114
40676 09/18/14	HEALTH INSURANCE-OCT	2,801.00		C279		D	N				EMPLOYER INSUR.	101.45433.0114
40676 09/18/14	HEALTH INSURANCE-OCT	784.20		C279		D	N				EMPLOYER INSUR.	101.45435.0114
40676 09/18/14	HEALTH INSURANCE-OCT	865.60		C279		D	N				EMPLOYER INSUR.	101.45437.0114
40676 09/18/14	HEALTH INSURANCE-OCT	12,685.30		C279		D	N				EMPLOYER INSUR.	651.48484.0114
40676 09/18/14	HEALTH INSURANCE-OCT	1,428.00		C279		D	N				EMPLOYER INSUR.	651.48485.0114

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SW - WEST CNTRL SERVICES 000892								
40676 09/18/14	HEALTH INSURANCE-OCT	1,428.00		C279		D N	EMPLOYER INSUR.	651.48486.0114
		169,556.50	*CHECK TOTAL					
	VENDOR TOTAL	169,556.50						
TOSHIBA FINANCIAL SERVIC 000218								
40677 09/18/14	COPIER LEASE AGRMT	113.00		261635684		D N	RENTS	101.42412.0440
TOWMASTER 002674								
40813 10/01/14	TRLR BRAKE CONTROLLERS	826.00		361852		D N	MTCE. OF EQUIPME	101.43425.0224
TRAFFIC SIGN STORE/THE 003113								
40814 10/01/14	TRUCKS HAULING SIGNS	188.35		T16378		D N	MTCE. OF OTHER I	651.48486.0226
40814 10/01/14	BRACKETS FOR SIGNS	80.85		T16415		D N	MTCE. OF OTHER I	651.48486.0226
		269.20	*CHECK TOTAL					
	VENDOR TOTAL	269.20						
TRI AIR TESTING INC 000755								
40815 10/01/14	QUARTERLY AIR TESTS	338.40		84121		D N	PROFESSIONAL SER	101.42412.0446
UNCOMMON USA INC 001286								
40816 10/01/14	US FLAGS	456.37		730496		D N	GENERAL SUPPLIES	101.42412.0229
UNDERGROUND TECHNOLOGIES 002792								
40817 10/01/14	TELEVISED SEWERS	719.55		0920		D N	MTCE. OF OTHER I	651.48485.0336
US BANK 000264								
40818 10/01/14	#157 GO IMP BOND-SC	450.00		3762420		D N	OTHER CHARGES	310.47100.0449
US CAVALRY 001424								
40819 10/01/14	SWAT CLOTHING	12.74		SI 2434254		D N	SUBSISTENCE OF P	101.42411.0227
VIGIL/RUDY 000951								
40820 10/01/14	MILEAGE-DO YOU KNOW SHOW	17.92		070814		D N	TRAVEL-CONF.-SCH	101.41409.0333
40820 10/01/14	MILEAGE-DO YOU KNOW SHOW	12.32		071914		D N	TRAVEL-CONF.-SCH	101.41409.0333
40820 10/01/14	MILEAGE-DO YOU KNOW SHOW	12.32		081214		D N	TRAVEL-CONF.-SCH	101.41409.0333
40820 10/01/14	MILEAGE-DO YOU KNOW SHOW	8.96		091114		D N	TRAVEL-CONF.-SCH	101.41409.0333
40820 10/01/14	GMAG MEETING	103.04		091714		D N	TRAVEL-CONF.-SCH	101.41409.0333
40820 10/01/14	ALPHA VIDEO TECH EXPO	285.72		091714		D N	TRAVEL-CONF.-SCH	101.41409.0333
		440.28	*CHECK TOTAL					
	VENDOR TOTAL	440.28						
WAL-MART COMMUNITY 000789								
40821 10/01/14	COFFEE/SPOONS/FORKS	85.83		081914		D N	GENERAL SUPPLIES	101.41408.0229
40821 10/01/14	STORAGE CONTAINERS	63.70		082014		D N	GENERAL SUPPLIES	651.48484.0229
40821 10/01/14	PLANT SUPPLIES	40.85		082614		D N	GENERAL SUPPLIES	651.48484.0229
40821 10/01/14	COFFEE FILTERS	4.41		090314		D N	GENERAL SUPPLIES	101.41408.0229
40821 10/01/14	BATTERIES	9.09		090414		D N	GENERAL SUPPLIES	101.42411.0229

VENDOR NAME AND NUMBER / CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WAL-MART COMMUNITY 000789												
40821 10/01/14	SNIPER GEAR	54.31		091114			D	N			SMALL TOOLS	101.42411.0221
40821 10/01/14	WASHER FLUID/SUPPLIES	31.25		091214			D	N			GENERAL SUPPLIES	651.48484.0229
		289.44	*CHECK TOTAL									
	VENDOR TOTAL	289.44										
WEF 000147												
40822 10/01/14	MEMBERSHIP DUES	72.41		9000275872			D	N			PREPAID EXPENSES	651.128000
40822 10/01/14	MEMBERSHIP DUES	6.59		9000275872			D	N			SUBSCRIPTIONS AN	651.48484.0443
		79.00	*CHECK TOTAL									
	VENDOR TOTAL	79.00										
WEST CENTRAL COMMUNICATI 000796												
40823 10/01/14	INST. MIRROR MNT ANTENNA	66.39		078263S			D	N			MTCE. OF EQUIPME	101.43425.0224
40823 10/01/14	INST. MIRROR MNT ANTENNA	60.00		078263S			D	N			MTCE. OF EQUIPME	101.43425.0334
40823 10/01/14	REPL. MOBILE MICROPHONE	75.00		078401S			D	N			MTCE. OF EQUIPME	101.42411.0224
40823 10/01/14	INST. 2 RADIOS/ANTENNAS	63.62		078415S			D	N			MTCE. OF EQUIPME	101.43425.0224
40823 10/01/14	INST. 2 RADIOS/ANTENNAS	220.00		078415S			D	N			MTCE. OF EQUIPME	101.43425.0334
		485.01	*CHECK TOTAL									
	VENDOR TOTAL	485.01										
WEST CENTRAL SANITATION 000805												
40824 10/01/14	GARBAGE SERVICE-SEP	27.34		6806100/9-14			D	N			CLEANING AND WAS	230.43430.0338
WEST CENTRAL TRIBUNE 000807												
40825 10/01/14	AD FOR BIDS-AUD RENOV.	270.00		CL03064535			D	N			ADVERTISING	450.45427.0447
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	150.00		CL03064813			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	HEARING-APPEAL FOR VAR.	81.00		CL03065055			D	N			PRINTING AND PUB	101.41402.0331
40825 10/01/14	NOTICE-AG CROP LEASING	24.00		CL03065115			D	N			PRINTING AND PUB	230.43430.0331
40825 10/01/14	AD FOR BIDS-PROJ. 1405	378.00		CL03065373			D	N			ADVERTISING	414.48455.0447
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	432.00		CL03065383			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	414.00		CL03065385			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	387.00		DI03143847			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	720.00		DI03143848			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	720.00		DI03143849			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	ORDINANCE PUBLISHED	342.00		DI03143850			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	657.00		DI03143851			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	COUNCIL PROCEEDINGS PUB.	720.00		DI03143852			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	RESO.-SALE OF G.O. BONDS	54.00		DI03143853			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	RESO.-SALE OF G.O. BONDS	720.00		DI03143854			D	N			PRINTING AND PUB	101.41401.0331
40825 10/01/14	RESO.-SALE OF G.O. BONDS	720.00		DI03143855			D	N			PRINTING AND PUB	101.41401.0331
		6,789.00	*CHECK TOTAL									
	VENDOR TOTAL	6,789.00										
WEST CENTRAL TROPHIES 000808												
40826 10/01/14	SOCCER AWARDS/MEDALS	292.50		18779			D	N			AWARDS AND INDEM	101.45432.0442
WILLMAR AREA ARTS COUNCI 001071												
40827 10/01/14	STREET CLOSURE PERMIT	50.00		092214			D	N			DEPOSITS	101.230000

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WILLMAR CHAMBER OF COMME 000812													
40828	10/01/14	2015 MN TRAVEL GUIDE A	2,295.00		CC STMT/8-14			D	N			PREPAID EXPENSES	208.128000
40828	10/01/14	OFFICE SUPPLIES-RETURN	30.99CR		CC STMT/8-14			D	N			OFFICE SUPPLIES	208.45005.0220
40828	10/01/14	OFFICE SUPPLIES-RETURN	29.98CR		CC STMT/8-14			D	N			OFFICE SUPPLIES	208.45005.0220
40828	10/01/14	OFFICE SUPPLIES	12.90		CC STMT/8-14			D	N			OFFICE SUPPLIES	208.45005.0220
40828	10/01/14	BOXES FOR WELCOME BAGS	10.14		CC STMT/8-14			D	N			OTHER CHARGES	208.45008.0449
40828	10/01/14	OFFICE SUPPLIES	21.46		CC STMT/8-14			D	N			OTHER CHARGES	208.45010.0449
40828	10/01/14	BIKING FOR BABIES-RETURN	42.58CR		CC STMT/8-14			D	N			OTHER CHARGES	208.45011.0449
40828	10/01/14	SPECIAL EVENT SUPPLIES	56.77		CC STMT/8-14			D	N			OTHER CHARGES	208.45011.0449
40828	10/01/14	SPECIAL EVENT SUPPLIES	57.36		CC STMT/8-14			D	N			OTHER CHARGES	208.45011.0449
40828	10/01/14	BIKING FOR BABIES-LUNCH	120.00		CC STMT/8-14			D	N			OTHER CHARGES	208.45011.0449
40828	10/01/14	DIRECTOR SALARY	4,075.16		STMT/9-14			D	N			SALARIES-REG. EM	208.45005.0110
40828	10/01/14	ASSISTANT SALARY	2,200.00		STMT/9-14			D	N			SALARIES-REG. EM	208.45005.0110
40828	10/01/14	FICA & INSURANCE	1,033.44		STMT/9-14			D	N			EMPLOYER PENSION	208.45005.0113
40828	10/01/14	IRA CONTRIBUTION	188.26		STMT/9-14			D	N			EMPLOYER PENSION	208.45005.0113
40828	10/01/14	STATE UNEMPLOYMENT TAX	11.15		STMT/9-14			D	N			EMPLOYER PENSION	208.45005.0113
40828	10/01/14	MN WORKFORCE FEE	11.15		STMT/9-14			D	N			EMPLOYER PENSION	208.45005.0113
40828	10/01/14	PHOTO COPIES-SEPTEMBER	21.68		STMT/9-14			D	N			OFFICE SUPPLIES	208.45005.0220
40828	10/01/14	PAYROLL/FLEX FEE	40.36		STMT/9-14			D	N			OTHER SERVICES	208.45005.0339
40828	10/01/14	OFFICE RENT-SEPTEMBER	626.61		STMT/9-14			D	N			RENTS	208.45005.0440
40828	10/01/14	MAIL PICKUP FEE-AUGUST	50.00		40728			D	N			POSTAGE	208.45005.0223
			10,727.89	*CHECK TOTAL									
		VENDOR TOTAL	10,727.89										
WILLMAR CRANE SERVICE 000899													
40829	10/01/14	CRANE TO PULL EDT MIXER	740.00		3748			D	N			MTCE. OF EQUIPME	651.48486.0334
WILLMAR DOWNTOWN DEVELOP 002348													
40830	10/01/14	EXPENSE REIMBURSEMENT	2,355.90		092514			D	N			DOWNTOWN ITEMS	101.41428.0820
WILLMAR OVERHEAD DOOR SA 000825													
40831	10/01/14	OVERHEAD DR REPAIR-LABOR	63.75		0049794			D	N			MTCE. OF STRUCTU	101.45433.0335
WILLMAR WATER & SPAS 000831													
40832	10/01/14	DRINKING WATER	7.00		E21145			D	N			SUBSISTENCE OF P	101.41408.0227
40832	10/01/14	LAB WATER	43.00		E21645			D	N			GENERAL SUPPLIES	651.48484.0229
40832	10/01/14	LAB SUPPLIES	6.25		E21863			D	N			GENERAL SUPPLIES	651.48484.0229
40832	10/01/14	DRINKING WATER	18.75		E21885			D	N			SUBSISTENCE OF P	651.48484.0227
40832	10/01/14	DRINKING WATER	7.00		E22143			D	N			SUBSISTENCE OF P	101.41408.0227
40832	10/01/14	LAB WATER	47.50		E22148			D	N			GENERAL SUPPLIES	651.48484.0229
40832	10/01/14	LAB WATER	30.50		E22393			D	N			GENERAL SUPPLIES	651.48484.0229
40832	10/01/14	DRINKING WATER	7.00		E22683			D	N			SUBSISTENCE OF P	101.41408.0227
40832	10/01/14	SOFTENER SALT	4.10		E22683			D	N			GENERAL SUPPLIES	101.41408.0229
40832	10/01/14	WTR PURIFIER RENTAL-SEP	35.00		R9320			D	N			RENTS	101.41408.0440
40832	10/01/14	WTR PURIFIER RENTAL-OCT	35.00		R9715			D	N			RENTS	101.41408.0440
			241.10	*CHECK TOTAL									
		VENDOR TOTAL	241.10										

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WOODLAND CENTERS 002664												
40833 10/01/14	REFUND SHELTER DEPOSIT	50.00		092214			D	N			DEPOSITS	101.230000

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M ACCOUNT NAME	ACCOUNT
REPORT TOTALS:		763,245.38					

RECORDS PRINTED - 000562

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	284,065.53
205	INDUSTRIAL DEVELOPMENT	6,481.60
208	CONVENTION & VISITORS BUREAU	16,109.65
230	WILLMAR MUNICIPAL AIRPORT	9,915.38
310	D.S. - 2010 BOND	450.00
413	S.A.B.F. - #2013	105,786.12
414	S.A.B.F. - #2014	46,139.54
430	C.P. - AIRPORT DEVELOPMENT	27,857.61
432	C.P. - WASTE TREATMENT	23,694.39
450	CAPITAL IMPROVEMENT FUND	176,598.26
651	WASTE TREATMENT	64,962.88
741	OFFICE SERVICES	1,184.42
TOTAL ALL FUNDS		763,245.38

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	763,245.38
TOTAL ALL BANKS		763,245.38

Meeting Minutes
Kandiyohi Area Transit
Operations Board

Tuesday, July 22, 2014 @ 10:00 a.m.
KAT Facility

Members Present:	Darrell Ruch, Kevin Halliday, Allen Anderson, Kristi Maahs, Chad Christianson, Debra Buffington
Members Absent:	Michelle Prahl, Pam Meinert, LeAnne Freeman
Staff Present:	Tiffany Collins, Transit Director; Doug Sweeter, Operations Coordinator; Darla Kimpling, Office Coordinator
Ex-Officio Member:	Bev Herfindahl
Guest(s):	David Eurele from Westberg & Eischens

Introductions

Introductions were made for the benefit of Allen Anderson a new board member.

2013 Audit Presentation – David Eurele

David Eurele referred to the Statements of Net Position on page 12. Cash and capital purchases increased by $300,000. Liabilities are up $100,000 due to the purchase of the new bus which had not been paid for. The ratio from Current Assets to Current Liabilities is 5 to 1 and is a very strong position to be in. On page 13 the change in net position is an increase to $247,000 for 2013. The health insurance is included in the payroll taxes and benefits line. There was nothing unusual in the audit process. Overall there is nothing new for recommendations. Kevin Halliday had a question on page 16 regarding the compensated absences. Current sick leave will be rolled over into a catastrophic leave bank. The liability will stay the same and just continue on. The method is based on how long an employee has been employed. Darrell Ruch asked if this money to be paid out is kept separate. The board could designate how much to set a part for each year.

Approval of Agenda

There were no changes to the agenda.

Approval of Minutes

Kevin Halliday made a motion to approve the minutes from May 27, 2014. Kristi Maahs seconded the motion, which carried.

Director's Update

Financials – Tiffany reviewed the financials for June which should be at 50% remaining. The first 2 quarters of the MnDOT grant have been received and the 1st quarter payment from the federal grant has also been received. The expenses are coming in as planned. There was an extra payroll week in May. There has been additional costs in legal for reviewing the new Joint Powers Agreement. There have been some major repairs on a 2003 500 series bus. Both halves of the liability insurance have been paid for the year. The budget for audit services and the actual expense are pretty much even. The cost for a single audit is about $1,000 more. The General Transportation had revenues of $34,592 and expenses of $37,420. This program has been very busy. The Elderly/Disabled had low revenues and expenses of $4,373. This program has gotten a lot busier with Let's Go Fishing Rides. The Hwy 12 Route had revenues of $1,020 and expenses of $8,810. The 1st quarter grant payment has been received in July. The local share is very low at about $10.00 each. There are some Human Service rides coming in. Tiffany will be going to a MPT meeting with this same information.

Ridership – Doug reviewed the ridership for June with a total of 9,127 which is up 855 from last year. The average daily ridership is 434.619. Work is still being done with Crossroads for transportation this fall. It would be about 36 people each way. The YMCA is also looking at transportation this fall for transporting students to school and back again after school. The 5310 had a total of 239 rides and there were 5 groups that cancelled rides due to the weather. Saturday ridership was 194 which is down, but there is no definite pattern on this route. The Sr. Transportation Program is doing fantastic with 652 rides. Doug and Jennifer have done several presentations and there is an ad in the paper for volunteer drivers. The Hwy 12 Route has slowed down with 120 rides. The Joyride Program has had 155 rides since it started in June. It runs on Friday and Saturday nights. The Friday nights have been quiet with Saturday nights being busy. The hourly rate was negotiated at $55.00 per hour and the driver is out 3 ½ - 4 ½ hours per night. The driver is paid $20.00 per hour. July 3rd two buses were used. Everyone is very please so far. Darrell Ruch asked if a Joyride stats sheet could be added.

Committee Updates

Expansion – Kristi Maahs reviewed the Expansion Committee minutes for June 10, 2014 and July 8, 2014. In RouteMatch there is a module called Web Portal. This is where others can input information requesting transportation and the dispatchers then schedule the ride. Crossroads are still deciding on if they want to keep some of their transportation to do themselves and then KAT would be doing the other part. Staff will be provided to ride on the bus to handle behavior issues. Clients need to be there for 6 hours. If they get there late or have to leave early because of weather, the billing to DHS becomes very difficult. Tiffany and Doug met with the two Joyride coordinators this morning. It was made very clear that someone is needed to organize and help the driver navigate when taking people home during the 4th of July celebration. They are looking at having someone from Zorbaz do this as they are benefiting the most from this service. The passengers have been very pleasant. The geographic area needs to be looked at to see if it is possible to go out farther. The discussion so far is that in order to cover a larger area, another bus would need to be added. Bethesda had approached KAT to see what help could be provided to help reduce the number of residents being transported on their vans. KAT is a STS

Provider which is a higher level of service and rates. The nonemergency medical transportation is being pushed on to public transportation. These passengers would require more assistance than KAT can provide on public transportation. Bev talked about the Olmstead Plan that is wanting anyone with disabilities be incorporated back into the community. It would really be like 24/7 access to transportation. Minnesota and Washington were the only two states to include transportation.

Administration – The minutes from June 17, 2014 and July 15, 2014 were not reviewed as the items have already been talked about.

2015 Recommendation of Service Hours

Tiffany stated that these hours have been reviewed by the Expansion Committee and were recommended to the Operations Board. Page 1 has the KAT hours with a total of 23,607 hours and page 2 is the RCHE hours with a total of 9,776 hours. Tiffany met with Bev and Rachel last week and are proposing a total of 35,000 hours. Included in the unmet needs will be 8 hours of service on Sundays. RCHE has 3 full time drivers that do Dial a Ride routes that run Monday through Friday. Some of these are 10 hours shifts. The part time drivers cover the early morning, late afternoon and lunch hours. The difference in the hours between 9,540 and 9,776 is the smaller number is without lunch hours being included.

Kevin Halliday made a motion to recommend the 2015 Proposed Hours of 35,000 to the Joint Powers Board. Chad Christianson seconded the motion, which carried.

2015 Budget Recommendation

This budget is still a work in progress, but needs to be put into the application. The total will be $2,310,790. There will still be changes made along the way.

Kevin Halliday made a motion to recommend the 2015 Proposed Budget to the Joint Powers Board. Debra Buffington seconded the motion, which carried.

Other Updates

Tiffany and Sarah had met last week to work on the Personnel Policy. Renville County had a study done by Springstead. Renville County plans to implement the minimum wage increase in August. The minimum wage for a driver will be $13.86. KAT's starting wage for a driver is $11.00 and then to $11.25 after 3 months. Tiffany is working on putting together a spreadsheet from minimum to maximum per hour with step increases based on performance. There was discussion as to why Renville County is doing this now after having the study for 7 months. Some of the wage increases have been included in the budget, but may have to do some tweaking as time goes on. Bev had sent out an email to her contacts asking what their starting drivers' wages are. She stated that KAT is low. There was discussion on the wage increase and the longevity of employees. Chad Christianson asked if KAT was getting any applications and Doug responded that there are some that are received, but that the wage is not included in the ad. RCHE's minimum is $12.25. Tiffany will bring the spreadsheet to the Administration

Committee next month. The concept will be brought to the Joint Powers Meeting for information.

Tiffany asked that anyone not interested in continuing on as an Operations Board member to please talk to her. Tiffany has invited members of the Renville board to attend some of the KAT meetings.

Meeting Set Up/Dates

Following is a list of the August meeting dates:

Joint Powers Board – August 1, 2014 @ 9:00 a.m.
KAT/Renville Joint Powers Board Meeting – August 1, 2014 @ 10:30 a.m.
Expansion Committee – August 12, 2014 @ 1:00 p.m.
Administration Committee – August 19, 2014 @ 10:00 a.m.
Operations Board – August 26, 2014 @ 10:00 a.m.

Adjourn Meeting

Kevin Halliday made a motion to adjourn the meeting. Chad Christianson seconded the motion, which carried.

The meeting adjourned at 11:30 a.m.

Submitted by,

Darla Kimpling
Office Coordinator

Willmar Lakes Area CVB Board Meeting
EBO Room of the CVB/Chamber
Tuesday, August 19, 2014 @ 12:00 Noon

Members Present: Kevin Halliday, Janet Demuth, David Feist, Ron Fake, Don Asche, Roger Imdieke, Audrey Nelsen, Sue Steinert , Jim Butterfield, Ken Warner and Rick Schueller

Members Excused: Dave Pederson and Ron Erpelding

Members Absent: Troy Ciernia and Denny Baker

Staff Present: Beth Fischer and Tanya Rosenau

I. **Call to Order:** Feist called the meeting to order at 12:12pm.
   a. **Additions or corrections to the agenda:** There were no additions or corrections.

II. **Approve Minutes from the June 25, 2014 Meeting:** It was MSC (m/Halliday; s/Asche) to approve the minutes from the June 25, 2014 meeting.

III. **Financial Report:** Halliday presented the financial report and reviewed the lodging tax revenues report. It was MSC (m/Steinert, s/Butterfield) to approve the financial report as it was presented.

IV. **Committee Reports & Requests:**
   a. **Sports Committee:** Asche said they reviewed the 2014-2015 sports events calendar and went over some of the sporting events that took place this summer. Willmar Fests Tennis Tournament had 53 participants and the Cardinal Tournament had 103 participants. The Mayor's Bike Ride had 75 participants and the Biking for Babies event was rained out. Sunday Soccer is booming with 18 teams from a variety of communities. Fischer said they are working on becoming a Bike Friendly Community and with that they plan on starting a Yellow Bike Program in the spring of 2015. Fischer explained the program. Imdieke shared that the MN Nice Bike Program has a pilot program going on in Bemidji right now. Asche shared the Civic Center arena updates and that the Blue Line Center will have ice by October 12th and the Cardinal Area will have ice by November 1st. Asche shared Ciernia's thought that the numbers for the Sonshine Festival were down as the concession numbers were down.
   b. **Special Events Committee:** No new business to report.
   c. **Meetings & Conventions Committee:** Feist shared several conventions have been booked recently for 2016. The committee is working on a schedule to do some sales calls and site visits. Halliday asked what the number one reason is that conventions choose not to come here. Fischer responded that it varies by convention. Common items conventions are comparing that influence a decision to book include facility cost, hotel rates and location.
   d. **Visitor Guide Committee:** Steinert said distribution of the guide is still going strong. Lakeside Press is still working on ad sales and they hope to have the ads done by October 1st. The first proof is due at the end of September and two more proofs will be done in October. The committee is working with Lakeside Press to finalize a cover. They

plan on updating the city maps of Willmar, Spicer and New London. Any event dates or changes to any businesses or attractions need to be turned in by September 12th.

e. **Leisure Travel Committee:** Demuth said they met at the Guri Endreson Cabin and were given a history lesson on the site. They went over the advertising tracking report and the Calendar of Events and received an update on the potential tourist information sign in Spicer and on AIS. The Glacial Ridge website is adding a list of events that happen on the trail. Demuth said they also discussed recent events and how they went.

f. **Executive Committee:** Feist said they reviewed Fischer's goals and completions to date. They also discussed the I-500 snowmobile event that is coming up in February. The group is looking for funding so it will be sent to the Special Events Committee.

[Schueller exited meeting]

V. **Affiliated Partnership Updates/Reports:**

a. **Vision 2040 Update:** Halliday said they asked all of the small subgroups to submit funding requests if needed and then they ranked the different groups' requests and made one large request to the Willmar Area Community Foundation on August 15th. The steering committee is visiting with stake holders and seeking more funding for Vision 2040. The Robbins Island group is holding another Movie in the Park this Friday, August 22nd. The Vision 2040 banner is done and the t-shirts are still waiting for the word cloud. Fischer shared about the Field House group for Willmar and the concerns that the school board has about putting it on the same referendum as their school facility needs. The school board has a different plan that includes adding a couple of gyms and rearranging the schools to accommodate the educational needs. Some people feel that the school board might only be doing a temporary fix and that the field house would alleviate similar problems in the future.

VI. **Executive Director Report:** Fischer distributed her report and reviewed some of the larger events that are coming up. Such as Movies in the Park, Music Under the Prairie Stars, Prairie Pothole Day, VFW Conference, Grape Stomp, Social Media Rockstar Event, MN Best events, Celebrate Art! Celebrate Coffee! and much more. She has submitted four ads to Let's Play Hockey, a Biking for Babies Ad to Lakes Area Review and West Central Tribune, and a Glacial Ridge Trail Ad to MN Trails. We have been awarded the Catholic Order of Foresters in 2016 and the Gideon's Convention in 2016. She has assisted conventions such as the Animal Science Conference, VFW Convention, Buckingham Blitz, Willmar Hockey Association, USXC I-500 Snowmobile Race and more. A complete copy of the Executive Director's Report is available upon request from the CVB office.

VII. **Other Business:**

a. **Word Around the Community:**

i. **Imdieke:** The Green Lake Triathlon had a good turnout, the New London Music Festival was last weekend and went well and the Chairs Gone Wild Auction went very well. Two new shops are opening in New London as well.

ii. **Fake:** Two new title companies opened and an herbal life store opened recently.

iii. **Nelsen:** It's budgeting time and encouraged individuals to advocate for items important to the community.

iv. **Halliday:** Willmar City Auditorium renovation started today, August 19th. They are taking bids till September 8th to repair it back to its historical nature. The building is closed completely until January 1st, 2015.

v. **Butterfield:** On September 2nd they should get a report from Clark Engineering on how the study went. On February 14th, the I-500 Snowmobile Event is taking place as well as the Sleigh Ride at Prairie Woods ELC.

vi. **Demuth:** Elmquist Jewelers might open on October 1st.

b. **Other:**

c. **Next Meeting Date:** September 16, 2014

VIII. Adjournment: Feist adjourned the meeting at 1:09pm.

Respectfully Submitted by,

Tanya Rosenau, Administrative Assistant

Willmar Lakes Area Convention & Visitors Bureau

BOARD OF ZONING APPEALS
CITY OF WILLMAR, MN
MONDAY, SEPTEMBER 15, 2014

MINUTES

1. The Willmar Board of Zoning Appeals met on Monday, September 15, 2014 at 5:00 p.m. at the City Office Building.

   ** Members Present: Ross Magnuson, Larry Brown, Jeff Kimpling, Jay Lawton, Beverly Dougherty, Andrew Bjur, and Jim Rudnick.

   ** Members Absent: Jeff Kimpling.

   ** Others Present: Ryan Nelson, and Megan M. DeSchepper- Planner.

2. NELSON INTERNATIONAL SIGN VARIANCE- FILE NO. 14-04: The public hearing opened at 5:01 p.m. Ryan Nelson of Nelson International presented a request for a wall sign area variance on property legally described as follows: part of NE 1/4, Section 13, Township 119, Range 35 (2700 Hwy. 12 E). The Zoning Ordinance allows up to 8% of any wall area, computed by taking the width or length of the building times its height, or sixteen feet, whichever is less, may be devoted to signage. The sign as requested by the applicant is at 12 ½% of the wall area.

   Mr. Nelson explained that they are remodeling and updating the façade of the building including signage. On the west wall there was a 455 sq. ft. hand painted sign since the 60's. The "International" truck logo can only be ordered in certain sizes, and due to the open area and distance from the highway this size seemed the best fit for visibility. Mr. Nelson added that he can see in a more dense commercial area the limitation on wall signs, but at this large 16 acre site with a building wall height of 25' the sign doesn't seem excessively large.

   With no one from the public to speak for or against the request the hearing closed at 5:09 p.m.

   The Board of Zoning Appeals reviewed and discussed staff comments (see Attachment A).

   The Board talked about the site being cleaned up and size of signage greatly reduced. The applicant added that they will also be removing the freestanding sign on the site. The look of the property will be improved and there are no residential properties nearby.

   Mr. Bjur made a motion, seconded by Ms. Dougherty, to approve the variance as requested.

   The motion carried.

The reasoning the Board gave for approving the variance is that the variance is in harmony with the Zoning Ordinance as it is a permitted use in the zone. The variance is consistent with the comprehensive plan as the property is being used for a commercial purpose on a major State Highway. The size of the proposed sign is reasonable as it is greatly smaller than the previous sign. The situation is unique as the highway speeds at this location are greater than most commercial areas in town and the site itself is larger than the average commercial parcel thus necessitating a larger sign. The variance will not alter the essential character of the locality as the new sign is the same as the old sign (which has been there for decades) just smaller.

3. With no further business to come before the Board, the meeting adjourned at 5:14 p.m.

Respectfully submitted,

Megan M. DeSchepper

Megan M. DeSchepper, AICP
Planner/Airport Manager

Attachment A

BOARD OF ZONING APPEALS- SEPTEMBER 15, 2014

STAFF COMMENTS

1. NELSON INTERNATIONAL SIGN VARIANCE- FILE NO. 14-04:
   - The applicant is Nelson International, Willmar, MN.
   - The applicant request a wall sign area variance on property legally described as: part of NE1/4, Section 13, Township 119, Range 35 (2700 Hwy. 12 E).
   - The property is zoned GB (General Business District).
   - Zoning Ordinance allows up to 8% of any wall area, computed by taking the width or length of the building times its height, or sixteen feet, whichever is less, may be devoted to wall signs.
   - The west wall of the property is 80' x 16 = 1280 x 8% = 103.4 sq. ft. is the maximum size wall sign the Ordinance would allow on the west wall face. The applicant is requesting a 159.55 sq. ft. wall sign.
   - The City has only issued one sign size variance in the last 13 years, and it was for a Rice Hospital Sign.

   RECOMMENDATION: Review variance standards in Section 9.D.3.a.1-4 to see if there are practicable difficulties, reasonableness, uniqueness, and essential character.

WILLMAR MUNICIPAL AIRPORT COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, SEPTEMBER 24, 2014

MINUTES

1. The Willmar Municipal Airport Commission met on Wednesday, September 24, 2014, at 4:30 p.m. at the Willmar Municipal Airport Conference Room.

   ** Members Present: Pat Curry, Terry Albers, Dan Reigstad, Richard Kacher, and Dan O'Meara.

   ** Members Absent: Sandy Gardner, and Don Cole.

   ** Others Present: Jim Dokken, Paul Macheledt, Nathaniel Lebeck, Brian Negen-Maximum Cruise Aviation-FBO, Eric Rudningen- Eric's Aviation Services, and Megan DeSchepper-Planner/Airport Manager.

2. MINUTES: The minutes of the June 18, 2014 meeting were approved as presented.

3. LIFELINK III'S OPERATION LOCATION PROPOSAL: Paul Macheledt, Vice President of Operations for LifeLink III, and Nate Lebeck, Operations Manager for the LifeLink base in Willmar, presented the request for a new location for their operations. They propose using two t-hangar spaces and one storage bay in the HG-6 Hangar group, remodeling the trusses and using the space to house their helicopter. They would also place their modular office building south of the HG-7 T-Hangar including installing a well, holding tank, propane tank, electrical, and employee parking lot. The City had agreed to the arrangement with leases and agreements as long as the Airport Commission was also in support of it.

   The Commission discussed the request and agreed that LifeLink III is a benefit to the community as well as the Airport and they'd support them in their endeavors to find more permanent operations location.

   Mr. Macheledt talked about cost estimates, logistical constraints of the space and about a new idea that has just come to fruition. The space would be quite tight with two helicopters in the proposed T-Hangar space and the possibility of a fixed wing aircraft being housed by LifeLink in the future. Mr. Macheledt inquired if the Commission would support the modular office in the same location, but a freestanding 60' x 60'building built by LifeLink directly to the south that could easily be added onto for future needs. If the Commission supports the idea, Mr. Macheledt will work on getting cost estimates to see how feasible the idea is for LifeLink.

   The Airport Commission reiterated that they support LifeLink III in their endeavors and hope that the Economic Development Committee could perhaps help them in some capacity. They greatly value their work for the community and having them housed at the airport.

Mr. O'Meara made a motion, seconded by Mr. Kacher, to support either option that LifeLink III operations is considering the modifications to the T-Hangar or a stand-alone building for housing the helicopter.

The motion carried.

4. FREESTANDING SIGNAGE: Staff distributed some mock freestanding sign options received from two sign contractors for the proposed Airport sign. They discussed the various options, including a sign design that would pay homage to the old Airport terminal. They talked about having the businesses that operate at the Airport also listed on the sign.

   Mr. O'Meara made a motion, seconded by Mr. Kacher, to approve a sign that was of similar design to that of the Waste Water Treatment Plant sign which is internally lit and not list the private airport businesses on it at this time.

   The motion carried.

5. MINIMUM STANDARDS DISCUSSION CONTINUED: Staff updated the Airport Commission on the fire regulations, according to the advisory circulars that staff researched the FAA and MNDOT does not have any further regulation on fire safety regarding fuel tank storage etc. They refer to the same State Fire Code regulations that the Willmar Fire Marshall would enforce.

6. PROJECT UPDATES: Staff updated the Airport Commission on current projects occurring at the Airport. County and State Highway airport direction signs will be installed this fall to help with wayfinding to the airport. The project for the drainage around the localizer has been designed by Bolton and Menk and put out for bids; hopefully it will be done this fall. The new MALSR lights were installed by MNDOT this summer, and will soon be tested and fully operational. The grass runway is fully functional and Mr. Rudningen has even received some compliments on it. Weed control will be continued this fall. Eric's Aviation Services contract for Airport Operations Supervisor was approved by the City Council for the next three years. And City Staff did receive comments from the FBO regarding their agreement renewal proposal; staff will be in contact with the FBO regarding those items.

7. There being no further business to come before the Airport Commission, the meeting adjourned at 6:05 p.m.

Respectfully submitted,

Megan M. DeSchepper

Megan M. DeSchepper, AICP
Planner/Airport Manager

CER JOINT POWERS BOARD
SEPTEMBER 26, 2014

Members Present: Eric Banks. Dave Baumgart, Andy Boersma, Matt Dawson, Scott Guptill, Ross Magnuson, Audrey Nelsen, Pablo Obregon, Bonnie Pehrson, Lynn Peterson, Rachel Skretvedt, Darin Strand

Staff Present: Steve Brisendine, Rob Baumgarn, Troy Ciernia, Becky Sorenson, Jena Tollefson, Jodi Wambeke

Chairman Eric Banks opened the meeting and asked everyone to introduce themselves. He then asked Matt Dawson to speak on the Hockey Association's upcoming event on Saturday, November 1. The purpose of the event is to raise awareness of Youth Hockey. He asked for the recommendation of the Joint Powers Board for liquor sales during the event. The Oaks would take care of the sales. Eric Banks made a motion to recommend in favor of liquor sales. Scott Guptill and Lynn Peterson seconded simultaneously. Motion carried. Any Boersma asked where the liquor would be sold. Matt stated it would be in the main arena with the details still being worked out.

The next item on the agenda was continuing work on the Strategic Plan. The first two items on the plan have been completed – Sponsor City/School District and Advisory Board Governance. The next item - Program Staff was discussed at length. Due to LeAnne Freeman's retirement, a position is open and needs to be filled. Steve stated that, presently, Rob Baumgarn (with Becky Sorenson as backup) is taking care of reserving the facility and will also be in charge of the Wood Shop. Tammy Rudningen is in charge of programs at the Community Center. Steve will take care of calling and running the Community Center Advisory Council Meetings.

Staff had created a revised job description: Aquatics/Wellness/Special Events Coordinator. This position would be in charge of the Dorothy Olson Aquatic Center, programming for the Middle School and High School pools, planning and hiring staff for swim lessons, lifeguard and WSI classes and special events coordinator. Dr. Kjergaard had approved the job description and the job was posted. A number of applications were received. Job interviews have not happened yet due to details to be worked out between the City and School to fund this position.

Audrey Nelsen said that concern has been expressed regarding our ability to run the Center. Steve responded that Jeff (custodian) is at the facility most mornings and opens the building. We have a good volunteer base (not a large one but dependable) along with one part-time staff person. In addition CER staff will be at the facility as needed. Once the position is filled we will reevaluate the staffing needs for the WCAC and react accordingly.

Andy Boersma asked what, if any, is the Joint Powers Board's role in this staffing situation. Darin Strand responded that he feels the Joint Powers Board's role is being aware of program offerings. Is staffing adequate? If not, what needs to be done? This is described in the board's job description.

Audrey Nelsen asked if there would be more money in the City budget if the new person is a School employee? The response was that the 2015 city recreation budget reflected the proposed changes.

Darin Strand asked what concerns have been expressed. Audrey Nelsen responded that there are some individuals at the Community Center who approach new people walking in to the Center asking them "what are you doing here?" Steve said that is one of the things that LeAnne had been working on for quite some time, trying to make the Community Center accessible and welcoming to everyone, not just the Senior Club members.

Ross Magnuson asked if the City is interested in funding more money to improve staffing. Audrey Nelson thought No but concern has been expressed about part-time staffing at the Center. She asked why Troy Ciernia was hired as a City employee and LeAnne's position is now considered School. Steve replied that, at the time of the merger, the City staff part of the merger was Dave Gort, LeAnne Freeman and Becky Sorenson. When Dave retired, that position became School and Brad Bonk's salary is reimbursed to the School from the City. The School had an equal number of full time staff. The Civic Center was originally not involved with the merger but the supervision of staff and the facility was given to Steve a few years after the merger between Community Education & Recreation.

Steve said he had spoken to Steve Okins regarding finances. We need to look at what the City investment is: Arena, Community Center, Aquatic Center, City Auditorium and Rec programs and a report will be created to share this information with policy makers and the CER Board.

Audrey Nelsen asked "what is the City paying for?" Steve responded that only programs are covered, buildings are not included. Audrey feels there is a lot of misunderstanding and lack of knowledge of exactly what the City is receiving from the merger. Steve mentioned that he has given a report to the City Council most years and this has not been brought up as a concern in the past.

Ross Magnuson asked why the new people hired are School. Steve responded that the original Joint Powers agreement stated that City employees would remain City until such time as the employee quit or retired and that the new hire would be a School employee.

It was suggested that Community Ed & Rec should have their own financial budget (City and School should both put an equal amount of money in an account for CER to use). Presently, accounting is cumbersome. Steve prepares a monthly report which goes to Pam Harrington at the School and Steve Okins at the City. Depending upon monthly activity the entities balance out the account activity.

Scott Guptill asked if we are overstepping our bounds. Should the City and School be discussing this? Is this part of the job description for members of this board?

Ross Magnuson asked if we could work with the YMCA in regards to lifeguards, etc. Steve mentioned this has been looked at in the past but did not turn out to be an idea that would benefit both organizations. The YMCA is member driven and we are community driven thus a stark difference in missions.

Steve said he hopes the open position will be resolved in the coming week as the need is there for the department to hire this position.

Rachel Skretvedt voiced her concern that we did not progress at all in the Strategic Plan goals due to the long discussion on staffing. Darin Strand asked if, next meeting, the Board should break up into groups and each group discuss one goals and bring their action steps to the rest of the Board instead of tying up the whole Board in discussion. This was met with approval. Steve will work with the chair and vice chair to further discuss this possibility prior to our next meeting.

Steve mentioned that there will be another Park Meeting for the public on October 14 and encouraged everyone to attend. This session will be an Open House for the public to critique a draft of the Park Plan.

The next Board meeting will be October 24.

Meeting adjourned.

City of Willmar, Minnesota
Building Inspection Report

From 09/01/2014 To 09/30/2014

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22183	9/8/2014	MARK A DAHLSEID 3013 2ND Avenue NW	95-835-0640 L 7; B 3 VOS PARK ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,000.00	$32.50
22397	9/5/2014	ISD #347 2701 30TH Street NE	95-901-0100 L ; B S 1; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	28' X 36' det. storage addn	$51,145.92	$994.53
22408	9/12/2014	STEVE JENNINGS 3509 4TH Avenue NW	95-833-0540 L 4; B 4 VALLEY BROOK ESTATES	New Single-Family Dwelling New Residence	NEW HOME AND GARAGE	$260,847.99	$2,499.57
22434	9/22/2014	M.D.B. PROPERTIES 729 3RD Street SE	95-180-0140 L 12; B 1 ERICKSON'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF - GARAGE	$4,000.00	$32.00
22440	9/5/2014	SARAH L BAKALARS 908 5TH Street SW	95-090-1020 L PT OF 2-3; B H BOOTH'S ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	$5,800.00	$52.90
22441	9/5/2014	FLORENCE J KLEIN 910 5TH Street SW	95-090-1030 L PT OF 3-4; B H BOOTH'S ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	$4,800.00	$52.40

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22449	9/29/2014	GARY PETERSON 2900 15TH Street SW	95-868-0010 L 1; B 1 WESTWIND ESTATES	Residential Add/Alter Siding	RESIDENTIAL RESIDE	$10,400.00	$55.20
22469	9/3/2014	RANDALL BEVIS 504 6TH Street SW	95-006-0570 L PT OF 2-3; B 61 FIRST ADDITION	Residential Add/Alter Residential/Alteration	CONSTRUCT 2ND FLOOR BATHROOM	$2,000.00	$88.15
22477	9/3/2014	SCOTT SCHINDELE 1705 7 1/2 Street SW	95-922-6680 L ; B S 22; T 119; R 35	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$6,740.00	$33.37
22479	9/3/2014	HOLLAND 936 6TH Street SE	95-250-1810 L PT OF 9-10; B 8 GLARUM'S ADDITION	Residential Add/Alter Residential/Alteration	RADON MITIGATION SYSTEM	$1,950.00	$63.23
22483	9/8/2014	CITY OF WILLMAR 2015 8TH Street SW	95-680-0070 L 7-10 & PT OF 6; B 1 PORTLAND ACRES ADDITION	Residential Add/Alter Reroofing	REROOF HILLTOP BATHROOMS	$849.75	$30.42
22489	9/10/2014	WILLMAR MUNICIPAL UTILITIES 730 PACIFIC Avenue SW	95-003-2000 L 0; B 20 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	RESIDE COAL PENTHOUSE	$25,078.50	$362.29
22490	9/8/2014	RICHARD A & MARY B SUNDER 1004 12TH Street SE	95-665-0530 L 13; B 3 PERKIN'S 5TH ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$6,000.00	$33.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22495	9/8/2014	TACO BELL DUININICK DEV. INC 200 24TH Avenue SE	95-841-0200 L 1; B 3 WATER VIEW BUSINESS PAR	Commercial New Commercial	CONSTRUCT 1718 SF, TACO BELL RESTAURANT	$550,000.00	$5,389.59
22498	9/5/2014	DON WILLIAMSON 118 PACIFIC Avenue SE	95-915-2830 L ; B S 15; T 119; R 35	Commercial Add/Alter Reroofing	INSTALL NEW COMMERCIAL STEEL ROOF	$12,000.00	$314.96
22502	9/5/2014	STEPHEN HINTON 409 34TH Street NW	95-833-0940 L 4 & PT OF 5; B 6 VALLEY BROOK ESTATES	Residential Add/Alter Siding	RESIDENTIAL RESIDE	$4,000.00	$52.00
22503	9/5/2014	SALVATION ARMY 1154 9TH Street SE	95-230-0480 L 8; B 3 GESCH ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,800.00	$32.90
22506	9/10/2014	TONY LAPATKA 2333 GORTON Avenue NW	95-380-0130 L OUTLOT 1; B 1 HUMMEL'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL RESIDE	$13,000.00	$36.50
22509	9/3/2014	RYAN MICKELSON 1608 17TH Avenue NW	95-603-0590 L 9; B 3 OSLO HEIGHTS	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$2,500.00	$31.25
22510	9/10/2014	JEFFERY LANGLAND 604 9TH Street SE	95-222-1710 L 21-22; B 8 FERRING'S 2ND ADDITION	Residential Add/Alter Residential/Alteration	CONSTRUCT 4' X 4' LANDING AND STAIRS	$420.37	$29.61

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22512	9/17/2014	CITY OF WILLMAR FIRE STATION 515 2ND Street SW	95-006-1400 L 5-9; B 66 FIRST ADDITION	Commercial Add/Alter Commercial/Alteration	OVERHEAD DOOR REPLACEMENT	$9,298.00	$272.36
22513	9/8/2014	STEVE GARDNER 1018 MEADOW Lane SW	95-600-0050 L PT OF 5-6; B 1 ORCHARD HILL, NURSERY A	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$6,500.00	$33.25
22515	9/22/2014	AT&T 625 LITCHFIELD Avenue SW	95-003-4800 L 14 & PT OF 13; B 41 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	REINFORCE COMMUNICATIO N TOWER	$1,800.00	$94.54
22516	9/8/2014	JUSTIN CHAPIN 925 MEADOW Lane SW	95-600-0170 L 17 & PT OF 16 & 18; B 2 ORCHARD HILL, NURSERY A	Move/Raze Demolition	REMOVE EXISTING GARAGE	$0.00	$30.00
22521	9/8/2014	JUSTIN CHAPIN 925 MEADOW Lane SW	95-600-0170 L 17 & PT OF 16 & 18; B 2 ORCHARD HILL, NURSERY A	Residential Add/Alter Addition	RESIDENTIAL HOUSE AND GARAGE ADDITION	$31,274.01	$593.49
22522	9/8/2014	KANDIYOHI CO. FAIR ASSN. 801 7TH Street NW	95-210-0010 L 0; B 0 FAIRGROUNDS ADDITION	Commercial Add/Alter Commercial/Alteration	REROOF AND RESIDE ACTIVITIES BLDG.	$21,000.00	$505.09
22525	9/12/2014	ARLET ROELOFS 721 BONHAM Boulevard SW	95-070-0160 L 6; B B BONHAM'S SUBDIVISON	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,000.00	$32.50

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22528	9/18/2014	CITY OF WILLMAR BLUE LINE BLDG 2707 ARENA Drive NE	95-901-0200 L ; B S 1; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	INSTALL VERTICAL H.C. LIFT	$28,850.00	$650.92
22532	9/16/2014	HISTORIC 313 FOURTH STREET 313 4TH Street SW	95-003-5250 L PT OF 9-11; B 44 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	REROOF 8,400 SQ FT.	$79,000.00	$795.50
22533	9/12/2014	HABITAT FOR HUMANITY 511 7TH Street NW	95-540-0390 L 5-6 OF LOT 3; B 3 NELSON'S ADDITION	Move/Raze Demolition	DEMO HOME	$0.00	$75.00
22534	9/16/2014	EUGENE HAUGEN 613 17TH Street SW	95-040-0520 L 13; B 5 BARNSTAD'S ADDITION	Move/Raze Removal/Building	REMOVE HOUSE	$0.00	$75.00
22535	9/17/2014	FAMILY VIDEO 800 1ST Street S	95-280-2820 L 1,2 & PT OF 3-6; B 16 HANSON'S ADDITION	Commercial Add/Alter Commercial/Alteration	CONSTRUCT OPENING AND NEW SEP. WALL	$24,000.00	$568.46
22536	9/16/2014	LOWELL FOSTERVOLD 336 TERRACE Drive SW	95-330-0410 L 11 & PT OF 12; B 3 HILLSIDE TERRACE ADDITIO	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$1,200.00	$30.60
22537	9/19/2014	SAMUAL SCHULTZ 609 BECKER Avenue SE	95-220-0800 L PT OF 9 & 10; B 7 FERRING'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$3,000.00	$31.50

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22538	9/16/2014	MARY DE CATHELINEAU 819 7TH Street SW	95-090-0290 L PT OF 9-10; B C BOOTH'S ADDITION	Residential Add/Alter Residential/Alteration	INSTALL 122' INT. DRAINAGE SYSTEM/ W/2PUMPS	$6,968.00	$178.13
22539	9/18/2014	DAVE ELWOOD 1318 13TH Street SW	95-690-0940 L 4; B 5 RAMBLEWOOD ADDITION	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	$500.00	$29.65
22540	9/19/2014	FRAN STOFFEL 2701 6TH Street SW	95-684-0690 L PT OF 9; B 5 PORTLAND ACRES 4TH ADD	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$4,500.00	$32.25
22541	9/19/2014	PEARLA EID 2703 6TH Street SW	95-684-0695 L PT OF 9; B 5 PORTLAND ACRES 4TH ADD	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$4,500.00	$32.25
22542	9/16/2014	ROBERT & VICKI LANE 1112 OLENA Avenue SE	95-665-0520 L 12; B 3 PERKIN'S 5TH ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,000.00	$32.50
22544	9/16/2014	RALPH & LORI WERSINGER 310 6TH Street SE	95-240-0130 L PT OF 12 & 13; B 0 GILBERTSON'S SUBDIVISION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$900.00	$30.45
22545	9/17/2014	LUVERNE STADTHERR 500 17TH Avenue SW	95-700-0370 L 7; B 3 SCANDIA TERRACE ADDITIO	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$4,000.00	$32.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22546	9/16/2014	RENAE REITSMA 1140 FLORENCE Lane SW	95-850-0130 L 12; B 1 WEST ORCHARD ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$3,000.00	$31.50
22548	9/29/2014	BETHESDA 901 WILLMAR Avenue SE	95-055-1000 L 1; B 1 BETHESDA NURSING HOME 3	Commercial New Commercial	87503 SF BUILDING ADDITIONS	$19,500,000.00	$101,963.96
22549	9/19/2014	JUSTIN BOS 920 MINNESOTA Avenue SW	95-006-0220 L 8 & PT OF 9; B 58 FIRST ADDITION	Residential Add/Alter Reroofing	REROOF FLAT ROOF WITH EPDM MEMBRANE	$2,071.32	$31.04
22550	9/30/2014	VREEMAN CONSTRUCTION 1017 HIGH Avenue NE	95-495-0080 L 8; B 1 MKR ADDITION	Commercial Add/Alter Commercial/Alteration	CONSTRUCT 3 STORAGE ROOMS W OH DOORS	$25,000.00	$589.59
22551	9/22/2014	ELERY SCHUELER 317 BERNARD Street SE	95-220-0820 L 11 & PT OF 10; B 7 FERRING'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,000.00	$32.50
22555	9/19/2014	MICHAEL GEURTZ 2205 23RD Street SW	95-715-1110 L 1; B 3 SOUTHGATE 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$1,800.00	$30.90
22557	9/25/2014	BETHESDA HOMES 1105 /1109 9TH Street SE	95-055-1000 L 1; B 1 BETHESDA NURSING HOME 3	Move/Raze Demolition	REMOVE TWIN HOME FOR NEW CONSTRUCTION	$0.00	$150.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22558	9/25/2014	BETHESDA HOMES 1113 / 1115 9TH Street SE	95-055-1000 L 1; B 1 BETHESDA NURSING HOME 3	Move/Raze Demolition	REMOVE TWIN HOME FOR NEW CONSTRUCTION	$0.00	$150.00
22559	9/25/2014	BETHESDA HOMES 1121 / 1123 9TH Street SE	95-055-1000 L 1; B 1 BETHESDA NURSING HOME 3	Move/Raze Demolition	REMOVE TWIN HOME FOR NEW CONSTRUCTION	$0.00	$150.00
22564	9/30/2014	LAND O LAKES 1700 22ND Street SW	95-921-5856 L ; B S 21; T 119; R 35	Commercial Add/Alter Commercial/Alteration	CONSTRUCT LOADING DOCK WALL	$33,600.00	$727.54
22565	9/29/2014	BRIAN HUNSTAD 1605 9TH Street SE	95-671-0430 L 13; B 3 PLEASANT VIEW 2ND ADDN	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$2,700.00	$31.35
22566	9/25/2014	JIM JOHNSON 1317 WILLMAR Avenue SW	95-690-0030 L 3; B 1 RAMBLEWOOD ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$5,000.00	$32.50
22567	9/29/2014	KIM LARSEN 906 6TH Street SW	95-090-0820 L PT OF 2-3; B G BOOTH'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$6,200.00	$33.10
22568	9/24/2014	KAREN BJERKE 1317 ELIZABETH Avenue SE	95-150-0050 L 5; B 0 EAST ELM ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$1,600.00	$30.80

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22569	9/29/2014	LES CHERMAK 815 5TH Street SW	95-280-0120 L 11 & PT OF 12; B 1 HANSON'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$3,400.00	$31.70
22570	9/30/2014	RICHARD SMITH 628 RICHLAND Avenue SW	95-680-0130 L 13; B 1 PORTLAND ACRES ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	$4,000.00	$32.00
22571	9/26/2014	MARY STETZEL 1101 7TH Street SW	95-090-2160 L 16; B 0 BOOTH'S ADDITION	Residential Add/Alter Residential/Alteration	INSTALL 9 WALL ANCHORS	$4,705.00	$89.60
22577	9/30/2014	VICTORIA LUCHT 129 ELLA Avenue NE	95-450-0270 L 17&18; B 2 LAKESIDE ADDITION	Residential Add/Alter Residential/Alteration	PROVIDE OPENING AND WINDOW IN BATHROOM	$5,049.41	$159.67

Current Year Current Month Totals	**59**	**$20,812,748.27**	**118,669.56**
Previous Year Current Month Valuation		**$2,329,758.95**	
Current YTD Valuation From 01/01/2014 To 09/30/2014		**$43,863,412.11**	
Previous YTD Valuation		**$40,759,678.64**	

FINANCE COMMITTEE/CITY COUNCIL

MINUTES

The Finance Committee and Full Council of the City of Willmar met on Monday, September 29, 2014, in the Council Chambers at the Willmar Municipal Utilities Building.

Present:	Denis Anderson	..... Chair
	Rick Fagerlie	..... Member
	Audrey Nelsen	..... Member
	Ron Christianson	..... Member

Others present: Council Member Bruce Deblieck, Council Member Steve Ahmann, Mayor Frank Yanish, City Administrator Charlene Stevens, City Finance Director Steve Okins, City Clerk Kevin Halliday, Planning and Development Director Bruce Peterson, Public Works Director Sean Christensen, Community Ed and Rec Director Steve Brisendine, Police Chief Jim Felt, Fire Chief Gary Hendrickson, West Central Tribune Journalist David Little, and Accounting Supervisor Carol Cunningham.

Item No. 1 Call to Order

The meeting was called to order by Chair Anderson at 4:45 p.m. who noted that this is a Finance Committee meeting with full council participation for purposes of discussing the 2015 Mayor's Proposed Budget and setting the 2015 tax levy.

Item No. 2 Public Comments

There were no comments from the public.

Item No. 3 2015 Mayor Proposed Budget (Information)

A. Fund Balance Update

Staff reviewed the December 31, 2013, Fund Balances with the council. In response to Member Christianson's inquiry about which funds the Council could use at their discretion, Finance Director Okins explained the ramifications of spending down various fund balances. Chair Anderson requested information about the Uncompensated Absences Fund Balances and Member Ahmann asked for an explanation of the Public Works Blacktop Fund Balance. Staff will compile information about both items and present it at a future meeting. Mayor Yanish asked in what areas the City was long and short in revenues over expenditures, to which staff explained that neither has occurred as to date we have always had a balanced budget. Member Ahmann noted that, excluding police and fire vehicles, there is $1,155,834 in vehicle replacements scheduled for 2015 and stated the City should delay vehicle purchases, except for those needed for police and fire, for one year to help pay for the auditorium. He also has concerns with employee compensation costs. Chair Anderson stated the council will be discussing capital expenditures and pavement management on October 13, 2014.

B. County and School Ten-Year Levy History

Staff briefly reviewed the 2014 City Assessor's report reflecting a ten-year history of the County, School District, and EDC levies. Chair Anderson asked why the EDC amounts varied from one year to the next since the annual amount they levy has been the same for several years. Member Nelsen noted the amounts listed are after "Aids" and asked for an explanation of the aids. Staff will compile information on both the EDC and the specific aids and will present it at a future meeting. Member Deblieck asked about the status of the JobZ Program. Planning and Development Director Peterson reported that the program terminates in 2015.

C. Fees History

Various fees collected by the City over the past few years were reviewed as well as budgeted amounts for 2014 and the proposed budget amounts for 2015.

Finance Committee Chair Anderson noted the following item No. 4 was referred to the full City Council for consideration, both discussion and subsequent action, pursuant to the public notice that the item would be considered.

Item No. 4 Adoption of 2015 Proposed Property Tax Levy (Resolution)

Council Member Anderson reviewed the proposed plan for funding the City Auditorium project which includes: $250,000 from the 2014 Capital Improvements Budget, $250,000 borrowed from the Self Insurance Reserve, $250,000 borrowed from the Public Improvements Revolving Fund, $163,000 from the WRAC-8 Fund Balance, and $208,000 from the past three years unspent Capital Improvements Funds. He raised concerns about spending down reserves and proposed that the levy be increased by $250,000 for 2015 to pay off the amount to be borrowed from the Self Insurance Reserve. In 2016 the additional levy could be used to pay off the balance borrowed from the Public Improvement Revolving Fund. Then beginning in 2017 the additional levy could be earmarked for needed capital improvements to city parks and facilities. Questions were raised as to how that would increase individual property taxes. Finance Director Okins explained that $250,000 would require an increase of approximately two basis points. This translates to an increase of about $26 on a $150,000 home. Questions were raised about the amount of taxes that will be generated by MinnWest once they are placed on the tax rolls beginning in 2016. Staff will verify amounts and present them at a future meeting. Council Member Fagerlie noted that all users, including non-profit entities, would pay a franchise fee. Council Member Christianson prefers increasing the tax levy rather than instituting a franchise fee through Centerpoint Energy, as the Committee has discussed at previous meetings, and reminded council members to consider the upcoming expanded tax base as well as tweaking the Capital Improvements Program. Council Member Anderson reminded the council that there is also the possibility of proposing a local option sales tax on the 2016 Ballot.

Following discussion, Resolution No. 1 was introduce by Council Member Fagerlie, seconded by Council Member Nelsen, and approved on a roll call vote of Ayes 4, Noes 2. Voting in favor were Members Anderson, Deblieck, Fagerlie, and Nelsen. Voting against were Members Ahmann and Christianson.

RESOLUTION NO. 1

BE IT RESOLVED that the Mayor of the City of Willmar submitted a preliminary levy request of $4,451,028;

BE IT RESOLVED by the City Council of the City of Willmar, Kandiyohi County, Minnesota, that the following sums of money be preliminary levied for the current year collectable in 2015, upon the taxable property in said City of Willmar for the following purposes:

General Fund	$4,451,028
	$4,451,028

BE IT RESOLVED, that there is a sufficient sum of money in the Debt Service Funds of the City to pay principal and interest in 2015 on all outstanding bond issues, and the deferred annual tax levies previously certified to the County Auditor are hereby canceled;

BE IT FURTHER RESOLVED that a public hearing shall be scheduled for the 2015 proposed budget on December 1, 2014.

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Kandiyohi County, Minnesota.

Dated this 29th day of September, 2014.

/s/ Frank A. Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

At this time, the Finance Committee continued to conduct business.

Item No. 5 Civic Center Office Relocation Project (Resolution)

Staff presented a request to reallocate funds in the 2014 Capital Improvement Budget originally approved for replacement of the cedar shakes at the Civic Center for $60,000. It has been determined that the cedar shake project cannot be completed for the budgeted amount at this time. Staff is proposing that $17,408 of this amount be used for the relocation of the office at the Civic Center. When the addition was constructed in 2007, relocation of the office was considered but postponed to determine whether or not it would be beneficial. It has become apparent that there would be a tremendous benefit for the office to be near the entrance to the facility for better communication with both users of the facility and part time staff working ticket sales and concessions.

Following discussion, Member Nelsen moved to introduce a resolution to reallocate $17,408 from the cedar shake replacement project in the 2014 Civic Center Capital Improvement Budget to the office relocation project and to authorize the Mayor and City Administrator to execute the contract with Cornerstone Construction, Inc., as presented. Member Fagerlie seconded the motion which carried.

Item No. 6 Reallocate 2014 Capital Improvement Budget – IT (Resolution)

Staff presented a request to reallocate funds in the 2014 Capital Improvement Budget originally approved for the purchase of agenda software for $27,000. Due to employee turnover, development and planning for this new agenda software has not been instituted in 2014 but has been requested for 2016. It has since been determined that the data backup/disaster recovery system is in need of being replaced. The current system is five years old and is in question of being able to successfully perform in the event of a hardware failure or disaster. Three servers that are eight years old and out of warranty would also be replaced. Total cost is estimated at $28,442. The remaining $1,442 is available from the 2014 IT Department operating budget. Member Christianson asked if the software will be purchased locally and Member Fagerlie asked if IT has looked into the possibility of using the "Cloud" instead of hardware for a backup system. Staff will research these two questions and provide the information at a future meeting.

Following discussion, Member Nelson moved to introduce a resolution to reallocate $27,000 from the agenda software project in the 2014 IT Capital Improvement Budget to the data backup system project. Member Christianson seconded the motion which carried.

Item No. 7 Reports (Information)

The Committee received the following reports: July Rice Hospital, Second Quarter Interest/Dividends, Second Quarter Investment Activity, June 30, 2014, Investment Listing, Ten-Year Historical Investment Balances by Quarter, Ten-Year Historical Interest/Dividends by Quarter, and August Rice Trust. This matter was taken for information only.

Item No. 8 Old Business (Information)

There was no old business.

Item No. 9 New Business (Information)

Chair Anderson reminded the Council Members that there will be another Council Work Session on October 13, 2014, and on November 10, 2014. He also encouraged members to attend the "Walk the Corridor" which is being held downtown September 30, 2014.

There being no further business to come before the Committee, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Carol Cunningham

Carol Cunningham
Accounting Supervisor

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: September 29, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Finance

Agenda Item: 2015 Budget Discussion

Recommended Action: Receive and review various aspects of the 2015 Mayor's Proposed Budget, including fund balance updates, County & School 10-Year Levy History, 2015 Proposed Property Tax Levy, 10-Year Fees.

Background/Summary: Council conducts an ongoing review of proposed budgets each year.

Alternatives: N/A

Financial Considerations: Review Financial Status.

Preparer: Steve Okins, Finance Director

Signature:

Comments:

E. Fund Balance Detail

The following is a detail of Governmental Fund Balances at December 31, 2013:

Fund	Nonspendable	Restricted	Committed	Unassigned
General Fund				
Prepaids/Deposits	$ 287,963	$ -	$ -	$ -
Working Capital	-	-	4,000,000	-
Year 2013	-	-	645,116	-
Year 2014	-	-	1,118,117	-
Retirees Insurance	-	-	223,540	-
Self-Insurance	-	-	1,000,000	-
Petty Cash	-	-	2,250	-
Public Works Blacktop	-	-	200,000	-
Uncompensated Absences-Regular	-	-	1,678,271	-
Uncompensated Absences-Overtime	-	-	1,376,588	-
Uncompensated Absences-Part Time	-	-	274,726	-
WRAC-8	-	-	328,468	-
Next Year's Budget	-	-	1,300,000	-
Current Year Emergency	-	-	1,300,000	-
Special Revenue Funds				
Industrial Development	-	-	6,236,423	-
Industrial Development-CP Airport	-	-	17,110	-
Industrial Development-Western Coll.	-	-	1,661,075	-
CVB-Prepaids	23,574	-	-	-
CVB	-	-	160,790	-
CVB-Petty Cash	-	-	50	-
Willmar Municipal Airport	6,762	-	7,064	
Library Improvement Reserve	-	-	156,864	-
Community Investment	-	7,583,532	-	-
Community Investment-PIR	-	-	1,000,000	-
Public Works Reserve	-	-	811,811	-
Law Enforcement Forfeiture Fund	-	48,031	-	-
Debt Service Funds				
Special Assessments Funds	786,270	4,532,544	-	-
Nonmajor Airport Debt Service	161,246	-	-	(2,876)
Capital Projects Funds				
Street Projects	-	-	618,255	-
Nonmajor Surface Water C.P.	-	-	207,915	-
Nonmajor Airport Development C.P.	-	-	-	(1,398)
Nonmajor Capital Improvements	-	-	-	-
Stormwater	-	-	213,545	-
Year 2011	-	-	55,284	-
Year 2012	-	-	544,159	-
Year 2013	-	-	1,302,313	-
Year 2014	-	-	1,301,489	-
Year 2015	-	-	292,278	
WRAC-8	-	-	65,215	-
CVB	-	-	5,500	-
Permanent Funds	30,000	5,447	-	-
Totals	**$ 1,295,815**	**$ 12,169,554**	**$ 28,104,216**	**$ (4,274)**

A 10-YEAR COMPARISON OF THE TAX LEVIES AFTER AIDS

Year Tax Due	*City	School	Market Value Ref.	**County	H.R.A.	Rural Dev. Finance Auth.	Kandiyohi /Willmar EDC	Total
#2005	2,254,502	2,114,047	760,160	6,226,940	105,564	3,570	122,787	11,587,570
#2006	2,335,761	2,258,522	1,067,332	6,223,946	115,519	-	133,835	12,134,915
#2007	2,806,902	2,483,193	1,183,484	6,617,795	129,265	-	133,865	13,354,504
#2008	3,383,493	2,424,022	1,236,868	6,795,266	141,159	-	131,812	14,112,620
#2009	3,525,204	2,571,272	1,724,036	7,145,914	188,884	-	129,302	15,284,612
#2010	3,663,422	2,538,124	1,807,189	6,850,914	168,577	-	121,253	15,149,479
#2011	3,755,160	2,555,586	1,840,022	7,199,752	166,953	-	121,945	15,639,418
#2012	3,997,702	2,670,551	1,866,059	7,273,883	168,582	-	118,999	16,095,776
#2013	4,139,754	2,381,446	1,670,118	7,158,587	168,585	-	114,846	15,633,336
#2014	4,139,400	1,519,721	1,565,134	6,822,472	168,362	-	108,224	14,323,313

*This levy does not take into consideration the small reduction that results from agricultural property.
**Includes Mid-Minnesota Development Commission
#Includes reduction in tax levy for disparity aid and homestead/agricultural credit aid.

A 10-YEAR COMPARISON OF THE TAX RATES APPLIED WITHIN THE CITY OF WILLMAR

Year Tax Due	**County Tax Rate	City Tax Rate	School Dist. #347 Tax Rate	H.R.A. Tax Rate	Mid-Minn Dev. Comm. Tax Rate	Kandiyohi / Willmar EDC rate	Total Tax Rate
2005	69.782	25.265	23.691	1.183	0.004	1.376	121.301
2006	64.223	24.102	23.305	1.192	0.257	1.381	114.460
2007	60.411	25.623	22.664	1.180	0.235	1.222	111.335
2008	56.708	28.236	20.226	1.178	0.219	1.100	107.667
2009	56.875	28.163	20.542	1.509	0.214	1.033	108.336
2010	53.355	28.642	19.844	1.318	0.208	0.948	104.315
2011	55.940	29.285	19.927	1.302	0.208	0.951	107.613
2012	60.658	33.416	22.352	1.411	0.223	0.996	119.056
2013	59.058	34.280	19.720	.958	.220	.951	115.187
2014	56.400	34.347	12.610	1.397	.210	.898	105.862

**Includes Mid-Minnesota Development Commission.

NOTE: The total tax rate does not include the referendum tax (starting in payable 1995) or the state tax (starting in payable 2002).

Fees and Service Charges Revenues History

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 thru 8/31/14	2014 Budgeted	2015 Mayor Proposed
Daycare	$500.00	$600.00	$500.00	$700.00	$550.00	$0.00	$250.00	$500.00	$500.00
Election filing Fees	$35.00	$0.00	$35.00	$0.00	$45.00	$0.00	$50.00	$25.00	$0.00
Sale of maps/Books	$322.51	$133.51	$162.09	$63.33	$61.46	$150.63	$145.97	$50.00	$100.00
Assm. Cert.	$3,960.00	$745.00	$1,790.00	$665.00	$230.00	$30.00	$615.00	$250.00	$200.00
photp Copies	$133.27	$191.02	$132.67	$96.10	$307.48	$213.12	$153.13	$150.00	$200.00
City Hall Rent	$14,400.00	$14,400.00	$14,400.00	$14,750.00	$15,350.00	$16,300.00	$11,350.00	$15,800.00	$16,000.00
Labor	$601.81	$465.60	$721.68	$488.88	-$23.28	$30.39	$0.00	$200.00	$200.00
Fire Contracts	$51,573.70	$63,605.51	$58,070.70	$41,716.24	$51,028.46	$63,139.54	$51,051.43	$52,000.00	$63,000.00
Background Inv.	$975.00	$0.00	$600.00	$0.00	$600.00	$150.00	$300.00	$300.00	$300.00
Personnel Charges	$129,187.67	$141,087.38	$125,001.30	$118,096.06	$120,327.58	$118,234.82	$65,342.87	$124,548.00	$120,000.00
Training Reimb.	$12,817.42	$13,478.06	$14,120.67	$12,119.22	$9,962.69	$10,594.32	$9,332.49	$10,000.00	$10,000.00
False alarms	$3,600.00	$5,900.00	$6,750.00	$5,850.00	$500.00	$0.00	$0.00	$5,000.00	$5,000.00
Equipment charges	$4,100.00	$13,225.00	$3,313.50	$13,675.00	$13,175.00	$6,075.00	$675.00	$13,175.00	$10,000.00
automated Pawn	$5,311.50	$4,266.00	$4,630.50	$3,293.40	$3,362.70	$3,513.90	$1,548.40	$3,500.00	$3,500.00
Fire Alarm Permits	$0.00	$0.00	$0.00	$0.00	$0.00	$1,800.00	$600.00	$3,000.00	$2,000.00

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 thru 8/31/14	2014 Budgeted	2015 Mayor Proposed
ball Field Rent	$235.40	$1,120.00	$278.97	$11,340.00	$11,230.00	$12,000.00	$10,725.00	$11,200.00	$17,200.00
showmobile Rent	$2,456.80	$1,400.00	$0.00	$0.00	$698.75	$495.00	$215.00	$500.00	$500.00
Shelter Rent	$8,533.73	$7,582.40	$6,701.32	$7,064.79	$6,751.00	$5,927.00	$4,948.00	$7,250.00	$6,000.00
Tournament Fees	$4,721.00	$1,386.80	$840.00	$2,246.00	$2,401.00	$309.10	$300.00	$500.00	$0.00
Skating Programs	$1,125.00	$5,485.00	$14,127.75	$26,838.35	-$5,725.00	$5,498.00	-$443.50	$4,500.00	$5,500.00
Ice Rental	$ 134,703.00	$ 130,165.00	$ 147,741.69	$ 152,232.50	$ 137,589.94	$ 145,433.25	$ 77,190.50	$ 130,000.00	$ 140,000.00
Dry floor Events	$ 59,554.21	$ 53,915.30	$ 50,839.70	$ 52,425.18	$ 52,569.04	$ 46,404.68	$ 27,282.92	$ 52,000.00	$ 50,000.00
Skate Rental/Sharp	$ 1,468.63	$ 1,237.95	$ 928.52	$ 1,129.22	$ 1,399.79	$ 1,252.41	$ 712.98	$ 1,200.00	$ 1,300.00
Open Skating	$ 3,119.24	$ 3,841.04	$ 3,540.86	$ 4,375.33	$ 4,911.40	$ 5,345.21	$ 3,031.58	$ 5,500.00	$ 5,500.00
Adult Hockey	$ -	$ -	$ -	$ -	$ 10,650.00	$ 12,975.00	$ 165.00	$ 12,000.00	$ 14,000.00
Advertising Sales	$ 6,975.00	$ 3,631.28	$ 8,165.62	$ 2,550.00	$ 7,575.00	$ 3,054.00	$ 8,621.00	$ 5,000.00	$ 4,000.00
Vending Machines	$ 12,088.19	$ 9,319.94	$ 9,123.63	$ 8,870.63	$ 7,372.44	$ 6,707.97	$ 2,576.27	$ 6,500.00	$ 6,800.00
Concession Sales	$ 50,888.53	$ 44,116.40	$ 49,928.34	$ 47,935.13	$ 46,540.89	$ 43,167.98	$ 26,795.98	$ 47,000.00	$ 46,000.00
Hockey Games	$ 12,618.00	$ 17,515.00	$ 14,052.00	$ 19,980.00	$ 15,630.00	$ 14,123.00	$ 8,928.00	$ 15,000.00	$ 15,000.00
Accessories Sales	$ 39.25	$ 83.13	$ 61.47	$ 9.31	$ 35.40	$ 29.94	$ 7.49	$ -	$ -
Football Fees	$ -	$ 40.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 thru 8/31/14	2014 Budgeted	2015 Mayor Proposed
Basketball Fees	$ 5,474.52	$ 10,659.50	$ 11,264.70	$ 13,283.25	$ 12,020.00	$ 15,628.00	$ 2,705.00	$ 12,000.00	$ 14,000.00
Softball Fees	$ 20,051.50	$ 23,475.00	$ 25,808.57	$ 25,979.75	$ 26,100.00	$ 24,110.00	$ 17,095.84	$ 25,500.00	$ 24,000.00
Youth Baseball/soft	$ 30,853.00	$ 34,817.00	$ 28,064.95	$ 31,296.18	$ 21,427.00	$ 18,476.00	$ 15,820.00	$ 22,000.00	$ 18,500.00
Volleyball fees	$ 18,004.00	$ 15,905.00	$ 18,643.05	$ 20,503.64	$ 19,325.00	$ 21,247.00	$ 5,319.00	$ 18,750.00	$ 19,500.00
Exercise Prog.	$70.00	$440.00	$493.50	$339.70	$184.00	-$60.00	$0.00	$450.00	$0.00
Adult Education	$0.00	$0.00	$677.25	$195.00	$3,749.00	$205.00	$119.00	$350.00	$300.00
Pop Commissions	$493.44	$489.53	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Youth Programs	$4,800.50	$1,790.50	$1,357.60	$255.00	$0.00	$204.00	$0.00	$200.00	$0.00
Tennis Lessons	$150.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Rifle Range Fees	$1,562.24	$1,904.46	$2,152.60	$2,665.75	$2,880.00	$2,945.75	$0.00	$3,200.00	$2,500.00
Soccer Fees	$6,700.00	$7,013.00	$7,495.96	$4,953.93	$5,850.00	$10,600.00	$11,121.00	$8,500.00	$10,000.00
Aquatic Events	$43,063.72	$35,215.97	$42,003.20	$38,714.54	$40,660.22	$41,393.18	$36,185.28	$40,000.00	$40,000.00
Aquatic Concessions	$20,698.53	$21,788.44	$26,169.78	$24,550.11	$24,961.59	$25,571.45	$25,548.32	$25,000.00	$25,000.00
Aquatic Seas. Passes	$9,847.65	$9,441.12	$4,693.15	$3,326.67	$4,077.80	$4,065.49	$1,955.58	$4,200.00	$4,000.00
Aquatic NT Goods	$131.25	$383.13	$514.36	$755.00	$997.00	$909.63	$713.00	$500.00	$800.00
Aquatic Programs	$0.00	$0.00	$0.00	$1,810.00	$1,046.04	$565.47	$626.83	$800.00	$500.00

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 thru 8/31/14	2014 Budgeted	2015 Mayor Proposed
Ride for Trails	$0.00	$0.00	$4,201.63	$4,689.18	$4,307.00	$2,912.00	$0.00	$3,000.00	$3,000.00
Snow Removal	$0.00	$498.44	$309.00	$360.60	$0.00	$315.00	$72.00	$300.00	$300.00
Mowing/Tree Rem.	$1,997.03	$2,030.29	$1,351.86	$3,400.35	-$697.59	$3,032.01	$675.00	$2,000.00	$2,000.00
Highways-Labor	$1,368.60	$5,601.80	$2,636.16	$3,228.68	$3,970.31	$2,891.38	$761.76	$2,000.00	$2,000.00
Highway-Equip rent	$686.00	$2,294.00	$162.00	$280.00	$109.00	$267.00	$272.00	$250.00	$300.00
Plans & Spec.	$4,745.54	$2,016.78	$917.36	$648.80	$293.35	$593.11	$90.50	$500.00	$500.00
Sale of Materials	$1,085.16	$4,742.91	$907.66	$1,003.10	$1,145.00	$544.00	$225.00	$1,000.00	$1,000.00
Fuel Sales	$7,109.72	$6,998.69	$7,024.58	$7,258.10	$6,498.33	$6,143.19	$4,275.42	$7,000.00	$6,000.00
CC-Facility Rental	$5,815.00	$8,220.00	$7,885.00	$8,085.00	$8,704.50	$9,500.00	$7,308.00	$8,500.00	$9,000.00
CC-Program Fees	$1,666.47	$2,757.11	$5,982.95	$5,254.82	$4,200.84	$3,374.86	$3,445.83	$5,000.00	$4,000.00
Rental Income	$123,022.18	$132,386.00	$117,975.61	$160,079.71	$168,377.21	$0.00	$0.00	$24,230.00	$25,000.00
Airport Fuel Sales	$6,307.12	$5,287.03	$7,361.22	$10,434.26	$9,952.42	$0.00	$347.09	$0.00	$0.00
3.2% Liquor	$900.00	$637.50	$750.00	$600.00	$900.00	$900.00	$750.00	$900.00	$900.00
Café/Rest.	$1,925.00	$1,925.00	$2,190.00	$1,830.00	$2,490.00	$2,340.00	$570.00	$2,000.00	$2,300.00
Coin-Operated Mach	$1,200.00	$1,260.00	$975.00	$885.00	$900.00	$915.00	$150.00	$900.00	$900.00
Excavators Permit	$0.00	$0.00	$0.00	$0.00	$0.00	$125.00	$0.00	$250.00	$125.00

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 thru 8/31/14	2014 Budgeted	2015 Mayor Proposed
Pawnbrokers	$175.50	$150.00	$150.00	$150.00	$150.00	$150.00	$0.00	$150.00	$150.00
Liquor Clubs	$1,200.00	$1,200.00	$1,200.00	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00
Liquor On Sale	$31,166.67	$32,600.00	$40,500.00	$36,400.00	$36,800.00	$39,416.67	$43,600.00	$38,000.00	$40,000.00
Liquor off-sale	$4,750.00	$4,750.00	$5,700.00	$5,541.66	$5,700.00	$4,750.00	$4,750.00	$5,500.00	$5,000.00
Liquor Sunday	$2,300.00	$2,000.00	$2,233.33	$2,000.00	$1,800.00	$2,000.00	$350.00	$2,000.00	$2,000.00
Wine On-sale	$700.00	$650.01	$600.00	$800.00	$1,000.00	$800.00	$800.00	$800.00	$800.00
Soft Drink	$1,640.00	$2,150.00	$2,340.00	$2,100.00	$2,610.00	$2,460.00	$690.00	$2,500.00	$2,500.00
Taxi Cab	$25.00	$25.00	$30.00	$30.00	$30.00	$30.00	$60.00	$50.00	$0.00
Theatre	$300.00	$0.00	$600.00	$0.00	$600.00	$300.00	$0.00	$300.00	$300.00
Liquor violations	$0.00	$4,500.00	$0.00	$4,500.00	$0.00	$0.00	$1,000.00	$0.00	$0.00
Dog & Cat License	$2,244.00	$1,598.00	$1,500.00	$1,331.00	$1,198.50	$1,277.00	$801.50	$1,500.00	$1,500.00
Fireworks Permit	$1,100.00	$990.00	$1,170.00	$1,200.00	$1,120.00	$930.00	$910.00	$1,100.00	$1,100.00
Parade Permit	$600.00	$805.00	$930.00	$690.00	$900.00	$870.00	$660.00	$800.00	$800.00
Service Parking Perm	$75.00	$60.00	$0.00	$0.00	$0.00	$0.00	$30.00	$50.00	$0.00
ROW Permits	$8,200.00	$7,055.00	$13,925.00	$7,125.00	$8,975.00	$11,000.00	$11,575.00	$8,100.00	$9,100.00

GENERAL FUND

BUDGETS	12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
SED BUDGET Dept/Adm. Prop Mayor Prop.								
SERVICE CHARGES								
101.34350.0520								
DAYCARE/FOSTER CARE INSPEC	500.00	600.00	500.00	700.00	550.00	0.00	250.00	
500.00 500.00	0.00							
101.34350.0906								
CONTRIBUTIONS/DONATIONS	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 0.00	0.00							
GENERAL GOVERNMENT								
101.34350.1601								
MISCELLANEOUS	120.00	16,890.00	120.00	120.00	3,832.50	120.00	120.00	
120.00 100.00	0.00							
101.34350.1602								
ELECTION FILING FEES	35.00	.00	35.00	0.00	45.00	0.00	50.00	
25.00 0.00	0.00							
101.34350.1603								
SALE OF MAPS/ZONING BOOK	322.51	133.51	162.09	63.33	61.46	150.63	145.97	
50.00 100.00	0.00							
101.34350.1604								
ASSESSMENT CERTIFICATE	390.00	745.00	1,790.00	665.00	230.00	30.00	615.00	
250.00 200.00	0.00							
101.34350.1605								
PHOTO COPIES	133.27	191.02	132.67	96.10	307.48	213.12	153.13	
150.00 200.00	0.00							
101.34350.1608								
CITY HALL RENT	14,400.00	14,400.00	14,400.00	14,750.00	15,350.00	16,300.00	11,350.00	
15,800.00 16,000.00	0.00							
101.34350.1609								
OTHER RENTS	.00	.00	.00	0.00	0.00	0.00	100.00	
0.00 0.00	0.00							
101.34350.1610								
LABOR	601.81	465.60	721.68	488.88	23.28-	30.39	0.00	
200.00 200.00	0.00							
GENERAL GOVERNMENT TOTAL	16,002.59	32,825.13	17,361.44	16,183.31	19,803.16	16,844.14	12,534.10	
16,595.00 16,800.00	0.00							
PUBLIC SAFETY								
101.34350.1701								
MISCELLANEOUS	5,505.37	1,753.82	506.16	2,718.20	2,583.37	3,313.28	5,878.42	
2,500.00 2,500.00	0.00							
101.34350.1702								
DONATIONS	5,570.00	4,700.00	1,600.00	2,600.00	1,286.90	2,107.05	0.00	
1,000.00 1,000.00	0.00							
101.34350.1703								
FIRE CONTRACTS	51,573.70	63,605.51	58,070.70	41,716.24	51,028.46	63,139.54	51,051.43	
52,000.00 63,000.00	0.00							
101.34350.1704								

BACKGROUND INVESTIGATION		975.00	.00	600.00	0.00	600.00	150.00	300.00	
300.00	300.00	0.00							
101.34350.1705									
PHOTO COPIES		.00	34.30	.00	54.31	9.31	0.00	0.00	
50.00	0.00	0.00							
101.34350.1706									
PERSONNEL CHARGES		129,187.67	141,087.38	125,001.30	118,096.06	120,327.58	118,234.82	65,342.87	
124,548.00	120,000.00	0.00							
101.34350.1707									
TRAINING REIMBURSEMENTS		12,817.16	13,478.06	14,120.67	12,119.22	9,962.69	10,594.32	9,332.49	
10,000.00	10,000.00	0.00							
101.34350.1709									
FIRE/POLICE FALSE ALARMS		3,600.00	5,900.00	6,750.00	5,850.00	500.00	0.00	0.00	
5,000.00	5,000.00	0.00							
101.34350.1712									
EQUIPMENT CHARGES		4,100.00	13,225.00	3,313.50	13,675.00	13,175.00	6,075.00	675.00	
13,175.00	10,000.00	0.00							
101.34350.1715									
AUTOMATED PAWN CHARGES		5,311.50	4,266.00	4,630.50	3,293.40	3,362.70	3,513.90	1,548.40	
3,500.00	3,500.00	0.00							

GENERAL FUND

BUDGETS			12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
SED BUDGET	Dept/Adm. Prop	Mayor Prop.								
SERVICE CHARGES										
PUBLIC SAFETY										
101.34350.1716										
ABANDONED ASSETS			.00	.00	.00	2,887.38	738.06	558.49	210.03	
500.00	500.00	0.00								
101.34350.1719										
FIRE ALARM PERMITS			.00	.00	.00	0.00	0.00	1,800.00	600.00	
3,000.00	2,000.00	0.00								
101.34350.1723										
GRANT REVENUE			.00	.00	.00	10,374.38	0.00	0.00	0.00	
2,500.00	0.00	0.00								
PUBLIC SAFETY		TOTAL	218,640.40	248,050.07	214,592.83	213,384.19	203,574.07	209,486.40	134,938.64	
218,073.00	217,800.00	0.00								
BUILDINGS AND GROUNDS										
101.34350.1801										
MISCELLANEOUS			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1805										
SALE OF MATERIALS			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1806										
DONATIONS			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1811										
SALE OF MATERIALS			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1812										
POP			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1826										
RESTITUTION			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.1829										
BALL FIELD			235.40	1,120.00	278.97	11,340.00	11,230.00	12,000.00	10,725.00	
11,200.00	17,200.00	0.00								
101.34350.1830										
SHOWMOBILE RENT			2,456.80	1,400.00	.00	0.00	698.75	495.00	215.00	
500.00	500.00	0.00								
101.34350.1831										
SHELTER RESERVATIONS			8,533.73	7,582.40	6,701.32	7,064.79	6,751.00	5,927.00	4,948.00	
7,250.00	6,000.00	0.00								
BUILDINGS AND GROUNDS		TOTAL	11,225.93	10,102.40	6,980.29	18,404.79	18,679.75	18,422.00	15,888.00	
18,950.00	23,700.00	0.00								
CIVIC CENTER										
101.34350.1901										
MISCELLANEOUS			441.49	647.82	1,352.86	2,403.90	884.69	6,310.20	155.35	

1,000.00	1,000.00	0.00						
101.34350.1902								
DONATIONS		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						
101.34350.1904								
ADMISSIONS		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						
101.34350.1905								
SALE OF MATERIALS		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						
101.34350.1906								
LAND RENTAL		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						
101.34350.1907								
TOURNAMENT FEES		4,721.00	1,386.80	840.00	2,246.00	2,401.00	309.10	300.00
500.00	0.00	0.00						
101.34350.1918								
ROLLER HOCKEY		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						

GENERAL FUND

BUDGETS			12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
SED BUDGET	Dept/Adm. Prop	Mayor Prop.								
SERVICE CHARGES										
CIVIC CENTER										
101.34350.1919										
SKATING PROGRAMS			1,125.00	5,485.00	14,127.75	26,838.35	5,725.00-	5,498.00	443.50-	
4,500.00	5,500.00		0.00							
101.34350.1920										
ICE RENTAL			134,703.00	130,165.00	147,741.69	152,232.50	137,589.94	145,433.25	77,190.50	
130,000.00	140,000.00		0.00							
101.34350.1921										
DRY FLOOR EVENTS			59,554.21	53,915.30	50,839.70	52,425.18	52,569.04	46,404.68	27,282.92	
52,000.00	50,000.00		0.00							
101.34350.1922										
SKATE RENTAL/SHARPENING			1,468.63	1,237.95	928.52	1,129.22	1,399.79	1,252.41	712.98	
1,200.00	1,300.00		0.00							
101.34350.1923										
OPEN SKATING			3,119.24	3,841.04	3,540.86	4,375.33	4,911.40	5,345.21	3,031.58	
5,500.00	5,500.00		0.00							
101.34350.1924										
ADULT HOCKEY LEAGUE			.00	.00	.00	0.00	10,650.00	12,975.00	165.00	
12,000.00	14,000.00		0.00							
101.34350.1925										
ADVERTISING SALES			6,975.00	3,631.28	8,165.62	2,550.00	7,575.00	3,054.00	8,621.00	
5,000.00	4,000.00		0.00							
101.34350.1926										
VENDING MACHINE COMMISSION			12,088.19	9,319.94	9,123.63	8,870.63	7,372.44	6,707.97	2,576.27	
6,500.00	6,800.00		0.00							
101.34350.1927										
CONCESSION SALES			50,888.53	44,116.95	49,928.34	47,935.13	46,540.89	43,167.98	26,795.98	
47,000.00	46,000.00		0.00							
101.34350.1928										
HOCKEY GAMES			12,619.00	17,515.00	14,052.00	19,980.00	15,630.00	14,123.00	8,928.00	
15,000.00	15,000.00		0.00							
101.34350.1929										
ACCESSORIES SALES			39.25	83.13	61.47	9.31	35.40	29.94	7.49	
0.00	0.00		0.00							
101.34350.1930										
TELEPHONE COMMISSIONS			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
CIVIC CENTER										
TOTAL			287,742.54	271,345.21	300,702.44	320,995.55	281,834.59	290,610.74	155,323.57	
280,200.00	289,100.00		0.00							
LEISURE SERVICES										
101.34350.2001										
MISCELLANEOUS			2,471.55	2,448.33	2,786.48	0.00	1,250.00	1,224.35	0.00	
0.00	0.00		0.00							
101.34350.2002										
FOOTBALL ENTRY FEES			.00	40.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
101.34350.2003										

BASKETBALL ENTRY FEES		5,474.52	10,659.50	11,264.70	13,283.25	12,020.00	15,628.00	2,705.00	
12,000.00	14,000.00	0.00							
101.34350.2004									
SOFTBALL ENTRY FEES		20,051.50	23,475.00	25,808.57	25,979.75	26,100.00	24,110.00	17,095.84	
25,500.00	24,000.00	0.00							
101.34350.2005									
YOUTH-BASEBALL/SOFTBALL FE		30,853.00	34,817.00	28,064.95	31,296.18	21,427.00	18,476.00	15,820.00	
22,000.00	18,500.00	0.00							
101.34350.2006									
HOCKEY ENTRY FEES		.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00							
101.34350.2007									
BROOMBALL ENTRY FEES		40.00-	40.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00							
101.34350.2008									
VOLLEYBALL ENTRY FEES		18,004.00	15,905.00	18,643.05	20,503.64	19,325.00	21,247.00	5,319.00	
18,750.00	19,500.00	0.00							
101.34350.2009									
CROSS COUNTRY SKIING		.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00							

GENERAL FUND

BUDGETS			12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
SED BUDGET	Dept/Adm. Prop	Mayor Prop.								
SERVICE CHARGES										
LEISURE SERVICES										
101.34350.2010										
EXERCISE PROGRAM FEES			70.00	440.00	493.50	339.70	184.00	60.00-	0.00	
450.00	0.00	0.00								
101.34350.2011										
ADULT RECREATION			.00	.00	677.25	195.00	3,749.00	205.00	119.00	
350.00	300.00	0.00								
101.34350.2012										
POP COMMISSIONS			493.44	489.53	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.2013										
YOUTH PROGRAMS			4,800.50	1,790.50	1,357.60	255.00	0.00	204.00	0.00	
200.00	0.00	0.00								
101.34350.2014										
DOG OBEDIENCE CLASSES			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.2015										
TENNIS LESSONS			150.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.2016										
DONATIONS			1,653.00	.00	.00	600.00	250.00	0.00	2,227.36	
1,750.00	1,000.00	0.00								
101.34350.2017										
RIFLE RANGE FEES			1,562.24	1,904.46	2,152.60	2,665.75	2,880.00	2,945.75	0.00	
3,200.00	2,500.00	0.00								
101.34350.2018										
SOCCER ENTRY FEES			6,700.00	7,013.00	7,495.96	4,953.93	5,850.00	10,600.00	11,121.00	
8,500.00	10,000.00	0.00								
101.34350.2019										
OPERATION FITNESS FEES			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00								
101.34350.2020										
AQUATIC CTR ADMISSIONS			43,063.72	35,215.97	42,003.20	38,714.54	40,660.22	41,393.18	36,185.28	
40,000.00	40,000.00	0.00								
101.34350.2021										
AQUATIC CTR SPECIAL EVENTS			.00	4.00	80.09	299.39	200.00	1,659.00	462.00	
350.00	500.00	0.00								
101.34350.2022										
AQUATIC CTR CONCESSIONS			20,698.53	21,788.44	26,169.78	24,550.11	24,961.59	25,571.45	25,548.32	
25,000.00	25,000.00	0.00								
101.34350.2023										
AQUATIC CTR SEASON PASSES			9,847.65	9,441.12	4,693.15	3,326.67	4,077.80	4,065.49	1,955.58	
4,200.00	4,000.00	0.00								
101.34350.2024										
AQUATIC CTR NONTAXABLE GOO			131.25	383.13	514.36	755.00	997.00	909.63	713.00	
500.00	800.00	0.00								
101.34350.2025										
AQUATIC CTR PROGRAMS			.00	.00	.00	1,810.00	1,046.04	565.47	626.83	
800.00	500.00	0.00								

101.34350.2030								
RIDE FOR THE TRAILS		.00	.00	4,201.63	4,689.18	4,307.00	2,912.00	0.00
3,000.00	3,000.00	0.00						
LEISURE SERVICES								
TOTAL		165,984.90	165,854.98	176,406.87	174,217.09	169,284.65	171,656.32	119,898.21
166,550.00	163,600.00	0.00						
HIGHWAYS & STREETS								
101.34350.2101								
MISCELLANEOUS		.00	.00	.00	0.00	0.00	251.96	55.40
0.00	0.00	0.00						
101.34350.2102								
PAVEMENT REPAIRS		.00	.00	.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00						
101.34350.2103								
SNOW REMOVAL		.00	498.44	309.00	360.60	0.00	315.00	72.00
300.00	300.00	0.00						
101.34350.2106								
MOWING/TREE REMOVAL		1,997.03	2,030.29	1,351.86	3,400.35	697.59-	3,032.01	675.00
2,000.00	2,000.00	0.00						

GENERAL FUND

BUDGETS SED BUDGET	Dept/Adm. Prop	Mayor Prop.	12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
SERVICE CHARGES										
HIGHWAYS & STREETS										
101.34350.2107										
LABOR			1,368.60	5,601.80	2,636.16	3,228.68	3,970.21	2,891.38	761.76	
2,000.00	2,000.00		0.00							
101.34350.2108										
RENTS/EQUIPMENT			686.00	2,294.00	162.00	280.00	109.00	267.00	272.00	
250.00	300.00		0.00							
101.34350.2109										
PLANS AND SPECIFICATIONS			4,745.54	2,016.78	917.36	648.80	293.35	593.11	90.50	
500.00	500.00		0.00							
101.34350.2110										
AERIAL TOPOGRAPHY			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
101.34350.2111										
SALE OF MATERIALS			1,085.16	4,742.91	907.66	1,003.10	1,145.00	544.00	225.00	
1,000.00	1,000.00		0.00							
101.34350.2113										
FUEL SALES			7,109.72	6,998.69	7,024.58	7,258.10	6,498.33	6,143.19	4,275.42	
7,000.00	6,000.00		0.00							
HIGHWAYS & STREETS										
		TOTAL	16,992.05	24,182.91	13,308.62	16,179.63	11,318.30	14,037.65	6,427.08	
13,050.00	12,100.00		0.00							
COMMUNITY CENTER										
101.34350.2205										
SENIOR CITIZENS SALES			.00	.00	20.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
101.34350.2206										
DONATIONS			2,616.05	1,050.00	145.00	570.00	287.00	0.00	320.00	
250.00	250.00		0.00							
101.34350.2212										
POP MACHINES			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
101.34350.2225										
MEMBERSHIP FEES			.00	.00	.00	0.00	0.00	0.00	0.00	
0.00	0.00		0.00							
101.34350.2232										
FACILITY RENTAL			5,815.00	8,220.00	7,885.00	8,085.00	8,704.50	9,500.00	7,308.00	
8,500.00	9,000.00		0.00							
101.34350.2233										
PROGRAM FEES			1,666.47	2,757.11	5,982.95	5,254.82	4,200.84	3,374.86	3,445.83	
5,000.00	4,000.00		0.00							
COMMUNITY CENTER										
		TOTAL	10,097.52	12,027.11	14,032.95	13,909.82	13,192.34	12,874.86	11,073.83	
13,750.00	13,250.00		0.00							
OTHER SOURCES										
101.34350.3006										
RENTAL INCOME			123,022.18	132,386.00	117,975.61	160,079.71	168,377.21	0.00	0.00	

24,230.00 25,000.00 0.00
101.34350.3009
FIXED-BASE OPERATOR AGMNT .00 .00 .00 0.00 0.00 0.00 0.00
0.00 0.00 0.00
101.34350.3013
FUEL SALES 6,307.12 5,287.03 7,361.22 10,434.26 9,952.42 0.00 347.09
0.00 0.00 0.00
OTHER SOURCES
TOTAL 129,329.30 137,673.03 125,336.83 170,513.97 178,329.63 0.00 347.09
24,230.00 25,000.00 0.00
SERVICE CHARGES
TOTAL 856,515.23 902,660.84 869,222.27 944,488.35 896,566.49 733,932.11 456,680.52
751,898.00 761,850.00 0.00

GENERAL FUND
TOTAL 856,515.23 902,660.84 869,222.27 944,488.35 896,566.49 733,932.11 456,680.52
751,898.00 761,850.00 0.00

GENERAL FUND

BUDGETS---------- SED BUDGET Dept/Adm. Prop	12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
LICENSES AND PERMITS								
BUSINESS LICENSES/PERMITS								
101.32330.0401								
MISCELLANEOUS	.00	30.00	30.00	30.00	30.00	30.00	73.92	
50.00 100.00								
101.32330.0402								
3.2%-INTOXICATING LIQUOR	900.00	637.50	750.00	600.00	900.00	900.00	750.00	
900.00 900.00								
101.32330.0403								
CAFE-RESTAURANT	1,925.00	1,925.00	2,190.00	1,830.00	2,490.00	2,340.00	570.00	
2,000.00 2,300.00								
101.32330.0404								
CIGARETTE	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0405								
COIN-OPERATED MACHINES	1,200.00	1,260.00	975.00	885.00	900.00	915.00	150.00	
900.00 900.00								
101.32330.0406								
EXCAVATORS PERMIT	.00	.00	.00	0.00	0.00	125.00	0.00	
250.00 125.00								
101.32330.0407								
LIQUOR SERVING PERMITS	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0409								
PAWNBROKER'S	175.50	150.00	150.00	150.00	150.00	150.00	0.00	
150.00 150.00								
101.32330.0411								
CONSUMPTION & DISPLAY LIC.	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0412								
LIQUEFIED PETROLEUM GAS	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0413								
LIQUOR ON-SALE CLUBS	1,200.00	1,200.00	1,200.00	600.00	600.00	600.00	600.00	
600.00 600.00								
101.32330.0414								
LIQUOR ON-SALE PRIVATE	31,166.67	32,600.00	40,500.00	36,400.00	36,800.00	39,416.67	43,600.00	
38,000.00 40,000.00								
101.32330.0415								
LIQUOR OFF-SALE PRIVATE	4,750.00	4,750.00	5,700.00	5,541.66	5,700.00	4,750.00	4,750.00	
5,500.00 5,000.00								
101.32330.0416								
LIQUOR SUNDAY ON-SALE	2,300.00	2,000.00	2,233.33	2,000.00	1,800.00	2,000.00	350.00	
2,000.00 2,000.00								
101.32330.0417								
WINE ON-SALE	700.00	650.01	600.00	800.00	1,000.00	800.00	800.00	
800.00 800.00								
101.32330.0418								

CARNIVAL PERMIT	.00	.00	.00	0.00	0.00	0.00	120.00
0.00 *----------*							
101.32330.0419							
SOFT DRINK	1,640.00	2,150.00	2,340.00	2,100.00	2,610.00	2,460.00	690.00
2,500.00 2,500.00							
101.32330.0420							
TAXI-CAB	25.00	25.00	30.00	30.00	30.00	30.00	60.00
50.00 *----------*							
101.32330.0421							
TAXI-CAB DRIVERS	.00	.00	.00	0.00	0.00	0.00	0.00
0.00 *----------*							
101.32330.0422							
THEATRE	300.00	.00	600.00	0.00	600.00	300.00	0.00
300.00 300.00							
101.32330.0423							
WATER HEATERS	.00	.00	.00	0.00	0.00	0.00	0.00
0.00 *----------*							
101.32330.0424							
WATER SOFTENERS	.00	.00	.00	0.00	0.00	0.00	0.00
0.00 *----------*							

GENERAL FUND

BUDGETS---------- SED BUDGET Dept/Adm. Prop	12-31-2008	12-31-2009	12-31-2010	12-31-2011	12-31-2012	12-31-2013	ACTUAL DOLLARS 08-31-2014	REVI
LICENSES AND PERMITS								
BUSINESS LICENSES/PERMITS								
101.32330.0425								
CIRCUS PERMIT	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0426								
LIQUOR FINE VIOLATIONS	.00	4,500.00	.00	4,500.00	0.00	0.00	1,000.00	
0.00 *----------*								
BUSINESS LICENSES/PERMITS TOTAL	46,282.17	51,877.51	57,298.33	55,466.66	53,610.00	54,816.67	53,513.92	
54,000.00 55,675.00								
NON-BUSINESS LIC./PERMITS								
101.32330.0501								
MISCELLANEOUS	25.00	25.00	80.08	70.00	150.00	60.00	0.00	
100.00 100.00								
101.32330.0502								
MECHANICAL PERMITS	25,856.55	45,883.15	35,157.57	16,755.70	12,157.30	46,283.56	8,562.70	
20,000.00 22,000.00								
101.32330.0503								
BUILDING PERMITS	485,744.16	309,703.92	220,628.33	186,797.24	186,380.43	398,517.55	227,536.56	
190,000.00 209,000.00								
101.32330.0504								
DANCE PERMITS	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0505								
DOG & CAT LICENSES	2,244.00	1,598.00	1,500.00	1,331.00	1,198.50	1,277.00	801.50	
1,500.00 1,500.00								
101.32330.0506								
LIQUOR SERVING PERMITS	.00	.00	.00	0.00	0.00	0.00	0.00	
0.00 *----------*								
101.32330.0507								
PLUMBING PERMITS	12,056.50	12,091.10	14,422.51	7,482.25	8,289.30	7,842.00	4,501.64	
9,000.00 9,900.00								
101.32330.0508								
SIGN PERMITS	2,420.00	2,355.00	2,340.00	2,805.00	2,210.00	3,710.00	3,252.82	
2,500.00 2,750.00								
101.32330.0509								
ZONING/LAND USE FEES	4,021.00	2,675.00	3,800.00	3,025.00	3,542.00	2,625.00	4,075.00	
3,000.00 3,300.00								
101.32330.0510								
DEVELOPERS/TIF FEES	.00	.00	250.00	270.95	0.00	0.00	275.00	
0.00 *----------*								
101.32330.0511								
RENTAL REG. FEES	12,000.00	12,042.56	13,210.50	13,890.55	14,511.91	14,413.66	14,805.00	
13,000.00 13,000.00								
101.32330.0512								
DUMPSTER PERMIT	300.00	145.00	.00	210.00	60.00	60.00	270.00	
150.00 150.00								
101.32330.0513								

EXHIBITION PERMIT	.00	.00	.00	0.00	0.00	0.00	0.00
0.00 *----------*							
101.32330.0514							
FIREWORKS DISPLAY PERMIT	100.00	90.00	270.00	300.00	320.00	230.00	210.00
300.00 300.00							
101.32330.0515							
FIREWORKS SALES & STORAGE	1,000.00	900.00	900.00	900.00	800.00	700.00	700.00
800.00 800.00							
101.32330.0516							
PARADE PERMIT	600.00	805.00	930.00	690.00	900.00	870.00	660.00
800.00 800.00							
101.32330.0517							
SERVICE PARKING PERMIT	75.00	60.00	.00	0.00	0.00	0.00	30.00
50.00 *----------*							
101.32330.0518							
R.O.W. EXCAVATORS	.00	50.00	.00	0.00	0.00	50.00	200.00
100.00 100.00							
101.32330.0519							
R.O.W. PERMITS	8,200.00	7,005.00	13,925.00	7,125.00	8,975.00	10,950.00	11,375.00
8,000.00 9,000.00							

RESOLUTION NO. ____

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City equipment.

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted for the year 2014 and the same hereby ordered kept on file in the office of the City Clerk-Treasurer.

CITY CLERK:

Liquor License Investigation Fees:	
Sole Proprietor	$100.00
Partnership	150.00
Corporation	300.00
Limited Liability Company	300.00
Liquor Licenses:	
On-Sale Liquor	$4,000.00 per year
Off-Sale Liquor	950.00 per year
Club On-Sale Liquor	300.00 per year
On-Sale Wine	200.00 per year
On-Sale Sunday	200.00 per year
On-Sale 3.2% Malt Liquor	150.00 per year
Temporary On-Sale Liquor	100.00 per year
On-Sale Taproom	150.00 per year
Off-Sale Taproom	150.00 per year

PUBLIC WORKS:

Maintenance Trucks:	
3 –5 Ton Trucks	$ 35.00/hour
1 Ton Truck	18.00/hour
3 –5 Ton Truck/Plow/Sander	41.00/hour
3 –5 Ton Truck/Plow/Sander/Wing	55.00/hour
1 Ton Truck Plow	27.00/hour
½-3/4 Ton Pickup	17.00/hour
1 Ton /Water Tank	27.00/hour
Tractors, Loaders, Motor Graders:	
2 –3 CY Loaders	$ 82.00/hour
Loader/Plow/Wing	102.00/hour
Loader/Snow Blower	122.00/hour
Motor Grader	96.00/hour
Motor Grader/One-Way Plow	102.00/hour
Motor Grader/One-Way Plow/Wing	115.00/hour
40-50 Hp Tractor	21.00/hour
40-50 Hp Tractor/Attachments	35.00/hour
MT Trackless/Blower/Mower	61.00/hour
90 HpTractor/22' Flail Mower	55.00/hour
30-40 Hp Unit Mower/Blower/Sweeper	35.00/hour
Skid-Loader	35.00/hour
Skid-Loader/Attachments	50.00/hour
Snowplowing Sidewalks (incl. labor and equipment)	0.60/LF
Specialty Equipment:	
Air Conveyance Unit	$ 55.00/hour
Elgin Sweeper (4 CY)	$ 70.00/hour
Hydraulic Sewer Cleaner	68.00/hour

Sewer Rodder	41.00/hour
Paint Sprayer	9.00/hour
Paint Sprayer and 1 Ton Truck	27.00/hour
50' Bucket Truck	70.00/hour
30' Bucket Truck	41.00/hour
Brush Chipper	29.00/hour
Tamper	9.00/hour
Bituminous Distributor and Truck (less material)	50.00/hour
Bituminous Roller	55.00/hour
Grass and Leaf Pickup Broom	29.00/hour
Chain Saws	10.00/hour
Trailers	12.00/hour
Over Seeder	29.00/hour
Turf Pro	29.00/hour
Gator and Sprayer	27.00/hour
Generator	9.00/hour
Trash Pumps	9.00/hour
Utility Vehicle with Crane Hoist	42.00/hour
Air Compressor	25.00/hour
Materials:	
Winter Sand Mixed with Salt	$ 55.00 CY
Gravel	20.00/Ton
Bituminous Cold Mix	105.00/Ton
Chalk Dust (50lb. bag)	7.00/bag
Diamond Dry (50lb. bag)	13.00/bag
Bituminous Repair (incl. labor and equipment)	55.00/SY
Facilities or Equipment:	
Bleachers – 3 or 5 High	$27.00/day
Minimum moving charge	75.00/day
Picnic Tables – Rental per table (12 maximum) (for pickup only-no delivery)	10.00/day
Barricades	$ 2.00/day
Minimum charge for hauling barricades	20.00
Lights for ball fields	$25.00/day for each field
Labor:	
Regular	Contract rate plus 53%
Overtime	Contract rate plus 53%
Access Fees:	
Industrial Park Storm Pond	$ 835.00/acre
Lake North Lift Station	595.00/acre
Arby's Lift Station	1,050.00/acre
Ortenblad Lift Station	247.91/lot
Abbott Drive, Lift Station	895.00/acre
Wastewater Treatment:	
5,000 gallon tanker with hydraulic boom:	$ 30.00/hour
Portable Lab Sampler	$ 5.00/hour
Airport:	
Conference Room	$40.00/non-airport related meetings

COMMUNITY EDUCATION AND RECREATION:

Adult recreation programs will charge cost of program, officials, balls, sanctioning fees, etc., plus $7.00 per team court fee for volleyball/basketball and $10.00 per team field fee for softball.

Baseball/Softball Fields	Minimum $ 50.00 or $30.00 per game With a 250.00 daily rate
Robbins Island enclosed shelters*	75.00/day April - November
Damage deposit	50.00
Open shelters	32.00/day
Indoor Playground	$30.00/hour with $200.00 damage deposit
City Auditorium/Range Rental	$27.00/hour
Showmobile:	
Events in Willmar (not for profit)	$215.00/day + staff expenses
(Plus Clean-up/Damage Deposit)	200.00
Plus Staff Costs	
Events in Willmar (for profit)	$500.00/day + staff expenses

Civic Center:	2014	2015
Dry floor events	$580.00/day	$140.00
Ice Rental	130.00/hour	

Aquatic Center:	
Individual season pass	$ 85.00
Family of 2	125.00
Family of 3	135.00
Family of 4	145.00
Family of 5	155.00
Family of 6	165.00
Each Additional Family Member	15.00
Daily Admission Rate	3.00
Observers	3.00
Group Admission	2.50
Discount Coupons:	
10 Coupons	$ 25.00
20 Coupons	45.00
Pool Rental:	
2-hour minimum	$100.00 per hour plus guard/staff fees

FIRE DEPARTMENT:

Firefighter hours that are billed are taken directly from the roll call list.
Firefighters receive a $14.30 per hour and are paid in one-hour increments.

Equipment:

	First Hour	Additional Hour
1st line pumper - 5251, 5257 and 5258	$300	$200/hour
Tanker/pumpers 5276	300	200/hour
Ladder truck - 5299	500	400/hour
Grass rig - 5285	150	100/hour
Support Vehicles – 5296, 5297	75	50/hour
Trailers	75	50/hr

Equipment charges are billed by the quarter hour as time listed on the fire report, after initial one-hour

charge.

Special equipment and supplies used will be billed on a cost basis.

A 25% administrative fee will be added to fire watch/standby conducted by the Fire Department for special events and any standby conducted during fire protection/detection system downtown (as described in the Minnesota State Fire Code).

Fire Alarm Permit	$ 30.00
Fire Alarm Permit Renewals	$ 30.00 every 3 years
Alarm Malfunction	$500.00
3000 PSI (only) air tank filling fee	$15.00
Fire Reports	$ 0.25/page plus postage

POLICE DEPARTMENT:

$60.00 per hour for off-duty police officers
$ 1.40 Automated Pawn Transaction Fee-each electronic reportable transaction

Contracted Towing (Per tow)	$ 45.00 per towed vehicle
	$ 61.52 towing administrative fee
	$ 8.48 tax
BaseTotal	$ 115.00

Possible extra tow costs depending upon circumstances involved:

$160.00 per hour for "extra work" labor
$160.00 per hour for flat hourly tow rate
$ 5.50 per mile outside of City limits
$ 10.00 per day storage fee after 48 hours

Dated this 6th day of January, 2014.

MAYOR

Attest:

CITY CLERK

Kemske Paper Co. E1211689LD

PAWN FEES Continued

to the local business owners. The City received notification that the City of Minneapolis is increasing their portion from $.60 to $.90 per transaction. It is Staff's recommendation to increase the fee charged to the affected business owners from $1.10 to $1.40 per transaction, of which $.90 will be forwarded to the City of Minneapolis and $.50 will continue to be retained by the City of Willmar.

The Committee was recommending the Council introduce a Resolution increasing the fee charged to pawn brokers within the City of Willmar for each electronic reportable pawn transaction as presented and direct the Chief of Police to notify in writing all businesses subject to the Automated Pawn System of this increase. Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

WHEREAS, the City Council of the City of Willmar sets fees for pawn brokers within the City of Willmar for electronic automated pawn transactions;

NOW, THEREFORE, BE IT RESOLVED that the fee listed below be duly adopted for the year 2013;

POLICE DEPARTMENT: ~~$1.10~~ $1.40 Automated Pawn Transaction Fee-each electronic reportable transaction

BE IT FURTHER RESOLVED that the Chief of Police notify in writing all businesses subject to the Automated Pawn System of the increase.

Dated this 22nd day of January, 2013.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

REPORTS

Item No. 6 The Committee considered the following reports: Baseball Stadium Project; CVB November 30, Financial; Local Option Sales Tax November 30, Financial; Rice Hospital November 30, Financial Report; and Rice Trust Activity Report as of November, 2012. This matter was for information only.

CHAMBER OF COMMERCE: Dues

Item No. 7 City Administrator Stevens provided information obtained from City Attorney Scott as a result of Council Member requests that Staff research legal opinion regarding the City of Willmar, Municipal Utilities, Rice Memorial Hospital and its subsidiaries, Community Education and Recreation, Willmar HRA, and the EDC paying dues to the Chamber of Commerce. The Committee requested further clarification to be presented to the Council in anticipation of making a final decision in this matter.

Council Member Dokken referred to a League of Minnesota Cities public purpose document and requested that the Willmar Municipal Utilities and Rice Hospital provide a written public purpose position if they choose to be a member of the Chamber of Commerce. Staff was directed to forward this request to the Municipal Utilities Commission and Rice Hospital Board.

The Finance Committee Report for January 14, 2013, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Christianson, and carried.

PUBLIC WOR SAFETY

The Public Works/Safety Committee Report for January 15, 2013, was presented to the Mayor and Council by Council Member Christianson. There were two items for Council consideration.

ZOR:
ate of the
cy Address

At this time Mayor Yanish presented to the Council, Staff, and public the Mayor's 2011 State of the City Address.

CE CARE
NTER
OJECT:
spital
venue
ce, 2011A

The Mayor and Council discussed the Rice Care Center Project and financing. Finance Director Okins informed the Council that Rice Memorial Hospital will be pursuing a Hospital Revenue Note. Following discussion, Council Member Reese moved to call for a hearing on January 24, 2011, for the consideration of the Rice Memorial Hospital Revenue Note, Series 2011A with Council Member Dokken seconding the motion, which carried.

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

NANCE:

The Finance Committee Report for January 3, 2011, was presented to the Mayor and Council by Council Member Anderson. There were nine items for Council consideration.

ST

Item No. 1 John Sullivan addressed the Committee regarding the Local Option Sales Tax program. Chair Anderson pointed out the agenda reflects this topic as being scheduled for future meetings. Mayor Heitke also spoke to this issue. This matter was for information only.

VESTMENT
LICY:
nual
view

Item No. 2 Staff presented the City of Willmar Investment Policy to the Committee for its annual review. Following discussion, the Committee was recommending the Council make a motion amending the Investment Policy to include a terminology section. Council Member Anderson moved to approve the recommendation of the Finance Committee with Council Member Christianson seconding the motion, which carried.

NERAL FUND:
venue &
penditures

Item No. 3 Staff reviewed with the Committee the General Fund Revenue and Expenditures as of December 30, 2010. It was noted that these are not the final figures as receivables and payables need to be determined and accrued as of the end of the year. These final numbers will determine if any additional year-end appropriations would be needed. This matter was for information only.

OPERTY/
SUALTY
VIDENT:
CIT

Item No. 4 Staff presented information to the Committee regarding the 2010 Property/Casualty Dividend that is anticipated to be received in the amount of $33,319. Mayor Heitke explained the LMCIT process of determining insurance premiums as well as dividends. It was also noted that cities are required to be a member of the League of Minnesota Cities in order to participate in its Insurance Trust program. This matter was for information only.

RCH &
SOCIATES

Item No. 5 City Administrator Schmit reviewed the City's Appropriations Request that was submitted to David Turch in January, 2010. It was recommended that the next annual request be prepared after the City Council holds its Strategic meeting in February, 2011. This matter was for information only.

11 FEE
HEDULE

Item No. 6 City Finance Director Okins reviewed the proposed 2011 Fee Schedule which establishes fees for City services, permits and licenses, and rental rates for City equipment. Following discussion, the Committee was recommending the Council introduce a resolution establishing the 2011 Fee Schedule as presented.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City equipment.

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted for the year 2011 and the same hereby ordered kept on file in the office of the City Clerk-Treasurer.

CITY CLERK:

Liquor License Investigation Fees:	
Sole Proprietor	$100.00
Partnership	150.00
Corporation	300.00
Limited Liability Company	300.00
Liquor Licenses:	
On-Sale Liquor	$4,000.00 per year
Off-Sale Liquor	950.00 per year
Club On-Sale Liquor	300.00 per year
On-Sale Wine	200.00 per year
On-Sale Sunday	200.00 per year
On-Sale 3.2% Malt Liquor	150.00 per year
Temporary On-Sale Liquor	100.00 per year

PUBLIC WORKS:

Maintenance Trucks:	
3 –5 Ton Trucks	$ 35.00/hour
1 Ton Truck	18.00/hour
3 –5 Ton Truck/Plow/Sander	41.00/hour
3 –5 Ton Truck/Plow/Sander/Wing	55.00/hour
1 Ton Truck Plow	27.00/hour
Tandem Truck	41.00/hour
Tandem Truck/Plow/Sander/Wing	57.00/hour
½-3/4 Ton Pickup	17.00/hour
1 Ton /Water Tank	27.00/hour
Tractors, Loaders, Motor Graders:	
2 –3 CY Loaders	$ 82.00/hour
Loader/Plow/Wing	102.00/hour
Loader/Snow Blower	122.00/hour
Motor Grader	96.00/hour
Motor Grader/One-Way Plow	102.00/hour
Motor Grader/One-Way Plow/Wing	115.00/hour
40-50 Hp Tractor	21.00/hour
40-50 Hp Tractor/Attachments	35.00/hour
MT Trackless/Blower/Mower	61.00/hour
90 HpTractor/22' Flail Mower	55.00/hour
30-40 Hp Unit Mower/Blower/Sweeper	35.00/hour
Skid-Loader	35.00/hour
Skid-Loader/Attachments	50.00/hour
Snowplowing Sidewalks (incl. labor and equipment)	0.60/LF
Specialty Equipment:	
Air Conveyance Unit	$ 55.00/hour
Elgin Sweeper (4 CY)	$ 70.00/hour
Hydraulic Sewer Cleaner	68.00/hour
Sewer Rodder	41.00/hour
Paint Sprayer	9.00/hour
Paint Sprayer and 1 Ton Truck	27.00/hour
50' Bucket Truck	70.00/hour
30' Bucket Truck	41.00/hour
Brush Chipper	29.00/hour
Tamper	9.00/hour
Bituminous Distributor and Truck (less material)	50.00/hour

Bituminous Roller	55.00/hour
Grass and Leaf Pickup Broom	29.00/hour
Chain Saws	10.00/hour
Trailers	12.00/hour
Over Seeder	29.00/hour
Turf Pro	29.00/hour
Gator and Sprayer	27.00/hour
Generator	9.00/hour
Trash Pumps	9.00/hour
Utility Vehicle with Crane Hoist	42.00/hour
Air Compressor	25.00/hour
Materials:	
Winter Sand Mixed with Salt	$ 50.00 CY
Gravel	20.00/Ton
Bituminous Cold Mix	95.00/Ton
Chalk Dust (50lb. bag)	6.00/bag
Diamond Dry (50lb. bag)	12.00/bag
Bituminous Repair (incl. labor and equipment)	45.00/SY
Facilities or Equipment:	
Bleachers – 3 or 5 High	~~$25.00~~ $27.00/day
Minimum moving charge	75.00/day
Picnic Tables – Rental per table (12 maximum)	10.00/day
Barricades	$ 2.00/day
Minimum charge for hauling barricades	20.00
Lights for ball fields	$25.00/day for each field
Labor:	
Regular	Contract rate plus ~~35%~~ 53%
Overtime	Contract rate plus ~~35%~~ 53%
Access Fees:	
Industrial Park Storm Pond	$ 835.00/acre
Lake North Lift Station	595.00/acre
Arby's Lift Station	1,050.00/acre
Ortenblad Lift Station	247.91/lot
Abbott Drive, Lift Station	895.00/acre
~~Engineering Department:~~	
~~Director:~~	~~$ 75.00/hour~~
~~Engineer~~	~~60.00/hour~~
~~Technician~~	~~40.00/hour~~
Wastewater Treatment:	
5,000 gallon tanker with hydraulic boom:	$ 30.00/hour
Portable Lab Sampler	$ 5.00/hour
Airport:	
Conference Room	$40.00/non-airport related meetings

COMMUNITY EDUCATION AND RECREATION:

Adult recreation programs will charge cost of program, officials, balls, sanctioning fees, etc., plus $7.00 per team court fee for volleyball/basketball and $10.00 per team field fee for softball.

Baseball/Softball Fields	Minimum $50.00 or $30.00 per game With a $250.00 daily rate
Robbins Island enclosed shelters*	~~$70.00~~ $75.00/day April - November $120.00/day for heat
*Plus clean-up/damage deposit	50.00
Open shelters	32.00/day
Indoor Playground	30.00/hour with $200.00 damage deposit
City Auditorium/Range Rental	$27.00/hour
Showmobile:	
Events in Willmar (not for profit)	~~$200.00~~ $215.00/day+staff expenses
(Plus Clean-up/Damage Deposit)	$200.00
Plus Staff Costs	
Events in Willmar (for profit)	500.00/day +staff expenses
Civic Center:	
Dry floor events	$580.00/day
Ice Rental	~~120.00~~ $130.00/hour
Blue Line Center	~~100.00~~ $110.00/hour
Aquatic Center:	
Individual season pass	$ 85.00
Family of 2	125.00
Family of 3	135.00
Family of 4	145.00
Family of 5	155.00
Family of 6	165.00
Each Additional Family Member	15.00
Daily Admission Rate	3.00
Observers	~~2.00~~ 3.00
Group Admission	2.50
Discount Coupons:	
10 Coupons	$ 25.00
20 Coupons	45.00
Pool Rental:	
2-hour minimum	$100.00 per hour plus guard/staff fees

FIRE DEPARTMENT:

Firefighter hours that are billed are taken directly from the roll call list.
Firefighters receive a $14.30 per hour and are paid in one-hour increments.

Equipment:

	1st Hour	Additional Hour
1st line pumper - 5251, 5257 and 5258	$300	$200/hr
~~2nd line pumpers – 5252~~	~~200~~	~~150/hr~~
Tanker/pumpers 5276	300	200/hr
Ladder truck - 5299	500	400/hr
~~Personnel carrier - 5293~~	~~100~~	~~50/hr~~
Grass rig - 5285	150	100/hr
Support Vehicles – 5296, 5297	75	50/hr
Trailers	75	50/hr

Equipment charges are billed by the quarter hour as time listed on the fire report, after initial one-hour charge.

Special equipment and supplies used will be billed on a cost basis.

A 25% administrative fee will be added to fire watch/standby conducted by the Fire Department for special events and any standby conducted during fire protection/detection system downtown (as described in the Minnesota State Fire Code).

3000 PSI (only) air tank filling fee	$15.00
Fire Reports	$ 0.25/page plus postage

POLICE DEPARTMENT:

$60.00 per hour for off-duty police officers

~~$1.50~~ $1.10 Automated Pawn Transaction Fee-each electronic reportable transaction

Dated this 10th day of January, 2011.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

NATION:
jetin, M
Aquatic
nter

Item No. 7 Staff informed the Committee that a donation of $100 has been received from the family of Marie Kojetin to the City of Willmar's Aquatic Center to be used for the Adaptive Swim Lessons. The Committee was recommending the Council to introduce a resolution accepting the donation of $100 from the family of Marie Kojetin as presented.

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

WHEREAS, the City of Willmar has received a donation of $100.00 from the family of Marie Kojetin to the Dorothy Olson Aquatic Center to be used for Adaptive Swim Lessons;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donation from the family of Marie Kojetin and the City Administrator be directed to express the community's appreciation.

Dated this 10th day of January, 2011.

/s/ Frank Yanish
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 8 Staff reviewed future agenda items with the Committee including Local Option Sales Tax, Rice Care Center Financing, and Deferred/Suspense Assessments. This matter was for information only.

Item No. 9 The Committee received the November Rice Trust Report. This matter was for information only.

The Finance Committee Report for January 3, 2011, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Fagerlie, and carried.

BLIC
RKS/SAFETY

The Public Works/Safety Committee Report for January 4, 2011, was presented to the Mayor and

RESOLUTION NO. 1

BE IT RESOLVED that the Mayor of the City of Willmar submitted a preliminary levy request of $4,451,028;

BE IT RESOLVED by the City Council of the City of Willmar, Kandiyohi County, Minnesota, that the following sums of money be preliminary levied for the current year collectable in 2015, upon the taxable property in said City of Willmar for the following purposes:

General Fund	$4,451,028
	$4,451,028

BE IT RESOLVED, that there is a sufficient sum of money in the Debt Service Funds of the City to pay principal and interest in 2015 on all outstanding bond issues, and the deferred annual tax levies previously certified to the County Auditor are hereby canceled;

BE IT FURTHER RESOLVED that a public hearing shall be scheduled for the 2015 proposed budget on December 1, 2014.

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Kandiyohi County, Minnesota.

Dated this 29th day of September, 2014.

MAYOR

Attest:

CITY CLERK

CITY OF WILLMAR, MINNESOTA
REQUEST FOR ADMINISTRATIVE ACTION

Agenda Item Number: 5

Meeting Date: September 29, 2015

Attachments: Yes No

ADMINISTRATOR ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Community Education & Recreation-Civic Center

Agenda Item: Office and Rental Room relocation project at the Civic Center.

Recommended Action: Approve a transfer of funds from the 2013 Capital Budget to allow for the relocation of the office from its current location to the Ticket Sales/Rental Room area of the Civic Center. We propose entering into an agreement with Cornerstone Construction in the amount of $16,408.00 and to use money budgeted in the 2013 CIP allocation to replace the cedar shakes at the Civic Center. In addition to the cost of construction there will be less than $1,000.00 needed to hire an electrician to complete the project.

The amount budgeted for the cedar shake project ($60,000.00) is much less than the estimates ($90,000+) that Troy has received for that work to be completed. Thus we believe that project needs to be revisited when the HVAC project is proposed as the current units on the roof of the CC will need to be removed from roof. We could/should consolidate those projects into the 2015 budget.

Background/Summary: When the addition was built at the Civic Center we looked at making these change but decided to wait and see if moving the office was a necessity. Now a number of years later it makes sense for us to relocate the office so that staff is near the entrance to the facility and the users of the facility will have easier access to staff in the building. We believe the operations of the Civic Center will benefit tremendously by making this change. The proximity between the office and concession stand will enhance staffs ability to communicate with part time employees working concessions. Cornerstone was the low bid of the two firms that submitted information and we believe they will do a very good job with this project.

Alternatives: Do not do this work and continue business as is today.

Financial Considerations: $16,408 + a few hundred for electrical work to move a few switches/outlets.

Preparer: Steve Brisendine

Signature: Steve Brisendine

Comments:

CHESTER CONTRACTING, INC.

COMMERCIAL ◆ CONSTRUCTION MANAGEMENT ◆ RESIDENTIAL

August 21, 2014

Willmar Civic Center
2707 Arena Dr.
Willmar, MN 56201

RE: New office and skate room

Dear,

The Proposal for New Office Includes – $14,000.00
Demolition – Concrete for in-ground safe. Ceiling tile for replacement and some grid for new walls. Existing coiling doors, countertops, and glass.
Masonry – Patch in place of one of the coiling doors. (Other to be wood framed and sheetrock upon request.)
Rough Carpentry – Framing of two new walls for office and safe room. Frame in place of one coiling door.
Acoustical Ceiling – New ceiling tile and grid against wall.
Doors – One flush insulated hollow metal door and frame, primed, lockset with deadbolt, and kick plate. One flush insulated hollow metal door and frame with a 24" x 30" tempered glass, primed, lockset and kick plate.
Sheetrock – 5/8" gypsum board on all rough carpentry walls. Mud and tape all joints.
Paint – Paint all patching and new walls.
HVAC – Move two registers.
Electrical – One extra light and separate switches for secretary office, main office, and safe room.

Option – Add $1,544.00
Flooring – Carpet and base for secretary office and main office.

The Proposal for New Skate Room Includes – $6,450.00
Demolition – Windows, door, and countertop.
Masonry – Patch in place of door and windows to be removed. (Excluding where pass-thru for new coiling door.)
Countertop – One countertop for service coiling door.
Paint – Paint new block patching only.
Coiling door – 6' x 4'8" CHI model 6522 aluminum coiling counter shutter with chain-hoist operation.

Option – Add $1,750.00
Coiling door – Dynamic door clear anodized portcullis rolling grille lift ready with keyed bottom bar.

2590 45TH AVE. SE • WILLMAR, MN 56201 • PHONE: 320-894-8986 • FAX: 320-214-7817
LICENSE #20626439

Corner Stone
Construction Services

BUTLER

1020 HWY 71 North
Willmar, MN 56201
(320) 231-0727

General Contractor
"Design Build"

August 11, 2014

Willmar Civic Center
2707 Arena Drive
Willmar, MN 56201

Proposal

Attn: Troy Ciernia
RE: Misc Remodeling

Bid #1: New office per walkthrough **$ 9,439.00**

Bid #2: New rental remodel per walkthrough **$ 6,969.00**

Bid #3: Remove and replace 9 metal hollow frames and doors per walkthrough **$ 30,422.00**

Bid #4: Install 5 new closers on the aluminum front entrance doors per walkthrough **$ 2,275.00**

Thank you for your consideration,

Ray Rasmussen
Cornerstone of Willmar, Inc.

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 6

Meeting Date: 9-22-14

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Information Systems

Agenda Item: Reallocate $27,779.4 from the 2014 Capital Projects budget for agenda software to purchase a new data backup system.

Recommended Action: The IS Coordinator is requesting that the funds for the agenda system software be re-appropriated for a data backup system which consists of a new server and software.

Background/Summary: The former IS Coordinator had requested funding for an agenda system on the 2014 CIP plan. There were no plans made on the introduction of a new agenda system and at this point no development has been done. Funding for an agenda system has been requested for 2016 on the Capital Improvement Program, which would allow a reasonable amount of time for the IS Department to pre-plan for a new system. The coordinator has determined that the data backup/disaster recovery system for the city is in need of being replaced. The current system is 5 years old and is in question of being able to successfully perform in the event of a hardware failure or disaster. This would also replace 3 servers that are 8 years old and out of warranty.

Alternatives:

Financial Considerations: The current amount in the CIP is 27,779.47 and the quote for the new system is 28,442.00. This would only require an additional expense of 662.53 from the IS Department.

Preparer: Ross Smeby, Information Systems Coordinator

Signature: Rossmy

Comments:

Carol Cunningham

From: Ross Smeby
Sent: Tuesday, September 09, 2014 12:07 PM
To: Carol Cunningham
Subject: Committee Action Form
Attachments: Finance Committee CIP request 9-22-14.Revised.doc

Charlene has already looked at this, let me know if I need to make any changes.

Thanks,
Ross

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7

Meeting Date: September 29, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Finance

Agenda Item: Reports

Recommended Action: Receive and review the following reports:

A) July Rice Hospital
B) 2nd Quarter Interest/Dividends
C) 2nd Quarter Investment Activity
D) June Investment/Cash Balances
E) 10-Year Investment Balance by Quarter
F) 10-Year Interest/Dividends by Quarter
G) August Rice Trust

Background/Summary: Periodically, Council reviews various financial reports.

Alternatives: N/A

Financial Considerations: Review Financial Status.

Preparer: Steve Okins, Finance Director

Signature:

Comments:

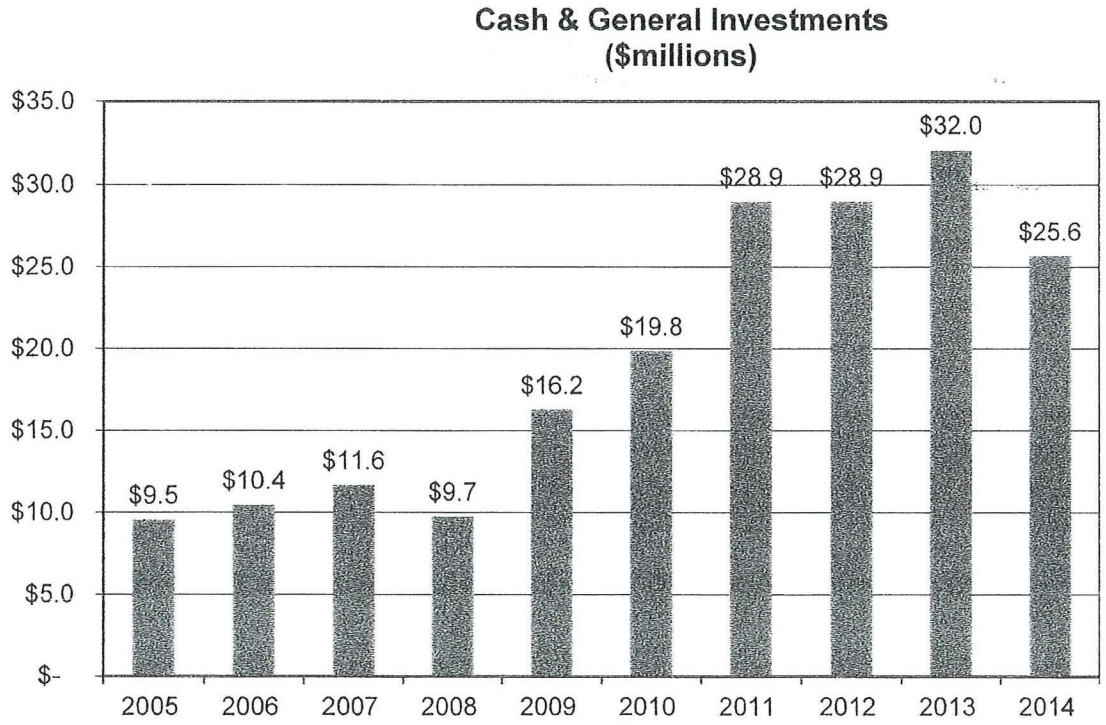
Rice Memorial Hospital
Financial Statements
July 31, 2014
Executive Summary

July was a negative month in terms of actual financial performance with Rice generating a loss on operations. July performance was only slightly improved compared to prior average monthly activity. Rice generated a loss of $246,000 from operations in July with the primary contributing factor of a shift in Hospital revenues to Outpatient resulting in lower reimbursement for services performed. Total Operating Revenues were 0.1% greater than the prior three-month average and Net Operating Expenses were 0.4% less than the prior three-month average. YTD activity continued to be negative with the YTD Operating Loss at $3.5 million compared to last year's YTD loss of $1.2 million. Lower than projected Total Operating Revenues due to decreased reimbursement and deficits at Home Medical contributed to the negative performance. On a positive note, Expenses were 4.5% less than last year but this was not enough to offset the negative revenue variance.

Here is a summary of key financial indicators:

	Actual	**Target**	**2013**	**2012**	**Benchmark**	**Actual - YTD**	**Desired**
Operating Margin-Month	-4.8%	2.0%	-			↓	↑
Operating Margin-YTD	-7.3%	2.0%	-3.2%	1.4%	2.2%	↓	↑
Excess Margin-Month	-4.5%	2.5%				↓	↑
Excess Margin-YTD	-5.9%	2.5%	-3.6%	2.4%	2.8%	↓	↑
EBIDA Margin-Month	6.1%	12.6%				↓	↑
EBIDA Margin-YTD	3.8%	12.6%	7.0%	11.6%	10.8%	↓	↑
Debt/Capitalization	46.7%	43.3%	46.3%	43.3%	38.7%	↑	↓
Net Days of Receivables	53	46	52	64	46	↑	↓
Days of Cash	109	117	128	114	131	↓	↑
Cash/Debt	53%	68%	64%	63%	87%	↓	↑

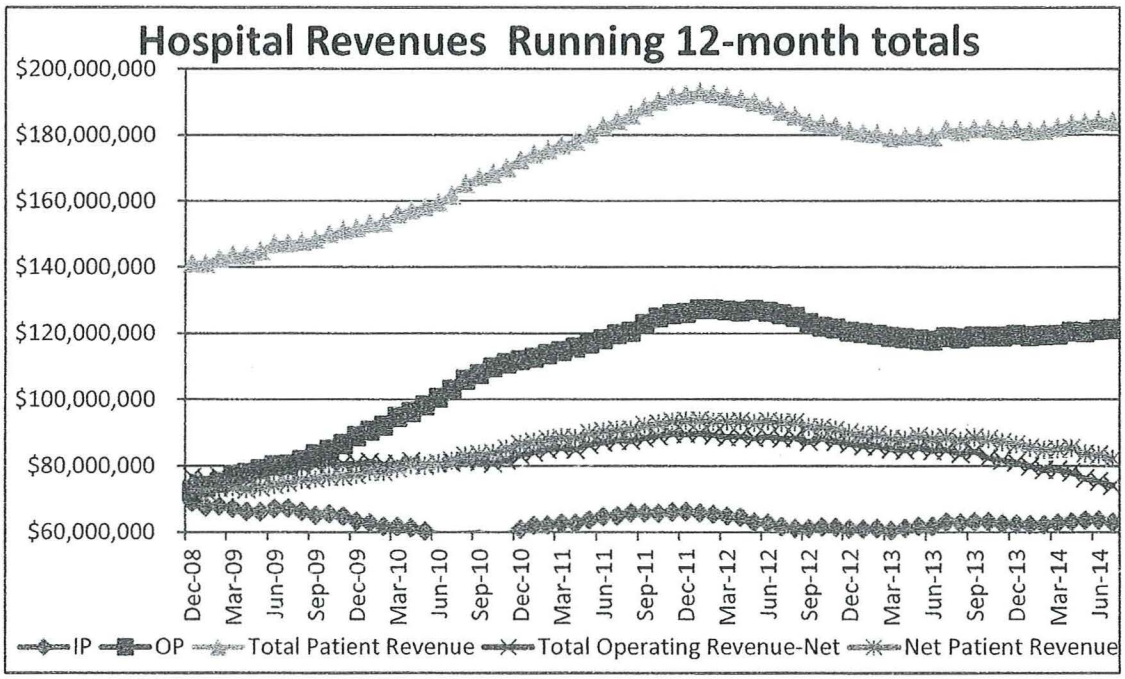
July 31, 2014 Balance Sheet:
The July Balance Sheet realized a decrease in Net Assets of $2.7 million from December 31, 2013. Total Assets have decreased $4.8 million while Total Liabilities have decreased $2.0 million. The Total Asset decrease was due to a decrease in Current Assets of $9.2 million; an increase in Assets Limited as to Use of $312,000; an increase in Property, Plant, and Equipment of $1.0 million, and an increase in Other Assets of $3.1 million. The decrease in Current Assets was due to decreases in Cash due to poor financial performance, transfers to Investments, a reduction in Trustee Bond Reserves, a decrease in Receivables, and a decrease in Prepaid Expenses. Property, Plant, and Equipment has increased due to the Care Center Project and Home Medical projects. Other Assets have increased due to General Investment transfers from Cash and the investment in Willmar Medical Services. Cash & General Investments have decreased $6.3 million since December 31, 2013 due to negative Operations and construction project payments.



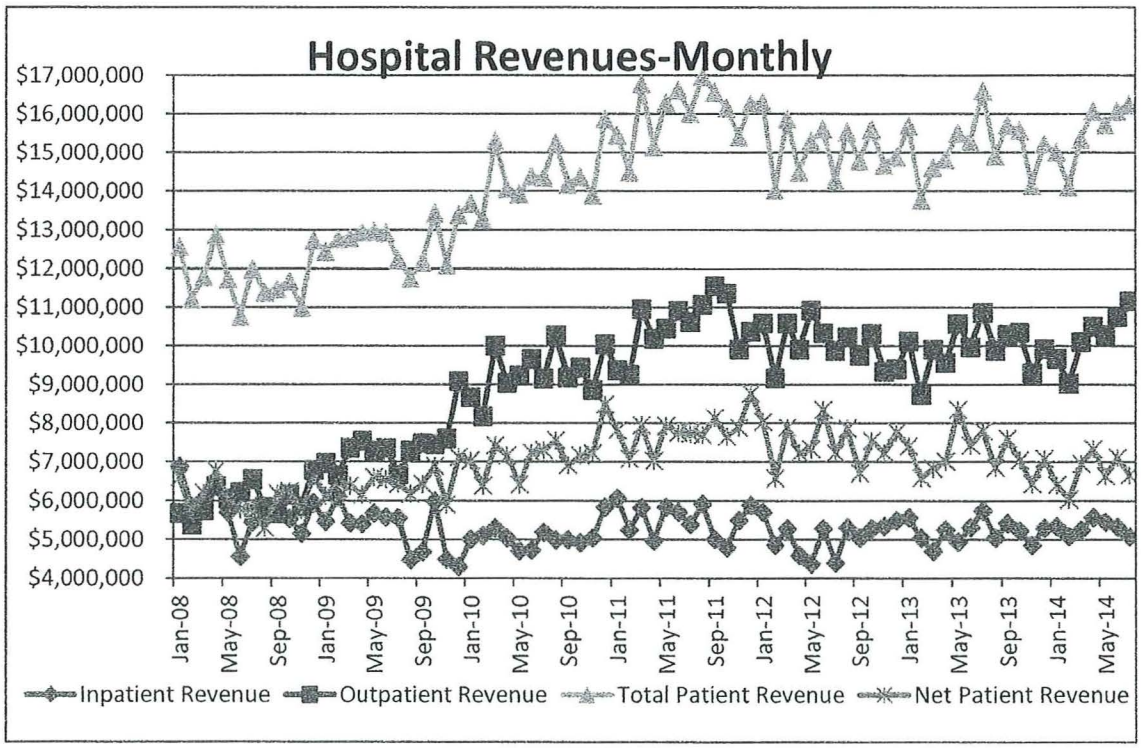
Liabilities have decreased due to lower Accounts Payable, Third-Party Settlements, and Debt Service payments. In the Net Asset section, Debt Service Reserves have increased with the 2013 Bond Issue and Specific Purpose Funds have decreased due to related activity.

July 2014 Results:
The overall Net Operating Loss was $246,000 compared to the prior three-month average Operating Loss of $288,000. Total Patient Revenues were 2.3% higher than the 3-month average while Total Operating Revenues were only 0.1% higher than the average. Hospital Total Operating Revenues were 0.8% less than the three-month average with Inpatient Revenues 6.8% less than average and Outpatient Revenues 6.1% greater than the average. Inpatient Revenues were lower due to lower Women and Children's and Surgery activity. Outpatient Revenues increased as the result of higher revenues in

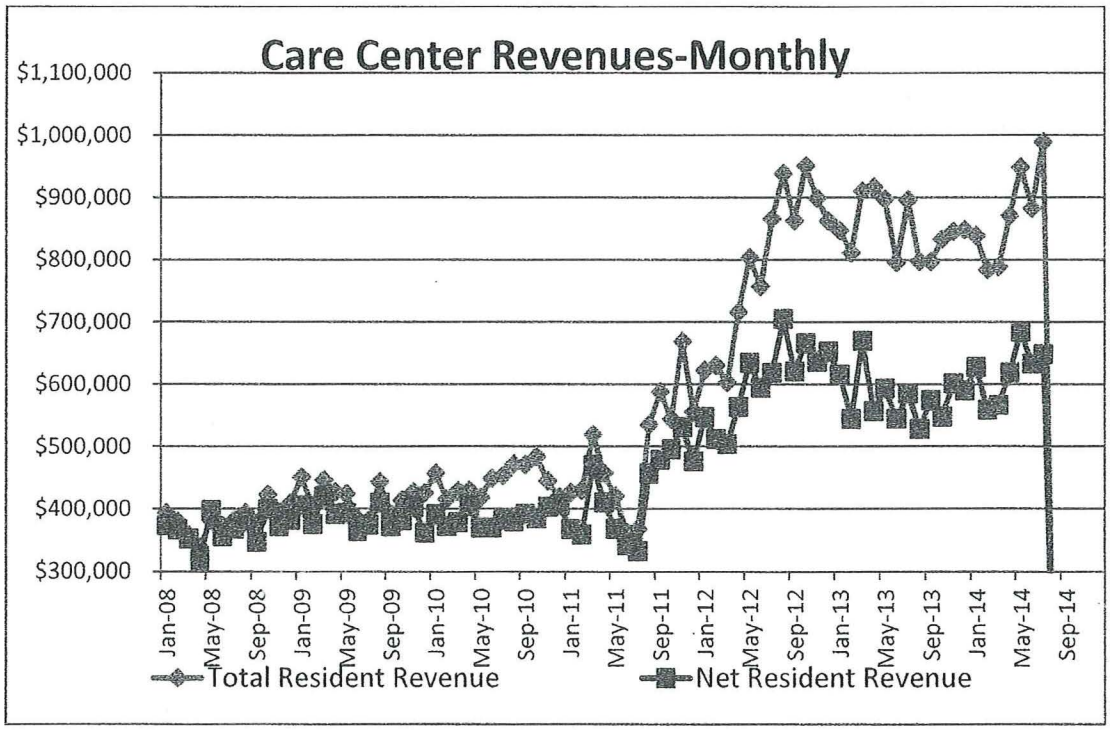
numerous departments. As shown in the graph below, Total Patient Revenues have been steady or slightly increasing for the past year but Total Operating Revenue has continued its downward trend.



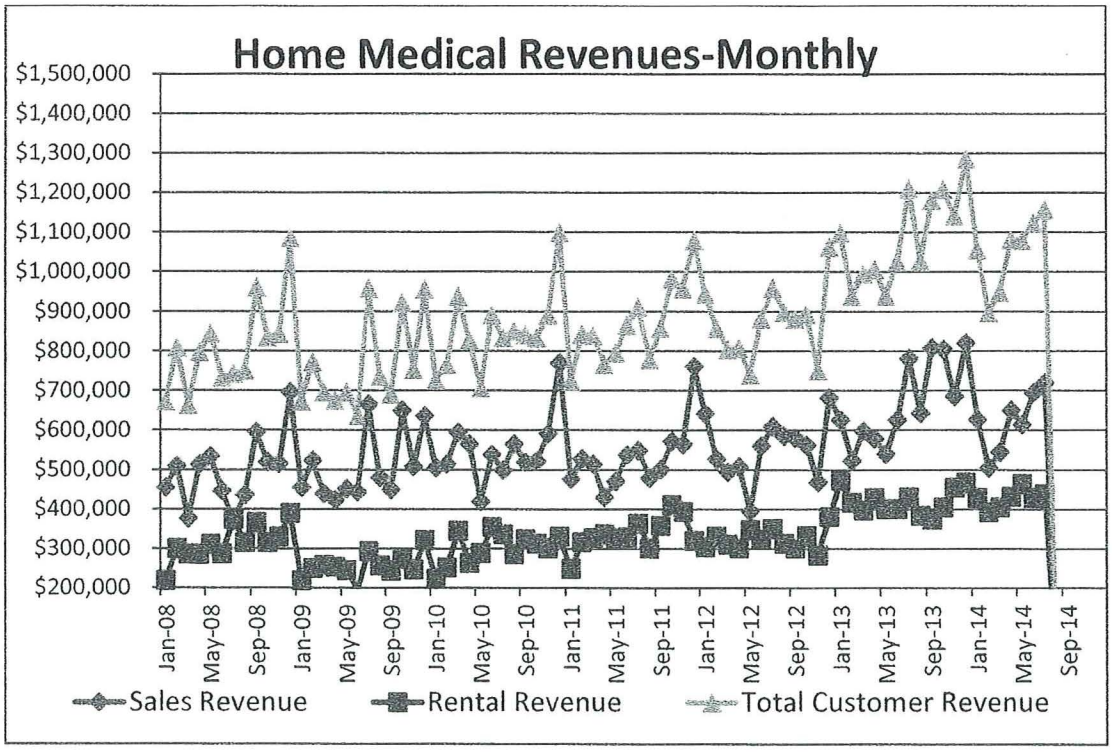
The next graph depicts monthly Hospital revenues. This graph demonstrates a couple of trends that are trending positive and a couple that are trending negative. The Total Patient and Outpatient Revenue lines have trended upward the last few months. However, the Inpatient Revenue and Net Patient Revenue lines have trended downward over the past few months.



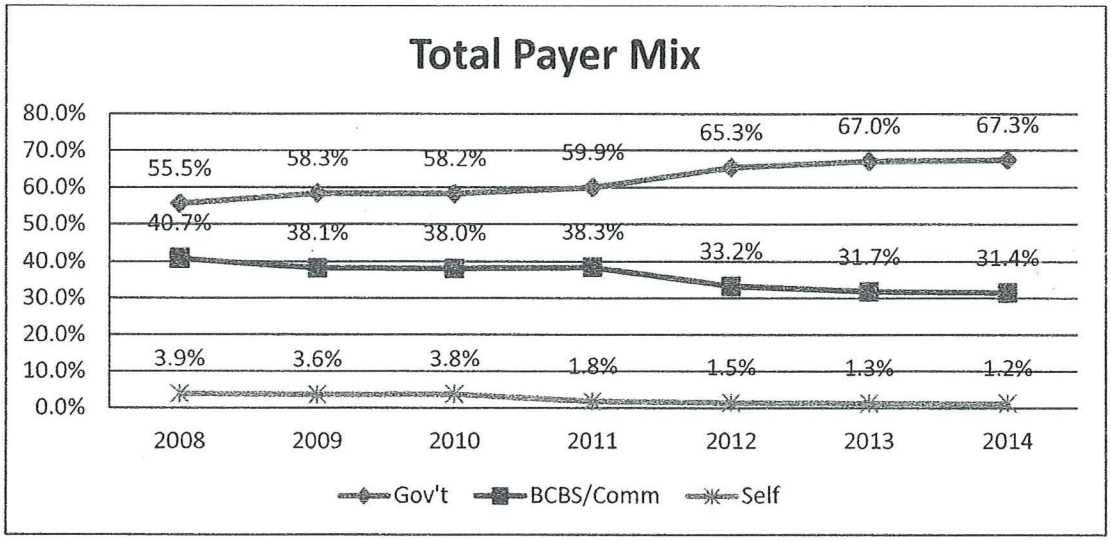
Care Center Total Operating Revenues were higher than the average by 0.5% which should continue to increase into the 3rd and 4th Quarters as occupancy is increasing.



Home Medical Gross Sales were higher and have continued to trend up since February 2014. Sales Revenues continue to climb as activity and demand slowly improves while Rental Revenues were relatively stable.



Total Deductions from Revenue were 7.9% greater than the three-month average which was due to the continued lower reimbursement rates and the shift to Outpatient Revenues, which are reimbursed lower than Inpatient Revenues. Payer Mix has stabilized in 2014 with a slight increase in Government payment sources. The Hospital's reimbursement rate for the month was 40.98% compared to the 2013 rate of 46.57% and prior 2014 quarters of 44.0%. The lower reimbursement rate yielded a negative revenue variance of $490,000 for the month. Rice has entered the last quarter of lower Medicare reimbursement due to the past year not qualifying for Geographic Reclassification. Effective October 1, 2014, Rice Hospital will be reclassified to the St. Cloud area, which will increase annual Medicare reimbursement by at least $1.0 million. Uncompensated Care was significantly less than the average while Bad Debts were 9.5% greater than the average.

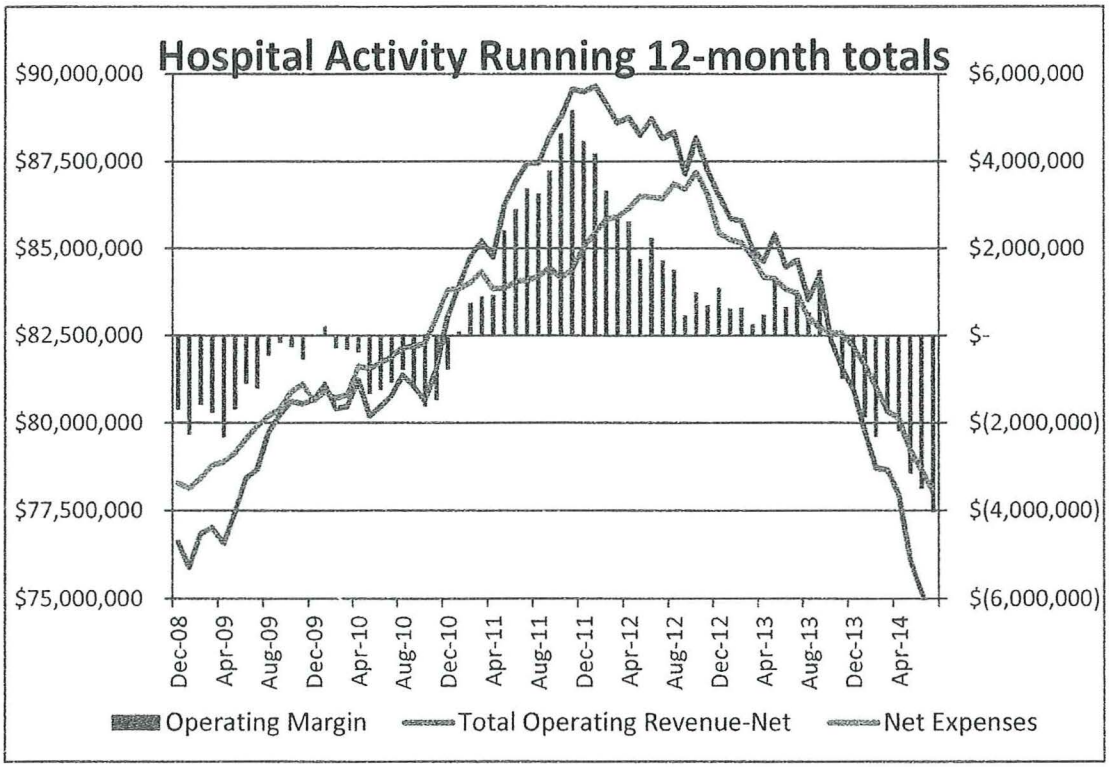


Other operating revenues were 24.9% greater than the average but similar to the past couple of months. Net WMS activity at Rice was less than the average by 1.9% due to lower Imaging and Oncology activity.

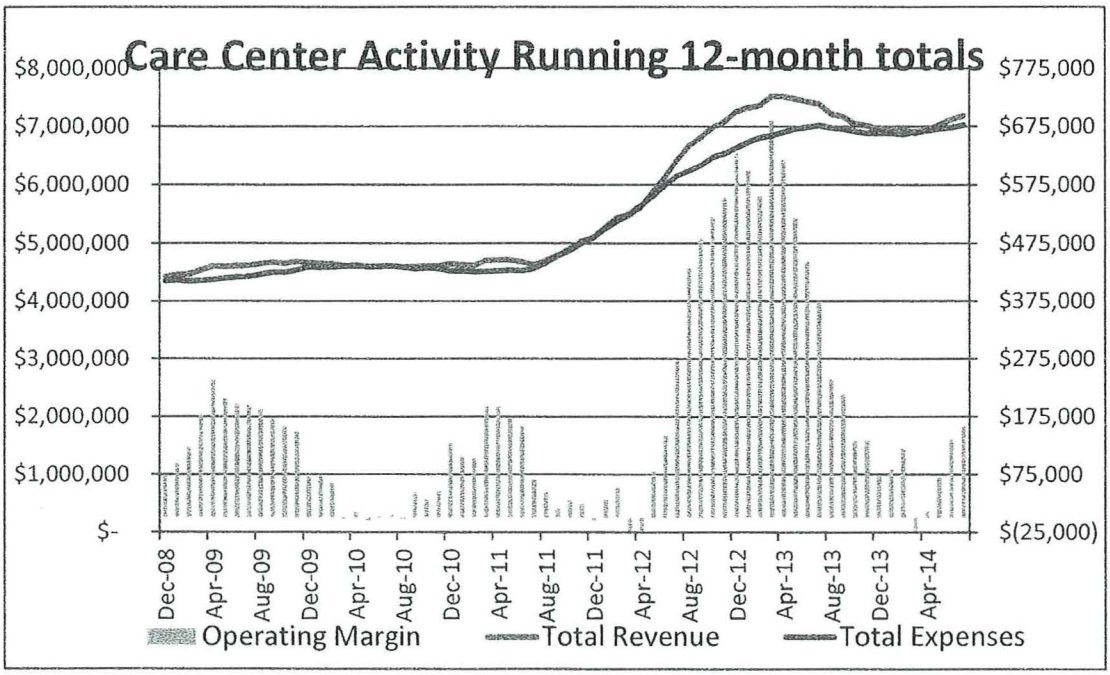
Net Expenses were $7.7 million, 0.4% less than the three-month average. Expenses were mixed for the month with Salaries 1.1% ($41,000) less than average, Contract Labor 0.3% ($1,000) less than average, and Benefits at the average. Salaries were lower even with the increased activity; Contract Labor was less due to lower Hospital contracted services; and Benefits were at the average. The Hospital Compensation Ratio was 55.5% for the month compared to the target of 51% and the 2nd Quarter average of 54.8%. Supplies were 9.4% ($90,000) higher than average due to Home Medical Sales. Drugs were 7.6% ($29,000) less than average due to lower Oncology activity. Purchased Services were 11.8% lower due to Administration and Outreach; Repairs & Rentals 9.0% lower due to numerous departments; Utilities 2.2% higher; Insurance 1.8% lower; Patient Related Travel 10.4% lower due to numerous departments; Education, Travel, and Dues 28.0% lower; and Other 55.7% lower. Capital Costs were higher with Depreciation 1.9% higher and Interest 0.2% lower. Taxes were 0.6% higher.

Non-operating activity was lower than the three-month average by $109,000 due to Unrealized Losses on Investments. Investment Income was higher due to increases in Long-Term Investments.

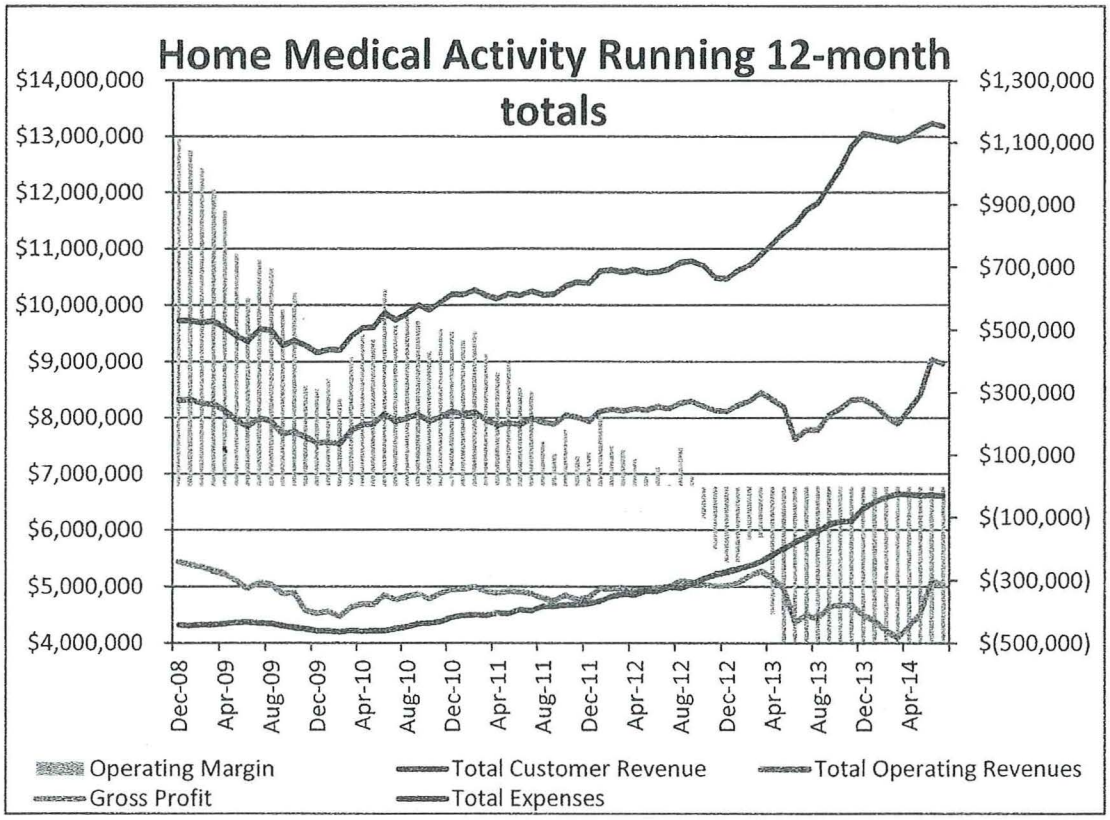
The Hospital generated Operating Losses of $190,000 compared to three-month average Operating Losses of $235,000. Total Operating Revenues and Net Operating Expenses were flat compared to average.



Care Center activity generated Operating Income of $10,000 compared to average Operating Income of $39,000. Net Resident Revenues were flat with a 5.2% increase in Net Operating Expenses, which pushed down Operating Income.



Home Medical activity generated Operating Losses of $57,000 compared to average Operating Losses of $78,000. Revenues were higher in July by 7.1% while Expenses were 3.4% higher.



July YTD Summary

The YTD Operating Loss was $3.5 million compared to last year's Operating Loss of $1.2 million and 2012 YTD Operating Income of $242,000. Results have declined at the start of the 3rd Quarter compared to 2nd Quarter 2014 but still improved from 1st Quarter 2014 and 4th Quarter 2013. Total Operating Revenues were 8.7% less in 2014 compared to 2013 and 12.1% less than 2012. Hospital Inpatient and Outpatient Revenues have increased slightly over the past two years but this was mainly attributed to the annual 3% rate increases. Inpatient Revenues were 1.5% higher than 2013 and 7.5% higher than 2012. Outpatient Revenues were 2.5% higher than 2013 and 0.1% higher than 2012. Care Center Revenues were 0.5% higher than 2013 and 22.1% greater than 2012. Home Medical Revenues were 1.8% higher than last year and 22.5% higher than 2012.

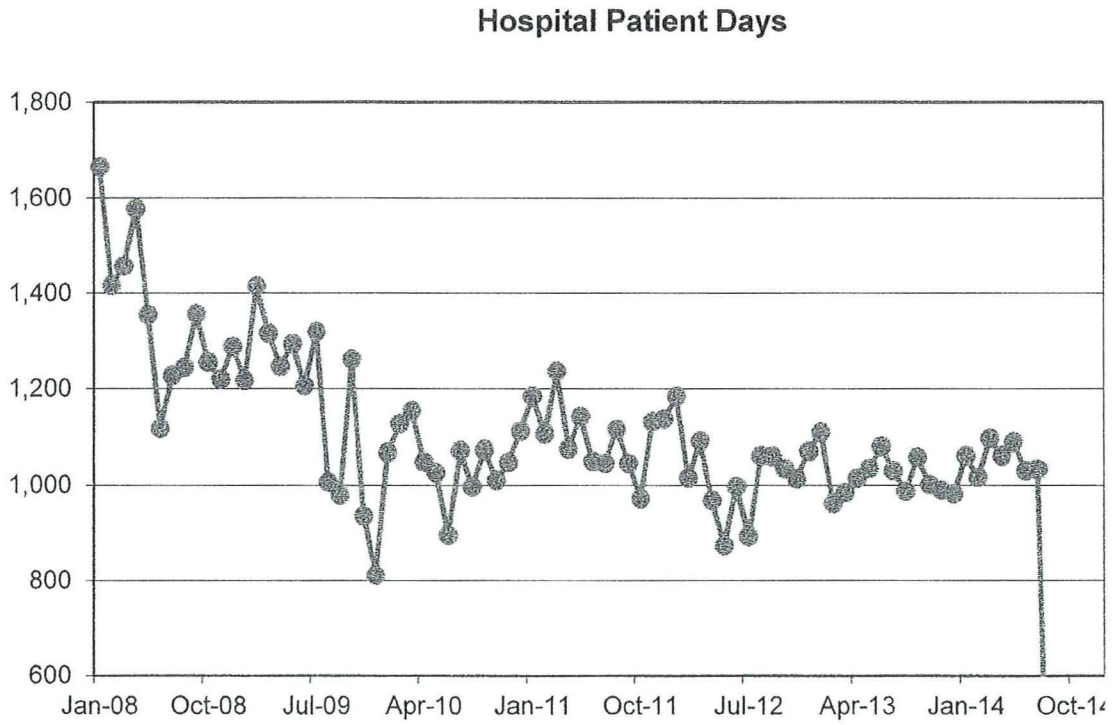
The Revenue decreases were further compounded by the reimbursement decreases experienced by the Hospital. Consolidated Deductions from Revenues were 7.9% higher than 2013 and 16.0% higher than 2012. With a minimal increase in Patient Revenues of 2.0%, the increases in Deductions from Revenues have pushed down Net Patient Revenues 4.0% from 2013 and 6.5% from 2012. Further compounding these negative trends was the lower than projected WMS performance, which lowered Other Operating Revenues by 12.3% from 2013 and 12.8% from 2012. WMS activity at Rice which transfers net revenues back to WMS has increased 10.4% from 2013 and 15.3% from 2012.

On a positive note, Expenses have also trended downward but at slower rate than Revenues. 2014 Net Operating Expenses were 4.5% lower than 2013 and 5.5% less than 2012. Expense reductions have been realized in Salaries (0.7% lower than 2013/1.2% higher than 2012), Supplies (4.2%/2.2%), Drugs (33.6%/49.4%), Repairs (6.8%/5.2% higher), Patient Related Travel (10.7%/0.6%), Education & Travel (17.0%/12.8%), and Other (3.6%/25.5%). Expense increases have been realized in Contract Labor (27.9%/17.8%) (Medical Oncology and Care Center Therapy), Benefits (5.5%/5.2%) (Health Insurance), Purchased Services (12.1%/0.1% lower), Utilities (8.4%/6.6%), Insurance (5.3%/7.0%), Depreciation (6.3%/8.7%), Interest (9.7%/7.2% lower), and Taxes (0.9%/7.2%).

Non-Operating Income has increased significantly this year compared to 2013. Non-Operating Income was $677,000 in 2014 compared to Non-Operating Losses of $153,000 in 2013. Investment Income was higher by 11.2% ($43,000) but the largest factor were the Unrealized Gains in 2014 compared to Unrealized Losses in 2013. Gains in 2014 were $286,000 compared to Losses in 2013 of $641,000.

Statistical and Volume Summary

Patient days were four (0.4%) greater than forecast with admissions 16 (5.4%) less than forecast yielding an increase in length of stay of 9.7% for the month. Compared to the prior year, patient days were four (0.4%) greater with admissions 38 (12.1%) less. The average daily census for the month was 33.3 compared to forecast of 33.2 and 33.2 last year but lower than the 34.9 monthly average.

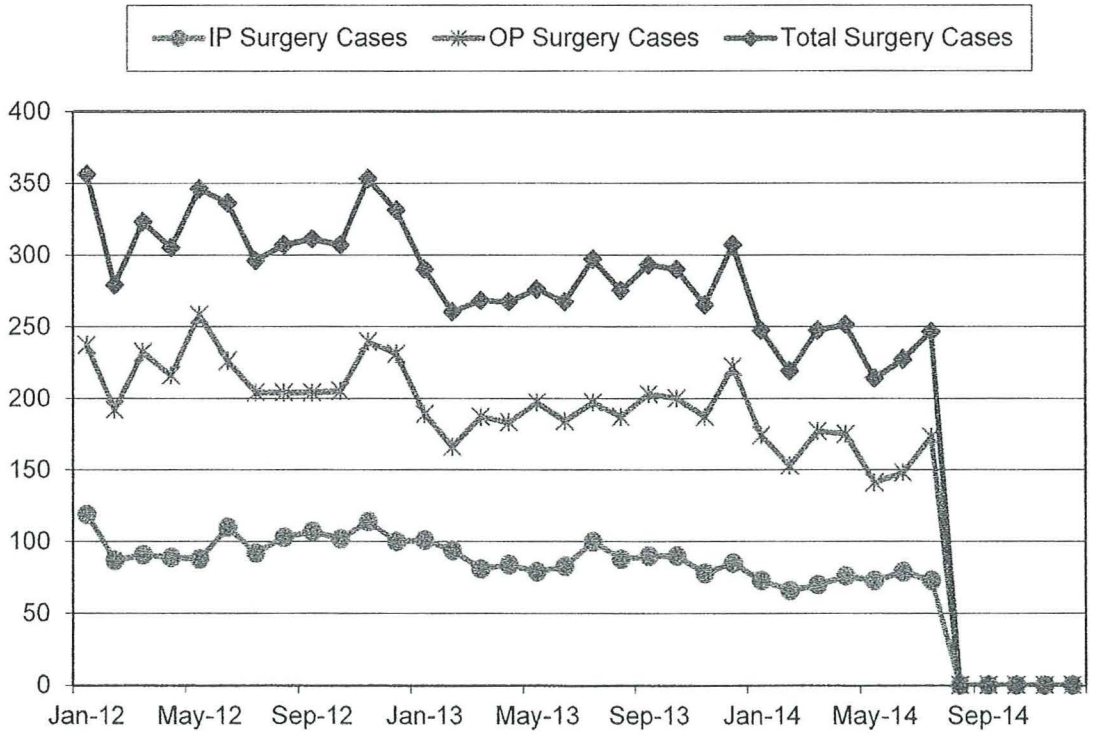


Observation patients were 31.8% less than forecast and 44.2% less than last year. Medicare case mix was 6.8% less than forecast and 8.4% less than last year. The overall case mix was 5.5% less than forecast and 5.2% less than last year. Overall activity as measured in adjusted admissions was 4.5% greater than forecast but 2.8% less than last

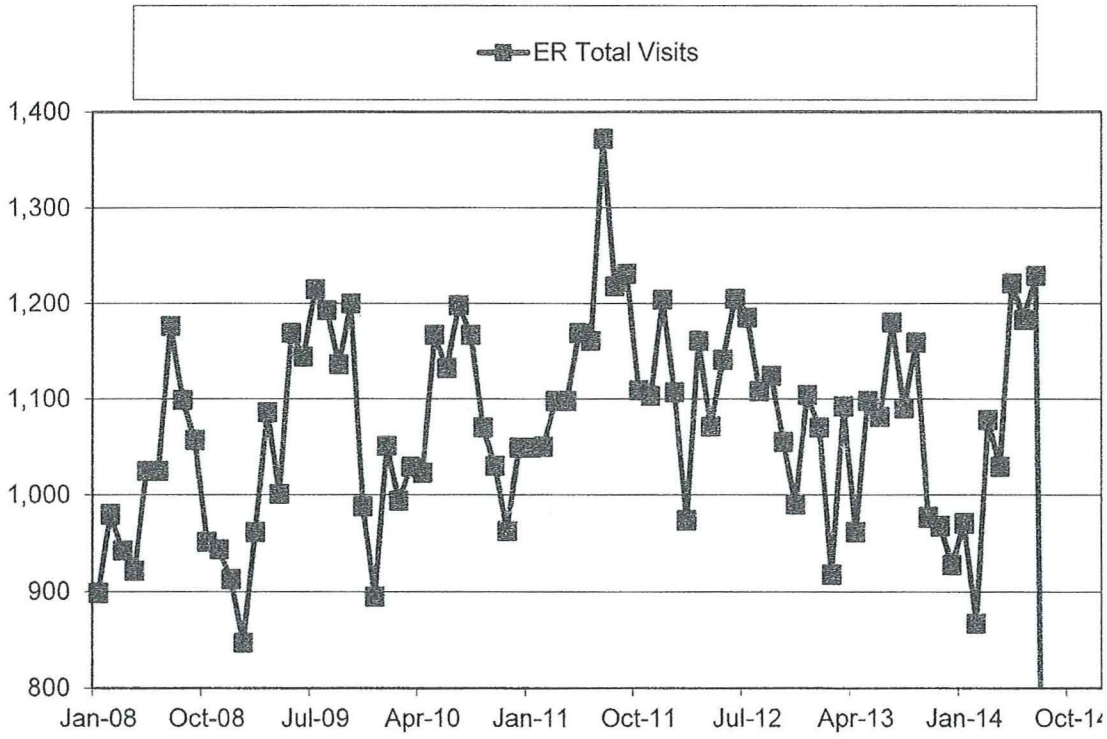
year while adjusted patient days were 10.9% greater than forecast and 11.1% greater than last year. Care Center resident days were 6.7% less than forecast with a 69.2 average daily census. Case mix for the month was 5.4% greater than forecast and 2.8% greater than last year and 2.5% greater than the average.

YTD patient days were 177 (2.5%) greater than forecast with admissions 90 (4.4%) less than forecast yielding an increase in length of stay of 7.6%. Compared to the prior year, patient days were 172 (2.4%) greater with admissions 85 (4.2%) less than last year yielding a 7.3% increase in Length of Stay. The average daily census was 34.8 compared to the forecast of 34.0 and 34.0 last year. Observation patients were 20.6% less than forecast and 22.2% less than last year. Medicare case mix was 1.2% less than forecast and 3.8% less than last year while the overall case mix was 2.5% less than forecast and 3.0% less than last year. Overall activity as measured in adjusted admissions was 3.3% less than forecast and 3.5% less than last year while adjusted patient days were 3.6% greater than forecast and 2.9% greater than last year. Deliveries were 4.6% less than forecast and 7.2% less than last year. Care Center resident days were 5.7% less than forecast with a 61.8 average daily census and the case mix was 2.3% greater than forecast and 0.8% greater than last year.

Ancillary departments were mixed for the month. Surgery & GI cases were 17.2% less than forecast, 17.2% less than last year and 6.5% greater than the three-month average. Inpatient activity was 22.3% less than forecast and 27.0% less than last year while Outpatient activity was 14.8% less than forecast and 12.2% less than last year. YTD Surgery cases were 18.6% less than forecast, 14.2% less than 2013, and 18.6% less than 2012. IP cases 21.8% less than forecast and 18.0% less than last year and OP cases 17.1% less than forecast and 12.4% less than last year.



Emergency Room visits were 12.5% greater than forecast for the month, 4.2% higher than last year, and 7.4% greater than the three-month average. YTD visits were at forecast, 2.4% greater than 2013, but 3.4% less than 2012.



Monthly Laboratory tests were 10.0% greater than forecast, 7.8% greater than last year, and 7.2% greater than average. Medical Imaging procedures were 2.7% greater than forecast, 2.8% less than last year, and 2.9% less than average. Radiation Oncology treatments were 20.2% less than forecast, 25.1% less than last year, but 10.5% greater than average. Medical Oncology visits were 11.6% less than forecast, 5.7% less than last year, and 28.2% less than average. Dialysis treatments were 21.9% greater than forecast, 15.6% greater than last year, and 2.1% greater than average; Rehab visits were 9.4% greater than forecast, 2.9% greater than last year, and 0.7% greater than average; Hospice visits were 0.4% less than forecast, 8.8% less than last year, and 3.1% less than average; and Ambulance runs were 11.3% greater than forecast, 4.7% greater than last year, and 6.9% greater than average.

YTD Laboratory tests were 2.0% greater than forecast, 2.5% greater than last year, but 4.0% less than 2012. Medical Imaging procedures were 2.4% greater than forecast, 4.1% greater than last year, but 4.3% less than 2012. Radiation Oncology treatments were 34.4% less than forecast, 42.9% less than last year, and 58.4% less than 2012. Medical Oncology visits were 13.5% greater than forecast, 15.3% greater than last year, and 4.6% greater than 2012. Dialysis treatments were 18.4% greater than forecast, 21.2% greater than last year, and 30.0% greater than 2012; Rehab visits were 4.3% greater than forecast, 5.6% greater than last year, and 4.6% greater than 2012; Hospice visits were 2.1% greater than forecast, 1.6% greater than last year, but 2.8% less than 2012; and Ambulance runs were 6.5% greater than forecast, 7.3% greater than last year, and 6.1% greater than 2012.

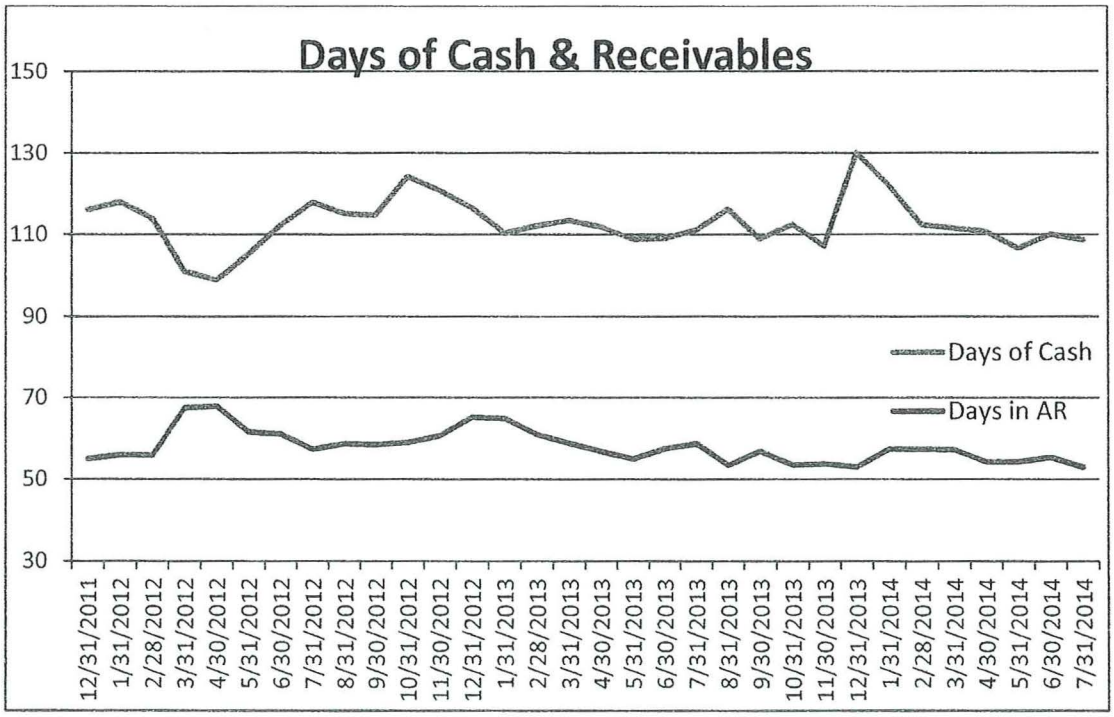
Full Time Equivalents (FTE's) for the month were 784 compared to a forecast of 791, a positive variance of 0.8%. This compared to last year's total of 813, a positive variance of 3.5%. Hospital FTE's were 1.0% less than forecast and 4.6% less than last year; Care Center was 13.1% greater than forecast and 7.1% greater than last year; and Home Medical 12.6% less than forecast, 5.8% less than last year, and 2.5% less than average.

YTD FTE's were 790 compared to a forecast of 791, a positive variance of 0.2%. This compared to last year's total of 803, a positive variance of 1.6% and a 1.6% positive variance from 2012. Hospital FTE's were 0.2% greater than forecast, 2.2% less than last year, and 3.2% less than 2012; Care Center was 5.3% greater than forecast, 0.6% less than last year, and 2.2% less than 2012; and Home Medical was 7.9% less than forecast, 0.8% greater than last year, and 13.9% greater than 2012.

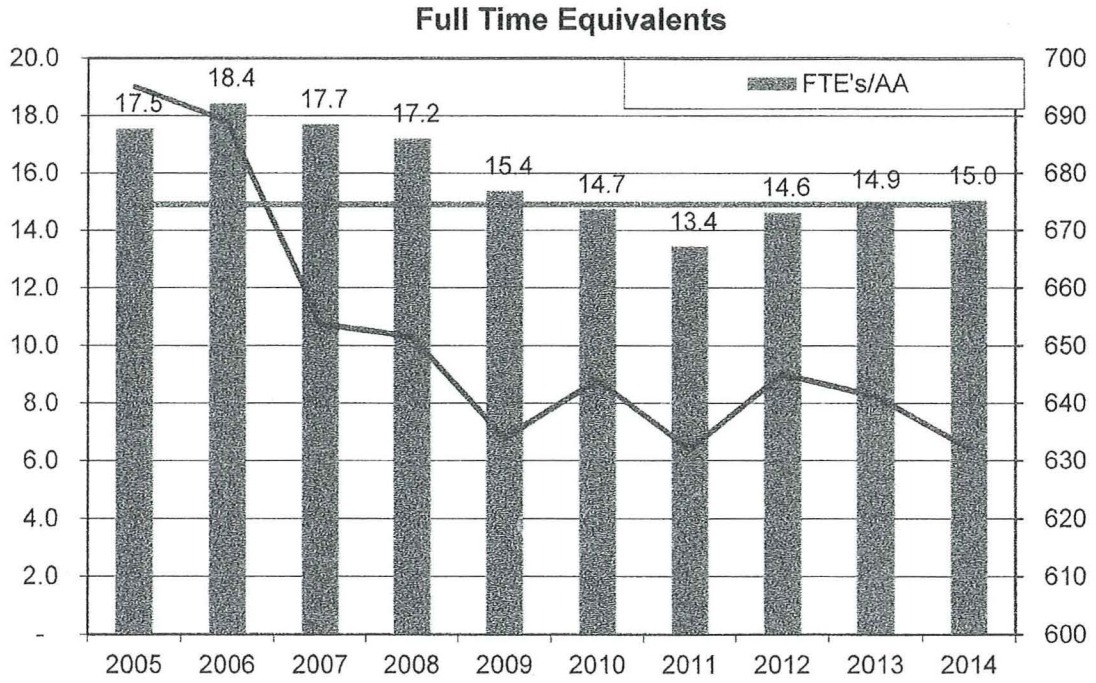
Key Performance Indicators

The Operational indicators were negative for the month compared to forecast and last year. Consolidated Operating Margin was -4.8% for the month and YTD was -7.3% compared to the forecast of 2.0% and last year's -3.2%. Excess Margin was -4.5% for the month and YTD was -5.9% compared to the forecast of 2.5% and last year's -3.6%. EBIDA Operating Margin was 6.1% for the month and 3.8% YTD compared to the forecast of 12.6% and last year's 7.0%.

The Financial ratios indicate that the Debt/Capitalization ratio of 46.7% was higher than the forecast of 43.3%; last year's 46.3%, and the targeted ceiling of 45%. Debt Service Coverage was 1.5 compared to the forecast of 3.2 and last year's 1.8. Days in accounts receivable were 53 compared to the forecast of 46 and last year's 52. Days of Cash were 109 compared to the forecast of 117 and last year's 128. The Cash/Debt ratio was 53% compared to the forecast of 68% and last year's 64%. The Financial Strength Index was a -1.49 compared to the forecast of 0.79 and -0.52 last year.



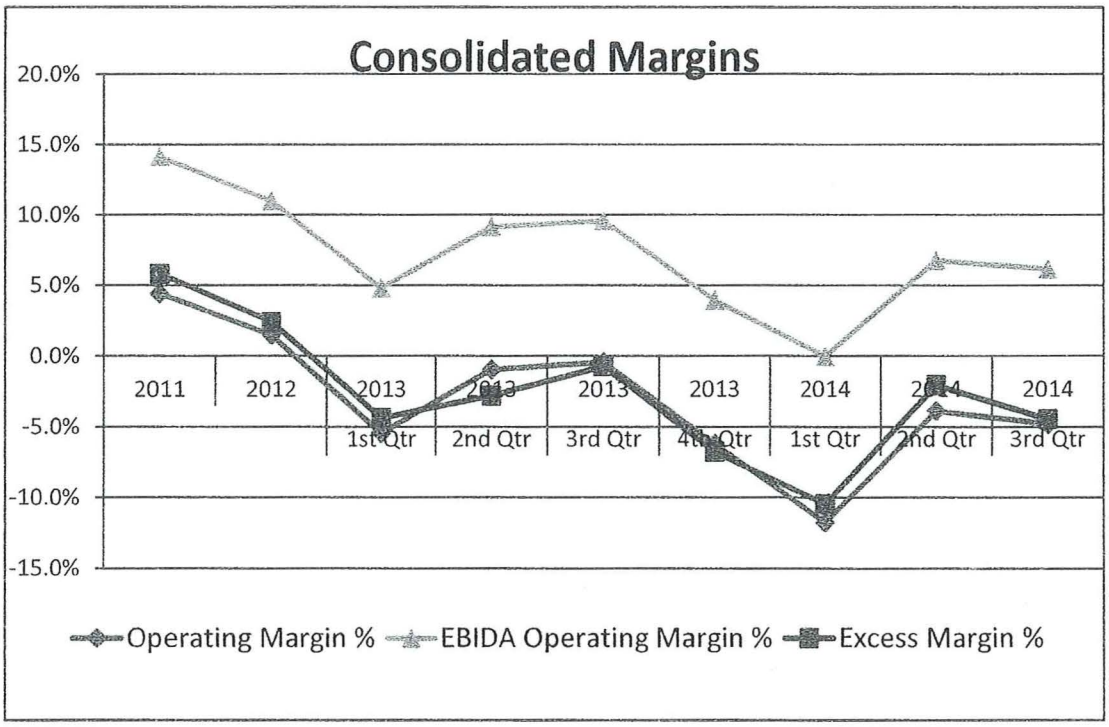
Hospital productivity ratios in terms of staffing were lower than forecast with FTE's per adjusted admit at 13.7 for the month but 15.0 YTD compared to the forecast of 14.4 and last year's ratio of 14.9. FTE's per adjusted patient day were 3.7 for the month and 4.0 YTD compared to the forecast of 4.1 and 4.2 last year.



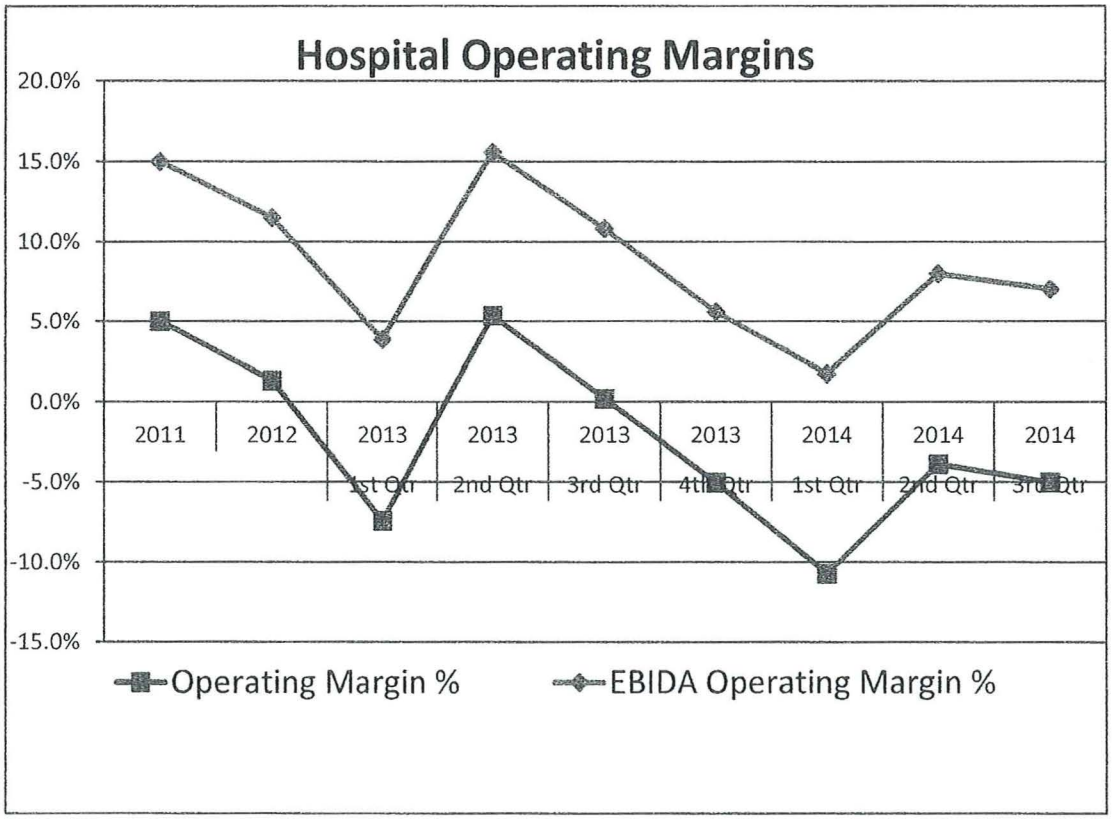
The Controllable Expense/Adjusted Admit was $7,574 for the month and $8,196 YTD compared to the forecast of $7,922 and last year's $8,255. Bad Debt ratio was 2.4% YTD compared to the 1.9% forecast and significantly better than the benchmark of 7.4%. Capital Expense ratio was 9.5% YTD compared to 9.3% forecast, 9.1% last year, and the benchmark of 6.9%. Care Center Hours per Resident Day were 6.7 for the month and 7.0 YTD compared to the forecast of 6.5 and 6.6 last year. Sales per FTE at Home Medical were $182,500 for the month and $157,000 YTD compared to the forecast of $191,600 and $161,600 last year. Inventory Turns were 4.2 YTD compared to 4.7 last year.

Key Performance Indicators by Entity

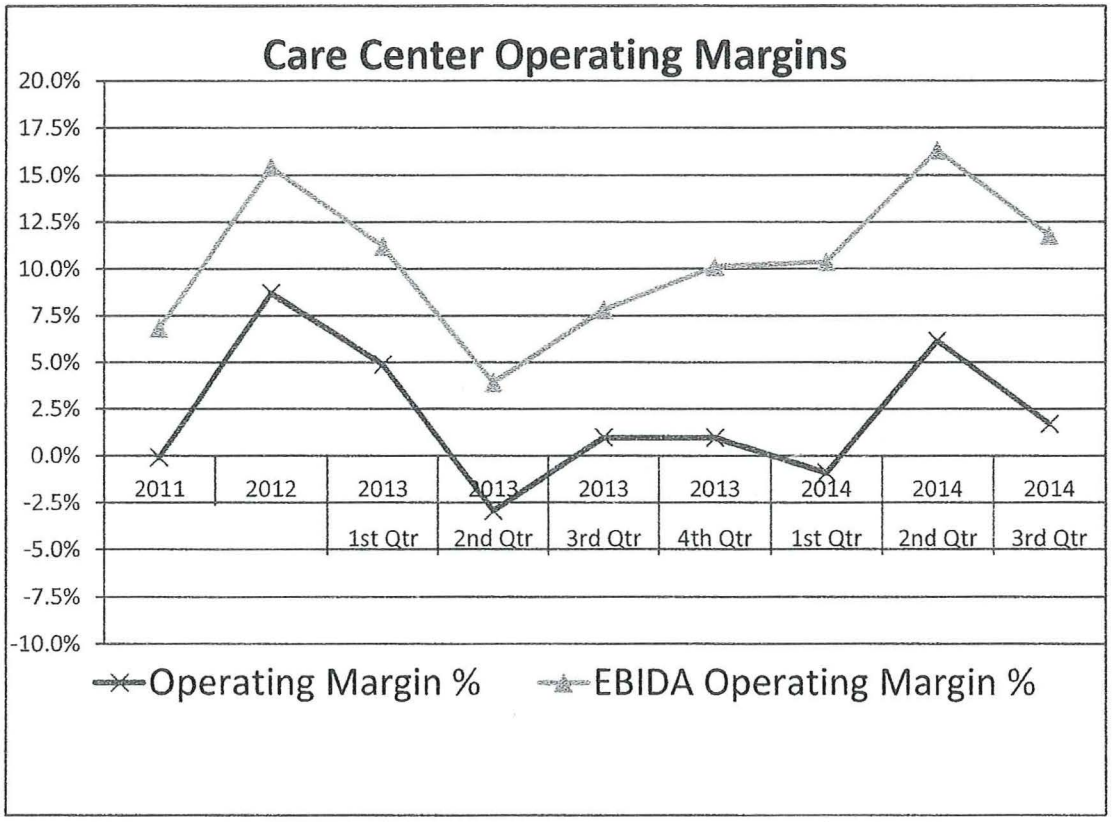
The Consolidated Margins experienced a slight negative shift in 3rd Quarter 2014 compared to 2nd Quarter performance. Performance was below break-even for the quarter. Patient activity has stabilized or increased in many departments and expenses have declined but the shift to Hospital Outpatient activity in the 3rd Quarter pushed down reimbursement contributing to the Operating Loss.



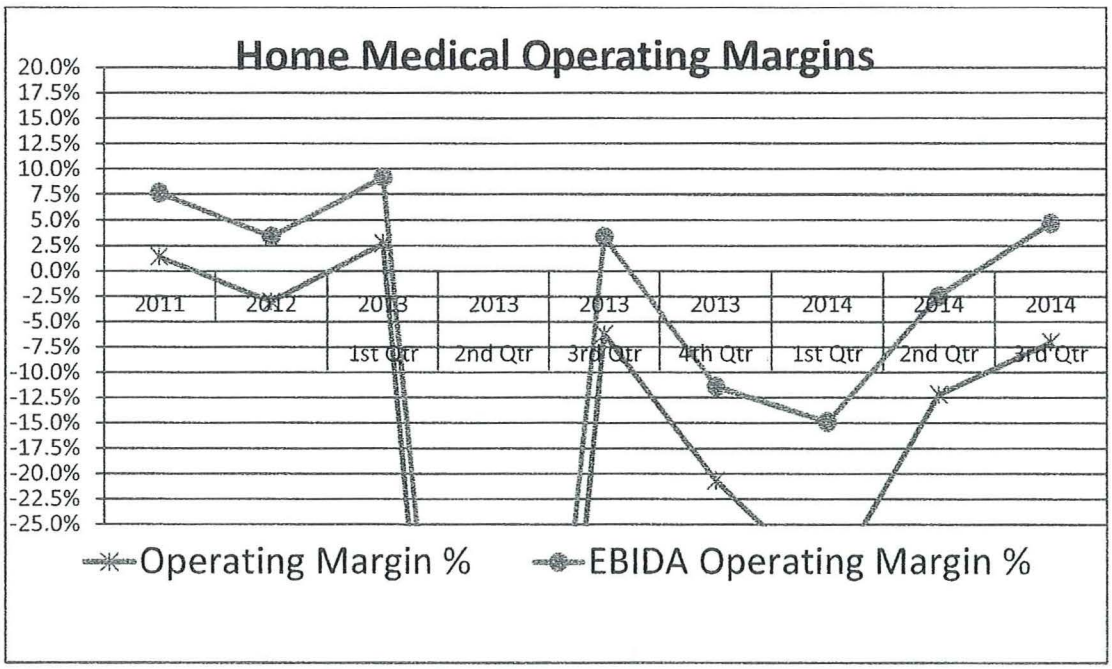
The Hospital activity declined in 3rd Quarter 2014 from 2nd Quarter 2014 but was still improved from the negative 1st Quarter results. The decline in Hospital profitability drove the poor performance in 1st Quarter 2014 due to the decreased volumes and reimbursement. Quarterly results have consistently been lower since 2nd Quarter 2013.



Care Center activity has steadily improved since 2nd Quarter 2013 even with the construction projects disrupting the operation. 3rd Quarter 2014 results were profitable but a slight decline from 2nd Quarter 2014 results.



Home Medical financial performance continued to improve in 3rd Quarter 2014 from 2nd Quarter results. Although Home Medical was not yet at a break-even from Operations, Operating EBIDA Margin was positive.



RICE MEMORIAL HOSPITAL
CONSOLIDATED
BALANCE SHEET
For the Seven Months Ending July 31, 2014

	July 2014	12/31/13	Variance	12/31/12	Variance	12/31/11	Variance
1 ASSETS							
2 CURRENT ASSETS							
3 CASH AND CASH EQUIVALENTS	$999,532	$9,357,157	($8,357,625)	$2,999,489	($1,999,957)	$3,728,757	($2,729,225)
4 TRUSTEE BOND AGREEMENTS - CURRENT	2,076,713	2,379,838	(303,125)	2,393,907	(317,193)	2,130,440	(53,727)
5 ACCOUNTS RECEIVABLE NET	14,087,299	14,513,548	(426,249)	18,416,955	(4,329,656)	16,143,018	(2,055,719)
6 OTHER RECEIVABLES	439,777	437,453	2,324	626,156	(186,379)	521,975	(82,198)
7 INVENTORY	2,221,032	2,117,850	103,183	1,881,543	339,490	1,858,419	362,614
8 PREPAID EXPENSES	677,199	991,750	(314,551)	1,080,525	(403,326)	1,517,862	(840,662)
10 TOTAL CURRENT ASSETS	20,501,552	29,797,596	(9,296,044)	27,398,573	(6,897,021)	25,900,470	(5,398,918)
11							
12 ASSETS LIMITED AS TO USE							
13 HELD BY TRUSTEES - BOND AGREEMENTS	3,776,634	3,571,279	205,356	3,181,089	595,545	3,731,642	44,993
15 REMAINDER UNITRUST - RECEIVABLE	47,522	47,522		43,996	3,526	47,976	(454)
16 ENDOWMENT FUND - INVESTMENTS	3,067,514	2,960,184	107,330	2,616,990	450,524	2,466,271	601,242
18 TOTAL ASSETS - USE IS LIMITED	6,891,670	6,578,984	312,686	5,842,075	1,049,595	6,245,889	645,781
19							
20 PROPERTY PLANT & EQUIPMENT							
21 PROPERTY PLANT & EQUIPMENT	140,567,843	136,903,754	3,664,089	132,297,068	8,270,776	129,292,102	11,275,742
22 LESS: ACCUMULATED DEPRECIATION	(78,324,823)	(75,712,695)	(2,612,128)	(72,741,611)	(5,583,212)	(67,522,491)	(10,802,332)
24 NET PROPERTY, PLANT & EQUIPME	62,243,020	61,191,059	1,051,961	59,555,457	2,687,564	61,769,611	473,409
25							
26 OTHER ASSETS							
27 INVESTMENTS - FIXED INCOME	24,613,563	22,595,563	2,018,000	25,941,901	(1,328,337)	25,125,564	(512,001)
28 INVESTMENTS - SHR	439,455	439,455		425,186	14,269	411,413	28,042
29 INVESTMENTS - WMS	4,825,070	3,769,317	1,055,753	3,647,124	1,177,945	3,335,316	1,489,753
30 INVESTMENTS - LAKE REGION HMS	49,219		49,219		49,219		49,219
30 INVESTMENTS - VHAUM CSC	54,963	54,963		79,963	(25,000)	79,136	(24,173)
32 GOODWILL, NET	83,948	84,722	(774)	86,056	(2,108)		83,948
33 DEFERRED DEBT ACQUISITION COSTS				200,398	(200,398)	518,347	(518,347)
36 TOTAL OTHER ASSETS	30,066,218	26,944,020	3,122,198	30,380,628	(314,410)	29,469,777	596,441
38 TOTAL ASSETS	$119,702,460	$124,511,659	($4,809,199)	$123,176,733	($3,474,273)	$123,385,747	($3,683,287)
40							
41 LIABILITIES AND NET ASSETS							
42 CURRENT LIABILITIES							
43 CURRENT MATURITIES OF LTD	$1,894,765	$1,730,232	$164,533	$2,290,275	($395,510)	$1,981,181	($86,416)
44 ACCOUNTS PAYABLE - TRADE	1,362,266	1,939,719	(577,453)	1,730,604	(368,338)	1,563,350	(201,084)
45 EST. THIRD PARTY PAYOR SETTLEMENTS	(83,232)	192,060	(275,292)	(29,504)	(53,728)	217,700	(300,932)
46 ACCRUED SALARIES, WAGES AND BENEFITS	11,321,649	11,135,015	186,634	10,992,653	328,996	10,751,022	570,628
47 ACCRUED INTEREST AND DUE TO WMS	2,380,982	2,093,781	287,201	2,089,775	291,207	2,449,639	(68,656)
49 TOTAL CURRENT LIABILITIES	16,876,431	17,090,807	(214,376)	17,073,804	(197,373)	16,962,892	(86,461)
50							
51 LONG TERM DEBT (LESS CURRENT)	47,928,045	49,770,570	(1,842,525)	45,957,263	1,970,782	49,270,010	(1,341,965)
53 TOTAL LIABILITIES	64,804,476	66,861,377	(2,056,901)	63,031,067	1,773,410	66,232,902	(1,428,426)
54							
55 COMMITMENTS AND CONTINGENCIES							
56							
57 NET ASSETS							
58 RESTRICTED FUNDS							
59 DEBT SERVICE AND RESERVE	3,776,634	3,571,279	205,356	3,181,089	595,545	3,731,642	44,993
60 SPECIFIC PURPOSE FUND	139,152	270,286	(131,134)	88,338	50,815	74,593	64,560
61 PERMANENT ENDOWMENT	3,067,514	2,960,184	107,330	2,616,990	450,524	2,466,271	601,242
62 CURRENT YEAR INCOME	(2,921,200)	(3,428,035)	506,835	2,430,598	(5,351,799)	6,006,621	(8,927,821)
63 UNRESTRICTED	50,835,884	54,276,569	(3,440,685)	51,828,651	(992,767)	44,873,718	5,962,166
65 TOTAL NET ASSETS	54,897,984	57,650,282	(2,752,298)	60,145,666	(5,247,682)	57,152,845	(2,254,861)
67 TOTAL LIABILITIES AND NET ASSET	$119,702,460	$124,511,659	($4,809,199)	$123,176,733	($3,474,273)	$123,385,747	($3,683,287)

RICE MEMORIAL HOSPITAL CONSOLIDATED
For the Month Ending

	July 2014	Prior 3 Mo Average	% Var	June 2014	% Var	May 2014	% Var	Aprll 2014	% Var
)PERATING REVENUE									
NPATIENT REVENUE	$5,069,065	$5,440,079	(6.8%)	$5,315,652	(4.6%)	$5,439,462	(6.8%)	$5,565,123	(8.9%)
)UTPATIENT REVENUE	11,149,812	10,509,575	6.1%	10,747,999	3.7%	10,279,196	8.5%	10,501,529	6.2%
RICE CARE CENTER REVENUE	988,742	899,958	9.9%	882,085	12.1%	947,908	4.3%	869,882	13.7%
RICE HOME MEDICAL REVENUE	1,156,489	1,093,803	5.7%	1,122,427	3.0%	1,077,807	7.3%	1,081,175	7.0%
TOTAL PATIENT REVENUE	**18,364,108**	**17,943,415**	**2.3%**	**18,068,163**	**1.6%**	**17,744,373**	**3.5%**	**18,017,709**	**1.9%**
LESS DISCOUNTS & CONTRACTUALS	10,019,184	9,202,572	8.9%	9,187,722	9.0%	9,313,518	7.6%	9,106,475	10.0%
LESS UNCOMPENSATED CARE	46,799	131,545	(64.4%)	96,797	(51.7%)	175,567	(73.3%)	122,272	(61.7%)
LESS BAD DEBT EXPENSE	198,202	181,082	9.5%	252,896	(21.6%)	201,927	(1.8%)	88,424	124.1%
TOTAL DEDUCTIONS FROM REVENUE	**10,264,185**	**9,515,199**	**7.9%**	**9,537,415**	**7.6%**	**9,691,012**	**5.9%**	**9,317,171**	**10.2%**
NET REVENUE FROM PATIENTS	**8,099,923**	**8,428,216**	**(3.9%)**	**8,530,748**	**(5.1%)**	**8,053,361**	**0.6%**	**8,700,538**	**(6.9%)**
)THER OPERATING REVENUE	1,486,337	1,190,484	24.9%	1,522,084	(2.3%)	1,223,638	21.5%	825,730	80.0%
TOTAL OPERATING REVENUE	**9,586,260**	**9,618,700**	**(0.3%)**	**10,052,832**	**(4.6%)**	**9,276,999**	**3.3%**	**9,526,268**	**0.6%**
LESS: WILLMAR MEDICAL SERVICES)PERATING REVENUE	2,112,586	2,154,277	(1.9%)	2,284,430	(7.5%)	1,869,158	13.0%	2,309,243	(8.5%)
TOTAL OPERATING REVENUE	**7,473,674**	**7,464,423**	**0.1%**	**7,768,402**	**(3.8%)**	**7,407,841**	**0.9%**	**7,217,025**	**3.6%**
)PERATING EXPENSES									
SALARIES AND WAGES	3,752,264	3,793,643	(1.1%)	3,760,689	(0.2%)	3,842,001	(2.3%)	3,778,238	(0.7%)
CONTRACT LABOR	366,053	367,078	(0.3%)	349,922	4.6%	380,629	(3.8%)	370,684	(1.2%)
SUPPLEMENTAL BENEFITS	1,092,057	1,091,732	0.0%	1,000,502	9.2%	1,114,184	(2.0%)	1,160,509	(5.9%)
SUPPLIES	1,051,398	961,215	9.4%	1,050,341	0.1%	838,795	25.3%	994,510	5.7%
)RUGS	352,262	381,135	(7.6%)	356,798	(1.3%)	397,220	(11.3%)	389,386	(9.5%)
'URCHASED SERVICES	606,244	687,232	(11.8%)	649,829	(6.7%)	618,482	(2.0%)	793,384	(23.6%)
REPAIRS, SERVICE & RENTALS	248,256	272,695	(9.0%)	307,922	(19.4%)	249,502	(0.5%)	260,661	(4.8%)
UTILITIES	144,712	141,599	2.2%	136,650	5.9%	136,296	6.2%	151,850	(4.7%)
NSURANCE	59,053	60,126	(1.8%)	59,303	(0.4%)	59,153	(0.2%)	61,922	(4.6%)
'ATIENT RELATED TRAVEL	31,619	35,302	(10.4%)	40,722	(22.4%)	30,359	4.2%	34,825	(9.2%)
EDUCATION, TRAVEL, & DUES	58,098	80,678	(28.0%)	96,298	(39.7%)	77,931	(25.4%)	67,805	(14.3%)
)THER	17,568	39,616	(55.7%)	31,973	(45.1%)	63,388	(72.3%)	23,486	(25.2%)
)EPRECIATION AND AMORT	720,001	706,756	1.9%	717,828	0.3%	698,521	3.1%	703,919	2.3%
NTEREST	151,458	151,721	(0.2%)	151,171	0.2%	152,070	(0.4%)	151,922	(0.3%)
'AXES & SURCHARGE	188,308	187,222	0.6%	192,960	(2.4%)	191,045	(1.4%)	177,660	6.0%
'OTAL OPERATING EXPENSES	**8,839,351**	**8,957,748**	**(1.3%)**	**8,902,908**	**(0.7%)**	**8,849,576**	**(0.1%)**	**9,120,761**	**(3.1%)**
LESS: WILLMAR MEDICAL SERVICES)PERATING EXPENSES	1,118,743	1,204,779	(7.1%)	1,166,121	(4.1%)	1,127,374	(0.8%)	1,320,843	(15.3%)
IET OPERATING EXPENSES	**7,720,608**	**7,752,969**	**(0.4%)**	**7,736,787**	**(0.2%)**	**7,722,202**	**0.0%**	**7,799,918**	**(1.0%)**
)PERATING INCOME (LOSS)	**(246,934)**	**(288,546)**	**(14.4%)**	**31,615**	**(881.1%)**	**(314,361)**	**(21.4%)**	**(582,893)**	**(57.6%)**
ION OPERATING INCOME									
NVESTMENT INCOME	73,076	55,808	30.9%	55,846	30.9%	61,630	18.6%	49,948	46.3%
INREALIZED GAIN (LOSS)	(43,488)	74,837	(158.1%)	9,730	(546.9%)	132,721	(132.8%)	82,059	(153.0%)
)THER GAIN (LOSS)	(5,394)	2,799	(292.7%)		0.0%		0.0%	8,398	(164.2%)
'OTAL NON OPERATING INCOME	**24,194**	**133,444**	**(81.9%)**	**65,576**	**(63.1%)**	**194,351**	**(87.6%)**	**140,405**	**(82.8%)**
IET INCOME (LOSS)	**($222,740)**	**($155,102)**	**43.6%**	**$97,191**	**(329.2%)**	**($120,010)**	**85.6%**	**($442,488)**	**(49.7%)**

RICE HOSPITAL
For the Month Ending

	July 2014	Prior 3 Mo Average	% Var	June 2014	% Var	May 2014	% Var	April 2014	% Var
OPERATING REVENUE									
INPATIENT REVENUE	$5,069,065	$5,440,079	(6.8%)	$5,315,652	(4.6%)	$5,439,462	(6.8%)	$5,565,123	(8.9%)
OUTPATIENT REVENUE	11,149,812	10,509,575	6.1%	10,747,999	3.7%	10,279,196	8.5%	10,501,529	6.2%
TOTAL PATIENT REVENUE	16,218,877	15,949,654	1.7%	16,063,651	1.0%	15,718,658	3.2%	16,066,652	0.9%
LESS DISCOUNTS & CONTRACTUALS	9,327,804	8,628,332	8.1%	8,621,573	8.2%	8,716,348	7.0%	8,547,075	9.1%
LESS UNCOMPENSATED CARE	46,547	130,967	(64.5%)	95,852	(51.4%)	175,209	(73.4%)	121,840	(61.8%)
LESS BAD DEBT EXPENSE	199,819	166,336	20.1%	238,530	(16.2%)	192,523	3.8%	67,955	194.0%
TOTAL DEDUCTIONS FROM REVENUE	9,574,170	8,925,635	7.3%	8,955,955	6.9%	9,084,080	5.4%	8,736,870	9.6%
NET REVENUE FROM PATIENTS	6,644,707	7,024,019	(5.4%)	7,107,696	(6.5%)	6,634,578	0.2%	7,329,782	(9.3%)
OTHER OPERATING REVENUE	1,481,019	1,190,965	24.4%	1,521,284	(2.6%)	1,218,144	21.6%	833,468	77.7%
TOTAL OPERATING REVENUE	8,125,726	8,214,984	(1.1%)	8,628,980	(5.8%)	7,852,722	3.5%	8,163,250	(0.5%)
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	2,112,586	2,154,277	(1.9%)	2,284,430	(7.5%)	1,869,158	13.0%	2,309,243	(8.5%)
TOTAL OPERATING REVENUE	6,013,140	6,060,707	(0.8%)	6,344,550	(5.2%)	5,983,564	0.5%	5,854,007	2.7%
OPERATING EXPENSES									
SALARIES AND WAGES	3,266,131	3,325,645	(1.8%)	3,309,990	(1.3%)	3,349,295	(2.5%)	3,317,649	(1.6%)
CONTRACT LABOR	257,404	270,069	(4.7%)	265,453	(3.0%)	272,591	(5.6%)	272,163	(5.4%)
SUPPLEMENTAL BENEFITS	918,769	902,333	1.8%	783,859	17.2%	938,853	(2.1%)	984,287	(6.7%)
SUPPLIES	644,902	583,028	10.6%	657,686	(1.9%)	477,645	35.0%	613,753	5.1%
DRUGS	334,660	365,773	(8.5%)	341,494	(2.0%)	381,229	(12.2%)	374,595	(10.7%)
PURCHASED SERVICES	557,664	646,489	(13.7%)	601,118	(7.2%)	575,097	(3.0%)	763,253	(26.9%)
REPAIRS, SERVICE & RENTALS	226,095	248,320	(9.0%)	279,163	(19.0%)	225,632	0.2%	240,166	(5.9%)
UTILITIES	123,292	120,058	2.7%	117,550	4.9%	116,660	5.7%	125,963	(2.1%)
INSURANCE	51,001	52,074	(2.1%)	51,251	(0.5%)	51,101	(0.2%)	53,871	(5.3%)
PATIENT RELATED TRAVEL	20,936	22,607	(7.4%)	27,980	(25.2%)	17,808	17.6%	22,033	(5.0%)
EDUCATION, TRAVEL, & DUES	55,081	75,617	(27.2%)	92,016	(40.1%)	72,724	(24.3%)	62,110	(11.3%)
OTHER	8,332	22,603	(63.1%)	16,942	(50.8%)	37,369	(77.7%)	13,497	(38.3%)
DEPRECIATION AND AMORT	585,989	595,046	(1.5%)	591,751	(1.0%)	597,386	(1.9%)	596,001	(1.7%)
INTEREST	123,779	124,049	(0.2%)	123,492	0.2%	124,413	(0.5%)	124,243	(0.4%)
TAXES & SURCHARGE	148,706	147,666	0.7%	153,358	(3.0%)	151,264	(1.7%)	138,375	7.5%
TOTAL OPERATING EXPENSES	7,322,741	7,501,376	(2.4%)	7,413,103	(1.2%)	7,389,067	(0.9%)	7,701,959	(4.9%)
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	1,118,743	1,204,779	(7.1%)	1,166,121	(4.1%)	1,127,374	(0.8%)	1,320,843	(15.3%)
NET OPERATING EXPENSES	6,203,998	6,296,597	(1.5%)	6,246,982	(0.7%)	6,261,693	(0.9%)	6,381,116	(2.8%)
OPERATING INCOME (LOSS)	(190,858)	(235,890)	(19.1%)	97,568	(295.6%)	(278,129)	(31.4%)	(527,109)	(63.8%)
NON OPERATING INCOME									
INVESTMENT INCOME	71,516	54,688	30.8%	54,286	31.7%	60,330	18.5%	49,448	44.6%
UNREALIZED GAIN (LOSS)	(43,488)	74,837	(158.1%)	9,730	(546.9%)	132,721	(132.8%)	82,059	(153.0%)
OTHER GAIN (LOSS)	(9,360)	2,799	(434.4%)		0.0%		0.0%	8,398	(211.5%)
TOTAL NON OPERATING INCOME	18,668	132,324	(85.9%)	64,016	(70.8%)	193,051	(90.3%)	139,905	(86.7%)
NET INCOME (LOSS)	($172,190)	($103,566)	66.3%	$161,584	(206.6%)	($85,078)	102.4%	($387,204)	(55.5%)

RICE CARE CENTER
For the Month Ending

	July 2014	Prior 3 Mo Average	% Var	June 2014	% Var	May 2014	% Var	April 2014	% Var
OPERATING REVENUE									
RICE CARE CENTER REVENUE	$988,742	$899,958	9.9%	$882,085	12.1%	$947,908	4.3%	$869,882	13.7%
TOTAL PATIENT REVENUE	**988,742**	**899,958**	**9.9%**	**882,085**	**12.1%**	**947,908**	**4.3%**	**869,882**	**13.7%**
LESS DISCOUNTS & CONTRACTUALS	339,815	251,977	34.9%	245,870	38.2%	261,038	30.2%	249,023	36.5%
LESS BAD DEBT EXPENSE	941	2,999	(68.6%)	3,530	(73.3%)	2,881	(67.3%)	2,587	(63.6%)
TOTAL DEDUCTIONS FROM REVENUE	**340,756**	**254,976**	**33.6%**	**249,400**	**36.6%**	**263,919**	**29.1%**	**251,610**	**35.4%**
NET REVENUE FROM PATIENTS	**647,986**	**644,982**	**0.5%**	**632,685**	**2.4%**	**683,989**	**(5.3%)**	**618,272**	**4.8%**
OTHER OPERATING REVENUE	318	369	(13.8%)	364	(12.6%)	335	(5.1%)	409	(22.2%)
TOTAL OPERATING REVENUE	**648,304**	**645,351**	**0.5%**	**633,049**	**2.4%**	**684,324**	**(5.3%)**	**618,681**	**4.8%**
LESS: WILLMAR MEDICAL SERVICES									
TOTAL OPERATING REVENUE	**648,304**	**645,351**	**0.5%**	**633,049**	**2.4%**	**684,324**	**(5.3%)**	**618,681**	**4.8%**
OPERATING EXPENSES									
SALARIES AND WAGES	237,598	221,962	7.0%	220,675	7.7%	230,531	3.1%	214,679	10.7%
CONTRACT LABOR	108,268	97,009	11.6%	84,469	28.2%	108,037	0.2%	98,521	9.9%
SUPPLEMENTAL BENEFITS	83,293	90,702	(8.2%)	107,418	(22.5%)	81,781	1.8%	82,907	0.5%
SUPPLIES	46,523	37,778	23.1%	26,320	76.8%	40,893	13.8%	46,122	0.9%
DRUGS	17,305	15,291	13.2%	15,251	13.5%	15,911	8.8%	14,711	17.6%
PURCHASED SERVICES	19,959	12,688	57.3%	15,058	32.5%	14,389	38.7%	8,617	131.6%
REPAIRS, SERVICE & RENTALS	4,940	4,167	18.6%	7,083	(30.3%)	2,857	72.9%	2,562	92.8%
UTILITIES	11,184	11,282	(0.9%)	9,617	16.3%	9,283	20.5%	14,945	(25.2%)
INSURANCE	4,195	4,195	0.0%	4,195	0.0%	4,195	0.0%	4,195	0.0%
PATIENT RELATED TRAVEL	404	302	33.8%	629	(35.8%)	175	130.9%	103	292.2%
EDUCATION, TRAVEL, & DUES	2,377	3,464	(31.4%)	2,719	(12.6%)	3,695	(35.7%)	3,979	(40.3%)
OTHER	65	5,099	(98.7%)	95	(31.6%)	15,037	(99.6%)	166	(60.8%)
DEPRECIATION AND AMORT	37,784	38,118	(0.9%)	38,263	(1.3%)	37,948	(0.4%)	38,142	(0.9%)
INTEREST	27,679	27,679	0.0%	27,679	0.0%	27,679	0.0%	27,679	0.0%
TAXES & SURCHARGE	35,883	36,133	(0.7%)	35,883	0.0%	36,633	(2.0%)	35,883	0.0%
TOTAL OPERATING EXPENSES	**637,457**	**605,870**	**5.2%**	**595,354**	**7.1%**	**629,044**	**1.3%**	**593,211**	**7.5%**
LESS: WILLMAR MEDICAL SERVICES									
NET OPERATING EXPENSES	**637,457**	**605,870**	**5.2%**	**595,354**	**7.1%**	**629,044**	**1.3%**	**593,211**	**7.5%**
OPERATING INCOME (LOSS)	**10,847**	**39,482**	**(72.5%)**	**37,695**	**(71.2%)**	**55,280**	**(80.4%)**	**25,470**	**(57.4%)**
NON OPERATING INCOME									
INVESTMENT INCOME	1,560	853	82.9%	1,560	0.0%	500	212.0%	500	212.0%
TOTAL NON OPERATING INCOME	**1,560**	**853**	**82.9%**	**1,560**	**0.0%**	**500**	**212.0%**	**500**	**212.0%**
NET INCOME (LOSS)	**$12,407**	**$40,335**	**(69.2%)**	**$39,255**	**(68.4%)**	**$55,780**	**(77.8%)**	**$25,970**	**(52.2%)**

RICE HOME MEDICAL
RICE HOME MEDICAL
For the Month Ending July 31, 2014

	July 2014	% of Gross Sales	Prior 3 Mo Average	% of Gross Sales	June 2014	% of Gross Sales	May 2014	% of Gross Sales
GROSS SALES								
SALES REVENUE	$718,454	62.12%	$652,294	59.55%	$693,866	61.82%	$613,547	56.80%
RENTS REVENUE	438,035	37.88%	441,509	40.31%	428,561	38.18%	464,260	42.98%
MISC REVENUE	0	0.00%	1,546	0.14%	0	0.00%	2,318	0.21%
GROSS SALES	**1,156,489**	**100.00%**	**1,095,349**	**100.00%**	**1,122,427**	**100.00%**	**1,080,124**	**100.00%**
LESS: CONTRACTUAL ALLOWANCES	(351,566)	(30.40%)	(322,263)	(29.42%)	(320,280)	(28.53%)	(336,132)	(31.12%)
LESS: UNCOMPENSATED CARE	(251)	(0.02%)	(578)	(0.05%)	(945)	(0.08%)	(358)	(0.03%)
LESS: BAD DEBT EXPENSE	2,558	0.22%	(11,747)	(1.07%)	(10,836)	(0.97%)	(6,523)	(0.60%)
NET SALES	**807,230**	**69.80%**	**760,760**	**69.45%**	**790,366**	**70.42%**	**737,112**	**68.24%**
COST OF GOODS SOLD								
OXYGEN	7,673	0.66%	7,002	0.64%	8,201	0.73%	6,079	0.56%
EQUIPMENT	111,952	9.68%	84,758	7.74%	92,341	8.23%	77,590	7.18%
SUPPLY - FREIGHT	12,072	1.04%	11,384	1.04%	13,816	1.23%	10,956	1.01%
SUPPLY	190,654	16.49%	191,898	17.52%	192,872	17.18%	185,394	17.16%
EQUIPMENT REPAIR	30,012	2.60%	32,201	2.94%	49,238	4.39%	25,154	2.33%
SHOP EXPENSE	869	0.08%	4,756	0.43%	970	0.09%	5,140	0.48%
EQUIPMENT RENTAL & LEASES	2,134	0.18%	1,565	0.14%	2,134	0.19%	1,707	0.16%
PURCHASE DISCOUNTS	(4,062)	(0.35%)	(6,322)	(0.58%)	(4,148)	(0.37%)	(9,160)	(0.85%)
TOTAL COST OF GOODS SOLD	**351,303**	**30.38%**	**327,243**	**29.88%**	**355,424**	**31.67%**	**302,859**	**28.04%**
GROSS PROFIT	**455,927**	**39.42%**	**433,518**	**39.58%**	**434,942**	**38.75%**	**434,253**	**40.20%**
OTHER OPERATING REVENUE	10,320	0.89%	5,081	0.46%	6,251	0.56%	8,992	0.83%
TOTAL OPERATING REVENUE	**466,247**	**40.32%**	**438,598**	**40.04%**	**441,192**	**39.31%**	**443,244**	**41.04%**
OPERATING EXPENSES								
SALARIES & WAGES	248,536	21.49%	246,037	22.46%	230,024	20.49%	262,176	24.27%
CONTRACT LABOR	382	0.03%	0	0.00%	0	0.00%	0	0.00%
SUPPLEMENTAL BENEFITS	89,994	7.78%	98,697	9.01%	109,226	9.73%	93,550	8.66%
SUPPLIES AND DRUGS	4,904	0.42%	6,915	0.63%	6,817	0.61%	8,318	0.77%
PURCHASED SERVICES	28,620	2.47%	28,054	2.56%	33,653	3.00%	28,996	2.68%
REPAIRS, SERVICE & RENTALS	17,221	1.49%	20,208	1.84%	21,676	1.93%	21,013	1.95%
UTILITIES	10,236	0.89%	10,259	0.94%	9,483	0.84%	10,353	0.96%
INSURANCE	3,856	0.33%	3,856	0.35%	3,856	0.34%	3,856	0.36%
PATIENT RELATED TRAVEL	10,278	0.89%	12,393	1.13%	12,113	1.08%	12,375	1.15%
EDUCATION, TRAVEL, & DUES	639	0.06%	1,597	0.15%	1,563	0.14%	1,512	0.14%
OTHER EXPENSE	9,171	0.79%	11,914	1.09%	14,937	1.33%	10,983	1.02%
DEPRECIATION & AMORTIZATION	96,227	8.32%	73,593	6.72%	87,815	7.82%	63,187	5.85%
INTEREST EXPENSE	0	0.00%	(7)	0.00%	0	0.00%	(22)	0.00%
TAXES	3,718	0.32%	3,423	0.31%	3,718	0.33%	3,148	0.29%
TOTAL OPERATING EXPENSES	**523,783**	**45.29%**	**516,938**	**47.19%**	**534,881**	**47.65%**	**519,445**	**48.09%**
NET OPERATING INCOME (LOSS)	**(57,536)**	**(4.98%)**	**(78,340)**	**(7.15%)**	**(93,689)**	**(8.35%)**	**(76,201)**	**(7.05%)**
INVESTMENT INCOME (LOSS)	(9,381)	(0.81%)	(13,800)	(1.26%)	(9,962)	(0.89%)	(15,312)	(1.42%)
OTHER GAIN (LOSS)	3,966	0.34%	267	0.02%	0	0.00%	800	0.07%
NET INCOME (LOSS)	**($62,951)**	**(5.44%)**	**($91,873)**	**(8.39%)**	**($103,651)**	**(9.23%)**	**($90,713)**	**(8.40%)**

RICE MEMORIAL HOSPITAL CONSOLIDATED
For the Year To Date Period Ending

	July 2014	July 2013	% Var	July 2012	% Var	July 2011	% Var
OPERATING REVENUE							
INPATIENT REVENUE	$37,034,065	$36,499,836	1.5%	$34,451,458	7.5%	$39,013,437	(5.1%)
OUTPATIENT REVENUE	71,486,300	69,748,841	2.5%	71,402,410	0.1%	71,772,958	(0.4%)
RICE CARE CENTER REVENUE	6,096,605	6,068,819	0.5%	4,993,817	22.1%	2,983,780	104.3%
RICE HOME MEDICAL REVENUE	7,336,469	7,206,021	1.8%	5,988,579	22.5%	5,734,086	27.9%
TOTAL PATIENT REVENUE	**121,953,439**	**119,523,517**	**2.0%**	**116,836,264**	**4.4%**	**119,504,261**	**2.0%**
LESS DISCOUNTS & CONTRACTUALS	63,545,043	58,884,837	7.9%	54,689,094	16.2%	57,879,514	9.8%
LESS UNCOMPENSATED CARE	755,584	722,688	4.6%	782,075	(3.4%)	1,146,106	(34.1%)
LESS BAD DEBT EXPENSE	1,210,884	1,114,840	8.6%	1,015,981	19.2%	1,076,538	12.5%
TOTAL DEDUCTIONS FROM REVENUE	**65,511,511**	**60,722,365**	**7.9%**	**56,487,150**	**16.0%**	**60,102,158**	**9.0%**
NET REVENUE FROM PATIENTS	**56,441,928**	**58,801,152**	**(4.0%)**	**60,349,114**	**(6.5%)**	**59,402,103**	**(5.0%)**
OTHER OPERATING REVENUE	8,576,054	9,779,084	(12.3%)	9,834,758	(12.8%)	10,758,098	(20.3%)
TOTAL OPERATING REVENUE	**65,017,982**	**68,580,236**	**(5.2%)**	**70,183,872**	**(7.4%)**	**70,160,201**	**(7.3%)**
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	14,024,164	12,702,278	10.4%	12,166,619	15.3%	12,435,660	12.8%
TOTAL OPERATING REVENUE	**50,993,818**	**55,877,958**	**(8.7%)**	**58,017,253**	**(12.1%)**	**57,724,541**	**(11.7%)**
OPERATING EXPENSES							
SALARIES AND WAGES	26,588,597	26,787,093	(0.7%)	26,282,789	1.2%	25,339,611	4.9%
CONTRACT LABOR	2,556,845	1,999,825	27.9%	2,170,718	17.8%	983,780	159.9%
SUPPLEMENTAL BENEFITS	8,178,866	7,749,176	5.5%	7,773,235	5.2%	7,914,143	3.3%
SUPPLIES	6,682,236	6,973,299	(4.2%)	6,835,310	(2.2%)	6,930,822	(3.6%)
DRUGS	2,777,214	4,183,167	(33.6%)	5,492,844	(49.4%)	3,693,104	(24.8%)
PURCHASED SERVICES	4,276,397	3,816,457	12.1%	4,282,399	(0.1%)	3,974,055	7.6%
REPAIRS, SERVICE & RENTALS	1,884,653	2,022,574	(6.8%)	1,791,699	5.2%	1,794,850	5.0%
UTILITIES	1,018,052	939,424	8.4%	955,391	6.6%	934,393	9.0%
INSURANCE	423,474	402,043	5.3%	395,891	7.0%	349,767	21.1%
PATIENT RELATED TRAVEL	236,750	265,031	(10.7%)	238,291	(0.6%)	247,423	(4.3%)
EDUCATION, TRAVEL, & DUES	527,625	635,993	(17.0%)	605,172	(12.8%)	554,157	(4.8%)
OTHER	246,369	255,455	(3.6%)	330,621	(25.5%)	278,601	(11.6%)
DEPRECIATION AND AMORT	5,057,396	4,759,345	6.3%	4,652,663	8.7%	4,192,851	20.6%
INTEREST	1,068,803	974,027	9.7%	1,152,062	(7.2%)	1,433,102	(25.4%)
TAXES & SURCHARGE	1,302,376	1,290,280	0.9%	1,215,254	7.2%	1,289,269	1.0%
TOTAL OPERATING EXPENSES	**62,825,653**	**63,053,189**	**(0.4%)**	**64,174,339**	**(2.1%)**	**59,909,928**	**4.9%**
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	8,233,269	5,904,700	39.4%	6,400,003	28.6%	4,990,453	65.0%
NET OPERATING EXPENSES	**54,592,384**	**57,148,489**	**(4.5%)**	**57,774,336**	**(5.5%)**	**54,919,475**	**(0.6%)**
OPERATING INCOME (LOSS)	**(3,598,566)**	**(1,270,531)**	**183.2%**	**242,917**	**(1,581.4%)**	**2,805,066**	**(228.3%)**
NON OPERATING INCOME							
INVESTMENT INCOME	427,785	384,571	11.2%	664,230	(35.6%)	468,616	(8.7%)
UNREALIZED GAIN (LOSS)	286,234	(641,860)	(144.6%)	58,088	392.8%	186,460	53.5%
OTHER GAIN (LOSS)	(36,653)	103,337	(135.5%)	6,203	(690.9%)	72,243	(150.7%)
TOTAL NON OPERATING INCOME	**677,366**	**(153,952)**	**(540.0%)**	**728,521**	**(7.0%)**	**727,319**	**(6.9%)**
NET INCOME (LOSS)	**($2,921,200)**	**($1,424,483)**	**105.1%**	**$971,438**	**(400.7%)**	**$3,532,385**	**(182.7%)**

RICE HOSPITAL
For the Year To Date Period Ending

	July 2014	July 2013	% Var	July 2012	% Var	July 2011	% Var
OPERATING REVENUE							
INPATIENT REVENUE	$37,034,065	$36,499,836	1.5%	$34,451,458	7.5%	$39,013,437	(5.1%)
OUTPATIENT REVENUE	71,486,300	69,748,841	2.5%	71,402,411	0.1%	71,772,958	(0.4%)
TOTAL PATIENT REVENUE	**108,520,365**	**106,248,677**	**2.1%**	**105,853,869**	**2.5%**	**110,786,395**	**(2.0%)**
LESS DISCOUNTS & CONTRACTUALS	59,534,486	54,103,568	10.0%	52,394,837	13.6%	56,290,382	5.8%
LESS UNCOMPENSATED CARE	751,626	718,924	4.5%	772,818	(2.7%)	1,145,006	(34.4%)
LESS BAD DEBT EXPENSE	1,140,530	1,093,204	4.3%	982,902	16.0%	1,013,192	12.6%
TOTAL DEDUCTIONS FROM REVENUE	**61,426,642**	**55,915,696**	**9.9%**	**54,150,557**	**13.4%**	**58,448,580**	**5.1%**
NET REVENUE FROM PATIENTS	**47,093,723**	**50,332,981**	**(6.4%)**	**51,703,312**	**(8.9%)**	**52,337,815**	**(10.0%)**
OTHER OPERATING REVENUE	8,528,765	9,725,032	(12.3%)	9,781,603	(12.8%)	10,729,020	(20.5%)
TOTAL OPERATING REVENUE	**55,622,488**	**60,058,013**	**(7.4%)**	**61,484,915**	**(9.5%)**	**63,066,835**	**(11.8%)**
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	14,024,164	12,702,278	10.4%	12,166,619	15.3%	12,435,660	12.8%
TOTAL OPERATING REVENUE	**41,598,324**	**47,355,735**	**(12.2%)**	**49,318,296**	**(15.7%)**	**50,631,175**	**(17.8%)**
OPERATING EXPENSES							
SALARIES AND WAGES	23,257,563	23,582,244	(1.4%)	23,215,289	0.2%	22,733,547	2.3%
CONTRACT LABOR	1,907,070	1,272,159	49.9%	1,808,078	5.5%	930,714	104.9%
SUPPLEMENTAL BENEFITS	6,874,165	6,504,481	5.7%	6,683,029	2.9%	6,955,974	(1.2%)
SUPPLIES	4,154,205	4,526,242	(8.2%)	4,622,527	(10.1%)	4,794,436	(13.4%)
DRUGS	2,655,605	4,058,691	(34.6%)	5,378,807	(50.6%)	3,627,293	(26.8%)
PURCHASED SERVICES	3,993,029	3,412,819	17.0%	3,992,421	0.0%	3,716,621	7.4%
REPAIRS, SERVICE & RENTALS	1,712,969	1,822,104	(6.0%)	1,671,710	2.5%	1,668,910	2.6%
UTILITIES	846,723	806,664	5.0%	841,748	0.6%	818,256	3.5%
INSURANCE	367,114	343,708	6.8%	337,603	8.7%	292,516	25.5%
PATIENT RELATED TRAVEL	148,150	164,322	(9.8%)	145,958	1.5%	161,124	(8.1%)
EDUCATION, TRAVEL, & DUES	478,251	570,432	(16.2%)	534,496	(10.5%)	502,972	(4.9%)
OTHER	143,999	189,490	(24.0%)	271,006	(46.9%)	227,982	(36.8%)
DEPRECIATION AND AMORT	4,158,996	4,183,948	(0.6%)	4,151,723	0.2%	3,894,615	6.8%
INTEREST	874,126	872,198	0.2%	1,046,769	(16.5%)	1,368,025	(36.1%)
TAXES & SURCHARGE	1,024,415	1,014,197	1.0%	957,173	7.0%	1,132,607	(9.6%)
TOTAL OPERATING EXPENSES	**52,596,380**	**53,323,699**	**(1.4%)**	**55,658,337**	**(5.5%)**	**52,825,592**	**(0.4%)**
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	8,233,269	5,904,700	39.4%	6,400,003	28.6%	4,990,453	65.0%
NET OPERATING EXPENSES	**44,363,111**	**47,418,999**	**(6.4%)**	**49,258,334**	**(9.9%)**	**47,835,139**	**(7.3%)**
OPERATING INCOME (LOSS)	**(2,764,787)**	**(63,264)**	**4,270.2%**	**59,962**	**(4,710.9%)**	**2,796,036**	**(198.9%)**
NON OPERATING INCOME							
INVESTMENT INCOME	422,665	382,138	10.6%	661,409	(36.1%)	455,694	(7.2%)
UNREALIZED GAIN (LOSS)	286,234	(641,860)	(144.6%)	58,088	392.8%	186,460	53.5%
OTHER GAIN (LOSS)	(46,252)	96,928	(147.7%)	(7,737)	497.8%	54,945	(184.2%)
TOTAL NON OPERATING INCOME	**662,647**	**(162,794)**	**(507.0%)**	**711,760**	**(6.9%)**	**697,099**	**(4.9%)**
NET INCOME (LOSS)	**($2,102,140)**	**($226,058)**	**829.9%**	**$771,722**	**(372.4%)**	**$3,493,135**	**(160.2%)**

RICE CARE CENTER
For the Year To Date Period Ending

	July 2014	July 2013	% Var	July 2012	% Var	July 2011	% Var
OPERATING REVENUE							
RICE CARE CENTER REVENUE	$6,096,605	$6,068,819	0.5%	$4,993,817	22.1%	$2,983,780	104.3%
TOTAL PATIENT REVENUE	**6,096,605**	**6,068,819**	**0.5%**	**4,993,817**	**22.1%**	**2,983,780**	**104.3%**
LESS DISCOUNTS & CONTRACTUALS	1,756,322	1,959,785	(10.4%)	1,019,913	72.2%	334,749	424.7%
LESS BAD DEBT EXPENSE	4,510	(1,868)	(341.4%)	736	512.8%	13,052	(65.4%)
TOTAL DEDUCTIONS FROM REVENUE	**1,760,832**	**1,957,917**	**(10.1%)**	**1,020,649**	**72.5%**	**347,801**	**406.3%**
NET REVENUE FROM PATIENTS	**4,335,773**	**4,110,902**	**5.5%**	**3,973,168**	**9.1%**	**2,635,979**	**64.5%**
OTHER OPERATING REVENUE	2,857	3,153	(9.4%)	6,541	(56.3%)	5,622	(49.2%)
TOTAL OPERATING REVENUE	**4,338,630**	**4,114,055**	**5.5%**	**3,979,709**	**9.0%**	**2,641,601**	**64.2%**
LESS: WILLMAR MEDICAL SERVICES							
TOTAL OPERATING REVENUE	**4,338,630**	**4,114,055**	**5.5%**	**3,979,709**	**9.0%**	**2,641,601**	**64.2%**
OPERATING EXPENSES							
SALARIES AND WAGES	1,562,844	1,490,798	4.8%	1,546,070	1.1%	1,347,699	16.0%
CONTRACT LABOR	649,393	727,666	(10.8%)	362,640	79.1%	14,957	4,241.7%
SUPPLEMENTAL BENEFITS	612,606	606,626	1.0%	654,329	(6.4%)	541,964	13.0%
SUPPLIES	269,782	296,777	(9.1%)	248,311	8.6%	219,996	22.6%
DRUGS	121,100	124,476	(2.7%)	114,038	6.2%	65,811	84.0%
PURCHASED SERVICES	102,457	145,808	(29.7%)	112,917	(9.3%)	66,858	53.2%
REPAIRS, SERVICE & RENTALS	28,464	48,535	(41.4%)	20,617	38.1%	26,858	6.0%
UTILITIES	89,737	69,560	29.0%	61,239	46.5%	50,384	78.1%
INSURANCE	29,368	28,321	3.7%	20,084	46.2%	17,574	67.1%
PATIENT RELATED TRAVEL	2,520	1,672	50.7%	2,613	(3.6%)	1,181	113.4%
EDUCATION, TRAVEL, & DUES	28,787	25,819	11.5%	30,586	(5.9%)	26,091	10.3%
OTHER	15,649	3,574	337.9%	1,483	955.2%	8,057	94.2%
DEPRECIATION AND AMORT	266,043	195,207	36.3%	216,680	22.8%	90,930	192.6%
INTEREST	194,677	75,356	158.3%	76,681	153.9%	27,906	597.6%
TAXES & SURCHARGE	251,932	245,616	2.6%	227,275	10.8%	129,533	94.5%
TOTAL OPERATING EXPENSES	**4,225,359**	**4,085,811**	**3.4%**	**3,695,563**	**14.3%**	**2,635,799**	**60.3%**
LESS: WILLMAR MEDICAL SERVICES							
NET OPERATING EXPENSES	**4,225,359**	**4,085,811**	**3.4%**	**3,695,563**	**14.3%**	**2,635,799**	**60.3%**
OPERATING INCOME (LOSS)	**113,271**	**28,244**	**301.0%**	**284,146**	**(60.1%)**	**5,802**	**1,852.3%**
NON OPERATING INCOME							
INVESTMENT INCOME	5,120	2,461	108.0%	4,144	23.6%	5,250	(2.5%)
OTHER GAIN (LOSS)		3,500	(100.0%)		0.0%		0.0%
TOTAL NON OPERATING INCOME	**5,120**	**5,961**	**(14.1%)**	**4,144**	**23.6%**	**5,250**	**(2.5%)**
NET INCOME (LOSS)	**$118,391**	**$34,205**	**246.1%**	**$288,290**	**(58.9%)**	**$11,052**	**971.2%**

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Rice Home Medical
RICE HOME MEDICAL
For the 07 Months Ending July 31, 2014

	July 2014	% of Gross Sales	July 2013	% of Gross Sales	July 2012	% of Gross Sales	July 2011	% of Gross Sales
GROSS SALES								
SALES REVENUE	$4,348,781	59.20%	$4,265,395	59.14%	$3,727,939	62.25%	$3,498,111	60.96%
RENTS REVENUE	2,987,688	40.67%	2,940,626	40.77%	2,260,640	37.75%	2,235,975	38.96%
MISC REVENUE	8,858	0.12%	6,388	0.09%	191	0.00%	4,621	0.08%
GROSS SALES	**7,345,327**	**100.00%**	**7,212,409**	**100.00%**	**5,988,770**	**100.00%**	**5,738,707**	**100.00%**
LESS: CONTRACTUAL ALLOWANCES	(2,254,235)	(30.69%)	(2,821,484)	(39.12%)	(1,274,344)	(21.28%)	(1,254,383)	(21.86%)
LESS: UNCOMPENSATED CARE	(3,957)	(0.05%)	(3,764)	(0.05%)	(9,257)	(0.15%)	(1,100)	(0.02%)
LESS: BAD DEBT EXPENSE	(65,844)	(0.90%)	(23,504)	(0.33%)	(32,343)	(0.54%)	(50,294)	(0.88%)
NET SALES	**5,021,291**	**68.36%**	**4,363,657**	**60.50%**	**4,672,825**	**78.03%**	**4,432,929**	**77.25%**
COST OF GOODS SOLD								
OXYGEN	45,211	0.62%	66,267	0.92%	77,788	1.30%	78,048	1.36%
EQUIPMENT	567,075	7.72%	532,588	7.38%	466,549	7.79%	522,598	9.11%
SUPPLY - FREIGHT	81,596	1.11%	99,503	1.38%	98,035	1.64%	84,181	1.47%
SUPPLY	1,295,704	17.64%	1,210,165	16.78%	1,167,268	19.49%	1,065,730	18.57%
EQUIPMENT REPAIR	182,483	2.48%	155,628	2.16%	61,693	1.03%	71,286	1.24%
SHOP EXPENSE	28,189	0.38%	28,204	0.39%	36,031	0.60%	24,997	0.44%
EQUIPMENT RENTAL & LEASES	7,042	0.10%	40	0.00%	0	0.00%	0	0.00%
PURCHASE DISCOUNTS	(60,793)	(0.83%)	(44,512)	(0.62%)	(46,424)	(0.78%)	(18,835)	(0.33%)
TOTAL COST OF GOODS SOLD	**2,146,507**	**29.22%**	**2,047,882**	**28.39%**	**1,860,941**	**31.07%**	**1,828,005**	**31.85%**
GROSS PROFIT	**2,874,783**	**39.14%**	**2,315,774**	**32.11%**	**2,811,885**	**46.95%**	**2,604,924**	**45.39%**
OTHER OPERATING REVENUE	25,562	0.35%	0	0.00%	0	0.00%	0	0.00%
TOTAL OPERATING REVENUE	**2,900,345**	**39.49%**	**2,315,774**	**32.11%**	**2,811,885**	**46.95%**	**2,604,924**	**45.39%**
OPERATING EXPENSES								
SALARIES & WAGES	1,768,190	24.07%	1,714,051	23.77%	1,521,430	25.40%	1,258,365	21.93%
CONTRACT LABOR	382	0.01%	0	0.00%	0	0.00%	38,109	0.66%
SUPPLEMENTAL BENEFITS	692,094	9.42%	638,069	8.85%	435,876	7.28%	416,205	7.25%
SUPPLIES AND DRUGS	51,459	0.70%	57,886	0.80%	57,108	0.95%	69,549	1.21%
PURCHASED SERVICES	180,911	2.46%	257,831	3.57%	177,061	2.96%	190,577	3.32%
REPAIRS, SERVICE & RENTALS	143,220	1.95%	151,936	2.11%	99,373	1.66%	99,082	1.73%
UTILITIES	81,592	1.11%	63,201	0.88%	52,404	0.88%	65,753	1.15%
INSURANCE	26,992	0.37%	30,014	0.42%	38,204	0.64%	39,677	0.69%
PATIENT RELATED TRAVEL	86,080	1.17%	99,037	1.37%	89,721	1.50%	85,118	1.48%
EDUCATION, TRAVEL, & DUES	20,587	0.28%	39,741	0.55%	40,090	0.67%	25,094	0.44%
OTHER EXPENSE	86,722	1.18%	62,391	0.87%	58,133	0.97%	42,563	0.74%
DEPRECIATION & AMORTIZATION	632,358	8.61%	380,190	5.27%	284,260	4.75%	207,306	3.61%
INTEREST EXPENSE	0	0.00%	26,474	0.37%	28,612	0.48%	37,170	0.65%
TAXES	26,029	0.35%	30,468	0.42%	30,806	0.51%	27,129	0.47%
TOTAL OPERATING EXPENSES	**3,796,615**	**51.69%**	**3,551,286**	**49.24%**	**2,913,078**	**48.64%**	**2,601,695**	**45.34%**
NET OPERATING INCOME (LOSS)	**(896,270)**	**(12.20%)**	**(1,235,512)**	**(17.13%)**	**(101,194)**	**(1.69%)**	**3,229**	**0.06%**
INVESTMENT INCOME (LOSS)	(50,781)	(0.69%)	0	0.00%	0	0.00%	0	0.00%
OTHER GAIN (LOSS)	9,599	0.13%	2,881	0.04%	12,618	0.21%	24,970	0.44%
NET INCOME (LOSS)	**($937,451)**	**(12.76%)**	**($1,232,631)**	**(17.09%)**	**($88,576)**	**(1.48%)**	**$28,200**	**0.49%**

RICE MEMORIAL HOSPITAL
CONSOLIDATED CASH FLOW STATEMENT

FOR THE PERIOD ENDED:
July 31, 2014

Line #		Current YTD	Prior YTD
1	Sources of Cash & Investments:		
2	Net Income	$ (3,027,415)	$ (1,424,477)
3	Depreciation & Amortization	5,058,426	$ 4,759,344
4	Debt Proceeds	-	-
5	Other		
6			
7	Total Sources	2,031,011	3,334,867
8			
9	Uses		
10	Property, Plant, and Equipment - Gross	6,053,464	5,338,780
11	Debt Payments/Re-funding	1,677,992	2,121,358
12	Working Capital Changes & Other - Net	639,180	(2,672,298)
13			
14	Total Uses	8,370,636	4,787,840
15			
16	Increase / (Decrease) Cash & Investments	(6,339,625)	(1,452,973)
17			
18	Beginning of Period (January 1)	31,952,720	28,941,389
19			
20	End of Period	$ 25,613,095	$ 27,488,416

RICE MEMORIAL HOSPITAL
STATISTICAL AND VOLUME SUMMARY
FOR THE PERIOD ENDED:
July 31, 2014

Line #		CURRENT MONTH Actual	Forecast	Var.	Var.%	2013	Act/2013 Var. %	Prior 3 mo avg	Act/Prior Var. %
	Patient Days								
1	Adult Health Care	572	546	26	4.8%	550	4.0%	567	0.9%
2	Women and Children's Care	161	207	(46)	-22.2%	209	-23.0%	200	-19.5%
3	ICCU	65	61	4	6.6%	56	16.1%	64	1.6%
4	Mental Health	235	215	20	9.3%	214	9.8%	228	3.1%
5	Total Adult & Peds	1,033	1,029	4	0.4%	1,029	0.4%	1,059	-2.5%
6									
7	Average Daily Census	33.3	33.2	0.1	0.4%	33.2	0.4%	34.9	-4.6%
8									
9	Average Length of Stay	3.88	3.54	0.34	9.7%	3.34	16.2%	3.72	4.4%
10									
11	Admissions-Inpatient	275	291	(16)	-5.4%	313	-12.1%	285	-3.5%
12	Observation patients	117	171	(54)	-31.8%	209	-44.2%	126	-7.5%
13									
14	Medicare Case Mix Index	1.200	1.288	(0.088)	-6.8%	1.310	-8.4%	1.240	-3.2%
15	Case Mix Index-Total	0.959	1.014	(0.056)	-5.5%	1.011	-5.2%	0.980	-2.2%
16									
17	Adjusted Admissions	881	843	38	4.5%	906	-2.8%	835	5.5%
18	Adjusted Patient Days	3,308	2,984	324	10.9%	2,978	11.1%	3,106	6.5%
19									
20	Births	59	68	(9)	-13.2%	80	-26.3%	69	-14.5%
21									
22	Rice Care Center-Days	2,146	2,300	(154)	-6.7%	1,983	8.2%	1,868	14.9%
23	Rice Care Center-Average Daily Census	69.2	74.2	(5.0)	-6.7%	64.0	8.2%	61.6	12.4%
24	Rice Care Center Case Mix Index	1.075	1.020	0.05	5.4%	1.046	2.8%	1.048	2.5%
25									
26		YEAR-TO-DATE					Act/2013		Act/2012
27		Actual	Forecast	Var.	Var.%	2013	Var. %	2012	Var. %
28	**Patient Days**								
29	Adult Health Care	4,005	3,795	210	5.5%	3,703	8.2%	3,614	10.8%
30	Women and Children's Care	1,350	1,470	(120)	-8.2%	1,542	-12.5%	1,526	-11.5%
31	ICCU	435	430	5	1.2%	434	0.2%	448	-2.9%
32	Mental Health	1,593	1,511	82	5.4%	1,532	4.0%	1,431	11.3%
33	Total Adult & Peds	7,383	7,206	177	2.5%	7,211	2.4%	7,019	5.2%
34									
35	Average Daily Census	34.8	34.0	0.8	2.5%	34.0	2.4%	33.0	5.7%
36									
37	Average Length of Stay	3.81	3.54	0.27	7.6%	3.55	7.3%	3.54	7.6%
38									
39	Admissions-Inpatient	1,946	2,036	(90)	-4.4%	2,031	-4.2%	1,993	-2.4%
40	Observation patients	946	1,191	(245)	-20.6%	1,216	-22.2%	1,422	-33.5%
41									
42	Medicare Case Mix Index	1.273	1.288	(0.016)	-1.2%	1.323	-3.8%	1.336	-4.8%
43	Case Mix Index-Total	0.989	1.014	(0.026)	-2.5%	1.019	-3.0%	1.036	-4.6%
44									
45	Adjusted Admissions	5,708	5,903	(195)	-3.3%	5,916	-3.5%	6,127	-6.8%
46	Adjusted Patient Days	21,642	20,897	745	3.6%	21,023	2.9%	21,559	0.4%
47									
48	Births	454	476	(22)	-4.6%	489	-7.2%	425	6.8%
49									
50	Rice Care Center-Days	13,099	13,886	(787)	-5.7%	13,845	-5.4%	15,359	-14.7%
51	Rice Care Center-Average Daily Census	61.8	65.5	(3.7)	-5.7%	65.3	-5.4%	72.1	-14.3%
52	Rice Care Center Case Mix Index	1.044	1.020	0.02	2.3%	1.035	0.8%	1.017	2.6%

RICE MEMORIAL HOSPITAL
STATISTICAL AND VOLUME SUMMARY
FOR THE PERIOD ENDED:
July 31, 2014

	CURRENT MONTH					Act/2013	Prior	Act/Prior
	Actual	Forecast	Var.	Var.%	2013	Var. %	3 mo avg	Var. %
Ancillary Services								
1 IP Surgeries	73	94	(21)	-22.3%	100	-27.0%	76	-3.9%
2 OP Surgeries	173	203	(30)	-14.8%	197	-12.2%	155	11.6%
3 **Total Surgeries**	246	297	(51)	-17.2%	297	-17.2%	231	6.5%
4								
5 ER Visits-Inpatient	168	175	(7)	-4.0%	191	-12.0%	173	-2.9%
6 ER Visits-Outpatient	1,061	917	144	15.7%	989	7.3%	971	9.3%
7 **ER Visits-Total**	1,229	1,092	137	12.5%	1,180	4.2%	1,144	7.4%
8								
9 Lab Tests	24,434	22,214	2,220	10.0%	22,662	7.8%	22,789	7.2%
10 Medical Imaging Procedures	1,481	1,442	39	2.7%	1,524	-2.8%	1,525	-2.9%
11 Radiation Oncology Treatments	316	396	(80)	-20.2%	422	-25.1%	286	10.5%
12 Medical Oncology Visits	183	207	(24)	-11.6%	194	-5.7%	255	-28.2%
13								
14 Dialysis Treatments	1,006	825	181	21.9%	870	15.6%	985	2.1%
15 Rehab Visits	4,075	3,724	351	9.4%	3,962	2.9%	4,046	0.7%
16 Hospice Visits	1,843	1,851	(8)	-0.4%	2,020	-8.8%	1,901	-3.1%
17 Ambulance Runs	247	222	25	11.3%	236	4.7%	231	6.9%
18								
19								
20 **Full Time Equivalents (FTE's)**								
21 FTE's - Hospital	619	625	(6)	-1.0%	649	-4.6%	622	-0.5%
22 FTE's - Care Center	89	79	10	13.1%	83	7.1%	84	6.4%
23 FTE's - Home Medical	76	87	(11)	-12.6%	81	-5.8%	78	-2.5%
24 **Total FTE's**	784	791	(7)	-0.8%	813	-3.5%	785	-0.1%
25								
26								
27	YEAR-TO-DATE					Act/Prior		Act/Prior
28	Actual	Forecast	Var.	Var.%	2013	Var. %	2012	Var. %
29 **Ancillary Services**								
30 IP Surgeries	510	652	(142)	-21.8%	622	-18.0%	676	-24.6%
31 OP Surgeries	1,141	1,376	(235)	-17.1%	1,303	-12.4%	1,565	-27.1%
32 **Total Surgeries**	1,651	2,028	(377)	-18.6%	1,925	-14.2%	2,028	-18.6%
33								
34 ER Visits-Inpatient	1,200	1,216	(16)	-1.3%	1,201	-0.1%	1,217	-1.4%
35 ER Visits-Outpatient	6,378	6,365	13	0.2%	6,200	2.9%	6,627	-3.8%
36 **ER Visits-Total**	7,578	7,581	(3)	0.0%	7,401	2.4%	7,844	-3.4%
37								
38 Lab Tests	158,813	155,735	3,078	2.0%	154,999	2.5%	165,438	-4.0%
39 Medical Imaging Procedures	10,293	10,055	238	2.4%	9,888	4.1%	10,752	-4.3%
40 Radiation Oncology Treatments	1,884	2,871	(987)	-34.4%	3,300	-42.9%	4,533	-58.4%
41 Medical Oncology Visits	1,645	1,449	196	13.5%	1,427	15.3%	1,572	4.6%
42								
43 Dialysis Treatments	6,817	5,760	1,057	18.4%	5,626	21.2%	5,244	30.0%
44 Rehab Visits	27,093	25,969	1,124	4.3%	25,654	5.6%	25,913	4.6%
45 Hospice Visits	13,181	12,912	269	2.1%	12,974	1.6%	13,558	-2.8%
46 Ambulance Runs	1,645	1,545	100	6.5%	1,533	7.3%	1,550	6.1%
47								
48								
49 **Full Time Equivalents (FTE's)**								
50 FTE's - Hospital	626	625	1	0.2%	641	-2.2%	647	-3.2%
51 FTE's - Care Center	83	79	4	5.3%	83	0.6%	85	-2.2%
52 FTE's - Home Medical	80	87	(7)	-7.9%	79	0.8%	70	13.9%
53 **Total FTE's**	790	791	(1)	-0.2%	803	-1.6%	803	-1.6%

RICE MEMORIAL HOSPITAL
KEY PERFORMANCE INDICATORS

FOR THE PERIOD ENDED:

Line #		07/31/14 Actual	2014 YTD Actual	2014 Forecast	2013 Actual	2012 Actual	2011 Actual	Industry Benchmarks
1	**OPERATIONAL**							
2	**Operating Margin**							
3	Rice Hospital	-5.0%	-6.9%	1.6%	-1.5%	1.3%	5.0%	
4	Rice Care Center	1.7%	2.6%	3.7%	1.0%	8.7%	-0.1%	
5	Rice Home Medical	-7.0%	-18.7%	4.0%	-22.5%	-3.0%	1.4%	
6								
7	**Consolidated Operating Margin**	-4.8%	-7.3%	2.0%	-3.2%	1.4%	4.4%	2.2%
8								
9	**Consolidated Excess Margin**	-4.5%	-5.9%	2.5%	-3.6%	2.4%	5.8%	2.8%
10								
11	**EBIDA Operating Margin**	6.1%	3.8%	12.6%	7.0%	11.6%	14.6%	10.8%
12								
13	**FINANCIAL**							
14	**Debt/Capitalization Ratio**		46.7%	43.3%	46.3%	43.3%	46.3%	38.7%
15	**Debt Service Coverage**		1.5	3.2	1.8	3.0	3.5	2.9
16	**Net Days in Accounts Receivable-Hospital**		53	46	52	64	55	46
17	**Days of Cash**		109	117	128	114	116	131
18	**Unrestricted Cash/Debt**		53%	68%	64%	63.0%	58.6%	87%
19	**Cushion Ratio**		7.1	10.1	8.9	7.1	6.3	9.1
20	**Average Age of Plant**		10.4	10.1	9.3	9.1	9.2	10.2
21	**Financial Strength Index**		(1.49)	0.79	(0.52)	0.75	1.65	0.30
22	**PRODUCTIVITY**							
23	***Rice Hospital***							
24								
25	**Controllable Expense/Adj. Admit**	$ 7,574	$ 8,196	$ 7,922	$ 8,255	$ 8,287	$ 7,610	
26								
27	**Compensation Ratio**	55.5%	57.7%	51.0%	52.6%	50.5%	48.1%	50%
28								
29	**FTE per Adjusted Admit**	13.7	15.0	14.4	14.9	14.6	13.4	14.9
30	**FTE per Adjusted Patient Day**	3.7	4.0	4.1	4.2	4.1	3.8	4.4
31								
32	Supply Expense per CMI Adjusted Discharge	$ 791	$ 740	$ 744	$ 770	$ 755	$ 739	
33	Drug Expense per CMI Adjusted Discharge	$ 608	$ 501	$ 662	$ 684	$ 762	$ 614	
34	**Total Supply & Drug Expense per CMI Adj. Disch**	$ 1,399	$ 1,241	$ 1,406	$ 1,454	$ 1,517	$ 1,353	
35								
36	**Bad Debt as % of Net Patient Revenue**	2.9%	2.4%	1.9%	2.0%	2.2%	2.1%	7.4%
37								
38	**Capital Expense (Interest + Depreciation)**	9.4%	9.5%	9.3%	9.1%	9.0%	9.6%	6.9%
39								
40	***Rice Care Center Hours per Day***	6.7	7.0	6.5	6.6	6.7	6.5	5.8
41								
42	***Rice Home Medical***							
43	**Sales per FTE**	$ 182,500	$ 157,000	$ 191,600	$ 161,600	$ 144,500	$ 158,000	
44								
45	**Inventory Turns**		4.2		4.7	5.8	6.0	
46	**Inventory Days on Hand**		88		78	63	61	
47								

KEY PERFORMANCE INDICATORS by ENTITY

	2011	2012	1st Qtr 2013	2nd Qtr 2013	3rd Qtr 2013	4th Qtr 2013	1st Qtr 2014	2nd Qtr 2014	3rd Qtr 2014	YTD 2014
Consolidated:										
Operating Margin %	4.4%	1.5%	-5.5%	-0.9%	-0.4%	-6.2%	-11.8%	-3.9%	-4.8%	-7.3%
Excess Margin %	5.8%	2.4%	-4.4%	-2.8%	-0.7%	-6.8%	-10.4%	-2.0%	-4.5%	-5.9%
EBIDA Operating Margin %	14.1%	10.9%	4.8%	9.1%	9.6%	3.9%	0.0%	6.7%	6.1%	3.8%
Hospital										
Operating Margin %	5.0%	1.3%	-7.4%	5.3%	0.2%	-5.0%	-10.7%	-3.9%	-5.0%	-6.9%
EBIDA Operating Margin %	15.0%	11.5%	3.9%	15.6%	10.8%	5.6%	1.7%	8.0%	7.0%	5.2%
Revenue/Adj. Admission	$ 10,120	$ 10,214	$ 9,856	$ 10,417	$ 9,840	$ 10,283	$ 9,839	$ 9,840	$ 9,116	$ 9,736
Reimbursement Rate	48.7%	48.5%	46.4%	48.9%	46.1%	44.8%	43.6%	44.0%	41.0%	43.4%
FTE/Adj. Admission	13.4	14.6	15.2	14.6	14.2	15.6	16.0	14.6	13.7	15.0
FTE/Adj. Patient Day	3.8	4.1	4.3	4.0	4.2	4.3	4.1	3.9	3.7	4.0
Total Expense Ratio	49.0%	51.8%	52.3%	49.4%	48.6%	51.7%	51.2%	47.0%	46.4%	48.7%
Controllable Exp./AA	$ 7,610	$ 8,107	$ 8,277	$ 7,838	$ 7,686	$ 8,552	$ 8,685	$ 7,947	$ 7,574	$ 8,196
Compensation Ratio	48.1%	51.4%	56.4%	49.8%	52.3%	55.7%	61.7%	54.8%	55.5%	57.7%
Supply & Drug Expense/CMI AA	$ 1,357	$ 1,525	$ 1,402	$ 1,400	$ 1,446	$ 1,606	$ 1,278	$ 1,158	$ 1,399	$ 1,222
Care Center										
Operating Margin %	-0.1%	8.7%	4.9%	-2.9%	1.0%	0.9%	-0.9%	6.1%	1.7%	2.6%
EBIDA Operating Margin %	6.8%	15.4%	11.2%	3.9%	7.8%	10.1%	10.4%	16.3%	11.8%	13.2%
Case Mix	1.06	1.02	1.02	1.04	1.01	1.01	1.03	1.05	1.08	1.04
Total Revenue/Day	$ 212.1	$ 273.6	$ 302.9	$ 291.8	$ 296.1	$ 313.2	$ 328.0	$ 345.4	$ 302.1	$ 331.2
Controllable Exp./Day	$ 186.5	$ 216.2	$ 251.4	$ 262.9	$ 254.3	$ 262.4	$ 273.6	$ 269.8	$ 249.8	$ 268.2
Operating Margin/Day	$ (0.3)	$ 23.7	$ 14.4	$ (8.7)	$ 3.1	$ 3.2	$ (2.7)	$ 21.0	$ 5.1	$ 8.6
Hours/Resident Day	6.1	6.2	6.4	6.5	6.8	6.7	7.0	7.1	6.7	7.0
Home Medical										
Operating Margin %	1.4%	-3.0%	2.7%	-118.8%	-6.2%	-20.7%	-31.3%	-12.2%	-7.0%	-18.7%
EBIDA Operating Margin %	7.7%	3.4%	9.2%	-103.1%	3.4%	-11.4%	-14.9%	-2.5%	4.7%	-6.1%
Net Sales % / Gross Sales	76.3%	76.9%	77.9%	37.0%	73.4%	64.4%	66.5%	69.4%	69.8%	68.3%
Gross Profit %	60.6%	61.5%	64.2%	23.9%	58.9%	52.5%	58.0%	56.0%	57.8%	57.0%
Sales/FTE	$ 158,081	$ 144,516	$ 155,564	$ 147,234	$ 167,657	$ 175,516	$ 138,895	$ 168,199	$ 182,531	$ 153,114

WILLMAR

FINANCE

City Office Building
Box 755
Willmar, Minnesota 56201

320-235-4984
FAX: 320-235-4917

2014 Interest/Dividends Received By Institution

Institution	April	May	June	2014 Year-To-Date	2013 Year-To-Date
Heritage Bank	$ 602.70	$ 718.47	$ 926.64	$ 4,496.80	$ 3,409.93
Morgan Stanley Smith Barney	$ 1,308.90	$ -	$ 8,974.10	$ 59,076.59	$ 67,556.03
Multi-Bank Securities	$ -	$ 8,750.00	$ 7,500.00	$ 36,500.00	$ 7,500.00
UBS	$ 16,000.00	$ 26,375.00	$ 26,250.00	$ 153,625.00	$ 153,625.03
Wells Fargo	$ 18,400.00	$ 20,000.00	$ 42,700.00	$ 101,100.00	$ 114,100.00
Wells Fargo Advisors	$ 20,805.56	$ -	$ 58,995.89	$ 99,894.53	$ 106,661.47
Totals	**$ 57,117.16**	**$ 55,843.47**	**$ 145,346.63**	**$ 454,692.92**	**$ 452,852.46**

Willmar
All-America City
2005

WILLMAR

FINANCE

City Office Building
Box 755
Willmar, Minnesota 56201

320-235-4984
FAX: 320-235-4917

INVESTMENT ACTIVITY REPORT FOR QUARTER ENDING JUNE 30, 2014

BALANCE AT PRIOR QUARTER ENDED MARCH 31, 2014	**$ 44,669,958.48**
SUMMARY OF APRIL, 2014, THROUGH JUNE, 2014, TRANSACTIONS:	
(04/17/2014) SOLD: Wells Fargo Advisors, FHLB-313383PQ8, Step-Up @ 2.000%	**(997,187.50)**
(04/17/2014) MARKET VALUE ADJUSTMENT: Wells Fargo Advisors, FHLB-313383PQ8	**(3,822.50)**
(06/30/2014) Market Value Adjustment At Quarter-End	**828,505.62**
JUNE 30, 2014 BALANCE	**$ 44,497,454.10**

Willmar
All-America City
2005

CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2014

	INSTITUTION	SECURITY TYPE	MATURITY DATE	INTEREST RATE	PAR VALUE	MARKET VALUE
1	MSSB	CD-02004MU84	10/08/2014	1.750%	150,000.00	150,592.50
2	MSSB	CD-02005QP64	08/10/2015	1.100%	96,000.00	96,567.36
3	MSSB	CD-25811LZ28	08/10/2015	1.000%	245,000.00	246,447.95
4	MSSB	CD-795450NT8	08/10/2015	1.100%	150,000.00	150,886.50
5	MSSB	CD-36160TE51	12/09/2016	2.100%	150,000.00	153,762.00
6	MSSB	CD-06740KFC6	12/14/2016	1.950%	245,000.00	250,875.10
7	MSSB	CD-38143ADT9	12/14/2016	2.050%	150,000.00	153,760.50
8	MSSB	CD-02587DJS8	12/15/2016	2.050%	150,000.00	153,591.00
9	MSSB	CD-2546703M2	02/08/2017	1.750%	245,000.00	250,929.00
10	Wells Fargo Advisors	CD-36157PFB0	06/08/2018	2.000%	150,000.00	150,663.00
11	MSSB	FNMA-3136G1PJ2	07/17/2018	1.800%	1,000,000.00	1,000,660.00
12	MSSB	CD-17284A3Z9	12/12/2019	1.600%	245,000.00	236,726.35
13	Wells Fargo	FFCB-3133EAYB8	04/17/2020	1.840%	2,000,000.00	1,968,570.00
14	UBS	FHLMC-3134G3XL9	12/28/2020	2.000%	1,000,000.00	973,090.00
15	UBS	FHLMC-3134G3YP9	07/26/2021	2.000%	6,000,000.00 *	5,802,360.00
16	Wells Fargo	FHLMC-3134G3D49	11/23/2021	2.000%	2,000,000.00	1,929,340.00
17	Wells Fargo	FHLB-313381C60	06/07/2022	2.080%	2,000,000.00	1,927,714.00
18	UBS	FHLMC-3134G3WU0	06/21/2022	2.250%	1,000,000.00	956,200.00
19	Wells Fargo Advisors	FHLB-313379VX4	07/12/2022	2.530%	797,872.34 ^	778,180.84
20	UBS	FNMA-3136G0TG6	07/26/2022	2.000%	1,000,000.00 *	939,550.00
21	Wells Fargo	FNMA-3136G0TG6	07/26/2022	2.000%	2,000,000.00 *	1,879,106.00
22	MSSB	FHLB-313380GQ4	09/07/2022	1.500-5.000%	4,000,000.00	3,880,880.00
23	UBS	FNMA-3136G0D65	09/27/2022	2.000%	3,000,000.00 *	2,799,600.00
24	UBS	FNMA-3135G0RC9	10/25/2022	2.200%	1,000,000.00	947,920.00
25	UBS	FNMA-3136G02Z3	11/15/2022	2.250%	1,900,000.00	1,806,881.00
26	Wells Fargo	FHLB-313381DA0	12/05/2022	2.190%	2,000,000.00	1,897,820.00
27	Wells Fargo Advisors	FHLB-313381GY5	12/27/2022	1.500-5.000%	3,000,000.00	2,905,020.00
28	Multi-Bank Securities	FHLB-313381H40	12/28/2022	1.500-9.000%	1,000,000.00	950,770.00
29	Multi-Bank Securities	FHLB-313382G49	03/27/2023	2.000-6.000%	1,000,000.00	959,900.00
30	Wells Fargo Advisors	FHLB-313382VW0	04/25/2023	1.625-5.500%	1,150,000.00	1,087,831.00
31	Wells Fargo Advisors	FHLB-313382TV5	04/25/2023	1.625-6.000%	850,000.00	812,345.00
32	Multi-Bank Securities	FHLB-3133832Q3	05/23/2023	1.750-8.000%	1,000,000.00	964,710.00
33	Wells Fargo Advisors	FHLB-313383A27	06/13/2023	1.625-10.000%	2,000,000.00	1,907,420.00
34	Wells Fargo Advisors	FHLB-313383BL4	06/13/2023	1.500-4.000%	2,500,000.00	2,426,125.00
35	Multi-Bank Securities	FNMA-3136G1Q51	07/24/2023	2.050-6.500%	1,000,000.00 *	1,000,660.00
	TOTAL INVESTMENT				$ 46,173,872.34	$ 44,497,454.10
37	Heritage Bank	Low Activity Ckg	None	0.250%	7,307,168.48	7,307,168.48
38	Heritage Bank	SB Ckg/Law Enf.Forf	None	0.100%	49,713.91	49,713.91
39	Heritage Bank	Commercial Ckg	None	0.100%	(68,369.68)	(68,369.68)
	TOTAL PORTFOLIO FOR JUNE 30, 2014				$ 53,462,385.05	$ 51,785,966.81

* Par Value is not equal to Purchase Amount

^ WFA FHLB-313379VX4	1,500,000.00	Par Value
Partial Call 10/12/12	(15,957.45)	
Partial Call 12/17/12	(686,170.21)	
	797,872.34	Par Value

Historical Balances At the End of Each Quarter
2004 through 06/30/2014

	Investments				Operating Cash (Flex Gold and Checking)			
Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2014	$44,669,958.48 #	$44,497,454.10 #	$ - #	$ - #	$ 2,692,337.80	$ 7,288,512.71	$ -	$ -
2013	$45,036,646.37 #	$43,145,874.09 #	$45,544,516.83 #	$43,871,669.60 #	$ 4,864,300.48	$ 7,115,084.74	$ 2,428,725.91	$ 6,945,509.90
2012	$41,122,817.67 #	$37,855,613.32 #	$44,310,158.10 #	$47,119,283.92 #	$ 8,136,948.46	$11,647,103.27	$ 6,473,162.53	$ 7,735,728.32
2011	$41,498,738.04 #	$42,926,445.51 #	$33,053,338.89 #	$46,841,372.72 #	$ 6,566,351.65	$ 9,181,801.11	$18,167,922.89	$ 7,404,105.73
2010	$41,358,462.50	$40,144,176.24 #	$44,577,231.24 #	$48,797,293.88 #	$ 5,700,619.84	$ 8,771,348.62	$ 3,304,736.92	$ 4,417,038.74
2009	$40,055,806.99	$41,062,156.99	$38,897,050.00	$45,863,584.72	$ (2,077,111.26)	$ 7,201,418.64	$ 8,850,416.77	$ 5,516,985.71
2008	$41,205,848.94	$43,736,011.19	$45,244,926.32	$42,945,529.36	$ 3,167,634.31	$ 1,718,731.16	$ 1,997,209.74	$ 6,351,625.00
2007	$43,139,351.72	$48,100,353.36	$47,115,305.03	$50,105,966.14	$ 926,179.01	$ 663,940.06	$ 926,179.01	$ (341,184.39)
2006	$40,287,460.83	$39,045,724.67	$45,986,724.51	$48,565,446.01	$ 239,513.13	$ 982,309.33	$ 1,133,968.89	$ 171,495.87
2005	$36,768,248.22	$37,768,170.45	$48,355,084.17	$48,354,326.94	$ 1,513,953.62	$ 961,246.67	$ 1,454,324.57	$ 1,007,718.38
2004	$33,825,796.69	$36,595,276.05	$36,590,625.49	$41,648,716.38	$ 4,244,239.97	$ 1,158,817.03	$ 201,061.64	$ 275,984.98

Investment Balance after adjusting for market values
2010 market values were only adjusted 1/1/10 and 12/31/10

**4M, Flex Gold, General Ckg

Historical Interest/Dividends Received Per Quarter
2004 through 06/30/2014

Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Annual Totals
2014	$ 196,385.66	$ 258,307.26	$ -	$ -	$ 454,692.92
2013	$ 221,647.55	$ 231,204.91	$ 171,397.74	$ 264,878.39	$ 889,128.59
2012	$ 143,871.89	$ 345,677.26	$ 175,728.62	$ 159,483.59	$ 824,761.36
2011	$ 281,807.02	$ 275,608.48	$ 290,307.92	$ 211,444.35	$ 1,059,167.77
2010	$ 234,241.45	$ 446,351.92	$ 233,012.97	$ 365,903.94	$ 1,279,510.28
2009	$ 509,706.62	$ 484,844.91	$ 342,331.25	$ 343,882.12	$ 1,680,764.90
2008	$ 531,303.45	$ 435,311.50	$ 478,334.39	$ 554,954.62	$ 1,999,903.96
2007	$ 622,474.29	$ 495,977.22	$ 582,224.88	$ 728,080.25	$ 2,428,756.64
2006	$ 392,269.92	$ 398,251.19	$ 435,489.27	$ 424,705.40	$ 1,650,715.78
2005	$ 297,617.30	$ 358,311.00	$ 323,683.93	$ 417,349.67	$ 1,396,961.90
2004	$ 256,365.99	$ 349,941.03	$ 239,169.92	$ 363,170.98	$ 1,208,647.92

Bremer
Investment Management & Trust

Activity Summary as of 8/31/2014

RICE CUSHMAN A CHAR TR

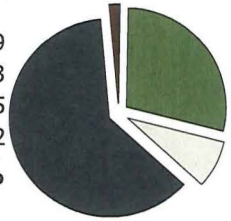
Account 180205

Market Value Reconciliation

	Since 08/01/2014 ($)	Year to Date ($)
Beginning Market Value	**3,019,690.24**	**2,960,183.93**
Disbursements		
Withdrawals	**0.00**	**-29,901.82**
Expenses	**0.00**	**-444.50**
Fees	**-1,882.84**	**-14,775.88**
Total Disbursements	**-1,882.84**	**-45,122.20**
Income		
Investment Income	**4,540.86**	**37,275.04**
Total Income	**4,540.86**	**37,275.04**
Other		
Other	**0.00**	**29,931.45**
Total Other	**0.00**	**29,931.45**
Value on Aug 31, 2014	**3,077,321.00**	**3,077,321.00**
Total Change in Portfolio Value	**54,972.74**	**95,052.78**

Asset Allocation

Asset Category	Market Value	% Total
Cash & Money Markets	9,844.03	0.32
Fixed Income	876,641.89	28.49
Alternative	244,089.55	7.93
Equity	1,900,113.19	61.75
Other	46,632.33	1.52
Total	**$3,077,321.00**	**100.00%**



Income Summary

	This Period ($)	Year to Date ($)
Taxable Income	4,540.86	37,275.04
Total Income Summary	**4,540.86**	**37,275.04**

Gain/Loss Summary

	This Period ($)	Year to Date ($)
Short-term	1,213.71	1,374.62
Long-term	-9,751.49	40,879.92
Total Gain/Loss Summary	**-8,537.78**	**42,254.54**

While the information and statistics given are believed to be complete and accurate, we cannot guarantee their completeness or accuracy. Past performance is no guarantee of future results.

Bremer
Investment Management
& Trust

Selected Period Performance
RICE CUSHMAN A CHAR TR
Account 180205
Period Ending: 08/31/2014

Sector	Market Value	1 Month	Year to Date (8 Months)
Total Fund	3,036,394	1.98	5.54
Total Fd Net Fee	3,036,394	1.92	5.02
Fixed Income	880,742	.69	3.31
BarCap Int Aggregate Bd		.77	3.29
Domestic Equity	1,505,184	3.19	7.73
S&P 500 Index		4.00	9.89
Russell 2000 Index		4.96	1.75
Intl. Equity	396,534	1.35	3.25
MSCI EAFE (US$ & Net) Index		-.15	2.56
Short Term Cash	9,444	.00	.01
Citigroup 1 Month Treas Bill		.00	.02
Alternative Investments	244,090	.46	4.60
Citigroup 3 Month Treas Bill		.00	.03
Uninvested Cash	400	.00	.00

While the information and statistics given are believed to be complete and accurate, we cannot guarantee their completeness or accuracy. Past performance is no guarantee of future results.

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, September 30, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	..... Chair
	Audrey Nelsen	..... Vice Chair
	Bruce DeBlieck	..... Member
	Steve Ahmann	..... Member

Others present: Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Paul Jurek, Bollig Inc. Engineering; David Little, West Central Tribune.

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:49 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Police Update

Chief of Police Jim Felt noted the jail census for September 30, 2014, was 113; 77 of those being Kandiyohi County inmates, 30 inmates from the MN Department of Corrections, 4 inmates from Swift County, 1 inmate from Big Stone County and 1 from Stevens County. The calls for service for the previous two weeks totaled 812. The majority of the calls are for traffic stops, followed by public assists and animal complaints. Chief Felt informed the Committee on the ordinance defined for homeless individuals sleeping in City parks. It defines that no person shall make use of the park as a place to sleep between the hours of 10:00 p.m. and 6:00 a.m. any day of the week. The Committee requested Chief Felt have officers ask homeless individuals if they are a veteran so they can be directed to the appropriate resources for veterans.

Item No. 4 Accept Quotes Received for the Localizer Drainage Improvements Project and Award the Contract (Resolution)

Public Works Director Christensen brought forth, for review, the quotes received for the Localizer Drainage Improvements project and recommended award of the low quote to Land Pride Construction, LLC. The localizer structure, which houses MnDOT Aeronautics equipment at the airport, is subject to periodic flooding. Quotes were obtained for grading improvements to modify the drainage around the structure. Two quotes were received with the low quote submitted by Land Pride Construction, LLC from Paynesville in the amount of $11,883.00. The funding is within the Airport budget, and MnDOT aeronautics will contribute eighty percent of the costs associated with the improvements.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck to award the contract and authorize signatures for the improvements. The motion carried.

Item No. 5 Accept Project and Authorize Final Payment Project No. 1303-B (Resolution)

Public Works Director Christensen brought forth, for approval, Change Order No. 1 in the amount of $29,703.40, to amend the budget, and authorize final payment to Duininck, Inc. in the amount of $48,787.38 for Project No. 1303-B. With the Change Order, Public Works Director Christensen stated the project would still be approximately $10,000 under budget.

After discussion, a motion was made by Council Member DeBlieck, seconded by Council Member Ahmann to approve Change Order No. 1, amend the budget, and authorize final payment to Duininck, Inc for Project No. 1303-B. The motion carried.

Item No. 6 Project No. 1310 Change Order No. 1 (Resolution)

Paul Jurek with Bollig, Inc. brought forth, for approval, Change Order No. 1 to Project No. 1310 for the MinnWest Technology Campus Lift Station/Lakeland Drive Interceptor. Some of the existing pipe sizes were smaller than the contract was bid, changing the CIPP lining from 18 inches to 15 inches. The result of Change Order No. 1 is a $34,020.00 reduction to the contract price.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the Change Order No. 1 for Project No. 1310. The motion carried.

Item No. 7 Project No. 1310 Change Order No. 2 (Resolution)

Paul Jurek with Bollig, Inc. brought forth, for approval, Change Order No. 2 to Project No. 1310 for the MinnWest Technology Campus Lift Station/Lakeland Drive Interceptor. During excavation by Duininck, Inc., a large underground concrete tank was encountered and partially removed so construction could continue. Additional costs were incurred for the removal and disposal, resulting in Change Order No. 2 in the amount of $18,659.02.

Following a discussion, a motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve Change Order No. 2 for Project No. 1310. The motion carried.

Item No. 8 Old Business

Council Member Dokken discussed the recent Airport Commission meeting he attended. Council Member Ahmann discussed some thoughts on saving more money as well as keeping up with facility maintenance.

Item No. 9 New Business (Information Only)

Public Works Director Christensen presented a conceptual idea for a Sanitary Sewer agreement with private developer Dan Goetzman for a relocated business. Public Works Director Christensen explained Goetzman is considering the construction of this business on Highway 12 and would like to install a sanitary sewer line at his cost but per City of Willmar specifications for the City to take over maintenance at a later date. The Committee discussed their thoughts on the Walk the Corridor tour through the downtown area.

There being no further business to come before the Committee, the meeting was adjourned at 5:45 p.m. by Chair Christianson.

Respectfully submitted,

Sean E. Christensen, P.E.
Public Works Director

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: September 30, 2014

Attachments: **X** Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Action Requested: Accept the quotes received for the Localizer Drainage Improvements project and award the low quote to Land Pride Construction, LLC

Recommended Action: Accept the quotes received for the Localizer Drainage Improvements project and award the low quote to Land Pride Construction, LLC

Background/Summary: The localizer structure, which houses MnDOT Aeronautics owned and operated equipment at the airport is subject to periodic flooding. Currently water ponds around the structure and has in the past, ponded above the bottom of the structure door during large rain events and during spring snowmelt periods. MnDOT aeronautics has requested that grading be completed to protect the structure and equipment housed within it. Quotes were obtained for grading improvements to improve the drainage around the structure and protect it and its contents from water damage. Two quotes were received for the drainage improvements. The quotes ranged from $13,049.82 to $11,883.00. The low quote was submitted by Land Pride Construction, LLC of Paynesville, MN.

Alternatives: 1. Reject the quotes and delay the grading improvements to a later date.

Financial Considerations: The funding associated with the project includes monies currently included in the Airport budget for the improvements. In addition, MnDOT aeronautics will participate in the costs associated with the improvements.

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature:

Comments:

WORK ORDER NO. 4
TO
PROFESSIONAL SERVICES CONTRACT
CONSTRUCTION SERVICES

FOR SITE GRADING FOR DRAINAGE IMPROVEMENTS FOR MnDOT NAVAID EQUIPMENT

BETWEEN:	The City of Willmar, A Minnesota municipal corporation	**(CLIENT)**
AND:	Bolton & Menk, Inc.	**(CONSULTANT)**
EFFECTIVE DATE:	October 6, 2014	

RECITALS

1. City owns and operates the Willmar Municipal Airport (John L. Rice Field) located in Willmar, Minnesota.

2. This is Work Order No. 4 to the Professional Services Contract, between City and Bolton & Menk, Inc. The Professional Services Contract effective April 23, 2012, is referred to herein as the "**Master Agreement**".

AGREEMENT

DESCRIPTION

The CONSULTANT agrees to provide Construction Services required for the Site Grading Improvements at the Willmar Municipal Airport (herein referred to as the **Project**).

I.A. BASIC SERVICES

For purposes of this Work Order, the Basic Services to be provided by the CONTRACTOR are as follows:

Project Scope

It is understood that the City of Willmar desires to maintain and improve airport drainage near MnDOT's NAVAID equipment at the south east end of the Willmar Municipal Airport. The project will include grading to eliminate ponding water and seasonal flooding issues next to the Localizer Building.

TASK 1. Construction Services

This task covers the Construction Administration, Construction Observation, Construction Surveying services provided by the CONSULTANT, the scope of which includes the following:

1. The CONSULTANT and CLIENT agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of Resident Project Representative Services authorized by the CLIENT.
2. The CONSULTANT shall attend and assist with the pre-construction conference to be attended by the CLIENT, contractors and any affected utility companies.
3. Nothing herein shall be construed as imposing upon the CONSULTANT's responsibility for the construction means, methods, techniques, sequences, safety programs, and procedures used by contractors.
4. It is agreed that the CONSULTANT will provide Construction Staking services for layout of the grading area, IF required.
5. The CONSULTANT agrees that Resident Project Representative services furnished under this Contract shall be to observe the work and to determine compliance with the plans and specifications, including representing the CLIENT in coordination of construction activities among contractors and between contractors and utilities, and to accommodate the reasonable requirements of the CLIENT on and around areas of construction.
6. When the CONSULTANT is on the site, documentation will be maintained regarding construction progress and delays, quantities and percentages of work, tests performed, observations made and work accepted, problems encountered and instructions given to contractors, field changes and adjustments approved, and other records required or otherwise necessary to maintain a record of the work.
7. The CONSULTANT agrees to provide Construction Administration Services that include, but are not limited to the following:
    a. Check construction activities to obtain compliance with plans and specifications.
    b. Provide interpretation of plans and specifications.
    ~~c. Supervise and coordinate SUB-CONSULTANT contracts for field observation and testing.~~
    d. Review ~~shop~~ drawings and certificates submitted by contractors for compliance with design concepts, as required by the applicable sections of the technical specifications.
    e. Review all final pay estimates and explanation of variation between Contract and final quantities prepared by Resident Project Representative.
    f. Review weekly progress reports as prepared by Resident Project Representative.
    g. Prepare Field Orders, final Change Orders and make recommendations regarding approval of Change Orders.
    h. Review and evaluate "Contractor's Request for Extension of Contract Time" and submit recommendations to the CLIENT.
    i. Meet with the CLIENT for consultation and advice during construction.
    j. Schedule final review of all contracts and send notifications. Attend final review construction. Make recommendations for acceptance of work.
    ~~k. Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by the Resident Project Representative.~~
    l. Certify that all project work completed under observation of the Resident Project Representative is in Substantial compliance with the plans, specifications and contract documents including any modifications by Change Order or otherwise, that all required tests were performed, and that such work is recommended for acceptance.
    m. Prepare required documentation for the Project Close Out Report, including weekly summaries, change orders, supplement agreements and testing result summaries.

8. The CLIENT as part of this agreement authorizes periodic Resident Engineering Services and the CONSULTANT agrees to provide a Resident Project Representative for periodic inspections and staking services in the execution of the Construction Engineering Services for the project work. The CLIENT and CONSULTANT agree that the CONSULTANT may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

   Resident services shall include, but are not limited to the following:
   a. For this Project, construction stakes are required.
   b. Notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the CLIENT in the event that the Contractor elects to continue the use of questioned equipment and methods.
   c. The Resident Project Representative shall monitor the contractor's compliance with the approved DBE plan (i.e., determine that the firms on the job are as stated in the plan. Determine that the volume of work and equipment used complies with the plan.). Report deviations to the CLIENT.
   ~~d. Coordinate with the TESTING SUB-CONSULTANT to perform acceptance tests required to be provided by the CLIENT in the construction contract documents.~~
   e. Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
   f. Review ~~monthly~~ payroll reports of each contractor and subcontractor with the CLIENT. Perform ~~monthly DBE field checks and~~ wage rate checks and document. Retain all payroll reports on the project for review.
   g. Measure and compute quantities of all materials incorporated in the work and items of work completed, and maintain an item record account.
   h. Prepare Periodic Cost Estimates and submit to the CLIENT.
   i. Prepare field orders and change orders which include a cost estimate, cost/price analysis and record of negotiations. Notify the Contractor that no work can start until approved by the CLIENT.
   j. Prior to the final review of the project, prepare and distribute to the Contractor and CLIENT a semi-final punch list report including a list of uncompleted items.
   k. When work included in a construction contract is complete, notify CONSULTANT Project Management person to coordinate and schedule a final inspection.
   l. Perform other services as reasonably required by the CLIENT and as outlined in the Contract Documents.

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.B. shall not be considered part of the Basic Services and may be authorized by the CLIENT as Additional Services. Additional Services

consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Periodic submittal of Credit Application for Grant Reimbursement Requests
2. Issuance of more than one (1) Addenda to bidding document recipients as a result of changes requested by the CLIENT.
3. Services for full time inspection.
4. Attendance of additional meetings beyond those identified in the above scope.
5. All other services not specifically identified in Section I.A.

I.C. CONSIDERATION

The services described above in Section I.A. BASIC SERVICES shall be provided as follows:

1. Construction Services	$ 2,940 (Hourly not to exceed)
TOTAL AUTHORIZED FEE	**$ 2,940**

Progress payments shall be made in accordance with the Attached Fee Schedule and Section III of the Master Agreement.

I.D. SCHEDULE

TASK	SERVICE DESCRIPTION	DATE
1	Construction Services	October, 2014

I.E. AUTHORIZATION

City of Willmar, Minnesota

Mr. Frank Yanish Mayor

Ms. Charlene Stevens City Administrator

Bolton & Menk, Inc.

Ronald A. Roetzel, P.E
Principal

DETAILED WORK PLAN
ESTIMATED PERSON-HOURS AND FEES

SPONSOR: **Willmar Municipal Airport**
PROJECT: SITE GRADING IMPROVEMENTS
CONSULTANT: BOLTON & MENK, INC.

CONSTRUCTION ENGINEERING SERVICES

BOLTON & MENK, INC.		Engineering Fee
	SECTION I - PRE-CONSTRUCTION	
1.0	Pre-Construction Conference	$0.00
2.0	Initial Construction Layout	$0.00
3.0	Prepare Construction Mangement Plan (CMP)	$0.00
4.0	Prepare Project Files	$0.00
5.0	Grant Administration Assistance	$0.00
6.0	Aeronautical Survey	$0.00
	Expenses	$0.00
	TOTAL SECTION I - PRE-CONSTRUCTION	**$0.00**
	SECTION II - CONSTRUCTION MANAGEMENT	
7.0	Construction Management	$560.00
	Expenses	$0.00
	TOTAL SECTION II - CONSTRUCTION MANAGEMENT	**$560.00**
	SECTION III - RESIDENT ENGINEERING	
8.0	Resident Project Representative (RPR) Services	$2,070.00
	Expenses	$0.00
	TOTAL SECTION III - RESIDENT ENGINEERING	**$2,070.00**
	SECTION IV - POST CONSTRUCTION	
9.0	Final Inspection and Documentation	$310.00
10.0	As-Builts, Equipment Manuals, and Materials Book	$0.00
11.0	Federal Grant Closeout Report	$0.00
12.0	Update Airfield Signage Plan (to reflect construction changes)	$0.00
13.0	Update Airport Layout Plan (to reflect as-built changes)	$0.00
14.0	Update Capital Improvement Plan (CIP)	$0.00
	Expenses	$0.00
	TOTAL SECTION IV - POST CONSTRUCTION SERVICES	**$310.00**
TOTAL BOLTON & MENK FEES		**$2,940.00**

SUB-CONSULTANTS	Fee
Materials & Acceptance Testing	$0.00
Electrical Engineering	$0.00
Other	$0.00
Other	$0.00
Expenses	$0.00
TOTAL SUB-CONSULTANTS	**$0.00**

SUMMARY	
TOTAL BOLTON & MENK FEES	**$2,940.00**
TOTAL SUB-CONSULTANTS	**$0.00**
TOTAL ENGINEERING FEES	**$2,940.00**

Item No.	Principal/Senior Project Manager $160.00	Project Manager $160.00	Senior Project Engineer $110.00	Project Engineer $95.00	Design Engineer $75.00	Resident Project Representative $95.00	Licensed Land Surveyor $145.00	2-Person Survey Crew $150.00	Airport Specialist I $85.00	Airport Planner $120.00	GIS/CAD Technician $75.00	Clerical $65.00	Total Hours		Cost Summary
SECTION I - PRE-CONSTRUCTION															
1.0 **Pre-Construction Conference**															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
2.0 **Initial Construction Layout**															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
3.0 **Prepare Construction Mangement Plan (CMP)**															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
4.0 **Prepare Project Files**															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
5.0 ~~**Grant Administration Assistance**~~															
5.1 ~~Assembling Information~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
5.2 ~~Assistance in Processing Credit Application Forms~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
•	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
~~6.0~~ ~~**Aeronautical Survey**~~															
~~6.1~~ ~~?~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
~~6.2~~ ~~?~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
•	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
Expenses														**Rate**	
Auto Rental	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$75.00	$0.00
Mileage	0	0	0	0	0	0	0	0	0	0	0	0	0 Miles	$0.60	$0.00
Lodging and Per Diem	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$150.00	$0.00
Travel and Airline Costs	0	0	0	0	0	0	0	0	0	0	0	0	0 Trips	$600.00	$0.00
Computer Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
														Total Expenses	**$0.00**
													SECTION I - PRE-CONSTRUCTION TOTAL		**$0.00**

SECTION II - CONSTRUCTION MANAGEMENT															
7.0 **Construction Management**															
7.1 Monitor Construction Progress	0	1	0	0	0	0	0	0	0	0	0	0	1		$160.00
7.2 Provide Interpretation on Project Plans & Specs	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
7.3 Supervise & Coordinate Sub-Consultants	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
7.4 Review Shop Drawings	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
7.5 Review Pay Requests	1	0	0	0	0	0	0	0	0	0	0	0	1		$160.00
7.6 Weekly Progress Reports	0	0.5	0	0	0	0	0	0	0	0	0	0	0.5		$80.00
7.7 Review and Process Change Order Requests	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
7.8 Owner Coordination	0	1	0	0	0	0	0	0	0	0	0	0	1		$160.00
7.9 Coordinate On-Site Inspections w/Owner	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
~~7.10~~ ~~Verify Materials QC Testing is According to Specs~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
7.11 Review and Update Field As-Built Drawings	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
~~7.12~~ ~~Monitor Compliance with Davis-Bacon Requirements~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
~~7.13~~ ~~Monitor Compliance with DBE Program~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
•	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**1**	**2.5**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**3.5**		
Summary Costs	$160.00	$400.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$560.00**
Expenses														**Rate**	
Auto Rental	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$75.00	$0.00
Mileage	0	0	0	0	0	0	0	0	0	0	0	0	0 Miles	$0.60	$0.00

Item No.	Principal/Senior Project Manager $160.00	Project Manager $160.00	Senior Project Engineer $110.00	Project Engineer $95.00	Design Engineer $75.00	Resident Project Representative $95.00	Licensed Land Surveyor $145.00	2-Person Survey Crew $150.00	Airport Specialist I $85.00	Airport Planner $120.00	GIS/CAD Technician $75.00	Clerical $65.00	Total Hours		Cost Summary
Lodging and Per Diem	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$150.00	$0.00
Travel and Airline Costs	0	0	0	0	0	0	0	0	0	0	0	0	0 Trips	$1,800.00	$0.00
Computer Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
														Total Expenses	$0.00
														SECTION II - CONSTRUCTION MANAGEMENT TOTAL	$560.00

Item No.	Principal/Senior Project Manager $160.00	Project Manager $160.00	Senior Project Engineer $110.00	Project Engineer $95.00	Design Engineer $75.00	Resident Project Representative $95.00	Licensed Land Surveyor $145.00	2-Person Survey Crew $150.00	Airport Specialist I $85.00	Airport Planner $120.00	GIS/CAD Technician $75.00	Clerical $65.00	Total Hours		Cost Summary
SECTION III - RESIDENT ENGINEERING															
8.0 **Resident Project Representative (RPR) Services**															
• Field Inspection — Number of Days	2	2	0	0	0	4	0	1	0	0	0	0			
Hours per Day	0.5	1	0	0	0	3	0	3	0	0	0	0			
Total Hours	1	2	0	0	0	12	0	3	0	0	0	0	18		$2,070.00
8.1 Coordinate & Perform Acceptance Testing	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.2 Contractor Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.3 Daily Records	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.4 Evaluate & Discuss Potential Change Orders	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.5 Evaluate Possible Material Substitutions	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.6 Process and Distribute Progress Reports	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.7 Measure/Calculate As-Built Quantities	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.8 Process Periodic Pay Requests	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.9 Monitor Compliance with Construction Ops & Safety Plan	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.10 Conduct Construction Progress Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
8.11 Construction Staking/Layout	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
•	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
•	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**1**	**2**	**0**	**0**	**0**	**12**	**0**	**3**	**0**	**0**	**0**	**0**	**18**		
Summary Costs	$160.00	$320.00	$0.00	$0.00	$0.00	$1,140.00	$0.00	$450.00	$0.00	$0.00	$0.00	$0.00			**$2,070.00**
Expenses														**Rate**	
Auto Rental	0	0	0	0	0	0	0	0	0		0	0	0 Days	$75.00	$0.00
Mileage	0	0	0	0	0	0	0	0	0		0	0	0 Miles	$0.60	$0.00
Lodging and Per Diem	0	0	0	0	0	0	0	0	0		0	0	0 Days	$150.00	$0.00
Travel and Airline Costs	0	0	0	0	0	0	0	0	0		0	0	0 Trips	$1,800.00	$0.00
Computer Costs	0	0	0	0	0	0	0	0	0		0	0	0	$50.00	$0.00
Other	0	0	0	0	0	0	0	0	0		0	0	0	$50.00	$0.00
														Total Expenses	**$0.00**
														SECTION III - RESIDENT ENGINEERING TOTAL	**$2,070.00**
SECTION IV - POST CONSTRUCTION															
9.0 **Final Inspection and Documentation**															
9.1 Final inspection	0	1	0	0	0	0	0	1	0	0	0	0	2		$310.00
9.2 Final punch list	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
9.3 Final construction certifications	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**0**	**1**	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**0**	**0**	**0**	**2**		
Summary Costs	$0.00	$160.00	$0.00	$0.00	$0.00	$0.00	$0.00	$150.00	$0.00	$0.00	$0.00	$0.00			**$310.00**
10.0 **As-Builts, Equipment Manuals, and Materials Book**															
10.1 As-built plans	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
~~10.2 Equipment manuals~~	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
10.3 Materials book	0	0	0	0	0	0	0	0	0	0	0	0	0		$0.00
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
~~11.0 Federal Grant Closeout Report~~															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
~~12.0 Update Airfield Signage Plan (to reflect construction changes)~~															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
~~13.0 Update Airport Layout Plan (to reflect as-built changes)~~															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**
~~14.0 Update Capital Improvement Plan (CIP)~~															
Estimated Total Man-hours	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		$0.00
Summary Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00			**$0.00**

Item No.	Principal/Senior Project Manager $160.00	Project Manager $160.00	Senior Project Engineer $110.00	Project Engineer $95.00	Design Engineer $75.00	Resident Project Representative $95.00	Licensed Land Surveyor $145.00	2-Person Survey Crew $150.00	Airport Specialist I $85.00	Airport Planner $120.00	GIS/CAD Technician $75.00	Clerical $65.00	Total Hours		Cost Summary
Expenses														Rate	
Auto Rental	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$75.00	$0.00
Mileage	0	0	0	0	0	0	0	0	0	0	0	0	0 Miles	$0.60	$0.00
Lodging and Per Diem	0	0	0	0	0	0	0	0	0	0	0	0	0 Days	$150.00	$0.00
Travel and Airline Costs	0	0	0	0	0	0	0	0	0	0	0	0	0 Trips	$600.00	$0.00
Computer Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	$50.00	$0.00
														Total Expenses	$0.00
													SECTION IV - POST CONSTRUCTION TOTAL		$310.00

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: September 30, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment Project No. 1303-B

Recommended Action: Approve Change Order No. 1 in the amount of $29,703.40, amend the budget and authorize final payment to Duininck, Inc. in the amount of $48,787.38 for Project No. 1303-B.

Background/Summary: The City Council entered into an agreement with Duininck, Inc. on June 7, 2012 for the City street overlay improvements on 3rd and 4th Avenue SW, Ortenblad Addition, Southgate Addition, and 11th Avenue SE. The Change Order No. 1 and final pay request with quantities is hereby submitted for consideration.

Alternatives: N/A

Financial Considerations: Payment of the final amount of $48,787.38 is from within the project budget.

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature:

Comments:

DUININCK INC
PROJECT 1303-B: BITUMINOUS MILLING, CURB AND GUTTER
LOCATION: 3RD AVENUE SW, 4TH AVENUE SW, ORTENBLAD ADD'N, SOUTHGATE ADD'N

CODE: 413.48453.0336

PROJECT	CONTRACT AMT	PYMT #	DATE	CHECK #	PYMT AMOUNT
Bituminous Milling, Curb & Gutter	373,449.80	1303B/Est. 1	7/11/2013	36846	41,659.21
Change Order #1	29,703.40	1303B/Est. 2	7/31/2013	37007	28,806.00
		1303B/Est. 3	10/2/2013	37578	282,178.68
		1303B/Est. 4	2/26/2014	38887	1,721.93
	403,153.20	1303B/Est. 5	10/1/2014		48,787.38
					403,153.20 **FINAL**

SEP 15 2014

CONTRACTOR'S ESTIMATE NO. 5 (FINAL)
PROJECT NO. 1303-B

CONTRACTOR: DUININCK INC.
P.O. BOX 208
PRINSBURG, MN 56281

CONSTRUCTION OF: BITUMINOUS MILLING, BITUMINOUS PAVING, SIDEWALK, AND CURB AND GUTTER

LOCATION: 3RD AVENUE SW, 4TH AVENUE SW, ORTENBLAD ADDITION, SOUTHGATE ADDITION, AND 11TH AVENUE SE
DATE: JUNE 4, 2014

HONORABLE MAYOR AND CITY COUNCIL
CITY OF WILLMAR, MINNESOTA

IN ACCORDANCE WITH THE CONTRACT WITH DUNINCK INC.
I HEREWITH PRESENT THE FOLLOWING ESTIMATE

1303-B

ITEM NO.	ITEM	UNIT	QUANTITY	BID	TOTAL
2104.501	Remove Concrete Curb/Curb and Gutter	LF	1,372.6	$3.00	$4,117.80
2104.503	Remove 4" Sidewalk	SF	94.3	$0.51	$48.09
2104.505	Remove Concrete Driveway Pavement	SY	129.5	$7.00	$906.50
2104.509	Remove Bituminous Pavement	SY	78	$4.00	$312.00
2105.501	Common Excavation	CY		$10.00	$0.00
2105.525	Topsoil Borrow (CV)	CY	59.5	$28.00	$1,666.00
2211.501	Aggregate Base (Class 5)	TON	308.62	$14.00	$4,320.68
2232.501	Mill Bituminous Pavement 3-1/2"	SY	2,643	$2.15	$5,682.45
2232.501	Mill Bituminous Pavement 1-1/2"	SY	16,760	$1.05	$17,598.00
2360.502	Type SP 12.5 Non Wear Course Mix (3,B)	TON	587.90	$63.30	$37,214.07
2360.501	Type SP 12.5 Wearing Course Mix (3,B)	TON	3,326.89	$77.37	$257,401.48
2504.602	Adjust Valve Casting	EA	8	$150.00	$1,200.00
2506.501	Const Drainage Structure Design H	LF	3.6	$380.00	$1,368.00
2506.516	Casting Assembly (Catchbasin) D412 Curb	EA	2	$620.00	$1,240.00
2506.522	Adjust Frame & Ring Casting	EA	17	$300.00	$5,100.00
2521.501	4" Concrete Sidewalk	SF	3,310	$2.70	$8,937.00
2531.501	Concrete Curb and Gutter, Design B624	LF	391.7	$15.00	$5,875.50
2531.501	Concrete Curb and Gutter, Design D412	LF	978.4	$14.50	$14,186.80
2531.507	6" Concrete Driveway Pavement	SY	129.5	$40.00	$5,180.00
2531.618	Truncated Domes	SF	16	$41.00	$656.00
2502.541	5" PE Corr. Perf. Pipe Drain	LF	2,421	$8.00	$19,368.00
2502.541	5" PE Corr. Perf. Pipe Drain Service	EA	22	$150.00	$3,300.00
2503.603	8" PVC Pipe	LF	113	$36.50	$4,124.50
2575.501	Seeding	AC	0.58	$1,000.00	$580.00
2575.502	Seed Mixture 270	LB	70	$2.00	$140.00
2575.523	Erosion Control Blanket Category 1	SY	2,843.1	$1.50	$4,264.65
2575.532	Fertilizer Analysis 20-10-20 Type 3	LB	203.4	$1.15	$233.91

2575.601	Erosion & Sediment Control	LS	1.00	$250.00	$250.00
	TOTAL PROJECT 1303-B				**$405,271.43**
	(Price includes all applicable sales and use taxes)				
	BITUMINOUS DISINCENTIVE				**$2,118.23**
	SUBTOTAL:				**$403,153.20**
LESS PREVIOUS ESTIMATE #1					**$41,659.21**
LESS PREVIOUS ESTIMATE #2					**$28,806.00**
LESS PREVIOUS ESTIMATE #3					**$282,178.68**
LESS PREVIOUS ESTIMATE #4					**$1,721.93**
AMOUNT DUE CONTRACTOR THIS ESTIMATE:					**$48,787.38**

APPROVED:_____
CITY ENGINEER

APPROVED:_____
CONTRACTOR

CONTRACT AMOUNT: $373,449.80
BUDGET NO.: 413.48453.0336

Project No. 1303-B

CHANGE ORDER NO. 1

CITY OF WILLMAR, MINNESOTA

PROJECT – PROJECT 1303-B-2013 STREET IMPROVEMENTS

CONTRACTOR – DUININCK INC. BOX 208, PRINSBURG, MN 56281

The following changes in work, quantities and cost for the above project are herewith authorized:

Cost Summary:	Original Contract	$373,449.80
	Change Order No. 1 (includes bituminous disincentive of $2,118.23)	$29,703.40
	Contract Total	$405,271.43

Date: June 4, 2014

CITY OF WILLMAR:

Sean Christensen, Public Works Director

DUININCK INC.

Contractor

CITY PROJECT NO. 1303-B OVER/UNDER RUN SUMMARY

CONTRACTOR: DUININCK INC.
P.O. BOX 208
PRINSBURG, MN 56281

CONSTRUCTION OF: BITUMINOUS MILLING, BITUMINOUS PAVING, SIDEWALK, AND CURB AND GUTTER

LOCATION: 3RD AVENUE SW, 4TH AVENUE SW, ORTENBLAD ADDITION, SOUTHGATE ADDITION, 11TH AVENUE SE

1303-B

ITEM NO.	ITEM	UNIT	UNIT PRICE	(+ / -) QUANTITY	(+ / -) AMOUNT $
2104.501	Remove Concrete Curb/Curb and Gutter	LF	$3.00	332.60	$997.80
2104.503	Remove 4" Sidewalk	SF	$0.51	34.30	$17.49
2104.505	Remove Concrete Driveway Pavement	SY	$7.00	-67.50	-$472.50
2104.509	Remove Bituminous Pavement	SY	$4.00	-172.00	-$688.00
2105.501	Common Excavation	CY	$10.00	-335.00	-$3,350.00
2105.525	Topsoil Borrow (CV)	CY	$28.00	-220.50	-$6,174.00
2211.501	Aggregate Base (Class 5)	TON	$14.00	97.62	$1,366.68
2232.501	Mill Bituminous Pavement 3-1/2"	SY	$2.15	288.00	$619.20
2232.501	Mill Bituminous Pavement 1-1/2"	SY	$1.05	-100.00	-$105.00
2360.502	Type SP 12.5 Non Wear Course Mix (3,B)	TON	$63.30	107.90	$6,830.07
2360.501	Type SP 12.5 Wearing Course Mix (3,B)	TON	$77.37	491.89	$38,057.53
2504.602	Adjust Valve Casting	EA	$150.00	-6.00	-$900.00
2506.501	Const Drainage Structure Design H	LF	$380.00	-4.40	-$1,672.00
2506.516	Casting Assembly (Catchbasin) D412 Curb	EA	$620.00	0.00	$0.00
2506.522	Adjust Frame & Ring Casting	EA	$300.00	-13.00	-$3,900.00
2521.501	4" Concrete Sidewalk	SF	$2.70	10.00	$27.00
2531.501	Concrete Curb and Gutter, Design B624	LF	$15.00	-8.30	-$124.50
2531.501	Concrete Curb and Gutter, Design D412	LF	$14.50	338.40	$4,906.80
2531.507	6" Concrete Driveway Pavement	SY	$40.00	-67.50	-$2,700.00
2531.618	Truncated Domes	SF	$41.00	0.00	$0.00
2502.541	5" PE Corr. Perf. Pipe Drain	LF	$8.00	-34.00	-$272.00
2502.541	5" PE Corr. Perf. Pipe Drain Service	EA	$150.00	2.00	$300.00
2503.603	8" PVC Pipe	LF	$36.50	8.00	$292.00
2575.501	Seeding	AC	$1,000.00	-0.13	-$130.00
2575.502	Seed Mixture 270	LB	$2.00	-31.00	-$62.00
2575.523	Erosion Control Blanket Category 1	SY	$1.50	-651.90	-$977.85
2575.532	Fertilizer Analysis 20-10-20 Type 3	LB	$1.15	-56.60	-$65.09
2575.601	Erosion & Sediment Control	LS	$250.00	0.00	$0.00
				NET CHANGE	**$31,821.63**
				BITUMINOUS DISINCENTIVE	**$2,118.23**
				TOTAL CHANGE	**$29,703.40**

Project 1303-B Incentive /Disincentive Summary					
1303-B Incentive/Disincentive					
	Incentive	Disincentive	Location	Core #'s	Date
		$ 838.38	3rd Avenue SW	6	8/2/2013
		$839.46	4th Avenue SW	7	8/2/2013
		$440.39	22nd Street SW	10	8/22/2013
	-	-	Southgate Add'n	20,21,22,23	9/3/2013
Total Project Incentive /Disincentive		$ 2,118.23			

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 6

Meeting Date: September 30, 2014

Attachments: ☒ Yes ☐ No

CITY COUNCIL ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Agenda Item: Contract No. 1310 – Change Order No. 1

Recommended Action: Approval of Change Order No. 1 to Contract No. 1310, MinnWest Technology Campus Lift Station/Lakeland Drive Interceptor Improvements Project.

Background/Summary: The existing condition was discovered to be smaller after the contract was bid; therefore the 18" CIPP lining was changed to 15" CIPP lining. The result of Change Order No. 1 is a $34,020.00 reduction to the contract price.

Alternatives: N/A

Financial Considerations: A decrease of $34,020.00 to the contract price.

Preparer: Paul Jurek, P.E., Bollig Inc

Signature: Paul Jurek

Comments:

Change Order

No. 1

Date of Issuance:	Effective Date:	
Project: City of Willmar CP 1310	Owner: City of Willmar	Owner's Contract No.:
Contract:		Date of Contract:
Contractor: Duininck, Inc.		Engineer's Project No.: 124018

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

Description:

Change the 18" CIPP Lining to 15" CIPP Lining as shown on the attached plans.

Attachments (list documents supporting change):

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $2,421,172.50	Original Contract Times: ☐ Working days ☐ Calendar days Substantial completion (days or date): _____ Ready for final payment (days or date): _____
[Increase] [Decrease] from previous approved Change Orders No. _____ to No. _____: $ N/A	[Increase] [Decrease] from previous approved Change Orders No. _____ to No. _____: Substantial completion (days): _____ Ready for final payment (days): _____
Contract Price prior to this Change Order: $2,421,172.50	Contract Times prior to this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Decrease of this Change Order: $(34,020.00)	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Contract Price incorporating this Change Order: $2,387,152.50	Contract Times with all approved Change Orders: Substantial completion (days or date): _____ Ready for final payment (days or date): _____

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By: _____	By: [signature]
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: 8/5/14	Date: _____	Date: 8/4/14

Approved by Funding Agency (if applicable):

_____ Date: _____

Change Order No. 1						
	Estimated Quantitiy	Unit	Contract Unit Prices	Total Price	Adjustment for Pumping and RR/TH 12 Traffic Control	Total Price Adjustment
Base Bid						
15"CIPP Liner	434	LF	$ 53.00	$ 23,002.00		$ 23,002.00
18"CIPP Liner	-434	LF	$ 73.00	$ (31,682.00)		$ (31,682.00)
Subtotal						**$ (8,680.00)**
Alternates A & B						
15"CIPP Liner	1267	LF	$ 53.00	$ 67,151.00	$ 11,403.00	$ 78,554.00
18"CIPP Liner	-1267	LF	$ 82.00	$ (103,894.00)		$ (103,894.00)
Subtotal						**$ (25,340.00)**
Decrease in Contract						**$ (34,020.00)**

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Note:

THE EXISTING UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED THAT ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES, BOTH PUBLIC AND PRIVATE, PRIOR TO COMMENCING WORK AND PROTECTING THE THE EXISTING UTILITY UNLESS OTHERWISE NOTED ON THE PLAN OR DIRECTED BY THE ENGINEER OR THE OWNER OF THE SUBJECT UTILITY.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING UTILITY DATA."

Legend

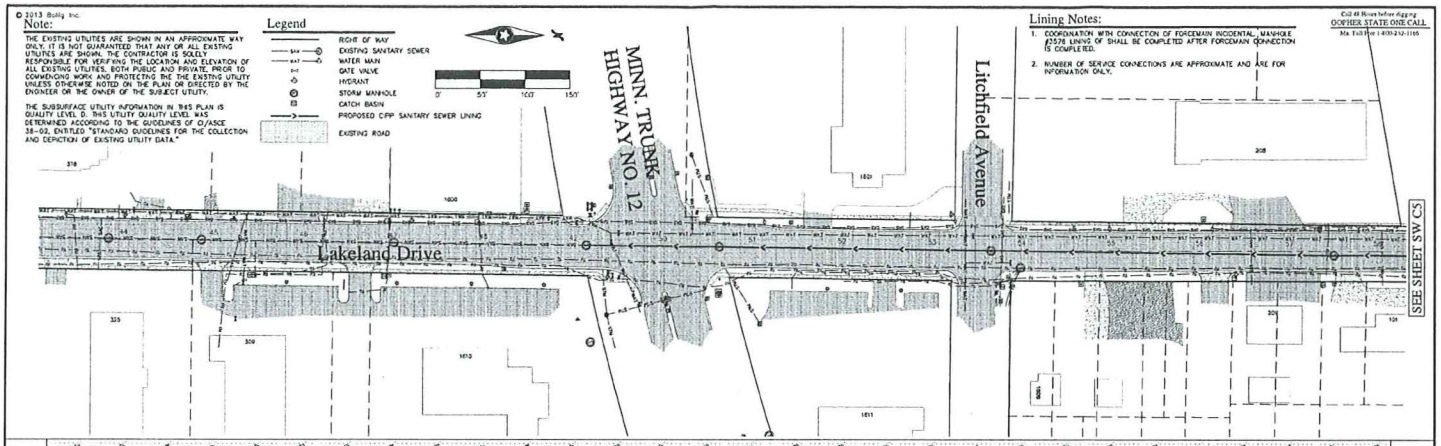
- RIGHT OF WAY
- EXISTING SANITARY SEWER
- WATER MAIN
- GATE VALVE
- HYDRANT
- STORM MANHOLE
- CATCH BASIN
- PROPOSED CIPP SANITARY SEWER LINING
- EXISTING ROAD

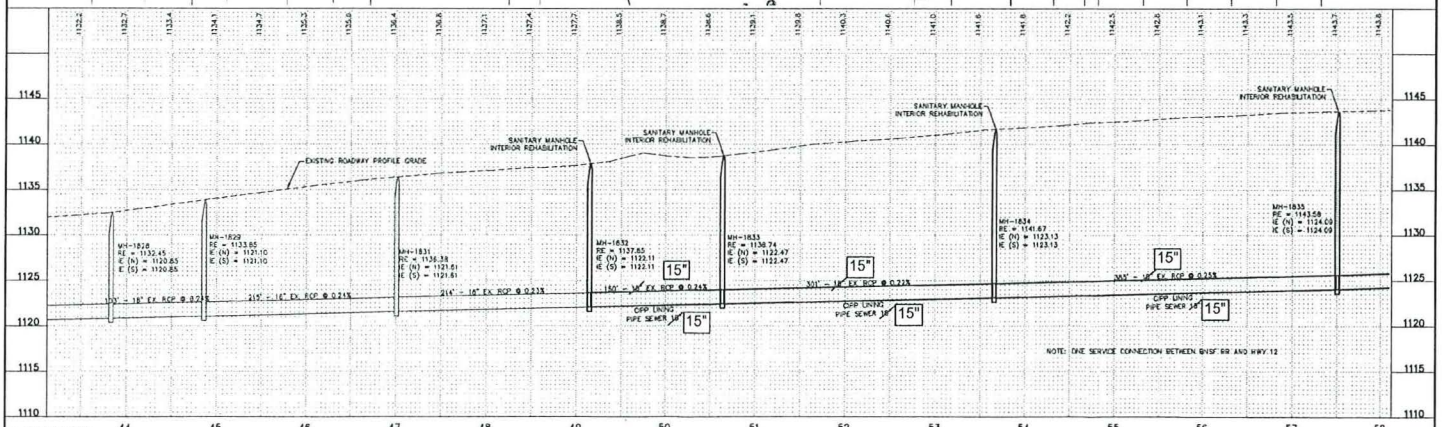
0' 50' 100' 150'

Lining Notes:

1. COORDINATION WITH CONNECTION OF FORCEMAIN INCIDENTAL. MANHOLE #2578 LINING OF SHALL BE COMPLETED AFTER FORCEMAIN CONNECTION IS COMPLETED.
2. NUMBER OF SERVICE CONNECTIONS ARE APPROXIMATE AND ARE FOR INFORMATION ONLY.

Call 48 Hours before digging
GOPHER STATE ONE CALL
Ma Toll Free 1-800-252-1166





Project Number: 124018

BOLLIGinc engineering & environmental
Willmar, Minnesota
PH: 320.235.2555 Email: contact@bollig-engineering.com
www.bollig-engineering.com

AES

Surveyed	KVD
Designed	PDF
Drawn	JAH
Checked	PDF

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

Paul D. Jurek
Lic. No. 41119 DATE 2/07/2014

Revisions:

No.	Date	Revision	Sheets
1	2/4/14	ADDED CIPP LINER	SW C3-SW C7

Prepared for:
City of Willmar
333 6th ST SW
Willmar, MN 56201
Phone: 320.235.4913

Minnwest Lift Station Improvements
Willmar, MN

Sanitary Sewer Plan & Profile

Date: 2/07/2014 Sheet: SW C4

© 2013 Bolig Inc.

Note:

THE EXISTING UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED THAT ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES, BOTH PUBLIC AND PRIVATE, PRIOR TO COMMENCING WORK AND PROTECTING THE THE EXISTING UTILITY UNLESS OTHERWISE NOTED ON THE PLAN OR DIRECTED BY THE ENGINEER OR THE OWNER OF THE SUBJECT UTILITY.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING UTILITY DATA."

Legend

- RIGHT OF WAY
- EXISTING SANITARY SEWER
- WATER MAIN
- GATE VALVE
- HYDRANT
- STORM MANHOLE
- CATCH BASIN
- PROPOSED CIPP SANITARY SEWER LINING
- EXISTING ROAD

0' 50' 100' 150'

Lining Notes:

1. COORDINATION WITH CONNECTION OF FORCEMAIN INCIDENTAL. MANHOLE #3578 LINING OF SHALL BE COMPLETED AFTER FORCEMAIN CONNECTION IS COMPLETED.
2. NUMBER OF SERVICE CONNECTIONS ARE APPROXIMATE AND ARE FOR INFORMATION ONLY.

Call 48 Hours before digging
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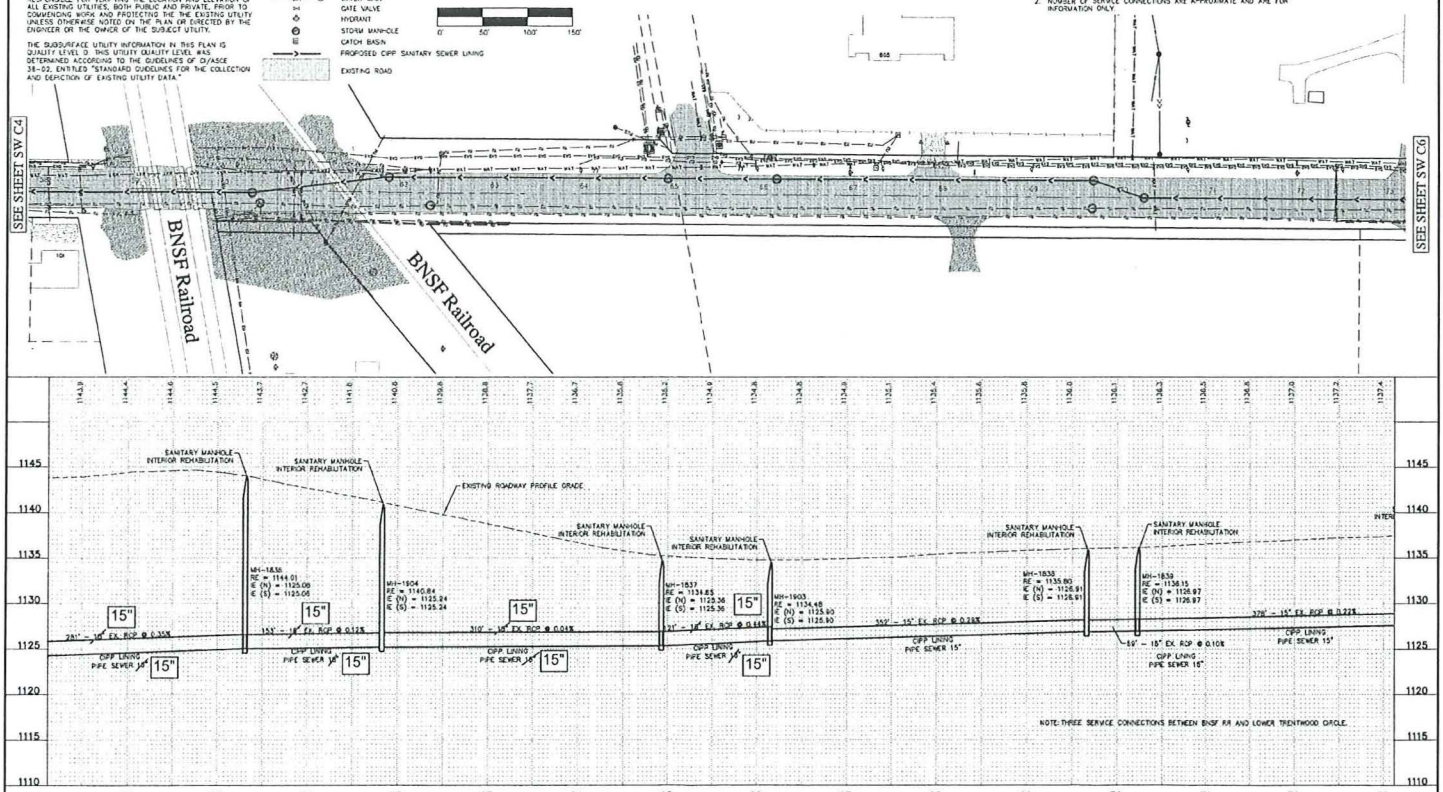


Project Number: 124018

BOLLIGinc
engineering & environmental
Willmar, Minnesota
PH: 320.235.2555 Email: contact@bolig-engineering.com
www.bolligengineering.com

AES

Surveyed: KVD	
Designed: PDF	
Drawn: JAH	
Checked: PDF	

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Paul D. Jurek
LIC NO. 41319 DATE 2/07/2014

Revisions:

No.	Date	Revision	Sheets
1	5/8/14	ADDENDUM #1	SW C4-SW C5

Prepared for:
City of Willmar
333 6th ST SW
Willmar, MN 56201
Phone: 320.235.4913

Minnwest Lift Station Improvements
Willmar, MN

Sanitary Sewer Plan & Profile

Date: 2/07/2014 Sheet: SW C5

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7

Meeting Date: September 30, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Agenda Item: Contract No. 1310 – Change Order No. 2

Recommended Action: Approval of Change Order No. 2 to Contract No. 1310, MinnWest Technology Campus Lift Station/Lakeland Drive Interceptor Improvements Project.

Background/Summary: During excavation by Duininck, Inc., a large, underground concrete tank (Imhoff Tank) was encountered and needed to be removed prior to construction of the new lift station, resulting in additional costs for removal and disposal. The result of Change Order No. 2 is an increase of $18,659.02 to the contract price.

Alternatives: N/A

Financial Considerations: An increase of $18,659.02 to the contract price.

Preparer: Paul Jurek, P.E., Bollig Inc

Signature: Paul Jurek

Comments:

Change Order

No. 2

Date of Issuance:	Effective Date:	
Project: City of Willmar CP 1310	Owner: City of Willmar	Owner's Contract No.:
Contract:		Date of Contract:
Contractor: Duininck, Inc.		Engineer's Project No.: 124018

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

Description:

Remove and dispose of large concrete tank (Imhoff Tank) buried underground, an unforeseen condition.

Attachments (list documents supporting change):

Itemized units with unit prices as shown on attached sheet.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $2,421,172.50	Original Contract Times: ☐ Working days ☐ Calendar days Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Decrease from previously approved Change Orders No. 1 to No. 1: $ (34,020.00)	[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____: Substantial completion (days): _____ Ready for final payment (days): _____
Contract Price prior to this Change Order: $2,387,152.50	Contract Times prior to this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Increase of this Change Order: $18,659.02	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Contract Price incorporating this Change Order: $2,405,811.52	Contract Times with all approved Change Orders: Substantial completion (days or date): _____ Ready for final payment (days or date): _____

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By: _____	By: _____
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: 9/23/14	Date: _____	Date: _____

Approved by Funding Agency (if applicable):

_____ Date: _____

Change Order No. 2						
Item No.	**Contract Item**	**Units**	**UM**	**Description**	**Unit Price**	**Amount**
1	9710	1.50	HRS	Low-Boy	$ 185.00	$ 277.50
2	9720	13.00	HRS	Tractor Backhoe	$ 175.00	$ 2,275.00
3	9730	26.00	HRS	Laborer	$ 70.00	$ 1,820.00
4	9740	13.00	HRS	Backhoe/Breaker	$ 260.00	$ 3,380.00
5	9750	6.50	HRS	Truck	$ 120.00	$ 780.00
6	9760	13.00	HRS	Foreman	$ 85.00	$ 1,105.00
7	9770	13.00	HRS	Superintendant	$ 90.00	$ 1,170.00
8	9780	30.50	HRS	Hired Truck	$ 120.00	$ 3,660.00
9	9790	125.76	TON	Concrete Sand	$ 9.00	$ 1,131.84
10	9800	235.36	TON	Concrete Disposal	$ 13.00	$ 3,059.68
TOTAL FOR CHANGE ORDER NO. 2						$ 18,659.02

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 9

Meeting Date: September 30, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Engineering

Agenda Item: Sanitary Sewer Agreement with Dan Goetzman

Recommended Action: For information purposes.

Background/Summary: Mr. Goetzman will be constructing a new business this fall and is requesting to install the utilities at his cost but per our specifications. An agreement is being drawn up by Attorney Robert Scott for the sanitary sewer line proposed to be installed. The City will be responsible for approval of all design and construction staking, construction observations and inspections.

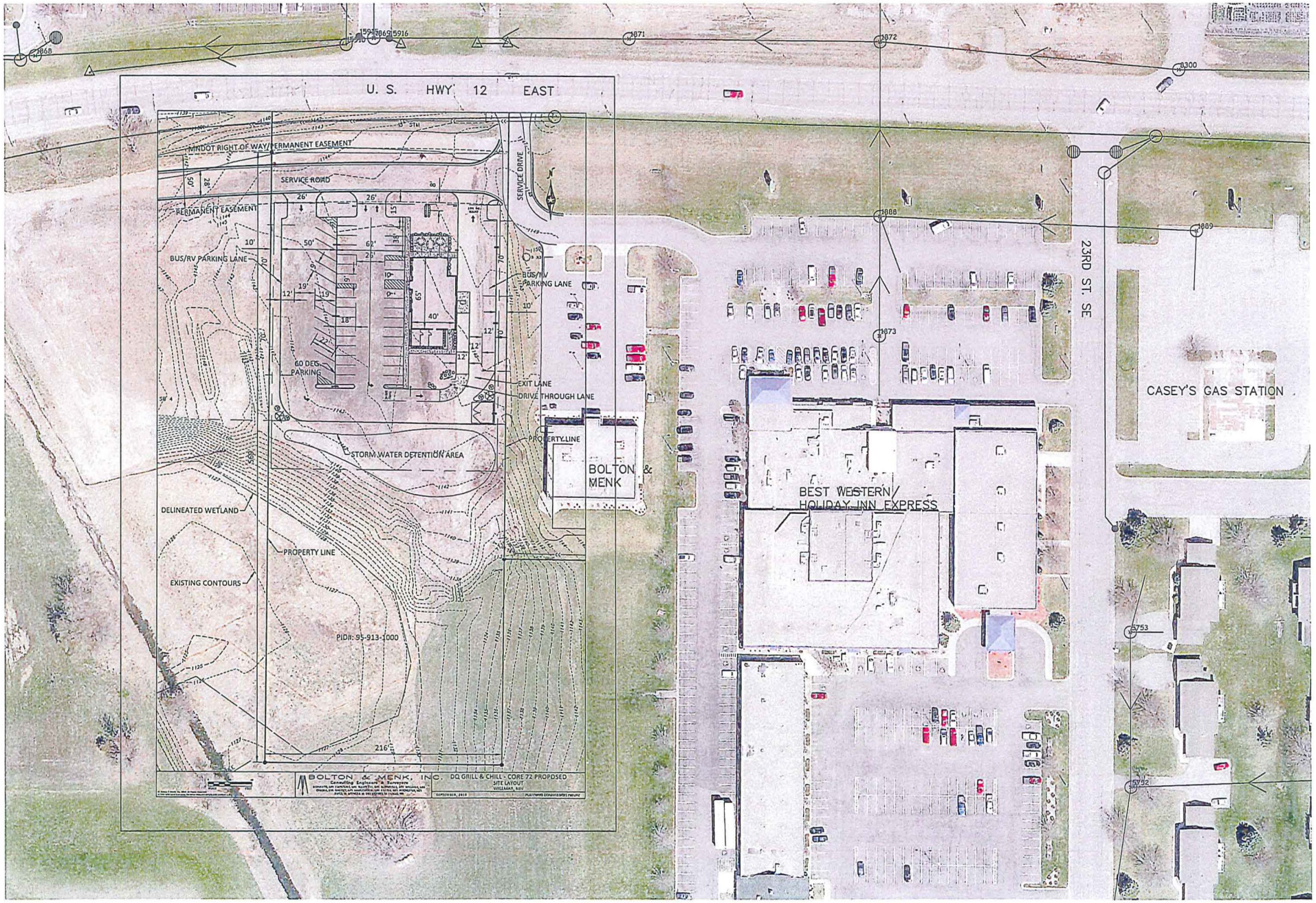
Alternatives: 1. Do not approve the utilities installation by Mr. Goetzman.
2. Request the utilities be installed at a later date.

Financial Considerations: N/A

Preparer: Sean E. Christensen, P.E.
Public Works Director

Signature:

Comments:


U. S. HWY 12 EAST
MNDOT RIGHT OF WAY/PERMANENT EASEMENT
SERVICE ROAD
PERMANENT EASEMENT
SERVICE DRIVE
BUS/RV PARKING LANE
60 DEG. PARKING
EXIT LANE
DRIVE THROUGH LANE
PROPERTY LINE
STORM WATER DETENTION AREA
DELINEATED WETLAND
PROPERTY LINE
EXISTING CONTOURS
PID#: 95-913-1000
BOLTON & MENK
BEST WESTERN/ HOLIDAY INN EXPRESS
23RD ST. SE
CASEY'S GAS STATION
BOLTON & MENK, INC.
DQ GRILL & CHILL - CORE 72 PROPOSED SITE LAYOUT
WILLMAR, MN

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 11

Meeting Date:

Attachments: x Yes ___ No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Certification of Unpaid Utility Charges as a Lien

Recommended Action: Adopt the Resolution

Background/Summary:

Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment. After holding that meeting, the Willmar Municipal Utilities Commission has adopted Resolution No. 36 on September 8, 2014, requesting that the Willmar City Clerk-Treasurer certify the unpaid utility charges as a lien on the real property.

The City Council should adopt the resolution for the unpaid utility charges totaling $8,498.92 and direct staff to certify to the County Auditor for collection along with other taxes

Alternatives: Deny

Financial Considerations: $8,498.92

Preparer: City Clerk-Treasurer

Signature:

Comments:

WILLMAR MUNICIPAL UTILITIES
Interoffice Memo

TO: Wes Hompe, General Manager

FROM: Stacy Stien, Supervisor of Customer Service

SUBJECT: Liens

DATE: September 3rd 2014

I have sent letters to the following people notifying them that a lien will be placed on their property for unpaid utility bills. They were given the opportunity to appear before the Commission, but no one responded. Please ask the Commission to request that the City Council place liens on the following properties:

Account	Address	Amount
01 130.01	822 NORTHWOOD CT NW	$782.70
01 666.06	1417 GORTON AVE NW	$349.19
02 336.09	318 12TH ST SW	$1,113.10
02 638.00	500 13TH ST SW	$209.40
02 758.03	514 15TH ST SW	$877.63
03 131.11	520 6TH ST SW	$182.57
~~05 103.02~~	~~602 3RD ST SW~~	~~$236.38~~
07 131.00	705 2ND ST SE	$744.19
07 443.01	802 MARY AVE SE	$300.35
07 614.08	315 BERNARD ST SE	$842.90
08 65.03	121 BENSON AVE SE	$100.18
09 324.05	1311 19TH AVE SE	$214.27
10 197.01	1105 BECKER AVE SE	$355.38
12 281.01	1304 17TH ST SW	$265.86
13 392.83	2213 23RD ST SW	$891.86
14 190.04	1600 6TH ST SW	$345.06
17 720.81	280 28TH ST SE	$924.28

GRAND TOTAL: ~~$8,735.30~~ $8498.92

RESOLUTION NO. 36

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Municipal Utilities Commission requests that the City Council place liens on the following properties for non-payment of utility bills:

Account	Address	Amount
01 130.01	822 NORTHWOOD CT NW	$782.70
01 666.06	1417 GORTON AVE NW	$349.19
02 336.09	318 12TH ST SW	$1,113.10
02 638.00	500 13TH ST SW	$209.40
02 758.03	514 15TH ST SW	$877.63
03 131.11	520 6TH ST SW	$182.57
05 103.02	602 3RD ST SW	$236.38
07 131.00	705 2ND ST SE	$744.19
07 443.01	802 MARY AVE SE	$300.35
07 614.08	315 BERNARD ST SE	$842.90
08 65.03	121 BENSON AVE SE	$100.18
09 324.05	1311 19TH AVE SE	$214.27
10 197.01	1105 BECKER AVE SE	$355.38
12 281.01	1304 17TH ST SW	$265.86
13 392.83	2213 23RD ST SW	$891.86
14 190.04	1600 6TH ST SW	$345.06
17 720.81	280 28TH ST SE	$924.28
GRAND TOTAL:		$ 8,735.30

Dated this 8th day of September, 2014.

Vice President

ATTEST:

Secretary

RESOLUTION NO. _____

WHEREAS, Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and

WHEREAS, the Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment; and

WHEREAS, the Willmar Municipal Utilities Commission has adopted Resolution No. 36 on September 8, 2014, requesting the Willmar City Clerk-Treasurer to certify the unpaid utility charges as a lien on the real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid utility charges totaling $8,498.92 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2015 and collected by the County Treasurer, and paid to the City Clerk-Treasurer along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid utility charges be certified against the real property as follows:

1. Parcel No. 95-555-0060
   Located at 822 Northwood Court NW $782.70
   Described as Section 10, Township 119, Range 35, Block 1
   NORTHWOOD COURT
   LOT 6 EXC S'LY 8'

2. Parcel No. 95-916-3150
   Located at 1417 Gorton Avenue NW $349.19
   Described as Section 16, Township 119, Range 35
   THE N 150', OF THE E 75' OF THE W 498.5' OF LOT 4
   OF STATE SUBDIVISION OF GOVERNMENT LOTS 1 AND 2
   AND OF THE SE1/4 OF NE1/4

3. Parcel No. 95-006-6890
   Located at 318 12th Street SW $1,113.10
   Described as Section 15, Township 119, Range 35, Lot 5, Block 109
   FIRST ADDITION TO THE CITY OF WILLMAR

4. Parcel No. 95-320-0410
   Located at 500 13TH Street SW $209.40
   Described as Section 15, Township 119, Range 35, Lot 1, Block 4
   HIGHLAND PLACE IN THE CITY OF WILLMAR

5. Parcel No. 95-040-0140
   Located at 514 15TH Street SW $877.63
   Described as Section 16, Township 119, Range 35, Block 3
   BARNSTAD'S ADDITION TO THE CITY OF WILLMAR
   LOTS 5 & 6

6. Parcel No. 95-006-0600
   Located at 520 6th Street SW $182.57
   Described as Section 15, Township 119, Range 35, Lot 6, Block 61
   FIRST ADDITION TO THE CITY OF WILLMAR

7. Parcel No. 95-410-0320
Located at 705 2nd Street SE $744.19
Described as Section 14, Township 119, Range 35, Lot 2, Block 2
JOHNSON'S SUBDIVISION IN THE CITY OF WILLMAR

8. Parcel No. 95-914-2080
Located at 802 Mary Avenue SE $300.35
Described as Section 14, Township 119, Range 35
PART OF M. JOHNSON'S OUT- LOT NO.1 COM. AT
A PT. 575' E.FROM INTERSECTION OF E.LINE
OF 6TH ST. E & S LINE OF MARY AVE. E.75FT
S.150', W 75', N 150' TO BEG.

9. Parcel No. 95-220-0830
Located at 315 Bernard Street SE $842.90
Described as Section 14, Township 119, Range 35, Lot 12, Block 7
FERRING'S ADDITION TO THE CITY OF WILLMAR

10. Parcel No. 95-012-0030
Located at 121 Benson Avenue SE $100.18
Described as Section 15, Township 119, Range 35
THIRD ADDITION TO THE CITY OF WILLMAR
BLOCK A LOT 3 EXC THAT PART DESC AS FLWS:
BEG AT THE NE COR OF SD LOT 3, TH S'LY 28'
TH NW'LY TO A PT ON W LINE OF SD LOT 3, 6'
S OF NW COR OF SD LOT 3, TH N'LY 6' TO NW
COR OF SD LOT 3, TH E'LY TO PT OF BEG.

11. Parcel No. 95-143-0380
Located at 1311 19th Avenue SE $214.27
Described as Section 23, Township 119, Range 35, Lot 18, Block 2
DANA HEIGHTS THIRD ADDITION

12. Parcel No. 95-914-1230
Located at 1105 Becker Avenue SE $355.38
Described as Section 14, Township 119, Range 35
PART NW1/4 OF NE1/4: BEG AT A PT 66' N &
502' W OF SE COR OF NW1/4 OF NE1/4,
TH N 131.51', E 75', S 132', W 75' TO BEG,
BEING THE E 75' OF W 200' OF JOHN
THUNSTEDT'S OUTLOT

13. Parcel No. 95-510-0300
Located at 1304 17th Street SW $265.86
Described as Section 21, Township 119, Range 35, Lot 8, Block 3
MOLENAAR'S ADDITION TO THE CITY OF WILLMAR

14. Parcel No. 95-715-1920
Located at 2213 23rd Street SW $891.86
Described as Section 21, Township 119, Range 35, Lot 2, Block 7
SOUTHGATE THIRD ADDITION

15. Parcel No. 95-922-6700
Located at 1600 6th Street SW $345.06
Described as Section 22, Township 119, Range 35
S 100' OF N 441' OF E 174.6' OF E1/2 OF
SW1/4 OF NE1/4

16. Parcel No. 95-913-1132
Located at 280 28th Street SE $924.28
Described as Section 13, Township 119, Range 35
THAT PART OF THE NE1/4 OF NE1/4 DESC AS
FLWS: COMM AT THE NE COR OF SD SEC 13, TH W
ALONG N LINE OF SD SEC 13, 1009.40', TH S
1029' TO PT OF BEG OF TRACT HEREIN DESC, TH
W 182.35', TH S 197.61', TH E 213.84', TH N
197.72', TH W 31.49' TO PT OF BEG.

Dated this 6th day of October, 2014.

_____
Mayor

Attest:

_____
City Clerk-Treasurer

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 12

Meeting Date:

Attachments: ___ Yes ✓ No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Civic Center Arena Special Event by On-Sale Liquor License Holder Permit

Recommended Action: Motion for Approval

Background/Summary:

The Civic Center and the Blue Line Club will be hosting an exhibition game with the Alexandria Blizzard Junior Hockey team challenging the St. John's Junior Varsity team on November 1, 2014. A Civic Center Arena Special Event Permit is required to distribute or consume alcohol on the Civic Center grounds. The Baker's Eagle Creek Eatery LLC dba The Oaks at Eagle Creek has applied for this permit with on-site employee listed as Brandon Nemek.

Alternatives: Deny Permit and Hold a Non-Alcoholic Event

Financial Considerations: $100 Application Fee

Preparer: City Clerk-Treasurer

Signature:

Comments: Approved by the Community Education & Recreation Board on September 26, 2014

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 13

Meeting Date:

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Adoption of Resolution Appointing Election Judges for the General Election

Recommended Action: Motion to Adopt Resolution

Background/Summary:
The General Election is scheduled for Tuesday, November 4, 2014. In accordance to Minnesota Statutes 204B.21, Subdivision 2, it is necessary at this time to pass a resolution appointing election judges. At least two election judges in each precinct must be affiliated with different political parties.

Alternatives: Ignore State law and make no effort to balance political parties

Financial Considerations: $10,600 in salaries-temporary employment

Preparer: City Clerk-Treasurer

Signature: J Halliday

Comments:

RESOLUTION NO. ____

BE IT RESOLVED, that the individuals listed below be appointed as Judges to work at the General Election in the City of Willmar on Tuesday, November 4, 2014:

WARD ONE	Precinct One:	Pat Morse, Head Judge Cheryl Retrum, Assistant Head Judge Verle Watson Tina Harried Kent Skoglund Shirley Rolffs
	Precinct Two:	Ramona Berg-Perry, Head Judge Ardell Engwall, Assistant Head Judge Carol Wegner Samuela Heyer Rita Dagt Carolyn Gripentrog
	Precinct Three:	Eugene Kerfeld, Head Judge Lynn Shuldes, Assistant Head Judge George Christensen Owen Heuring JoAnn Jagt Evelyn Paulson
WARD TWO	Precinct One:	Mary Louise Wallin, Co-Head Judge Helen Behrends, Co-Head Judge James Buisman Karen Stern Millicent Larsen Susan Thorson
	Precinct Two:	Dan Reigstad, Head Judge James Halverson, Assistant Head Judge Patrick Curry Clara De Ronde George Berg
	Precinct Three:	Marsha Butterfield, Co-Head Judge Sally McAdams, Co-Head Judge Donna Hillenbrand Doris Doerhoefer Mary Lorentzen A.Marilyn Hanson
WARD THREE	Precinct One:	Corey Pavelko, Co-Head Judge Nancy Snyder, Co-Head Judge G. Richard Huesing Susan Schiro Suzanne Wilson Marlys Boeder

	Precinct Two:	Ardel Stiles, Co-Head Judge Duane Bock, Co-Head Judge Julie Rote J. Marie Engwall Donna Krogsrud Diane Plowman
	Precinct Three:	Stephen Enockson, Head Judge LeAnn Griepentrog, Assistant Head Judge Shirley Jensen Mary Ellen deCathelineau Arend Jagt Don Thompson
WARD FOUR	Precinct One:	David Rogers, Head Judge Bonnie Kleman, Assistant Head Judge Sandra George Judith Hillenbrand Joan Gleasman Susan Brauchler
	Precinct Two:	Dennis Krueger, Co-Head Judge George Brecheisen, Co-Head Judge Mary Huesing Carol Laumer Mary Konieczny Carl Shuldes
	Precinct Three:	Suzanne Rogers, Co-Head Judge Connie Heath, Co-Head Judge Mary Bock Janice Krueger Fay Marti Janice Crackel
Absentee Judges:		Marv Kray Ardell Engwall

Dated this 6th day of October, 2014.

_____
MAYOR

_____
Attest: CITY CLERK-TREASURER

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 14

Meeting Date: October 6, 2014

Attachments: ☒ Yes ☐ No

CITY COUNCIL ACTION

Date: October 6, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Planning and Development Services

Agenda Item: Resolution to consent to easement amendments on Bethesda Property.

Recommended Action: Staff recommends City Council adoption of a resolution consenting to easement amendments within the Bethesda Property. This action was supported by the Planning Commission at their meeting of September 24, 2014.

Background/Summary: During the closing process on the various Bethesda parcels, Bethesda Council noted that one of the easement agreements from the 90's had been signed by the City. In order to amend the easement within the Bethesda property for the planned expansion, the City must also sign off on the amendments. The easements for are access, parking, and utility easements in the private development.

Alternatives: N/A

Financial Considerations: N/A

Preparer: Megan M. DeSchepper, AICP
Planner/Airport Manager

Signature: Megan DeSchepper by MLB

Comments:

RESOLUTION NO. _____

WHEREAS, the City of Willmar has been asked to consent to the amendment of easements on the Bethesda property to allow expansion while Bethesda still retains access, parking, and utility easements for parcels all within the Bethesda campus; and

WHEREAS, all easement rights for the City are protected and not diminished.

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

Dated this 6th day of October, 2014.

_____
MAYOR

Attest:

_____
CITY CLERK

CONSENT OF MORTGAGEE
(Access Easement)

The City of Willmar, a Minnesota municipal corporation (the "**City**") has entered into that certain Easement Agreement (the "Agreement") by and among the City, BETHESDA, a Minnesota corporation and CENTENNIAL SQUARE, a Minnesota corporation ("**Centennial**") dated May 21, 1996, and recorded in the Kandiyohi County Recorder's Office on May 28, 1996 as Microfilm No. 411979, which Agreement provides for access, parking and utility easements which benefit the real property owned by Centennial, as legally described on the attached Exhibit A (the "**Property**").

In connection with a redevelopment of the Property and two adjacent parcels, Borrower has entered into that Certain Amendment to Easement Agreement (the "**Amendment**") dated August 19, 2014, and recorded on August 19, 2014, in the Kandiyohi County Recorder's Office as Document No. _____, which Amendment alters certain easement rights which benefit the Property.

By its execution below, the City hereby consents to the Amendment.

CITY OF WILLMAR, a Minnesota municipal corporation:

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

STATE OF MINNESOTA)
) ss
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this ____ day of _____, 2014, by _____ and _____, the _____ and _____ of the City of Willmar, a Minnesota municipal corporation, on behalf of the corporation.

_____
Signature of Notary

This Instrument was drafted by:
Gray, Plant, Mooty, Mooty
& Bennett, P.A. (BJH)
500 IDS Center
80 South Eighth Street
Minneapolis, Minnesota 55402-3796
Telephone: (612) 632-3000

EXHIBIT A

Legal Description

Lot 3, Block 1, Bethesda Nursing Home Second Addition, Kandiyohi County, Minnesota

GP:3751558 v1

CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 15

Meeting Date: October 6, 2014

Attachments: ☒ Yes No

CITY COUNCIL ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: Planning & Development Services

Agenda Item: Cambridge Third Addition Final Plat

Recommended Action: Staff recommends approval of the final plat.

Background/Summary: The proposed plat is a replat of several lots from Terraplane Estates by RAK Construction (Koosman), Willmar, MN. The proposed development consists of six lots, planned for six rental twin homes. The development is a planned unit development with a private street and private utilities and will be governed by private covenants and articles of declaration. The Planning Commission approved the final plat with conditions regarding the private covenants and declarations, private utility connections, existing assessments, and parking being limited to one side on the private street.

Alternatives: N/A

Financial Considerations: N/A

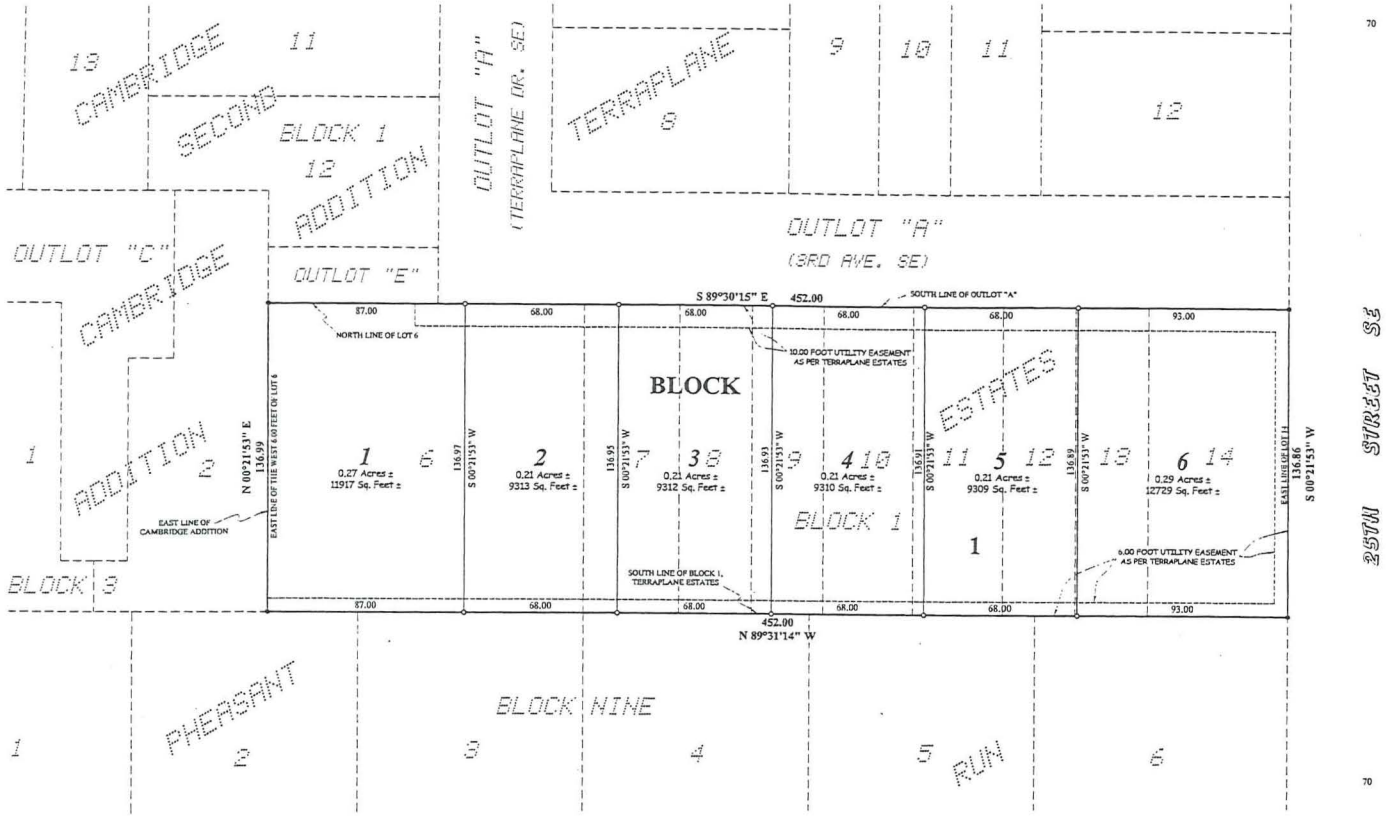
Preparer: Megan M. DeSchepper, AICP
Planner/Airport Manager

Signature: Megan M DeSchepper

Comments:

O'MALLEY & KRON LAND SURVEYORS, INC.
1004 2ND ST. SE
WILLMAR, MN 56201
PH. 320-235-9492

CAMBRIDGE THIRD ADDITION



KNOW ALL MEN BY THESE PRESENT: that RAK Const., LLC a Minnesota Limited Liability Corporation, owner and proprietor of the following described property, situated in the County of Kandiyohi, State of Minnesota, described as follows, to-wit:

Lots 6, 7, 8, 9, 10, 11, 12, 13, and 14 of Block 1, of TERRAPLANE ESTATES, as of public record, Kandiyohi County, Minnesota.

has caused the same to be surveyed and platted and hereafter known as CAMBRIDGE THIRD ADDITION.

In witness whereof said RAK Const., LLC a Minnesota Limited Liability Corporation has hereunto set its hand this ___ day of _____, 20___.

RAK Const., LLC

_____
Ryan A. Koosman
Chief Manager

STATE OF MINNESOTA)
COUNTY OF KANDIYOHI) SS
This instrument was acknowledged before me on the ___ day of _____, 20___, by Ryan A. Koosman, Chief Manager of RAK Const., LLC, a Minnesota Limited Liability Corporation.

_____ _____
(Notary Signature) (Notary Printed Name)

Notary Public Kandiyohi County, State of Minnesota
My Commission Expires: _____

I, Benjamin C. O'Malley, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01 Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

_____
Benjamin C. O'Malley, Licensed Land Surveyor
Minnesota Registration No. 42300

STATE OF MINNESOTA)
COUNTY OF KANDIYOHI) SS
This instrument was acknowledged before me on the ___ day of _____, 20____, by Benjamin C. O'Malley.

_____ _____
(Notary Signature) (Notary Printed Name)

Notary Public Kandiyohi County, State of Minnesota
My Commission Expires: _____

I, hereby certify that the proper evidence of title has been presented to me and that all parties with an interest in said property have been included in the execution of the above instrument. Dated this___ day of _____, 20__.

_____
ATTORNEY

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE NORTH LINE OF BLOCK 1, TERRAPLANE EASTATES HAVING AN ASSUMED BEARING OF S 89°30'15" E

30 0 15 30 60
SCALE IN FEET

Legend

INDICATES IRON MONUMENT FOUND

INDICATES IRON MONUMENT PLACED WITH REGISTRATION NO. 42300 INSERTED THEREIN

Approved by the Planning Commission of the City of Willmar, Kandiyohi County, Minnesota, this ___ day of_____, 20__.

_____ _____
CHAIRMAN CLERK

Approved by the City Council of the City of Willmar, Kandiyohi County, Minnesota, this ___day of _____, 20__.

_____ _____
MAYOR CLERK

Approved this ___ day of _____, 20__.

_____
ENGINEER, CITY OF WILLMAR

I, hereby certify that all taxes are paid for the year _____ for the land herein described.

_____
KANDIYOHI COUNTY TREASURER

No delinquent taxes and transfer entered this ___ day of _____, 20__.

_____
KANDIYOHI COUNTY AUDITOR

I, hereby certify that the within instrument was filed in this office for record on the ___ day of _____, 20__, at _____ o'clock __.M. and was duly recorded as Folder No. _____; and as Document No._____.

_____
KANDIYOHI COUNTY RECORDER