

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

July 20, 2015
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Ron Christianson, Andrew Plowman, Rick Fagerlie, Steve Ahmann, Denis Anderson, Audrey Nelsen, and Tim Johnson; Present 8, Absent 1. Council Member Jim Dokken was excused from the meeting.

Also present were Interim City Administrator Kevin Halliday, Planning and Development Director Bruce Peterson, Public Works Director Sean Christensen, Community Education and Recreation Director Steve Brisendine, Finance Director Steve Okins, Fire Chief Frank Hanson, Police Chief Jim Felt, Police Captain Michael Anderson, and City Attorney Robert Scott.

Proposed additions to the agenda included the removal of Item No. 10 – Consideration of Willmar Regional Access Channels Policy Change as requested by staff.

Interim City Administrator Kevin Halliday introduced Willmar's new Fire Chief, Frank Hanson. Mr. Hanson has over two decades of experience on the Fire Department.

Council Member Ahmann offered a motion adopting the Consent Agenda as presented which included the following: City Council Minutes of July 6, Municipal Utilities Commission Minutes of July 13, Cable Advisory Committee Minutes of July 8, Planning Commission Minutes of July 9, Application for Exempt Permit – Pennock Lions Club, Accounts Payable Report through July 16, CER Joint Powers Board Minutes of June 26, and the Zoning Appeals Board Minutes of July 13, 2015.

Council Member Christianson commented on the CER Joint Powers Board Minutes and the scoreboard ordered for Swansson Orange Field with four panels for advertising and questioned receiving money for this space. He also mentioned being approached by the Baseball Booster who are willing to donate funds but stated they have not been approached. Community Education and Recreation Director Steve Brisendine addressed his questions stating the scoreboard will contain four advertising panels of which they have solicited their use by Home State Bank, Lakeland Broadcasting, Bernick's Pepsi, and the Stingers Baseball Club. These four businesses will pay \$500 for two calendar years of advertising. The scoreboard in the Cardinal Arena is going to be a four-sided scoreboard and advertising for the scoreboard has been sold to Bernick's Pepsi. The advertising on the scoreboard in the Blue Line Arena is yet to be determined by size. The Baseball Boosters are donating \$5,000 toward the Swansson Field scoreboard project and they are currently working with them for funding on some other projects. Council Member Anderson seconded the motion, which carried.

Mayor Calvin read aloud the a Proclamation for National Night Out and officially entitled Tuesday, August 4, 2015 as "National Night Out" in the City of Willmar and thanked Council Member Ahmann for bringing this forward. Police Chief Felt encouraged neighborhoods to reach out and get to know each other better and form neighborhood groups.

Mayor Calvin acknowledged Gary Hendrickson, 13305 – 58th Avenue North, Plymouth, MN who had signed up to address the City Council during its scheduled Open Forum. Mr. Hendrickson stated he is the previous Fire Chief for Willmar up until May 4th of this year. He came forward to discuss the gas leak that took place in Willmar on January 15, 2015 and the series of events. He stated that he did not wave Council Member Christianson through the gas leak and that at 10:15 a.m. Council Member Christianson drove through the traffic control and past his truck with the emergency flashers going and past the Minnegasco truck that

was in the process of digging out the trench to repair the system. Mr. Hendrickson then called Police Sergeant Markkanen by phone to report the incident and Council Member Christianson was given a warning ticket.

Sue Quist, 1451 Hansen Drive SW, was acknowledged to speak by Mayor Calvin. She questioned things not being personal with all the name calling and slander and asked for a stop to all the mayhem by the Recall Ron Committee.

Bob Enos, 905 Trott Avenue SW, commented on Mayor Calvin's pledge when he was running for Mayor of listening to all the people and transparency on all City dealings. He stated the Mayor contacted the "West Central Tribune" saying certain members of this community who are frequent contributors at the Open Forum must be prevented from misleading certain Council Members with their half-truths and lies and proposed shorter Open Forums and with more restrictions on the subject matter. He spoke of diversity's true meaning pointing to all of the things that make us different, including political views.

Rudy Vigil, WRAC Coordinator, came before the Council with a request for consideration of a fourth channel to the Willmar Regional Access Channels. Due to the high volume of programming and recent additions in recording of community, Willmar Regional Access Channels would request the addition of the fourth channel, which would be slated as an "Events and Local Programming" channel to include sporting events.

Resolution No. 1 was introduced by Council Member Christianson, seconded by Council Member Anderson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

A RESOLUTION AUTHORIZING CITY STAFF TO PROVIDE WRITTEN NOTICE TO CC VIII OPERATING, LLC D/B/A CHARTER COMMUNICATIONS TO PROVIDE A FOURTH PEG CHANNEL AS PERMITTED UNDER THE CABLE TELEVISION FRANCHISE ORDINANCE

WHEREAS, CC VIII OPERATING, LLC, d/b/a Charter Communications ("Charter") operates a Cable System to provide Cable Service within City of Willmar, Minnesota ("City") pursuant to a Cable Television Franchise Ordinance with the City ("Franchise");

WHEREAS, Exhibit B, paragraph 1 of the Franchise sets forth specific public, educational and government ("PEG") access channel requirements;

WHEREAS, Charter is currently providing three (3) PEG Channels available exclusively for public, educational and governmental use; and

WHEREAS, Exhibit B, paragraph 1 the Franchise provides that City shall have the right to require that Charter provide a fourth (4th) PEG Channel upon nine (9) months advance written notice by the City, which notice shall be approved by the City Council.

NOW, THEREFORE, the City Council of the City of Willmar, Minnesota hereby resolves that the City staff is authorized to provide written notice to Charter to provide a fourth (4) PEG Channel, pursuant to Exhibit B, paragraph 1 of the Franchise.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

A RESOLUTION AUTHORIZING CITY STAFF TO PROVIDE WRITTEN NOTICE TO WINDSTREAM COMMUNICATIONS, INC. TO PROVIDE A FOURTH PEG CHANNEL AS PERMITTED UNDER THE CABLE TELEVISION FRANCHISE ORDINANCE

WHEREAS, Windstream Communications, Inc. ("Windstream") operates a Cable System to provide Cable Service within City of Willmar, Minnesota ("City") pursuant to a Cable Television Franchise Ordinance with the City ("Franchise");

WHEREAS, Exhibit B, paragraph 1 of the Franchise sets forth specific public, educational and government ("PEG") access channel requirements;

WHEREAS, Windstream is currently providing three (3) PEG Channels available exclusively for public, educational and governmental use; and

WHEREAS, Exhibit B, paragraph 1 the Franchise provides that City shall have the right to require that Windstream provide a fourth (4th) PEG Channel upon nine (9) months advance written notice by the City, which notice shall be approved by the City Council.

NOW, THEREFORE, the City Council of the City of Willmar, Minnesota hereby resolves that the City staff is authorized to provide written notice to Windstream to provide a fourth (4) PEG Channel, pursuant to Exhibit B, paragraph 1 of the Franchise

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Ross Smeby, IT Coordinator, came before the Council to present a request from Windstream's EN-TEL, LLC to close their office in Willmar. The office currently has two staff persons and approximately one customer a day utilizing this service. They are proposing the use of toll free numbers that would in turn dispatch technicians who are in the area. A donation of \$12,000 has also been offered recognizing the inconvenience to the City. The Council discussed the possibility of receiving a similar request from Charter in the future. Council Member Christianson moved to consider the closing of the Windstream office and directed staff to amend Ordinance No. 1152. Council Member Ahmann seconded the motion, which carried with 6 Ayes and 1 No vote from Council Member Anderson.

Ross Smeby, IT Coordinator, presented an Engagement Agreement with Moss and Barnett for legal representation to renew the cable television franchise held by Charter Commissions and to handle other cable communication issues as may be directed by the City. Council Member Anderson made a motion to approve the agreement with Moss and Barnett for legal services with Council Member Christianson seconding the motion for discussion. Council Member Anderson expressed his concern with Paragraph H of the agreement in which Moss and Barnett also represents Windstream stating a conflict of interest should negotiations between both parties arise. The Council discussed options and various interpretations of Paragraph H. Council Member Nelsen made a motion to table the decision to enter into the agreement with Moss and Barnett pending further interpretation by both Moss and Barnett and City Attorney Robert Scott. Council Member Anderson seconded the motion, which carried.

The Finance Committee Report for July 13, 2015 was presented to the Mayor and Council by Council Member Anderson. There were thirteen items for consideration.

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

Item No. 2 Staff explained to the Committee that the City Council selected the David Drown Associates proposal of \$14,000 to begin the search for the new City Administrator. It was noted that this item will be charged to the Professional Services line item in the 2015 Mayor/Council Budget. This matter was received by the Council for information only.

Item No. 3 IS Coordinator Ross Smeby explained to the Committee that to date there has been no procedure or policy on the issuing of keys or allowing of access to the Auditorium. The proposed Auditorium Access Policy was distributed to the Committee which clearly defines how someone will request keyed access to the Auditorium and sets the policies and rules for persons using the Auditorium. The Committee was recommending the Council approve the Auditorium Access Policy as presented.

Council Member Anderson moved to concur with the recommendation of the Committee to approve the Auditorium Access Policy. Council Member Fagerlie seconded the motion, which carried.

Item No. 4 Staff explained that the City of Willmar currently does not have an effective or supported Permitting System. Multiple departments do depend on the software for this information. The IS Department, in cooperation with the Planning and Development Services Department and City Clerk, have explored multiple systems. The system from LOGIS would best fit our needs and is currently used by multiple governmental agencies. The initial purchase, training and setup cost estimate is \$19,979, which includes the Business Licenses and Code Enforcement Modules. The Committee recommended the Council authorize the Mayor and Interim City Administrator to execute the LOGIS Agreement for the purchase of a Permitting System in the amount of \$19,979 as presented.

Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

WHEREAS, the City of Willmar needs to purchase a Permitting Software System for use in issuing construction permits; and

WHEREAS, the City of Willmar has explored multiple systems and has determined Local Government Information Systems (LOGIS) as the best suited for the City's needs;

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 agreement with LOGIS to purchase the Permitting Software System in the amount of \$19,979.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 5 Staff explained that due to several building maintenance and project needs at the WRAC-8 Studio, the IS Coordinator is requesting that \$16,000 from the Thin Client CIP Project be reallocated to fund these projects. A motion to re-appropriate the funds for these projects was approved at the July 8, 2015, Cable Advisory Board Meeting. That motion was amended to specifically include funding for these projects and to obtain a second quote for window treatments. It was noted that \$125,000 was initially

budgeted for the Thin Client Project. Other projects that may require funding from this would include a new AS 400 Financial System, Data Storage Array for the IS Department, and HVAC equipment at the WRAC-8 Studio.

The Committee made the recommendation to reallocate the 2015 Capital Improvement Program Thin Client Funds to the Charter Fiber Rack move, Leightronix Switcher, Studio Sign, Roof Repair, and new Bulletin Board Server for \$16,000.

Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to reallocate \$16,000 from the 2015 Capital Improvement Program Budget for Thin Clients to the Charter Fiber Rack move, Leightronix Switcher, Studio Sign, Roof Repair, and new Bulletin Board Server at WRAC-8 as follows:

Decrease:	2015 Capital Outlay/Information Systems/Thin Clients	\$ 16,000
Increase:	2015 Capital Outlay/Information Systems/WRAC 8/ Charter Fiber Rack move, Leightronix Switcher, Studio Sign, Roof Repair, and new Bulletin Board Server	\$ 16,000

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 6 Staff explained that the Public Works Department replaced the 2003 Ford F350 Pickup with a 2015 Ford F350 in accordance with the Vehicle Replacement Program through the Southwest West Central Service Cooperative Agreement as approved at the April 20, 2015, Council Meeting. Sale prices for vehicles in the region with similar age, accessories, and general condition were researched prior to setting the price at \$7,000.

The Committee was recommending the Council approve the sale of the Public Works 2003 Ford F350 Pickup to the Willmar Public Schools for \$7,000. Council Member Johnson seconded the motion which carried.

Resolution No. 5 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar to authorize the sale of the Public Works 2003 Ford F350 Pickup to the Willmar Public Schools for \$7,000.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 7 Staff explained that the reconstruction of the COB West Parking Lot was included in the 2015 CIP and the Cooperative Construction Agreement with Kandiyohi County was approved by the Council on April 20, 2015. The agreement details the City reimbursing the County for 50% of the cost, estimated at \$90,000 for the City's portion, in exchange for 12-20 spots in the lot. Bids were received for the project on July 7th, with the low bid from Duininck, Inc., in the amount of \$203,328.91, increasing the City's cost to \$101,664.46. Staff is requesting \$15,000 of unused funds from the purchase of four Kubota mowers be re-allocated for this expense. It was noted that \$127,628 was budgeted in the 2015 CIP for the purchase of the mowers with the actual cost totaling \$72,695.

It was the recommendation of the Committee to the Council to reallocate \$15,000 from unused funds from the purchase of four Kubota mowers to this COB West Parking Lot Project.

Resolution No. 6 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to reallocate \$15,000 in excess funds from the 2015 Capital Improvement Program Budget for the purchase of four Kubota mowers to the County Office Building West Parking Lot Project within the 2015 Street Improvement Program as follows:

Decrease:	2015 Capital Outlay/Public Works/4 Kubota Mowers	\$ 15,000
Increase:	2015 County Office Building West Parking Lot Reconstruction included in the 2015 Street Improvement Program	\$ 15,000

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 8 Staff explained to the Committee that the Northland Group contacted KC Dog, supporters of the dog park, and offered a donation of \$212 to assist with expenses related to the creation of the dog park at Lions Park. It was noted that Northland Group was founded in 1982 and provides business process outsourcing services focused on accounts receivable management and collection services for national credit grantors and debt buyers.

The Committee made the recommendation to accept the donation of \$212 from Northland Group to assist with expenses related to the creation of the dog park at Lions Park, and to direct the Interim City Administrator to send a letter of appreciation.

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

RESOLUTION NO. 7

WHEREAS, the City of Willmar is pursuing the establishment of a dog park at Lions Park; and

WHEREAS, the Northland Group contacted KC Dog, supporters of the dog park, and offered a donation of \$212 to assist with expenses related to the creation of the dog park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donation in the amount of \$212 from the Northland Group and that the City Administrator be directed to express the community's appreciation for the donation.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 9 Staff explained to the Committee that Westwind Park has been unutilized since the development was created. Given the shortage of youth soccer field areas, staff believes this park is ideal to create some youth practice fields. In addition to this work we will need to seed and fertilize the field to be ready for soccer in the summer of 2016. Duinick was the sole bidder for the Westwind Project in the amount of \$15,076. This project was previously approved in the amount of \$30,000 in the 2015 CIP. It was noted that Duinick recently completed top dressing Hodapp Field, making that field much more playable.

The Committee was recommending the Council authorize the Mayor and Interim City Administrator to execute the Westwind Park Soccer Field Project Agreement with Duinick, Inc., in the amount of \$15,076.

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

RESOLUTION NO. 8

WHEREAS, the City of Willmar desires to create a soccer field at Westwind Park and has requested bids for this project; and

WHEREAS, Duinick, Inc., has submitted the sole bid for this project in the amount of \$15,076;

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 agreement with Duinick, Inc., to top dress the area for the soccer field at Westwind Park in the amount of \$15,076.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 10 Staff explained to the Committee that Movies In The Park was a concept that started in 2014 and was successfully supported by the Community last year. Staff was part of the decision to move that program to the CER Department for the 2015 season which includes four movies, one at the auditorium and three at Robbins Island. Donations have been received in support of that program in the amount of \$3,750 and letters of appreciation have been sent to those donating. Staff is requesting the Leisure Services Professional Services budget be increased by \$3,750 for this program. Costs include movie rentals, screen/projector rental, inflatable rentals and advertising costs.

It was the recommendation of the Committee to increase the 2015 Leisure Services Operating Budget for Professional Services by \$3,750 for the Movies In the Park Program.

Resolution No. 9 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 9

WHEREAS, the City of Willmar Community Education and Recreation (CER) Department has assumed the administration of Movies In The Park; and

WHEREAS, donations have been received by the CER Department in support of that program in the amount of \$3,750; and

WHEREAS, appreciation has been expressed by the CER Department to each donor.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the 2015 Leisure Services Operating Budget be increased by \$3,750 as follows:

Increase:	2015 Leisure Services Professional Services	\$ 3,750
Increase:	2015 Operating Revenue/Donations	\$ 3,750

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 11 Staff explained to the Committee that the services of Bicycle Alliance of Minnesota have been enlisted to audit the biking/trail infrastructure in Willmar for a total of \$5,000. This work is a key component to our future application to achieve a designation of a Bicycle-Friendly Community. The Willmar Lakes Area CVB and Kandiyohi County SHIP programs each donated \$1,000 to support this work. Staff is requesting that the Leisure Services Professional Services Budget be increased by \$2,000 to accommodate this expenditure.

It was the Committee's recommendation to the Council to increase the 2015 Leisure Services Operating Budget for Professional Services by \$2,000 for Bicycle Alliance of MN Consulting Agreement and to direct staff to send a letter of appreciation to the Willmar Lakes Area CVB and Kandiyohi County SHIP for their donations. Council Member Christianson questioned the use of a consultant for these services and whether staff would be able to complete the tasks. Community Education and Recreation Director Steve Brisendine explained the services included to be an audit of our infrastructure and assistance in applying for grants.

Resolution No. 10 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 10

WHEREAS, the City of Willmar has entered into a consulting agreement with Bicycle Alliance of Minnesota to audit the biking/trail infrastructure in Willmar; and

WHEREAS, the Willmar Lakes Area CVB and the Kandiyohi County SHIP have each donated \$1,000 to support this work.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donations from the Willmar Lakes Area CVB and the Kandiyohi County SHIP in the amount of \$1,000 each and that the Interim City Administrator be directed to express the community's appreciation for the donation.

BE IT FURTHER RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to increase the 2015 Leisure Services Operating Budget by \$2,000 to accommodate the professional services contract with Bicycle Alliance of Minnesota to audit the biking/trail infrastructure in Willmar as follows:

Increase:	2015 Leisure Services Professional Services	\$ 2,000
Increase:	2015 Operating Revenue/Donations	\$ 2,000

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 12 The Committee received the following reports: 04/30/15 Rice Memorial Hospital and 12/31/14 Kandiyohi Area Transit Annual Financial Report. This matter was presented to the Council for information only.

Item No. 13 Chair Anderson noted that the Mayor will be presenting his proposed 2016 Budget at the Finance Committee Meeting with Full Council attendance on August 31, 2015. This was received by the Council for information only.

The Finance Committee Report for July 13, 2015, 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 July 14, 2015 was presented to the Mayor and Council by Council Member Christianson. There were six items for consideration.

Item No. 1 Citizen Ms. Beverly Donley, 904 Becker Avenue SW, spoke about traffic concerns of the uncontrolled intersection at the corner of Becker Avenue and 9th Street SW.

Item No. 2 Police Chief Jim Felt noted the jail census for July 14, 2015 was 170; 93 inmates from the Department of Corrections, 76 inmates from Kandiyohi County, 1 inmate from Swift County and 1 inmate from Chippewa County. The calls for service for the previous two weeks totaled 939. The majority of the calls were for traffic stops, followed by public assists and animal complaints. The total calls for service so far this year is approximately 11 days ahead of 2014 at this date. The new canine Axel was available for a meet and greet at the meeting with his handler, Officer Chris Flatten. Axel will be completing his drug certification in the upcoming week and will be fitted for a vest after he has reached 18 months of age. The committee discussed the recent criminal activity of thefts from cars and garages and the Neighborhood Watch program utilizing the website www.nextdoor.com. With the departure of Frank Hanson to the Fire Department and the retirement Mike Markkanen, the Police Department anticipates starting the hiring process of two new officers after the Police Commission meeting on Thursday, July 16th. The weekend parking concerns of the Central Business District were noted.

Fire Chief Frank Hanson introduced himself to the Committee as the new Chief as of June 22nd. Hanson has resided in Willmar his whole life, and has been a member of the Willmar Fire Department for the past 22 years as well as Police Officer for the past 20 years. The total calls for service for the previous two

weeks totaled 10, and included several fire calls, bonfires, vehicle accidents and lift assists. The total calls for service so far this year is 187, up from 155 at this time last year. Chief Hanson recapped the regulations for bonfires in City limits needing to be in a pit or container and 3 feet in diameter, 25 feet from any structure, have a water source to put out the fire, and must be attended until fully extinguished. The staff updates were received for information by the Council.

Item No. 3 Staff brought forth, for approval, the authorization to purchase 50 Self-Contained Breathing Apparatus (SCBA) and spare bottles for the Fire Department. The current SCBA's and bottles were purchased in 2001, with their useful life of 15 years to be reached on April 1, 2016. If the new units are ordered in 2015, the department will save about \$15,000 versus ordering in 2016 and not having enough funding in the CIP for the increased price after the first of the year with the company invoicing us in January of 2016. The total cost of the units and bottles totals \$330,812.66 and will be budgeted in the 2016 CIP. The old units will be disassembled and some of bottles sold to interested parties. The Committee was recommending approval of the purchase of the Self Contained Breathing Apparatus (SCBA) units and spare bottles in the amount of \$330,812.66 from Emergency Response Solutions.

Council Member Christianson made a motion to introduce the resolution approving the purchase of the SCBA's and spare bottles with Council Member Ahmann seconding the motion. The Council discussed the purchase expressing concerns for encumbering the funds from the 2016 budget, which is yet to be approved, and whether or not the equipment has been ordered by verbal agreement. Council Member Nelsen made a motion to table the action to approve purchase of the SCBA's and spare bottles and refer the funding issues to the Finance Committee for review. Council Member Plowman seconded the motion, which carried.

Item No. 4 Staff presented, for approval, the purchase/replacement of one Biosolids pickup truck and blade in accordance with the 2015 CIP and Vehicle Replacement Schedule. The current unit, a 2005 Ford F-250 and blade, is to be replaced with a 2016 Ford F-250 XL 4WD truck with V plow from Nelson Auto Center under the Southwest/West Central Service Cooperative in the amount of \$35,783.27. \$51,000 was budgeted in the CIP for the truck and blade, and the current unit will be sold at the City auction. It was the recommendation of the Committee to the Council to approve the purchase/replacement of one Biosolids pickup truck and blade from Nelson Auto Center in the amount of \$35,783.27.

Resolution No. 11 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 11

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the purchase of one 2016 Ford F-250 pickup with V Plow is accepted through the Southwest/West Central Service Cooperative, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Nelson Auto Center for the terms and consideration of the contract in the amount of \$35,783.27.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Item No. 5 Staff brought forth, for information, concerns from a new business owner who purchased a downtown building located at 102 6th Street SW and is addressing possibilities of using City land as a public parking lot for her customers as well as other citizens in the area. The Committee discussed the site, formally the Rule Tire building lot, is currently a gravel lot and would only require signage to create a temporary lot until it is determined if the property will be sold.

The Committee recommended the Council approve the designation of the lot as a public parking lot until it is determined what the City would like to do with the property. Council Member Christianson moved the recommendation of the Committee. Council Member Nelsen seconded the motion, which carried.

Item No. 6 Duininck Engineer Jason Ver Steeg brought forth, for information, the proposal of the Water View Phase 2 school project infrastructure improvements. Duininck first presented the information on the extension of 24th Avenue SE connecting to Lakeland Drive at the Public Works/Safety Committee meeting on April 29, 2014. A parcel of land in this location has been identified as a possible site for the new elementary school and Duininck staff is presenting the concept of a cost share agreement for infrastructure needs to accommodate the school, as well as the extension of the street. The design was noted as a preliminary adaption of the school based on the specifications given by the school. Mr. Ver Steeg discussed possible benefits Duininck staff has identified, with rebuttal of the benefits given by City Engineer Sean Christensen. The proposal was received for information by the Committee.

Council Member Christianson summarized the proposal by Duininck Inc. whereby property owned by them is one of the two areas being considered by the Willmar School District for development of the new school passed by referendum. Duininck Inc. is proposing the extension of 24th Avenue SE to connect with Lakeland Drive and a cost-share agreement to accommodate the infrastructure needs of the school as well as the street with the City's share estimated at \$1-1.2 million. The design is preliminary and possible benefits were identified to include the reduction of traffic through the 19th Avenue SW residential area.

Jason Ver Steeg, Engineer with Duininck Inc., addressed the Council and gave some background information relating to the development, benefits to the City to include increased safety and cost sharing arrangements of 50%. This was received by the Council for information only.

Council Member Ahmann has been approached by residents in the area of Garfield School for stop signs on Becker Avenue and 9th Street SW. This was brought for information and will be put on a Committee agenda.

The Public Works/Safety Committee Report for July 14, 2015, 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 July 15, 2015 was presented to the Mayor and Council by Council Member Ahmann. There were seven items for consideration.

Item No. 1 Finance Director Steve Okins asked Chair Ahmann if the positions that were tabled by Committee will be brought back to Committee. The discussion of the positions can be placed on a future agenda and proper notice will be given to the Department Directors affected.

Item No. 2 Staff informed the Committee that the Building Department at Kandiyohi County will no longer be contracting the services of the City's Building Inspection Department. A billing summary for the hours and mileage reimbursement for the contracted services was reviewed by the Committee. The Building Officials were thanked for providing this service to Kandiyohi County during their transition period. The Council received this for information only.

Council Member Dokken arrived at 4:49 p.m.

Item No. 3 Staff informed the Committee that due to the resignation of the Civic Center Arena Manager, staff reviewed the job duties and presented three options for the Committee's consideration. One being the current staffing layout, a second to include the manager with additional administrative duties at a higher pay grade with no part-time staff clerk and a third by which the City would contract with Community Education and Recreation using one of their employees whose salary would be shared .75 FTE for arena work and .25 FTE for school facility management.

The Committee discussed the options at length and the need to market the use of the facility in the summer months. It was the consensus of the Committee that the facility requires a full-time manager to be on-site as the Civic Center is an important facility of the community which should be operated by the City. Discussion was held pertaining to the Arena Staff Clerk position of which some duties including answering phones, accounts payable and accounts receivable could be shifted to the Arena Manager. The Committee discussed giving the Arena Manager the option to decide on whether or not to fill the position after this individual is employed. The Committee recommended City staff be directed to proceed with advertising the position of Arena Manager following the Modified City Staffing Layout and to not fill the Arena Staff Clerk position until it is requested by the Arena Manager. Council Member Ahmann moved to accept the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

Item No. 4 Interim City Administrator Kevin Halliday informed the Committee that it was brought to the City's attention by AFSCME Union Stewards that our Appraiser job descriptions in the Assessing Department are listed as a Pay Range 6 for Appraiser I and a Pay Range 5 for Appraiser II and that the City's Appraiser job descriptions are not following MN Standards which may lead to confusion. Staff recommendation was to change the Pay Range 6 job to be an Appraiser II and the Pay Range 5 to an Appraiser I and notify AFSCME of the same.

The Committee was recommending the Council change the job descriptions as recommended by staff and amend the AFSCME contract to reflect the change. Council Member Ahmann moved to accept the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

Interim City Administrator Kevin Halliday informed the Committee that the Assessor position remains vacant. The most recent applicant that was offered the position has declined and that the contract the City currently has with a professional assessor only allows time for review of the commercial properties. This in turn has added more tasks to the Senior Appraiser and a MOA may be forthcoming to compensate for the additional duties. He also informed the Committee that the City offers no additional compensation for attaining the Department of Revenue certifications placing staff at risk for local competition for job vacancies and a review of their positions in the pay range schedule is needed. This was received for information only.

Item No. 5 Public Works Director Sean Christensen presented proposed Public Works/Engineering staff changes. He provided a proposal to fill the vacant Assistant City Engineer position by removing the Professional Engineering Certification and promoting from within. This in turn would open up an entry-level Technician position maintaining the necessary staffing. The next proposed change was the creation of the Environmental Specialist position due to the current and evolving environmental/regulatory issues and monitoring the ever-changing MS4 regulations and reporting requirements. This position has funding available in the Wastewater Budget. Thirdly Mr. Christensen proposed the creation of a Building Maintenance Supervisor which would be crucial to the daily operations and supervision of all City facilities. This position would manage compliance with maintenance standards and ensure the necessary work is completed along with the supervision of custodial staff. Lastly, within the Public Works Department, due to pending retirements he proposed hiring of two entry level Operators prior to the end of the year. This would be beneficial for training purposes prior to the winter snow season. Also included in the proposal is the promotion of one of the Public Works Operators to a Parks Working Foreman to advance the maintenance of the City's 37 parks and promoting and administering the recently adopted Parks Plan. The fiscal impact of this position is approximately \$1,900 a year. These staffing changes were received by the Committee for information only and will be brought back to on an individual basis in the near future. The Council also received this item for information only.

Item No. 6 Interim City Administrator Kevin Halliday informed the Committee that he has met with Gary Weiers of David Drown Associates and the search has actively begun. He urged Council Members to arrange their schedules to accommodate their individual meeting times. This was for information only.

Item No. 7 Staff informed the Committee the contract with Anderson Law Firm, the City's prosecuting attorney, will be expiring at the end of the year and requested direction. The Committee

recommended directing staff to proceed with renewing the contract with Anderson Law Firm for a period of one year. Council Member Ahmann moved to accept the recommendation of the Committee. Council Member Anderson seconded the motion, which carried.

The Labor Relations Committee Report for July 15, 2015, 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.

Planning and Development Services Director Bruce Peterson presented for the Council's consideration the vacation of a portion of the Western Interceptor Sewer right-of-way. Due to an error in the plat of the Industrial Park 4th Addition plat, the parcels of the Western Interceptor Sewer right-of-way were not combined with the newly created lots. In order to have them be a part of the new lots, the parcels should be vacated and protected/retained with utility easements. The Planning Commission approved the vacation with the retention of a utility easement over the sewer parcels.

Resolution No. 12 was introduced by Council Member Nelsen, seconded by Council Member Anderson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 12

RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER
VACATION OF A PORTION OF SEWER RIGHT-OF-WAY PARCELS

BE IT RESOLVED by the City Council of the City of Willmar that the Council conduct a public hearing at 7:01 p.m. on Monday, August 3, 2015, in the Council Chambers at the Municipal Utilities Commission Building, 700 Litchfield Ave. SW, Willmar, MN.

BE IT FURTHER RESOLVED that the purpose of the hearing will be to consider a sewer right-of-way vacation initiated by the City described as:

Parcels 9, 10, 11, 12, and 13, City of Willmar Western Interceptor Sewer Right-of-Way Plat No. 1, with retention of the said parcels as utility easement.

BE IT FURTHER RESOLVED that any person having an interest in said matter is invited to appear in person or be represented by counsel to be heard on this matter.

Dated this 20th day of July, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Announcements for Council Committee meeting dates were as follows: Finance, 4:45 p.m. at City Hall, July 27; Public Works/Safety, 4:45 p.m. at City Hall, July 28; Labor Relations, 4:45 p.m. at City Hall, July 29, Community Development/Full Council, 4:45 p.m. at the Council Chambers, July 30, 2015.

Other announcements included the Mayor informing Council Members that there will be a Budget folder in their Dropbox in the near future to share those documents. A reminder of Relay for Life on Friday, July 24th at the Middle School was given along with the announcement of Willmar being recognized as a GreenStep City receiving a certificate of participation during the LMC Summer Conference.

Council Member Christianson requested to comment on the statement given by former Fire Chief Gary Hendrickson during the Open Forum. Mr. Christianson gave his detailed side of the incident of how he became intertwined in the emergency incident of a gas leak. He proceeded to say he was on his way to work when he came across a fire truck blocking 15th Avenue SW. In thinking there was a fire within the next two blocks, he planned a route back to 15th Street via 16th Avenue. When he arrived there he saw the Fire Chief's truck parked near the curb on his right so he turned to the left whereby the cause of the emergency is visible, so he quickly pulled into the church parking lot hoping to cut to the back entrance into Ramblewood only to find that area was blocked as well by a police officer who told him to turn around, and he did.. He had no idea what was taking place until later.

Council Member Ahmann questioned where the City's Emergency Management Office is located and the benefit of continued/renewed training for the Council.

Council Member Plowman offered a motion to adjourn the meeting with Council Member Anderson seconding the motion, with carried. The meeting adjourned at 9:36 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

**Rice Memorial Hospital
Board of Directors**

July 15, 2015

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

EXCUSED: Eric Weiberg, Secretary

ADMINISTRATIVE STAFF: Michael Schramm, Chief Executive Officer; Dr. Ken Flowe, Bill Fenske, Teri Beyer, Wendy Ulferts, Sandy Roelofs, Dr. Fred Hund

GUESTS: Audrey Nelsen, Shirley Carter, Lynn Stier

Call to Order/Minutes: President Anfinson called the meeting to order at 5:30 pm. **ACTION: A motion was made by Director Gardner, seconded by Director Allen and carried to approve the consent agenda including the June 17, 2015 Board of Directors meeting minutes and the June 23, 2015 Medical Staff Executive and Credentials Committee meeting minutes.**

Patient Experience: Teri Beyer reviewed for the Board a patient experience which was received in Administration from the wife of a previous emergency services/surgical patient several months ago. She was very impressed with the welcome that they received by staff in the Emergency Services garage. The ER staff was able to get her husband out of the vehicle quickly and into the ESD as well as was able to get his pain controlled almost immediately. His Surgeon and the Anesthesiology staff explained everything that was about to happen very clearly and calmly. She was not worried at all and knew that her husband was in good hands. They are very grateful for the wonderful care they received at Rice Hospital by the Emergency Services Physician and Nurses as well as his Surgeon and the surgical team involved with his case.

Quality Report: Dr. Fred Hund shared with the Board information from a talk he had previously given/presented to the physicians at the ACMC Symposium held this Spring. He reviewed information on, "Selected Topics from the Halls of Rice Memorial Hospital (RMH)," which included: 1) Patient volume/costs cannot be controlled—30% of RMH surgeries are not scheduled. 2) RMH is an outstanding facility with excellent staff, physicians and equipment. 3) RMH is a small facility but can do many things better than larger medical centers/facilities. 4) Health care is an orchestrated team affair. 5) All procedures are no longer always done/performed in a hospital inpatient setting. 6) Hospitals will become less and less busy over time. 7) Three things are needed from a health care system in America: a) Access for all. b) High quality care. c) Reasonable cost. 8) Hospitals cannot turn patients away. 9) Burnout by Hospital staff and physicians. 10) Patient classification status – observation vs. inpatient. 11) Physician Recruitment/call coverage. 12) Rice Hospital—a Regional Referral Center. 13) Healthcare staff/physician recruitment becoming increasingly difficult. 13) Death in America in 2015: a) 80% of Americans die in the Hospital. b) Many communities are holding community-wide meetings in order to discuss this topic openly and further educate their citizens.

Rice Rehab Project Update – Teri Beyer & Lynn Stier: 1) The Hospital Board, at its May 20, 2015 meeting, authorized Administration to proceed with the development of architectural drawings/design and construction documents for the Rice Rehab Center (RRC) building project. 2) Information was presented to the Board in regard to the following: a) RRC outside building layout/map and architectural drawings. b) Layout/map inside the RRC building/architectural drawings. c) Layout and drawings of the new RRC patient gym/walking track. d) Warm water therapy equipment/program for rehab patients was also reviewed.

Medical Staff Report – Dr. Hund: 1) June 23, 2015 Credentials Committee Minutes: a) In terms of applications for appointment to the Hospital's Medical Staff for the month of June, there were several applications in the area of Gastroenterology/Department of Internal Medicine, from the CentraCare Clinic Health Plaza, St. Cloud, MN. b) Dr. Obiageli Ezewuro, Medical Oncology/Department of Internal Medicine, CompHealth, Salt Lake City, UT has applied for a locum tenens extension for six months. 2) June 23, 2015 Executive Committee Minutes: a) The integrated Intensive Care rooms on Adult Health Care (located on the second floor of the Hospital) opened on June 24, 2015. Some criticism has been expressed by the public in regard to this change. **ACTION: A motion was made by Director Gardner,**

seconded by Director Allen, and carried that the Medical Staff appointments for the month of June, 2015 be approved as presented and recommended: **INITIAL APPLICATIONS:** **Temporary Privileges to Provisional Affiliate:** **Mark Virtue, M.D.** – Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. Temporary privileges granted effective 5/18/2015 **Peter Nelson, M.D.** – Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. Temporary privileges granted effective 5/18/2015. **Daniel Kraft, M.D.** – Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. Temporary privileges granted effective 5/18/2015. **Debra Betow, M.D.** – Psychiatrist/Department of Psychiatry. CompHealth, Salt Lake City, UT. **Rwanda Campbell, M.D.** – Obstetrics & Gynecology/Department of Obstetrics & Gynecology. Weatherby Healthcare, Fort Lauderdale, FL. **Provisional Active:** **John Wechter, M.D.** – Orthopedics/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. **Provisional Affiliate:** **Mariana Canoniero, M.D.** – Cardiology/Department of Internal Medicine. Park Nicollet Heart Center, St. Louis Park, MN. **Alex Campbell, M.D.** – Cardiology/Department of Internal Medicine. Minneapolis Heart Institute, Minneapolis, MN. **Paul Dorsher, M.D.** – Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. **Provisional Allied Health Staff** **Danelle Tibbetts, APRN, CNP** – Nurse Practitioner-Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. **Responsible Physician:** **David Roberts, M.D.** **Jenna VanLoy, APRN, CNP** – Nurse Practitioner-Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. **Responsible Physician:** **David Roberts, M.D.** **Erin Scapanski, PA-C** – Physician Assistant-Gastroenterology/Department of Internal Medicine. CentraCare Clinic Health Plaza, St. Cloud, MN. **Responsible Physician:** **Scot Hutton, M.D.** **REAPPOINTMENT APPLICATIONS:** **Active Staff:** **Lucio Minces, M.D.** – Infectious Disease/Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. **Beverly Ricker, M.D.** – Pediatrician/Department of Pediatrics. Staff Care, Irving, TX. **Provisional Active:** **Elsaid Rabie, M.D.** – Emergency Medicine/Department of Emergency Medicine. Rice Memorial Hospital, Willmar, MN. **Extension of Provisional Active.** **Affiliate Staff:** **Wade Schmidt, M.D.** – Cardiology/Department of Internal Medicine. CentraCare Clinic River Campus, St. Cloud, MN. **Allied Health Staff:** **Jigna Mahapatra, D.M.D.** – Dentistry/Department of Surgery. University of Minnesota School of Dentistry, Minneapolis, MN. **Locum Tenens Extension of Six Months:** **Obiageli Ezewuiro, M.D.** – Medical Oncology/Department of Internal Medicine. CompHealth, Salt Lake City, UT.

Financial Report: CFO Bill Fenske reviewed the May 31, 2015 financial statements in regard to the following:

1) Executive Summary: a) May was a positive month in terms of actual financial performance with Rice generating a gain on operations of \$636,000. b) Total patient revenues were 4.2% greater than the three-month average with total operating revenues 7.9% greater and net operating expenses 1.9% greater. c) Increased inpatient activity and an improved payer mix contributed to the positive performance. d) Key financial indicators: i) Operating margin – month-to-date (MTD) – 7.7%; year-to-date (YTD) – 3.3%. ii) Debt/capitalization – MTD – 43.7%; YTD – 44.5%. iii) Days of cash – MTD – 126; YTD – 119. e) Hospital total operating revenues were 10.2% higher than the average with inpatient revenues 3.0% higher than average and outpatient revenues 5.7% higher than average. f) Care Center total operating revenues were higher than average by 0.2% for the month with total resident revenues at \$988,000; 1.4% greater than average. g) Home Medical total customer revenues increased in May compared to April, but were 3.7% less than average. Sales revenues were lower in May while rental revenues were higher in May. h) The Hospital generated an operating income of \$619,000 compared to average operating income of \$105,000. i) Care Center activity generated an operating income of \$37,000 compared to average operating income of \$84,000. j) Home Medical activity generated an operating loss of \$13,000 compared to an average operating loss of \$13,000. k) YTD surgical cases were 2.3% greater than forecast and 7.7% greater than last year. **ACTION: A motion was made by Director Allen, seconded by Director Gardner and carried that the May 31, 2015 financial report for Rice Memorial Hospital be approved as presented.**

CEO Report – Mike Schramm: 1) Complaint Process: Changes have been made to the Hospital's patient/visitor complaint process, as a result of a survey visit by the Minnesota Department of Health and CMS held earlier this year. Periodically Board members have been included/involved in patient concerns. 2) Facility Projects: a) Progress is being made on the acuity adaptable room project and the mental health bed expansion. b) Plans are underway for moving some parts of the Laboratory Department in an effort to create space for the permanent PET/CT Scanner. c) Plans are also progressing for the Rice Rehab Center project. d) Dr. Flowe expressed his thanks to Dr. Hund for being a key part/advocate of the Hospital's acuity adaptable room project. His work /efforts on this new concept for providing patient care has been very much appreciated especially at a time where there is constant change in healthcare and providing care to our patients. 3) Rice Health Foundation: The Foundation is currently working to refine its plan for a

capital campaign to support the Rice Rehab Center project. 4) Willmar Medical Services: a) Cancer Center: Plans are underway for the install of the CT Simulator in the coming months. b) Surgery Center: i) The first Working Committee meeting was held with Mohegan Hansen for the surgery center project. ii) The WMS Operations Committee has approved moving forward with a plan to institute the EPIC information system in the Surgery Center. c) Imaging Center: Space planning continues for the installation of the PET/CT equipment that will take place on or around the end of the year. d) Anesthesia Services: The transition of the CRNA staff to WMS will take place on January 1, 2016. The Human Resources Managers of ACMC and Rice recently met with the CRNA's in regard to the transition process. 5) Recruitment: a) Efforts continue in the areas of: Hospitalists, Orthopedics, General Surgery, Pediatrics, OB/GYN, Neurology, Psychiatry and Primary Care. b) The new OB/GYN and Hospitalist physicians have gone through orientation and are now practicing at the Clinic and the Hospital. c) Dr. John Wechter, Orthopedic Surgeon, will begin working part-time at ACMC effective August 1.

New Business: President Anfinson presented for the Board, the Rice Health Foundation Board Nomination for June, 2015. **ACTION: A motion was made by Director Carruthers, seconded by Director Gardner, and carried to approve the proposed appointment of Mary Kjolsing to the Rice Health Foundation Board of Directors, with her first term ending in May, 2018.** It was noted that Mary Kjolsing will be the first Rice Hospital employee to serve on the Foundation Board.

Board Education: Mike Schramm reviewed for the Board an upcoming Estes Park Institute education session which will be held in October. The program paths for the conference include: 1) Quality/Safety/Patient Experience: nuts and bolts are not enough. 2) The Innovators: people in the trenches of reinvention. 3) Responding to Payment Reform: how to succeed in a value-focused health care environment. 4) Health Care Technology – the promise and the provocation. Any Board Member interested in attending this session was asked to contact Administration.

City Council Report – Audrey Nelsen: On July 28, 2015, the Council will be having individual meetings with the firm selected to recruit a new Administrator for the City of Willmar. Meetings will also be held that day with City Department heads as well as Mayor Calvin. Council Member Nelsen stated that she will be advocating for community involvement as the City Administrator search continues and would like the Hospital involved in this process.

Adjournment: There being no further business the meeting was adjourned at 7:07 pm.

Submitted by:

Sandy Roelofs, Acting Secretary

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JULY 27, 2015

The Municipal Utilities Commission met in its regular meeting on Monday, July 27, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Carol Laumer, Jeff Nagel, Joe Gimse, Justin Mattern, and Abdirizak Mahboub. Absent was Commissioner Dan Holtz.

Others present at the meeting were: General Manager Wesley Hompe, Director of Operations John Harren, Director of Finance Tim Hunstad, Power Supply Manager Chris Carlson, Power Production Supervisor Jon Folkedahl, Customer Service Supervisor Stacy Stien, Administrative Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), City Councilman Andrew Plowman, and WC Tribune Journalist David Little.

On behalf of the Commission, President Schrupp opened the meeting by welcoming City Councilman Plowman to the meeting. Councilman Plowman will be replacing Councilman Jim Dokken (recently resigned from his position) as the City Council Liaison to the Utilities. President Schrupp followed by requesting a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Gimse seconded.

RESOLUTION NO. 30

“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 July 27, 2015 Commission meeting; and,
- ❖ Bills represented by vouchers No. 143753 to No. 143869 inclusive in the amount of \$2,170,220.33 with a MISO credit in the amount of \$26,423.22.

Dated this 27th day of July, 2015.

President

ATTEST:

Secretary

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

General Manager Hompe reviewed with the Commission the minutes from the 2015 WMU Strategic Planning Session held on July 22nd at the WORKUP meeting facility on the

MinnWest Technology Campus (see attached). The session was held to present a progress report of the goals, strategies, and activities of the 2013 WMU Strategic Planning Session and to establish a forward-looking direction for the future of the WMU and the citizens of Willmar. Following discussion, Commissioner Nagel offered a motion to approve the minutes of the July 22, 2015 WMU Strategic Planning Session as presented. Commissioner Mattern seconded the motion which carried by a vote of six ayes and zero nays.

General Manager Hompe introduced discussion with the Commission on a proposed contract with MCR Performance Solutions to assist WMU with developing a FERC Section 205 filing. This filing will allow WMU to use a forward-looking test year (FLTY) for its MISO Attachment O when WMU become a MISO transmission owner. MCR of Deerfield, Illinois, is a consulting firm that specializes in providing transmission strategies and support to municipalities in the transmission arena. The objective of this project will be to accelerate WMU's transmission revenue which would be beneficial to future capital expenditures (i.e. Priam Substation). The estimated professional fees for this project will be \$75,000 (plus travel and administrative expenses). Following discussion by the Commission, Commissioner Laumer offered a resolution to approve the agreement with MCR Performance Solutions to conduct the FLTY filing for the MISO Attachment O. Commissioner Mahboub seconded.

RESOLUTION NO. 31

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposed agreement with MCR Performance Solutions, LLC, of Deerfield, Illinois, to assist WMU with developing a FERC Section 205 filing to allow WMU to use a forward-looking test year for its MISO Attachment O when it becomes a MISO transmission owner, be approved in the estimated amount of \$75,000 (plus travel & administrative expenses). “

Dated this 27th day of July, 2015.

President

ATTEST:

Secretary

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

General Manager Hompe informed the Commission that State Representative Dave Baker will be attending the August 10th MUC meeting to present a recap of this year's legislative activities and issues concerning the utility industry. Also attending the August 10th MUC meeting will be Willmar Police Dept. Sergeant Mike Jahnke who will be present to conduct "Active Shooter" training for the Commission & Staff.

General Manager Hompe reminded the Commissioners of a number of upcoming meetings/events to note. These include:

- WMU/IBEW Labor Negotiating Session (1st) – Tues., July 28th @ 9:00 a.m.
- MMUA Annual Summer Conference (Breezy Point) – August 17th-19th
- WMU/IBEW Labor Negotiating Session (2nd) – Thurs., Sept. 3rd @ 9:00 a.m.

There being no further business to come before the Commission, Commissioner Nagel made a motion to adjourn the meeting. Commissioner Mattern seconded the motion, and the meeting was adjourned at 12:06 p.m. by a vote of six ayes and zero nays

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Carol Laumer, Secretary

2015 WMU STRATEGIC PLANNING SESSION MINUTES
WORKUP – MinnWest Technology Campus
July 22, 2015 – 4:30 P.M.

Attendees: Commissioners Dan Holtz, Carol Laumer, Justin Mattern, Jeff Nagel & Abdirizak Mahboub, Mayor Marv Calvin, Wesley Hompe, Tim Hunstad, Chris Carlson, Jon Folkedahl, Dick Thynes, Jeron Smith, John Harren, Janell Johnson, Stacy Stien, and Beth Mattheisen

Absent: Commissioners Matt Schrupp & Joe Gimse

Commission Vice President Holtz called the meeting to order at 4:33 p.m.

- 1) Review of current Mission Statement
 - a) Draft variations and present to MUC meeting on 7/24/15
- 2) Strategic Planning Process
 - a) Gather information
 - b) Process of Strategic Planning
 - c) Use information to create priorities
 - d) Set goals
 - e) Work on goals & update plan as goals are achieved
- 3) Strategy 1: Organization
- 4) Strategy 2: Financial Plan
- 5) Strategy 3: Power Supply
- 6) Strategy 4: Customer Relations
- 7) Strategy 5: Operations
- 8) Main 2013 Directives

Reviewed: Strategic Plan Worksheet Updates – April 29, 2015

- 1) Upgrade & replace facilities, tools & equipment to increase efficiency
 - a) Purchased parcels of property within new building footprint for future facility
 - i) Commission requested Staff to work towards details on design.
 - ii) Create action steps (design)
 - (1) Have the current design plan presented to WMU Planning Committee (within 3 months) (current design plan from 2010)
 - (2) Look at existing plan and develop action plan to review facility needs.
 - (3) Make public aware of the needs
 - (4) Look at additional options
 - (5) Establish a tentative deadline for new facilities?

STRATEGY TWO: FINANCIAL PLAN

STRATEGY THREE: POWER SUPPLY

- 1) Become MISO Transmission Owner (new since 2013)

STRATEGY FOUR: CUSTOMER RELATIONS

- 1) Commission requested representation on Goal #3, Vision 2040 (downtown planning)

STRATEGY FIVE: OPERATIONS

REVIEW OF ANALYSIS OF LOCAL GENERATION OPTIONS:

General Manager Hompe presented background history & current information regarding WMU's generation plant. Recently, a Local Generation Study was conducted by Burns & McDonnell to present options available for the future direction of WMU's local generation. WMU's 2015 Budget and 2014 Power Supply Budget & Cost Distribution were among the graphs presented.

Study Objective: To assess WMU's current generation assets and to create and evaluate alternative power generation resources or paths that may provide WMU reliable and affordable local electric generation options.

General Industry Trends:

- More regulations affecting power plants
- Due to regulations & economics coal-fired plants are retiring
- Current low natural gas costs
- World market (gas pricing)
- Renewable & load reductions from recession
- Lower loads through efficiencies
- Pricing of fuels

STUDY TASKS:

- Study Methodology
- Review of power supply resources
- Environmental Review
- Situation Review Summary
- Optional Scenarios were presented:
 - 1A: Maintain BAU (Business As Usual)
 - 1B: BAU with coal retrofits
 - 2A: Retire use of coal & operate on gas only
 - 2B: Retire use of coal & operate on gas only, add CHP
 - 2C: Retire use of coal & operate on gas only, add new boiler
 - 2D: Retire use of coal & operate on gas only, retire DH
 - 2E: Retire use of coal & operate on gas only, retire DH, add 1 recip engine (8MW)
 - 2F: Retire use of coal & operate on gas only, retire DH, add 3 recip engines (25mw)
 - 3A: Retire Units 2/3, add 3 recip engines in CHP mode (25MW)
 - 3B: Retire Units 2/3, retire DH, add 3 recip engines (25 MW)

Economic Analysis Methodology (consistent through each scenario)

Economic Analysis with Graphs and Data were presented

Long-term (20 yr.) direction is being sought for the solution to work towards (2015-2034)

CONCLUSION:

The Commission is in favor of local generation at WMU. Determine more cost figures and send to MUC with a recommendation within 3-5 months. Do more investigation on additional details. Implement a 3-year plan to phase out district heating (first year educate public & adjust the DH rates while working to seek optional solution, and 2-3 years process to retire the DH system)

Commissioner Holtz requested if there was any additional discussion by the Commission and Staff. There being no further discussion to come before the Commission, Commissioner Laumer made a motion to adjourn the meeting. Commissioner Mattern seconded, and the meeting was adjourned at 8:16 p.m. by a vote of four ayes and zero nays.

(Note: Commissioner Nagel departed at 7:42 p.m.)

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JULY 22, 2015**

MINUTES

1. The Willmar Planning Commission met on Wednesday, July 22, 2015, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

Members Present: Andrew Engan, Randy Czarnetzki, Aaron Larson, Bob Poe, Steve Gardner, Margaret Fleck, and Rolf Standfuss.

Members Absent: Scott Thaden, and Gary Geiger.

Others Present: Bruce D. Peterson-Director of Planning and Development Services, and Megan DeSchepper-Planner.

2. MINUTES: The minutes of the July 8, 2015 meeting were approved as submitted save for a date typo that was noted by staff.
3. FREE 35 FOOT ADDITION FINAL PLAT- FILE NO. 15-02: Staff presented the final plat on behalf of Steve Woehler of a three lot replat into four lots on property legally described as follows: Lots 3-5, Block 3, and the Southwesterly ½ of vacated 13th St. SE lying adjacent to Lot 5, Pleasant View Third Addition (1204, 1208, 1212 Pleasant View Dr. SE). The conditions of approval of the preliminary plat have been addressed such as reapportionment of assessments, a utility easement to be noted, and a drainage issue.

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

Mr. Gardner made a motion, seconded by Ms. Fleck, to approve the final plat as presented.

The motion carried.

4. INDUSTRIAL PARK USE DISCUSSION: Staff discussed the use of the newly expanded industrial area west of County Road 5 and that the current real estate listing agent suggested the City also market the land as General Business Commercial. The Planning Commission talked about the area being designated industrial in the Comprehensive Plan and that Local Option Sales Tax Monies were geared toward the project for industrial growth.

Mr. Standfuss made a motion, seconded by Ms. Fleck, to reaffirm the zoning of the area as industrial.

The motion carried.

5. SALE OF LAND AT WASTE WATER TREATMENT FACILITY: Staff presented the request for the sale of five acres of land by the Waste Water Treatment Facility for an Ag business that needs access to sewer. The land is currently zoned G/I (Government Institutional) and if

the transaction is approved by Council the land will have to be rezoned to Ag (Agricultural). The City Charter requires the Planning Commissions review of all City land transactions. Mr. Czarnetzki made a motion, seconded by Mr. Larson to approve the land sale and forward it onto the City Council for action.

The motion carried.

6. There being no further business to come before the Commission, the meeting adjourned at 7:33 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

PLANNING COMMISSION-JULY 22, 2015

STAFF COMMENTS

1. FREE 35 FOOT ADDITION-FINAL PLAT- FILE NO. 15-02:

- The applicant is Steve Woehler, Willmar, MN.
- The plat is a replat of three lots and a half vacated street into four lots on property described as follows: Lots 3-5, Block 3, AND the Southwesterly ½ of vacated 13th St. SE lying adjacent to Lot 5, Pleasant View Third Addition (1204, 1208, 1212 Pleasant View Dr. SE).
- The property is zoned R-2 One and Two Family Residential.
- The property is accessed via Pleasant View Dr. SE.
- The applicant is reapportioning the existing assessments.
- The easement has been noted on Lot 1 as requested by the Engineering Department.
- Mr. Woehler will be addressing the SW corner of Lot 1 drainage as per the City Engineering Department.

RECOMMENDATION: Approve the final plat as presented.

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
AFFORDABLE PUMPING SERVI			002404											
	43394	07/29/15	SEPTIC PUMPING	330.00		29140		D	N				CLEANING AND WAS	230.43430.0338
ALEX AIR APPARATUS INC			002061											
	43395	07/29/15	FOAM CONCENTRATE	425.00		27875		D	N				SUBSISTENCE OF P	101.42412.0227
	43395	07/29/15	LARGE GLOVES	225.00		27875		D	N				GENERAL SUPPLIES	101.42412.0229
			VENDOR TOTAL	650.00										
														*CHECK TOTAL
ALFA LAVAL ASHBROOK			003100											
	43396	07/29/15	GRAVITY BELT THICKENER	2,735.74		275034957		D	N				MTCE. OF EQUIPME	651.48486.0224
ALL AMERICAN ARENA PRODU			003190											
	43397	07/29/15	RUBBER FLOOR CIVIC CN	54,540.00		258		D	N				BUILDINGS AND ST	450.45433.0551
ALPHA TRAINING & TACTICS			003136											
	43398	07/29/15	SWAT TEAM HELMETS	2,022.00		2015146		D	N				SMALL TOOLS	800.42411.0221
	43398	07/29/15	CLOTHING-EXPLORER PRGRM	212.00		2015153		D	N				SUBSISTENCE OF P	101.42411.0227
			VENDOR TOTAL	2,234.00										
				2,234.00										*CHECK TOTAL
ANDERSON/MICHAEL			001828											
	43399	07/29/15	SWAT TEAM EAR PIECES	19.14		704		D	N				SMALL TOOLS	101.42411.0221
ANDI'S FENCEALL			002815											
	43381	07/17/15	FENCING MAT'L	13,985.91		938		D	N				OTHER IMPROVEMEN	450.45431.0554
APPERT'S FOOD SERVICE			002526											
	43400	07/29/15	CONCESSION SUPPLIES	1,109.20		507170463		D	N				GENERAL SUPPLIES	101.45437.0229
	43400	07/29/15	CONCESSION SUPPLIES	546.00		507200316		D	N				GENERAL SUPPLIES	101.45437.0229
	43400	07/29/15	CONCESSION SUPPLIES	849.42		507270344		D	N				GENERAL SUPPLIES	101.45437.0229
			VENDOR TOTAL	2,504.62										
				2,504.62										*CHECK TOTAL
BCA CJTE			000095											
	43401	07/29/15	NELSON-RECERT TRAINING	75.00		23306		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	43401	07/29/15	ERICKSON-RECERT TRAINING	75.00		26660		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	43401	07/29/15	EVANS-RECERT TRAINING	75.00		26661		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	43401	07/29/15	JAHNKE-RECERT TRAINING	75.00		26664		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	43401	07/29/15	OAKLEAF-RECERT TRAINING	75.00		26673		D	N				TRAVEL-CONF.-SCH	101.42411.0333
	43401	07/29/15	VANDERHAGEN-RECERT TRAIN	75.00		26675		D	N				TRAVEL-CONF.-SCH	101.42411.0333
			VENDOR TOTAL	450.00										
				450.00										*CHECK TOTAL
BERNICK'S PEPSI-COLA CO			000103											
	43402	07/29/15	CONCESSION SUPPLIES	888.00		116204		D	N				GENERAL SUPPLIES	101.45437.0229
BLEESS AUTOMOTIVE INC			.01447											
	43403	07/29/15	SIGN DEPOSIT REF 2015-10	100.00		2015-10		D	N				DEPOSITS-SIGN PE	101.230001

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BNSF RAILWAY COMPANY 000129														
	43404	07/29/15	WILLMAR AVE RR CROSSIN	8,647.93		90107955		D	N				MTCE. OF OTHER I	413.48452.0336
	43404	07/29/15	WILLMAR AVE RR CROSSING	999.40		90109060		D	N				MTCE. OF OTHER I	413.48452.0336
	43404	07/29/15	WILLMAR AVE RR CROSSING	336.18		90112196		D	N				MTCE. OF OTHER I	413.48452.0336
				9,983.51										
			VENDOR TOTAL	9,983.51										
*CHECK TOTAL														
BOLTON & MENK INC 001010														
	43405	07/29/15	WILLMAR AVE IMPROVEMENTS	860.00		0177870		D	N				PROFESSIONAL SER	413.48452.0446
	43405	07/29/15	L.S. DESIGN SERVICES	140.00		0179358		D	N				PROFESSIONAL SER	432.48507.0446
	43405	07/29/15	CONSULTANT FEES	990.00		0179358		D	N				PROFESSIONAL SER	432.48507.0446
	43405	07/29/15	IND. PARK 4TH ADDITIO	24,560.00		0179360		D	N				PROFESSIONAL SER	414.48455.0446
	43405	07/29/15	REIMBURSABLE EXPENSES	494.73		0179360		D	N				PROFESSIONAL SER	414.48455.0446
	43405	07/29/15	WESTWOOD COURT L.S.	1,115.00		0179365		D	N				MTCE. OF OTHER I	432.48508.0336
	43405	07/29/15	12TH ST SE IMPROVEMENTS	725.00		0180291		D	N				PROFESSIONAL SER	414.48454.0446
	43405	07/29/15	IND. PARK 4TH ADDITIO	20,290.00		0180293		D	N				PROFESSIONAL SER	414.48455.0446
	43405	07/29/15	REIMBURSABLE EXPENSES	2,266.77		0180293		D	N				PROFESSIONAL SER	414.48455.0446
	43405	07/29/15	WESTWOOD COURT L.S.	5,600.00		0180301		D	N				MTCE. OF OTHER I	432.48508.0336
			VENDOR TOTAL	57,041.50										
				57,041.50										
*CHECK TOTAL														
BRISENDINE/STEVE 002453														
	43406	07/29/15	BIKE TRAIL INFRA. MTG	99.25		747		D	N				TRAVEL-CONF.-SCH	101.45432.0333
BSE 001980														
	43407	07/29/15	POOL MAINT SUPPLIES	7.19		909566090		D	N				MTCE. OF STRUCTU	101.45437.0225
	43407	07/29/15	AIRPORT LIGHTING	13.48		909610267		D	N				MTCE. OF EQUIPME	230.43430.0224
	43407	07/29/15	LOCKER ROOM PROJECT	76.51		909639983		D	N				MTCE. OF EQUIPME	101.45433.0224
	43407	07/29/15	T HANGER LIGHT PARTS	192.17		909641193		D	N				MTCE. OF EQUIPME	230.43430.0224
	43407	07/29/15	T-HANGER LIGHT PARTS	123.72		909647062		D	N				MTCE. OF EQUIPME	230.43430.0224
	43407	07/29/15	LIGHT BALLAST	199.76		909656296		D	N				MTCE. OF STRUCTU	101.43425.0225
	43407	07/29/15	BATTERIES	276.00		909656816		D	N				MTCE. OF EQUIPME	101.42412.0224
			VENDOR TOTAL	888.83										
				888.83										
*CHECK TOTAL														
CALVIN/MARVIN B 001998														
	43408	07/29/15	MILEAGE 7/16-7/25/15	140.30		072815		D	N				TRAVEL-CONF.-SCH	101.41401.0333
CARDMEMBER SERVICE 002365														
	43391	07/28/15	CORD LABELS	71.87		STMT/6-15		D	N				OFFICE SUPPLIES	101.41409.0220
	43391	07/28/15	KEYBOARD FOR TABLET	158.92		STMT/6-15		D	N				SMALL TOOLS	101.41409.0221
	43391	07/28/15	TABLET CHARGERS	80.30		STMT/6-15		D	N				SMALL TOOLS	101.41409.0221
	43391	07/28/15	TABLET DATA CORDS	14.40		STMT/6-15		D	N				SMALL TOOLS	101.41409.0221
	43391	07/28/15	WALL CHARGERS	18.09		STMT/6-15		D	N				SMALL TOOLS	101.41409.0221
	43391	07/28/15	SERVER RACK SHELVES	47.36		STMT/6-15		D	N				MTCE. OF EQUIPME	101.41409.0224
	43391	07/28/15	SHELVES FOR WRAC-8	106.85		STMT/6-15		D	N				MTCE. OF STRUCTU	101.41409.0225
	43391	07/28/15	CZECH-SCHWANDT IT TRNG	99.00		STMT/6-15		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	43391	07/28/15	TRAINING VIDEO SERIES	37.50		STMT/6-15		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	43391	07/28/15	CZECH-SCHWANDT IT TRNG	99.00		STMT/6-15		D	N				TRAVEL-CONF.-SCH	101.41409.0333
	43391	07/28/15	PDF READER FOR IPAD	10.68		STMT/6-15		D	N				LICENSES AND TAX	101.41409.0445

Vendor Payments History Report
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ED DAVIS BUSINESS MACHIN			000229											
	43423	07/29/15	OFFICE SUPPLIES	214.04		0140955-001		D	N				OFFICE SUPPLIES	741.48001.0220
	43423	07/29/15	OFFICE SUPPLIES	8.17		0141028-001		D	N				OFFICE SUPPLIES	741.48001.0220
			VENDOR TOTAL	222.21		*CHECK TOTAL								
				222.21										
ED'S SERVICE CENTER & SA			000231											
	43424	07/29/15	TOWING CHARGES-JUN	1,350.00		07062015		D	N				OTHER SERVICES	101.42411.0339
ELECTRIC PUMP INC			000788											
	43425	07/29/15	EAGLE LAKE #4 IMPELLER	1,679.57		0055769		D	N				MTCE. OF EQUIPME	651.48485.0224
ELMQUIST JEWELERS			000236											
	43426	07/29/15	RETIREMENT GIFT-MINER	214.50		92270		D	N				GENERAL SUPPLIES	101.41401.0229
EMERGENCY RESPONSE SOLUT			003048											
	43427	07/29/15	SCBA FLOW TEST	3,070.00		4492		D	N				PROFESSIONAL SER	101.42412.0446
EZ FACILITY INC			002631											
	43387	07/23/15	SCHDULING WIZARD SUBSCR.	323.91		58388		D	N				PREPAID EXPENSES	101.128000
	43387	07/23/15	EZ LEAGUES SUBSCRIPTION	771.22		58388		D	N				PREPAID EXPENSES	101.128000
	43387	07/23/15	SCHDULING WIZARD SUBSCR.	323.92		58388		D	N				MTCE. OF EQUIPME	101.45432.0334
	43387	07/23/15	EZ LEAGUES SUBSCRIPTION	771.21		58388		D	N				SUBSCRIPTIONS AN	101.45432.0443
			VENDOR TOTAL	2,190.26		*CHECK TOTAL								
				2,190.26										
FAMILY EYE CENTER			000244											
	43428	07/29/15	SAFETY LENSES-KOOISTRA	234.95		0118309		D	N				SUBSISTENCE OF P	101.42412.0227
FARM-RITE EQUIPMENT			003002											
	43429	07/29/15	BOBCAT FILTER, OIL	50.92		P05503		D	N				MTCE. OF STRUCTU	101.45433.0225
FASTENAL COMPANY			001188											
	43430	07/29/15	HOLE SAW	34.87		MNWIL134017		D	N				SMALL TOOLS	651.48484.0221
	43430	07/29/15	BAY 1-CORD REEL	143.93		MNWIL134139		D	N				SMALL TOOLS	101.42412.0221
			VENDOR TOTAL	178.80		*CHECK TOTAL								
				178.80										
FIRST CHOICE FOOD & BEVE			000775											
	43431	07/29/15	CONCESSION SUPPLIES	427.28		2107-005003		D	N				GENERAL SUPPLIES	101.45437.0229
	43431	07/29/15	CONCESSION SUPPLIES	198.04		2107-005087		D	N				GENERAL SUPPLIES	101.45437.0229
			VENDOR TOTAL	625.32		*CHECK TOTAL								
				625.32										
FRANCOTYP-POSTALIA INC			001791											
	43432	07/29/15	INKJET CARTRIDGE	111.39		RI102507595		D	N				OFFICE SUPPLIES	101.42411.0220
GEAR WASH			002678											
	43433	07/29/15	TURNOUT GEAR REPAIR	65.87		10999		D	N				SUBSISTENCE OF P	101.42412.0337

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
KING'S ELECTRIC LLC			003138											
	43451	07/29/15	CIRCUIT BREAKER COVER	41.33		186		D	M	07			MTCE. OF STRUCTU	101.42412.0225
	43451	07/29/15	CIRCUIT BREAKER COVER	65.00		186		D	M	07			MTCE. OF STRUCTU	101.42412.0335
			VENDOR TOTAL	106.33		*CHECK TOTAL								
				106.33										
LAND PRIDE CONSTRUCTION			003149											
	43452	07/29/15	FIRE LINE-313 4TH STR 24,	758.00		1405-7		D	N				MTCE. OF OTHER I	415.48451.0336
LAUMER/CAROL			.02064											
	43383	07/20/15	REPL. PAYROLL CK #7666	379.00		7666		D	N				SALARIES-TEMP. E	101.41424.0112
LIFELINE INC			003191											
	43453	07/29/15	AED DEFIBRILLATOR	1,439.75		LL-6483		D	N				SMALL TOOLS	101.42411.0221
	43453	07/29/15	AED DEFIBRILLATOR	1,439.75		LL-6483		D	N				SMALL TOOLS	101.42411.0221
			VENDOR TOTAL	2,879.50		*CHECK TOTAL								
				2,879.50										
LILLEMO ENTERPRISES INC			.01113											
	43454	07/29/15	SIGN DEPOSIT REF 2015-11	100.00		2015-11		D	N				DEPOSITS-SIGN PE	101.230001
LOU'S GLOVES			003038											
	43455	07/29/15	DISPOSABLE GLOVES	174.00		009873		D	N				GENERAL SUPPLIES	651.48484.0229
LUTHERAN SOCIAL SERVICE			003167											
	43456	07/29/15	MEALS DINING PROMOTION	144.00		07082015		D	N				GENERAL SUPPLIES	101.45435.0229
MACQUEEN EQUIPMENT INC			000427											
	43457	07/29/15	#101303-RETURNED PARTS	56.59	CR	10008		D	N				MTCE. OF EQUIPME	101.43425.0224
	43457	07/29/15	MOWER BLADES, BROOMS	4,146.19		2153887		D	N				MTCE. OF EQUIPME	101.43425.0224
	43457	07/29/15	BEARINGS	572.18		2154038		D	N				MTCE. OF EQUIPME	101.43425.0224
	43457	07/29/15	#130012-BRNGS/SPRKTS/BLT	654.53		2154225		D	N				MTCE. OF EQUIPME	101.43425.0224
	43457	07/29/15	#151914-AIR FILTERS	160.92		2154237		D	N				MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	5,477.23		*CHECK TOTAL								
				5,477.23										
MADISON NATIONAL LIFE			002249											
	43388	07/23/15	LTD PREMIUM-JULY	45.44		228		D	N				EMPLOYER INSUR.	101.41400.0114
	43388	07/23/15	LTD PREMIUM-JULY	90.57		228		D	N				EMPLOYER INSUR.	101.41402.0114
	43388	07/23/15	LTD PREMIUM-JULY	33.80		228		D	N				EMPLOYER INSUR.	101.41403.0114
	43388	07/23/15	LTD PREMIUM-JULY	35.85		228		D	N				EMPLOYER INSUR.	101.41404.0114
	43388	07/23/15	LTD PREMIUM-JULY	60.88		228		D	N				EMPLOYER INSUR.	101.41405.0114
	43388	07/23/15	LTD PREMIUM-JULY	9.83		228		D	N				EMPLOYER INSUR.	101.41408.0114
	43388	07/23/15	LTD PREMIUM-JULY	48.42		228		D	N				EMPLOYER INSUR.	101.41409.0114
	43388	07/23/15	LTD PREMIUM-JULY	2.97		228		D	N				EMPLOYER INSUR.	101.41424.0114
	43388	07/23/15	LTD PREMIUM-JULY	569.34		228		D	N				EMPLOYER INSUR.	101.42411.0114
	43388	07/23/15	LTD PREMIUM-JULY	42.49		228		D	N				EMPLOYER INSUR.	101.42412.0114
	43388	07/23/15	LTD PREMIUM-JULY	77.14		228		D	N				EMPLOYER INSUR.	101.43417.0114
	43388	07/23/15	LTD PREMIUM-JULY	270.22		228		D	N				EMPLOYER INSUR.	101.43425.0114
	43388	07/23/15	LTD PREMIUM-JULY	10.85		228		D	N				EMPLOYER INSUR.	101.45432.0114

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MADISON NATIONAL LIFE			002249											
	43388	07/23/15	LTD PREMIUM-JULY	23.06		228		D	N				EMPLOYER INSUR.	101.45433.0114
	43388	07/23/15	LTD PREMIUM-JULY	4.44		228		D	N				EMPLOYER INSUR.	101.45435.0114
	43388	07/23/15	LTD PREMIUM-JULY	6.81		228		D	N				EMPLOYER INSUR.	101.45437.0114
	43388	07/23/15	LTD PREMIUM-JULY	127.26		228		D	N				EMPLOYER INSUR.	651.48484.0114
	43388	07/23/15	LTD PREMIUM-JULY	13.62		228		D	N				EMPLOYER INSUR.	651.48485.0114
	43388	07/23/15	LTD PREMIUM-JULY	14.24		228		D	N				EMPLOYER INSUR.	651.48486.0114
			VENDOR TOTAL	1,487.23										
				1,487.23		*CHECK TOTAL								
MAGNUSON SHEET METAL INC			001121											
	43458	07/29/15	REPL. LOCKER RM FURNAC	2,725.00		125283		D	N				MTCE. OF STRUCTU	101.45433.0335
MARCUS/PAUL			001280											
	43459	07/29/15	MN LAND USE EXPO	194.72		07202015		D	N				TRAVEL-CONF.-SCH	651.48484.0333
MARINE RESCUE PRODUCTS I			001496											
	43460	07/29/15	LIFE GUARD SUITS	141.25		07072015		D	N				SUBSISTENCE OF P	101.45437.0227
	43460	07/29/15	LIFE GUARD SUITS	213.25		07072015		D	N				SUBSISTENCE OF P	101.45437.0227
			VENDOR TOTAL	354.50										
				354.50		*CHECK TOTAL								
MENARDS			000449											
	43461	07/29/15	POOL CHEMICALS	40.04		79088		D	N				MTCE. OF OTHER I	101.45437.0226
	43461	07/29/15	CONCRETE MORTAR REPAIR	12.38		79252		D	N				MTCE. OF OTHER I	101.45437.0226
	43461	07/29/15	CONCRETE MORTAR REPAIR	12.38		79252		D	N				MTCE. OF STRUCTU	101.45437.0225
	43461	07/29/15	NOODLES, KICKBOARDS, TUB	73.45		79460		D	N				GENERAL SUPPLIES	101.45437.0229
	43461	07/29/15	LOCKER ROOM LUMBER	131.93		79675		D	N				MTCE. OF STRUCTU	101.45433.0225
	43461	07/29/15	BALL FIELD ELEC PARTS	20.05		79847		D	N				MTCE. OF OTHER I	101.43425.0226
	43461	07/29/15	CAULK PARK BATHROOMS	19.48		80251		D	N				MTCE. OF STRUCTU	101.43425.0225
	43461	07/29/15	WET DRY VAC	99.00		80310		D	N				SMALL TOOLS	101.45437.0221
	43461	07/29/15	SHELF	25.98		80340		D	N				MTCE. OF STRUCTU	651.48484.0225
	43461	07/29/15	PAPER PLATES	2.19		80340		D	N				GENERAL SUPPLIES	651.48484.0229
	43461	07/29/15	CLEANING SUPPLIES	11.55		80415		D	N				CLEANING AND WAS	101.45433.0228
	43461	07/29/15	CLEANING SUPPLIES	22.77		80420		D	N				CLEANING AND WAS	101.45437.0228
	43461	07/29/15	PLUMBING PARTS	8.42		80588		D	N				MTCE. OF STRUCTU	101.43425.0225
	43461	07/29/15	SPOONS/FORKS/SUPPLIES	10.57		80588		D	N				GENERAL SUPPLIES	101.43425.0229
			VENDOR TOTAL	490.19										
				490.19		*CHECK TOTAL								
MESERB			002201											
	43462	07/29/15	2016 MEMBERSHIP DUES	2,718.72		07212015		D	N				PREPAID EXPENSES	651.128000
	43462	07/29/15	2015 MEMBERSHIP DUES	2,718.73		07212015		D	N				SUBSCRIPTIONS AN	651.48484.0443
			VENDOR TOTAL	5,437.45										
				5,437.45		*CHECK TOTAL								
METRO SALES INC			003016											
	43463	07/29/15	COPIER MTCE 7/12-8/11	234.09		INV304237		D	N				MTCE. OF EQUIPME	741.48001.0334

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MN PUBLIC FACILITIES AUT			000496											
	43468	07/29/15	CDAP-95-0342-R-FY96	10,842.30		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	MPFA-07-0043-R-FY09	595,313.13		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	MPFA-09-0005-R-FY10	16,672.61		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	MPFA-09-0043-R-FY10	432,064.00		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	MPFA-09-0044-R-FY13	8,116.56		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	MPFA-14-0050-R-FY15	12,762.45		072715		D	N				INTEREST	651.48484.0444
	43468	07/29/15	CDAP-95-0342-R-FY96	134,605.38		072715		D	N				BONDS	651.48484.0660
	43468	07/29/15	MPFA-07-0043-R-FY0	1,542,000.00		072715		D	N				BONDS	651.48484.0660
	43468	07/29/15	MPFA-09-0005-R-FY10	76,000.00		072715		D	N				BONDS	651.48484.0660
	43468	07/29/15	MPFA-09-0043-R-FY10	637,000.00		072715		D	N				BONDS	651.48484.0660
	43468	07/29/15	MPFA-09-0044-R-FY13	5,000.00		072715		D	N				BONDS	651.48484.0660
	43468	07/29/15	MPFA-14-0050-R-FY15	20,000.00		072715		D	N				BONDS	651.48484.0660
			VENDOR TOTAL	3,490,376.43										
				3,490,376.43		*CHECK TOTAL								
MN RECREATION & PARK ASS			000513											
	43469	07/29/15	ARENA MANAGER AD	100.00		8633		D	N				ADVERTISING	101.45433.0447
MODERN MARKETING			002952											
	43470	07/29/15	NAT'L NT OUT-MATERIALS	311.47		MMI110153		D	N				GENERAL SUPPLIES	101.42411.0229
	43470	07/29/15	CRIME PREV. HANDOUTS	262.50		MMI110203		D	N				GENERAL SUPPLIES	101.42411.0229
			VENDOR TOTAL	573.97		*CHECK TOTAL								
				573.97										
MONSON EXCAVATING LLC/GA			002040											
	43471	07/29/15	MIX FOR STREET PATCHIN	2,017.73		2905CC		D	N				MTCE. OF OTHER I	101.43425.0226
	43471	07/29/15	MIX FOR STREET PATCHIN	1,727.64		2925CC		D	N				MTCE. OF OTHER I	101.43425.0226
			VENDOR TOTAL	3,745.37		*CHECK TOTAL								
				3,745.37										
MOSS & BARNETT			001655											
	43472	07/29/15	CATV LEGAL SERVICES	1,369.50		630139		D	N				PROFESSIONAL SER	101.41406.0446
MTI DISTRIBUTING CO			000539											
	43473	07/29/15	IRRIGATION PARTS	176.28		1023467-01		D	N				MTCE. OF OTHER I	101.43425.0226
MUNICIPAL UTILITIES			000541											
	43474	07/29/15	UTILITIES FOR JULY	979.48		7/15		D	N				UTILITIES	101.42412.0332
	43474	07/29/15	UTILITIES FOR JULY	1,283.23		7/15		D	N				UTILITIES	101.43425.0332
	43474	07/29/15	UTILITIES FOR JULY	2,703.90		7/15		D	N				UTILITIES	230.43430.0332
	43474	07/29/15	UTILITIES FOR JULY	44,175.16		7/15		D	N				UTILITIES	651.48484.0332
	43474	07/29/15	UTILITIES FOR JULY	2,902.03		7/15		D	N				UTILITIES	651.48485.0332
			VENDOR TOTAL	52,043.80		*CHECK TOTAL								
				52,043.80										
MUNICIPAL UTILITIES			002393											
	43475	07/29/15	2015 PERA STATE AID	7,604.00		07202015		D	N				REFUNDS AND REIM	101.41428.0882

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
POWER PLAN OIB			000342							
	43483	07/29/15	#126466 REPAIR-PARTS	119.64		W11607		D N	MTCE. OF EQUIPME	101.43425.0224
	43483	07/29/15	#126466 REPAIR-LABOR	889.13		W11607		D N	MTCE. OF EQUIPME	101.43425.0334
			VENDOR TOTAL	1,008.77		*CHECK TOTAL				
PRICE CHOPPER INC			002434							
	43484	07/29/15	WRISTBANDS	149.29		184095		D N	GENERAL SUPPLIES	101.45437.0229
	43484	07/29/15	WRIST BANDS	414.03		184351		D N	GENERAL SUPPLIES	101.45437.0229
			VENDOR TOTAL	563.32		*CHECK TOTAL				
PRO ACTION			001782							
	43485	07/29/15	LED FLASHING LIGHT	111.20		3497		D N	INVENTORIES-MDSE	101.125000
QUICK SIGNS			001093							
	43486	07/29/15	UNIT LETTERING/DECALS	255.00		171373		D N	MTCE. OF EQUIPME	101.43425.0224
	43486	07/29/15	PENS FOR OFFICE USE	503.94		171439		D N	OFFICE SUPPLIES	101.42412.0220
			VENDOR TOTAL	758.94		*CHECK TOTAL				
RICE HOSPITAL			001166							
	43384	07/20/15	WLMR AMBULANCE STIPEND	5,000.00		071615		D N	REFUNDS AND REIM	101.42428.0882
	43487	07/29/15	2015 PERA STATE AID	70,326.00		07212015		D N	REFUNDS AND REIM	101.41428.0882
			VENDOR TOTAL	75,326.00						
RICE HOSPITAL			002761							
	43488	07/29/15	REFUND SHELTER DEPOSIT	50.00		07222015		D N	DEPOSITS	101.230000
	43488	07/29/15	INTERIM EMERG. MGMT SE	1,000.00		6019		D N	SALARIES-TEMP. E	101.42412.0112
			VENDOR TOTAL	1,050.00		*CHECK TOTAL				
RICOH USA INC			002101							
	43489	07/29/15	COPIER LEASE-AUG	632.00		95139501		D N	RENTS	741.48001.0440
SERVICE CENTER/CITY OF W			000685							
	43490	07/29/15	EQUIPMENT REPAIR-OIL	68.64		STMT/6-15		D N	MOTOR FUELS AND	101.42411.0222
	43490	07/29/15	EQUIPMENT REPAIR-PARTS	572.07		STMT/6-15		D N	MTCE. OF EQUIPME	101.42411.0224
	43490	07/29/15	EQUIPMENT REPAIR-OIL	111.91		STMT/6-15		D N	MOTOR FUELS AND	101.43425.0222
	43490	07/29/15	EQUIPMENT REPAIR-PARTS	286.65		STMT/6-15		D N	MTCE. OF EQUIPME	101.43425.0224
	43490	07/29/15	EQUIPMENT REPAIR-PARTS	65.00		STMT/6-15		D N	MTCE. OF EQUIPME	101.45432.0224
	43490	07/29/15	GAS-87.77 GALLONS	221.79		1-15		D N	MOTOR FUELS AND	101.41402.0222
	43490	07/29/15	GAS-23.50 GALLONS	59.46		1-15		D N	MOTOR FUELS AND	101.41408.0222
	43490	07/29/15	GAS-2029.16 GALLONS	5,130.11		1-15		D N	MOTOR FUELS AND	101.42411.0222
	43490	07/29/15	DIESEL-212.3 GALLONS	426.85		1-15		D N	MOTOR FUELS AND	101.42412.0222
	43490	07/29/15	GAS-105.83 GALLONS	267.55		1-15		D N	MOTOR FUELS AND	101.42412.0222
	43490	07/29/15	GAS-111.16 GALLONS	280.39		1-15		D N	MOTOR FUELS AND	101.43417.0222
	43490	07/29/15	DIESEL-2294.78 GALLONS	4,615.96		1-15		D N	MOTOR FUELS AND	101.43425.0222
	43490	07/29/15	GAS-1201.26 GALLONS	3,035.60		1-15		D N	MOTOR FUELS AND	101.43425.0222

Vendor Payments History Report
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
SERVICE CENTER/CITY OF W			000685											
	43490	07/29/15	DIESEL-90.04 GALLONS	180.08		1-15		D	N				MOTOR FUELS AND	101.45433.0222
	43490	07/29/15	GAS-93.71 GALLONS	237.09		1-15		D	N				MOTOR FUELS AND	101.45433.0222
	43490	07/29/15	DIESEL-97.43 GALLONS	198.11		1-15		D	N				MOTOR FUELS AND	651.48485.0222
				15,757.26										
			VENDOR TOTAL	15,757.26										
													*CHECK TOTAL	
ST CROIX RECREATION CO I			000673											
	43491	07/29/15	PLAY EQUIP REPAIR-PARTS	195.78		18578		D	N				MTCE. OF OTHER I	101.43425.0226
STATEWIDE DISTRIBUTING I			000718											
	43492	07/29/15	CLEANING SUPPLIES	28.00		099721		D	N				CLEANING AND WAS	230.43430.0228
STEVENS ENGINEERS INC			003126											
	43493	07/29/15	HVAC IMPROVEMENTS	16,320.00		10032		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	REIMBURSABLE EXPENSES	321.21		10032		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	HVAC IMPROVEMENTS	36,720.00		10064		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	REIMBURSABLE EXPENSES	358.00		10064		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	HVAC IMPROVEMENTS	8,160.00		10097		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	REIMBURSABLE EXPENSES	305.40		10097		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	HVAC IMPROVEMENTS	4,080.00		10132		D	N				BUILDINGS AND ST	450.45433.0551
	43493	07/29/15	REIMBURSABLE EXPENSES	625.67		10132		D	N				BUILDINGS AND ST	450.45433.0551
				66,890.28										
			VENDOR TOTAL	66,890.28										
													*CHECK TOTAL	
SUMMIT COMPANIES			002555											
	43494	07/29/15	FIRE ALARM SERVICE CALL	75.00		10015198040		D	N				MTCE. OF STRUCTU	101.41408.0225
	43494	07/29/15	FIRE ALARM SERVICE CALL	71.25		10015198040		D	N				MTCE. OF STRUCTU	101.41408.0335
	43494	07/29/15	QTRLY ALARM MONITOR FEE	105.00		1070643		D	N				MTCE. OF STRUCTU	101.41408.0335
				251.25										
			VENDOR TOTAL	251.25										
													*CHECK TOTAL	
US POST OFFICE			001767											
	43495	07/29/15	REPLENISH POSTAGE MACH	2,500.00		07222015		D	N				POSTAGE	101.42411.0223
VANDER POL/BRENDA			003164											
	43496	07/29/15	BASIC APPRAISAL PRNCPLS	523.38		07272015		D	N				TRAVEL-CONF.-SCH	101.41404.0333
WAL-MART COMMUNITY			000789											
	43497	07/29/15	CONCESSION SUPPLIES	42.95		000059		D	N				GENERAL SUPPLIES	101.45437.0229
	43497	07/29/15	PHONE CASE/CAMERA FLASH	108.13		516800857314		D	N				SMALL TOOLS	101.42412.0221
	43497	07/29/15	SNIPER TRNG MATERIALS	25.17		516800893357		D	N				GENERAL SUPPLIES	101.42411.0229
	43497	07/29/15	SPRAY PAINT	4.66		516900122165		D	N				GENERAL SUPPLIES	101.42412.0229
	43497	07/29/15	CAMERA/KEYBOARD	110.80		516900726885		D	N				SMALL TOOLS	101.45432.0221
	43497	07/29/15	COFFEE	42.20		517300623021		D	N				GENERAL SUPPLIES	101.41408.0229
	43497	07/29/15	KLEENEX/HAND SANITIZER	26.76		517300623021		D	N				GENERAL SUPPLIES	101.41408.0229
	43497	07/29/15	COFFEE	25.32		517500087344		D	N				SUBSISTENCE OF P	101.42411.0227
	43497	07/29/15	COFFEE	8.44		517500774109		D	N				SUBSISTENCE OF P	101.42411.0227

Vendor Payments History Report
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
WAL-MART COMMUNITY			000789											
	43497	07/29/15	DRINKING WATER	19.92		517700090148		D	N				GENERAL SUPPLIES	101.45437.0229
	43497	07/29/15	DISH SOAP	35.82		517700843613		D	N				CLEANING AND WAS	101.45437.0228
	43497	07/29/15	SUPPLIES FOR CONCERT	33.38		518000731865		D	N				GENERAL SUPPLIES	101.45435.0229
	43497	07/29/15	COFFEE/FOAM CUPS/PLATES	49.21		518200747547		D	N				GENERAL SUPPLIES	651.48484.0229
	43497	07/29/15	DOG FOOD-ANIMAL CONTROL	4.23		518400745108		D	N				GENERAL SUPPLIES	101.42411.0229
	43497	07/29/15	BD PARTY SUPPLIES	29.96		518600669817		D	N				GENERAL SUPPLIES	101.45437.0229
	43497	07/29/15	CABINET LOCK	4.03		519100838760		D	N				GENERAL SUPPLIES	101.42411.0229
			VENDOR TOTAL	570.98		*CHECK TOTAL								
				570.98										
WEARDA/KAITLIN C			.02251											
	43498	07/29/15	HAZMAT TECH CERTIF. FEE	25.00		07172015		D	N				TRAVEL-CONF.-SCH	101.42412.0333
WEST CENTRAL INDUSTRIES			000801											
	43499	07/29/15	CLEAN TAUNTON-JUN	2,108.96		00046549		D	N				MTCE. OF OTHER I	101.43425.0336
	43499	07/29/15	LAWN MOWING & BAG-JUN	84.60		00046554		D	N				MTCE. OF OTHER I	101.45437.0336
	43499	07/29/15	LAWN MAINTENANCE	137.70		00046747		D	N				MTCE. OF OTHER I	101.45437.0336
			VENDOR TOTAL	2,331.26		*CHECK TOTAL								
				2,331.26										
WEST CENTRAL PRINTING			000803											
	43500	07/29/15	HISTORIC PRINTS	45.00		18530		D	N				MTCE. OF STRUCTU	101.41409.0225
WEST CENTRAL SANITATION			000805											
	43501	07/29/15	GARBAGE SERVICE-JUL	53.18		10340197		D	N				CLEANING AND WAS	230.43430.0338
WEST CENTRAL TRIBUNE			000807											
	43502	07/29/15	ORD AUTH. BOND ISSUE	120.51		CL03071384		D	N				PRINTING AND PUB	101.41401.0331
	43502	07/29/15	COUNCIL PROCEEDINGS PU	1,158.75		CL03071414		D	N				PRINTING AND PUB	101.41401.0331
	43502	07/29/15	HRNG-VACATE STREET ROW	123.60		CL3070906		D	N				PRINTING AND PUB	101.41401.0331
	43502	07/29/15	ANNUAL SUBSCRIPTION	89.49		177822549/15		D	N				PREPAID EXPENSES	101.128000
	43502	07/29/15	ANNUAL SUBSCRIPTION	89.49		177822549/15		D	N				SUBSCRIPTIONS AN	101.41408.0443
	43502	07/29/15	2015 INFO PAGES	29.95		36787/6-15		D	N				ADVERTISING	101.45433.0447
	43502	07/29/15	SUMMER FUN AD	370.00		36787/6-15		D	N				ADVERTISING	101.45437.0447
	43502	07/29/15	SUMMER FUN AD	79.00		36787/6-15		D	N				ADVERTISING	101.45437.0447
	43502	07/29/15	2015 INFO PAGES	29.95		002995 36787/6-15		D	N				ADVERTISING	101.45433.0447
			VENDOR TOTAL	2,090.74		*CHECK TOTAL								
				2,090.74										
WILLMAR CHAMBER OF COMME			000812											
	43503	07/29/15	NELSON-LEADERSHIP PERSPE	318.75		07202015		D	N				TRAVEL-CONF.-SCH	101.42411.0333
WILLMAR DOWNTOWN DEVELOP			002348											
	43504	07/29/15	EXPENSE REIMBURSEMENT	1,800.00		6/26-7/23/15		D	N				CIVIC PROMOTION	101.45428.0812

ACS FINANCIAL SYSTEM
07/29/2015 15:10:31

Vendor Payments History Report
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CITY OF WILLMAR
GL540R-V07.27 PAGE 16

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				4,885,113.89										

RECORDS PRINTED - 000373

ACS FINANCIAL SYSTEM
07/29/2015 15:10:31

Vendor Payments History Report

CITY OF WILLMAR
GL060S-V07.27 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	216,119.37
230	WILLMAR MUNICIPAL AIRPORT	4,197.87
307	D.S. - 2007A BOND	18,687.50
308	D.S. - 2008 BOND	11,642.50
310	D.S. - 2010 BOND	13,393.75
311	D.S. - 2011 BOND	13,982.50
312	D.S. - 2012 BOND	11,146.88
313	D.S. - 2013 BOND	21,850.00
327	D.S. - 2007B BOND	10,900.00
350	RICE HOSPITAL DEBT SERVICE	758,362.50
413	S.A.B.F. - #2013	10,843.51
414	S.A.B.F. - #2014	48,336.50
415	S.A.B.F. - #2015	24,758.00
432	C.P. - WASTE TREATMENT	7,845.00
450	CAPITAL IMPROVEMENT FUND	135,416.19
651	WASTE TREATMENT	3,574,521.52
741	OFFICE SERVICES	1,088.30
800	LAW ENFORCEMENT FORFEITURE	2,022.00
TOTAL ALL FUNDS		4,885,113.89

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	4,885,113.89
TOTAL ALL BANKS		4,885,113.89

**MINUTES OF SPECIAL MEETING
OF THE
WILLMAR HOUSING AND REDEVELOPMENT AUTHORITY
AND THE
KANDIYOHI COUNTY HOUSING AND REDEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS**

Wednesday, June 17, 2015

CALL TO ORDER/ROLL CALL

The Joint Special Meeting of the Willmar HRA Board of Commissioners and the Kandiyohi County HRA Board of Commissioners was called to order by KCHRA/WHRA Chair Kerry Johnson on Wednesday, June 17, 2015 at 12:01 p.m. in the HRA Conference Room located in Suite 2090 at the Kandiyohi County Health and Human Services Building.

Willmar HRA Board members present included Chair Kerry Johnson and Vice-Chair Ryan Tillemans. Secretary Luz Gonzalez was absent.

Kandiyohi County HRA Board members present on roll-call were Chair Kerry Johnson, Vice-Chair Ryan Tillemans, Secretary Bev Schafer and Commissioner Mary Sundin. Commissioners Dawn Witt, Luz Gonzalez, Steve Ahmann and Rollie Nissen were absent. Commissioner Jeanna Lilleberg was not present on roll-call but arrived at 12:13 p.m.

Others present included: Executive Director Jill Bengtson; Administrative Coordinator Nikki Ilgen; Representatives from Copperleaf Senior Living - Morris Knopf and Emily Shelstad.

The purpose of the Joint HRA meeting was to conduct June regular business.

AGENDA

There were no additions or corrections to the agenda. Vice-Chair Tillemans moved to accept the agenda as presented; Secretary Schafer seconded the motion which was approved (4) Ayes, (0) Nays.

MINUTES

A motion to approve the May 19, 2015 minutes as presented was made by Secretary Schafer and seconded by Commissioner Vice-Chair Tillemans which carried (4) Ayes, (0) Nays.

WELCOME RESIDENT COMMISSIONER MARY SUNDIN

The HRA Board took a minute to welcome Commissioner Sundin to her first meeting and for other introductions.

APPROVAL OF ACCOUNTS PAYABLE

The Willmar HRA Board Resolution No. 15-1934 authorizing Accounts Payable for the month of May 2015 was introduced for approval by WHRA Vice-Chair Tillemans, seconded by WHRA Chair Johnson and approved on a roll-call vote of (2) Ayes, (0) Nays.

June 17, 2015

RESOLUTION NO. 15-1934

WHEREAS, there is now before the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota, for consideration the question of claims for payment, expenditures of which are all itemized, and

WHEREAS, said claims are set forth and itemized, have now been approved for payment by the Executive Director, having fully inspected and examined said claims;

NOW, THEREFORE BE IT RESOLVED by the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota, that the Executive Director be and is hereby authorized to execute, issue, and deliver checks and warrants for the total amount of \$100,565.32 for May 2015 expenditures.


Kerry Johnson, Chair

ROLL-CALL

(2) Ayes, (0) Nays

The Kandiyohi County HRA Board Resolution 2015-16 authorizing Accounts Payable and Payroll reports for the month of May 2015 was introduced for approval by Vice-Chair Tillemans, seconded by Secretary Schafer and approved unanimously (4) Ayes, (0) Nays.

June 17, 2015

RESOLUTION NO. 2015-16

WHEREAS, there is now before the Housing and Redevelopment Authority of Kandiyohi County, Minnesota, for consideration the question of claims for payment, expenditures of which are all itemized, and

WHEREAS, said claims are set forth and itemized, have now been approved for payment by the Executive Director, having fully inspected and examined said claims;

NOW, THEREFORE BE IT RESOLVED by the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota, that the Executive Director be and is hereby authorized to execute, issue, and deliver checks and warrants for the total amount of \$274,623.26 for May 2015 expenditures and \$57,707.54 for May 2015 payroll journals.


Kerry Johnson, Chair

ROLL-CALL

(4) Ayes, (0) Nays

PROGRAM REPORTS

Executive Director Bengtson reviewed the Properties Report, Rental Assistance Report for both the Willmar and Kandiyohi County HRA.

NEW BUSINESS

Copperleaf Conduit Financing Refunding Request KCHRA Resolution 2015-17.

Morris Knopf, President of Vista Prairie Communities and Emily Shelstad, Executive Director of Copperleaf Senior Living in Willmar were present to discuss their request to refinance Copperleaf's existing bonds issued by the Willmar HRA at a more favorable rate under the Kandiyohi County HRA. Resolution 2015-17 Approving the Issuance and Sale of Conduit Amended and Restated Senior Housing Revenue Refunding Notes, Series 2015, and Authorizing the Execution of Documents relating thereto (Vista Prairie at Copperleaf Project) was introduced.

Commissioner Lilleberg arrived at 12:13 p.m. during the Copperleaf discussion.

KCHRA Secretary Schafer made a motion to approve Resolution 2015-17 for Copperleaf to refinance which was seconded by KCHRA Commissioner Lilleberg and carried (5) Ayes, (0) Nays.

RESOLUTION 2015-17 APPROVING THE ISSUANCE AND SALE OF CONDUIT AMENDED AND RESTATED SENIOR HOUSING REVENUE REFUNDING NOTES, SERIES 2015, AND AUTHORIZING THE EXECUTION OF DOCUMENTS RELATING THERETO (VISTA PRAIRIE AT COPPERLEAF PROJECT)

WHEREAS,

(a) Minnesota Statutes, Chapter 462C, as amended (the "Act"), specifically Minnesota Statutes, Chapter 462C.06, confers upon county housing and redevelopment authorities the authority to exercise the powers conferred by the Act, which include the power to issue revenue bonds to finance a program for the purposes of planning, administering, making or purchasing loans with respect to one or more multifamily housing developments within the boundaries of the county.

(b) The Board of Commissioners (the "Board") of the Kandiyohi County Housing and Redevelopment Authority (the "HRA"), as the successor entity to the Housing and Redevelopment Authority of the City of Willmar, Minnesota ("Willmar HRA"), has received a proposal that it issue its Amended and Restated Senior Housing Revenue Refunding Note, Series 2015 (Vista Prairie at Copperleaf Project), in one or more series, which may be taxable or tax-exempt (collectively, the "Notes") in the aggregate amount not to exceed \$9,000,000 to provide funds to be loaned to Vista Prairie at Copperleaf, LLC, formerly known as Copperleaf-GEAC, LLC, a Minnesota limited liability company (the "Borrower"), the sole member of which is Governmental and Educational Assistance Corporation d/b/a Vista Prairie Communities, an Arkansas nonprofit corporation and a 501(c)(3) organization to (i) refund the outstanding Tax Exempt Loan Participation Note (Copperleaf-GEAC Senior Living Community Project) Series 2008A-1 (the "Prior Bonds") previously issued by the Willmar HRA in order to finance the Borrower's acquisition of an 86-bed/82-unit senior housing facility containing 46 assisted living units, 20 memory care units (with 24 beds), 9 congregate care units and 7 care suites, together with related parking and miscellaneous space, (the "Project"); and (ii) finance certain other costs related to the Project;

(c) The Prior Bonds were issued by the Willmar HRA which has merged with the HRA.

(d) The issuance and sale of the Notes by the HRA, pursuant to the Act, helps provide access to affordable housing to seniors in the community and is in the interest of the HRA and Kandiyohi County, Minnesota (the "County"), and the HRA hereby determines to issue the Notes and to sell the Notes to

Infinia Bank, a division of Home Federal Bank of South Dakota in Bloomington, Minnesota or another financial institution to be selected by the Borrower (the "Lender"), as provided herein. The HRA will loan the proceeds of the Notes (the "Loan") to the Borrower in order to assist in refinancing the Project;

(e) The HRA has been advised by representatives of the Borrower that conventional, commercial financing to pay the capital cost of the Project is available only on a limited basis and at such high costs of borrowing that the economic feasibility of operating the Project would be significantly reduced;

(f) Based on representations of the Borrower, no public official of the HRA has either a direct or indirect financial interest in the Project nor will any public official either directly or indirectly benefit financially from the Project; and

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Kandiyohi County Housing and Redevelopment Authority (the "HRA"), as follows:

SECTION 1. LEGAL AUTHORIZATION AND FINDINGS.

1.1 Findings. The HRA hereby finds, determines and declares as follows:

(a) The HRA is a body corporate and politic and a political subdivision of the State of Minnesota and is authorized under the Act to assist the revenue producing project herein referred to, and to issue and sell the Notes for the purpose, in the manner and upon the terms and conditions set forth in the Act and in this Resolution.

(b) The issuance and sale of the Notes by the HRA, pursuant to the Act, is in the best interest of the HRA, and the HRA hereby determines to issue the Notes and to sell the Notes to the Lender, as provided herein. The HRA will loan the proceeds of the Notes (the "Loan") to the Borrower in order to refinance the Project.

(c) Pursuant to a Loan Agreement (the "Loan Agreement") to be entered into between the HRA and the Borrower, the Borrower has agreed to repay the Loan in specified amounts and at specified times sufficient to pay in full when due the principal of, premium, if any, and interest on the Notes. In addition, the Loan Agreement contains provisions relating to the maintenance and operation of the Project, indemnification, insurance, and other agreements and covenants which are required or permitted by the Act and which the HRA and the Borrower deem necessary or desirable for the refinancing of the Project. A draft of the Loan Agreement was available prior to this meeting.

(d) Pursuant to a Pledge Agreement (the "Pledge Agreement") to be entered into between the HRA and the Lender, the HRA has pledged and granted a security interest in all of its rights, title, and interest in the Loan Agreement to the Lender (except for certain rights of indemnification and to reimbursement for certain costs and expenses). A draft of the Pledge Agreement was available prior to this meeting.

(e) Pursuant to a Combination Mortgage, Security Agreement, Assignment of Leases and Rents and Fixture Financing Statement (the "Mortgage") to be executed by the Borrower in favor of the Lender, the Borrower has secured payment of amounts due under the Loan Agreement and the Notes by granting to the Lender a mortgage and security interest in the property described therein. A draft of the Mortgage was available prior to this meeting.

(f) The Notes will be special, limited obligations of the HRA. The Notes shall not be payable from or charged upon any funds other than the revenues pledged to the payment thereof, nor shall the HRA or the County be subject to any liability thereon. No holder of the Notes shall ever have the right to compel any exercise of the taxing power of the HRA or the County to pay the Notes or the interest thereon, nor to enforce payment thereof against any property of the HRA or the County. The Notes shall not constitute a debt of the HRA or the County within the meaning of any constitutional or statutory limitation.

(g) It is desirable, feasible and consistent with the objects and purposes of the Act to issue the Notes for the purpose of assisting in refinancing the costs of the Project.

(h) The payments under the Loan Agreement are fixed to produce revenue sufficient to provide for the prompt payment of principal of, premium, if any, and interest on the Notes when due, and the Loan Agreement also provides that the Borrower is required to pay all expenses of the operation and maintenance of the Project, including, but without limitation, adequate insurance thereon and insurance against all liability for injury to persons or property arising from the operation thereof, and all taxes and special assessments levied upon or with respect to the Project and payable during the term of the Loan Agreement.

(i) There is no litigation pending or, to the actual knowledge of the HRA, threatened against the HRA questioning the HRA's execution or delivery of the Notes, Loan Agreement, or Pledge Agreement or questioning the due organization of the HRA, or the powers or authority of the HRA to issue the Notes and undertake the transactions contemplated hereby.

(j) The execution, delivery and performance of the HRA's obligations under the Notes, Pledge Agreement, and Loan Agreement do not and will not violate any order against the HRA of any court or other agency of government, or any indenture, agreement or other instrument to which the HRA is a party or by which it or any of its property is bound, or be in conflict with, result in a breach of, or constitute (with due notice or lapse of time or both) a default under any such indenture, agreement or other instrument.

1.2 Authorization and Ratification of Project. The HRA hereby authorizes the Borrower, in accordance with the provisions of the Act and subject to the terms and conditions imposed by the Lender, to provide for the refinancing of the Project by such means as shall be available to the Borrower and in the manner determined by the Borrower; the HRA hereby ratifies, affirms, and approves all actions heretofore taken by the Borrower consistent with and in anticipation of such authority.

SECTION 2. THE NOTES.

2.1 Authorized Amount and Form of Notes. The Notes are hereby approved and shall be issued pursuant to this Resolution in substantially the forms submitted to the Board of Commissioners with such appropriate variations, omissions and insertions as are necessary and appropriate and are permitted or required by this Resolution, and in accordance with the further provisions hereof; and the total aggregate principal amount of the Notes that may be outstanding hereunder is expressly limited to \$9,000,000, unless a duplicate Note is issued pursuant to Section 2.7. The Notes shall bear interest at a variable rate as set forth therein.

2.2 The Notes. The Notes shall be dated as of the date of delivery to the Lender, shall be payable at the times and in the manner, shall bear interest at the rate, and shall be subject to such other terms and conditions as are set forth therein.

2.3 Execution. The Notes shall be executed on behalf of the HRA by the signatures of its Chair and Secretary and shall be sealed with the seal of the HRA; provided that the seal may be intentionally omitted as provided by law. In case any officer whose signature shall appear on the Notes shall cease to be such officer before the delivery of the Notes, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. In the event of the absence or disability of the Chair and Secretary such officers of the HRA as, in the opinion of the HRA Attorney, may act in their behalf, shall without further act or authorization of the Board of Commissioners execute and deliver the Notes.

2.4 Delivery of Initial Notes. Before delivery of the Notes there shall be filed with the Lender (except to the extent waived by the Lender) the following items:

- (1) an executed copy of each of the following documents:
 - (a) the Loan Agreement;
 - (b) the Pledge Agreement;
 - (c) the Mortgage;
- (2) an opinion of Counsel for the Borrower as prescribed by the Lender and Bond Counsel;
- (3) the opinion of Bond Counsel as to the validity and tax exempt status of the Notes;
- (4) a 501(c)(3) determination letter from the Internal Revenue Service evidencing that the Borrower is exempt from income taxation under Section 501(c)(3) of the Code;
- (5) such other documents and opinions as Bond Counsel may reasonably require for purposes of rendering its opinion required in subsection (3) above or that the Lender may reasonably require for the closing.

2.5 Disposition of Proceeds of the Notes. Upon delivery of the Notes to Lender, the Lender shall, on behalf of the HRA, advance the proceeds of the Notes to the Borrower or at its direction to refund the Prior Bonds in accordance with the terms of the Loan Agreement.

2.6 Registration of Transfer. The HRA will cause to be kept at the office of the Chair and Secretary a Note Register in which, subject to such reasonable regulations as it may prescribe, the HRA shall provide for the registration of transfers of ownership of the Notes. The Notes shall be initially registered in the name of the Lender and shall be transferable upon the Note Register by the Lender in person or by its agent duly authorized in writing, upon surrender of the Notes together with a written instrument of transfer satisfactory to the Chair and Secretary, duly executed by the Lender or its duly authorized agent. The following form of assignment shall be sufficient for said purpose.

For value received _____ hereby sells, assigns and transfers unto _____ the within Note of the Kandiyohi County Housing and Redevelopment Authority, and does hereby irrevocably constitute and appoint _____ attorney to transfer said Note on the books of said HRA with full power of substitution in the premises. The undersigned certifies that the transfer is made in accordance with the provisions of Section 2.9 of the Resolution authorizing the issuance of the Note.

Dated: _____

Registered Owner

Upon such transfer the Chair and Secretary shall note the date of registration and the name and address of the new Lender in the applicable Note Register and in the registration blank appearing on each Note.

2.7 Mutilated, Lost or Destroyed Note. In case a Note issued hereunder shall become mutilated or be destroyed or lost, the HRA shall, if not then prohibited by law, cause to be executed and delivered, a new Note of like outstanding principal amount, number, series and tenor in exchange and substitution for and upon cancellation of such mutilated Note, or in lieu of and in substitution for such Note destroyed or lost, upon the Lender's paying the reasonable expenses and charges of the HRA in connection therewith, and in the case of a Note destroyed or lost, the filing with the HRA of evidence satisfactory to the HRA with indemnity satisfactory to it. If the mutilated, destroyed or lost Note has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Note prior to payment.

2.8 Ownership of Notes. The HRA may deem and treat the person in whose name each Note is last registered in the Note Register and by notation on such Note whether or not such Note shall be overdue, as the absolute owner of such Note for the purpose of receiving payment of or on account of the Principal Balance, redemption price or interest and for all other purposes whatsoever, and the HRA shall not be affected by any notice to the contrary.

2.9 Limitation on Note Transfers. The Notes will be issued to an "accredited investor" and without registration under state or other securities laws, pursuant to an exemption for such issuance; and accordingly the Notes may not be assigned or transferred in whole or part, nor may a participation interest in the Notes be given pursuant to any participation agreement, except to another "accredited investor" or "financial institution" in accordance with an applicable exemption from such registration requirements and with full and accurate disclosure of all material facts to the prospective purchaser(s) or transferee(s).

2.10 Issuance of a New Note. Subject to the provisions of Section 2.9, the HRA shall, at the request and expense of the Lender, issue a new note, in aggregate outstanding principal amount equal to that of the Note surrendered, and of like tenor except as to number, principal amount, series and the amount of the periodic installments payable thereunder, and registered in the name of the Lender or such transferee as may be designated by the Lender.

SECTION 3. MISCELLANEOUS.

3.1 Severability. If any provision of this Resolution shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions or in all jurisdictions or in all cases because it conflicts with any provisions of any constitution or statute or rule or public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever. The invalidity of any one or more phrases, sentences, clauses or paragraphs in this Resolution contained shall not affect the remaining portions of this Resolution or any part thereof.

3.2 Authentication of Transcript. The officers of the HRA are directed to furnish to Bond Counsel certified copies of this Resolution and all documents referred to herein, and affidavits or certificates as to all other matters which are reasonably necessary to evidence the validity of the Notes. All such certified copies, certificates and affidavits, including any heretofore furnished, shall constitute recitals of the HRA as to the correctness of all statements contained therein.

3.3 Authorization to Execute Agreements. The forms of the proposed Loan Agreement and Pledge Agreement are hereby approved in substantially the form presented to the Board of Commissioners, together with such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by Bond Counsel prior to the execution of the documents. The Chair and Secretary of the HRA are authorized to execute, in the name of and on behalf of the HRA, the Loan Agreement and the Pledge Agreement and such other documents as Bond Counsel considers appropriate in connection with the issuance of the Notes. In the event of the absence or disability of the Chair and Secretary such officers of the HRA as, in the opinion of counsel to the HRA, may act on their behalf, shall without further act or authorization of the Board of Commissioners do all things and execute all instruments and documents required to be done or executed by such absent or disabled officers. The execution of any instrument by the appropriate officer or officers of the HRA herein authorized shall be conclusive evidence of the approval of such documents in accordance with the terms hereof.

3.4 Qualified Tax Exempt Obligation. In order to qualify the tax-exempt Series 2015A Note as a “qualified tax-exempt obligation” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), the HRA hereby makes the following factual statements and representations;

(a) the Willmar HRA designated the Prior Bonds as “qualified tax-exempt obligations” pursuant to Section 265(b)(3) of the Code;

(b) the Borrower intends to use the proceeds of the Series 2015A Note to redeem and prepay the outstanding Prior Bonds not later than 90 days after the date of issuance of the Series 2015A Note;

(c) the principal amount of the Series 2015A Note does not exceed \$10,000,000; the average maturity of the Series 2015A Note is not longer than the average maturity of the Prior Bonds; and the Series 2015A Note matures not later than 30 years after the date the Prior Bonds were issued;

(d) the Series 2015A Note issued to refund the outstanding principal amount of the Prior Bonds is deemed designated as a “qualified tax-exempt obligation” for purposes of Section 265(b)(3) of the Code;

Adopted by the Board of Commissioners of the Kandiyohi County Housing and Redevelopment Authority, Minnesota, this 17th day of June, 2015.

Kerry Johnson
Chair

ATTEST:

Bev Schafer
Secretary

McLeod County HRA Administration Agreement Proposal

The current agreement with the McLeod County Housing and Redevelopment Authority is set to expire on June 30, 2015. Executive Director Bengtson presented a proposed renewal Agreement for the term July 1, 2015 to June 30, 2017 to continue managing the McLeod County HRA Section 8 Voucher Program and 72 market rate townhomes. The proposal keeps the compensation reimbursement at \$45.50 per townhome unit per month plus 100% of the HUD Section 8 Administrative Fee minus port out admin fees.

Commissioner Lilleberg made a motion to execute the agreement as presented which was seconded by Secretary Schafer and carried (5) Ayes, (0) Nays.

2016 Fiscal Year Budget

Executive Director Bengtson presented a proposed budget for fiscal year 2016. The budget includes \$6,158,131.87 revenue and \$6,144,825.82 expenses. The 2016 tax levy request would remain the same as the 2015 tax levy request at \$580,000. The budget includes 21 employee positions of which one is part-time. A four percent increase in wages was proposed for all positions except the Executive Director. A \$10,000 increase was proposed for the Executive Director for the additional responsibilities of managing the Willmar HRA with the merger. The budget also includes the replacement of one truck for the maintenance staff.

Chair Johnson moved to approve the 2016 Fiscal Year Budget as presented which was seconded by Commissioner Sundin. However, the motion was rejected by (2) Ayes, (3) Nays.

Secretary Schafer moved to approve the 2016 Fiscal Year Budget without the salary increases until the Salary Study has been completed and then adjust salaries retroactive to July 1, 2015. The motion was seconded by Commissioner Lilleberg and carried (4) Ayes, (1) Nay.

Highland Sealant Contract

Executive Director Bengtson indicated that the HRA had been approached by the Center for Energy and Environment to enter into an agreement allowing four units at Highland Apartments to be sealed with an aerosol sealant after the units were rehabbed to compare with other units in the building to see if there was a cost savings with using the sealant. After some discussion a motion was made by Vice-Chair Tillemans not to enter into the agreement with Center for Energy and Environment which was seconded by Resident Commissioner Sundin, which carried (4) Ayes, (1) Nay.

Nelrod Contract for Utility Allowance Update

Executive Director Bengtson informed the Board that the HRA is required to update the Section 8 Utility Allowance on an annual basis which was previously completed by Fiscal Manager Craig Watson. Due to the comprehensive work required to complete the analyze and staff knowledge/workload the HRA contacted The Nelrod Company for a proposal to analyze the Section 8 Utility Allowances for both Kandiyohi County and McLeod County. The Kandiyohi County HRA proposal was for \$2,493 and the McLeod County HRA proposal was for \$1,991. Secretary Schafer made a motion to approve the proposals and have The Nelrod Company prepare the Section 8 Utility Allowances as presented which was seconded by Commissioner Lilleberg and carried (5) Ayes, (0) Nay.

FY 2015 Accounts Receivable Write-Off KCHRA Resolution 2015-18

The Kandiyohi County HRA Board Resolution No. 2015-18 was introduced and reviewed by the Commissioners to approve the write-off of receivables in the amount of \$27,890.85 for Public Housing, Country View Place, Kandi Apartments and Section 8 Voucher Program. Commissioner Lilleberg made

a motion to approve Resolution No. 2015-18 which was seconded by Vice-Chair Tillemans and carried (5) Ayes, (0) Nays.

**Resolution 2015-18
Accounts Receivable Write-Off**

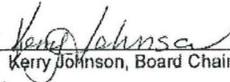
Whereas, the Kandiyohi County Housing and Redevelopment Authority enters into residential lease agreements, loan agreements and rental assistance agreements for which the HRA receives monthly payments or provides financial assistance to a household;

Whereas, efforts have been made to collect \$27,890.85 receivables owed the HRA as detailed in the attachment;

Now, Therefore Be It Resolved by the Board of Commissioners of the Kandiyohi County Housing and Redevelopment Authority that the receivables listed herein be written off from the books of the HRA and noted as non-collectible.

Be It Further Resolved efforts will continue to collect the rent receivables hereby being written off as allowable by law.

In Witness thereof, this resolution is passed by the Kandiyohi County HRA Board of Commissioners this 17th day of June, 2015.

By:  _____
Kerry Johnson, Board Chair

By:  _____
Beverly Schafel, Board Secretary

VOTE: 5
Ayes: _____

FY 2015 Property Disposition KCHRA Resolution 2015-19

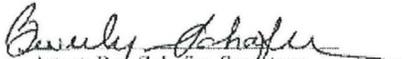
The Kandiyohi County HRA Board Resolution No. 2015-19 authorizing the disposition of equipment listed for Public Housing, Country View Place and Kandiyohi County Townhomes was introduced. Commissioner Lilleberg made a motion to approve Resolution No. 2015-19 which was seconded by Secretary Schafer and carried (5) Ayes, (0) Nays.

June 17, 2015

RESOLUTION NO. 2015-19

BE IT RESOLVED, by the Board of Commissioners for the Housing and Redevelopment Authority of Kandiyohi County, Minnesota that the Public Housing, Country View Place and Kandiyohi County Townhome items listed and attached be disposed of and written off in accordance with Generally Accepted Accounting Principles. Adopted this 17th day of June 2015.


Kerry Johnson, Chair


Attest: Betty Schafer, Secretary

ROLL-CALL

() Ayes, () Nays

FY 2015 Property Disposition WHRA Resolution 15-1935

The Willmar HRA Board Resolution No.15-1935 authorizing the disposition of equipment listed for Highland Apartments was introduced. Vice-Chair Tillemans made a motion to approve Resolution No. 15-1935 which was seconded by Chair Johnson and carried (2) Ayes, (0) Nays.

June 17, 2015

RESOLUTION NO. 15-1935

BE IT RESOLVED, by the Board of Commissioners for the Housing and Redevelopment Authority In and For the City of Willmar, Minnesota that the Highland Apartment items listed and attached be disposed of and written off in accordance with Generally Accepted Accounting Principles. Adopted this 17th day of June 2015.


Kerry Johnson, Chair

Attest: Luz Gonzalez, Secretary

ROLL-CALL

(2) Ayes, (0) Nays

Bridges Program Contract Resolution KCHRA Resolution 2015-20

Executive Director Bengtson announced that the Bridges Application submitted to Minnesota Housing Finance Agency had been approved for \$103,000 and introduced Resolution 2015-20 Authorizing Signatories and Authority to Enter into the Minnesota Housing Finance Agency 2015-2017 Bridges Rental Assistance Agreement. Commissioner Lilleberg made a motion to approve Resolution No. 2015-20 which was seconded by Vice-Chair Tillemans and carried (5) Ayes, (0) Nays.

Resolution 2015-20

Authorizing Signatories and Authority to Enter into the Minnesota Housing Finance Agency 2015-2017 Bridges Rental Assistance Agreement

Whereas, the Kandiyohi County Housing and Redevelopment Authority has been awarded \$103,000 from the Minnesota Housing Finance Agency for the Bridges Rental Assistance Program which provides rental assistance for persons with mental illnesses.

Whereas, a condition of the grant agreement requires the HRA Board declare to Minnesota Housing the names of HRA authorized signatories and persons authorized to enter into grant agreements;

Now, Therefore Be It Resolved by the Board of Commissioners of the Kandiyohi County Housing and Redevelopment Authority that Chair Kerry Johnson, Vice-Chair Ryan Tillemans, Secretary Beverly Schafer and Executive Director Jill Bengtson are authorized bank signatories;

Be It Further Resolved, that Chair Kerry Johnson and Executive Director Jill Bengtson are authorized to enter into the grant agreement;

In Witness thereof, this resolution is passed by the Kandiyohi County HRA Board of Commissioners this 17th day of June, 2015.

By: *Kerry Johnson*
Kerry Johnson, Board Chair

By: *Beverly Schafer*
Beverly Schafer, Board Secretary

VOTE: 5
Ayes: _____

Nays: 0  _____
EQUAL HOUSING OPPORTUNITY

PHA Board Resolution 2015-21

KCHRA Secretary Schafer made a motion to approve Resolution 2015-21 for the 2016 Public Housing Budget which was seconded by Vice-Chair Tillemans and carried (5) Ayes, (0) Nays.

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 04/30/2015)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information and you are not required to complete this form unless it displays a currently valid OMB control number.

This information is required by Section 512(f) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain reported amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain funding. This information does not lend itself to confidentiality.

PHA Name: Housing & Redevelopment Authority for the County of Ramsey, MN PHA Code: MN*68

PHA Fiscal Year Beginning: 07/01/2015 Board Resolution Number: 2015-21

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE:

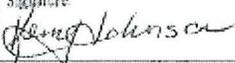
- Operating Budget approved by Board resolution on: 06/17/2015
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

Thereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: Kerry Johnson	Signature: 	Date: 06/17/2015
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Previous editions are obsolete

Form HUD-52574 (04/2013)

OLD BUSINESS

Down Payment Assistance Program

There was a phone conference with Robin, Greater MN Housing Fund, Gus, Kerry and Jill. Some guidelines need to be set up in order to release money from Greater MN Housing Fund. One of the concerns is the credit score requirement.

REPORT OF BOARD LIAISONS

County Board Liaison Rollie Nissen not present.

Willmar City Council Liaison Steve Ahmann not present.

REPORT OF COMMITTEES

There have been no committee meetings.

REPORT OF EXECUTIVE DIRECTOR

Executive Director Bengtson reported on the following items:

- 1) Housing Study - Community Partners will be in the area starting to do interviews.
- 2) Merging – Items left to merge from the Willmar HRA to Kandiyohi County HRA include: Bridges to Bridges, Bridges RTC, IRP, Small Cities, Conduit Bonds and General Admin.
- 3) Staff attended a meeting and is starting to get ready for the New London Small Cities Development Program (SCDP) to start up.
- 4) Highland Apartments rehab is continuing and looking good – a tour for the Board will be scheduled on July 15th before the Board Meeting. Suite Living has reported that some units around one of the units that the HRA is renting has bed bugs.
- 5) Minnesota NAHRO is hosting the Leadership Conference in Willmar on July 16th & July 17th. Secretary Schafer thanked the HRA for allowing her to attend the Spring NAHRO Conference and encouraged other Board Members to attend future events.

NEXT MEETING

The next regular meeting is scheduled for July 15, 2015 at 12:00 p.m. and a tour of Highland Apartments will be scheduled beforehand. Secretary Schafer mentioned that she will not at the meeting.

ADJOURNMENT

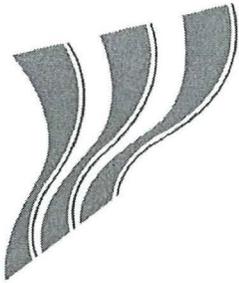
There being no further business to discuss the meeting was declared adjourned at 1:15 p.m.

Respectfully submitted,

ATTEST:

Bev Schafer, Kandiyohi County HRA Secretary

Ryan Tillemans, Kandiyohi County HRA Vice-Chair



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7
Meeting Date:
Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Planning & Development Services

Agenda Item: Hearing to consider vacation a portion of Western Interceptor Sewer right of way

Recommended Action: Staff recommends adoption of a resolution approving the vacation a portion of the Western Interceptor Sewer right-of-way and record the resolution at the Kandiyohi County Recorder's Office.

Background/Summary: Due to an error in the plat of the Industrial Park 4th Addition plat, the parcels of the western interceptor sewer right-of-way were not combined with the newly created lots. In order to have them be a part of the new lots, the parcels should be vacated and protected/retained with utility easements. The Planning Commission approved the vacation with the retention of a utility easement over the sewer parcels.

Alternatives: Leave the R-O-W in place.

Financial Considerations: N/A

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

Signature: *Megan M. DeSchepper*

Comments:

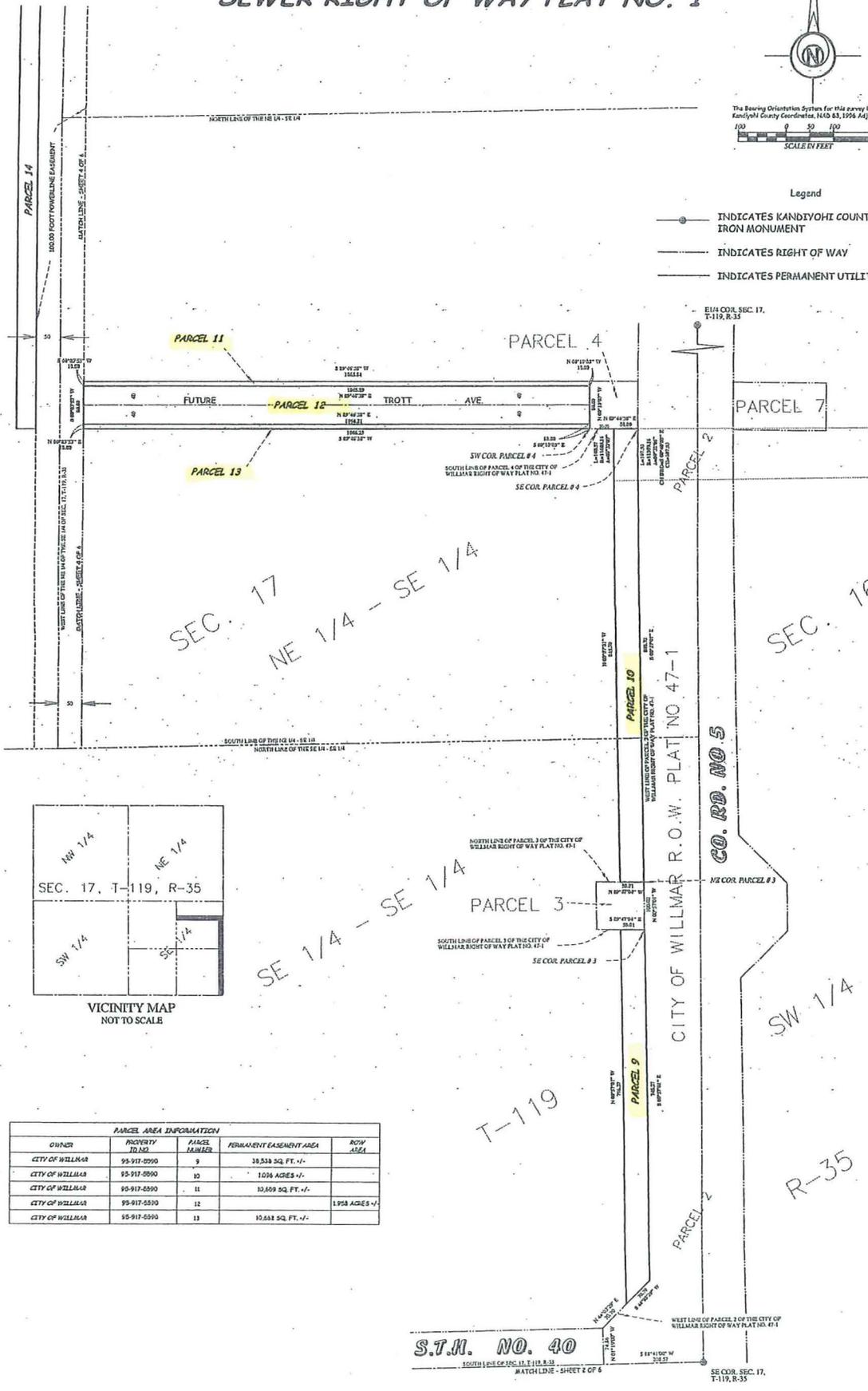
CITY OF WILLMAR WESTERN INTERCEPTOR SEWER RIGHT OF WAY PLAT NO. 1



The Bearing Orientation System for this survey is based on Kandiyohi County Coordinates, NAD 83, 1996 Adjustment.
SCALE IN FEET

Legend

- INDICATES KANDIYOHI COUNTY CAST IRON MONUMENT
- INDICATES RIGHT OF WAY
- INDICATES PERMANENT UTILITY EASEMENT



SEC. 17
NE 1/4 - SE 1/4

SEC. 16

SE 1/4 - SE 1/4

SW 1/4

T-119

R-35



VICINITY MAP
NOT TO SCALE

PARCEL AREA INFORMATION				
OWNER	PROPERTY ID NO.	PARCEL NUMBER	PERMANENT EASEMENT AREA	ROW AREA
CITY OF WILLMAR	95-917-0990	9	18,538 SQ. FT. +/-	
CITY OF WILLMAR	95-917-0990	10	1,076 ACRES +/-	
CITY OF WILLMAR	95-917-0990	11	10,809 SQ. FT. +/-	
CITY OF WILLMAR	95-917-0990	12		1,958 ACRES +/-
CITY OF WILLMAR	95-917-0990	13	10,681 SQ. FT. +/-	

S.T.M. NO. 40

SE COR. SEC. 17,
T-119, R-35

RESOLUTION NO. _____

VACATING A PORTION OF SEWER RIGHT-OF-WAY VACATION

WHEREAS, the vacation of those portions of dedicated right-of-way parcels as described below was initiated by the City of Willmar:

Parcels 9, 10, 11, 12, and 13, City of Willmar Western Interceptor Sewer Right-of-Way Plat No. 1, with retention of the said parcels as a utility easement.

WHEREAS, the proposed vacation has been approved by the Planning Commission of the City of Willmar; and

WHEREAS, published notice and mailed notice of the proposed vacation and the hearing thereon have been given as provided by Subdivision 6 of Section 9.01 of Article IX of the Willmar City Charter; and

WHEREAS, a hearing was duly held on the proposal to vacate that portion of said right-of-way parcels on August 3, 2015; and

WHEREAS, the City Council of Willmar finds that it is in the best interests of the City of Willmar to vacate that portion of said right-of-way parcels;

NOW, THEREFORE, BE IT RESOLVED, that the above described portion of dedicated right-of-way be, and hereby is, vacated.

BE IT FURTHER RESOLVED, that the above described portion of right-of-way be, and hereby is, retained as a utility easement.

BE IT FURTHER RESOLVED that a certified copy of the Resolution be filed with the Kandiyohi County Recorder on or after August 10, 2015.

Dated this 3rd day of August 2015.

MAYOR

Attest:

CITY CLERK



July 17, 2015

Mayor Marv Calvin

RE: Certificate of Commendation from Governor Dayton

At our WDD July Board meeting, we discussed the Certificate of Commendation that I am delivering with this letter.

Willmar Downtown Development has received this honor because:

1. We are the first City in Minnesota to be accredited nationwide for our our achievements in revitalizing downtown Willmar.

These are our other “firsts”:

- We are the first City to become a designated City in the State of Minnesota
- We are the first City to become accredited by the State of Minnesota.
- We are the first outstate City in Minnesota to participate in the Preservation Alliance of Minnesota’s Fix-It Program, which has allowed WDD to purchase Historic 313 Fourth Street and renovate as a regional local food hub.

Councilperson Fagerlie, our liaison this year, suggested that we deliver this framed honor to you so it can be displayed at City Hall.

Beverly Dougherty, Project Coordinator

cc: Kevin Halliday

cc: Rick Fagerlie

cc: Carol Laumer, President, WDD

info@willmardowntowndevelopment.com
414 Becker Avenue SW
Willmar, MN 56201
320.222.2020



CONNECTING & INNOVATING
SINCE 1913



Memorandum

To: Mayors of Minnesota Cities

From: Gary Carlson, Director, Intergovernmental Relations, League of Minnesota Cities

Date: July 17, 2015

Re: League of Minnesota Cities Legislators of Distinction for 2015

Senator Lyle Koenen, who represents your city at the state legislature, has been selected as a League of Minnesota Cities Legislator of Distinction for 2015. The League's Board of Directors recognized a total of 28 legislators this year, including 17 House members and 11 Senate members, for their actions and leadership on a wide variety of legislative issues of importance to cities across our state. The enclosed letter describes the specific reasons your legislator was chosen for this recognition. A copy of this letter was sent to your legislator several days ago.

Please share this recognition with your city council and the public at your next council meeting. We also encourage you to share this information with your local newspaper. Publicly acknowledging legislators for their support of city-friendly legislation helps to continue strengthening the partnership between state and local government officials in Minnesota.

If you have any questions, please feel free to contact Heather Corcoran or Laura Ziegler, IGR Liaisons at the League of Minnesota Cities at liaison@lmc.org, (651) 281-1256, (651) 281-1267, or toll-free at 800-925-1122. To read the complete list of all 28 legislators who received this designation, see the *Cities Bulletin* article online at www.lmc.org/lod.

Thank you, in advance, for your consideration and your support of the League's Legislators of Distinction recognition program.

Enclosure

July 15, 2015

The Honorable Lyle Koenen
75 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul MN 55155

Dear Senator Koenen,

On behalf of our 832 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2015. League staff and member city officials appreciate your accessibility and your consultation with us on legislation affecting cities.

We appreciate your work as the chief author on legislation to extend the sales tax exemption to city and county purchases of road maintenance vehicles and for co-authoring the League bill to simplify the sales tax exemption for local governments for purchases of construction materials. Furthermore, thank you for your work on legislation creating a workforce housing grant program, one of the League's 2015 legislative priorities.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

To acknowledge your contributions last session, mayors of each city in your legislative district will receive notification of your recognition. A press release will also be issued to media in your area. City officials and League staff look forward to continuing to work with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Nasby". The signature is fluid and cursive, with a large initial "S" and "N".

Steve Nasby
Administrator, City of Windom
President, League of Minnesota Cities

Enclosure

FINANCE COMMITTEE

MINUTES

The Finance Committee of the Willmar City Council met on Monday, July 27, 2015, in Conference Room No. 1 at the City Office Building.

Present: Denis Anderson Chair
Tim Johnson Vice-Chair
Rick Fagerlie Member
Audrey Nelsen Member

Others present: Finance Director Steve Okins, Fire Chief Frank Hanson, Community Education and Recreation Director Steve Brisendine, Mayor Marv Calvin, "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.

Item No. 2 Public Comments

There were no comments from the public.

Item No. 3 Fire Department (SCBA) Self Contained Breathing Apparatus (Information)

Staff explained to the Committee that back in December, 2014, the Fire Chief at that time, Gary Hendrickson, discussed with and received approval from City Administrator Charlene Stevens to verbally order 50 Self Contained Breathing Apparatuses with a commitment to purchase them in 2016. The SCBA's and Apparatuses were listed on the 2016 CIP for an estimated \$340,000. Staff noted that it is not common practice for the City to use a verbal order and that, per the City's auditor, there are no legal requirements to honor this order. Fire Chief Frank Hanson and Mayor Marv Calvin have been discussing this matter with the City attorney for any legal ramifications. Chief Hanson stated there are no grants available for the 2015/2016 Fiscal Year and, since Willmar's equipment is currently only one step behind the standard, the City will not be eligible for a grant until 2019. However, the useful life of SCBA's is 15 years and Willmar's equipment will reach that on April 1, 2016. Staff noted that the Council's options in this matter include 1) leaving it as a verbal order with the company assuming full liability, or 2) officially authorizing any or all of the purchase. This matter was for information only.

Council Member Audrey Nelsen arrived at this time.

Item No. 4 Purchase and Re-allocate Funds for the Civic Center Toolcat (Resolution)

Staff explained to the Committee that the 2015 CIP included \$60,000 for the purchase/replacement of the forklift at the Civic Center with a Bobcat Toolcat. The current forklift did not meet OSHA standards for indoor use and was recommended for replacement after a safety walk through of the Civic Center. The Toolcat is an OSHA-approved multi-use machine with forks, snow blower, and mowing attachments, making it more versatile for various tasks. The total purchase price for the new Toolcat is \$67,769.24 from Farm-Rite Equipment, Inc. Staff is requesting \$7,769.24 of unused funds from the purchase of four Kubota mowers be re-allocated for this expenditure. It was noted that this item has already been ordered and received but that it had not been brought to the Committee for approval until now. The Council's policy is that staff is to bring any item on the CIP Budget that is over \$10,000 to the Committee for approval. Staff was directed to review this policy to ensure this issue does not recur. .

Following discussion, Council Member Fagerlie moved to approve the purchase of the Bobcat Toolcat from Farm-Rite Equipment, Inc., in the amount of \$67,769.24 and to re-allocate \$7,769 from the purchase of

four Kubota mowers to cover the actual cost for the Toolcat over the 2015 CIP Budget amount. Council Member Johnson seconded the motion which carried.

Item No. 6 Reports (Information)

The Committee received the following reports: 06/30/15 Cash/Investment Portfolio Report; 06/30/15 Quarterly Investment Activity Report; 06/30/15 Quarterly Interest/Dividends Report; 06/30/15 Ten-Year Historical Quarterly Investments Balances; 06/30/15 Ten-Year Historical Quarterly Interest/Dividends; and 06/30/15 Quarterly Rice Trust Report. This matter was taken for information only.

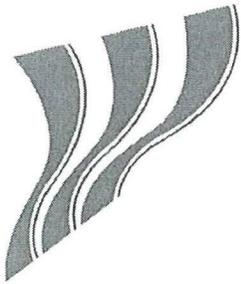
Item No. 7 Miscellany: Capital Improvements Program (CIP). Council Members noted that the CIP information they recently received is only for 2016 and were wondering about the other four years since it is a five-year plan. Staff explained that the first year (2016) has been ranked and will be included on the 2016 budget. The remaining four years are estimates only but have not yet been ranked. Both Chair Anderson and Mayor Calvin stated the remaining four years' estimates need to be ranked before the final 2016 Mayor's Proposed Budget is presented.

There being no further business to come before the Committee, the meeting was adjourned at 5:25 p.m. by Chair Anderson.

Respectfully submitted,



Carol Cunningham
Accounting Supervisor



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: July 27, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: Finance

Agenda Item: Fire Department Self Contained Breathing Apparatus (SCBA) – Information Only.

Recommended Action: Receive for information only and continue with verbal authorization.

Background/Summary: See Attached Documents:

- A. Committee Action Form – Willmar Fire Department
- B. Fire Chief Memorandum
- C. City Attorney/Interim City Administrator Emails
- D. Former City Administrator and Former Fire Chief Emails
- E. 2016 Proposed Capital Improvement Program

Alternatives:

- A. Direct Staff to draft a written agreement and authorize funding.
- B. Direct Staff to draft a written agreement for 100 air bottles, authorize funding and explore grant funding for remaining equipment in future years.

Financial Considerations: 2015: \$ -0- to \$331,000
 2016: \$364,000 to \$386,000

Preparer: Steve Okins, Finance Director

Signature:

Comments:



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

Agenda Item Number: _____

Meeting Date: _____

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Willmar Fire Department

Agenda Item: Purchase of new Self Contained Breathing Apparatus (SCBA) and spare bottles

Recommended Action: Request a motion to approve the Willmar Fire Department to preorder new SCBA's and bottles, prior to the 2016 Capital Improvement Project (CIP) being formally adopted.

Background/Summary: The current SCBA's and bottles were purchased in 2001. Through a Assistance to Firefighters Grant (AFG) these SCBA's were upgraded to the NFPA 1981 standard (2007 edition) in 2010. In order to be DOT and NFPA compliant there is a useful life of 15 years, which expires on April 1, 2016. We have an opportunity to purchase new SCBA's and bottles to meet the NFPA 1981 standard (2013 edition), which was introduced January of 2015, and save about \$15,000 versus ordering in 2016 and not having enough funding to order the required 50 SCBA's. The order must be placed by August 2015. The turnaround time on the order is about 120 days. We will be purchasing the equipment from Emergency Response Solutions who is allowing us to add onto a larger order so we can purchase additional equipment to update the ladder truck breathing air system and the Technical Rescue Team breathing air systems as well as fully equipping our Firefighter rescue (RIT) bags with upgraded air supply systems and still save approximately \$10000. We will be purchasing the equipment through a national joint powers purchasing cooperative (H-GAC). This meets the state requirement for bids.

Alternatives: Order some of the equipment in January of 2016

Financial Considerations: There is a total of \$340,000 budgeted in the 2016 Capital Improvements for these two projects.

Preparer: Chief Frank Hanson, Willmar Fire

Signature: _____

Comments:



WILLMAR



**WILLMAR FIRE DEPARTMENT
FIRE CHIEF
515 SW 2ND ST**

**WILLMAR, MN 56201-0932
320-235-1354**

Memorandum

TO: Kevin Halliday
FROM: Frank Hanson, Fire Chief
DATE: July 1st, 2015
RE: **SCBA Purchase Options**



2016 Capital Improvements includes \$275,000.00 for Self Contained Breath Apparatus' (SCBA) and \$65,000.00 for the SCBA bottles. Listed below are (2) purchase options for the replacement of our SCBA's, it is imperative that they are replaced by April, 1st 2016 as the 15 year life of the air bottles regulated by the Department of Transportation and National Fire Protection Association is expired. The lead time for delivery is a minimum of 120 days. The fire department is requesting permission to order by August 3rd, 2015 for an anticipated delivery in December of 2015, with billing being due in January 2016. We expect these units to be in service February 1st, 2016 due to inventory control and 10 – 12 hours of training per firefighter.

2015 Package pricing

- Emergency Response Solutions – 2015 Houston Galveston Area Council (H-GAC)
 - 50 High pressure packs @ \$4,242.00 each for a total of \$212,100.00
 - 80 - 30 minute bottles @ \$675.44 each for a total of \$54,035.20
 - 29 – 60 minute bottles @ \$1,012.98 each for a total of \$29,376.42
 - 61 Face pieces @ \$244.08 each for a total of \$14,888.88
 - 2 Rescue Air adapters @ \$688.10 each for a total of \$1376.20
 - 14 Air Purifying Respirator (APR) adapters @ \$29.33 each for a total of \$410.62
 - 10 Spectacle kits @ \$74.06 each for a total of \$740.60
 - 3 Full firefighter rescue kits (R.I.T.) @ \$3,500.00 each for a total of \$10,500.00
 - 1 - 25 foot rescue breathing hose @ \$873.13
 - 2 Escape air bottles (Technical Rescue Team) @ \$592.04 each for a total of \$1,184.08
 - 12 Spare battery packs @ \$134.66 each for a total of \$1615.92
 - 5 Ladder truck airline adapters @ \$551.52 each for a total of \$2,757.60
 - Miscellaneous adapters \$954.01

Total: \$330,812.66

2015 Standard Pricing

- Emergency Response Solutions – 2016 Houston Galveston Area Council (H-GAC)
 - 50 High pressure packs @ \$4,620.00 each for a total of \$231,000.00
 - 80 - 30 minute bottles @ \$735.63 each for a total of \$58,850.40
 - 29 – 60 minute bottles @ \$1,103.24 each for a total of \$31,993.96
 - 61 Face pieces @ \$288.13 each for a total of \$17,575.93
 - 2 Rescue Air adapters @ \$854.50 each for a total of \$1,709.00
 - 14 Air Purifying Respirator (APR) adapters @ \$29.33 each for a total of \$410.62
 - 10 Spectacle kits @ \$95.33 each for a total of \$953.30
 - 3 Full firefighter rescue kits (R.I.T.) @ \$4,282.35 each for a total of \$12,847.05
 - 1 - 25 foot rescue breathing hose @ \$1,135.23
 - 2 Escape air bottles (Technical Rescue Team) @ \$629.04 each for a total of \$1,258.08
 - 12 Spare battery packs @ \$182.00 each for a total of \$2,184.00
 - 5 Ladder truck airline adapters @ \$582.16 each for a total of \$2,910.80
 - Miscellaneous adapters \$1,159.83

Total: \$363,988.28

2016 Standard Pricing

Add 4%- 6% to 2015 Standard pricing

Frank Hanson

From: Kevin Halliday
Sent: Monday, July 06, 2015 3:54 PM
To: Frank Hanson
Subject: FW: SCBA Purchase

Our attorney's comments.

From: Robert Scott [<mailto:rtscott@flaherty-hood.com>]
Sent: Monday, July 06, 2015 2:14 PM
To: Kevin Halliday
Subject: RE: SCBA Purchase

Kevin,

I have previously looked into HGAC and they appear to be a legitimate national joint powers purchasing cooperative, so the City may purchase equipment through it pursuant to under Minn. Stat. 471.345, subd. 15(b):

Subd. 15. **Cooperative purchasing.** (a) Municipalities may contract for the purchase of supplies, materials, or equipment by utilizing contracts that are available through the state's cooperative purchasing venture authorized by section [16C.11](#). For a contract estimated to exceed \$25,000, a municipality must consider the availability, price and quality of supplies, materials, or equipment available through the state's cooperative purchasing venture before purchasing through another source.

(b) If a municipality does not utilize the state's cooperative purchasing venture, a municipality may contract for the purchase of supplies, materials, or equipment without regard to the competitive bidding requirements of this section if the purchase is through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.

The City must still compare what it proposes to buy through a national purchasing cooperative like HGAC with what is available on through the state's cooperative purchasing venture under the highlighted language in subd. 15(a) above, but if the city in good faith determines that it is in its best interests to buy through HGAC it may do so under subd. 15(b).

Thanks,

Robert T. Scott, Senior Attorney
Flaherty & Hood, P.A.
525 Park Street, Suite 470
St. Paul, MN 55103
Phone (651) 225-8840
Fax (651) 225-9088
www.flaherty-hood.com

NOTE: The information contained in this e-mail is confidential and intended only for use by the individual or entity named. If you have received this communication in error, please immediately notify us by replying to this e-mail and destroy the original e-mail and any attachments thereto.

From: Kevin Halliday [<mailto:khalliday@willmarmn.gov>]
Sent: Monday, July 06, 2015 1:52 PM
To: Robert Scott
Subject: FW: SCBA Purchase

Please review this and talk to me tonight.

From: Frank Hanson
Sent: Monday, July 06, 2015 1:48 PM
To: Steve Okins
Cc: Kevin Halliday
Subject: SCBA Purchase

Good Afternoon,

I am still looking for the emails between Gary and Charlene about the purchase.

The Minnesota vendor is willing to give us the 2014 price on the MSA air packs if we order by the first week of August. If we did this the city would save about \$20000- \$30000.

No bid is required because we would be using the H-GAC Bid.* This is how we purchased the last fire truck without a sealed bid process. You can Check out H-GAC at their website: www.hgacbuy.org

I will be locking everything down tomorrow and will get you the committee action report tomorrow afternoon.

Frank Hanson
Fire Chief / Fire Marshal
Willmar Fire Department
515 2nd St SW
Willmar, MN 56201
320-295-9907

Rick Johnson

From: Gary Hendrickson
Sent: Wednesday, December 17, 2014 1:31 PM
To: Alexandra Peterson; Rick Johnson; Frank Hanson; Jeff Gilbertson
Subject: FW: SCBA Packs and Bottles

Importance: High

Please file this away for future reference.

From: Charlene Stevens
Sent: Wednesday, December 17, 2014 1:25 PM
To: Gary Hendrickson
Subject: RE: SCBA Packs and Bottles

OK, then proceed with it.

From: Gary Hendrickson
Sent: Wednesday, December 17, 2014 1:23 PM
To: Charlene Stevens
Subject: RE: SCBA Packs and Bottles

Sorry for the confusion; no purchase necessary just commit to a purchase in 2016. According to the manufacture they are 6 months behind at fulfilling orders because of the high demand for the product. So this will also aid in receiving our product sometime within 2016 when its needed.

From: Charlene Stevens
Sent: Wednesday, December 17, 2014 1:14 PM
To: Gary Hendrickson
Subject: RE: SCBA Packs and Bottles

Gary,

This makes sense to me, but are we having to purchase in 2014 or simply commit to a 2016 purchase? I am not sure I understand?

Charlene

From: Gary Hendrickson
Sent: Wednesday, December 17, 2014 11:03 AM
To: Charlene Stevens
Subject: SCBA Packs and Bottles

Good Morning Charlene,

I was notified this morning by the manufacture of our SCBA packs and bottles (Mine Safety Equipment) that we can secure 2014 pricing for the SCBA packs and bottles we need to order in 2016. This pricing was secured because of the order Minneapolis and Saint Paul are placing for 2015. Our packs and bottles will need to be replaced by 2016 because of an NFPA standard mandating they be replaced after 15 years of useful life. The cost increase between now and January 1, 2015 will be 16% and the anticipated increase for 2016 will be an additional 4%. If you are OK with me

providing a verbal commitment to our supplier I can save the city approximately \$1000.00 per pack or a total of \$50,000.00 for our entire order. Please let me know what your thoughts are.

Kind regards,
Gary

Gary Hendrickson
Fire Chief
Willmar Fire Department
515 2nd Street SW
Willmar, MN 56201
(320) 235-2211
ghendrickson@willmarmn.gov

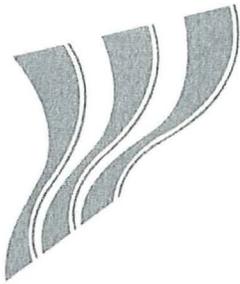
**City of Willmar 2016
Proposed Capital Improvement Program**

7/23/2015

Score	Project	Department	Cash	Bond	WWTP Fund	Storm Water	State Aid/Federal
50	Airport Master Plan Update	Airport	\$ 25,000.00				\$ 225,000.00
40	Pavement Mgmt. - streets, parking lots, trails *	Eng/PM		\$ 3,000,000.00			
37	Paint Striping Machine (2)	Public Works	\$ 12,000.00				
37	Rice Park - Renovations	Park Dev.	\$ 706,000.00				
37	50 SCBA Packs	Fire	\$ 275,000.00				
37	50 SCBA Bottles	Fire	\$ 65,000.00				
37	SCBA Compressor	Fire	\$ 40,000.00				
37	WTP Switches	IT	\$ 25,000.00				
35	Overlay Taxi lanes in East Hangar Area	Airport	\$ 75,000.00				\$ 175,000.00
35	Server Room Generator	IT	\$ 20,000.00				
35	Server Switches	IT	\$ 31,000.00				
33	Fencing Plans and Specs	Airport	\$ 36,000.00				\$ 84,000.00
32	Western Interceptor Storm Sewer Design	Stormwater				\$ 200,000.00	
32	PCN HMI Computer Software Upgrades & Virtualization Software	WWT			\$ 146,000.00		
32	PCN/HMI Computer Hardware	WWT			\$ 87,000.00		
31	Phase II WWC/Station/Radio piping construction	WWT			\$ 950,000.00		
30	4 RWW Muni Pumps	WWT			\$ 100,000.00		
30	Update Survey Equipment	Eng.	\$ 50,000.00				
30	Pool Heater	DOAC	\$ 40,000.00				
29	Sewer Replacement on streets being constructed	WWT			\$ 50,000.00		
29	Public Works Garage Shop Lighting	PW	\$ 35,000.00				
27	Phase I Fairgrounds Lift Station; design	WWT			\$ 120,000.00		
27	Credit Card Fuel Machine Jet Fuel	Airport	\$ 6,000.00				\$ 14,000.00
26	New City Website	IT	\$ 25,000.00				
25	Overlay new site-biosolid driveway	WWT			\$ 40,000.00		
25	Roof Repair PW Garage	PW	\$ 40,000.00				
25	NavAid Access Roads	Airport	\$ 16,500.00				\$ 38,500.00
25	Cedar Shake Replacement	Civic Center	\$ 95,000.00				
24	Pressure Washer	PW	\$ 9,000.00				
24	Extraction Equipment	Fire	\$ 35,000.00				
24	Roof Replacement	Fire	\$ 48,500.00				
23	Industrial Stormwater Permit	WWT			\$ 20,000.00		
23	Video Server	IT	\$ 10,000.00				

*Once the project is determined other sources will also be used, i.e. Cash, State Aid, Utility Fee, MUC, etc.

Score	Project	Department	Cash	Bond	WWTP Fund	Storm Water	State Aid/Federal
22	Civic Center Wi-Fi	IT	\$ 15,000.00				
20	Airfield Electrical Back-up Generator	Airport	\$ 22,500.00				\$ 52,500.00
20	Taunton Stadium Wi-Fi	IT	\$ 20,000.00				
19	Environmental Assessment 13/31 Ext.	Airport	\$ 18,000.00				\$ 162,000.00
19	Land Acquisition - County Road 116	Airport	\$ 50,000.00				\$ 450,000.00
19	Tiling & Drainage Design/Implementation	Airport	\$ 31,500.00				
17	HVAC Admin Bldg. Modifications	WWT			\$ 30,000.00		
17	RO Water System	Civic Center	\$ 23,000.00				
16	Sr. Center Wi-Fi	IT	\$ 10,000.00				
			\$ 1,910,000.00	\$ 3,000,000.00	\$ 1,543,000.00	\$ 200,000.00	\$ 1,201,000.00



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: July 27, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Civic Center

Agenda Item: Purchase and Re-allocating Funds for Civic Center Toolcat

Recommended Action: Approval of the purchase and re-allocating funds for the purchase of one Toolcat at the Civic Center

Background/Summary: The 2015 CIP included the purchase/replacement of the forklift at the Civic Center with a Bobcat Toolcat. The current forklift did not meet OSHA standards for indoor use and was recommended for replacement after a safety walk through of the Civic Center. The Toolcat is an OSHA approved multi-use machine with forks, snow blower, and mowing attachments, making it more versatile for various tasks. Staff is requesting \$7,769.24 of unused funds from the purchase of four Kubota mowers be re-allocated for this expense.

Alternatives: 1. Look for another funding source.
2. Do not approve the purchase

Financial Considerations: \$60,000 was budgeted in the 2015 CIP for the Tool Cat, with the purchase totaling \$67,769.24 Farm-Rite Equipment, Inc.

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

Signature:

Comments:



BOBCAT COMPANY
 Gwinner, ND 58040
 BILLING: (701) 241-8719

REMIT TO:
 Clark Equipment Co. d/b/a Bobcat Company
 75 Remittance Drive Suite#1130
 Chicago IL 60675-1130

SOLD TO:

Attn: Accounts Payable
 CITY OF WILLMAR 291407
 2707 ARENA DRIVE
 WILLMAR MN 56201

450
101-2503-0553
SB

SHIP TO:

Farm-Rite Equipment, Inc. d/b/a
 Farm-Rite Equipment of Willmar, Inc.
 1515 WEST LITCHFIELD AVENUE
 WILLMAR MN 56201

DELIVER TO:

CITY OF WILLMAR 291407
 2707 ARENA DRIVE
 WILLMAR MN 56201
 United States

INVOICE

ORDER TYPE	CUST PO NO. City of Willmar	REFERENCE	ORDER DATE 08-DEC-14	SHIP DATE 13-APR-15	INVOICE DATE 13-APR-15	INVOICE NO. 1000955	PAGE: 1 of 1
SHIPPED VIA RUAN		SALES ORDER 2419411		A/R NO. 291407		CUSTOMER NO. 291407	
CURRENCY USD	TERMS Net 60	DUE DATE 12-JUN-15	POINT AND COUNTRY OF ORIGIN OF SHIPMENT			SALESMAN	
LINE	PART NO.	DESCRIPTION	SERIAL NUM	BOL NO.	SHIP QTY	UNIT PRICE	AMOUNT
1	M1221	Toolcat 5600 G-Series; Tier 4 Compliant Engine	AHG811934		1	44,194.48	44,194.48
2	M1221-P01-C01	Deluxe Road Package			1	1,945.68	1,945.68
3	M1221-R02-C03	Cab Enclosure with Heater & Air Conditioning			1	4,076.16	4,076.16
4	M1221-R03-C02	High Flow Package			1	1,273.36	1,273.36
6	M1221-R05-C05	29 X 12.5 Turf Tires			1	576.40	576.40
7	M1221-R06-C02	Keyless Ignition			1	268.40	268.40
8	M1221-R07-C02	Heavy Duty Battery			1	71.28	71.28
9	M1221-R08-C02	Attachment Control			1	167.20	167.20
12	M1221-R12-C02	Power Bob-Tach			1	879.12	879.12
13	M1221-R15-C02	Radio Option			1	390.72	390.72
14	M1221-R16-C02	Traction Control			1	435.60	435.60
16	M1221-A01-C02	Engine Block Heater			1	95.04	95.04
18	M1221-A01-C05	Interior Trim			1	171.60	171.60
20	9985040	Freight CT			1	1,529.20	1,529.20
21	5000000	PN:6718006 Bolt-On Cutting Edge, 68"			1	223.00	223.00
22	M7005	SB240 Snowblower - 72" Width	713103505		1	4,651.20	4,651.20
23	M7005-R01-C03	8.0 Hyd Motor Package (21 - 26 gpm)			1	855.00	855.00
25	7143993	90" Mower	A8SD01226		1	4,069.80	4,069.80
26	99358	TRADE IN ALLOWANCE			1	(3,500.00)	(3,500.00)
27	6712927	Pallet Fork Frame		1107665	1	323.00	323.00
28	6540182	48" Pallet Fork Teeth			1	288.80	288.80
29	6731418	68" Low Profile Bucket		1107816	1	744.80	744.80
30	6905805	68" Angle Broom	231324780	1109983	1	4,039.40	4,039.40
					Invoice	TOTAL	67,769.24
COMMENTS: POC. JEREMY MARCUS #320-979-7518							

BOBCAT COMPANY is a business unit of Clark Equipment Company.
 When operated in California, any off - road diesel vehicle may be subject to the California Air Resources Board In - Use Off - Road Diesel Vehicle Regulation.
 It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants.
 Model Year 2015

JUN 23 2015



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

Agenda Item Number: 5
Meeting Date: July 27, 2015
Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Finance

Agenda Item: Reports

Recommended Action: Receive and review the following reports:
A) 06/30/15 Cash/Investment Portfolio Report
B) 06/30/15 Quarterly Investment Activity Report
C) 06/30/15 Quarterly Interest/Dividends Report
D) 06/30/15 10-Year Historical Quarterly Investments Balances
E) 06/30/15 10-Year Historical Quarterly Interest/Dividends
F) 06/30/15 Quarterly Rice Trust Report

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

Alternatives: N/A

Financial Considerations: Review Financial Status.

Preparer: Steve Okins, Finance Director

Signature:

Comments:

CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2015

	INSTITUTION	SECURITY TYPE	MATURITY DATE	INTEREST RATE	PAR VALUE	MARKET VALUE
1	MSSB	CD-02005QP64	08/10/2015	1.100%	96,000.00	96,085.44
2	MSSB	CD-795450NT8	08/10/2015	1.100%	150,000.00	150,133.50
3	MSSB	CD-36160TE51	12/09/2016	2.100%	150,000.00	152,916.00
4	MSSB	CD-06740KFC6	12/14/2016	1.950%	245,000.00	249,797.10
5	MSSB	CD-38143ADT9	12/14/2016	2.050%	150,000.00	152,824.50
6	MSSB	CD-02587DJS8	12/15/2016	2.050%	150,000.00	152,937.00
7	MSSB	CD-2546703M2	02/08/2017	1.750%	245,000.00	250,017.60
8	Wells Fargo Advisors	CD-36157PFB0	06/08/2018	2.000%	150,000.00	150,768.00
9	MSSB	CD-87164YBX1	07/18/2019	2.050%	97,000.00	97,309.43
10	MSSB	CD-74267GUQ8	07/22/2019	2.000%	247,000.00	247,657.02
11	MSSB	CD-856284X58	07/22/2019	2.000%	247,000.00	247,753.35
12	MSSB	CD-38147JU59	07/23/2019	2.050%	97,000.00	97,104.76
13	MSSB	CD-02587CAJ9	07/24/2019	2.000%	247,000.00	247,736.06
14	MSSB	CD-140420PS3	10/08/2019	2.100%	245,000.00	245,933.45
15	MSSB	CD-17284A3Z9	12/12/2019	1.600%	245,000.00	240,264.15
16	Wells Fargo	FFCB-3133EAYB8	04/17/2020	1.840%	2,000,000.00	1,991,400.00
17	MSSB	CD-36161TS30	07/20/2020	2.200%	97,000.00	96,901.06
18	UBS	FHLMC-3134G3XL9	12/28/2020	2.000%	1,000,000.00	989,550.00
19	UBS	FHLMC-3134G3YP9	07/26/2021	2.000%	6,000,000.00 *	5,888,460.00
20	Wells Fargo	FHLMC-3134G3D49	11/23/2021	2.000%	2,000,000.00	1,964,320.00
21	Wells Fargo	FHLB-313381C60	06/07/2022	2.080%	2,000,000.00	1,942,742.00
22	UBS	FHLMC-3134G3WU0	06/21/2022	2.250%	1,000,000.00	967,900.00
23	Wells Fargo Advisors	FHLB-313379VX4	07/12/2022	2.530%	797,872.34 ^	794,170.20
24	UBS	FNMA-3136G0TG6	07/26/2022	2.000%	1,000,000.00 *	959,220.00
25	Wells Fargo	FNMA-3136G0TG6	07/26/2022	2.000%	2,000,000.00 *	1,918,442.00
26	MSSB	FHLB-313380GQ4	09/07/2022	1.500-5.000%	4,000,000.00	3,968,600.00
27	UBS	FNMA-3136G0D65	09/27/2022	2.000%	3,000,000.00 *	2,838,750.00
28	UBS	FNMA-3135G0RC9	10/25/2022	2.200%	1,000,000.00	977,500.00
29	UBS	FNMA-3136G0Z3	11/15/2022	2.250%	1,900,000.00	1,850,144.00
30	Wells Fargo	FHLB-313381DA0	12/05/2022	2.190%	2,000,000.00	1,955,600.00
31	Wells Fargo Advisors	FHLB-313381GY5	12/27/2022	1.500-5.000%	3,000,000.00	2,941,350.00
32	Multi-Bank Securities	FHLB-313381H40	12/28/2022	1.500-9.000%	1,000,000.00	981,320.00
33	Multi-Bank Securities	FHLB-313382G49	03/27/2023	2.000-6.000%	1,000,000.00	979,380.00
34	Wells Fargo Advisors	FHLB-313382VW0	04/25/2023	1.625-5.500%	1,150,000.00	1,126,034.00
35	Wells Fargo Advisors	FHLB-313382TV5	04/25/2023	1.625-6.000%	850,000.00	835,023.00
36	Multi-Bank Securities	FHLB-3133832Q3	05/23/2023	1.750-8.000%	1,000,000.00	980,350.00
37	Wells Fargo Advisors	FHLB-313383A27	06/13/2023	1.625-10.000%	2,000,000.00	1,919,100.00
TOTAL INVESTMENT					\$ 42,555,872.34	\$ 41,645,493.62
38	Heritage Bank	Flex Gold Ckg	None	0.230%	7,153,849.79	7,153,849.79
39	Heritage Bank	Commercial Ckg	None	0.080%	528,735.41	528,735.41
40	Heritage Bank	Law Enf Forfeitur Fd	None	0.080%	62,328.08	62,328.08
41	Heritage Bank	Law Enf Explorer Fd	None	0.000%	1,120.02	1,120.02
TOTAL PORTFOLIO FOR JUNE 30, 2015					\$ 50,301,905.64	\$ 49,391,526.92

* 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)	
	<u>797,872.34</u>	Par Value



WILLMAR



FINANCE

City Office Building
Box 755
Willmar, Minnesota 56201
320-235-4984
Fax 320-235-4917
www.willmarmn.gov

INVESTMENT ACTIVITY REPORT FOR QUARTER ENDING JUNE 30, 2015

BALANCE AT PRIOR QUARTER ENDED MARCH 31, 2015	\$ 42,089,898.87
SUMMARY OF APRIL, 2015, THROUGH JUNE, 2015, TRANSACTIONS:	
(06/30/2015) Market Value Adjustment At Quarter-End	(444,405.25)
	<hr/>
JUNE 30, 2015 BALANCE	\$ 41,645,493.62



WILLMAR

FINANCE

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2015 Interest/Dividends Received By Institution

<u>Institution</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2015 Year-To-Date</u>	<u>2014 Year-To-Date</u>
Heritage Bank	\$ 1,058.84	\$ 1,001.73	\$ 1,256.81	\$ 6,071.71	\$ 4,496.80
Morgan Stanley Smith Barney	\$ 2,565.45	\$ -	\$ 8,974.10	\$ 61,979.15	\$ 59,076.59
Multi-Bank Securities	\$ -	\$ 8,750.00	\$ 7,500.00	\$ 26,250.00	\$ 36,500.00
UBS	\$ 16,000.00	\$ 26,375.00	\$ 26,250.00	\$ 153,625.00	\$ 153,625.00
Wells Fargo	\$ 18,400.00	\$ 20,000.00	\$ 42,700.00	\$ 101,100.00	\$ 101,100.00
Wells Fargo Advisors	\$ 16,250.00	\$ -	\$ 43,995.89	\$ 79,713.97	\$ 99,894.53
Totals	\$ 54,274.29	\$ 56,126.73	\$ 130,676.80	\$ 428,739.83	\$ 454,692.92

Historical Balances At the End of Each Quarter 2005 through 06/30/2015

Year	Investments				Operating Cash (Flex Gold and Checking)			
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2015	\$42,089,898.87 #	\$41,645,493.62 #	\$ - #	\$ - #	\$ 6,052,923.58	\$ 7,746,033.30	\$ -	\$ -
2014	\$44,669,958.48 #	\$44,497,454.10 #	\$44,393,573.89 #	\$44,192,171.67 #	\$ 2,692,337.80	\$ 7,288,512.71	\$ 5,397,016.71	\$ 7,929,545.18
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

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 2005 through 06/30/2015

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2015	\$ 187,662.01	\$ 241,077.82	\$ -	\$ -	\$ 428,739.83
2014	\$ 196,385.66	\$ 258,307.26	\$ 182,514.61	\$ 259,763.87	\$ 896,971.40
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



Wealth Management

1100 West St. Germain Street
St. Cloud, MN 56301

Relationship Manager: Jeffrey C Schultz
Phone Number: 320-231-8126

Associate: Kwynn M Bruess
Phone Number: 320-231-8176

Account Statement

Statement of Value and Activity

April 1, 2015 - June 30, 2015

Cushman Albert Rice Trust
180205

Planning a summer vacation? Keep track of your account when you are on the go through Bremer Trust Online. Talk with your relationship manager if you are not already accessing your account online.

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Willmar City Offices
ATTN: City Administrator
PO Box 755
Willmar MN 56201-0755

0005724 - 0800591



Wealth Management

1100 West St. Germain Street
St. Cloud, MN 56301

Account Summary

Statement of Value and Activity

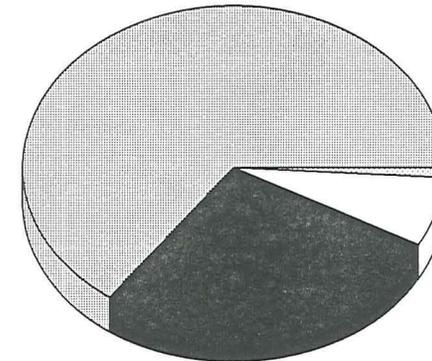
April 1, 2015 - June 30, 2015

Market Value Reconciliation

	<i>This Period</i>	<i>1/1/15 to 6/30/15</i>
Beginning Market Value	\$3,057,580.77	\$3,061,232.09
Additions	\$0.00	\$0.00
Withdrawals	-\$7,266.48	-\$39,659.29
Expenses/ Fees/ Taxes	-\$6,288.80	-\$23,584.68
Income	\$10,903.70	\$22,193.23
Other	\$0.00	\$0.00
Change in Market Value	-\$2,500.35	\$32,247.49
Ending Market Value	\$3,052,428.84	\$3,052,428.84
Realized Gains/Losses (Included in Total Above)	\$2,182.35	\$27,259.61

Asset Allocation

	<i>Asset Class</i>	<i>Balance</i>
65%	Equities	\$1,932,838.27
27%	Fixed Income	\$837,063.04
7%	Alternative	\$224,720.31
1%	Other	\$44,232.33
0%	Cash and Money Market	\$13,574.89
100%	Total Assets Value	\$3,052,428.84



Asset Detail

Statement of Value and Activity

April 1, 2015 - June 30, 2015

Asset Detail

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
<i>Cash and Money Market</i>						
Federated Government Obligations Tax-Managed Fund TICKER: GOTXX	12,868.43	1.000	\$12,868.43	\$12,868.43	\$1.30	0.01%
Cash			\$706.46	\$706.46		
Total Cash and Money Market			\$13,574.89	\$13,574.89	\$1.30	
<i>Equities</i>						
<i>Stocks</i>						
Abbott Labs TICKER: ABT	488.00	49.080	\$23,951.04	\$13,902.59	\$468.48	1.96%
Air Products & Chemicals Inc TICKER: APD	227.00	136.830	\$31,060.41	\$15,813.51	\$735.48	2.37%
Akamai Technologies Inc TICKER: AKAM	560.00	69.820	\$39,099.20	\$15,878.82	\$0.00	0.00%
Apple Inc TICKER: AAPL	343.00	125.425	\$43,020.78	\$5,273.24	\$713.44	1.66%
BlackRock Inc CL A TICKER: BLK	29.00	345.980	\$10,033.42	\$10,569.75	\$252.88	2.52%
Cameron International Corp TICKER: CAM	241.00	52.370	\$12,621.17	\$12,866.81	\$0.00	0.00%
Celgene Corp TICKER: CELG	394.00	115.735	\$45,599.59	\$8,075.44	\$0.00	0.00%
Cisco Systems Inc TICKER: CSCO	745.00	27.460	\$20,457.70	\$13,498.81	\$625.80	3.06%
Colgate Palmolive Co TICKER: CL	264.00	65.410	\$17,268.24	\$9,683.21	\$401.28	2.32%

Asset Detail (continued)**Statement of Value and Activity**

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Comcast Corp-CL A TICKER: CMCSA	813.00	60.140	\$48,893.82	\$13,575.13	\$813.00	1.66%
Dover Corp TICKER: DOV	216.00	70.180	\$15,158.88	\$8,673.34	\$345.60	2.28%
eBay Inc TICKER: EBAY	627.00	60.240	\$37,770.48	\$25,443.38	\$0.00	0.00%
Ecolab Inc TICKER: ECL	157.00	113.070	\$17,751.99	\$17,877.62	\$207.24	1.17%
EMC Corp Mass TICKER: EMC	677.00	26.390	\$17,866.03	\$13,437.57	\$311.42	1.74%
Emerson Elec Co TICKER: EMR	409.00	55.430	\$22,670.87	\$18,771.16	\$768.92	3.39%
Expeditors Intl Wash Inc TICKER: EXPD	326.00	46.105	\$15,030.23	\$14,202.81	\$234.72	1.56%
Express Scripts Hldg TICKER: ESRX	377.00	88.940	\$33,530.38	\$25,750.23	\$0.00	0.00%
ExxonMobil Corp TICKER: XOM	163.00	83.200	\$13,561.60	\$9,871.93	\$475.96	3.51%
Ford Motor Co DEL TICKER: F	1,004.00	15.010	\$15,070.04	\$13,249.39	\$602.40	4.00%
F5 Networks Inc TICKER: FFIV	259.00	120.350	\$31,170.65	\$18,649.42	\$0.00	0.00%
Google Inc Class C TICKER: GOOG	34.00	520.510	\$17,697.34	\$9,237.94	\$0.00	0.00%
Halliburton Co TICKER: HAL	338.00	43.070	\$14,557.66	\$23,120.01	\$243.36	1.67%
Home Depot Inc TICKER: HD	84.00	111.130	\$9,334.92	\$9,374.95	\$198.24	2.12%

Asset Detail (continued)**Statement of Value and Activity**

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Honeywell International Inc TICKER: HON	204.00	101.970	\$20,801.88	\$19,042.44	\$422.28	2.03%
ITC Holdings Corp TICKER: ITC	852.00	32.180	\$27,417.36	\$17,701.21	\$553.80	2.02%
JP Morgan Chase & Co TICKER: JPM	461.00	67.760	\$31,237.36	\$29,579.57	\$811.36	2.60%
Mylan NV TICKER: MYL	590.00	67.860	\$40,037.40	\$34,045.95	\$0.00	0.00%
Nike Inc-Class B TICKER: NKE	298.00	108.020	\$32,189.96	\$14,310.24	\$333.76	1.04%
Pepsico Inc TICKER: PEP	299.00	93.340	\$27,908.66	\$10,731.84	\$840.19	3.01%
Procter & Gamble Co TICKER: PG	203.00	78.240	\$15,882.72	\$11,529.86	\$538.36	3.39%
Qualcomm Inc TICKER: QCOM	250.00	62.630	\$15,657.50	\$10,032.22	\$480.00	3.07%
Quanta Services Incorporated TICKER: PWR	465.00	28.820	\$13,401.30	\$15,808.21	\$0.00	0.00%
Schlumberger LTD TICKER: SLB	242.00	86.190	\$20,857.98	\$13,936.78	\$484.00	2.32%
St Jude Medical Inc TICKER: STJ	262.00	73.070	\$19,144.34	\$8,956.30	\$303.92	1.59%
State Street Corp TICKER: STT	540.00	77.000	\$41,580.00	\$25,792.29	\$734.40	1.77%
Stericycle Inc TICKER: SRCL	145.00	133.910	\$19,416.95	\$8,027.09	\$0.00	0.00%
T Rowe Price Group Inc TICKER: TROW	355.00	77.730	\$27,594.15	\$17,061.43	\$738.40	2.68%
Target Corp TICKER: TGT	359.00	81.630	\$29,305.17	\$12,938.51	\$804.16	2.74%

Asset Detail (continued)**Statement of Value and Activity**

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Thermo Fisher Scientific Inc TICKER: TMO	209.00	129.760	\$27,119.84	\$9,730.97	\$125.40	0.46%
UnitedHealth Group Inc TICKER: UNH	39.00	122.000	\$4,758.00	\$4,639.15	\$78.00	1.64%
VMware Inc. TICKER: VMW	131.00	85.740	\$11,231.94	\$10,460.42	\$0.00	0.00%
Wells Fargo & Co TICKER: WFC	311.00	56.240	\$17,490.64	\$17,070.79	\$466.50	2.67%
3M Co TICKER: MMM	141.00	154.300	\$21,756.30	\$8,436.73	\$578.10	2.66%
			\$1,017,965.89	\$626,629.06	\$15,690.85	
<i>Mutual Funds</i>						
Baron Growth Fund-Ins TICKER: BGRIX	1,254.33	75.850	\$95,140.70	\$51,217.76	\$0.00	0.00%
Diamond Hill Large Cap Fd-I TICKER: DHLRX	4,640.73	23.260	\$107,943.33	\$63,513.05	\$1,113.77	1.03%
Federated Strategic Val Div Is TICKER: SVAIX	23,012.42	5.800	\$133,472.01	\$84,481.78	\$4,809.59	3.60%
Harbor International Fd-Ins TICKER: HAINX	2,039.32	69.600	\$141,936.60	\$78,996.90	\$2,891.75	2.04%
ICM Small Company Port Instl TICKER: ICSCX	2,105.91	29.450	\$62,019.08	\$37,704.99	\$160.68	0.26%
JP Morgan Mid Cap Value Fund-I TICKER: FLMVX	2,012.78	37.760	\$76,002.57	\$48,487.34	\$807.12	1.06%
Oppenheimer Developing Mkt-Y TICKER: ODVYX	2,327.20	34.890	\$81,196.01	\$48,610.80	\$521.29	0.64%
Oppenheimer Intl Small Co-Y TICKER: OSMYX	1,270.47	36.120	\$45,889.34	\$45,177.88	\$294.75	0.64%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
SPDR S&P Regional Banking ETF TICKER: KRE	493.00	44.160	\$21,770.88	\$16,307.90	\$346.58	1.59%
Vanguard International Growth Fd-Iv TICKER: VWIGX	6,505.74	22.980	\$149,501.86	\$84,474.12	\$3,213.83	2.15%
			\$914,872.38	\$558,972.52	\$14,159.36	
Total Equities			\$1,932,838.27	\$1,185,601.58	\$29,850.21	
<i>Fixed Income</i>						
<i>Taxable Individual Bonds</i>						
University Oklahoma Revs Higher Education DTD 03/03/2011 2.659% 07/01/2015 Non Callable	25,000.00	100.007	\$25,001.75	\$25,003.75	\$664.75	2.66%
United States Treasury Notes DTD 08/31/2010 1.250% 08/31/2015 TICKER: UTN1215	45,000.00	100.195	\$45,087.75	\$45,156.54	\$562.50	1.25%
United States Treasury Strips Stripped Coupon DTD 02/15/1986 Zero Cpn 02/15/2016 TICKER: 21516	60,000.00	99.901	\$59,940.60	\$59,456.17	\$0.00	0.00%
Cisco Systems Inc DTD 02/22/2006 5.500% 02/22/2016 Non Callable	50,000.00	103.078	\$51,539.00	\$48,882.40	\$2,750.00	5.34%
United States Treasury Strips Stripped Coupon DTD 08/15/1987 Zero Cpn 02/15/2017	100,000.00	99.090	\$99,090.00	\$98,507.43	\$0.00	0.00%

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Asset Detail (continued)**Statement of Value and Activity**

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Montclair Twp New Jersey General Obligation DTD 11/07/2012 1.960% 04/01/2017 Non Callable	25,000.00	101.506	\$25,376.50	\$25,275.32	\$490.00	1.93%
United States Treasury Notes DTD 02/15/2009 2.750% 02/15/2019	25,000.00	105.313	\$26,328.25	\$23,875.86	\$687.50	2.61%
Fedl Natl Mtge Assn Pool #765251 15 Yr Gtd Single Family Mortgage DTD 03/01/2004 4.000% 03/01/2019 Non Callable TICKER: 765251A	2,092.49	104.830	\$2,193.56	\$2,093.20	\$83.70	3.82%
Federal National Mortgage Assn DTD 09/09/2014 2.000% 03/09/2020 Callable	50,000.00	100.319	\$50,159.50	\$49,820.00	\$1,000.00	1.99%
Charles Schwab Corp DTD 07/22/2010 4.450% 07/22/2020 Non Callable	25,000.00	110.532	\$27,633.00	\$26,728.28	\$1,112.50	4.03%
Fedl Natl Mtge Assn Pool #829079 15 Yr Gtd Single Family Mortgage DTD 09/01/2005 4.000% 09/01/2020 Non Callable TICKER: 829079A	8,310.98	104.850	\$8,714.06	\$8,409.28	\$332.44	3.81%
Quest Diagnostic Inc DTD 03/24/2011 4.700% 04/01/2021 Non Callable	50,000.00	108.148	\$54,074.00	\$52,808.58	\$2,350.00	4.35%
Burlington North Santa Fe DTD 05/19/2011 4.100% 06/01/2021 Callable	50,000.00	107.357	\$53,678.50	\$52,482.62	\$2,050.00	3.82%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
Federal Home Loan Mortgage Corp Medium Term Note DTD 01/13/2012 2.375% 01/13/2022 Non Callable	25,000.00	101.247	\$25,311.75	\$24,898.75	\$593.75	2.35%
Cameron Intl Corp DTD 05/17/2012 3.600% 04/30/2022 Callable	25,000.00	99.420	\$24,855.00	\$25,371.30	\$900.00	3.62%
Clear Creek Texas Indep Sch Dist School District Revenue DTD 11/01/2012 3.700% 02/15/2026 Non Callable Psf-Gtd	25,000.00	102.330	\$25,582.50	\$26,629.56	\$925.00	3.62%
Govt Natl Mtge Assn Pool #738040 15 Yr Gtd Single Family Mortgage DTD 03/01/2011 3.500% 03/15/2026 Non Callable TICKER: 738040X	13,946.86	105.946	\$14,776.14	\$14,350.08	\$488.14	3.30%
Govt Natl Mtge Assn Pool #553351 30 Yr Gtd Single Family Mortgage DTD 07/01/2003 4.500% 07/15/2033 Non Callable TICKER: 553351X	5,209.13	109.628	\$5,710.67	\$5,157.03	\$234.41	4.10%
Federal Natl Mtge Assn Pool #Ma1527 20 Yr Gtd Single Family Mortgage DTD 07/01/2013 3.000% 08/01/2033 Non Callable TICKER: MA1527A	21,446.03	102.018	\$21,878.81	\$21,231.59	\$643.38	2.94%



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Asset Detail (continued)**Statement of Value and Activity**

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Federal Home Loan Mortgage Corp Gold Pool #C01676-30 Yr Gtd Mtge DTD 11/01/2003 6.000% 11/01/2033 Non Callable TICKER: C01676F	14,496.44	114.425	\$16,587.55	\$14,442.06	\$869.79	5.24%
Fedl Natl Mtge Assn Pool #357883 30 Yr Gtd Single Family Mortgage DTD 08/01/2005 5.000% 05/01/2035 Non Callable TICKER: 357883A	11,791.84	110.842	\$13,070.31	\$11,650.29	\$589.59	4.51%
Federal Home Loan Mortgage Corp Gold Pool #G02884-30 Yr Gtd Mtge DTD 04/01/2007 6.000% 04/01/2037 Non Callable TICKER: G02884F	12,578.27	113.529	\$14,279.98	\$12,651.43	\$754.70	5.28%
Federal Home Loan Mortgage Corp Gold Pool #G05634-30 Yr Gtd Mtge DTD 09/01/2009 4.000% 10/01/2039 Non Callable TICKER: G05634F	39,321.72	106.072	\$41,709.33	\$41,106.78	\$1,572.87	3.77%
Federal Home Loan Mortgage Corp Gold Pool #C03478-30 Yr Gtd Mtge DTD 06/01/2010 4.500% 06/01/2040 Non Callable TICKER: C03478F	13,990.60	108.237	\$15,143.01	\$14,311.89	\$629.58	4.16%
			\$747,721.52	\$730,300.19	\$20,284.60	
Taxable Mutual Funds						
Sit Emerging Markets Debt Fund TICKER: SITEX	4,600.37	9.470	\$43,565.46	\$50,009.84	\$1,260.50	2.89%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
SIMT High Yield Bond Fund TICKER: SHYAX	6,136.20	7.460	\$45,776.06	\$46,027.36	\$2,538.41	5.54%
			\$89,341.52	\$96,037.20	\$3,798.91	
Total Fixed Income			\$837,063.04	\$826,337.39	\$24,083.51	
<i>Alternative</i>						
Diamond Hill Long/Short Fund TICKER: DHLSX	4,705.25	24.440	\$114,996.31	\$109,969.39	\$0.00	0.00%
John Hancock Funds II - Global Absolute Return Strategies Fund TICKER: JHAIX	9,823.10	11.170	\$109,724.00	\$109,829.76	\$5,687.57	5.18%
Total Alternative			\$224,720.31	\$219,799.15	\$5,687.57	
<i>Other</i>						
Mineral Interest In Se4 16-159-67 Towner Co ND	1.00	1,600.000	\$1,600.00	\$1.00	\$0.00	0.00%
Mineral Interest Ne4 31-8-30 W1m Storhoaks Area, Saskatchewan (Cert of Title)	1.00	16,000.000	\$16,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In E2sw4 W2se4 17-119-34 Kandiyohi Co MN	1.00	600.000	\$600.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lot 1 2-161-78 Bottineau Co ND	1.00	750.000	\$750.00	\$1.00	\$0.00	0.00%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
75% Mineral Interest In Lot 4 of Govt Lot 5 4-121-35 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-4 and E2sw4 31-162-77 Bottineau Co ND	1.00	2,926.125	\$2,926.13	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-4 and S2nw4 1-161-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-7 Se4nw4 E2sw4 N2se4 6-161-77 Bottineau Co ND	1.00	7,500.000	\$7,500.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Ne4nw4 20-119-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Ne4se4 9-118-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Nw4 33-162-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Nw4nw4 4-122-36 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Nw4se4 29-119-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In N2nw4 Except W 18.25 Acres N2ne4 4-120-33 Kandiyohi Co MN	1.00	231.200	\$231.20	\$1.00	\$0.00	0.00%
75% Mineral Interest In Part of Govt Lot 4 34-121-35 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
75% Mineral Interest In Sw4 S2nw4 W2se4 Sw4ne4 24-119-36 Kandiyohi Co MN	1.00	1,350.000	\$1,350.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Sw4 10-162-77 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Sw4 28-162-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In S2se4 33-121-33 Kandiyohi Co MN	1.00	300.000	\$300.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In S2se4ne4 9-118-34 Kandiyohi Co MN	1.00	75.000	\$75.00	\$1.00	\$0.00	0.00%
Total Other			\$44,232.33	\$20.00	\$0.00	
Total All Assets			\$3,052,428.84	\$2,245,333.01	\$59,622.59	

Publicly traded assets are valued using pricing sources we believe to be reliable. Assets for which a current value is not available may be shown at a value of \$1. Values are updated based on internal policy and may not be updated monthly.

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Transaction Summary

Statement of Value and Activity

April 1, 2015 - June 30, 2015

Transaction Summary

<i>Transaction</i>	<i>Principal Cash</i>	<i>Income Cash</i>
Beginning Cash Balance on 4/1/15	\$0.00	\$393.49
Additions	\$0.00	\$0.00
Disbursements		
Withdrawals	\$0.00	-\$7,266.48
Transfers	\$0.00	\$0.00
Expenses	-\$123.00	-\$475.47
Fees	-\$2,841.55	-\$2,841.52
Taxes	\$0.00	-\$7.26
Total Disbursements	-\$2,964.55	-\$10,590.73
Income		
Taxable Interest	\$0.00	\$5,142.63
Tax Exempt Interest	\$0.00	\$0.00
Dividends	\$0.00	\$5,761.07
Rental Income	\$0.00	\$0.00
Other Income	\$0.00	\$0.00
Total Income	\$0.00	\$10,903.70
Security Purchases	-\$176,459.57	\$0.00
Security Sales/Maturities		
Security Sales/Maturities	\$158,127.41	\$0.00
Gain Distributions	\$0.00	\$0.00
Total Security Sales/Maturities	\$158,127.41	\$0.00
Money Market Purchases/Sales	\$21,296.71	\$0.00
Other	\$0.00	\$0.00
Ending Cash Balance on 6/30/15	\$0.00	\$706.46

Transaction Detail

Statement of Value and Activity

April 1, 2015 - June 30, 2015

Transaction Details By Category

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/1/15	Beginning Balance	\$0.00	\$393.49	
	Withdrawals			
6/30/15	Paid to Rice Memorial Hospital Distribution Quarterly Income Distribution	\$0.00	-\$7,266.48	\$0.00
		<hr/>	<hr/>	
		\$0.00	-\$7,266.48	
	Expenses			
5/7/15	Paid to Bremer Trust NA Tax Preparation Fee for Prior Year 990 PF Tax Preparation 12/31/14	\$0.00	-\$250.00	\$0.00
5/8/15	Paid to State of Minnesota Deductible Estate Expense Annual Minnesota Filing Fee	\$0.00	-\$25.00	\$0.00
5/20/15	Paid to Stinson Leonard Street Legal Fee for Services Rendered RE File No. 2053692-0020	-\$123.00	\$0.00	\$0.00
6/29/15	Paid to Bremer Bank St Cloud Ad Valorem Tax MI Ne4 31-8-30 Saskatchewan Canada Foreign Funds Check for	\$0.00	-\$200.47	\$0.00
		<hr/>	<hr/>	
		-\$123.00	-\$475.47	
	Fees			
4/20/15	Account Portfolio Fee Collected Total Charges: \$1,884.03 Fees up To: 3/31/15 Issue Maintenance Fee: \$41.67	-\$942.02	\$0.00	\$0.00



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/20/15	Account Portfolio Fee Collected Total Charges: \$1,884.03 Fees up To: 3/31/15 Issue Maintenance Fee: \$41.67	\$0.00	-\$942.01	\$0.00
5/20/15	Account Portfolio Fee Collected Total Charges: \$1,895.47 Fees up To: 4/30/15 Issue Maintenance Fee: \$41.67	-\$947.74	\$0.00	\$0.00
5/20/15	Account Portfolio Fee Collected Total Charges: \$1,895.47 Fees up To: 4/30/15 Issue Maintenance Fee: \$41.67	\$0.00	-\$947.73	\$0.00
6/22/15	Account Portfolio Fee Collected Total Charges: \$1,903.57 Fees up To: 5/31/15 Issue Maintenance Fee: \$41.67	-\$951.79	\$0.00	\$0.00
6/22/15	Account Portfolio Fee Collected Total Charges: \$1,903.57 Fees up To: 5/31/15 Issue Maintenance Fee: \$41.67	\$0.00	-\$951.78	\$0.00
		-\$2,841.55	-\$2,841.52	
	Taxes			
5/22/15	Foreign Taxes Core Laboratories NV	\$0.00	-\$7.26	\$0.00
		\$0.00	-\$7.26	
Total Disbursements		-\$2,964.55	-\$10,590.73	
	Taxable Interest			
4/1/15	Montclair Twp NJ 1.960% 4/01/17	\$0.00	\$245.00	\$0.00
4/1/15	Quest Diagnostic 4.700% 4/01/21	\$0.00	\$1,175.00	\$0.00
4/1/15	Federated Gov Obl TX Mgd-I Dividend from 3/1/15 to 3/31/15	\$0.00	\$0.36	\$0.00

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/1/15	SEI SIMT High Yield Bond CL A 59 Dividend from 3/1/15 to 3/31/15	\$0.00	\$214.86	\$0.00
4/15/15	FHLMC Gd PL #C01676 6.000% 11/01/33 March FHLMC Due 4/15/15	\$0.00	\$77.23	\$0.00
4/15/15	FHLMC Gd PL #G02884 6.000% 4/01/37 March FHLMC Due 4/15/15	\$0.00	\$67.41	\$0.00
4/15/15	FHLMC Gd PL #C03478 4.500% 6/01/40 March FHLMC Due 4/15/15	\$0.00	\$57.21	\$0.00
4/15/15	FHLMC Gd PL #G05634 4.000% 10/01/39 March FHLMC Due 4/15/15	\$0.00	\$140.48	\$0.00
4/15/15	GNMA PL #553351 4.500% 7/15/33 March GNMA Due 4/15/15	\$0.00	\$19.80	\$0.00
4/15/15	GNMA PL #738040 3.500% 3/15/26 March GNMA Due 4/15/15	\$0.00	\$43.80	\$0.00
4/27/15	FNMA PL #357883 5.000% 5/01/35 March FNMA Due 4/25/15	\$0.00	\$53.00	\$0.00
4/27/15	FNMA PL #765251 4.000% 3/01/19 March FNMA Due 4/25/15	\$0.00	\$7.69	\$0.00
4/27/15	FNMA PL #829079 4.000% 9/01/20 March FNMA Due 4/25/15	\$0.00	\$29.81	\$0.00
4/27/15	FNMA PL #Ma1527 3.000% 8/01/33 March FNMA Due 4/25/15	\$0.00	\$55.21	\$0.00
4/30/15	Cameron Internat 3.600% 4/30/22	\$0.00	\$450.00	\$0.00
5/1/15	SEI SIMT High Yield Bond CL A 59 Dividend from 4/1/15 to 4/30/15	\$0.00	\$209.45	\$0.00
5/4/15	Federated Gov Obl TX Mgd-I Dividend from 4/1/15 to 4/30/15	\$0.00	\$0.19	\$0.00
5/15/15	GNMA PL #553351 4.500% 7/15/33 April GNMA Due 5/15/15	\$0.00	\$19.72	\$0.00
5/15/15	GNMA PL #738040 3.500% 3/15/26 April GNMA Due 5/15/15	\$0.00	\$42.75	\$0.00

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
5/15/15	FHLMC Gd PL #C01676 6.000% 11/01/33 April FHLMC Due 5/15/15	\$0.00	\$75.55	\$0.00
5/15/15	FHLMC Gd PL #G02884 6.000% 4/01/37 April FHLMC Due 5/15/15	\$0.00	\$65.66	\$0.00
5/15/15	FHLMC Gd PL #C03478 4.500% 6/01/40 April FHLMC Due 5/15/15	\$0.00	\$55.45	\$0.00
5/15/15	FHLMC Gd PL #G05634 4.000% 10/01/39 April FHLMC Due 5/15/15	\$0.00	\$137.13	\$0.00
5/26/15	FNMA PL #357883 5.000% 5/01/35 April FNMA Due 5/25/15	\$0.00	\$50.39	\$0.00
5/26/15	FNMA PL #765251 4.000% 3/01/19 April FNMA Due 5/25/15	\$0.00	\$7.51	\$0.00
5/26/15	FNMA PL #829079 4.000% 9/01/20 April FNMA Due 5/25/15	\$0.00	\$28.90	\$0.00
5/26/15	FNMA PL #Ma1527 3.000% 8/01/33 April FNMA Due 5/25/15	\$0.00	\$54.67	\$0.00
6/1/15	Burlington North 4.100% 6/01/21	\$0.00	\$1,025.00	\$0.00
6/1/15	Federated Gov Obl TX Mgd-I Dividend from 5/1/15 to 5/31/15	\$0.00	\$0.12	\$0.00
6/1/15	SEI SIMT High Yield Bond CL A 59 Dividend from 5/1/15 to 5/31/15	\$0.00	\$206.05	\$0.00
6/15/15	GNMA PL #553351 4.500% 7/15/33 May GNMA Due 6/15/15	\$0.00	\$19.63	\$0.00
6/15/15	GNMA PL #738040 3.500% 3/15/26 May GNMA Due 6/15/15	\$0.00	\$41.70	\$0.00
6/15/15	FHLMC Gd PL #C01676 6.000% 11/01/33 May FHLMC Due 6/15/15	\$0.00	\$74.37	\$0.00
6/15/15	FHLMC Gd PL #G02884 6.000% 4/01/37 May FHLMC Due 6/15/15	\$0.00	\$63.97	\$0.00
6/15/15	FHLMC Gd PL #C03478 4.500% 6/01/40 May FHLMC Due 6/15/15	\$0.00	\$54.47	\$0.00

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
6/15/15	FHLMC Gd PL #G05634 4.000% 10/01/39 May FHLMC Due 6/15/15	\$0.00	\$134.01	\$0.00
6/25/15	FNMA PL #357883 5.000% 5/01/35 May FNMA Due 6/25/15	\$0.00	\$49.47	\$0.00
6/25/15	FNMA PL #765251 4.000% 3/01/19 May FNMA Due 6/25/15	\$0.00	\$7.18	\$0.00
6/25/15	FNMA PL #829079 4.000% 9/01/20 May FNMA Due 6/25/15	\$0.00	\$28.20	\$0.00
6/25/15	FNMA PL #Ma1527 3.000% 8/01/33 May FNMA Due 6/25/15	\$0.00	\$54.23	\$0.00
		\$0.00	\$5,142.63	
	Dividends			
4/6/15	Nike Inc-Class B	\$0.00	\$83.44	\$0.00
4/10/15	Schlumberger LTD	\$0.00	\$121.00	\$0.00
4/15/15	Ecolab Inc	\$0.00	\$51.81	\$0.00
4/15/15	Thermo Fisher Scientific Inc	\$0.00	\$31.35	\$0.00
4/16/15	State Street Corp	\$0.00	\$162.00	\$0.00
4/22/15	Cisco Systems Inc	\$0.00	\$156.45	\$0.00
4/22/15	Comcast Corp-CL A	\$0.00	\$203.25	\$0.00
4/23/15	EMC Corp Mass	\$0.00	\$77.86	\$0.00
4/23/15	T Rowe Price Group Inc	\$0.00	\$710.00	\$0.00
4/30/15	St Jude Medical Inc	\$0.00	\$75.98	\$0.00
4/30/15	Federated Strategic Val Div Is	\$0.00	\$214.02	\$0.00
5/11/15	Air Products & Chemicals Inc	\$0.00	\$183.87	\$0.00
5/14/15	Apple Inc	\$0.00	\$178.36	\$0.00
5/15/15	Abbott Labs	\$0.00	\$117.12	\$0.00
5/15/15	Colgate Palmolive Co	\$0.00	\$100.32	\$0.00
5/15/15	Procter & Gamble Co	\$0.00	\$134.57	\$0.00
5/22/15	Core Laboratories NV	\$0.00	\$48.40	\$0.00
	15.0000000% Foreign Taxes Withheld			



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
5/29/15	Federated Strategic Val Div Is	\$0.00	\$407.32	\$0.00
6/1/15	Ford Motor Co DEL	\$0.00	\$150.60	\$0.00
6/10/15	Emerson Elec Co	\$0.00	\$192.23	\$0.00
6/10/15	ExxonMobil Corp	\$0.00	\$118.99	\$0.00
6/10/15	Honeywell International Inc	\$0.00	\$105.57	\$0.00
6/10/15	Target Corp	\$0.00	\$186.68	\$0.00
6/12/15	3M Co	\$0.00	\$144.53	\$0.00
6/15/15	Dover Corp	\$0.00	\$86.40	\$0.00
6/15/15	Expeditors Intl Wash Inc	\$0.00	\$117.36	\$0.00
6/15/15	ITC Holdings Corp	\$0.00	\$138.45	\$0.00
6/23/15	BlackRock Inc CL A	\$0.00	\$63.22	\$0.00
6/24/15	Halliburton Co	\$0.00	\$60.84	\$0.00
6/24/15	Qualcomm Inc	\$0.00	\$120.00	\$0.00
6/26/15	Baron Growth Fund-Ins	\$0.00	\$27.72	\$0.00
6/29/15	SPDR S&P Regional Banking ETF	\$0.00	\$90.25	\$0.00
6/29/15	T Rowe Price Group Inc	\$0.00	\$184.60	\$0.00
6/30/15	Pepsico Inc	\$0.00	\$210.05	\$0.00
6/30/15	ICM Small Company Port Instl	\$0.00	\$27.59	\$0.00
6/30/15	Federated Strategic Val Div Is	\$0.00	\$678.87	\$0.00
		\$0.00	\$5,761.07	
Total Income		\$0.00	\$10,903.70	

Security Purchases				
4/15/15	Purchased 1,270,469 Units of Oppenheimer Intl Small Co-Y Trade Date 4/14/15 1,270,469 Units at \$35.56	-\$45,177.88	\$0.00	\$45,177.88
4/15/15	Purchased 1,228,501 Shares of Diamond Hill Long/Short-I Trade Date 4/14/15 1,228,501 Shares at \$24.48	-\$30,073.70	\$0.00	\$30,073.70

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/15/15	Purchased 2,622.378 Shares of John Hancock II GI ABS Re-I Trade Date 4/14/15 2,622.378 Shares at \$11.43	-\$29,973.78	\$0.00	\$29,973.78
4/21/15	Purchased 461 Shares of JP Morgan Chase & Co Trade Date 4/16/15 Paid \$18.44 Brokerage 461 Shares at \$64.12391801	-\$29,579.57	\$0.00	\$29,579.57
5/11/15	Purchased 29 Shares of BlackRock Inc CL A Trade Date 5/6/15 Paid \$1.45 Brokerage 29 Shares at \$364.42401656	-\$10,569.75	\$0.00	\$10,569.75
5/11/15	Purchased 311 Shares of Wells Fargo & Co Trade Date 5/6/15 Paid \$12.44 Brokerage 311 Shares at \$54.85	-\$17,070.79	\$0.00	\$17,070.79
6/16/15	Purchased 84 Shares of Home Depot Inc Trade Date 6/11/15 Paid \$3.36 Brokerage 84 Shares at \$111.566496	-\$9,374.95	\$0.00	\$9,374.95
6/16/15	Purchased 39 Shares of UnitedHealth Group Inc Trade Date 6/11/15 Paid \$1.56 Brokerage 39 Shares at \$118.91259988	-\$4,639.15	\$0.00	\$4,639.15
Total Security Purchases		-\$176,459.57	\$0.00	



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
	Security Sales/Maturities			
4/15/15	Paid Down 335.75 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of March Due 4/15/15 March FHLMC Due 4/15/15	\$335.75	\$0.00	-\$334.49
4/15/15	Paid Down 349.44 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of March Due 4/15/15 March FHLMC Due 4/15/15	\$349.44	\$0.00	-\$351.58
4/15/15	Paid Down 467.99 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of March Due 4/15/15 March FHLMC Due 4/15/15	\$467.99	\$0.00	-\$479.13
4/15/15	Paid Down 1,002.5 Par Value of FHLMC Gd PL #G05634 4.000% 10/01/39 for Record Date of March Due 4/15/15 March FHLMC Due 4/15/15	\$1,002.50	\$0.00	-\$1,049.54
4/15/15	Paid Down 21.74 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of March Due 4/15/15 March GNMA Due 4/15/15	\$21.74	\$0.00	-\$21.52
4/15/15	Paid Down 360.21 Par Value of GNMA PL #738040 3.500% 3/15/26 for Record Date of March Due 4/15/15 March GNMA Due 4/15/15	\$360.21	\$0.00	-\$371.08
4/15/15	Sold 7,096.239 Shares of Absolute Strategies Fund I Trade Date 4/14/15 7,096.239 Shares at \$10.96	\$77,774.78	\$0.00	-\$73,863.58

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/21/15	Sold 3,084 Shares of Hudson City Bancorp Inc Trade Date 4/16/15 Paid \$123.36 Brokerage Paid \$0.53 SEC Fee 3,084 Shares at \$9.3302	\$28,650.45	\$0.00	-\$29,419.14
4/27/15	Paid Down 626.36 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of March Due 4/25/15 March FNMA Due 4/25/15	\$626.36	\$0.00	-\$618.50
4/27/15	Paid Down 54.29 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of March Due 4/25/15 March FNMA Due 4/25/15	\$54.29	\$0.00	-\$54.31
4/27/15	Paid Down 274.83 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of March Due 4/25/15 March FNMA Due 4/25/15	\$274.83	\$0.00	-\$278.32
4/27/15	Paid Down 216.82 Par Value of FNMA PL #Ma1527 3.000% 8/01/33 for Record Date of March Due 4/25/15 March FNMA Due 4/25/15	\$216.82	\$0.00	-\$214.65
5/11/15	Sold 88 Shares of Core Laboratories NV Trade Date 5/6/15 Paid \$3.52 Brokerage Paid \$0.22 SEC Fee 88 Shares at \$129.91825684	\$11,429.07	\$0.00	-\$13,156.72
5/11/15	Sold 324 Shares of Citigroup Inc Trade Date 5/6/15 Paid \$12.96 Brokerage Paid \$0.32 SEC Fee 324 Shares at \$52.85632458	\$17,112.17	\$0.00	-\$12,175.73

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
5/15/15	Paid Down 24.51 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of April Due 5/15/15 April GNMA Due 5/15/15	\$24.51	\$0.00	-\$24.26
5/15/15	Paid Down 359.61 Par Value of GNMA PL #738040 3.500% 3/15/26 for Record Date of April Due 5/15/15 April GNMA Due 5/15/15	\$359.61	\$0.00	-\$370.24
5/15/15	Paid Down 235.32 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of April Due 5/15/15 April FHLMC Due 5/15/15	\$235.32	\$0.00	-\$234.44
5/15/15	Paid Down 339.2 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of April Due 5/15/15 April FHLMC Due 5/15/15	\$339.20	\$0.00	-\$341.22
5/15/15	Paid Down 261.98 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of April Due 5/15/15 April FHLMC Due 5/15/15	\$261.98	\$0.00	-\$268.11
5/15/15	Paid Down 938.41 Par Value of FHLMC Gd PL #G05634 4.000% 10/01/39 for Record Date of April Due 5/15/15 April FHLMC Due 5/15/15	\$938.41	\$0.00	-\$981.73
5/19/15	Sold 0.0933 Shares of Google Inc Class C Trade Date 5/19/15 0.0933 Shares at \$539.2086 Fractional Shares Sold @ \$539.2086	\$50.30	\$0.00	-\$27.02

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
5/26/15	Paid Down 222.24 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of April Due 5/25/15 April FNMA Due 5/25/15	\$222.24	\$0.00	-\$219.51
5/26/15	Paid Down 98.02 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of April Due 5/25/15 April FNMA Due 5/25/15	\$98.02	\$0.00	-\$98.05
5/26/15	Paid Down 207.2 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of April Due 5/25/15 April FNMA Due 5/25/15	\$207.20	\$0.00	-\$209.74
5/26/15	Paid Down 175.54 Par Value of FNMA PL #Ma1527 3.000% 8/01/33 for Record Date of April Due 5/25/15 April FNMA Due 5/25/15	\$175.54	\$0.00	-\$173.78
6/15/15	Paid Down 24.55 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of May Due 6/15/15 May GNMA Due 6/15/15	\$24.55	\$0.00	-\$24.30
6/15/15	Paid Down 349.25 Par Value of GNMA PL #738040 3.500% 3/15/26 for Record Date of May Due 6/15/15 May GNMA Due 6/15/15	\$349.25	\$0.00	-\$359.35
6/15/15	Paid Down 378.29 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of May Due 6/15/15 May FHLMC Due 6/15/15	\$378.29	\$0.00	-\$376.87
6/15/15	Paid Down 215.3 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of May Due 6/15/15 May FHLMC Due 6/15/15	\$215.30	\$0.00	-\$216.55



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
6/15/15	Paid Down 535.1 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of May Due 6/15/15 May FHLMC Due 6/15/15	\$535.10	\$0.00	-\$547.39
6/15/15	Paid Down 880.33 Par Value of FHLMC Gd PL #G05634 4.000% 10/01/39 for Record Date of May Due 6/15/15 May FHLMC Due 6/15/15	\$880.33	\$0.00	-\$920.29
6/16/15	Sold 373 Shares of Vodafone Group SPONS ADR Trade Date 6/11/15 Paid \$14.92 Brokerage Paid \$0.25 SEC Fee 373 Shares at \$36.547613	\$13,617.09	\$0.00	-\$17,626.78
6/25/15	Paid Down 79.88 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of May Due 6/25/15 May FNMA Due 6/25/15	\$79.88	\$0.00	-\$78.92
6/25/15	Paid Down 61.9 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of May Due 6/25/15 May FNMA Due 6/25/15	\$61.90	\$0.00	-\$61.92
6/25/15	Paid Down 150.38 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of May Due 6/25/15 May FNMA Due 6/25/15	\$150.38	\$0.00	-\$152.16

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
6/25/15	Paid Down 246.61 Par Value of FNMA PL #Ma1527 3.000% 8/01/33 for Record Date of May Due 6/25/15 May FNMA Due 6/25/15	\$246.61	\$0.00	-\$244.14
Total Security Sales/Maturities		\$158,127.41	\$0.00	
Money Market Purchases/Sales				
	Combined Purchases for the Period 4/1/15 - 6/30/15 of Federated Gov Obl TX Mgd-I	-\$34,811.74	\$0.00	\$34,811.74
	Combined Sales for the Period 4/1/15 - 6/30/15 of Federated Gov Obl TX Mgd-I	\$56,108.45	\$0.00	-\$56,108.45
Total Money Market Purchases/Sales		\$21,296.71	\$0.00	
Security Changes				
4/1/15	Amortized Premium on Montclair Twp NJ 1.960% 4/01/17 Fed Basis Decreased by \$33.66 to \$25,275.32 4/1/15 Current Year Amortization	\$0.00	\$0.00	-\$33.66
4/1/15	Amortized Premium on Quest Diagnostic 4.700% 4/01/21 Fed Basis Decreased by \$101.66 to \$52,808.58 4/1/15 Current Year Amortization	\$0.00	\$0.00	-\$101.66

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/15/15	Amortized Premium on FHLMC Gd PL #G02884 6.000% 4/01/37 Fed Basis Decreased by \$2.17 to \$13,564.73 4/15/15 Current Year Amortization	\$0.00	\$0.00	-\$2.17
4/15/15	Amortized Premium on FHLMC Gd PL #C03478 4.500% 6/01/40 Fed Basis Decreased by \$6.60 to \$15,618.69 4/15/15 Current Year Amortization	\$0.00	\$0.00	-\$6.60
4/15/15	Amortized Premium on FHLMC Gd PL #G05634 4.000% 10/01/39 Fed Basis Decreased by \$33.57 to \$44,120.63 4/15/15 Current Year Amortization	\$0.00	\$0.00	-\$33.57
4/15/15	Amortized Premium on GNMA PL #738040 3.500% 3/15/26 Fed Basis Decreased by \$9.99 to \$15,469.24 4/15/15 Current Year Amortization	\$0.00	\$0.00	-\$9.99
4/27/15	Accreted Discount on FNMA PL #357883 5.000% 5/01/35 Fed Basis Increased by \$3.61 to \$12,560.73 4/27/15 Market Discount	\$0.00	\$0.00	\$3.61
4/27/15	Amortized Premium on FNMA PL #765251 4.000% 3/01/19 Fed Basis Decreased by \$0.04 to \$2,307.56 4/25/15 Current Year Amortization	\$0.00	\$0.00	-\$0.04

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
4/27/15	Amortized Premium on FNMA PL #829079 4.000% 9/01/20 Fed Basis Decreased by \$4.83 to \$9,057.09 4/25/15 Current Year Amortization	\$0.00	\$0.00	-\$4.83
4/30/15	Amortized Premium on Cameron Internat 3.600% 4/30/22 Fed Basis Decreased by \$15.10 to \$25,371.30 4/30/15 Current Year Amortization	\$0.00	\$0.00	-\$15.10
5/4/15	Stock Dividend 0.274 % Stock Dividend on Google Inc Class C Due 5/4/15 0.0933 Additional Shares Received	\$0.00	\$0.00	\$0.00
5/15/15	Amortized Premium on GNMA PL #738040 3.500% 3/15/26 Fed Basis Decreased by \$9.29 to \$15,088.87 5/15/15 Current Year Amortization	\$0.00	\$0.00	-\$9.29
5/15/15	Amortized Premium on FHLMC Gd PL #G02884 6.000% 4/01/37 Fed Basis Decreased by \$1.99 to \$13,211.16 5/15/15 Current Year Amortization	\$0.00	\$0.00	-\$1.99
5/15/15	Amortized Premium on FHLMC Gd PL #C03478 4.500% 6/01/40 Fed Basis Decreased by \$6.09 to \$15,133.47 5/15/15 Current Year Amortization	\$0.00	\$0.00	-\$6.09



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
5/15/15	Amortized Premium on FHLMC Gd PL #G05634 4.000% 10/01/39 Fed Basis Decreased by \$31.24 to \$43,039.85 5/15/15 Current Year Amortization	\$0.00	\$0.00	-\$31.24
5/26/15	Accreted Discount on FNMA PL #357883 5.000% 5/01/35 Fed Basis Increased by \$3.26 to \$11,945.49 5/26/15 Market Discount	\$0.00	\$0.00	\$3.26
5/26/15	Amortized Premium on FNMA PL #765251 4.000% 3/01/19 Fed Basis Decreased by \$0.04 to \$2,253.21 5/25/15 Current Year Amortization	\$0.00	\$0.00	-\$0.04
5/26/15	Amortized Premium on FNMA PL #829079 4.000% 9/01/20 Fed Basis Decreased by \$3.91 to \$8,774.86 5/25/15 Current Year Amortization	\$0.00	\$0.00	-\$3.91
6/1/15	Amortized Premium on Burlington North 4.100% 6/01/21 Fed Basis Decreased by \$161.91 to \$52,482.62 6/1/15 Current Year Amortization	\$0.00	\$0.00	-\$161.91
6/15/15	Amortized Premium on GNMA PL #738040 3.500% 3/15/26 Fed Basis Decreased by \$9.20 to \$14,709.43 6/15/15 Current Year Amortization	\$0.00	\$0.00	-\$9.20

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
6/15/15	Amortized Premium on FHLMC Gd PL #G02884 6.000% 4/01/37 Fed Basis Decreased by \$1.96 to \$12,867.98 6/15/15 Current Year Amortization	\$0.00	\$0.00	-\$1.96
6/15/15	Amortized Premium on FHLMC Gd PL #C03478 4.500% 6/01/40 Fed Basis Decreased by \$6.08 to \$14,859.28 6/15/15 Current Year Amortization	\$0.00	\$0.00	-\$6.08
6/15/15	Amortized Premium on FHLMC Gd PL #G05634 4.000% 10/01/39 Fed Basis Decreased by \$31.05 to \$42,027.07 6/15/15 Current Year Amortization	\$0.00	\$0.00	-\$31.05
6/25/15	Accreted Discount on FNMA PL #357883 5.000% 5/01/35 Fed Basis Increased by \$3.23 to \$11,729.21 6/25/15 Market Discount	\$0.00	\$0.00	\$3.23
6/25/15	Amortized Premium on FNMA PL #765251 4.000% 3/01/19 Fed Basis Decreased by \$0.04 to \$2,155.12 6/25/15 Current Year Amortization	\$0.00	\$0.00	-\$0.04



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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2015 - June 30, 2015

<i>Date</i>	<i>Transaction Description</i>	<i>Principal Cash</i>	<i>Income Cash</i>	<i>Tax Cost</i>
6/25/15	Amortized Premium on FNMA PL #829079 4.000% 9/01/20 Fed Basis Decreased by \$3.68 to \$8,561.44 6/25/15 Current Year Amortization	\$0.00	\$0.00	-\$3.68
Total Other		\$0.00	\$0.00	
6/30/15	Ending Balance	\$0.00	\$706.46	

Pending Trades

Statement of Value and Activity

April 1, 2015 - June 30, 2015

No pending trades.



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Messages and Notices Section

Statement of Value and Activity

April 1, 2015 - June 30, 2015

The enclosed statement is provided to authorized recipients pursuant to state law or the account agreement. The statement reflects the receipts, disbursements, and market value of the assets and liabilities of the account managed by Bremer, as well as Bremer's compensation. If you have any questions about this statement, please contact your relationship manager.

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, July 28, 2015, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
Audrey Nelsen Vice Chair
Steve Ahmann Member
Andrew Plowman Member

Others present: Public Works Director Sean Christensen; Chief of Police Jim Felt; Fire Chief Frank Hanson; David Little, "West Central Tribune".

Item No. 1 Call to Order

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

Item No. 2 Public Comments

There was no public comment.

Item No. 3 Police Update (Information)

Police Chief Jim Felt noted the jail census for July 28, 2015 was 170; 97 inmates from the Department of Corrections, 72 inmates from Kandiyohi County, 1 inmate from Swift County. The calls for service for the previous two weeks totaled 943. The majority of the calls were for traffic stops, followed by public assists and thefts. The total calls for service so far this year is approximately 15 days ahead of 2014 at this date. The committee discussed the recent criminal activity of thefts from unlocked cars and garages and the Neighborhood Watch program. Two conditional offers have been made to fill the vacant Officer positions, with the candidates scheduled to complete physicals and psychological evaluations. The department received a total of 39 applications for the vacancies, which is a lower number than usual, but the applications were all of good quality.

Fire Chief Frank Hanson noted the total calls for service for the previous two weeks totaled 18, and included several fire calls, vehicle accidents, severe weather watches and natural gas leaks. The total calls for service so far this year is 189, 32 calls above last year. The department continues the hiring process of Fire Fighters, with 18 applicants scheduled for a written test. Of the applicants, 5 will be hired at this time with an additional 5 to be hired in the fall to achieve the goal of a total of 40 Fire Fighters.

The Committee discussed National Night Out, scheduled for August 4th and having the Council's support for the Neighborhood Watch program to encourage people to get involved. A suggestion was offered to have Ward meetings with a possible presentation by LeeAnn Nelson of the program.

Item No. 4 Wal-Mart Foundation Grant Application for DARE Program (Resolution)

Staff brought forth, for approval, the authorization to apply with the Wal-Mart Foundation for a \$1,000 grant for the DARE Program. If approved, the grant funds would be used for instructor training and development, as well as curriculum materials for students.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the Police Department to apply with the Wal-Mart Foundation for a \$1,000 grant for the DARE Program and if awarded, accept the grant as requested. The motion carried.

Item No. 5 Wal-Mart Foundation Grant Application for Shop with a Cop Program (Resolution)

Staff presented, for approval, the authorization to apply with the Wal-Mart Foundation for a \$1,000 grant for the Shop with a Cop event. Officers volunteer their time to assist an underprivileged child in shopping for holiday gifts for the child's family using Wal-Mart gift cards. The children are identified as having a need for this program to the department from Family Services or school counselors.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve the Police Department to apply with the Wal-Mart Foundation for a \$1,000 grant for the Shop with a Cop event and if awarded, accept the grant as requested. The motion carried.

Item No. 6 Purchase/Replacement of Front End Loader with Snow Pusher (Resolution)

Staff brought forth, for approval, the purchase of one 2015 John Deere 624K loader with snow pusher from RDO Equipment through State Contract #90751 in the amount of \$128,356.00. \$222,000.00 was included in the 2015 CIP for the purchase and the current unit, a 2000 John Deere 624H loader, is showing signs of age in the bearings, hydraulics and transmission as well as rusting issues. The loader will be traded in and the purchase price reflects the trade in value of \$54,300.00. The Committee discussed the option of keeping the existing loader and the cost comparison of repairs versus purchasing a new loader. The new unit will have the ability to utilize existing attachments such as a bucket and forks and will be used for snow removal of larger areas such as the parking lot at the Civic Center and Community Center.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the purchase and replacement of a front end loader with snow pusher from RDO Equipment through State Contract #90751 in the amount of \$128,356.00. The motion carried.

Item No. 7 Swansson Field Drainage and Warning Track Rehab Project (Resolution)

Staff brought forth, for approval, the purchase of agrilime from Bryan Rock Products, Inc. in the amount of \$24,395 and miscellaneous expenses totaling \$2,000 for parts and rental equipment to complete the Swansson Field drainage and warning track rehab project. \$50,000 was allocated in the 2015 CIP to rehab the warning tracks of all five fields at North Swansson along with fixing drainage on the Orange Baseball Field.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the purchase of agrilime from Bryan Rock Products, Inc. in the amount of \$24,395 and miscellaneous expenses from the Public Works Department in the amount of \$2,000 for the Swansson Field drainage and warning track rehabilitation. The motion carried.

Item No. 8 Duininck Water View Phase Two Infrastructure Discussion (Motion)

Staff brought forth, for approval, the recommendation of the Water View project by Duininck, Inc. to re-plat their design to align Lakeland Drive to 28th Avenue with a "T" intersection at 24th Avenue and for the City to participate in project financing to the extent Council recognizes benefit to the greater community. Discussion included the difficulty in recommending a specific dollar amount of funding as the benefit to the City of any commercial/industrial project is unknown. Concerns were noted that businesses along 19th Avenue would be affected and the safety issue of children crossing 19th Avenue as they walk to school. The Committee discussed the concept of assessing the school for a portion of the project if the area is chosen to build the new elementary school and if there was anything similar done when the high school was built.

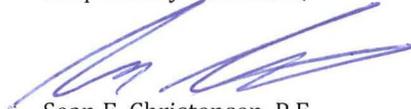
A motion was made by Council Member Plowman, seconded by Council Member Ahmann to recommend the alignment of Lakeland Drive to 28th Avenue with a "T" intersection at 24th Avenue SE and for the City to participate in project financing to the extent the Council recognizes the benefit to the greater community. The motion carried.

Item No. 9 Miscellaneous Information (Information)

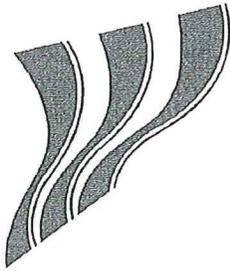
The Committee discussed potential stormwater pond locations and the possibility of using a stormwater utility fee in the future to fund potential solutions. The Yellow Bike Program was discussed, and the procedure by which the bikes are collected and returned to their appropriate stations.

There being no further business to come before the Committee, the meeting was adjourned at 5:50 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: July 28, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Willmar Police Dept

Agenda Item: Wal-Mart Foundation grant application for DARE program

Recommended Action:

Recommend approval for the Willmar Police Department to apply with the Wal-Mart Foundation for a \$1,000 grant for the DARE program.

Background/Summary: The Willmar Police Department has been active in the DARE program since 1990, teaching 5th grade students in the Willmar Schools. The Wal-Mart Foundation has been a regular contributor for over 10 years to the DARE program. If approved, grant funds would be used for instructor training and development and curriculum materials for students.

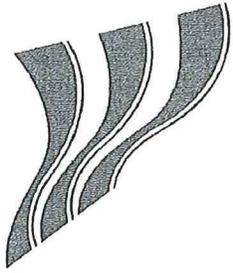
Alternatives: Current funding for the DARE program is a combination of the Wal-Mart Foundation grant, donation from the American Legion & drug fine money received by the court, which varies through fines collected. If not approved, alternate grants & donations may be needed for funding.

Financial Considerations: No matching grant requirements or other financial obligations

Preparer: Chief Jim Felt

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: July 28, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Willmar Police Dept

Agenda Item: Wal-Mart Foundation grant application for Shop with a Cop program

Recommended Action:

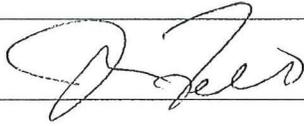
Recommend approval for the Willmar Police Department to apply with the Wal-Mart Foundation for a \$1,000 grant for the Shop with a Cop event.

Background/Summary: The Willmar Police Department has participated with the Willmar Wal-Mart for over 10 years in the Shop with a Cop program. For this program, officers volunteer their time to assist an underprivileged child in shopping for holiday gifts for the child's family. Gift cards for merchandise are provided through the grant.

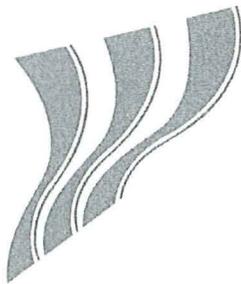
Alternatives: Discontinue the program or seek alternate funding.

Financial Considerations: No matching grant requirements or other financial obligations. All Willmar PD time is volunteered.

Preparer: Chief Jim Felt

Signature: 

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date: July 28, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Public Works

Agenda Item: Request to Purchase/Replace Front End Loader with Snow Pusher

Recommended Action: Approve the purchase/replacement of one front end loader with snow pusher from RDO Equipment Company

Background/Summary: Staff is requesting replacement of a front end loader with a snow pusher in accordance with the 2015 Capital Outlay Program. The new 2015 John Deere 624K loader would be purchased from RDO Equipment Company through State Contract #90751 in the total amount of \$128,356.00. The current unit, a 2000 John Deere 624H loader, is showing signs of age in the bearings, hydraulics and transmission as well as rusting issues. The existing loader will be traded in and the purchase price reflects the trade in value of \$54,300.00.

Alternatives: Keep the current unit.

Financial Considerations: The 2015 Capital Outlay Program has included \$222,000.00 for the purchase of the loader and snow pusher.

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

Signature:

Comments: Vehicle/Equipment Replacement Policy objective is to reduce annual maintenance and replacement costs of all City equipment. These objectives will be met through the systematic maintenance, upgrade, and/or replacement of equipment.



WILLMAR

PUBLIC WORKS

DIRECTOR/CITY ENGINEER

City Office Building
Box 755 320-235-4202

STREET/PARK SUPERINTENDENT

801 W. Hwy. 40 320-235-3827

WASTEWATER TREATMENT

3000 75th St. SW 320-235-4760

Willmar, Minnesota 56201

Fax 320-235-4917

www.ci.willmar.mn.us

Memorandum

TO: Kevin Halliday, Interim City Administrator

FROM: Sean Christensen, Public Works Director *SC*

DATE: July 16, 2015

RE: Purchase of a Front End Loader with Snow Pusher

Staff is in the process of proceeding with the purchase and replacement of a Front End Loader with a Snow Pusher, in accordance with the Public Works 2015 Capital Outlay Program.

I am requesting approval to trade-in Unit #006586 and purchase a Front End Loader for \$128,356.00 from RDO Equipment Co., through State Contract # 90751. Please be advised that the 2015 Capital Outlay Program has included \$222,000.00 for the purchase of the Front End Loader.

Please let me know if you concur with this submittal.

gm

Approval _____





Investment Proposal (Quote)

RDO Equipment Co.
 1710 East College Drive
 Marshall MN, 56258
 Phone: (507) 532-0994 - Fax: (507) 532-0993

Proposal for:
 CITY OF WILLMAR
 801 INDUSTRIAL DRIVE SW
 WILLMAR, MN, 56201
 KANDIYOHI
 (320) 235-3827

Investment Proposal Date: 6/1/2015
 Pricing Valid Until: 7/1/2015
 Deal Number: 778727
 Customer Account#: 3827017
 Sales Professional: John Bot
 Phone: (507) 532-0994
 Fax: (507) 532-0993
 Email: JBot@rdoequipment.com

Equipment Information

Quantity	Serial Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD	0	New 2015 JOHN DEERE 624K	\$167,109.00
			Freight Out delivery	\$360.00
			Other 6 hole stucchi installed	\$2,200.00
			Other Install bam switch for auxillary	\$1,600.00
			Other 16' snow pusher	\$6,000.00
			Warranty -John Deere Full Extended-60 Months, 4000 Hours,Deductible: 0, Exp Date: 7/30/2020	\$5,387.00
Equipment Subtotal:				\$182,656.00

Trade Information

Serial Number	Year / Make / Model	Payoff Information	Trade In Value
DW624HX576586	2000 JOHN DEERE 624H	\$0.00	(\$54,300.00)

Purchase Order Totals

Balance:	\$128,356.00
Total Taxable Amount:	\$128,356.00
Sales Tax Total:	\$0.00
Sub Total:	\$128,356.00
Cash with Order:	\$0.00
Balance Due:	\$128,356.00

VEHICLE/EQUIPMENT CHANGE REQUEST FORM

HRS 5586

RR Department Head - I am requesting the following to occur:

Check Applicable Box

Addition - (To the overall number of vehicles in our fleet):			
Deletion - (From the overall number of vehicles in our fleet and not to be replaced):			
Replacement - (To be replaced by another vehicle):		2015	
Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)			
Re-assignment - (Transfer to another City Dept.):			
Fixed Asset Number:	3008.00021	Reminder to Attach Photo	
Vehicle Number:	005586	Replacement Cost:	\$222,000.00

2000 John Deere 624H loader

(Comments): *degrees of aging in bearings, rust, hydro, and transmission are beginning to effect the operation of this loader - Recommend replacement as in schedule.*

Initial *A.S.*

Operator or Supervisor (comments if applicable):

LOADER HAS ISSUES WITH FRONT AXLE TIRE WEAR IS BAD CAUSES MACHINE TO HAVE HUGE VIBRATION HAS HAD SOME ISSUE WITH TRANSMISSION

Initial *GM* 1-13-14

Mechanic (comments if applicable):

5,100 hrs. Rust on cab enclosure becoming an issue. Wiring connections are giving problems. Light fixtures have needed to be replaced due to rust. Has engine oil leak around injection pump area.

Initial *MDS* 1/13/14

APPROVED DENIED

D. Wappeler
 Vehicle/Equipment Committee 02-19-14
 Date

APPROVED DENIED

Chad Johnson
 City Administrator 4-10-14
 Date



2000 JOHN DEERE 624 H LOADER # 006586 5098 HRS
7-16-15 HOURS 5586 HRS



Date of Quote: July 15, 2015



Company: **City of Willmar**
 Name: **Gary Manzer**
 Address: **801 Industrial Dr SW**
 City, State Zip **Willmar, MN 56201**
 Phone: **320.235.3827**
 Fax: **320.235.4917**

Furnish separate price quote for: **ARTICULATING WHEEL LOADER**

1.0 Articulating Wheel Loader

Make & Model	Caterpillar 938M
Horse Power/Engine Information	Caterpillar C7.1 ACERT / 186 Net HP
Operating Weight	36,156 lb
Full Turn Static Tipping Load	22,146 lb
Recommended Bucket Type & Size (Stuck/Heaped) (SAE)	Performance GP bucket 3.5 cyd heaped / 3.3 cyd struck
Is bucket included with base unit?	No
Break Out Force, bucket (SAE)	29,035 lb
Hinge Pin Height	13'0"
Articulation Angle	40 degrees
Brake Type	Independent front and rear enclosed Inboard wet disc
Transmission Type (describe features)	Stepless, electronically-controlled hydrostatic transmission with 4 speed ranges, standard throttle lock, and optional rimpull control and creeper control
Differential type - Front & Rear	Fully locking front differential (can be engaged on the go at full torque with button on joystick). Conventional rear differential
Seat type	Fabric suspension seat
Battery CCA	4 x 1,000 CCA
Tires	20.5 R25 Michelin XTLA on 3-piece rims
Hydraulics	2 valve, single lever, load-sensing variable flow electrohydraulic control system with in-cab programmable kick-outs and electrohydraulic cylinder snubbing
Bucket Controls	Seat mounted joystick with F/N/R switch
Alternator Size	115 amp
Starting Aid	Ether starting aid and engine coolant heater
Road & Work Lights	Front and rear halogen roading and work lights with LED rear stop tail turn lights
Warranty Details: Months, Years, Hours, etc.	One year / unlimited hour premier warranty
Base Price for 938M:	\$ 158,520

**ARTICULATING WHEEL LOADER
PRICE SCHEDULE**

2.0 OPERATOR STATION

2.1	Standard cab (includes automatic temperature control, seat mounted implement controls, two heated external mirrors, two internal mirrors, tilt and telescoping steering wheel, and primary instrument display)	Included
2.2	Deluxe cab (includes all features included in 2.1 plus automatic blower control, electrically adjusted external mirrors, secondary display which allows real time adjustments to rimpull, creeper speed, 3rd function flow, throttle lock, and doubles as rear camera display (camera not included), Hystat Modes, Perfect Parallax, enhanced in cab LED lighting,	\$ 1,310
2.3	Radio ready (provides speakers and wiring)	Included
2.5	AM/FM radio with Bluetooth interface & MP3	\$ 440
2.7	Ride control	\$ 2,400
2.8	Standard seat (mechanical suspension seat)	Included
2.9	Deluxe seat (air suspension seat)	\$ 640
2.13	Rear view camera (requires 2.2 deluxe cab)	\$ 640
2.14	Cat Integrated Object Detection System (requires 2.2 deluxe cab and 2.13 rear view camera)	\$ 2,090
2.15	Washer & Wiper, front and rear	Included

3.0 ENGINE/POWER TRAIN

3.2	Front differential lock	Included
3.3	Limited slip rear differential	\$ 1,820
3.4	Medium debris package (includes Sy-Klone engine pre-cleaner and reversing fan)	\$ 1,500
3.6	Ether starting aid	Included
3.7	Engine coolant heater	Included

4.0 ELECTRICAL/LIGHTS

4.1	Warning, Beacon, LED Strobe, Amber Lens	Included
4.3	Halogen front and rear loading and work lights	Included
4.4	Two additional forward facing and two additional rear facing halogen work lights	\$ 240
4.7	Product Link PL641 - cellular (36 Month Subscription)	Included
4.8	Product Link PL631 - satellite (36 Month Subscription)	\$ -

5.0 TIRES/RIMS

5.1	All tires listed are mounted on 3 piece rims	
5.2	20.5-R25 Michelin XTLA, L2	Included
5.5	20.5-R25 Bridgestone VSW, L2 Snow	\$ 680

6.0 HYDRAULICS

6.1	Hydraulic oil cooler, heavy duty	Included
6.2	Hydraulics 2 valve	Included
6.3	Hydraulics, 3 valve	\$ 1,930
6.3x	Stucchi Valve H11 #MF-GR6-13 - Non-bid Item	\$ 1,800

7.0 BUCKET/ATTACHMENTS**Attachments for Use with HPL Coupler**

7.2x	JRB Quick Coupler	\$ 6,200
7.22	General purpose bucket, 3.25 cyd. with bolt-on edge and JRB QC Hooks - non-bid item	\$ 11,250
7.24	60" pallet forks (84" carriage) - JRB QC Hooks	\$ 10,500
7.xx	Bonnell 16' Snow Pusher with JRB Quick Coupler Connections - Non-bid item	\$ 9,500

ARTICULATING WHEEL LOADER
PRICE SCHEDULE

8.0 OTHER LOADER OPTIONS

8.2	Logger counterweight (adds 1,586 lbs - recommended for log and lumber, aggregate handling, and auto re-handling applications, Not for High Lift)	\$	3,680
8.3	Crankcase guard	\$	570
8.4	Powertrain guard (side)	\$	320
8.5	Powertrain guard (lower)	\$	840
8.10	Drive shaft guard	\$	370
8.14	Standard fenders (provides black non-metallic front fenders and partial coverage rear fenders)		Included
8.15	Extended coverage fenders (provides yellow non-metallic front fenders and extended coverage rear fenders)	\$	1,270

10.0 OEM EXTENDED WARRANTY OPTIONS

10.71	60 Month / 3,000 Hour Premier	\$	3,980
10.88	\$200.00 deductible per occurrence after 1st year on premier warranties. Warranty excludes wear items, tires, cutting edges, lights, brakes, batteries, and non-Cat attachments.		
10.89	One set of parts, service and operators manuals		No Charge

13.0 DELIVERY CHARGES - SEE SPECIAL TERMS AND CONDITIONS

DELIVERY STARTING POINT: City/St/Zip St. Cloud, MN

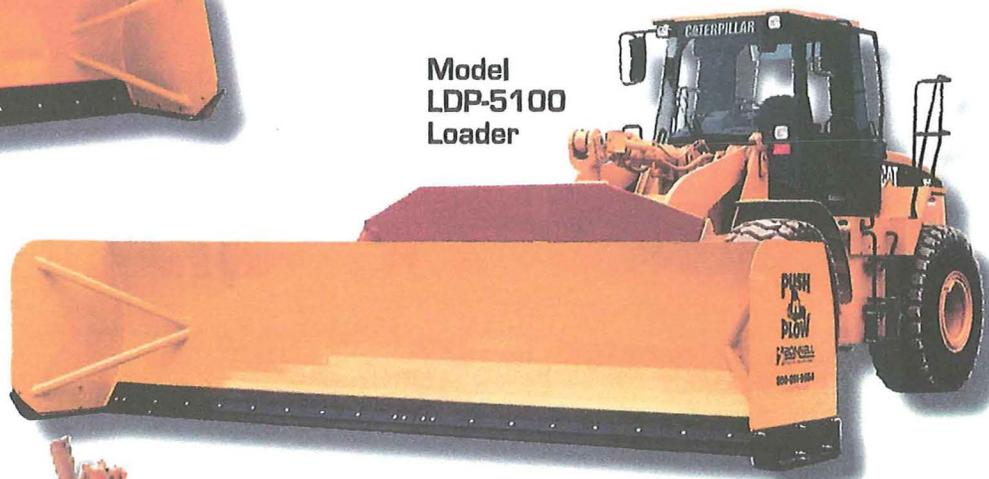
MINIMUM DELIVERY CHARGE (if any) \$450

Total Machine Price including Options	\$	222,940.00
TRADE ACTUAL - 2000 John Deere 624H SN 576586	\$	(35,000.00)
GRAND TOTAL - 938M	\$	187,940.00

PUSH N' PLOW SNOW REMOVAL SYSTEM



**Model
SSP-3600
Skid-Steer**



**Model
LDP-5100
Loader**



**Model
BHP-3600
Backhoe**

The Bonnell Push 'N Plow™ is specifically designed to eliminate spillover and windrows, allowing you to finish your snow removal job faster and more efficiently. Get more jobs done in less time to make your operation more profitable. So put profit in your pocket, place the snow where you want it.

With sizes ranging from six to thirty feet, we have a Push 'N Plow™ to fit your application. Whether it's tight and confined spaces, or out on the open runway, the Push 'N Plow™ will stand up to the legendary quality you've come to expect from Bonnell.

Push N' Plow™ Specifications

SPECIFICATIONS	LDP	BHP	SSP
Height	48"	36"	36"
Lengths Available	10' to 30'	10' to 14'	6' to 12'
Capacity	12 to 38 Yards	9 to 13 Yards	5 to 11 Yards
Moldboard Construction	Continuously Welded 3/16" Double-Paneled		
Moldboard to end plate reinforcement, per side	Two 2-1/2"	Two 2"	Two 2"
Endplate Construction	3/8" Endplates		
Cutting Edge	1-1/2" x 10" Adjustable Rubber, Punched to AASHTO Standard		
Wear Shoe Material	1-1/4" x 4" AR400 Steel	1" x 4" AR400 Steel	1" x 4" AR400 Steel
Wear Shoe Type	Bolt On Reversible/Replaceable		
Lifting Eyes	Yes	Yes	Yes
Finish	Implement Yellow		

QUICK ATTACHMENT SYSTEM

The simple quick attachment system allows for easy, rapid connection and detachment meaning you will spend more time on the job, and less time getting ready for it!



MODEL LDP
3" Schedule 40 pipe continuously welded to 1-1/4" steel plates and reinforced with 3/8" plate gussets.

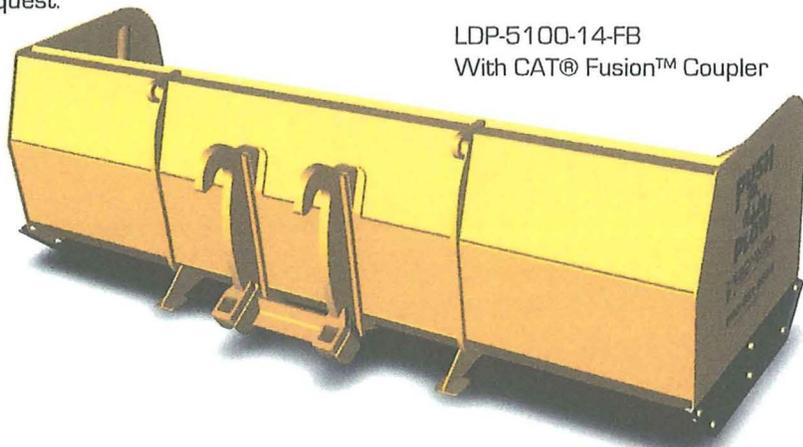


MODEL BHP
2-1/2" Schedule 40 pipe continuously welded to 1" steel plates and reinforced with 3/8" plate gussets.



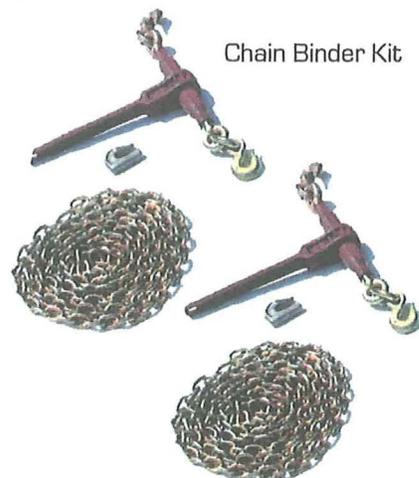
MODEL SSP
Designed to fit current models with Quick Attach System

ACS, JRB & Balderson Hook Ups Available Upon Request.

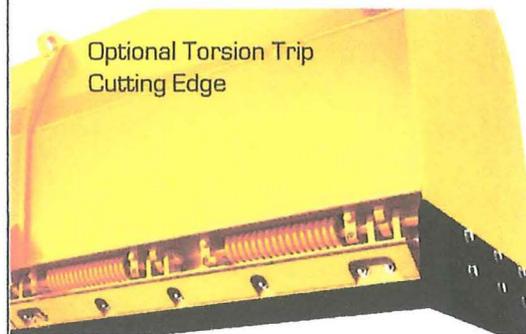


LDP-5100-14-FB
With CAT® Fusion™ Coupler

Options:

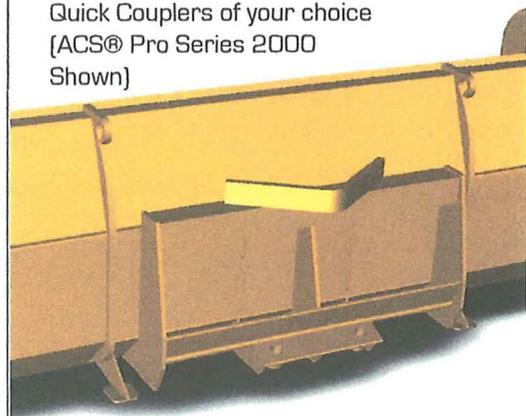


Chain Binder Kit



Optional Torsion Trip Cutting Edge

Quick Couplers of your choice (ACS® Pro Series 2000 Shown)



TRUCK & ROAD EQUIPMENT
1385 Franklin Grove Rd. • Dixon, IL 61021
• www.bonnell.com • (815) 284-3819
• (800) 851-9664 • Fax (815) 284-8815





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

Agenda Item Number: 7

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Community Education & Recreation

Agenda Item: Swansson Field Drainage and Warning Track Rehab Project

Recommended Action: Approve purchase of Agrilime from Bryan Rock Products, Inc. in the amount of \$24,395.00. Miscellaneous expenses totaling about \$2,000.00

Background/Summary: In the 2015 CIP \$50,000.00 was allocated to complete the work of rehabbing the warning tracks of all 5 fields at North Swansson along with fixing drainage on the Orange Baseball Field. In addition to the Bryan Rock expense Public Works staff will also spend about \$2,000.00 for parts and rental equipment to complete the drainage portion of this project along with re-seeding the area impacted by digging in the drainage line.

Alternatives: Do not complete this work and have warning tracks that are grown over and sloppy to maintain along with an outfield area that does not drain well.

Financial Considerations: \$24,395.00 + \$2,000.00

Preparer: Steve Brisendine

Signature:

Comments:

BRYAN ROCK PRODUCTS, INC.

Box 215 • Shakopee, MN 55379
 Phone (952) 445-3900 • (800) 382-3756 • Fax (952) 445-0809
 www.bryanrock.com

Quote: **55819**
 Quote Date: 7/2/2015
 Expire Date: 1/31/2016

Quotation

Bill To:

W720	CITY OF WILLMAR PARK DEPARTMENT
	WILLMAR, MN 56201
Contact:	SCOTT LEDEBOER
Phone:	612-235-4913
Fax:	612-235-1854

Ship To:

WILLMAR MN
P.O.#

Quote Description : WILLMAR MN

<u>Product ID</u>	<u>Product Description</u>	<u>Quarry</u>	<u>Quantity</u>		<u>Total/Ton</u>
120	Red Ball Diamond Agg	103	700.00	Semi	\$34.85
					<i>\$24,395.00</i>

TAX MAY APPLY IF APPLICABLE - SHAKOPEE 6.875% BAYPORT/DENMARK 7.125%

Shakopee Locations = Quarry 103 and 104 Bayport Location = Quarry 102
 Prices and Quantities Based Per Ton Unless Otherwise Noted
 Straight Truck/Tandem Deliveries Subject to Extra Charge Plus Sales Tax
 Partial Loads Subject to Minimum Haul Charges
 Prices Subject to Change with Major Fuel Increases or Road Closures Due to Flooding
 The Truck Portion of Our Quote Does Not Cover Any Prevailing Wage Rate Requirements That May Be Required On This Job
 Prices Subject to Transit Improvement Tax and Additional Aggregate Tax Increase
 Prices Subject to Change with Any Irregular Loading or Delivery Hours (Mon-Fri 7:00AM to 4:00PM)

Terms: Net 30

Comments:

Accepted by: _____

Seller: _____

Eric Bryan/Bryan Rock Products

Date: _____

City of Willmar Public Works

Orange Field Tile Cost

1600' 4" Tile \$944.00

22 Drain Tile (T) 4" Fittings \$115.00

8 Drain Tile (90°) 4" Fittings \$48.00

23 Drain Tile Reducers (6"-5"-4") \$138.00

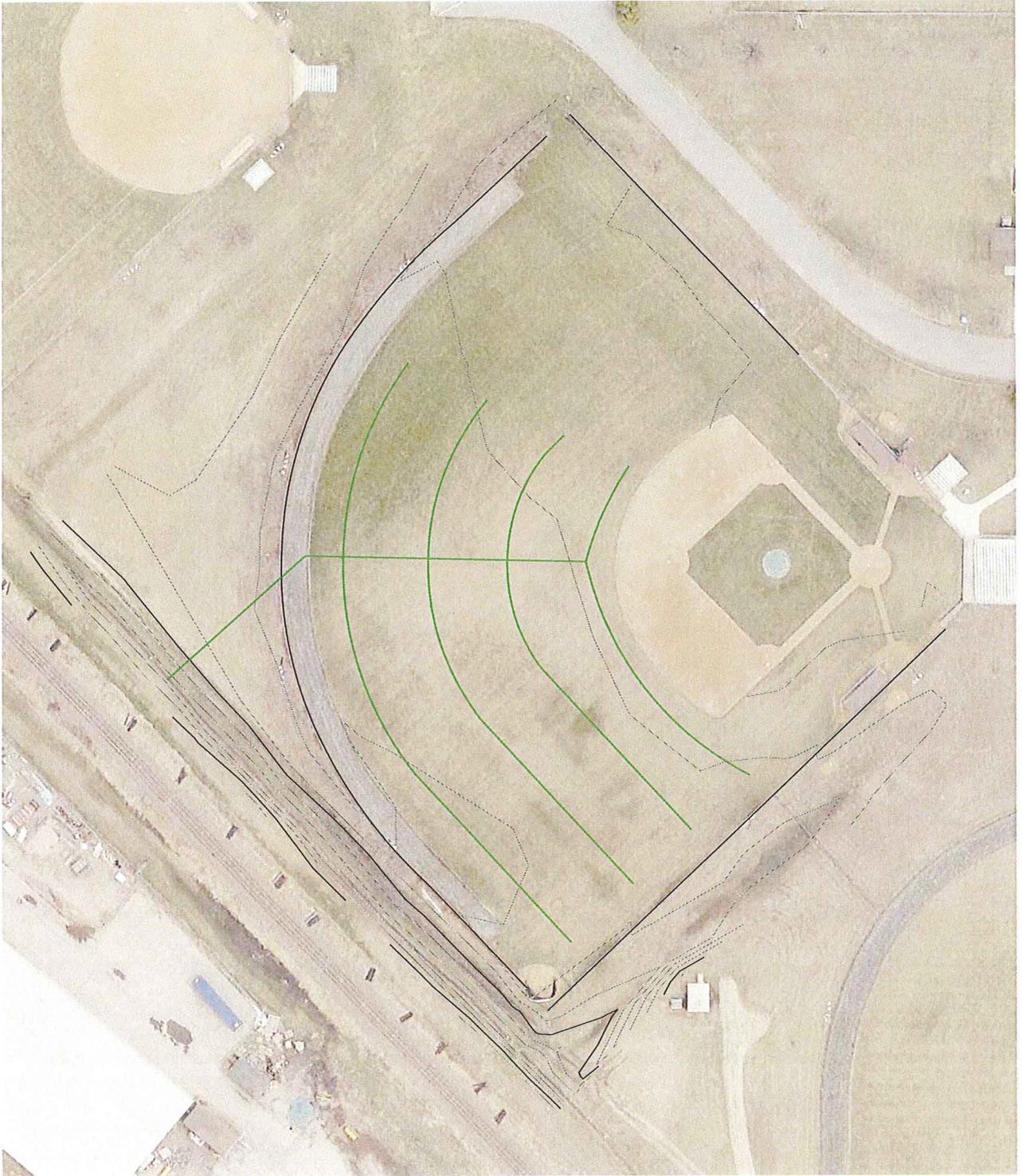
23 Covers With Slots \$230.00

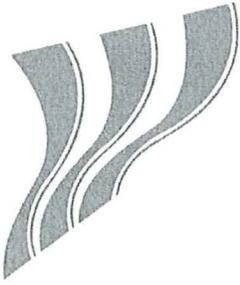
1 Atrium Grate 4" (Bee Hive) \$6.00

Total \$1481.00

Rental Of 4" Dingo Trencher (Grand Rental) \$182.00

Grand Total \$1663.00





CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 8

Meeting Date: July 28, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Engineering

Agenda Item: Water View Phase 2 School Project Infrastructure Improvements

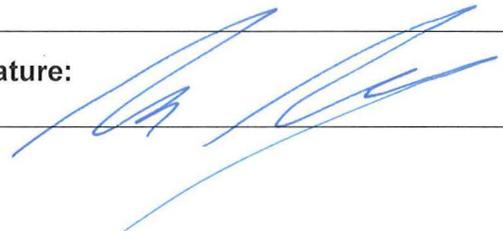
Recommended Action: 1. Align Lakeland Drive to 28th Avenue with a T intersection at 24th Avenue (requires re-plat)
2. City to participate in project financing to the extent Council recognizes benefit to greater community

Background/Summary: Duinick first presented the information on the extension of 24th Avenue SE connecting to Lakeland Drive at the Public Works/Safety Committee Meeting on April 29, 2014. The parcel of land in this location has been identified as a possible site for the new elementary school. Duinick staff presented infrastructure needs to accommodate the school as well as the extension of the street at the Public Works/Safety Committee meeting on July 14th, and is asking for the City to fund 50% of the project's total cost.

Alternatives: N/A

Financial Considerations: Unknown at this time

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

Signature: 

Comments:



July 9, 2015

Sean Christensen
City of Willmar Public Work Director
333 6th St SW
Willmar, MN 56201

Re: Water View Phase 2 School Project Infrastructure Improvements

Dear Mr. Christensen:

As we spoke of recently, our company owns a parcel of land in the southeast side of Willmar that has recently been identified as one of two locations being considered for the new elementary school that Willmar Public School will be constructing. In light of this development, we are in the process of identifying the infrastructure needed to accommodate the school, as well as understand the potential impacts of this project. As part of this analysis, it seemed appropriate to include the City in the discussions surrounding this project. This proposal will give some relevant background information, describe the project along with the anticipated cost, identify project benefits, and suggest a cost-sharing arrangement between Duinick (as the developer) and the City. Please pass this proposal onto the City's public works committee for their review and recommendation.

Background

Over the last 50 years, Duinick has purchased several contiguous parcels in the southeast portion of Willmar, south of 19th Avenue and east of 1st Street. In 2006, Duinick worked cooperatively with the city to combine several of those parcels into a 115 acre commercial development that became known as the Water View Business Park. Development of this land was controlled by a development agreement entered into between the City of Willmar and Duinick Development. As part of this plat, right-of-way was dedicated to the city for 5th Street, 9th Street, and 24th Avenue. 5th Street was then constructed from 19th Avenue to 28th Avenue, 9th Street constructed from 19th Avenue to 24th Avenue, and 24th Avenue constructed from 1st Street to 9th Street. As part of the road construction project, large sanitary sewer interceptor lines were installed throughout the project, in order to serve areas well beyond the limits of the Water View development. One such line, a 21" sanitary sewer, terminates at the intersection of 9th Street and 24th Avenue. Additional right-of-way for 24th Avenue and adjacent lots were also included in the plat going to the east up to the TH 23/71 bypass and terminating roughly parallel to the TH 23/71 bypass at the edge of the "Bryant" parcel (owned by Duinick), which was intended to be a second phase to the Water View Business Park. In this second phase, we had planned

to continue 24th Avenue from the end of our plat northeast up to Lakeland Drive, in the area of 15th Street SE. Throughout the last 10 years, we have discussed several potential layouts of the infrastructure associated with this potential Phase 2 project with city staff and committees, albeit with the understanding that the ultimate final design would be dictated in large part by the needs of a potential future user of the land.

Willmar Public School Proposal

As you are aware, a referendum was recently passed by the voters of the City of Willmar to construct a new elementary school, addressing the overcrowding, accessibility, and functionality issues they currently have. Through that process, a potential site layout was developed by the school's architect to determine the feasibility of the Duinick site (Water View Phase 2 property) and to facilitate associated discussion. Through discussion with the architect and other school representatives, Duinick made some minor revisions to that layout to incorporate the infrastructure that would be needed to serve not only the school, but also the Water View development that this school would tie into, and the needs of the public that use the transportation and utility systems in this area of the City. As a result of the initial and revised layouts, a "Preliminary Site Layout – School Option 4" was developed and is included with this proposal. This layout shows the "on-site" improvements, including the school building, parking lots, bus/car drop-off areas, playground area, 2 soccer/football fields, 3 softball/baseball fields, and the necessary ponding, all located mainly on the Water View Phase 2 area, but also partially on Block 6, Lot 7 of the initial Water View plat. In total, the school will use approximately 23 acres.

It also shows the "off-site" improvements, which include the road and the associated utilities located in the road right-of-way. Adjacent to the school, 24th Avenue will extend through the eastern edge of the property, parallel and adjacent to the TH 23/71 bypass, up to Lakeland drive, which will also change the intersection of 15th Street and 19th Avenue as indicated. The new street will be named Lakeland Drive, changing to 24th Avenue to the west of 9th Street, as it is currently named. Naming the streets in this way would provide for logical traffic patterns and avoid any change to current addresses, simplifying the process. The width of the new Lakeland Drive from 9th Street to the school entrance would be consistent with the width of the current 24th Avenue from 1st Street to 9th Street (60 ft). It would then taper down to the width of Lakeland Drive going to the northeast (42 ft). A center turn lane could be provided along the entire stretch, or dedicated turn lanes could also be developed if more appropriate. Additionally, a right turn lane could be provided into the school property, enhancing safety. A sidewalk would also be provided along the west side of the road. It would also be anticipated that the 21" sanitary sewer that currently terminates at the intersection of 24th Avenue and 9th Street, along with the necessary water and other utility lines, would be extended along the entire new alignment to serve the area to the north and northeast, beyond the limits of our property.

Benefits

Many parties will benefit by developing a school on this property. The following is a partial list of benefits that we would anticipate being realized by the City.

- Provides consistency through Lakeland Drive / 24th Ave Corridor (eliminates the business-residential-business use sequence that currently exists)
- Removes traffic pressure through the Dana Heights / Pleasantview residential area
- Increases safety through the entire corridor (especially through the current residential area)
- Increases safety for students walking to school by diverting traffic to the south and east of the potential school property
- Promotes residential development in the area around the school (mainly north)
- Continues good access to the 19th Street business
- Provides good access into the heart of the Water View business district
- Opens up new area for development (east side of Water View Business Park)
- Increased tax base from the new commercial development area and accelerated development of the first phase of the Water View Business Park.

Cost Share Agreement

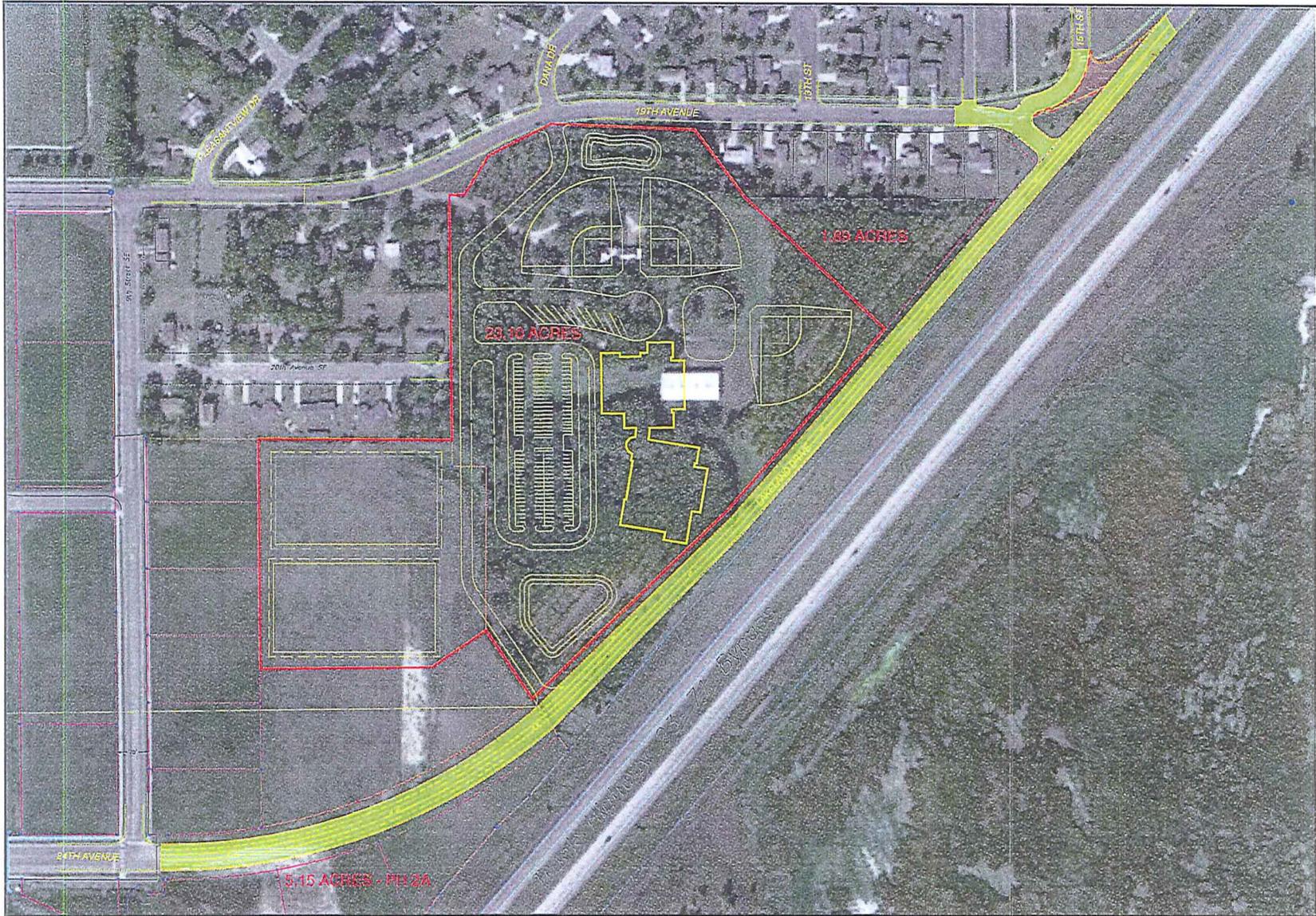
The cost of the "on-site" improvements will be negotiated between the school and Duinick. However, we anticipate the total cost of the "off-site" infrastructure needed to support this project, as shown on the attached map, will be in the neighborhood of \$2.0 – 2.4 million. Because of the benefits that the city will realize through this project, the "trunk costs" of developing larger roads and utilities than are needed for the school project in order to serve the greater public good, as well as the fact that the project only allows for developer costs to be borne by the property on one side of the newly-developed street, we believe that it is prudent for the City to equally participate in the cost of constructing these improvements. Thus, we would respectfully request that the city pay for 50% of the costs of constructing this infrastructure, with Duinick covering the remainder. While the details of exactly how the work would be completed and the project financed can be worked out through the development agreement, what we are asking for at this time is agreement in principle on a 50% cost-share arrangement. We believe that this is the most fair and equitable way to divide the costs associated with this project.

Thank you for the opportunity to submit this proposal. Please contact me if you have questions.

Sincerely,



Jason Ver Steeg, P.E.
Duinick, Inc.



DATE	REVISIONS	NO.	BY

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P.O BOX 208
 408 SIXTH STREET
 PRINSBURG, MN 56281
 PHONE: (320) 978-6011
 FAX: (320) 978-4978

SCALE
 1" = 100'
 DRAWN BY:
 JVS
 CHECKED BY:
 JVS
 SURVEYED BY:
 DK

WATERVIEW - PHASE 2
PRELIMINARY SITE LAYOUT
SCHOOL OPTION 4
WILLMAR, MN
 DATE
 JULY 8, 2015
 SHEET
 1 OF 1



CITY OF WILLMAR
333 SW 6th Street
Box 755
Willmar, MN 56201
320-235-4915

Memorandum

To: Mayor and Council

From: Sean Christensen, Public Works Director 

Date: July 16, 2015

RE: Water View Phase 2 Project Infrastructure Improvements



GENERAL DISCUSSION

Previous discussion over the past years, with former Public Works Directors has included the desire to continue Lakeland to 28th Ave, not 24th Ave. This would be my suggestion as well

There are no traffic signals along 24th Avenue, only 19th Avenue and 28th Avenue

24th Avenue does not continue after 1st Street but for a couple of residential blocks, 19th Avenue and 28th Avenue both continue to the west and the continuation of each is State Aid eligible

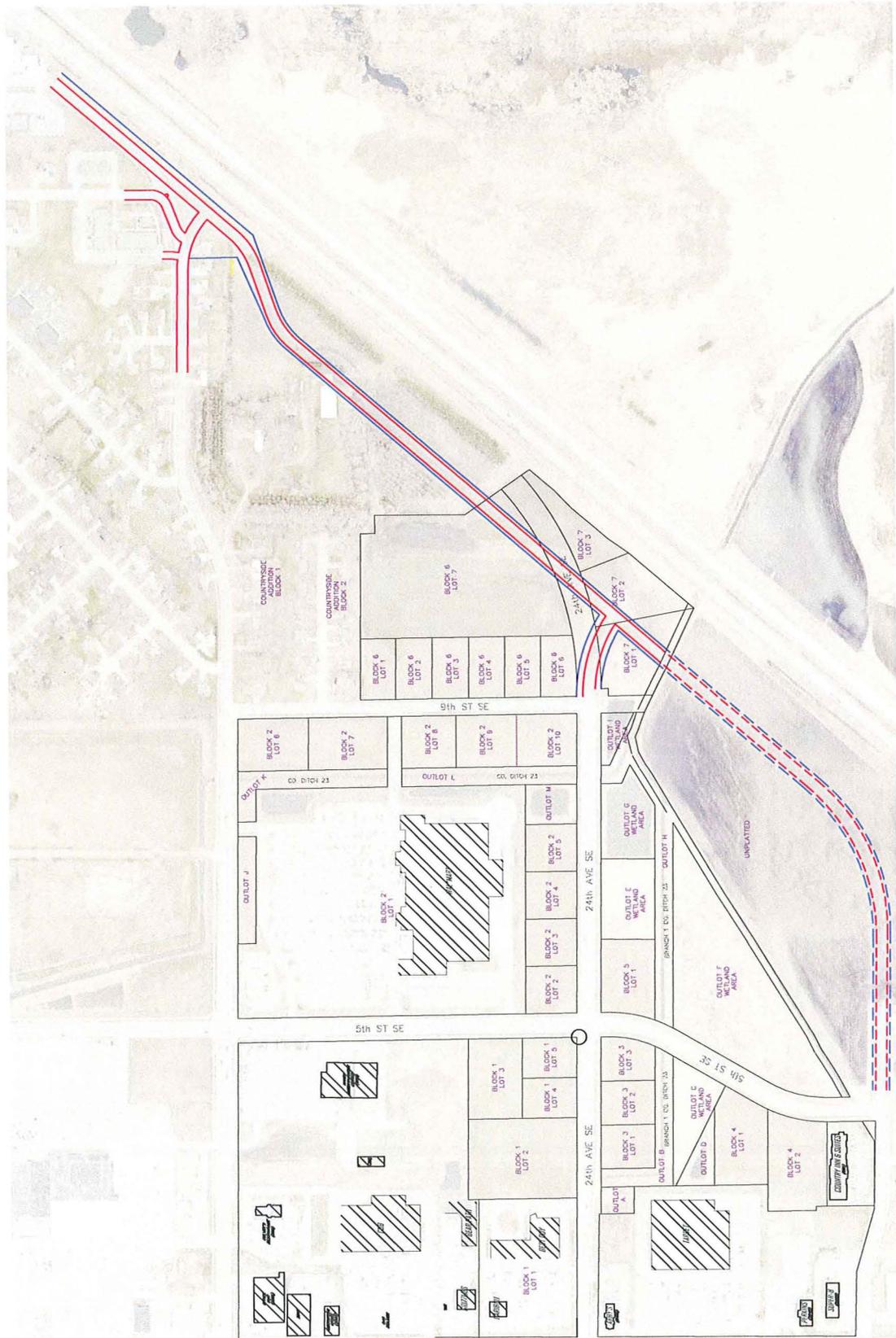
The box culvert crossing on 24th Avenue is very rough and needs serious consideration. A similar type of repair has already been performed at the box culvert crossing in 19th Avenue

This proposal actually removes traffic from the front of businesses along 19th Avenue

SPECIFIC POINTS

- Provides consistency through Lakeland Drive / 24th Ave Corridor (eliminates the business-residential-business use sequence that currently exists) – **This will actually create a business-school-business sequence**
- Removes traffic pressure through the Dana Heights / Pleasantview residential area – **This potentially transfers the traffic pressure to another area**
- Increases safety through the entire corridor (especially through the current residential area) – **Potentially through the residential area but not necessarily through the entire corridor**
- Increases safety for students walking to school by diverting traffic to the south and east of the potential school property – **Students will still cross 19th Avenue**

- Promotes residential development in the area around the school (mainly north) – This may create a business-residential-school-business sequence
- Continues good access to the 19th Street business – Access will be from the rear of the existing businesses along 19th Avenue
- Provides good access into the heart of the Water View business district – This appears to be more of a developer benefit than a City benefit
- Opens up new area for development (east side of Water View Business Park) – This is true, but again more of a developer benefit
- Increased tax base from the new commercial development area and accelerated development of the first phase of the Water View Business Park. – Yes, this will increase the tax base IF development occurs but that is not guaranteed and nobody can guess the time-frame.



LABOR RELATIONS COMMITTEE

MINUTES

The Labor Relations Committee/Full Council of the Willmar City Council met on Wednesday, July 29, 2015 at 4:00 p.m. in Conference Room No. 1 at the City Office Building.

Present: Steve Ahmann Chair
Audrey Nelsen Member
Denis Anderson Member
Ron Christianson Member
Rick Fagerlie Member
Tim Johnson Member

Others present: Mayor Marv Calvin, Interim City Administrator Kevin Halliday, Finance Director Steve Okins, Public Works Director Sean Christensen, Planning and Development Director Bruce Peterson, Police Chief Jim Felt, Accounting Supervisor Carol Cunningham Administrative Assistant Sue Edwards, Administrative Assistant Janell Sommers and David Little of "The West Central Tribune."

Council Member Anderson made a motion, seconded by Council Member Christianson to go into closed session pursuant to Minn. Stat. §13D.03 to discuss labor negotiation strategies. The meeting was closed at 4:22 p.m.

Labor Attorney Frank Madden was present to discuss labor negotiation strategies with the Committee.

The meeting was reopened at 5:22 p.m. on a motion by Council Member Christianson, seconded by Council Member Anderson.

It was at this time that Labor Attorney Frank Madden left the meeting and the other individuals joined the meeting.

Item No. 1 Call to Order

The meeting was called to order by Council Member Ahmann at 5:22 p.m.

Item No. 2 Public Comments

There were no comments from the public.

Item No. 3 Items Requested to be Removed from the Table (Information)

Council Member Ahmann addressed the next three items on the agenda that were tabled by the Labor Relations Committee at the April 29, 2015 meeting. These included the review of three position classifications within the City (Accounting Supervisor, Administrative Assistant to the Police Department and Administrative Assistant to the City Administrator). He stated that it has been decided at this time, due to the Bureau of Mediation Services Unit Determination, that these items will not be removed from the table until the election is completed after August 18, 2015. He expressed that the Council is trying to be amiable about the situation, yet at this time they have been advised by the Labor Attorney not to discuss the position classifications.

Item No. 4 Memorandum of Agreement with AFSCME – General Unit (Motion)

Interim City Administrator Kevin Halliday presented a revised Memorandum of Agreement (MOA) between the City and the AFSCME General Unit for setting up a Health Care Savings Plan. He explained the

language in the MOA was not acceptable to the Minnesota State Retirement Systems and their Finance Director was unable to establish the program on the City's behalf. Labor Attorney Frank Madden worked in conjunction with the MSRS office and AFSCME representative to prepare this revised agreement which should establish the health care savings account and is presented in the form of an MOA. Staff recommended the Council approve the MOA as drafted. A motion was made by Council Anderson to approve the MOA and direct Labor Attorney Frank Madden to present the document to the MSRS. Council Member Christianson seconded the motion, which carried.

Item No. 5 Approve Officers' Successful Completion of Probationary Status (Motion)

Interim City Administrator Kevin Halliday stated there are three actions from this item. He informed the Council that pursuant to the Personnel Policy it is a requirement that the City Administrator get final approval to grant "permanent status" to any employee. He would recommend granting full-time status to the two Policer Officers who recently completed their probationary period, but the League of Minnesota Cities has long advised the City to remove the word "permanent" from its policy.

The first staff recommendation is to grant the two officers full-time status. He then requested the Council amend the Personnel Policy removing the word "permanent" in several areas and allow the granting of full-time status upon completion of probationary periods by the City Administrator.

A motion was made by Council Member Christianson to grant Officers' Liebl and Vazquez full-time status with the City of Willmar. Council Member Anderson seconded the motion, which carried.

A motion was made by Council Member Anderson to direct staff to make changes as presented to the Personnel Policy in legislative print to be brought to the Labor Relations Committee at a future meeting. Council Member Christianson seconded the motion, which carried.

There being no further business, the meeting was adjourned at 5:31 p.m. by motion of Council Member Nelson and second by Council Member Christianson.

Respectfully submitted,



Jahell Sommers
Administrative Assistant



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: July 29, 2015

Attachments: X Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Administration

Agenda Item: Memorandum of Agreement with AFSCME – General Unit

Recommended Action: Motion to Approve Memorandum of Agreement

Background/Summary:

Minnesota State Retirement System Counselors rejected the contract language of the AFSCME – General Unit and prohibited the Finance Department staff from setting up a post-employment, Health Care Savings Program.

Labor Attorney Frank Madden believes the newly drafted Memorandum of Agreement will satisfy MSRS staff concerns and allow the Finance Department to set up a severance payment plan.

Alternatives: N/A

Financial Considerations:

Preparer: Kevin Halliday, Interim City Administrator

Signature:

Comments:

From: Frank Madden [<mailto:FMadden@mgh-lawfirm.com>]
Sent: Tuesday, June 30, 2015 1:15 PM
To: serena.vergin@gmail.com; Serena Vergin
Cc: Tim Johnson; Denis Anderson
Subject: City of Willmar and AFSCME Council 65 (General Unit - MOA)

Serena:

As a follow-up to my phone message, I have had an extensive phone discussion with Eric Smith from MSRS regarding how to resolve the current problem with the AFSCME MOA in order to secure approval from MSRS for the establishment of the HCSP. As you are aware, MSRS has not approved the proposed plan due to what they believe are conflicts between the MOA and Sections 19.4 and 19.5 of the AFSCME General unit collective bargaining agreement.

As a result of our discussions, MSRS is backing off its opposition to Section 19.5 and now clearly understands that this provision applies only with respect to the rights of the Union to negotiate the successor collective bargaining agreement and whether to stay in MSRS or move back to cash payments. In addition, an understanding was reached with MSRS to avoid the perceived conflict between Section 19.4 and the language of the MOA. Simply put, the City and Union can revise the MOA deleting the current items 1 and 2 of the current MOA and in its place reference that the eligibility will be based on the language of Section 19.4 of the collective bargaining agreement as to the contributions going to the HCSP. This would eliminate the ambiguity between the MOA and the collective bargaining agreement.

Attached is a copy of the current MOA and a draft of the revised MOA. If the revised MOA meets with the Union's approval, we can probably expeditiously resolve the issue with MSRS and secure their approval.

Please contact me as soon as possible so we can discuss this issue further.

Frank Madden
Attorney at Law
Madden Galanter Hansen, LLP
505 North Highway 169, Suite 295
Plymouth, MN 55441-6444
Phone (763) 545-2525
Fax (763) 545-2866

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(Revised)

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Willmar (hereafter "City") and the AFSCME Council 65 (hereafter "Union")

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2014 through December 31, 2015 representing employees in the General Unit; and

WHEREAS, the Minnesota legislature authorized the Minnesota State Retirement System (MSRS) to establish and administer a Post Retirement Health Care Savings Plan ("Plan") for public employers and their employees; and

WHEREAS, the City and the Union have both expressed an interest in allowing members of the bargaining unit to participate in the Plan; and

WHEREAS, employees retiring from City service may be eligible for a sick leave/severance payout.

NOW, THEREFORE, the parties agree as follow:

1. Payout of sick leave/severance to eligible employees shall be in accordance with Article 19.4 of the collective bargaining agreement. Such payout shall be placed in the employees' Health Care Savings Plan in accordance with all IRS regulations.
2. This payment shall be made within 45 days following the approval of the HCSP plan by MSRS or within 45 days of the employee's termination date, whichever is greater. If an employee dies before any or all of the applicable severance is paid into the HCSP, the money cannot then be received by the HCSP. In this event, the severance payment shall be paid to the retiring employee's estate.
3. All bargaining unit employees shall participate in the Post Retirement Health Care Savings Plan, unless they apply for and approved by MSRS under a qualified exemption.
4. Employees can draw from their Post Retirement Health Care Savings Plan account in accordance with state law.
5. Any description of benefits is intended to be informational only. The management of contributed funds into the Post Retirement Health Care Savings Plan is the responsibility of the employee and/or the investment option provider selected by the employee. The City's only obligation is to deposit eligible sick leave/severance payment. The City has no other responsibility or obligations and no other claims can or shall be made against the City pursuant to this Memorandum of Agreement.

6. This Memorandum of Agreement constitutes the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Agreement to be executed this ____ day of _____, 2015.

CITY OF WILLMAR

AFSCME COUNCIL 65

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Willmar (hereafter "City") and the AFSCME Council 65 (hereafter "Union")

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2014 through December 31, 2015; and

WHEREAS, the Minnesota legislature authorized the Minnesota State Retirement System (MSRS) to establish and administer a Post Retirement Health Care Savings Plan ("Plan") for public employers and their employees; and

WHEREAS, the City and the Union have both expressed an interest in allowing members of the bargaining unit to participate in the Plan; and

WHEREAS, employees retiring from City service may be eligible for a sick leave/severance payout.

NOW, THEREFORE, the parties agree as follows:

1. Upon retirement, either by virtue of eligibility for a full annuity under PERA or disability, severance pay of accumulated sick leave hours shall be paid at seventy-five percent (75%), not to exceed seven hundred twenty (720) hours based on the current rate of pay.

2. Employees who terminate in good standing and have been employed ten (10) years shall be paid at fifty percent (50%); employed for fifteen (15) years shall be paid at sixty percent (60%); employed for twenty (20) years shall be paid at seventy percent (70%) of accumulated sick leave not including the bank hours.

3. The severance pay will be placed into the retiring employees Health Care Savings Plan in accordance with all IRS regulations.

4. This payment shall be made within 45 days of the official retirement date. If an employee dies before any or all of the applicable severance is paid into the HCSP, the money cannot then be received by the HCSP. In this event, the severance payment shall be paid to the retiring employee's estate.

5. All bargaining unit employees shall participate in the Post Retirement Health Care Savings Plan, unless they apply for and are approved by MSRS under a qualified exemption.

6. Employees can draw from their Post Retirement Health Care Savings Plan account in accordance with state law.

7. Any description of benefits is intended to be informational only. The management of contributed funds into the Post Retirement Health Care Savings Plan is the responsibility of the employee and/or the investment option provider selected by the employee. The City's only obligation is to deposit eligible sick leave/severance payment. The City has no other

responsibilities or obligations and no other claims can or shall be made against the City pursuant to this Memorandum of Agreement.

8. This Memorandum of Agreement constitutes the complete and total agreement between the parties regarding this matter.

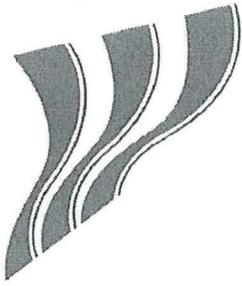
IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Agreement to be executed this 4 day of December, 2014.

CITY OF WILLMAR

[Signature]
[Signature]

AFSCME COUNCIL 65

[Signature] Staff Representative
[Signature]
Meghan Binneman



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: July 29, 2015

Attachments: X Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Administration

Agenda Item: Consideration of City Administrator's Recommendation to Approve Officer's Successful Completion of Probationary Status

Recommended Action: Motion to grant regular status to Officers' Vazquez and Liebl after successfully passing probationary period.

Background/Summary:

The City's Personnel Policy requires City Council approval for granting "permanent" status to any employee.

Alternatives:

Financial Considerations: \$1,393.60 each officer annually

Preparer: Kevin Halliday, Interim City Administrator

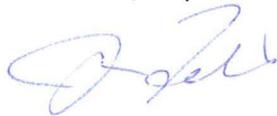
Signature:

Comments:

Date: July 21, 2015

To: Kevin Halliday
Interim City Administrator / City Clerk

From: Chief Jim Felt
Willmar Police



Re: Officer Marco Vazquez – permanent appointment

Per the Police Civil Service Rules and Regulations, a probationary officer must receive final appointment by the City of Willmar upon successful & satisfactory completion of probation.

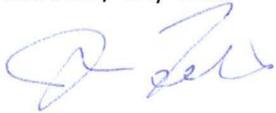
Officer Marco Vazquez has completed his formal probationary period with Willmar PD as of 07/08/15. It is my recommendation that he be retained as a permanent full-time officer with the Willmar Police Department. Officer Vazquez is a very capable, ambitious and productive officer with our department and an asset to the City of Willmar.

If you have any questions, please let me know.

Date: July 21, 2015

To: Kevin Halliday
Interim City Administrator / City Clerk

From: Chief Jim Felt
Willmar Police

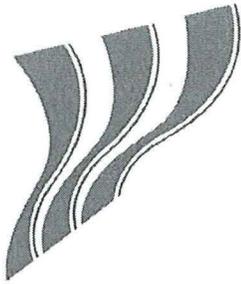


Re: Officer Jeffrey Liebl – permanent appointment

Per the Police Civil Service Rules and Regulations, a probationary officer must receive final appointment by the City of Willmar upon successful & satisfactory completion of probation.

Officer Jeffrey Liebl has completed his formal probationary period with Willmar PD as of 07/07/15. It is my recommendation that he be retained as a permanent full-time officer with the Willmar Police Department. Officer Liebl is a very capable, ambitious and productive officer with our department and an asset to the City of Willmar.

If you have any questions, please let me know.



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 16

Meeting Date:

Attachments: Yes X No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Administration

Agenda Item: Consideration of Subcommittee Vacancies

Recommended Action: Adopt a resolution assigning a Council Member to the Finance Committee, Labor Relations Committee and Airport Commission.

Background/Summary:

The reorganizational meeting of January 12, 2015, assigned Council Member Dokken to the Finance Committee, Labor Relations Committee and the Airport Commission. The Municipal Utilities Commission (another Council Member Dokken appointment) listed the alternate as Council Member Plowman.

Staff has no recommendation.

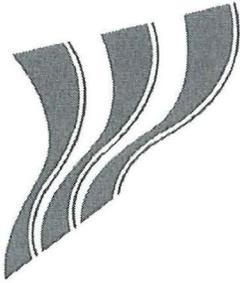
Alternatives: Leave Subcommittees meeting with a vacancy.

Financial Considerations: \$0

Preparer: Kevin Halliday, Interim City Administrator

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 17

Meeting Date:

Attachments: Yes No X

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Council Ward 4 Vacancy

Recommended Action:

Background/Summary:

Council Member Dokken’s resignation from his position on the Willmar City Council satisfied the requirements for such a resignation as contained in Section 2.06, subd. 1 of the City of Willmar Charter. Therefore, a vacancy exists in the Ward 4 seat formerly held by Mr. Dokken, with a term expiring in January 2017, effective as of the time of transmittal of the resignation message (4:14 pm on July 22, 2015).

This vacancy must be filled in compliance with Section 2.06, subd. 3 of the Willmar City Charter.

With less than two years remaining in Council Member Dokken’s term (a term ending January 2017) at the time of his resignation, the process to fill his now vacant seat on the Council is straightforward under Section 2.06 of the Charter.

Pursuant to Section 2.06, subdivision 3 of the Charter, the council must act within 45 days (on or before September 5, 2015) to either (1) appoint an eligible person to fill the vacancy for the remainder of Council Member Dokken’s term (a new term after Municipal elections in 2016 will start January 9, 2017); or (2) schedule a special election to be held within 90 days to fill the vacancy for the remainder of Council Member Dokken’s term.

Because less than two years remained in Council Member Dokken’s term at the time of his resignation, there is no requirement that the City hold a special election to fill the vacancy for the remainder of the term under Section 2.06, subdivision 4 of the Charter. However, under subdivision 3 above, the City Council is free to decide to call a special election to fill the vacancy if it wishes to do so.

If the City Council chooses to call a special election to fill the vacancy, the following would govern such special election:

- Subd. 6. For a special election held at a time *other* than a regular municipal election:
 - (A) Candidates must file for office no later than four weeks before the election
 - (B) No primary will be held
 - (C) The candidate receiving the highest number of votes is elected
 - (D) The election must be held on a Tuesday

In 1992 (David Lien resignation) and 2004 (David Chapin resignation) the City Council had the option to appoint a qualifying citizen to fill the vacancy and chose to do so. Through local media, requests were made to have

interested citizens remit a written letter to the Mayor noting their desire to serve as a Council Member. In 1992, a special meeting was held to interview prospective applicants and an appointing resolution was adopted a week later.

If the election option is chosen, note that the M-100 precinct counters and the Automark handicap assist machine(s) must be programed. Also, an Absentee Ballot Board must be established as well as the customary costs incurred for elections judges in the three precincts of Ward Four at a cost of approximately \$6,200

Alternatives: No other options, vacancy must be filled

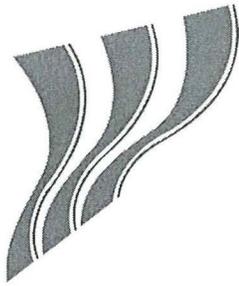
Financial Considerations: \$6,200

Preparer: Kevin Halliday, Interim City Administrator

Signature:



Comments:



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 18

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: Planning and Development Services

Agenda Item: Free 35 Foot Addition- Final Plat

Recommended Action: Approve the final plat.

Background/Summary: Free 35 Foot Addition is a four lot replat of three existing parcels and a portion of a vacated street in Pleasant View 3rd Addition (Pleasant View Drive SE) by Steve Woehler, Willmar, MN. The lots would be for single family home development. The Planning Commission approved the final plat.

Alternatives: N/A

Financial Considerations: N/A

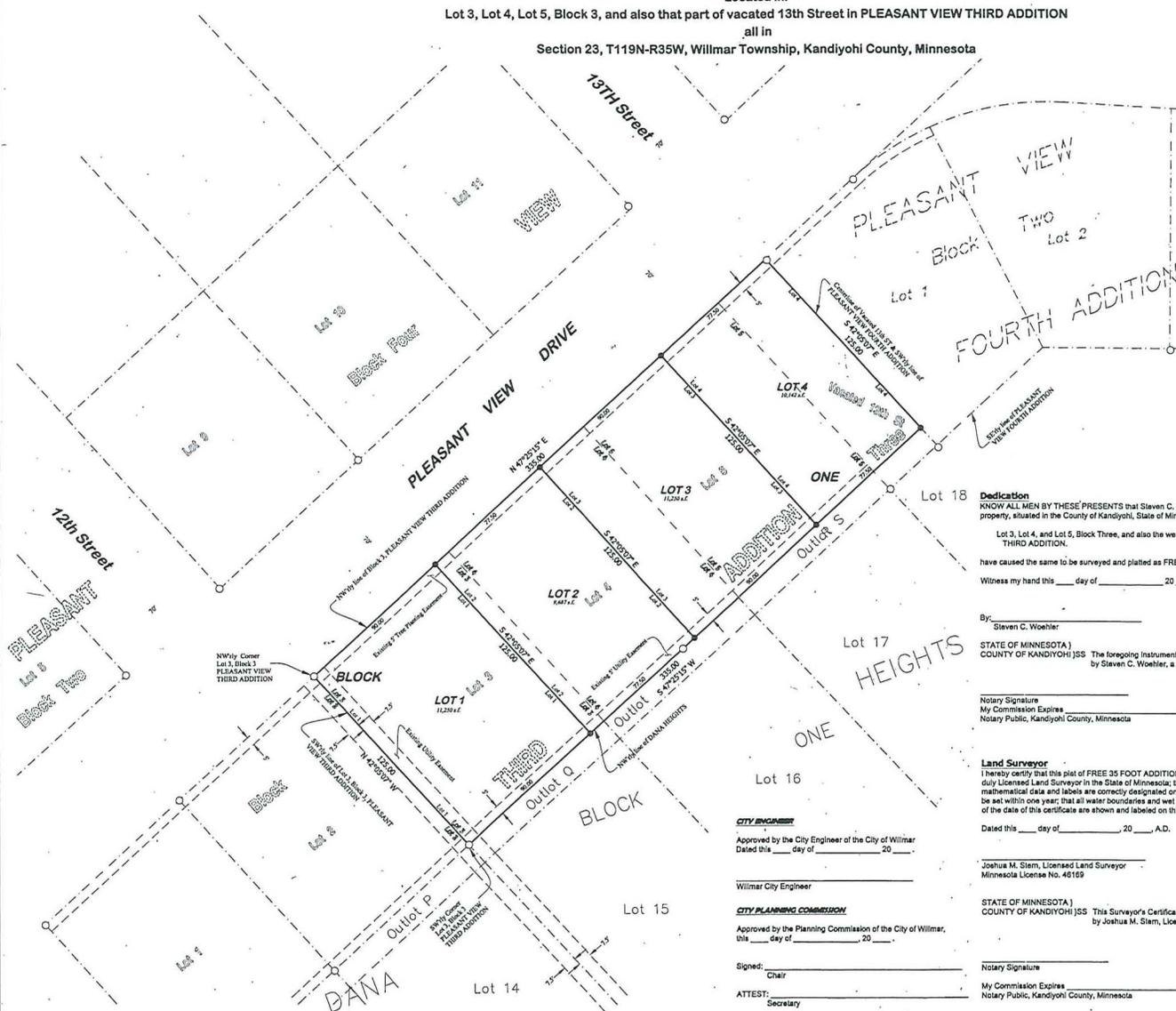
Preparer: Megan M. DeSchepper, AICP
Planner/Airport Manager

Signature: *Megan M DeSchepper*

Comments:

Final Plat of: FREE 35 FOOT ADDITION

Located in:
Lot 3, Lot 4, Lot 5, Block 3, and also that part of vacated 13th Street in PLEASANT VIEW THIRD ADDITION
all in
Section 23, T119N-R35W, Willmar Township, Kandiyohi County, Minnesota

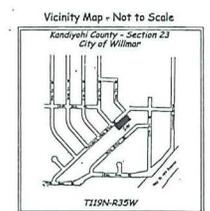


This drawing prepared by:
Bonnema Surveys Inc.
Professional Land Surveying
1809 27th St SW - Suite 104
Willmar, MN 56201
Office (320) 231-2844
Fax (320) 231-2827

Requested by: Steve Woehler



- LEGEND**
- Found Iron Monument from former survey
 - Existing Survey Points Placed (Open Iron Monument)
 - ⊙ Cast Iron Monument



Dedication
KNOW ALL MEN BY THESE PRESENTS that Steven C. Woehler, a single person, as tenant of the following described property, situated in the County of Kandiyohi, State of Minnesota, described as follows:
Lot 3, Lot 4, and Lot 5, Block Three, and also the west half of vacated 13th Street, all as shown on PLEASANT VIEW THIRD ADDITION.

have caused the same to be surveyed and platted as FREE 35 FOOT ADDITION.
Witness my hand this ___ day of _____, 20__ A.D.

By: _____
Steven C. Woehler
STATE OF MINNESOTA)
COUNTY OF KANDIYOHI)SS The foregoing instrument was acknowledged by me this ___ day of _____, 20__
by Steven C. Woehler, a single person, as tenant.

Notary Signature _____ Notary Printed Name _____
My Commission Expires _____
Notary Public, Kandiyohi County, Minnesota

Land Surveyor
I hereby certify that this plat of FREE 35 FOOT ADDITION, 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 indicated on this plat have been, or will be set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 605.01, 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__ A.D.

Joshua M. Siem, Licensed Land Surveyor
Minnesota License No. 46169

STATE OF MINNESOTA)
COUNTY OF KANDIYOHI)SS This Surveyor's Certificate was acknowledged by me this ___ day of _____, 20__
by Joshua M. Siem, Licensed Land Surveyor.

Notary Signature _____ Notary Printed Name _____
My Commission Expires _____
Notary Public, Kandiyohi County, Minnesota

CITY ENGINEER
Approved by the City Engineer of the City of Willmar
Dated this ___ day of _____, 20__

Willmar City Engineer _____

CITY PLANNING COMMISSION
Approved by the Planning Commission of the City of Willmar,
this ___ day of _____, 20__

Signed: _____
Chair
ATTEST: _____
Secretary

CITY COUNCIL
Passed and adopted this ___ day of _____, 20__

Signed: _____
Mayor
ATTEST: _____
City Clerk

County Auditor/Treasurer
TAX STATEMENT
I hereby certify that all taxes for 20__ on the land described herein are paid; and no delinquent taxes are due and transfer entered this ___ day of _____, 20__

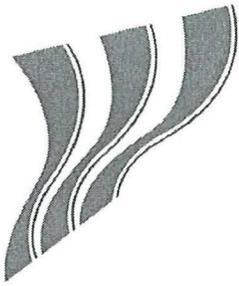
Kandiyohi County Auditor/Treasurer _____

Attorney
I hereby certify that the proper evidence of this 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__ A.D.

Attorney _____

County Recorder
I hereby certify that this instrument was filed for record in the office of the County Recorder in and for Kandiyohi County, Minnesota on this day of _____, 20__ at _____ o'clock _____ M., in Folder _____, and as Document No. _____

Kandiyohi County Recorder _____



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 19

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Planning & Development Services

Agenda Item: Consideration of a request for reapportionment of special assessments.

Recommended Action: Staff recommends adoption of a resolution reapportioning the assessments as requested.

Background/Summary: Steve Woehler is replating three lots into four with the Free 35 Foot Addition and requests the existing assessments be reapportioned to the four lots being created. They are divided equitably based on the width of the new lots. The reapportionment was a condition of Planning Commission approval of the subdivision.

Alternatives: Full payment of assessments.

Financial Considerations: Assessments will still be required to be paid back in the ten year term.

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

Signature: *Megan M. DeSchepper*

Comments:

RESOLUTION NO. _____

WHEREAS, a request for reapportionment of special assessments has been filed with the City of Willmar, said request being signed by all the parties having an interest in the following-described property:

Lots 3, 4, & 5, AND that part of vacated 13th St SE, Pleasant View Third Addition.

Parcel No. 95-672-0230, 95-672-0240, and 95-672-0250

to wit: Steven C. Woehler

WHEREAS, the above have waived notice of hearing on said reapportionment; and

WHEREAS, The City Council of the City of Willmar is in agreement that the special assessments totaling \$24,106.38 placed against the above-described parcel be hereby reapportioned as herein described:

<u>Parcel No.</u>	<u>Legal Description</u>	<u>Amount</u>
95-	Lot 1, Block One, Free 35 Foot Addition	\$6,476.34
95-	Lot 2, Block One, Free 35 Foot Addition	\$5,576.85
95-	Lot 3, Block One, Free 35 Foot Addition	\$6,476.34
95-	Lot 4, Block One, Free 35 Foot Addition	\$5,576.85

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willmar, pursuant to the request of the above that the special assessments on the above-described property be and they hereby are reapportioned as provided in the request of the above named, and BE IT FURTHER RESOLVED that the reapportionment be recorded in the records of the City of Willmar and the Kandiyohi County Auditor effective for taxes and assessments due and payable on tax statements issued in the year 2016 and thereafter.

Dated this 3rd day of August, 2015.

MAYOR

ATTEST:

CITY CLERK-TREASURER

REQUEEST FOR REAPPORTIONMENT OF SPECIAL ASSESSMENTS

WHEREAS, Steven C. Woehler is the owner of the following described property:

Lots 3, 4, & 5, AND that part of vacated 13th St., Pleasant View Third Addition

Parcel No.'s 95-672-0230, 95-672-0240, 95-672-0250, and

WHEREAS, Steven C. Woehler is in the process of subdividing the above-described property; and

WHEREAS, there remains to be paid Twenty-four thousand one hundred six dollars and thirty-eight cents (\$24,106.38) in special assessments that are pending and levied against the above-described property; and

WHEREAS, Steven C. Woehler is desirous of having the special assessments now pending and levied against the above-described property reapportioned;

NOW, THEREFORE, IT IS HEREBY REQUESTED by the undersigned Steven C. Woehler that all special assessments now pending or levied against the above-described property be reapportioned as follows:

\$6,476.34 Lot 1, Block One, Free 35 Foot Addition

\$5,576.85 Lot 2, Block One, Free 35 Foot Addition

\$6,476.34 Lot 3, Block One, Free 35 Foot Addition

\$5,576.85 Lot 4, Block One, Free 35 Foot Addition

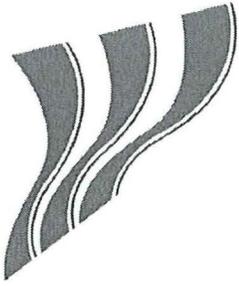
The undersigned Steven C. Woehler does hereby waive notice of hearing and hearing on said reapportionment, and do hereby request that the City Council of the City of Willmar make said reapportionment without notice of hearing or hearing. The undersigned parties to hereby waive their right to appeal said reapportionment.

IN WITNESS WHEREOF, the parties have hereunto set their hands this 27th day of

July, 2015.



Steven C. Woehler



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

Agenda Item Number: 20

Meeting Date: _____

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 3, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: Information Systems

Agenda Item: Windstream Office Closing

Recommended Action: Set public hearing for August 17, 2015 to consider closing the Windstream Office.

Background/Summary: A motion was made to allow Windstream to close their local office and direct staff to modify Ordinance 1152 was passed at the July 20, 2015 Council Meeting. The revised Ordinance was drafted and approved by our franchise attorney.

Alternatives: Do not adopt the new Ordinance.

Financial Considerations: They are offering to donate 12,000 to the city.

Preparer: Ross Smeby

Signature: 

Comments:

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CABLE COMMUNICATIONS FRANCHISE
ORDINANCE GRANTED TO EN-TEL COMMUNICATIONS, LLC

Recitals:

1. On or about November 21, 2001, the City of Willmar, Minnesota (“City”) granted a Cable Communications Franchise Ordinance (“Ordinance”) to En-Tel Communications, LLC.
2. The Ordinance is currently held by EN-TEL, LLC (“Windstream”).
3. Due to its relatively minor market presence in the City, Windstream has requested that the City allow Windstream to close its local office within the City.
4. Windstream has committed that it will continue to provide to Windstream subscribers in the City access to a toll-free call center, on-line chat and local field technicians.
5. Windstream further agrees to accept payments through third-party payment agencies within the City.
6. Windstream further agrees to a one-time payment to the City of \$12,000 in exchange for elimination of the local office obligation.

The City of Willmar, Minnesota does ordain as follows:

Section 1. Each of the above recitals is hereby incorporated by reference as a finding of the City.

Section 2. Section 5.8 of the Ordinance is deleted in its entirety.

~~5.8 — Local Office Policy. Grantee shall maintain a location in City for receiving Subscriber inquiries, bill payments, and equipment transfers. The location must be staffed by a Person capable of receiving inquiries and bill payments and the location shall be open a minimum of forty (40) hours per week, excluding state or national holidays.~~

Section 3. This Ordinance shall be effective after its adoption and second publication.

CITY OF WILLMAR, MINNESOTA

By: _____

Its: _____

ATTEST:

By: _____

Its: _____

ACCEPTED: This Ordinance is accepted and we agree to be bound by its terms and conditions.

EN-TEL, LLC

By: _____

Its: _____

SWORN TO BEFORE ME this
_____ day of _____, 20__

Notary Public

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____