

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

June 15, 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, Denis Anderson, Rick Fagerlie, Steve Ahmann, Jim Dokken, Audrey Nelsen, and Tim Johnson; Present 9, Absent 0.

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, Police Chief Jim Felt, Police Officer Gene Schneider and City Attorney Robert Scott.

Mayor Calvin asked to comment toward the end of the meeting on the four proposals received by firms to assist with the Executive Search of a City Administrator.

Council Member Anderson offered a motion adopting the Consent Agenda as presented which included the following: City Council Minutes of June 1, Municipal Utilities Commission Minutes of June 8, Planning Commission Minutes of June 10, Accounts Payable Report through June 10, Building Inspection Report for May, and Police Commission Minutes of May 7, 2015. Council Member Ahmann seconded the motion.

At 7:01 p.m. Mayor Calvin opened the Hearing for the Annual Storm Water Permit/Pollution Prevention Program. Public Works Director Sean Christensen brought forth the information relating to the City's 2014 Storm Water Report, which is part of an annual permitting requirement of the MPCA. The report provided an update on the City's status of compliance with the MS4 permit conditions and what the City has done in 2014, what the City is currently doing in 2015 and what future storm water compliance plans are scheduled. The City inspected and inventoried ponds and wetlands, conducted erosion and sediment control site inspections, 3,555 CY of sediment was removed from City streets and 151 of the total 163 outfalls have been inspected since 2008 with 56 outfalls and 21 ponds done in 2014. MS4 accomplishments in 2014 were the adoption of the illicit discharge ordinance, the watershed management plan and the removal of trees from the Civic Center Drive pond. Mr. Christensen touched on the MS4 accomplishments planned for 2015.

Mr. Joe Ridler, 1912 - 20<sup>th</sup> Avenue SW, spoke during the public hearing mentioning how the dirt/debris that is collected from the City streets goes to the landfill to be reused. He expressed his concern that the sites being considered for the construction of a new school have proper retention ponds to hold back the stormwater. He also questioned what effects the Grass Lake Project will have and the discharge of Ditch 23-A.

Public Works Director Christensen responded to Mr. Ridler's questions stating the material collected off the streets is considered hazardous and must go to the landfill. He is unsure if they use it for fill material. He stated he is in direct contact with the County/State relating to the Grass Lake Project and they continue to meet. The bottom line is it should not change the City of Willmar's water significantly; it will just be more efficient downstream. Mr. Christensen's understanding from meetings with the County is that Lake Wakanda will not be adversely affected by the plans for Grass Lake. As far as the school site selection, Mr. Christensen stated every project is brought before the Planning and Engineering offices of the City for stormwater review.

Hearing all those who wished to be heard, the hearing closed at 7:15 p.m.

Following discussion, Council Member Fagerlie moved to accept the 2014 Storm Water Permit/Pollution Prevention Program report with Council Member Anderson seconding the motion, which carried.

Mayor Calvin recognized Police Chief Jim Felt who came before the Council to introduce Jim Zilka representing CenterPoint Energy. Mr. Zilka came forward and gave some background information relating to the Community Partnership Grant started in 2003 that has to date donated \$1.8 million to the communities they serve. In April of 2015 the Willmar Police Department applied for a grant for two replacement AED's, 32 traffic safety vests and first aid equipment in the amount of \$1,800. Mr. Zilka presented the check to Chief Felt on behalf of the City. Mayor Calvin entertained a resolution from the Council.

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

RESOLUTION NO. 1

WHEREAS, CenterPoint Energy has agreed to donate to the City of Willmar Automated External Defibrillators (AED's) valued at \$1,800;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the donation of the Automated External Defibrillators (AED's) valued at \$1,800 from CenterPoint Energy and that the City Administrator be directed to express the community's appreciation for the donation.

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Mayor Calvin recognized Willmar Fests Board Vice President James Miller who thanked the City Council and staff for their help and support and extended invitations to the events scheduled for the 70<sup>th</sup> annual community celebration. New this year is a kid's carnival at Robbins Island free of charge sponsored by Jennie-O Turkey Store with the turkey taco truck giving out free tacos while supplies last. There will also be the first annual rib fest titled "Hog Heaven" from 4-6 p.m. on Friday night. Also planned is to bring back the flag raising ceremony to kick off Willmar Fests at Selvig Park on Tuesday at 8 a.m.

He then introduced the 2015 Willmar Fests Royalty: Aqua Princess, Liz Haug, International Princess, Raquel Aguilar and Queen of Festivals, Janessa Palmer. Ms. Palmer thanked the Mayor and Council for their past support and for making Willmar a great place to live. She described the events they have attended as representatives of Willmar. Mayor Calvin thanked them for their commitment as Ambassadors for the City and for their attendance at numerous parades and city celebrations.

Mayor Calvin introduced Lori Tostenson to present the KC Dog Presentation. The brief history for development of a dog park started in April 2014 when a group of eight dog owners gathered with the intention of developing an off-leash dog park in the community. A Dog Park Subcommittee was added to the Vision 2040 Goal #3, Things to Do Category. Expert analysis identified four potential sites in Willmar, with Lions Park proposed as the ideal location and included in the accepted Master Park Plan. A group of citizens are actively engaged in fundraising for its development and have met with representatives of Lions Park who feel the park was underutilized. They are in agreement and would like to see the Dog Park Committee use the Lions Park area for this purpose. A schematic of the proposed park was shown and the goals of the committee were expressed. She announced that Willmar has made it through the First Phase of the Pet Safe Bark for Your Park Contest. There were 300 communities competing and Willmar is one of the top fifteen

that put in for the \$100,000 contest to build a park. Phase Two starts on Wednesday, June 17 – July 22, 2015. She encouraged people to vote. Mayor Calvin thanked the group for all their hard work.

Mayor Calvin recognized Joe Ridler, 1912 – 20<sup>th</sup> Avenue SW, who signed up to speak at the Open Forum. Mr. Ridler stated he had been before the Council at the April 4<sup>th</sup> meeting with several questions one being a request of the City to contact the State of Minnesota to clean out the culverts on Ditch 23-A. To date Mr. Ridler has not received a response to his questions. He addressed fecal count testing in the southeast part of the City stating the State of Minnesota has changed the watersheds and how they are managed and the City needs to be prepared. He stated the sand removed from the streets is the used as a top dressing in our landfill in rotating the garbage and commented that grass clippings have a lot of nitrogen and when left in the streets, they are being discharged in our storm system going to the lakes and creating algae bloom.

Sue Quist, 1451 Hansen Drive SW, and Ward 2 resident presented a plea to the Recall Ron Group to stop the bullying of the Council. The neighborhoods have been canvassed two to three more times with their petitions. Stop the bullying as residents are feeling harassed by your self-serving agenda.

The Finance Committee Report for June 8, 2015 was presented to the Mayor and Council by Council Member Anderson. There were seven items for consideration

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

Item No. 2        Willmar Municipal Utilities (WMU) Finance Director Tim Hunstad presented their proposed Residential Net Energy Service Rate of \$0.1003. This rate was calculated based on established formulas required by Minnesota Statute and is to be available for any small qualifying facility (SQF) of less than 40 kW capacity that offsets energy delivered by the WMU’s Electric Department. The WMU has received an application from a residential consumer who is intending to construct a solar generation facility and desires to sell excess energy back to WMU.

It was the Committee’s recommendation to the Council to set a public hearing for July 6, 2015, on an ordinance authorizing the proposed Residential Electric Net Energy Service Rate of \$0.1003 as presented. A motion was made by Council Member Anderson to set a hearing for 7:01 p.m. on July, 6, 2015. Council Member Christianson seconded the motion, which carried.

Item No. 3        Staff explained to the Committee that in order to finance the street improvements already authorized by the City Council, \$1,400,000 of Bonds is needed to fund a portion of the \$2,138,231 in proposed improvements. The Bonds along with funds from the State MSA, remaining Local Option Sales Tax and MUC will fund the improvements as proposed. Local institutions have indicated their willingness to participate in the bond issue again this year.

The Committee was recommending the Council pass a resolution to introduce the ordinance and set a public hearing for July 6, 2015 for the General Obligation Improvement Bonds, Series 2015A.

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 8, Noes 0.

RESOLUTION NO. 2

RESOLUTION CALLING FOR PUBLIC HEARING ON AN ORDINANCE AUTHORIZING THE ISSUANCE OF  
\$1,400,000 GENERAL OBLIGATION IMPROVEMENT BONDS,  
SERIES 2015A AND LEVYING TAXES FOR THE PAYMENT THEREOF

(For Resolution in its entirety, see City Council procedures file dated  
June 15, 2015, located in the City Clerk’s Office)

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Item No. 4 Staff explained to the Committee that the City wrote and received a grant from the MN DNR to purchase equipment and make improvements at the Archery Park. Revenues to be realized are \$1,500 from the DNR and \$645 from the Little Crow Archers. The Little Crow Archers have been strong supporters of the improvements being made and due to these improvements they are hosting two shoots in June that will bring many archers to Willmar.

The Committee recommended the Council introduce a resolution to increase the Public Works Maintenance of Improvements Operating Expenditure Budget by \$2,145 to make improvements to the Archery Range and to increase State Grant Revenue by \$1,500 and Donation Revenue by \$645.

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

RESOLUTION NO. 3

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to increase the 2015 Public Works Operating Budget by \$2,145 to purchase equipment and make improvements at the Archery Park as follows:

Increase:	2015 Public Works Maintenance of Other Improvements Operating Expenditures/Archery Park Improvements	\$ 2,145
Increase:	2015 Operating Revenue/State Grants	\$ 1,500
	2015 Operating Revenue/Donations	\$ 645

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

It was also recommended to accept the grant donation of \$1,500 from the Minnesota DNR. Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

WHEREAS, the City wrote and was awarded a grant in the amount of \$1,500 from the Minnesota DNR to purchase equipment and make improvements at the Archery Park; and

WHEREAS, the Little Crow Archers Club has agreed to donate to the City of Willmar \$645 to be used to purchase equipment and make improvements at the Archery Park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota, that the City accept the grant in the amount of \$1,500 from the Minnesota DNR and the donation of \$645 from the Little Crow Archers Club and that the City Administrator be directed to express the community's appreciation for the donation.

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Item No. 5 Staff explained to the Committee that the City historically had an Assigned Self Insurance Fund Balance of \$1,000,000. \$250,000 was loaned to help finance the City Auditorium Project with the intent to use annual LMCIT Dividends for repayment. With the 2014 Dividend repayment of \$31,916, the balance of the amount loaned would be \$218,084 and increase the Assigned Self Insurance Fund Balance to \$781,916. This matter was received for information only.

Item No. 6 The Committee received the following report: 05/31/15 Convention & Visitors Bureau. This matter was taken for information only.

Item No. 7 Staff explained to the Committee that the City had again been asked by Lakeland Broadcasting to participate in their Going Green cleanup efforts to be conducted in September, 2015. The City had stated their support for this effort at a Community Development Committee meeting on April 30, 2015. Funding possibilities include excess funds anticipated in Building Permit Revenues, Other Departmental Capital Outlay Appropriations, or from the Fund Balance.

The Committee recommended the Council adopt a resolution to increase the 2015 Civic Promotions Expenditure Budget by \$6,000 to fund this effort and to increase the 2015 Building Permit Revenue Budget by \$6,000 as well as the offset funding source.

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

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to Increase the 2015 General Fund Civic Promotions Operating Budget by \$6,000 for participation in the Going Green cleanup efforts to be conducted in September, 2015, as follows:

Increase:	2015 General Fund Civic Promotions Operating Expenditures	\$ 6,000
Increase:	2015 Building Permits Operating Revenue	\$ 6,000

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

The Finance Committee Report for June 8, 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 Christianson, and carried.

The Public Works/Safety Committee Report for June 9, 2015 was presented to the Mayor and Council by Council Member Christianson. There were seven items for consideration.

Item No. 1 Linda Kacher, 407 Country Club Drive, stated she has questions regarding the Dog Park and is anticipating they will be answered in the presentation.

Item No. 2 Police Chief Jim Felt noted the jail census for June 9, 2015 was 158; 84 inmates from the Department of Corrections, 73 inmates from Kandiyohi County, and 1 inmate from Chippewa County. The calls for service for the previous two weeks totaled 878. The majority of the calls were for traffic stops, followed by public assists and suspicious activity. The total calls for service so far this year is approximately 410 calls ahead of 2014 at this date. The Committee discussed National Night Out and obtaining additional information for groups in Willmar participating in the event.

Item No. 3 Staff and the KC Dog Group presented, for information, the Dog Park to be constructed at Lion's Park. The idea for the dog park was first conceptualized by a group of eight dog owners, and was later added as a sub-committee with Vision 2040. Lion's Park has been chosen as an ideal location after analysis and was included in the adopted Master Park Plan. The park consists of an enclosed eco-friendly area for off leash dogs and their owners to enjoy. Immediate needs for the park include a fence, water access and signage. The Lion's do support the addition of the dog park and feel the community will benefit from it. Ideas for revenue enhancements are being organized, such as a brick fundraiser to offset some of the costs. The group has also applied for a grant through Pet Safe to possibly obtain up to \$100,000 if enough votes are received by the general public. The park will require dogs to be licensed with current vaccinations and it will be self-policed. The Committee discussed the safety issues and liabilities, noting it will be treated like any other recreational activity taking place on City property. Linda Kacher asked the Committee if the Park Plan was in fact adopted or if it was only accepted. Steve Brisendine referenced the Council Minutes from the February 17<sup>th</sup> meeting the plan was adopted formally to allow eligibility for Legacy dollars. This was received for information only.

Item No. 4 Staff presented, for approval, the construction of a fence for the new Dog Park at Lion's Park. One quote was received from Andi's FenceAll in the amount of \$21,495.55 for a commercial grade black coated chain link fence. It will have a double gated entry to the park and will also allow Public Works equipment to enter for maintenance and mowing. \$150,000 was budgeted in the CIP for Park Development and included the purchase and construction of the fence. It was discussed adding advertising on the fence to help offset the costs to the City for amenities related to the Dog Park. The Committee was recommending the Council approve the construction of a fence for the Dog Park at Lion's Park by Andi's FenceAll in the amount of \$21,495.55.

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

#### RESOLUTION NO. 6

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the purchase and construction of the commercial grade chain link fence at Lion's Park is accepted, 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 the bidder for the terms and consideration of the contract in the amount of \$21,495.55.

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Item No. 5 Staff brought forth, for approval, the replacement of the scoreboards in the Cardinal Arena and Blue Line Arena by Daktronics in the amount of \$45,371.00. The scoreboards are scheduled for replacement as defined in the CIP. One quote was received for the LED scoreboards through the Minnesota Service Cooperative Contract; \$38,849.00 for the Cardinal Arena, and \$6,522.00 for the Blue Line Arena.

The Committee recommended the Council approve the replacement of the scoreboards in the Cardinal and Blue Line Arenas by Daktronics in the amount of \$45,371.00. and also approve an additional \$653.00 for a 2x10 foot non-backlit sponsor panel for the Blue Line Arena scoreboard.

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

RESOLUTION NO. 7

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the purchase of scoreboards in the Cardinal and Blue Line Arenas of the Civic Center through Minnesota Service Cooperative Contract #AEPA IFB #012-H in the amount of \$45,371.00 and the 24" x 10 foot non-backlit sponsor panel addition in the amount of \$653.00 by Daktronics of Brookings, SD is accepted, 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 the bidder for the terms and consideration of the contract in the amount of \$46,024.00.

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Item No. 6 Staff brought forth, for approval, the Civic Center HVAC Design and Construction related services contract and Addendum No. 1 with Stevens Engineering. The City contracted with Stevens Engineering for the Mechanical Systems Evaluation Study in August, 2014. The evaluation provided a refrigeration and mechanical assessment of the HVAC system with the findings presented at the February 2, 2015 Council Meeting. The design and construction related services detail Phase One of the project, which includes the replacement of the dehumidification system in the Cardinal and Blue Line Arena, infrared heater adjustments and updating electrical equipment. Addendum No. 1 includes additional design and construction services to replace outdated electrical switch boards and panel boards in the Cardinal Arena. The professional services contract totals \$81,600.00, with an additional \$4,800.00 for Addendum No. 1 to be paid from the 2015 CIP for the HVAC project.

It was the recommendation of the Committee that the Council approve the Civic Center HVAC Design and Construction related services contract in the amount of \$81,600.00 and Addendum No. 1 in the amount of \$4,800.00 with Stevens Engineering.

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

RESOLUTION NO. 8

Whereas the City of Willmar desires to retain a firm to provide design and construction services for the Civic Center HVAC Project; and

Whereas a proposal has been made by the firm of Stevens Engineering at an estimated cost of \$81,600.00;

Whereas Amendment No. 1 to the professional services contract increases the contract amount by an estimated cost of \$4,800.00

Now therefore be it resolved by the City Council of the City of Willmar that said proposal be accepted and that the Mayor and City Administrator be authorized to execute an agreement on behalf of the City for the same.

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Item No. 7 It was noted for a later discussion the water retention plan for the homes in the Valley Golf Course area developed by Koosman Construction.

The Public Works/Safety Committee Report for June 9, 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 Nelsen, and carried.

The Labor Relations Committee Report for June 10, 2015 was presented to the Mayor and Council by Council Member Ahmann. There were six items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Staff informed the Committee that an interview panel of Council appointee Jim Dokken, State Fire Marshall Bruce West, and Interim City Administrator Kevin Halliday interviewed five internal applicants for the position of the Willmar Fire Chief/Marshal. It is staff's recommendation to offer the position to Frank Hanson who is a current Willmar Police Officer. Mr. Hanson has been a volunteer firefighter for 22 years. The applicants driving record and criminal record have been reviewed by the Willmar Police Department with no remarkable findings. A clinical/forensic psychologist review is scheduled, which is a standard practice for department directors. It was the Committee's recommendation that upon passing the clinical/forensic psychologist test, Frank Hanson be offered the position of Willmar Fire Chief/Marshal at the annual salary of \$82,000. A motion was made by Council Member Ahmann to accept the recommendation of the Committee to appoint Frank Hanson as Willmar Fire Chief/Marshal contingent upon passing the clinical/forensic psychologist test, seconded by Council Member Anderson, and carried.

Item No. 3 Staff informed the Committee about resignations and retirements within the City of Willmar which include, Troy Ciernia – Civic Center Arena Manager effective June 26, 2015, Calvin Miner – Public Works Operator effective September 8, 2015, and Richard Doll – Public Works Operator effective February 27, 2016.

Staff noted the job duties of the Civic Center Arena Manager are under review and will only be filled if no changes are recommended by CER Director Steve Brisendine. The first Public Works Operator vacancy will be posted internally immediately. This was for information only.

Item No. 4 Staff informed the Committee that Mayor Calvin and Kevin Halliday met to discuss compensation for the Interim City Administrator duties. Both the City Administrator job description and City Administrator establishing Ordinance No. 989 were reviewed. The Committee discussed additional compensation from the effective date of April 16, 2015 and the recommendation to the Council was to set \$24,266 (annualized) additional compensation over the City Clerk's annual salary.

Council Member Nelsen requested information relating to the clarification of the job description and which items in the job description of the City Administrator he is not able to perform. She expressed her concern as to how it relates to day-to-day supervision of Department Directors. Council Member Ahmann

made a motion to set the annualized compensation at \$24,266 over the City Clerk's annual salary. Council Member Dokken seconded the motion, which carried.

Council Member Nelsen made a motion to request the City Attorney work with the Interim City Administrator and Mayor to review the City Administrator job description to review what can and can't be done as it relates to the supervision of the Department Heads and in regard to annual performance appraisals and any other conflicts due to the labor contract. Council Member Anderson seconded the motion, which carried with one "no" vote being cast by Council Member Christianson.

Item No. 5 Staff was directed to collect a few City Administrator job descriptions of regional cities with City Charters. Job descriptions of the City of Brainerd, City of Bemidji, and City of St. Cloud were included in the agenda. It was the consensus of the Committee to direct staff to share the jobs descriptions with all Council Members and inform the Council Members to review and offer suggestions to the City Clerk no later than noon on Wednesday, June 17<sup>th</sup>. Staff will compile a list of possible changes and share with the Committee at the Labor Relations/Full Council Meeting scheduled for June 17, 2015. This was received for information only.

Item No. 6 Chair Ahmann noted the Open Forum Protocol was placed on the future agenda list with intentions to continue discussion of Open Forum rules. Staff was directed to leave the item on the future agenda list. This was for information only.

The Labor Relations Committee Report for June 10, 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.

Interim City Administrator Kevin Halliday presented an application for consideration of a One-Day to Four-Day Temporary On-Sale Liquor License from Willmar Downtown Development Inc. to provide alcohol at the "Beer at Becker" social event located at 414 Becker Avenue SW. The event is scheduled for June 25, 2015. A motion was made by Council Member Anderson, seconded by Council Member Ahmann to approve the Temporary On-Sale License. The motion carried on a roll call vote of 8 Ayes, Noes 0.

Interim City Administrator Kevin Halliday explained to the Council that as required by State Statute the City must appoint one person as the responsible authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City. This was done at the biennial reorganizational meeting in January of 2015, naming the prior City Administrator. It is staff's recommendation to keep this appointment current by naming the Interim City Administrator as the responsible authority until such time as a new City Administrator is hired.

Resolution No. 9 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 9

APPOINTING A RESPONSIBLE AUTHORITY

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

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

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

Dated this 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Planning and Development Director Bruce Peterson presented for consideration a petition from the Parker/Poss Family to vacate a portion of the Abbott Drive SE right-of-way. The area in consideration lies easterly and northerly of the cell tower constructed there 4-5 years ago. The property has never been developed and it is the intention of the petitioners to place that area into the RIM program. The Planning Commission has approved the vacation with the retention of a utility easement for WMU lines. It was the recommendation to the Council to hold a public hearing for consideration of the vacation on July 6, 2015.

Resolution No. 10 was introduced by Council Member Fagerlie, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 10

RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER A  
PETITION TO VACATE A STREET RIGHT-OF-WAY

BE IT RESOLVED by the City Council of the City of Willmar that the Council conduct a public hearing at 7:03 p.m. on Monday, July 6, 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 street vacation initiated by the City described as:

Platted street adjoining the following described real estate located in the City of Willmar, County of Kandiyohi, State of Minnesota, described as follows: Lot 1 of Block 1, Lots 1-5, both inclusive, of Block 2 and Outlots A and B of South Industrial Park.

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 15th day of June, 2015.

/s/ Marv Calvin  
Mayor

/s/ Kevin Halliday  
Attest: City Clerk

Mayor Calvin announced that at each Council seat there are four Requests for Proposals for the Executive Search of a City Administrator that closed today at 4:30 p.m. Each Council Member was asked to review the proposals and be prepared to discuss them at the upcoming meeting of the Labor Relations/Full Council on Wednesday, June 17, 2015.

Announcements for Council Committee meeting dates were as follows: Finance, 4:45 p.m. at City Hall, June 22; Public Works/Safety, 4:45 p.m. at City Hall, June 30; Labor Relations/Full Council, 4:45 p.m. at Council Chambers, June 17, and Community Development, 4:45 p.m. at City Hall, July 2, 2015.

Council Member Christianson offered a motion to adjourn the meeting with Council Member Anderson seconding the motion, with carried. The meeting adjourned at 8:38 p.m.

Attest:

\_\_\_\_\_  
MAYOR

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

**LABOR RELATIONS COMMITTEE  
FULL COUNCIL  
MINUTES**

The Labor Relations Committee/Full Council met on Wednesday, June 17, 2015 at 4:45 p.m. in the Council Chambers at the Willmar Municipal Utilities Building.

Present:	Steve Ahmann	.....	Chair
	Jim Dokken	.....	Member
	Denis Anderson	.....	Member
	Ron Christianson	.....	Member
	Andrew Plowman	.....	Member
	Audrey Nelsen	.....	Member
	Tim Johnson	.....	Member
	Rick Fagerlie	.....	Member

Others present: Mayor Marv Calvin, Interim City Administrator Kevin Halliday, Janell Sommers, Administrative Assistant/Recording Secretary and Linda Wanderwerf, "West Central Tribune."

Item No. 1      Call to Order

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

Item No. 2      Review of RFP's for Executive Search Firm for City Administrator

The Council Members reviewed information presented by Interim City Administrator Kevin Halliday relating to the Requests for Proposals (RFP's) to hire an Executive Search Firm to assist the City with filling the City Administrator's position. Included in the information were the names of the four firms who submitted proposals, the estimated cost for the services, timeline information and a completion date for a candidate offer. The Council discussed the proposals agreeing that the process of elimination would aid in their decision. Several Council Members expressed their desire to eliminate the firm of S. Renee Narloch and Associates of Florida due to their proximity and location. It was felt that hiring a firm that was more familiar the area would aid in the process.

Concerns of the timeline were considered noting that the firm of David Drown Associates indicated they were unable to start the process until late July or early August, 2015. The fee comparison was reviewed observing that Big River Group was less, yet they indicated additional costs for unknowns such as assistance in interviews plus outreach website fees. It was noted the total cost of the last executive search for a City Administrator was just under \$20,000. All the firms except for Big River Group offered a two-year guarantee whereby if the City Administrator leaves the organization during that time period, another search will be provided at no cost to the City. The firm of David Drown Associates included in their proposal a "Work Personality Index" which was not offered in any of the other proposals.

A motion was made by Council Member Christianson to accept the proposal of David Drown Associates for \$14,000 and authorize the Mayor and Interim City Administrator to enter in an agreement on behalf of the City. Council Member Anderson seconded the motion, which carried with one "no" vote being cast by Council Member Nelsen. Staff was then directed to seek funding mechanisms to be brought to the Finance Committee.

Item No. 3      Review Job Description for City Administrator

The review of the City Administrator Job Description was referred back to Labor Relations Committee/Full Council meeting for further review. Interim City Administrator Kevin Halliday provided job descriptions from various communities in Minnesota for comparison. No specific changes were discussed at this time, noting more effort will be directed toward the contract.

Working relationships of the new City Administrator were deliberated, specifically whether they would be more internal or external in nature. Council Member Nelsen stated the League of Minnesota Cities has offered to work with Willmar in terms of suggesting what tasks should be included for the City Administrator.

It was noted Interim City Administrator Kevin Halliday had forwarded additional job descriptions he had received from the League to Council Members earlier in the day and most had not had a chance to review them. It was the consensus of the Council that being the firm hired for the executive search will be unable to start for over a month, there is ample time to review these along with other suggestions and develop a job description prior to the start of the search.

There being no further business, a motion to adjourn the meeting was made by Council Member Fagerlie at 5:41 p.m.

Respectfully submitted,



Janell Sommers  
Administrative Assistant  
Recording Secretary

## Rice Memorial Hospital

### Board of Directors

June 17, 2015

**PRESENT:** David Anfinson, President; Dr. Michael Gardner, Treasurer; and Directors Jon Saunders and Andrea Carruthers

**EXCUSED:** Dr. Douglas Allen, Vice President; Eric Weiberg, Secretary and Director Dr. Lachlan Smith.

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

**GUESTS:** Shirley Carter, Brad Hanson, Nancy Loge, and Nicole Aleshire

**Call to Order/Minutes:** President Anfinson called the meeting to order at 5:30 p.m. **ACTION:** A motion was made by Director Gardner, seconded by Director Saunders, and carried to approve the consent agenda including the May 20, 2015 Board of Directors Meeting minutes and the May 26, 2015 Medical Staff Executive and Credentials Committee meeting minutes.

**Medical Staff Report:** Dr. Ken Flowe reviewed the Executive Committee and Credentials Committee meeting summary reports in regard to the following: 1) As part of the May 26 Credentials Committee Minutes approved by the Hospital Board at today's meeting, you will note that Shannon Poole, M.D., Obstetrics & Gynecology/Department of Obstetrics & Gynecology, Weatherby Healthcare, Fort Lauderdale, FL was granted temporary staff privileges. Dr. Poole's start date was effective May 26, 2015. 2) Two items to note from the May 26 Medical Staff Executive Committee meeting summary: a) Sarah Tanner from Rice Rehab Center presented information at the Emergency Medicine Department meeting on April 23 on Concussion Evaluation and Rehabilitation. b) Following a presentation made to the Cancer Committee at its March 6 meeting, they approved a motion to increase radiation research participants as well as adopt all four programmatic goals as presented. **ACTION:** A motion was made by Director Gardner, seconded by Director Saunders and carried that the Medical Staff appointments for the month of May, 2015 be approved as presented and recommended: Initial Applications: Locum Tenens Staff: Temporary Privileges: Shannon Poole, M.D. -- Obstetrics & Gynecology/Department of Obstetrics & Gynecology. Weatherby Healthcare, Fort Lauderdale, FL. Expected start date: 5/26/2015. Allied Health Staff: Kirby Johnson, D.D.S. – Dentist/Department of Surgery. Private Practice, Willmar, MN. Updated Psychiatry Nurse Practitioner Privileges (form revision – no changes in requests): Delores Alleckson, PMHNP-BC – Nurse Practitioner/Department of Psychiatry. Rice Institute for Counseling and Education, Willmar, MN. Responsible Physician: Daniel Scott, M.D. Reappointment Applications: Active Staff: Jan Adams, M.D. – Emergency Medicine/Department of Emergency Medicine. Rice Memorial Hospital, Willmar, MN. Kristel Arcilla, D.O. – Family Practice/Department of Family Practice. Family Practice Medical Center, Willmar, MN. Anjali Dahiya, M.D. – Hospitalist/Department of Internal Medicine. Affiliated Community Medical Center, Willmar, MN. Adam Goddard, M.D. – Ophthalmologist/Department of Surgery. Affiliated Community Medical Center, Willmar, MN. Emily McDevitt, M.D. – Family Practice/Department of Family Practice. Affiliated Community Medical Center, Willmar, MN. Affiliate Staff: Bernard Erickson, M.D. – Interventional Cardiology/Department of Internal Medicine. CentraCare Clinic River Campus, St. Cloud, MN. Edward Martin-Chaffee, M.D. – Pediatric Cardiology/Department of Internal Medicine. CentraCare River Campus, St. Cloud, MN. Allied Health Staff: Suzanne Keuseman, APRN-BC, CWOCN – Wound Ostomy Clinical Nurse Specialist-PICC Line Insertion Specialist. Rice Memorial Hospital, Willmar, MN.

#### New Business:

1. Level III Trauma Hospital Designation Resolution: Dr. Flowe stated that one of the requirements for the Hospital's level III Trauma Designation application process is that the Board of Directors support the Emergency Services Department in this process. Dr. Flowe reviewed for the Board the differences in the levels of Trauma Centers. **ACTION:** A motion was made by Director Saunders, seconded by Director Gardner, and carried that the Rice Memorial Hospital Board of Directors approve the proposed resolution to provide the resources necessary to achieve and sustain a Level III Trauma Hospital designation.

**Patient Experience:** Teri Beyer reviewed for the Board a patient experience which was emailed to Administration from a patient who had a surgical procedure at Rice Hospital recently. The patient felt so comfortable from the time she checked in until her discharge. The nurse in the surgery area was so kind. She then was transferred to Adult Health Care following the surgery and had wonderful care by all of her nurses. They were all great, attending wonderfully to her post-op pain and nausea. She also wanted to say thank you to her surgeon as well as the surgery/recovery staff for the excellent care she received during her stay at Rice.

**Quality Report:** – Wendy Ulferts and Brad Hanson presented to the Board the Rice Memorial Hospital Annual Safety Report for 2014 in regard to the following: 1) Clinical Safety: a) Minnesota Hospital Association. b) National Patient Safety Goals. c) Association for Healthcare Research and Quality (AHRQ) Survey items/questions and scores/percentages of improvement after implementation. d) Safety Processes. e) Safety Reporting. 2) Infection Prevention and Control: a) 2014 Infection Control risk assessment prioritized results. b) Two areas of focus in 2014 were CAUTI & CLABSI—with the focus on prompt removal of devices when no longer needed. c) Hand hygiene. 3) Employee Health: a) Influenza rates - Rice Memorial Hospital (RMH). b) Influenza rates – Rice Care Center (RCC). c) Employee injuries – RMH. d) Employee injuries – RCC. e) Employee injuries – Rice Home Medical (RHM). f) Workers Compensation costs per month in 2014 for RMH, RCC and RHM. g) Violence Prevention Task Force and what they have completed since its inception. 4) Rice Home Medical: a) RHM 2015 Safety Committee membership with representatives from each branch serving on the Committee. b) RHM annual safety calendar planning including tornado drills, fire drills and building inspections. c) Additional environmental safety information about RHM can be accessed on RiceNet. 5) Rice Care Center: a) QAPI Safety Program for 2015 – resident fall reduction areas identified. b) 2013/2014 highlights: i) Empowering staff training day. ii) RCC Safety Committee re-developed. 6) Environmental Safety: a) Purpose of the Environmental Safety Committee (ESC). b) ESC is responsible for seven key areas identified by The Joint Commission: i) Fire Safety. ii) Safety. iii) Security. iv) Hazardous materials. v) Emergency preparedness. vi) Medical equipment. vii) Utilities management. c) 2013/2014 highlights: i) 2014/2015 goals progress. ii) The Joint Commission survey findings/corrective actions completed. iii) Minnesota Department of Health survey findings/corrective actions completed. iv) OSHA inspection at RCC – findings/corrective actions completed. v) Registration staff glass safety barriers put in place which was very necessary/appreciated with an incident that occurred this year.

**Rice Health Foundation Report:** Shirley Carter reviewed information in regard to the following for the period of 2010 - 2014: 1) Gifts received. 2) Grants given out to Rice Departments for Hospital projects/equipment needs. 3) Assets - 30 funds and 9 endowments totaling \$7.5 million. 4) Programs/Events/Campaigns that are run by the Foundation each year: a) Grateful patient. b) Annual giving. c) Year-end appeal. d) Planned giving. e) Holiday Festival. f) Retired employees. g) Retired physicians. h) Donor Recognition. i) Capital campaign. j) Employee campaign. k) Physician cultivation. 5) The next fund raising project focus for Rice Health Foundation is Rice Rehabilitation Services – Restoring Health....Restoring Hope....Campaign. a) Pediatric and Adult Rehab services currently provided as well as RRC service areas were reviewed. b) The Foundation's focus will be on the pediatric rehab portion of the building project. c) The RHF Holiday Festival's campaign focus will be on the Gym. d) Fundraising Plan for the RRC project: 1) Solicit lead donors. 2) Solicit gifts from key sources/stakeholders. 3) Solicitation process.

**Financial Report:** Bill Fenske reviewed the financial statements for the period ending April 30, 2015, as follows: 1) April was a positive month in terms of actual financial performance with Rice generating a net gain on operations. 2) Total patient revenues were 1.1% less than the three-month average with total operating revenues 1.0% less and net operating expenses 0.7% greater yielding a net operating income of \$68,000 for the month. 3) Although total patient revenues were only 1.1% less, the shift of activity from Inpatient to Outpatient pushed down profitability due to lower reimbursement for outpatient services. 4) Other operating revenues were significantly higher due to the Meaningful Use reimbursement and WMS profits. The Meaningful Use payment of \$691,000 represents the next step in the Meaningful Use initiative designed to incent healthcare providers to invest in electronic health records. 5) Capital costs were higher with depreciation 0.6% higher and interest 0.6% lower. 6) Cash and general investments have increased \$493,000 since December 31, 2014 due to an increase in financial performance. 7) Days in accounts receivable were 53 compared to the forecast of 48 and last year's 53. Days of cash were 120 compared to the forecast of 119 and last year's 116. 8) Operating Income: a) Rice Hospital - \$54,000 compared to average operating income of \$114,000. b) Rice Care Center - \$72,000 compared to average operating income of \$99,000. c) Rice Home Medical – Operating loss of \$50,000 compared to an average operating loss of \$4,200. **ACTION: A motion was made by Director Carruthers,**

seconded by Director Saunders and carried that the April 30, 2015 Financial Report for Rice Memorial Hospital be approved as presented.

**CEO Report – Mike Schramm:**

1. The Minnesota legislative session is now complete. Mr. Schramm reviewed a summary of the 2015 session highlights from the Minnesota Hospital Association in regard to the following: a) Health Care financing task force. b) Expanding access to mental health services. c) Sustaining rural hospitals and hospital rebasing language. d) Improving access to care via telemedicine. e) Streamlining multi-state physician licensure. f) Keeping the MinnesotaCare program as a basic health plan. g) Health care access fund. h) Reforming Minnesota's workers compensation system in a revenue neutral manner. i) Working to foster hospitals as places of safety and healing for patients, visitors and health care workers. j) Investing in health care workforce development. k) Hospital protections in state medical cannabis laws. l) Public use files from the all-payer claims database. m) Financial assistance policy disclosures.
2. Willmar Medical Services: a) Willmar Regional Cancer Center (WRCC): A CT simulator has been approved for purchase for WRCC, which will be purchased and installed in the coming months. b) Willmar Surgery Center (WSC): i) Mohagen Hansen has been selected as the architect for the WSC building project. A meeting will be held with them next week. ii) Discussions continue regarding the EMR within the WSC and a permanent solution/possible changes necessary. c) Imaging Center: Space planning continues for the PET CT which should be installed on or around the end of the year. d) CRNA employee transition to WMS: The process for transitioning the CRNA staff to WMS continues. Individual meetings are being held this week with the CRNA's.
3. Physician Recruitment: Recruitment efforts continue in the areas of: Psychiatry, Hospitalist, Orthopedics, General Surgery, Pediatrics, OB/GYN, Neurology and Family Medicine.
4. Facility projects: Planning continues to progress with the Rice Rehab project and it is hopeful that bids will be brought to the Board for review/action at its September meeting. Construction would then begin sometime in October. Construction continues on the mental health bed expansion and acuity adaptable rooms projects.
5. CentraCare Health, St. Cloud: CentraCare hosted the first Clinical Integrated Network (CIN) Board of Directors meeting on June 11. Dr. Flowe attended as Rice's Board representative.
6. New Directors at Rice: a) Carl Sorensen began his duties as Rice's new Facilities Management Director on May 18. b) Karen Samuelson began her new role in the Laboratory, as Director, effective June 15.
7. Union contract negotiations will begin in the Fall. Preparations are underway for that process.
8. Upcoming Events: a) Rice Hospital's employee night at the Stingers game was held on June 2<sup>nd</sup>. b) The Foot Lake 4 walk/run will be held on June 27. This year's proceeds will be used for wellness efforts/programs at Rice and throughout the community through the Hospital's ReYou program.

**Committee Reports:**

1. City Council Report: President Anfinson presented the City Council Report on behalf of Council Member Audrey Nelsen. She asked that the Board be reminded of the Willmar Fest events that will be held throughout the community next week.

**Adjournment:** There being no further business, the meeting was adjourned at 6:58 p.m.

Submitted by:

Sandy Roelofs, Executive Assistant

**WILLMAR MUNICIPAL UTILITIES MINUTES**  
**MUNICIPAL UTILITIES AUDITORIUM**  
**JUNE 22, 2015**

The Municipal Utilities Commission met in its regular meeting on Monday, June 22, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dan Holtz, Jeff Nagel, Joe Gimse, Justin Mattern and Abdirizak Mahboub. Absent were Commissioners Matt Schrupp and Carol Laumer.

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

Due to the absences of President Schrupp and Secretary Laumer, Vice President Holtz opened the meeting by appointing Commissioner Gimse to serve as Acting Secretary. Following the appointment, Vice President Holtz requested the Commission to offer a resolution to approve the Consent Agenda. Prior to approval, General Manager Hompe requested that the April 2015 Power Supply Report be added to the agenda. Following review and discussion, Commissioner Nagel offered a resolution to approve the Consent Agenda with the inclusion of item 2.d., April 2015 Power Supply Report. Commissioner Gimse seconded.

**RESOLUTION NO. 27**

“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 June 8, 2015 Commission meeting; and,
- ❖ Bills represented by vouchers No. 143493 to No. 143626 inclusive in the amount of \$2,341,775.13 with a MISO payment in the amount of \$36,216.30, and a Westmoreland Resources (coal) payment in the amount of \$81,981.94.

Dated this 22<sup>nd</sup> day of June, 2015.

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

ATTEST:

\_\_\_\_\_  
Acting Secretary

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

At this time, a number of utility-related reports were presented to the Commission by Staff. These informational reports and analyses included:

1. April 2015 Financial Statements & Report (Director of Finance Hunstad)
2. 2015 NERC First Quarter Report (Compliance Officer Johnson)

3. May 2015 Wind Turbine Report (Power Production Supervisor Folkedah)
4. April 2015 Power Supply Report (Power Supply Manager Carlson)

At this time, Commissioners Mahboub & Mattern, General Manager Hompe, and Director of Operations Harren presented the Commission with a recap of their recent attendance to the APPA National Conference held in Minneapolis (also attending the event were Commissioners Schrupp and Laumer). Together they chronicled a number of topics of interest discussed throughout the conference and pre-conference seminars. Among the various topics discussed were: 1) cyber security; 2) renewable energy; 3) distributed generation (i.e. solar, wind, etc.); 4) transmission investments; 5) various programs associated with distributed energy & solar power; 6) new technologies for both the home and community; 7) customer service interfacing (i.e. smart metering, smart grid, etc.); and, 8) effects on natural gas prices due to planned decommissioning of coal-fired power plants. The attendees expressed their appreciation to the Commission for the opportunity to participate in the conference which proved beneficial in gathering and exchanging of valuable information and ideas useful in addressing current and future issues facing WMU and its customers.

General Manager Hompe informed the Commission that the WMU Personnel Policy Manual is currently being updated to include a number of pertinent policies along with additional information related to the Utilities and its employees. Staff will seek Commission approval of the updated manual at the July 13<sup>th</sup> MUC meeting. (Note: The last modifications to the WMU Personnel Policy Manual were in 2013.)

Manager Hompe requested input from the Commissioners on possible dates & times to schedule a Strategic Planning Session. Following discussion, it was the consensus of the Commission to consider week nights (Tues.-Thurs.) during the summer months (possibly July) for scheduling of the session(s). Once the date, time and location have been confirmed, notices will be forward to all attendees.

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

- WMU Labor Committee Meeting – June 22<sup>nd</sup> @ 1:00 p.m.
- City Council Public Hearing – July 6<sup>th</sup> @ 7:01 p.m. (Residential Net Energy Service Rate Ordinance)
- MMUA Annual Summer Conference (Breezy Point) – August 17<sup>th</sup>-19<sup>th</sup>

There being no further business to come before the Commission, Commissioner Mattern made a motion to adjourn the meeting. Commissioner Gimse seconded the motion, and the meeting was adjourned at 12:46 p.m. by a vote of five ayes and zero nays

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

---

Beth Mattheisen  
Administrative Secretary

ATTEST:

---

Joe Gimse, Acting Secretary

LG220 Application for Exempt Permit

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

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Knights of Columbus Council 2764

Previous Gambling Permit Number: x-30005-15-006

Minnesota Tax ID Number, if any: Group 0188

Federal Employer ID Number (FEIN), if any: 23-7543133

Mailing Address: 1900 6th St SW

City: Willmar State: MN Zip: 56201 County: Kandiyohy

Name of Chief Executive Officer (CEO): Kevin J. Savchuk

Daytime Phone: 320-262-0820

Email: savchuklen@yahoo.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternals, Religious, Veterans, Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from: MN Secretary of State, Business Services Division... Secretary of State website, phone numbers: www.sos.state.mn.us

IRS income tax exemption (501(c)) letter in your organization's name

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

- 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Veterans of Foreign Wars

Address (do not use P.O. box): 1108 E Highway 12

City or Township: Willmar Zip: 56201 County: Kandiyohy

Date(s) of activity (for raffles, indicate the date of the drawing): June 14, 2016

Check each type of gambling activity that your organization will conduct:

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

Raffle (total value of raffle prizes awarded for the calendar year: \$10,950.00)

\* Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under LIST OF LICENSEES, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL</b> for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>City of Willmar</u></p> <p>Signature of City Personnel: </p> <p>Title: <u>Clerk Treasurer</u> Date: <u>6-18-2015</u></p>	<p style="text-align: center;"><b>COUNTY APPROVAL</b> for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	
<p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>	

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: Kevin J. Savchuk Date: 6-18-15  
(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin J. Savchuk

<b>REQUIREMENTS</b>	<b>MAIL APPLICATION AND ATTACHMENTS</b>
---------------------	---

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**Mail application with:**

a copy of your proof of nonprofit status, and

application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
---	--	--

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

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

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

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Ducks Unlimited West Central Chapter #42 Previous Gambling Permit Number: \_\_\_\_\_  
Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 930904312  
Mailing Address: PO Box 752  
City: Willmar State: MN Zip: 56201 County: Kandiyohi  
Name of Chief Executive Officer (CEO): Scott Martinka  
Daytime Phone: 651-336-1575 Email: scottmartinka@gmail.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

- Fraternal       Religious       Veterans       Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): The Oaks at Eagle Creek  
Address (do not use P.O. box): \_\_\_\_\_  
City or Township: Willmar Zip: MN 56201 County: Kandiyohi  
Date(s) of activity (for raffles, indicate the date of the drawing): August 29, 2015

Check each type of gambling activity that your organization will conduct:

- Bingo\*       Paddlewheels\*       Pull-Tabs\*       Tipboards\*  
 Raffle (total value of raffle prizes awarded for the calendar year: \$ \_\_\_\_\_)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

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

Print City Name: City of Willmar

Signature of City Personnel: [Signature]

Title: City Clerk Treasurer Date: 6-30-2015

---

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

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

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

**TOWNSHIP (if required by the county)**  
 On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature: [Signature] Date: 6/22/15  
 (Signature must be CEO's signature; designee may not sign)

Print Name: Scott Martinka

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- a copy of your proof of nonprofit status, and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

**Questions?**  
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AFFILIATED MED CENTERS 43055 07/01/15 FIREFIGHTER PHYSICALS 000028	3,108.20		4911012/06-15		D N	SUBSISTENCE OF P	101.42412.0337
AFFORDABLE PUMPING SERVI 43056 07/01/15 SEPTIC PUMPING 002404	330.00		28765		D N	CLEANING AND WAS	230.43430.0338
AMERICAN WELDING & GAS I 43057 07/01/15 FIRE EXT. CABINET GLASS 000057	116.75		03200285		D N	MTCE. OF STRUCTU	101.45427.0225
43057 07/01/15 FIRE EXT. CABINET	837.05		03200600		D N	MTCE. OF STRUCTU	101.45427.0225
43057 07/01/15 WELDING GLOVES	59.93		03224273		D N	GENERAL SUPPLIES	101.45433.0229
VENDOR TOTAL	1,013.73	*CHECK TOTAL					
VENDOR TOTAL	1,013.73						
ANDERSON LAW OFFICES 43058 07/01/15 REVIEW NUISANCE ORD. 002954	550.00		05312015		D M 07	PROFESSIONAL SER	101.41406.0446
APPERT'S FOOD SERVICE 43043 06/19/15 CONCESSION SUPPLIES 002526	954.86		506150217		M N	GENERAL SUPPLIES	101.45437.0229
43043 06/19/15 CONCESSION SUPPLIES	954.86CR		506150217		M N	GENERAL SUPPLIES	101.45437.0229
	0.00	*CHECK TOTAL					
43044 06/19/15 CONCESSION SUPPLIES	954.86		506150217		M N	GENERAL SUPPLIES	101.45437.0229
43044 06/19/15 CONCESSION SUPPLIES	954.86CR		506150217		M N	GENERAL SUPPLIES	101.45437.0229
	0.00	*CHECK TOTAL					
43045 06/19/15 CONCESSION SUPPLIES	954.86		506150217		M N	GENERAL SUPPLIES	101.45437.0229
43045 06/19/15 CONCESSION SUPPLIES	954.86CR		506150217		M N	GENERAL SUPPLIES	101.45437.0229
	0.00	*CHECK TOTAL					
43046 06/19/15 CONCESSION SUPPLIES	954.86		506150217		D N	GENERAL SUPPLIES	101.45437.0229
VENDOR TOTAL	954.86						
ARNDT/AMBER 43059 07/01/15 REFUND SHELTER DEPOSIT .02263	50.00		06232015		D N	DEPOSITS	101.230000
ASPEN MILLS 43060 07/01/15 FIREFIGHTER UNIFORMS 003008	166.15		166608		D N	SUBSISTENCE OF P	101.42412.0227
BANKS/ERIC 43061 07/01/15 CANDY-WLMR FEST PARADE .00808	170.00		579096		D N	GENERAL SUPPLIES	101.45432.0229
BATTERY WHOLESale INC 43062 07/01/15 BATTERY 002860	111.84		12381WIL		D N	INVENTORIES-MDSE	101.125000
BENNETT OFFICE TECHNOLOG 43063 07/01/15 LAPTOP REPAIR-LABOR 000099	57.75		223479		D N	MTCE. OF EQUIPME	208.45005.0334
BERNICK'S PEPSI-COLA CO 43064 07/01/15 CONCESSION SUPPLIES 000103	590.10		100431		D N	GENERAL SUPPLIES	101.45437.0229

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 EX M	ACCOUNT NAME	ACCOUNT
BERNICK'S PERPSI-COLA CO 000103 43064 07/01/15 CONCESSION SUPPLIES	200.00	104337		D N	GENERAL SUPPLIES	101.45437.0229
VENDOR TOTAL	790.10	*CHECK TOTAL				
BICYCLE ALLIANCE OF MINN 003182 43065 07/01/15 BIKE FRIENDLY COMM ASM 5,000.00	5,000.00	052815		D N	PROFESSIONAL SER	101.45432.0446
BOLTON & MENK INC 001010 43066 07/01/15 12TH ST SE IMPROVEMENTS 50.00	50.00	0178134		D N	PROFESSIONAL SER	414.48454.0446
43066 07/01/15 L.S. DESIGN SERVICES 2,505.00	2,505.00	0178171		D N	PROFESSIONAL SER	432.48507.0446
43066 07/01/15 CONSULTANT FEES 6,825.50	6,825.50	0178171		D N	PROFESSIONAL SER	432.48507.0446
43066 07/01/15 IND. PARK 4TH ADDITIO 21,666.50	21,666.50	0178173		D N	PROFESSIONAL SER	414.48455.0446
VENDOR TOTAL	31,047.00	*CHECK TOTAL				
BONNEMA SURVEYS 001716 43067 07/01/15 IND. PARK FINAL PLAT 1,322.92	1,322.92	15-229		D N	PROFESSIONAL SER	205.43451.0446
BRANDT, CPR CLASSES/DEBI 002820 43068 07/01/15 CPR/AED CLASS 780.00	780.00	06042015		D M 07	PROFESSIONAL SER	101.45432.0446
BRISENDINE/STEVE 002453 43069 07/01/15 PEDESTRIAN PLAN WORKSHOP 142.25	142.25	06172015		D N	TRAVEL-CONF. -SCH	101.45432.0333
BRYAN ROCK PRODUCTS INC 000030 43070 07/01/15 BALLFIELD AGGREGATE 1,873.51	1,873.51	8240		D N	MTCE. OF OTHER I	101.43425.0226
BSE 001980 43071 07/01/15 LOCKER ROOM MATERIALS 180.60	180.60	909232156		D N	MTCE. OF STRUCTU	101.45433.0225
43071 07/01/15 LOCKER ROOM MATERIALS 172.76	172.76	909313705		D N	MTCE. OF STRUCTU	101.45433.0225
43071 07/01/15 LOCKER ROOM MATERIALS 42.05	42.05	909313707		D N	MTCE. OF STRUCTU	101.45433.0225
43071 07/01/15 PHOTO CNTRL LIGHTS 13.48	13.48	909418354		D N	MTCE. OF STRUCTU	101.43425.0225
43071 07/01/15 BALLASTS 86.88	86.88	909419842		D N	MTCE. OF STRUCTU	101.43425.0225
43071 07/01/15 REPLACE LIGHT BALLAST 17.57	17.57	909440317		D N	MTCE. OF STRUCTU	101.43425.0225
43071 07/01/15 LIGHT BALLAST 57.94	57.94	909510590		D N	MTCE. OF STRUCTU	101.43425.0225
43071 07/01/15 ELEC PARTS FOR BLDG 99.34	99.34	909548960		D N	MTCE. OF STRUCTU	101.43425.0225
VENDOR TOTAL	670.62	*CHECK TOTAL				
BSN SPORTS INC 003001 43072 07/01/15 REC SUPPLIES 57.98	57.98	96974469		D N	GENERAL SUPPLIES	101.45432.0229
43072 07/01/15 PITCHING MACHINE 177.59	177.59	96977952		D N	SMALL TOOLS	101.45432.0221
VENDOR TOTAL	235.57	*CHECK TOTAL				
BULLET PROOF MECHANICAL 003181 43073 07/01/15 POOL HEATER REPAIR-PARTS 60.00	60.00	1617		D N	MTCE. OF OTHER I	101.45437.0226
43073 07/01/15 POOL HEATER REPAIR-LABOR 289.25	289.25	1617		D N	MTCE. OF OTHER I	101.45437.0336

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BULLET PROOF MECHANICAL 003181							
43073 07/01/15 POOL HEATER REPAIR-PARTS	711.20		1628		D N	MTCE. OF OTHER I	101.45437.0226
43073 07/01/15 POOL HEATER REPAIR-LABOR	222.50		1628		D N	MTCE. OF OTHER I	101.45437.0336
VENDOR TOTAL	1,282.95		*CHECK TOTAL				
	1,282.95						
BUSINESSWARE SOLUTIONS 002776							
43074 07/01/15 PRINT/PAGE COUNT	5.70		238898		D N	OFFICE SUPPLIES	101.41400.0220
43074 07/01/15 PRINT/PAGE COUNT	45.02		238898		D N	OFFICE SUPPLIES	101.41402.0220
43074 07/01/15 PRINT/PAGE COUNT	8.62		238898		D N	OFFICE SUPPLIES	101.41403.0220
43074 07/01/15 PRINT/PAGE COUNT	13.00		238898		D N	OFFICE SUPPLIES	101.41404.0220
43074 07/01/15 PRINT/PAGE COUNT	216.31		238898		D N	OFFICE SUPPLIES	101.41405.0220
43074 07/01/15 PRINT/PAGE COUNT	54.11		238898		D N	OFFICE SUPPLIES	101.41409.0220
43074 07/01/15 PRINT/PAGE COUNT	104.43		238898		D N	OFFICE SUPPLIES	101.42411.0220
43074 07/01/15 PRINT/PAGE COUNT	43.86		238898		D N	OFFICE SUPPLIES	101.43417.0220
43074 07/01/15 PRINT/PAGE COUNT	88.39		238898		D N	OFFICE SUPPLIES	101.43425.0220
43074 07/01/15 PRINT/PAGE COUNT	15.39		238898		D N	OFFICE SUPPLIES	101.45433.0220
43074 07/01/15 PRINT/PAGE COUNT	1.35		238898		D N	OFFICE SUPPLIES	101.45433.0220
43074 07/01/15 PRINT/PAGE COUNT	115.89		238898		D N	OFFICE SUPPLIES	651.48484.0220
43074 07/01/15 PRINT/PAGE COUNT	76.04		239159		D N	OFFICE SUPPLIES	101.42412.0220
VENDOR TOTAL	788.11		*CHECK TOTAL				
	788.11						
CARDMEMBER SERVICE 002365							
43047 06/19/15 WE LEAD CONF REGIS.	22.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	101.41400.0333
43047 06/19/15 WE LEAD CONF REGIS.	22.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	101.41402.0333
43047 06/19/15 WE LEAD CONF REGIS.	22.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	101.41405.0333
43047 06/19/15 WE LEAD CONF REGIS.	11.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	101.41409.0333
43047 06/19/15 WE LEAD CONF REGIS.	11.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	101.43425.0333
43047 06/19/15 LATE FEE	11.00		STMT/4-15		D N	TRAVEL-CONF.-SCH	651.48484.0333
43047 06/19/15 BONNEMA-CERTIF. FEE	48.16		STMT/5-15		D N	OTHER CHARGES	101.41400.0449
43047 06/19/15 HDMI VIDEO CABLE	87.50		STMT/5-15		D N	LICENSES AND TAX	101.41402.0445
43047 06/19/15 HDMI EXTENDER	18.29		STMT/5-15		D N	SMALL TOOLS	101.41409.0221
43047 06/19/15 DOAC USB HUB	51.28		STMT/5-15		D N	SMALL TOOLS	101.41409.0221
43047 06/19/15 UPS BATTERIES	16.02		STMT/5-15		D N	SMALL TOOLS	101.41409.0224
43047 06/19/15 SERVER RACK SHELVES	172.52		STMT/5-15		D N	MTCE. OF EQUIPME	101.41409.0224
43047 06/19/15 DVD & AIR CLEANER	59.82		STMT/5-15		D N	MTCE. OF EQUIPME	101.41409.0224
43047 06/19/15 TRAINING VIDEO SERIES	39.52		STMT/5-15		D N	GENERAL SUPPLIES	101.41409.0229
43047 06/19/15 RADON TESTING FEE	37.50		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.41409.0333
43047 06/19/15 FOREIGN TRANSACTION FEE	30.00		STMT/5-15		D N	MTCE. OF STRUCTU	101.41409.0335
43047 06/19/15 BROADCASTER SUBSCRIP.	49.00		STMT/5-15		D N	OTHER SERVICES	101.41409.0339
43047 06/19/15 TV PRGRM LICENSING FEE	30.00		STMT/5-15		D N	SUBSCRIPTIONS AN	101.41409.0443
43047 06/19/15 FINGERPRINT READER	107.58		STMT/5-15		D N	LICENSES AND TAX	101.41409.0445
43047 06/19/15 CANON BATTERY PACK	59.69		STMT/5-15		D N	SMALL TOOLS	101.42411.0221
43047 06/19/15 NO PARKING SIGN	455.00		STMT/5-15		D N	MTCE. OF EQUIPME	101.42411.0224
43047 06/19/15 LIVINGOOD-LODGING EXP.	142.03		STMT/5-15		D N	GENERAL SUPPLIES	101.42411.0229
43047 06/19/15 OAKLEAF-LODGING EXPENSE	142.03		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.42411.0333
43047 06/19/15 RIFLE INSTRUCTOR TRNG	550.00		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.42411.0333
43047 06/19/15 HOLME-LODGING EXPENSE	354.48		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.42411.0333

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
CARDMEMBER SERVICE 43047 06/19/15	002365 PRINTER-HAZ MAT TRAILER	85.49		STMT/5-15		D N	SMALL TOOLS	101.42412.0221
43047 06/19/15	TABLET MOUNT FOR TRUCK	132.93		STMT/5-15		D N	MTCE. OF EQUIPME	101.42412.0224
43047 06/19/15	REFERENCE MATERIALS	39.95		STMT/5-15		D N	OFFICE SUPPLIES	101.43417.0220
43047 06/19/15	PRE-SCREENING BRD MTG	14.24		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.43417.0333
43047 06/19/15	SCREENING BOARD MTG	7.39		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.43417.0333
43047 06/19/15	50 STACKING CHAIRS	2,466.99		STMT/5-15		D N	SMALL TOOLS	101.45427.0221
43047 06/19/15	LATERAL FILE CABINET	409.99		STMT/5-15		D N	SMALL TOOLS	101.45433.0221
43047 06/19/15	42" ROUND TABLE	269.99		STMT/5-15		D N	SMALL TOOLS	101.45433.0221
43047 06/19/15	COFFEE/WATER	14.98		STMT/5-15		D N	GENERAL SUPPLIES	101.45433.0229
43047 06/19/15	CIERNIA-LODGING EXPENSE	133.99		STMT/5-15		D N	TRAVEL-CONF.-SCH	101.45433.0333
43047 06/19/15	CIERNIA-CAR RENTAL	69.24		STMT/5-15		D N	RENTS	101.45433.0440
43047 06/19/15	RUDNINGEN-MPCA SEMINAR	125.00		STMT/5-15		D N	TRAVEL-CONF.-SCH	230.43430.0333
43047 06/19/15	BARRELS FOR SWAT RIFLE	1,019.90		STMT/5-15		D N	MTCE. OF EQUIPME	800.42411.0224
43047 06/19/15	EXPLORER SAFETY VESTS	1,242.75		STMT/5-15		D N	SUBSISTENCE OF P	802.42411.0227
43047 06/19/15	VINYL BANNER	89.23		STMT/5-15		D N	GENERAL SUPPLIES	802.42411.0229
	VENDOR TOTAL	7,672.08		*CHECK TOTAL				
		7,672.08						
CARRANZA/NOE 43075 07/01/15	002547 INTERPRETED 06/02/15	50.00		06022015		D M 07	PROFESSIONAL SER	101.42411.0446
CENTERPOINT ENERGY 43076 07/01/15	000467 NATURAL GAS CHARGES	16.03		6007936/6-15		D N	UTILITIES	230.43430.0332
43076 07/01/15	NATURAL GAS CHARGES	98.13		6007939/6-15		D N	UTILITIES	101.43425.0332
43076 07/01/15	NATURAL GAS CHARGES	807.84		6072309/5-15		D N	UTILITIES	101.45437.0332
43076 07/01/15	NATURAL GAS CHARGES	77.38		6102726/6-15		D N	UTILITIES	101.42412.0332
43076 07/01/15	NATURAL GAS CHARGES	82.12		6725927/6-15		D N	UTILITIES	230.43430.0332
43076 07/01/15	NATURAL GAS CHARGES	16.03		7177865/6-15		D N	UTILITIES	230.43430.0332
43076 07/01/15	NATURAL GAS CHARGES	43.55		8503501/6-15		D N	UTILITIES	651.48485.0332
43076 07/01/15	NATURAL GAS CHARGES	140.82		8512023/6-15		D N	UTILITIES	651.48485.0332
43076 07/01/15	NATURAL GAS CHARGES	779.98		8795475/6-15		D N	UTILITIES	651.48484.0332
	VENDOR TOTAL	2,061.88		*CHECK TOTAL				
		2,061.88						
CENTRAL TIRE AND AUTO IN 43077 07/01/15	000150 TIRES FOR TRACKLESS	860.00		48600		D N	MTCE. OF EQUIPME	101.43425.0224
CENTURY COLLEGE 43048 06/19/15	.01192 HAZ MAT TECHNICIAN	3,396.00		00579314		D N	TRAVEL-CONF.-SCH	101.42412.0333
43048 06/19/15	HAZ MAT TECHNICIAN	13,584.00		00579314		D N	TRAVEL-CONF.-SCH	101.42412.0333
	VENDOR TOTAL	16,980.00		*CHECK TOTAL				
		16,980.00						
CHAPPELL CENTRAL, INC 43078 07/01/15	000156 INST PMP PRESSURE SWITCH	255.50		00063814		D N	MTCE. OF STRUCTU	101.45427.0225
43078 07/01/15	INST PMP PRESSURE SWITCH	154.50		00063814		D N	MTCE. OF STRUCTU	101.45427.0225
	VENDOR TOTAL	410.00		*CHECK TOTAL				
		410.00						

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHARTER COMMUNICATIONS 43049 06/19/15	000736 MONTHLY PHONE SERVICE	74.94		3941/5-15		D N	COMMUNICATIONS	101.41409.0330
43049 06/19/15	MONTHLY PHONE SERVICE	74.94		3941/6-15		D N	COMMUNICATIONS	101.41409.0330
43049 06/19/15	MONTHLY PHONE SERVICE	652.70		4184/5-15		D N	COMMUNICATIONS	101.41409.0330
43049 06/19/15	MONTHLY PHONE SERVICE	630.48		4184/6-15		D N	COMMUNICATIONS	101.41409.0330
43049 06/19/15	MONTHLY PHONE SERVICE	196.10		4972/5-15		D N	COMMUNICATIONS	101.41409.0330
43049 06/19/15	MONTHLY PHONE SERVICE	168.45		4972/6-15		D N	COMMUNICATIONS	101.41409.0330
		1,797.61	*CHECK TOTAL					
43079 07/01/15	MONTHLY PHONE SERVICE	47.02		1136/7-15		D N	COMMUNICATIONS	101.41409.0330
43079 07/01/15	MONTHLY PHONE SERVICE	146.01		2191/7-15		D N	COMMUNICATIONS	101.41409.0330
43079 07/01/15	MONTHLY PHONE SERVICE	173.86		3552/6-15		D N	COMMUNICATIONS	208.45005.0330
43079 07/01/15	MONTHLY PHONE SERVICE	85.70		5124/7-15		D N	COMMUNICATIONS	101.41409.0330
		452.59	*CHECK TOTAL					
	VENDOR TOTAL	2,250.20						
CHESTER CONTRACTING INC 43080 07/01/15	002506 REPL. LOCKER ROOM DOOR	2,147.00		1229		D N	BUILDINGS AND ST	450.45433.0551
CHIEF SUPPLY CORPORATION 43081 07/01/15	000885 SWAT CLOTHING	134.90		289489		D N	SUBSISTENCE OF P	101.42411.0227
43081 07/01/15	JOHNSON-SAFETY BOOTS	119.99		300589		D N	SUBSISTENCE OF P	101.42412.0227
43081 07/01/15	HANSON-PINS	21.07		300589		D N	SUBSISTENCE OF P	101.42412.0227
43081 07/01/15	SWAT CLOTHING	99.95		301531		D N	SUBSISTENCE OF P	101.42411.0227
		375.91	*CHECK TOTAL					
	VENDOR TOTAL	375.91						
CLARK EQUIPMENT CO DBA 43082 07/01/15	002107 TOOL CAT 5600 FORKLIF	67,769.24		1000955		D N	MACHINERY AND AU	450.45433.0553
CLARKE MOSQUITO CONTROL 43083 07/01/15	002157 MOSQUITO CNTL CHEMICAL	3,688.54		5066387		D N	GENERAL SUPPLIES	101.43425.0229
43083 07/01/15	MOSQUITO SPRAYER PARTS	3,115.50		5066771		D N	MICE. OF EQUIPME	101.43425.0224
		3,804.04	*CHECK TOTAL					
	VENDOR TOTAL	3,804.04						
CMI INC 43084 07/01/15	002966 GAS CYLINDER FOR DMT	121.18		811899		D N	MTCE. OF EQUIPME	101.42411.0224
CONNEY SAFETY PRODUCTS 43085 07/01/15	000176 FIRST AID SUPPLIES	130.50		04941862		D N	SUBSISTENCE OF P	101.45437.0227
COOL/PAUL 43086 07/01/15	002861 CCS AUCTION PRIZE	10.69		06182015		D N	TRAVEL-CONF. -SCH	101.42412.0333
CORNERSTONE OF WILLMAR I 43087 07/01/15	002164 REPLACE SIDEWALK	861.25		2337		D N	MTCE. OF OTHER I	101.43425.0336



VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DUININCK CONCRETE 000151 43095 07/01/15 AIRPORT SIGN BASE 43095 07/01/15 AIRPORT SIGN BASE 43095 07/01/15 CONCRETE-CURB REPAIR	476.43 458.40 366.30		70867 71117 71643		D N D N D N	OTHER IMPROVEMEN OTHER IMPROVEMEN MTCE. OF OTHER I	450.43430.0554 450.43430.0554 101.43425.0226
VENDOR TOTAL	1,301.13	*CHECK TOTAL					
DUININCK INC 000222 43096 07/01/15 BITUMINOUS MIX 43096 07/01/15 ARCHERY RANGE PROJECT	957.72 76.40		518689 518811		D N D N	MTCE. OF OTHER I MTCE. OF OTHER I	101.43425.0226 101.43425.0226
VENDOR TOTAL	1,034.12	*CHECK TOTAL					
ED'S SERVICE CENTER & SA 000231 43097 07/01/15 TOWING CHARGES	720.00		STMT5/15		D N	OTHER SERVICES	101.42411.0339
ELECTRIC PUMP INC 000788 43098 07/01/15 L.S. FLOATS	518.03		0055612		D N	MTCE. OF EQUIPME	651.48485.0224
EMBROIDORI .02267 43182 07/01/15 LOGO-MSAE EXPO SHIRTS	17.00		3240		D N	OTHER CHARGES	208.45008.0449
EMERG. SERVICES CONSULTI 003165 43050 06/19/15 SHARED SERVICES STUDY	6,499.00		15-130		D N	PROFESSIONAL SER	101.42412.0446
EMERGENCY RESPONSE SOLUT 003048 43099 07/01/15 CHIEFS HELMET FRONT	49.00		4315		D N	SUBSISTENCE OF P	101.42412.0227
ENGINEERING AMERICA INC 002940 43100 07/01/15 STORAGE TANK ANODES	1,050.00		12433		D N	MTCE. OF STRUCTU	651.48486.0225
ENVIRONMENTAL TOXICITY C 002286 43101 07/01/15 EFFLUENT TOXICITY TEST	775.00		15-092		D N	PROFESSIONAL SER	651.48484.0446
ERIC'S AVIATION SERVICES 002998 43102 07/01/15 ONSITE MGMT SERV-JULY	6,428.00		STMT 7/15		D N	PROFESSIONAL SER	230.43430.0446
ETTERMAN ENTERPRISES 001567 43103 07/01/15 CABLE TIES	34.97		227876		D M 07	GENERAL SUPPLIES	651.48484.0229
FEDERAL SIGNAL CORPORATI 000250 43104 07/01/15 130 DB ROTATING SIREN	12,800.00		6063436		D N	CIVIL DEFENSE	101.42428.0809
FELT/JAMES E 000993 43105 07/01/15 MEALS-INTERVIEW PANEL	45.96		701		D N	SUBSISTENCE OF P	101.42411.0227
FERDINAND/CHRISTINA .02264 43106 07/01/15 REFUND CANCELLED TBALL	20.00		06192015		D N	REFUNDS AND REIM	101.41428.0882

Vendor Payments History Report  
INCLUDED ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	EX	M	ACCOUNT NAME	ACCOUNT
FIRST CHOICE FOOD & BEVE	43107	07/01/15	000775 CONCESSION SUPPLIES	287.96		2107:003705		D	N				GENERAL SUPPLIES	101.45437.0229
FLATTEN/CHRISTOPHER	43108	07/01/15	002647 FUEL REIMBURSEMENT	71.10	694			D	N				MOTOR FUELS AND	101.42411.0222
	43108	07/01/15	K-9 SUPPLIES	418.91	694			D	N				GENERAL SUPPLIES	101.42411.0229
	43108	07/01/15	K-9 TRAINING 6/1-6/12	177.83	694			D	N				TRAVEL-CONF. -SCH	101.42411.0333
	43108	07/01/15	EVOC TRAINING	9.00	703			D	N				TRAVEL-CONF. -SCH	101.42411.0333
			VENDOR TOTAL	676.84	*CHECK TOTAL									
				676.84										
FLEETPRIDE	43109	07/01/15	002973 CK VALVE/AIR DRYER PARTS	161.74	68920038			D	N				INVENTORIES-MDSE	101.125000
	43109	07/01/15	AIR DRYER PARTS	52.00CR	68961767			D	N				INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	109.74	*CHECK TOTAL									
				109.74										
G & K SERVICES	43110	07/01/15	002465 CLEANING SERVICES	59.18	1043156311			D	N				CLEANING AND WAS	230.43430.0338
	43110	07/01/15	CLEANING SERVICES	59.18	1043167168			D	N				CLEANING AND WAS	230.43430.0338
	43110	07/01/15	CLEANING SERVICES	59.18	1043177961			D	N				CLEANING AND WAS	230.43430.0338
	43110	07/01/15	CLEANING SERVICES	59.18	1043188758			D	N				CLEANING AND WAS	230.43430.0338
	43110	07/01/15	CLEANING SERVICES	59.18	1043199617			D	N				CLEANING AND WAS	230.43430.0338
	43110	07/01/15	CLEANING SERVICES	59.18	1043210446			D	N				CLEANING AND WAS	230.43430.0338
			VENDOR TOTAL	355.08	*CHECK TOTAL									
				355.08										
GARCIA/MARY ANN	43111	07/01/15	.02265 REFUND SHELTER DEPOSIT	50.00	06222015			D	N				DEPOSITS	101.230000
	43111	07/01/15	REFUND SHELTER RNTL FEE	100.00	06222015			D	N				REFUNDS AND REIM	101.41428.0882
			VENDOR TOTAL	150.00	*CHECK TOTAL									
				150.00										
GENERAL MAILING SERVICES	43112	07/01/15	000293 POSTAGE	4.14	06222015			D	N				POSTAGE	101.41400.0223
	43112	07/01/15	POSTAGE	1.77	06222015			D	N				POSTAGE	101.41400.0223
	43112	07/01/15	POSTAGE	1.16	06222015			D	N				POSTAGE	101.41401.0223
	43112	07/01/15	POSTAGE	2.36	06222015			D	N				POSTAGE	101.41401.0223
	43112	07/01/15	POSTAGE	4.71	06222015			D	N				POSTAGE	101.41401.0223
	43112	07/01/15	POSTAGE	25.24	06222015			D	N				POSTAGE	101.41402.0223
	43112	07/01/15	POSTAGE	15.93	06222015			D	N				POSTAGE	101.41402.0223
	43112	07/01/15	POSTAGE	46.88	06222015			D	N				POSTAGE	101.41402.0223
	43112	07/01/15	POSTAGE	7.30	06222015			D	N				POSTAGE	101.41402.0223
	43112	07/01/15	POSTAGE	7.62	06222015			D	N				POSTAGE	101.41403.0223
	43112	07/01/15	POSTAGE	65.96	06222015			D	N				POSTAGE	101.41403.0223
	43112	07/01/15	POSTAGE	214.17	06222015			D	N				POSTAGE	101.41403.0223
	43112	07/01/15	POSTAGE	2.95	06222015			D	N				POSTAGE	101.41404.0223
	43112	07/01/15	POSTAGE	1.77	06222015			D	N				POSTAGE	101.41404.0223
	43112	07/01/15	POSTAGE	3.91	06222015			D	N				POSTAGE	101.41405.0223
	43112	07/01/15	POSTAGE	15.00	06222015			D	N				POSTAGE	101.41405.0223

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 000293								
43112 07/01/15	POSTAGE 05/25-05/29/15	15.00		06222015		D N	POSTAGE	101.41408.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	15.00		06222015		D N	POSTAGE	101.41408.0223
43112 07/01/15	POSTAGE 05/25-05/29/15	1.18		06222015		D N	POSTAGE	101.41409.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	2.36		06222015		D N	POSTAGE	101.42411.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	0.86		06222015		D N	POSTAGE	101.42412.0223
43112 07/01/15	POSTAGE 05/25-05/29/15	1.18		06222015		D N	POSTAGE	101.42412.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	2.36		06222015		D N	POSTAGE	101.42412.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	1.18		06222015		D N	POSTAGE	101.43417.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	7.04		06222015		D N	POSTAGE	101.43425.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	26.45		06222015		D N	POSTAGE	101.43425.0223
43112 07/01/15	POSTAGE 05/25-05/29/15	131.01		06222015		D N	POSTAGE	101.43425.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	42.08		06222015		D N	POSTAGE	101.45432.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	1.08		06222015		D N	POSTAGE	101.45433.0223
43112 07/01/15	POSTAGE 05/25-05/29/15	1.55		06222015		D N	POSTAGE	208.45005.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	6.49		06222015		D N	POSTAGE	230.43430.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	3.54		06222015		D N	POSTAGE	230.43430.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	8.87		06222015		D N	POSTAGE	230.43430.0223
43112 07/01/15	POSTAGE 06/08-06/12/15	14.70		06222015		D N	POSTAGE	230.43430.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	1.18		06222015		D N	POSTAGE	651.48484.0223
43112 07/01/15	POSTAGE 05/25-05/29/15	0.59		06222015		D N	POSTAGE	651.48484.0223
43112 07/01/15	POSTAGE 06/01-06/05/15	4.40		06222015		D N	POSTAGE	651.48484.0223
43112 07/01/15	UPS CHARGES	18.37		15492		D N	POSTAGE	101.41405.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	21.20		15492		D N	POSTAGE	101.42412.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	1.18		15653		D N	POSTAGE	101.41400.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	29.17		15653		D N	POSTAGE	101.41401.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	29.50		15653		D N	POSTAGE	101.41402.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	84.39		15653		D N	POSTAGE	101.41403.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	20.65		15653		D N	POSTAGE	101.41404.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	2.36		15653		D N	POSTAGE	101.41405.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	15.00		15653		D N	POSTAGE	101.41408.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	2.79		15653		D N	POSTAGE	101.41409.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	4.24		15653		D N	POSTAGE	101.43417.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	24.38		15653		D N	POSTAGE	101.43425.0223
43112 07/01/15	POSTAGE 06/15 - 06/19/15	3.73		15653		D N	POSTAGE	230.43430.0223
	*CHECK TOTAL	967.01						
	VENDOR TOTAL	967.01						
GOV DEALS								
43113 07/01/15	GOV'T AUCTION FEE .02239	532.50		7419-042015		D N	PROFESSIONAL SER	101.43425.0446
GURLEY'S FOODS								
43114 07/01/15	1ST 1/2 2015 TAX ABTMN 2,328.50			062115		D N	REFUNDS AND REIM	101.41428.0882
HANSEN ADVERTISING SPECI								
43115 07/01/15	SHIRTS FOR STAFF 000321	680.00		34094		D N	SUBSISTENCE OF P	101.45437.0227
43115 07/01/15	SHORTS FOR STAFF	493.00		34095		D N	SUBSISTENCE OF P	101.45437.0227

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
HANSEN ADVERTISING SPECI 000321							
43115 07/01/15 FANNY PACKS	148.08		34096		D N	SUBSISTENCE OF P	101.45437.0227
43115 07/01/15 MSAE EXPO PROMO ITEMS	764.55		34147		D N	OTHER CHARGES	208.45008.0449
VENDOR TOTAL	2,085.63		*CHECK TOTAL				
	2,085.63						
HANSON *PETTY CASH/FRANK 003184							
43116 07/01/15 TO REIMBURSE PETTY CASH	3.79		385611		D N	POSTAGE	101.42412.0223
43116 07/01/15 TO REIMBURSE PETTY CASH	90.94		385611		D N	TRAVEL-CONF. -SCH	101.42412.0333
VENDOR TOTAL	94.73		*CHECK TOTAL				
	94.73						
HARDWARE HANK EXPRESS 000452							
43117 07/01/15 PLAY EQUIP REPAIR-PARTS	11.53		050115		D N	MICE. OF OTHER I	101.43425.0226
43117 07/01/15 BATTERIES	14.99		050115		D N	GENERAL SUPPLIES	101.43425.0229
43117 07/01/15 NUTS/BOLTS	2.25		050115		D N	MICE. OF EQUIPME	101.45427.0224
43117 07/01/15 SAND PAPER/SUPPLIES	20.48		050115		D N	GENERAL SUPPLIES	101.45427.0229
43117 07/01/15 HOSE CLAMP	4.99		050115		D N	MICE. OF EQUIPME	101.45435.0224
43117 07/01/15 SUPPLIES	14.05		050415		D N	GENERAL SUPPLIES	101.45432.0229
43117 07/01/15 NUTS/BOLTS	1.62		050515		D N	MICE. OF EQUIPME	101.41408.0224
43117 07/01/15 SUPPLIES	19.96		050615		D N	GENERAL SUPPLIES	101.45427.0229
43117 07/01/15 PLUMBING PARTS	146.29		050815		D N	MICE. OF STRUCTU	101.43425.0225
43117 07/01/15 UTILITY KNIFE/BLADES	11.98		050815		D N	SMALL TOOLS	101.45427.0221
43117 07/01/15 BLDG MICE-PARTS	7.49		050815		D N	MICE. OF STRUCTU	101.45427.0225
43117 07/01/15 PLASTIC SHEET-DUST CNTL	13.99		050815		D N	GENERAL SUPPLIES	101.45427.0229
43117 07/01/15 BUNGEE CORDS	14.99		051115		D N	GENERAL SUPPLIES	101.45432.0229
43117 07/01/15 WOOD STAIN	5.49		051215		D N	MICE. OF STRUCTU	101.45427.0225
43117 07/01/15 CABLE TIES	27.99		051215		D N	GENERAL SUPPLIES	101.45432.0229
43117 07/01/15 PLUMBING PARTS	8.83		051215		D N	MICE. OF STRUCTU	101.45432.0229
43117 07/01/15 RADON TEST KIT	12.99		051315		D N	SMALL TOOLS	101.41409.0221
43117 07/01/15 ELEC OUTLET STRIP	11.99		051415		D N	SMALL TOOLS	101.43425.0221
43117 07/01/15 SPONGE MOP	10.99		051415		D N	SMALL TOOLS	101.43425.0221
43117 07/01/15 CLEANING SUPPLIES	16.99		051415		D N	CLEANING AND WAS	101.43425.0228
43117 07/01/15 LIGHT BULBS	11.99		051815		D N	MICE. OF STRUCTU	101.41409.0225
43117 07/01/15 UTILITY KNIFE	15.98		051915		D N	SMALL TOOLS	101.43425.0221
43117 07/01/15 ALUMINUM FOIL TAPE	12.99		052115		D N	GENERAL SUPPLIES	101.41402.0229
43117 07/01/15 EXTENSION CORD	7.99		052115		D N	SMALL TOOLS	101.41409.0221
43117 07/01/15 KEY-ARCHERY SHED	5.61		052115		D N	MICE. OF EQUIPME	101.43425.0224
43117 07/01/15 JOINT COMPOUND	9.99		052215		D N	MICE. OF STRUCTU	101.45427.0225
43117 07/01/15 RAKE	2.98		052215		D N	SMALL TOOLS	101.41408.0221
43117 07/01/15 BIRD REPELLANT/SUPPLIES	17.66		052215		D N	GENERAL SUPPLIES	101.45433.0229
43117 07/01/15 TAC SOLVENT	13.99		052615		D N	MOTOR FUELS AND	101.43425.0222
43117 07/01/15 KEYS	23.94		052615		D N	MICE. OF EQUIPME	101.43425.0224
43117 07/01/15 PLUMBING PARTS	14.73		052615		D N	MICE. OF STRUCTU	101.45427.0225
43117 07/01/15 GAS CAN/SMALL TOOLS	51.97		052715		D N	SMALL TOOLS	101.45432.0221
43117 07/01/15 POOL MICE-PARTS	26.94		052715		D N	MICE. OF OTHER I	101.45437.0226
43117 07/01/15 BLDG MICE-PARTS	3.96		052815		D N	MICE. OF STRUCTU	101.41409.0225
43117 07/01/15 BLDG MICE-PARTS	3.11		052815		D N	MICE. OF STRUCTU	101.41409.0225

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
HARDWARE HANK EXPRESS 43117 07/01/15 BATTERIES 000452	4.69		052915		D N	GENERAL SUPPLIES	101.41402.0229
43117 07/01/15 BROOMS/DUST PAN	43.06		052915		D N	SMALL TOOLS	101.43425.0221
43117 07/01/15 DRILL BITS	10.39		052915		D N	SMALL TOOLS	101.45427.0221
43117 07/01/15 CASTERS/HARDWARE	52.45		052915		D N	MTCE. OF EQUIPME	101.45427.0224
VENDOR TOTAL	714.30	*CHECK TOTAL					
HAUG IMPLEMENT CO - JOHN 000324	135.00		198508		D N	MTCE. OF EQUIPME	101.43425.0224
43118 07/01/15 #101303-PRECLEANER	36.91		199165		D N	MTCE. OF EQUIPME	101.43425.0224
43118 07/01/15 #101303-HOSE	171.91	*CHECK TOTAL					
VENDOR TOTAL	171.91						
HAUG-KUBOTA LLC 002609	9.85		6296		D N	MTCE. OF EQUIPME	101.43425.0224
43119 07/01/15 #151660-FILTER	56.94		6354		D N	MTCE. OF EQUIPME	101.48484.0224
43119 07/01/15 BELT FOR MOWER	9.85		6433		D N	MTCE. OF EQUIPME	101.43425.0224
43119 07/01/15 #147037-FILTER	76.64	*CHECK TOTAL					
VENDOR TOTAL	76.64						
HAWKINS INC 000325	4,655.34		3733931 RI		D N	GENERAL SUPPLIES	651.48484.0229
43120 07/01/15 FERRIC CHLORIDE	4,666.96		3738990 RI		D N	GENERAL SUPPLIES	651.48484.0229
43120 07/01/15 FERRIC CHLORIDE	9,322.30	*CHECK TOTAL					
VENDOR TOTAL	9,322.30						
HEARTLAND SECURITY SERVI 002374	5,425.00		369018		D N	BUILDINGS AND ST	450.45427.0551
43121 07/01/15 CAMERA MONITORING SYST	9.00		700		D N	TRAVEL-CONF. -SCH	101.42411.0333
HELGESON/JOSHUA 002616	9.00						
43122 07/01/15 DRIVING SCHOOL/EVOC							
HENNES/HELEN 02159	50.00		06192015		D N	DEPOSITS	101.230000
43123 07/01/15 REFUND SHELTER DEPOSIT							
HIGH POINT NETWORKS INC 002299	2,450.00		74289		D N	OTHER IMPROVEMEN	450.41409.0554
43124 07/01/15 EMAIL SPAM FILTER	1,225.00		74945		D N	PREPAID EXPENSES	101.128000
43124 07/01/15 EMAIL SPAM FLTR LICENS	1,225.00		74945		D N	LICENSES AND TAX	101.41409.0445
43124 07/01/15 EMAIL SPAM FLTR LICENS	4,900.00	*CHECK TOTAL					
VENDOR TOTAL	4,900.00						
HILLYARD FLOOR CARE SUPP 000333	214.22		601633171		D N	CLEANING AND WAS	101.45437.0228
43125 07/01/15 CLEANING SUPPLIES	145.06		601633171		D N	GENERAL SUPPLIES	101.45437.0229
43125 07/01/15 TOILET TISSUE/HAND TWLS	41.28		601633581		D N	GENERAL SUPPLIES	101.45437.0229
43125 07/01/15 HAND SOAP	84.73		601636790		D N	GENERAL SUPPLIES	101.45437.0229
43125 07/01/15 TOILET TISSUE/HAND TWLS							

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HILLYARD FLOOR CARE SUPP 000333 43125 07/01/15 TOILET PAPER 43125 07/01/15 MOP, CLOTH, GROUT CLEANER 43125 07/01/15 GARBAGE BAGS 43125 07/01/15 TOILET TISSUE/HAND TWLS 43125 07/01/15 BLEACH 43125 07/01/15 CLEANING PRODUCTS 43125 07/01/15 SHOWER MATS 43125 07/01/15 SHOP SUPPLIES, PAPER 43125 07/01/15 SWEEPER REPAIR	35.77 546.43 38.74 158.46 22.84 116.26 220.00 152.16		601642495 601642495 601642495 601646065 601651638 601651668 601665865 700187286 700187286		D N D N D N D N D N D N D N D N	GENERAL SUPPLIES CLEANING AND WAS GENERAL SUPPLIES GENERAL SUPPLIES CLEANING AND WAS CLEANING AND WAS GENERAL SUPPLIES MICE. OF EQUIPME MTCE. OF EQUIPME	101.41408.0229 101.45427.0228 101.45427.0229 101.42412.0229 101.45433.0228 101.45435.0228 101.45427.0229 101.45433.0224 101.45433.0334
VENDOR TOTAL	1,901.95		*CHECK TOTAL				
HOFFMAN FILTER SERVICE 000335 43126 07/01/15 FILTER RECYCLING	50.00		68538		D N	CLEANING AND WAS	101.43425.0338
HOLIDAY INN OF ST CLOUD 000893 43127 07/01/15 WERDER-LODGING EXPENSE	93.28		56194		D N	TRAVEL-CONF.-SCH	651.48484.0333
HORIZON COMMERCIAL POOL 003075 43128 07/01/15 POOL PUMP PRESSURE GAUGE	127.24		150526032		D N	MTCE. OF OTHER I	101.45437.0226
HUMANE SOCIETY OF KANDIY 002110 43129 07/01/15 ANIMAL CARE SERV-2ND Q	7,200.00		7135		D N	OTHER SERVICES	101.42411.0339
HYDRO KLEAN .02268 43190 07/01/15 PORTABLE GAS MONITOR	689.10		52038		D N	SMALL TOOLS	651.48484.0221
INDEPENDENT SCHOOL DIST 000348 43054 06/29/15 JAN CER 43054 06/29/15 FEB CER 43054 06/29/15 MAR CER 43054 06/29/15 APR CER 43054 06/29/15 MAY CER	14,879.32 11,064.39 7,331.02 281.69 56.93CR 6,198.06CR 27,301.43 27,301.43		062915 062915 062915 062915 062915 062915 *CHECK TOTAL		D N D N D N D N D N D N	DUE TO SCHOOL - DUE TO SCHOOL -	101.223002 101.223002 101.223002 101.223002 101.223002 101.223002
VENDOR TOTAL	27,301.43		*CHECK TOTAL				
INNOVATIVE OFFICE SOLUTI 003023 43130 07/01/15 COFFEE/CUPS/FORKS 43130 07/01/15 OFFICE SUPPLIES 43130 07/01/15 GARBAGE BAGS/SUPPLIES	136.69 31.74 30.24 198.67		IN0821391 IN0821391 IN0821391 *CHECK TOTAL		D N D N D N	OFFICE SUPPLIES OFFICE SUPPLIES GENERAL SUPPLIES	101.42412.0220 101.42412.0220 101.42412.0229
VENDOR TOTAL	198.67		*CHECK TOTAL				
INTEGRATED POWER SERVICE 003044 43131 07/01/15 GATE ENTRANCE MOTOR	121.30		9010870		D N	MTCE. OF OTHER I	651.48484.0226

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
INTERSTATE POWER SYSTEMS 001699 43132 07/01/15 BELTS, BEARINGS	171.06		1632555		D N	MTCE. OF EQUIPME	101.43425.0224
JAGUSH/JEFFREY 003037 43133 07/01/15 MILEAGE 6/10-6/18/15	56.07		06192015		D N	TRAVEL-CONF.-SCH	101.43425.0333
43133 07/01/15 MILEAGE 6/10-6/18/15	56.06		06192015		D N	TRAVEL-CONF.-SCH	101.43425.0333
VENDOR TOTAL	112.13	*CHECK TOTAL					
JOHNS SALES 003183 43134 07/01/15 ECHO PRUNER	665.24		843853		D N	SMALL TOOLS	101.45433.0221
KANDI STEEL CO 000867 43135 07/01/15 REC TUBING	128.40		10695		D N	MTCE. OF STRUCTU	101.45433.0225
KANDIYOHI CO AUDITOR 000376 43136 07/01/15 LANDFILL CHARGES	15.60		336683		D N	CLEANING AND WAS	101.45433.0338
43136 07/01/15 LANDFILL CHARGES	15.78		337328		D N	CLEANING AND WAS	101.43425.0338
43136 07/01/15 LANDFILL CHARGES	15.92		337445		D N	CLEANING AND WAS	101.43425.0338
43136 07/01/15 LANDFILL CHARGES	24.54		338023		D N	CLEANING AND WAS	101.45433.0338
VENDOR TOTAL	71.84	*CHECK TOTAL					
KANDIYOHI CO RECYCLING A 002296 43137 07/01/15 LAMP RECYCLING	23.00		134		D N	CLEANING AND WAS	101.43425.0338
43137 07/01/15 LAMP RECYCLING	15.00		135		D N	CLEANING AND WAS	101.43425.0338
VENDOR TOTAL	38.00	*CHECK TOTAL					
KANDIYOHI CO-OP ELECTRIC 000375 43051 06/19/15 WELCOME TO WILLMAR SIGN	60.93		STMT/6-15		D N	UTILITIES	101.43425.0332
43051 06/19/15 CO RD 23/HWY 71 BYPASS	121.00		STMT/6-15		D N	UTILITIES	101.43425.0332
43051 06/19/15 ELEC SERV-LIFT STATIONS	903.00		STMT/6-15		D N	UTILITIES	651.48485.0332
43051 06/19/15 ELEC SERV-SECURITY LIGHT	36.00		STMT/6-15		D N	UTILITIES	651.48486.0332
VENDOR TOTAL	1,120.93	*CHECK TOTAL					
KING'S ELECTRIC LLC 003138 43138 07/01/15 WRAC AC HEATER FAN INSTA	434.98		165		D M 07	BUILDINGS AND ST	450.41409.0551
KORN FERRY LEADERSHIP 003114 43139 07/01/15 SGT PROMOTION ASSMNT	750.00		195034707		D N	PROFESSIONAL SER	101.42411.0446
LAIB'S GUNSMITHING 000402 43140 07/01/15 RIFFLE BARREL SWAP	30.00		42223		D N	MTCE. OF EQUIPME	101.42411.0334
LAKE COUNTRY MECHANICAL 003180 43141 07/01/15 MATERIAL/SUPPLIES	75.00		8666		D N	GENERAL SUPPLIES	651.48484.0229
43141 07/01/15 REMOV./INST. METAL GEN	5,695.00		8666		D N	MTCE. OF EQUIPME	651.48484.0334
43141 07/01/15 EQUIPMENT RENTAL	855.00		8666		D N	RENTS	651.48484.0440

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LAKE COUNTRY MECHANICAL	003180							
	VENDOR TOTAL	6,625.00						
		6,625.00	*CHECK TOTAL					
LAKESIDE PRESS	001646							
431142 07/01/15	ROSEMEIER-BUSINESS CARDS	51.00		5252		D N	PRINTING AND PUB	101.41402.0331
LEAGUE OF MN CITIES	000412							
431143 07/01/15	CALVIN-ANNUAL CONFERENCE	20.00		218933		D N	TRAVEL-CONF.-SCH	101.41401.0333
LEAGUE OF MN CITIES	000983							
431144 07/01/15	EQUIPMENT INS PREMIUM	452.00				D N	INSURANCES AND B	101.41408.0441
431144 07/01/15	PROPERTY INS PREMIUM	236.00				D N	INSURANCES AND B	101.41409.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	3.00				D N	INSURANCES AND B	101.42411.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	390.00				D N	INSURANCES AND B	101.42412.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	1,163.00				D N	INSURANCES AND B	101.43425.0441
431144 07/01/15	PROPERTY INS PREMIUM	1,206.00				D N	INSURANCES AND B	101.45427.0441
431144 07/01/15	PROPERTY INS PREMIUM	144.00				D N	INSURANCES AND B	101.45432.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	6.00				D N	INSURANCES AND B	101.45432.0441
431144 07/01/15	PROPERTY INS PREMIUM	2,639.00				D N	INSURANCES AND B	101.45433.0441
431144 07/01/15	PROPERTY INS PREMIUM	925.00				D N	INSURANCES AND B	101.45433.0441
431144 07/01/15	PROPERTY INS PREMIUM	3,081.00				D N	INSURANCES AND B	101.45435.0441
431144 07/01/15	PROPERTY INS PREMIUM	8,825.00				D N	INSURANCES AND B	101.45437.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	525.00				D N	INSURANCES AND B	230.43430.0441
431144 07/01/15	PROPERTY INS PREMIUM	20,532.00				D N	INSURANCES AND B	230.43430.0441
431144 07/01/15	PROPERTY INS PREMIUM	1,494.00				D N	INSURANCES AND B	651.48485.0441
431144 07/01/15	VOLUNTEER ACCIDENT PLA	1,088.00				D N	INSURANCES AND B	816.41402.0441
431144 07/01/15	MUNICIPAL LIABILITY I	11,471.00				D N	INSURANCES AND B	101.41428.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	1,152.00				D N	INSURANCES AND B	101.41402.0441
431144 07/01/15	PROPERTY INS PREMIUM	1,018.00				D N	INSURANCES AND B	101.41402.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	70.00				D N	INSURANCES AND B	101.41409.0441
431144 07/01/15	MUNICIPAL LIABILITY IN	6,593.00				D N	INSURANCES AND B	101.41428.0441
431144 07/01/15	MUNICIPAL LIABILITY IN	8,657.00				D N	INSURANCES AND B	101.41428.0441
431144 07/01/15	MUNICIPAL LIABILITY IN	7,352.00				D N	INSURANCES AND B	101.41428.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	29.00				D N	INSURANCES AND B	101.41428.0441
431144 07/01/15	PROPERTY INS PREMIUM	236.00				D N	INSURANCES AND B	101.42411.0441
431144 07/01/15	MUNICIPAL LIABILITY I	21,046.00				D N	INSURANCES AND B	101.42411.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	4,058.00				D N	INSURANCES AND B	101.42411.0441
431144 07/01/15	PROPERTY INS PREMIUM	855.00				D N	INSURANCES AND B	101.42411.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	3,145.00				D N	INSURANCES AND B	101.42412.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	271.00				D N	INSURANCES AND B	101.42412.0441
431144 07/01/15	PROPERTY INS PREMIUM	11,537.00				D N	INSURANCES AND B	101.43417.0441
431144 07/01/15	MOBILE PROPERTY PREMIU	6,935.00				D N	INSURANCES AND B	101.43425.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	3,335.00				D N	INSURANCES AND B	101.43425.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	1,556.00				D N	INSURANCES AND B	101.43425.0441
431144 07/01/15	MOBILE PROPERTY PREMIUM	315.00				D N	INSURANCES AND B	101.45433.0441
431144 07/01/15	AUTO LIAB/ PHYS DAMAGE	61.00				D N	INSURANCES AND B	101.45433.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	205.00				D N	INSURANCES AND B	101.45433.0441
431144 07/01/15	EQUIPMENT INS PREMIUM	237.00				D N	INSURANCES AND B	101.45437.0441

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LEAGUE OF MN CITIES INS 43144 07/01/15 000983	EQUIPMENT INS PREMIUM	9,090.00		50193		D N	INSURANCES AND B	651.48485.0441
43144 07/01/15	MOBILE PROPERTY PREMIUM	575.00		50193		D N	INSURANCES AND B	651.48485.0441
43144 07/01/15	AUTO LIAB/ PHYS DAMAGE	699.00		50193		D N	INSURANCES AND B	651.48485.0441
43144 07/01/15	EQUIPMENT INS PREMIUM	517.00		50193		D N	INSURANCES AND B	651.48485.0441
	VENDOR TOTAL	143,273.00		*CHECK TOTAL				
LINCOLN FINANCIAL GROUP 43145 07/01/15 002789	LIFE INSURANCE-JULY	17.33		M288		D N	COBRA INS PREMIU	101.120001
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	101.41400.0114
43145 07/01/15	LIFE INSURANCE-JULY	62.50		M288		D N	EMPLOYER INSUR.	101.41402.0114
43145 07/01/15	LIFE INSURANCE-JULY	20.83		M288		D N	EMPLOYER INSUR.	101.41403.0114
43145 07/01/15	LIFE INSURANCE-JULY	37.50		M288		D N	EMPLOYER INSUR.	101.41404.0114
43145 07/01/15	LIFE INSURANCE-JULY	62.50		M288		D N	EMPLOYER INSUR.	101.41405.0114
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	101.41408.0114
43145 07/01/15	LIFE INSURANCE-JULY	50.00		M288		D N	EMPLOYER INSUR.	101.41409.0114
43145 07/01/15	LIFE INSURANCE-JULY	4.17		M288		D N	EMPLOYER INSUR.	101.41424.0114
43145 07/01/15	LIFE INSURANCE-JULY	1,410.70		M288		D N	INS. PASS THROUGH	101.41428.0819
43145 07/01/15	LIFE INSURANCE-JULY	4,37.50		M288		D N	EMPLOYER INSUR.	101.42411.0114
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	101.42412.0114
43145 07/01/15	LIFE INSURANCE-JULY	56.25		M288		D N	EMPLOYER INSUR.	101.43417.0114
43145 07/01/15	LIFE INSURANCE-JULY	252.50		M288		D N	EMPLOYER INSUR.	101.43425.0114
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	101.45432.0114
43145 07/01/15	LIFE INSURANCE-JULY	25.00		M288		D N	EMPLOYER INSUR.	101.45433.0114
43145 07/01/15	LIFE INSURANCE-JULY	7.50		M288		D N	EMPLOYER INSUR.	101.45435.0114
43145 07/01/15	LIFE INSURANCE-JULY	6.25		M288		D N	EMPLOYER INSUR.	101.45437.0114
43145 07/01/15	LIFE INSURANCE-JULY	115.00		M288		D N	EMPLOYER INSUR.	651.48484.0114
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	651.48485.0114
43145 07/01/15	LIFE INSURANCE-JULY	12.50		M288		D N	EMPLOYER INSUR.	651.48486.0114
	VENDOR TOTAL	2,640.53		*CHECK TOTAL				
LITTLE CROW SKI SHOW 43146 07/01/15 000417	2015 PROGRAM AD	500.00		6535		D N	ADVERTISING	208.45006.0447
LOTTMAN PAINTING INC 43147 07/01/15 003150	PAINTED IN AUDITORIUM	3,500.00		062415		D N	MTCE. OF STRUCTU	101.45427.0335
LUTHERAN SOCIAL SERVICE 43148 07/01/15 003167	MEALS-DINING PROMOTION	158.00		06162015		D N	GENERAL SUPPLIES	101.45435.0229
M-R SIGN CO INC 43149 07/01/15 000424	STREET SIGNS	175.41		186159		D N	MTCE. OF OTHER I	101.43425.0226
43149 07/01/15	STREET SIGNS	3,675.26		186311		D N	MTCE. OF OTHER I	101.43425.0226
43149 07/01/15	STREET SIGNS	43.00		186312		D N	MTCE. OF OTHER I	101.43425.0226
	VENDOR TOTAL	3,893.67		*CHECK TOTAL				

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
MACQUEEN EQUIPMENT INC 43150 07/01/15 2015 MT TRACKLESS 000427	135,236.00		1150227		D N	MACHINERY AND AU	450.43425.0553
MADDEN, GALANTER, HANSEN 43151 07/01/15 LABOR RELATIONS SERVIC 000429	6,166.52		060115		D N	PROFESSIONAL SER	101.41406.0446
MAGNUSON SHEET METAL INC 43152 07/01/15 WRAC HEATING AC PROJEC 001121	1,637.97		126253		D N	BUILDINGS AND ST	450.41409.0551
43152 07/01/15 INSTALL A/C IN FURNACE	1,575.00		126333		D N	MTC. OF STRUCTU	101.42412.0225
43152 07/01/15 INSTALL A/C IN FURNACE	400.00		126333		D N	MTC. OF STRUCTU	101.42412.0335
43152 07/01/15 HVAC PROJECT PARTS	72.60		126392		D N	BUILDINGS AND ST	450.41409.0551
VENDOR TOTAL	3,685.57		*CHECK TOTAL				
	3,685.57						
MARINE RESCUE PRODUCTS I 43153 07/01/15 LIFE GAURD SUITS 001496	877.50		35399		D N	SUBSISTENCE OF P	101.45437.0227
MATHESON TRI-GAS INC 43154 07/01/15 WELDING GAS 002898	63.43		11388737		D N	GENERAL SUPPLIES	101.45433.0229
MENARDS 43155 07/01/15 WRAC RAILING 000449	21.98		75883		D N	MTC. OF STRUCTU	101.41409.0225
43155 07/01/15 SAW BLADE	5.56		75883		D N	SMALL TOOLS	101.45427.0221
43155 07/01/15 GRASS SEED	69.99		76046		D N	MTC. OF OTHER I	101.45435.0226
43155 07/01/15 COUPLINGS	8.04		76394		D N	MTC. OF STRUCTU	101.45437.0225
43155 07/01/15 TOOL KITS/WORK LIGHTS	147.49		76638		D N	SMALL TOOLS	101.45433.0221
43155 07/01/15 POLYURHTANE AND BRUSH	58.50		76944		D N	MTC. OF STRUCTU	101.45427.0225
43155 07/01/15 CLEANING SUPPLIES	38.43		77026		D N	CLEANING AND WAS	101.43425.0228
43155 07/01/15 TOILET SEATS	35.90		77108		D N	MTC. OF STRUCTU	651.48484.0225
43155 07/01/15 GLASS CLEANER	28.44		77133		D N	CLEANING AND WAS	101.45433.0228
43155 07/01/15 PLANT SUPPLIES	17.76		77190		D N	GENERAL SUPPLIES	651.48484.0229
43155 07/01/15 MATERIALS 4 LOCKER ROOMS	348.74		77421		D N	MTC. OF STRUCTU	101.45433.0225
43155 07/01/15 5/16" COMBINATION WRENCH	5.81		77509		D N	SMALL TOOLS	651.48484.0221
43155 07/01/15 SHINGLES FOR SHELTER	22.45		77704		D N	MTC. OF STRUCTU	101.43425.0225
43155 07/01/15 BOILER VENT HOODS	9.94		77781		D N	MTC. OF OTHER I	651.48484.0226
43155 07/01/15 RACHET, STRAPS	98.41		77970		D N	SMALL TOOLS	101.45433.0221
43155 07/01/15 5 GAL COOLERS FOR TRUCKS	16.99		78106		D N	GENERAL SUPPLIES	101.42412.0229
43155 07/01/15 BATTERY CHARGER	44.99		78263		D N	SMALL TOOLS	101.42412.0221
43155 07/01/15 5 GAL COOLERS FOR TRUCKS	33.98		78263		D N	GENERAL SUPPLIES	101.42412.0229
VENDOR TOTAL	1,013.40		*CHECK TOTAL				
	1,013.40						
METRO SALES INC 43156 07/01/15 COPIER MTC CHARGE 003016	254.44		INV284847		D N	MTC. OF EQUIPME	741.48001.0334
MIDWEST OVERHEAD CRANE 43157 07/01/15 SHOP HOIST/CRANE INSP. 002104	15.44		84034		D N	MTC. OF STRUCTU	101.43425.0225
43157 07/01/15 SHOP HOIST/CRANE INSP.	423.44		84034		D N	MTC. OF STRUCTU	101.43425.0335
VENDOR TOTAL	438.88		*CHECK TOTAL				
	438.88						

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM INVOICE	PO#	F S 9 EX M	ACCOUNT NAME	ACCOUNT
MILLER SANITATION 43052 06/19/15 GARBAGE SERVICE-JUNE 002936	64.74	STMT/6-15		D N	CLEANING AND WAS	101.41408.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	52.70	STMT/6-15		D N	CLEANING AND WAS	101.42412.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	251.31	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	58.64	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	616.55	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	50.00	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	59.14	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	251.60	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	64.74	STMT/6-15		D N	CLEANING AND WAS	101.43425.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	187.80	STMT/6-15		D N	CLEANING AND WAS	101.45427.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	49.67	STMT/6-15		D N	CLEANING AND WAS	101.45433.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	78.84	STMT/6-15		D N	CLEANING AND WAS	101.45435.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	24.34	STMT/6-15		D N	CLEANING AND WAS	101.45437.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	161.04	STMT/6-15		D N	CLEANING AND WAS	651.48484.0338
43052 06/19/15 GARBAGE SERVICE-JUNE	48.67	STMT/6-15		D N	CLEANING AND WAS	651.48484.0338
VENDOR TOTAL	2,019.78	*CHECK TOTAL				
	2,019.78					
MILLS AUTOMOTIVE GROUP 000432 43158 07/01/15 ACCELERATOR PEDAL	84.27	3296753		D N	INVENTORIES-MDSE	101.125000
43158 07/01/15 DOOR HANDLE	58.10	3313449		D N	INVENTORIES-MDSE	101.125000
VENDOR TOTAL	142.37	*CHECK TOTAL				
	142.37					
MINI BIFF LLC 001805 43159 07/01/15 TOILET RENTALS	77.01	A-70869		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	154.02	A-70870		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	77.01	A-70871		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	77.01	A-70873		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	77.01	A-70876		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	77.01	A-70878		D N	RENTS	101.43425.0440
43159 07/01/15 TOILET RENTALS	52.16	A-70921		D N	RENTS	101.43425.0440
VENDOR TOTAL	591.23	*CHECK TOTAL				
	591.23					
MINNEAPOLIS FINANCE DEPA 000466 43160 07/01/15 AUTO PAMN TRANS FEE	162.00	400413006124		D N	PROFESSIONAL SER	101.42411.0446
MN DEPT OF LABOR & INDUS 000522 43161 07/01/15 2ND QTR SURCHARGE PYMT	2,583.19	063015		D N	OTHER CHARGES	101.41402.0449
43161 07/01/15 ELEC LICENSE RENEWAL	100.00	632432		D N	LICENSES AND TAX	651.48484.0445
VENDOR TOTAL	2,683.19	*CHECK TOTAL				
	2,683.19					
MN DEPT OF REVENUE 000492 213 06/18/15 SALES TAX-MAY	651.00	STMT/5-15		M N	SALES TAX PAYABL	101.206000
213 06/18/15 USE TAX-MAY	114.96	STMT/5-15		M N	SALES TAX PAYABL	101.206000
213 06/18/15 USE TAX-MAY	3.16CR	STMT/5-15		M N	GENERAL SUPPLIES	101.41401.0229
213 06/18/15 USE TAX-MAY	1.57CR	STMT/5-15		M N	TRAVEL-CONF.-SCH	101.41402.0333



VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	B	X	M	ACCOUNT NAME	ACCOUNT
MUNICIPAL UTILITIES			000541												
43168	07/01/15	UTILITIES FOR JUNE		717.97		6/15		D	N					UTILITIES	101.42412.0332
43168	07/01/15	UTILITIES FOR JUNE		1,045.93		6/15		D	N					UTILITIES	101.43425.0332
43168	07/01/15	UTILITIES FOR JUNE		2,440.39		6/15		D	N					UTILITIES	230.43430.0332
43168	07/01/15	UTILITIES FOR JUNE		44,367.28		6/15		D	N					UTILITIES	651.48484.0332
43168	07/01/15	UTILITIES FOR JUNE		2,634.94		6/15		D	N					UTILITIES	651.48485.0332
			VENDOR TOTAL	51,206.51		*CHECK TOTAL									
MVTL LABORATORIES INC			000544												
43169	07/01/15	WASTEWATER TESTING		439.00		760113		D	N					PROFESSIONAL SER	651.48484.0446
43169	07/01/15	WASTEWATER TESTING		45.00		760546		D	N					PROFESSIONAL SER	651.48484.0446
43169	07/01/15	WASTEWATER TESTING		439.75		761275		D	N					PROFESSIONAL SER	651.48484.0446
43169	07/01/15	WASTEWATER TESTING		45.00		761833		D	N					PROFESSIONAL SER	651.48484.0446
			VENDOR TOTAL	968.75		*CHECK TOTAL									
NAZARENUS/DENNIS			.02262												
43170	07/01/15	SEWER REPLACEMENT		1,500.00		5778		D	N					MTCE. OF OTHER I	651.48485.0336
NELSON/BROOK			.02263												
43059	07/01/15	REFUND SHELTER DEPOSIT		50.00		06162015		D	N					DEPOSITS	101.230000
OAKLEAF/CHAD W			001827												
43171	07/01/15	EVOC TRAINING		7.46		702		D	N					TRAVEL-CONF.-SCH	101.42411.0333
OFFICE SERVICES			000589												
43172	07/01/15	OFFICE SUPPLIES-APR		8.49		STMT/4-15		D	N					OFFICE SUPPLIES	101.41401.0220
43172	07/01/15	OFFICE SUPPLIES-APR		10.99		STMT/4-15		D	N					OFFICE SUPPLIES	101.41402.0220
43172	07/01/15	OFFICE SUPPLIES-APR		170.84		STMT/4-15		D	N					OFFICE SUPPLIES	101.41403.0220
43172	07/01/15	OFFICE SUPPLIES-APR		170.51		STMT/4-15		D	N					OFFICE SUPPLIES	101.41404.0220
43172	07/01/15	OFFICE SUPPLIES-APR		145.16		STMT/4-15		D	N					OFFICE SUPPLIES	101.41405.0220
43172	07/01/15	OFFICE SUPPLIES-APR		146.87		STMT/4-15		D	N					OFFICE SUPPLIES	101.41409.0220
43172	07/01/15	OFFICE SUPPLIES-APR		19.59		STMT/4-15		D	N					OFFICE SUPPLIES	101.43417.0220
43172	07/01/15	PHOTO COPIES APR/MAY		5.25		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.43425.0220
43172	07/01/15	PHOTO COPIES APR/MAY		53.93		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41400.0220
43172	07/01/15	PHOTO COPIES APR/MAY		89.48		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41401.0220
43172	07/01/15	PHOTO COPIES APR/MAY		211.88		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41401.0220
43172	07/01/15	PHOTO COPIES APR/MAY		178.90		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41402.0220
43172	07/01/15	PHOTO COPIES APR/MAY		180.08		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41402.0220
43172	07/01/15	PHOTO COPIES APR/MAY		64.82		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41403.0220
43172	07/01/15	PHOTO COPIES APR/MAY		103.43		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41403.0220
43172	07/01/15	PHOTO COPIES APR/MAY		131.03		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41404.0220
43172	07/01/15	PHOTO COPIES APR/MAY		75.68		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41404.0220
43172	07/01/15	PHOTO COPIES APR/MAY		31.52		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41405.0220
43172	07/01/15	PHOTO COPIES APR/MAY		4.13		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41405.0220
43172	07/01/15	PHOTO COPIES APR/MAY		4.25		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41409.0220
43172	07/01/15	PHOTO COPIES APR/MAY		0.08		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.41409.0220
43172	07/01/15	PHOTO COPIES APR/MAY		239.93		STMT/5-6/15		D	N					OFFICE SUPPLIES	101.42412.0220

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
OFFICE SERVICES								
43172 07/01/15	000589 PHOTO COPIES APR/MAY	168.38		STMT/5-6/15		D N	OFFICE SUPPLIES	101.43417.0220
43172 07/01/15	PHOTO COPIES APR/MAY	96.98		STMT/5-6/15		D N	OFFICE SUPPLIES	101.43425.0220
43172 07/01/15	PHOTO COPIES APR/MAY	41.27		STMT/5-6/15		D N	OFFICE SUPPLIES	101.43425.0220
43172 07/01/15	PHOTO COPIES APR/MAY	1.73		STMT/5-6/15		D N	OFFICE SUPPLIES	101.45432.0220
43172 07/01/15	PHOTO COPIES APR/MAY	44.96		STMT/5-6/15		D N	OFFICE SUPPLIES	101.45432.0220
43172 07/01/15	PHOTO COPIES APR/MAY	1.40		STMT/5-6/15		D N	OFFICE SUPPLIES	651.48484.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	7.71		STMT/6-15		D N	OFFICE SUPPLIES	101.41401.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	8.04		STMT/6-15		D N	OFFICE SUPPLIES	101.41401.0220
43172 07/01/15	PHOTO COPIES-JUN	42.00		STMT/6-15		D N	OFFICE SUPPLIES	101.41401.0220
43172 07/01/15	PHOTO COPIES-JUN	140.74		STMT/6-15		D N	OFFICE SUPPLIES	101.41401.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	17.53		STMT/6-15		D N	OFFICE SUPPLIES	101.41402.0220
43172 07/01/15	PHOTO COPIES-JUN	106.43		STMT/6-15		D N	OFFICE SUPPLIES	101.41402.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	148.80		STMT/6-15		D N	OFFICE SUPPLIES	101.41402.0220
43172 07/01/15	PHOTO COPIES-JUN	14.86		STMT/6-15		D N	OFFICE SUPPLIES	101.41403.0220
43172 07/01/15	PHOTO COPIES-JUN	51.98		STMT/6-15		D N	OFFICE SUPPLIES	101.41403.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	46.56		STMT/6-15		D N	OFFICE SUPPLIES	101.41403.0220
43172 07/01/15	PHOTO COPIES-JUN	80.54		STMT/6-15		D N	OFFICE SUPPLIES	101.41404.0220
43172 07/01/15	PHOTO COPIES-JUN	54.83		STMT/6-15		D N	OFFICE SUPPLIES	101.41404.0220
43172 07/01/15	PHOTO COPIES-JUN	30.60		STMT/6-15		D N	OFFICE SUPPLIES	101.41404.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	18.58		STMT/6-15		D N	OFFICE SUPPLIES	101.41404.0220
43172 07/01/15	PHOTO COPIES-JUN	76.28		STMT/6-15		D N	OFFICE SUPPLIES	101.41405.0220
43172 07/01/15	PHOTO COPIES-JUN	44.99		STMT/6-15		D N	OFFICE SUPPLIES	101.41405.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	19.18		STMT/6-15		D N	OFFICE SUPPLIES	101.41408.0220
43172 07/01/15	PHOTO COPIES-JUN	4.94		STMT/6-15		D N	OFFICE SUPPLIES	101.41409.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	0.90		STMT/6-15		D N	OFFICE SUPPLIES	101.41409.0220
43172 07/01/15	PHOTO COPIES-JUN	7.38		STMT/6-15		D N	OFFICE SUPPLIES	101.41409.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	2.75		STMT/6-15		D N	OFFICE SUPPLIES	101.41424.0220
43172 07/01/15	PHOTO COPIES-JUN	1.80		STMT/6-15		D N	OFFICE SUPPLIES	101.41424.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	0.81		STMT/6-15		D N	OFFICE SUPPLIES	101.42412.0220
43172 07/01/15	PHOTO COPIES-JUN	55.28		STMT/6-15		D N	OFFICE SUPPLIES	101.43417.0220
43172 07/01/15	PHOTO COPIES-JUN	68.60		STMT/6-15		D N	OFFICE SUPPLIES	101.43417.0220
43172 07/01/15	OFFICE SUPPLIES-MAY	38.46		STMT/6-15		D N	OFFICE SUPPLIES	101.43425.0220
43172 07/01/15	PHOTO COPIES-JUN	30.60		STMT/6-15		D N	OFFICE SUPPLIES	101.43425.0220
43172 07/01/15	PHOTO COPIES-JUN	5.36		STMT/6-15		D N	OFFICE SUPPLIES	101.43425.0220
43172 07/01/15	PHOTO COPIES-JUN	4.35		STMT/6-15		D N	OFFICE SUPPLIES	101.45432.0220
43172 07/01/15	PHOTO COPIES-JUN	16.92		STMT/6-15		D N	OFFICE SUPPLIES	101.45432.0220
43172 07/01/15	PHOTO COPIES-JUN	1.26		STMT/6-15		D N	OFFICE SUPPLIES	651.48484.0220
	VENDOR TOTAL	3,439.41		*CHECK TOTAL				
		3,439.41						
ORELLANA/YOHANNA	.02266							
43173 07/01/15	SHELTER DEPOSIT REFUND	50.00		06192015		D N	DEPOSITS	101.230000
OXYGEN SERVICE COMPANY	002223							
43174 07/01/15	WELDING HELMET LENS	7.20		07886758		D N	SMALL TOOLS	101.43425.0221
43174 07/01/15	WELDING HELMET LENS	7.75		07886759		D N	SMALL TOOLS	101.43425.0221
	VENDOR TOTAL	14.95		*CHECK TOTAL				
		14.95						

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
PETERSON SHOE STORE 43175 07/01/15 KARDELL-SAFETY BOOTS 000608	148.74		162491		D N	SUBSISTENCE OF P	101.41402.0227
PETERSON/ALEXANDRA 43111 07/01/15 LAMINATED POUCHES .02265	30.34		062215		D N	OFFICE SUPPLIES	101.42412.0220
PLUMBING & HEATING OF WI 43176 07/01/15 REPL POOL PMP TRNSFORMER 000618	44.45		20136		D N	MTCE. OF OTHER I	101.45437.0226
43176 07/01/15 REPL POOL PMP TRNSFORMER	127.50		20136		D N	MTCE. OF OTHER I	101.45437.0336
VENDOR TOTAL	171.95	*CHECK	TOTAL				
PRICE CHOPPER INC 43177 07/01/15 WRIST BANDS 002434	280.12		181474		D N	GENERAL SUPPLIES	101.45437.0229
PRO ACTION 43178 07/01/15 CSO NAME TAG 001782	17.99		13128		D N	SUBSISTENCE OF P	101.42411.0227
43178 07/01/15 #070455-REPL. SIREN	2,775.52		3414		D N	MTCE. OF EQUIPME	101.42412.0224
43178 07/01/15 #070455-REPL. SIREN	3,985.00		3414		D N	MTCE. OF EQUIPME	101.42412.0334
VENDOR TOTAL	3,778.51	*CHECK	TOTAL				
PRO COLOR GRAPHICS 43179 07/01/15 DECALS TO UPDATE SIGN 002719	19.95		3923		D M 07	MTCE. OF OTHER I	101.45437.0226
QUAM CONSTRUCTION CO INC 43180 07/01/15 HYDRANT REPAIR-PARTS 000634	2,953.01		1798		D N	MTCE. OF OTHER I	101.43425.0226
43180 07/01/15 HYDRANT REPAIR-LABOR	2,996.78		1798		D N	MTCE. OF OTHER I	101.43425.0336
VENDOR TOTAL	5,949.79	*CHECK	TOTAL				
QUICK SIGNS 43181 07/01/15 REPL. WLDM TO WLMR SIG 001093	4,019.00		171247		D N	MTCE. OF OTHER I	101.43425.0226
43181 07/01/15 REPL. WLDM TO WLMR SIG	2,600.00		171247		D N	MTCE. OF OTHER I	101.43425.0336
43181 07/01/15 POOL SIGN	44.00		171255		D N	MTCE. OF OTHER I	101.45437.0326
43181 07/01/15 PARADE SIGNS	32.00		171312		D N	GENERAL SUPPLIES	101.43425.0229
VENDOR TOTAL	6,695.00	*CHECK	TOTAL				
QUIMBY/PAM 43182 07/01/15 SHELTER DEPOSIT REFUND .02267	50.00		06232015		D N	DEPOSITS	101.230000
R & R EXCAVATING INC 43183 07/01/15 IND. PARK 4TH ADDITI 002098	1405/EST. 3		1405/EST. 3		D N	MTCE. OF OTHER I	414.48455.0336
REYES/JAMIE 43042 06/16/15 REPL PR STUB 28711 .02261	131.39		061615		D N	SALARIES-TEMP. E	101.45432.0112

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
RICOH USA INC 43184 07/01/15 COPIER LEASE AGRMT 002101	632.00		94945414		D N	RENTS	741.48001.0440
RIDGEWATER COLLEGE 43185 07/01/15 TRNG-PROPANE FIRE TACTIC 001136	300.00		00194211		D N	TRAVEL-CONF. -SCH	101.42412.0333
RUNNING'S SUPPLY INC 43186 07/01/15 PIPE FOR STREET SIGNS 001418	4.38		3663934		D N	MTCE. OF OTHER I	101.43425.0226
43186 07/01/15 DOG FOOD	105.98		3665443		D N	GENERAL SUPPLIES	101.42411.0229
43186 07/01/15 SAFETY SHOES-NELSON	114.99		3668912		D N	SUBSISTENCE OF P	101.43425.0227
43186 07/01/15 PLUMBING IRRIGATION PART	7.99		3669266		D N	MTCE. OF OTHER I	101.43425.0226
43186 07/01/15 MULCH AND WEED PREVENTOR	82.84		3671711		D N	GENERAL SUPPLIES	101.43425.0229
43186 07/01/15 JACK STAND	24.99		3671786		D N	SMALL TOOLS	651.48484.0221
43186 07/01/15 POOL CHEMICALS	28.94		3671870		D N	MTCE. OF OTHER I	101.45437.0226
43186 07/01/15 WEED TRIMMER LINE	27.33		3672077		D N	GENERAL SUPPLIES	651.48484.0229
43186 07/01/15 BATTERIES	20.78		3674706		D N	MTCE. OF EQUIPME	101.43425.0224
43186 07/01/15 CONCRETE	53.45		3674713		D N	MTCE. OF OTHER I	101.43425.0226
43186 07/01/15 FACE MASKS	51.98		3676252		D N	SUBSISTENCE OF P	651.48484.0227
43186 07/01/15 FLY SPRAY	15.98		3676252		D N	GENERAL SUPPLIES	651.48484.0229
VENDOR TOTAL	539.63		*CHECK TOTAL				
SCHNEIDER/GENE 43187 07/01/15 EVOC RECERTIFICATION 001013	8.88		689		D N	TRAVEL-CONF. -SCH	101.42411.0333
SERVICE CENTER/CITY OF W 43188 07/01/15 GAS 59.97 GAL 000685	140.33		STMT 5/15		D N	MOTOR FUELS AND	101.41402.0222
43188 07/01/15 GAS 24.33 GAL	60.21		STMT 5/15		D N	MOTOR FUELS AND	101.41408.0222
43188 07/01/15 GAS 1939.24 GAL	4,711.48		STMT 5/15		D N	MOTOR FUELS AND	101.42411.0222
43188 07/01/15 DIESEL-110.87 GAL	230.57		STMT 5/15		D N	MOTOR FUELS AND	101.42412.0222
43188 07/01/15 GAS 80.99 GAL	196.03		STMT 5/15		D N	MOTOR FUELS AND	101.42412.0222
43188 07/01/15 GAS 64.38 GAL	154.97		STMT 5/15		D N	MOTOR FUELS AND	101.43417.0222
43188 07/01/15 DIESEL 1521.96 GAL	3,160.80		STMT 5/15		D N	MOTOR FUELS AND	101.43425.0222
43188 07/01/15 GAS 1156.36 GAL	2,808.74		STMT 5/15		D N	MOTOR FUELS AND	101.43425.0222
43188 07/01/15 DIESEL-37.02 GAL	78.85		STMT 5/15		D N	MOTOR FUELS AND	101.43425.0222
43188 07/01/15 GAS 46.74 GAL	114.15		STMT 5/15		D N	MOTOR FUELS AND	101.45433.0222
43188 07/01/15 DIESEL- 88.88 GAL	180.98		STMT 5/15		D N	MOTOR FUELS AND	101.45433.0222
43188 07/01/15 EQUIPMENT REPAIR-OIL	108.16		STMT 5/15		D N	MOTOR FUELS AND	651.48485.0222
43188 07/01/15 EQUIPMENT REPAIR-PARTS	1,149.63		STMT 5/15		D N	MTCE. OF EQUIPME	101.42411.0224
43188 07/01/15 EQUIPMENT REPAIR-OIL	22.56		STMT 5/15		D N	MOTOR FUELS AND	101.42412.0222
43188 07/01/15 EQUIPMENT REPAIR-OIL	164.11		STMT 5/15		D N	MOTOR FUELS AND	101.43425.0222
43188 07/01/15 EQUIPMENT REPAIR-PARTS	862.06		STMT 5/15		D N	MTCE. OF EQUIPME	101.43425.0224
43188 07/01/15 EQUIPMENT REPAIR-OIL	97.35		STMT 5/15		D N	MOTOR FUELS AND	651.48485.0222
43188 07/01/15 EQUIPMENT REPAIR-PARTS	1,093.41		STMT 5/15		D N	MTCE. OF EQUIPME	651.48485.0224
VENDOR TOTAL	15,334.39		*CHECK TOTAL				
SHERWIN WILLIAMS CO 43189 07/01/15 PAINT FOR BIKE RACK 000690	66.49		1824-5		D N	MTCE. OF EQUIPME	101.43425.0224

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
SHERWIN WILLIAMS CO 43189 07/01/15 PAINT FOR SHELTERS 43189 07/01/15 TRAFFIC PAINT 43189 07/01/15 PAINT FOR SHELTER 43189 07/01/15 FOUL POLES PAINT VENDOR TOTAL	182.16 365.75 161.33 66.49 842.22 842.22		2378-1 2575-2 6426-4 6438-9 *CHECK TOTAL		D N D N D N D N		MTCE. OF STRUCTU GENERAL SUPPLIES MTCE. OF STRUCTU MTC. OF EQUIPME	101.43425.0225 101.43425.0229 101.43425.0225 101.43425.0224
SIoux SALES COMPANY 43190 07/01/15 LELS RPLMT RIFEL	813.00		179367		D N		REFUNDS AND REIM	101.41428.0882
SMEBY/ROSS 43191 07/01/15 MILEAGE 6/1-6/30/15	71.30		070115		D N		TRAVEL-CONF.-SCH	101.41409.0333
STACY'S NURSERY INC 43192 07/01/15 SOD AND PLANTS	401.21		8602		D N		MTCE. OF OTHER I	101.43425.0226
STATEWIDE DISTRIBUTING I 43193 07/01/15 TOILET TISSUE	59.80		099515		D N		GENERAL SUPPLIES	230.43430.0229
STEIN'S INC 43194 07/01/15 TOILET TISSUE/HAND TWLS	737.65		729877		D N		GENERAL SUPPLIES	101.43425.0229
STERLING WATER-MINNESOTA 43195 07/01/15 SOFTENER RENTAL 43195 07/01/15 SOFTENER RENTAL VENDOR TOTAL	31.75 31.75 63.50 63.50		112508-9/3-15 112508-9/6-15 *CHECK TOTAL		D N D N		RENTS RENTS	101.45435.0440 101.45435.0440
STREY/DALE 43196 07/01/15 REF.-CANCELLED BASEBALL	20.00		062615		D N		REFUNDS AND REIM	101.41428.0882
STULEN/DEBORAH 43197 07/01/15 MILEAGE REIMB- MCFOA	72.45		06162015		D N		TRAVEL-CONF.-SCH	101.41403.0333
SURPLUS WAREHOUSE INC 43198 07/01/15 PAINT BRUSH	5.97		06102015		D N		GENERAL SUPPLIES	101.43425.0229
TASER INTERNATIONAL 43199 07/01/15 TASER BATTERIES	264.66		SI1401932		D N		MTCE. OF EQUIPME	101.42411.0224
THRAM SLAGTER/EMILY 43173 07/01/15 REF.-CANCELLED BASEBALL	30.00		062615		D N		REFUNDS AND REIM	101.41428.0882
TRAFFIC MARKING SERVICE 43200 07/01/15 STREET STRIPING	14,000.27		7751		D N		MTCE. OF OTHER I	101.43425.0336
TURFWERKS 43053 06/19/15 JACOBSEN GROOM MASTER	23,026.00		EE03586		D N		MACHINERY AND AU	450.43425.0553

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
US BANK			000264											
	43201	07/01/15	#149 GO IMP BOND-I	6,205.00		06152015		D	N				INTEREST	305.47100.0444
	43201	07/01/15	#151 GO IMP BOND-I	7,555.00		06152015		D	N				INTEREST	306.47100.0444
	43201	07/01/15	#148 GO IMP BOND-I	16,150.00		06152015		D	N				INTEREST	330.43430.0444
			VENDOR TOTAL	29,910.00		*CHECK TOTAL								
UV DOCTOR SYSTEMS LLC			002968											
	43202	07/01/15	UV BALLAST	665.00		2750		D	N				MTCE. OF EQUIPME	651.48484.0224
WAL-MART COMMUNITY			000789											
	43203	07/01/15	MARKKANEN-RETIRE PARTY	32.52		05132015		D	N				GENERAL SUPPLIES	101.42411.0229
	43203	07/01/15	STORAGE BAGS	56.46		05142015		D	N				GENERAL SUPPLIES	101.45432.0229
	43203	07/01/15	PLANT SUPPLIES	51.23		05142015		D	N				GENERAL SUPPLIES	651.48484.0229
	43203	07/01/15	COFFEE, WATER, NAPKINS	61.22		05152015		D	N				GENERAL SUPPLIES	101.41408.0229
	43203	07/01/15	PLANT SUPPLIES	33.67		05162015		D	N				GENERAL SUPPLIES	651.48484.0229
	43203	07/01/15	WATER FOR SWAT	3.98		05222015		D	N				GENERAL SUPPLIES	101.42411.0229
	43203	07/01/15	DIAPERS	141.43		05292015		D	N				GENERAL SUPPLIES	101.45437.0229
	43203	07/01/15	FLOWERS/POTTING SOIL	28.64		06022015		D	N				GENERAL SUPPLIES	101.45435.0229
	43203	07/01/15	OFFICE AND CONCESS. SUP	54.60		06042015		D	N				GENERAL SUPPLIES	101.45437.0229
	43203	07/01/15	SUMMER REC 1ST AID SUP	36.84		06052015		D	N				SUBSISTENCE OF P	101.45432.0227
	43203	07/01/15	BDAY PARTY SUPPLIES	74.95		06092015		D	N				GENERAL SUPPLIES	101.45437.0229
	43203	07/01/15	CONCESSION SUPPLIES	32.58		06102015		D	N				GENERAL SUPPLIES	101.45437.0229
	43203	07/01/15	MUSIC	23.76		06122015		D	N				GENERAL SUPPLIES	101.45437.0229
			VENDOR TOTAL	631.88		*CHECK TOTAL								
WERDER/JAMES M			001518											
	43204	07/01/15	MWOA LAB TRNG WORKSHOP	91.07		062615		D	N				TRAVEL-CONF. -SCH	651.48484.0333
WEST CENTRAL COMMUNICATI			000796											
	43205	07/01/15	INST. RADIO-MT TRACKLESS	52.81		079942S		D	N				MTCE. OF EQUIPME	101.43425.0224
	43205	07/01/15	INST. RADIO-MT TRACKLESS	120.00		079942S		D	N				MTCE. OF EQUIPME	101.43425.0334
			VENDOR TOTAL	172.81		*CHECK TOTAL								
WEST CENTRAL INDUSTRIES			000801											
	43206	07/01/15	LAWN MOWING AND BAGGING	91.80		00046354		D	N				MTCE. OF OTHER I	101.45437.0336
WEST CENTRAL PRINTING			000803											
	43207	07/01/15	INSPECTION RECORDS	183.61		18462		D	N				OFFICE SUPPLIES	101.41402.0220
WEST CENTRAL SANITATION			000805											
	43208	07/01/15	GARBAGE AT AIRPORT-JUNE	26.59		10312598		D	N				CLEANING AND WAS	230.43430.0338
WEST CENTRAL SCREEN PRIN			003185											
	43209	07/01/15	EXPLORER PATCHES	258.56		101		D	N				SUBSISTENCE OF P	802.42411.0227

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL TRIBUNE 43210 07/01/15 AMENDED MUNIC ORDINANCE 000807	71.07		CL03070607		D N	PRINTING AND PUB	101.41402.0331
43210 07/01/15 ORD-AMENDING MUC RATES	77.25		CL03070940		D N	PRINTING AND PUB	101.41401.0331
43210 07/01/15 COUNCIL PROCEEDINGS PUB	469.68		CL03071013		D N	PRINTING AND PUB	101.41401.0331
43210 07/01/15 COUNCIL PROCEEDING PUB 1	1,112.40		DI03167618		D N	PRINTING AND PUB	101.41401.0331
43210 07/01/15 VEHICLE AUCTION	104.55		1568066		D N	OTHER SERVICES	101.41428.0339
43210 07/01/15 ANNUAL SUBSCRIPTION	89.49		177822549 7/15		D N	PREPAID EXPENSES	101.128000
43210 07/01/15 ANNUAL SUBSCRIPTION	89.49		177822549 7/15		D N	SUBSCRIPTIONS AN	101.41408.0443
VENDOR TOTAL	2,013.93		*CHECK TOTAL				
WESTMOR FLUID SOLUTIONS 43211 07/01/15 FUEL PUMP REPAIR-PARTS 003033	3,025.96		1136095 RI		D N	MTCE. OF OTHER I	230.43430.0226
43211 07/01/15 FUEL PUMP REPAIR-LABOR	735.00		1136095 RI		D N	MTCE. OF OTHER I	230.43430.0336
VENDOR TOTAL	3,760.96		*CHECK TOTAL				
WILLMAR AUTO PLAZA 43212 07/01/15 PROPANE 002754	21.95		206		D N	GENERAL SUPPLIES	101.45433.0229
WILLMAR CHAMBER OF COMME 000812 43213 07/01/15 4TH OF JULY PLNG MTG	8.96		CC STMT/5-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
43213 07/01/15 TOURISM WEEK PROMO.	6.76		CC STMT/5-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
43213 07/01/15 SPICER COMM. CLUB MTG	13.71		CC STMT/5-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
43213 07/01/15 VOLUNTEER B-DAY RECOG.	14.43		CC STMT/5-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
43213 07/01/15 POP FOR CVB MEETINGS	10.00		CC STMT/5-15		D N	TRAVEL-CONF.-SCH	208.45005.0333
43213 07/01/15 SERVICE CALLS-ST CLOUD	7.09		CC STMT/5-15		D N	OTHER CHARGES	208.45008.0449
43213 07/01/15 PEDAL MN BIKE CONF.	206.37		CC STMT/5-15		D N	OTHER CHARGES	208.45010.0449
43213 07/01/15 MAILINGS-MOVIES IN THE PARK	37.40		CC STMT/5-15		D N	OTHER CHARGES	208.45010.0449
43213 07/01/15 MAILINGS-MOVIES IN PARK	20.27		CC STMT/5-15		D N	OTHER CHARGES	208.45010.0449
43213 07/01/15 FACEBOOK ADVERTISING	32.65		CC STMT/5-15		D N	OTHER CHARGES	208.45010.0449
43213 07/01/15 YLW BIKE RIBBON CUTTING	9.65		CC STMT/5-15		D N	OTHER CHARGES	208.45010.0449
43213 07/01/15 LEADERSHIP PERSP. COURSE	425.00		070115		D N	TRAVEL-CONF.-SCH	101.41402.0333
43213 07/01/15 MANAGED IT SERVICES	51.78		42435		D N	COMMUNICATIONS	208.45005.0330
43213 07/01/15 MANAGED IT SERVICES	51.78		42436		D N	COMMUNICATIONS	208.45005.0330
VENDOR TOTAL	895.85		*CHECK TOTAL				
WILLMAR COMMUNITY ED & R 001243 43214 07/01/15 BIKE FRIENDLY COMM ASM 1,000.00	1,000.00		052815		D N	OTHER CHARGES	208.45011.0449
WILLMAR DOWNTOWN DEVELOP 002348 43215 07/01/15 HOLIDAZE 2015	5,000.00		1074		D N	CIVIC PROMOTION	101.45428.0812
43215 07/01/15 EXPENSE REIMBURSEMENT	3,298.26		5/22-6/25/15		D N	CIVIC PROMOTION	101.45428.0812
VENDOR TOTAL	8,298.26		*CHECK TOTAL				
WILLMAR FESTS 000817 43216 07/01/15 RIB FEST SPONSORSHIP	75.00		327		D N	OTHER CHARGES	208.45010.0449

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	B	X	M	ACCOUNT NAME	ACCOUNT
WILLMAR FSTS			000817												
	43216	07/01/15	WILLMAR FEST EVENT TKTS	35.00		328								OTHER SERVICES	101.41401.0339
			VENDOR TOTAL	110.00		*CHECK TOTAL									
ZEP SALES & SERVICE			000840												
	43217	07/01/15	TIRE CLEANER/POLISH	135.90			9001713977							GENERAL SUPPLIES	101.42412.0229

Vendor Payments History Report  
INCLUDES ONLY POSTED TRANS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	EX	M	ACCOUNT NAME	ACCOUNT
------------------------	--------	------	-------------	--------	-------	---------	-----	---	---	---	----	---	--------------	---------

REPORT TOTALS:

1,092,285.70

RECORDS PRINTED - 000705

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	351,409.38
205	INDUSTRIAL DEVELOPMENT	1,322.92
208	CONVENTION & VISITORS BUREAU	3,654.04
230	WILLMAR MUNICIPAL AIRPORT	23,017.30
305	D.S. - 2005 BOND	6,205.00
306	D.S. - 2006 BOND	7,555.00
330	D.S. - 2004C BOND AIRPORT	16,150.00
414	S.A.B.F. - #2014	323,008.02
432	C.P. - WASTE TREATMENT	9,330.50
450	CAPITAL IMPROVEMENT FUND	239,133.62
651	WASTE TREATMENT	106,992.04
741	OFFICE SERVICES	886.44
800	LAW ENFORCEMENT FORFEITURE	1,019.90
802	LAW ENFORCEMENT EXPLORER FD	590.54
816	BIOSCIENCE GRANT	2,011.00
TOTAL	ALL FUNDS	1,092,285.70

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	1,092,285.70
TOTAL	ALL BANKS	1,092,285.70

**Willmar Lakes Area CVB Board Meeting**  
**EBO Room of the CVB/Chamber**  
**Tuesday, May 19, 2015 @ 12:00 Noon**

**Members Present:** Janet Demuth, David Feist, Michelle Olson, Roger Imdieke, Sue Steinert , Ken Warner, Kevin Halliday, Audrey Nelsen, Jim Butterfield, Doug Kuehnast, Chris Burgess, Donna Boonstra and Troy Ciernia

**Members Excused:** Dave Henle

**Members Absent:** Denny Baker

**Staff Present:** Beth Fischer and Tanya Rosenau

- I. **Call to Order:** Steinert called the meeting to order at 12:09pm.
  - a. **Additions or corrections to the agenda:** There were no additions or corrections. It was MSC (m/Imdieke; s/Halliday) to approve the agenda.
  - b. **Welcome to Donna Boonstra:** Donna Boonstra is on the EDC Board. Self-Introductions were done.
  
- II. **Approve Minutes from the April 21, 2015 Meeting:** It was MSC (m/Kuehnast; s/Demuth) to approve the minutes from the April 21, 2015 meeting.
  
- III. **Financial Report:** Halliday presented the financial report and reviewed the lodging tax revenues report. It was MSC (m/Butterfield, s/Imdieke) to approve the financial report as it was presented.
  
- IV. **Committee Reports & Requests:**
  - a. **Sports Committee:** Fischer reminded everybody to vote. The committee has spoken with all of the booster groups and they held a booster referendum meeting in support of the Fieldhouse. Ciernia said the Civic Center hosted Ridgewater College's graduation and several High School graduation parties recently and the HVAC project is starting up with contractors bidding.
  - b. **Special Events Committee:** No new business to report.
  - c. **Meetings & Conventions Committee:** Feist said they discussed their plans for the MSAE Expo in June. The theme is Be Brave. Be Bold. Be Fearless. – Brave New Association. They finalized the giveaway idea, which will be a USB charger.
  - d. **Visitor Guide Committee:** Steinert said they met this morning. Lakeside is currently taking pictures. If you have any pictures you would like to share, please send them to Fischer. They are still working on adding the advertising links to the online flip book. Ad sales have started and so far over 11,000 guides have been distributed.
  - e. **Leisure Travel Committee:** Fischer shared that the committee did not meet, but they were supposed to go out and support tourism and biking in place of the meeting for the month. The CVB made and handed out table tents, which included upcoming events and tourism facts, in the three communities. The CVB also handed out visitor guides and tourism impact t-shirts at Cash Wise and the Kandi Mall while discussing the importance of tourism in Kandiyohi County.

f. **Executive Committee:** No new business to report.

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

a. **Vision 2040 Update:** Halliday shared that the Dog Park Committee isn't a Vision 2040 endorsed project yet, but they are working on a fundraiser that would include selling engraved bricks to be used as a walk path up to the dog park. Rosenau shared that the committee has named themselves the Kandiyohi County Dog Owners Group or KC DOG and they now have a Facebook page. She also shared that Willmar has been nominated to possibly win a \$100,000 dog park from the PetSafe Bark for Your Park contest. The first part of the contest is based on votes, so please vote twice each day – once on their website and once on Facebook. The contest runs through June 10<sup>th</sup>. You can find the links to vote on the KC DOG Facebook page or the CVB Facebook page. Halliday also shared that June 25<sup>th</sup> is the first Movies in the Park of the season and it will be held in the City Auditorium after the Block Party. The City Auditorium Committee will be giving tours during the open house of the City Auditorium from 4-7pm and the movie will take place at 8pm. The event will happen rain or shine. Fischer shared that the rest of the Movies in the Park events are scheduled for July 17, August 21 and September 19<sup>th</sup>. Please watch Facebook for announcements of movies.

b. **Other:**

VI. **Executive Director Report:** Fischer distributed the report and went over some of the larger events that are upcoming. Such as Memorial Day 5K, two Archery tournaments, Ninja Warriors, Studio Hop, Willmar Youth Baseball Tournament and community festivals are starting up as well. She has submitted ads to Little Crow Ski Team Booklet, AAA Living Iowa, meetingpages.com, Summer Fun Guide and submitted top attractions to TravelerFun. She also submitted the Mayor's Bike Ride ad in the West Central Tribune and Lakes Area Review. We were awarded the MN Elk Breeders 2016 Convention. Fischer has set up a site visit with the Gold Wing Group, met with Hallinglag Stevne regarding their August Stevne and had a phone meeting with Gideons regarding their 2016 Convention. She has assisted groups such as WE/LEAD, Hockey Association, Spicer Appreciation Banquet, Willmar Car Club Car Show and more. A complete copy of the Executive Director's Report is available upon request from the CVB office. There was a discussion about the Yellow Bike Program, the Bike Alliance and how the roads in our area are becoming more bike friendly.

VII. **Other Business:**

a. **Website/Logo Discussion:** Fischer said we are working with the Johnson group on the new website and our goal is to have the website live in June. During the process of updating the website, we have been discussing a new logo. Fischer met with most of the Executive Committee individually to talk about a new logo. She handed out the examples of a new logo and discussed the different options. It was MSC (m/Warner; s/Nelsen) to have the Executive Committee narrow it down to two choices and have the board vote between the two choices by e-mailing Fischer.

b. **Word Around the Community:**

i. **Burgess:** Battle of the Businesses bowling event was last week and they had 250 participants. They also had a live band on Friday and volleyball started last week with 73 teams.

- ii. **Feist:** The hotels have been incredible busy with the USDA people and the avian flu going on.
  - iii. **Nelsen:** Rick Norsteen worked hard on the yellow bikes and did a great job.
  - iv. **Boonstra:** Enjoy a Couples Night Out at Hawk Creek Country Club Friday nights after 5pm.
  - v. **Halliday:** Mayor had a Prayer Breakfast and it went well. There was an extra \$1,000 left over that was given to employees to hand out to people in need in the community.
- c. **Other:**
  - d. **Next Meeting Date:** June 16, 2015

VIII. **Adjournment:** Steinert adjourned the meeting at 1:03pm.

Respectfully Submitted by,

Tanya Rosenau, Administrative Assistant

Willmar Lakes Area Convention & Visitors Bureau



City of Willmar  
**CONVENTION & VISITORS BUREAU**  
Balance Sheet as of May 31, 2015  
(As of 06/02/15)

Assets

Cash	\$ 9,389.77
Petty Cash	50.00
Investments	185,745.37
Taxes Receivable	-
Accounts Receivable	-
Prepaid Expenses	12,978.67
Interest Receivable	40.56
<b>Total Assets</b>	<b>\$ 208,204.37</b>

Liabilities

Accounts Payable	\$ -
Due to General Fund	-
Due to Capital Improvements	-
<b>Total Liabilities</b>	<b>-</b>

Fund Balance

Restricted Fund Balance - Prepaid Expenses	23,574.02
Committed Fund Balance - CVB	31,193.62
Assigned Fund Balance - Petty Cash/CVB	50.00
Assigned Fund Balance - CVB	153,386.73
<b>Total Fund Balance</b>	<b>208,204.37</b>

**Total Liabilities & Fund Balance**      **\$ 208,204.37**

Willmar



2005



City of Willmar  
**CONVENTION & VISITORS BUREAU**  
**COMPARATIVE INCOME STATEMENT**  
 For the Period Ended May 31, 2015  
 (As of 06/02/15)

	<u>Budget</u>	<u>2015 Actual</u>	<u>2014 Actual</u>
<b>Revenues</b>			
Lodging Receipts	\$ 170,000.00	\$ 60,506.32	\$ 49,061.92
State Tourism Grant	7,000.00	4,056.98	845.54
Kandiyohi County	14,500.00	-	-
Kandiyohi Co. Tourism Phone Reim	1,000.00	-	-
Kandiyohi Co. Tourism Partnerhip	34,000.00	34,000.00	34,000.00
Advertising Sales	2,000.00	2,039.63 *	-
Miscellaneous	-	-	-
Interest Earnings	-	590.96 *	476.30
Market Value Increase (Decr)	-	3,535.90 *	4,890.29 *
Refunds & Reimbursements	-	2,502.13 *	552.18 *
<b>Total Revenues</b>	228,500.00	107,231.92	89,826.23
<b>Expenditures</b>			
<b>Operating</b>			
Full Time Exec Director Salary	88,000.00	26,774.00	24,900.72
Temporary Employee Salaries	-	-	-
Benefits and Taxes	18,000.00	6,988.84	5,282.75
Office Supplies/Copies	3,000.00	431.33	825.08
Small Tools	-	-	2,134.58 *
Postage	1,500.00	343.11	298.78
Mtce. of Equipment	1,000.00	-	161.34
General Supplies	2,200.00	292.94	250.00
Telephone/Fax	9,000.00	5,593.79	1,415.08
Printing & Publishing	2,000.00	644.75	1,374.15
Travel/Lodging/Dues	6,000.00	1,729.24	1,912.58
Mtce. of Equipment	-	-	566.25 *
Other Services	-	279.38 *	281.56 *
Rents	8,000.00	2,506.44	2,506.44
Insurances & Bonds	450.00	460.00 *	447.00 *
Awards & Indemnities	250.00	-	-
Subscription/Membership	2,600.00	295.70	1,278.33
Professional Services	2,200.00	60.00	1,911.00
Advertising/Marketing	-	-	-
Other Charges	-	-	-
Contingency Fund	500.00	-	12.50
City Transfer (5%)	8,500.00	-	-
Transfer Out Capital Improvements	-	-	-
Refunds and Reimbursements	-	-	-
Market Value Adjustment	-	5.54 *	3,471.62 *
Tourism Expenses	34,000.00	17,784.15	22,969.61
Ad Development & Revisions	300.00	40.00	-
Conference & Convention	22,000.00	4,234.82	8,894.17
Group Tour Promotions	1,500.00	1,500.00	-
Leisure Travel	25,000.00	15,499.39	12,332.88
Fall/Winter Promotions	6,500.00	1,411.96	1,810.62
Spring/Summer Promotions	-	-	-
Special Projects	5,000.00	-	1,000.00
Strategic Marketing	4,000.00	-	-
<b>Total Expenditures</b>	251,500.00	86,875.38	96,037.04
Net Income (Loss)	(23,000.00)	20,356.54	(6,210.81)
Fund Balance January 1	187,847.83	187,847.83	172,499.26
Prior Period Adjustment	-	-	-
<b>Fund Balance May 31</b>	\$ 164,847.83	\$ 208,204.37	\$ 166,288.45

\* Indicates Over Budget



### Lodging Tax History

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
January	\$ 7,257.21	\$ 7,998.33	\$ 7,856.69	\$ 8,682.75	\$ 9,803.51	\$ 10,143.12	\$ 9,356.74	\$ 8,883.45	\$ 8,485.83	\$ 8,884.20	\$ 8,809.36	\$ 9,592.37	\$ 10,146.02	\$ 11,242.91	\$ 12,481.92
February	\$ 8,301.68	\$ 8,273.68	\$ 8,564.69	\$ 8,499.71	\$ 10,224.37	\$ 10,054.13	\$ 9,566.54	\$ 10,602.01	\$ 8,480.61	\$ 10,444.66	\$ 10,611.48	\$ 11,908.11	\$ 10,911.35	\$ 13,578.53	\$ 13,961.89
March	\$ 9,310.62	\$ 8,369.92	\$ 7,834.79	\$ 8,617.73	\$ 9,891.40	\$ 9,769.91	\$ 10,355.41	\$ 11,159.67	\$ 9,627.34	\$ 11,072.50	\$ 10,383.91	\$ 11,246.07	\$ 12,286.25	\$ 11,960.20	\$ 13,268.74
April	\$ 7,911.69	\$ 8,364.42	\$ 8,217.88	\$ 8,791.84	\$ 10,683.76	\$ 10,486.74	\$ 10,298.58	\$ 11,256.15	\$ 8,896.70	\$ 10,582.99	\$ 11,572.47	\$ 9,979.39	\$ 11,762.97	\$ 12,290.28	\$ 20,893.77
May	\$ 9,234.55	\$ 10,054.26	\$ 9,078.07	\$ 9,523.49	\$ 11,180.11	\$ 11,916.43	\$ 12,498.33	\$ 11,400.34	\$ 9,590.19	\$ 10,405.48	\$ 12,184.92	\$ 13,372.89	\$ 13,011.30	\$ 13,953.56	
June	\$ 12,152.89	\$ 12,103.69	\$ 11,693.46	\$ 13,263.93	\$ 13,222.78	\$ 14,666.50	\$ 14,272.52	\$ 13,587.59	\$ 14,138.00	\$ 14,192.88	\$ 16,310.94	\$ 17,056.44	\$ 17,723.80	\$ 21,493.18	
July	\$ 13,656.84	\$ 13,956.28	\$ 14,304.97	\$ 16,313.57	\$ 16,679.03	\$ 17,455.49	\$ 17,601.37	\$ 18,627.95	\$ 17,670.65	\$ 18,118.86	\$ 21,102.74	\$ 19,419.80	\$ 20,870.17	\$ 23,504.27	
August	\$ 12,932.30	\$ 12,484.49	\$ 12,430.55	\$ 13,557.57	\$ 15,367.67	\$ 15,814.31	\$ 16,146.49	\$ 15,076.77	\$ 14,583.82	\$ 16,871.90	\$ 17,099.31	\$ 18,441.81	\$ 19,836.73	\$ 19,602.33	
September	\$ 8,815.63	\$ 8,761.79	\$ 9,282.67	\$ 11,132.73	\$ 11,735.70	\$ 13,352.34	\$ 12,661.74	\$ 12,474.13	\$ 12,845.44	\$ 12,965.58	\$ 14,486.25	\$ 16,027.03	\$ 16,596.08	\$ 15,996.62	
October	\$ 10,148.01	\$ 10,165.02	\$ 10,461.69	\$ 10,748.60	\$ 12,568.44	\$ 12,889.49	\$ 11,976.87	\$ 12,486.39	\$ 10,180.03	\$ 12,657.71	\$ 13,417.43	\$ 13,824.00	\$ 15,507.78	\$ 16,011.42	
November	\$ 7,893.51	\$ 6,602.76	\$ 8,430.63	\$ 8,898.66	\$ 10,188.40	\$ 10,176.16	\$ 9,264.87	\$ 9,444.09	\$ 8,785.56	\$ 9,312.75	\$ 11,366.74	\$ 11,414.80	\$ 12,603.31	\$ 12,749.26	
December	\$ 8,725.40	\$ 7,875.14	\$ 8,583.87	\$ 8,521.55	\$ 10,286.25	\$ 9,985.78	\$ 9,345.52	\$ 8,748.64	\$ 6,998.74	\$ 9,662.25	\$ 10,045.27	\$ 10,378.89	\$ 11,250.37	\$ 12,489.86	
Total	\$ 116,340.33	\$ 126,756.88	\$ 129,733.51	\$ 138,699.63	\$ 153,913.28	\$ 149,046.17	\$ 157,316.91	\$ 149,764.53	\$ 138,486.75	\$ 145,171.76	\$ 161,969.85	\$ 177,390.40	\$ 187,391.68	\$ 199,721.17	\$ 60,508.32
Lodging tax															

## CVB Executive Director's Report – June 2015

- June 15 – 16: Business Professional of America Summer Meeting
- June 19 - 20: Studio Hop
- June 19 – 20: Atwater Festival Days
- June 20 – 21: MSAA State Target Championship
- June 23 – 28: Willmar Fests
- June 25: Movies in the Park – Alexander and the Terrible, Horrible....
- June 26 – 28: Willmar Fests Tennis Tournament
- June 27 – July 1: BASF Annual Global Meeting
- July 3 – 5: Spicer 4<sup>th</sup> of July Activities
- July 5: Green Lake Road Race
- July 6 – 7: MN State Junior Boys Championships
- July 11 – 12: Buckingham Blitz Terrier Trials
- July 17: Movies in the Park – The Little Rascals
- July 17 – 19: New London Water Days
- July 17 – 19: Rambow Water Days Tennis Classic
- July 19: Mill Pond Paddling Theater
- July 31 – Aug 2: Cardinal Classic Tennis Tournament
- Aug 5 – 8: Kandiyohi County Fair
- Aug 5 – 8: New London to New Brighton Car Run
- August 8 - 9: Green Lake Kids Triathlon / Green Lake Triathlon
- August 8 – 9: West Central Bow Hunter 60 3D Shoot
- August 13 – 15: Hallinglag Stevne
- August 15: New London Music Festival
- August 21: Movies in the Park - Brave
- August 22: Raymond Harvest Festival

### Advertising:

- Submitted ad to Twin Cities Business for their Annual Meeting Guide.

### Proposals/Conference Assistance:

- Submitted bid to host the 2017 REAM (Retired Educators Association of Minnesota) Convention.
- Met with MN / ND Gold Wing to discuss their 2016 rally and provide a site visit. We were awarded the July 2016 MN / ND GWRRA Rally. They will also be having their Spring OPS meeting in Willmar in April.
- Met with organizers from the Hallinglag Stevne regarding their August convention. The CVB is coordinating bus transportation for their social gatherings, their picnic at Robbins Island, and is assisting with vendors and demonstrations. We will also be providing name badges and welcome bags and assisting with press releases.
- Met with U.S. Army representatives to discuss October 8 – 11 Deployment Meetings. The CVB will be assisting with "things to do" information for families while in the area.
- Assisted the Willmar Baseball Association with items for their June Baseball Tournament. The tournament was held June 10 – 12 with over 50 teams participating.
- Assisted MN Ducks Unlimited with shuttle service options for their February 2016 Convention.

- Visited with the Willmar Hockey Association on multiple occasions to finalize items for their 2015 – 2016 season, as well as secure tournament contacts for each event.
- Visited with Animal Science Conference organizer. The CVB will be providing name badges for their September 2015 event.
- Visited with BASF organizer to discuss June Global Meeting. Gathered information for their welcome bags, which includes information from both Kandiyohi County and Renville County.
- Assisted several groups with a variety of different items including but not limited to day meeting space, tour ideas and hotel information.

Misc:

- Participated in Sales Calls in St. Cloud with Director of Sales & Catering at the Best Western Plus and Willmar Conference Center. We visited multiple contacts and had a good day prospecting for new business.
- Attended the Midwest Society of Association Executives (MSAE) Expo in Saint Paul. The event is geared towards visiting with meeting planners and encouraging them to bring their conference, meeting or convention to the Willmar Lakes Area. We secured several good leads for future business.
- Provided welcome bags to Ninja Warriors for their June fundraising event.
- Participated in several meetings including Movies in the Park, Glacial Ridge Trail Association, Willmar Fests, Spicer Commercial Club Board Meeting, Fieldhouse Committee, etc.
- Prepared the 2016 CVB Budget and presented to the Executive Committee.
- Finalized the new logo for the CVB.
- Continue to work on the development of the new website with the Johnson Group.

# City of Willmar, Minnesota Building Inspection Report

From 06/01/2015 To 06/30/2015

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
22818	6/8/2015	VIEWPOINT 85 1223 BECKER Avenue SW	95-006-7120 L pt of 12-14; B 110 FIRST ADDITION	Residential Add/Alter Residential/Alteration	ADD BASEMENT BATHROOM	\$560.00	\$33.53
22952	6/16/2015	JESSIE CAMUNILLO 1400 LAKELAND Drive NE LOT #49	95-980-5490 L 49; B 000 NORTHLAND SQUARE MHP	Residential Add/Alter Deck	CONSTRUCT 10' X 8' DECK WITH RAMP	\$900.00	\$45.25
23001	6/4/2015	KEVIN BROWN 2100 22ND Avenue SW	95-715-0210 L 11; B 2 SOUTHGATE ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$2,800.00	\$51.40
23022	6/4/2015	DENNIS GAFFANY 810 8TH Street SW	95-090-0030 L 3 & PT OF 4; B A BOOTH'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,500.00	\$31.75
23023	6/4/2015	JAIME & LUZ ADAME 3017 3RD Avenue NW	95-835-0470 L 24; B 2 VOS PARK ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$6,000.00	\$33.00
23024	6/8/2015	WILLMAR REDEVELOPEMENT CO LL 1400 LAKELAND Drive NE LOT 17	95-980-5170 L 17; B NORTHLAND SQUARE MHP	Mobile Home In/Out Demolition	DEMO #17, #02560369K, '77 HILLCREST, 14X65, WHITE	\$0.00	\$75.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23033	6/2/2015	ADRIAN JIMENEZ 1103 5TH Street SW	95-280-0740 L 14 & PT OF 13; B 4 HANSON'S ADDITION	Residential Add/Alter Siding	INSTALL SIDING ON GARAGE	\$1,200.00	\$50.60
23035	6/30/2015	MIGUEL GONZALES 621 4TH Street SE	95-740-1690 L 9; B 11 SPICER'S ADDITION	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$550.00	\$33.53
23036	6/4/2015	ASIM SIDDIQUI 1212 BUSINESS HIGHWAY 71 N	95-390-0200 L PTS. OF 10 - 11; B 2 IVERSON PARK ADDITION	Commercial Add/Alter Commercial/Alteration	CONSTRUCT 28' X 30' OFFICE ADDITION	\$98,103.60	\$1,502.70
23039	6/16/2015	TOM MUELLER 1405 RICHLAND Avenue SW	95-696-0230 L 3; B 3 RICHLAND ACRES	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$10,000.00	\$35.00
23045	6/2/2015	ROGER JUNKER 316 BECKER Avenue SE	95-740-0330 L PT OF 1-3; B 3 SPICER'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF - FLAT ROOF	\$1,500.00	\$30.75
23046	6/19/2015	CECIL MEYER 615 BECKER Avenue SW	95-003-6400 L 14 & PT OF 13; B 52 TOWN OF WILLMAR(ORIGINA	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,200.00	\$31.10
23047	6/4/2015	GARY BECHTOLD 1301 HIGHWAY 12 E	95-914-1110 L ; B S 14; T 119; R 35	Commercial Add/Alter Commercial/Alteration	NEW TENANT CONSTRUCTION	\$60,000.00	\$1,081.46

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23051	6/10/2015	JACK HENNEN 705 15TH Avenue SW	95-750-0490 L ; B SUBDIVISION N1/2 NE 1/4	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$6,000.00	\$33.00
23052	6/8/2015	WILLMAR REDEVELOPEMENT CO 1400 LAKELAND Drive NE LOT #64	95-980-6040 L 64; B 000 NORTHLAND SQUARE MHP	Mobile Home In/Out Mobil Home Transport	MOVE IN 1993 LIBERTY 16 X 76, 06L24021	\$0.00	\$75.00
23053	6/4/2015	FAITH WILSON 1307 WESTWOOD Court NW	95-560-0080 L PT 8-9; B 1 NORTHWOOD ESTATES	Residential Add/Alter Deck	CONSTRUCT 12' X 36' DECK	\$2,592.00	\$105.95
23054	6/8/2015	CHAD RANDICK 1501 COUNTRY CLUB Drive NE	95-466-0060 L 6; B 1 LAKEWOOD 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$29,306.00	\$44.65
23056	6/8/2015	DALE YOAKUM 608 11TH Street SW	95-006-5530 L 3 & pt of 2; B 99 FIRST ADDITION	Garage/Shed Garage	CONSTRUCT 26' X 40' DET.GARAGE	\$40,102.40	\$711.30
23057	6/8/2015	DALE YOAKUM 608 11TH Street SW	95-006-5530 L 3 & pt of 2; B 99 FIRST ADDITION	Move/Raze Demolition	REMOVE ATTACHED GARAGE	\$0.00	\$30.00
23058	6/4/2015	BRUCE HANSON 909 WILLMAR Avenue SW	95-922-7240 L ; B S 11; T 119N; R 35W	Residential Add/Alter Reroofing	REPLACE 2 FLAT ROOFS WITH RUBBER MEMBRANE	\$19,439.03	\$39.72

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23060	6/4/2015	MINNWEST TECHNOLOGY 1800 TECHNOLOGY Drive NE UNIT #3	95-508-0400 L 0; B 0 MINNWEST TECH. CIC#40	Commercial Add/Alter Reroofing	INSTALL EPDM MEMBRANE ROOF	\$55,858.00	\$640.18
23061	6/10/2015	MINNWEST TECHNOLOGY 1721 TECHNOLOGY Drive NE UNIT #1	95-508-1010 L 0; B 0 MINNWEST TECH. CIC#40	Commercial Add/Alter Commercial/Alteration	RENOVATE SECOND FLOOR OFFICE AREA	\$50,000.00	\$973.34
23062	6/8/2015	ANDREW YOUNGBERG 1410 13TH Street SW	95-690-0960 L 6; B 5 RAMBLEWOOD ADDITION	Residential Add/Alter Residential/Alteration	CONSTRUCT BSMT. BEDROOM AND BATHROOM	\$8,000.00	\$196.15
23064	6/8/2015	LOWELL BREENS 725 5TH Street SE	95-250-0280 L 8; B 2 GLARUM'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$8,985.00	\$34.49
23066	6/8/2015	JENNY IVERSON 2408 4TH Avenue SE	95-668-1630 L PT OF 3; B 9 PHEASANT RUN	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$10,000.00	\$35.00
23067	6/16/2015	JASON HAY 1317 17TH Street SW	95-510-0010 L PT OF 1 & 2; B 1 MOLENAAR'S ADDITION	Residential Add/Alter Window Replacement	INSTALL LARGER HEADER AND WINDOW	\$7,660.00	\$53.83
23068	6/12/2015	PAUL KALLEVIG 1021 ELIZABETH Avenue SE	95-914-2030 L ; B S 14; T 119; R 35	Garage/Shed Garage	CONSTRUCT 24' X 24' DET. GARAGE	\$22,210.56	\$465.76

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23073	6/16/2015	MICHEAL KIRSCH 1608 COLLEGE PARK Circle NW	95-134-0050 L 5; B 0 COLLEGE PARK ADDITION	Residential Add/Alter Deck	CONSTRUCT 10'x12' DECK WITH STAIRS	\$7,800.00	\$196.05
23074	6/10/2015	TROY HUSTINGS 717 6TH Street SE	95-810-0090 L PT OF 7-8; B 1 THIRD EASTERN ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,000.00	\$30.50
23076	6/16/2015	CARROLL & MADELINE SAELAND 708 MINNESOTA Avenue SE	95-222-1210 L PT OF 1-3; B 7 FERRING'S 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,151.00	\$32.58
23077	6/12/2015	JULIE DILLEY 517 1ST Street S	95-012-0430 L PT OF 4; B E THIRD ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$11,000.00	\$35.50
23078	6/16/2015	DOUG WOLTJER 1308 10TH Street SE	95-670-0330 L 13; B 2 PLEASANT VIEW ADDITION	Residential Add/Alter Window Replacement	REPLACE 19 SAME SIZE WINDOWS	\$12,590.00	\$56.30
23079	6/16/2015	BRUCE WATLUND 909 MEADOW Lane SW	95-600-0130 L 13-14; B 2 ORCHARD HILL, NURSERY A	Residential Add/Alter Residential/Alteration	REBUILD/EXTEN D ROOF. SIDING,ALTER GARAGE DR.	\$28,803.00	\$554.45
23080	6/15/2015	DAN RENDE 1509 10TH Street SE	95-671-0200 L 10; B 2 PLEASANT VIEW 2ND ADDN	Residential Add/Alter Siding	INSTALL SIDING AND WINDOWS	\$6,000.00	\$53.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23081	6/16/2015	JAMES PARKER 1500 9TH Street SE	95-671-0540 L 4; B 4 PLEASANT VIEW 2ND ADDN	Residential Add/Alter Install Egress Window	INSTALL 2 EGRESS WINDOWS	\$1,000.00	\$49.15
23082	6/15/2015	CHRIS ADAMS 1204 19TH Avenue SE	95-143-0120 L 2; B 1 DANA HEIGHTS 3RD	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,000.00	\$33.50
23083	6/16/2015	PAUL KIDROWSKI 901 5TH Street SW	95-280-0350 L PT OF 14; B 2 HANSON'S ADDITION	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$420.00	\$29.61
23084	6/12/2015	OSCAR TABORA 211 BECKER Avenue SE	95-310-0330 L PT OF 23; B 0 HIGHLAND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$800.00	\$30.40
23093	6/17/2015	TREVOR HANSON 741 1ST Street S	95-020-0050 L PT OF 5; B 1 FIFTH ADDITION	Commercial Add/Alter Commercial/Alteration	COMMERCIAL ROOF REPLACEMENT WITH STEEL	\$4,000.00	\$89.25
23094	6/16/2015	COLLEEN FLICK 1116 15TH Street SW	95-042-0360 L PT OF 10-11; B 1 BARNSTAD'S 2ND ADDITION	Residential Add/Alter Deck	CONSTRUCT 5' X 5' DECK WITH STAIRS	\$500.00	\$29.65
23095	6/16/2015	DONNA ISLEY 1000 14TH Street SW	95-650-0210 L 1 & PT OF 2; B 2 PEDERSON'S SUBDIVISION	Residential Add/Alter Residential/Alteration	REPAIRS TO ROOF AND SCREEN PORCH	\$14,000.00	\$304.65

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23096	6/26/2015	STEVE AMMERMAN 300 16TH Avenue NE	95-467-0710 L 2; B 1 LAKEWOOD 5TH ADDITION	Residential Add/Alter Residential/Alteration	CONSTRUCT 12' X 12' CLOSET ADDITION	\$14,437.44	\$321.87
23101	6/17/2015	TIMOTHY KIRSCH 1408 HIGHWAY 71 NE	95-911-0250 L ; B S 11; T 119n; R 35w	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$1,000.00	\$49.15
23102	6/23/2015	JAN KOSITZKY 750 15TH Avenue SW	95-780-1300 L 10-14; B 6 SUNNYSIDE ADDITION	Residential Add/Alter Residential/Alteration	INSTALL 6 WALL REINFORCEMEN T ANCHORS	\$6,750.00	\$178.03
23103	6/30/2015	BONNIE & JOHN PRAIRIE 1204 16TH Street NE	95-390-0340 L 4; B 3 IVERSON PARK ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,750.00	\$33.88
23110	6/19/2015	BRAD LENZ 1813 COUNTRY CLUB Drive NE	95-465-0090 L PT OF 3; B 2 LAKEWOOD 1ST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,882.00	\$31.94
23111	6/19/2015	HARVEY UKEN 1028 5TH Street SW	95-915-2675 L ; B S 15; T 119; R 35	Residential Add/Alter Reroofing	RESIDENTIAL ROOF REPAIRS	\$700.00	\$30.35
23112	6/19/2015	JEFFERY MAAG 1105 14TH Street SW	95-650-0120 L 12; B 1 PEDERSON'S SUBDIVISION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF HOUSE AND DET. GAR.	\$3,500.00	\$31.75

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
23114	6/23/2015	ROLF RASMUSSEN 829 PLEASANTVIEW Drive SE	95-671-0620 L 12; B 4 PLEASANT VIEW 2ND ADDN	Residential Add/Alter Drainage system	INSTALL 4 WALL ANCHORS, 22' DRAINTILE SYSTEM	\$8,650.00	\$213.98
23118	6/29/2015	JOHN JOHNSON 901 23RD Street SE	95-668-3140 L PT OF 4-5; B 2 PHEASANT RUN, 3 ADDN	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,400.00	\$32.70
23120	6/23/2015	ANSIL & JUDITH WANGSNESS 2205 WILLIAMS Parkway SW	95-715-1810 L 1; B 6 SOUTHGATE 3RD ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,985.00	\$33.99
23121	6/19/2015	CAROL DILLABOUGH 2808 6TH Avenue NW	95-248-0280 L 8; B 2 GLACIAL VALLEY ESTATES	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,200.00	\$31.60
23122	6/24/2015	IGLESIA PAZ ESPERANZA 524 13TH Street SW	95-320-0460 L 6 - 7; B 4 HIGHLAND PLACE ADDITION	Commercial Add/Alter Reroofing	REROOF CHURCH	\$16,298.00	\$257.90
23125	6/24/2015	JUSTIN & COURTNEY DELEEUEW 1126 4TH Street SW	95-280-0670 L 7; B 4 HANSON'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,000.00	\$31.00
23127	6/23/2015	JULIA A GONZALEZ 3209 1ST Avenue NW	95-329-0010 L 1; B 1 HILLS WESTSIDE ADDITION	Move/Raze Demolition	PARTIAL DEMO OF HOME DUE TO FIRE DAMAGE	\$0.00	\$75.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee	
23128	6/26/2015	SCOTT ROELOFS 1300 9TH Street SE	95-670-0060 L 6; B 1 PLEASANT VIEW ADDITION	Residential Add/Alter Deck	CONSTRUCT 8' X 12' DECK	\$701.00	\$41.30	
23129	6/30/2015	CORNEIL- ELKER INSURANCE 436 LITCHFIELD Avenue SW	95-003-3360 L pt of 11-12; B 30 ORIGINAL CITY	Commercial Add/Alter Reroofing	COMMERCIAL REROOF	\$8,674.51	\$154.09	
<b>Current Year Current Month Totals</b>							<b>\$634,458.54</b>	<b>\$9,546.56</b>
<b>Previous Year Current Month Valuation</b>							<b>\$3,007,480.86</b>	
<b>Current YTD Valuation From 01/01/2015 To 06/30/2015</b>							<b>\$22,896,722.14</b>	
<b>Previous YTD Valuation</b>							<b>\$9,918,793.90</b>	

**WILLMAR MUNICIPAL AIRPORT COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, JUNE 17, 2015**

**MINUTES**

1. The Willmar Municipal Airport Commission met on Wednesday, June 17, 2015, at 4:30 p.m. at the Willmar Municipal Airport Conference Room.

\*\* Members Present: Pat Curry, Terry Albers, Don Cole, Sandy Gardner, Richard Kacher, and Dan O'Meara.

\*\* Members Absent: Dan Reigstad.

\*\* Others Present: Steve NedreLOW, Gary Hach, Dan Ahlquist, Megan DeSchepper-Planner/Airport Manager, Eric Rudningen- Eric's Aviation Services.

2. REORGANIZATION: Mr. Cole made a motion, seconded by Mr. Albers, to nominate Mr. Curry for Chair, and Mr. Reigstad for Vice Chair.

The motions carried.

3. MINUTES: The minutes of the September 24, 2014 meeting were approved as submitted.

4. SEWER CONNECTION REQUEST: Eric Rudningen presented a request, on behalf of Ryan Nelson, Nelson Leasing, Tri-Lakes, and Quam, for a connection to the City owned Airport Sewer system. Mr. Rudningen explained that the three private hangar owners are on a private holding tank which has had some freeze and infiltration issues. They are requesting to connect to the City private system and remove their existing tank. The Commission discussed that two years ago LifeLink III was permitted to connect to the City system for their office facility.

Staff added that they would be required to submit plans for the new connection and removal of the existing system for review and approval. The project will require a plumbing permit and inspections. Staff also asked the Commission to consider a user fee for all that are connected to the City system as the cost for pumping the City's holding tank will be affected as more hook up to the system.

Mr. Cole made a motion, seconded by Mr. Albers, to approve the connection with the following conditions:

- A. Plans shall be submitted for review and comment.
- B. Plumbing permit and inspections shall be obtained.
- C. A nominal user fee shall be added for those hooked up to the City system.

The motion carried.

Mr. Rudningen presented a second request on behalf of Ryan Nelson, Nelson Leasing. To the south of Mr. Nelson's hangar (HG 3-3) there are some drainage issues that he'd like to correct with fill and cement to guide water to the correct areas. The Commission talked about drainage problems in the private hangar area stemming from issues during the construction of the airport. Mr. Rudningen talked about an area wide drainage plan that will move forward once funding is available for the private area; the City doesn't want to do band aid fixes that may work for a few years. He explained this patch fix is per Mr. Nelsons request and will be solely his expense.

Mr. Albers made a motion, seconded by Mr. O'Meara, to approve the request of Mr. Nelson to cement south of his hangar with the condition that he submit plans for review and approval by the City to ensure drainage design is adequate.

The motion carried.

5. LED LIGHTS AT AIRPORT: Mr. Rudningen discussed taxiway sign replacements as the circuit boards go bad due to lightning strikes etc. He inquired about the possibility of slowly replacing them with LED boards/lights as they last considerably longer and that's the way technology is headed. The Commission talked at length about the upgrade that could be done in an as needed process and the additional cost of the LED bulbs etc. They suggested staff look into possible Municipal Utilities incentives programs and to come back at the next meeting with some cost estimates to help them make their decision.
6. FERTILIZER ON GRASS RUNWAY: Mr. Rudningen inquired about keeping the grass runway seeded and fertilized, basic maintenance into the future by requesting the Board to add budgeted monies for its upkeep.

Mr. Cole made a motion, seconded by Mr. Albers, to approve budgeting monies for seeding and fertilizing the sod runway.

The motion carried.

7. LIFELINK III PARKING/LANDSCAPE AREA: Mr. Rudningen talked about the dirt and gravel that gets on the taxilane due to the LifeLink III parking lot traffic. The office was put in several years ago as a temporary solution. The office is past being temporary and as such should have a more permanent hard surface parking area.

The Commission discussed the gravel tracking and issues it causes for airplanes and clean up etc. They talked about LifeLink either using pavement or concrete to create hard surface parking for staff as well as cleaning up the landscaping surrounding the modular office building.

Mr. Cole made a motion, seconded by Mr. Albers, to require LifeLink to pave their parking lot and complete the landscaping around their modular office with the plans to be reviewed and approved by the City Engineering department prior to installation.

The motion carried.

8. AIRPORT UPDATES (INFORMATION ONLY): Mr. Rudningen updated the Airport Commission about the MNDOT owned and operated MALS equipment is installed and fully functional, unfortunately it's was hit by farm equipment last fall and again in the spring of this year. Mr. Rudningen attended the MCOA (Minnesota Council of Airports) Conference this spring as well as a stormwater sampling course put on the MPCA. The localizer drainage project last fall seems to have contained the spring water issues thus far. Mowing/weed spraying is underway and Mr. Rudningen is keeping up with the growing season.

Staff updated the Commission about the freestanding sign; the base and electrical work are complete. The masonry contractor will begin within the month and the sign is ready for installation once the bricks are laid. Historical signs were added to the area by the old beacon at the old airport as well as by the F-14 listing specific historical information as required by the Minnesota Historical Society regarding the land release of the old terminal building property. Staff also stated that some of the MNDOT and County Highway Signs giving directional arrows to the airport have been installed. New Ag leases started at the beginning of this year, and the land around the Airport will be farmed by a new lease.

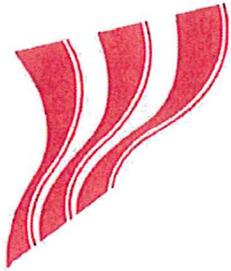
And finally Mr. Rudningen explained that the bird depredation permit requires scare tactics to be used first to keep gulls and geese away and kill methods are permitted as a last resort. Mr. Rudningen is the sole authorized person on the permit as it is required that the City has one designated person and for liability reasons it's a contracted employee.

9. MINIMUM STANDARDS DISCUSSION CONTINUED: The Fire Code in regards to private fuel tanks size and storage regulations was discussed. It was the consensus to follow the Fire Code regulations as adopted by the City Council. Staff will amend that section and begin the review process with the airport consultant as well as MNDOT and the FAA.
10. MISCELLANY: Chair Curry mentioned that on July 13<sup>th</sup> and 14<sup>th</sup> the F-14 will be cleaned, and anyone wishing to lend a hand is welcome.
11. There being no further business to come before the Airport Commission, the meeting adjourned at 5:52 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager



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

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

**Meeting Date:**

**Attachments:** X Yes No

**CITY COUNCIL ACTION**

**Date:** July 6, 2015

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

**Originating Department:** Municipal Utilities

**Agenda Item:** Public Hearing to Consider Ordinance for Proposed Residential Net Energy Service Rate

**Recommended Action:** Adopt the Ordinance approving the Residential Net Energy Service Rate charged by the Willmar Municipal Utilities Commission.

**Background/Summary:**

June 8, 2015: MUC conducted a public hearing to discuss the Residential Net Energy Service Rate (electric). Following the public hearing, the MUC approved Resolution #26 setting the proposed Residential Net Energy Service Rate at 10.03 cents per kilowatt hour beginning in July 2015 (tentatively). Director of Finance Hunstad presented the information to the City Finance Committee the same day at 4:45 p.m. for consideration.

**Alternatives:**

1. Adopt the Ordinance
2. Not adopt the Ordinance
3. Table

**Financial Considerations:** As stated in Ordinance

**Preparer:** Wesley Hompe, General Hompe

**Signature:**

**Comments:**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING RATES CHARGED BY THE MUNICIPAL UTILITIES COMMISSION OF THE CITY OF WILLMAR, A PUBLIC UTILITY, TO BE EFFECTIVE FOR BILLINGS SENT ON AND AFTER JULY 6, 2015.

BE IT ORDAINED, by the City Council of the City of Willmar as follows:

**Section 1. ELECTRIC RATES**

**Residential Net Energy Service Rate**

The rate is available to any small qualifying facility (SQF) of less than 40kw capacity that offsets energy delivered by the Electric Department:

<u>Energy Charge</u>	
All KWH .....	\$0.1003

**Section 3. REPEALER**

This Ordinance repeals all earlier ordinances to the extent that it is inconsistent therewith.

**Section 4. EFFECTIVE DATE**

This Amendment in rates shall be effective for billings sent on and after July 6, 2015.

This Ordinance introduced by Council Member: Anderson

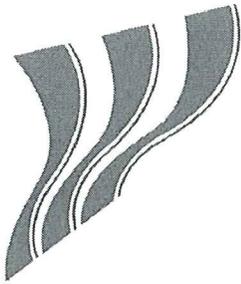
This Ordinance introduced on: June 15, 2015

This Ordinance published on: June 22, 2015

This Ordinance given a hearing on: \_\_\_\_\_

This Ordinance adopted on: \_\_\_\_\_

This Ordinance published on: \_\_\_\_\_



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

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

Meeting Date:

Attachments:  Yes No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Finance Director

Agenda Item: Adoption of Ordinance Authorizing Issuance of \$1,400,000 General Obligation Bonds

Recommended Action: Source of financing for 2015 Street Improvement Program

Background/Summary: As part of the Street Improvement Financing Program, the City needs to sell General Obligation Improvement Bonds to help finance a portion of the project costs. The Bonds plus interest would be repaid through the combination of assessments and funds from the Community Investment Fund.

Alternatives: Provide for alternative source of funding.

Financial Considerations: \$1.4 million of new borrowing.

Preparer: Steve Okins, Finance Director

Signature:

Comments:

NOTICE OF PUBLIC HEARING  
ON THE ADOPTION OF AN ORDINANCE

NOTICE IS HEREBY GIVEN by the City Council of the City of Willmar, Minnesota, that the City Council will conduct a public hearing on and consider adoption of the Ordinance described below at the Municipal Utilities Building in the City of Willmar, Minnesota, at 7:02 o'clock p.m. on the 6th day of July, 2015 said proposed Ordinance is as follows:

AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$1,400,000  
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES  
2015A AND THE LEVYING OF TAXES TO SECURE PAYMENT  
THEREFOR.

The City of Willmar hereby ordains:

1. In accordance with Minnesota Statutes, Chapter 429, the City of Willmar has heretofore determined to construct the following improvements:

<u>Project</u>	<u>Total Cost</u>	<u>Amount to be Financed</u>	<u>Amount to be Assessed</u>
2015 Improvement Project	\$2,108,231	\$1,370,000	\$380,356
Historic 313 (Brewery)	\$30,000	\$30,000	\$30,000

2. In order to finance said improvements it is necessary to issue General Obligation Improvement Bonds of the City in the amount of \$1,400,000.

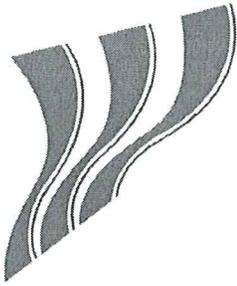
3. For the purposes of complying with Minnesota Statutes, Section 475.61, there will be levied a direct ad valorem tax upon all taxable property in the municipality in such amounts as are required by law to secure payment of said Bonds.

4. This Ordinance is adopted in order to authorize the borrowing of money and the issuance of general obligation bonds and the levying of taxes therefore as provided in Section 2.12 of the City Charter. Further details shall be set forth by resolution.

Such persons as desire to be heard with reference to the proposed Ordinance will be heard at this hearing.

By Order of the City Council

/s/ Kevin Halliday  
City Clerk



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

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

Meeting Date:

Attachments:  Yes No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Planning & Development Services

Agenda Item: Consideration of a petition to vacate a portion of Abbott Dr. SE R-O-W.

Recommended Action: Staff recommends adoption of a resolution granting the vacation as proposed with retention of a 20' utility easement.

Background/Summary: The Parker/Poss Family petitioned to vacate a portion of Abbott Dr. SE right-of-way (northeast of the Assembly of God Church) that has never been improved in order for the property to be entered in the RIM program. The Planning Commission approved the vacation with the retention of a utility easement for MUC lines.

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:

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

VACATING A PORTION OF PUBLIC STREET ROW

WHEREAS, the vacation of those portions of dedicated street as described below was petitioned by the adjacent property owner Peter Poss and Parker Revocable Trust:

Vacation of the platted street (Abbott Dr. SE) adjoining the following described real estate located in the City of Willmar, County of Kandiyohi, State of Minnesota, described as follows: Lot 1 of Block 1, Lots 1-5, both inclusive, of Block 2 and Outlots A and B of South Industrial Park.

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 in 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 street on July 6, 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 streets;

NOW, THEREFORE, BE IT RESOLVED, that the above described portion of dedicated streets be, and hereby is, vacated with a 20' utility easement retained along the west side of the r-o-w.

BE IT FURTHER RESOLVED that a certified copy of the Resolution be filed with the Kandiyohi County Recorder on or after July 13, 2015.

Dated this 6<sup>th</sup> day of July, 2015.

\_\_\_\_\_  
MAYOR

Attest:

\_\_\_\_\_  
CITY CLERK



## PUBLIC WORKS/SAFETY COMMITTEE

### MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, June 30, 2015, in Conference Room No. 1 at the City Office Building.

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

Others present: Public Works Director Sean Christensen; Chief of Police Jim Felt; Paul Jurek, Bollig Engineering; 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 were no public comments made.

Item No. 3      Police Update (Information)

Police Chief Jim Felt noted the jail census for June 30, 2015 was 156; 90 inmates from the Department of Corrections, 64 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 797. The majority of the calls were for traffic stops, followed by public assists and suspicious activity/people. The total calls for service so far this year is approximately 10 days ahead of 2014 at this date, partially due to Family Service reporting. The new canine Axel has completed his first week of duty successfully and possibly will be available for a meet and greet at the next Public Works/Safety Committee meeting. The committee discussed the dog being used for mutual aid with other city's police departments as needed.

Item No. 4      Authorization of Access for Electronic Court Records & Documents (If action taken- Resolution)

Staff brought forth, for information, the authorization of a resolution allowing access for electronic court records and documents. The State of Minnesota has recently set up Minnesota Government Access Accounts for retrieval of electronic court documents and information stored in the Court Information System. Law Enforcement agencies are required to move to the new electronic document system and are also required to submit a resolution from the governing authority giving authorization to allow access. Electronic access to Court Information Systems and court documents is necessary for investigation of crimes/persons, backgrounds and enforcement of court orders.

No action was taken on this item.

Item No. 5      Accept Project and Authorize Final Payment Project No. 1310 (If action taken- Resolution)

Staff and Paul Jurek of Bollig Engineering presented, for information, Change Order No. 3, acceptance of Project No. 1310 and issuance of payment to Duininck, Inc. in the amount of \$111,486.96. The City Council entered into an agreement with Duininck, Inc. on June 16, 2014 for the construction of the MinnWest Lift Station/Lakeland Drive Improvements project. Successful startup of the lift station occurred on February 12, 2015, with a walk through inspection completed at that time and punch list created of minimal items needing attention by the Contractor. The final punch list items are being addressed and the final pay request is hereby submitted and staff recommends final payment be made contingent on these final items being completed.

No action was taken on this item.

Item No. 6      Accept Bid and Award Contract Project No. 1505 (If action taken- Resolution)

Staff brought forth, for information, the acceptance of the bid, authorization of signatures to award the contract, and adoption of the budget for the storm pond improvements of Project No. 1505. The City Council authorized advertisement for bids of projects at the March 2, 2015 Council Meeting. The project includes the improvements of the Civic Center Drive storm pond. Six bids were received and opened on June 23<sup>rd</sup>; Quam Construction in the amount of \$104,869.10, Monson Excavating in the amount of \$139,799.44, Duininck, Inc. in the amount of \$143,547.00, R&R Excavating in the amount of \$167,685.95, Koehl Excavating in the amount of \$203,417.00 and Riley Brothers Construction in the amount of \$226,887.00. The Engineer's Estimate for this project was \$149,167.80. The funding for this project was included in the approved 2015 Improvements Projects.

No action was taken on the item.

Item No. 7      Accept Project and Authorize Final Payment 313 4<sup>th</sup> Street SW (If action taken- Resolution)

Staff brought forth, for information, the acceptance of the Utility Improvements Project at 313 4<sup>th</sup> Street SW and authorization of final payment be made to Land Pride Construction in the amount of \$24,758.00. The City Council entered into an agreement with Land Pride Construction on June 1, 2015 for the utility improvements at 313 4<sup>th</sup> Street SW for installation of a fire line and water service as a 100% assessed project. The final pay request is hereby submitted for consideration and staff recommends final payment be made.

No action was taken on the item.

Item No. 8      Regional Designation Application for Robbins Island Park Complex (Resolution)

Staff brought forth, for approval, the acknowledgement of the application process for Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks and Trails Commission. The parks in the designation application include Robbins Island, Flags of Honor, Hedin, Rau, Thompson and Sperry Parks. The purpose of the application is to identify our facilities meeting very high standards for natural resource based outdoor recreation and would be a part of a regional park system across Greater Minnesota. This opportunity will also give the eligibility to apply for Regional Parks and Trails Legacy Funding.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the application process for Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks and Trails Commission. The motion carried.

Item No. 9      Miscellaneous Discussion (Information)

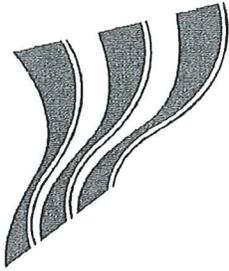
The Committee discussed painting curb in front of a cluster mailbox near a baseball field on the SE side. It was noted the concern of pedestrians crossing the street by Frieda's Café with the possibility of signage not completely remedying the issue. The intersection of 9<sup>th</sup> Street SW and Becker Ave was also discussed for possible solutions to reduce accidents and speeding. It was noted the Downtown Design Center is in contact with MnDOT for beautification of the area by the Downtown sign. Possible crosswalks were discussed at various locations. The Committee noted the continued discussion of stormwater issues and the process of commercial development over one acre needing a Stormwater Pollution Prevention Plan approved by City staff, as well as the possibility of an incentive based program for developers.

There being no further business to come before the Committee, the meeting was adjourned at 5:35 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: June 30, 2015

Attachments: Yes  No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved     Denied  
 Amended     Tabled  
 Other

\_\_\_\_\_  
\_\_\_\_\_

Originating Department: Willmar Police

Agenda Item: Resolution to authorize access for electronic court records & documents

**Recommended Action:** The State of Minnesota has recently set up Minnesota Government Access Accounts for retrieval of electronic court documents and information stored in the Court Information System. Law Enforcement agencies are required to move to the new electronic document system and are also required to submit a resolution from the governing authority giving authorization to allow access.

**Background/Summary:** Electronic access to Court Information Systems and court documents is necessary to law enforcement for investigation of crimes / persons, backgrounds and enforcement of court orders.

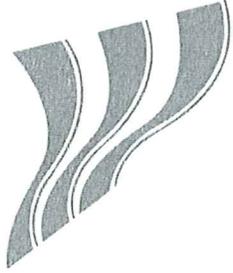
Alternatives: N/A

Financial Considerations: None (no direct cost to the local law enforcement agency)

Preparer: Chief Jim Felt, Willmar Police

Signature:

Comments:



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 5

Meeting Date: June 30, 2015

Attachments:  Yes  No

CITY COUNCIL ACTION

Date:

- Approved  Denied  
 Amended  Tabled  
 Other

Originating Department: Engineering

Agenda Item: Project 1310 Final Acceptance

**Recommended Action:** To approve Change Order No. 3 resulting in a net change of \$0; and to accept Project No. 1310 and issue payment to Duininck Inc. for Pay Estimate No. 6 in the amount of \$61,430.80 and final Pay Estimate No. 7 (retainage) in the amount of \$50,056.16.

**Background/Summary:** The City Council entered into an agreement with Duininck, Inc. on June 16, 2014, for the construction of the MinnWest Lift Station/Lakeland Drive Improvements Project. Successful start-up of the Lift Station occurred on February 12, 2015. A walk-through inspection was completed at that time, and a punchlist was created with minimal items needing attention by the Contractor. All items have been addressed, and all required paperwork has been received with final quantities agreed upon by City staff and the contractor. The final pay request has been submitted and Bollig Inc is recommending final payment be made.

Alternatives: N/A

Financial Considerations: N/A

Preparer: Paul Jurek, P.E.  
Project Engineer

Signature:

Comments:

# City of Willmar CP1310

## MinnWest Technology Campus Lift Station

Bollig Inc assisted in constructing the first CIPP (Cured In Place Pipe) Rehab Collection System for the City of Willmar, which was completed on time and under budget. Our innovative and cost-effective design and construction solutions proved to be valuable in scaling to the desired scope for current flows with capacity for future development and growth. Attached are some photo highlights from the project.



Lift station construction



Lift station construction



Lift station exterior



Lift station interior – upstairs



Lift station interior – downstairs



Manhole rehab



Directional boring machine



Directional forcemain



CIPP (Cured In Place Pipe)



# Change Order

No. 3

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

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

Description:  
Add Electrical Modifications and Deduct Mortar Color Difference Deduction

**Attachments (list documents supporting change):**

See attached correspondence.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:  \$2,421,172.50	Original Contract Times: <input type="checkbox"/> Working days <input type="checkbox"/> Calendar days Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Decrease from previously approved Change Orders No. <u>1</u> to No. <u>2</u> :  \$ (15,360.98)	[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____ : Substantial completion (days): _____ Ready for final payment (days): _____
Contract Price prior to this Change Order:  \$2,387,152.50	Contract Times prior to this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Increase of this Change Order:  \$(0.00)	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Contract Price incorporating this Change Order:  \$2,405,811.52	Contract Times with all approved Change Orders: Substantial completion (days or date): _____ Ready for final payment (days or date): _____

RECOMMENDED: By: <u>Paul J. [Signature]</u> Engineer (Authorized Signature) Date: <u>6/25/15</u>	ACCEPTED: By: _____ Owner (Authorized Signature) Date: _____	ACCEPTED: By: <u>[Signature]</u> Contractor (Authorized Signature) Date: <u>6/25/15</u>
---	---	--

Approved by Funding Agency (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



Change Order 1418 - 002

February 23, 2015

Mr. Kristopher Duininck  
Duininck Inc.  
408 6<sup>th</sup> St  
Prinsburg, MN 56281

RE: Willmar Lift Station  
Change Order Proposal 002 – Electrical Modifications

Agreed to \$1,450.00 by  
Phone with Kristopher  
Duininck

Dear Kristopher:

Rice Lake Construction Group is proposing an add of ~~\$1,587.35~~ to make the modifications as described in Field Order 1.

Please see the attached backup.

If you have any questions, feel free to contact me.

Sincerely,  
RICE LAKE CONSTRUCTION GROUP

A handwritten signature in black ink that reads "Matt Perpich".

Matt Perpich

Project Manager

**MAIN OFFICE**  
22360 County Road 12  
PO Box 517  
Deerwood, MN 56444  
PH 218-546-5519  
FX 218-546-7016

enc  
cc: File  
Luke Martinson – Rice Lake Construction

**WISCONSIN OFFICE**  
901 Industrial St  
PO Box 486  
Hudson, WI 54016  
PH 715-386-8201  
FX 715-386-5950





4807 Heatherwood Road  
Box 1252  
St. Cloud, MN 56302

TO: Rice lake  
ATTN: Matt  
PROJECT: Willmar Minnwest lift station  
SUBJECT: field change

We herewith submit our proposal and description for changes requested  
as follows:

---

DESCRIPTION OF CHANGE:

Remove existing seal off and install new junction box with louver  
Incontrol to reprogram devices during automatic start up.

AMOUNT: subcontractor with markup \$ -  
Material \$ 896.79  
Labor \$ 600.00  
Total \$ 1,496.79

This proposal will be valid until:  
30 days  
Normal working unless noted otherwise.

Additional Comments:  
**See attached breakdown.**

If you have any questions, please feel free to contact us.

Very truly yours,

  
Nick Bischoff  
Design Electric, Inc.

DESCRIPTION	QTY	UNIT PRICE	PER	AMOUNT	UNIT	PER	AMOUNT
stainless j-box	1	\$ 576.00	1	\$ 576.00	2	1	2
lulers	1	\$ 137.00	1	\$ 137.00	1	1	1
remove existing cables	1		1	\$ -	1	1	1
repull esisting cables	1		1	\$ -	2	1	2
nipple	1	\$ 6.27	1	\$ 6.27		1	0
mob	2	\$ 20.00	1	\$ 40.00	1	1	2.0
			1	\$ -		1	0.0
			1	\$ -		1	0
			1	\$ -		1	0
			1	\$ -		1	0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
			1	\$ -		1	0.0
Clean up			1	\$ -		1	0.0
Testing Check out			1	\$ -		1	0.0
adjustment	1		1	\$ -		1	0.0
			MAT	\$ 759.27		LABOR	8

Material			\$ 759.27
	Mark up	10%	\$ 75.93
	Material w/ Mark up		\$ 835.20
TAX	7.38%		\$ 61.60
	Material subtotal		\$ 896.79
	subcontractor with markup		
	Inspection fee		
	Hours	Rate	
Labor	8.00	\$ 75.00	\$ 600.00
Foreman Labor	0.00		\$ -
	Subtotal		\$ 1,496.79
	Bond cost	0%	\$ -
	Subtotal		\$ 1,496.79
	Total Cost		\$ 1,496.79

# Field Order

No. 1

Date of Issuance: February 10, 2015 Effective Date: February 10, 2015

Project: MinnWest Lift Station/Lakeland Drive Improvements Project	Owner: City of Willmar, MN	Owner's Contract No.: CP 1310
Contract:		Date of Contract:
Contractor: Duininck, Inc.		Engineer's Project No.: 124018

**Attention:**

You are hereby directed to promptly execute this Field Order issued in accordance with General Conditions Paragraph 9.05A., for minor changes in the Work without changes in Contract Price or Contract Times. If you consider that a change in Contract Price or Contract Times is required, please notify the Engineer immediately and before proceeding with this Work.

Reference: 16210 & 16230 (Specification Section(s))  (Drawing(s) / Detail(s))

**Description:**

- Disconnect and pull back cords/conductors as required to enable removal of seal-off and conduit from seal-off to bottom of outside termination box.
- Furnish and install additional j-box (shall match existing outside termination box, except interior components not needed – to be used as a pull box only). Ensure that cover of termination box and additional j-box are able to be closed once additional j-box is installed... may need to install threaded couplings between the two boxes with chase nipple from top of threaded coupling into bottom of termination box, and cord grip from bottom of threaded coupling thru top of additional j-box. Intent is to route each sensor cord thru its own separate cord grip from top of additional j-box thru bottom of termination box. Cord grips to be installed within the additional j-box.
- Furnish and install properly sized gasketed Hoffman KO seal for abandoned opening thru bottom of outside termination box.
- Extend conduit from wet well into bottom of additional j-box.
- Field install properly sized stainless steel louvers on the front door and sides of additional j-box per manufacturer's recommendations. Intent is to maximize the louver surface area, so select quantity/size of louvers as required to accomplish this based on size of new additional j-box.
- Reinstall cords/conductors thru conduit, new additional j-box, and outside termination box and reconnect.

**Attachments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Engineer:



Receipt Acknowledged by (Contractor):	Date:
---------------------------------------	-------

Copy to Owner



Change Order 1418 - 003

May 19<sup>th</sup>, 2015

Mr. Kristopher Duininck  
Duininck Inc.  
408 6<sup>th</sup> St  
Prinsburg, MN 56281

RE: Willmar Lift Station  
Change Order Proposal 003 – Mortar Color

Dear Kristopher:

Rice Lake Construction Group is proposing a deduct of \$1,450.00 in lieu of replacing the discolored mortar on the Lift Station.

Please see the attached for breakout. I've also attached an email from the masonry project manager, Jamie Gibson, which states the Manufacturer's Disclaimer on color variation.

If you have any questions, feel free to contact me.

Sincerely,  
RICE LAKE CONSTRUCTION GROUP

A handwritten signature in black ink that reads "Matt Perpich".

Matt Perpich  
Project Manager

**MAIN OFFICE**  
22360 County Road 12  
PO Box 517  
Deerwood, MN 56444  
PH 218-546-5519  
FX 218-546-7016

enc  
cc: File  
Luke Martinson – Rice Lake Construction

**WISCONSIN OFFICE**  
901 Industrial St  
PO Box 486  
Hudson, WI 54016  
PH 715-386-8201  
FX 715-386-5950





Matt Perpich <[matt\\_perpich@ricelake.org](mailto:matt_perpich@ricelake.org)>

---

## Fwd: Willmar Lift Station-Mortar Appearance Variation

---

Tue, May 19, 2015 at 11:56 AM

Jamie Gibson <[jamie\\_gibson@ricelake.org](mailto:jamie_gibson@ricelake.org)>  
To: Matt Perpich <[matt\\_perpich@ricelake.org](mailto:matt_perpich@ricelake.org)>

Matt, as requested, here is the deduct for the mortar color variations at the Willmar Lift Station. While the mortar rep and I believe the mortar color on this project is well within the tolerances allowed, as it states in the Manufacturers Disclaimer, "As with any natural material, some variation in appearance is a normal design feature of CMUs, brick and mortar, whether colored or not. Mortar lightens as it cures; allow up to 28 days for process to occur. Minor Variations in appearance of colored CMUs and mortar, which are similar to natural variations in color and appearance of non-pigmented masonry work, are acceptable"

Thank you, Jamie

----- Forwarded message -----

From: **Jamie Gibson** <[jamie\\_gibson@ricelake.org](mailto:jamie_gibson@ricelake.org)>  
Date: Tue, May 19, 2015 at 11:43 AM  
Subject: Willmar Lift Station-Mortar Appearance Variation  
To: Jamie Gibson <[jamie\\_gibson@ricelake.org](mailto:jamie_gibson@ricelake.org)>

----- Forwarded message -----

From: <[scanner@ricelake.org](mailto:scanner@ricelake.org)>  
Date: 2015-05-19 6:16 GMT-05:00  
Subject: Message from KMBT\_501  
To: [Jamie\\_Gibson@ricelake.org](mailto:Jamie_Gibson@ricelake.org)

--

Jamie Gibson  
Rice Lake Construction Group  
TEL: 218-546-1917  
CELL: 763-229-1159  
FAX: 218-546-7016  
[www.ricelake.org](http://www.ricelake.org)

--  
Jamie Gibson  
Rice Lake Construction Group  
TEL: [218-546-1917](tel:218-546-1917)  
CELL: [763-229-1159](tel:763-229-1159)  
FAX: [218-546-7016](tel:218-546-7016)  
[www.ricelake.org](http://www.ricelake.org)

*This email, and any documents which may accompany it, contain information which is intended for use only by the individual to whom it is addressed, and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient any review, disclosure, dissemination, distribution, copying or other use of this message or its substance is strictly prohibited. If you have received this message in error, please contact me immediately to arrange for return or destruction. Thank you.*

---

 SKMBT\_50115051911160.pdf  
28K

# APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 107296

Today's Date: 6/15/2015

To Owner: WILLMAR, CITY OF  
PO BOX 755  
  
WILLMAR MN 56201

Project: 142040. Willmar CP 1310 Project MinnWes  
Lift Station

Application No.: 6  
Invoice Description: JB App #6

Distribution to:

Owner

Archite

Contra

From Contractor: Duinick Inc. - MN  
PO Box 208  
Prinsburg, MN 56281

Via  
Architect

Period To:

Project Nos:

Contract Date:

Contract For:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

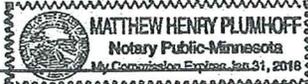
1. Original Contract Sum .....	\$2,421,172.50
2. Net Change By Change Order .....	-\$15,360.98
3. Contract Sum To Date .....	\$2,405,811.52
4. Total Completed and Stored To Date .....	\$2,405,811.52
5. Retainage:	
<sup>a</sup> 2.08% of Completed Work	\$50,056.16
b. 0.00% of Stored Material	\$0.00
Total Retainage .....	\$50,056.16
6. Total Earned Less Retainage .....	\$2,355,755.36
7. Less Previous Certificates For Payments .....	\$2,294,324.56
8. Current Payment Due .....	\$61,430.80
9. Balance To Finish, Plus Retainage .....	\$50,056.16

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Duinick Inc. - MN

By: [Signature] Date: 6/15/15

State of: MINNESOTA  
Subscribed and sworn to before me this  
Notary Public:  
My Commission expires: 01-31-18

County of: KANDIYOHI  
day of JUNE, 2015  


## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor

AMOUNT CERTIFIED \$ 61,430.80

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

### OWNER/CONSTRUCTION MANAGER

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

### ARCHITECT:

By: [Signature] Date: 6-17-15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$18,659.02	\$34,020.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$18,659.02	\$34,020.00
Net Changes By Change Order	-\$15,360.98	

# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 6  
 Application Date : 6/15/2015  
 To:

Contract : 142040. Willmar CP 1310 Project MinnWest Lift Station

A Element Item No.	B Description of Work	C		D			E		F	G	H	I	J
		Est. Qty	Unit Per	Scheduled Value	Work Completed		This Period In Place	Materials Presently Stored	Total Completed and Stored To Date	% (G/C)	Balance To Finish (C-G)	Retainage	
					From Previous Application	Units This Period							
					(D+E)			(Not in D or E)	(D+E+F)				
10	MOBILIZATION	1	LSM	\$175,600.00	\$175,600.00	168,576.00	0.040	7,024.00	0.00	175,600.00	100.00%	0.00	
20	REMOVE LIFT STATION	1	LSM	\$15,000.00	\$15,000.00	15,000.00	0.000	0.00	0.00	15,000.00	100.00%	0.00	
30	CONSTRUCT LIFT STATION	1	LSM	\$1,441,000.00	\$1,441,000.00	1,383,360.00	0.040	57,640.00	0.00	1,441,000.00	100.00%	0.00	
40	AIR RELIEF MH	2	EA	\$15,000.00	\$30,000.00	30,000.00	0.000	0.00	0.00	30,000.00	100.00%	0.00	
50	CONNECT TO EXISTING MH	1	EA	\$3,125.00	\$3,125.00	3,125.00	0.000	0.00	0.00	3,125.00	100.00%	0.00	
60	12" PVC FORCE MAIN (P)	3,692	LF	\$109.00	\$402,428.00	402,428.00	0.000	0.00	0.00	402,428.00	100.00%	0.00	
70	ABANDON FORCEMAIN (P)	7,302	LF	\$5.50	\$20,080.50	20,080.50	0.000	0.00	0.00	20,080.50	100.00%	0.00	
80	CIPP LINING SEWER PIPE 12"	815	LF	\$47.00	\$38,305.00	38,305.00	0.000	0.00	0.00	38,305.00	100.00%	0.00	
90	CIPP LINING SEWER PIPE 15"	1,586	LF	\$53.00	\$84,058.00	84,058.00	0.000	0.00	0.00	84,058.00	100.00%	0.00	
95	15" CIPP LINER (CHANGE ORDER #1)	434	LF	\$53.00	\$23,002.00	23,002.00	0.000	0.00	0.00	23,002.00	100.00%	0.00	
100	CIPP LINING SEWER PIPE 18"	434	LF	\$73.00	\$31,682.00	31,682.00	0.000	0.00	0.00	31,682.00	100.00%	0.00	
105	18" CIPP LINER (CHANGE ORDER #1)	-434	LF	\$73.00	\$-31,682.00	-31,682.00	0.000	0.00	0.00	-31,682.00	100.00%	0.00	
110	SANITARY MH INTERIOR REHABILITATION	11	EA	\$4,000.00	\$44,000.00	44,000.00	0.000	0.00	0.00	44,000.00	100.00%	0.00	
120	TRAFFIC CONTROL	1	LSM	\$12,000.00	\$12,000.00	12,000.00	0.000	0.00	0.00	12,000.00	100.00%	0.00	
220	CIPP LINING SEWER PIPE 18"	431	LF	\$82.00	\$35,342.00	35,342.00	0.000	0.00	0.00	35,342.00	100.00%	0.00	
225	15" CIPP LINER (CHANGE ORDER #1)	1,267	LF	\$62.00	\$78,554.00	78,554.00	0.000	0.00	0.00	78,554.00	100.00%	0.00	
230	SANITARY MH INTERIOR REHABILITATION	2	EA	\$4,000.00	\$8,000.00	8,000.00	0.000	0.00	0.00	8,000.00	100.00%	0.00	
340	CIPP LINING SEWER PIPE 18"	836	LF	\$82.00	\$68,552.00	68,552.00	0.000	0.00	0.00	68,552.00	100.00%	0.00	
345	18" CIPP LINER (CHANGE ORDER #1)	-1,267	LF	\$82.00	\$-103,894.00	-103,894.00	0.000	0.00	0.00	-103,894.00	100.00%	0.00	
350	SANITARY MH INTERIOR REHABILITATION	3	EA	\$4,000.00	\$12,000.00	12,000.00	0.000	0.00	0.00	12,000.00	100.00%	0.00	
9710	LOW-BOY	2	HRS	\$185.00	\$277.50	277.50	0.000	0.00	0.00	277.50	100.00%	0.00	
9720	TRACTOR BACKHOE	13	HRS	\$175.00	\$2,275.00	2,275.00	0.000	0.00	0.00	2,275.00	100.00%	0.00	
9730	LABORER	26	HRS	\$70.00	\$1,820.00	1,820.00	0.000	0.00	0.00	1,820.00	100.00%	0.00	
9740	BACKHOE/BREAKER	13	HRS	\$260.00	\$3,380.00	3,380.00	0.000	0.00	0.00	3,380.00	100.00%	0.00	
9750	TRUCK	7	HRS	\$120.00	\$780.00	780.00	0.000	0.00	0.00	780.00	100.00%	0.00	
9760	FOREMAN	13	HRS	\$85.00	\$1,105.00	1,105.00	0.000	0.00	0.00	1,105.00	100.00%	0.00	
9770	SUPERINTENDANT	13	HRS	\$90.00	\$1,170.00	1,170.00	0.000	0.00	0.00	1,170.00	100.00%	0.00	
9780	HIRED TRUCK	31	HRS	\$120.00	\$3,660.00	3,660.00	0.000	0.00	0.00	3,660.00	100.00%	0.00	
9790	CONCRETE SAND	126	TON	\$9.00	\$1,131.84	1,131.84	0.000	0.00	0.00	1,131.84	100.00%	0.00	
9800	CONCRETE DISPOSAL	235	TON	\$13.00	\$3,059.68	3,059.68	0.000	0.00	0.00	3,059.68	100.00%	0.00	
<b>Grand Totals</b>				2,405,811.52	2,341,147.52	64,664.00	0.00	2,405,811.52	100.00%	0.00	50,656.16		

**APPLICATION AND CERTIFICATE FOR PAYMENT**

Invoice #: 107297

Today's Date: 6/15/2015

To Owner: WILLMAR, CITY OF  
PO BOX 755  
  
WILLMAR MN 56201

Project: 142040. Willmar CP 1310 Project MinnWes  
Lift Station

Application No.: 7 **RETAINAGE**  
Invoice Description: JB App #7

Distribution to:  
 Owner  
 Archite  
 Contra

From Contractor: Duinick Inc. - MN  
PO Box 208  
Prinsburg, MN 56281

Via  
Architect:

Period To:  
  
Project Nos:

Contract Date:

Contract For:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum .....	\$2,421,172.50
2. Net Change By Change Order .....	-\$15,360.98
3. Contract Sum To Date .....	\$2,405,811.52
4. Total Completed and Stored To Date .....	\$2,405,811.52
5. Retainage :	
a. 0.00% of Completed Work .....	\$0.00
b. 0.00% of Stored Material .....	\$0.00
Total Retainage .....	\$0.00
6. Total Earned Less Retainage .....	\$2,405,811.52
7. Less Previous Certificates For Payments .....	\$2,355,755.36
8. Current Payment Due .....	\$50,056.16
9. Balance To Finish, Plus Retainage .....	\$0.00

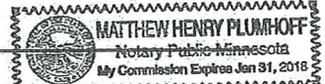
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Duinick Inc. - MN

By: [Signature] Date: 6/15/15

State of: **MINNESOTA**  
 Subscribed and sworn to before me this 15  
 Notary Public:  
 My Commission expires: 01-31-18 [Signature]

County of: **KANDIYOHI**  
 day of **JUNE, 2015**



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor

AMOUNT CERTIFIED \$ 50,056.16 **RETAINAGE**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

OWNER/CONSTRUCTION MANAGER

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

ARCHITECT: [Signature] Date: 6/17/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$18,659.02	\$34,020.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$18,659.02	\$34,020.00
Net Changes By Change Order	<b>-\$15,360.98</b>	

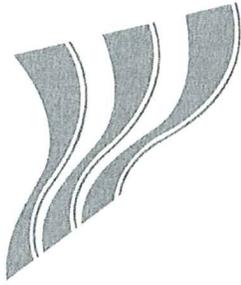
# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar.

Application No. : 7  
 Application Date : 6/15/2015  
 To:

Use Column I on Contracts where variable retainage for line items may apply.  
 Contract : 142040. Willmar CP 1310 Project MinnWest Lift Station

A Element Item No.	B Description of Work	C		D			E	F	G	H	I	J	
		Est. Qty	Unit	Unit Cost Per	Scheduled Value	Work Completed		This Period In Place	Materials Presently Stored	Total Completed and Stored To Date	% (G/C)	Balance To Finish (C-G)	Retainage
						From Previous Application	Units This Period						
						(D+E)		(Not in D or E)	(D+E+F)				
10	MOBILIZATION	1	LSM	\$175,600.00	\$175,600.00	175,600.00	0.000	0.00	0.00	175,600.00	100.00%	0.00	
20	REMOVE LIFT STATION	1	LSM	\$15,000.00	\$15,000.00	15,000.00	0.000	0.00	0.00	15,000.00	100.00%	0.00	
30	CONSTRUCT LIFT STATION	1	LSM	\$1,441,000.00	\$1,441,000.00	1,441,000.00	0.000	0.00	0.00	1,441,000.00	100.00%	0.00	
40	AIR RELIEF MH	2	EA	\$15,000.00	\$30,000.00	30,000.00	0.000	0.00	0.00	30,000.00	100.00%	0.00	
50	CONNECT TO EXISTING MH	1	EA	\$3,125.00	\$3,125.00	3,125.00	0.000	0.00	0.00	3,125.00	100.00%	0.00	
60	12" PVC FORCE MAIN (P)	3,692	LF	\$109.00	\$402,428.00	402,428.00	0.000	0.00	0.00	402,428.00	100.00%	0.00	
70	ABANDON FORCEMAIN (P)	7,302	LF	\$5.50	\$20,080.50	20,080.50	0.000	0.00	0.00	20,080.50	100.00%	0.00	
80	CIPP LINING SEWER PIPE 12"	815	LF	\$47.00	\$38,305.00	38,305.00	0.000	0.00	0.00	38,305.00	100.00%	0.00	
90	CIPP LINING SEWER PIPE 15"	1,586	LF	\$53.00	\$84,058.00	84,058.00	0.000	0.00	0.00	84,058.00	100.00%	0.00	
95	15" CIPP LINER (CHANGE ORDER #1)	434	LF	\$53.00	\$23,002.00	23,002.00	0.000	0.00	0.00	23,002.00	100.00%	0.00	
100	CIPP LINING SEWER PIPE 18"	434	LF	\$73.00	\$31,682.00	31,682.00	0.000	0.00	0.00	31,682.00	100.00%	0.00	
105	18" CIPP LINER (CHANGE ORDER #1)	-434	LF	\$73.00	-\$31,682.00	-31,682.00	0.000	0.00	0.00	-31,682.00	100.00%	0.00	
110	SANITARY MH INTERIOR REHABILITATION	11	EA	\$4,000.00	\$44,000.00	44,000.00	0.000	0.00	0.00	44,000.00	100.00%	0.00	
120	TRAFFIC CONTROL	1	LSM	\$12,000.00	\$12,000.00	12,000.00	0.000	0.00	0.00	12,000.00	100.00%	0.00	
220	CIPP LINING SEWER PIPE 18"	431	LF	\$82.00	\$35,342.00	35,342.00	0.000	0.00	0.00	35,342.00	100.00%	0.00	
225	15" CIPP LINER (CHANGE ORDER #1)	1,267	LF	\$62.00	\$78,554.00	78,554.00	0.000	0.00	0.00	78,554.00	100.00%	0.00	
230	SANITARY MH INTERIOR REHABILITATION	2	EA	\$4,000.00	\$8,000.00	8,000.00	0.000	0.00	0.00	8,000.00	100.00%	0.00	
340	CIPP LINING SEWER PIPE 18"	836	LF	\$82.00	\$68,552.00	68,552.00	0.000	0.00	0.00	68,552.00	100.00%	0.00	
345	18" CIPP LINER (CHANGE ORDER #1)	-1,267	LF	\$82.00	-\$103,894.00	-103,894.00	0.000	0.00	0.00	-103,894.00	100.00%	0.00	
350	SANITARY MH INTERIOR REHABILITATION	3	EA	\$4,000.00	\$12,000.00	12,000.00	0.000	0.00	0.00	12,000.00	100.00%	0.00	
9710	LOW-BOY	2	HRS	\$185.00	\$277.50	277.50	0.000	0.00	0.00	277.50	100.00%	0.00	
9720	TRACTOR BACKHOE	13	HRS	\$175.00	\$2,275.00	2,275.00	0.000	0.00	0.00	2,275.00	100.00%	0.00	
9730	LABORER	26	HRS	\$70.00	\$1,820.00	1,820.00	0.000	0.00	0.00	1,820.00	100.00%	0.00	
9740	BACKHOE/BREAKER	13	HRS	\$260.00	\$3,380.00	3,380.00	0.000	0.00	0.00	3,380.00	100.00%	0.00	
9750	TRUCK	7	HRS	\$120.00	\$780.00	780.00	0.000	0.00	0.00	780.00	100.00%	0.00	
9760	FOREMAN	13	HRS	\$85.00	\$1,105.00	1,105.00	0.000	0.00	0.00	1,105.00	100.00%	0.00	
9770	SUPERINTENDANT	13	HRS	\$90.00	\$1,170.00	1,170.00	0.000	0.00	0.00	1,170.00	100.00%	0.00	
9780	HIRED TRUCK	31	HRS	\$120.00	\$3,660.00	3,660.00	0.000	0.00	0.00	3,660.00	100.00%	0.00	
9790	CONCRETE SAND	126	TON	\$9.00	\$1,131.84	1,131.84	0.000	0.00	0.00	1,131.84	100.00%	0.00	
9800	CONCRETE DISPOSAL	235	TON	\$13.00	\$3,059.68	3,059.68	0.000	0.00	0.00	3,059.68	100.00%	0.00	
<b>Grand Totals</b>					2,405,811.52	2,405,811.52		0.00	0.00	2,405,811.52	100.00%	0.00	



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 10

Meeting Date: June 30, 2015

Attachments:  Yes No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: Engineering

Agenda Item: Accept Bid, Award Contract, and Adopt Budget: Storm Pond Improvements, Project No. 1505

Recommended Action: Accept the bid and award the contract to Quam Construction in the amount of \$104,869.10 and adopt the budget for Project No. 1505.

Background/Summary: The City Council authorized advertisement for bids for the project at the March 2, 2015 Council Meeting. The project includes the improvements of the Civic Center Drive storm pond. Six bids were received and opened on June 23rd; Quam Construction in the amount of \$104,869.10, Monson Excavating in the amount of \$139,799.44, Duininck, Inc. in the amount of \$143,547.00, R&R Excavating in the amount of \$167,685.95, Koehl Excavating in the amount of \$203,417.00, and Riley Brothers Construction in the amount of \$226,887.00. The Engineer's Estimate for this project was \$149,167.80.

Alternatives: 1. Reject all bids and rebid.  
2. Remove the project in its entirety from the 2015 Improvements.

Financial Considerations: The funding for this project was included in the approved 2015 Improvement Projects.

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

Signature:

Comments:



RESOLUTION NO. \_\_\_\_  
As Bid- 1505 Budget

**ESTIMATED TOTAL COST \$132,659.79**

\*Budget Amounts are Essential

Dated: July 6, 2015

Code

**PERSONNEL SERVICES**

10* Salaries Reg. Employees	_____	
11* Overtime Reg. Employees	_____	
12* Salaries Temp. Employees	_____	
13* Employer Pension Contr.	_____	
14* Employer Ins. Contr.	_____	
<b>TOTAL</b>	_____	<b>\$0.00</b>

**SUPPLIES**

20* Office Supplies	_____	
21* Small Tools	_____	
22* Motor Fuels & Lubricants	_____	
23* Postage	_____	
24 Mtce. of Equipment	_____	
25 Mtce. of Structures	_____	
26 Mtce. of Other Improvements	_____	
27 Subsistence of Persons	_____	
28 Cleaning & Waste Removal	_____	
29* General Supplies	_____	
<b>TOTAL</b>	_____	<b>\$0.00</b>

**OTHER SERVICES**

30 Communications	_____	
31* Printing & Publishing	_____	
32 Utilities	_____	
33* Travel-Conf.-Schools	_____	
34 Mtce. of Equipment	_____	
35 Mtce. of Structures	_____	
36* Mtce. of Other Impr.	_____	<b>\$104,869.10</b>
37 Subsistence of Persons	_____	
38 Cleaning & Waste Removal	_____	
39* Other Services	_____	<b>\$10,486.94</b>
<b>TOTAL</b>	_____	<b>\$115,356.04</b>

**OTHER CHARGES**

40 Rents	_____	
41* Insurance & Bonds	_____	
42 Awards & Indemnities	_____	
43 Subscription/Memberships	_____	
44 Interest	_____	
45 Licenses & Taxes	_____	
46 Prof. Serv.	_____	<b>\$17,303.45</b>
47* Advertising	_____	
48* Adm. OH (Transfer)	_____	
49 Other Charges	_____	<b>\$0.00</b>
<b>TOTAL</b>	_____	<b>\$17,303.45</b>

**GRAND TOTAL** **\$132,659.49**

**RECEIVABLES**

Assessments Prop Owners	_____	<b>\$0.00</b>
Community Investment	_____	<b>\$132,659.79</b>
State Aid	_____	<b>\$0.00</b>
LOST	_____	<b>\$0.00</b>
WTP	_____	<b>\$0.00</b>
MUC	_____	<b>\$0.00</b>
Kandiyohi County	_____	<b>\$0.00</b>
<b>TOTAL</b>	_____	<b>\$132,659.79</b>

**FINANCING**

Bonds	_____	<b>\$132,659.79</b>
State Aid	_____	<b>\$0.00</b>
LOST	_____	<b>\$0.00</b>
WTP	_____	<b>\$0.00</b>
MUC	_____	<b>\$0.00</b>
Kandiyohi County	_____	<b>\$0.00</b>
<b>TOTAL</b>	_____	<b>\$132,659.79</b>

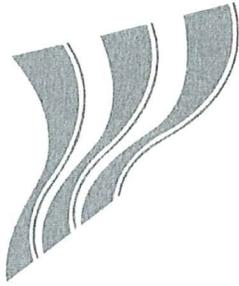
**GRAND TOTAL** **\$132,659.79**

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

\_\_\_\_\_  
Mayor

**Attest:**

\_\_\_\_\_  
City Clerk/Treasurer



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7

Meeting Date: June 30, 2015

Attachments:  Yes  No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved  Denied  
 Amended  Tabled  
 Other

Originating Department: Engineering

Agenda Item: Accept Project and Authorize Final Payment for Utility Improvements at 313 4<sup>th</sup> Street SW

Recommended Action: Accept the Project and authorize final payment to Land Pride Construction in the amount of \$24,758.00.

Background/Summary: The City Council entered into an agreement with Land Pride Construction on June 1, 2015 for the utility improvements at 313 4<sup>th</sup> Street SW for installation of a fire line and water service. The final pay request is hereby submitted for consideration. Staff is recommending final payment be made.

Alternatives: N/A

Financial Considerations: Payment of the final amount of \$24,758.00 is within the project budget and is 100% assessed.

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

Signature: 

Comments:

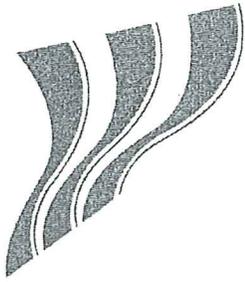
# Land Pride Construction, LLC

50480 368th Street  
 Paynesville, MN 56362  
 Phone #320.894.2579 Fax #320.276.8203  
 landprideconstruction@gmail.com

# Invoice

Bill To
City of Willmar

Project		P.O. No.	Date	Invoice #
Historic 313 4th Street Improvement			6/25/2015	1405-7
Description	Qty	U/M	Rate	Amount
Fire Line for Historic 313 4th Street, Willmar MN	1	LS	24,758.00	24,758.00
			<b>Total</b>	\$24,758.00
			<b>Balance Due</b>	\$24,758.00



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 8

Meeting Date: June 30, 2015

Attachments:  Yes No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved  Denied  
 Amended  Tabled  
 Other

Originating Department: CER

Agenda Item: Regional Designation Application for Robbins Island Park Complex

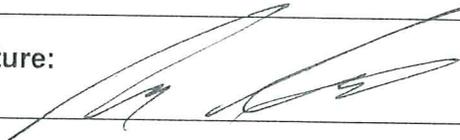
Recommended Action: Approve the application process for Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks and Trail Commission

Background/Summary: The parks included in the designation application are Robbins Island, Flags of Honor, Hedin, Rau, Thompson and Sperry Parks. The purpose of the application is to identify our facilities meeting very high standards for natural resource based outdoor recreation and would be a part of a regional park system across Greater Minnesota. This opportunity will also give the eligibility to apply for Regional Parks and Trails Legacy funding. The Legacy funding is in place under the Clean Water, Land and Legacy Amendment to the Minnesota Constitution to support parks and trails by means of additional sales tax revenue.

Alternatives: N/A

Financial Considerations: None at this time.

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

Signature: 

Comments:

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

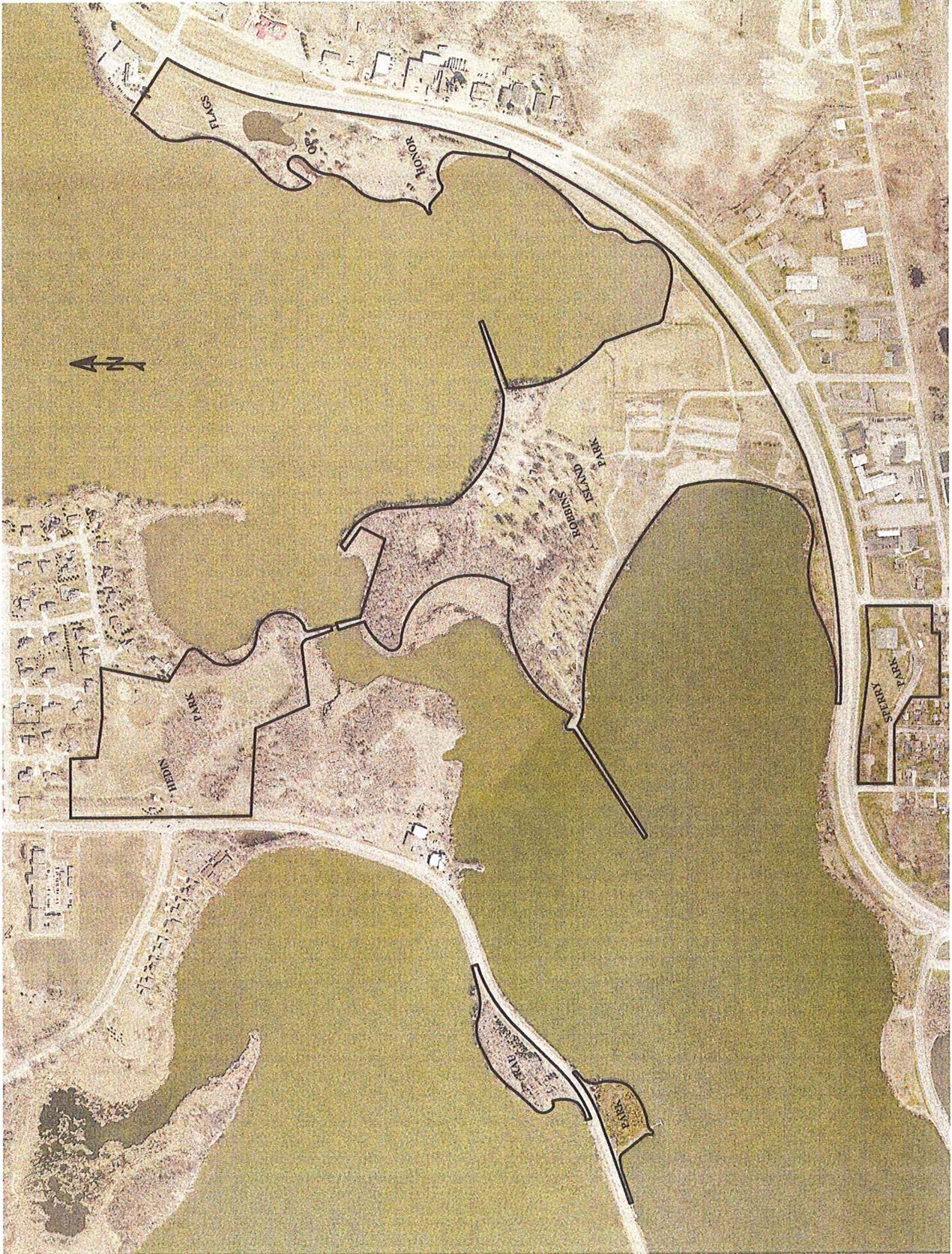
BE IT RESOLVED by the City Council of the City of Willmar to approve an application by the Community Ed & Recreation Department for, and the acceptance of, Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks & Trails Commission; including Robbins Island, Flags of Honor, Hedin, Rau, Thompson and Sperry Parks.

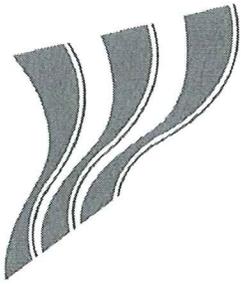
Dated this 6<sup>th</sup> day of July, 2015.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator





CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

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

Meeting Date:

Attachments: X Yes No

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

\_\_\_\_\_  
\_\_\_\_\_

Originating Department: Administration

Agenda Item: Consideration of Tabled Motion on Memorandum of Agreement

- Recommended Action:
- 1) Motion to remove item from the table.
  - 2) Motion to approve the Memorandum of Agreement.

Background/Summary:

The City Council earlier tabled action on a Memorandum of Agreement with the Department Head, First Line Supervisor and Confidential Employees Group pending review of the agreement by Labor Attorney Frank Madden. The compensation matter for Lynden Wittman should be removed from the table and action take.

The Department Head, First Line Supervisor, and Confidential Employees Group took action to ratify the re-written Memorandum of Agreement and it is attached.

Alternatives: N/A

Financial Considerations: 6% of current annual salary for the 18-month period

Preparer: Kevin Halliday, Interim City Administrator

Signature:

Comments:

**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is entered into between the City of Willmar (hereafter "City") and the Department Heads, Supervisors, and Confidential Employees of the City of Willmar (hereafter "Group"). The Group has petitioned the Bureau of Mediation Services for a unit determination on the appropriate bargaining group, a hearing was held and the City and Group are waiting for a determination from the Bureau of Mediation Services.

**WHEREAS**, the Senior Engineering Technician assumed the role and additional responsibilities of the City Engineering Department for the period of time September 14, 2012 to March 13, 2014; and

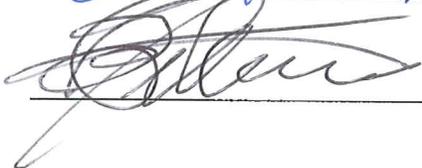
**WHEREAS**, the City Council made no adjustment to salary at that time, and the salary adjustment should be addressed now to provide the additional compensation.

**NOW, THEREFORE**, the parties agree as follows:

1. The Senior Engineering Technician shall be paid a one time payment of 6% per year for the 18 month period of time the additional responsibilities were assigned and performed.
2. This Memorandum of Agreement constitutes the complete and total agreement between the parties regarding this matter.

**IN WITNESS WHEREOF**, the parties have caused this Memorandum of Agreement to be executed this \_\_\_\_ day of \_\_\_\_\_, 2015.

**DEPARTMENT HEADS, SUPERVISORS, AND CONFIDENTIAL EMPLOYEES**

  
\_\_\_\_\_  
  
\_\_\_\_\_

**CITY OF WILLMAR**

\_\_\_\_\_  
\_\_\_\_\_

ORIGINAL

**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is entered into between the City of Willmar (hereafter "City") and the Department Heads, Supervisors, and Confidential Employees of the City of Willmar (hereafter "Group").

WHEREAS, the City and the Group are parties to a Contract and Agreement Between the City of Willmar and Department Heads, Supervisors, and Confidential Employees (hereafter "Agreement") effective January 1, 2010 through December 31, 2010, and renewed annually since then as provided for in article XX of said Agreement; and

WHEREAS, Section 13.2 of Article XIII of said Agreement provides for a salary adjustment when an employee is assigned major new responsibilities; and

WHEREAS, the Senior Engineering Technician assumed the role and additional responsibilities of the City Engineering Department for the period of time September 14, 2012 to March 13, 2014; and

WHEREAS, the City Council made no adjustment to salary at that time, and the salary adjustment should be addressed now to provide the additional compensation as anticipated by, and provided for, in the Agreement.

NOW, THEREFORE, the parties agree as follows:

1. The Senior Engineering Technician shall be paid a one time payment of 6% per year for the 18 month period of time the additional responsibilities were assigned and performed.
2. This Memorandum of Agreement constitutes the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**DEPARTMENT HEADS, SUPERVISORS, AND CONFIDENTIAL EMPLOYEES**

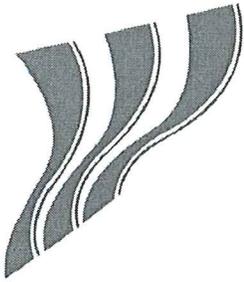
\_\_\_\_\_

\_\_\_\_\_

**CITY OF WILLMAR**

\_\_\_\_\_

\_\_\_\_\_



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE  
ACTION

CITY COUNCIL ACTION

Date: July 6, 2015

- Approved
- Amended
- Other
- Denied
- Tabled

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

Meeting Date:

Attachments: \_\_\_ Yes X No

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of a 1 Day to 4 Day Temporary On-Sale Liquor License

Recommended Action: Motion to approve the applications on a roll call vote

Background/Summary:

FOE Aerie 2334 dba Willmar Fraternal Order of Eagles, a current Club On-Sale Liquor License holder, is requesting authorization to host outdoor liquor sales / consumption on their rear parking lot which will be fenced in. This event is a picnic for members, family, and guests only. A State approved 1 Day to 4 Day Temporary On-Sale Liquor License is required to hold this event scheduled for July 19, 2015.

Prior permit approved with no concerns from the Willmar Police Department

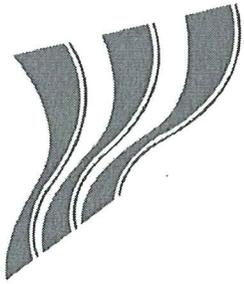
Alternatives: Deny the outdoor special event and contain alcohol sales inside the building

Financial Considerations: \$100 Application Fee

Preparer: City Clerk-Treasurer

Signature:

Comments:



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

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

**Meeting Date:**

**Attachments:** \_\_\_ Yes X No

**CITY COUNCIL ACTION**

**Date:** July 6, 2015

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

**Originating Department:** City Clerk-Treasurer

**Agenda Item:** Consideration of an On-Sale Brewer’s Taproom License and Sunday License and Brewer Off Sale Intoxicating Liquor License,

**Recommended Action:** Approve the On-Sale Brewer’s Taproom License and Sunday License and Brewer Off Sale Intoxicating Liquor License through the year ending April 25, 2016

**Background/Summary:**

On July 2, 2015, Police Chief Jim Felt recommended application approvals to the Foxhole Brewhouse Incorporated’s request to hold an On-Sale Brewer’s Taproom License and Sunday License and Brewer Off Sale Intoxicating Liquor License, located at 313 4<sup>th</sup> Street SW under the name Foxhole Brewhouse Incorporated dba Foxhole Brewhouse. The Willmar Police Department has completed a background check, criminal history check, driving record check. Mr. Ryan Fuchs will be listed as the Resident Manager for this establishment.

**Alternatives:**

**Financial Considerations:** \$150.00

**Preparer:** City Clerk-Treasurer

**Signature:**

**Comments:**