

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

July 15, 2013
7:00 p.m.

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

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine, Planning and Development Services Director Bruce Peterson, City Attorney Robert Scott, and Administrative Assistant Audrey Peterson.

Additions to the Agenda under New Business included an announcement by Council Member Anderson regarding the Mayors' Bike Ride and by Mayor Yanish regarding the Solid Waste Task Force.

Council Member Christianson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of July 1, Municipal Utilities Commission Minutes of July 8, Planning Commission Minutes of July 10, Accounts Payable Report through July 11, Building Inspection Report for June, Community Education/Recreation Joint Powers Board Minutes of May 31, and Willmar Design Center Minutes of June 18, 2013. Council Member Anderson seconded the motion, which carried.

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

The Finance Committee Report for July 8, 2013, was presented to the Mayor and Council by Council Member Anderson. There were 10 items for Council consideration.

Item No. 1 There was no one present to address the Committee.

Item No. 2 The Committee was informed by Staff that the Police Department has participated in the Wal-Mart Foundation's Local Community Contribution Grant Program since 2004. Willmar's grant has been used for the "Shop With A Cop" Christmas gifting program with Officers volunteering time to assist children in the selection and wrapping of Christmas gifts for loved ones. In the past there has been an application process for the grant. During a recent store promotion, Wal-Mart representatives contacted the Police Department to express their intent to award the grant again this year, prior to the opening of the grant process. Consequently, it is being requested that the Council accept the \$1,000 donation from Wal-Mart for the purpose of continuing the "Shop With A Cop" program and to complete the online grant application portion when it becomes available.

The Committee was recommending the Council authorize the Willmar Police Department to apply for and receive a Wal-Mart Foundation Local Community Contribution for the "Shop With A Cop" program. Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Willmar Police Department to apply for and accept a Wal-Mart Foundation Local Community Contribution of \$1,000 for the "Shop With A Cop" program.

Dated this 15th day of July, 2013.

/s/ Frank Yanish
MAYOR

/s/ Charlene Stevens
Attest: CITY CLERK

Item No. 3 Pursuant to a June 13, 2013, liquor compliance check conducted by the Willmar Police Department, Staff presented to the Committee a list of retail liquor establishments that violated Municipal Code Sec. 3-2 Selling or Giving Intoxicating Liquor to Persons to Whom Sale is Prohibited. Two establishments incurred first violations and representatives were present to explain measures being taken to eliminate future violations, including enrolling all employees in compliance check training programs annually. The two establishments involved were Grizzly's Grill N' Saloon, represented by Owner Peter Poepping and Manager Chris Minor; and El Tapatio Mexican Restaurant, represented by Omar Valencia. This matter was for information only.

Item No. 4 The Committee was informed by Staff that Community Ed/Recreation has established a new Adult Soccer League. Subsequently, the Leisure Services 2013 Budget needs to be amended to reflect additional expenses required to run this new league for an estimated total of \$7,619. Concerns were raised requesting cost-center accounting by program under the Leisure Services Department. The Committee was recommending the Council approve the amended budget as presented.

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

RESOLUTION NO. 2

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the 2013 Leisure Services Budget for the new Adult Soccer League as follows:

Increase:	Temporary Salaries/Benefits Expenditures	\$6,424.00
Increase:	General Supplies Expenditures	195.00
Increase:	Awards/Indemnities Expenditures	1,000.00
Increase:	Adult Soccer League Revenues	7,619.00

Dated this 15th day of July, 2013.

/s/ Frank Yanish
MAYOR

/s/ Charlene Stevens
Attest: CITY CLERK

Item No. 5 The Committee considered a request from Staff to re-appropriate Capital Funds for the Signal Cabinet and Controller Equipment at 19th Avenue and First Street South estimated at \$30,000. The equipment was replaced earlier this year with the intent to bond for the cost with the street program. However, it has been determined that using bond funds would not be cost effective. It is anticipated that actual costs for the storm water improvements for the former Wastewater Treatment Plant Retrofit Project will be substantially less than budgeted. Subsequently, it is proposed that \$30,000 be transferred from excess funds budgeted for that project to cover the additional amount needed for the Cabinet/Controller Equipment at 19th Avenue and First Street.

The Committee was recommending the Council approve the re-appropriation of excess funds from the storm water improvements for the Old Wastewater Treatment Plant Retrofit Project to the Signal

Cabinet/Controller Equipment replacement as presented. Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, and carried 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 amend the 2013 Capital Projects Budget as follows:

Increase:	Signal Cabinet/Controller Equipment 19 th Avenue/First Street	\$30,000.00
Decrease:	Storm Water Improvements - WWTP Retrofit Project	\$30,000.00

Dated this 15th day of July, 2013.

/s/ Frank Yanish
MAYOR

/s/ Charlene Stevens
Attest: CITY CLERK

Item No. 6 Staff presented to the Committee a request to re-appropriate Capital Funds for the Fuel System Dispenser installation and repair at the Public Works Garage, estimated at \$21,562. The equipment was originally budgeted in 2013 for \$30,000. Staff obtained quotes and discovered that the original estimates were too low. A front-end loader was purchased earlier this year for an amount substantially less than budget. It is being proposed that the additional \$21,562 required for the Fuel System be re-appropriated from the excess funds available from the front-end loader purchase.

The Committee was recommending the Council authorize the re-appropriation of excess funds from the front-end loader purchase to the Fuel System Dispenser installation and repair as presented. Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the 2013 Capital Projects Budget as follows:

Increase:	Fuel System Dispenser Installation and Repair	\$21,612.00
Decrease:	Front-End Loader Purchase	\$21,612.00

Dated this 15th day of July, 2013.

/s/ Frank Yanish
MAYOR

/s/ Charlene Stevens
Attest: CITY CLERK

Item No. 7 The Committee received the May, 2013, Rice Trust Report. This matter was for information only.

Item No. 8 There was no old business for the Committee to discuss.

Item No. 9 There was no new business for the Committee to discuss.

The Finance Committee Report for July 8, 2013, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member

Fagerlie, and carried.

The Public Works/Safety Committee Report for July 9, 2013, was presented to the Mayor and Council by Council Member Christianson. There were five items for Council consideration.

Item No. 1 Mary Lou Arne came before the Committee to inquire if something can be done to make the lakes in Willmar more visible, specifically asking for removal of the trees and brush along the lake shore. It was noted that the Department of Natural Resources restricts vegetation removal within 1,000 feet of the water for erosion control purposes. This matter was for information only.

Item No. 2 Staff informed the Committee that bids were opened for improvements to the trail from the Downtown to Robbins Island. The project included a base bid for the main trail improvements with alternates for widening the concrete across the First Street Bridge and planting and maintenance of prairie grasses. Duinick Inc. submitted the only bid with a base amount of \$251,896.00, which was higher than the estimated costs. Because the project includes a State grant, approval was needed from MnDOT to proceed. MnDOT has agreed to provide an additional \$66,453.00 to cover their share of the base bid only. This in turn increases the City's share by \$8,379.00 to be paid by additional LOST funds.

The Committee was recommending the Council accept the base bid of Duinick Inc. as presented and authorize the Mayor and City Administrator to enter into an agreement on behalf of the City. Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the base bid of Duinick Inc. of Prinsburg, Minnesota for Project No. 1304 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 \$251,896.00.

Dated this 15th day of July, 2013.

/s/ Frank Yanish
MAYOR

/s/ Charlene Stevens
Attest: CITY CLERK

Item No. 3 The Committee was informed by Staff that the City had entered into a contract with Donohue and Associates to complete the design and contract documents for the construction of the Sperryville lift station in April, 2013. The plans and specifications are complete and ready for approval. The proposed schedule allows for construction to begin early fall with substantial completion in December and finalization by the end of May, 2014.

The Committee was recommending the Council approve the plans and specifications and authorize advertisement for bids to be opened August 7, 2013. Resolution No. 6 was introduced by Council Member Christianson, seconded by Council Member DeBlieck, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

WHEREAS, Donohue & Associates, Inc. has prepared the plans and specifications for Project No. 1311 (Sperryville Lift Station) for the City of Willmar;

WHEREAS, it is recommended to approve the plans and specifications prepared and authorize publication for bids;

BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be received until 1:00 pm on the 8th day of August, 2013, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 15th day of July, 2013.

/s/ Frank Yanish

MAYOR

/s/ Charlene Stevens

Attest: CITY CLERK

Item No. 4 Pat Curry updated the Committee with the timeline for painting a compass rose at the Willmar Municipal Airport. The project will be done by the Minnesota Chapter of Ninety-Nine Women Pilots at a cost of approximately \$400-\$700 for paint. MnDOT Aviation will share in the cost. The measurement of the compass from north to south is approximately 75 feet. The project will start on July 26, 2013, with taping and one paint color, and be completed the next day with the other. This matter was for information only.

Item No. 5 Police Chief Wyffels informed the Committee that the Dangerous Weapons Ordinance is nearly complete and will be brought to Committee for final review at the next meeting. Various areas of potholes and catch basin failure were brought to the attention of Staff who are in the process of taking quotes for repair. Council Member DeBlieck asked Staff to check into storm water practices at the fairgrounds. This matter was for information only.

The Public Works/Safety Committee Report for July 9, 2013, 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 Anderson, and carried.

The Mayor and Council considered an Ordinance Establishing an On-Sale Brewer Taproom Liquor License Category and Amending Off-Sale Malt Liquor Sales for the Licensed Brewer. City Administrator Stevens explained that the Ordinance was previously before the Council dealing with on-sale brewer taprooms and a liquor category that creates an opportunity in Willmar. At that time a question was raised whether licensed taprooms can also sell "growlers", half-gallon jugs of brew to go, in addition to beer sold for consumption on the premises. The Ordinance has been redrafted by the City Attorney and allows for sale of growlers.

Following discussion, Council Member Christianson moved to introduce an Ordinance Amending Chapter 3, Alcoholic Beverages, Article II, Sale of Alcoholic Beverages, Division 2, License, Section 3-48, License Fee and Article III, Sale of Intoxicating Liquor for On-Premises Consumption, Division 2, License, Section 3-117, License Fee - Generally, and Adopting a New Section 3-58, "Off-Sale" Malt Liquor Licenses, and a new Section 3-137, Brewer Taproom Licenses and to schedule a public hearing on August 5, 2013. Council Member DeBlieck seconded the motion, which carried.

Planning and Development Services Director Peterson presented details to the Mayor and Council of a request by Critical Care Services Inc., a Minnesota nonprofit corporation, has requested that the Wisconsin Public Finance Authority issue its Revenue Bonds (Critical Care Services, Inc. Project) Series 2013 in an amount not to exceed \$18,600,000 to finance the acquisition of six helicopters for medical use to be located in Alexandria, Hibbing, Willmar and Blaine, Minnesota; and in Rice Lake, Wisconsin; and costs of issuance of the

Bonds. Mr. Peterson noted that the bond proposal has no impact on the City, doesn't not affect the City's bonding capacity, and the City has no responsibilities or obligations.

The Borrower has advised the City that one or more of the financed helicopters will be housed at the Borrower's facility at the Willmar Municipal Airport. The Project will be initially owned and operated by the Borrower and the Bonds, or a portion thereof, will be "private activity bonds" and "qualified 501(c)(3) bonds" for purposes of the Internal Revenue Code of 1986. Pursuant to Section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of a governmental unit having jurisdiction over the area in which the Project is located, after a public hearing held. Following questions by the Mayor and Council, Planning and Development Services Director Peterson stated that the public will be allowed to weigh in as to where to house the helicopter and that the Economic Development Commission, Chamber of Commerce, and City are all involved in the project.

Council Member Christianson offered a motion to set a public hearing for the Critical Care Services, Inc. – Issuance of Bonds Used to Purchase Helicopters with one located at the Willmar Municipal Airport on August 5, 2013. Council Member Anderson seconded the motion, which carried.

Council Member DeBlieck provided a Vision 2040 update noting that there will be opportunities for the public to attend informational meetings at various locations. Topics are as follows: Economic Vibrancy, Things to Do, Well Being, Inclusion, and one session covering "All" Topics.

Council Member Anderson announced that he would be participating in the First Annual Mayor's Bike Ride on July 19, 2013.

Mayor Yanish presented to the Council his recommendations for individuals to serve on the Solid Waste Task Force: Stephen Deleski, Abdullahi Omar, Don Williamson, Tom Amberg, Linda Mathiasen, Jason Dougherty, Charly Leuze, Joline Hovland, and Council Member Tim Johnson. The Staff liaison is City Planner Megan DeSchepper. Council Member Dokken moved to approve the appointments to the Solid Waste Task Force with Council Member Christianson seconding the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Finance, July 29; Public Works/Safety, July 30; and Community Development, August 1, 2013.

There being no further business to come before the Council, the meeting adjourned at 8:37 p.m. upon motion by Council Member Ahmann, seconded by Council Member Anderson, and carried.

Attest:

MAYOR

ACTING SECRETARY TO THE COUNCIL

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JULY 22, 2013

The Municipal Utilities Commission met in its regular meeting on Monday, July 22, 2013 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Matt Schrupp, Dan Holtz, Carol Laumer, Jerry Gesch, Jeff Nagel, and Joe Gimse. Absent was Commissioner Steve Salzer.

Others present at the meeting were: Manager of Electric Services Jeff Kimpling, Director of Water/Heating Bart Murphy, Director of Finance Tim Hunstad, Director of Electric Production Jon Folkedahl, Customer Service Supervisor Stacy Stien, Power Supply Broker Chris Carlson, Administrative Secretary Beth Mattheisen, Councilman Bruce DeBlicek, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist David Little.

Due to the absence of President Salzer, Vice President Schrupp opened the meeting by requesting a resolution to approve the Consent Agenda. Following a review, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

RESOLUTION NO. 30

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

- ❖ Minutes from the July 8, 2013 Commission meeting; and,
- ❖ Bills represented by vouchers No. 131267 to No. 131396 inclusive in the amount of \$2,030,971.13 with a MISO charge in the amount of \$75,639.77.

Dated this 22nd day of July, 2013.

Vice President

ATTEST:

Secretary

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

At this time, a number of informational reports were presented to the Commission for discussion. Director of Finance Hunstad reviewed with the Commission two financial reports. The two reports presented were the June 2013 Financial Report and the June 30, 2013 Investment Report. Power Supply Broker Carlson reviewed the Commission the May 2013 Power Supply Report. These were for information only.

Manager of Electric Services Kimpling reminded the Commissioners of upcoming meetings and conferences to note. These events include:

1. WMU Labor Committee Meeting - July 24th @ 9:00 a.m. (WMU Conference Room)
2. WMU Planning Committee Meeting - July 26th @ 1:00 p.m. (WMU Conference Room)
3. MMUA Summer Conference - August 19-21 (Madden's Resort - Brainerd)

Manager of Electric Services Kimpling informed the Commission that after 38+ years of dedication and service, Accounts Payable Clerk Jean Berghuis will be retiring from the Willmar Municipal Utilities. A gathering to celebrate Jean's retirement will be held on July 26th in the WMU Auditorium.

Commissioner Schrupp requested a status update on the overhaul project currently being conducted at the Power Plant. Director of Electric Production Folkedahl indicated that tentatively the Plant could be back on-line later this week.

Director of Water/Heating Murphy presented a status report on the college water tower renovation & maintenance project. Murphy informed the Commission that the renovation of the 200,000 gallon water storage tank located at 15th Avenue NW (near the college) had been completed and full operation of the water tower had resumed as of last week. It was also noted that representatives from the college were pleased with the "Ridgewater College" logo painted on the exterior of the tower.

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

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jerry Gesch, Secretary

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JULY 24, 2013**

MINUTES

1. The Willmar Planning Commission met on Wednesday, July 24, 2013, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Mark Klema, Andrew Engan, Randy Czarnetzki, Gary Geiger, Scott Thaden, Bob Poe, and Margaret Fleck.

** Members Absent: Charles Oakes, and Nick Davis.

** Others Present: Theresa Wittenberg, Marv Calvin, Duane Day, Tim Daniels, Steve Salzer, and Megan DeSchepper- Planner.

2. MINUTES: The minutes of the July 10, 2013 meeting were approved as presented.

3. YMCA BUILDING ADDITION CONDITIONAL USE PERMIT- FILE NO. 13-03: Duane Day of Cities Edge Architecture presented plans for an addition onto the existing YMCA on property legally described as: Lot 1, Block 1, Gesch YMCA Addition (1000 Lakeland Dr. SE). The property is zoned LB (Limited Business) and athletic/recreation facilities are permitted with a conditional use permit. The applicant is adding a 13,993 sq. ft. addition onto the existing facility including exercise equipment space, racquetball courts, an exercise studio, and a gymnasium. The exterior of the building will be of similar materials to blend in well with the existing building façade.

The public hearing was opened and closed at 7:21 p.m. as no one appeared to speak for or against the request.

The Planning Commission reviewed and discussed staff comments (see Attachment A).

The Commission talked about the parking on the property. With the proposed addition 16 parking stalls will be lost. The architect had included an alternate parking plan on the site plan that could be added should the Commission determine more parking was needed.

YMCA Director- Theresa Wittenberg presented a parking study assessment. The graph depicts a six month period and the peak number of members and vehicles during the peak timeframe (see Attachment B). The largest use month of the study did not come close to filling the existing parking spaces.

The Planning Commission discussed that during child activity events, news year's resolution time, and the Farmers Market the spaces are more filled, but it's an ebb and flow the lots are not constantly full.

Mr. Thaden made a motion, seconded by Mr. Poe, to approve the conditional use permit with the following conditions:

- A. The alternate site plan depicting 54 additional parking stalls shall be constructed with curbed island and landscaping should it be deemed needed in the future by the YMCA.
- B. The interim City Engineers comments 1-6 shall be met prior to issuance of a building permit.
- C. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.3.a.1-7.

The motion carried.

4. ISAGRO USA PLAN REVIEW- MINNWEST TECHNOLOGY CAMPUS- FILE NO. 13-07: Steve Salzer of MinnWest Technology campus presented plan review for an office space lease of 206 sq. ft. to ISAGRO USA an Ag disease control product company on property legally described as: Unit 5, MinnWest Technology Campus CIC #40 a Planned Community (1700 Technology Dr. NE).

The Planning Commission discussed that the Ag business is very fitting for the technology campus.

Mr. Geiger made a motion, seconded by Mr. Czarnetzki, to approve the plan review with the following condition:

- A. The use shall meet all applicable local, state, and federal laws and regulations at all times.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.4.a.1-7.

The motion carried.

5. FEY INDUSTRIES INC. PLAN REVIEW- MINNWEST TECHNOLOGY CAMPUS- FILE NO. 13-08: Steve Salzer of MinnWest Technology campus presented plan review for an office space lease 505 sq. ft. to Fey Industries Inc. to house sales, customer service and graphic arts 6 employee team for their promotional product company on property legally described as: Unit 5, MinnWest Technology Campus, CIC#40 a Planned Community (1700 Technology Dr. NE). The promotional business is technology based which the Planning Commission discussed as a good niche for the campus.

Mr. Engan made a motion, seconded by Ms. Fleck, to approve the plan review with the following condition:

- A. The use shall meet all applicable local, state, and federal laws and regulations at all times.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.4.a.1-7.

The motion carried.

6. ZONING ORDINANCE UPDATE DISCUSSION CONTINUED: The Planning Commission discussed Section 7 and 8 updates or amendments. They reviewed some similar sized community's ordinances to get ideas of other regulatory options. The Commission talked about odors, air emissions, vibrations, and explosives. Staff noted the suggested changes and will come back with a draft revision at an upcoming meeting.
7. MISCELLANY: Mr. Geiger inquired if the Commission thought maybe each section of the Zoning Ordinance update should be adopted after it's edited. He was concerned that maybe some congruity issues would occur waiting until the whole documents is completed. The Commission discussed the matter and asked to discuss it further at an upcoming meeting.
8. There being no further business to come before the Commission, the meeting adjourned at 8:40 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

PLANNING COMMISSION-JULY 24, 2013

STAFF COMMENTS

1. YMCA ADDITION CONDITIONAL USE PERMIT- FILE NO. 13-03:

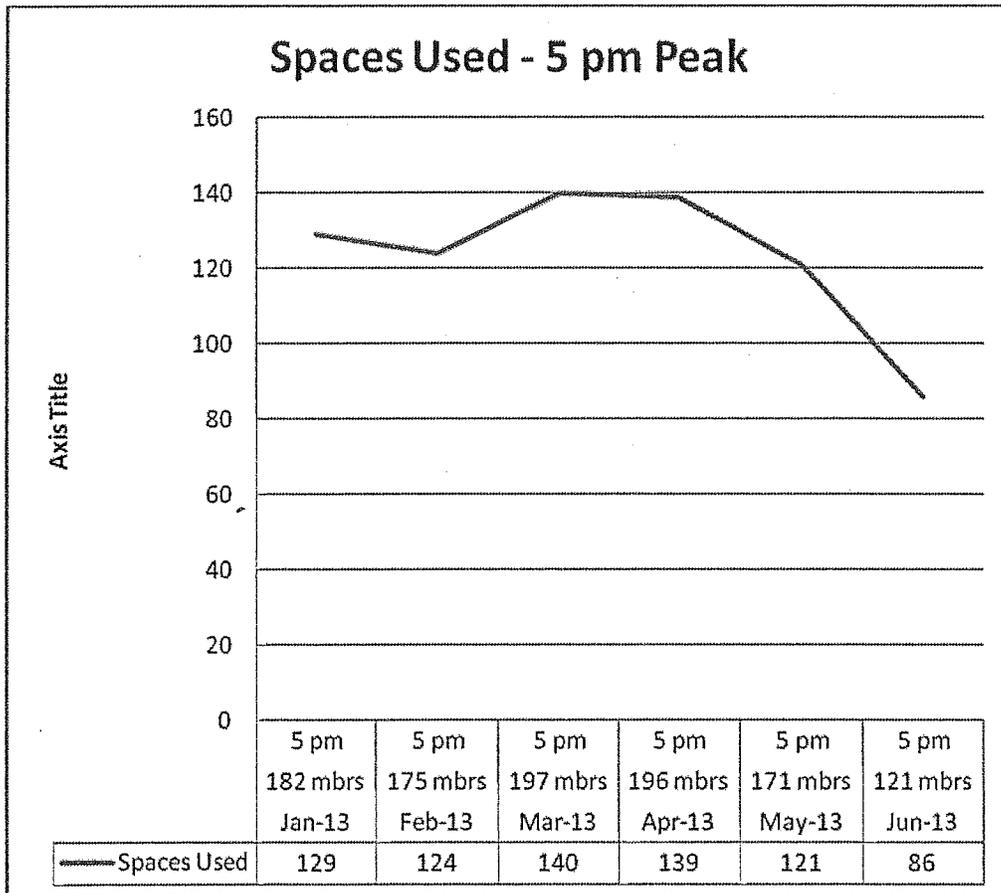
- The applicant is the Kandiyohi County Area YMCA, Willmar, MN.
- The applicant is requesting a conditional use permit for an addition onto the existing YMCA building on property legally described as Lot 1, Block 1, Gesch YMCA Addition (1000 Lakeland Dr. SE).
- The property is zoned LB (Limited Business) Athletic/Recreation facilities are permitted with a conditional use permit. The original construction of the facility was approved via a CUP as well.
- The addition will consist of more exercise equipment space and racquetball courts on the main level and exercise studio space on the upper floor.
- The property has access via Lakeland Dr. SE and Olena Ave. SE.
- Building and parking setbacks are met for an LB use.
- There are currently 261 parking stalls and between the two levels the existing structure is 48,000 sq. ft. With the addition there will be the loss of 16 stalls. They have a layout of how additional parking could be installed, adding 54 stalls for the 13,993 sq. ft. of additional building. Due to the additional space and the existing use of the facility the alternate site plan depicting additional parking is recommended. The parking end caps shall be curbed and guttered and landscaped to help delineate traffic.
- The elevations depict a building that will blend in well with the existing building.
- A landscape plan was submitted depicting mulch and plants to be added along the addition facing the parking area. And one curbed island with plantings.
- **Interim Engineer Comments-** the following information shall be submitted for the review and approval of the City of Willmar prior to a building permit being used for the site:
 1. The applicant shall submit a stormwater management plan complete with drainage calculations and drainage area maps identifying pre-development and post-development drainage areas, volumes and rates.
 2. The applicant shall submit a Stormwater Pollution Prevention Plan for the review and approval of the City of Willmar.
 3. The applicant shall submit grading and drainage plans for the review and approval of the City of Willmar.
 4. The applicant shall submit a utility plan for the review and approval of the City of Willmar.
 5. Street names shall be included on the construction documents.
 6. The applicant shall be responsible for obtaining a NPDES Construction Stormwater Permit for the project. A copy of the stormwater permit shall be submitted to the City of Willmar for our files.

RECOMMENDATION: Approve the conditional use permit with the following conditions:

- A. The alternate site plan depicting 54 additional parking stalls shall be constructed with curbed islands and landscaping.
- B. The Interim City Engineers comments 1-6 shall be met prior to issuance of a building permit.
- C. The use shall meet all applicable local, state, and federal rules and regulations at all times.



**Kandiyohi County Area Family YMCA
Parking Study Assessment – 2013 Peak Months**



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
AHHC LLC 36968 07/31/13 SIGN DEPOSIT REFUND .02036	100.00		2013-13		D N		DEPOSITS-SIGN PE	101.230001
AFFORDABLE PUMPING SERVI 36969 07/31/13 SEPTIC PUMPING 002404	170.00		21919		D N		CLEANING AND WAS	230.43430.0338
AMERICAN WELDING & GAS I 36970 07/31/13 FIRE EXT. INSPECTION 000057	55.00		02274337		D N		MTCE. OF EQUIPME	651.48484.0334
36970 07/31/13 FIRE EXT. INSPECTION	109.08		02278230		D N		MTCE. OF EQUIPME	230.43430.0334
36970 07/31/13 WELDING GAS/ACETYLENE	146.04		02290859		D N		GENERAL SUPPLIES	651.48484.0229
36970 07/31/13 WELDING GAS	12.50		02305559		D N		GENERAL SUPPLIES	101.43425.0229
36970 07/31/13 CYLINDER RENTAL	12.50		02305855		D N		RENTS	101.43425.0440
VENDOR TOTAL	335.12	*CHECK TOTAL						
AMERIPRIDE LINEN & APPAR 36971 07/31/13 TOWEL SERVICE 000051	29.56		2200386407		D N		CLEANING AND WAS	101.43425.0338
36971 07/31/13 TOWEL SERVICE	32.16		2200391109		D N		CLEANING AND WAS	101.43425.0338
VENDOR TOTAL	61.72	*CHECK TOTAL						
ANCOM TECHNICAL CENTER 36972 07/31/13 RADIO REPAIR-PARTS 003027	49.43		38858		D N		MTCE. OF EQUIPME	101.42412.0224
ANDI'S FENCEALL 36955 07/15/13 FENCING MAT'L-YLW FIEL 002815	2,359.44		303		D N		OTHER IMPROVEMEN	450.45432.0554
36973 07/31/13 FENCING MAT'L-YLW FIEL 3	264.50		520		D N		OTHER IMPROVEMEN	450.45432.0554
36973 07/31/13 FENCING MAT'L-RED FIEL 3	435.00		521		D N		OTHER IMPROVEMEN	450.45432.0554
36973 07/31/13 FENCING MAT'L-YLW FIEL 5	474.00		545		D N		OTHER IMPROVEMEN	450.45432.0554
VENDOR TOTAL	7,833.44	*CHECK TOTAL						
APPERT'S FOOD SERVICE 36974 07/31/13 CONCESSION SUPPLIES 002526	551.23		1950204		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	336.80		1952216		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	394.79		1953756		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	780.44		1955672		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	607.76		1956764		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	636.23		1960898		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	245.65		1963444		D N		GENERAL SUPPLIES	101.45437.0229
36974 07/31/13 CONCESSION SUPPLIES	80.64		1963445		D N		GENERAL SUPPLIES	101.45437.0229
VENDOR TOTAL	3,633.54	*CHECK TOTAL						
AQUA LOGIC INC 36975 07/31/13 POOL CHEMICALS 002243	143.86		40746		D N		GENERAL SUPPLIES	101.45437.0229
36975 07/31/13 POOL CHEMICALS	669.06		40749		D N		GENERAL SUPPLIES	101.45437.0229

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	EX M	ACCOUNT NAME	ACCOUNT
AQUA LOGIC INC			002243								
36975	07/31/13	POOL MTCE-PARTS		11.75		40785		D N		MTCE. OF OTHER I	101.45437.0226
36975	07/31/13	POOL CHEMICALS		1,252.79		40845		D N		GENERAL SUPPLIES	101.45437.0229
		VENDOR TOTAL		2,077.46	*CHECK TOTAL						
BACKES TECHNOLOGY SERVIC			000087								
36976	07/31/13	REPAIR LINE-ALARM PANEL		170.00		11942		D N		MTCE. OF STRUCTU	101.41409.0335
36976	07/31/13	CAT 5E WIRE RUNS		654.88		11947		D N		MTCE. OF OTHER I	101.45437.0336
		VENDOR TOTAL		824.88	*CHECK TOTAL						
BARNEY/SARA			.02026								
36977	07/31/13	REFUND JERSEY DEPOSIT		30.00		072413		D N		REFUNDS AND REIM	101.41428.0882
BATTERY WHOLESAL INC			002860								
36978	07/31/13	BATTERIES		23.17		15640		D N		GENERAL SUPPLIES	101.42412.0229
36978	07/31/13	SCADA UPS BATTERIES		69.51		15776		D N		MTCE. OF EQUIPME	651.48484.0224
		VENDOR TOTAL		92.68	*CHECK TOTAL						
BENNETT OFFICE TECHNOLOG			000099								
36979	07/31/13	COMPUTER REPAIR-LABOR		168.33		188431		D N		MTCE. OF EQUIPME	208.45005.0334
BERNICK'S PEPSI-COLA CO			000103								
36980	07/31/13	OFFICE COFFEE		78.96		8594		D N		GENERAL SUPPLIES	101.43425.0229
36980	07/31/13	OFFICE COFFEE		55.65		9297		D N		GENERAL SUPPLIES	101.43425.0229
		VENDOR TOTAL		134.61	*CHECK TOTAL						
BNSF RAILWAY COMPANY			000129								
36981	07/31/13	RR CROSSING SIGNALS		3,628.78		90076158		D N		MTCE. OF OTHER I	413.48455.0336
36981	07/31/13	RR CROSSING SIGNALS		7,220.39		90078019		D N		MTCE. OF OTHER I	413.48455.0336
36981	07/31/13	RR CROSSING SIGNALS		4,729.98		90079257		D N		MTCE. OF OTHER I	413.48455.0336
		VENDOR TOTAL		15,579.15	*CHECK TOTAL						
BOLTON & MENK INC			001010								
36982	07/31/13	PROFESSIONAL SERVICES		6,090.50		0158032		D N		PROFESSIONAL SER	230.43430.0446
BONNEMA SURVEYS			001716								
36983	07/31/13	PROFESSIONAL SERVICES		485.50		13-271		D N		PROFESSIONAL SER	420.43451.0446
BSE			001980								
36984	07/31/13	WORK GLOVES		120.24		905895262		D N		SUBSISTENCE OF P	101.42412.0227
36984	07/31/13	SMALL TOOLS		132.29		905924511		D N		SMALL TOOLS	101.42412.0221
36984	07/31/13	SMALL TOOLS		11.98		905934225		D N		SMALL TOOLS	101.42412.0221
36984	07/31/13	LIGHT BULBS		116.01		905963720		D N		MTCE. OF STRUCTU	101.45433.0225

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
CARDMEMBER SERVICE 36964 07/24/13	002365 HELMET MOUNTED CAMERA	286.95		STMT/6-13		D N		SMALL TOOLS	101.42412.0221
36964 07/24/13	DOOR LOCK	234.20		STMT/6-13		D N		MTCE. OF STRUCTU	101.42412.0225
36964 07/24/13	WEED KILLER	73.87		STMT/6-13		D N		GENERAL SUPPLIES	101.42412.0229
36964 07/24/13	DILLY BARS-FIRE TRAINING	44.86		STMT/6-13		D N		TRAVEL-CONF. -SCH	101.42412.0333
36964 07/24/13	TRAINING SUPPLIES	1,515.15		STMT/6-13		D N		TRAVEL-CONF. -SCH	101.42412.0333
36964 07/24/13	AIR ADVICE TEST/RESULTS	100.50		STMT/6-13		D N		SAFETY PROGRAM	101.42428.0817
36964 07/24/13	PESTICIDE APPLIC LICENSE	202.50		STMT/6-13		D N		LICENSES AND TAX	101.43425.0445
36964 07/24/13	DOOR REMOTES/OPENERS	290.32		STMT/6-13		D N		MTCE. OF EQUIPME	651.48484.0224
	VENDOR TOTAL	5,277.84		*CHECK TOTAL					
CARRANZA/NOE 36988 07/31/13	002547 PROFESSIONAL SERVICES	50.00		072413		D M 07		PROFESSIONAL SER	101.42411.0446
36988 07/31/13	PROFESSIONAL SERVICES	50.00		072813		D M 07		PROFESSIONAL SER	101.42411.0446
	VENDOR TOTAL	100.00		*CHECK TOTAL					
CARRANZA/NORMA I 36989 07/31/13	002542 PROFESSIONAL SERVICES	50.00		072513		D M 07		PROFESSIONAL SER	101.42411.0446
CDW GOVERNMENT INC 36990 07/31/13	001845 SMALL TOOLS	178.05		DG87687		D N		SMALL TOOLS	101.41409.0221
CENTERPOINT ENERGY 36991 07/31/13	000467 NATURAL GAS CHARGES	12.82		6007936/7-13		D N		UTILITIES	230.43430.0332
36991 07/31/13	NATURAL GAS CHARGES	47.30		6007939/7-13		D N		UTILITIES	101.43425.0332
36991 07/31/13	NATURAL GAS CHARGES	12.82		6038773/7-13		D N		UTILITIES	101.43425.0332
36991 07/31/13	NATURAL GAS CHARGES	58.63		6061271/6-13		D N		UTILITIES	101.45433.0332
36991 07/31/13	NATURAL GAS CHARGES	16.30		6069198/7-13		D N		UTILITIES	101.43425.0332
36991 07/31/13	NATURAL GAS CHARGES	53.94		6084836/7-13		D N		UTILITIES	101.45435.0332
36991 07/31/13	NATURAL GAS CHARGES	119.25		6085332/7-13		D N		UTILITIES	101.45433.0332
36991 07/31/13	NATURAL GAS CHARGES	58.03		6102726/7-13		D N		UTILITIES	101.42412.0332
36991 07/31/13	NATURAL GAS CHARGES	51.99		6725927/7-13		D N		UTILITIES	230.43430.0332
36991 07/31/13	NATURAL GAS CHARGES	12.82		7177865/7-13		D N		UTILITIES	230.43430.0332
36991 07/31/13	NATURAL GAS CHARGES	19.24		8503501/7-13		D N		UTILITIES	651.48485.0332
36991 07/31/13	NATURAL GAS CHARGES	56.70		8512023/7-13		D N		UTILITIES	651.48485.0332
36991 07/31/13	NATURAL GAS CHARGES	261.35		8795475/7-13		D N		UTILITIES	651.48484.0332
	VENDOR TOTAL	781.19		*CHECK TOTAL					
CHAPPELL CENTRAL INC 36992 07/31/13	000156 A/C REPAIR-PARTS	547.04		00054566		D N		MTCE. OF STRUCTU	101.41408.0225
36992 07/31/13	A/C REPAIR-LABOR	950.00		00054566		D N		MTCE. OF STRUCTU	101.41408.0335
36992 07/31/13	REPL. A/C COMPRESSOR	3,996.33		00054610		D N		MTCE. OF STRUCTU	101.41408.0225
36992 07/31/13	REPL. A/C COMPRESSOR	1,235.00		00054610		D N		MTCE. OF STRUCTU	101.41408.0335
	VENDOR TOTAL	6,728.37		*CHECK TOTAL					

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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CHARTER COMMUNICATIONS 000736 36993 07/31/13 MONTHLY PHONE SERVICE 36993 07/31/13 MONTHLY PHONE SERVICE 36993 07/31/13 MONTHLY PHONE SERVICE VENDOR TOTAL	122.62 156.96 44.75 324.33 324.33		1136/7-13 2191/7-13 5124/7-13 *CHECK TOTAL		D N D N D N	COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS	101.41409.0330 101.41409.0330 101.41409.0330
CLARKE MOSQUITO CONTROL 002157 36994 07/31/13 MOSQUITO CNTRL CHEMICAL 7,361.56	7,361.56		5056930		D N	GENERAL SUPPLIES	101.43425.0229
CODE 4 SERVICES LLC 002984 36995 07/31/13 #128728-LTS/COMP. MOUN 1,244.65	1,244.65		1066		D N	MACHINERY AND AU	450.42411.0553
COLEPAPERS INC 000170 36996 07/31/13 DISPOSABLE GLOVES 36996 07/31/13 DISPOSABLE GLOVES 36996 07/31/13 DISPOSABLE GLOVES 36996 07/31/13 CLEANING SUPPLIES 36996 07/31/13 TOILET TISSUE/HAND TWLS VENDOR TOTAL	76.72 76.71 179.16 220.62 553.21 553.21		8872968 8872968 8875698 8875698 *CHECK TOTAL		D N D N D N D N	GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES CLEANING AND WAS GENERAL SUPPLIES	101.45435.0229 101.45437.0229 101.45435.0228 101.45435.0229
COLLIER/JIM .00618 36997 07/31/13 TRIMMER LINE	35.22		072413		D N	GENERAL SUPPLIES	101.45435.0229
COPLER BUSINESS SOLUTION 001934 36998 07/31/13 COPIER MTCE CHARGE 36998 07/31/13 COPIER MTCE CHARGE VENDOR TOTAL	49.92 53.60 103.52 103.52		224750 224939 *CHECK TOTAL		D N D N	MTCE. OF EQUIPME MTCE. OF EQUIPME	101.42412.0334 101.41405.0334
CROW CHEMICAL & LIGHTING 000186 36999 07/31/13 DIAL SOAP 36999 07/31/13 CLEANING SUPPLIES 36999 07/31/13 EMERGENCY EYE WASH VENDOR TOTAL	40.39 86.99 21.69 149.07 149.07		401773 401786 401810 *CHECK TOTAL		D N D N D N	GENERAL SUPPLIES CLEANING AND WAS SUBSISTENCE OF P	651.48484.0229 101.43425.0228 101.45437.0227
CUNNINGHAM/CAROL 002191 37000 07/31/13 ACS/PAYROLL SEMINAR	72.26		621		D N	TRAVEL-CONF.-SCH	101.41405.0333
DAN'S SHOP INC 002212 37001 07/31/13 FILTERS 37001 07/31/13 FILTERS VENDOR TOTAL	4.70 14.52 19.22 19.22		60088 60385 *CHECK TOTAL		D N D N	INVENTORIES-MDSE INVENTORIES-MDSE	101.125000 101.125000
DELL MARKETING LP 001747 37002 07/31/13 5 APC UPS BACK UPS	339.86		XJ66C9K56		D N	SMALL TOOLS	101.41409.0221

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
DELTA DENTAL OF MINNESOTA 36961 07/24/13 DENTAL INSURANCE-AUG 002867	26.55		5195670		D N		RETIRED EMPLOYEE	101.41428.0818
DEPT OF HUMAN SERVICES 37003 07/31/13 CLEANING SERVICES 000009	112.00		00000149115		D N		CLEANING AND WAS	101.45435.0338
37003 07/31/13 CLEANING SERVICES	1,443.00		00000149117		D N		CLEANING AND WAS	101.45433.0338
VENDOR TOTAL	1,555.00	*CHECK	TOTAL					
DEPT OF HUMAN SERVICES 37004 07/31/13 #22 RICE CARE CENTER- 12, 204.34 002914	204.34		00000146362		D N		OTHER CHARGES	101.41428.0449
DOKKEN/JAMES L 37005 07/31/13 LMC CONFERENCE-ST PAUL 000265	427.28		513		D N		TRAVEL-CONF. -SCH	101.41401.0333
DOOLEY'S PETROLEUM INC 36965 07/24/13 5,200 GALLONS UNLEADE 002163	18,142.80		315285		D N		INVENTORIES-MDSE	101.125000
36965 07/24/13 2,970 GALLONS DIESEL	9,290.17		315285		D N		INVENTORIES-MDSE	101.125000
VENDOR TOTAL	27,432.97	*CHECK	TOTAL					
DUNINCK CONCRETE 37006 07/31/13 CEMENT 000151	382.43		54900		D N		MTCE. OF OTHER I	651.48484.0226
DUNINCK INC 37007 07/31/13 PAVING/CURB & GUTTER 000222	62,753.00		1201-B/EST. 7		D N		MTCE. OF OTHER I	412.48451.0336
37007 07/31/13 KANDIYOCHI AVE SW IMP	276,085.62		1301A/EST. 2		D N		MTCE. OF OTHER I	413.48451.0336
37007 07/31/13 BIT. MILLING/CURB/GUT	136,963.49		1303A/EST. 2		D N		MTCE. OF OTHER I	413.48453.0336
37007 07/31/13 BIT. MILLING/CURB/GUT	28,806.00		1303B/EST. 2		D N		MTCE. OF OTHER I	413.48453.0336
37007 07/31/13 BIT. MILLING/CURB/GUT	81,795.94		1305/EST. 1		D N		MTCE. OF OTHER I	413.48455.0336
VENDOR TOTAL	586,404.05	*CHECK	TOTAL					
ED DAVIS BUSINESS MACHIN 37008 07/31/13 OFFICE SUPPLIES 000229	62.05		125358		D N		OFFICE SUPPLIES	741.48001.0220
37008 07/31/13 OFFICE SUPPLIES	5.76		125408		D N		OFFICE SUPPLIES	741.48001.0220
37008 07/31/13 OFFICE SUPPLIES	60.63		125562		D N		OFFICE SUPPLIES	741.48001.0220
37008 07/31/13 OFFICE SUPPLIES	86.12		125790		D N		OFFICE SUPPLIES	741.48001.0220
VENDOR TOTAL	214.56	*CHECK	TOTAL					
ED'S SERVICE CENTER & SA 37009 07/31/13 TOWING CHARGES 000231	966.00		STMT/6-13		D N		OTHER SERVICES	101.42411.0339
37009 07/31/13 TOWING CHARGES	160.00		114387		D N		OTHER SERVICES	101.42411.0339
VENDOR TOTAL	1,126.00	*CHECK	TOTAL					
EMD MILLIPORE CORPORATIO 37010 07/31/13 LAB SUPPLIES 000464	865.73		6495658		D N		GENERAL SUPPLIES	651.48484.0229

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
EMD MILLIPORE CORPORATIO 37010 07/31/13	LAB SUPPLIES 000464 VENDOR TOTAL	95.93 961.66 961.66	*CHECK TOTAL	6496186		D	N	GENERAL SUPPLIES	651.48484.0229
ERIC'S AVIATION SERVICES 37011 07/31/13	ON SITE MGMT SERV-AUG 002998	6,333.33		STMT/8-13		D	N	PROFESSIONAL SER	230.43430.0446
ERICKSON/SCOTT 37012 07/31/13	EXEC. PROTECTION TRNG 002176	18.00		533		D	N	TRAVEL-CONF.-SCH	101.42411.0333
ESPINOZA/SANTOS 37013 07/31/13	RENTAL REGIS. REFUND 02035	30.00		072613		D	N	REFUNDS AND REIM	101.41428.0882
EXCEL OVERHEAD DOOR 37014 07/31/13	OVERHEAD DR REPAIR-PARTS 002443	368.38		20116		D	N	MICE. OF STRUCTU	101.42412.0225
37014 07/31/13	OVERHEAD DR REPAIR-LABOR	339.50		20116		D	N	MICE. OF STRUCTU	101.42412.0335
	VENDOR TOTAL	707.88	*CHECK TOTAL						
FASTENAL COMPANY 37015 07/31/13	BOLTS 001188	22.38		MNWILL105820		D	N	MICE. OF EQUIPME	101.45433.0224
37015 07/31/13	BOLTS	8.29		MNWILL105842		D	N	MICE. OF EQUIPME	101.45433.0224
37015 07/31/13	WASHERS/NUTS/COTTER PINS	27.87		MNWILL106080		D	N	MICE. OF EQUIPME	101.43425.0224
37015 07/31/13	COTTER PINS	15.57		MNWILL106147		D	N	MICE. OF EQUIPME	101.43425.0224
37015 07/31/13	MUD VALVES	24.24		MNWILL106250		D	N	MICE. OF OTHER I	651.48484.0226
	VENDOR TOTAL	98.35	*CHECK TOTAL						
FERGUSON ENTERPRISES INC 37016 07/31/13	BLDG MICE-PARTS 000810	88.20		2795136		D	N	MICE. OF STRUCTU	101.45437.0225
37016 07/31/13	PIPE FOR BLDG	8.57		2801210		D	N	MICE. OF STRUCTU	101.45437.0225
37016 07/31/13	HOSE DRAIN	15.67		2829272		D	N	MICE. OF EQUIPME	101.43425.0224
37016 07/31/13	DISHWASHER REPAIR-PARTS	22.33		2833599		D	N	MICE. OF EQUIPME	101.45435.0224
37016 07/31/13	PLUMBING PARTS	11.78		2833602		D	N	MICE. OF STRUCTU	101.43425.0225
	VENDOR TOTAL	146.55	*CHECK TOTAL						
FIRE CATT LLC 37017 07/31/13	HOSE TESTING 003029	3,105.00		MN-4124		D	N	PROFESSIONAL SER	101.42412.0446
FIRST CHOICE FOOD & BEVE 37018 07/31/13	CONCESSION SUPPLIES 000775	98.00		93936		D	N	GENERAL SUPPLIES	101.45437.0229
37018 07/31/13	CONCESSION SUPPLIES	338.72		93938		D	N	GENERAL SUPPLIES	101.45437.0229
37018 07/31/13	CONCESSION SUPPLIES	209.64		93996		D	N	GENERAL SUPPLIES	101.45437.0229
37018 07/31/13	CONCESSION SUPPLIES	224.28		93999		D	N	GENERAL SUPPLIES	101.45437.0229
37018 07/31/13	CONCESSION SUPPLIES	49.20		94051		D	N	GENERAL SUPPLIES	101.45437.0229
37018 07/31/13	CONCESSION SUPPLIES	48.96		94057		D	N	GENERAL SUPPLIES	101.45437.0229

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GENERAL MAILING SERVICES 37025 07/31/13	000293 POSTAGE 07/08 - 07/12/13	1.68		870		D N	POSTAGE	101.41404.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	2.80		870		D N	POSTAGE	101.41405.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	15.00		870		D N	POSTAGE	101.41408.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	4.53		870		D N	POSTAGE	101.41409.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	10.65		870		D N	POSTAGE	101.42412.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	1.47		870		D N	POSTAGE	101.43417.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	30.06		870		D N	POSTAGE	101.43425.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	1.93		870		D N	POSTAGE	101.45432.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	0.56		870		D N	POSTAGE	101.45433.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	6.72		870		D N	POSTAGE	208.45005.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	8.95		870		D N	POSTAGE	230.43430.0223
37025 07/31/13	POSTAGE 07/08 - 07/12/13	2.75		870		D N	POSTAGE	651.48484.0223
37025 07/31/13	SPEEDEE DELIVERY	10.29		9491		D N	POSTAGE	101.42412.0223
37025 07/31/13	UPS CHARGES	58.22		9554		D N	POSTAGE	101.42411.0223
	VENDOR TOTAL	399.71	*CHECK TOTAL					
		399.71						
GRANITE LEDGE ELECTRICAL 36953 07/12/13	002216 INST. CONTROLLER/CABIN	5,098.00		M13100-A		D N	OTHER IMPROVEMEN	450.43417.0554
37026 07/31/13	SIGNAL REPAIR-PARTS	560.00		M13100-B		D N	MTCE. OF OTHER I	101.43425.0226
	VENDOR TOTAL	5,658.00						
GUARDIAN PEST SOLUTIONS 37027 07/31/13	000312 PROFESSIONAL SERVICES	140.59		1297451		D N	PROFESSIONAL SER	101.43425.0446
HACH COMPANY 37028 07/31/13	000316 LAB SUPPLIES	304.51		83966660		D N	GENERAL SUPPLIES	651.48484.0229
HANSEN ADVERTISING SPECI 37029 07/31/13	000321 FANNY PACKS-LIFE GUARDS	184.02		31453		D N	SUBSISTENCE OF P	101.45437.0227
37029 07/31/13	SHORTS FOR LIFE GUARDS	519.26		31465		D N	SUBSISTENCE OF P	101.45437.0227
37029 07/31/13	SUMMER STAFF T-SHIRTS	252.00		31524		D N	SUBSISTENCE OF P	101.45437.0227
	VENDOR TOTAL	955.28	*CHECK TOTAL					
		955.28						
HAUG IMPLEMENT CO - JOHN 37030 07/31/13	000324 TRACTOR PARTS	8.15		135182		D N	MTCE. OF EQUIPME	101.43425.0224
HAUG-KUBOTA LLC 37031 07/31/13	002609 MOWER BAFFLE PLATE	153.05		3227		D N	MTCE. OF EQUIPME	101.43425.0224
37031 07/31/13	BLADES/FILTERS/BSHNGS	848.08		3265		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	1,001.13	*CHECK TOTAL					
		1,001.13						
HAWKINS INC 37032 07/31/13	000325 FERRIC CHLORIDE	4,888.39		3490400 RI		D N	GENERAL SUPPLIES	651.48484.0229

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 EX M	ACCOUNT NAME	ACCOUNT
HENDRICKSON *PETTY CASH/ 37033 07/31/13 TO REIMBURSE PETTY CASH 37033 07/31/13 TO REIMBURSE PETTY CASH 37033 07/31/13 TO REIMBURSE PETTY CASH	002975 CASH CASH CASH	39.80 35.40 10.69 85.89		071913 071913 071913 *CHECK TOTAL		D N D N D N	SUBSISTENCE OF P GENERAL SUPPLIES TRAVEL-CONF.-SCH	101.42412.0227 101.42412.0229 101.42412.0333
VENDOR TOTAL		85.89						
HERITAGE BANK 36959 07/17/13 INVESTMENT 36959 07/17/13 INVESTMENT	000001 INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT INVESTMENT	599,000.00 24,000.00 21,000.00 19,000.00 114,000.00 16,000.00 92,000.00 11,000.00 12,000.00 17,000.00 33,000.00 12,000.00 1,000,000.00		071713 071713 071713 071713 071713 071713 071713 071713 071713 071713 071713 071713 *CHECK TOTAL		D N D N	INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS INVESTMENTS *CHECK TOTAL	101.109000 205.109000 303.109000 304.109000 305.109000 306.109000 307.109000 308.109000 309.109000 310.109000 311.109000 312.109000 327.109000
VENDOR TOTAL		990,750.00						
HIGH POINT NETWORKS INC 37034 07/31/13 DELL PWR CONNECT SWITC 37034 07/31/13 DELL PWR CONNECT SWITC	002299 SWITC SWITC	1,889.00 1,889.00 3,778.00		59098 59098 *CHECK TOTAL		D N D N	FURNITURE AND EQ FURNITURE AND EQ	450.41409.0552 450.41409.0552
VENDOR TOTAL		3,778.00						
HILLIYARD FLOOR CARE SUPP 37035 07/31/13 CLEANING SUPPLIES 37035 07/31/13 CLEANING SUPPLIES 37035 07/31/13 BAG FLTR SENSOR/SUPPL. 37035 07/31/13 TOILET TISSUE/HAND TWLS 37035 07/31/13 TOILET TISSUE/HAND TWLS 37035 07/31/13 SCRUBBER PARTS 37035 07/31/13 SCRUBBER PARTS	000333 CLEANING SUPPLIES CLEANING SUPPLIES BAG FLTR SENSOR/SUPPL. TOILET TISSUE/HAND TWLS TOILET TISSUE/HAND TWLS SCRUBBER PARTS SCRUBBER PARTS	4,775.66 154.62 47.08 71.56 106.23 191.65 29.07 5,375.87		600738533 600741379 600756483 600756533 600756533 600765228 700089287 *CHECK TOTAL		D N D N D N D N D N D N D N	CLEANING AND WAS CLEANING AND WAS GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES MTCE. OF EQUIPME MTCE. OF EQUIPME	101.45433.0228 101.45433.0228 101.45435.0229 101.41408.0229 101.45427.0229 101.45433.0224 101.45433.0224
VENDOR TOTAL		5,375.87						

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HOFFMAN FILTER SERVICE 37036 07/31/13	000335 FILTER RECYCLING	50.00		64258		D N	CLEANING AND WAS	101.43425.0338
HOLMGREN/STEVEN 37037 07/31/13	.02027 REFUND-CANCELLED CLASS	4.00		071913		D N	REFUNDS AND REIM	101.41428.0882
HYDRATE CHEMICAL CO 37038 07/31/13	002837 ANTI FOAM	871.20		01614822		D N	GENERAL SUPPLIES	651.48484.0229
ID ZONE 37039 07/31/13	.01726 TONER FOR CARD PRINTER	111.16		929628		D N	OFFICE SUPPLIES	101.45437.0220
KAARDAL/JEAN 37040 07/31/13	.02028 REFUND-CANCELLED CLASS	4.00		071913		D N	REFUNDS AND REIM	101.41428.0882
KANDIYOHI CO PUBLIC WORK 36967 07/29/13	000381 DRAINAGE TILE PERMIT	525.00		072913		D N	LICENSES AND TAX	651.48486.0445
KANDIYOHI CO RECYCLING A 37041 07/31/13	002296 LAMP RECYCLING	32.00		071213		D N	CLEANING AND WAS	101.41408.0338
KANDIYOHI CO SHERIFF'S D 37042 07/31/13	001507 15 ARCH ANGEL CNTL SYS	3,371.37		071113		D N	SMALL TOOLS	101.42411.0221
KANDIYOHI CO-OP ELECTRIC 37043 07/31/13	000375 WELCOME TO WILLMAR SIGN	99.00		STMT/7-13		D N	UTILITIES	101.43425.0332
37043 07/31/13	WELCOME TO WILLMAR SIGN	48.33		STMT/7-13		D N	UTILITIES	101.43425.0332
37043 07/31/13	CO RD 23/HWY 71 BYPASS	105.00		STMT/7-13		D N	UTILITIES	651.48485.0332
37043 07/31/13	ELEC SERV-LIFT STATION	1,005.00		STMT/7-13		D N	UTILITIES	651.48485.0332
37043 07/31/13	ABBOTT DR LIFT STATION	78.00		STMT/7-13		D N	UTILITIES	651.48485.0332
37043 07/31/13	ELEC SERV-SECURITY LIGHT	36.00		STMT/7-13		D N	UTILITIES	651.48486.0332
	VENDOR TOTAL	1,371.33		*CHECK TOTAL				
		1,371.33						
KEEPRS INC 37044 07/31/13	001905 HELGESON-VEST	926.99		212078		D N	SUBSISTENCE OF P	101.42411.0227
KENNEDY & GRAVEN, CHARTE 37045 07/31/13	002520 PROFESSIONAL SERVICES	482.90		115019		D N	PROFESSIONAL SER	432.48483.0446
KORGMAN/JOLENE 37046 07/31/13	.02029 REFUND SHELTER DEPOSIT	50.00		072413		D N	DEPOSITS	101.230000
KUECHLE UNDERGROUND INC 37047 07/31/13	002657 TURF RUNWAY IMPROVEME	26,554.40		EST. 1		D N	MTCE. OF OTHER I	430.43430.0336
KUJAWA/JOANNE 37048 07/31/13	002895 CSO PATCH APPLICATION	148.00		071713		D M 07	SUBSISTENCE OF P	101.42411.0227

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
KUJAWA/JOANNE	37048	07/31/13	CHAPPLAIN PATCH APPLIC.	12.00		071713		D M 07	SUBSISTENCE OF P	101.42411.0227
			VENDOR TOTAL	160.00	*CHECK	TOTAL				
LAKESIDE PRESS	37049	07/31/13	MAYORS BIKE RIDE POSTERS	42.75		3229		D N	ADVERTISING	208.45006.0447
LIPBERT/BRIAN	37050	07/31/13	REFUND CANCELLED CLASS	4.00		071913		D N	REFUNDS AND REIM	101.41428.0882
LITTLE FALLS MACHINE INC	37051	07/31/13	PLOW/WING REPAIR PARTS	4,017.34		00051442		D N	MTCE. OF EQUIPME	101.43425.0224
	37051	07/31/13	PLOW/WING REPAIR PARTS	1,126.85		00051442		D N	MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	2,890.49	*CHECK	TOTAL				
LIVINGOOD/ROSS	37052	07/31/13	EXEC. PROTECTION TRNG	18.00		617		D N	TRAVEL-CONF. -SCH	101.42411.0333
LOCATORS & SUPPLIES INC	37053	07/31/13	SAFETY VESTS	230.76		0214585		D N	SUBSISTENCE OF P	101.43425.0227
MACQUEEN EQUIPMENT INC	37054	07/31/13	#130012-BROOM	560.33		2134413		D N	MTCE. OF EQUIPME	101.43425.0224
MADDEN, GALANTER, HANSEN	37055	07/31/13	PROFESSIONAL SERVICES	2,341.23		070113		D N	PROFESSIONAL SER	101.41406.0446
MADISON NATIONAL LIFE	36963	07/24/13	LTD PREMIUM-SEPTEMBER	48.42		206		D N	EMPLOYER INSUR.	101.41400.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	87.58		206		D N	EMPLOYER INSUR.	101.41402.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	34.59		206		D N	EMPLOYER INSUR.	101.41403.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	32.48		206		D N	EMPLOYER INSUR.	101.41404.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	49.92		206		D N	EMPLOYER INSUR.	101.41405.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	8.19		206		D N	EMPLOYER INSUR.	101.41408.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	41.80		206		D N	EMPLOYER INSUR.	101.41409.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	1.71		206		D N	EMPLOYER INSUR.	101.41424.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	585.09		206		D N	EMPLOYER INSUR.	101.42411.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	19.38		206		D N	EMPLOYER INSUR.	101.42412.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	34.30		206		D N	EMPLOYER INSUR.	101.43417.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	269.10		206		D N	EMPLOYER INSUR.	101.43425.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	13.68		206		D N	EMPLOYER INSUR.	101.45432.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	42.44		206		D N	EMPLOYER INSUR.	101.45433.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	9.76		206		D N	EMPLOYER INSUR.	101.45435.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	9.80		206		D N	EMPLOYER INSUR.	101.45437.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	122.42		206		D N	EMPLOYER INSUR.	651.48484.0114
	36963	07/24/13	LTD PREMIUM-SEPTEMBER	13.09		206		D N	EMPLOYER INSUR.	651.48485.0114

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MADISON NATIONAL LIFE 36963 07/24/13	LTD PREMIUM-SEPTEMBER 002349 VENDOR TOTAL	13.68 1,437.93 1,437.93		206 *CHECK TOTAL		D N	EMPLOYER INSUR.	651.48486.0114
MAGNUSON SHEET METAL INC 37056 07/31/13	REPL. TRANSFORMER-PARTS 001121	38.75		121358		D N	MTCE. OF STRUCTU	101.45433.0225
37056 07/31/13	REPL. TRANSFORMER-LABOR	105.00		121358		D N	MTCE. OF STRUCTU	101.45433.0335
37056 07/31/13	REPL. RUN CAPACITOR	7.95		121452		D N	MTCE. OF STRUCTU	101.41409.0225
37056 07/31/13	REPL. RUN CAPACITOR	75.00		121452		D N	MTCE. OF STRUCTU	101.41409.0335
	VENDOR TOTAL	226.70		*CHECK TOTAL				
MARINE RESCUE PRODUCTS I 37057 07/31/13	001496 4 TUBES/MEGAPHONE	327.82		28099		D N	SMALL TOOLS	101.45437.0221
37057 07/31/13	LIFE GUARD SUITS	630.33		28099		D N	SUBSISTENCE OF P	101.45437.0227
	VENDOR TOTAL	958.15		*CHECK TOTAL				
MATHESON TPI-GAS INC 37058 07/31/13	002898 WELDING SUPPLIES	37.41		07275968		D N	GENERAL SUPPLIES	101.45433.0229
MENARDS 37059 07/31/13	BLDG MTCE-PARTS 000449	16.84		25678.		D N	MTCE. OF STRUCTU	101.43425.0225
37059 07/31/13	HOOK TOOL	3.78		25919.		D N	SMALL TOOLS	101.45437.0221
37059 07/31/13	MISCELLANEOUS SUPPLIES	51.42		25919.		D N	GENERAL SUPPLIES	101.45437.0229
37059 07/31/13	CLARIFIER PIPING	21.16		26562.		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	LANDSCAPE BLOCK	112.84		26636		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	BLDG MTCE-PARTS	41.59		26645		D N	MTCE. OF STRUCTU	101.43425.0225
37059 07/31/13	LANDSCAPE BLOCK	4.75		26656		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	LUMBER FOR BARRICADES	237.47		26669		D N	MTCE. OF STRUCTU	101.45433.0225
37059 07/31/13	CLARIFIER HYDRANT PIPING	6.95		26721		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	BLDG MTCE-PARTS	10.09	CR	26721		D N	GENERAL SUPPLIES	651.48485.0229
37059 07/31/13	WATERWELD EPOXY PUTTY	5.31		27028		D N	MTCE. OF EQUIPME	651.48484.0224
37059 07/31/13	HEAD WORKS-PARTS	106.86		27033		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	HEAD WORKS-PARTS	86.61		27033		D N	MTCE. OF OTHER I	651.48484.0226
37059 07/31/13	SHOWER HEAD FOR POOL	13.87		27127		D N	MTCE. OF STRUCTU	101.45437.0225
37059 07/31/13	PARK SHLTR REPAIR-PARTS	30.15		27222		D N	MTCE. OF STRUCTU	101.43425.0225
37059 07/31/13	PLUMBING PARTS	14.88		27602		D N	MTCE. OF STRUCTU	101.43425.0225
37059 07/31/13	PLANT SUPPLIES	43.49		27876		D N	GENERAL SUPPLIES	651.48484.0229
37059 07/31/13	BLDG MTCE-LABOR	10.44		28745		D N	MTCE. OF STRUCTU	101.43425.0225
	VENDOR TOTAL	798.32		*CHECK TOTAL				
METRO FIRE 37060 07/31/13	000450 LEATHER FRONT	44.80		47366		D N	SUBSISTENCE OF P	101.42412.0227
37060 07/31/13	THERMAL IMAGING CAMERA	8,132.00		47535		D N	FURNITURE AND EQ	450.42412.0552
	VENDOR TOTAL	8,176.80		*CHECK TOTAL				

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
MN SHERIFFS' ASSOCIATION 37066 07/31/13	.02031 VANDERHAGEN-SEMINAR REG.	200.00		071913		D	N	TRAVEL-CONF.-SCH	101.42411.0333
MN SPORTS FEDERATION 37067 07/31/13	000517 TEAM MEMBERSHIP FEES	92.00		071113		D	N	OTHER CHARGES	101.45432.0449
MN UC FUND 37068 07/31/13	000524 UNEMPLOYMENT BENEFITS	330.97		07977283/7-13		D	N	RE-EMPLOYMENT IN	101.41428.0815
MONSON CORPORATION 37069 07/31/13	000126 MIX FOR STREET PATCHIN	2,698.59		1710SB		D	N	MTCE. OF OTHER I	101.43425.0226
37069 07/31/13	MIX FOR STREET PATCHIN	3,698.06		1712SB		D	N	MTCE. OF OTHER I	101.43425.0226
	VENDOR TOTAL	6,396.65	*CHECK	TOTAL					
		6,396.65							
MTI DISTRIBUTING CO 37070 07/31/13	000539 IRRIGATION PARTS	975.04		913288-00		D	N	MTCE. OF OTHER I	101.43425.0226
MUNICIPAL UTILITIES 37071 07/31/13	000541 2013 PERA STATE AID	7,604.00		072313		D	N	REFUNDS AND REIM	101.41428.0882
37071 07/31/13	5/15/13 TAX STILMENT-CU	2,670.60		072313		D	N	DUE TO COMPONENT	295.210001
	VENDOR TOTAL	10,274.60	*CHECK	TOTAL					
		10,274.60							
MVTL LABORATORIES INC 37072 07/31/13	000544 PROFESSIONAL SERVICES	39.00		662268		D	N	PROFESSIONAL SER	651.48484.0446
NELSON AUTO CENTER 37073 07/31/13	002398 2014 FORD EXPLORER	25,915.82		F4838		D	N	MACHINERY AND AU	450.42411.0553
NELSON/CHAD 37074 07/31/13	001794 EXEC. PROTECTION TRNG	18.00		532		D	N	TRAVEL-CONF.-SCH	101.42411.0333
NEXTEL COMMUNICATION 37075 07/31/13	000578 CELLULAR PHONE USAGE	58.99		317498885-062		D	N	COMMUNICATIONS	101.41400.0330
37075 07/31/13	CELL PHONE	99.99		317498885-062		D	N	SMALL TOOLS	101.41402.0221
37075 07/31/13	CELLULAR PHONE USAGE	63.05		317498885-062		D	N	COMMUNICATIONS	101.41402.0330
37075 07/31/13	CELLULAR PHONE USAGE	58.99		317498885-062		D	N	COMMUNICATIONS	101.41403.0330
37075 07/31/13	CELLULAR PHONE USAGE	58.99		317498885-062		D	N	COMMUNICATIONS	101.41405.0330
37075 07/31/13	CELLULAR PHONE USAGE	356.73		317498885-062		D	N	COMMUNICATIONS	101.41409.0330
37075 07/31/13	CELLULAR PHONE USAGE	309.50		317498885-062		D	N	COMMUNICATIONS	101.42411.0330
37075 07/31/13	CELLULAR PHONE USAGE	171.86		317498885-062		D	N	COMMUNICATIONS	101.42412.0330
37075 07/31/13	CELLULAR PHONE USAGE	33.68		317498885-062		D	N	COMMUNICATIONS	101.43417.0330
37075 07/31/13	CELLULAR PHONE USAGE	117.98		317498885-062		D	N	COMMUNICATIONS	101.43425.0330
37075 07/31/13	CELLULAR PHONE USAGE	40.96		317498885-062		D	N	COMMUNICATIONS	101.45432.0330
37075 07/31/13	CELLULAR PHONE USAGE	18.57		317498885-062		D	N	COMMUNICATIONS	101.45433.0330
37075 07/31/13	CELLULAR PHONE USAGE	56.70		317498885-062		D	N	COMMUNICATIONS	651.48484.0330
37075 07/31/13	CELL PHONE	99.99		317498885-062		D	N	SMALL TOOLS	651.48485.0221

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NEXTEL COMMUNICATION 37075 07/31/13	000578 CELLULAR PHONE USAGE	113.25		317498885-062		D N	COMMUNICATIONS	651.48485.0330
	VENDOR TOTAL	1,659.23	*CHECK	TOTAL				
NORTHERN STATES SUPPLY	000585							
37076 07/31/13	RESTROOM REPAIR-PARTS	22.96		10-506839		D N	MTCE. OF STRUCTU	101.43425.0225
37076 07/31/13	PARTS	1.16		10-506873		D N	MTCE. OF EQUIPME	101.43425.0224
37076 07/31/13	SELVIG FOUNTAIN PARTS	34.62		10-506886		D N	MTCE. OF OTHER I	101.43425.0226
37076 07/31/13	RESTROOM REPAIR-PARTS	16.29		10-506901		D N	MTCE. OF STRUCTU	101.43425.0225
37076 07/31/13	SMALL TOOLS	2.27		10-506949		D N	SMALL TOOLS	101.43425.0221
37076 07/31/13	RESTROOM REPAIR-PARTS	7.43		10-506949		D N	MTCE. OF STRUCTU	101.43425.0225
37076 07/31/13	LOCATE PAINT	62.50		10-506966		D N	GENERAL SUPPLIES	101.43417.0229
37076 07/31/13	DISC GOLF MTCE-PARTS	23.09		10-506984		D N	MTCE. OF OTHER I	101.43425.0226
37076 07/31/13	SHOVELS	13.54		10-507127		D N	SMALL TOOLS	101.43425.0221
37076 07/31/13	RESTROOM REPAIR-PARTS	135.34		10-507129		D N	MTCE. OF STRUCTU	101.43425.0225
37076 07/31/13	CABLE TIES	30.53		10-507204		D N	GENERAL SUPPLIES	101.43425.0225
37076 07/31/13	SMALL TOOLS	30.63		10-507270		D N	SMALL TOOLS	101.43425.0221
37076 07/31/13	GRAY PRIMER	37.11		10-507348		D N	GENERAL SUPPLIES	101.45433.0229
37076 07/31/13	TURNBUCKLE/CLEVIS	67.88		10-507532		D N	MTCE. OF EQUIPME	101.43425.0224
37076 07/31/13	SAFETY HOOKS	26.95		10-507540		D N	MTCE. OF OTHER I	101.43425.0226
37076 07/31/13	GREASELESS LUBE	12.35		10-507540		D N	MOTOR FUELS AND	101.45433.0222
37076 07/31/13	LOCATE PAINT	59.37		10-507549		D N	GENERAL SUPPLIES	413.48451.0229
37076 07/31/13	CABLE TIES	17.29		10-507578		D N	GENERAL SUPPLIES	101.43425.0229
37076 07/31/13	TURNBUCKLE	24.09		125444		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	625.40	*CHECK	TOTAL				
O'REILLY AUTOMOTIVE INC	000650							
37077 07/31/13	CLEANED TRUCK-WLMR FEST	30.85		1528-228096		D N	GENERAL SUPPLIES	101.43425.0229
37077 07/31/13	FLOOR DRY	51.19		1528-230441		D N	GENERAL SUPPLIES	101.42412.0229
	VENDOR TOTAL	82.04	*CHECK	TOTAL				
OKINS/STEVEN B	000943							
37078 07/31/13	LEAGUE CONF PARKING	20.00		072413		D N	TRAVEL-CONF.-SCH	101.41405.0333
PEKLEY/BOB	.02032							
37079 07/31/13	REFUND SHELTER DEPOSIT	50.00		071913		D N	DEPOSITS	101.230000
PEST PRO II	001968							
37080 07/31/13	PROFESSIONAL SERVICES	38.48		14204		D N	PROFESSIONAL SER	101.45435.0446
PETERSON SHOE STORE	000608							
37081 07/31/13	BATRES-SAFETY BOOTS	125.00		149051		D N	SUBSISTENCE OF P	101.43425.0227
37081 07/31/13	KLOVER-SAFETY BOOTS	125.00		149233		D N	SUBSISTENCE OF P	101.43425.0227
37081 07/31/13	MANZER-SAFETY BOOTS	125.00		149433		D N	SUBSISTENCE OF P	101.43425.0227
37081 07/31/13	SEEHUSEN-SAFETY BOOTS	125.00		149486		D N	SUBSISTENCE OF P	101.43425.0227

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 B X M	ACCOUNT NAME	ACCOUNT
PETERSON SHOE STORE 37081 07/31/13	000608 WIERSCHEM-SAFETY BOOTS	125.00		149622/149674		D N	SUBSISTENCE OF P	101.45433.0227
	VENDOR TOTAL	625.00	*CHECK TOTAL					
PETERSON/MICHAEL 37082 07/31/13	.01281 SIGN DEPOSIT REFUND	100.00		2013-12		D N	DEPOSITS-SIGN PE	101.230001
POWER PLAN OIB 37083 07/31/13	000342 #010410 REPAIR-PARTS	56.75		W10108		D N	MTCE. OF EQUIPME	101.43425.0224
	37083 07/31/13	1,020.00		W10108		D N	MTCE. OF EQUIPME	101.43425.0334
	37083 07/31/13	1,076.75	*CHECK TOTAL					
	VENDOR TOTAL	1,076.75						
PRECISION LADDERS LLC 36957 07/15/13	.02025 7'3" PRECISION LADDER	753.00		34297		D N	SMALL TOOLS	101.45433.0221
PRESBYTERIAN FAMILY 37084 07/31/13	.02033 REFUND CANCELLED CLASS	4.00		071913		D N	REFUNDS AND REIM	101.41428.0882
PRICE CHOPPER INC 37085 07/31/13	002434 WRIST BANDS	334.75		156181		D N	GENERAL SUPPLIES	101.45437.0229
PRO ACTION 37086 07/31/13	001782 JACKET FOR CHAPLAIN	42.07		10825		D N	SUBSISTENCE OF P	101.42411.0227
	37086 07/31/13	34.18		10837		D N	SUBSISTENCE OF P	101.42411.0227
	VENDOR TOTAL	76.25	*CHECK TOTAL					
QUICK SIGNS 37087 07/31/13	001093 VEHICLE LETTERING	21.38		169152		D N	MTCE. OF EQUIPME	101.43425.0224
QUILL CORPORATION 37088 07/31/13	000635 OFFICE SUPPLIES	125.40		4149331		D N	OFFICE SUPPLIES	101.42411.0220
RAMBOW INC 37089 07/31/13	000639 CSO PATCHES	855.00		505828		D N	SUBSISTENCE OF P	101.42411.0227
RICE HOSPITAL 37090 07/31/13	001166 2013 PERA STATE AID	70,326.00		072313		D N	REFUNDS AND REIM	101.41428.0882
RICOH USA INC 37091 07/31/13	002101 COPIER LEASE AGRMT	675.45		90428564		D N	RENTS	741.48001.0440
RULE TIRE SHOP 37092 07/31/13	000665 MOWER TIRES/TUBES	394.85		62116		D N	MTCE. OF EQUIPME	101.43425.0224
	37092 07/31/13	192.38		62310		D N	MTCE. OF EQUIPME	101.43425.0224
	VENDOR TOTAL	587.23	*CHECK TOTAL					

Vendor Payments History Report
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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
RUNNING'S SUPPLY INC 001418								
37093 07/31/13	SUPPLIES	15.49		3166018		D N	GENERAL SUPPLIES	101.45433.0229
37093 07/31/13	SPRAY PAINT/TEFLON PASTE	15.57		3167482		D N	GENERAL SUPPLIES	101.45437.0229
37093 07/31/13	PLUMBING PARTS	18.70		3174768		D N	MTCE. OF STRUCTU	101.45433.0225
37093 07/31/13	PLUMBING PARTS	30.27		3179334		D N	MTCE. OF EQUIPME	101.43425.0224
37093 07/31/13	WHEELBARROW WHEEL/TIRE	19.23		3181019		D N	MTCE. OF EQUIPME	101.43425.0224
37093 07/31/13	AIR COMPRESSOR PARTS	32.05		3183599		D N	SMALL TOOLS	101.45433.0221
37093 07/31/13	SHOVELS	44.87		3186323		D N		
	VENDOR TOTAL	176.18	*CHECK TOTAL					
S. E. W. ENTERPRISES 000688								
37094 07/31/13	UMBRELLA REPAIR-LABOR	80.00		7751		D M 07	MTCE. OF EQUIPME	101.45437.0334
SCHOLTEN/KAY .01575								
37095 07/31/13	REFUND SHELTER DEPOSIT	50.00		071813		D N	DEPOSITS	101.230000
SEPTON/LUTHER .02037								
37096 07/31/13	REFUND FOWL PERMIT	30.00		072913		D N	REFUNDS AND REIM	101.41428.0882
SERVICE CENTER/CITY OF W 000685								
37097 07/31/13	EQUIPMENT REPAIR-PARTS	101.24		STMT/6-13		D N	MTCE. OF EQUIPME	101.41402.0224
37097 07/31/13	EQUIPMENT REPAIR-OIL	35.70		STMT/6-13		D N	MOTOR FUELS AND	101.42411.0222
37097 07/31/13	EQUIPMENT REPAIR-PARTS	590.50		STMT/6-13		D N	MTCE. OF EQUIPME	101.42411.0224
37097 07/31/13	EQUIPMENT REPAIR-OIL	356.80		STMT/6-13		D N	MOTOR FUELS AND	101.43425.0222
37097 07/31/13	EQUIPMENT REPAIR-PARTS	729.82		STMT/6-13		D N	MTCE. OF EQUIPME	101.43425.0224
37097 07/31/13	EQUIPMENT REPAIR-OIL	13.60		STMT/6-13		D N	MOTOR FUELS AND	101.45433.0222
37097 07/31/13	EQUIPMENT REPAIR-PARTS	8.20		STMT/6-13		D N	MTCE. OF EQUIPME	101.45433.0224
37097 07/31/13	EQUIPMENT REPAIR-OIL	61.92		STMT/6-13		D N	MOTOR FUELS AND	101.45435.0224
37097 07/31/13	EQUIPMENT REPAIR-PARTS	44.10		STMT/6-13		D N	MTCE. OF EQUIPME	101.42411.0222
37097 07/31/13	EQUIPMENT REPAIR-OIL	141.07		STMT/6-13		D N	MOTOR FUELS AND	101.42411.0224
37097 07/31/13	EQUIPMENT REPAIR-PARTS	320.30		STMT/6-13		D N	MTCE. OF EQUIPME	101.43425.0222
37097 07/31/13	EQUIPMENT REPAIR-OIL	937.25		STMT/6-13		D N	MOTOR FUELS AND	101.43425.0222
	VENDOR TOTAL	3,340.50	*CHECK TOTAL					
SERVICEMASTER PROF. SERV 000687								
37098 07/31/13	PROF. BLDG MAINTENANCE	422.69		100903		D N	PROFESSIONAL SER	101.43425.0446
37098 07/31/13	PROF. BLDG MAINTENANCE	1,690.41		100903		D N	PROFESSIONAL SER	101.45435.0446
37098 07/31/13	PROF. BLDG MAINTENANCE	507.12		100903		D N	PROFESSIONAL SER	651.48484.0446
37098 07/31/13	PROF. BLDG MAINTENANCE	84.43		100903		D N	PROFESSIONAL SER	651.48485.0446
	VENDOR TOTAL	2,704.65	*CHECK TOTAL					
SMEEY/ROSS 002570								
37099 07/31/13	CABLE ADAPTER	4.26		310		D N	GENERAL SUPPLIES	101.41409.0229
ST CLOUD FIRE EQUIPMENT 003021								
37100 07/31/13	FIRE ALARM BATTERIES	64.08		66150		D N	MTCE. OF STRUCTU	101.41408.0225

Vendor Payments History Report
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VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ST CLOUD FIRE EQUIPMENT 37100 07/31/13 FIRE ALARM INSPECTION 003021	374.06		66150		D N	MTCE. OF STRUCTU	101.41408.0335
	438.14	*CHECK	TOTAL				
	438.14						
VENDOR TOTAL							
STACY'S NURSERY INC 37101 07/31/13 FLOWERS 000706	162.04		7697		D N	GENERAL SUPPLIES	101.45435.0229
	256.50		7720		D N	GENERAL SUPPLIES	101.43425.0229
	418.54	*CHECK	TOTAL				
	418.54						
VENDOR TOTAL							
STATEWIDE DISTRIBUTING I 37102 07/31/13 CONCESSION SUPPLIES 000718	103.50		096784		D N	GENERAL SUPPLIES	101.45433.0229
	40.08		096817		D N	GENERAL SUPPLIES	651.48484.0229
	12.00		096823		D N	GENERAL SUPPLIES	101.45433.0229
	29.92		096847		D N	CLEANING AND WAS	230.43430.0228
	63.92		096847		D N	GENERAL SUPPLIES	230.43430.0229
	249.42	*CHECK	TOTAL				
	249.42						
VENDOR TOTAL							
STEIN'S INC 37103 07/31/13 CLEANING SUPPLIES 000720	103.28		672400		D N	CLEANING AND WAS	101.43425.0228
	878.26		673820		D N	GENERAL SUPPLIES	101.43425.0229
	221.68		674315		D N	CLEANING AND WAS	101.45437.0228
	81.01		674405		D N	CLEANING AND WAS	101.43425.0228
	1,284.23	*CHECK	TOTAL				
	1,284.23						
VENDOR TOTAL							
STERLING WATER-MINNESOTA 37104 07/31/13 SOFTENER RENTAL 000188	33.93		112508-9/6-13		D N	RENTS	101.45435.0440
SURFLUS WAREHOUSE INC 37105 07/31/13 PAINT BRUSHES 000728	25.59		072413		D N	GENERAL SUPPLIES	101.43425.0229
SW - WEST CNTRL SERVICES 36960 07/17/13 HEALTH INSURANCE-AUGUST 000892	4,061.00		C266		D N	EMPLOYER INSUR.	101.41400.0114
	5,303.50		C266		D N	EMPLOYER INSUR.	101.41402.0114
	3,244.29		C266		D N	EMPLOYER INSUR.	101.41403.0114
	5,237.50		C266		D N	EMPLOYER INSUR.	101.41404.0114
	5,489.00		C266		D N	EMPLOYER INSUR.	101.41405.0114
	1,428.00		C266		D N	EMPLOYER INSUR.	101.41408.0114
	4,886.50		C266		D N	EMPLOYER INSUR.	101.41409.0114
	214.21		C266		D N	EMPLOYER INSUR.	101.41424.0114
	8,667.00		C266		D N	RETIRED EMPLOYEE	101.41428.0818
	30,003.10		C266		D N	INS. PASS THROUGH	101.41428.0819
	45,536.50		C266		D N	EMPLOYER INSUR.	101.42411.0114
	4,723.90		C266		D N	EMPLOYER INSUR.	101.42412.0114
	4,172.50		C266		D N	EMPLOYER INSUR.	101.43417.0114

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
SW - WEST CNTRL SERVICES	000892									
36960	07/17/13	HEALTH INSURANCE-AUGU	22,658.50					D N	EMPLOYER INSUR.	101.43425.0114
36960	07/17/13	HEALTH INSURANCE-AUGUST	766.60		C266			D N	EMPLOYER INSUR.	101.45432.0114
36960	07/17/13	HEALTH INSURANCE-AUGUST	5,501.50		C266			D N	EMPLOYER INSUR.	101.45433.0114
36960	07/17/13	HEALTH INSURANCE-AUGUST	454.80		C266			D N	EMPLOYER INSUR.	101.45435.0114
36960	07/17/13	HEALTH INSURANCE-AUGUST	865.50		C266			D N	EMPLOYER INSUR.	101.45437.0114
36960	07/17/13	HEALTH INSURANCE-AUGU	12,575.50		C266			D N	EMPLOYER INSUR.	651.48484.0114
36960	07/17/13	HEALTH INSURANCE-AUGUS	1,428.00		C266			D N	EMPLOYER INSUR.	651.48485.0114
36960	07/17/13	HEALTH INSURANCE-AUGUS	1,428.00		C266			D N	EMPLOYER INSUR.	651.48486.0114
		VENDOR TOTAL	168,645.50		*CHECK TOTAL					
		VENDOR TOTAL	168,645.50							
TDS METROCOM	000758									
37106	07/31/13	MONTHLY SERVICE	231.92		243			D N	COMMUNICATIONS	101.42412.0330
37106	07/31/13	MONTHLY SERVICE	49.16		243			D N	COMMUNICATIONS	101.43425.0330
		VENDOR TOTAL	281.08		*CHECK TOTAL					
		VENDOR TOTAL	281.08							
TERMINAL SUPPLY CO	001974									
37107	07/31/13	STROBE LIGHTS	193.63		41857-00			D N	INVENTORIES-MDSE	101.125000
37107	07/31/13	BEACON	189.42		41857-01			D N	INVENTORIES-MDSE	101.125000
		VENDOR TOTAL	383.05		*CHECK TOTAL					
		VENDOR TOTAL	383.05							
TINKLENBERG/PAUL C	002604									
37108	07/31/13	MILEAGE 1/1-7/19/13	33.62		071913			D N	TRAVEL-CONF.-SCH	101.41408.0333
37108	07/31/13	MILEAGE 1/1-7/19/13	33.62		071913			D N	TRAVEL-CONF.-SCH	101.45427.0333
		VENDOR TOTAL	67.24		*CHECK TOTAL					
		VENDOR TOTAL	67.24							
TNC INDUSTRIES INC	003030									
37109	07/31/13	VEHICLE EXHAUST SYSTE	33,972.00		31114			D N	BUILDINGS AND ST	450.42412.0551
		VENDOR TOTAL	33,972.00							
		VENDOR TOTAL	33,972.00							
TOWMASTER	002674									
37110	07/31/13	#052443-VALVE ENCLOSURE	236.01		350217			D N	MTCE. OF EQUIPME	101.43425.0224
		VENDOR TOTAL	236.01							
		VENDOR TOTAL	236.01							
TRAFFIC CONTROL CORPORAT	001471									
36954	07/12/13	CONTROLLER & CABINET	23,468.69		59345			D N	OTHER IMPROVEMEN	450.43417.0554
36954	07/12/13	INST. CONTROLLER/CABINET	935.16		59718			D N	OTHER IMPROVEMEN	450.43417.0554
		VENDOR TOTAL	24,403.85		*CHECK TOTAL					
		VENDOR TOTAL	24,403.85							
UNCOMMON USA INC	001286									
37111	07/31/13	POW FLAGS	80.37		700751			D N	GENERAL SUPPLIES	101.43425.0229
		VENDOR TOTAL	80.37							
		VENDOR TOTAL	80.37							
UNITED STATES TREASURY	001661									
37135	07/31/13	PCOR FEE	280.00		073113			D N	OTHER CHARGES	101.41428.0449
		VENDOR TOTAL	280.00							
		VENDOR TOTAL	280.00							

VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
UNIVERSITY OF MINNESOTA 37112 07/31/13 37112 07/31/13	001658 HALVORSON-WORKSHOP REG. LEDEBOER-WORKSHOP REG.	60.00 60.00		072613 072613		D N D N	TRAVEL-CONF.-SCH TRAVEL-CONF.-SCH	101.43425.0333 101.43425.0333
	VENDOR TOTAL	120.00	*CHECK TOTAL					
VAN'S ELECTRIC LLC 37113 07/31/13	002934 PROFESSIONAL SERVICES	67.00		996		D N	PROFESSIONAL SER	101.45437.0446
VERIZON WIRELESS 37114 07/31/13	002915 CELLULAR PHONE USAGE	55.52		STMT/6-13		D N	COMMUNICATIONS	101.45432.0330
VIAENE/KEN 37115 07/31/13	01404 REFUND FOWL PERMIT	30.00		072913		D N	REFUNDS AND REIM	101.41428.0882
VIKING COCA-COLA BOTTLIN 37116 07/31/13 37116 07/31/13 37116 07/31/13 37116 07/31/13 37116 07/31/13 37116 07/31/13	000777 CONCESSION SUPPLIES CONCESSION SUPPLIES CONCESSION SUPPLIES CONCESSION SUPPLIES CONCESSION SUPPLIES	330.85 119.57 38.48 142.85 260.70 892.45		113921 116979 117015 117829 118545 *CHECK TOTAL		D N D N D N D N D N D N	GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES GENERAL SUPPLIES	101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229 101.45437.0229
	VENDOR TOTAL	892.45	*CHECK TOTAL					
VISTAR CORPORATION 37117 07/31/13	002566 CONCESSION SUPPLIES	846.61		37023958		D N	GENERAL SUPPLIES	101.45433.0229
VISU-SEWER INC 37118 07/31/13	000783 ANNUAL SEWER TELEVISIN	5,504.94		24060		D N	MTCE. OF OTHER I	651.48485.0336
WAL-MART COMMUNITY 37119 07/31/13	000789 TONER CARTRIDGE	39.51		062013		D N	OFFICE SUPPLIES	651.48484.0220
WCEC INC 37120 07/31/13	002738 PROFESSIONAL SERVICES	2,039.80		70530		D N	PROFESSIONAL SER	101.42411.0446
WEST CENTRAL INDUSTRIES 37121 07/31/13 37121 07/31/13	000801 LATH BUNDLES LAWN MAINTENANCE	142.57 118.63 261.20		00038328 00038708 *CHECK TOTAL		D N D N	GENERAL SUPPLIES MTCE. OF OTHER I	101.42411.0229 101.45437.0336
	VENDOR TOTAL	261.20						
WEST CENTRAL PRINTING 37122 07/31/13	000803 EXTERIOR ZONING FORMS	158.27		17032		D N	PRINTING AND PUB	101.41402.0331
WEST CENTRAL STEEL INC 37123 07/31/13	000806 IRON	890.76		1057487		D N	INVENTORIES-MDSE	101.125000

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9	BX M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL TRIBUNE 37124 07/31/13 NOTICE PUBLISHED 000807	39.90		CL03046371		D N		PRINTING AND PUB	101.41401.0331
37124 07/31/13 NOTICE PUBLISHED	62.70		CL03054028		D N		PRINTING AND PUB	101.41401.0331
37124 07/31/13 NOTICE PUBLISHED	307.80		CL03054148		D N		PRINTING AND PUB	101.41401.0331
VENDOR TOTAL	410.40		*CHECK TOTAL					
WEST CENTRAL TROPHIES 37125 07/31/13 PLATES/ENGRAVING 000808	19.24		17806		D N		AWARDS AND INDEM	101.45432.0442
WESTMOR INDUSTRIES LLC 36958 07/15/13 INST. FUEL SYS DISPEN 001640	10,312.00		1003096		D N		FURNITURE AND EQ	450.43425.0552
37126 07/31/13 KEYPAD FOR FUEL SYSTEM VENDOR TOTAL	227.16 10,539.16		1009396RI		D N		MTCE. OF OTHER I	101.43425.0226
WILLMAR AUTO GROUP 37127 07/31/13 SIGN DEPOSIT REFUND .02038	100.00		2013-10		D N		DEPOSITS-SIGN PE	101.230001
37127 07/31/13 SIGN DEPOSIT REFUND	100.00		2013-11		D N		DEPOSITS-SIGN PE	101.230001
VENDOR TOTAL	200.00		*CHECK TOTAL					
WILLMAR AUTO VALUE 37128 07/31/13 MIRROR ADHESIVE KITS 002689	8.53		22052145		D N		INVENTORIES-MDSE	101.125000
37128 07/31/13 AIR COMPRESSOR PARTS	10.68		22053087		D N		MTCE. OF EQUIPME	651.48484.0224
37128 07/31/13 OIL FILTER	6.83		22053963		D N		MTCE. OF EQUIPME	651.48485.0224
37128 07/31/13 SILICONE SEALANT	19.21		22054150		D N		GENERAL SUPPLIES	651.48484.0229
37128 07/31/13 SCREWS	0.90		22054170		D N		MTCE. OF EQUIPME	651.48486.0224
37128 07/31/13 SPARK PLUGS	7.98		22054551		D N		MTCE. OF EQUIPME	651.48484.0224
VENDOR TOTAL	54.13		*CHECK TOTAL					
WILLMAR COIN LAUNDRY 37129 07/31/13 SIGN DEPOSIT REFUND .02039	100.00		2013-14		D N		DEPOSITS-SIGN PE	101.230001
WILLMAR DESIGN CENTER 37130 07/31/13 EXPENSE REIMBURSEMENT 002348	2,599.80		072513		D N		DOWNTOWN ITEMS	101.41428.0820
WILLMAR ELECTRIC SERVICE 37131 07/31/13 SIGNAL REPAIR-PARTS 000816	138.84		23153		D N		MTCE. OF OTHER I	101.43425.0226
WILLMAR STINGERS BASEBALL 37132 07/31/13 VOLUNTEER APPREC. PICNIC 002814	540.00		043013		D N		AWARDS AND INDEM	101.45435.0442
WILLMAR WATER & SPAS 37133 07/31/13 BOTTLED WATER 000831	15.00		E1406		D N		SUBSISTENCE OF P	101.42412.0227
37133 07/31/13 SOFTENER SALT	4.38		E1422		D N		GENERAL SUPPLIES	230.43430.0229
37133 07/31/13 BOTTLED WATER	15.00		E2034		D N		SUBSISTENCE OF P	101.42412.0227

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VENDOR NAME AND NUMBER CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WILLMAR WATER & SPAS 37133 07/31/13	000831 SOFTENER SALT	18.60		E2034		D N	GENERAL SUPPLIES	101.42412.0229
37133 07/31/13	SOFTENER SALT	8.76		E2523		D N	GENERAL SUPPLIES	230.43430.0229
37133 07/31/13	BOTTLED WATER	20.00		E2633		D N	SUBSISTENCE OF P	101.42412.0227
37133 07/31/13	BOTTLED WATER	18.75		E3211		D N	SUBSISTENCE OF P	651.48484.0227
	VENDOR TOTAL	100.49		*CHECK TOTAL				
WILMAN/ROBERT 37134 07/31/13	02034 REFUND SHLR RENTAL FEE	32.00		071913		D N	REFUNDS AND REIM	101.41428.0882

ACS FINANCIAL SYSTEM
08/01/2013 07:56:10

Vendor Payments History Report
INCLUDES ONLY POSTED TRANS

GL540R-V07.23 PAGE
24 CITY OF WILLMAR

VENDOR NAME AND NUMBER
CHECK# DATE DESCRIPTION
REPORT TOTALS:

AMOUNT CLAIM INVOICE PO# F S 9 BX M ACCOUNT NAME ACCOUNT

8,126,776.67

RECORDS PRINTED - 000540

ACS FINANCIAL SYSTEM
08/01/2013 07:56:11

Vendor Payments History Report

CITY OF WILLMAR
GL060S-V07.23 RECAPPAGE
GL540R

FUND RECAP:	DISBURSEMENTS
FUND DESCRIPTION	
101 GENERAL FUND	2,986,827.58
205 INDUSTRIAL DEVELOPMENT	24,000.00
208 CONVENTION & VISITORS BUREAU	1,697.24
230 WILLMAR MUNICIPAL AIRPORT	12,963.77
295 COMMUNITY INVESTMENT	2,670.60
303 D.S. - 2003 BOND	21,000.00
304 D.S. - 2004 BOND	19,000.00
305 D.S. - 2005 BOND	114,000.00
306 D.S. - 2006 BOND	16,000.00
307 D.S. - 2007A BOND	92,000.00
308 D.S. - 2008 BOND	11,000.00
309 D.S. - 2009 BOND	12,000.00
310 D.S. - 2010 BOND	21,000.00
311 D.S. - 2011 BOND	33,000.00
312 D.S. - 2012 BOND	34,000.00
327 D.S. - 2007B BOND	12,000.00
412 S.A.B.F. - #2012	539,289.57
413 S.A.B.F. - #2013	485.50
420 LOCAL OPT SALES TAX PROJECTS	26,554.40
430 C.P. - AIRPORT DEVELOPMENT	550,884.80
432 C.P. - WASTE TREATMENT	120,689.76
450 CAPITAL IMPROVEMENT FUND	3,411,835.48
651 WASTE TREATMENT	1,124.97
741 OFFICE SERVICES	
TOTAL ALL FUNDS	8,126,776.67

BANK RECAP:	DISBURSEMENTS
BANK NAME	
HERT HERITAGE BANK	8,126,776.67
TOTAL ALL BANKS	8,126,776.67

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 prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.	Application fee	
	If application posted or received: less than 30 days before the event \$100	more than 30 days before the event \$50

ORGANIZATION INFORMATION

Organization name: **West Central Ducks Unlimited** Previous gambling permit number: _____

Minnesota tax ID number, if any: **930904312** Federal employer ID number (FEIN), if any: _____

Type of nonprofit organization. Check one.
 Fraternal Religious Veterans Other nonprofit organization

Mailing address: **PO Box 752** City: **Willmar** State: **MN** Zip code: **56201** County: **Kandiyohi**

Name of chief executive officer [CEO]: **Mike Brown** Daytime phone number: **320-295-9547** E-mail address: **mgbrown@j-ots.com**

NONPROFIT STATUS

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

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
The Oaks

Address [do not use PO box]: **1000 26th Ave NE** City or township: **Willmar** Zip code: **56201** County: **Kandiyohi**

Date[s] of activity. For raffles, indicate the date of the drawing.
August 28, 2013

Check each type of gambling activity that your organization will conduct.
 Bingo* Raffle Paddlewheels* Pull-tabs* Tipboards*

***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.

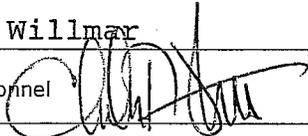
To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**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 Willmar

Signature of city personnel 

Title City Administrator Date 7/15/2013

Local unit of government must sign

**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 Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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 _____ Date _____

Print name _____

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

Send application with:

- a copy of your proof of nonprofit status, and
- application fee (non refundable). Make check payable to "State of Minnesota."

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

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

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

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

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

City of Willmar, Minnesota Building Inspection Report

From 07/01/2013 To 07/31/2013

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21582	7/31/2013	JUSTIN CHAPIN 925 MEADOW Lane SW	95-600-0170 L 17 & pt of 16&18; B 2 ORCHARD HILL	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$1,700.00	\$76.45
21594	7/16/2013	DUININCK CONCRETE LLC 605 LAKELAND Drive NE	95-911-0930 L ; B S 11; T 119; R 35	Commercial Add/Alter Commercial/Alteration	REPAIR/REPLAC E WALLS/ADD DOOR	\$50,000.00	\$973.34
21610	7/5/2013	JULIE & DOUG KVEENE 1601 7TH Street SW	95-140-0040 L 4 & PT OF 3; B 1 CURTIS ADDITION	Residential Add/Alter Residential/Alteration	RESIDENTIAL REOOF/RESIDE	\$7,000.00	\$83.50
21620	7/1/2013	NATE DOSCHER 628 OAK Lane NW	95-300-0090 L 9; B 000 HARRIS SUBDV. OF SEMINAR	Garage/Shed Garage	CONSTRUCT 912 SF DET. GARAGE	\$36,853.92	\$659.28
21625	7/5/2013	DOYLE EEKHOFF 815 16TH Street SW	95-042-0160 L PT OF 5; B 1 BARNSTAD'S 2ND ADDITION	Residential Add/Alter Addition	SCREEN PORCH ADDITION	\$8,950.00	\$214.13
21626	7/12/2013	ERICKSON LAND CO. 1814 UPPER TRENTWOOD Circle NE	95-828-1080 L 9; B 2 TRENTWOOD ESTATES, 2ND	Residential Add/Alter Addition	RESIDENTIAL ADDITION	\$25,655.64	\$515.08

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21629	7/1/2013	CHUCK MOLITOR JR. 141 ELLA Avenue NE	95-450-0300 L 20; B 2 LAKESIDE ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$1,200.00	\$50.60
21630	7/1/2013	TOM KINGERY 721 16TH Street SW	95-042-0100 L PT OF 3; B 1 BARNSTAD'S 2ND ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$26,129.00	\$380.81
21631	7/12/2013	RAFAEL ZELAYA 202 BERNARD Street SE	95-220-0530 L PT OF 2-3; B 5 FERRING'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,800.00	\$30.90
21633	7/5/2013	MARY HILLSTROM 525 RICHLAND Avenue SW	95-680-0610 L 11 & PT OF 12; B 3 PORTLAND ACRES ADDITION	Residential Add/Alter Remodel	REPLACING ROOF WITH ENGINEERED TRUSSES	\$25,000.00	\$556.15
21634	7/5/2013	JAMES OLSON KANDI PLAZA 1415 1ST S	95-412-0010 L 1; B 1 KANDI PLAZA	Commercial New Commercial	CONSTRUCT 14' X 18' STORAGE BLDG.	\$10,000.00	\$272.71
21636	7/8/2013	BILL LENSTRA 708 25TH Avenue SW	95-682-0330 L 13; B 3 PORTLAND ACRES 2ND ADD	Garage/Shed Garage	CONSTRUCT 26' X 40' DET. GARAGE	\$42,026.40	\$737.46
21639	7/5/2013	HORTENCIA GARCIA 1428 WILLMAR Avenue SW	95-080-0050 L PTS. OF 5; B 1 BON VAN ACRES	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,684.00	\$30.84

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21640	7/12/2013	DAVE & JANET BUER 2701 6TH Avenue SE	95-882-0620 L 21 & 22; B 4 WOODBERRY ADDN.	New Single-Family Dwelling New Residence	NEW HOME AND GARAGE	\$262,091.24	\$2,514.20
21643	7/12/2013	KRIS SAMUELSON 509 7TH Street SW	95-006-0660 L 12; B 61 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,400.00	\$32.70
21644	7/8/2013	PAUL IVERS 600 11TH Street SW	95-006-5520 L 1 & PT OF 2; B 99 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$6,000.00	\$33.00
21646	7/9/2013	MICHELLE ANDERSON 1122 RAMBLEWOOD Avenue SW	95-690-1180 L 18; B 6 RAMBLEWOOD ADDITION	Residential Add/Alter Install Egress Window	INSTALL EGRESS WINDOW	\$1,000.00	\$49.15
21648	7/8/2013	ADRIAN JIMENEZ 421 MINNESOTA Avenue SE	95-740-1370 L PTS. OF 4; B 9 SPICER'S ADDITION	Residential Add/Alter Siding	RESIDE GARAGE	\$750.00	\$50.38
21649	7/16/2013	PERKINS RESTAURANT 2645 1ST Street S	95-923-8900 L ; B S 23; T 119N; R 35W	Commercial Add/Alter Commercial/Alteration	INSTALL 2 PYROCHEM FIRE SYSTEMS	\$4,000.00	\$145.96
21650	7/12/2013	LUKE CRUZE & KRISTEN NORSTEN 508 JULII Street SE	95-222-0120 L 12; B 2 FERRING'S 2ND ADDITION	Residential Add/Alter Deck	13 X 12 DECK	\$1,200.00	\$56.95

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21651	7/16/2013	KAREN RINKE 730 11TH Street NW	95-052-0110 L 1; B 2 BEASLEY'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,985.00	\$33.99
21652	7/12/2013	MAVIS K LEDEBOER 1408 12TH Street SE	95-672-0130 L 3; B 2 PLEASANT VIEW 3RD ADDN	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$8,134.58	\$54.07
21653	7/12/2013	ANTONIO & SILVIA VAZQUEZ 419 LITCHFIELD Avenue SW	95-003-5100 L PT OF 14; B 43 ORIGINAL CITY	Commercial Add/Alter Commercial/Alteration	COMMERCIAL REROOF	\$5,000.00	\$102.25
21656	7/23/2013	TERRY RICE 921 14TH Avenue SW	95-690-1420 L PT OF 10-11; B 7 RAMBLEWOOD ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,000.00	\$33.50
21657	7/12/2013	MAYME LYNCH 618 10TH Street SW	95-006-2780 L 5 & PT OF 6; B 76 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$6,500.00	\$33.25
21658	7/12/2013	LINCOLN CLEMENTS 2000 9TH Street SW	95-922-8065 L ; B S 22; T 119; R 35	Commercial Add/Alter Commercial/Alteration	REROOF COMMERCIAL GARAGE	\$6,400.00	\$115.45
21660	7/12/2013	TERESA DOCKEN 2708 14TH Avenue NW	95-135-0170 L 17; B 1 COLLEGE VIEW ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$6,000.00	\$33.00

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21661	7/12/2013	STEVE LINDSTRAND 220 TROTT Avenue SE	95-740-0910 L PT OF 1-2; B 7 SPICER'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$8,600.00	\$34.30
21662	7/12/2013	LANCE SHARKEY 703 5TH Street SW	95-006-3820 L 13; B 83 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,500.00	\$31.25
21663	7/16/2013	JANET COFER 1312 6TH Street SW	95-750-0250 L PT OF 17; B SUBDIVISION N1/2 NE 1/4	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,000.00	\$30.50
21664	7/16/2013	DIANNE CHRISTIANSON 717 IRENE Avenue SE	95-660-0390 L 19; B 2 PERKIN'S 1ST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,500.00	\$33.75
21668	7/16/2013	ALBERT LARAWAY BONNIE 1220 WILLMAR Avenue SW	95-570-0500 L 9; B 3 NURSERY ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$1,500.00	\$30.75
21669	7/16/2013	ARLEN CHRISTIANSON 1121 BECKER Avenue SW	95-006-5880 L PT OF 13-14; B 101 FIRST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$4,000.00	\$32.00
21672	7/19/2013	DENIS ANDERSON 3213 EAGLE RIDGE Drive E	95-148-0230 L 23 & PT OF 24; B 1 EAGLES LANDING	Residential Add/Alter Deck	RESIDENTIAL DECK	\$11,000.00	\$250.15

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21674	7/19/2013	SHERRON THEIN 1021 LITCHFIELD Avenue SW	95-003-4220 L PT OF 13 & 14; B 37 ORIGINAL CITY	Residential Add/Alter Deck	LANDING & STAIRS - REAR OF HOME	\$400.00	\$29.60
21675	7/19/2013	EMILY OLSEN 1601 7TH Avenue SE	95-913-1070 L; B S 13; T 119N; R 35W	Residential Add/Alter Deck	INSTALL PATIO DOOR AND 8' X 12' DECK	\$900.00	\$45.25
21676	7/22/2013	RON ERDMANN 604 24TH Avenue SW	95-682-0070 L 7; B 1 PORTLAND ACRES 2ND ADD	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$7,000.00	\$33.50
21677	7/22/2013	COLETTE BRANDENBURG 926 6TH Street SW	95-090-0870 L 7; B G BOOTH'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,250.00	\$31.63
21678	7/22/2013	ANTHONY LAMPHER 1408 17TH Street SW	95-510-0350 L 13; B 3 MOLENAAR'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$2,700.00	\$31.35
21679	7/24/2013	BRENDA SCHROEDER 721 11TH Street NW	95-050-0110 L 1; B 2 BEASLEY'S 1ST ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$500.00	\$30.25
21680	7/29/2013	WILLMAR PUBLIC SCHOOLS 512 8TH Street SW	95-006-0300 L 1-14; B 59 FIRST ADDITION	Commercial Add/Alter Commercial/Alteration	REROOF GARFIELD SCHOOL	\$110,037.00	\$992.27

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
21687	7/26/2013	MIKE WHELAN 519 8TH Street SW	95-006-0480 L 9; B 60 FIRST ADDITION	Residential Add/Alter Siding	RESIDENTIAL RESIDE	\$4,000.00	\$52.00
21688	7/29/2013	GORDON HEMZE 421 ANN Street SE	95-220-1800 L 10 & PT OF 9; B 12 FERRING'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$5,186.00	\$32.59
21689	7/29/2013	DONALD LATTIMER 625 17TH Street SW	95-040-0490 L 10; B 5 BARNSTAD'S ADDITION	Residential Add/Alter Siding	WINDOW REPLACEMENT & RESIDE	\$2,500.00	\$51.25
21690	7/29/2013	ISD #347 WILLMAR PUBLIC SCHOOLS 1800 19TH Avenue SW	95-921-5940 L ; B S 21; T 119N; R 35W	Commercial Add/Alter Fire Sprinkler	ADD 7 SPRINKLER HEADS IN FRONT ENTRY	\$3,000.00	\$124.84
21691	7/29/2013	WENDELL KEINITZ 1404 TROTT Avenue SE	95-184-1210 L PT OF 11-12; B 8 ERICKSON'S 3RD ADDITION	Move/Raze Demolition	DEMO DETACHED GARAGE	\$0.00	\$30.00
21692	7/29/2013	JEFF KOTTKE 1211 15TH Avenue NW	95-560-0120 L 12; B 1 NORTHWOOD ESTATES	Garage/Shed Garage	CONSTRUCT 810 SF DET. GARAGE	\$32,732.10	\$606.82
21694	7/29/2013	ALLAN KOBILANSKY 911 3RD Street SW	95-280-2110 L 11; B 12 HANSON'S ADDITION	Residential Add/Alter Reroofing	RESIDENTIAL REROOF	\$3,000.00	\$31.50

No.	Date	Owner and Address	Legal Description	Use	Permit For	Value	Total Fee
		Current Year Current Month Totals		48		\$776,764.88	\$10,434.65
		Previous Year Current Month Valuation				\$606,935.19	
		Current YTD Valuation From 01/01/2013 To 07/31/2013				\$32,897,677.53	
		Previous YTD Valuation				\$9,455,214.94	

**WILLMAR MUNICIPAL AIRPORT COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JULY 17, 2013**

MINUTES

1. The Willmar Municipal Airport Commission met on Wednesday, July 17, 2013, at 5:00 p.m. at the Willmar Municipal Airport Conference Room.

** Members Present: Pat Curry, Terry Albers, John Lambing, Steve Nedrelow, and Sandy Gardner.

** Members Absent: Dan Reigstad, and Don Cole.

** Others Present: Frank Yanish-Mayor, Steve Renquist, Ron Christianson, Eric Rudningen- Eric's Aviation Services, Jared Voge- Bolton and Menk, and Megan DeSchepper- Planner/Airport Manager.

2. EDC MARKETING DISCUSSION: Steve Renquist of the Kandiyohi County and City of Willmar Economic Development Commission offered his assistance to help promote and grow the Airport. He reviewed the 5-year goals for the EDC one of which is to achieve 25% increase in local airport utilization by 2015. Mr. Renquist stated that they do not have a specific marketing plan for the airport but with the assistance of the Airport Commission they certainly could formulate one or assist airport efforts in other ways.

Mr. Curry thanked Mr. Renquist and the EDC with their monetary support of painting supplies and a supper being provided for the MN 99's airmarking group that will be painting the compass rose the weekend of July 26th.

The discussion then focused on LifeLink III choosing to operate out of the Willmar Airport. They moved operations from Hutchinson as of July 1, 2013. They are temporarily operating out of a modular home trailer as an office/rest quarters for their three person team. Even more temporarily the Airport Terminal Conference room has been used for about three weeks until the trailer was fully functional with utilities and internet. They are weighing out their options to build a hangar as a permanent base or to lease an existing hangar space.

Mr. Curry expressed disappointment for not involving the Airport Commission in the process of Life Link III moving to Willmar. Mr. Rudningen and Staff explained that Life Link III was weighing various locations to relocate to Willmar and the selection process was confidential. Willmar was not sure the deal was going to occur until late April. Staff then quickly dealt with temporary siting issues etc. to meet the very short timed July 1 move date.

Mr. Rudningen stated that he and Staff were planning on working on a building guidelines proposal for the private hangar area to present to the Airport Commission to set a policy for all future development so when there is interest there is a plan.

The Commission talked about further defining their roles as a Commission. Mr. Rudningen said the Commission could formulate the 5 year Airport Commission project list etc. To help support the Airport budget and 5 year Capital Improvement plan with MN/DOT and the FAA.

The Commission discussed being kept more in the loop about projects etc. And it was suggested to meet more frequently to keep the important issues current and relaying those messages onto the City Council for action. The Commission set the next meeting for August 28th at 4:30 p.m.

3. COMPASS ROSE: Mr. Curry updated the Commission on the compass rose project the MN 99's will arrive on Friday July 26th at 2:00 p.m. to begin the project. Due north will be marked by Bolton and Menk on Monday July 22nd. Mr. Curry lined up the paint, painting supplies, meals etc. for the volunteer women's aviation group. The Commission thinks this project will be a great addition to the Airport and thanked him for his efforts.
4. JOHN L. RICE FIELD SIGNAGE: Mr. Curry updated the Commission on the John L. Rice Field signage that has been installed on the FBO building above the large door facing the runway. The 1' high letters were installed by Public Works Staff and the Commission thanks them for their efforts.
5. MINUTES: The minutes of the March 20, 2013 meeting were approved as presented.
6. T-HANGAR HG-6 UNITS 7 & 8 RENTAL COST: Staff asked the Commission to consider leasing the two vacant (unrentable) units in the six unit T-Hangar building that have pavement heaving issues along the doors making them difficult to get planes in and out of. There has been some interest in renting out the spaces by people that have lighter planes and it's not as difficult to get them over the bump, but they do request a lesser rate for the trouble.

Dr. Nedrelow made a motion, seconded by Mr. Lambing to allow the rental of the units with a reduction in rent up to Staff.

There was further discussion about the cost of the end storage units which are half of a regular T-Hangar and that staff was looking for a dollar amount from the Commission.

Dr. Nedrelow made a motion, seconded by Mr. Lambing to amend the motion as follows: to allow the rental of the units that have been vacant due to heaving for rent at a reduced rate of \$90.00.

The motion carried.

7. RUNWAY TURF AND CRACK SEALING IMPROVEMENTS PROJECTS UPDATE:
Jared Voge, of Bolton and Menk, updated the Commission on the crack sealing project and turf runway restoration project. The crack sealing work has been completed with minimal disturbance of flight traffic. The seeding is mostly complete, but there are some areas that require reseeding as per the contract.
8. There being no further business to come before the Commission, the meeting adjourned at 6:31 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

WCER JOINT POWERS BOARD MEETING

July 26, 2013

Members Present: Eric Banks, Bill Borth, Matt Dawson, Ross Magnuson, Bonnie Pehrson, Darin Strand, Pablo Obregon, Lynn Peterson, Liz VanDerBill, Tim Johnson and Audrey Nelsen

Staff Present: Steve Brisendine, Rob Baumgarn, Kevin Madsen, Jena Tollefson and Charlene Stevens

Chair Eric Banks welcomed and thanked the members for attending today.

1. CER Budget

Steve Brisendine outlined for the board the 2014 proposed City Budget. Brisendine highlighted the proposed amount in the budget for Part Time Salaries in the Leisure Service Budget was increased from \$77,500 to \$87,000 to meet the needs of additional programs along with possibly reinstating some staff in areas that were reduced in 2013 such as the lifeguards at Robbins Island. The Civic Center Budget has increases in maintenance of the facility along with an increase in the supply budget amounting to about \$9,500 more than 2013. Also staff have requested \$50,000 for engineering services to study the HVAC and Refrigeration needs of the Civic Center that are tentatively planned for replacement in the 2014 Capital Budget.

The WCAC budget does not have any substantial changes proposed for 2014 other than shuffling resources from professional services to salaries reflecting the hiring of a custodian for that facility.

The DOAC budget reflects a proposed increase in Part Time Salaries to staff the facility a little later in the summer of 2014 than 2013. In addition you might see the hours of the facility change slightly to better meet the needs of the community.

2. Park Plan

Committee members discussed the process being made on this plan led by staff at Mid Minnesota Development Commission. To date the majority of the work has been taking an inventory of the parks and the amenities available at the individual parks. The committee has worked on creating a survey to send out to the public for feedback. A draft of that survey will be sent to the JP Board for input as the plan is to have the survey sent out in early August. Upon completion of the survey the committee will begin the work of writing a comprehensive plan that will be an addendum to the City's Comprehensive Plan. VanDerBill asked if this is a plan for the city or will other information be included? She also wondered about more input and whether more people can join the process. The plan is indeed more than a city plan but there will also be information about other recreational facilities (YMCA) and a section about the Schools and the facilities they provide (tennis courts, ball fields, etc.) to enhance our park system. The committee wanted to keep the initial team small to do this work but now we are able to invite more

Page 2 CER Joint Powers Board Minutes

members to the table as we begin the more in-depth work of creating a plan. In addition we will have community forums to allow all residents an opportunity for feedback.

3. Old Business-Amphitheatre Project

Steve Brisendine and Charlene Stevens updated the board on the process being made on this project. Engan and Associates have completed a working document that was given to members to review. The next step in the process will be to circle back with the City Council to further discuss the next steps in the process and once agreed upon Bob Mathiason will begin formulating the fundraising process he wants to follow to complete this process. The initial estimate puts the budget for the facility at about \$300,000 with other costs not estimated yet for other infrastructure needs, such as trails/roads to the site.

4. Old Business-Elect Vice-Chair

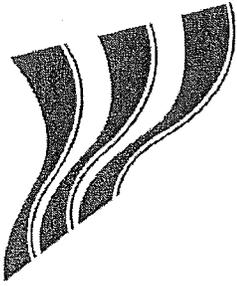
Steve Brisendine reminded the board that a vice chair position should be filled. This position would run the meetings when the chair is unavailable and also provide input into monthly agendas.

5. New Business-CER Joint Powers Board Planning Session-Liz VanDerBill

Ms. VanDerBill informed the board that the School Board and administration of both the City and School have been in discussion about the CER Board going through a visioning process. Items to be discussed would be the overall mission and role of the Board, the individual role of members and what is the overall vision and goals of the CER Joint Powers Board. Currently administration has been in contact with Roger Werner a retired superintendent that has facilitated many planning sessions with districts and boards. Ms. Stevens offered that this would give more meaning to the members. If we could complete this process early this fall the board could create a list of goals to work on for the 2014 calendar year. The date and time for this session has not been set at this time.

Being no further business the meeting was adjourned 1:15pm.

Next Meeting is scheduled for August 23rd 12:00noon Jefferson Learning Center.



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

Agenda Item Number: 7

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: August 5, 2013

Approved Denied
 Amended Tabled
 Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of an Ordinance Establishing an On-Sale Brewer Taproom Liquor License Category and Amending Off-Sale Malt Liquor Sales for the Licensed Brewer

Recommended Action: Motion to Approve

Background/Summary:

The City has received a request to create a new category of liquor licenses to accommodate the unique retailing venue of breweries/brew pubs in the city. This new category is requested following the Minnesota Statutes that were created in 2011.

The Minnesota Legislature established a new law that allows municipalities to create a special on-sale category for breweries/brew pubs called a taproom license which would allow them to sell their on-site brewed products for consumption on the premises. (No person may directly or indirectly manufacture or sell at wholesale intoxicating liquor or 3.2 percent malt liquor without obtaining an appropriate license from the Commissioner of the Liquor Control Division). The authority to establish this license category can be found in MN State Statute 340A.301, sub. 6b.

The Council was previously agreeable to creating this new on-sale liquor license category. The City Attorney has drafted an Ordinance that accomplishes the request and now allows for the same licensed brewer to make off-premise sales of the brewed malt liquor.

Alternatives: Deny

Financial Considerations: A Resolution Setting the Annual Fee Should Follow the Action on the Ordinance.

Preparer: City Clerk-Treasurer

Signature:

Comments:

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 3, ALCOHOLIC BEVERAGES, ARTICLE II, SALE OF ALCOHOLIC BEVERAGES, DIVISION 2, LICENSE, SECTION 3-48, LICENSE FEE AND ARTICLE III, SALE OF INTOXICATING LIQUOR FOR ON-PREMISES CONSUMPTION, DIVISION 2, LICENSE, SECTION 3-117, LICENSE FEE—GENERALLY, AND ADOPTING A NEW SECTION 3-58, “OFF-SALE” MALT LIQUOR LICENSES, AND A NEW SECTION 3-137, BREWER TAPROOM LICENSES

The City Council of the City of Willmar hereby ordains as follows:

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 3-48. Chapter 3, Article II, Division 2, Section 3-48 of the Willmar Municipal Code is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-48. - License fee.

- (b) *Amount.* The annual fee for off-sale licenses shall be in such amount as kept on file in the office of the city clerk-treasurer. The fee for a license granted after the commencement of the license year shall be prorated on a monthly basis, with each part of a month constituting a full month.
- (c) *Payment.* ~~All of the~~ The license fee may shall be paid upon application, ~~or the applicant may pay one-half of the fee at the time of application and the remaining balance on or before the last day of the sixth month following the issuance of the license.~~ All fees shall be paid into the general fund of the city, and shall be paid in cash or by certified check.

Section 2. AMENDMENT OF MUNICIPAL CODE SECTION 3-117. Chapter 3, Article III, Division 2, Section 3-117 of the Willmar Municipal Code is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-117. - License fee—Generally.

- (b) *Payment.* All of the license fee ~~may~~ shall be paid upon application, ~~or the applicant may pay one-half of the fee at the time of application and the remaining balance on or before the last day of the sixth month following the issuance of the license.~~ All fees shall be paid into the general fund of the city and shall be paid in cash or by certified check.

Section 3. ENACTMENT OF NEW MUNICIPAL CODE SECTION 3-58. Chapter 3, Article II, Division II of the Willmar Municipal Code is hereby amended to include a new Section 3-58 to read as follows:

Sec. 3-58.—“Off-Sale” Malt Liquor Licenses

A brewer licensed under Stat. § 340A.301, Subd. 6(d), (i), or (j) may be licensed for the "off-sale" of malt liquor produced and packaged on the licensed premises in accordance with Minn. Stat. § 340A.301, Subd. 7(b), subject to the following conditions:

- (a) The annual license fee for an off-sale malt liquor license, as established in the fee schedule kept on file in the office of the city clerk-treasurer, shall be paid.
- (b) The investigating fee established in section 3-49 of this code shall be paid.
- (c) Off-sale of malt liquor may only be made during the hours that "off-sale" of liquor may be made;
- (d) The malt liquor shall be packaged in sixty-four-ounce containers commonly known as "growlers" or in seven hundred fifty (750) milliliter bottles;
- (e) The malt liquor sold at "off-sale" must be removed from the licensed premise before the applicable closing time at exclusive liquor stores;
- (f) The "growler" must be sealed in such a manner that the seal must be broken in order to open the container and the seal must bear the name and address of the brewer, and the legend "Not for Consumption in Public" must be prominently displayed on the seal.
- (g) All other provisions of this article shall be applicable to such licenses and licensees unless inconsistent with the provisions of this section.

Section 4. ENACTMENT OF NEW MUNICIPAL CODE SECTION 3-137. Chapter 3, Article III, Division 2 of the Willmar Municipal Code is hereby amended to include a new Section 3-137 to read as follows:

Sec. 3-137.—Brewer Taproom Licenses

- (a) *Definition.* A brewer taproom license shall mean a license authorizing the on-sale of malt liquor produced by a brewer for consumption on the premises of or adjacent to one (1) brewer location owned by the brewer.
- (b) *Issuance of license; fee; conditions of license.* Brewer taproom licenses may be issued to the holder of a brewer's

license under Minn. Stat. § 340A.301, subd. 6(c), (i) or (j). Said license may be issued without regard to the limitations contained in sections 3-113 and 3-114 and are subject to the following conditions:

- (1) The annual license fee for a taproom license, as established in the fee schedule kept on file in the office of the city clerk-treasurer, shall be paid.
- (2) The investigating fee established in section 3-120 of this code shall be paid.
- (3) The license shall be valid on all days of the week consistent with the hours of sale provided in section 3-83 of this code.
- (4) A brewer may only hold one (1) brewer taproom license under this section.
- (5) The only alcoholic beverages sold or consumed on the premises of the taproom will be malt liquor produced by the brewer upon the brewery premises.
- (6) No taproom shall be located across a public right-of-way such as a street or alley from the brewery location.
- (7) All other provisions of this article shall be applicable to such licenses and licensees unless inconsistent with the provisions of this section.

(c) Nothing in this section shall preclude the holder of a brewer taproom license from also holding a license to operate a restaurant at the taproom location.

Section 5. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2013.

ATTEST:

Kevin Halliday, City Clerk

Frank Yanish, Mayor

VOTE: ___ AHMANN ___ ANDERSON ___ CHRISTIANSON
___ DEBLIECK ___ DOKKEN ___ FAGERLIE ___ JOHNSON ___ NELSON

This Ordinance introduced by Council Member: _____

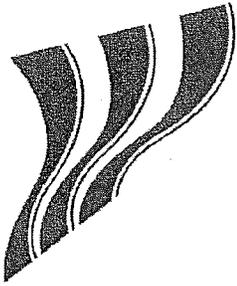
This Ordinance introduced on: _____

This Ordinance published on: _____

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: 8

Meeting Date: _____

Attachments: X Yes No

CITY COUNCIL ACTION

Date: August 5, 2013

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

Originating Department: City Clerk

Agenda Item: Hearing for Critical Care Services, Inc. – Issuance of Bonds Used to Purchase Helicopters With One Located at the Willmar Municipal Airport

Recommended Action: Adopt Resolution Approving the Issuance by the Public Finance Authority of Bonds on Behalf of Critical Care Services, Inc.

Background/Summary:

Critical Care Services, Inc., a Minnesota nonprofit corporation, has requested that the Public Finance Authority in the State of Wisconsin issue its Revenue Bonds (Critical Care Services, Inc. Project) Series 2013 in an amount not to exceed \$18,600,000 to finance the acquisition of six (6) helicopters for medical use to be located in Alexandria, Minnesota; Hibbing, Minnesota; Willmar, Minnesota; Blaine, Minnesota; and in Rice Lake, Wisconsin; and costs of issuance of the Bonds.

The Borrower has advised the City that one or more of the financed helicopters will be housed at the Borrower's facility located at the Willmar Municipal Airport, 6600 Highway 40 West, Willmar, Minnesota 56201. The Project will be initially owned and operated by the Borrower and the Bonds or a portion thereof will be "private activity bonds" and "qualified 501(c)(3) bonds" for purposes of the Internal Revenue Code of 1986.

Pursuant to Section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of a governmental unit having jurisdiction over the area in which the Project is located, after a public hearing held following reasonable public notice.

Alternatives: Deny

Financial Considerations: No cost to the City.

Preparer: Kevin J. Halliday, City Clerk-Treasurer

Signature:

Comments:

**A RESOLUTION OF THE CITY COUNCIL OF WILLMAR, MINNESOTA
APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY
OF BONDS ON BEHALF OF
CRITICAL CARE SERVICES, INC.**

WHEREAS, Critical Care Services, Inc., a Minnesota nonprofit corporation (the "Borrower"), has requested that the Public Finance Authority in the State of Wisconsin (the "Authority") issue its Revenue Bonds (Critical Care Services, Inc. Project) Series 2013 (the "Bonds") in an amount not to exceed \$18,600,000 to finance the (i) acquisition of six (6) helicopters for medical use to be located in Alexandria, Minnesota; Hibbing, Minnesota; Willmar, Minnesota; Blaine, Minnesota; and in Rice Lake, Wisconsin; and (ii) costs of issuance of the Bonds (collectively, the "Project"); and

WHEREAS, the Borrower has advised the City that one or more of the financed helicopters will be housed at the Borrower's facility located at the Willmar Municipal Airport, 6600 Highway 40 West, Willmar, Minnesota 56201 (the "Willmar Project"); and

WHEREAS, the Project will be initially owned and operated by the Borrower; and

WHEREAS, the Bonds or a portion thereof will be "private activity bonds" and "qualified 501(c)(3) bonds" for purposes of the Internal Revenue Code of 1986 (the "Code"); and

WHEREAS, pursuant to Section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of a governmental unit having jurisdiction over the area in which the Project is located, after a public hearing held following reasonable public notice; and

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, the Bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the Project is to be located; and

WHEREAS, the members of the City Council (the "Governing Body") of Willmar, Minnesota (the "City") are the applicable elected representatives of the City; and

WHEREAS, the Borrower has requested that the Governing Body approve the financing of the Project and the issuance of the Bonds in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Amended and Restated Joint Exercise of Powers Agreement Relating to the Public Finance Authority, dated as of September 28, 2010 (the "Joint Exercise Agreement") and Section 66.0304(11)(a) of the Wisconsin Statutes; and

WHEREAS, pursuant to Section 147(f) of the Code, the Governing Body or its designee has, following notice duly given in the form attached hereto as Exhibit A (the "TEFRA Notice"), held a public hearing regarding the financing of the Project and the issuance of the Bonds, and

now desires to approve the financing and the issuance of the Bonds relating to the Willmar Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE ABOVE-NAMED GOVERNING BODY AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. In order to comply with Section 147(f) of the Code, the Governing Body hereby ratifies the publication of the "Notice of Public Hearing" in a newspaper qualified to carry legal notices and having general circulation within the City.

Section 3. The Governing Body hereby approves the issuance of the Bonds by the Authority for financing the Willmar Project. It is the purpose and intent of the Governing Body that this resolution constitute approval of the issuance of the Bonds by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Willmar Project is located, in accordance with Section 147(f) of the Code, Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Joint Exercise Agreement. The Governing Body has not performed any due diligence with regard to the Project or the issuance of the Bonds. This Resolution shall not be construed as an endorsement by the Governing Body of the Project or the actions of the Authority or the Borrower in connection therewith.

Section 4. The officers of the Governing Body are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents that they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing approved hereby.

[Remainder of Page Intentionally Left Blank]

ADOPTED by the City Council of Willmar, Minnesota at a regular meeting of said body held on the 5th day of August 2013, by a majority vote:

(SEAL)

By _____

Mayor

ATTEST AND COUNTERSIGN

By _____

City Clerk

**FINANCE COMMITTEE REPORT
CITY OF WILLMAR
MONDAY, JULY 29, 2013**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, July 29, 2013, in Conference Room No. 1 at the City Office Building. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	Chair
	Tim Johnson	Vice-Chair
	Rick Fagerlie	Member
	Audrey Nelsen	Member
	Steve Okins	City Finance Director

Others present included Council Member Bruce Deblieck, Council Member Jim Dokken, and Accounting Supervisor Carol Cunningham.

Item No. 1 – Public Comment

Chair Anderson acknowledged that no one present wished to address the Committee at this time.

Item No. 2 – Preliminary Budget for Sperryville Lift Station Project (Resolution)

Staff explained to the Committee that replacement of the Sperryville Lift Station is part of the 2013 Capital Improvements Plan. The Council has previously awarded a professional services contract and the construction project is currently out for bids. A Preliminary Budget totaling \$329,100 needs to be adopted which includes \$275,000 from Capital Improvements and \$54,100 from the Operating portion of the 2013 Budget. Following discussion, it was moved by Council Member Nelsen, seconded by Council Member Fagerlie, and passed to make the following:

RECOMMENDATION: to introduce a resolution adopting the Sperryville Life Station Project Preliminary Budget of \$329,100.

Item No. 3 – Reports (Information)

The Committee received the May 31, 2013, Rice Hospital Financial Report. Several questions were raised and it was requested that representatives from Rice Hospital attend the Finance Committee meetings every other month to present their reports and answer questions instead of quarterly. The Committee also received the June 30, 2013, Reports for Rice Trust, CVB, Interest, and Investments. This matter was taken for information only.

Item No. 4 – Old Business (Information)

Chair Anderson acknowledged there was no old business for the Committee to discuss at this time.

Item No. 5 – New Business (Information)

Staff reminded the Committee that the Mayor will be presenting his 2014 budget at the August 12, 2013, Finance Committee Meeting to be held at the Willmar Municipal Utilities Auditorium at 4:45 PM.

There being no further business to come before the Committee, Chair Anderson declared the meeting adjourned at 5:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Carol Cunningham".

Carol Cunningham
Accounting Supervisor



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: 7/29/13

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
 Amended Tabled
 Other

Originating Department: Public Works/Waste Water Treatment

Agenda Item: Consideration of preliminary budget for the Sperryville lift station project.

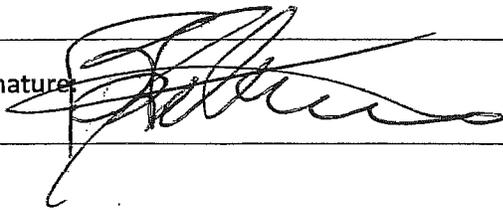
Recommended Action: Approve the preliminary budget as presented.

Background/Summary: The replacement of the Sperryville lift station is part of the 2013 capital plan. A professional services contract has been awarded and the construction project is currently out for bids. It is necessary that a budget be adopted to track expenditures under this project.

Alternatives: 1. Adopt the budget
2. Not adopt the budget

Financial Considerations: All projects costs are budgeted in the 2013 capital and/or operating budgets.

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature: 

Comments:

RESOLUTION NO. _____
PRELIMINARY SPERRYVILLE BUDGET

ESTIMATED TOTAL COST \$311,152.50

*Budget Amounts are Essential

Dated: _____

Code

PERSONNEL SERVICES

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

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
TOTAL \$0.00

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. \$239,727.00
37 Subsistence of Persons
38 Cleaning & Waste Removal
39* Other Services (contingency) \$14,817.00
TOTAL \$254,544.00

OTHER CHARGES

40 Rents
41* Insurance & Bonds
42 Awards & Indemnities
43 Subscription/Memberships
44 Interest
45 Licenses & Taxes
46* Prof. Serv. \$52,708.50
47* Advertising
48* Adm. OH (Transfer)
49 Other Charges
TOTAL \$52,708.50

CAPITAL OUTLAY

51 Land and Legal \$3,900.00
TOTAL \$3,900.00
GRAND TOTAL \$311,152.50

RECEIVABLES

Property Owners
County
State
City 2013 Capital Budget \$275,000.00
City 2013 Operating Budget \$54,100.00
Other
TOTAL \$329,100.00

FINANCING

Bonds
State
City 2013 Capital Budget \$275,000.00
City 2013 Operating Budget \$54,100.00
Other
TOTAL \$329,100.00

GRAND TOTAL \$329,100.00

Dated: _____

Mayor

Attest:

City Clerk/Treasurer

Review Services Completed

- 30% Design Plans


Sperryville 30% Drawings.pdf

Review Services Completed

- 30% Cost Estimates


30% Const Cost Opinion - JH.pdf

Financial Review

Total Project Costs:

Donohue Contract	\$ 52,709
Construction	<u>239,727</u>
Subtotal	\$ 292,436
Land and Legal	3,900
Contingency (5%)	<u>14,817</u>
Total Estimated Project Cost	\$ 311,152

Review Services Completed

- Easement list and info for obtaining
 - ✓ 15' easement on one property
 - ✓ 750 sq. ft. total
 - ✓ Negotiated: \$2.50 per sq. ft. and \$1000 in damages - \$2,875
 - ✓ Attorney putting easement together now - \$800 fee
 - ✓ Filing & recording - \$125

WASTE TREATMENT PLANT FUND

48485-WTP COLLECTIONS-COMBINED (CONTINUED)

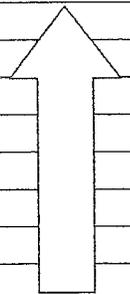
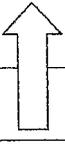
	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2013 PROPOSED	2013 ADOPTED
OTHER CHARGES					
0440 RENTS	---	110	---	200	200
0441 INSURANCES & BONDS	---	---	---	---	---
0442 AWARDS & INDEMNITIES	---	---	---	---	---
0443 SUBSCRIPTIONS & MEMBERSHI	4,926	2,463	---	---	---
0444 INTEREST	---	---	---	54,100	54,100
0445 LICENSES & TAXES	---	35	---	---	---
0446 PROFESSIONAL SERVICES	21,941	46	---	---	---
0447 ADVERTISING	---	---	---	---	---
0449 OTHER CHARGES	---	---	---	---	---
TOTAL OTHER CHARGES	26,866	2,654	0	54,300	54,300
CAPITAL OUTLAY					
0550 LAND	---	---	---	275,000	275,000
0551 BUILDINGS & STRUCTURES	---	---	---	---	---
0552 FURNITURE & EQUIPMENT	---	---	---	---	---
0553 MACHINERY & AUTO	72,915	86,886	---	50,000	50,000
0554 OTHER IMPROVEMENTS	---	---	---	---	---
TOTAL CAPITAL OUTLAY	72,915	86,886	0	325,000	325,000
DEBT REDEMPTION					
0660 BONDS	---	---	---	---	---
TOTAL DEBT REDEMPTION	0	0	0	0	0
TRANSFERS OUT					
0701 TRANSFER OUT-GENERAL	100,000	---	---	---	---
0712 TRANSFER OUT-S.A.B.F 2012	---	4,600	---	---	---
TOTAL TRANSFERS OUT	100,000	4,600	0	0	0
OTHER DISBURSEMENTS					
0882 REFUNDS & REIMBURSEMENTS	---	---	---	---	---
0883 DEPRECIATION	39,314	52,750	52,750	52,750	52,750
0885 CAPITAL LOSS	---	10,742	---	---	---
TOTAL OTHER DISBURS.	39,314	63,492	52,750	52,750	52,750
TOTAL WTP COLLECT/COMB.	391,457	272,551	133,992	641,880	641,880

Rice Memorial Hospital Financial Statements May 31, 2013

Executive Summary

May was a positive month in terms of operational financial performance compared to budget and in terms of actual performance, good news after a few bad months. Rice generated a profit of \$359,000 from operations in May compared to budgeted Operating Income of \$183,000 which decreased the YTD budget deficit to \$2.4 million. The primary contributing factor for this month's improved results related to the BCBS contract estimate whereby Rice has been underpaid by BCBS for the current contract year. The estimated amount of the deficit reimbursement was \$1.1 million. There was \$300,000 of additional write-offs of receivables at Home Medical of which there will likely be one more month of write-offs until this is fully resolved. The write-offs continued to be related to three main areas: prior errors and adjustments on old accounts; lack of documentation and medical necessity; and timely filings.

Here is a summary of key financial indicators:

	<u>Actual</u>	<u>Budget</u>	<u>Last Year/ Last YTD</u>	<u>Prior Year</u>	<u>Benchmark</u>	<u>Desired</u>
Operating Margin-Month	4.0%	2.1%	-0.8%			
Operating Margin-YTD	-3.1%	2.7%	-2.1%	1.4%	2.2%	
Excess Margin-Month	1.3%	3.0%	1.9%			
Excess Margin-YTD	-2.7%	3.5%	-0.6%	2.3%	2.8%	
EBIDA Margin-Month	10.7%	12.7%	11.4%			
EBIDA Margin-YTD	7.4%	13.0%	9.4%	13.1%	10.8%	
Debt/Capitalization	42.6%	41.8%	44.8%	43.4%	38.7%	
Net Days of Receivables	54	50	61	64	46	
Days of Cash	107	129	104	114	131	
Cash/Debt	61%	82%	57%	63%	87%	

May 31, 2013 Balance Sheet:

The May YTD balance sheet realized a decrease in Net Assets of \$815,000. Total Assets have decreased \$4.5 million while Total Liabilities have decreased \$3.7 million. The Total Asset decrease was due to a decrease in Current Assets of \$4.5 million; an increase in Assets Limited as to Use of \$112,000; an increase in Property, Plant, and Equipment of \$885,000; and a decrease in Other Assets of \$965,000. The decrease in Current Assets was due to decreases in Cash, Trustee Bond Agreement reserves (debt service payments) and Receivables. Receivable collections have improved as Days Outstanding decreased

in May from 56 days to 54 days. Assets Limited as to Use has increased due to market value increases in the Rice Trust Endowment Fund. Property, Plant, and Equipment has increased due to the Care Center Project and Other Assets have decreased due to General Investment transfers to Cash partially offset by a timing difference in the investment in Willmar Medical Services. Cash & General Investments have decreased \$1.8 million since December 31, 2012 due to lower than anticipated operating performance. Liabilities have decreased due decreases in Current Liabilities (\$1.8 million) and debt payments (\$1.8 million). Net Assets have decreased due to financial performance but offset somewhat by increases in the Rice Trust Fund.

May 2013 Results:

The overall net Operating Income was \$359,000 compared to budgeted Operating Income of \$183,000 and compared to last year's Operating Loss of \$70,000. Hospital Patient Revenues were \$227,000 (2.0%) less than budget for the month and 0.4% less than last year. Inpatient Revenues were 12.2% greater than budget but Outpatient Revenues were 9.8% less than budget. Inpatient revenues were driven by increased revenues in many departments due to the increased census. Outpatient Revenue decreases were the result of lower revenues in Surgery, Lab, and Radiation Oncology. The revenue variances related to lower volumes. Care Center Revenues were greater than budget by 5.8% due to higher than projected outpatient or Part B therapy services even though the census was lower. Home Medical revenues were 6.7% higher than budget due to higher Sales activity.

Consolidated deductions from revenue were 5.7% (\$481,000) less than budget due to the BCBS contract payment estimate even though there were still the Home Medical write-offs. Separating out these factors (\$800,000) still indicate that the payer mix continues to push toward government sources thus lowering the reimbursement rate. As a result, a positive Net Patient Revenue variance of \$423,000 (4.7%) occurred in the month (including the BCBS contract estimate). The Hospital's reimbursement rate for the month was 53.87% compared to a budget of 48.80%; a positive revenue variance of \$784,000.

Other operating revenues were \$131,000 (8.7%) less than budget due to projected lower WMS activity and profits. WMS activity at Rice was greater than budget by \$44,000 (2.5%) due to higher Medical Oncology and Imaging activity. Total Operating Revenues were \$8.9 million or \$247,000 (2.9%) greater than budget and \$622,000 (7.5%) greater than last year.

Net Expenses were \$8.5 million which was \$71,000 (0.8%) less than budget. Expenses were mixed for the month with Salaries \$78,000 (2.1%) greater than budget due to higher FTE's. Contract Labor was \$42,000 (15.2%) greater due to Care Center contracted therapy costs. Benefits were \$51,000 (4.6%) greater due to increased Salaries and Health Insurance claims. Supplies were \$110,000 (10.2%) less than budget due lower activity in Surgery. Drugs were \$263,000 (31.0%) less due to lower Medical Oncology purchases and WMS activity not recorded. Purchased Services were \$14,000 (2.6%) greater than budget due to legal fees; Repairs & Contracts were at \$19,000 (7.0%) greater than budget due to Information Services service contracts; Utilities were at budget; Insurance was \$2,700 (4.5%) less than budget; Patient Related Travel was \$1,700 (4.8%) greater than budget; Education, Travel, and Dues were \$39,000 (49.2%) greater than budget due to SWEPT reimbursed costs; and Other was at budget. Depreciation was \$28,000 (4.0%) less than budget while Interest was \$8,000 (5.5%) less than budget as Care Center

financing has not occurred. Bad Debts were \$97,000 (66.3%) greater than budget due to aging of the accounts with Taxes \$4,500 (2.4%) less than budget due lower MN Care taxes paid. Bad Debts and Uncompensated Care were \$80,000 (23%) greater than budget and 34% greater than last year.

The Hospital generated Operating Income of \$685,000 compared to budgeted Operating Income of \$143,000 and last year's Operating Loss of \$138,000. Care Center activity generated an Operating Loss of \$2,700 compared to expected Operating Income of \$67,000 and last year's Operating Income of \$97,000. Home Medical activity generated an Operating Loss of \$323,000 compared to a budgeted Operating Loss of \$27,000 and last year's Operating Loss of \$29,000.

May YTD 2013 Results:

The overall net Operating Loss was \$1.2 million compared to budgeted Operating Income of \$1.1 million and last year's Operating Loss of \$863,000. Hospital Patient Revenues were \$2.5 million (4.4%) less than budget and 2.2% less than last year. Inpatient Revenues were 1.7% greater than budget and Outpatient Revenues 8.6% less than budget. Inpatient revenues were driven by the increased census while Outpatient Revenues were the result of lower revenues in Surgery, Anesthesia, Emergency, Pharmacy, Lab, Hospice, and Medical Imaging activity. Most of the revenue variances related to lower volumes however, Surgery experienced a lower acuity of procedures thus creating a negative rate variance. Care Center Revenues were greater than budget by \$228,000 (5.5%) due to higher than projected outpatient or Part B therapy services even though the census was lower. Home Medical revenues were 1.7% greater than budget (Rentals) and 19.8% greater than last year due to higher Sales and Rental revenues.

Consolidated deductions from revenue were 1.5% (\$623,000) less than budget even though Patient Revenues were 4.0% less than budget. A downward shift in reimbursement due to government payers contributed to this variance along with the negative write-offs at Home Medical. Net Patient Revenue was \$2.8 million (6.4%) less than budget and 1.5% less than last year. The Hospital's reimbursement rate was 48.65% compared to a budget of 49.05%; a negative revenue variance of \$297,000.

Other operating revenues were \$1.0 million (13.3%) less than budget due to lower WMS overall activity and profits. WMS activity at Rice was less than budget by \$295,000 (3.3%) due to lower Medical Oncology and Imaging activity. Total Operating Revenues were \$40.4 million or \$3.5 million (8.2%) less than budget and \$821,000 (2.0%) less than last year.

Net Expenses were \$41.6 million which was \$1.1 million (2.8%) less than budget. Expenses were mostly lower with Salaries \$281,000 (1.4%) less than budget due to lower Hospital patient activity and lower FTE's. Contract Labor was \$125,000 (9.6%) greater due to Care Center contracted therapy costs. Benefits were \$3,200 (0.1%) lower. Supplies were \$473,000 (8.9%) less than budget due lower activity in Surgery and Home Medical Sales. Drugs were \$1.2 million (32.0%) less due to Medical Oncology purchases. Purchased Services were \$15,000 (0.6%) greater than budget due to legal fees; Repairs & Contracts were \$50,000 (3.6%) greater than budget due new patient monitoring leases and other service contracts; Utilities were \$34,000 (5.1%) less than budget; Insurance was \$15,000 (5.2%) less than budget; Patient Related Travel was \$2,200 (1.2%) greater than budget; Education, Travel, and Dues were \$70,000 (16.8%) greater than budget due to Administration and SWEPT activity; and Other was \$4,400

(2.3%) less than budget. Depreciation was \$68,000 (2.0%) less than budget while Interest was \$39,000 (5.4%) less than budget. Bad Debts were \$10,000 (1.4%) less than budget with Taxes \$30,000 (3.2%) less than budget. Bad Debts and Uncompensated Care were \$159,000 (13.2%) less than budget and similar to last year.

Non-operating activity was \$244,000 less than budget due to booked unrealized losses. Rice will continue to monitor its investments and analyze if some investments that should be sold in order to capture the realized gains on the instruments.

The Hospital generated an Operating Loss of \$750,000 compared to budgeted Operating Income of \$899,000 and last year's Operating Loss of \$945,000. Care Center activity generated Operating Income of \$67,000 compared to expected Operating Income of \$311,000 and last year's Operating Income of \$180,000. Home Medical activity generated an Operating Loss of \$556,000 compared to a budgeted Operating Loss of \$39,000 and last year's Operating Loss of \$98,000.

Statistical and Volume Summary

Statistics and volumes were mixed for the month. Patient days were 188 (22.2%) greater than budget with admissions 47 (19.7%) greater than budget yielding an increase in length of stay of 2.1% from budget. Compared to the prior year, patient days were 161 (18.4%) greater for the month with admissions 33 (13.0%) greater than last year. The average daily census for the month was 33.4 compared to a budget of 27.3 and 28.2 last year. Observation patients were at budget and 12.0% greater than last year. Medicare case mix was 0.9% less than budget while the overall case mix was 1.2% less than budget. Overall activity as measured in terms of adjusted admissions was 6.1% greater than budget and 1.3% greater than last year while adjusted patient days were 8.4% greater than budget and 6.1% greater than last year. There were 67 deliveries for the month compared to a budget of 63 and 57 from a year ago. Care Center resident days were 13.2% less than budget with a 63.4 average daily census.

YTD patient days were 124 (2.5%) greater than budget while admissions were 32 (2.3%) greater than budget yielding no change in the length of stay from the budget. Compared to the prior year, patient days were 28 (0.5%) less with admissions 3 (0.2%) less than last year. The average daily census was 33.8 compared to a budget of 33.0 and 33.8 last year. Observation patients were 27.0% less than budget and 19.9% less than last year. Medicare case mix was 1.6% greater than budget while the overall case mix was 2.0% less than budget. Overall activity as measured in terms of adjusted admissions was 4.2% less than budget and 4.9% less than last year while adjusted patient days were 3.8% less than budget and 5.0% less than last year. There were 342 deliveries compared to a budget of 304 and 297 from a year ago. Care Center resident days were 10.3% less than budget with a 66.0 average daily census.

Ancillary departments were mostly lower for the month. Surgery & GI procedures were 14.4% less than budget and 14.4% less than last year. IP activity was 6.4% greater than budget while OP activity was 20.0% less than budget. Emergency Room visits were 4.3% less than budget and 3.8% less than last year. Lab tests were 8.1% lower than budget and 8.2% less than last year. Medical Imaging procedures were 4.8% higher than budget and 4.8% higher than last year. Radiation Oncology treatments were 32.9% less than budget and 32.2% less than last year while Medical Oncology visits were 7.7% less than budget and 6.9% less than last year. Dialysis treatments were 6.2% greater than budget and 7.3% greater than last year; Rehab visits were 3.1% greater than budget and

3.7% greater than last year; Hospice visits were 0.3% less than budget and 3.3% less than last year; and Ambulance runs were 8.2% less than budget and 7.1% less than last year.

On a YTD basis, Surgery & GI procedures were 1.5% less than budget and 1.7% less than last year. Emergency Room visits were 6.1% less than budget and 5.8% less than last year. Lab tests were 9.1% lower than budget and 9.6% less than last year. Medical Imaging procedures were 10.2% less than budget and 10.1% less than last year. Radiation Oncology treatments were 33.3% less than budget and 32.6% less than last year while Medical Oncology visits were 11.9% less than budget and 11.0% less than last year. Dialysis treatments were 9.0% greater than budget and 10.1% greater than last year; Rehab visits were 3.4% less than budget and 3.6% less than last year; Hospice visits were 2.6% less than budget and 5.5% less than last year; and Ambulance runs were 0.3% greater than budget and 1.3% greater than last year.

Full Time Equivalent's (FTE's) for the month were 798 compared to a budget of 780 (2.3%) and compared to last year's total of 793 (0.6%). Hospital FTE's were 1.5% greater than budget; Care Center 7.6% less than budget; and Home Medical 22.8% greater than budget. YTD FTE's were 801 compared to a budget of 813 (-1.5%) and last year's total of 803 (-0.3%). Hospital FTE's were 1.9% less than budget and 1.5% less than last year; Care Center was 4.8% less than budget and 2.2% less than last year; and Home Medical was 6.3% greater than budget and 13.2% greater than last year.

Key Indicators

The Operational indicators were positive for the month although mixed compared to budget. Consolidated Operating Margin was 4.0% compared to the budget of 2.1% and last year's -0.8%. Excess Margin was 1.3% compared to a budget of 3.0% and last year's 1.9%. The EBIDA Margin was 10.7% for the month compared to a budget of 12.7% and last year's 11.4%. The YTD Operational indicators were negative compared to budget. Consolidated Operating Margin was -3.1% compared to the budget of 2.7% and last year's -2.1%. Excess Margin was -2.7% compared to a budget of 3.5% and last year's -0.6%. The EBIDA Margin was 7.4% compared to a budget of 13.0% and last year's 9.4%.

The Financial ratios indicate that the Debt/Capitalization ratio of 42.6% was higher than the year-end target of 41.8%, lower than last year's 44.8%, and higher than the benchmark of 38.7%. Debt Service Coverage was 2.0 compared to the budget of 3.1 and the debt covenant of 1.25. Days in accounts receivable were 54 compared to a target of 50 and last year's 61. Days of Cash were 107 compared to the year-end target of 129 and last year's 104. The Cash/Debt ratio was 61% compared to the year-end target of 82%; last year's 57% and the benchmark of 87%. The Financial Strength Index was -0.62 compared to the budget of 1.21 and 0.73 last year.

YTD Hospital productivity ratios in terms of staffing was greater than budget with FTE's per adjusted admit at 14.8 compared to a budget of 14.7; last year's ratio of 14.4; and the benchmark of 14.9. FTE's per adjusted patient day were 4.2 compared to the budget of 4.1; last year's ratio of 4.0; and the benchmark of 4.4. Care Center Hours per Resident Day were 6.4 compared to the budget of 6.2 and the benchmark of 5.8. Sales per FTE at Home Medical were \$151,000 which was 4.3% less than the target but 5.9% higher than last year.

**RICE MEMORIAL HOSPITAL
CONSOLIDATED
BALANCE SHEET
For the Five Months Ending May 31, 2013**

	CURRENT YEAR	PRIOR YEAR END	CHANGE
1 ASSETS			
2 CURRENT ASSETS			
3 CASH AND CASH EQUIVALENTS	\$2,479,037	\$2,999,489	(\$520,451)
4 TRUSTEE BOND AGREEMENTS - CURRENT	1,435,149	2,393,907	(958,757)
5 ACCOUNTS RECEIVABLE NET	15,211,322	18,416,955	(3,205,632)
6 OTHER RECEIVABLES	526,835	626,156	(99,320)
7 INVENTORY	2,045,671	1,881,543	164,128
8 PREPAID EXPENSES	1,104,136	1,080,525	23,611
10 TOTAL CURRENT ASSETS	22,802,150	27,398,573	(4,596,423)
11 ASSETS LIMITED AS TO USE			
13 HELD BY TRUSTEES - BOND AGREEMENTS	3,181,089	3,181,089	0
15 REMAINDER UNITRUST - RECEIVABLE	43,996	43,996	0
16 ENDOWMENT FUND - INVESTMENTS	2,729,190	2,616,990	112,200
18 TOTAL ASSETS - USE IS LIMITED	5,954,275	5,842,075	112,200
19 PROPERTY PLANT & EQUIPMENT			
21 PROPERTY PLANT & EQUIPMENT	132,392,851	132,297,068	95,783
22 LESS: ACCUMULATED DEPRECIATION	(71,952,200)	(72,741,611)	789,411
24 NET PROPERTY, PLANT & EQUIPMENT	60,440,651	59,555,457	885,194
25 OTHER ASSETS			
27 INVESTMENTS	24,634,157	25,941,901	(1,307,743)
28 INVESTMENTS - SHARED HEALTH RESOURCES	425,186	425,186	0
29 INVESTMENTS - WILLMAR MEDICAL SERVICES	3,996,145	3,647,124	349,021
30 OTHER INVESTMENTS	79,963	79,963	0
31 GOODWILL, NET	85,500	86,056	(556)
32 DEFERRED DEBT ACQUISITION COSTS	194,153	200,398	(6,245)
35 TOTAL OTHER ASSETS	29,415,105	30,380,628	(965,523)
37 TOTAL ASSETS	\$118,612,182	\$123,176,733	(\$4,564,551)
39 LIABILITIES AND NET ASSETS			
40 CURRENT LIABILITIES			
42 CURRENT MATURITIES OF LONG TERM DEBT	\$2,180,058	\$2,290,275	(\$110,218)
43 ACCOUNTS PAYABLE - TRADE	1,245,421	1,730,604	(485,183)
44 ESTIMATED THIRD PARTY PAYOR SETTLEMENTS	(1,270,731)	(29,504)	(1,241,227)
45 ACCRUED SALARIES, WAGES AND BENEFITS	10,766,739	10,992,653	(225,914)
46 ACCRUED INTEREST AND DUE TO WMS	2,272,865	2,089,775	183,090
48 TOTAL CURRENT LIABILITIES	15,194,352	17,073,804	(1,879,452)
49 LONG TERM DEBT (LESS CURRENT PORTION)	44,087,807	45,957,263	(1,869,456)
52 TOTAL LIABILITIES	59,282,159	63,031,067	(3,748,907)
54 COMMITMENTS AND CONTINGENCIES			
56 NET ASSETS			
57 RESTRICTED FUNDS			
58 DEBT SERVICE AND RESERVE	3,181,089	3,181,089	0
59 SPECIFIC PURPOSE FUND	81,565	88,338	(6,773)
60 PERMANENT ENDOWMENT	2,729,190	2,616,990	112,200
61 CURRENT YEAR INCOME	(1,089,508)	2,430,598	(3,520,107)
62 UNRESTRICTED	54,427,687	51,828,651	2,599,036
64 TOTAL NET ASSETS	59,330,023	60,145,666	(815,643)
66 TOTAL LIABILITIES AND NET ASSETS	\$118,612,182	\$123,176,733	(\$4,564,551)

RICE HOSPITAL
CURRENT MONTH
 For Periods Ending May 31, 2013

	CURRENT MONTH ACTUAL			CURRENT MONTH BUDGET			RICE ACT/BUD			PRIOR YEAR ACTUAL			RICE CY/PY	
	RICE	WMS	TOTAL	RICE	WMS	TOTAL	VAR \$	VAR %	RICE	WMS	TOTAL	VAR \$	VAR %	
OPERATING REVENUE														
INPATIENT REVENUE	\$4,577,801	\$353,679	\$4,931,480	\$4,081,646	\$339,192	\$4,420,838	\$496,155	12.2%	\$4,142,192	\$225,156	\$4,367,348	\$435,608	10.5%	
OUTPATIENT REVENUE	6,700,321	3,842,463	10,542,783	7,424,305	3,796,148	11,220,453	(723,984)	(9.8%)	7,183,483	3,743,181	10,926,664	(483,162)	(6.7%)	
TOTAL PATIENT REVENUE	11,278,121	4,196,142	15,474,263	11,505,951	4,135,340	15,641,291	(227,830)	(2.0%)	11,325,675	3,968,336	15,294,012	(47,554)	(0.4%)	
LESS DISCOUNTS & CONTRACTUALS	4,647,565	2,385,456	7,033,021	5,521,482	2,362,099	7,883,581	(873,917)	(15.8%)	5,665,260	2,196,063	7,861,322	(1,017,695)	(18.0%)	
LESS UNCOMPENSATED CARE	105,917	0	105,917	124,426	0	124,426	(18,509)	(14.9%)	95,840	0	95,840	10,077	10.5%	
TOTAL DEDUCTIONS FROM REVENUE	4,753,482	2,385,456	7,138,938	5,645,908	2,362,099	8,008,007	(892,426)	(15.8%)	5,761,099	2,196,063	7,957,162	(1,007,617)	(17.5%)	
NET REVENUE FROM PATIENTS	6,524,639	1,810,686	8,335,325	5,860,043	1,773,241	7,633,284	664,596	11.3%	5,564,576	1,772,274	7,336,850	960,064	17.3%	
OTHER OPERATING REVENUE	1,334,383	19,866	1,354,249	1,482,857	13,250	1,496,107	(148,474)	(10.0%)	1,514,732	19,039	1,533,771	(180,349)	(11.9%)	
TOTAL OPERATING REVENUE	7,859,022	1,830,552	9,689,574	7,342,900	1,786,491	9,129,391	516,122	7.0%	7,079,308	1,791,313	8,870,621	779,715	11.0%	
LESS: WILLMAR MEDICAL SERVICES OPERATING REVENUE	0	1,830,552	1,830,552	0	1,786,491	1,786,491	0	0.0%	0	1,791,313	1,791,313	0	0.0%	
TOTAL OPERATING REVENUE	7,859,022	0	7,859,022	7,342,900	0	7,342,900	516,122	7.0%	7,079,308	0	7,079,308	779,715	11.0%	
OPERATING EXPENSES														
SALARIES AND WAGES	3,250,934	171,040	3,421,974	3,193,626	171,040	3,364,666	57,307	1.8%	3,127,380	159,601	3,286,982	123,553	4.0%	
CONTRACT LABOR	41,984	164,539	206,523	30,670	164,539	195,209	11,313	36.9%	83,436	130,719	214,154	(41,452)	(49.7%)	
SUPPLEMENTAL BENEFITS	949,088	44,501	993,588	893,132	44,501	937,633	55,956	6.3%	1,013,158	46,125	1,059,282	(64,070)	(6.3%)	
SUPPLIES	632,907	18,280	651,187	742,256	18,754	761,011	(109,349)	(14.7%)	736,965	21,287	758,252	(104,057)	(14.1%)	
DRUGS	216,632	349,645	566,277	359,550	473,377	832,926	(142,917)	(39.7%)	354,503	396,521	751,024	(137,871)	(38.9%)	
PURCHASED SERVICES	458,256	19,181	477,437	458,062	36,322	494,384	193	0.0%	447,653	30,014	477,667	10,603	2.4%	
REPAIRS, SERVICE & RENTALS	266,304	5,241	271,546	254,714	5,641	260,355	11,591	4.6%	220,866	(10,545)	210,321	45,438	20.6%	
UTILITIES	107,279	107	107,386	106,705	188	106,893	574	0.5%	105,276	190	105,467	2,003	1.9%	
INSURANCE	48,038	900	48,938	48,697	775	49,472	(659)	(1.4%)	45,927	767	46,694	2,112	4.6%	
PATIENT RELATED TRAVEL	17,597	90	17,688	20,089	1,979	22,068	(2,492)	(12.4%)	16,281	1,637	17,918	1,316	8.1%	
EDUCATION, TRAVEL, & DUES	105,883	3,304	109,187	64,310	5,536	69,846	41,573	64.6%	54,893	8,050	62,943	50,990	92.9%	
OTHER	29,556	980	30,536	29,016	2,105	31,121	540	1.9%	26,441	1,076	27,517	3,115	11.8%	
DEPRECIATION AND AMORT	586,124	14,000	600,124	624,190	14,164	638,355	(38,066)	(6.1%)	583,504	14,072	597,576	2,620	0.4%	
INTEREST	123,978	0	123,978	124,162	0	124,162	(184)	(0.1%)	132,476	0	132,476	(8,498)	(6.4%)	
BAD DEBTS	193,562	45,067	238,628	99,827	41,337	141,164	93,735	93.9%	122,281	39,704	161,985	71,281	58.3%	
TAXES & SURCHARGE	144,971	0	144,971	150,000	0	150,000	(5,029)	(3.4%)	146,646	0	146,646	(1,675)	(1.1%)	
TOTAL OPERATING EXPENSES	7,173,093	836,876	8,009,969	7,199,008	980,258	8,179,265	(25,914)	(0.4%)	7,217,685	839,219	8,056,904	(44,592)	(0.6%)	
LESS: WILLMAR MEDICAL SERVICES OPERATING EXPENSES	0	836,876	836,876	0	980,165	980,165	0	0.0%	0	839,199	839,199	0	0.0%	
NET OPERATING EXPENSES	7,173,093	0	7,173,093	7,199,008	92	7,199,100	(25,914)	(0.4%)	7,217,685	20	7,217,705	(44,592)	(0.6%)	
OPERATING INCOME (LOSS)	685,929	0	685,929	643,893	(92)	643,801	51,098	7.9%	661,623	(10)	661,613	22,216	3.4%	

RICE HOME MEDICAL
For the Month Ending May 31, 2013

	ACTUAL	% of SALES/GP	BUDGET	% of SALES/GP	CHANGE	Prior Yr	% of SALES/GP	CHANGE
GROSS SALES								
SALES REVENUE	\$538,792	57.4%	\$478,959	54.4%	12.5%	\$393,663	53.2%	36.9%
RENTS REVENUE	399,627	42.6%	400,744	45.5%	(0.3%)	346,411	46.8%	15.4%
MISC REVENUE	500	0.1%	500	0.1%				
GROSS SALES	938,919	100.0%	880,203	100.0%	6.7%	740,074	100.0%	26.9%
LESS: CONTRACTUAL ALLOWANCES	(469,262)	(50.0%)	(191,427)	(21.7%)	145.1%	(144,176)	(19.5%)	225.5%
LESS: UNCOMPENSATED CARE	(1,660)	(0.2%)	(745)	(0.1%)	122.8%			
NET SALES	467,997	49.8%	688,031	78.2%	(32.0%)	595,898	80.5%	(21.5%)
COST OF GOODS SOLD								
OXYGEN	9,727	2.1%	10,936	1.6%	(11.1%)	11,458	1.9%	(15.1%)
EQUIPMENT	64,069	13.7%	76,043	11.1%	(15.7%)	30,032	5.0%	113.3%
SUPPLY - FREIGHT	12,548	2.7%	15,000	2.2%	(16.3%)	14,006	2.4%	(10.4%)
SUPPLY	163,937	35.0%	154,267	22.4%	6.3%	132,029	22.2%	24.2%
EQUIPMENT REPAIR	13,531	2.9%	10,029	1.5%	34.9%	8,076	1.4%	67.5%
SHOP EXPENSE	4,830	1.0%	5,550	0.8%	(13.0%)	4,561	0.8%	5.9%
PURCHASE DISCOUNTS	(13,619)	(2.9%)	(2,554)	(0.4%)	433.2%	(2,837)	(0.5%)	380.0%
TOTAL COST OF GOODS SOLD	255,023	54.5%	269,271	39.1%	(5.3%)	197,325	33.1%	29.2%
GROSS PROFIT	683,896	72.9%	610,932	69.3%	(11.6%)	542,749	73.5%	(6.6%)
OPERATING EXPENSES								
SALARIES & WAGES	254,211	54.3%	223,658	32.5%	13.7%	220,359	37.0%	15.4%
SUPPLEMENTAL BENEFITS	85,398	18.2%	74,893	10.9%	14.0%	67,027	11.2%	27.4%
SUPPLIES AND DRUGS	7,436	1.6%	9,027	1.3%	(17.6%)	10,908	1.8%	(31.8%)
PURCHASED SERVICES	55,493	11.9%	25,887	3.8%	114.4%	24,044	4.0%	130.8%
REPAIRS, SERVICE & RENTALS	25,383	5.4%	20,087	2.9%	26.4%	15,137	2.5%	67.7%
UTILITIES	9,937	2.1%	9,237	1.3%	7.6%	6,906	1.2%	43.9%
INSURANCE	4,092	0.9%	6,262	0.9%	(34.7%)	5,454	0.9%	(25.0%)
PATIENT RELATED TRAVEL	21,054	4.5%	14,608	2.1%	44.1%	12,998	2.2%	62.0%
EDUCATION, TRAVEL, & DUES	6,411	1.4%	6,170	0.9%	3.9%	6,722	1.1%	(4.6%)
OTHER EXPENSE	8,026	1.7%	7,134	1.0%	12.5%	7,142	1.2%	12.4%
DEPRECIATION & AMORTIZATION	46,922	10.0%	37,122	5.4%	26.4%	40,799	6.8%	15.0%
INTEREST EXPENSE	3,770	0.8%	3,725	0.5%	1.2%	4,161	0.7%	(9.4%)
BAD DEBTS	3,946	0.8%	4,208	0.6%	(6.2%)	1,762	0.3%	124.0%
TAXES	4,435	0.9%	4,513	0.7%	(1.7%)	4,387	0.7%	1.1%
TOTAL OPERATING EXPENSES	536,514	114.6%	446,531	64.9%	20.2%	427,806	71.8%	25.4%
NET OPERATING (INCOME) LOSS	147,382	31.5%	164,401	23.7%	(10.3%)	144,943	31.1%	(6.6%)

RICE HOME MEDICAL
For the Five Months Ending May 31, 2013

	ACTUAL	% of SALES/GP	BUDGET	% of SALES/GP	CHANGE	Prior Yr	% of SALES/GP	CHANGE
GROSS SALES								
SALES REVENUE	\$2,860,117	57.5%	\$3,074,978	62.9%	(7.0%)	\$2,559,968	61.7%	11.7%
RENTS REVENUE	2,111,311	42.4%	1,813,021	37.1%	16.5%	1,589,289	38.3%	32.8%
MISC REVENUE	5,158	0.1%	2,500	0.1%	106.3%			
GROSS SALES	4,976,586	100.0%	4,890,499	100.0%	1.8%	4,149,257	100.0%	19.9%
LESS: CONTRACTUAL ALLOWANCES	(1,651,691)	(33.2%)	(1,064,202)	(21.8%)	55.2%	(891,261)	(21.5%)	85.3%
LESS: UNCOMPENSATED CARE	(1,986)	(0.0%)	(8,999)	(0.2%)	(77.9%)	(8,628)	(0.2%)	(77.0%)
NET SALES	3,322,909	66.8%	3,817,298	78.1%	(13.0%)	3,249,368	78.3%	2.3%
COST OF GOODS SOLD								
CXYGEN	48,812	1.5%	54,199	1.4%	(9.9%)	54,371	1.7%	(10.2%)
EQUIPMENT	379,158	11.4%	454,972	11.9%	(16.7%)	295,106	9.1%	28.5%
SUPPLY - FREIGHT	70,150	2.1%	75,000	2.0%	(6.5%)	68,843	2.1%	1.9%
SUPPLY	819,800	24.7%	846,746	22.2%	(3.2%)	803,773	24.7%	2.0%
EQUIPMENT REPAIR	80,041	2.4%	67,853	1.8%	18.0%	42,087	1.3%	90.2%
SHOP EXPENSE	18,182	0.5%	27,949	0.7%	(34.9%)	25,084	0.8%	(27.5%)
PURCHASE DISCOUNTS	(35,902)	(1.1%)	(31,111)	(0.8%)	15.4%	(34,558)	(1.1%)	3.9%
TOTAL COST OF GOODS SOLD	1,380,241	41.5%	1,495,608	39.2%	(7.7%)	1,254,706	38.6%	10.0%
GROSS PROFIT	1,942,668	59.5%	2,394,891	60.9%	(21.3%)	1,994,662	61.4%	(21.6%)
OPERATING EXPENSES								
SALARIES & WAGES	1,214,941	36.6%	1,201,365	31.5%	1.1%	1,080,019	33.2%	12.5%
SUPPLEMENTAL BENEFITS	428,431	12.9%	402,286	10.5%	6.5%	311,465	9.6%	37.6%
SUPPLIES AND DRUGS	42,555	1.3%	49,591	1.3%	(14.2%)	41,150	1.3%	3.4%
PURCHASED SERVICES	198,954	6.0%	135,537	3.6%	46.8%	139,473	4.3%	42.6%
REPAIRS, SERVICE & RENTALS	109,534	3.3%	94,358	2.5%	16.1%	71,790	2.2%	52.6%
UTILITIES	46,473	1.4%	51,153	1.3%	(9.1%)	37,539	1.2%	23.8%
INSURANCE	20,462	0.6%	31,309	0.8%	(34.6%)	27,271	0.8%	(25.0%)
PATIENT RELATED TRAVEL	74,036	2.2%	80,882	2.1%	(8.2%)	67,335	2.1%	10.0%
EDUCATION, TRAVEL, & DUES	32,080	1.0%	27,199	0.7%	17.9%	27,645	0.9%	16.0%
OTHER EXPENSE	46,211	1.4%	36,897	1.0%	25.2%	25,338	0.8%	82.4%
DEPRECIATION & AMORTIZATION	235,733	7.1%	186,295	4.9%	26.5%	205,281	6.3%	14.8%
INTEREST EXPENSE	18,881	0.6%	18,865	0.5%	0.1%	20,492	0.6%	(7.9%)
BAD DEBTS	9,259	0.3%	21,042	0.6%	(56.0%)	16,038	0.5%	(42.3%)
TAXES	21,598	0.6%	24,440	0.6%	(11.6%)	22,032	0.7%	(2.0%)
TOTAL OPERATING EXPENSES	2,499,148	75.2%	2,361,019	61.9%	5.9%	2,092,868	64.4%	19.4%
NET OPERATING INCOME (LOSS)	(556,480)	(16.7%)	(6,128)	(0.2%)	(314.9%)	(99,206)	(3.0%)	(46.6%)

**RICE MEMORIAL HOSPITAL
CONSOLIDATED CASH FLOW STATEMENT**

**FOR THE PERIOD ENDED:
May 31, 2013**

Line #	Current YTD	Prior YTD
1 Sources of Cash & Investments:		
2 Net Income	\$ (1,089,503)	\$ (251,502)
3 Depreciation & Amortization	3,378,353	\$ 3,316,409
4 Debt Proceeds	-	-
5 Other		
6		
7 Total Sources	<u>2,288,850</u>	<u>3,064,907</u>
8		
9 Uses		
10 Property, Plant, and Equipment - Gross	4,388,134	3,326,063
11 Debt Payments/Re-funding	1,979,673	2,470,581
12 Working Capital Changes & Other - Net	(2,250,762)	(510,607)
13		
14 Total Uses	<u>4,117,045</u>	<u>5,286,037</u>
15		
16 Increase / (Decrease) Cash & Investments	(1,828,195)	(2,221,130)
17		
18 Beginning of Period (January 1)	<u>28,941,389</u>	<u>28,854,321</u>
19		
20 End of Period	<u>\$ 27,113,194</u>	<u>\$ 26,633,191</u>

**RICE MEMORIAL HOSPITAL
STATISTICAL AND VOLUME SUMMARY
FOR THE PERIOD ENDED:**

May 31, 2013

CURRENT MONTH				YEAR-TO-DATE				Act/Prior	
Actual	Budget	Var.	Var. %	Actual	Budget	Var.	Var. %	Prior Yr.	Var. %
505	394	111	28.2%	2,596	2,550	46	1.8%	2,628	-1.2%
220	181	39	21.5%	1,127	1,138	(11)	-1.0%	1,173	-3.9%
71	49	22	44.9%	291	321	(30)	-9.3%	331	-12.1%
238	222	16	7.2%	1,088	969	119	12.3%	998	9.0%
1,034	846	188	22.2%	5,102	4,978	124	2.5%	5,130	-0.5%
33.4	27.3	6.1	22.2%	33.8	33.0	0.8	2.5%	33.8	0.1%
3.62	3.54	0.08	2.1%	3.54	3.54	(0.00)	-0.1%	3.56	-0.8%
286	239	47	19.7%	1,438	1,406	32	2.3%	1,441	-0.2%
174	174	0	0.2%	871	1,193	(322)	-27.0%	1,087	-19.9%
1,325	1,336	(0.011)	-0.9%	1,357	1,336	0.021	1.6%	1,336	1.6%
1,029	1,042	(0.013)	-1.2%	1,021	1,042	(0.021)	-2.0%	1,031	-1.0%
897	846	52	6.1%	4,202	4,386	(184)	-4.2%	4,418	-4.9%
3,245	2,993	251	8.4%	14,929	15,527	(597)	-3.8%	15,713	-5.0%
12	16	(4)	-25.0%	111	122	(11)	-9.0%	48	131.3%
138	121	17	14.0%	720	602	118	19.6%	603	19.4%
4.8	4.4	0.4	9.5%	5.5	4.8	0.7	14.8%	4.3	28.5%
67	63	4	6.3%	342	304	38	12.5%	297	15.2%
1,964	2,263	(299)	-13.2%	9,973	11,124	(1,151)	-10.3%	10,904	-8.5%
63.4	73.0	(9.6)	-13.2%	66.0	73.7	(7.6)	-10.3%	71.7	-7.9%

Patient Days

Adult Health Care
Women and Children's Care
ICCU
Mental Health
Total Adult & Peds

Average Daily Census
Average Length of Stay
Admissions-Inpatient
Observation patients
Medicare Case Mix Index
Case Mix Index-Total
Adjusted Admissions
Adjusted Patient Days
Intermediate Care Nursery
Nursery
Average Daily Census-ICN/Nursery
Births
Rice Care Center-Days
Rice Care Center-Average Daily Census

RICE MEMOR HOSPITAL
STATISTICAL AND VOLUME SUMMARY
FOR THE PERIOD ENDED:

May 31, 2013

CURRENT MONTH			YEAR-TO-DATE			Act/Prior	
Actual	Budget	Var.	Var. %	Prior Yr.	Var. %	Prior Yr.	Var. %
133	125	8	6.4%	129	3.1%	722	-4.2%
367	459	(92)	-20.0%	455	-19.3%	1,804	-0.8%
500	584	(84)	-14.4%	584	-14.4%	2,526	-1.7%
168	145	23	15.9%	149	12.8%	887	-6.7%
930	1,002	(72)	-7.2%	992	-6.3%	4,567	-5.6%
1,098	1,147	(49)	-4.3%	1,141	-3.8%	5,454	-5.8%
22,746	24,751	(2,005)	-8.1%	24,767	-8.2%	121,387	-9.6%
1,535	1,465	70	4.8%	1,464	4.8%	7,686	-10.1%
516	769	(253)	-32.9%	761	-32.2%	3,499	-32.6%
228	247	(19)	-7.7%	245	-6.9%	1,141	-11.0%
887	835	52	6.2%	827	7.3%	3,569	10.1%
3,937	3,818	119	3.1%	3,797	3.7%	18,592	-3.6%
1,768	1,773	(5)	-0.3%	1,828	-3.3%	9,513	-5.5%
234	255	(21)	-8.2%	252	-7.1%	1,090	1.3%
637	628	10	1.5%	636	0.2%	649	-1.5%
79	86	(7)	-7.6%	87	-8.7%	84	-2.2%
81	66	15	22.8%	70	15.5%	70	13.2%
798	780	18	2.3%	793	0.6%	803	-0.3%

CURRENT MONTH			YEAR-TO-DATE			Act/Prior	
Actual	Budget	Var.	Var. %	Prior Yr.	Var. %	Prior Yr.	Var. %
692	700	(8)	-1.1%	722	-4.2%	722	-4.2%
1,790	1,821	(31)	-1.7%	1,804	-0.8%	1,804	-0.8%
2,482	2,521	(39)	-1.5%	2,526	-1.7%	2,526	-1.7%
828	861	(33)	-3.8%	887	-6.7%	887	-6.7%
4,312	4,612	(300)	-6.5%	4,567	-5.6%	4,567	-5.6%
5,140	5,473	(333)	-6.1%	5,454	-5.8%	5,454	-5.8%
109,756	120,793	(11,037)	-9.1%	121,387	-9.6%	121,387	-9.6%
6,906	7,691	(785)	-10.2%	7,686	-10.1%	7,686	-10.1%
2,357	3,534	(1,177)	-33.3%	3,499	-32.6%	3,499	-32.6%
1,015	1,152	(137)	-11.9%	1,141	-11.0%	1,141	-11.0%
3,930	3,604	326	9.0%	3,569	10.1%	3,569	10.1%
17,925	18,560	(635)	-3.4%	18,592	-3.6%	18,592	-3.6%
8,990	9,227	(237)	-2.6%	9,513	-5.5%	9,513	-5.5%
1,104	1,101	3	0.3%	1,090	1.3%	1,090	1.3%

Ancillary Services

IP Surgeries	692	700	(8)	-1.1%	722	-4.2%
OP Surgeries	1,790	1,821	(31)	-1.7%	1,804	-0.8%
Total Surgeries	2,482	2,521	(39)	-1.5%	2,526	-1.7%
ER Visits-Inpatient	828	861	(33)	-3.8%	887	-6.7%
ER Visits-Outpatient	4,312	4,612	(300)	-6.5%	4,567	-5.6%
ER Visits-Total	5,140	5,473	(333)	-6.1%	5,454	-5.8%
Lab Tests	109,756	120,793	(11,037)	-9.1%	121,387	-9.6%
Medical Imaging Procedures	6,906	7,691	(785)	-10.2%	7,686	-10.1%
Radiation Oncology Treatments	2,357	3,534	(1,177)	-33.3%	3,499	-32.6%
Medical Oncology Visits	1,015	1,152	(137)	-11.9%	1,141	-11.0%
Dialysis Treatments	3,930	3,604	326	9.0%	3,569	10.1%
Rehab Visits	17,925	18,560	(635)	-3.4%	18,592	-3.6%
Hospice Visits	8,990	9,227	(237)	-2.6%	9,513	-5.5%
Ambulance Runs	1,104	1,101	3	0.3%	1,090	1.3%

Full Time Equivalents (FTE's)

FTE's - Hospital	639	652	(12)	-1.9%	649	-1.5%
FTE's - Care Center	83	87	(4)	-4.8%	84	-2.2%
FTE's - Home Medical	79	74	5	6.3%	70	13.2%
Total FTE's	801	813	(12)	-1.5%	803	-0.3%



**Investment Management
& Trust**

ACTIVITY SUMMARY AS OF 06/30/2013

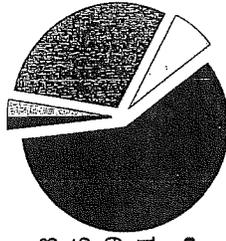
RICE CUSHMAN A CHAR TR
Account 180205

Market Value Reconciliation

	Since 06/01/2013 (\$)	Year to Date (\$)
Beginning Market Value	2,770,238.89	2,616,990.01
Disbursements		
Withdrawals	0.00	-31,002.36
Expenses	0.00	-498.75
Fees	-1,767.45	-10,377.62
Total Disbursements	-1,767.45	-41,878.73
Income		
Investment Income	3,094.42	22,160.43
Total Income	3,094.42	22,160.43
Value on Jun 30, 2013	2,726,478.18	2,726,478.18
Total Change in Portfolio Value	-45,087.68	129,206.47

Asset Allocation

Asset Category	Market Value	% Total
Cash & Money Markets	74,113.20	2.72
Fixed Income	815,969.77	29.93
Alternative	192,427.41	7.06
Equity	1,597,335.48	58.59
Other	46,632.33	1.71
Total	\$2,726,478.18	100.00%



Income Summary

	This Period (\$)	Year to Date (\$)
Taxable Income	3,094.42	22,160.43
Total Income Summary	3,094.42	22,160.43

Gain/Loss Summary

	This Period (\$)	Year to Date (\$)
Short-term	0.00	138.65
Long-term	4,136.47	13,236.63
Total Gain/Loss Summary	4,136.47	13,375.28

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



Investment Management & Trust

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

Relationship Manager: Carol E Hruby
Phone Number: 507-537-0208

Associate: Cindy M Rasmussen
Phone Number: 507-537-0233

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Account Statement

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Cushman A Rice Trust
180205

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Willmar City Offices
ATTN Michael Schmit
Box 755
Willmar MN 56201-0755



*Investment Management
& Trust*

Selected Period Performance
RICE CUSHMAN A CHAR TR
 Account 180205
 Period Ending: 06/30/2013

<u>Sector</u>	<u>Market Value</u>	<u>1 Month</u>	<u>Year to Date (6 Months)</u>
Total Fund	2,687,631	-1.48	5.93
Total Fd Net Fee	2,687,631	-1.54	5.52
Fixed Income	822,228	-1.18	-.99
BarCap Int Aggregate Bd		-1.12	-1.64
Domestic Equity	1,289,953	-1.21	13.74
S&P 500 Index		-1.34	13.84
Russell 2000 Index		-.51	15.86
Intl. Equity	308,909	-4.58	-.22
MSCI EAFE (US\$ & Net) Index		-3.55	4.10
Short Term Cash	73,308	.00	.01
Citigroup 1 Month Treas Bill		.00	.01
Alternative Investments	192,427	.09	1.99
Citigroup 3 Month Treas Bill		.00	.04
Uninvested Cash	805	.00	.00

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



Investment Management & Trust

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

Account Summary

Statement of Value and Activity

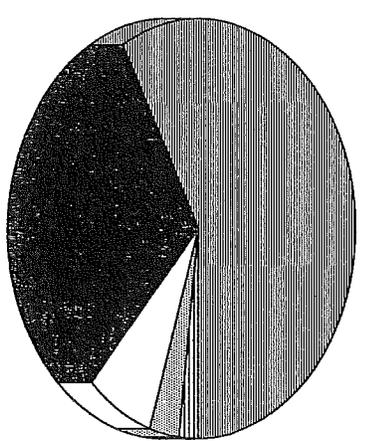
April 1, 2013 - June 30, 2013

Market Value Reconciliation

	This Period	1/1/13 to 6/30/13
Beginning Market Value	\$2,729,189.98	\$2,616,990.01
Additions	\$0.00	\$0.00
Withdrawals	-\$11,000.00	-\$31,002.36
Expenses/ Fees/ Taxes	-\$5,520.73	-\$10,876.37
Income	\$7,409.76	\$22,160.43
Other	\$0.00	\$0.00
Change in Market Value	\$6,399.17	\$129,206.47
Ending Market Value	\$2,726,478.18	\$2,726,478.18
Realized Gains/Losses (Included in Total Above)	\$10,497.58	\$13,375.28

Asset Allocation

Asset Class	Balance
Equities	\$1,597,335.48
Fixed Income	\$815,969.76
Alternative	\$192,427.41
Cash and Money Market	\$74,113.20
Other	\$46,632.33
Total Assets Value	\$2,726,478.18



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0005275-0800580

Asset Detail

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Asset Detail

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Cash and Money Market						
Federated Government Obligations	73,307.75	1.000	\$73,307.75	\$73,307.75	\$7.40	0.01%
Tax-Managed Fund TICKER: GOTXX			\$805.45			
Cash						
Total Cash and Money Market			\$74,113.20	\$73,307.75	\$7.40	
Equities						
Stocks						
Abbott Labs TICKER: ABT	235.00	34.880	\$8,196.80	\$5,368.27	\$131.60	1.61%
Air Products & Chemicals Inc TICKER: APD	227.00	91.570	\$20,786.39	\$15,813.51	\$644.68	3.10%
Akamai Technologies Inc TICKER: AKAM	560.00	42.550	\$23,828.00	\$15,878.82	\$0.00	0.00%
Apple Inc TICKER: AAPL	66.00	396.530	\$26,170.98	\$13,015.37	\$805.20	3.08%
Broadcom Corp TICKER: BRCM	390.00	33.795	\$13,180.05	\$16,653.15	\$171.60	1.30%
Cameron International Corp TICKER: CAM	241.00	61.160	\$14,739.56	\$12,866.81	\$0.00	0.00%
Celgene Corp TICKER: CELG	197.00	116.980	\$23,045.06	\$8,075.44	\$0.00	0.00%
Cisco Systems Inc TICKER: CSCO	1,118.00	24.335	\$27,206.53	\$22,332.76	\$760.24	2.79%
Citigroup Inc TICKER: C	324.00	47.970	\$15,542.28	\$12,175.73	\$12.96	0.08%

0005276 - 0800580

Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Colgate Palmolive Co TICKER: CL	264.00	57.290	\$15,124.56	\$9,683.21	\$359.04	2.37%
Comcast Corp-CL A TICKER: CMCSA	813.00	41.750	\$33,942.75	\$13,575.13	\$634.14	1.87%
CVR Energy, Inc. Escrow TICKER: CVS	609.00	0.000	\$0.00	\$0.00	\$0.00	0.00%
CVS Caremark Corp TICKER: CVS	356.00	57.180	\$20,356.08	\$9,785.80	\$320.40	1.57%
Deere & Co TICKER: DE	222.00	81.250	\$18,037.50	\$17,979.96	\$452.88	2.51%
Dover Corp TICKER: DOV	216.00	77.660	\$16,774.56	\$10,383.11	\$302.40	1.80%
Ebay Inc TICKER: EBAY	382.00	51.720	\$19,757.04	\$13,280.92	\$0.00	0.00%
EMC Corp Mass TICKER: EMC	1,015.00	23.620	\$23,974.30	\$17,512.61	\$406.00	1.69%
Emerson Elec Co TICKER: EMR	409.00	54.540	\$22,306.86	\$18,771.16	\$670.76	3.01%
Exxonmobil Corp TICKER: XOM	163.00	90.350	\$14,727.05	\$9,871.93	\$410.76	2.79%
Ford Motor Co DEL TICKER: F	1,004.00	15.470	\$15,531.88	\$13,249.39	\$401.60	2.59%
Google Inc CL A TICKER: GOOG	34.00	880.370	\$29,932.58	\$18,505.71	\$0.00	0.00%
Hudson City Bancorp Inc TICKER: HCBK	3,084.00	9.175	\$28,295.70	\$29,419.14	\$493.44	1.74%
ITC Holdings Corp TICKER: ITC	284.00	91.300	\$25,929.20	\$17,701.21	\$428.84	1.65%
Microsoft Corp TICKER: MSFT	250.00	34.545	\$8,636.25	\$6,026.54	\$230.00	2.66%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Mylan Inc TICKER: MYL	590.00	31.030	\$18,307.70	\$8,820.85	\$0.00	0.00%
Nike Inc-Class B TICKER: NIKE	298.00	63.680	\$18,976.64	\$14,310.24	\$250.32	1.32%
Pepsico Inc TICKER: PEP	299.00	81.790	\$24,455.21	\$10,731.84	\$678.73	2.77%
Procter & Gamble Co TICKER: PG	203.00	76.990	\$15,628.97	\$11,529.86	\$488.42	3.13%
Qualcomm Inc TICKER: QCOM	250.00	61.090	\$15,272.50	\$10,032.22	\$350.00	2.29%
Schlumberger LTD TICKER: SLB	242.00	71.660	\$17,341.72	\$13,936.78	\$302.50	1.74%
St Jude Medical Inc TICKER: STJ	262.00	45.630	\$11,955.06	\$8,956.30	\$262.00	2.19%
State Street Corp TICKER: STT	540.00	65.210	\$35,213.40	\$25,792.29	\$561.60	1.59%
Stericycle Inc TICKER: SRCL	145.00	110.430	\$16,012.35	\$8,027.09	\$0.00	0.00%
Sysco Corp TICKER: SYV	440.00	34.160	\$15,030.40	\$13,347.51	\$492.80	3.28%
T Rowe Price Group Inc TICKER: TROW	355.00	73.200	\$25,986.00	\$17,061.43	\$539.60	2.08%
Target Corp TICKER: TGT	359.00	68.860	\$24,720.74	\$12,938.51	\$617.48	2.50%
The Mosaic Company TICKER: MOS	379.00	53.810	\$20,393.99	\$21,006.26	\$379.00	1.86%
Thermo Fisher Scientific Inc TICKER: TMO	209.00	84.630	\$17,687.67	\$9,730.97	\$125.40	0.71%
Transocean LTD TICKER: RIG	325.00	47.950	\$15,583.75	\$19,183.74	\$728.00	4.67%

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Vodafone Group Spons ADR TICKER: VOD	685.00	28.745	\$19,690.33	\$17,656.84	\$1,052.85	5.35%
3M Co TICKER: MMM	212.00	109.350	\$23,182.20	\$14,228.26	\$538.48	2.32%
Mutual Funds						
Baron Growth Fund-Irs TICKER: BGRIX	1,254.33	62.460	\$78,345.26	\$51,217.76	\$0.00	0.00%
Calamos Growth Fund-A TICKER: CVGRX	1,029.70	49.760	\$51,237.72	\$32,677.22	\$0.00	0.00%
Diamond Hill Large Cap Fd-I TICKER: DHLRX	4,640.73	19.670	\$91,283.12	\$63,513.05	\$1,132.34	1.24%
Federated Strategic Val Div Is TICKER: SVAIX	24,763.73	5.440	\$134,714.69	\$93,133.27	\$4,977.51	3.69%
Harbor International Fd-Irs TICKER: HAINX	2,039.32	62.350	\$127,151.54	\$78,996.90	\$2,561.38	2.01%
ICM Small Company Port Instl TICKER: ICSCX	1,833.43	32.080	\$58,816.47	\$28,647.75	\$240.18	0.41%
JP Morgan Mid Cap Value Fund-I TICKER: FLMVX	1,731.72	32.260	\$55,865.38	\$38,908.92	\$703.08	1.26%
Oppenheimer Developing Mkt-Y TICKER: ODVYX	1,649.33	33.560	\$55,351.38	\$23,800.61	\$410.68	0.74%
SPDR S&P Regional Banking ETF TICKER: KRE	493.00	33.880	\$16,702.84	\$16,307.90	\$292.35	1.75%
			\$801,460.59	\$565,216.67	\$15,003.72	

Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Vanguard International Growth Fd-Iv TICKER: VWIGX	6,505.74	19.430	\$126,406.49	\$84,474.12	\$2,257.49	1.79%
			\$795,874.89	\$511,677.50	\$12,575.01	
Total Equities			\$1,597,335.48	\$1,076,894.17	\$27,579.73	
Fixed Income						
Taxable Individual Bonds						
Assurant Inc DTD 02/18/2004 5.625% 02/15/2014	50,000.00	102.820	\$51,410.00	\$50,626.28	\$2,812.50	5.47%
Non Callable Federal Home Loan Bank DTD 08/12/2009 3.250% 09/12/2014	50,000.00	103.568	\$51,784.00	\$50,386.41	\$1,625.00	3.14%
Non Callable University Oklahoma Revs Higher Education DTD 09/03/2011 2.659% 07/01/2015	25,000.00	102.536	\$25,634.00	\$25,018.21	\$664.75	2.59%
Non Callable United States Treasury Notes DTD 08/31/2010 1.250% 08/31/2015 TICKER: UTM1215	45,000.00	101.781	\$45,801.45	\$45,778.38	\$562.50	1.23%
United States Treasury Strips Stripped Coupon DTD 02/15/1986 Zero Cpn 02/15/2016 TICKER: 21516	60,000.00	98.481	\$59,088.60	\$58,503.92	\$0.00	0.00%
Cisco Systems Inc DTD 02/22/2006 5.500% 02/22/2016 Non Callable	50,000.00	111.665	\$55,832.50	\$48,882.40	\$2,750.00	4.92%

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
United States Treasury Strips Stripped Coupon DTD 08/15/1987 Zero Cpn 02/15/2017	100,000.00	96.676	\$96,676.00	\$97,120.83	\$0.00	0.00%
Montclair Twp New Jersey General Obligation DTD 11/07/2012 1.960% 04/01/2017 Non Callable	25,000.00	97.987	\$24,496.75	\$25,542.86	\$490.00	2.00%
Washington Post Co DTD 01/30/2009 7.250% 02/01/2019 Non Callable	25,000.00	116.411	\$29,102.75	\$27,547.43	\$1,812.50	6.23%
United States Treasury Notes DTD 02/15/2009 2.750% 02/15/2019	25,000.00	106.438	\$26,609.50	\$23,875.86	\$687.50	2.58%
Fedl Natl Mtge Assn Pool #765251 15 Yr Gtd Single Family Mortgage DTD 03/01/2004 4.000% 03/01/2019 Non Callable TICKER: 765251A	4,791.09	105.615	\$5,060.11	\$4,795.30	\$191.64	3.79%
Charles Schwab Corp DTD 07/22/2010 4.450% 07/22/2020 Non Callable	25,000.00	108.043	\$27,010.75	\$27,287.89	\$1,112.50	4.12%
Fedl Natl Mtge Assn Pool #829079 15 Yr Gtd Single Family Mortgage DTD 09/01/2005 4.000% 09/01/2020 Non Callable TICKER: 829079A	16,615.37	105.404	\$17,513.26	\$17,061.74	\$664.61	3.79%
Symantec Corp DTD 09/16/2010 4.200% 09/15/2020 Non Callable	25,000.00	102.505	\$25,626.25	\$24,611.00	\$1,050.00	4.10%

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Federal Home Loan Mortgage Corp Medium Term Note DTD 01/13/2012 2.375% 01/13/2022 Non Callable						
	25,000.00	97.178	\$24,294.50	\$24,898.75	\$593.75	2.44%
Clear Creek Texas Indep Sch Dist School District Revenue DTD 11/01/2012 3.700% 02/15/2026 Non Callable Psf-Gtd						
	25,000.00	98.350	\$24,587.50	\$26,872.38	\$925.00	3.76%
Govt Natl Mtge Assn Pool #553351 30 Yr Gtd Single Family Mortgage DTD 07/01/2003 4.500% 07/15/2033 Non Callable TICKER: 553351X						
	8,854.62	106.906	\$9,466.12	\$8,766.06	\$398.46	4.21%
Federal Home Loan Mortgage Corp Gold Pool #C01676-30 Yr Gtd Mtge DTD 11/01/2003 6.000% 11/01/2033 Non Callable TICKER: C01676F						
	24,792.60	111.590	\$27,666.06	\$24,699.63	\$1,487.56	5.38%
Fedl Natl Mtge Assn Pool #357883 30 Yr Gtd Single Family Mortgage DTD 08/01/2005 5.000% 05/01/2035 Non Callable TICKER: 357883A						
	18,941.63	108.181	\$20,491.24	\$18,562.94	\$947.08	4.62%

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Federal Home Loan Mortgage Corp Gold Pool #G02884-30 Yr Gld Mtge DTD 04/01/2007 6.000% 04/01/2037 Non Callable TICKER: G02884F	25,152.40	109.524	\$27,547.91	\$25,410.35	\$1,509.14	5.48%
Federal Home Loan Mortgage Corp Gold Pool #C03478-30 Yr Gld Mtge DTD 06/01/2010 4.500% 06/01/2040 Non Callable TICKER: C03478F	22,270.73	105.391	\$23,471.35	\$23,025.77	\$1,002.18	4.27%
Taxable Mutual Funds						
Site Emerging Markets Debt Fund TICKER: SITEX	2,397.87	10.540	\$25,273.54	\$27,023.98	\$1,694.81	6.71%
SIMT High Yield Bond Fund TICKER: SHYAX	6,136.20	7.650	\$46,941.94	\$46,027.36	\$2,950.53	6.28%
Site International Fixed Income Fund TICKER: SEFIX	4,303.44	10.360	\$44,583.68	\$44,927.95	\$2,085.45	4.68%
Alternative						
Absolute Strategies Fund TICKER: ASFIX	17,028.97	11.300	\$192,427.41	\$175,397.25	\$0.00	0.00%
Total Fixed Income						
			\$815,969.76	\$797,253.69	\$28,017.46	
Total Alternative						
			\$192,427.41	\$175,397.25	\$0.00	

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
Other						
Mineral Interest In Sec4 16-159-67 Towner Co ND	1.00	1,600.000	\$1,600.00	\$1.00	\$0.00	0.00%
Mineral Interest Ne4 31-8-30 W11m Storthoaks Area, Saskatchewan (Cert of Title)	1.00	18,400.000	\$18,400.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In E2sw4 W2se4 17-119-34 Kandiyohi Co MN	1.00	600.000	\$600.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lot 1 2-161-78 Bottineau Co ND	1.00	750.000	\$750.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lot 4 of Govt Lot 5 4-121-35 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-4 and E2sw4 31-162-77 Bottineau Co ND	1.00	2,926.130	\$2,926.13	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-4 and S2nw4 1-161-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Lots 3-7 Se4nw4 E2sw4 N2se4 6-161-77 Bottineau Co ND	1.00	7,500.000	\$7,500.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Ne4nw4 20-119-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Ne4se4 9-118-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Nw4, 33-162-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%

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Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

<i>Description</i>	<i>Shares/Par Value</i>	<i>Current Price</i>	<i>Market Value</i>	<i>Tax Cost</i>	<i>Est. Ann. Income</i>	<i>Current Yield</i>
75% Mineral Interest In Nw4nw4 4-122-36 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Nw4se4 29-119-34 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In N2nw4 Except W 18.25 Acres N2ne4 4-120-33 Kandiyohi Co MN	1.00	231.200	\$231.20	\$1.00	\$0.00	0.00%
75% Mineral Interest In Part of Govt Lot 4 34-121-35 Kandiyohi Co MN	1.00	150.000	\$150.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Sw4 S2nw4 W2se4 Sw4ne4 24-119-36 Kandiyohi Co MN	1.00	1,350.000	\$1,350.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Sw4 10-162-77 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In Sw4 28-162-78 Bottineau Co ND	1.00	3,000.000	\$3,000.00	\$1.00	\$0.00	0.00%
75% Mineral Interest In S2se4 33-121-33 Kandiyohi Co MN	1.00	300.000	\$300.00	\$1.00	\$0.00	0.00%

Asset Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Description	Shares/Par Value	Current Price	Market Value	Tax Cost	Est. Ann. Income	Current Yield
75% Mineral Interest In S2se4ne4	1.00	75,000	\$75,000	\$1,000	\$0.00	0.00%
9-118-34 Kandiyohi Co MN						
Total Other			\$46,632.33	\$20,000	\$0.00	
Total All Assets			\$2,726,478.18	\$2,122,872.85	\$55,603.59	

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

Transaction Summary

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Transaction Summary

<i>Transaction</i>	<i>Principal Cash</i>	<i>Income Cash</i>
Beginning Cash Balance on 4/1/13	-\$11,391.33	\$11,960.99
Additions	\$0.00	\$0.00
Disbursements		
Withdrawals	\$0.00	-\$11,000.00
Expenses	\$0.00	-\$275.00
Fees	-\$2,622.89	-\$2,622.84
Taxes	\$0.00	\$0.00
Total Disbursements	-\$2,622.89	-\$13,897.84
Income		
Taxable Interest	\$0.00	\$2,609.67
Tax Exempt Interest	\$0.00	\$0.00
Dividends	\$0.00	\$4,800.09
Rental Income	\$0.00	\$0.00
Other Income	\$0.00	\$0.00
Total Income	\$0.00	\$7,409.76
Security Purchases	-\$37,018.57	\$0.00
Security Sales/Maturities	\$55,226.68	\$0.00
Security Sales/Maturities	\$55,226.68	\$0.00
Gain Distributions	\$0.00	\$0.00
Total Security Sales/Maturities	\$55,226.68	\$0.00
Money Market Purchases/Sales	-\$8,861.35	\$0.00
Other	\$0.00	\$0.00
Ending Cash Balance on 6/30/13	-\$4,667.46	\$5,472.91

Transaction Detail

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Transaction Details By Category

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
4/1/13	Beginning Balance	-\$11,391.33	\$11,960.99	
	Withdrawals			
4/17/13	Paid to Rice Memorial Hospital Distribution for 1st Quarter Grants	\$0.00	-\$11,000.00	\$0.00
	Expenses			
5/8/13	Paid to Bremer Trust NA Tax Preparation Fee for Prior Year 990 PF Tax Preparation for 12/31/12	\$0.00	-\$250.00	\$0.00
5/8/13	Paid to State of Minnesota Deductible Estate Expense Annual Minnesota Filing Fee	\$0.00	-\$25.00	\$0.00
	Fees			
4/19/13	Account Portfolio Fee Collected	-\$868.84	\$0.00	\$0.00
4/19/13	Total Charges: \$1,737.66 Fees up To: 3/31/13 from \$2,717,011.48 In Market Value Issue Maintenance Fee: \$41.67			
4/19/13	Account Portfolio Fee Collected	\$0.00	-\$868.82	\$0.00
4/19/13	Total Charges: \$1,737.66 Fees up To: 3/31/13 from \$2,717,011.48 In Market Value Issue Maintenance Fee: \$41.67			

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
5/21/13	Account Portfolio Fee Collected			
	Total Charges: \$1,740.62 Fees up To: 4/30/13	-\$870.32	\$0.00	\$0.00
	from \$2,724,104.93 In Market Value			
	Issue Maintenance Fee: \$41.67			
5/21/13	Account Portfolio Fee Collected	\$0.00	-\$870.30	\$0.00
	Total Charges: \$1,740.62 Fees up To: 4/30/13			
	from \$2,724,104.93 In Market Value			
	Issue Maintenance Fee: \$41.67			
6/25/13	Account Portfolio Fee Collected	-\$883.73	\$0.00	\$0.00
	Total Charges: \$1,767.45 Fees up To: 5/31/13			
	from \$2,788,515.06 In Market Value			
	Issue Maintenance Fee: \$41.67			
6/25/13	Account Portfolio Fee Collected	\$0.00	-\$883.72	\$0.00
	Total Charges: \$1,767.45 Fees up To: 5/31/13			
	from \$2,788,515.06 In Market Value			
	Issue Maintenance Fee: \$41.67			
Total Disbursements		-\$2,622.89	-\$2,622.84	
Taxable Interest		-\$2,622.89	-\$13,897.84	
4/1/13	Montclair Twp NJ 1.960% 4/01/17	\$0.00	\$196.00	\$0.00
4/1/13	Federated Gov Obl TX Mgd-1	\$0.00	\$0.52	\$0.00
	Dividend from 3/1/13 to 3/31/13			
4/1/13	SEI SIMT High Yield Bond CL A 59	\$0.00	\$249.82	\$0.00
	Dividend from 3/1/13 to 3/31/13			
4/15/13	FHLMC Gd PL #C01676 6.000% 11/01/33	\$0.00	\$136.31	\$0.00
	March FHLMC Due 4/15/13			
4/15/13	FHLMC Gd PL #G02884 6.000% 4/01/37	\$0.00	\$142.13	\$0.00
	March FHLMC Due 4/15/13			

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
4/15/13	FHLMC Gd PL #C03478 4.500% 6/01/40	\$0.00	\$96.28	\$0.00
	March FHLMC Due 4/15/13			
4/15/13	GNMA PL #553351 4.500% 7/15/33	\$0.00	\$40.47	\$0.00
	March GNMA Due 4/15/13			
4/25/13	FNMA PL #357883 5.000% 5/01/35	\$0.00	\$88.51	\$0.00
	March FNMA Due 4/25/13			
4/25/13	FNMA PL #765251 4.000% 3/01/19	\$0.00	\$19.08	\$0.00
	March FNMA Due 4/25/13			
4/25/13	FNMA PL #829079 4.000% 9/01/20	\$0.00	\$69.07	\$0.00
	March FNMA Due 4/25/13			
5/1/13	Federated Gov Obl TX Mgd-I	\$0.00	\$0.52	\$0.00
	Dividend from 4/1/13 to 4/30/13			
5/1/13	SEI SIMT High Yield Bond CL A 59	\$0.00	\$230.14	\$0.00
	Dividend from 4/1/13 to 4/30/13			
5/15/13	FHLMC Gd PL #C01676 6.000% 11/01/33	\$0.00	\$131.23	\$0.00
	April FHLMC Due 5/15/13			
5/15/13	FHLMC Gd PL #G02884 6.000% 4/01/37	\$0.00	\$136.40	\$0.00
	April FHLMC Due 5/15/13			
5/15/13	FHLMC Gd PL #C03478 4.500% 6/01/40	\$0.00	\$92.50	\$0.00
	April FHLMC Due 5/15/13			
5/15/13	GNMA PL #553351 4.500% 7/15/33	\$0.00	\$36.73	\$0.00
	April GNMA Due 5/15/13			
5/28/13	FNMA PL #357883 5.000% 5/01/35	\$0.00	\$83.65	\$0.00
	April FNMA Due 5/25/13			
5/28/13	FNMA PL #765251 4.000% 3/01/19	\$0.00	\$18.38	\$0.00
	April FNMA Due 5/25/13			
5/28/13	FNMA PL #829079 4.000% 9/01/20	\$0.00	\$65.25	\$0.00
	April FNMA Due 5/25/13			
6/3/13	Federated Gov Obl TX Mgd-I	\$0.00	\$0.54	\$0.00
	Dividend from 5/1/13 to 5/31/13			

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
6/3/13	SEI SIMT High Yield Bond CL A 59 Dividend from 5/1/13 to 5/31/13	\$0.00	\$232.64	\$0.00
6/17/13	FHLMC Gd PL #C01676 6.000% 11/01/33 May FHLMC Due 6/15/13	\$0.00	\$128.50	\$0.00
6/17/13	FHLMC Gd PL #G02884 6.000% 4/01/37 May FHLMC Due 6/15/13	\$0.00	\$131.95	\$0.00
6/17/13	FHLMC Gd PL #C03478 4.500% 6/01/40 May FHLMC Due 6/15/13	\$0.00	\$87.79	\$0.00
6/17/13	GNMA PL #553351 4.500% 7/15/33 May GNMA Due 6/15/13	\$0.00	\$35.26	\$0.00
6/25/13	FNMA PL #357883 5.000% 5/01/35 May FNMA Due 6/25/13	\$0.00	\$81.15	\$0.00
6/25/13	FNMA PL #765251 4.000% 3/01/19 May FNMA Due 6/25/13	\$0.00	\$17.09	\$0.00
6/25/13	FNMA PL #829079 4.000% 9/01/20 May FNMA Due 6/25/13	\$0.00	\$61.76	\$0.00
		\$0.00	\$2,609.67	\$0.00
Dividends				
4/1/13	Nike Inc-Class B	\$0.00	\$62.58	\$0.00
4/12/13	Schlumberger LTD	\$0.00	\$75.63	\$0.00
4/12/13	State Street Corp	\$0.00	\$140.40	\$0.00
4/15/13	Thermo Fisher Scientific Inc	\$0.00	\$31.35	\$0.00
4/16/13	Quest Diagnostics Inc	\$0.00	\$78.30	\$0.00
4/24/13	Cisco Systems Inc	\$0.00	\$190.06	\$0.00
4/24/13	Comcast Corp-CL A	\$0.00	\$158.54	\$0.00
4/26/13	Sysco Corp	\$0.00	\$123.20	\$0.00
4/30/13	St Jude Medical Inc	\$0.00	\$65.50	\$0.00
4/30/13	Federated Strategic Val Div Is	\$0.00	\$133.72	\$0.00
5/1/13	Deere & Co	\$0.00	\$113.22	\$0.00
5/3/13	CVS Caremark Corp	\$0.00	\$80.10	\$0.00

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
5/13/13	Air Products & Chemicals Inc	\$0.00	\$161.17	\$0.00
5/15/13	Abbott Labs	\$0.00	\$32.90	\$0.00
5/15/13	Colgate Palmolive Co	\$0.00	\$89.76	\$0.00
5/15/13	Procter & Gamble Co	\$0.00	\$122.10	\$0.00
5/16/13	Apple Inc	\$0.00	\$201.30	\$0.00
5/16/13	The Mosaic Company	\$0.00	\$94.75	\$0.00
5/24/13	Citigroup Inc	\$0.00	\$3.24	\$0.00
5/30/13	Hudson City Bancorp Inc	\$0.00	\$123.36	\$0.00
5/31/13	Federated Strategic Val Div Is	\$0.00	\$401.17	\$0.00
6/3/13	Ford Motor Co DEL	\$0.00	\$100.40	\$0.00
6/10/13	Emerson Elec Co	\$0.00	\$167.69	\$0.00
6/10/13	Exxonmobil Corp	\$0.00	\$102.69	\$0.00
6/10/13	Target Corp	\$0.00	\$129.24	\$0.00
6/12/13	3M Co	\$0.00	\$134.62	\$0.00
6/13/13	Microsoft Corp	\$0.00	\$115.23	\$0.00
6/17/13	Dover Corp	\$0.00	\$75.60	\$0.00
6/17/13	Broadcom Corp	\$0.00	\$42.90	\$0.00
6/17/13	ITC Holdings Corp	\$0.00	\$69.84	\$0.00
6/19/13	Transocean LTD	\$0.00	\$182.00	\$0.00
6/26/13	Qualcomm Inc	\$0.00	\$87.50	\$0.00
6/27/13	T Rowe Price Group Inc	\$0.00	\$134.90	\$0.00
6/28/13	Pepsico Inc	\$0.00	\$169.68	\$0.00
6/28/13	ICM Small Company Port Instl	\$0.00	\$37.77	\$0.00
6/28/13	Federated Strategic Val Div Is	\$0.00	\$767.68	\$0.00
		\$0.00	\$4,800.09	
	Total Income	\$0.00	\$7,409.76	

Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
5/2/13	Security Purchases Purchased 527 Shares of EMC Corp Mass Trade Date 4/29/13	-		
	Paid \$21.08 Brokerage			
	527 Shares at \$22.56157197			
6/3/13	Purchased 493 Units of SPDR S&P Regional Banking ETF Trade Date 5/29/13	-		
	Paid \$19.72 Brokerage			
	493 Units at \$33.03890006			
6/13/13	Purchased 99 Shares of ITC Holdings Corp Trade Date 6/7/13	-		
	Paid \$3.96 Brokerage			
	99 Shares at \$88.8453			
Total Security Purchases		-\$37,018.57	\$0.00	
Security Sales/Maturities				
4/15/13	Paid Down 1,015.77 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of March Due 4/15/13 March FHLMC Due 4/15/13	\$1,015.77	\$0.00	-\$1,011.96
4/15/13	Paid Down 1,146.68 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of March Due 4/15/13 March FHLMC Due 4/15/13	\$1,146.68	\$0.00	-\$1,159.04
4/15/13	Paid Down 1,008.2 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of March Due 4/15/13 March FHLMC Due 4/15/13	\$1,008.20	\$0.00	-\$1,043.92

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
4/15/13	Paid Down 997.64 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of March Due 4/15/13	\$997.64	\$0.00	-\$987.66
4/25/13	March GNMA Due 4/15/13 Paid Down 1,165.25 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of March Due 4/25/13	\$1,165.25	\$0.00	-\$1,140.60
4/25/13	March FNMA Due 4/25/13 Paid Down 210.73 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of March Due 4/25/13	\$210.73	\$0.00	-\$210.93
4/25/13	March FNMA Due 4/25/13 Paid Down 1,145.61 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of March Due 4/25/13	\$1,145.61	\$0.00	-\$1,178.71
5/2/13	March FNMA Due 4/25/13 Sold 98 Shares of Celgene Corp Trade Date 4/29/13 Paid \$3.92 Brokerage Paid \$0.26 SEC Fee 98 Shares at \$119.30219994	\$11,687.44	\$0.00	-\$5,219.34
5/15/13	Paid Down 546.78 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of April Due 5/15/13	\$546.78	\$0.00	-\$544.73
5/15/13	April FHLMC Due 5/15/13 Paid Down 888.98 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of April Due 5/15/13	\$888.98	\$0.00	-\$898.33

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
5/15/13	Paid Down 1,255.25 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of April Due 5/15/13	\$1,255.25	\$0.00	-\$1,298.77
5/15/13	April FHLMC Due 5/15/13			
5/15/13	Paid Down 391.18 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of April Due 5/15/13	\$391.18	\$0.00	-\$387.27
5/28/13	April GNMA Due 5/15/13			
5/28/13	Paid Down 599.94 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of April Due 5/25/13	\$599.94	\$0.00	-\$587.60
5/28/13	April FNMA Due 5/25/13			
5/28/13	Paid Down 386.53 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of April Due 5/25/13	\$386.53	\$0.00	-\$386.88
5/28/13	April FNMA Due 5/25/13			
5/28/13	Paid Down 1,044.75 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of April Due 5/25/13	\$1,044.75	\$0.00	-\$1,073.88
6/3/13	April FNMA Due 5/25/13			
6/3/13	Sold 261 Shares of Quest Diagnostics Inc	\$16,227.66	\$0.00	-\$14,561.96
6/12/13	Trade Date 5/29/13			
6/12/13	Paid \$10.44 Brokerage			
6/12/13	Paid \$0.28 SEC Fee			
6/12/13	261 Shares at \$62.21599979	\$8,890.27	\$0.00	-\$6,336.03
6/12/13	Sold 251 Shares of Microsoft Corp			
6/12/13	Trade Date 6/7/13			
6/12/13	Paid \$10.04 Brokerage			
6/12/13	Paid \$0.15 SEC Fee			
6/12/13	251 Shares at \$35.46			

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
6/17/13	Paid Down 906.66 Par Value of FHLMC Gd PL #C01676 6.000% 11/01/33 for Record Date of May Due 6/15/13	\$906.66	\$0.00	-\$903.26
6/17/13	Paid Down 1,238.42 Par Value of FHLMC Gd PL #G02884 6.000% 4/01/37 for Record Date of May Due 6/15/13	\$1,238.42	\$0.00	-\$1,251.12
6/17/13	Paid Down 1,139.77 Par Value of FHLMC Gd PL #C03478 4.500% 6/01/40 for Record Date of May Due 6/15/13	\$1,139.77	\$0.00	-\$1,178.41
6/17/13	Paid Down 548.62 Par Value of GNMA PL #553351 4.500% 7/15/33 for Record Date of May Due 6/15/13	\$548.62	\$0.00	-\$543.13
6/25/13	Paid Down 534.51 Par Value of FNMA PL #357883 5.000% 5/01/35 for Record Date of May Due 6/25/13	\$534.51	\$0.00	-\$523.82
6/25/13	Paid Down 336.22 Par Value of FNMA PL #765251 4.000% 3/01/19 for Record Date of May Due 6/25/13	\$336.22	\$0.00	-\$336.52
6/25/13	Paid Down 1,913.82 Par Value of FNMA PL #829079 4.000% 9/01/20 for Record Date of May Due 6/25/13	\$1,913.82	\$0.00	-\$1,965.23
Total Security Sales/Maturities		\$55,226.68	\$0.00	

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
	Money Market Purchases/Sales			
	Combined Purchases for the Period			
4/1/13 - 6/30/13 of		-\$32,414.27	\$0.00	\$32,414.27
	Federated Gov Obl TX Mgd-1			
Combined Sales for the Period		\$23,552.92	\$0.00	-\$23,552.92
4/1/13 - 6/30/13 of				
	Federated Gov Obl TX Mgd-1			
Total Money Market Purchases/Sales		-\$8,861.35	\$0.00	
	Other			
4/1/13	Amortized Premium on Montclair Twp NJ 1.960% 4/01/17	\$0.00	\$0.00	-\$32.62
	Fed Basis Decreased by \$32.62 to \$25,542.86			
4/1/13	Current Year Amortization			
	Amortized Premium on	\$0.00	\$0.00	-\$7.80
4/15/13	FHLMC Gd PL #G02884 6.000% 4/01/37			
	Fed Basis Decreased by \$7.80 to \$28,732.81			
4/15/13	Current Year Amortization			
	Amortized Premium on	\$0.00	\$0.00	-\$20.57
4/15/13	FHLMC Gd PL #C03478 4.500% 6/01/40			
	Fed Basis Decreased by \$20.57 to \$26,583.57			
4/15/13	Current Year Amortization			
	Accreted Discount on	\$0.00	\$0.00	\$13.08
4/25/13	FNMA PL #357883 5.000% 5/01/35			
	Fed Basis Increased by \$13.08 to \$20,791.97			
4/25/13	Market Discount			

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
4/25/13	Amortized Premium on FNMA PL #765251 4.000% 3/01/19	\$0.00	\$0.00	-\$0.23
	Fed Basis Decreased by \$0.23 to \$5,730.04			
4/25/13	Current Year Amortization			
4/25/13	Amortized Premium on FNMA PL #829079 4.000% 9/01/20	\$0.00	\$0.00	-\$22.30
	Fed Basis Decreased by \$22.30 to \$21,318.12			
5/15/13	Current Year Amortization			
5/15/13	Amortized Premium on FHLMC Gd PL #G02884 6.000% 4/01/37	\$0.00	\$0.00	-\$7.07
	Fed Basis Decreased by \$7.07 to \$27,566.70			
5/15/13	Current Year Amortization			
5/15/13	Amortized Premium on FHLMC Gd PL #C03478 4.500% 6/01/40	\$0.00	\$0.00	-\$18.73
	Fed Basis Decreased by \$18.73 to \$25,520.92			
5/16/13	Current Year Amortization Stock Split	\$0.00	\$0.00	\$0.00
	2 for 1 Stock Split on Colgate Palmolive Co Due 5/15/13			
	132 Additional Shares Received			
5/28/13	Accreted Discount on FNMA PL #357883 5.000% 5/01/35	\$0.00	\$0.00	\$11.65
	Fed Basis Increased by \$11.65 to \$19,663.02			
5/28/13	Market Discount			

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Transaction Detail (continued)

Statement of Value and Activity

April 1, 2013 - June 30, 2013

Date	Transaction Description	Principal Cash	Income Cash	Tax Cost
5/28/13	Amortized Premium on FNMA PL #765251 4.000% 3/01/19	\$0.00	\$0.00	-\$0.21
	Fed Basis Decreased by \$0.21 to \$5,518.90			
5/25/13	Current Year Amortization			
5/28/13	Amortized Premium on FNMA PL #829079 4.000% 9/01/20	\$0.00	\$0.00	-\$19.79
	Fed Basis Decreased by \$19.79 to \$20,119.62			
5/25/13	Current Year Amortization			
6/17/13	Amortized Premium on FHLMC Gd PL #G02884 6.000% 4/01/37	\$0.00	\$0.00	-\$6.90
	Fed Basis Decreased by \$6.90 to \$26,661.47			
6/15/13	Current Year Amortization			
6/17/13	Amortized Premium on FHLMC Gd PL #C03478 4.500% 6/01/40	\$0.00	\$0.00	-\$17.97
	Fed Basis Decreased by \$17.97 to \$24,204.18			
6/15/13	Current Year Amortization			
6/25/13	Accreted Discount on FNMA PL #357883 5.000% 5/01/35	\$0.00	\$0.00	\$11.34
	Fed Basis Increased by \$11.34 to \$19,086.76			
6/25/13	Market Discount			
6/25/13	Amortized Premium on FNMA PL #765251 4.000% 3/01/19	\$0.00	\$0.00	-\$0.20
	Fed Basis Decreased by \$0.20 to \$5,131.82			
6/25/13	Current Year Amortization			

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Pending Trades

Statement of Value and Activity

April 1, 2013 - June 30, 2013

No pending trades.

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Messages and Notices Section

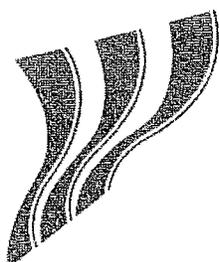
Statement of Value and Activity

April 1, 2013 - June 30, 2013

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



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City of Willmar
CONVENTION & VISITORS BUREAU
Balance Sheet as of June 30, 2013
(As of 07/16/13)

Assets

Cash	\$ (12,277.03)
Petty Cash	50.00
Investments	197,354.21
Taxes Receivable	-
Accounts Receivable	-
Prepaid Expenses	15,257.26
Interest Receivable	-
Total Assets	\$ 200,384.44

Liabilities

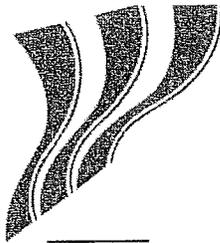
Accounts Payable	\$ -
Due to General Fund	-
Due to Capital Improvements	-
Total Liabilities	-

Fund Balance

Restricted Fund Balance - Prepaid Expenses	15,094.17
Committed Fund Balance - CVB	31,193.62
Assigned Fund Balance - Petty Cash/CVB	50.00
Assigned Fund Balance - CVB	154,046.65
Total Fund Balance	200,384.44

Total Liabilities & Fund Balance **\$ 200,384.44**





City of Willmar
CONVENTION & VISITORS BUREAU
COMPARATIVE INCOME STATEMENT
 For the Period Ended June 30, 2013
 (As of 07/16/13)

	<u>Budget</u>	<u>2013 Actual</u>	<u>2012 Actual</u>
Lodging Receipts	\$ 152,000.00	\$ 57,570.33	\$ 55,450.94
State Tourism Grant	3,000.00	2,975.00	4,922.16 *
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	4,000.00	-	2,653.50
Miscellaneous	-	-	-
Interest Earnings	6,000.00	1,142.55	1,593.68
Market Value Increase (Decr)	-	52.37 *	252.63 *
Refunds & Reimbursements	-	507.09 *	1,178.66 *
Total Revenues	214,500.00	96,247.34	100,051.57
<u>Expenditures</u>			
Operating			
Full Time Exec Director Salary	84,240.00	26,963.60	28,591.42
Temporary Employee Salaries	-	-	-
Benefits and Taxes	19,500.00	5,327.72	6,642.18
Office Supplies/Copies	3,400.00	1,324.18	830.51
Small Tools	-	445.53 *	751.59 *
Postage	1,300.00	312.08	503.22
Mtce. of Equipment	1,000.00	-	-
General Supplies	2,200.00	2,173.70	350.92
Telephone/Fax	4,200.00	1,152.27	1,824.07
Printing & Publishing	2,000.00	1,039.33	518.34
Travel/Lodging/Dues	5,000.00	2,308.06	2,616.20
Mtce. of Equipment	-	-	-
Other Services	-	421.57 *	502.96 *
Rents	8,000.00	3,133.05	3,133.05
Insurances & Bonds	355.00	375.00 *	355.00 *
Awards & Indemnities	200.00	270.55 *	256.50 *
Subscription/Membership	1,600.00	1,530.19	1,323.42 *
Professional Services	2,400.00	48.00	2,098.00
Advertising/Marketing	-	343.10 *	-
Other Charges	-	-	-
Contingency Fund	1,300.00	60.00	4,092.57
City Transfer (5%)	7,500.00	-	-
Transfer Out Capital Improvement	-	-	-
Refunds and Reimbursements	-	-	39.32 *
Market Value Adjustment	-	380.25 *	476.42 *
Tourism Expenses	34,000.00	18,522.75	26,575.42
Ad Development & Revisions	250.00	-	-
Conference & Convention	21,000.00	5,759.91	10,919.54
Group Tour Promotions	2,000.00	-	1,972.00
Leisure Travel	25,000.00	10,416.94	19,976.87
Fall/Winter Promotions	6,000.00	587.01	478.63
Spring/Summer Promotions	-	-	-
Special Projects	7,000.00	1,125.00	1,750.00
Strategic Marketing	6,000.00	-	-
Total Expenditures	245,445.00	84,019.79	116,578.15
Net Income (Loss)	(30,945.00)	12,227.55	(16,526.58)
Fund Balance January 1	188,156.89	188,156.89	207,922.15
Prior Period Adjustment	-	-	-
Fund Balance June 30	\$ 157,211.89	\$ 200,384.44	\$ 191,395.57

* Indicates Over Budget



WILLMAR

FINANCE

City Office Building
Box 755
Willmar, Minnesota 56201
320-235-4984
FAX: 320-235-4917

2013 Interest/Dividends Received By Institution

<u>Institution</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2013 Year-To-Date</u>	<u>2012 Year-To-Date</u>
Heritage Bank	\$ 417.73	\$ 673.42	\$ 1,022.93	\$ 3,409.93	\$ 8,642.62
Morgan Stanley Smith Barney	\$ 4,240.84	\$ -	\$ 13,521.60	\$ 67,556.03	\$ 79,375.66
Multi-Bank Securities	\$ -	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -
UBS	\$ 16,000.00	\$ 26,375.00	\$ 26,250.00	\$ 153,625.03	\$ 101,250.00
Wells Fargo	\$ 18,400.00	\$ 33,000.00	\$ 42,700.00	\$ 114,100.00	\$ 85,622.22
Wells Fargo Advisors	\$ 6,250.00	\$ 10,857.50	\$ 23,995.89	\$ 106,661.47	\$ 214,658.65
Totals	\$ 45,308.57	\$ 70,905.92	\$ 114,990.42	\$ 452,852.46	\$ 489,549.15

Willmar



2005

CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2013

	<u>INSTITUTION</u>	<u>SECURITY TYPE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
1	MSSB	CD-591557DP5	10/07/2013	1.150%	245,000.00	245,418.95
2	MSSB	CD-70153RGY8	10/15/2013	1.250%	245,000.00	245,781.55
3	MSSB	CD-02580VDA0	12/24/2013	4.750%	96,000.00	97,918.08
4	MSSB	CD-02586TDA9	12/24/2013	4.750%	96,000.00	97,918.08
5	MSSB	CD-36159CGN0	12/30/2013	4.100%	96,000.00	97,676.16
6	MSSB	CD-381426XZ3	12/31/2013	4.000%	96,000.00	97,637.76
7	MSSB	CD-36160TFS0	01/23/2014	3.400%	96,000.00	97,515.84
8	MSSB	CD-795450HC2	01/23/2014	3.500%	96,000.00	97,566.72
9	MSSB	CD-140653G26	01/28/2014	3.500%	96,000.00	97,604.16
10	MSSB	CD-02004MU84	10/08/2014	1.750%	150,000.00	152,236.50
11	MSSB	CD-02005QP64	08/10/2015	1.100%	96,000.00	96,526.08
12	MSSB	CD-25811LZ28	08/10/2015	1.000%	245,000.00	246,345.05
13	MSSB	CD-795450NT8	08/10/2015	1.100%	150,000.00	150,822.00
14	MSSB	CD-36160TE51	12/09/2016	2.100%	150,000.00	153,079.50
15	MSSB	CD-06740KFC6	12/14/2016	1.950%	245,000.00	250,446.35
16	MSSB	CD-38143ADT9	12/14/2016	2.050%	150,000.00	153,072.00
17	MSSB	CD-02587DJS8	12/15/2016	2.050%	150,000.00	153,325.50
18	MSSB	CD-2546703M2	02/08/2017	1.750%	245,000.00	250,296.90
19	Wells Fargo Advisors	CD-36157PFB0	06/08/2018	2.000%	150,000.00	151,797.00
20	MSSB	CD-17284A3Z9	12/12/2019	1.600%	245,000.00	234,582.60
21	Wells Fargo	FFCB-3133EAYB8	04/17/2020	1.840%	2,000,000.00	1,942,602.00
22	UBS	FHLMC-3134G3XL9	12/28/2020	2.000%	1,000,000.00	954,920.00
23	UBS	FHLMC-3134G3YP9	07/26/2021	2.000%	6,000,000.00 *	5,720,160.00
24	Wells Fargo	FHLMC-3134G3D49	11/23/2021	2.000%	2,000,000.00	1,913,836.00
25	Wells Fargo	FHLB-313381C60	06/07/2022	2.080%	2,000,000.00	1,889,926.00
26	UBS	FHLMC-3134G3WU0	06/21/2022	2.250%	1,000,000.00	936,180.00
27	Wells Fargo Advisors	FHLB-313379VX4	07/12/2022	2.530%	797,872.34 ^	760,380.31
28	UBS	FNMA-3136G0TG6	07/26/2022	2.000%	1,000,000.00 *	938,800.00
29	Wells Fargo	FNMA-3136G0TG6	07/26/2022	2.000%	2,000,000.00 *	1,877,604.00
30	MSSB	FHLB-313380GQ4	09/07/2022	1.500-5.000%	4,000,000.00	3,810,520.00
31	UBS	FNMA-3136G0D65	09/27/2022	2.000%	3,000,000.00 *	2,785,290.00
32	UBS	FNMA-3135G0RC9	10/25/2022	2.200%	1,000,000.00	935,650.00
33	UBS	FNMA-3136G0Z33	11/15/2022	2.250%	1,900,000.00	1,791,605.00
34	Wells Fargo	FHLB-313381DA0	12/05/2022	2.190%	2,000,000.00	1,876,804.00
35	Wells Fargo Advisors	FHLB-313381GY5	12/27/2022	1.500-5.000%	3,000,000.00	2,844,690.00
36	Multi-Bank Securities	FHLB-313381H40	12/28/2022	1.500-9.000%	1,000,000.00	926,990.00
37	Multi-Bank Securities	FHLB-313382G49	03/27/2023	2.000-6.000%	1,000,000.00	943,040.00
38	Wells Fargo Advisors	FHLB-313382VW0	04/25/2023	1.625-5.500%	1,150,000.00	1,090,407.00
39	Wells Fargo Advisors	FHLB-313382TV5	04/25/2023	1.625-6.000%	850,000.00	792,778.00
40	Multi-Bank Securities	FHLB-3133832Q3	05/23/2023	1.750-8.000%	1,000,000.00	942,650.00
41	Wells Fargo Advisors	FHLB-313383BL4	06/13/2023	1.500-4.000%	2,500,000.00	1,914,200.00
42	Wells Fargo Advisors	FHLB-313383A27	06/13/2023	1.625-10.000%	1,993,000.00	2,389,275.00
TOTAL INVESTMENT					\$ 45,328,872.34	\$ 43,145,874.09
43	Heritage Bank	Low Activity Ckg	None	0.250%	7,155,276.18	7,155,276.18
44	Heritage Bank	SB Ckg/Law Enf.Forf	None	0.100%	44,543.46	44,543.46
45	Heritage Bank	Commercial Ckg	None	0.100%	(40,191.44)	(40,191.44)
TOTAL PORTFOLIO FOR JUNE 30, 2013					\$ 52,488,500.54	\$ 50,305,502.29

* Par Value is not equal to Purchase Amount

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



WILLMAR

FINANCE

City Office Building
Box 755
Willmar, Minnesota 56201
320-235-4984
FAX: 320-235-4917

INVESTMENT ACTIVITY REPORT FOR QUARTER ENDING JUNE 30, 2013

BALANCE AT PRIOR QUARTER ENDED MARCH 31, 2013	\$ 45,036,646.37
SUMMARY OF APRIL, 2013, THROUGH JUNE, 2013, TRANSACTIONS:	
(04/25/2013) SOLD: Wells Fargo Advisors, FHLB-3133803F2, Step-Up @ 1.25%	(2,000,000.00)
(04/25/2013) MARKET VALUE ADJUSTMENT: Wells Fargo Advisors, FHLB-3133803F2	10,500.00
(04/25/2013) PURCHASED: Wells Fargo Advisors, FHLB-313382VW0, Step-Up 1.625-5.500%	1,150,000.00
(04/25/2013) PURCHASED: Wells Fargo Advisors, FHLB-313382TV5, Step-Up 1.625-6.000%	850,000.00
(05/02/2013) SOLD: Wells Fargo, FNMA-3136G0FC0, 2.600%	(1,000,000.00)
(05/02/2013) MARKET VALUE ADJUSTMENT: Wells Fargo, FNMA-3136G0FC0	(2,133.00)
(05/15/2013) SOLD: Wells Fargo Advisors, FHLB-313380BC0, Step-Up 1.010-5.000%	(4,300,000.00)
(05/15/2013) MARKET VALUE ADJUSTMENT: Wells Fargo Advisors, FHLB-313330BC0	(2,365.00)
(05/23/2013) PURCHASED: Multi-Bank Securities, FHLB-3133832Q3, 1.750-8.000%	1,000,000.00
(06/13/2013) PURCHASED: Wells Fargo Advisors, FHLB-313383BL4, Step-Up 1.500-4.000%	2,500,000.00
(06/13/2013) PURCHASED: Wells Fargo Advisors, FHLB-313383A27, Step-Up 1.625-10.000%	1,993,000.00
(06/30/2013) MARKET VALUE ADJUSTMENT 06/30/2013	<u>(2,089,774.28)</u>
JUNE 30, 2013 BALANCE	\$ 43,145,874.09

Willmar



2005

Historical Balances At the End of Each Quarter 2003 through 06/30/2013

Year	Investments				Operating Cash (Flex Gold and Checking)			
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2013	\$45,036,646.37 #	\$43,145,874.09 #			\$ 4,864,300.48	\$ 7,115,084.74		
2012	\$41,122,817.67 #	\$37,855,613.32 #	\$44,310,158.10 #	\$47,119,283.92 #	\$ 8,136,948.46	\$11,647,103.27	\$ 6,473,162.53	\$ 7,735,728.32
2011	\$41,498,738.04 #	\$42,926,445.51 #	\$33,053,338.89 #	\$46,841,372.72 #	\$ 6,566,351.65	\$ 9,181,801.11	\$18,167,922.89	\$ 7,404,105.73
2010	\$41,358,462.50	\$40,144,176.24 #	\$44,577,231.24 #	\$48,797,293.88 #	\$ 5,700,619.84	\$ 8,771,348.62	\$ 3,304,736.92	\$ 4,417,038.74
2009	\$40,055,806.99	\$41,062,156.99	\$38,897,050.00	\$45,863,584.72	\$(2,077,111.26)	\$ 7,201,418.64	\$ 8,850,416.77	\$ 5,516,985.71
2008	\$41,205,848.94	\$43,736,011.19	\$45,244,926.32	\$42,945,529.36	\$ 3,167,634.31	\$ 1,718,731.16	\$ 1,997,209.74	\$ 6,351,625.00
2007	\$43,139,351.72	\$48,100,353.36	\$47,115,305.03	\$50,105,966.14	\$ 926,179.01	\$ 663,940.06	\$ 926,179.01	\$ (341,184.39)
2006	\$40,287,460.83	\$39,045,724.67	\$45,986,724.51	\$48,565,446.01	\$ 239,513.13	\$ 982,309.33	\$ 1,133,968.89	\$ 171,495.87
2005	\$36,768,248.22	\$37,768,170.45	\$48,355,084.17	\$48,354,326.94	\$ 1,513,953.62	\$ 961,246.67	\$ 1,454,324.57	\$ 1,007,718.36
2004	\$33,825,796.69	\$36,595,276.05	\$36,590,625.49	\$41,648,716.38	\$ 4,244,239.97	\$ 1,158,817.03	\$ 201,061.64	\$ 275,984.98
2003	\$34,064,199.18	\$30,950,347.81	\$35,925,098.63	\$40,818,791.70	\$ 3,859,939.14 **	\$ 7,755,088.56 **	\$ 2,656,112.08 **	\$ 933,074.6- **

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

**4M, Flex Gold, General Ckg

Historical Interest/Dividends Received Per Quarter 2003 through 06/30/2013

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2013	\$ 221,647.55	\$ 452,852.46			\$ 452,852.46
2012	\$ 143,871.89	\$ 345,677.26	\$ 175,728.62	\$ 159,483.59	\$ 824,761.36
2011	\$ 281,807.02	\$ 275,608.48	\$ 290,307.92	\$ 211,444.35	\$ 1,059,167.77
2010	\$ 234,241.45	\$ 446,351.92	\$ 233,012.97	\$ 365,903.94	\$ 1,279,510.28
2009	\$ 509,706.62	\$ 484,844.91	\$ 342,331.25	\$ 343,882.12	\$ 1,680,764.90
2008	\$ 531,303.45	\$ 435,311.50	\$ 478,334.39	\$ 554,954.62	\$ 1,999,903.96
2007	\$ 622,474.29	\$ 495,977.22	\$ 582,224.88	\$ 728,080.25	\$ 2,428,756.64
2006	\$ 392,269.92	\$ 398,251.19	\$ 435,489.27	\$ 424,705.40	\$ 1,650,715.78
2005	\$ 297,617.30	\$ 358,311.00	\$ 323,683.93	\$ 417,349.67	\$ 1,396,961.90
2004	\$ 256,365.99	\$ 349,941.03	\$ 239,169.92	\$ 363,170.98	\$ 1,208,647.92
2003	\$ 347,623.33	\$ 429,146.02	\$ 278,583.40	\$ 303,848.26	\$ 1,359,201.01

PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-12
CITY OF WILLMAR
TUESDAY, JULY 30, 2013

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, July 30, 2013, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Audrey Nelsen, Bruce DeBlieck and Steve Ahmann. Also present were: Bruce Peterson, Planning and Development Services Director; Dave Wyffels, Police Chief; Charlene Stevens, City Administrator, Frank Yanish, Mayor; Jim Dokken, Council Member; Jared Voge, Interim Engineer; Scott Ledeboer, Public Works Superintendent; Ken Warner, Buch Haug, Nathan Pederson, MnDOT; and David Little, West Central Tribune.

1. PUBLIC COMMENT

There were no public comments.

2. DANGEROUS WEAPONS ORDINANCE (MOTION)

The Committee discussed the most recent draft of changes to the dangerous weapons ordinance. Issues discussed included back stops, safety, and liability. Following discussion, a motion was made by Council member DeBlieck, seconded by Council member Nelson and passed for the following:

RECOMMENDATION: To introduce the ordinance and set a hearing for August 19, 2013.

3. FINAL PAY ESTIMATE – AIRPORT CRACK SEALING (RESOLUTION)

Staff presented the final pay estimate for the crack sealing project at the airport. The work has been completed by Fahrner Asphalt Sealers, LLC. The final payment requested is \$87,321.66. A motion was made by Council member Ahmann, seconded by Council member DeBlieck and passed for the following:

RECOMMENDATION: To adopt a resolution closing out State Project Number A4301-63 contract 2 in the amount of \$87,321.66 and to authorize staff to execute the close out documents.

4. STATE AID FOR MAINTENANCE AND OPERATIONS (RESOLUTION)

Staff presented a proposed agreement with MnDOT for state participation in the maintenance and operation of the Willmar Municipal Airport. The agreement is for the years 2014-2015. Under the agreement the state will reimburse the City for 2/3 of eligible costs not reimbursed by other sources and not to exceed \$51,636.00 per state fiscal year. A motion was made by Council member Ahmann, seconded by Council member Nelson and passed for the following:

RECOMMENDATION: To adopt a resolution approving the agreement and authorizing the Mayor and City Administrator to execute the document.

5. **OLD BUSINESS**

Committee members enquired about the status of the Lakeland Drive project. Staff said the televising was completed. That information and an update will be provided to the Committee following a meeting with the project engineer in the next week.

Questions were also asked about the Storm Water Task Force and whether or not any work plans have been developed. It was determined that the Committee would meet with the Task Force prior to the retreat to review the Task Force recommendations and it was suggested that the Interim City Engineer prepare a work plan for storm water activities.

6. **NEW BUSINESS**

East Highway 12: Staff updated the Committee on recent meetings conducted by both MnDOT and eastside business owners. Nathan Pederson from MnDOT reviewed the proposed 2014 maintenance project for both sides of the by-pass bridge on East Highway 12. It includes a total reconstruction with lane paving, median construction, new turn lanes, and storm water improvements. The District Engineer has agreed to seek State funds for a corridor study if the City and County participate. It was noted that the project planned for 2014 was a maintenance project and would have no impact on future construction or planning for the corridor.

Buch Haug explained what he wanted to see in an East Highway 12 project, advocating for something more than is planned for 2014. Ken Warner agreed that the City needed a plan to access State funding for Highway 12 improvements. Mr. Pederson acknowledged that the Department has no medium or long range plans for changes to the corridor. The Committee discussed what segments of Highway 12 should be included in a corridor study. It was determined that such a decision would be premature. Following discussion, a motion was made by Council member DeBlieck, seconded by Council member Nelsen and passed for the following:

RECOMMENDATION: To direct staff to pursue options for a Highway 12 corridor study with MnDOT and Kandiyohi County.

Mosquito spraying: Public Works Superintendent Scott Ledebor explained the mosquito spraying program to the Committee. This year there were new regulations from MPCA that required pesticide permits and a plan for spraying. To-date, the entire City has been sprayed four times and they have done spot spraying at Robbins Island, Baker Field, and Sonshine Festival. In addition to the spraying the City applies larvacide in stagnate surface waters, primarily storm water ponds. \$16,720 has been spent so far this year on mosquito control efforts. Future spraying for the balance of the season is dependent on weather. The Public Works crew will continue their application of larvacide.

Pothole Filling: Public Works Superintendent Ledebor stated that \$48,000 has been spent on crack sealing. They have finished most of the catch basin and pothole repairs. Some problem areas remain to be repaired. 285 tons of mix has been used so far. This is less than half of the usual amount due to a late start. There will be continued patching as the weather allows. It was noted that the problems with catch basins heaving are caused by the weather in that there is frost action in the road that allows openings between the

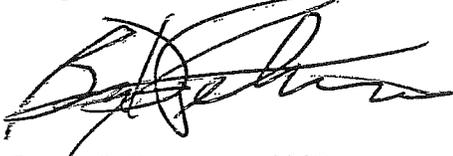
casting and the road surface. This results in the washing out of base material, causing voids between the street surface and the base.

Wind Generators: Council member DeBlicke updated the Committee on wind generator operations. Willmar Municipal Utilities has been working to correct an intermittent problem. They believe they have identified the parts that need to be replaced.

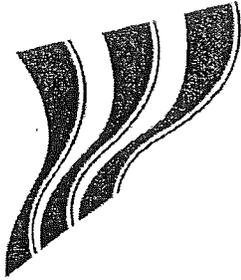
Police Report: As of July 30th there were 82 inmates in the County Jail and the Police Department had responded to 865 calls over the last two weeks.

7. There being no further business to come before the committee, the meeting adjourned at 6:00 p.m.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Bruce D. Peterson', written over a horizontal line.

Bruce D. Peterson, AICP
Director of Planning & Development Services



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: _____

Meeting Date: July 30, 2013

Attachments: Yes No

CITY COUNCIL ACTION

Date:

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

Originating Department: **Willmar Police**

Agenda Item: Dangerous Weapons Ordinance, Article III – Proposed Ordinance Changes

Recommended Action: Accept and pass to Council the attached ordinance change amending Chapter 10, Offenses and Miscellaneous Provisions, Article III, Dangerous Weapons, Section 10-54, Discharge of Firearms and adopting a new section 10-55, Shooting a Bow and Arrow Within City Limits.

Background/Summary: When seeking to lengthen the time relating to the validity of a pest permit, Chief Wyffels was directed at an the May 14, 2013, Public Safety meeting to review the current city ordinance relating to dangerous weapons and the use of a bow and arrow within the city limits of Willmar as well.

Research was done in regards to the regulation of bows and arrows in other communities, public input was sought, a meeting was held with the local archers club (Little Crow Archers), review and assistance by the City Attorney Robert Scott was given on the proposed ordinance changes. (See attachment).

Alternatives: Return to staff for further work while indicating direction of action to desired.

Financial Considerations: None.

Preparer: Chief of Police David Wyffels

Signature:

Comments:

CITY OF WILLMAR

**PUBLIC WORKS/SAFETY COMMITTEE MEETING
4:45 PM, TUESDAY, JULY 30, 2013
CITY OFFICE BUILDING CONFERENCE ROOM NO. 1**

**Chair: Ron Christianson
Vice Chair: Audrey Nelsen**

**Members: Bruce DeBlieck
Steve Ahmann**

AGENDA

- 1) Public Comment
- 2) Dangerous Weapons Ordinance
- 3) Final Pay Estimate – Airport Crack Sealing
- 4) State Aid for Airport Maintenance and Operations
- 5) Old Business
 - A.
 - B.
- 6) New Business
 - A. East Highway 12 Project
 - B. Mosquito Spraying Update
 - C. Pothole Filling Update
- 7) Adjourn

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 10, OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE III, DANGEROUS WEAPONS, SECTION 10-54, DISCHARGE OF FIREARMS AND ADOPTING NEW SECTION 10-55, SHOOTING A BOW AND ARROW WITHIN CITY LIMITS

The City Council of the City of Willmar hereby ordains as follows:

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 10-54. Chapter 10, Article III, Section 10-54 of the Willmar Municipal Code is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 10-54. – Discharge of firearms.

- (d) Permit. Nothing in this article shall be construed to embrace the firing of a gun, pistol, revolver or other kind of firearm when permission therefor has first been given by the chief of police of the city, which permission shall designate the place where and the time when such firearms may be used. When the applicant for a permit is an individual requesting a permit for purposes of shooting pests on private property, the permit shall only be granted for the use of a pellet gun or twenty-two-caliber rifle using birdshot. No permit shall be granted for more than ~~sixty~~ one hundred eighty (180) days. Every applicant for a permit shall execute a hold harmless agreement, indemnifying the city from all claims that result from the discharge of the firearm. When the applicant for the permit is not the property owner, a hold harmless agreement shall also be executed by the property owner.

Section 2. ENACTMENT OF NEW MUNICIPAL CODE SECTION 10-55. Chapter 10, Article III of the Willmar Municipal Code is hereby amended to include a new Section 10-55 to read as follows:

Sec. 10-55.—Shooting a bow and arrow within city limits

- (a) Purpose and Intent. The City of Willmar desires to allow persons to participate in the sport of archery in the city in a safe and responsible manner that will not threaten the public health, safety and welfare. It is with this intent that the regulations in this section are imposed.
- (b) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this

section, unless the context clearly indicates a different meaning.

Approved backstop shall mean any continuous solid wall or embankment constructed in a manner that an arrow cannot pass through any portion of the wall or embankment as constructed. The backstop must be of no less a minimum eight foot height and sixteen foot width.

Arrow - shall mean any shaft, rod or bolt constructed out of any substance.

Arrow tip - shall mean the forward point of a rod, shaft, bolt, etc. designed to serve the purpose of assisting an arrow to penetrate an intended target.

Bow - shall mean any device designed as or commonly known as a bow, long-bow, compound-bow, or cross-bow and fashioned to propel, thrust or project an arrow, shaft, bolt, or rod beyond one foot of the device itself.

- (c) Discharge of an arrow from a bow in city limits. It is unlawful to shoot or discharge an arrow from a bow within the city limits of Willmar except under the conditions listed under Paragraph (d) of this section.

Barbed and bladed arrow tips shall not be discharged outdoors within the City of Willmar except for the express purpose of taking fish or game as outlined under Paragraph (d), subparagraph (1) of this section.

- (d) Exemptions. Use of a bow and arrow in the following circumstances shall be exempted from the general prohibition thereof contained in Paragraph (c) of this section:

(1) Hunting:

- a. Any arrow may be discharged from a bow into the public waterways, lakes, ponds and streams for the purpose of taking fish as allowed by the Minnesota Department of Natural Resources (DNR).
- b. Any arrow may be discharged from a bow for the express purpose of harvesting game within the city limits of Willmar, but only by a licensed hunter participating in an approved hunt sanctioned by the DNR for the express purposes of culling game

animals to prevent the spread of a disease or over population.

- (2) Recreational sport or target practice:
 - a. Any arrow may be discharged from a bow while in the confines of any building as long as the arrow cannot escape the confines of the building and as is otherwise consistent with all applicable laws and regulations.
 - b. Any arrow other than an arrow containing a bladed or barbed arrow tip can be discharged from a bow, outdoors, while on private property, as long as it is discharged only at an intended target positioned at the base in front of and in the horizontal center of an approved backstop and as is otherwise consistent with all applicable laws and regulations.

Section 3. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2013.

ATTEST:

Kevin Halliday, City Clerk

Frank Yanish, Mayor

VOTE: ___ AHMANN ___ ANDERSON ___ CHRISTIANSON
___ DEBLIECK ___ DOKKEN ___ FAGERLIE ___ JOHNSON ___ NELSON

This Ordinance introduced by Council Member: _____

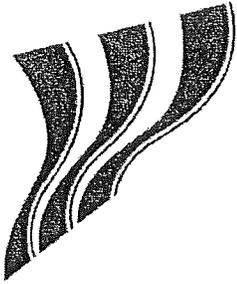
This Ordinance introduced on: _____

This Ordinance published on: _____

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: July 30, 2013

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved Denied
 Amended Tabled
 Other

Originating Department: Airport

Agenda Item: Final Pay Estimate for Contract 2 of State Project No. A3401-63-crack sealing/patching runway.

Recommended Action: Certify final payment of \$87,321.66 to Fahrner Asphalt Sealers, LLC of Eau Clair, WI per Contract 2.

Background/Summary: Contract 2 of State Project No. A3401-63 has been completed, which consisted of crack sealing and patching portions of the runway. During the project an area of settlement was identified in a taxilane that required a change order to be included.

Alternatives: N/A

Financial Considerations: The State Project cost is split 70/30

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

Signature: *Megan M. DeSchepper*

Comments:

animals to prevent the spread of a disease or over population.

(2) Recreational sport or target practice:

- a. Any arrow may be discharged from a bow while in the confines of any building as long as the arrow cannot escape the confines of the building and as is otherwise consistent with all applicable laws and regulations.
- b. Any arrow other than an arrow containing a bladed or barbed arrow tip can be discharged from a bow, outdoors, while on private property, as long as it is discharged only at an intended target positioned at the base in front of and in the horizontal center of an approved backstop and as is otherwise consistent with all applicable laws and regulations.

Section 3. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2013.

ATTEST:

Kevin Halliday, City Clerk

Frank Yanish, Mayor

VOTE: _____ AHMANN _____ ANDERSON _____ CHRISTIANSON
_____ DEBLIECK _____ DOKKEN _____ FAGERLIE _____ JOHNSON _____ NELSON

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

PROJECT CLOSE OUT

State Project No. A3401-63 Contract 2 is scheduled for close out. Departmental review has been completed to ensure contract compliance and satisfactory completion of work, including the proper implementation and approval of change orders; construction management activities; and financial management including budgets adopted and/or revised.

It is hereby recommended that the Project be accepted, final payment made and the Project file closed.

City Engineer

Date

Finance Director

Date

City Administrator

Date

COMMENTS:

CONTRACTOR'S PAY REQUEST

2012 AIRPORT IMPROVEMENTS - CONTRACT 2

WILLMAR, MN

BMI NO: T51.101070

DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$87,321.66
TOTAL, COMPLETED WORK TO DATE	\$87,321.66
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$87,321.66
RETAINED PERCENTAGE (0%)	\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$87,321.66
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1	\$87,321.66

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

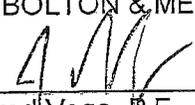
Contractor: Fahner Asphalt Sealers, LLC
 6615 US HWY 12W
~~P.O. Box 659~~
 Eau Claire, WI 54702

By  Name Project mgr Title

Date 7/8/13

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 2040 HIGHWAY 12 EAST, WILLMAR, MN 56201.

By , PROJECT MANAGER
 Jared Voge, P.E.

Date 7/15/13

APPROVED FOR PAYMENT:

OWNER:

By _____ Name Title Date

And _____ Name Title Date

FINAL

Pay Estimate No.:
 2012 AIRPORT IMPROVEMENTS - CONTRACT 2
 WILLMAR, MN
 BNI NO: T61-101070
 WORK COMPLETED THROUGH MAY 31, 2013

ITEM NO.	ITEM	ESTIMATED		UNIT PRICE	QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE		DIFFERENCE	
		BID QUANTITY	BID AMOUNT		PREVIOUS ESTIMATE	COMPLETED TO DATE	QUANTITY TO DATE	DIFFERENCE AMOUNT TO DATE		
2.1	2021.501 MOBILIZATION	1	\$6,500.00	LS	1.00	LS	\$6,500.00			\$ -
2.2	01650.1 MAINTENANCE AND RESTORATION OF HAUL ROADS & STAGING	1	\$1,000.00	LS	1.00	LS	\$1,000.00			\$ -
2.3	01655.2 AIRPORT SAFETY CONTROL	1	\$1,500.00	LS	1.00	LS	\$1,500.00			\$ -
2.4	01555.3 PROVIDE AND INSTALL LOW PROFILE AIRPORT BARRICADE	18	\$95.00	EA	16.00	EA	\$1,530.00			\$ -
2.5	01555.4 RE-INSTALL LOW PROFILE AIRPORT BARRICADE	2	\$500.00	EA	2.00	EA	\$1,000.00			\$ -
2.6	01555.8 PROVIDE & INSTALL RUNWAY CLOSURE MARKER, NON-LIGHTED	2	\$250.00	EA	2.00	EA	\$500.00			\$ -
2.7	02976.1 BITUMINOUS CRACK ROUTE & JOINT REPAIR	22780	\$36.45	LF	11,712.00	LF	\$430,766.80			\$ -
2.8	02976.1 BITUMINOUS CRACK ROUTE & JOINT REPAIR	13570	\$1.60	LF	11,712.00	LF	\$18,739.20			\$ -
2.9	2104.513 SAWCUT BITUMINOUS (FULL DEPTH)	400	\$3.00	LF	403.00	LF	\$1,209.00			\$ 3.00
2.1	2104.505 REMOVE BITUMINOUS PAVEMENT HAIL OFFSITE	88	\$13.10	SY	88.80	SY	\$1,155.59			\$ 142.70
2.11	2231.501 BITUMINOUS FULL DEPTH PATCHING MIXTURE (4")	22	\$393.00	TON	26.50	TON	\$9,769.50			\$ 1,345.50
2.12	2357.502 BITUMINOUS TACK COAT PATCHING	6	\$22.00	GAL	6.00	GAL	\$132.00			\$ -
2.13	02976.1 SAW & SEAL BITUMINOUS JOINTS	400	\$3.00	LF	400.00	LF	\$1,200.00			\$ -
SUBTOTAL:							\$86,609.09			\$ 3,612.29

Change Order No.:

ITEM NO.	ITEM	ESTIMATED		UNIT PRICE	QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE		DIFFERENCE	
		BID QUANTITY	BID AMOUNT		PREVIOUS ESTIMATE	COMPLETED TO DATE	QUANTITY TO DATE	DIFFERENCE AMOUNT TO DATE		
2.9	2104.513 SAWCUT BITUMINOUS (FULL DEPTH)	60	\$3.00	LF	60	LF	\$180.00			\$ -
2.10	2104.505 REMOVE BITUMINOUS PAVEMENT HAIL OFFSITE	14.33	\$13.10	SY	14.33	SY	\$187.72			\$ -
2.11	2231.501 BITUMINOUS FULL DEPTH PATCHING MIXTURE (4")	3.47	\$393.00	TON	3.47	TON	\$1,329.01			\$ -
2.12	2357.502 BITUMINOUS TACK COAT PATCHING	0.72	\$22.00	GAL	0.72	GAL	\$15.84			\$ -
SUBTOTAL:							\$1,712.57			\$ -

TOTAL(SUBTOTAL + CHANGE ORDER No. 1):

\$83,709.37

\$87,321.66

GIC

CHANGE ORDER

No. 1

PROJECT 2012 AIRPORT IMPROVEMENTS – CONTRACT 2

DATE OF ISSUANCE July 8, 2013

EFFECTIVE DATE July 8, 2013

OWNER City of Willmar

OWNER's Contract No. T51.105070

CONTRACTOR Fahrner Asphalt Sealers, LLC

ENGINEER Bolton & Menk, Inc.

You are directed to make the following changes in the Contract Documents.

- | | | | |
|----|---|---|-------------|
| 1. | Description: | Bituminous Patch Taxilane D2 | |
| | Cost: | \$1,712.57 | |
| | Reason for Change Order: | In the spring of 2013 a settlement was identified in taxilane D2. The settlement prevented aircraft from effectively utilizing the taxilane and was required to be patched. | |
| 2. | Description: | Final Compensating Change Order | |
| | Cost: | \$3,612.29 | |
| | Total Construction Cost: | | \$87,321.66 |
| | Contract Amount with Change Order No. 1 | | \$83,709.37 |
| | Total – Change Order No. 1: | | \$3,612.29 |

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$81,966.80	Original Contract Times Substantial Completion: <u>May 20, 2013</u> Ready for final payment: <u>May 31, 2013</u>
Net changes from previous Change Orders No. <u>0</u> to No. <u>1</u> 0 (zero)	Net changes from previous Change Orders No. <u>0</u> to No. <u>0</u> 0 (zero)
Contract Price Prior to this Change Order \$81,966.80	Contract Times prior to this Change Order Substantial Completion: <u>May 20, 2013</u> Ready for final payment: <u>May 31, 2013</u>
Net Increase of this Change Order \$5,354.86	Net Increase of this Change Order 0 (zero)
Contract Price with all approved Change Orders \$87,321.66	Contract Times with all approved Change Orders Substantial Completion: <u>May 20, 2013</u> Ready for final payment: <u>May 31, 2013</u>

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 7/15/13

APPROVED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

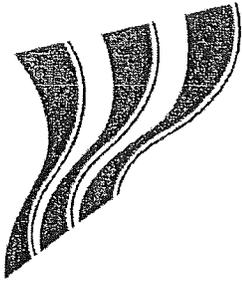
By: [Signature]
Contractor (Authorized Signature)

Date: 7/8/13

EJCDC No. 1910—8-B (1990 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

N:\E\FORMS\CHANGE.EJC



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

Agenda Item Number: _____

Meeting Date: July 30, 2013

Attachments: Yes No

CITY COUNCIL ACTION

Date:

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

Originating Department: Airport

Agenda Item: State Aid for Airport Maintenance and Operation State Fiscal Years 2014 & 2015.

Recommended Action: Authorization to execute Minnesota Department of Transportation Grant Agreement for Airport Maintenance and Operation.

Background/Summary: Every year the City submits all the maintenance costs of the airport and the State will reimburse back 2/3 of the eligible maintenance costs not to exceed \$51,636.00.

Alternatives: N/A

Financial Considerations: This assistance from the state alleviates some of the cost burden of airport maintenance and operations.

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

Signature: *Megan M. DeSchepper*

Comments:

FINAL

Pay Estimate No.:
 2012 AIRPORT IMPROVEMENTS - CONTRACT 2
 WILMAR, MN
 BIM NO. T61.101070
 WORK COMPLETED THROUGH MAY 31, 2013

ITEM NO.	ITEM	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE	QUANTITY COMPLETED TO DATE	DIFFERENCE QUANTITY TO DATE	DIFFERENCE AMOUNT TO DATE
			BID QUANTITY	BID AMOUNT				
2.1	2021.501 MOBILIZATION	\$6,500.00	1	LS	LS	1.00	LS	\$6,500.00
2.2	01650.1 MAINTENANCE AND RESTORATION OF HAUL ROADS & STAGING	\$1,000.00	1	LS	LS	1.00	LS	\$1,000.00
2.3	01555.2 AIRPORT SAFETY CONTROL	\$1,500.00	1	LS	LS	1.00	LS	\$1,500.00
2.4	01555.3 PROVIDE AND INSTALL LOW PROFILE AIRPORT BARRICADE	\$65.00	16	EA	EA	16.00	EA	\$1,040.00
2.5	01555.4 RE-INSTALL LOW PROFILE AIRPORT BARRICADE	\$1,040.00	2	EA	EA	2.00	EA	\$2,080.00
2.6	01555.5 PROVIDE & INSTALL RUNWAY CLOSURE MARKER, NON-LIGHTE	\$250.00	22750	LF	LF	27,346.00	LF	\$4,375,000.00
2.7	02975.1 BITUMINOUS CRACK ROUTE & JOINT REPAIR	\$1.60	13570	LF	LF	11,712.00	LF	\$1,873.92
2.8	2104.513 SAWCUT BITUMINOUS (FULL DEPTH)	\$3.00	400	LF	LF	409.00	LF	\$1,227.00
2.9	2104.505 REMOVE BITUMINOUS PAVEMENT - HAUL OFFSITE	\$13.10	88	SY	SY	98.50	SY	\$1,298.50
2.10	2231.501 BITUMINOUS FULL DEPTH PATCHING MIXTURE (4")	\$383.00	22	TON	TON	25.50	TON	\$9,786.50
2.11	2357.502 BITUMINOUS TACK COAT PATCHING	\$22.00	6	GAL	GAL	6.00	GAL	\$132.00
2.12	02976.1 SAW & SEAL BITUMINOUS JOINTS	\$3.00	400	LF	LF	400.00	LF	\$1,200.00
SUBTOTAL:								\$85,609.09

Change Order No.: 1

ITEM NO.	ITEM	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE	QUANTITY COMPLETED TO DATE	DIFFERENCE QUANTITY TO DATE	DIFFERENCE AMOUNT TO DATE
			BID QUANTITY	BID AMOUNT				
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2.10	2104.505 REMOVE BITUMINOUS PAVEMENT - HAUL OFFSITE	\$13.10	14.33	SY	SY	14.33	SY	\$187.72
2.11	2231.501 BITUMINOUS FULL DEPTH PATCHING MIXTURE (4")	\$383.00	3.47	TON	TON	3.47	TON	\$1,328.01
2.12	2357.502 BITUMINOUS TACK COAT PATCHING	\$22.00	0.72	GAL	GAL	0.72	GAL	\$15.84
SUBTOTAL:								\$1,712.57

TOTAL(SUBTOTAL + CHANGE ORDER No. 1):

\$83,709.37

\$87,321.66

\$ 3,612.29

GIC

CHANGE ORDER

No. 1

PROJECT 2012 AIRPORT IMPROVEMENTS - CONTRACT 2

DATE OF ISSUANCE July 8, 2013 EFFECTIVE DATE July 8, 2013

OWNER City of Willmar

OWNER's Contract No. T51.105070

CONTRACTOR Fahrner Asphalt Sealers, LLC

ENGINEER Bolton & Menk, Inc.

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| | Cost: | \$3,612.29 | |
| | Total Construction Cost: | | \$87,321.66 |
| | Contract Amount with Change Order No. 1 | | \$83,709.37 |
| | Total - Change Order No. 1: | | \$3,612.29 |

GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

This Agreement is by and between the state of Minnesota acting through its Commissioner of Transportation ("State"), and the City of Willmar ("Recipient").

WHEREAS, the Recipient desires the financial assistance of the State for maintenance and operation of the Willmar Municipal Airport ("Airport"); and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 and 360.305 to provide financial assistance to the Recipient for its airport.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect for the State's fiscal years 2014 and 2015.
2. If paint striping of the Airport is a part of this Agreement, the State will contract for the periodic paint striping of the airport runways and taxiways. The Recipient agrees to a deduct of \$606.00 as its assigned share of airport paint striping. The Recipient agrees to cooperate with the marking operation.
3. The Recipient will keep the runway and the area around the lights mowed. The grass will be mowed at least 7 feet beyond the lights, and at no time will the grass exceed 6 inches in height on the landing area.
4. If the Airport is to remain operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks will be limited in height so that aircraft wings, engines, and propellers will clear them, and landing strip markers and/or lights will remain visible.
5. The Airport must pass periodic inspections performed by a representative of the Office of Aeronautics for compliance with the rules of the Department of Transportation and for compliance with this Agreement. If the Airport is not so maintained, then no reimbursement will be made hereunder.
6. The State will reimburse the Recipient for 2/3 of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed \$51,636.00 of State aid for each State fiscal year. If applicable, this base amount already includes the deduct for paint striping.
7. The Recipient may submit a breakdown of its incurred costs to the Director of the Office of Aeronautics, quarterly, on forms supplied by the Office of Aeronautics if said incurred costs total at least \$5,000.00 for the quarter. Costs are to be submitted as follows:
 - a. In October for the period July 1 through September 30.
 - b. In January for the period October 1 through December 31.
 - c. In April for the period January 1 through March 31.
 - d. In July for the period April 1 through June 30.

Final costs must be submitted to the Director of the Office of Aeronautics on or before August 1 for each State fiscal year ending June 30. No requests received after August 1 for the preceding State fiscal year will be honored by the State. The State reserves the right to reject items that may not be eligible for reimbursement, and reimbursement may be denied entirely if the Airport is not properly maintained in accordance with this Agreement.

State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

By: _____

Date: _____

Purchase Order (PO) ID No: _____

MnDOT Contract Management

as to form & execution

By: _____

Date: _____

Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Commissioner, Minnesota Department of Transportation

By: _____

Director, Office of Aeronautics

Date: _____

RESOLUTION NO. _____

AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

IT IS RESOLVED by the City of Willmar as follows:

1. That the State of Minnesota Agreement No. 03960, "Grant Agreement for Airport Maintenance and Operation," at the Willmar Municipal Airport is accepted.
2. That the Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 5th day of August, 2013.

MAYOR

Attest:

CITY ADMINISTRATOR